



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard, Torrance, California 90506-0001

Telephone (310) 532-3670 or 1-866-ELCAMINO

www.elcamino.edu

March 17, 2014

Board of Trustees
El Camino College

Dear Members of the Board:

Monday's Board meeting begins with a view of the dirt mound which will become the new Stadium and Athletic Complex. Please plan on arriving at the President's office at 3:20 p.m. for shuttle service to the groundbreaking of our latest construction project. The Board meeting has been relocated to the East Dining Room which is adjacent to the new stadium location. Locations for both the groundbreaking and Board meeting are noted on Attachment A. Due to illness, Trustee Combs will be unable to attend the meeting.

Monday's presentation by William Garcia, Dean of Enrollment Services, will provide an overview of our outreach plan. With the additional Student Success and Support Program (SSSP) funding provided for assessment, orientation, and educational planning, we have increased services to both in-district and out-of-district high school students. An Outreach Plan is included in Attachment B for more details on the services and activities provided through the Office of Outreach and School Relations.

The Office of the Inspector General recently released a report stating that the Education Department should take steps to ensure that students are protected when colleges use third-party servicers, like Higher One, to deliver financial-aid refunds. El Camino College utilizes the services of Higher One to deliver financial aid disbursements. Attachment C is a letter explaining the steps we have taken to protect students from incurring additional fees.

Attachment D is a letter from Dr. Arce explaining the nursing department's withdrawal from the national accrediting body called the Accreditation Commission for the Education of Nurses (ACEN). This does have implications for our students but will not affect our ACCJC accreditation according to my conversation with representatives of the Commission.

As a follow-up to previous discussion regarding Board Policy 2010 (Board Membership), Ms. Higdon's memo (Attachment E) clarifies the term "incompatible office."

Letter to the Board
March 17, 2014

Also included in your packet is an Inglewood Unified School District Update (Attachment F).

The consent agenda is relatively brief. It is highlighted as follows:

1. Academic Affairs presents curriculum changes, a MESA Leadership Retreat, and recommended sabbatical leave of absence.
2. Student and Community Advancement section includes the 2014 Summer Youth Camps, student travel and grant acceptance.
3. Administrative Services presents routine contracts, as well as informational items regarding the Actuarial Study 2013 (Attachment G) and Proposition 39 LED Lighting Retrofit Project (Attachment H).
4. Administrative Services Measure E section includes General Obligation Bond Fund Categories and Project Summary, two recommended change orders and routine purchase orders.
5. Human Resources includes routine personnel items.
6. The Superintendent/President and Board of Trustees section presents five policies for Second Reading and Adoption.

The non-consent agenda includes a Resolution for Exception to the 180-Day Wait Period. Attachment I is a memo from Ms. Linda Beam explaining the resolution to waive the recently enacted CalPERS' 180-day post-retirement wait period for soon-to-be retired employee, Ms. Destyn LaPorte.

The Closed Session Agenda includes two personnel items, existing litigation, and negotiations update.

The following items are presented for your information:

1. Memo from Ms. Ann Garten regarding Ribbon Cutting and Groundbreakings
2. Memo from Dr. Jeanie Nishime regarding 2014 Commencement Speakers for El Camino College and El Camino College Compton Center
3. Spring 2014 Year-End Activities
4. Memo from Dr. Francisco Arce regarding Associate Degrees for Transfer (Update)

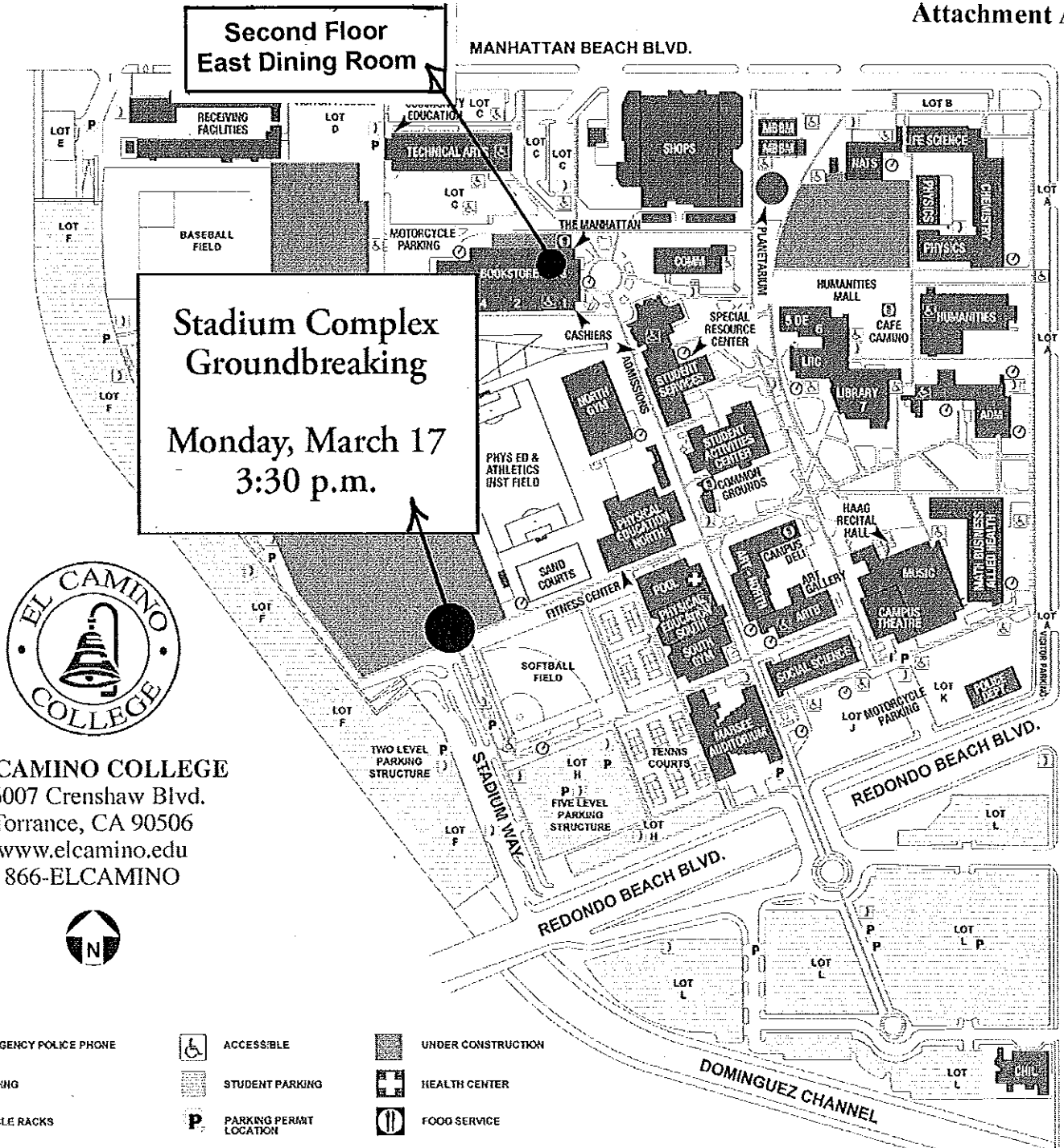
Letter to the Board
March 17, 2014

5. Memo from Professor Daniel Berney regarding Fine Arts Associate Dean Diane Hayden and the ECC Dance Department 2013 Program Review
6. Press Release dated February 21, 2014 – El Camino College Celebrates Inaugural Homeland Security Class at LAX
7. Letter from Mr. Carlyle Carter, CCCAA President/CEO, regarding Athletic Association Scholar Team Recipients

If you have any questions, comments or concerns about the March agenda, please feel free to call Ms. Cindy Constantino or me prior to the meeting so we may research responses to your requests. President Fallo will be available for a pre meeting at 3:00 p.m. should you wish to discuss any items of concern. Otherwise, please plan to meet in President Fallo's office at 3:20 p.m. so we can be shuttled to the 3:30 p.m. groundbreaking.

Sincerely,

Jeanie M. Nishime for Thomas M. Fallo
Vice President, Student and
Community Advancement











Second Floor
East Dining Room

Stadium Complex
Groundbreaking
Monday, March 17
3:30 p.m.



EL CAMINO COLLEGE
16007 Crenshaw Blvd.
Torrance, CA 90506
www.elcamino.edu
866-ELCAMINO



- KEY:**
-  EMERGENCY POLICE PHONE
 -  ACCESSIBLE
 -  UNDER CONSTRUCTION
 -  BUILDING
 -  STUDENT PARKING
 -  HEALTH CENTER
 -  BICYCLE RACKS
 -  PARKING PERMIT LOCATION
 -  FOOD SERVICE

EL CAMINO COLLEGE

| BUILDING / LOCATION | ABBREVIATION | BUILDING / LOCATION | ABBREVIATION | | |
|-------------------------------|--------------|--------------------------------|--------------|--------------------------|-------------------|
| ADMINISTRATION | ADM | NATURAL SCIENCE | NATS | CONFERENCE ROOMS: | |
| ART AND BEHAVIORAL SCIENCE | ART8 | NORTH GYM | NGYM | | BOOKSTORE: |
| ART BUILDING - NORTH | ARTN | PHYS ED & ATHLETICS INST FIELD | PEFD | | ALONDRA |
| BASEBALL FIELD | BBFL | PHYSICAL EDUCATION NORTH | PE-N | | DECATHLON |
| BOOKSTORE | BKST | PHYSICAL EDUCATION SOUTH | PE-S | EAST DINING | |
| CAMPUS THEATRE | TH | PHYSICS | PHYS | STADIUM | |
| CHEMISTRY | CHEM | PLANETARIUM | PLAN | | |
| CHERRY TREE OFFICES | CTO | POLICE DEPARTMENT | ECPD | LIBRARY/LRC: | |
| CHILD DEVELOPMENT CENTER | CHIL | POOL | POOL | DISTANCE ED | |
| COMMUNICATIONS | COMM | SAND COURTS | SAND | ARCHIVES | |
| COMMUNITY ADVANCEMENT OFFICE | CADV | SCHAUERMAN LIBRARY | LIB | LIBRARY 202 | |
| CONSTRUCTION TECHNOLOGY | CNST | SHOPS | SHOP | | |
| DISTANCE EDUCATION CENTER | DE | SOFTBALL FIELD | SBFL | | |
| FIELDHOUSE | FLDH | SOCIAL SCIENCE | SOCS | | |
| HUMANITIES | H | SOUTH GYM | SGYM | | |
| LEARNING RESOURCES CENTER | LRC | SPECIAL RESOURCE CENTER | SRC | | |
| LIFE SCIENCE | LS | STUDENT ACTIVITIES CENTER | ACTC | | |
| MANHATTAN BEACH BLVD. MODULES | MBBM | STUDENT SERVICES CENTER | SSVC | | |
| MARSEE AUDITORIUM | AUD | TECHNICAL ARTS | TECH | | |
| MATH BUSINESS ALLIED HEALTH | MBA | TENNIS COURTS | TENN | | |
| MURDOCK STADIUM | STAD | YARD | YARD | | |
| MUSIC | MUSI | | | | |

El Camino College
High School Outreach Plan 2013-2014 Academic Year



By: El Camino College
Office of Outreach & School Relations

Outreach Timeline

June, July, and August

Recruit and train Student Ambassadors to provide outreach programming and services to prospective and current students on and off-campus. An extra cohort of Student Ambassadors are recruited and trained to specifically serve the El Camino College Financial Aid Office. Hire outreach personnel contingent on funding and demand.

Take inventory of marketing giveaways and order new marketing giveaways.

Update high school principal and counselor contact electronic listserv and hard copy contact roster for the subsequent academic year.

August

Welcome new, continuing, and returning students to El Camino College for the start of the fall semester at information tables throughout campus the first week of classes.

Work with in-district high schools to ensure off-campus college courses offered at high school campuses are ready for the start of the fall semester.

Inform on-campus entities of outreach opportunities at in-district high schools and other educational venues for the academic year.

September and October

An e-mail message blast is sent to both in-district and out-of-district high school counselors and a hard copy letter with the "Outreach Services Request Form" is sent to every in-district high school principal. Outreach & School Relations personnel visit each in-district high school to meet with their contacts to reintroduce themselves, provide a College update, and offer outreach services for the entire academic year. Campus Tours are scheduled upon request for any high school or by individual student request. Information Tables and Information Sessions are hosted at in-district and out-of-district high school campuses.

Outreach personnel participate in regional, state, and out-of-state college fairs and nights.

The annual High School Principal's Breakfast is scheduled and hosted by the President.

November and December

Prospective students may begin to apply on November 1st when the online admission application is activated for the following summer and fall terms. Application Workshops and Orientation Workshops are hosted at in-district and out-of-district high school campuses.

January

Welcome new, continuing, and returning students to El Camino College for the start of the spring semester at information tables throughout the campus the first week of classes.

Work with in-district high schools to ensure off-campus college courses offered at high school campuses are ready for the start of the spring semester.

January, February, and March

High school students who have applied for Admission and have participated in an Orientation are invited to take the Assessment/Placement tests at El Camino College or off-campus at in-district and out-of-district high schools campuses. In-district high schools are offered free transportation for their students to visit El Camino College to take the Assessment/Placement tests and complete any remaining steps to receive priority registration.

In-district and out-of-district high school students are encouraged to meet with an El Camino College academic counselor on-campus or at high school campuses to develop an Education Plan for the summer and fall term.

Financial Aid Office personnel host "Cash for College" evening events at in-district and out-of-district high school campuses to help prospective students and their parents learn how to apply for federal and state financial aid including scholarships.

Outreach personnel participate in regional, state, and out-of-state college fairs and nights.

April and May

The Office of Outreach & School Relations hosts in-district and out-of-district high schools that request Campus Tours and want their students to complete any remaining steps to register for classes for the summer and fall terms.

June

All new, continuing, and returning students who apply for financial aid by completing the Free Application for Federal Student Aid (FAFSA) and submit all of the proper financial aid documentation by June 1st are guaranteed a financial aid award letter and disbursement during the first week of the fall semester.

Outreach Services

The Office of Outreach & School Relations provides comprehensive outreach services to all in-district and out-of-district high schools that request our services.

Application Workshop

Application Workshops help prospective students learn of how to apply online for admission to El Camino College. All students must complete an online admission application before being able to continue with the rest of the matriculation steps. An El Camino College student identification number and e-mail account are issued upon submission of the admission application. To date a total of nine Application Workshops have been performed. Prior to 2008-2009 the Application Workshops were conducted when high school students visited El Camino College to take the assessment tests.

Orientation Workshop

Orientations Workshops are provided in a variety of forums to help meet the needs of prospective high school students at El Camino College and at high school campuses throughout the academic year. To date a total of four Orientation Workshops have been performed. Prior to 2013-2014 Orientation Workshops were not offered by Outreach & School Relations.

Assessment Testing

Assessment Testing help appropriately place students within the College's English and mathematics curriculum. Assessment Testing is a requirement prior to students being able to meet with an El Camino College academic counselor to develop an education plan. Assessment Testing may take place at El Camino College or at high school campuses. Free transportation is provided to all in-district high schools. To date a total of 774 students have been tested.

Education Plan

Education Plans are created for new students by college academic counselors either at high school campuses or at El Camino College. Abbreviated Education Plans are one or two semesters in length. Comprehensive Education Plans are two or more semesters in length. Education Plans outline course sequence by semester/term and help students meet their educational goal(s) of completing a vocational certificate, associate degree, and/or transfer to a four-year university. New mandate for which data will be collected beginning 2013-2014.

Priority Registration

In-district high school students who complete the following matriculation steps (orientation, assessment testing, and education plans) by March 31st are granted priority registration for the subsequent summer/fall terms prior to continuing students at El Camino College. New mandate for which data will be collected beginning 2013-2014.

Enrollment Goals for In-District High Schools

In an effort to increase student enrollment from in-district high schools, the Vice President of Academic Affairs and the Vice President of Student & Community Advancement, have resumed meetings with High School Principals to offer outreach services/classes and to provide comprehensive high school report cards regarding their students' performance at El Camino College.

The spring 2014 schedule of visits is as follows:

| | |
|-------------------|--|
| February 12, 2014 | Inglewood Unified School District Special Trustee |
| February 14, 2014 | Hawthorne High School |
| March 7, 2014 | Lawndale High School |
| March 28, 2014 | Leuzinger High School |
| TBD | Inglewood High School |
| TBD | City Honors High School (pending hire of new Principal) |
| TBD | Morningside High School |
| TBD | Torrance High Schools (North, Torrance, South, and West) |

To better serve the needs of students in the northern part of the District, El Camino College in partnership with the South Bay Workforce Investment Board, Centinela Valley High School District, Inglewood Unified School District, and California State University, Dominguez Hills (CSUDH) will create a "Southbay Promise" program modeled after the successful Long Beach Promise. A small pilot will begin in Fall 2014 with thirty students from each of the represented high school districts. These students will be identified by high school personnel and those selected will participate in the Summer Math Academy and FYE program at ECC. Tuition and books (for the FYE program) will be covered for the first year of the students' enrollment at ECC. In addition, students will participate in tours to CSUDH and events planned for the Southbay Promise program participants.

The Office of Outreach & School Relations has established the following in-district high school enrollment goals for the 2014-2015 Academic Year based on demographic information of enrolled 2012 high school graduates provided by the El Camino College Office of Institutional Research & Planning and the California Department of Education.

El Segundo High School

| | |
|--|-------------|
| Fall 2012 Student Enrollment at El Camino College: | 49 Students |
| Percentage of High School Graduating Class: | 17% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 51 Students |

Hawthorne High School*

*Additional enrollment increase due to South Bay Promise

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 127 Students |
| Percentage of High School Graduating Class: | 29% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 143 Students |

Inglewood High School*

*Additional enrollment increase due to South Bay Promise

| | |
|--|-------------|
| Fall 2012 Student Enrollment at El Camino College: | 47 Students |
| Percentage of High School Graduating Class: | 14% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 69 Students |

Lawndale High School*

*Additional enrollment increase due to South Bay Promise

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 97 Students |
| Percentage of High School Graduating Class: | 25% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 112 Students |

Leuzinger High School*

*Additional enrollment increase due to South Bay Promise

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 123 Students |
| Percentage of High School Graduating Class: | 26% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 139 Students |

Mira Costa High School

| | |
|--|-------------|
| Fall 2012 Student Enrollment at El Camino College: | 62 Students |
| Percentage of High School Graduating Class: | 11% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 65 Students |

Morningside High School*

*Additional enrollment increase due to South Bay Promise

| | |
|--|-------------|
| Fall 2012 Student Enrollment at El Camino College: | 42 Students |
| Percentage of High School Graduating Class: | 15% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 54 Students |

North High School

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 209 Students |
| Percentage of High School Graduating Class: | 40% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 219 Students |

Redondo Union High School

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 158 Students |
| Percentage of High School Graduating Class: | 26% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 166 Students |

South High School

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 113 Students |
| Percentage of High School Graduating Class: | 22% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 119 Students |

Torrance High School

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 171 Students |
| Percentage of High School Graduating Class: | 33% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 180 Students |

West High School

| | |
|--|--------------|
| Fall 2012 Student Enrollment at El Camino College: | 139 Students |
| Percentage of High School Graduating Class: | 26% |
| Fall 2014 El Camino College Enrollment Goal for High School: | 146 Students |

In-District Outreach Services

In order to ensure that El Camino College meets its enrollment goals, the Office of Outreach & School Relations, working in collaboration with other on-campus entities, provides the following services to our in-district high schools: application workshops; orientation workshops, assessment testing, education plans, course registration assistance, campus tours, and financial aid workshops. In-district high schools will be offered free transportation in the form of bussing to and from El Camino College to complete the matriculation process and introduce students to the College campus. In-district high schools will also be offered the opportunity to have academic counselors, outreach personnel, and Student Ambassadors on their campuses on a weekly basis throughout the academic year.

New in-district high school students that plan to enroll at El Camino College will be offered priority registration over continuing, returning, and concurrently enrolled students if they complete the core services of orientation, assessment testing, and education planning.

| | |
|---|-----------------|
| Animo Inglewood Charter High School | Inglewood |
| Animo Leadership High School | Inglewood |
| Arena Continuation High School | El Segundo |
| Bishop Montgomery High School | Torrance |
| City Honors High School | Inglewood |
| Da Vinci Design | Hawthorne |
| Da Vinci Science | Hawthorne |
| El Segundo High School | El Segundo |
| Environmental Charter High School | Lawndale |
| Hawthorne High School | Hawthorne |
| Hawthorne Math and Science Academy | Hawthorne |
| Inglewood Continuation High School | Inglewood |
| Inglewood High School | Inglewood |
| Kurt T. Shery High Continuation High School | Torrance |
| Lawndale High School | Lawndale |
| Lennox Mathematics, Science, and Technology Academy | Lennox |
| Leuzinger High School | Lawndale |
| Mira Costa High School | Manhattan Beach |
| Morningside High School | Inglewood |
| North High School | Torrance |
| R.K. Lloyde Continuation High School | Lawndale |
| Redondo Union High School | Redondo Beach |
| Redondo Shores Continuation High School | Redondo Beach |
| Saint Mary's Academy | Inglewood |
| South High School | Torrance |
| Torrance High School | Torrance |
| West High School | Torrance |

Out-of-District Outreach Services

The following outreach services will be provided to out-of-district high schools: application workshops; orientation workshops, assessment testing, education plans, course registration assistance, campus tours, and financial aid workshops upon availability.

Out-of-district high school students that complete the core services of orientation, assessment testing, and education planning will be given priority registration over continuing and returning that have not completed the core services.

| | |
|---|-----------------------|
| Angel's Gate Continuation High School | San Pedro |
| Animo Jackie Robinson High School | Los Angeles |
| Animo Locke #4 High School | Los Angeles |
| Animo Pat Brown High School | Los Angeles |
| Animo South Los Angeles Charter | Los Angeles |
| California Academy of Mathematics and Science | Carson |
| Carson Senior High School | Carson |
| Centennial High School | Compton |
| Compton High School | Compton |
| Crenshaw Senior High School | Los Angeles |
| Culver City High School | Culver City |
| David Starr Jordan Senior High School | Los Angeles |
| Dominguez High School | Compton |
| Gardena Senior High School | Gardena |
| John C. Fremont Senior High School | Los Angeles |
| Junipero Serra High School | Gardena |
| Kings/Drew Medical Magnet High School | Los Angeles |
| Los Angeles Jordan High School | Los Angeles |
| Mary Star of the Sea High School | San Pedro |
| Nathaniel Narbonne Senior High School | Harbor City |
| Opportunities Unlimited Charter High School | Los Angeles |
| Palisades Charter School | Pacific Palisades |
| Palos Verdes High School | Palos Verdes |
| Palos Verdes Peninsula High School | Rolling Hills Estates |
| Paramount High School Academy | Lakewood |
| Phineas Banning Senior High | Wilmington |
| Rancho del Mar Continuation High School | Rolling Hills |
| San Pedro Senior High School | San Pedro |
| University Senior High School | Los Angeles |
| Washington Preparatory School | Los Angeles |
| West Adams Preparatory School | Los Angeles |
| Westchester Senior High School | Los Angeles |
| Youth Opportunities Unlimited | Los Angeles |

Adult School Outreach Services

The following outreach services will be provided to the adult schools within the college district: application workshops; orientation workshops, assessment testing, education plans, course registration assistance, campus tours, and financial aid workshops. Adult schools that are located outside of the college district boundaries will be provided outreach services upon request and personnel availability.

El Camino College as an active participant in the Adult School Consortium will work specifically with Centinela Valley Adult School, Inglewood Adult School, South Bay Adult School, and Torrance Adult School to meet the five program areas as outlined in California Assembly Bill 86 (AB 86). One of the goals of the Consortium is to create a pipeline for adult learners to access and enroll at El Camino College. An El Camino College adult school liaison will be assigned to all four in-district adult schools and will be responsible for ensuring that interested adult learners complete and submit of all core services including, but not limited to, the admission application, assessment testing, education plans, course registration assistance, and financial aid application. The adult school liaison will be supported by academic counselors and outreach personnel.

| | |
|---------------------------------|---------------|
| ABC Adult School | Cerritos |
| Abram Friedman Center | Los Angeles |
| Centinela Valley Adult School | Lawndale |
| Compton Adult School | Compton |
| Downey Adult School | Downey |
| Gardena Community Adult School | Gardena |
| Hamilton Adult Education Center | Torrance |
| Harbor Occupational School | San Pedro |
| Inglewood Adult School | Inglewood |
| Long Beach School for Adults | Long Beach |
| South Bay Adult School | Redondo Beach |
| Torrance Adult School | Torrance |

Out-of-State Recruitment Efforts

In an effort to increase the number of out-of-state students that enroll at El Camino College, the Office of Outreach & School Relations participates in college fairs in the following states in association with the National Association of College Admission Counseling (NACAC) and Western Association of College Admission Counseling (WACAC).

1. Arizona
2. Hawaii
3. Maryland
4. Nevada
5. Virginia
6. Washington, D.C.

The college fairs that are hosted by NACAC and WACAC draw thousands of prospective students and their parents and high school counselors from a large geographic area. NACAC utilizes "Lead Retrieval" which is technology that allows each college representative in attendance to scan pre-completed student information cards so that follow-up can be done efficiently at the conclusion of the college fair utilizing e-mail, social media, and social networking sites. Each scanner can hold up to 10,000 student leads.

As a result of our out-of-state recruitment efforts thus far, the Office of Outreach & School Relations has been able to identify approximately 500 prospective out-of-state high school students and has created an outreach mailing listserv of approximately 150 out-of-state high school counselors.



EL CAMINO COLLEGE
Office of the Vice President-Student & Community Advancement
Jeanie Nishime – Vice President

March 12, 2014

TO: President Thomas Fallo

SUBJECT: TRANSITION TO HIGHER ONE FOR FINANCIAL AID
DISBURSEMENT

In July 2013, El Camino College signed an amendment to the services agreement with Sallie Mae Campus Solutions as a result of their acquisition by Higher One in May 2013. The implementation of Higher One is scheduled for August 2014.

During the past three years, Higher One has been criticized in the press and by federal government entities for not effectively communicating with students and for not being as transparent with their business practices. Higher One has addressed each of the identified concerns and has made significant steps to ensure compliance with federal student aid regulations.

The services agreement with Higher One clearly outlines:

1. El Camino College will not participate in revenue sharing with Higher One;
2. As a result of existing exclusive contracts with financial banking institutions, El Camino College has worked with Schools First Federal Credit Union and the Compton Center has worked with Mid-Cities Credit Union to have ATM surcharge fees waived for Higher One Debit Card users;
3. Information on all fees charged by Higher One and how to avoid them will be shared through a financial aid notification to all current students and the same message will be posted on the Financial Aid Office web pages in April 2014. The Higher One fee schedule is available at <https://www.higheroneaccount.com/studentaccount/feeschedules.do>;
4. El Camino College will offer three disbursement options to all students including direct deposit, hard copy check, and debit card; and
5. Two courtesy telephones, one for each location, will be provided to serve as a "hotline" for students to contact Higher One for customer service purposes.



EL CAMINO COLLEGE
Office of the Vice President-Student & Community Advancement
Jeanie Nishime – Vice President

Higher One plans to host an On-Site Kickoff at El Camino College on Tuesday, March 25, 2014, from 8:30 a.m. to 1:00 p.m. in the Administration Building, Room 131. Key stakeholders from El Camino College and the Compton Center have been invited to participate.

Jeanie M. Nishime, Ed.D.
Vice President
Student & Community Advancement

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Telephone (310) 532-3670 or 1-866-ELCAMINO

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March 11, 2014

To: President Fallo

From: Francisco Arce
Vice President – Academic Affairs

Subject: Nursing Program Status

The El Camino College Nursing Program is approved by the California State Board of Registered Nursing (BRN) to offer an associate degree in nursing. The curriculum and qualifications of the El Camino College nursing instructors, as well as student achievement are monitored and regulated by the BRN. ECC and ECC Compton Center maintain separate BRN reporting numbers; however the BRN treats them as one program. There is one Nursing Director responsible for the oversight and management of the Nursing Program at El Camino College and the Compton Center. The director is assisted by two 50-percent assistant directors at ECC and one 20-percent assistant director at Compton Center. There are 11 full-time and 18 part-time faculty teaching in the Nursing Program at El Camino College; and 7 full-time and 13 part-time faculty at the Compton Center. The fall semester unduplicated headcount is 225 students at El Camino College and 145 students at Compton Center. In fall 2013, El Camino College offered 64 nursing sections at the Torrance campus and 43 sections at the Compton Center.

The El Camino College Nursing Program is also accredited by a national accrediting agency, the Accreditation Commission for Education in Nursing (ACEN). El Camino College has maintained this national accreditation since 1990. In 2011 an ACEN site visit team conducted an evaluation of the El Camino College Nursing Program. The site visit team determined that the Nursing Program did not fully meet all of the required accreditation standards, and recommended it be placed on warning status.

The Nursing Program was given two years to resolve the deficiencies and findings cited by ACEN. In fall 2013, the Nursing Program submitted a Self-Evaluation Report to ACEN. A site visit team returned in November 2013 to validate the Self-Evaluation Report. The team findings indicated that the Nursing Program does not meet the accreditation standards in three areas, and recommended revocation of ACEN accreditation.

Following review and discussion, the Nursing Program faculty made a recommendation through the appropriate college processes, that it is in the best interest of the program to withdraw from the ACEN accreditation process at this time. This will allow for program restructuring and development, as well as the opportunity to fully address and resolve the recommendations needed to meet the ACEN standards. The Superintendent/President has accepted the nursing faculty recommendation, and the Vice Presidents concur.

Although the college will withdraw from the ACEN accreditation review process, the Nursing Program will continue to provide nursing instruction to students based on the following: El Camino College is fully accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) and with that authority is approved to offer a nursing program; the nursing program has been and continues to be approved by the California Board of Registered Nursing; ACEN accreditation is desirable but not required by the ACCJC standards for accreditation; two-thirds of 83 California Community College nursing programs do not have ACEN accreditation; there are many successful nursing programs without ACEN accreditation; and non-ACEN accredited programs have bachelor degree pathways with CSU.

Consequences for withdrawal from the ACEN accreditation process include: students graduating from non-ACEN accredited colleges may not easily obtain employment in federal government installations; some private colleges may not accept transfer students from colleges that do not have ACEN accreditation; some specific grants and scholarships are only available to students attending ACEN accredited colleges. Withdrawal from the ACEN accreditation review process may result in a more stringent review of the Nursing Program by the BRN during the regular approval process with that agency in fall 2015.

A notification of the change in status with ACEN was sent to faculty, students and communities of interest on March 8, 2014. El Camino College submitted a formal request to ACEN for withdrawal, effective March 10, 2014. A notice of revocation from ACEN is no longer in play since we have withdrawn from the process.



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard, Torrance, California 90506-0001

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February 27, 2014

To: President Thomas Fallo

From: Jo Ann Higdon, M.P.A.

Subject: Board Policy 2010

During the review of the proposed Board Policy 2010, clarification of the term "incompatible office" was requested. California Government Code 1099 (f) states: "This section codifies the common law rule prohibiting an individual from holding incompatible public offices".

A review of Attorney General Opinions clarifies that the holding of dual public offices where there is overlapping geographical and subject matter will be found to be incompatible. Only the potential for a future conflict of interest need exist. Simply not voting on an item does not cure the conflict. Some specific AG opinions with respect to education and incompatible public offices include the following examples:

- 1) Offices of a trustee of a high school district and trustee of an elementary school within its boundaries (AG summary page, year 1996):

Does the doctrine of incompatible public offices preclude a person from simultaneously holding the offices of trustee of a high school district and trustee of an elementary school district which is wholly within the geographic boundaries of the high school district?

The doctrine of incompatible public offices precludes a person from simultaneously holding the offices of trustee of a high school district and trustee of an elementary school district which is wholly within the geographic boundaries of the high school district.

Published on December 2, 1996

Official Citation: 79 Ops. Cal. Atty. Gen. 284

- 2) A county board of supervisors and the California Community Colleges Board of Governors (AG summary page, year 1995):

May a member of a county board of supervisors simultaneously serve as a member of the Board of Governors of the California Community Colleges?

A member of a county board of supervisors simultaneously may not serve as a member of the Board of Governors of the California Community Colleges.

Published on November 8, 1995

Official Citation: 78 Ops. Cal. Atty. Gen. 316

- 3) There has been one relevant exception noted in an AG opinion. In Compton School District, the AG did allow a board member to also be on the Compton Community College District. This decision was due to the fact that the Compton School District Board was under the jurisdiction of a state trustee and the Board was serving only in an advisory capacity and had no actual voting authority. That complete AG opinion states "We have no doubt that in the usual situation, the offices of trustee of a school district and trustee of a community college district with overlapping boundaries would be found to constitute incompatible offices." (AG summary page, year 2000):

Does Saul Lankster's four-month appointment to the board of trustees of the Compton Community College District work a forfeiture of his office on the board of trustees of the Compton Unified School District, an advisory board to the Superintendent of Public Instruction that has no legal rights, duties, or powers of a governing board?

Saul Lankster's four-month appointment to the board of trustees of the Compton Community College District does not work a forfeiture of his office on the board of trustees of the Compton Unified School District, an advisory body to the Superintendent of Public Instruction that has no legal rights, duties, or powers of a governing board.

Published on February 25, 2000

Official Citation: 83 Ops.Cal.Atty.Gen. 50

The complete Attorney General opinions referenced above can be read online:
<https://oag.ca.gov/opinions/yearly-index>

The Board has been provided a news article regarding the situation unfolding at Mt. San Antonio College.

At another local community college, legal counsel of LA County opined that an individual holding an elected office of city clerk could also serve as a board member of that college. The rationale provided was city clerks do not have voting power; thus, there could be no potential for a voting conflict of interest.



Jo Ann Higdon, M.P.A
Vice President Administrative Services



EL CAMINO COLLEGE
Vice President – Academic Affairs
February 24, 2014

TO: President Thomas Fallo

FROM: Francisco Arce, VP Academic Affairs
Jeanie Nishime, VP Student and Community Advancement

SUBJECT: Inglewood Unified School District Update

In August 2013, Dr. Brann was appointed State Trustee for the IUSD by the California Secretary of Education. As the State Trustee he has significant authority and oversight for the IUSD. His contract is for two years, in an effort to give him time to address the challenges facing the District, including ensuring the fiscal health of the IUSD and improving educational opportunities for students.

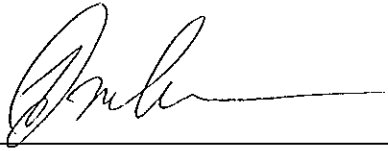
On Wednesday February 12, Francisco Arce and Jeanie Nishime met with Dr. Don Brann, State Trustee for the Inglewood Unified School District, and Mr. Jim Garza, Assistant to the State Trustee. The meeting focused on the relationship between El Camino College and the Inglewood Unified School District (IUSD) high schools.

For a number of years, El Camino College has experienced difficulties in serving the students at the IUSD high schools. Some of the high schools do not respond to El Camino's outreach efforts to provide educational and matriculation services. These concerns were discussed during the one hour meeting with Dr. Brann and Mr. Garza.


Dr. Brann shared his plan to address some IUSD issues immediately, including: directing the IUSD high schools to focus on students; hiring a new permanent principal at City Honors; relocating City Honors to a new location; enforcing the master class schedule created for each school; and changing the District culture wherein accountability and follow-through are the norm. In addition, both Dr. Brann and Mr. Garza pledged better cooperation from the IUSD with El Camino College, recognizing ECC as the college servicing the Inglewood Unified School District.

We expressed El Camino College's interest in expanding matriculation services at every high school throughout the El Camino Community College District, including IUSD. This includes providing graduating high school seniors orientation to college workshops, assessment testing, and preliminary educational planning. Additionally, we requested, and have received written assurances, that El Camino College will have the right of first refusal for offering any courses at the IUSD high schools.

Under Dr. Brann's direction, and with a change in leadership at the IUSD high schools, we believe El Camino College is on the road to developing a cooperative relationship with the IUSD high schools, similar to that we currently have with the other feeder high schools in our district.



Francisco Arce, Vice President
Academic Affairs



Jeanie M. Nishime, Vice President
Student & Community Advancement

**EL CAMINO COMMUNITY COLLEGE DISTRICT**

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March 10, 2014

To: President Thomas Fallo

From: Jo Ann Higdon, M.P.A.

Subject: Retiree Health Benefit's Liability

Twenty years ago, the District recognized its obligation to fund its legal liability to current and future retirees and established a separate fund (Fund 17) for its OPEB (Other Post Employment Benefits) liability.

In 1995 the first contribution to that fund was made in the amount of \$600,000. At that time, the OPEB liability was projected to be \$7.4 million. As of November of 2013, the OPEB liability has tripled and is now projected at \$22.2 million.

In 2011, an Irrevocable OPEB Trust (Trust) (Fund 69) was established and the accumulated funding was transferred to that Trust. A historical schedule delineating annual contributions and earnings of these funds are attached and can also be found on page 67 of our budget book. By June 2014, it is estimated the balance in the Trust will be \$18.8 million. Using your goal to achieve full funding in 2014-15, an additional amount of approximately \$3.4 will be required. Assuming investment income of \$0.5 million in 2014-15, an additional \$2.9 million is the estimated contribution to fully fund the OPEB liability. To accomplish this goal, I recommend: 1) the balance of Funds 14 and 15 as of June 2014 (estimated to be \$0.9 million) be transferred to the Trust Fund and 2) the remaining balance required to fully fund (estimated to be \$2.0 million) be transferred in 2014-15 from Fund 15.

Once the Trust is fully funded, the District will be allowed to pay the annual OPEB expenses (which were \$609,156 in 2012-13) from the Trust fund rather than burden the unrestricted general fund with these expenditures

Jo Ann Higdon, M.P.A.
Vice President Administrative Services

POST EMPLOYMENT BENEFITS FUND

Financial Accounting Standard 106 and GASB 45 recommend that employers establish a fund to pay for the future costs of retiree medical premiums. Actuarial valuations performed in 1995, 2005, 2009 and 2012 identified El Camino's obligation at January 1, 1994, to be \$7,438,000; at June 1, 2005, to be \$15,053,009; at June 30, 2009 to be \$18,814,878 and at May 9, 2012 to be \$22,355,715. Funds set aside to meet this obligation are shown below.

| Fiscal Year | | Deposit | Interest | Balance @ 6/30 |
|-------------------------|-----------------|----------------------|--------------------|-------------------------------|
| <u>SCCCD</u> | | | | |
| 1994-95 | Initial Deposit | \$ 600,000 | \$ 2,108 | \$ 602,108 |
| 1995-96 | | 600,000 | 49,979 | 1,252,087 |
| 1996-97 | | 300,000 | 29,873 | 1,581,960 |
| 1997-98 | | 300,000 | 35,399 | 1,917,359 |
| 1998-99 | | 250,000 | 37,727 | 2,205,086 |
| 1999-00 | | 250,000 | 112,141 | 2,567,227 |
| 2000-01 | | 100,000 | 110,113 | 2,777,340 |
| 2001-2012 | | 0 | 1,092,824 | 3,870,164 |
| | Total | <u>\$ 2,400,000</u> | <u>\$1,470,164</u> | <u>\$ 3,870,164</u> |
| <u>District Fund 17</u> | | | | |
| 2004-05 | | \$ 350,000 | \$ - | \$ 350,000 |
| 2005-06 | | 350,000 | 10,004 | 710,004 |
| 2006-07 | | 1,858,485 | 131,390 | 2,699,879 |
| 2007-08 | | 1,497,877 | 161,808 | 4,359,564 |
| 2008-09 | | 900,000 | 111,112 | 5,370,676 |
| 2009-10 | | 1,400,000 | 80,477 | 6,851,153 |
| 2010-11 | | 3,146,421 | 108,637 | 10,106,211 |
| 2011-12 | | 1,000,000 | 99,846 | 11,206,057 |
| | Total | <u>\$ 10,502,783</u> | <u>\$ 703,274</u> | <u>\$ 11,206,057</u> |
| | GRAND TOTAL | June 30, 2012 | | <u><u>\$ 15,076,221</u></u> * |

* Funds from SCCC and District's Fund 17 were transferred to an Irrevocable Trust Investment Fund shown below.

| | | Deposit | Interest | Balance @ 6/30 |
|-------------------------|-----------------|----------------------|-------------------|-----------------------------|
| <u>District Fund 69</u> | | | | |
| 2012-13 | Opening Deposit | \$ 15,076,221 * | \$ - | \$ 15,076,221 |
| 2012-13 | Addition | <u>900,000</u> | <u>507,550</u> | <u>16,483,771</u> |
| | | <u>\$ 15,976,221</u> | <u>\$ 507,550</u> | <u>\$ 16,483,771</u> |
| | Total | June 30, 2013 | | <u><u>\$ 16,483,771</u></u> |



EL CAMINO COMMUNITY COLLEGE DISTRICT

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March 11, 2014

To: President Thomas Fallo

From: Jo Ann Higdon, M.P.A.

Subject: Prop 39 Funds – Administrative Services Board Item H

The award of Prop 39 Funds to El Camino was provided by the Chancellor's Office on January 30, 2014. Given the State's requirement for these funds to be expended by June 30, 2014, we had to identify qualifying projects that could be accomplished in such a limited time frame. Our Purchasing and Facilities Departments were able to locate an existing Federal cooperative purchasing agreement that allows the College to take advantage of the Federal competitive bidding process for these lighting projects. Without this avenue, our College would not be able to meet such restrictive timelines. Administrative Service's Board Agenda Item H is provided as an informational item.

Jo Ann Higdon, M.P.A.
Vice President Administrative Services



**EL CAMINO COLLEGE
HUMAN RESOURCES OFFICE**

DATE: March 17, 2014

TO: Thomas Fallo, Superintendent/President

FROM: Linda Beam, Vice President of Human Resources

SUBJECT: RESOLUTION FOR EXCEPTION TO THE 180-DAY POST-RETIREMENT WAIT PERIOD (Government Code Sections 7522.56 & 21229)

Enclosed for the Board of Trustees' action is a resolution requesting to waive the recently enacted CalPERS' 180-day post-retirement wait period for soon-to-be retired employee, Ms. Destyn LaPorte. Ms. LaPorte works in the El Camino Language Academy (ECLA).

The ECLA offers not-for-credit intensive English language training for non-native speakers and F1-visa students whose goals include pursuing undergraduate and graduate education in the United States (U.S.). The ECLA serves the interests of F-1-visa students with limited English skills who are not eligible to enter a regular academic program and are entering a college in the U.S. for the first time.

The ECLA program is a district revenue generating program and provides entry to El Camino's International Student Program (ISP). Approximately 75% of ECLA graduates go on to study in El Camino College's (ECC) credit program. ECLA is responsible for the marketing and recruitment of new international students, adhering to all required U.S. government regulations, preparing new students for orientation, assisting with registration, visa and/or I-20 issues, maintaining SEVIS (Student and Exchange Visitor Information System), and guiding international students through the transfer process to ECC (or the college/university of their choice).

The ECLA requires an emergency rehire of soon-to-be retired Student Services Professional and Manager of ECLA, Destyn LaPorte, within the 180 post-retirement period. This is an extraordinary request. Ms. LaPorte's successor, Stella Kabelitz, began her employment and training to administer the program. However, Ms. Kabelitz will be taking a required extended leave of absence from early June through late September.

Ms. LaPorte has the training, experience, and authorization to perform the duties required under the U.S. Department of Homeland Security's Immigration and Citizenship Enforcement (ICE) and SEVIS departments. Only those individuals appointed by the Superintendent/President and approved by the Department of Homeland Security may carry out the duties of the Primary Designated School Official (PDSO). As PDSO this position is the primary person responsible for maintaining a student's legal status and reporting to SEVIS any changes to a student's academic or personal record.

There is no other available candidate meeting the training and pre-approval of this position during this unanticipated leave period. The ramifications of not approving Ms. LaPorte to return prior to the 180 waiting period may result in the cancellation of the ECLA program and all related classes for Summer 2014 and Fall 2014.



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M-E-M-O-R-A-N-D-U-M

Date: March 7, 2014
To: President Fallo
From: Ann M. Garten
Director, Community Relations
Re: Ribbon Cutting and Groundbreakings

The groundbreaking event for the Athletic Education and Fitness Complex Phase 2 (Multi-Purpose Stadium Complex) has been set for Monday, March 17, 3:30 p.m., just prior to the Board meeting. The attached map indicates the location, at the south entrance of the construction site.

The Compton "Library/Student Success Center" (formerly LRC) ribbon cutting and grand opening is scheduled for 2:00 p.m., April 15, 2014.

The Science Technology Engineering and Mathematics (STEM) Center ribbon cutting and grand opening will take place in May 2014. The exact date and time is yet to be confirmed.

For photo opportunities, we will have ribbon and large scissors for the ribbon cutting and hard hats, shovels, etc. for the groundbreaking. A map with the exact location for all events will be provided closer to each event.



EL CAMINO COLLEGE
Office of the Vice President-Student & Community Advancement
Jeanie Nishime – Vice President

March 7, 2014

TO: President Thomas Fallo

SUBJECT: 2014 Commencement Speakers for El Camino College and
El Camino College Compton Center

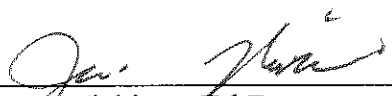
Two outstanding speakers have been selected for this year's Commencements at El Camino College and El Camino College Compton Center. Provided below is a brief synopsis regarding each speaker:

El Camino College

Mr. Ryan J. Smith is the Director of Education Programs and Policy at United Way of Greater Los Angeles. He is an Annie E. Casey Children and Family Fellow at Annie E. Casey Foundation. United Way is a non-profit organization. Mr. Smith has served as the Director of Education Programs and Policy since 2012. He currently oversees United Way's education attainment portfolio. He manages all United Way of Greater Los Angeles' education initiatives including grant-making, policy, advocacy, and programmatic efforts. He is responsible for launching and coordinating broad-based coalition-building efforts among civil rights, community-based and education organizations (C.L.A.S.S. – Communities for Los Angeles Student Success). He supports teacher, student and parent grassroots leadership and capacity-building programs. Mr. Smith was featured as a Young Education Leader in Education Week (June 24, 2013).

El Camino College Compton Center

Ms. Leslie Sykes is the co-anchor of the ABC7 Morning Show from 4:30am – 7:30am, as well as ABC7 Eyewitness News at 11 a.m. Ms. Sykes is originally from San Diego, California, but grew up in Compton, California. She attended St. Joseph High School and later attended Spelman College in Atlanta, Georgia where she majored in English. Following graduation, Ms. Sykes was employed as a general assignment reporter at the Los Angeles Herald Examiner. She later completed an internship at KCOP, served as desk assistant at KTTV, followed by her first on-air position in Hattiesburg, Mississippi at WDAM where she reported and anchored three shows a day and produced a newscast. Ms. Sykes later went on to work at WVUE in New Orleans, Louisiana. She joined ABC7 Eyewitness News in 1994.



Jeanie M. Nishime, Ed.D.
JN/mre



El Camino College
 Office of the Vice President – Student & Community Advancement
 Jeanie Nishime, Ed.D, Vice President

SPRING 2014 YEAR-END ACTIVITIES

| <u>DATE</u> | <u>ACTIVITY</u> | <u>LOCATION</u> | <u>TIME</u> |
|----------------|--|---|------------------------------------|
| March 4, 2014 | Cherry Blossom Festival | Cherry Blossom Area | 1:00pm |
| April 11, 2014 | Fire Academy Graduation | ECC Fire Academy, Inglewood | 10:00am |
| April 16 2014 | Scholarship Awards Ceremony | Tent | 11:30am |
| April 16, 2014 | Academic Awards and Presidential Scholars Presentation & Reception Ceremony | East Dining Room | 5:30pm |
| April 17, 2014 | Scholarship Awards Ceremony | Marsee Auditorium/Tent | 5:00pm |
| April 18 | Associated Student Banquet | Alondra Room | 6:00pm |
| April 24, 2014 | Project Success 26 th Awards Luncheon | Alondra Room | 12 Noon – 2:00pm |
| April 25, 2014 | Annual Art Department Open House | Various Locations | 5:00pm |
| April 29, 2014 | First Year Experience Year-End Event | East Dining | 12:45pm – 2:00pm |
| April 29, 2014 | Faculty & Staff Appreciation Day | Alondra Room | 1:00pm-2:00pm |
| May 1, 2014 | Hall of Fame Induction Ceremony | Ayers Hotel 14400 Hindry Avenue Hawthorne | 5:30pm – Social 6:00pm - Dinner |
| May 1, 2014 | Puente End-of-Year Celebration | East Dining | 6:00pm-9:00pm |
| May 2, 2014 | Inter-Club Council Banquet | East Dining Room | 6:00pm |
| May 2, 2014 | EOPS/CalWORKS/CARE Recognition Awards Ceremony | Torrance Marriott 3635 Fashion Way Torrance | 6:00pm-10:00pm |
| May 6, 2014 | Honors Transfer Program Awards Reception | East Dining Room | 4:30pm-6:30pm |
| May 8, 2014 | MESA/SSS-STEM Award Dinner | East Dining Room | 4:00pm |
| May 9, 2014 | Mathematics & Natural Science Division Award | East Dining Room | 12:00pm – 2:00pm |
| May 9, 2014 | Athletics Annual Golf Classic | Los Verdes Golf Course | 1:00pm |
| May 16, 2014 | Commencement Reception | Library Lawn | 1:00pm-3:00pm |

| <u>DATE</u> | <u>ACTIVITY</u> | <u>LOCATION</u> | <u>TIME</u> |
|--------------------|---------------------------|------------------------|--------------------|
| May 16, 2014 | Commencement Ceremony | Softball Field | 4:00pm |
| May 16, 2014 | Nursing Graduation | Marsee Auditorium | 6:00pm |
| May 20, 2014 | UC/CSU Admit Reception | East Dining | 2:00pm-4:30pm |
| TBD | STEM Center Grand Opening | STEM Center | TBD |

NOTE: The Classified Professional Development week is not shown on this calendar because the event is scheduled after the semester ends. Classified Professional Development Week is scheduled June 2-6 with the Team Building Extravaganza on Friday, June 6.

**EL CAMINO COLLEGE COMPTON CENTER
SPRING 2014 YEAR-END ACTIVITIES**

| <u>DATE</u> | <u>ACTIVITY</u> | <u>LOCATION</u> | <u>TIME</u> |
|----------------|---|--|----------------|
| April 15, 2014 | Grand Opening LRC Center | LRC Building | 2:00pm |
| April 25, 2014 | CalWORKS Student and Employer Recognition Breakfast | Student Lounge | 8:30am |
| April 27, 2014 | Academic Awards Tea | Student Lounge | 3:00pm |
| May 8, 2014 | First Year Experience Program Year-End Celebration | Student Lounge | 1:00pm-2:30pm |
| May 9, 2014 | Transfer Center Admit Celebration Reception | Staff Lounge | 12 noon-2:00pm |
| May 9, 2014 | EOPS/CARE Spring Banquet | Double Tree Hotel 2 Civic Plaza Drive Carson, CA | 6:00pm |
| May 13, 2014 | Nursing Pinning Ceremony | Gymnasium | 6:00pm |
| May 15, 2014 | Commencement Ceremony | Soccer/Football Stadium | 5:30pm |
| May 29, 2014 | ASB Awards Banquet | Student Lounge | 6:30pm |

March 4, 2014



EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

February 28, 2014

TO: President Thomas Fallo
FROM: Francisco Arce *FA*
SUBJECT: Associate Degrees for Transfer (Update)

The college has continued to develop the transfer Associate Degree making significant progress this year. There are 16 approved AAT/AST degrees. Thirteen are published in the college catalog and/or addendum and are effective this year.

In addition, there are five degrees listed below that were submitted to the Chancellor's office and will likely be approved before the end of this academic year. Two additional degrees are being prepared for submission to the Chancellor's Office bringing the total transfer degrees to 23 degrees.

Approved

| | <u>Catalog Publication Status</u> |
|--------------------------------------|-----------------------------------|
| 1. Administration of Justice AS-T | 2013-2014 Addendum |
| 2. Art History AA-T | 2014-2015 |
| 3. Communication Studies AA-T | 2013-2014 |
| 4. Early Childhood Education AS-T | 2013-2014 Addendum |
| 5. Elementary Teacher Education AA-T | 2013-2014 Addendum |
| 6. English AA-T | 2013-2014 Addendum |
| 7. Geography AA-T | 2013-2014 Addendum |
| 8. Geology AS-T | 2013-2014 |
| 9. History AA-T | 2013-2014 Addendum |
| 10. Mathematics AS-T | 2013-2014 |
| 11. Physics AS-T | 2013-2014 |
| 12. Political Science AA-T | 2013-2014 Addendum |
| 13. Psychology AA-T | 2013-2014 |
| 14. Sociology AA-T | 2013-2014 |
| 15. Theatre Arts AA-T | 2014-2015 |

Approved, on Hold

1. Journalism AA-T

Approved Fall 2013 but not effective until revisions are made.

The following transfer degrees were submitted to the Chancellor's Office for approval.

| | <u>Date Submitted</u> |
|---------------------------------|---|
| 1. Anthropology AA-T | 2/19/14 |
| 2. Business Administration AS-T | 7/23/13 – resubmission required Spring 2014 |
| 3. Computer Science AS-T | 8/08/13 – on hold/resubmission required |
| 4. Music AA-T | 2/5/14 |
| 5. Studio Arts AA-T | 8/16/13 – revised/resubmitted for approval |

These degrees were approved by the College Curriculum Committee in Fall 2013.

| | <u>CCC Approved</u> | <u>Expected Chancellor's Office Approval</u> |
|--------------------|---------------------|--|
| 1. Philosophy AA-T | 11/26/13 | Summer 2014 |
| 2. Spanish AA-T | 11/26/13 | Spring 2014 |



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EL CAMINO COLLEGE
2014 FEB 20 AM 9:18

OFFICE OF THE
PRESIDENT

February 17, 2014

To: ECC President Tom Fallo

From: Daniel Berney, 2013 Dance Program Review lead faculty

Re: Fine Arts Associate Dean Diane Hayden and the ECC Dance Department 2013 Program Review

Please accept this letter of acknowledgement for the inordinate amount of time and commitment provided by Fine Arts Associate Dean Diane Hayden in finalizing the El Camino College 2013 Dance Program Review document. Her extraordinary efforts were noted by faculty and staff alike during the final deadline period of late November and early December, 2013. Additional to the timely manner in which this document had labored through a series of drafts and revisions, Diane continually sought to re-analyze and add the latest statistical information available.

Most notable throughout this process was Diane's tireless dedication to this task. Her enthusiasm was remarkable given the fact this was not her discipline area, and her continual effort to become "educated" to the program was truly inspiring to the dance faculty. She was quick to question the rationale behind our department prioritizations and offer recommendations that were both realistic and visionary. Her ability to integrate charts, graphs and statistics in a logically formatted manner allowed for a finished, professional document well beyond the capabilities of the department faculty. Based on her infectious efforts with our program review, the concurrent program review submitted by the Theater Department faculty was also influenced in a like manner.

Having been involved in the past two Dance Department Program reviews I can certainly attest to the comprehensiveness of this final document that is in no small part due to the administrative resources provided by the Fine Arts Division. We also appreciated the expertise and contributions of Fine Arts Division Dean Constance Fitzsimons and Associate Dean of Academic Affairs Robert Klier relating recommendations through constructive criticism. We are confident that the El Camino College Dance Program, full-time dance faculty, adjunct dance faculty and students enrolled in the dance program are better positioned for addressing the challenges in the current educational environment as a result of this process.

cc. Elizabeth Adamis, Dance Faculty; Pam Santelman, Dance Faculty, Constance Fitzsimons, Dean of Fine Arts; Robert Klier, Associate Dean of Academic Affairs; Linda Beam, Vice President of Human Resources; Francisco Arce, Vice President of Academic Affairs



NEWS

El Camino College | Public Relations & Marketing Department
16007 Crenshaw Blvd., Torrance, CA 90506
Contact: Ann M. Garten, Director, Community Relations
Telephone: (310) 660-3406 | E-Mail: agarten@elcamino.edu

For Immediate Release

February 21, 2014

El Camino College Celebrates Inaugural Homeland Security Class at LAX

El Camino College will celebrate the accomplishments of the first group of students to complete training in Homeland Security Education at Los Angeles International Airport (LAX).

Through this partnership between El Camino College and the Transportation Security Administration (TSA) at LAX, the inaugural class of 51 TSA employees will receive a Certificate of Accomplishment at a ceremony scheduled for Noon, February 26 at LAX's Tom Bradley International Terminal.

El Camino College entered into the partnership with TSA at LAX during the spring of 2012 to provide training to TSA officers. ECC is one of only six community colleges in California authorized by the TSA to offer this program.

El Camino College provides specially designed courses in homeland security to TSA employees at LAX. The program includes career guidance and opportunities for participants to complete a certificate of achievement and/or an associate degree in the college's Administration of Justice program.

Each employee begins the program by completing the "Introduction to Homeland Security," which provides an overview of homeland security responsibilities. The second course, "Intelligence Analysis and Security Management," covers intelligence analysis and its relationship to the security management of terrorist attacks, man-made disasters and natural disasters. The program concludes with "Transportation and Border Security." This course provides an examination of modern border and transportation security issues, as well as different methods used to address these concerns.

The partnership has worked so well that El Camino College has expanded the program. "Introduction to Administration of Justice" was added to the curriculum for this spring.

Additional courses under development for TSA are "Introduction to Emergency Management," and "Introduction to Terrorism/Counterterrorism." Classes are taught by seasoned educators who have a varied background in law enforcement and can provide instruction along with "real world" experiences.

###



January 21, 2014

Thomas Fallo
Superintendent/President
El Camino College
16007 Crenshaw Blvd
Torrance CA 90506-3031

Dear Superintendent Fallo:

It is a pleasure to inform you that the Women's Cross Country and Women's Water Polo teams at El Camino College has been selected as California Community College Athletic Association Scholar Team Recipients. This is a special award as it emphasizes academic achievement of all of the members of one specific team. This is an honor that should be the objective of all of our sports teams and one for which you should be extremely proud.

This team accomplishment will be acknowledged at the Celebration of Student Athletes Awards Luncheon at the CCCAA Convention on Wednesday, April 2, 2014. The certificates will be mailed to your athletic director for each team member, coach and the college. The Executive Director's signature will be included, but the remainder of the identified signers will need to be completed at the discretion of the institution. We will include a few blank copies of the certificates in case of any mistakes.

The purpose of the Luncheon is to honor our California Community College students from many different perspectives, i.e. Scholar Athlete, Scholar Teams, and 3C4A students who have been successful while facing great obstacles.

Once again our sincere congratulations, for the success of your institution and teams in winning this prestigious award.

If you require additional information please contact Rima Trotter at (916) 444-1600.

Sincerely,

A handwritten signature in black ink that reads "Carlyle Carter".

Carlyle Carter
CCCAA President/CEO

cc: Rory Natividad, Dean of PE/Athletics