

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the President's Office, 16007 Crenshaw Blvd., Torrance, CA 90506; telephone, (310) 660-3111; fax, (310) 660-6067.



**El Camino Community College District
Board of Trustees**

**Agenda, Monday, May 16, 2016
Board Room
4:00 p.m.**

- I. Call Public Session to Order**
- II. Roll Call**
- III. Public Comment on Closed Session Items**
- IV. Adjourn to Closed Session**
 - A. Existing Litigation, Brown Act Section 54956.9(a)
 - 1) Case # BC 579702
 - 2) Case # BC 613095
 - 3) Case # YS028136/B270044
 - B. Anticipated Litigation, Brown Act Section 54956.9 – Significant Exposure to Litigation
 - 1) 1 case
 - C. Personnel Matters, Brown Act Section 54957
 - 1) Superintendent/President Goals
- V. Reconvene in Open Session; Announce Closed Session Actions**
- VI. Pledge of Allegiance to the Flag**
- VII. Approval of Minutes of the Regular Board Meeting of April 18, 2016, Pages vi - ix**

VIII. Presentations

- A. Student Trustee Recognition
Mr. Eman Dalili
- B. 2016 Student Success Scorecard & Institutional Effectiveness (IE) Framework of Indicators
Ms. Irene Graff
 - 1) Public Comment
 - 2) Acceptance of the 2016 California Community College Student Success Scorecard
 - 3) Acceptance of IE Framework of Indicators

IX. Public Comment on Consent Agenda

X. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption

- A. Academic Affairs (AA)
See Academic Affairs Agenda, Pages AA 1- AA 29
- B. Student and Community Advancement (SCA)
See Student Services Agenda, Pages SCA 1- SCA 5
- C. Administrative Services (AS)
See Administrative Services Agenda, Pages AS 1- AS 14
- D. *See Measure “E” Bond Fund Agenda, (E) Pages E 1- E 4*
- E. Human Resources (HR)
See Human Resources Agenda, Pages HR 1- HR 29
- F. Compton Educational Center (CC)
See Compton Educational Center Agenda, Pages CC 1 – CC 4

XI. Public Comment on Non-Agenda Items

XII. Oral Reports

- A. Academic Senate Report
- B. Compton Center Report
- C. Board of Trustees Report
- D. President’s Report

Board of Trustees Meeting Schedule for 2016
4:00 p.m. Board Room

May 16, 2016 (Mon)
June 20, 2016 (Mon)
July 18, 2016 (Mon)
August 15, 2016 (Mon)
September 7, 2016 (Wed)
October 17, 2016 (Mon)
November 21, 2016 (Mon)
December 19, 2016 (Mon)

Mission Statement

El Camino College makes a positive difference in people's lives. We provide excellent comprehensive educational programs and services that promote student learning and success in collaboration with our diverse communities.

Vision Statement

El Camino College will be the college of choice for successful student learning that transforms lives, strengthens community, and inspires individuals to excel.

Statement of Values

Our highest value is placed on our students and their educational goals; interwoven in that value is our recognition that the faculty and staff of El Camino College are the College's stability, its source of strength and its driving force. With this in mind, our five core values are:

People – We strive to balance the needs of our students, employees and community.

Respect – We work in a spirit of cooperation and collaboration.

Integrity – We act ethically and honestly toward our students, colleagues and community.

Diversity – We recognize and appreciate our similarities and differences.

Excellence – We aspire to deliver quality and excellence in all we do.

BOARD PRESENTATIONS AND REPORTS 2015-2016

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
July	Compton Center	FTES – Both Locations Outreach Plan
August	Annual Budget	Notice of Public Hearing Quarterly Fiscal Status
September	Enrollment Management	Accreditation Report
October	Student Equity Plan	Student Equity Plan
November	AB86 Adult Education	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	
January	South Bay Adult Education Consortium	Annual Financial Audit
February	Title IX	Annual Factbook End of Year Activities
March	HSI STEM Grant	FTES (FTES) – Both Locations
April	Citizens Bond Oversight Committee	Measure E-Bond Annual Report Facilities Plan Upgrade
May	California Community College Accountability Scorecard and Student Achievement Goals	
June	Tentative Budget	Tentative Budget

January 2016

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, April 18, 2016

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, April 18, 2016, in the Board Room at El Camino College.

The following Trustees were present: Trustee Kenneth A. Brown, President; Trustee John Vargas, Vice President; Trustee William Beverly, Member; Trustee Mary E. Combs, Member; and Student Member Eman Dalili. Trustee Numark was absent.

Also present were: Dr. Dena P. Maloney, Superintendent/President; Ms. Linda Beam, Vice President/Human Resources; Ms. Jo Ann Higdon, Vice President/Administrative Services; Dr. Jeanie Nishime, Vice President/Student and Community Advancement; Dr. Jean Shankweiler, Vice President/Academic Affairs; Dr. Keith Curry, Provost-CEO/Compton Education Center; and Ms. Barbara Perez, Vice President/Compton Education Center.

Closed Session

Regular Meeting adjourned to Closed Session at 4:07 p.m. to discuss the District's position regarding the following matters:

- A. Existing Litigation, Brown Act Section 54956.9(a)
- B. Labor Relations, Brown Act Section 54957.6
- C. Anticipated Litigation, Brown Act Section 54956.9

Reconvene in Open Session; Announce Closed Session Actions

The Regular Meeting reconvened to Open Session at 4:30 p.m. No action was taken during the Closed Session.

Minutes of the Regular Board Meeting of March 21, 2016

It was moved by Trustee Beverly, seconded by Trustee Vargas, that the Minutes of the Regular Board meeting of March 21, 2016 be approved as presented.

Student Member Dalili recorded a yes advisory vote. Trustees Beverly, Brown, Combs, and Vargas voted yes. Motion carried.

Presentations

Mr. Kirk Retz, Chair of the Citizens' Bond Oversight Committee, gave a presentation on the Citizens' Bond Oversight Committee 2014-15 Annual Report.

Dr. Jean Shankweiler gave a presentation on the Enrollment Management Plan.

Public Comment on Consent Agenda

There were no public comments.

Consent Agenda

It was moved by Trustee Beverly, seconded by Trustee Combs, that the Board adopt the items presented on the agenda as noted below.

Academic Affairs

Center for the Arts Presentation – 2015-2016 Season

Proposed Curriculum Changes Effective 2016-2017 Academic Year

Board Policy 3750 (Use of Copyrighted Materials) – First Reading

Administrative Procedure 3750 (Use of Copyrighted Materials) – Information Item

Administrative Procedure 4040 (Library Services) – Information Item

Board Policy 4250 (Probation, Dismissal & Readmission) – First Reading

Student and Community Advancement

2016 Summer Youth Football Camp

2016 Summer Football Passing League Camp

2016 Summer Youth Swim Program

Grants – Application

Grant Application and Acceptance

Board Policy 3900 (Speech: Time, Place, and Manner) – Second Reading & Adoption

Administrative Procedure 3900 (Speech: Time, Place, and Manner) – Information Item

Board Policy 5050 (Student Success and Support Programs) – Second Reading & Adoption

Administrative Procedure 5050 (Student Success and Support Programs) – Information Item

Board Policy 5120 (Transfer Center) – Second Reading & Adoption

Board Policy 5506 (El Camino College Student Rights & Responsibilities) – Second Reading & Deletion

Administrative Services

AB 2910 – Quarterly Fiscal Status Report

2014-15 Proposition 39 General Obligation Bonds Audit Report

Contracts Under \$87,800

Contracts Over \$87,800

Personal Service Agreements

Amendments

Information Item – Campus WiFi
Sole Source Acquisition
Board Policy 3530 (Weapons on Campus) – Second Reading & Adoption
Administrative Procedure 3530 (Weapons on Campus) – Information Item
Purchase Orders and Blanket Purchase Orders

Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances
Contract – Leighton Consulting, Inc. – Administration Building Replacement Project
Contract Amendment – Leighton Consulting, Inc. – Technical Arts – Lot C Parking
Shops Demolition Project
Contract Amendment – School Construction Compliance, LLC – Athletic
Education & Fitness Complex Stadium Phase 2 Project
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
Declaration of Indefinite Salaries for Retroactive Pay

Compton Educational Center

Compton Center Report

President and Board of Trustees

Travel
Board of Trustees Nomination for the Post-Secondary Education
Representative to the South Bay Workforce Investment Board
Citizens' Bond Oversight Committee

Student Member Dalili recorded a yes advisory vote. Trustees Beverly, Brown, Combs, and Vargas voted yes. Motion carried.

Public Comment on Non-Agenda Items

Mr. Ken Key, President of the ECC Federation of Teachers, spoke regarding concerns with Title IX mandate.

Non-Consent Agenda

It was moved by Trustee Beverly, seconded by Trustee Vargas, that the Board approve Resolution No. 04-18-16 to Approve Sole Source Procurement of Sodick Vz3001 High Performance Linear Motor Drive Wire-Cut Electrical Discharge Machining (Edm) for the District's Industry and Technology Division.

Student Member Dalili recorded a yes advisory vote. Trustees Beverly, Brown, Combs, and Vargas voted yes. Motion carried.

Adjournment

Meeting adjourned at 6:16 p.m.

Cliff Numark, Secretary of the Board

Dena P. Maloney, Secretary to the Board

**Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
Jean Shankweiler, Vice President**

	<u>Page No.</u>
A. Board Policy 3750 (Use of Copyrighted Materials) – Second Reading and Adoption.....	AA 3
B. Administrative Procedure 3750 (Use of Copyrighted Materials) – Information Item.....	AA 4
C. Administrative Procedure 4040 (Library Services) – Information Item.....	AA 10
D. Board Policy 4250 (Probation Dismissal & Readmission) – Second Reading and Adoption.....	AA 13
E. Science, Technology, Engineering and Mathematics (STEM) Program.....	AA 15
F. International Education/Study Abroad Program – Summer 2016.....	AA 15
G. Proposed Curriculum Changes Effective 2017-2018 Academic Year.....	AA 16

ACADEMIC AFFAIRS

A. BOARD POLICY 3750 (USE OF COPYRIGHTED MATERIALS) – SECOND READING AND ADOPTION

It is recommended that the Board accept for a second reading and adoption Board Policy 3750 as shown.

B. ADMINISTRATIVE PROCEDURE 3750 (USE OF COPYRIGHTED MATERIALS) – INFORMATION ITEM

Administrative Procedure 3750 is presented for informational purpose only.

C. ADMINISTRATIVE PROCEDURE 4040 (LIBRARY SERVICES) – INFORMATION ITEM

Administrative Procedure 4040 is presented for informational purpose only.

D. BOARD POLICY 4250 (PROBATION DISMISSAL & READMISSION) – SECOND READING AND ADOPTION

It is recommended that the Board accept for a second reading and adoption Board Policy 4250 as shown.

Board Policy 3750

Use of Copyrighted Materials

The Board of Trustees of El Camino Community College District requires compliance with the provisions of the U.S. Copyright law (Title 17); Digital Millennium Copyright Act; Technology Education and Copyright Harmonization Act (TEACH Act); laws governing Peer-to-Peer file sharing (P2P) and all other legislation governing the maintenance of the highest ethical standards in the use of copyrighted material.

The Superintendent/President or designee shall establish procedures for compliance and provide informational and training programs to help faculty and staff comply with copyright laws. All members of the ECC community are prohibited from violation of these provisions, including but not limited to, copying or disseminating materials not specifically allowed by the copyright laws, fair use guidelines, licenses, contractual agreements, district procedures, or other permissions.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate.

El Camino College
Policy adopted 9/8/11

Copyright protects original works and is inherent upon the works' creation regardless of whether they are registered with the U.S. Copyright Office. Copyright governs uses such as making photocopies, creating course readers, placing materials on reserve in the Library, and uploading items to a web page. Employees and students shall not reproduce copyrighted materials without prior permission of the copyright owner, except for works in the public domain and as allowed by the "fair use" doctrine.

Fair Use

"Fair Use" allows for limited uses of copyrighted works without permission. To determine whether you are within fair use guidelines, the law calls for a balanced application of these four factors:

1. The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
2. The nature of the copyrighted work;
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole; and
4. The effect of the use upon the potential market for or value of the copyrighted work.

The distinction between what is "fair use" and what is infringement in a particular case will not always be clear or easily defined. There is no specific number of words, lines, or notes that may be taken without permission. Acknowledging the source of the copyrighted material does not substitute for obtaining permission. Case law generally considers the most important of the four factors above to be potential economic loss to a copyright holder.

The examples listed below are guidelines for best practices.

Single Copying for Instructors

The term "copy" includes photocopying, photographing, scanning, and electronic distribution.

A single copy may be made of any of the following by or for an instructor at his or her individual request for his or her scholarly research or use in teaching or preparation to teach a class.

- A chapter from a book;
- An article from a periodical or newspaper;

- A short story, short essay or short poem, whether or not from a collective work;
- A chart, graph, diagram, drawing, cartoon or picture from a book, periodical, or newspaper.

Multiple Copies for Classroom Use

Multiple copies (not to exceed more than one copy per pupil in a course) may be made by or for the instructor teaching the course for classroom use or discussion provided that:

- The copying meets the tests of brevity and spontaneity as defined below;
- The copying meets the cumulative effect test as defined below; and
- Each copy includes a notice of copyright.

Definitions:

1. Brevity

- a) Poetry – a complete poem if less than 250 words and if printed on not more than two pages or from a longer poem, an excerpt of not more than 250 words.
- b) Prose – Either a complete article, story or essay of less than 2500 words, or an excerpt from any prose work of not more than 1000 words or 10% of the work, whichever is less.
- c) Illustration – One chart, graph, diagram, drawing, cartoon or picture per book or per periodical issue.

2. Spontaneity

- a) The copying is at the instance and inspiration of the individual instructor.
- b) The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

3. Cumulative Effect

- a) The copying of the material is for only one course in the school in which the copies are made.
- b) Not more than one short poem, article, story, essay, or two excerpts may be copied from the same author, not more than three from the same collective work or periodical volume during one class term.
- c) There shall not be more than nine instances of such multiple copying for one course during one class term (does not apply to current news periodicals, newspapers and current news sections of other periodicals).

4. Prohibitions – Notwithstanding any of the above, the following shall be prohibited:

- a) Copying shall not be used to create or to replace or substitute for anthologies, compilations, or collective works. Such replacement or

substitution may occur whether copies of various works or excerpts therefrom are accumulated or are reproduced and used separately.

- b) There shall be no copying of or from works intended to be consumable in the course of study or teaching. These include workbooks, exercises, standardized tests and test booklets and answer sheets and like commercial material.
- c) Copying shall not substitute for the purchase of books, publisher's reprints or periodicals; be directed by a higher authority; or be repeated with respect to the same item by the same instructor from term to term.
- d) No charge shall be made to the student beyond the actual cost of the photocopying.

Compilations

Permission from the copyright owner should be obtained when using excerpts of copyrighted work to create anthologies or "coursepacks," even if the excerpts fall under the definitions in the "fair use" doctrine.

Online/Hybrid Courses (Distance Education)

The TEACH Act provides instructors' greater flexibility to use third party copyrighted works in online or hybrid courses. An individual assessment will be required to determine whether a given use is protected under the Act. The following criteria are generally required:

- The online instruction is mediated by an instructor;
- The transmission of the material is limited to receipt by students enrolled in the course;
- Technical safeguards are used to prevent retention of the transmission for longer than the class session;
- The performance is either of a non-dramatic work or a "reasonable and limited portion" of any other work that is comparable to that displayed in a live classroom session;
- The work is not a textbook, course pack, or other material typically purchased or acquired by students for their independent use and retention, including commercial works that are sold or licensed for the purposes of digital distance education;
- The District does not know, or have reason to know, that the copy of the work was not lawfully made or acquired;
- The District notifies students that the works may be subject to copyright protection and that they may not violate the legal rights of the copyright holder.

Library Reserves

All materials placed on print and electronic reserve within the Library will be at the initiative of the faculty for the non-commercial, educational use of students. All Reserves will be provided in a manner that respects current copyright law, the rights of copyright holders and Fair Use rights.

Obtaining Permission to Use Copyrighted Material

Responsibility for obtaining permission to print, duplicate or display copyrighted works shall rest with the individual using the copyrighted material. This could involve obtaining written permission to use the work from the copyright owner or through services, e.g. Copyright Clearance Center. All necessary records pertaining to copyright authorization shall be kept in the respective Division/Department office.

All requests for printing, duplication or display services of copyrighted materials, whether print or non-print shall be accompanied by an Approval Form and the Fair Use Checklist (see appendix), properly completed and signed by the individual requesting services indicating that the request is in full compliance with the copyright law and that written permission (if applicable) is on file with the appropriate Division/Department. Where exceptions are necessary, authorization to proceed with printing, duplication or display activities will require the signature of the requestor's Dean or Director.

District personnel will follow the guidelines provided by the United States Copyright Office in Circular 21: "Reproduction of Copyrighted Works by Educators and Librarians", which can be found online at: <http://www.copyright.gov/circs>.

Employees with questions regarding copyright law should view the ECC Copyright page for resources and operating procedures related to copyright.

Use of Copying Machines and Services

To eliminate District liability, all unsupervised copying machines shall be labeled with the following notice:

"Notice: The copyright laws of the United States (Title 17 U.S. Code) govern the making of photocopies or other reproductions of any copyrighted material. The person using this equipment is liable for any infringement."

The copying services provided at ECC shall state the following on its documents:

"This institution reserves the right to refuse a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law."

Guidelines for Using Computer Programs

- A District employee shall observe copyright protection when using computer software whether or not it bears a copyright mark, unless it is marked as public domain;
- A District employee using computer software under a license agreement, shall read and follow conditions and restrictions as stipulated. Modifications to purchased computer software are not allowed;
- A District employee shall not make a copy of computer software for use other than as specifically permitted under the license agreement or a copyright protection;
- Lack of copyright protection does not constitute permission to copy without the permission of the copyright owner. An exception is software available in the public domain.

Using materials from the Internet

Copyright law governs the use of materials, including images, you might find on the Internet, just as it governs the use of books, video or music in the analog world.

- Neither publication nor a notice of any kind is required to protect works. Copyright protection is automatic;
- Permissions should be obtained for items copied from internet sources unless you have verified that it is not required. For example, it is possible to search for works under a Creative Commons license that typically allows for the works' non-commercial use as long as attribution to the creator is provided;
- Individuals will be liable for own actions when they copy and distribute others' copyrighted works without permission.

Appendix: Fair Use Checklist and Other Resources

- Fair Use Checklist: <http://copyright.Columbia.edu>
- National Association of College Stores: These booklets “Questions & Answers on Copyright for the Campus Community” and “Guidelines for Campus Copying” are recommended.
<http://www.nacs.org/toolsresources/cmip/copyright/questions.aspx>
- Software and Information Industry Association: <http://www.siiia.net>
- Copyright Clearance Center: <http://www.copyright.com>
- American Library Association: <http://www.ala.org/advocacy/copyright>

References:

U. S. Code Title 17, Copyright Act of 1976; Education Code Sections 32360, 67302

Fair Use: Copyright Act, Section 107

Compilations: Basic Books, Inc. vs. Kinko's Graphics Corp. (S.D.N.Y. 1991) 758

F.Supp. 1522; and Princeton University Press v. Michigan Document Services, Inc.
(6th Cir. 1996) F.3d 1381.

Online Courses: The TEACH (Technology, Education and Copyright Harmonization)
Act, USC 17, Copyright Act, Sections 110(2) and 112

October 2011

Under the guidance of the Director, of Library Learning Resources, the Library will offer a full range of library materials and information resources.

It is the aim of the library to provide a balanced collection of significant materials and information resources that will enrich and support the curriculum, aid the individual in the pursuit of information, provide a broad view of cultural heritage, promote aesthetic appreciation, present varied points of view concerning contemporary problems and issues, furnish intellectual stimulation, and invite the creative use of leisure time.

The selection and evaluation of library materials and information resources will be based on curricular demands, the recommendations of current professional review sources, plus the suggestions and requests of members of the campus community.

All faculty, staff, and currently enrolled students may borrow materials upon presentation of an El Camino College identification card. Area residents may borrow materials upon application for and purchase of a borrower's card through the Friends of the Library.

The following guidelines will be used in implementing the Library Policy.

1) Prioritization

- A. To provide materials and information resources that meet direct curricular needs in the courses of study.
- B. To include standard reference works in the major fields of knowledge.
- C. To provide materials of current interest and concern.
- D. To provide a well-rounded reading experience.

Library materials and information resources will be purchased that are appropriate to the diversity of backgrounds and skills in the student body and works written by authors from a wide variety of backgrounds and perspectives.

2) Selection Criteria. When selecting materials, the library considers the following:

- A. Meeting the diverse needs of the campus community
- B. Currency
- C. Relevance
- D. Overall balance of the collection and format of the material

Faculty members are encouraged to recommend titles in their areas of expertise; however librarians have the final responsibility for maintaining a well-balanced materials collection. Limitations will be applied as needed.

3. Donations

The same criteria will be utilized when adding donations to the collection as when selecting new titles. If the donor places special conditions on the donation, e.g., that the materials must be added to the collection, the donation will not be accepted. All donations will be acknowledged by the College Foundation.

4. Special Collections

Special browsing collections of books, placed in a separate location in the library, will be established only when there is a real and observable benefit to the students. Under no circumstances will a new special collection be established when the books under consideration are already placed together by subject on the shelves under the Library of Congress classification system.

5. Government Publications

The library is not a designated government depository library; therefore, government documents will be cataloged and added to the book collection.

6. Discarding

When withdrawing materials, the following factors will be considered: the physical condition, number of duplicate copies, contemporary relevance and previous usage.

7. Replacements

Missing lost or damaged materials that are paid for will not necessarily be replaced.

8. Controversial Materials

Library materials are selected within the framework of the American Library Association's "Freedom to Read Statement" and "The Library Bill of Rights" documents, which affirm both library users' right to read what they choose and the library's responsibility to "provide books and materials presenting all points of view concerning the problems and issues of our times."

If library materials are questioned, the concern must be addressed in writing to the Director of Library Learning Resources, signed by the person raising the question, and must indicate specific objections. The Director, the college librarians and related discipline faculty will review the matter. The Director will respond in writing and forward copies of the letters to the Vice President of Academic Affairs. The decision will abide by the Academic Freedom BP/AP 4030. The questioner may accept the review, or present an appeal to the College President and if not satisfied, to the Board of Trustees.

9. Library policies and procedures are available on the library webpage.

References:

Education Code 78100

ACCJC Accreditation Standard II.B

May 2008/December 2014

El Camino College has two types of probation: Academic Probation and Progress Probation. The purpose of probation is to encourage a student having academic difficulties to seek appropriate guidance and support in formulating and achieving goals.

1. Placement on Academic Probation

A student who has attempted at least 12 semester units of letter graded course work, as shown by the academic record, will be placed on Academic Probation when the grade point average for total units attempted at El Camino College is less than 2.0.

2. Removal from Academic Probation

A student will be removed from Academic Probation when the cumulative grade point average is 2.0 or higher in total units attempted at El Camino College.

3. Placement on Progress Probation

A student who has enrolled in 12 or more semester units as shown by the official academic record will be placed on Progress Probation if entries of “W,” “I,” “NC” and/or “NP” account for 50% or more of the total units attempted. Courses dropped prior to the “No Notation” deadline are not considered “units attempted” and do not receive entries as “W” “I,” or “NC/NP.”

4. Removal from Progress Probation

A student will be removed from Progress Probation when the percentage of entries of “W,” “I,” “NC” and/or “NP” drops below 50% of the total units attempted.

5. Dismissal Because of Academic Probation

A student on Academic Probation will be dismissed if the student earned a cumulative grade point average of less than 2.0 in all letter graded credit units attempted in each of three consecutive semesters. However, if a student achieves a 2.0 or higher during the most recent regular (fall, spring) semester while on probation, the student will continue on probation, but will not be subject to dismissal. Terms shorter than 16 weeks (i.e. winter, summer) will not be considered a semester. A semester in which the student does not take any courses will not be counted as a semester.

6. Dismissal Because of Progress Probation

A student on Progress Probation will be dismissed if the percentage of units in which the student has been enrolled for which entries of “W,” “I,” “NC and/or “NP” remains at or above 50% for three consecutive semesters. However, if a student completes 50% or more of the attempted units during the most recent regular (fall,

spring) semester while on probation, the student will continue on probation, but will not be subject to dismissal. Terms shorter than 16 weeks will not be considered a semester. A semester in which the student does not take any courses will not be counted as a semester.

7. Appeal of Probation or Dismissal

A student who believes that there are extenuating circumstances that warrant an exception to the probation and dismissal standards set forth in this policy may submit a written appeal with supporting documentation in compliance with administrative procedures. Dismissal may also be postponed if student can show significant improvement in the last semester.

8. Readmission Following Dismissal

A student who has been dismissed may return after sitting out at least one 16 week semester. A readmitted student will remain on probation until the cumulative average is above 2.0 and/or the percentage of “W,” “I,” “NC and/or NP” entries is below 50%.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate.

References: Ed. Code Section 70902 (b) (3)
Title 5, Sections 55031, 55032, 55033, 55034
BP 4250 replaces the relevant portions of BP 4220.

El Camino College
Adopted: 7/20/09
Amended: 2/16/10

E. SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS (STEM) PROGRAM

It is recommended that the Board approve the following research program as listed below.

The summer research program at the UCLA School of Engineering will be held June 19-August 12, 2016. The following students will receive a stipend of \$2,500 (funded by the MSMC HSI STEM Grant):

Baber Chico
Brent Dixon
Keith Inouye
Chou Johnson
Samuel Lidzbarski
Nga Nguyen

F. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM – SUMMER 2016

It is recommended that the Board approve the following International Education/ Study Abroad Program for Summer 2016:

Florence, Italy – Summer 2016 Program:
Contractor: Accent International Consortium for Academic Programs Abroad, 870 Market Street, Suite 1026, San Francisco, CA 94102.

Mike Stallings – His duties as the on-site co-director will include but not be limited to teaching the following courses: Architecture 104-History of Western Architecture and Architecture 170-Architectural Graphic Techniques. Duties will also include but not be limited to advising students, interacting with Florence travel representatives, and administering the program, in Florence, Italy. Inclusive dates: June 15, 2016 – July 13, 2016.

Nancy Currey – Her duties as the on-site co-director will include but not be limited to teaching the following courses: English 84-The Short Story and English 39-Literature and Film. Duties will also include but not be limited to advising students, interacting with Florence travel representatives, and administering the program, in Florence, Italy. Inclusive dates: June 15, 2016 – July 13, 2016.

G. PROPOSED CURRICULUM CHANGES EFFECTIVE 2017-2018 ACADEMIC YEAR

The Chancellor's Office requires colleges to maintain evidence of district board approval for curricular actions. These curricular actions include new courses and programs as well as changes to existing curriculum. Faculty conduct reviews of existing curriculum to ensure compliance with local standards and Title 5 regulations. Courses are reviewed according to the College Curriculum Committee's six- year and two-year review cycles. Courses designated as Career and Technical Education (CTE) are reviewed every two years.

The curricular actions listed below are approved by the College Curriculum Committee. It is recommended that the Board approve the proposed curriculum actions, effective the 2017-2018 academic year.

BEHAVIORAL AND SOCIAL SCIENCES

Course Review; Distance Education Review

1. History 110 – The African American in the United States to 1877
2. History 111 – The African American in the United States from 1877 to the Present
3. History 175 – History of Asian Civilizations to 1600
4. History 183 – Introduction to African History, Prehistory to 1885
5. History 184 – Introduction to African History, 1885 to the Present
6. Philosophy 120 – Ethics, Law and Society

Course Review; Distance Education Review, Changes in Catalog Description

1. Philosophy 103 – Ethics and Society

Current Status/Proposed Changes

This course offers a critical study of ~~ethical~~ the major ethical theories and their application to ~~problems of modern society. Ethical issues in government and law, social institutions, the arts, and international relations will be emphasized~~ contemporary moral issues, such as abortion, the death penalty, poverty, war, and euthanasia.

Recommendation

This course offers a critical study of the major ethical theories and their application to contemporary moral issues, such as abortion, the death penalty, poverty, war, and euthanasia.

CTE Two-Year Course Review; Distance Education Review

1. Child Development 103 – Child Growth and Development

2. Child Development 108 – Principles and Practices of Teaching Young Children
3. Child Development 110 – Child Health, Safety, and Nutrition
4. Child Development 125 – Child Development Practicum I
5. Child Development 152 – Curriculum and Strategies for Children with Special Needs

CTE Two-Year Course Review; Distance Education Review, Changes in Descriptive Title

Current Status/Proposed Changes

1. Child Development 150 – Introduction of to Children with Special Needs

Recommendation

Child Development 150 – Introduction to Children with Special Needs

CTE Two-Year Course Review; Distance Education Review, Changes in Conditions of Enrollment (Recommended Preparation)

1. Child Development 106 – Care and Education for Infants and Toddlers

Current Status/Proposed Changes

Prerequisite: Child Development 103 with a minimum grade of C or concurrent enrollment

Recommended Preparation: eligibility for English 1A

Recommendation

Prerequisite: Child Development 103 with a minimum grade of C or concurrent enrollment

Recommended Preparation: eligibility for English 1A

2. Child Development 107 – Infant/Toddler Development

Current Status/Proposed Changes

Prerequisite: Child Development 103 with a minimum grade of C or Concurrent Enrollment

Recommended Preparation: eligibility for English 1A

Recommendation

Prerequisite: Child Development 103 with a minimum grade of C or Concurrent Enrollment

Recommended Preparation: eligibility for English 1A

Change in Major; Course Requirements

1. Economics AA-T Degree

Current Status/Proposed Changes

Major Requirements

Required Core: 14-15 units

Units

ECON 1	Principles of Economics: Macroeconomics	3
ECON 2	Principles of Economics: Microeconomics Theory	3
MATH 150	Elementary Statistics with Probability	4
MATH 160	Calculus I for the Biological, Management and Social Sciences	4
or		
<u>MATH 165</u>	<u>Calculus for Business and Social Sciences</u>	5
or		
MATH 190	Single Variable Calculus and Analytic Geometry I	5
List A: 3-5 units		
BUS 1A	Financial Accounting	4
BUS 1B	Managerial Accounting	4
BUS 28	Written Business Communications	3
CIS 13	Computer Information Systems	3
MATH 140	Finite Mathematics for Business and Social Sciences	4
MATH 191	Single Variable Calculus and Analytic Geometry II	5
List B: 3-5 units		
or any course not already selected from List A		
ECON 5	Fundamentals of Economics	3
MATH 220	Multi-Variable Calculus	5
MATH 270	Differential Equations with Linear Algebra	5
Total Units: 20-25		

BUSINESS

CTE Two-Year Course Review

1. Business 2A – Intermediate Accounting
2. Business 2B – Intermediate Accounting
3. Business 5A – Income Tax Accounting

CTE Two-Year Course Review; Distance Education Review

1. Business 19 – Principles of Retailing Management
2. Law 4 – Legal Environment of Business

CTE Two-Year Course Review; Remove Distance Education

1. Business 12 – Advertising

CTE Two-Year Course Review; Distance Education Review, Changes in Conditions of Enrollment (Prerequisite), Catalog Description

1. Computer Information Systems 141 – Networking Microcomputers Cisco 2

Current Status/Proposed Changes

Prerequisite: Computer Information Systems 140 with a minimum grade of C or equivalent experience

In this ~~class~~ course, students will develop an understanding of how a router learns about remote networks and determines the best path to those networks. This course includes both static routing and dynamic routing protocols. Students will become familiar with the terminology and technology used to design and build local and wide area networks. ~~They~~ The course will also focus on routing protocols and concepts. Note: This course is semester two in the Cisco Networking Academy program.

Recommendation

Prerequisite: Computer Information Systems 140 with a minimum grade of C or equivalent experience

In this course, students will develop an understanding of how a router learns about remote networks and determines the best path to those networks. This course includes both static routing and dynamic routing protocols. Students will become familiar with the terminology and technology used to design and build local and wide area networks. The course will also focus on routing protocols and concepts.

Note: This course is semester two in the Cisco Networking Academy program.

CTE Two-Year Course Review; Changes in Grading Method, Credit Status, Transfer Status, Catalog Description

1. Computer Information Systems 2 – Office Applications

Current Status/Proposed Changes

Grading Method: ~~Both~~ Letter

Credit Status: Credit, ~~not~~ degree applicable

CSU Transfer

In this course, students are introduced to the Windows operating system and the capabilities of the computer. The file management system, spreadsheets, presentation ~~software~~ and database software, email management, and beginning through advanced word processing topics will be taught in a hands-on environment. Operation of the computer as a general purpose office tool will be emphasized. This course uses Microsoft Word, Access, Excel, PowerPoint, and Outlook.

Recommendation

Grading Method: Letter

Credit Status: Credit, degree applicable

CSU Transfer

In this course, students are introduced to the Windows operating system and the capabilities of the computer. The file management system, spreadsheets, presentation and database software, email management, and beginning through advanced word processing topics will be taught in a hands-on environment. Operation of the computer as a general purpose office tool will be emphasized. This course uses Microsoft Word, Access, Excel, PowerPoint, and Outlook.

New Certificate

1. Computer Information Systems: Business Information Worker Certificate of Achievement

A Certificate of Achievement will be granted upon completion of all program requirements. A minimum of 12 units must be completed at El Camino College.

Certificate Requirements		Units
BUS 22	Human Relations in Organizations	3
BUS 28	Written Business Communications	3
BUS 29	Oral Business Communications	3
BUS 60A	Microcomputer Keyboarding	1
CIS 2	Office Applications	3
CIS 13	Computer Information Systems	3
CIS 26	Using Microsoft Excel	3
Total Units: 19		

HEALTH SCIENCES AND ATHLETICS

Course Review; Changes in Conditions of Enrollment (Recommended Preparation),
Catalog Description

1. Educational Development 121 – Career Preparation

Current Status/Proposed Changes

Recommended Preparation: ~~eligibility for English 84~~ English 82 and Educational Development 140

~~This course assists the student~~ students in selecting a career and developing effective job-seeking skills. Students will complete an interest inventory, review academic performance, research various careers and practice the steps necessary to attain employment inventories for interests, personality, work values, and motivated skills and will then research various careers, including the education required. In addition, students will practice the steps needed to attain employment and will identify laws and agencies which protect the rights of the disabled in the workplace.

Note: This course is appropriate for students with disabilities. This course is occasionally taught in American Sign Language and is designed for students who are deaf or hard-of-hearing.

Recommendation

Recommended Preparation: English 82 and Educational Development 140

This course assists students in selecting a career and developing effective job-seeking skills. Students will complete inventories for interests, personality, work values, and motivated skills and will then research various careers, including the education required. In addition, students will practice the steps needed to attain employment and will identify laws and agencies which protect the rights of the disabled in the workplace.

Note: This course is appropriate for students with disabilities. This course is occasionally taught in American Sign Language and is designed for students who are deaf or hard-of-hearing.

HUMANITIES

Course Review

1. German 2 – Elementary German II
2. English as a Second Language 02A – Grammar and Conversation Level I
3. English as a Second Language 02B – Grammar and Conversation Level II

CTE Two-Year Course Review; Distance Education Review, Changes in Catalog Description

1. Academic Strategies 60 – Strategies for Success in Distance Education

Current Status/Proposed Changes

The goal of this course is to prepare students for taking distance education classes. This course covers the basics of taking an interactive, asynchronous distance education course via the Internet or other computer-based systems. Use of e-mail, online class interactions such as discussion groups, ~~World-Wide-Web~~ internet access, equipment needs and differences between online and onsite courses will be covered.

Recommendation

The goal of this course is to prepare students for taking distance education classes. This course covers the basics of taking an interactive, asynchronous distance education course via the Internet or other computer-based systems. Use of e-mail, online class interactions such as discussion groups, internet access, equipment needs and differences between online and onsite courses will be covered.

INDUSTRY AND TECHNOLOGY

CTE Two-Year Course Review

1. Automotive Collision Repair/Painting 5A – Beginning Automotive Painting I
2. Automotive Collision Repair/Painting 5B – Beginning Automotive Painting II
3. Computer Aided Design/Drafting 5 – Introduction to Mechanical Drafting
4. Electronics and Computer Hardware Technology 22 – Basic Electronic Fabrication

CTE Two-Year Course Review; Distance Education Review

1. Nutrition and Foods 11 – Nutrition

CTE Two-Year Course Review; Changes in Conditions of Enrollment (Recommended Preparation)

1. Fashion 4 – Computer Fashion Illustration
Current Status/Proposed Changes
Recommended Preparation: Fashion 15 ~~or equivalent~~ and basic computer skills

Recommendation

Recommended Preparation: Fashion 15 and basic computer skills

CTE Two-Year Course Review; Changes in Catalog Description

1. Automotive Collision Repair/Painting 4A – Beginning Automotive Collision Repair I
Current Status/Proposed Changes
This course provides instruction in basic safety, tool identification and use, vehicle construction and parts nomenclature, basic estimating, small dent repair, plastics scratch and dent repair, and the mixing and application of primer, ~~and estimating~~.

Recommendation

This course provides instruction in basic safety, tool identification and use, vehicle construction and parts nomenclature, basic estimating, small dent repair, plastics scratch and dent repair, and the mixing and application of primer.

2. Automotive Collision Repair/Painting 4B – Beginning Automotive Collision Repair II
Current Status/Proposed Changes
This course provides instruction in automotive ~~metal inert gas~~ Metal Inert Gas (MIG) and ~~squeeze type resistance spot~~ Squeeze-Type Resistance Spot Welding (STRSW) and safety, automotive metals, metal finishing, large dent repair, corrosion protection, and vehicle disassembly and reassembly.

Recommendation

This course provides instruction in automotive Metal Inert Gas (MIG) and Squeeze-Type Resistance Spot Welding (STRSW) and safety, automotive metals, metal finishing, large dent repair, corrosion protection, and vehicle disassembly and reassembly.

3. Fashion 27 – Fashion Merchandising

Current Status/Proposed Changes

This course introduces students to the fashion merchandising industry ~~and its philosophies~~. The course content ~~includes~~ consists of an overview of the fashion industry and ~~careers in merchandising as well as~~ career opportunities which include planning, selecting, selling, and promoting fashion merchandise. Also covered are ~~the math principles required for~~ merchandising and tracking fashion trends.

Recommendation

This course introduces students to the fashion merchandising industry. The course content consists of an overview of the fashion industry and career opportunities, which include planning, selecting, selling, and promoting fashion merchandise. Also covered are merchandising and tracking fashion trends.

CTE Two-Year Course Review; Changes in Conditions of Enrollment (Prerequisite, Recommended Preparation), Catalog Description

1. Architecture 179 – Design/Build Studio

Current Status/Proposed Changes

Prerequisite: Architecture 150A or Construction Technology 100 with a minimum grade of C ~~or equivalent~~

~~Recommended Preparation Construction Technology 100 or Construction Technology 110~~

This course ~~introduces the architectural student~~ is a multi-disciplinary course that introduces architectural and construction students to the building design and construction process. Team collaboration will be stressed from the generation of the building design through the fabrication of the structure. Scheduling, budgeting and financing of construction projects will also be studied.

Recommendation

Prerequisite: Architecture 150A or Construction Technology 100 with a minimum grade of C

This course is a multi-disciplinary course that introduces architectural and construction students to the building design and construction process. Team

collaboration will be stressed from the generation of the building design through the fabrication of the structure. Scheduling, budgeting and financing of construction projects will also be studied.

2. Architecture 199 – Architecture Design Studio

Current Status/Proposed Changes

~~Prerequisite: Architecture 170 and Architecture 171 with a minimum grade of C in each prerequisite course~~

In this course, students learn ~~how~~ design theory and how to balance the design constraints that architects face when solving ~~architectural~~ building design problems. Students will design and compose two and three dimensional drawings as well as build models to demonstrate their solutions. ~~Projects will increase in size and scope each time the student takes the course.~~

Recommendation

In this course, students learn design theory and how to balance the constraints that architects face when solving building design problems. Students will design and compose two and three dimensional drawings as well as build models to demonstrate their solutions.

CTE Two-Year Course Review; Distance Education Review, Changes in Catalog Description

1. Nutrition and Foods 15 – Nutrition for Infants and Young Children

Current Status/Proposed Changes

~~This course covers~~ In this course, students study the nutritional nutrient needs during the growth and development of infants and young children from conception through puberty. Topics include nutrient sources and functions, energy balance, assessment of ~~nutritional status and~~ food intake according to current guidelines and standards, food safety, ~~government and sanitation, policies and practices for child care food programs including public~~ resources, menu planning, and integration of nutrition education into early childhood education programs.

Recommendation

In this course, students study the nutrient needs of children from conception through puberty. Topics include nutrient sources and functions, energy balance, assessment of food intake according to current guidelines and standards, food safety, and sanitation, policies and practices for child care food programs including public resources, menu planning, and integration of nutrition education into early childhood education programs.

CTE Two-Year Course Review; Distance Education Review, Changes in Conditions of Enrollment (Recommended Preparation), General Education Requirement, Catalog Description

1. Fashion 31 – History of Costume

Current Status/Proposed Changes

Recommended Preparation: ~~eligibility for English 84~~ English A

Proposed CSU General Education – Area C1

This course covers the important periods of costume design, ~~their~~ the effects on and relationships to the political, social and economic conditions of the times and how they have influenced lifestyle and culture. Emphasis is placed on both aesthetic and functional aspects of costumes and ~~their~~ the importance in the evolution and inspiration of modern dress.

Recommended Preparation

Recommended Preparation: English A

Proposed CSU General Education – Area C1

This course covers the important periods of costume design, the effects on and relationships to the political, social and economic conditions of the times and how they have influenced lifestyle and culture. Emphasis is placed on both aesthetic and functional aspects of costumes and the importance in the evolution and inspiration of modern dress.

Inactivate Course

1. Cosmetology 2abcd – Advanced Cosmetology Procedures

New Certificate

1. Administration of Justice: Homeland Security and Emergency Management

Certificate of Achievement

A Certificate of Achievement will be granted upon completion of all program requirements.

Certificate Requirements		Units
AJ 10	Introduction to Homeland Security	3
AJ 11	Intelligence and Security Management	3
AJ 12	Transportation and Border Security Management	3
AJ 21	Introduction to Emergency Management	3
AJ 26	Introduction to Terrorism and Counterterrorism	3
AJ 100	Introduction to Administration of Justice	3

AJ 130	Criminal Procedures	3
AJ 135	Report Writing	3
Total Units: 24		

Change in Major; Program Catalog Description, Course Requirements

1. Administration of Justice A.A. Degree

Current Status/Proposed Changes

The administration of justice ~~degree or certificate program~~ prepares students for a career in criminal justice. By completing the ~~degree or certificate program~~ requirements, ~~the student~~ students will gain the ability to apply principles of the justice system, constitutional and procedural considerations affecting arrest, search and seizure, human relations, and concepts of criminal law as well as demonstrate proficiency in report writing and record keeping. Career options include police officer, corrections officer, homeland security, private security, and crime scene investigator. ~~Competencies will be assessed regularly in accordance with the California Commission on Peace Officers Standards and Training (P.O.S.T.) criteria.~~

~~Administration of Justice 100 is required of all pre-employment Administration of Justice students pursuing an Associate of Science degree or seeking immediate employment. AJ 100 is not required of the employed officer or of the student enrolling in a specialized course within the 100-200 series. All students enrolled in this major should be aware of the physical requirements for employment in the law enforcement area.~~

The pre-employment student should secure a complete physical examination from a licensed physician, preferably one who specializes in examination for law enforcement agencies. The applicant failing a medical examination should consult with instructors before applying for employment with a police agency.

At least 50% of the courses required for the major requirements for the Associate in Arts degree must be completed at El Camino College.

Major Requirements		Units
<u>Required Core: 21 units</u>		
AJ 100	Introduction to Administration of Justice	3
AJ 103	Concepts of Criminal Law I	3
AJ 115	Community and Human Relations	3
AJ 130	Criminal Procedures	3
AJ 131	Legal Aspects of Evidence	3
AJ 135	Report Writing	3
AJ 170	Laws of Arrest, Search and Seizure	3
6-11 units from: a minimum of six units from:		

AJ 70	Introduction to Industrial Security	3
AJ 95/96 ^{abed}	Cooperative Work Experience Education	2-4
AJ 106	Criminal Justice Recruitment and Selection	3
AJ 107	Crime and Control - An Introduction to Corrections	3
AJ 109	Introduction to Police Patrol Procedures	3
AJ 111	Criminal Investigation	3
AJ 126	Juvenile Delinquency and Legal Procedures	3
AJ 132	<u>Forensic</u> Crime Scene Investigation	3
AJ 133	Fingerprint Classification and Investigation	3
AJ 134	Introduction to Crime Analysis	3
AJ 150	Peace Officer Training Module - Level III	7
AJ 155	Peace Officer Training Module - Level II	10
Total Units: 27-32		

Recommendation

The administration of justice program prepares students for a career in criminal justice. By completing the program requirements, students gain the ability to apply principles of the justice system, constitutional and procedural considerations affecting arrest, search and seizure, human relations, and concepts of criminal law as well as demonstrate proficiency in report writing and record keeping. Career options include police officer, corrections officer, homeland security, private security, and crime scene investigator.

The pre-employment student should secure a complete physical examination from a licensed physician, preferably one who specializes in examination for law enforcement agencies. The applicant failing a medical examination should consult with instructors before applying for employment with a police agency.

At least 50% of the courses required for the major must be completed at El Camino College.

Major Requirements		Units
Required Core: 21 units		
AJ 100	Introduction to Administration of Justice	3
AJ 103	Concepts of Criminal Law I	3
AJ 115	Community and Human Relations	3
AJ 130	Criminal Procedures	3
AJ 131	Legal Aspects of Evidence	3
AJ 135	Report Writing	3
AJ 170	Laws of Arrest, Search and Seizure	3

6-11 units from:

AJ 95	Cooperative Work Experience Education	2-4
AJ 106	Criminal Justice Recruitment and Selection	3
AJ 107	Crime and Control - An Introduction to Corrections	3
AJ 109	Introduction to Police Patrol Procedures	3
AJ 111	Criminal Investigation	3
AJ 126	Juvenile Delinquency and Legal Procedures	3
AJ 132	Forensic Crime Scene Investigation	3
AJ 133	Fingerprint Classification and Investigation	3
AJ 134	Introduction to Crime Analysis	3
AJ 150	Peace Officer Training Module - Level III	7
AJ 155	Peace Officer Training Module - Level II	10
Total Units: 27-32		

Change in Certificate; Course Requirements, Total Units

1. Administration of Justice Certificate of Achievement

Current Status/Proposed Changes

A Certificate of Achievement will be granted upon completion of the program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

Certificate Requirements		Units
AJ 100	Introduction to Administration of Justice	3
AJ 103	Concepts of Criminal Law I	3
AJ 115	Community and Human Relations	3
AJ 130	Criminal Procedures	3
AJ 131	Legal Aspects of Evidence	3
AJ 135	Report Writing	3
AJ 170	Laws of Arrest, Search and Seizure	3
a minimum of six units from:		
AJ-70	Introduction to Industrial Security	3
AJ-95/96abcd	Cooperative Work Experience Education	2-4
AJ-106	Criminal Justice Recruitment and Selection	3
AJ-107	Crime and Control - An Introduction to Corrections	3
AJ-109	Introduction to Police Patrol Procedures	3
AJ-111	Criminal Investigation	3
AJ-126	Juvenile Delinquency and Legal Procedures	3
AJ-132	Forensic Crime Scene Investigation	3
AJ-133	Fingerprint Classification and Investigation	3
AJ-134	Introduction to Crime Analysis	3
AJ-150	Peace Officer Training Module - Level III	7

AJ-155 ~~Peace Officer Training Module—Level II~~ 10
Total Units: ~~27-32~~ 21

Recommendation

A Certificate of Achievement will be granted upon completion of the program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

Certificate Requirements		Units
AJ 100	Introduction to Administration of Justice	3
AJ 103	Concepts of Criminal Law I	3
AJ 115	Community and Human Relations	3
AJ 130	Criminal Procedures	3
AJ 131	Legal Aspects of Evidence	3
AJ 135	Report Writing	3
AJ 170	Laws of Arrest, Search and Seizure	3
Total Units: 21		

MATHEMATICAL SCIENCES

CTE Two-Year Course Review

1. Computer Science 12 – Programming for Internet Applications Using PHP, JavaScript, and XHTML

New Distance Education Online/Hybrid Course

1. Computer Science 12 – Programming for Internet Applications Using PHP, JavaScript, and XHTML

Agenda for the El Camino Community College District Board of Trustees
from
Student and Community Advancement
Jeanie M. Nishime, Vice President

	<u>Page No.</u>
A. International Travel	SCA 2
B. Grants - Application and Acceptance.....	SCA 2
C. Grants – Acceptance	SCA 4

A. INTERNATIONAL TRAVEL

It is recommended that the Board of Trustees ratify/approve international travel for Lindsey Ludwig, Coordinator of the International Student Program/El Camino College Language Academy at El Camino College to travel to the United Consulate in Tijuana, Mexico as a member of the planning committee for NAFSA: (National Association for Foreign Student Advisers) Association of International Educators, April 11, 2016. Expenses for the trip will be paid by NAFSA. Mrs. Ludwig is a member of the NAFSA Regional Board.

B. GRANTS – APPLICATION AND ACCEPTANCE

It is recommended that the Board of Trustees approve and accept the following grants:

1. California Community Colleges Chancellor’s Office Economic and Workforce Development – Sector Navigator for the Advanced Manufacturing Section (16-151-001). This is the fourth year of a previously-approved and accepted grant agreement for the Advanced Manufacturing Sector. California has almost 1.5 million manufacturing jobs and the sector enjoys a 2.5 multiplier effect. Manufacturing generates wealth through exports that bring new dollars into the state. Because of this ripple effect, manufacturing firms have a deeper impact on the state’s economy than most other sectors. Mr. Jose Anaya, Dean of Community Advancement, has been appointed as the Sector Navigator for this region. Mr. Anaya will undertake strategies that will address immediate and long-range training and educational needs. Three of these strategies include: 1) logistical support to statewide/regional projects through accountability-based metrics, 2) structure a statewide advisory body comprised of at least 50% industry members, and 3) provide guidance to the Chancellor’s Office and Regional Consortia on funding opportunities, and cultivating collaborative communities.
Administrator: Mr. Jose Anaya

Amount of Grant Funding from Granting Agency	\$372,500
Amount of College Match	<u>\$322,500</u>
Total Amount of Project Funding	\$695,000
Source of Matching Funds: ECC/BTC and Partners in-kind	
Indirect to El Camino College	\$14,326 (4%)
Performance Period: July 1, 2016 through June 30, 2017	

2. California Community Colleges Chancellor’s Office Economic and Workforce Development – Deputy Sector Navigator for the Advanced Manufacturing Section (16-152-002). This is the fourth year of a previously-approved and accepted grant agreement for the Advanced Manufacturing Sector. The intent of the Deputy Sector Navigator grant is to target investment at priority and emergent sectors as chosen by each of the 10 regions of the State and to meet the intent of specific objectives of the Economic and Workforce Development Program and the Career Technical Education Pathways Program. The Deputy Sector Navigator for the Advanced Manufacturing sector for Los Angeles County region will serve as a vital link between the Economic Workforce Development, Regional Occupational Center Programs, Workforce Investment Boards, and community college administrators working on Career and Technical Education (CTE) programs in the region.

Administrator: Mr. Henry Rogers

Amount of Grant Funding from Granting Agency	\$200,000
Amount of College Match	<u>\$200,000</u>
Total Amount of Project Funding	\$400,000
Source of Matching Funds: ETP Contract Income	
Indirect to El Camino College	\$7,692 (4%)
Performance Period: July 1, 2016 through June 30, 2017	

3. California Community Colleges Chancellor’s Office Economic and Workforce Development – Sector Navigator for Retail/Hospitality/Tourism “Learn to Earn” Sector. This grant is in the fourth year. Retail, Hospitality and Tourism are critical drivers of the California economy. California employs more retail sales people than any other state - over 100,000 more than the number two state, Texas. These employees accounted for 31.35 out of every 1,000 workers in California in mid-2012. “Learn to Earn” partnerships are strategic alliances between industry, including employers, professional associations, and higher education which focus on the professional development of employees through the award of accredited postsecondary credentials. Mr. Philip Sutton, Director of Workplace Learning Resource Center at El Camino College, is the Sector Navigator for the Retail/Hospitality/Tourism industry sectors.

Administrator: Mr. Philip Sutton

Amount of Grant Funding from Granting Agency	\$372,500
Amount of College Match	<u>\$322,500</u>
Total Amount of Project Funding	\$695,000
Source of Matching Funds: BTC and Partners in-kind	
Indirect to El Camino College	\$14,326 (4%)
Performance Period: July 1, 2016 through June 30, 2017	

C. GRANTS - ACCEPTANCE

It is recommended that the Board of Trustees accept the following grants:

1. State of California via the California Department of Education California Community Colleges Chancellor’s Office – Adult Education Block Grant (AEBG) Regional Consortium 2016-17. The Consortium has opted for direct funding this fiscal year, thus, the bulk of the funding will be distributed directly to the consortium members, as per consortium vote. El Camino College’s portion of the yearly allocation is \$270,376. The South Bay Education Consortium funded members include: 1) Centinela Valley Unified School District, 2) El Camino College, 3) Inglewood Unified School District, 4) Redondo Beach Unified School District, and 5) Torrance Unified School District. Funding shall be apportioned to each regional consortium on a monthly allocation basis. The State anticipates apportionment schedules to be posted by August 2016.
Administrator: Mr. Jose Anaya

Amount of Grant Funding from Granting Agency	\$270,376
Amount of College Match	\$ -0-
Total Amount of Project Funding	\$270,376
Source of Matching Funds	(n/a)
Indirect to El Camino College	TBD
Performance Period: July 1, 2016 through June 30, 2017	

2. California Community Colleges Chancellor’s Office Economic and Workforce Development – Deputy Sector Navigator for the Advanced Manufacturing (Augmentation). The performance period for these funds was extended from the original period of July 1, 2015 through June 30, 2016, to a new end date of December 31, 2016. This grant was augmented with FY 2014-2015 SB 858 funds in the amount of \$100,000 (total amount not to exceed \$300,000). This is the third year of a previously-approved and accepted grant agreement for the Advanced Manufacturing sector. The Deputy Sector grants are designed to target investment at priority and emergent sectors as chosen by each of the 10 regions of the State and meet the intent of specific objectives of the Economic and Workforce Development Program and the Career Technical Education Pathways Program.
Administrator: Mr. Henry Rogers

Amount of Grant Funding from Granting Agency	\$300,000
Amount of College Match	\$200,000
Total Amount of Project Funding	\$500,000
Source of Matching Funds	ECC/BTC and Partners in-kind
Indirect to El Camino College	\$11,538 (4%)
Performance Period: July 1, 2015 through December 31, 2016	

3. California Community Colleges Chancellor’s Office Student Services and Special Programs – Historically Black Colleges and Universities (HBCU) Transfer Agreement Project. This grant is for a 12-month period and can be renewed for up to 48 additional months, dependent on need, satisfactory performance and the continued availability of funds. Funding for the additional four years will be as follows: 1) Year 2 - \$350,000, 2) Year 3 - \$300,000, 3) Year 4 - \$300,000, and 4) Year 5 - \$300,000, for a total of \$1,600,000 over a five-year period. The funds are to be used to identify and convene a representative group of California Community College faculty, staff and administrators to agree on strategies for engaging HBCUs in opportunities to facilitate the transfer of California Community College students. Once strategies are identified, funds can then be used for outreach, marketing and metric activities necessary to implement the strategies and negotiate statewide transfer agreements between the California Community Colleges Chancellor’s Office and individual HBCUs.
Administrator: Dr. Dipte Patel

Amount of Grant Funding from Granting Agency	\$350,000
Amount of College Match	<u>\$ 17,500</u>
Total Amount of Project Funding	\$367,500
Source of Matching Funds	ECC Dean, Faculty and partners in-kind
Indirect to El Camino College	\$13,462 (4%)
Performance Period:	July 1, 2016 through June 30, 2017

4. California Community Colleges Chancellor’s Office Economic and Workforce Development – Sector Navigator for Retail/Hospitality/Tourism “Learn to Earn” Sector. The performance period for these funds was extended from the original period of July 1, 2015 through June 30, 2016, to a new end date of December 31, 2016. This is the third year of a previously-approved and accepted grant agreement for the Retail, Hospitality and Tourism Sector.
Administrator: Mr. Philip Sutton

Amount of Grant Funding from Granting Agency	\$372,500
Amount of College Match	<u>\$322,500</u>
Total Amount of Project Funding	\$695,000
Source of Matching Funds	ECC/BTC and Partners in-kind
Indirect to El Camino College	\$14,326 (4%)
Performance Period:	July 1, 2015 through December 31, 2016

Agenda for the El Camino Community College District Board of Trustees
From
Administrative Services
Jo Ann Higdon, Vice President

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A. Contracts Under \$87,800.....	AS 2
B. Contracts Over \$87,800.....	AS 4
C. Amendments.....	AS 6
D. International Student Health Insurance	AS 7
E. Bid Award 2015-5 - Door Replacement Project - E.J. Enterprises.....	AS 7
F. Notice of Job Completion - GonLED - Lighting Retrofit	AS 7
G. Purchase Orders and Blanket Purchase Orders	AS 8

A. CONTRACTS UNDER \$87,800

It is recommended the Board of Trustees, in accordance with Board Policy 6340, ratify the District entering into the following agreements. The Vice President of Administrative Services, or an authorized designee, has executed the necessary documents.

a. *Services Provided by District or Designee:*

None

b. *Services Received by District or Designee:*

- 1. Contractor:** **42 BUSINESS CONSULTING LLC.**
Services: Contractor will provide setup configuration and training of Visual ERP software system in support of commitments to Orbital Science Corporation timelines.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 5/1/16 – 12/30/16
Financial Terms: Cost not to exceed \$20,000
Funded by Mentor Protégé Grant
- 2. Contractor:** **CITY COLLEGE OF SAN FRANCISCO**
Services: Contractor will provide Advanced Technology and Commercial Skills training to Bay Area Rapid Transit.
Requesting Dept.: Student and Community Advancement – Community Advancement
Date(s): 5/17/16 – 9/7/17
Financial Terms: Cost not to exceed \$60,000
Funded by Employment Training Panel (ETP)
- 3. Contractor:** **FEET FIRST EVENTERTAINMENT**
Services: Contractor will provide a team building activity for Classified Development Week.
Requesting Dept.: Human Resources – Professional Development
Date(s): 5/20/16
Financial Terms: Cost not to exceed \$4,000

4. **Contractor:** **FERILLI**
Services: Contractor will provide a business process review of report structure for the Ready to Package report (Financial Aid application).
Requesting Dept.: Student and Community Advancement – Student Support Services
Date(s): 5/23/16 – 6/9/16
Financial Terms: Cost not to exceed \$22,160
Funded by BFAP

5. **Contractor:** **LEAN SOLUTIONS MANUFACTURING CONSULTANTS**
Services: Contractor will provide training to contract companies in Lean Manufacturing, Geometric Dimensioning and Tolerancing, Blueprint Reading and Shop Math.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 4/19/16 – 6/30/17
Financial Terms: Cost not to exceed \$30,000
Funded by contracts with manufacturers

6. **Contractor:** **MARTINEZ & TUREK, INC.**
Services: Contractor will implement business processes and software improvement to the Mentor Protégé Program.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 5/17/16 – 9/30/16
Financial Terms: Cost not to exceed \$20,000
Funded by Mentor Protégé Grant

7. **Contractor:** **ROSECRANS VILLA RESIDENTIAL CARE**
Services: Contractor will provide ECC nursing students with state required clinical experience.
Requesting Dept.: Academic Affairs – Health Science and Athletics
Date(s): 4/1/16 – 3/29/20
Financial Terms: No cost to the District

8. **Contractor:** **SAN DIEGO CONTINUING EDUCATION FOUNDATION**
Services: Contractor will provide training to various businesses.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 5/17/16 – 5/3/17

Financial Terms: Cost not to exceed \$50,000
Funded by ETP

9. **Contractor:** **UKEAS WORLDWIDE LTD. (TAIWAN)**
Services: Contractor will recruit F-1 Visa students for ECC.
Requesting Dept.: Student and Community Advancement – Admissions and Records – International Student Program
Date(s): 7/1/16 (Beginning on date of Board approval and continuing month-to-month up to but not exceeding five years)
Financial Terms: The fee shall be \$250 per student per consecutive semester cycle completed, not to exceed \$500 per student. If applicable, a fee for high-volume admissions at the end of a two consecutive semester cycle will be paid in addition to the regular fee.

B. CONTRACTS OVER \$87,800

It is requested the Board of Trustees approve the District entering into the following agreements:

a. Services Provided by District or Designee:

1. **Contractor:** **CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT**
Services: Contractor, as Subgrantee, will implement plans set forth in the South Bay Adult Education Consortium Regional Comprehensive Plan, the Three-Year Consortia Plan Update from AB86 and the Annual Plan for 2015-16 created within the parameters of California Assembly Bills 86 and 104.
Requesting Dept.: Student and Community Advancement – Community Advancement – Grants Development and Management
Date(s): 5/17/16 – 12/31/16
Financial Terms: Cost not to exceed \$100,000
Funded by Adult Education Consortium Planning Grant
2. **Contractor:** **INGLEWOOD UNIFIED SCHOOL DISTRICT**
Services: Contractor, as Subgrantee, will implement plans set forth in the South Bay Adult Education Consortium Regional Comprehensive Plan, the Three-Year Consortia Plan Update from AB86 and the Annual

Plan for 2015-16 created within the parameters of California Assembly Bills 86 and 104.

Requesting Dept.: Student and Community Advancement – Community Advancement – Grants Development and Management
Date(s): 5/17/16 – 12/31/16
Financial Terms: Cost not to exceed \$100,000
Funded by Adult Education Consortium Planning Grant

3. **Contractor:** **LONG BEACH COMMUNITY COLLEGE DISTRICT**
Services: Contractor, as Subgrantee, will provide funds to the ECCCD Small Business Development Center (SBDC) to deliver programs and services to small businesses in the form of training workshops and confidential consulting in the South Bay and surrounding cities.
Requesting Dept.: Student and Community Advancement – Community Advancement – Grants Development and Management
Date(s): 1/1/16 – 12/31/16
Financial Terms: Cost not to exceed \$310,000
Funded by SBDC Network Service Center Agreement

b. Services Received by District or Designee:

1. **Contractor:** **CDW-G**
Services: Contractor will provide Cisco Equipment to upgrade switches and equipment throughout campus in accordance with the PlanNet document of January 30, 2015. Equipment is required to support the significant increase in data traffic as a result of the Wireless system upgrade. California Public Contract Code Section 20652 authorizes the Board of Trustees to purchase this equipment utilizing an existing cooperative agreement per UC Foundations for Community Colleges, Contract #15-206.
Requesting Dept.: Administrative Services – Information Technology Services
Date(s): 5/16/16
Financial Terms: Cost not to exceed \$363,935
2. **Contractor:** **RICOH**
Services: Contractor will enter into an Agreement with the District to provide a Document Management System

specifically designed to support the needs of the District campus wide, including but not limited to, mobile/cloud systems, document indexing, document storage, and document retrieval. Initial project (Phase 1) specific enhancements will include Admissions and Records, Financial Aid, and Human Resources areas. California Public Contract Code Section 20652 authorizes the Board of Trustees to enter in an agreement per the U.S. Communities Contract Number 4400003732C.

Requesting Dept.: Administrative Services – Information Technology Services
Date(s): 5/16/16 to end of project
Financial Terms: Cost not to exceed \$230,000

C. AMENDMENTS

a. Services Provided by District or Designee:

None

b. Services Received by District or Designee:

1. **Contractor:** CIVIC COUCH
Services: Contractor will provide photography for events and award ceremonies at ECC.
Requesting Dept.: President’s Office – Public Relations and Marketing
Date(s): 7/1/15 – 6/30/16
Financial Terms: Cost not to exceed \$8,000 (Cost increase only; Board initially approved on 6/15/15 the cost of \$5,500)

2. **Contractor:** LEND LEASE (US) CONSTRUCTION
Services: The contractor is providing Professional Services College Advocate/Owner’s Representative (CA/OR) for the District. Services are related to the Facilities Master Plan implementation, construction management services for project implementation and other State Capital projects at the Compton site. This amendment adds the approved State-funded Instructional Building #1 at the Compton Educational Center.
Requesting Dept.: Administrative Services
Date(s): 6/1/16 – 5/31/18

Financial Terms: Cost of this amendment is \$771,139 for a revised cost not to exceed \$2,271,620 for this two year optional terms extended through 5/31/18. (Change of dates previously approved on December 15, 2014 of 6/1/13 – 5/31-16 with two, one-year optional renewal periods; increase in costs for renewal period).

D. INTERNATIONAL STUDENT HEALTH INSURANCE

It is recommended the Board of Trustees approve continuing the international student health insurance through the current contracted carrier, Student Insurance. The District, through the International Student Program, requires all of its students to purchase health insurance from a carrier contracted by the District. There is no cost to the District as students pay this fee as part of their tuition. The cost for the coverage will be \$685.50 per student each six-month period for Fall 2016 and Spring 2017. The contract is effective July 1, 2016 through June 30, 2017.

E. BID AWARD 2015-5 – DOOR REPLACEMENT PROJECT – E.J. ENTERPRISES

It is recommended Bid No. 2015-5 be awarded to the following responsive bidder in accordance with the specifications, terms and conditions of the above-named bid for the Door Replacement Project.

<u>RECOMMENDED BIDDER</u>	<u>BID AMOUNT</u>
E.J. Enterprises (Responsive)	\$149,350

<u>OTHER BIDDERS</u>	
Montgomery Hardware Company (Non-Responsive)	\$148,175
Commercial Door Company (Responsive)	\$168,000

F. NOTICE OF JOB COMPLETION – GONLED – LIGHTING RETROFIT

It is recommended the Board of Trustees accept as complete the following project and authorize final payment for the work. The required work has been completed in accordance with the conditions and specifications of the subject contract and accepted by a District representative.

<u>Contractor</u>	<u>Contract Amount</u>
GonLED	\$496,761

Purchase Order Number: B910808

G. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended all purchase orders be ratified as shown.

P.O.	Vendor Name	Site Name	Description	P.O. Cost
Fund 11 - Unrestricted - El Camino				
P0902864	CDW-G	Audio/Visual	New Equipment	\$1,523.95
P0902886	Complete Office	Div Office Fine Arts	Instructional Supplies	\$233.69
P0902953	Shars Tool Company	Machine Tool	Instructional Supplies	\$901.91
P0902961	Complete Office	Family Consumer	Instructional Supplies	\$129.57
P0902972	Premiere Plastic Resins	Machine Tool	Instructional Supplies	\$638.63
P0903002	Vanda King	Music	Instructional Supplies	\$217.99
P0903010	Nilfisk Advance, Inc.	Operations	New Equipment	\$4,367.81
P0903011	Lee's Tools	Operations	New Equipment	\$944.57
P0903012	Empire Cleaning Supply	Operations	New Equipment	\$793.43
P0903065	Full Compass Systems	Div Office Fine Arts	Instructional Supplies	\$3,299.40
P0903066	Full Compass Systems	Div Office Fine Arts	Repairs Parts And Supplies	\$4,748.04
P0903084	Empire Cleaning Supply	Operations	New Equipment	\$892.38
P0903089	Lucks Music Library	Music	Instructional Supplies	\$1,696.90
P0903094	Woodwind & Brasswind	Music	Instructional Supplies	\$979.91
P0903095	Freestyle Photographic	Photography	Instructional Supplies	\$805.62
P0903109	J. W. Pepper & Son, Inc.	Music	Instructional Supplies	\$106.92
P0903110	Climatec	HVAC Shop	Non-Instruct Supplies	\$138.66
P0903112	CDW-G	Information Technology	License Fee/Site Licenses	\$2,800.49
P0903121	Uline Shipping Supply	Dance	Instructional Supplies	\$194.84
P0903133	Staples Advantage	Division Office Math	Instructional Supplies	\$773.41
P0903135	CDW-G	Division Office Math	Instr.CompEquip	\$1,195.82
P0903136	Grainger	Welding	Repairs Parts And Supplies	\$68.56
P0903164	RW School Supply	Div Office BSSC	Instructional Supplies	\$788.09
P0903165	Grainger	Theatre	Instructional Supplies	\$922.82
P0903166	VWR International	Chemistry	Instructional Supplies	\$1,112.86
P0903167	Rio Grande Tool Co.	Div Office Fine Arts	Instructional Supplies	\$1,847.63
P0903168	B & H Photo-Video	Photography	Instructional Supplies	\$530.57
P0903172	Facilities Protection	Facilities/Planning/Servi	Repairs Noninstructional	\$588.00
P0903177	B & H Photo-Video	Art Department	Instructional Supplies	\$1,264.40
P0903184	Fisher Scientific	Life Sciences	Instructional Supplies	\$464.14
P0903185	VWR International	Life Sciences	Instructional Supplies	\$1,654.57
P0903191	Grainger	Health,Safety and Risk	Non-Instruct Supplies	\$1,168.69
P0903199	Discount School Supply	Childhood Education	Instructional Supplies	\$323.88
P0903203	Wenger Corporation	Music	Instructional Supplies	\$2,006.06
P0903212	Redondo Technology	Architectural	Instructional Supplies	\$457.80
P0903213	CDW-G	Information Technology	License Fee/Site Licenses	\$5,873.31
P0903214	Grainger	Health,Safety and Risk	Non-Instruct Supplies	\$196.85
P0903226	Lee's Tools	Ctr for Arts Production	Non-Instruct Supplies	\$96.09
P0903236	Moore Medical Corp	Nursing	Instructional Supplies	\$8,007.84
P0903274	B & H Photo-Video	Dance	Instructional Supplies	\$5,810.43
P0903276	J. W. Pepper & Son, Inc.	Music Library	Instructional Supplies	\$204.21
P0903288	Tartan Associates	Campus Police	New Equipment	\$26,364.53
P0903289	Stage Accents	Div Office Fine Arts	Non-Instruct Supplies	\$838.68
P0903290	Tuxedo Discounters, Inc.	Div Office Fine Arts	Non-Instruct Supplies	\$803.00
P0903296	CDW-G	Div Office Business	Instructional Supplies	\$713.71
P0903297	Scantron	Div Office Business	Instructional Supplies	\$290.84

P0903298	Marketek Video Supply	Instructional Television	Instructional Supplies	\$346.96
P0903299	College Specialties	Admissions/Records	Non-Instruct Supplies	\$2,074.15
P0903300	Herff Jones, Inc.	Admissions/Records	Non-Instruct Supplies	\$6,816.80
P0903301	Hartland Technology Inc.	Nursing	Maintenance Contracts	\$2,348.00
P0903303	Bron Tapes of Southern	Instructional Television	Instructional Supplies	\$667.84
P0903305	Primex Wireless	Division Office Math	Instructional Supplies	\$970.85
P0903306	Smarter Shows Limited	Ed & Community	Conferences Mgmt	\$410.00
P0903307	Dell Marketing L. P.	Division Office Math	Instructional Supplies	\$534.65
P0903308	Apurva Sharma	Presidents Office	Awards	\$2,000.00
P0903309	Hyoungjin Cho	Presidents Office	Awards	\$2,000.00
P0903310	Cuong B. Tran	Presidents Office	Awards	\$2,000.00
P0903311	Sarah J. Goepfner	Presidents Office	Awards	\$2,000.00
P0903312	Lauren K. Chun	Presidents Office	Awards	\$2,000.00
P0903313	Kelly A. McCandless	Presidents Office	Awards	\$2,000.00
P0903314	Sanathani S.	Presidents Office	Awards	\$2,000.00
P0903315	Kristen J. Tanji	Presidents Office	Awards	\$2,000.00
P0903316	Moore Medical Corp	Nursing	Instructional Supplies	\$4,464.50
P0903317	GES Exposition Services	Ed & Community	Conferences Mgmt	\$451.82
P0903321	Smartsheet	Institutional Research	Software	\$511.08
P0903326	Identification and	District Photo Id Cards	Non-Instruct Supplies	\$3,320.00
P0903327	Brite Ideas	Commencement	Other Rentals	\$12,772.50
P0903328	Boulevard Florist	Commencement	Non-Instruct Supplies	\$614.76
P0903330	El Camino College Union	Commencement	Non-Instruct Supplies	\$341.00
P0903333	Hyland Software, Inc.	Information Technology	Maintenance Contracts	\$6,883.27
P0903339	Paradise Awards	Human Resources	Non-Instruct Supplies	\$1,008.73
P0903340	Alan's Lawnmower	Facilities/Planning/Servi	New Equipment	\$30,343.42
P0903345	Ariadna G. Aguilera	Presidents Office	Awards	\$2,000.00
P0903346	Nico Balam	Presidents Office	Awards	\$2,000.00
P0903347	Karla Padron	Presidents Office	Awards	\$2,000.00
P0903348	The University of Texas	Presidents Office	Non-Instruct Supplies	\$15.00
P0903358	L.A. County EMS	Paramedic Academy	Contract Services	\$59,579.09
P0903359	L.A. County EMS	Paramedic Academy	Contract Services	\$62,215.08
P0903385	Chefs' Toys	Facilities/Planning/Servi	New Equipment	\$5,602.60
P0903387	Matthew Bender & Co.	Div Office Instr.	Library Books	\$1,118.59
P0903389	Community College	Board Of Trustees	Conferences Mgmt	\$695.00
P0903390	Community College	Board Of Trustees	Conferences Mgmt	\$670.00
P0903391	Community College	Presidents Office	Conferences Mgmt	\$670.00
P0903392	Michael Hendrix	Ctr for Arts Instr/Admin	Contract Services	\$500.00
P0903393	Dell Marketing L. P.	Grants Dev & Mgmt.	New Computer	\$141.47
P0903402	Ms. Jennifer K. Hutcherson	Grants Dev & Mgmt.	Non-Instruct Supplies	\$27.96
P0903406	Edvotek	Life Sciences	Instructional Supplies	\$154.70
P0903407	Promega	Life Sciences	Instructional Supplies	\$226.61
P0903408	Hispanic Outlook in	Presidents Office	Publications/ Periodicals	\$50.00
P0903409	Sargent Welch	Physics	Instructional Supplies	\$842.66
P0903412	McMaster Carr	Physics	Instructional Supplies	\$311.02
P0903417	SK Travel	VP-SCA	Contract Services	\$500.00
P0903418	The Cambridge Institute	VP-SCA	Contract Services	\$500.00
P0903419	SK Travel	VP-SCA	Contract Services	\$250.00
P0903421	U.S. Bank	Institutional Services	Escrow/adminstrtn fees - Bond	\$250.00
P0903422	Airgas USA, LLC	Welding	Repairs Parts And Supplies	\$488.18
P0903425	Reynolds Buick Inc.	Facilities/Planning/Servi	New Equipment	\$43,152.70
P0903426	Ms. Debbie E. Turano	Operations	Pest Control	\$43.00
P0903435	ECC Trust	Purchasing	Legal	\$1,684.66
P0903436	Redondo Technology	Human Resources	Non-Instruct Supplies	\$327.00

P0903444	William L. Garcia	Student Support	Non-Instruct Supplies	\$5.43
P0903445	Campus Food Services	Grants Dev & Mgmt.	Non-Instruct Supplies	\$1,333.72
P0903449	Landsberg	Copy Center	Repairs Parts And Supplies	\$333.36
P0903451	CCCCSSAA	VP-SCA	Dues And Memberships	\$795.00
P0903453	C.S.U.D.H. the Bulletin	Public Relations	Multi Media Advertising	\$720.00
P0903454	Mr. Rene E. Lozano	Transfer Center	Non-Instruct Supplies	\$189.11
P0903457	HCD	Facilities/Planning/Servi	Permit Processing Fees	\$36.00
P0903458	DaDi Education Group	VP-SCA	Contract Services	\$250.00
P0903459	Wintech, Inc.Shinjuku	VP-SCA	Contract Services	\$250.00
P0903466	Chronicle of Higher Educ	Public Relations	Publications/ Periodicals	\$91.00
P0903469	Bank of America	Presidents Office	Conferences Mgmt	\$593.63
P0903474	Dell Computer	Technical Services	Repairs Parts And Supplies	\$1,500.00
P0903475	American Bar	Legal Assistance	Dues And Memberships	\$1,250.00
P0903488	Patrick R. Record	Ctr for Arts Instr/Admin	Contract Services	\$300.00
P0903489	Campus Food Services	Information Technology	Non-Instruct Supplies	\$12.54
P0903495	Enterprise Rentals	Ed & Community	Transportation/ Mileage	\$125.60
P0903498	Q-MATIC Corporation	Fiscal Services	Maintenance Contracts	\$549.40
P0903500	Mr. Rene E. Lozano	Transfer Center	Non-Instruct Supplies	\$247.71
P0903501	Campus Food Services	Career Center	Non-Instruct Supplies	\$2,515.78
P0903505	Enterprise Rentals	Ed & Community	Transportation/ Mileage	\$125.60
P0903508	Complete Office	Human Resources	Non-Instruct Supplies	\$219.23
P0903509	Monterey Graphics	Grants Dev & Mgmt.	Non-Instruct Supplies	\$54.94
P0903513	Manhattan Beach	Public Relations	Dues And Memberships	\$275.00
P0903518	Thomson Reuters West	Div Office Instr.	Library Books	\$3,123.40
P0903519	OCLC, Inc	Div Office Instr.	Library Books	\$328.84
P0903592	Campus Food Services	Transfer Center	Non-Instruct Supplies	\$526.47
P0903600	Asia Europe Co., Ltd	VP-SCA	Contract Services	\$500.00
P0903601	International Education	VP-SCA	Contract Services	\$500.00
P0903602	Lynda.Com	Staff Development	Webinars/Teleconf Training	\$3,575.00
P0903633	Wavefunction, Inc.	Information Technology	License Fee/Site Licenses	\$7,500.00
P0903638	2 for 1 Frame Store	Public Relations	Other Services And Expenses	\$229.90
P0903639	Paradise Awards	Public Relations	Other Services And Expenses	\$28.34
P0903640	Pocket Nurse	Life Sciences	Instructional Supplies	\$69.05
P0903641	Dell Marketing L. P.	Technical Services	Repairs Parts And Supplies	\$452.44
P0903646	CDW-G	Technical Services	Repairs Parts And Supplies	\$334.14
P0903647	ChefsMart	Technical Services	Repairs Parts And Supplies	\$1,156.69
P0903660	Verizon Wireless	Facilities/Planning/Servi	New Equipment	\$84.89
P0903661	Ms. Elise A. Geraghty	English	Instructional Supplies	\$115.92
P0903662	Liebert Cassidy	Human Resources	Conferences Mgmt	\$250.00
P0903663	Ms. Debbie E. Turano	Operations	Pest Control	\$23.00
P0903666	Ingram Library Service	Div Office Instr.	Library Books	\$81.31
P0903667	Bernan	Div Office Instr.	Library Books	\$45.00
P0903668	Cengage Learning	Div Office Instr.	Library Books	\$366.30
P0903671	El Camino College	Public Relations	Conferences Mgmt	\$75.00
P0903673	Amazon.Com Corporate	Presidents Office	New Equipment	\$109.82
P0903674	RP Group	Institutional Research	Conferences Classified	\$10.00
P0903675	Society for College	Institutional Research	Dues And Memberships	\$385.00
P0903676	Siteimprove, Inc.	Public Relations	License Fee/Site Licenses	\$11,385.00
P0903681	South Coast Air Quality	Hazmat	Other Services And Expenses	\$122.53
P0903685	ELS Language Centers	International Students	Multi Media Advertising	\$9,750.00

Fund 11 Total: 150 \$419,578.24

Fund 12 - Restricted - El Camino

P0901860	South Bay Regional	Parking Services	New Equipment	\$8,349.82
P0902816	Cal-Ed Optical	Natural Sci	New Equipmen-Instr.	\$6,788.52
P0903081	Best Buy for Govt	I&T Division	New Equipmen-Instr.	\$866.55
P0903101	Airgas USA, LLC	I&T	New Equipment - Instructional	\$10,386.61
P0903134	Discount School Supply	Child Development	Instructional Supplies	\$225.31
P0903147	B & H Photo-Video	Art Dept Donations	Non-Instruct Supplies	\$244.07
P0903171	Best Buy for Govt	Historically Blck	Non Inst Comp Eq	\$200.07
P0903174	Dell Marketing L. P.	Historically Blck	Non Inst Comp Eq	\$2,564.48
P0903178	A-1 Office Concepts	Veterans Education	New Equipment	\$1,303.60
P0903186	CDW-G	Career & Tech Ed	New Equipment - Instructional	\$5,227.64
P0903198	Formlabs Inc.	AMETLL	New Equipmen-Instr.	\$3,898.76
P0903209	Complete Office	CTE Enhancement	New Equipment - Instructional	\$4,244.46
P0903234	CDW-G	Behavioral & Soc Sci	Instr.CompEquip	\$1,589.54
P0903275	Innovation First Labs,	Title III- H S I - STEM	Non-Instruct Supplies	\$144.10
P0903280	Creation Engine, Inc.	Fine Arts	New Equipment - Instructional	\$299.80
P0903282	The Apple Store	Fine Arts	New Equipment - Instructional	\$6,469.75
P0903283	Ash Enterprises	Title III- H S I - STEM	Non-Instruct Supplies	\$272.50
P0903284	Aleph Objects, Inc.	Fine Arts	New Equipment - Instructional	\$8,663.32
P0903295	Assessment Technology	ARR for AS Degree	License Fee/Site Licenses	\$3,300.00
P0903302	School Outlet	Student Equity	Non-Instruct Supplies	\$1,515.64
P0903320	Zones, Inc.	Cact CA Employee	New Equipment	\$2,553.83
P0903323	Monterey Graphics	EOPS	Non-Instruct Supplies	\$109.88
P0903331	CDW-G	Title III- H S I - STEM	Non-Instruct Supplies	\$1,240.64
P0903336	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$847.50
P0903337	Campus Food Services	Faculty & Staff Diversity	Non-Instruct Supplies	\$501.40
P0903341	Dr. Virginia L. Rapp	CTE (14-187-006)	Conferences Other	\$1,600.00
P0903397	LAX Coastal Chamber	SBDC Program Income	Conferences Other	\$500.00
P0903404	Total Recall Captioning,	DSPS	Contract Services	\$360.00
P0903416	CCCAOE	Retail/Hospitality/Touris	Conferences Other	\$545.00
P0903420	Campus Food Services	BFAP Adminstration	Training	\$1,464.09
P0903423	American Express Travel	BFAP Adminstration	Travel And Conference	\$309.20
P0903446	Van Lingen Towing	Parking Services	Repairs Non Instr	\$175.00
P0903447	Ms. Georgianna F.	Artes de El Camino	Non-Instruct Supplies	\$268.67
P0903448	Ms. Jennifer K.	16-18 Teacher Prep	Non-Instruct Supplies	\$143.02
P0903455	Campus Food Services	StudentSuccess	In-Service Training	\$900.00
P0903460	Campus Food Services	StudentSuccess	In-Service Training	\$110.31
P0903461	Campus Food Services	StudentSuccess	In-Service Training	\$137.89
P0903462	Campus Food Services	StudentSuccess	In-Service Training	\$317.14
P0903463	Campus Food Services	StudentSuccess	In-Service Training	\$4,870.16
P0903464	American Express Travel	Historically Blck	Conferences Other	\$170.96
P0903477	Campus Food Services	CTE (14-187-006)	Conferences Other	\$258.85
P0903486	Vector Resources, Inc.	I&T Division	Other Services And Expenses	\$2,806.32
P0903487	Purple Communications	DSPS	Contract Services	\$2,457.00
P0903503	Campus Food Services	StudentSuccess	In-Service Training	\$225.52
P0903514	Ms. Stephanie C.	StudentSuccess	Non-Instruct Supplies	\$35.59
P0903515	Mr. Atheneus Ocampo	StudentSuccess	Non-Instruct Supplies	\$114.45
P0903516	Campus Food Services	StudentSuccess	In-Service Training	\$289.56
P0903517	Campus Food Services	StudentSuccess	In-Service Training	\$142.15
P0903520	Campus Food Services	StudentSuccess	In-Service Training	\$770.91
P0903589	Ms. Elaine E. Moore	Historically Blck	Non-Instruct Supplies	\$94.61
P0903590	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$202.00
P0903593	Campus Food Services	StudentSuccess	In-Service Training	\$344.71

P0903594	Campus Food Services	StudentSuccess	In-Service Training	\$161.52
P0903595	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$5,437.50
P0903596	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$2,027.07
P0903599	B & H Inglewood Tow	Parking Services	Repairs Non Instr	\$100.00
P0903603	Thomson Reuters	Instructional Services	Library Books	\$33,000.00
P0903636	Sodick, Inc.	CTE Enhancement	New Equipment - Instr.	\$103,100.00
P0903644	Learning Group	El Camino Language	Contract Services	\$1,000.00
P0903645	Centre for	El Camino Language	Contract Services	\$500.00
P0903648	City of Torrance	Parking Services	Other Services	\$2,016.00
P0903649	San Pedro Chamber	SBDC Program Income	Dues And Memberships	\$144.00
P0903650	Hawthorne Chamber	SBDC Program Income	Dues And Memberships	\$125.00
P0903651	Harbor City/Harbor	SBDC Program Income	Dues And Memberships	\$100.00
P0903652	El Segundo Chamber	SBDC Program Income	Dues And Memberships	\$100.00
P0903653	California	SBDC Program Income	Dues And Memberships	\$75.00
P0903655	Campus Food Services	CalWORKs	Conferences Other	\$193.04
P0903656	Etr	Health Services	Non-Instruct Supplies	\$99.95
P0903669	Midas Auto Repair - Aap	Parking Services	Repairs Non Instr	\$389.51
P0903670	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$212.00
P0903677	Campus Food Services	StudentSuccess	Non-Instruct Supplies	\$3,035.98
P0903683	Purple Communications	DSPS	Contract Services	\$1,634.00
P0903686	AAWCC	Student Equity	Conferences Other	\$1,040.00
P0903688	Joseph A. Gomez	Title III- H S I - STEM	Contract Services	\$400.00
P0903689	American Express Travel	Title III- H S I - STEM	Conferences Other	\$1,943.88
			Fund 12 Total: 75	\$248,255.35

Fund 15 - General Fund -Special Programs

P0903004	CDW-G	Information Technology	New Equipment	\$363,934.37
P0903169	Graybar Electric	Information Technology	New Equipment	\$24,761.11
P0903304	Dell Marketing L. P.	Information Technology	New Equipment	\$38,352.29
P0903329	University Tickets, Inc.	Ctr for Arts Ticket Office	New Equipment	\$13,013.19
P0903400	CDW-G	Administrative Services	New Equipment	\$4,639.48
P0903403	NCHC	Honors Program	Dues And Memberships	\$500.00
P0903424	Campus Food Services	Honors Program	Other Services And Expenses	\$456.78
P0903443	Campus Food Services	Honors Program	Other Services And Expenses	\$952.79
P0903456	Torrance Postmaster	Public Relations	Multi Media Advertising	\$35,000.00
P0903502	Campus Food Services	First Year Experience	In-Service Training	\$203.70
			Fund 15 Total: 10	\$481,813.71

Fund 41 - Capital Outlay

P0903510	Smardan Supply	Building Systems	Non-Instruct Supplies	\$2,092.80
			Fund 41 Total: 1	\$2,092.80

Fund 62 - Property & Liability

P0903160	Grainger	Health,Safety and Risk	Non-Instruct Supplies	\$6,470.91
P0903672	Keenan & Associates	Purchasing and	Liability - Self Insurance	\$1,928.36
			Fund 62 Total: 2	\$8,399.27

Fund 71 - Associated Students

P0903478	Campus Food Services	Student Affairs	ASB Exp.	\$495.13
P0903696	Jonathan J. Aparicio	Student Affairs	ASB Exp.	\$200.00

Fund 71 Total: 2 **\$695.13**

Fund 79 - Auxiliary Services

P0903239	Amazing Balloons	Fine Arts	Non-Instruct Supplies	\$1,059.86
P0903240	Uline Shipping Supply	Fine Arts	Non-Instruct Supplies	\$107.59
P0903335	Amazing Balloons	Student Affairs	Non-Instruct Supplies	\$167.15
P0903342	Exsel Inc	Student Affairs	Non-Instruct Supplies	\$297.00
P0903343	Exsel Inc	Honors Program	Non-Instruct Supplies	\$1,090.00
P0903396	Campus Food Services	Student Affairs	Non-Instruct Supplies	\$1,343.83
P0903398	Sarah M. Robinson	Fine Arts	Non-Instruct Supplies	\$760.00
P0903405	School Newspaper	Humanities	Non-Instruct Supplies	\$2,000.00
P0903465	Mar's Caribbean	Counseling/Student	Non-Instruct Supplies	\$914.73
P0903479	Michael P. Beltran	Fine Arts	Non-Instruct Supplies	\$380.00
P0903480	Stephen Hughes	Fine Arts	Non-Instruct Supplies	\$500.00
P0903481	E.C.C.C.D. Center for the Arts	Fine Arts	Non-Instruct Supplies	\$170.00
P0903482	Campus Food Services	Fine Arts	Non-Instruct Supplies	\$501.40
P0903483	Juan G. Rodriguez	Fine Arts	Non-Instruct Supplies	\$760.00
P0903484	Campus Food Services	Humanities	Non-Instruct Supplies	\$357.25
P0903485	Campus Food Services	Humanities	Non-Instruct Supplies	\$323.40
P0903496	Manhattan Stitching	Student Affairs	Non-Instruct Supplies	\$974.32
P0903497	Exsel Inc	V.P. Academic Affairs	Non-Instruct Supplies	\$141.70
P0903499	Exsel Inc	Honors Program	Non-Instruct Supplies	\$408.31
P0903591	Campus Food Services	Fine Arts	Non-Instruct Supplies	\$300.00
P0903597	Lauren M. Kasmer	Fine Arts	Non-Instruct Supplies	\$200.00
P0903598	Christian Grases	Fine Arts	Non-Instruct Supplies	\$500.00
P0903631	Amazing Balloons	Honors Program	Non-Instruct Supplies	\$76.68
P0903632	E.C.C. Public Information	Fine Arts	Non-Instruct Supplies	\$300.00
P0903642	Midwest Global Group,	Counseling/Student	Non-Instruct Supplies	\$1,032.78
P0903678	Western Publishing	Humanities	Non-Instruct Supplies	\$654.00
P0903680	Campus Food Services	Fine Arts	Non-Instruct Supplies	\$1,809.78
Fund 79 Total: 27				\$17,129.78

Fund 82 - Scholarships & Trust/Agency

P0903360	Norcal Swim Shop	Health Sciences	Fundraising	\$723.06
P0903361	EmbroidMe	Health Sciences	Fundraising	\$485.48
P0903665	Ergo Desktop	Health Sciences	Fundraising	\$329.18
Fund 82 Total: 3				\$1,537.72

PO Funds Total: 270 **1,179,502.00**

Fund 11 - Unrestricted - El Camino

B0910965	E.C.C.C.D. Bookstore	Commencement	Non-Instruct Supplies	\$2,300.00
B0910982	E.C.C. Public Information	Health,Safety and Risk	Reproduction	\$138.00
Fund 11 Total: 2				\$2,438.00

Fund 12 - Restricted - El Camino

B0910969	Steve Kasmar	Retail/Hospitality/Tourist	PSA Contract Services	\$4,500.00
B0910975	Cyber Security	CTE (14-187-006)	Conferences Other	\$14,000.00
B0911002	Kaplan Higher Education	ARR for AS Degree	Contract Services	\$9,590.00
B0911010	ECCD Petty Cash	Dig Media Arts Career	Non-Instruct Supplies	\$200.00

			Fund 12 Total: 4	\$28,290.00
Fund 41 - Capital Outlay				
B0910959	S & K Engineers	SM15/16-Fire Alarm	Architecture & Engineering	\$10,000.00
B0910978	MTGL, Inc.	SM14/15-Air Hndlr	Testing & Inspection	\$5,656.00
			Fund 41 Total: 2	\$15,656.00
			BPO Funds Total: 8	46,384.00
			Grand Total POs and BPOs: 278	1,225,886.00

**Agenda for the El Camino Community College District Board of Trustees
For
Measure E 2002 & 2012 Bond Fund
Administrative Services**

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A. Category Budgets and Balances.....	E 2
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E. Purchase Orders and Blanket Purchase Orders.....	E 4

Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

The following tables report Measure E 2002 and Measure E 2012 expenditures and commitments through April 30, 2016, at the May 2016 Board Meeting.

2002 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$207,166,278	\$166,830,267	\$31,337,197	\$8,998,814
Campus Site Improvements	64,474,958	41,242,893	16,133,164	7,098,901
Energy Efficiency Improvements	2,700,980	2,700,980	0	0
Health and Safety Improvements	129,894,780	126,626,513	854,918	2,413,350
Information Technology and Equipment	24,751,372	16,356,571	0	8,394,801
Physical Education Facilities Improvements	572	572	0	0
Unallocated Interest (1/31/16)	728,726	0	0	0
TOTAL	<u>\$429,717,667</u>	<u>\$353,757,796</u>	<u>\$48,325,279</u>	<u>\$26,905,865</u>

2012 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$144,868,429	\$0	\$0	\$144,868,429
Health and Safety Improvements	<u>205,131,571</u>	<u>0</u>	<u>0</u>	<u>205,131,571</u>
TOTAL	<u>\$350,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$350,000,000</u>

B. CONTRACT – AT&T – ADMINISTRATION BUILDING PROJECT

It is recommended the Board of Trustees approve entering into a contract with AT&T to provide labor, materials, supplies, and testing for the Engineering and Construction Services for the relocation of the existing main point of entry (MPOE) for the college communication hub. This project is required due to the Administration Building project. California Public Contract Code Section 20652 authorizes the Board of Trustees to purchase this equipment utilizing an existing cooperative agreement per the State of California Department of Technology Services, CalNet II.

Requesting Department: Administrative Services – Facilities Planning and Services

Dates of Service: May 2016 – End of Project

Cost: Not to exceed \$93,351

C. CONTRACT AMENDMENT – tBP ARCHITECTURE – ADMINISTRATION BUILDING REPLACEMENT PROJECT

It is recommended the Board of Trustees approve the following contract amendment.

District requested additional design and engineering services associated with building size increase. Review pedestrian and vehicular crossings at the main campus entrance. Coordinate with Los Angeles County regarding traffic signal modification. \$149,000

Total Increase in Contract Amount \$149,000

Original Contract Amount \$788,220

Prior Changes 23,656

This Change Order Amount 149,000

New Contract Amount \$960,876

D. BID REJECTION 2015-4

It is recommended the Board of Trustees reject all Bid Proposals submitted for Gymnasium Project (Bid #2015-4) pursuant to Public Contract Code §20651(b).

Authority of the District’s Board of Trustees to award public works contracts or to reject all bid proposals for public works projects is established in Public Contract Code §20651(b):

“The governing board shall let any contract for a public project, as defined in subdivision (c) of Section 22002, involving an expenditure of fifteen thousand dollars (\$15,000) or more to the lowest responsible bidder who shall give security as the board requires, or else reject all bids”.

Section 20651(b) confers unfettered discretion to the Board of Trustees to reject all Bid Proposals for a public works project. Exercise of the right to reject all Bid Proposals under Section 20651 does not require articulation of reasons for rejecting all Bid Proposals. Action of the Board of Trustees to reject all Bid Proposals for the Project in the consent agenda portion of the Board of Trustees meeting is appropriate in light of the authority conferred under Section 20651 and the broad discretion afforded the Board of Trustees thereunder.

E. PURCHASE ORDERS (PO) AND BLANKET PURCHASE ORDERS (BPO)

The following purchase orders have been issued in accordance with the District’s purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders for Measure E expenditures be ratified and payment be authorized upon delivery and acceptance of the items or services ordered.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 47				
P0903427	California Geological	Fire Academy Structure	Contract Services	\$3,600.00
P0903682	Construction Specialties,	Athletic Educ/Fitness	Construction Material	\$3,797.78
P0903684	CSI Fullmer	Math,Bus,Allied Hlth	Group II Equipment	\$12,594.26
Fund 47 Total: 3				\$19,992.04
PO Funds Total: 3				\$19,992.04
Fund 47				
B0910960	HMC Architects	New Pools,Lckr	Architecture & Engineering	\$1,820,045.00
B0910981	AT&T	Administration	Site Improvements	\$93,350.36
B0910993	JT Engineering	Site Planning	Architecture & Engineering	\$13,500.00
B0911008	Leighton Consulting, Inc	Administration	Testing & Inspection	\$25,000.00
Fund 47 Total: 4				\$1,951,895.36
BPO Funds Total: 4				\$1,951,895.36
Grand Total POs and BPOs: 7				\$1,971,887.40

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources
Linda Beam, Vice President**

Page No.

- A. Employment and Personnel Changes.....HR 2
- B. Temporary Non-Classified Service EmployeesHR 18
- C. New Classification Specification for Classified Position.....HR 25

A. EMPLOYMENT AND PERSONNEL CHANGES

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1 – 79 and 1 – 32.

Academic Personnel:

1. Retirement – Elaine Cannon, full-time instructor of Sociology, Behavioral & Social Sciences Division, effective May 13, 2016, first day of retirement May 14, 2016, and that a plaque be presented to her in recognition of her years of service to the District since 2002.
2. Retirement – Robert Daily, full-time instructor of Accounting, Business Division, effective May 13, 2016, first day of retirement May 14, 2016, and that a plaque be presented to him in recognition of his years of service to the District since 1980.
3. Retirement – Ronald LaFond, full-time instructor of Horticulture, Natural Sciences Division, effective May 13, 2016, first day of retirement May 14, 2016, and that a plaque be presented to him in recognition of his years of service to the District since 2005.
4. Retirement – Vivian Perez Nemie, full-time instructor of Cosmetology, Industry & Technology Division, effective May 13, 2016, first day of retirement May 14, 2016, and that a plaque be presented to her in recognition of her years of service to the District since 2005.
5. Retirement – Norbert Maler, full-time instructor of Accounting, Business Division, effective May 13, 2016, first day of retirement May 14, 2016, and that a plaque be presented to him in recognition of his years of service to the District since 2005.
6. Employment – Edwin Ambrosio, full-time instructor of Computer Science, Mathematical Sciences Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
7. Employment – Maria Barrio de Mendoza, full-time instructor of Spanish, Humanities Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.

8. Employment – Robert Diaz, full-time instructor of Electronics Computer and Hardware Technology, Industry & Technology Division, Class I, Step 4, Academic Salary schedule, effective August 25, 2016.
9. Employment – Rocio Diaz, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.
10. Employment – Rebecca N. Donegan, full-time instructor of Geography, Natural Sciences Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
11. Employment – Christopher Glover, full-time instructor of English, Humanities Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
12. Employment – Juan Garcia Miranda, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.
13. Employment – Christopher Hurd, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.
14. Employment – Darcie McClelland Descalzo, full-time instructor of Biology, Natural Sciences Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
15. Employment – Dylan H. Meek, full-time instructor of Welding, Industry & Technology Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
16. Employment – Dora Miranda, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.
17. Employment – Rousana Miranda, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.

18. ~~**Employment – Thye Ngo, full-time instructor of Nursing, Health Sciences & Athletics Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.~~

****Item pulled and no substitutions were made.**

19. Employment – Taleen Seropian, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.
20. Employment – Oscar Villareal, full-time instructor of Mathematics, Mathematical Sciences Division, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
21. Employment – Xiao Ying Wang, full-time Counselor, Counseling & Student Success Division, Range II, Step 4, Academic Salary schedule, effective August 15, 2016.
22. Personal Leave – Erica Brenes, full-time instructor of English, Humanities Division, to take a 38.33% leave, effective August 25 through December 16, 2016.
23. Change in Salary – Mark Fields, full-time instructor of Administration of Justice, Industry & Technology Division, Class IV, Step 8, Academic Salary schedule, effective August 25, 2016.
24. Change in Salary – Seth Daugherty, full-time Librarian, Learning Resources Division, Class III, Step 8, Academic Salary schedule, effective August 25, 2016.
25. Stipend Assignment – Francesca Bishop, full-time instructor of Communication Studies, Fine Arts Division, to perform in the resident artist series, to be paid \$1,000, effective July 27, 2016, in accordance with Agreement, Article 10, Section 13(a).
26. Stipend Assignment – Diana Crossman, full-time instructor of Communication Studies, Fine Arts Division, to perform in the summer resident artist series debate with Joseph Evans, “Students vs Teachers”, to be paid \$750, effective June 13, 2016, in accordance with Agreement, Article 10, Section 13(a).
27. Stipend Assignment – Joseph Evans, full-time instructor of Communication Studies, Fine Arts Division, to perform in the summer resident artist series debate with Diana Crossman, “Students vs Teachers”, to be paid \$750, effective June 13, 2016, in accordance with Agreement, Article 10, Section 13(a).
28. Special Assignment – Debra Breckheimer, full-time instructor of English, Humanities Division, to work with Institutional Research to obtain disaggregated student success and retention data, analyze the data, develop professional development and trainings, to be paid \$63.25 an hour, not to exceed 100 hours or

\$6,325, effective June 1 through August 24, 2016, in accordance with Agreement, Article 10, Section 14(a).

29. Special Assignment – Barbara Budrovich, full-time instructor of English, Humanities Division, to supervise the Writing Center, to be paid \$47.43 an hour, not to exceed 80 hours or \$3,795, effective May 31 through July 5, 2016, in accordance with Agreement, Article 10, Section 14(a).
30. Special Assignment – Barbara Budrovich, full-time instructor of English, Humanities Division, to evaluate the Writing Center and classroom tutors, complete improvement plans and survey faculty, to be paid \$63.25 an hour, not to exceed 20 hours or \$1,265, effective July 6 through July 14, 2016, in accordance with Agreement, Article 10, Section 14(a).
31. Special Assignment – Yamonte Cooper, full-time Counselor, Counseling & Student Success Division, to plan and coordinate efforts for part-time counselor training, to be paid \$63.25 an hour, not to exceed 15 hours or \$949, effective March 1 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).
32. Special Assignment – Yamonte Cooper, full-time Counselor, Counseling & Student Success Division, to work on student success portal steering committee, to be paid \$63.25 an hour, not to exceed 25 hours or \$1,582, effective May 18 through August 12, 2016, in accordance with Agreement, Article 10, Section 14(a).
33. Special Assignment – Craig Neumann, part-time instructor of Fire and Emergency Technology, Industry & Technology Division, to continue to facilitate development and revision of curriculum, to be paid \$63.25 an hour, not to exceed 60 hours or \$3,795, effective July 1 through August 15, 2016, in accordance with Agreement, Article 10, Section 14(a).
34. Special Assignment – Laura Hinckley, part-time instructor of Mathematics, Mathematical Sciences Division, to coordinate the curriculum activities for students in the Career Advancement Academy (CAA), to be paid \$63.25 an hour, not to exceed 22 hours or \$1,392, effective March 15 through August 30, 2016, in accordance with Agreement, Article 10, Section 14(l).
35. Special Assignment – Kevin Huben, full-time instructor of Fire and Emergency Technology, Industry & Technology Division, to coordinate the Paramedic Training Program, to be paid \$63.25 an hour, not to exceed 70 hours or \$4,428,

effective May 16 through August 24, 2016, in accordance with Agreement, Article 10, Section 14(a).

36. Special Assignment – Karin Jensen, part-time instructor of Dance, Fine Arts Division, to perform in the resident artist series, to be paid \$63.25, not to exceed 39.5 hours or \$2,500, effective June 1 through July 9, 2016, in accordance with Agreement, Article 10, Section 9(l).
37. Special Assignment – Amy LaCoe, part-time Counselor, Counseling & Student Success Division, to teach Summer Math Academy 2016, to be paid \$63.25 an hour, not to exceed 9 hours or \$570, effective May 16 through June 15, 2016, in accordance with Agreement, Article 10, Section 9(l).
38. Special Assignment – Dylan Meek, part-time instructor of Welding, Industry & Technology Division, to meet with other Career Advancement Academy (CAA) instructors to plan contextualized projects, to be paid \$63.25 an hour, not to exceed 45 hours or \$2,846, effective April 1 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(l).
39. Special Assignment – William Melendez, full-time instructor of Fire and Emergency Technology, Industry & Technology Division, administer the Fire Academy Capstone Written Test, to be paid \$63.25 an hour, not to exceed 16 hours or \$1,012, effective May 20 through May 21, 2016, in accordance with Agreement, Article 10, Section 14(a).
40. Special Assignment – William Melendez, full-time instructor of Fire and Emergency Technology, Industry & Technology Division, to work as a State Fire Marshal Training instructor, to be paid \$63.25 an hour, not to exceed 72 hours or \$4,554, effective June 27 through July 27, 2016, in accordance with Agreement, Article 10, Section 14(a).
41. Special Assignment – William Melendez, full-time instructor of Fire and Emergency Technology, Industry & Technology Division, to coordinate the Fire Academy and train instructors, to be paid \$63.25 an hour, not to exceed 79 hours or \$4,997, effective May 16 through July 31, 2016, in accordance with Agreement, Article 10, Section 14(a).
42. Special Assignment – Sumino Otsuji, part-time instructor of English, Humanities Division, to participate in the Spring 2016 Humanities ESL and Reading Consistency Project professional development training workshops, to be paid \$47.43 an hour, not to exceed 8 hours or \$380, effective January 14 through May 13, 2016, in accordance with Agreement, Article 10, Section 9(l).

43. Special Assignment – Janice Pon-Ishikawa, full-time Counselor, Counseling & Student Success Division, to pilot online counseling initiative with Chancellor’s Office, to be paid \$63.25 an hour, not to exceed 186 hours or \$11,765, effective May 18 through August 12, 2016, in accordance with Agreement, Article 10, Section 14(a).
44. Special Assignment – Malinni Roeun, part-time instructor of Mathematics, Mathematical Sciences Division, to coordinate the Student Equity Program Summer Math Academy 2016, to be paid \$63.25 an hour, not to exceed 270 hours or \$17,079, effective May 1 through August 15, 2016, in accordance with Agreement, Article 10, Section 9(1).
45. Special Assignment – John Ruggirello, full-time instructor of Electronic and Computer Hardware, Industry & Technology Division, to work as a Faculty Learning Team instructor to participate in Student Equity Reinvention receiving professional development training, to be paid \$47.43 an hour, not to exceed 30 hours or \$1,423, effective February 17 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).
46. Special Assignment – William Saichek, part-time instructor of Computer Information Systems, Business Division, to be a presenter at the Cybersecurity Conference and present “Internet of Things”, to be paid \$63.25 an hour, not to exceed 7.9 hours or \$500, effective April 8, 2016, in accordance with Agreement, Article 10, Section 9(1).
47. Special Assignment – Azzam Shihabi, part-time instructor of Mathematics, Mathematical Sciences Division, to teach Summer Math Academy 2016, to be paid \$63.25 an hour, not to exceed 65 hours or \$4,112, effective May 16 through June 15, 2016, in accordance with Agreement, Article 10, Section 9(1).
48. Special Assignment – Rex Christen Wells, full-time instructor of Communication Studies, Fine Arts Division, to participate on the communication studies hiring committee at the Compton Educational Center, to be paid \$47.43 an hour, not to exceed 20 hours or \$1,000, effective March through June 30, 2016, in accordance with Agreement, Article 20, Section 6(d).
49. Special Assignment – Erin Wood, part-time instructor of Music, Fine Arts Division, to perform with the choir and symphony, to be paid \$63.25 an hour, not to exceed 4.74 hours or \$300, effective May 7, 2016, in accordance with Agreement, Article 10, Section 9(1).

50. Special Assignment – The following full-time instructors to develop, write and coordinate integration of the Educational Master plan, to be paid \$63.25 an hour, effective May 23 through August 24, 2016, in accordance with Agreement, Article 10, Section 14(a).

Mark Fields	20 hrs	\$1,265
Scott Kushigemachi	80 hrs	\$5,060
Claudia Striepe	60 hrs	\$3,795
Joshua Troesch	40 hrs	\$2,530

51. Special Assignment – The following instructors are to be compensated for Federation of Teachers activities during the Spring 2016 semester, to be paid \$63.25 an hour, not to exceed 200 hours, effective January 2016 through May 2016, in accordance with Agreement, Article 3, Section 11(c).

Eugene Armao	15 hours	\$948.75
Donald Brown	15 hours	\$948.75
Tom Hazel	25 hours	\$1,581.25
Kenneth Key	80 hours	\$5,060.00
Susan Prieto	40 hours	\$2,530.00
Angela Simon	10 hours	\$632.50
Evelyn Uyemura	15 hours	\$948.75

52. Special Assignment – The following instructors to facilitate the Student Equity Summer Math Academy 2016, to be paid \$63.25, not to exceed 65 hours or \$4,112 per instructor, effective May 15 through July 30, 2016, in accordance with Agreement, Article 10, Section 9(1) & 14(a).

Full-time

Catherine Schult Roman

Ambika Silva

Part-time

Laura Hinckley

Jose Villalobos

Juan Ortiz

53. Special Assignment – The following full-time instructors to facilitate the Student Equity Summer Math Academy 2016, to be paid \$63.25, not to exceed 130 hours or \$8,223 per instructor, effective May 15 through July 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Anna Hockman

Junko Forbes

54. Special Assignment – The following part-time instructors to facilitate the Student Equity Summer Math Academy 2016, to be paid \$63.25, not to exceed 45 hours or \$2,847 per instructor, effective May 15 through July 30, 2016, in accordance with Agreement, Article 10, Section 9(l).

Hatien Nguyen

Amy LaCoe

55. Special Assignment – The following full-time instructors to lead and provide training to the “Writing Across the Curriculum” cohort, to be paid \$63.25 an hour, not to exceed 15 hours or \$949 per instructor, effective May 16 through August 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Debra Breckheimer
Claudia Striepe

Jason Suarez

56. Special Assignment – The following full-time instructors to coordinate and organize the “Writing Across the Curriculum” cohort, to be paid \$63.25 an hour, not to exceed 5 hours or \$317 per instructor, effective May 16 through August 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Jenny Simon
Russell Serr

Karen Whitney

57. Special Assignment – The following instructors of foreign languages to administer credit by examination during the summer session 2016, to be paid \$63.25 an hour, not to exceed 165 hours or \$10,436 cumulative, effective May 31 through August 18, 2016, in accordance with Agreement, Article 10, Section 20.

Full-time

Argelia Andrade
Maria Barrio De Mendoza
Evelyne Berman
Alicia Class
Donna Factor

Nitza Llado
Andres Moina
Xiaodong Shan
Carmen Sotolongo
Nina Yoshida

Part-time

Rebecca Ahn
Francesca Mejio-Lopez
Yuki Minekawa

Rosella Pescatori
Silvia Ribelles de la Vega

58. Special Assignment – The following instructors to perform professional and curriculum development towards mathematics to be used in collaboration with

Mathematical Sciences and Industry & Technology to develop future math pathways for students in the Career Advancement Academy (CAA), to be paid \$63.25 an hour, not to exceed 11 hours or \$696 per instructor, effective March 15 through August 30, 2016, with Agreement, Article 10, Section 9(l) and 14(a).

Part-time

Abdel El Abyad
Robert Eleuteri
Ramy Heng

Terri Malouf
Gayathri Manikandan

Full-time

Ross Durand
Diaa Eldanaf
Dominic Fanelli
Anna Hockman

Alice Martinez
Trudy Meyer
Susan Taylor

59. Special Assignment – The following full-time counselors to assist with planning and coordination efforts for a series of part-time counselor training modules, to be paid \$63.25 an hour, not to exceed 15 hours or \$949 each counselor, effective March 1 through May 31, 2016, in accordance with Agreement, Article 10, Section 14(a).

Anna Brochet
Griselda Castro
Chris Jeffries

Rene Lozano
Valencia Rayford

60. Special Assignment – The following instructors and counselors to work and align curriculum with co-teachers, integrate assignments with faculty, coordinate with courses outside of their discipline, and sustain that coordination over the course of the semester, to be paid \$63.25 an hour, not to exceed 30 hours or \$1,898 per instructor, effective January 1 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(l) & 14(a).

Full-time

Jennifer Annick
Daniel Berney
Debra Breckheimer
Matthew Cheung
Yun Chu
Dana Crotwell
Kristie Daniel-Digregorio
Jason Davidson

Nathan Fernley
Traci Granger
Christina Gold
Maribel Hernandez
Thomas Herrera
Barbara Jafe
Rachel Ketai
Scott Kushigemachi

Rhea Lewitzski
Rene Lozano
Pete Marcoux
Stephanie Merz
Eduardo Munoz

Inna Newbury
Bruce Peppard
Melissa Som de Cerff
Darrell Thompson

Part-time

Ismael De la O
Hatien Nguyen
Kirsten Resnick

Lawrence Smith
Laura Werrell

61. Extra Services – Janet Schaeffer, full-time Clinical Psychologist to be employed each schedule day of the summer session 2016, in accordance with Agreement, Article 10, Section 13(b).
62. Employment – The following part-time instructors to be hired as needed for the 2016 spring semester, not to exceed 67% FTE and/or 25 hours per week cumulative employment at El Camino College Community College District.

Fine Arts

Kim Borgaro

Dean Koba

63. Employment – The following part-time instructors to be hired as needed for the 2016 summer semester, not to exceed 67% FTE and/or 25 hours per week cumulative employment at El Camino College Community College District.

Behavioral & Social Science

Mohammed Abdelhamid - Class IV, Step 14
Peter Aguilera - Class II, Step 20
Jose Arrieta - Class II, Step 8
Susan Baxter - Class II, Step 16
Dustin Black - Class III, Step 9
Van Chaney - Class IV, Step 14
Angela Cranon-Charles - Class III, Step 9
Ismael De La O - Class II, Step 5
Mediha Din - Class II, Step 5
Kevin Dooley - Class V, Step 9
Darla Fjeld - Class V, Step 6
Paul Flor - Class IV, Step 9
Michael Fradkin - Class II, Step 4
Eddie Galvan - Class II, Step 9
Roberto Garcia - Class II, Step 4

Joe Georges - Class IV, Step 28
Shireetha Gethers - Class II, Step 4
Paul Harley - Class II, Step 12
Katie Heaton - Class II, Step 6
Arne Jaaska - Class V, Step 5
Lorrie Kato - Class V, Step 8
Meric Keskinel - Class V, Step 9
Thomas Keville - Class II, Step 20
Samuel Lee - Class II, Step 4
Marco Llaguno - Class II, Step 4
Brett Marschall - Class II, Step 4
Roberto Montes - Class V, Step 5
Farshid Moshrefi - Class V, Step 4
Kim-Lien Nguyen - Class II, Step 5
Kirsten Olson - Class III, Step 6
Edgar Pacas - Class II, Step 7
Saul Panski - Class III, Step 10
Jalpa Parikh - Class IV, Step 16
Kirsten Resnick - Class III, Step 8
Christine Sepulveda - Class II, Step 4
Lawrence Smith - Class II, Step 4
Sergio Soto - Class II, Step 9
Kell Stone - Class II, Step 10
Karl Striepe - Class II, Step 5
Paul Swendson - Class II, Step 16
Farshid Tahernia - Class IV, Step 6
Alberto Vigil - Class II, Step 12
Brittany Wilson - Class II, Step 4

Business

Lovell Alford - Class II, Step 4
Paulette Baumgardner - Class II, Step 5
Maureen Bernal - Class V, Step 4
Arnold Blanshard - Class II, Step 5
Pebble Carballo - Class II, Step 9
Loretta Daniels - Class I, Step 4
Vince De Luca - Class I, Step 7
Edwin Dimaculangan - Class II, Step 6
Karen Green - Class II, Step 4
Xavier Miranda - Class II, Step 5
Jerry Muraoka - Class V, Step 16
Pavan Nagpal - Class V, Step 5

Richard Perkins - Class II, Step 5
Robert Rooks - Class I, Step 9
John Slawson - Class V, Step 10

Fine Arts

Alicia Agan - Class II, Step 4
Anthony Cuomo - Class II, Step 6
Joy Curtis-Urlik - Class II, Step 6
Cheryl Dimson - Class I, Step 9
Jackie Freedman - Class II, Step 28
Joseph Hardesty - Class II, Step 4
Hiroko Hojo - Class III, Step 16
Emma Kheradyar - Class III, Step 6
Amanda Konya - Class IV, Step 7
Julia Matthews - Class V, Step 6
Minodora Moldoveanu - Class II, Step 9
Vicki Muto - Class V, Step 4
Michael Quinn - Class II, Step 12
Carolyn Robertson - Class II, Step 12
Gary Robertson - Class II, Step 20
Elizabeth Russell - Class II, Step 7
Fariba Sadeghi-Tabrizi - Class II, Step 6
Faryha Salim - Class II, Step 4
Chantel Solomon - Class II, Step 4
Matthew Talbott - Class II, Step 4
Elyusha Vafaeisefat - Class II, Step 4

Health Sciences & Athletics

Raymund Adoc - Class I, Step 4
Brandon Alcocer - Class II, Step 7
Richard Anderson - Class II, Step 4
Ray Asaro - Class II, Step 4
Richard Blount - Class II, Step 10
Matthew Cain - Class II, Step 4
Kathryn Cass - Class II, Step 4
Heather Cordovil - Class II, Step 4
Keith Crenshaw - Class III, Step 4
Linda Delzeit - Class II, Step 10
Juan Diaz - Class II, Step 4
Darin Dunn - Class II, Step 4
Diana Galias - Class I, Step 8
John Hall - Class II, Step 9

Elizabeth Hazell - Class II, Step 5
Jennifer Henderson - Class II, Step 4
William Hood - Class II, Step 8
Nicholas Jones - Class II, Step 5
Douglas Mizukami - Class I, Step 5
Kurt Peters - Class II, Step 5
Krysti Rosario - Class II, Step 8
Stephen Shaw - Class II, Step 7
Daniel Speltz - Class II, Step 4
Mark Thomas - Class IV, Step 14
Steven Van Kanegan - Class II, Step 12
Karen Wyatt - Class II, Step 6
Charleen Zartman - Class I, Step 28
Hiroko Hojo - Class III, Step 12

Humanities

Arnold Adler - Class II, Step 9
Rebecca Ahn - Class III, Step 9
Robin Arehart - Class II, Step 4
Allison DeVaney - Class II, Step 12
Khairunessa Dossani - Class II, Step 6
Mickey Harrison - Class II, Step 4
Yvette Hawley - Class II, Step 7
Tiffany Huynh - Class II, Step 4
Aura Imbarus - Class V, Step 14
Kim Krizan - Class III, Step 10
Susan Magabo - Class II, Step 10
Mora Mattern - Class III, Step 4
Anna Mavromati - Class II, Step 4
Francisca Mejia - Class II, Step 7
Yuki Minekawa - Class II, Step 6
Danielle Panto - Class II, Step 9
Rossella Pescatori - Class V, Step 11
Lana Phillips - Class IV, Step 14
Silvia Ribelles de la Vega - Class V, Step 5
Elayne Rodriguez - Class II, Step 4
Catherine Schaeffer - Class II, Step 6
Margarita Talavera-Hoferer - Class III, Step 9
Cynthia Tino-Sandoval - Class II, Step 10
Laura Warrell - Class II, Step 4

Industry & Technology

Marvin Chang - Class II, Step 9
Kevin Coffelt - Class III, Step 11
Robert Diaz - Class II, Step 6
Jill Gray - Class II, Step 4
Richard Lopez - Class II, Step 8
John Louie - Class I, Step 9
Mary Lyons - Class II, Step 5
German Magana - Class I, Step 4
Joshua Marquez - Class II, Step 7
Dylan Meek - Class I, Step 4
Timothy Monzello - Class II, Step 4
Priscilla Ratcliff - Class II, Step 4
Bruce Tran - Class II, Step 9
Daniel Valladares - Class I, Step 9
Sue Ellen Warren - Class II, Step 12
William Warren - Class II, Step 8

Mathematical Sciences

Robert Bauman - Class III, Step 12
Abdelwahab El-Abyad - Class V, Step 16
Robert Eleuteri - Class III, Step 4
Charles Fogel - Class II, Step 4
Astatke Gizaw - Class II, Step 16
Marc Glucksman - Class V, Step 28
Ramy Heng - Class II, Step 4
Matin Lackpour - Class V, Step 9
Gayathri Manikandan - Class III, Step 9
Jose Martinez - Class IV, Step 14
Mohammadreza Mirbeik Sabzezevary - Class II, Step 4
Emmanuel Ndoumna - Class II, Step 8
Hang Nguyen - Class V, Step 20
Hoang Nguyen - Class II, Step 4
Esmaail Nikjeh - Class III, Step 9
Miguel Ornelas - Class III, Step 7
Mutsuno Ryan - Class II, Step 9
Gizaw Tadele - Class II, Step 28
Mokonon Binyam Tesfom - Class I, Step 4
Gerson Valle - Class II, Step 4
Jose Villalobos - Class V, Step 16
James Wan - Class V, Step 28
Christina Watson - Class II, Step 5
Ruth Zambrano - Class II, Step 6

Michael Zeitzew - Class V, Step 8

Natural Sciences

Robert Altermatt - Class II, Step 9

Premilla Arasasingham - Class IV, Step 11

Andrey Balakin - Class V, Step 13

Nicholas Bonness - Class V, Step 4

Michael Brennan - Class III, Step 8

Rebecca Donegan - Class II, Step 6

Jenney Hall - Class V, Step 4

Wentsworth Kennedy - Class V, Step 4

Octavian Le - Class V, Step 14

Samuel Lee - Class V, Step 4

Natalia Lev - Class II, Step 12

Helen Motokane - Class II, Step 4

Adam Murdock - Class V, Step 4

Marie Nagaya - Class V, Step 10

Peter Reonisto - Class v, Step 4

Vineeta Sachdev - Class V, Step 4

Asma Said - Class V, Step 6

Razmic Shirvanian - Class II, Step 4

Kyle Strohmaier - Class IV, Step 5

Classified Personnel:

64. Retirement – Dwayne Hayden, Production Specialist II, Range 35, Step F, Learning Resources Division, Administrative Services Area, effective July 1, 2016, and that a plaque be presented for his years of service to the district since 1967.
65. Retirement – Willie C. Peterson, Electronics Technician II, Range 37, Step F, Industry & Technology Division, Academic Affairs Area, effective June 1, 2016, and that a plaque be presented for his years of service to the district since 1997.
66. Amend Change of Assignment – Robert Sutton, from 10 month to 12 month Staff Interpreter, Range 34, Step D instead of B, Special Resources Center, Health & Sciences Division, Academic Affairs Area, effective June 1, 2016.
67. Promotion – Thurman Brown, Computer Systems Support Technician, Range 40, Step B to Technical Services Supervisor, Range 35, Step A (Supervisor Salary Schedule), Information Technology Services Division, Administrative Services Area, effective May 17, 2016.

68. Amend Employment – Vonetta Augustine, Program Coordinator, Range 36, Step A, Student Equity, Academic Affairs Area, effective May 9, instead of May 2, 2016.
69. Employment – Maricar Baquir, Student Services Technician, Range 28, Step A, Student Support Services Division, Student and Community Advancement Area, effective June 1, 2016.
70. Employment – Michelle LoGrande, Senior Clerical Assistant, Range 24, Step A, Community Advancement Division, Student and Community Advancement Area, effective June 1, 2016.
71. Employment – Mayra Peralta, Human Resources Technician I, Range 4, Step A (Confidential Salary Schedule), Human Resources Division, Human Resources Area, effective May 25, 2016.
72. Employment – Tammy Phan, Accounting Assistant II, Range 27, Step A, Business Services Division, Administrative Services Area, effective May 2, 2016.
73. Employment – Paul Yoder, Information Security Specialist, Range 49, Step A, Information Technology Services, Administrative Services Area, effective May 17, 2016.
74. Extended Employment - Kenner L. Bailey, Accompanist Piano, Range 32, Step F, Fine Arts Division, Academic Affairs Area, effective June 11 through July 14, 2016.
75. Extended Employment – Seth L. Barnard, Toolroom/Instructional Equipment Attendant, Range 24, Step F, Industry & Technology Division, Academic Affairs Area, effective June 16 through August 11, 2016.
76. Extended Employment – Honorato Domingo, Athletic Trainer, Range 35, Step D, Health Sciences & Athletics, Academic Affairs Area, effective June 1 through July 31, 2016.
77. Extend Employment – Matthew Hutcherson, Toolroom Instructional Equipment Attendant, Range 24, Step F, Industry & Technology Division, Academic Affairs Area, effective June 16 through August 11, 2016.

- 78. Extend Employment – Jonelle Jones-Morrison, Clerical Assistant, Range 22, Step F, Industry & Technology Division, Academic Affairs Area, effective June 20 through August 17, 2016.
- 79. Extend Employment – Catherine Morado, Cosmetology Assistant, Range 21, Step A, Industry & Technology Division, Academic Affairs Area, effective June 16 through August 11, 2016.

B. TEMPORARY NON-CLASSIFIED (TNC) SERVICE EMPLOYEES

It is recommended that the Board authorize employment of the following Temporary, Non-Classified Service Employees, subject to funding, not to exceed 170 days per year, 25 total work hours per week and/or the equivalent of 67% faculty load per week, effective May 16, 2016 through June 30, 2016, unless otherwise stated, as shown in items 1– 12.

1. TNC I, RATE A (\$10.00)

Humanities
James Pena

Math
Elshaday Assefa

Matthew Covarrubias

Learning Resources/Library
Daniel Chavez
Ashley Colbert
Suzanne Hansen

Jeehyun Kim
Demsy Lares
Cheryl Rajewski

Student Supports /Services/EOP&S
Krystal Allen
Roxzana Banks

Nicholas Herron
Kelvin Manjarrez

2. TNC I, RATE B (\$11.00)

Counseling
Jose Cruz

Learning Resources/Library
Brandon Marshall

Math

Esther Choi

Student Support Services/EOP&S

Sarah Kamangar

Fatima Maldonado

Nataly Nguyen

Ruben Ruiz

Rafael Sandoval

3. **TNC II, RATE A (\$12.00)**

Student Support Services/EOP&S

Israel Garcia

Kelvin Manjarrez

4. **TNC III, RATE B (\$15.00)**

Fine Arts/Center for the Arts

Eddie Kerbel

Learning Resources/Library

Sarah Leinen

5. **TNC IV, RATE A (\$16.00)**

Industry & Technology

Cindy Nuno (eff. 5/4/16-6/30/16)

6. **TNC IV, RATE B (\$17.00)**

HSA/Athletics

Joseph Luck

Zachary Omar-Amrani

Student Supports Services/EOP&S

Clemestine McRae

7. **TNC V, RATE A (\$18.00)**

Student Support Services/EOP&S

Ananda Williams

Student Support Services/Foster Care

Diana Wade (eff. 4/30/16-6/30/16)

8. **TNC V, RATE B (\$19.00)**

Counseling/First Year Experience

Erika Knox (eff. 4/18/16-6/30/16)

9. **Professional I, (\$20.00)**

Counseling/First Year Experience

Philip Lantz (eff. 4/18/16-6/30/16)

10. **Professional II, (\$37.00)**

Student Support Services/Foster Care

Martha Sodetani (eff. 4/02/16-6/30/16)

11. **Professional II, (\$37.00)**

Student Support Services/Foster Care

Bridgitte Green

12. **Professional IV, (\$90.00)**

Community Advancement

Gilbert Bevenflores

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, not to exceed 170 days per year, 25 total work hours per week and/or the equivalent of 67% faculty load per week, effective July 1, 2016 through June 30, 2017, unless otherwise stated, as shown in items 13 - 32

13. **TNC I, RATE A (\$10.00)**

Humanities

Nicole Castillo

Erika Gavitt

James Pena

Danielle Reid

Learning Resources/Library

Daniel Chavez

Ashley Colbert

Tiffany Finau

Suzanne Hansen

Jeehyun Kim

Demsy Lares

Soo Young Lim

Lala Ragimov

Cheryl Rajewski

14. **TNC I, RATE B (\$11.00)**

Campus Police

Oscar Vicente Juarez

HSA/Athletics

Noemi Santa Cruz

Steven Drost

Humanities

Vimesha Gunawardena

Learning Resources/Library

Nancy Alvarez

Jill Bryant

George Malak

Fiaigoa Misipeka

15. **TNC II, RATE A (\$12.00)**

Campus Police

Alexis Alvarez

Amanda Baldonasa

Robert Galda Jr.

Eliana Montelongo

Alexandra Sandoval

Mayra Sandoval

HSA/Athletics

Jason Carroll

Catherine Clarke

Humanities

Diana Abdelmalak

Learning Resources/Library

Karyn Kerkhoff

Samantha Neal

Mariko Takayama

16. **TNC II, RATE B (\$13.00)**

Humanities

Nicole Castillo

Learning Resources/Library

Joon Kim

17. **TNC III, RATE A (\$14.00)**

Campus Police
Alexander Perez

Learning Resources/Library
Dan Tam Pham Huynh

Natural Sciences/STEM
Sandy Cerna
Adriana Hernandez
Gabriela Moreno-Lopez

Daniela Moreno-Lopez
Dennis Vieveros

18. **TNC III, RATE B (\$15.00)**

Campus Police
Jennifer Valle

Learning Resources/Library
Laura Braun
Kevin Frederick
Sarah Leinen

Charrissa Penn
Bessy Rodriguez
Erika Yates

19. **TNC IV, RATE A (\$16.00)**

Community Advancement/SBDC
Reyna Alvarado

20. **TNC IV, RATE B (\$17.00)**

HSA/Athletics
Jose Bahena Andrade
Shelly Benner
Andrew Britton
David Cardona
Ariel Carrillo
Nicole Clarke
Lerhonda Coates
Heather Cordovil
Shanese Douglas
Matthew Egan
Jose Erickson

Robert Fernley
Kevin Frederick
Michael Grissett
Daryl Guerin
Janina Hartwill
Kaitlyn Hooper
Jessica Juarez
Monica Lizarraga
Joseph Luck
Ever Morataya
Veronica Morgan

Jessica Murphy
Carlie Olney
Amber Omar-Amrani
Zachary Omar-Amrani
Macielle Osterling
Paola Perdomo
Michael Pierdant
Katelynn Rogers

Noah Rubke
Shane Schumaker
Jessica Somohano
Melody Stockwell
Kenneth Talanoa
Christopher Vopinek
Ryan Winkler

21. **TNC V, RATE A (\$18.00)**

Humanities

Sarah Leinen

22. **TNC V, RATE B (\$19.00)**

HSA/Athletics

Charlan Arnold
Norman Byers
Jose Erickson
Jeff Fisher
Kevin Frederick
Don Gereau
Omar Morgan

Kevin Norrell
Richard Perkins
Traco Rachal
Kenneth Talanoa
Damien Watters
Ryan Winkler

Industry & Technology

Debra Zavala

Community Advancement/SBDC

Nancy Cisneros

Learning Resources/Library

Ida Nazon

Gerald Schlosser

23. **Professional I, (\$20.00)**

Humanities

Kristina Bailey
Jennifer Carr
Roger Cannon
David Diaz
Katherine Fleming

Erika Gavitt
Christine Koyanagi
Jenny Liy
Eric Loya
Miles Magnesi

Sherry Mcculloh
Michael McDermit
Ryan O'Sullivan
Ryan Ritchie
Andrew Schwagerl

Michael Thomas
Anthony Urquidi
Heather Wictum
Janea Wilson

24. **Professional I, (\$22.00)**

Humanities

Damara Ademola Popoola
Laura Braun

Catherine Herold
Terry Wright

25. **Professional I, (\$27.00)**

Humanities

Sean Patrick
Kim Runkle

Susan Wade
Mark Walch

26. **Professional II, (\$35.00)**

Industry & Technology

Glen Chapple

27. **Professional II, (\$45.00)**

Community Advancement/SBDC

Michael Dedonato
Deborah Deras
Daniel Hancuff
Nathaniel Jemison

Lawrence Johnson
Antonio Ruiz
Andrew Strachan

28. **Professional II, (\$46.00)**

Community Advancement/SBDC

Charles Lowe

29. **Professional III, (\$50.00)**

Community Advancement/SBDC

Laura Lara

30. **Professional IV, (\$90.00)**

Community Advancement
Gilbert Bevenflores

31. **Professional IV, (\$100.00)**

HSA/Health Center
Gregory Mason

32. **Professional IV, (\$150.00)**

HSA/Health Center
Doris Smolensky

C. NEW CLASSIFICATION SPECIFICATION FOR CLASSIFIED POSITION

It is recommended that the Board of Trustees approve the new classification specifications for the Web Master as shown on pages HR 26 – HR 29.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: Web Master

BASIC FUNCTION:

Under the direction of an assigned supervisor or director, responsible for the day-to-day maintenance, and operation and improvement of the official El Camino College's websites; and social media channels.

Assures that all Web pages comply with appropriate policies, guidelines and standards. evaluates, implements and promotes services, software and channels that meet the college's promotional, communication and messaging needs for the Web.

Manages the content and organization of new and existing Web pages as directed; coordinates Web functions, monitors Web and social media activities, incorporates new technologies into the websites and enhances existing websites.

Performs complex Web duties including the creation of, digital archives, online newsletters and social media content.

REPRESENTATIVE DUTIES:

Establish standard processes including workflow, approvals, and publishing; automates common administrative tasks and provides tools and processes regarding user provisioning, access control and workflow.

Assure that the websites are professional, accurate, appropriate, and positively reflects the mission statement of the College.

Create new and update existing Web pages as necessary.

Provide excellent customer service to all levels of users and encourage timeliness and accuracy of Web page information and resolution of problems.

Ensure compliance with applicable legal requirements and the District's policies on website usage; as well as Communications Guide and Publications Standards Manual.

Respond to all incoming inquiries regarding the website(s), social media channels by implementing automated tools; replying directly or forwarding to other departments or individuals as appropriate.

Create, maintain and distribute online publications such as newsletters, guides and email blasts.

Make day-to-day updates as needed for public websites as well as projects which support advertising campaigns, new technologies and social media channels.

Assist with preparing digital content including graphics for the website, e-marketing and social media.

Understanding of the approaches required to drive traffic to websites (pay per clicks, HTML and email marketing, link generation, online marketing, search engine optimization, offline marketing, etc.).

Participate in the integration of graphical and multimedia components into the website, including audio and video.

Social media development, posting and monitoring.

Assist with the implementation of social media strategies that will increase brand visibility and traffic across all social platforms; including community engagement and management.

Utilize metrics and generate reports regarding usage, engagement, downloads and other information deemed vital by department for Web-based initiatives for conversion rate optimization.

Assist staff in the construction of Web pages and the proper uploading of files and links to Web pages.

Be proactive for effective planning and coordination of Web-related assignments.

Perform other related duties and support special projects as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Web Content Management - Knowledge of content management systems such as OmniUpdate, WordPress, etc.; dynamic interactive languages such as HTML, CSS, JavaScript, PHP and CGI; other Web-related development technologies and software such as Flash and DreamWeaver; as well as other browser capability and compatibility, and responsive design.

Customer and Personal Service - Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services and evaluation of customer satisfaction.

English Language - Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition and grammar for oral written and online communication.

Current Technical Advancements - Knowledge of current trends in all areas of responsibility and recommends improvements in Web systems and services.

Digital Software - Knowledge of related digital and graphic design software applications. Knowledge of office applications, including Microsoft Office.

Computer and Multimedia Technology - Knowledge of Web-specific technology, such as live stream, social media, Web content and digital media, Web standards and compliance requirements, as well as Google products such as Webmaster Tools & Analytics.

ABILITY TO:

Interpret, explain and enforce department policies and procedures.

Present technical concepts to users at varied experience levels.

Perform a range of related duties in support of assigned functions including compiling information for projects, proofreading and editing own work product.

Exercise a high-degree of initiative, judgment and self-management, discretion and decision-making to integrate organizational priorities, meet deadlines and achieve objectives.

Demonstrate strong computer, analytical, organizational and written/oral communications skills.

Ability to learn and adapt to new systems.

Use specialized software applications to capture, manipulate and process digital media.

Demonstrate understanding of ongoing and projected Web activity to advise and assist department in planning growth and future milestones.

Produce reports to analyze the performance of online campaigns and promotions (via reports, analytics, surveys etc.).

Complete assignments with many interruptions; work effectively and independently with little direction.

Prepare and communicate the status of reports and projects.

Perform work during night and weekend hours as required.

Ability to lift up to 25 pounds.

EDUCATION AND EXPERIENCE:

Bachelor's degree in information systems, graphic design, networking or related field AND a minimum of three years' experience with large website design, development and maintenance.

WORKING CONDITIONS:

Extensive computer work.

Move from one work area to another as needed.

Travel between buildings on campus, to centers, and off-campus locations.

Exposure to various weather conditions.

Typical office setting.

Hand and finger dexterity to operate various office equipment.

Prolonged periods of standing, bending, leaning, or sitting.

Lift and carry up to 25 lbs.

Occasional bending and lifting of various materials and equipment.

Monday through Friday 40-hour work week.

Days and hours may vary - including weekends and evenings.

Available via mobile device for emergency situations

Classified Salary Schedule Range 42

Agenda for the El Camino Community College District Board of Trustees
From
Compton Education Center
Keith Curry, Provost

	<u>Page No.</u>
A. Student Conference.....	CC 2
B. Compton Center Report.....	CC 2

A. STUDENT CONFERENCE

It is recommended the Board of Trustees approve attendance of 31 El Camino College Compton Center students and 4 Faculty/Staff chaperones on the Hispanic Serving Institutions (HSI) College Tour from May 15, 2016 through May 18, 2016. Total estimated expenses not to exceed \$1299 per person will be paid with funds from Compton Center Student Equity funds. The El Camino College Compton Center has a contract with Educational Student Tours to coordinate our HSI tour. Students will visit the following HSI campuses: University of Houston, University of Texas, San Antonio, Texas A&M University, University of Texas, Austin. The primary goal for the HSI college tour is to increase transfer rates at El Camino College Compton Center.

Student Participants: Xochitl Briseño, Denise Rene Brown, Stephanie Chavez, Mitchell Cid, Robert Cooks Gabrielle Florimon, Corina Fonseca, Jose P. Gonzalez, Yixi Jorleny Gonzalez

Meleisa E. Harang, Brittnei Henderson, Mario Hernandez, Anayeli Jimenez Aidee Nuñez- Jimenez, Denisse Juarez, Jose Lara, Rolando Larios, Crystal Montalvo Joaquin Mancilla, Eduardo Luis Orozco, Diana Morales, Micayla Owens, Olga Pardo, Aylin Ramirez, Julio C. Reyes, Noemi Reyes, Anthony Garcia Rodriguez, Nikia Simmons, Ismael Ruiz, Jesus Tinoco, Anjelica Williams.

Faculty/Staff Chaperones: Theresa Barragan-Echeverria, Malinni Roeun, James Rogers, Shannon Williams.

B. COMPTON CENTER REPORT

It is recommended the Board of Trustees receive for information the El Camino College Compton Center Report for the month of May 2016.

1. **Accreditation:** The ECC Compton Center Candidacy Application and Self-Evaluation Report are due to the Accrediting Commission for Community and Junior Colleges (ACCJC) by January 6, 2017. Our External Evaluation Team visit is scheduled for Monday, March 6, 2017 through Thursday, March 9, 2017. We hosted two Compton Center Accreditation Forums to discuss the Compton Center draft of the Compton Center Self-Evaluation Report. The first forum was held on Thursday, May 5, 2016 and the second forum was held on Tuesday, May 10, 2016 in the Compton Center Student Lounge. At the Compton Center forum on May 10, 2016, we recognized the Accreditation Standards team members for their contributions to the Compton Center Self-Evaluation Report.

On Thursday, April 28, 2016 we held an Accreditation Self-Evaluation Workshop Dr. Douglas Houston, Chancellor, Yuba Community College District, provided a presentation on “Accreditation Success: One administrator point of view”. A copy of the presentation is available online at:

<http://www.compton.edu/campusinformation/accreditation/>

In addition, the latest version of the “Process to Accreditation” document is available. This updated document reflects progress made since the spring 2015 “Process to Accreditation” was published. A copy of the “Process to Accreditation” document is available online at:

<http://www.elcamino.edu/administration/vpaa/accreditation/doc/Process-Accreditation-May2016.pdf>

2. **El Camino College Compton Center Enrollment:** Enrollment at the Compton Center has been declining. However, as of today enrollment for summer 2016 has steadily increased compared to this time last year. For the 2015-2016 fiscal year the Compton Center is projecting of 6,060 (FTES), which includes borrowing 619 FTES from summer 2016. The Compton Center is implementing the strategies outlined in the 2015-2018 Enrollment Management Plan. The Compton Center hosted our 1st Annual High School Senior Day on Wednesday, April 27, 2016. We had 157 high school seniors from Lynwood Unified School District and Compton Unified School District participate in the event.

On Friday, May 6, 2016 we held our Girls and Women in Technology Conference. We had 387 middle and high school students participate in this conference. The conference covered information on a variety of career fields. The conference included “hands-on” interactive workshops, which offered a look into career opportunities in areas such as welding, business, computer technology, heating, ventilation and air conditioning, fashion, commercial music, EMT/fire technology, aerospace fastener manufacturing, machining, and robotics.

Other strategies that will be implemented in the next few months to increase enrollment at the Compton Center include:

- a. Offering El Camino College Compton Center summer school classes at Compton Unified School District and possibility Lynwood Unified School District high school campuses.
- b. Mailing “it’s not too late” postcards to all residents within the Compton Community College District.
- c. Mailing the fall class schedule to all high school seniors from Compton Unified School District, Lynwood Unified School District, and Paramount Unified School District.

- d. Mailing the High School Newsletter to high school seniors from Compton Unified School District, Lynwood Unified School District, and Paramount Unified School District.

We will continue to update the board on the Compton Center Enrollment and provide a status report on the strategies/activities in the 2015-2018 Enrollment Management Plan.

3. **2016-2017 Compton Community College District Tentative Budget**

Assumptions: The Compton Community College District Tentative Budget Assumptions was developed to achieve 6,060 Full-time Equivalent Students (FTES). Our estimated local, state, and other revenue is \$36,153,000; and we are projecting a reserve for contingency and ending fund balance of \$9,269,000. The 2016-2017 Compton District Tentative Budget Assumptions includes a Cost of Living Adjustment (COLA) of 0.47% for base apportionment revenue and eight new faculty positions and one classified position. In addition, the Tentative Budget Assumptions includes the following expenses to address Compton District long-term liabilities: Other Post-Employment Benefits (OPEB) payment of \$250,000; California Public Entity Pension Stabilization Fund State Teachers' Retirement (STRS)/Public Employees' Retirement (PERS) fund payment of \$200,000 to address future STRS/PERS obligations; and the line of credit repayment of \$1,292,420.

The 2016-2017 Compton District Tentative Budget Assumptions is available online at:

http://www.elcamino.edu/administration/board/agendas/2016/CEC_2016-17%20Budget%20Assumptions.pdf

The Compton District final budget is subject to revision based on the Governor's May Revise and the approved final State Budget.

4. **Update on Compton Center Hiring:** This month, the Compton Center has completed the hiring for the following tenure-track faculty positions for fall 2016: Anatomy/Physiology, Communication Studies, and Counselor-Student Equity. In the next few weeks we anticipate completing the hiring for the following tenure-track faculty positions for fall 2016: Cosmetology, English/Reading, and Spanish. The following two tenure-track faculty positions will be re-announced: Counselor-Student Success and Support Programs (SSSP) and Anatomy/Physiology.

The Compton Center recently hired a Dean of Student Learning to provide administrative oversight for the Health, Natural Sciences and Human Services Division. In the next few weeks we anticipate completing the hiring for the Director of Student Equity.