



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

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Vice President
Trustee Area Two

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Trustee Area One

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Mr. Philip Gomez
Student Member

Dr. Thomas M. Fallo
Superintendent,
El Camino Community College District
President,
El Camino College

El Camino College
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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.

Agenda, Monday, April 17, 2006
Board Room
4:30 p.m.

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of March 20, 2006**
- III. Presentations – none**
- IV. Public Hearings - none**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment
 - B. Academic Affairs
 - See Academic Affairs Agenda, Pages 1-19*
 - Student and Community Advancement
 - See Student Services Agenda, Pages 1-2*
 - Administrative Services
 - See Administrative Services Agenda, Pages 1-9*
 - See Measure "E" Bond Fund Agenda, Pages 1-7*
 - See Human Resources Agenda, Pages 1-7*
 - Superintendent/President
 - See Superintendent/President Agenda, Page 1*
- VI. Public Comment on Non-Agenda Items**
- VII. Oral Reports**
 - A. Academic Senate Report
 - B. Board of Trustees Report
 - C. President's Report

Board of Trustees Meeting Schedule for 2006
4:30 p.m.

Monday, January 23, 2006

Tuesday, February 21, 2006

Monday, March 20, 2006

Monday, April 17, 2006

Monday, May 15, 2006

Monday, June 19, 2006

Monday, July 17, 2006

Monday, August 21, 2006

Tuesday, September 5, 2006

Monday, October 16, 2006

Monday, November 20, 2006

Monday, December 18, 2006

EL CAMINO COLLEGE STRATEGIC PLAN 2004-2007

Vision Statement

El Camino College will be the College of choice for successful student learning, caring student services and open access. We, the employees, will work together to create an environment that emphasizes people, respect, integrity, diversity and excellence. Our College will be a leader in demonstrating accountability to our community.

Mission Statement

The mission of El Camino College is to meet the educational needs of its diverse community and ensure student success by offering quality, comprehensive educational opportunities.

Statement of Philosophy

Everything El Camino College is or does must be centered on its community, for without the community, we have no students, no faculty or staff, no reason to exist. It is our community that saw the need and valued the reason for the creation of El Camino College. Therefore, it is to our community that we must be responsible and responsive in all matters educational, fiscal and social.

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.

Guiding Principles

The following guiding principles are used to direct the efforts of the District:

El Camino College must strive for distinction in everything the College does—in the classroom, in services and in human relations. Respect for our students, our fellow employees, our community and ourselves, must be our underlying goal.

Cooperation among our many partners is vital for our success—whether they be other schools and colleges, businesses and industries, or individuals.

Access and opportunity must never be compromised. Our classrooms are open to everyone who meets our admission eligibility and our community programs are open to all. This policy is enforced without discrimination and without regard to gender, ethnicity, personal beliefs, abilities or background.

Strategic Goals 2004-2007

1. Support and constantly improve the quality of our educational offerings.
2. Promote student-centered learning to increase student success.
3. Support innovative practices that enhance the educational experience.
4. Foster a climate that promotes integrity and accountability.
5. Support and develop effective and motivated employees.
6. Improve and enhance internal and external communication.
7. Incorporate flexibility into institutional structure and process.

EL CAMINO COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING OF
Monday, March 20, 2006

The Board of Trustees of the El Camino Community College District met at 4:30 p.m. on Monday, March 20, 2006, in the Haag Recital Hall at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Mary E. Combs, Vice President; Trustee Nathaniel Jackson, Secretary; Trustee Ray Gen, Member; Trustee Maureen O'Donnell, Member; and Mr. Philip Gomez, Student Member.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Jeffrey Marsee, Vice President, Administrative Services; Dr. John Baker, Interim Vice President, Student Services; and Dr. Francisco Arce, Vice President, Academic Affairs.

Minutes of the Regular Board Meeting of February 21, 2006

The Minutes of the Regular Board Meeting of February 21, 2006 were approved.

Mr. Kurt Weideman presented the El Camino Community College District Citizens' Bond Oversight Committee Annual Report, July 1, 2004 – June 30, 2005.

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that the Board accept the El Camino College Citizens' Bond Oversight Committee Annual Report.

Motion carried. Student Trustee Gomez recorded an advisory yes vote.

Consent Agenda

It was moved by Trustee Jackson, seconded by Trustee Combs, that the Board approve items presented on the agenda in the following areas.

Academic Affairs

Center for the Arts Presentations – 2005/2006

Conference Attendance – Mathematics, Engineering, Science Achievement (MESA) Program

Revised Requirements for the Associate in Arts and Associate in Science Degrees

Student Services

Student Field Trips

Spring 2006 Forensics Team Tournaments

Journalism Association of Community Colleges State Conference

Alpha Gamma Sigma Spring 2006 State Convention

Administrative Services

Budget Adjustments

Transfer of Funds from General Fund Restricted

Contracts Under \$50,000
Contracts \$50,000 or Higher
Declaration of Surplus Property
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Project Budgets
Contracts \$50,000 or Higher
Notice of Job Completion
Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
Classified Professional Growth
Provisions for Employment of Special Services Professional
Elimination of Vacant Management Positions

President and Board of Trustees

Travel
Citizens' Bond Oversight Committee Membership

Motion Carried. Student Trustee Gomez recorded an advisory yes vote.

Amendments to Resolution 2003-2 Citizens' Bond Oversight Committee Bylaws

It was moved by Trustee Jackson, seconded by Trustee Combs that Resolution 2003-2 Citizens' Bond Oversight Committee Bylaws be amended as follows:

Section 5 Membership. 5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Article 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code 1000 et seq.). Additionally, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Bylaws.

Section 9 Officers. The Superintendent/President shall appoint the initial chair. Thereafter, the Committee shall elect a chair and a vice-chair. The vice-chair shall act as chair only when the chair is absent. Either position may be for a term of one year or two years.

Motion carried. Student Trustee Gomez recorded an advisory yes vote.

California Community College Trustees Board Election

It was moved by Trustee Jackson, seconded by Trustees O'Donnell that Trustee Combs review nominations for membership on the California Community College Trustees Board for Board action at its April meeting.

Motion carried. Student Trustee Gomez recorded an advisory yes vote.

Closed Session

Meeting recessed to a closed session at 5:50 p.m. Meeting reconvened at 7:05 p.m. and immediately adjourned.

Nathaniel Jackson, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

**Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
Francisco Arce, Ed.D., Vice President**

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B. Instructional Field Trips – Spring 2006	1
C. International Education/Study Abroad Program – Summer 2006	1
D. Proposed Curriculum Changes – Effective 2006-2007 Academic Year	1
E. Sabbatical Leave of Absence – 2006-2007.....	19

A. CONFERENCE ATTENDANCE – CAREERS IN CHILD CARE (CCC) PROGRAM

It is recommended that the Board approve the students listed below to attend the California Association for the Education of Young Children Conference on Saturday, April 22, 2006, in Anaheim, California. The CCC is funded by a grant from the County of Los Angeles, Department of Public Social Services. Students will travel in the college van with Luis Barrueta, the Program Coordinator.

Angela Aylward
Qiana Epps-Faison
Arlena Harrison
Nelley Hooker

Keauna Howlett
Cheryl Muhammad
Shantriana Nelson

B. INSTRUCTIONAL FIELD TRIPS – SPRING 2006

It is recommended that the Board approve the instructional field trips for Spring 2006:

1. May 12-14, 2006 – Professor Jeanne Bellemin – Biology 16 Class, estimated students 15, James Reserve of UCR near Idylwild, depart 9:00 a.m. (5/12), return 3:00 p.m. (5/14) – Van transportation.
2. May 12-14, 2006 – Mr. James Osborne – Horticulture 44 Class, estimated students 24, James Reserve of UCR near Idylwild, depart 9:00 a.m. (5/12), return 3:00 p.m. (5/14) – Van transportation.

C. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM – SUMMER 2006

It is recommended that the Board approve the International Education/Study Abroad Program's Summer 2006 session in Spain. The agency will be Leonardo World LLC, 9370 Sky Park Court, Suite 230, San Diego, CA 92123. The contact person is Eduard Schmiege.

On-Site Program Directors: Dr. Ellen Antoine and Professor Peter Marcoux. Their duties as on-site directors will include but not be limited to teaching the following courses: English 33 – Autobiographical Literature: Writing the Memoir; English 1C – Critical Thinking and Composition; Political Science 10 – Introduction to International Relations; and Political Science 2 – Comparative Politics. Duties will also include but not be limited to advising students, interacting with Spanish travel representatives, and administering the program in Spain. Inclusive dates: June 20, 2006 – July 22, 2006.

D. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2006-2007 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum revisions, additions, and inactivations, effective the 2006-2007 academic year, listed below:

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

INACTIVATE COURSES

1. History 11 - History of Russia and the Soviet Union
2. Liberal Studies 201 - Introduction to Liberal Studies for Elementary School Teachers

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW

Current Status/Proposed Change

1. Education 101 - Introduction to ~~Elementary School~~ Teaching and Learning
This course provides students with an introduction to the elementary school teaching profession with an emphasis on the application of learning theories. The qualities of an effective overview of teaching in K-12 public schools. Course topics include subject area coursework, teacher, the elements and purposes of a professional portfolio, and critical issues in preparation programs, credentialing, educational and technological resources for students and teachers, California state standards, diverse learners, contemporary classrooms will also be addressed issues, qualities of effective teachers, and professional portfolios. Also, Sstudents will conduct off-site classroom observations in the elementary school classrooms, begin professional portfolios, and initiate the development of a practitioner workbook at area schools.

CHANGE IN GENERAL EDUCATION REQUIREMENT

1. History 3 - History of Early Civilization
Current Status/Proposed Change
Associate in Arts Degree General Education Pattern - Section A.3., Humanities A.2.C., Social and Behavioral Sciences
Associate in Science Degree General Education Pattern - Section A.3., Humanities A.2., Social and Behavioral Sciences
2. History 4 - History of Modern Civilization
Current Status/Proposed Change
Associate in Arts Degree General Education Pattern - Section A.3., Humanities A.2.C., Social and Behavioral Sciences
Associate in Science Degree General Education Pattern - Section A.3., Humanities A.2., Social and Behavioral Sciences
3. History 5A - History of Early Britain
Current Status/Proposed Change

Associate in Arts Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.,
Social and Behavioral Sciences

4. History 5B - History of Modern Britain

Current Status/Proposed Change

Associate in Arts Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.,
Social and Behavioral Sciences

5. History 14A - History of Asian Civilizations

Current Status/Proposed Change

Associate in Arts Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.,
Social and Behavioral Sciences

6. History 14B - History of Asian Civilizations

Current Status/Proposed Change

Associate in Arts Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.,
Social and Behavioral Sciences

7. History 19 - A History of Mexico

Current Status/Proposed Change

Associate in Arts Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.,
Social and Behavioral Sciences

8. History 22 - Twentieth Century World History

Current Status/Proposed Change

Associate in Arts Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section ~~A.3.~~, ~~Humanities~~ A.2.,
Social and Behavioral Sciences

9. History 25 – History of Modern Germany, 1866 – Present

Current Status/Proposed Change

Associate in Arts Degree General Education Pattern – Section ~~A.3.~~, ~~Humanities~~ A.2.C.,
Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section A.3., Humanities A.2.,
Social and Behavioral Sciences

CHANGE IN MAJORS

1. Transfer Studies (Associate in Arts)

Current Status/Proposed Change

Major Requirements:

~~Complete 60 degree applicable units to include all El Camino College Associate in Arts general education requirements. 21 units of the 60 units must be applicable to the general education pattern of the transfer institution.~~

~~General Education Requirements—20-29 Units~~

~~Degree applicable courses—31-40 Units~~

Option 1: Complete the Intersegmental General Education Transfer Curriculum (IGETC) plus the required number of CSU or UC transferable units to meet the 60 units requirement.

Note: All courses on the IGETC pattern must be completed with a grade of C or better.

Total Units: 60

Option 2: Complete the CSU General Education Breadth requirements plus the required number of CSU or UC transferable semester units to meet the 60 units requirement.

Note: 30 units from the CSU General Education Breadth requirements, including Areas A and B.4, must be completed with a grade of C or better.

Total Units: 60

Note: Completion of the IGETC or CSU General Education Breadth requirements alone is not enough to make students eligible for admission to a CSU or UC. Please consult with a counselor for details on completing transfer admission requirements.

2. Transfer Studies (Associate in Science)

Current Status/Proposed Change

Major Requirements:

~~Complete 60 degree applicable units to include all El Camino College Associate in Science general education requirements. 21 units of the 60 units must be applicable to the general education pattern of the transfer institution.~~

~~General Education Requirements—18 Units~~

~~Degree applicable courses—42 Units~~

Option 1: Complete the Intersegmental General Education Transfer Curriculum (IGETC) plus the required number of CSU or UC transferable units to meet the 60 units requirement.

Note: All courses on the IGETC pattern must be completed with a grade of C or better.

Total Units: 60

Option 2: Complete the CSU General Education Breadth requirements plus the required number of CSU or UC transferable semester units to meet the 60 units requirement.

Note: 30 units from the CSU General Education Breadth requirements, including Areas A and B.4, must be completed with a grade of C or better.

Total Units: 60

Note: Completion of the IGETC or CSU General Education Breadth requirements alone is not enough to make students eligible for admission to a CSU or UC. Please consult with a counselor for details on completing transfer admission requirements.

BUSINESS DIVISION

CHANGE IN CATALOG DESCRIPTION; GENERAL EDUCATION REQUIREMENT CONFIRMED; COURSE REVIEW

1. Business 22 - Human Relations in Business

Current Status/Proposed Change

~~In This course is designed to teach methods for improving working relationships. Topics include communications, leadership, counseling, employee motivation and empowerment, team building, managing change, and cultural diversity. A Total Quality Management (TQM) approach will be emphasized. Methods will include students will examine human relations theories and applications that will promote effective work relationships. Ethical issues in business are addressed as well as an explicit process of ethical reasoning that will aid in defining and dealing with dilemmas in the workplace. Current events and case studies, experiential exercises, role playing, will be used to develop critical skills as students apply theories and discussion principles.~~

Associate in Arts Degree General Education Pattern - Section A.2.C., Social and Behavioral Sciences

Associate in Science Degree General Education Pattern - Section A.2., Social and Behavioral Sciences

2. Business 27 – Effective English for Business

Current Status/Proposed Change

~~The intent of t~~This is a comprehensive course is designed to strengthen and refine the student's ability to communicate clearly and intelligently express and communicate through written language in a business environment. The course has a dual will focus: (1) to refine the English on the methods of organizing and presenting business data and ideas in written explanatory and persuasive formats as well as the structural relationships in language, skills of grammar, punctuation, capitalization, spelling, vocabulary and (2) to apply these skills to basic business writing – sentences, paragraphs, memos, letters, and reports. Assignments are designed to stimulate thought, and discussion, and writing as well as to formulate clear and precise expression of ideas.

Associate in Arts Degree General Education Pattern - Section A.4.A., Language and Rationality

Associate in Science Degree General Education Pattern - Section A.4.A., Language and Rationality

CHANGE IN MAJOR

1. Business Management

Current Status/Proposed Change

Business 1A or 11; Business 14 or 21; Business 20, 22, 24, 25, 29; Business 27 or 28;
Law 5

Recommended electives: Business 1B, ~~13~~, 17, ~~18, 26~~, 90, 95abcd; Computer Information
Systems 13 ~~or 60~~

A minimum of 12 units must be completed at El Camino College.

Total Units: 27-28

2. Business Marketing

Current Status/Proposed Change

Business 1A or 11; Business 12 or 24; Business ~~13~~, 14, 22, 25, 29; Business 27 or 28;
Law 5

Recommended electives: Business 17, ~~18~~, 20, 21, 90, 95abcd; Computer Information
Systems 13 ~~or 60~~

A minimum of 12 units must be completed at El Camino College.

Total Units: ~~27-28~~ 24-25

CHANGE IN CERTIFICATE OF COMPETENCE

1. Business Marketing

Current Status/Proposed Change

A Certificate of Competence will be awarded to the student completing the following
courses with a minimum grade average of B.

Business 1A or 11; Business 12 or 24; Business ~~13~~, 14, 22, 25, 29; Business 27 or 28;
Law 5

A minimum of 12 units must be completed at El Camino College.

Students who anticipate employment with large businesses are advised to take Business
12. Those interested in smaller enterprises should complete Business 24.

Total Units: ~~27-28~~ 24-25 ~~grade point average of 3.0 or B in required courses~~

CHANGE IN CERTIFICATE OF COMPLETION

1. Business Marketing

Current Status/Proposed Change

A Certificate of Completion will be awarded to the student completing the following
courses with a minimum grade average of C.

Business 1A or 11; Business 12 or 24; ~~13~~, 14, 22, 25, 29; Business 27 or 28; Law 5

A minimum of 12 units must be completed at El Camino College.

Students who anticipate employment with large businesses are advised to take Business
12. Those interested in smaller enterprises should complete Business 24.

Total Units: ~~27-28~~; 24-25 ~~grade point average of 2.0 or C in required courses~~

HEALTH SCIENCES AND ATHLETICS DIVISION

INACTIVATE COURSES

1. Physical Education 24abcd – Gymnastics
2. Physical Education 96abcd – Cooperative Career Education

CHANGES IN DESCRIPTIVE TITLE, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation); COURSE REVIEW

Current Status/Proposed Change

1. Nursing 210 - Implications of Pathophysiology Concepts for Nurses
Prerequisite: Nursing 63 153 with a minimum grade of C or equivalent or Licensed Registered Nurse or Vocational Nurse

CHANGES IN NUMBER, CATALOG DESCRIPTION; GENERAL EDUCATION REQUIREMENT CONFIRMED; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Physical Education 14abcd - Boxing
~~Instruction and practice in~~ This course examines the basic skills, of boxing. Emphasis on footwork, jabbing, crossing, hooking, slipping, countering, blocking and shadow boxing. An understanding of rules, etiquette, and strategy, along with controlled competition strategies for boxing. Students will be introduced to the correct body position and footwork as well as the principles and mechanics of the basic punches and defenses. The training aspects of boxing as well as conditioning and fitness strategies will be covered.
Associate in Arts Degree General Education Pattern - Section A.5.B., Contemporary Health and Physical Education
Associate in Science Degree General Education Pattern - Section A.5.A., A.S. Vocational Degree

CHANGE IN GENERAL EDUCATION REQUIREMENT

1. Physical Education 201 - Introduction to Adapted Physical Education
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

2. Physical Education 207A - Skills Proficiencies in Sports and Activities
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

3. Physical Education 207B - Physical Education Proficiencies in Sports and Activities
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

4. Physical Education 220abcd – Naginata: A Japanese Martial Art
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

5. Physical Education 233ab – Pep Squad
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

6. Physical Education 234abcd – Off-Season Training for Pep Squad
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

7. Physical Education 242abcd – Swimming, Lifeguard Training
Current Status/Proposed Change
~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary Health and Physical Education~~
~~Associate in Science Degree General Education Pattern – Section A.5.A., A.S. Vocational Degree~~

8. Physical Education 243abcd – Swimming, Water Safety Instructor
Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern—Section A.5.B., Contemporary Health and Physical Education~~

~~Associate in Science Degree General Education Pattern—Section A.5.A., A.S. Vocational Degree~~

9. Physical Education 270 – Fitness and Sports Nutrition

Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern—Section A.5.B., Contemporary Health and Physical Education~~

~~Associate in Science Degree General Education Pattern—Section A.5.A., A.S. Vocational Degree~~

10. Physical Education 277 - Introduction to Kinesiology and Physical Education

Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern—Section A.5.B., Contemporary Health and Physical Education~~

~~Associate in Science Degree General Education Pattern—Section A.5.A., A.S. Vocational Degree~~

11. Physical Education 290 – Personal Fitness Trainer

Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern—Section A.5.B., Contemporary Health and Physical Education~~

~~Associate in Science Degree General Education Pattern—Section A.5.A., A.S. Vocational Degree~~

12. Physical Education 295 – Cardiopulmonary Exercise Testing

Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern—Section A.5.B., Contemporary Health and Physical Education~~

~~Associate in Science Degree General Education Pattern—Section A.5.A., A.S. Vocational Degree~~

CHANGES IN CATALOG DESCRIPTION, GENERAL EDUCATION REQUIREMENT; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Physical Education 217 – Sports Officiating

Current Status/Proposed Change

~~A Study of rules, mechanics, techniques for sports in season.~~ This course provides instruction and practice in the basic principles and applications of sports officiating. Emphasis is placed on a broad range of topics including officiating objectives, conduct, communication skills, conflict management, fitness and injury prevention, legal rights

and responsibilities, and career development. ~~Fall: football, basketball, wrestling, soccer.~~
~~Spring: baseball, track, volleyball, and swimming.~~

~~Associate in Arts Degree General Education Pattern – Section A.5.B., Contemporary
Health and Physical Education~~

~~Associate in Science Degree General Education Pattern – Section A.5.A., A. S.
Vocational Degree~~

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; GENERAL EDUCATION REQUIREMENT CONFIRMED; COURSE REVIEW

Current Status/Proposed Change

1. Physical Education 221abcd – Combative Arts and Self Defense Tactics

This course provides instruction and practice in ~~methods~~ the application of combative arts for use in self defense. ~~The application of common sense procedures in times of emergency will also be explored.~~ The student Techniques presented will learn include various strikes, punches, and kicks as well as ground defense strategies. Defense against the headlock, bear hug, lapel grab, and chokes, and confrontational situations will also be examined. Physical conditioning and fitness specific to that needed to perform self-defense strikes will be emphasized. Prevention of training related injuries will be addressed through proper warm up and stretching.

Associate in Arts Degree General Education Pattern - Section A.5.B., Contemporary Health and Physical Education

Associate in Science Degree General Education Pattern - Section A.5., A. S. Vocational Degree

CHANGE IN CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Physical Education 208abcd - Bowling

Current Status/Proposed Change

This course ~~provides instruction and practice in the fundamentals of bowling. Bowling examines the basic skills, rules, etiquette, and scoring, will also be covered and playing strategies for the activity of bowling.~~ Students will ~~participate in intra-class competition in an individual handicap league which also introduces~~ be introduced to the student to one of America's leading recreational sports mechanics of stance, delivery, and follow-through as well as proper grip of the ball. In this course, students will examine and practice the physical and mental skills required to succeed in this lifetime activity. Students will also participate in league play during the semester.

Note: Students will pay a user fee for each class meeting for three lines of bowling, shoes, and bowling ball. Students must furnish their own transportation to and from the bowling alley.

CHANGES IN GRADING METHOD, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Physical Education 232abcd - Racquetball

Current Status/Proposed Change

~~Letter grade or CR/NCR option.~~

~~This course offers instruction and practice in the basic skills of racquetball with an emphasis on serving, forehand and backhand play. This course also offers an understanding of rules and strategy, along with competition singles, cutthroat, and doubles. Eye protectors are required. Students must provide all balls and racquet.~~
Note: Students will be introduced to racquetball equipment, safety, rules, regulations, strokes, and tactics. The course will ensure that the student has the physical and mental skills required to succeed in this lifetime activity.

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. Physical Education 245abcd – ~~Theory and Practice of~~ Water Aerobics

~~Instruction and workout in the basic skills of~~ focuses on aerobic cardiovascular conditioning done in water. Emphasis is placed on cardio-respiratory endurance, muscular strength and endurance, and flexibility, muscular strength, and endurance. All exercises are done with music accompaniment.

CHANGE IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation); COURSE REVIEW

1. Nursing 95/96abcd - Cooperative Career Education

Current Status/Proposed Change

~~Prerequisite: Nursing 150 with a minimum grade of C completion of a minimum of seven units (including CCE). Students must have completed or equivalent or completion of or be currently enrolled in the El Camino College Nursing Program and have satisfactorily completed Nursing 60B .~~

~~Enrollment Limitation: Parallel Plan (Work and Attend School at the Same Time): Enrollment in a minimum of seven units, including Cooperative Career Education; employment in a job related to the major or career goal by the third week of the semester; completion of or current enrollment in one course from the major.~~

~~Alternate Plan (Work and Attend School Alternately): Successful completion of one semester at El Camino College including one course from the major before initial enrollment in plan; enrollment limited to one other class during the semester; employment in a job related to the major or career goal by the third week of the semester; successful completion of at least seven units of other class work at El Camino before re-enrolling in plan.~~

HUMANITIES DIVISION

CHANGE IN MAJOR

1. English

Current Status/Proposed Change

English 1A, 1B, 15A, 15B; 3 units from English 20, 21, 23, 35, 36, ~~40, 40A, 40B~~; 6 units from ~~Philosophy 10 or 11 or any other~~ the following literature or writing courses:-

Literature courses: English 10, 11, 12, 18, 22, 26, 27, 28, 29, 30, 31, 34, 39, 42, 43, 44, 46, 47, 98abcd ~~Recommended: History 5A, 5B, Speech Communication 8.~~ Writing courses: English 1C, 24A, 24B, 25A, 32abc, 33, 38, 72

Total Units: 22

CHANGES IN CATALOG DESCRIPTION, GENERAL EDUCATION REQUIREMENT; COURSE REVIEW

1. English 72 – Technical Report Writing

Current Status/Proposed Change

~~A complete introduction to job-related writing~~ An introduction to written communication in business, industry, and technical professions, this course focuses on the ~~writing~~ analysis, evaluation, and composition of grammatically correct and stylistically effective sentences and on the effective organization and presentation of job-related information in various types of letters, ~~memos~~ memoranda, and reports. It is designed for anyone ~~in~~ industry whose job requires ~~written communication~~ logic, clarity, and precision in writing.

Associate in Arts Degree General Education Pattern - Section A.4.A-B., Language and Rationality

Associate in Science Degree General Education Pattern - Section A.4.A-B., Language and Rationality

CHANGE IN CATALOG DESCRIPTION; GENERAL EDUCATION REQUIREMENT CONFIRMED; COURSE REVIEW

1. Journalism 12 – Mass Media and Society

Current Status/Proposed Change

~~This course is a study of mass media and media technologies as they apply to~~ examines the past and current influences on American society. Students learn the history of the mass media as well as the functions, the responsibilities, and the influence of books, newspapers, magazines, movies, radio, television, recordings, and the World Wide Web. With a focus on critical thinking skills, students gain experience in reading and writing persuasive and argumentative essays about problems facing the mass media, on American society. The course increases student awareness of the impact ~~Students also learn the history of the eight mass media upon society and makes students critical consumers of our~~ as well as analyze and evaluate the functions, the responsibilities, the regulations, and the ethics involved in the mass media industry.

Associate in Arts Degree General Education Pattern - Section A.4.B., Language and Rationality

Associate in Science Degree General Education Pattern - Section A.4.B., Language and Rationality

CHANGE IN CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. English 43 – African American Literature

Current Status/Proposed Change

~~This course, which emphasizes contemporary literature, is provides a chronological and thematic survey of African American literature, is a chronological survey of Students will read and discuss representative works by African American writers. Emphasis will be on classic and contemporary literature from the Colonial Period to the present.~~

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. French 35 – Introduction to French Francophone Literature in English Translation

~~In This course, emphasizes analysis of chosen students analyze texts in English translations of selected francophone literature from the Middle Ages to contemporary works. Francophone culture will be examined through works of French poetry and literature as works of universal literary value and as keys to an understanding of French culture.~~

INDUSTRY AND TECHNOLOGY DIVISION

INACTIVATE COURSE

1. Welding 25ab – Introduction to Manual and Semiautomatic Welding Processes

CHANGE IN GENERAL EDUCATION REQUIREMENT

1. Electronics and Computer Hardware Technology 20 – Basic Mathematics for Electronics

Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern – Section A.6, Mathematics~~

~~Competency~~

~~Associate in Science Degree General Education Pattern – Section A.6, Mathematics~~

~~Competency~~

2. Machine Tool Technology 40 – Machine Shop Calculations

Current Status/Proposed Change

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~~Associate in Arts Degree General Education Pattern—Section A.6, Mathematics Competency~~

~~Associate in Science Degree General Education Pattern—Section A.6, Mathematics Competency~~

3. Technical Mathematics 1 - Technical Mathematics for Vocational Students
~~Associate in Arts Degree General Education Pattern—Section A.6, Mathematics Competency~~
~~Associate in Science Degree General Education Pattern—Section A.6, Mathematics Competency~~

CHANGE IN CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Administration of Justice 170 – Laws of Arrest, Search and Seizure

Current Status/Proposed Change

~~In t~~This course, covers the study of students examine the history and development of the laws and customs of arrest, search and seizure, and the “eExclusionary #Rule.” Emphasis Consideration is given to the application of these procedures as they relate to law enforcement officers and others in the apprehension of criminals and the procuring of evidence.

2. Air Conditioning and Refrigeration 22 – Basic Refrigeration

Current Status/Proposed Change

~~This course will offer~~ In this course, students are provided basic instruction in refrigeration covering the principles and their application to domestic and commercial refrigeration systems, ~~including compression systems and absorption systems.~~ Soldering and brazing copper to copper and copper to steel with air-acetylene and oxygen-acetylene methods, use of hand tools, electric meters, and test equipment are included.

3. Cosmetology 103 – Introduction to Manicuring Arts

Current Status/Proposed Change

~~The~~ This course covers the ~~study of the principles and practices of manicuring, techniques, procedures, and products. It is designed as an intensive multi-disciplinary workshop in the most common manicuring and pedicuring, processes. Lectures center on the fundamental theories of manicuring, pedicuring, and artificial nails, application nail wraps and nail repairs, spa treatments, reflexology, and paraffin treatments.~~ Laboratory work is designed to support practical applications. ~~The student will have a basic understanding of the manicuring arts and be able to analyze manicuring products for worth and quality. This is a course in preparation and prepares the student for the State Board of Cosmetology~~ Manicuring Examination.

~~Note: Complete course totals 350 hours. Student cost for materials is approximately \$200.~~

4. Welding 40abcd – Gas Tungsten Arc Welding (GTAW), Gas Metal Arc Welding (GMAW)

Current Status/Proposed Change

~~This is a four-semester~~ In this course, in gas tungsten arc welding (GTAW) and gas metal arc welding (GMAW) developing students will develop manipulative skills using alternating currents (AC) and direct currents (DC) Gas Tungsten Arc Welding (GTAW) and Gas Metal Arc Welding (GMAW) processes on ferrous and nonferrous alloys. Emphasis is placed on the requirements for certification shall be placed in the last two semesters in accordance with AWS D.17.1:2001, specifications for Fusion Welding for Aerospace Applications (formerly Mil-Standard-1595A Qualification of Aircraft, Missile and Aerospace Fusion Welders).

CHANGES IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Quality Assurance 9 – Participative Management: Introduction to Self-Regulating Work Teams

Recommended Preparation: eligibility for English 2R and Mathematics 40 or 41B

Current Status/Proposed Change

~~Upon completion of the~~ This course addresses the student will have acquired a working knowledge of how teams activity assist subject of team activity in the improvement of quality/productivity levels in any work manufacturing environment. The student will review and provides the student with an understanding of the ways in which team activities assist in the improvement of quality and productivity in work team techniques, implementation, support and environments. Subjects covered include work team implementation, support, and maintenance. Quality circles as well as other Specific team concepts currently in the workplace will be investigated techniques such as customer surveys and statistical analysis are covered.

2. Quality Assurance 10 – Quality Planning

Current Status/Proposed Change

Recommended Preparation: ~~eligibility for~~ Technical Mathematics 1 and English 2R

~~This course covers the~~ is a study of the principles of quality planning and their applications. With the use of statistical aids, students will learn how to write proposals, reports, and inspection procedures. Also covered are Sselection of key characteristics, use of feedback information, use of prediction techniques along with how to formulate and methods for formulation of quality control policies and objectives with the establishment of within organizational hierarchies, will be covered. A review An overview of the concepts and the structuring of cost studies and audit programs will is also be discussed included.

NEW MAJOR

1. Engineering Technology

Catalog Program Description: The engineering technology program prepares students for transfer to university engineering technology programs and for employment in technical fields. By completing the degree or certificate requirements, students acquire a foundation in the principles of engineering, engineering design, digital electronics, automated manufacturing, and the application of math and science in technical fields.

Careers in engineering technology involve high level technical work in the creation, production, utilization, and distribution of industrial materials, products and processes. Competencies will be assessed regularly in accordance with skill standards established by the National Alliance for Pre-engineering Programs.

Engineering Technician Option:

Engineering Technology 10, 12, 14, 16, Machine Tool Technology 13A, Technical Mathematics 1; three courses from the following: Engineering Technology 18, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75, Welding 15ab*(*one semester of)

Total Units: 25-28

Engineering Technology Option:

Engineering Technology 10, 12, 14, 16, Chemistry 1A, Mathematics 190, Physics 2A; two courses from the following: Computer Information Systems 13, Electronics and Computer Hardware Technology 110, Engineering 1, 9, Engineering Technology 18, Machine Tool Technology 13A, Manufacturing Technology 70, 75

Total Units: 30-33

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

NEW CERTIFICATE OF COMPLETION

1. Engineering Technology

A Certificate of Completion will be granted to students completing the following requirements in either the option of Engineering Technician or Engineering Technology with a grade average of C.

Engineering Technician Option:

Engineering Technology 10, 12, 14, 16, Machine Tool Technology 13A, Technical Mathematics 1; three courses from the following: Engineering Technology 18, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75, Welding 15ab*

(*one semester of)

Total Units: 25-28

Engineering Technology Option:

Engineering Technology 10, 12, 14, 16, Chemistry 1A, Mathematics 190, Physics 2A; two courses from the following: Computer Information Systems 13, Electronics and Computer Hardware Technology 110, Engineering 1, 9, Engineering Technology 18, Machine Tool Technology 13A, Manufacturing Technology 70, 75

Total Units: 30-33

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

CHANGE IN MAJOR

1. Manufacturing Technology

Current Status/Proposed Change

Machine Tool Technology 13A; Machine Tool Technology 10A or Computer Aided Design/Drafting 10abcd*; Machine Tool Technology 2 or Computer Aided Design/Drafting 5; Technical Mathematics 1 or Machine Tool Technology 40; Electronics and Computer Hardware Technology 11, Welding 15ab*; and a minimum of 18 units from the following: Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, 31abcd*, 32abcd*, 33abcd*, 34abcd*, 37abcd*, 45, 47, 49; Electronics and Computer Hardware Technology 22, 110, 112, 120, 122, 124, 130, 131, 140, 142, 144, 150, 152, 190, 191, 192, 193, 194; Engineering Technology 10, 12, 14, 16, 18; Environmental Technology 100, 110, 120, 130, 140, 150, 160, 200, 210; Machine Tool Technology 10B, ~~10G~~, 10J, 10K, 11abcd, 13B, 13C, 13D, 13E, 13F; Manufacturing Technology 1, 2, 3, 70, 75; Quality Assurance 1, 8, 9; Welding 1, 2abc, 19ab, 21, 23abc, 40abcd, 45ab; Cooperative Career Education courses: a maximum of 4 units from either Computer Aided Design/Drafting 95abcd, Electronics and Computer Hardware Technology 95abcd, Machine Tool Technology 95abcd, Quality Assurance 95abcd, Welding 95abcd (*one semester of)

Total Units: 37

CHANGE IN CERTIFICATE OF COMPLETION

1. Manufacturing Technology

Current Status/Proposed Change

A Certificate of Completion will be granted upon completion of the following courses with a grade average of C or better. At least 50% of the courses required for the Certificate of Completion must be completed at El Camino College.

Machine Tool Technology 13A; Machine Tool Technology 10A or Computer Aided Design/Drafting 10abcd*; Machine Tool Technology 2 or Computer Aided Design/Drafting 5; Technical Mathematics 1 or Machine Tool Technology 40; Electronics and Computer Hardware Technology 11; Welding 15ab*; and a minimum of 18 units from the following: Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, 31abcd*, 32abcd*, 33abcd*, 34abcd*, 37abcd*, 45, 47, 49; Electronics and Computer Hardware Technology 22, 110, 112, 120, 122, 124, 130, 131, 140, 142, 144, 150, 152, 190, 191, 192, 193, 194; Engineering Technology 10, 12, 14, 16, 18; Environmental Technology 100, 110, 120, 130, 140, 150, 160, 200, 210; Machine Tool Technology 10B, ~~10G~~, 10J, 10K, 11abcd, 13B, 13C, 13D, 13E, 13F; Manufacturing

Technology 1, 2, 3, 70, 75; Quality Assurance 1, 8, 9; Welding 1, 2abc, 19ab, 21, 23abc, 40abcd, 45ab; Cooperative Career Education courses: a maximum of 4 units from either Computer Aided Design/Drafting 95abcd, Electronics and Computer Hardware Technology 95abcd, Machine Tool Technology 95abcd, Quality Assurance 95abcd, Welding 95abcd (*one semester of)

Total Units: 37

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

NATURAL SCIENCES DIVISION

CHANGE IN GENERAL EDUCATION REQUIREMENT

1. Horticulture 44 – Ecology of Edible, Medicinal and Poisonous Plants

Current Status/Proposed Change

~~Associate in Arts Degree General Education Pattern—Section A.1. Natural Sciences~~

~~Associate in Science Degree General Education Pattern—Section A.1., Natural Sciences~~

CHANGE IN NUMBER

Current Status/Proposed Change

1. Horticulture ~~47~~ 55 – Plant Identification – Trees

Current Status/Proposed Change

2. Horticulture ~~48~~ 56 – Plant Identification – Shrubs, Vines, and Groundcovers

CHANGE IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Horticulture 54 – Landscape Design

Current Status/Proposed Change

Recommended Preparation: Horticulture ~~47~~ 55 and ~~48~~ 56; eligibility for English 2R

CHANGE IN MAJOR

1. Environmental Horticulture

Current Status/Proposed Change

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

Horticulture 41, 42, 46, ~~47~~ 55, ~~48~~ 56, 53, 54; one course from: Biology 15, 16,

Horticulture 44, 95abcd

Total Units: 23-25

CHANGE IN CERTIFICATE OF COMPETENCE

1. Environmental Horticulture

Current Status/Proposed Change

A Certificate of Competence will be awarded upon completion of the courses listed below with a minimum grade average of B.

At least 50% of the requirements for the certificate must be completed at El Camino College.

Horticulture 41, 42, 46, 47 55, 48 56, 53, 54; one course from: Biology 15, 16, Horticulture 44, 95abcd

Total Units: 23-25

CHANGE IN CERTIFICATE OF COMPLETION

1. Environmental Horticulture

Current Status/Proposed Change

A Certificate of Completion will be awarded upon completion of the courses listed below with a minimum grade average of C.

At least 50% of the requirements for the certificate must be completed at El Camino College.

Horticulture 41, 42, 46, 47 55, 48 56, 53, 54; one course from: Biology 15, 16, Horticulture 44, 95abcd

Total Units: 23-25

E. SABBATICAL LEAVE OF ABSENCE – 2006/07

It is recommended that the Board approve Dr. Robert Daily for a Spring 2007 sabbatical leave of absence. A vacancy occurred when another recipient withdrew from his sabbatical and as first alternate, Dr. Daily was offered the sabbatical.

Agenda for the El Camino Community College District Board of Trustees
From
Student Services
John Baker, Ed. D., Interim Vice President

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A. Student Field Trips.....	1
B. EOP&S/CalWORKS/CARE Recognition Banquet.....	1
C. 2006 Summer Baseball Camp.....	1
D. 2006 Summer Football Passing League.....	1
E. 2006 Summer Youth Soccer Camp.....	2
F. 2006 Summer Youth Swim Lessons.....	2

A. STUDENT FIELD TRIPS

It is recommended that the Board ratify/approve the following student field trips sponsored by Puente, Science Club, and Women in Technology. The purposes of the trips for Puente and Women in Technology are to obtain information about transfer and admissions requirements. Additional staff: Victoria Martinez and J. Bodolla.

Puente – Griselda Castro and Barbara Jaffe

April 4, 2006 – Museum of Tolerance, Los Angeles, CA. Estimated students 36. Depart 7:30am; return 12:30pm. Transportation by bus.

Women in Technology – Yolonda Wade

April 6, 2006 – Honeywell, Inc., Torrance, CA.. Estimated students 15. Depart 2:00pm; return 5:00pm. Transportation by van.

Science Club Field Trip – Joe Holliday, Jean Bellemin, and Chuck Herzig

April 10 & 11, 2006 – Zion National Park, Utah, April 12, 2006 – Bryce National, Park, Utah, April 13 & 14, 2006 – Grand Canyon, Arizona. Estimated students 15. Transportation by vans.

B. EOP&S/CalWORKS/CARE RECOGNITION BANQUET

It is recommended that the Board approve the EOP&S/CalWORKS/CARE Recognition Banquet for approximately 300 students scheduled May 26, 2006 at the Torrance Hilton Hotel, Torrance, California. The purpose of the Banquet is to recognize students from EOP&S/ CalWORKS/CARE who have earned 3.0 or higher GPA, transferring, graduating, scholarship recipients and also students who are completing the CARE requirements. Expenses in the amount of \$13,900 to be paid from the EOP&S/CalWORKS funds. Dawn Reid and Jeanette Magee – Advisors.

C. 2006 SUMMER BASEBALL CAMP

It is recommended that the Board approve the 2006 Summer Baseball Camp scheduled June 26, 2006 through August 18, 2006. The 2006 Summer Baseball Camp will be staffed by Chad Nammack, Camp Director, and various camp officials who will be employed as Casuals.

D. 2006 SUMMER FOOTBALL PASSING LEAGUE

It is recommended that the Board approve the 2006 Summer Football Passing League scheduled June 21, 2006 through July 26, 2006. The 2006 Summer Football Passing League will be staffed by Gene Engle and Kevin Duncan, Camp Directors, and various camp officials who will be employed as Casuals.

E. 2006 SUMMER YOUTH SOCCER CAMP

It is recommended that the Board approve the 2006 Summer Youth Soccer Camp scheduled August 14, 2006 through August 25, 2006. The 2006 Summer Youth Soccer Camp will be staffed by John Britton, Camp Director, and various camp officials who will be employed as Casuals.

F. 2006 SUMMER YOUTH SWIM LESSONS

It is recommended that the Board approve the 2006 Summer Youth Swim Lessons Program scheduled June 12, 2006 through August 3, 2006. The 2006 Summer Youth Swim Lessons Program will be staffed by Corey Stanbury, Camp Director, and Carolyn Biedler, Secretary, and various camp officials who will be employed as Casuals.

**Agenda for the El Camino Community College District Board of Trustees
from
Administrative Services
Jeff Marsee, Vice President**

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B. Contracts \$50,000 or Higher	1
C. New Board Policy – First Reading	1
D. Purchase Orders and Blanket Purchase Orders.....	3

A. RENEWAL OF AUDITOR CONTRACT

It is recommended that the contract entered into for fiscal year 2003-04 with the audit firm of Vavrinek, Trine & Day be renewed for the period of July 1, 2006, through June 30, 2007, per the agreement. The cost for the 2005-2006 year will be not to exceed \$47,825, exclusive of mileage.

B. CONTRACTS \$50,000 OR HIGHER

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

1. **AMENDMENT - Community Advancement Division - Background**

The Community Advancement Division provides contract training to private industry consistent with the California State Education Department’s emphasis on economic development. The Center for Applied Competitive Technologies (CACT) helps to advance the State’s economic growth and global competitiveness through technology education, manufacturing training, and services that contribute to continuous workforce development.

<u>Contractor</u>	<u>Date(s) of Service</u>	<u>Contract Amount</u>
<u>Legacee Corporate Services, Inc.</u>	7/1/05-6/30/06	Expense: \$45,000
		\$60,000

Increase the original Board Approved contract (8/15/05) from \$45,000 to \$60,000 to cover the cost of two additional classes at Teledyne for training students.

CACT contracts with various companies to provide such training. Under the State Employment Training Program, Contract #ETO6-0112, the Teledyne Corporation receives revenue to provide such training. The CACT, through El Camino College, contracts with various companies to provide the necessary training classes as specified in the agreement.

C. NEW BOARD POLICY – FIRST READING

It is recommended that the Board accept the following new Board policy for first reading.

7500 Volunteers

Board Policy 7500 Volunteers

A volunteer worker shall be defined as an individual who voluntarily performs an identifiable service without compensation under the supervision, control and management of the District.

It is the policy of the District to invite interested members of the community to contribute their expertise to the District by serving as volunteer workers. Current employees may serve as volunteer workers as long as they perform services other than that for which they were hired.

Volunteer workers will be subject to District regulations and procedures. Fingerprints of each volunteer may be required. The District shall provide workers with workers' compensation insurance coverage in the performance of their voluntary assignments.

Reference: Education Code Section 72401; 87010; 87011

El Camino College Policy
Adopted:

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D. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended that all purchase orders and blanket purchase orders be ratified as shown.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
P0081893	Pacific Coachways	Behavioral & Social	Conferences Other	\$575.87
P0081894	BUTTE COLLEGE	Administration	Training	\$75.00
P0081896	Pacific Coachways	Recruitment/School	Transportation	\$960.00
P0081897	Rand McNally	Earth Sciences	Instructional Supplies	\$300.75
P0081898	Domain Registry of America	El Camino Language	Publications/ Periodicals	\$60.00
P0081899	Domain Registry of America	El Camino Language	Publications/ Periodicals	\$30.00
P0081900	RcuH #1324 Center on Disability	SRC Donations	Conferences Mgmt	\$50.00
P0081901	Tracs	Div Office Fine Arts	Dues And Memberships	\$150.00
P0081902	Environmental Recovery Services	Hazmat	Waste Disposal	\$8,428.92
P0081903	Heather E. Brown	Univ- Silesia, Cieszy	Travel And Conference Exp	\$1,270.84
P0081904	Coctyc	Chemistry	Dues And Memberships	\$25.00
P0081905	American Express Travel	Univ- Silesia, Cieszy	Travel And Conference Exp	\$597.30
P0081906	Best Buys	Job Development Ince	Non-Instruct Supplies	\$107.00
P0081907	Barnes & Noble	Special Resource Cen	Other Books	\$28.98
P0081908	Gallaudet University Press	Special Resource Cen	Other Books	\$396.75
P0081909	Dawn Sign Press	Special Resource Cen	Other Books	\$186.21
P0081910	American Express Travel	El Camino Language	Conferences Mgmt	\$1,134.90
P0081911	Ward's Natural Science Establish	Earth Sciences	Instructional Supplies	\$653.67
P0081912	American Locker Security	Parking-Student Perm	Non-Instruct Supplies	\$31.11
P0081914	Joanna M. Nacheff	Ctr for Arts Product	Non-Instruct Supplies	\$57.32
P0081915	National Promotions & Advertising	Contract Education	Contract Services	\$4,860.43
P0081916	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0081917	Doubletree Hotel San Diego	Global Experience	Conferences Mgmt	\$533.72
P0081918	International Studies Assoc	Global Experience	Conferences Mgmt	\$525.00
P0081919	Tristan C. Robinson	Student Affairs	A/P Manual.Gen.	\$866.00
P0081920	Nasbite	Community Advancement	Conferences Mgmt	\$395.00
P0081921	Glima	Community Advancement	Other Services And Expense	\$1,500.00
P0081922	Xpedx Paper & Graphics	Copy Center	Non-Instruct Supplies	\$1,231.45
P0081923	Smart Computing Customer	Campus Police Depart	Publications/ Periodicals	\$29.00
P0081924	Linda Lew	Job Placement	Non-Instruct Supplies	\$23.90
P0081925	CCUPCA	Campus Police Depart	In-Service Training	\$250.00
P0081926	E.C.C.C.D. Bookstore	Nursing	Other Books	\$150.00
P0081927	Arch Wireless	Nursing	Other Rentals	\$1,445.75
P0081928	Monster for Employers	Human Resources	Multi Media Advertising	\$1,225.00

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P0081929	Marshall & Swift Publishing Compa	Div Office Instr. Se	Library Books	\$612.02
P0081930	Yale Chase Materials Handling	Parking-Student Perm	Repairs Non Instr	\$352.32
P0081931	Keith Poole	Fine Arts	Non-Instruct Supplies	\$150.00
P0081932	Films for the Humanities	Film Rental	Instructional Supplies	\$987.72
P0081933	American Express Travel	Campus Police Depart	Conferences Mgmt	\$292.60
P0081934	Ronald A. Lafond	Life Sciences	Instructional Supplies	\$563.14
P0081935	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$137.92
P0081936	Torrance Electronics	VATEA I&T	New Equipment – Instruc.	\$375.63
P0081937	Thomas Distributing	VATEA I&T	New Equipment – Instruc.	\$494.85
P0081938	Genesis Computer Systems, Inc	VATEA I&T	New Equipment – Instruc.	\$490.38
P0081939	Digi Key	Electronics	Instructional Supplies	\$247.93
P0081940	CFTDA	Fire Academy/Emergen	Dues And Memberships	\$100.00
P0081941	The College Board	Matriculation	Non-Instruct Supplies	\$49,980.00
P0081942	DataArc, LLC	Health Sciences	Fundraising	\$900.00
P0081943	Boise Cascade	Facilities/Planning/	Non-Instruct Supplies	\$159.65
P0081944	Specialized Products	Information Technology	Non-Instruct Supplies	\$136.39
P0081945	Graybar Electric	Information Technology	Non-Instruct Supplies	\$1,162.39
P0081946	JACC Palomar College	Humanities	Non-Instruct Supplies	\$4,950.00
P0081947	Wilshire Grand Hotel	Humanities	Non-Instruct Supplies	\$291.96
P0081948	Alpha Gamma Sigma	Student Affairs	A/P Manual.Gen.	\$1,520.00
P0081949	Channing L. Bete Co.	Health Services	Other Books	\$190.46
P0081950	Mass Press	First Year Exp Found	Non-Instruct Supplies	\$178.45
P0081951	Wolfram Research	Information Technology	Computer Software Account	\$6,206.00
P0081952	CIO/CSSO Joint Conference	V.P. Academic Affairs	Conferences Mgmt	\$475.00
P0081953	Matson Printing	Fiscal Services	Non-Instruct Supplies	\$748.09
P0081954	Gradshirts	MESA Program	Non-Instruct Supplies	\$623.53
P0081956	Graybar Electric	Information Technology	Non-Instruct Supplies	\$446.24
P0081958	Creation Engine, Inc.	I&T Division	Computer Software Account	\$2,180.41
P0081959	Woodsmith	Construction Technology	Publications Periodicals	\$36.00
P0081960	Geckodrive, Inc.	VATEA I&T	New Equipment – Instruc.	\$738.19
P0081961	U.S. Digital	VATEA I&T	New Equipment – Instruc.	\$182.09
P0081962	Surplus Center	VATEA I&T	New Equipment – Instruc.	\$44.99
P0081963	Acroname	VATEA I&T	New Equipment – Instruc.	\$58.91
P0081964	Jameco Electronics	VATEA I&T	New Equipment – Instruc.	\$151.97
P0081965	The Robson Company, Inc.	VATEA I&T	New Equipment – Instruc.	\$89.44
P0081966	Digi Key	VATEA I&T	New Equipment – Instruc.	\$52.61
P0081967	Radio Shack.Com	VATEA I&T	New Equipment – Instruc.	\$26.61
P0081968	Mouser Electronics	VATEA I&T	New Equipment – Instruc.	\$84.14
P0081969	Franklin Covey	V.P. Academic Affairs	Non-Instruct Supplies	\$36.09
P0081970	Department of Social Services	CDC	Other Services And Expense	\$600.00
P0081971	S & B Food Services Catering	Special Resource Cen	Fundraising	\$124.79
P0081972	Mass Press	Recruitment/School	Non-Instruct Supplies	\$237.92

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P0081973	Fire Protection Publications :	P4E Inglewood Fire	Instructional Supplies	\$227.33
P0081974	Sign Media, Inc.	Special Resource Cen	Other Books	\$118.78
P0081975	Pinky Aiello	Special Resource Cen	Other Books	\$38.00
P0081976	Signs of Development, Llc	Special Resource Cen	Other Books	\$126.84
P0081977	Parker Lighting, Inc.	P4E INGLEWOOD FIRE T	Instructional Supplies	\$144.52
P0081979	Pepnet Resource Center California	Special Resource Cen	Other Books	\$15.00
P0081980	Interpreting Consolidated	Special Resource Cen	Other Books	\$35.21
P0081981	Deaf Utopia	Special Resource Cen	Other Books	\$46.95
P0081982	Alldata	Information Technology	Computer Software Account	\$975.00
P0081983	Jana Urbanova	Univ- Silesia, Cieszzy	Travel And Conference Exp	\$2,765.00
P0081984	Best Buy HSBC Business Solutions	Sign Language	New Equipment – Instruc.	\$75.97
P0081985	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$36.38
P0081986	Van Lingen Body Shop	Parking-Student Perm	Other Services And Expense	\$26.00
P0081987	U.S. Armor Corp.	Parking-Student Perm	New Equipment – Noninstruc.	\$729.60
P0081988	CMH Electronics	Information Technology	Non-Instruct Supplies	\$57.53
P0081989	Graybar Electric	Information Technology	Non-Instruct Supplies	\$114.44
P0081991	Leon G. Palmer	Astronomy	Instructional Supplies	\$240.00
P0081992	Armstrong Medical Industries	Behavioral & Soc Sci	New Equipment – Instruc.	\$124.75
P0081993	Medic First Aid International	Behavioral & Soc Sci	New Equipment – Instruc.	\$448.42
P0081994	B & M Lawn and Garden Center	Grounds	Repairs Noninstructional	\$40.00
P0081995	Paul Hadobas	Fine Arts	Non-Instruct Supplies	\$600.00
P0081996	Graybar Electric	Information Technolo	Non-Instruct Supplies	\$28.89
P0081997	D & D Sporting Goods	Health Sciences and	Fundraising	\$1,650.21
P0081998	Janet L. Young	Title V ECC/SMC Acti	Non-Instruct Supplies	\$41.00
P0081999	Copy R Office Solutions	Title V ECC/SMC Acti	New Equipment - Noninstru	\$1,491.36
P0082000	American Express Travel	Administration	Training	\$251.00
P0082001	American Express Travel	Administration	Training	\$251.00
P0082002	Subs Delight	Community Advancement	Non-Instruct Supplies	\$356.25
P0082003	Port Supply	Job Development Ince	Non-Instruct Supplies	\$785.66
P0082004	Imperial International	Job Development Ince	New Equipment – Instruc.	\$1,095.85
P0082005	School Specialty	Sign Language	Instructional Supplies	\$369.25
P0082006	Highsmith Company Inc.	Sign Language	New Equipment – Instruc.	\$377.66
P0082007	Oxford University Press	Earth Sciences	Instructional Supplies	\$96.35
P0082009	Community College League of Calif	DSPS	Instructional Supplies	\$19.00
P0082011	Montgomery Hardware Company	Lock Shop	Non-Instruct Supplies	\$2,401.04
P0082012	CSUN The University Crop.	WRIEC Year 1	Multi Media Advertising	\$75.00
P0082013	First Call Office Solutions	Sign Language	New Equipment – Instruc.	\$644.28
P0082014	National Promotions & Advertising	Career & Tech Ed	Non-Instruct Supplies	\$3,994.43
P0082015	Best Buy HSBC Business Solutions	Sign Language	New Equipment – Instruc.	\$802.96
P0082016	Best Buy HSBC Business Solutions	Sign Language	New Equipment – Instruc.	\$52.63
P0082017	Best Buy HSBC Business Solutions	Sign Language	New Equipment – Instruc.	\$48.30
P0082019	AACC Convention	V.P. Academic Affairs	Conferences Mgmt	\$65.00

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P0082020	S & B Food Services Catering Serv	CalWORKs	Non-Instruct Supplies	\$1,242.13
P0082022	American Express Travel	CalWORKs	Conferences Other	\$428.12
P0082023	American Express Travel	SBDC CITD	Transportation/ Mileage	\$146.60
P0082025	A-1 Office Plus	CCAccessMeansParent	New Equip - Noninstr \$5k	\$4,471.46
P0082026	Grainger Industrial and Equipment	P4E Inglewood Fire	Instructional Supplies	\$432.24
P0082027	Southland Lumber	P4E Inglewood Fire	Instructional Supplies	\$2,755.84
P0082028	Major League Music	Commencement Expense	Other Rentals	\$800.00
P0082029	Today's Best Hair	Cosmetology	Publications Periodicals	\$98.50
P0082030	Chief Automotive Systems	Automotive Collision	Publications Periodicals	\$550.99
P0082031	Shop Floor Automations	Machine Tool Technol	Maintenance Contracts	\$91.00
P0082032	University of Tennessee	DSPS	Conferences Mgmt	\$200.00
P0082033	West Coast Sound Service Inc.	Commencement Expense	Other Rentals	\$2,400.00
P0082034	Quality Business Machines	Student Affairs	Non-Instruct Supplies	\$100.00
P0082036	Lippincott Williams & Wilkins Sub	Nursing	Fundraising	\$3,610.39
P0082037	College of Dupage	Nursing	Fundraising	\$38.42
P0082038	National Association for Home	Nursing	Fundraising	\$19.50
P0082041	Health Sciences Consortium	Nursing	Fundraising	\$681.57
P0082042	Coursey Enterprises, Inc.	Nursing	Fundraising	\$216.35
P0082043	Verizon Wireless	Health, Safety	Telephone	\$259.37
P0082044	Educational Global Technologies,	Nursing	Fundraising	\$1,305.00
P0082045	Nextel/Sprint	Health, Safety	Telephone	\$78.20
P0082046	Chronicle of Higher Education	Community Advancement	Publications/ Periodicals	\$82.50
P0082047	West Coast Silk Screen	Health Sciences and	Fundraising	\$520.04
P0082048	Sage Publications, Inc.	Community Advancement	Publications/ Periodicals	\$109.00
P0082049	Amatyc/SW Tennessee CC	Division Office Math	Conferences Mgmt	\$50.00
P0082050	Pacific Coachways	EOPS	Transportation	\$370.65
P0082051	C. Alan Publications	Music	Instructional Supplies	\$25.54
P0082052	Edvotek	Life Sciences	Instructional Supplies	\$112.50
P0082053	Monster.Com	Ed & Community Devel	Multi Media Advertising	\$720.00
P0082054	Harris Communication	Special Resource Cen	Other Books	\$633.62
P0082055	South Bay Regional Public	Parking-Student Perm	New Equipment – Noninstruc.	\$798.87
P0082056	Mass Press	Counseling Office	Non-Instruct Supplies	\$59.48
P0082057	Row-Loff	Music	Instructional Supplies	\$207.27
P0082058	Mass Press	Div Office Fine Arts	Miscellaneous	\$59.48
P0082059	Hitt Marking Devices	Div Office Fine Arts	Non-Instruct Supplies	\$39.32
P0082060	Mass Press	Counseling Office	Non-Instruct Supplies	\$59.48
P0082061	Sue Oda-Omori	Counseling Office	Non-Instruct Supplies	\$58.93
P0082062	Oracle Corporation Oracle Service	Information Technology	Computer Software Account	\$500.00
P0082063	Graybar Electric	Information Technology	Non-Instruct Supplies	\$132.52
P0082065	Lucks Music Library	Ctr for Arts Instr/A	Other Rentals	\$234.60
P0082066	Matchware Inc.	Resource Develop	Non-Instruct Supplies	\$189.00
P0082067	Frances Peveler	Univ- Silesia, Cieszzy	Travel And Conference Exp	\$5,462.12

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P0082070	Foundation for California Commun	License for On-Line	License Fee/Site Licenses	\$9,400.00
P0082071	Concept Media	Nursing	Fundraising	\$190.00
P0082072	Omega Cinema Props	Ctr for Arts Product	Non-Instruct Supplies	\$80.17
P0082074	Orvac Electronics	00-01 P4E CISCO ACAD	Instructional Supplies	\$2,192.14
P0082075	Pi Manufacturing	00-01 P4E CISCO ACAD	Instructional Supplies	\$426.54
P0082076	Ronald A. Lafond	Horticulture	Instructional Supplies	\$595.46
P0082077	Office Max A Boise Company	Div Office Business	Non-Instruct Supplies	\$616.97
P0082078	James Publishing	Div Office Business	Publications Periodicals	\$48.00
P0082079	American Bar Association	Legal Assistance	Dues And Memberships	\$700.00
P0082080	David J. Murphy	Accounting	Instructional Supplies	\$75.76
P0082081	Parkhouse Tire, Inc	Automotive Shop	Non-Instruct Supplies	\$1,733.63
P0082082	Rosen's Electrical Equipment	Facilities/Planning	Repairs Noninstructional	\$1,472.20
P0082083	Academic Superstore PO Process	Art Department	Instructional Supplies	\$212.07
P0082084	The Tape Company	Art Department	Instructional Supplies	\$287.12
P0082085	El Camino Community College Distr	Purchasing and Busin	Liability - Self Insurance	\$3,553.88
P0082086	Office Max A Boise Company	Art Department	Instructional Supplies	\$199.89
P0082087	Phyllis S. Fowler	Fine Arts	Non-Instruct Supplies	\$200.00
P0082088	Kathy Ander	Fine Arts	Non-Instruct Supplies	\$75.00
P0082089	William Malcolm	Fine Arts	Non-Instruct Supplies	\$75.00
P0082090	Patricia D. Mack	Fine Arts	Non-Instruct Supplies	\$75.00
P0082091	Richard E. Alleshouse	Fine Arts	Non-Instruct Supplies	\$80.00
P0082092	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies	\$65.00
P0082093	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$75.00
P0082094	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$75.00
P0082095	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$65.00
P0082097	Avalon Communications Company	Community Advancement	Multi Media Advertising	\$1,348.50
P0082098	Bank of America	President's Office	Conferences Mgmt	\$325.00
P0082100	California Community College Leag	Board Of Trustees	Conferences Mgmt	\$385.00
P0082101	California Community College Leag	Board Of Trustees	Conferences Mgmt	\$385.00
P0082102	Avalon Communications Company	Community Advancement	Multi Media Advertising	\$3,038.86
P0082103	Kramer Sporting Goods	Health Sciences	Fundraising	\$898.32
P0082104	Sports Imports	Health Sciences	Fundraising	\$108.11
P0082105	Sonali Kolhatkar	Faculty & Staff Dive	Contract Services	\$100.00
P0082106	Mary E. Perry	Faculty & Staff Dive	Contract Services	\$100.00
P0082107	El Camino College ASB	Faculty & Staff Dive	Contract Services	\$2,000.00
P0082108	Grainger	Ctr for Arts Product	Non-Instruct Supplies	\$281.56
P0082109	Computerland	CACT COCCC	Software	\$108.92
P0082110	Us Armor Corp	Parking-Student Perm	New Equipment – Noninstruc.	\$1,383.86
P0082111	South Bay Ford	Parking-Student Perm	Repairs Non Instr	\$142.34
P0082112	Bernice L. Boseman	Fine Arts	Non-Instruct Supplies	\$200.00
P0082113	Pacific Coachways	South Bay Children's	Other Services And Expense	\$398.00
P0082114	Pacific Coachways	South Bay Children's	Other Services And Expense	\$596.00

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P0082115	Kenneth W. Lefort	Fine Arts	Non-Instruct Supplies	\$80.00
P0082116	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$500.00
P0082117	Charles F. Turner	Fine Arts	Non-Instruct Supplies	\$200.00
P0082118	Sidedoor Studio, The	El Camino Language	Multi Media Advertising	\$1,012.50
P0082119	Rp Group, the	Division Ofc Student	Conferences Mgmt	\$150.00
P0082120	Xpedx	Copy Center	Non-Instruct Supplies	\$1,392.94
P0082121	Westwood Building Materials Co.	Carpenter Shop	Non-Instruct Supplies	\$76.89
P0082122	Pc Mall	Job Placement	Non-Instruct Supplies	\$436.92
P0082123	Allisun Kale	Special Resource Cen	Contract Services	\$500.00
P0082124	Bonnie F. Gibson	Special Resource Cen	Contract Services	\$100.00
P0082125	L.A. County Office of Education	Institutional Service	County Contracts	\$600.00
P0082126	NAEYC National Assoc for Ed.	Careers in Child Car	Dues And Memberships	\$35.00
P0082127	Barbara Kartsonis	Student Affairs	A/P Manual.Gen.	\$932.30
P0082128	S & B Food Services Catering Serv	Student Affairs	ASB Exp.	\$736.11
P0082129	Janet L. Young	Title V ECC/SMC Acti	Non-Instruct Supplies	\$79.54
P0082130	California Court Clerks Association	Parking-Student Perm	Non-Instruct Supplies	\$30.00
P0082131	Peachtree Business Products	Parking-Student Perm	Non-Instruct Supplies	\$194.85
P0082132	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$440.01
P0082133	Pacific Parking Systems, Inc.	Parking-Student Perm	Non-Instruct Supplies	\$205.20
P0082134	Borden Decal Co., Inc.	Parking-Student Perm	Non-Instruct Supplies	\$3,772.00
P0082135	South Bay Regional Public Comm	Parking-Student Perm	New Equipment – Noninstruc.	\$1,625.00
P0082138	Butte College	Admissions/Records	Conferences Mgmt	\$50.00
P0082139	Arvid E. Spor	Division Ofc Student	Conferences Mgmt	\$100.00
P0082140	Lakeshore Learning Materials	VTEA - Childhood Edu	Instructional Supplies	\$2,288.64
P0082142	Act ESS	V.P. Academic Affairs	Non-Instruct Supplies	\$2,405.00
P0082144	Platinum Micro, Inc.	VATEA I&T	New Equipment – Instruc.	\$4,964.70
P0082145	Lakeshore Learning Materials	Child Development Tr	Instructional Supplies	\$916.81
P0082146	Centrix International	VATEA I&T	New Equipment – Instruc.	\$2,771.18
P0082147	Tower Hobbies	VATEA I&T	New Equipment – Instruc.	\$158.43
P0082148	John Koze	CalWORKs	Contract Services	\$500.00
P0082149	Edwards Medical Supply	Nursing	Fundraising	\$257.90
P0082150	Gaumard Scientific Company, Inc	Nursing	Fundraising	\$383.85
P0082151	Armstrong Medical Industries	Nursing	Fundraising	\$1,075.54
P0082154	Crucial Technology	Community Advancement	New Equipment – Noninstruc.	\$301.33
P0082156	Anthony Schlotzhauer	P4E Inglewood Fire	Repairs - Instructional	\$1,236.37
P0082157	Tamayo Electric Inc.	Fire Tech Donations	Repairs - Instructional	\$2,100.00
Total :	238	\$225,782.45		
B0081391	Best Roofing	Roof Rpl&Struct Strg	Repairs Noninstructional	\$48,571.51
B0087956	National Student Cle	EOPS	Contract Services	\$425.00
B0087961	Mary L. Gonzalez	Resource Developm./G	PSA Contract Services	\$1,000.00
B0087962	Philip Lenuud	Community Advancement	PSA Contract Services	\$1,000.00

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B0087979	Nonprofit Navigators	WRIEC Year 1	Contract Services	\$4,000.00
B0087980	Mobile Advanced Comp	WPLRC PIC Aerospace	Contract Services	\$10,000.00
B0087982	Sharonda Barksdale	Foster Care Ed 03-04	PSA Contract Services	\$148.00
B0087983	Tasha Stiger	Foster Care Ed 03-04	PSA Contract Services	\$148.00
B0087984	Susan Barclay-Jones	Foster Care Ed 03-04	PSA Contract Services	\$518.00
B0087987	Easterday Supply Com	Cosmetology	Instructional Supplies	\$400.00
B0087988	S & B Food Services	Health Sciences	Fundraising	\$1,600.00
B0087989	E.C.C. Public Inform	Job Placement	Non-Instruct Supplies	\$50.00
B0087990	E.C.C. Public Inform	Job Placement	Non-Instruct Supplies	\$200.00
B0087991	Wendell Glenn	Foster Care Ed 03-04	PSA Contract Services	\$240.50
B0087992	Johnson & Associates	Human Resources	Contract Services	\$72,000.00
B0087993	Virginia C. Baker	Foster Care Ed 03-04	PSA Contract Services	\$148.00
B0087994	Henry Madrid	Torrance One Stop Ca	PSA Contract Services	\$15,000.00
B0087995	ECCD Petty Cash	TANF	Non-Instruct Supplies	\$450.00
B0087996	Tetyana Vvedenska	Community Advancement	PSA Contract Services	\$3,500.00
B0087997	Susan K. Henry	SBDC COCCC	PSA Contract Services	\$1,900.00
B0087998	Cora Pearson	Foster Care Ed 03-04	PSA Contract Services	\$148.00
B0087999	Competitive Aquatic	Health Sciences	Fundraising	\$6,000.00
B0088001	Enterprise Rent-A-Car	MESA Program	Transportation	\$1,000.00
B0088002	ECCD Petty Cash	Technology & Diversi	Non-Instruct Supplies	\$488.00
B0088003	Katie S. Polsky	DSPS	PSA Contract Services	\$3,000.00
B0088005	S & B Food Services	Staff Development	Fundraising	\$1,030.00
B0088009	Lawrence J. Friedber	SBDC COCCC	PSA Contract Services	\$600.00

Total : 27 \$173,565.01

Total POs and BPOs : 265 TOTAL : \$399,347.46

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund
Administrative Services**

	<u>Page No.</u>
A. Project Budgets	1
B. Contracts \$50,000 or Higher	4
C. Citizens’ Bond Oversight Committee	6
D. Purchase Orders.....	6

A. PROJECT BUDGETS

The Facilities Needs Report prepared May 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified below. The Needs Report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Budgets were also revised as of May 16, 2005. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through March 31, 2006.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS			
Expenditures though March 31, 2006			
	REVISED BUDGET	EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	18,582	1,510,418
Athletic Education and Fitness Complex (0203)	15,718,000	274,322	15,443,678
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	73,428	6,011,468
Business Building Replacement (0205)	10,926,189	139,877	10,786,312
Central Plant (0206)	10,858,000	187,740	10,670,260
Child Development Center Phase 2 (0207)	2,525,000	30,573	2,494,427
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	13,418	1,086,582
Fire Academy Structure (0209)	791,375	14,880	776,495
Fire Program Facility (0210)	123,000	1,656	121,344
Humanities Complex Replacement (0212)	23,120,064	2,819,393	20,300,671
Learning Resource Center Addition (0213)	7,100,000	121,824	6,978,176
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	216,232	812	215,420
Remodeling Phase Two (0216)	157,625	38,337	119,288
Remodeling Phase Three (0217)	8,715,875	105,101	8,610,774
Science Complex Renovation (0219)	6,721,738	6,477,215	244,523
Signage and Wayfinding (0224)	2,600,000	53,905	2,546,095
Student Services and Activities Replacement (0220)	31,928,118	440,268	31,487,850
Temporary Space and Relocation Costs (0221)	2,000,000	745,767	1,254,233
Master Planning (0223)		300,542	(300,542)
Reserve for Contingencies (0299)	37,748,071		37,748,071
Total Additional Classrooms and Modernization	174,963,183	12,812,641	162,150,542
	REVISED BUDGET	EXPENDED	BALANCE

<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	14,975	385,025
Emergency Generators and Distribution (0302)	2,265,000	17,671	2,247,329
Emergency Power to Security Lighting (0303)	175,000	1,365	173,635
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	4,501	395,499
Fencing Replacement and Additions (0305)	375,000	2,926	372,074
Landscaping and Irrigation System Replacements (0306)	2,540,000	42,403	2,497,597
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	19,036	2,420,964
Lot F Parking Structure Improvements (0309)	1,632,000	32,732	1,599,268
Lot H Parking Structure (0310)	8,348,666	872,601	7,476,065
Paving Replacement - All Walks and Driveways (0311)	2,187,000	17,062	2,169,938
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	637	80,963
Security Video (0313)	180,000	7,831	172,169
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	84,628	1,860,553
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	1,118,367	23,608,864
<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Ph. 1 (0401) CLOSED		-	
Energy Efficiency Improvements Phase Two (0402)	2,818,000	43,000	2,775,000
Reserve for Contingencies (0499)	215,653		215,653
Total Energy Efficiency Improvements	3,033,653	43,000	2,990,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	80,867	4,286,865
Art & Behavioral Sciences (0502)	12,247,136	281,343	11,965,793
Auxiliary Warehouse (0504)	105,042	1,305	103,737
Communications (0507)	8,223,354	220,115	8,003,239
Construction Technology (0508)	943,970	16,588	927,382
Domestic Water System (0509)	2,488,800	68,622	2,420,178
Facilities and Receiving (0510)	1,985,416	141,908	1,843,508
Fire Alarm (0511)	780,800	22,609	758,191
Firelines (0512)	1,837,503	85,268	1,752,235
Hazardous Materials Abatement (0513)	200,000	76,807	123,193
Library (0515)	7,876,509	421,587	7,454,922
Marsee Auditorium (0516)	6,670,843	112,806	6,558,037
Math & Computer Sciences (0517)	10,761,643	190,644	10,570,999
Music (0518)	8,896,846	227,342	8,669,504
Natural Gas System (0519)	488,000	5,698	482,302
North Gymnasium (0520)	3,248,993	257,277	2,991,716

	REVISED BUDGET	EXPENDED	BALANCE
Physical Education and Men's Shower (0521)	4,216,871	67,618	4,149,253
Planetarium (0522)	559,465	12,921	546,544
Pool and Health Center (0523)	8,273,592	140,855	8,132,737
Primary Electrical Distribution System (0524)	13,460,000	1,147,992	12,312,008
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	30,245	1,283,419
Sewer System (0527)	1,964,200	22,629	1,941,571
Social Sciences (0528)	7,415,520	152,161	7,263,359
Storm Drain System (0530)	1,083,909	12,532	1,071,377
Technical Arts (0531)	5,600,000	303,984	5,296,016
Shops (0533)	10,600,000	213,338	10,386,662
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	135,403,489	5,771,414	129,632,075
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	438,401	685,249
Facilities Planning and Services (0603)	1,818,724	283,304	1,535,420
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	1,784,540	12,772,970
Learning Resources (0609)	4,665,775	260,085	4,405,690
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	585,119	2,417,166
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	169,879	397,621
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900		12,686,900
Installation Contingency (0698)	4,464,194		4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	5,016,082	49,665,776
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049

Refunding Income	6,866,776	-	6,866,776
*The Master Planning expenses identified will be spread at a later date.	\$ 401,383,239	\$ 24,761,504	\$ 369,754,959

B. CONTRACTS \$50,000 OR HIGHER

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

***1. BID 2005-09 HUMANITIES CONSTRUCTION PROJECT**

It is recommended that the following prime contractors be awarded contracts for the respective trades related to the construction of the Humanities Building, in accordance with specifications, terms and conditions of the above named bid. Construction will begin in May 2006 and conclude in the summer of 2007. C. W. Driver, previously approved by the Board, will manage the construction.

**El Camino Community College
Humanities Complex Replacement Project**

Bid Package	Bid Package Description	Low Bidder		Bid Award Amount
1-1	Final Clean up	M N Z Janitorial Services		\$52,570.00
2-2	Landscape	Bennett Landscape		262,713.86
3-1	Site Concrete	Amtek Construction		1,042,000.00
3-2	Structural Concrete	TB Penick		
		Base Bid	\$6,455,000.00	
		Alternate 2	430,000.00	6,885,000.00
4-1	Masonry	So Counties Quality Masonry		
		Base Bid	501,000.00	
		*Alternate 2	21,000.00	522,000.00
6-1	Finish Carpentry	K & Z Cabinet Co. Inc.		135,723.00
8-1	Glass & Glazing	Padua Glass Enterprises, Inc.		1,207,400.00
9-1	Metal Framing	Superior Wall Systems, Inc.		1,484,330.00
9-2	Ceramic Tile	Premier Tile & Marble		168,420.00
9-3	Aeoustical Ceiling	Preferred Ceilings Inc		728,900.00
9-4	Flooring	Pacific Carpets, Inc.		400,000.00
9-5	Painting	Borbon, Inc.		249,900.00
10-1	Misc. Specialties	Inland Building Companies		235,000.00
10-2	Toilet Partitions	Stumbaugh & Associates, Inc.		45,235.00
14-1	Elevators	Braaksma Construction		313,000.00

15-1	Fire Sprinklers	Orange Builders		
			Base Bid	366,212.00
			Alternate 2	<u>2,000.00</u>
15-2	Plumbing	PPC Air Conditioning, Inc.		513,000.00
15-3	HVAC	Airemasters Air Conditioning		1,625,000.00
16-1	Electrical	S.H. Fish Electric		<u>2,399,900.00</u>
			TOTAL	<u>\$18,638,303.86</u>

***Alternate 2**— This alternate is the cost associated with shortening the construction schedule by 30 days from August 31 to July 31, 2007

In November 2005, the project construction manager estimated the total project cost to be slightly over \$31,000,000 for the building and associated work. The results of this round of bidding are within the estimated amount for the work. A revised project budget for this phase of work will be prepared and presented when the costs of the final two bid packages (5-1 Structural Steel and 7-1 Roofing) are determined.

Additional Bidding— Two bid packages, 5-1 Structural Steel and 7-1 Roofing, are not being awarded at this time. There were no bidders on the Structural Steel package. Two bids were received for the Roofing package but the amounts are judged to be excessive for the scope of work. Both bid packages are being bid again.

Bid Responses— Sixty (60) Bids were received. Five (5) bid packages received only one bid. One hundred and two (102) contractors attended the mandatory pre construction meetings and job walks. The total amount of bids submitted by the second low bidders and the bid packages that received only one bidder is \$20,799,860— i.e., low bid savings of \$2,161,557.

Budget Background—

The Humanities Complex Replacement project budget of \$23,120,064 was developed in January 2004 using then current construction cost information. The budget of \$22,184,735 is for the building and associated work. The remaining \$1,595,329 is the budget amount for the future demolition of the remaining west portion of the Humanities complex and landscaping of that area.

The recommended bids for this project indicate that the budget will be inadequate to support the full construction cost and will need to be increased. There are two reasons for the increase: an escalation of construction costs; and an expansion of the project's scope.

The scope of this project increased because of an increase in the width of the building corridors beyond the building code minimum. The building code minimum was judged to be too narrow for comfortable circulation. An additional elevator was also added to provide enhanced accessibility.

A formal master plan revision will be presented for review and approval to the Board of Trustees after the final Humanities and Parking Structure bids have been approved.

* Item 1 withdrawn and no substitutions were made.

*** 2. STATEWIDE EDUCATIONAL WRAP-UP (INSURANCE) PROGRAM (SEWUP)**

<u>Contractor</u>	<u>Dates of Service</u>	<u>Contract Amount</u>
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<u>Keenan and Associates</u>	<u>4/15/06-10/15/07</u>	<u>\$644,122</u>
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The contractor will provide the District's Owner Controlled Insurance Program (OCIP) for the Humanities Construction Project under its SEWUP by providing and administering the primary insurance for the project. All premiums and coverages (General Liability, Workers' Compensation, Pollution Liability, etc.) are paid by the District.

* Item 2 withdrawn and no substitutions were made.

3. AMENDMENT

<u>Contractor</u>	<u>Dates of Service</u>	<u>Contract Amount</u>
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<u>SC Advisory Services</u>	<u>11/14/05-12/31/06</u>	<u>18% of utility rebate</u>
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The contractor is to provide services to obtain utility rebates in accordance with the California Community College & Investor Owned Utilities rebate program.

This is a request to increase the "not to exceed" amount of an existing contract from \$49,000 to \$180,000. The prior contract, executed in November 2005, envisioned the potential collection of \$250,000 in rebates, which would yield the contractor \$45,000. It has now been determined the potential rebate amount has increased to \$1,000,000, which would yield the contractor \$180,000. Previously approved December 19, 2005.

Specific services provided by the contractor include; preparation of rebate applications, calculation and documentation of current and future equipment energy consumption, interface with utility company on District's behalf and provide follow up with utility representatives when energy conservation measures are completed.

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for April 19 at 3 p.m. in the Administration Building, Room 127.

D. PURCHASE ORDERS

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 that payment be authorized upon delivery and acceptance of the items or services ordered.

April 17, 2006

Measure "E" Bond Fund 6

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
P0082008	Cummings & Associates	Remodeling-Phase 2	Group II Equipment	323.15
P0089087	Division of the State Architect	TemporarySpace/Reloc	Architecture & Engineering	\$7,831.97
P0089089	Daily Breeze, the	Master Planning	Advertising-Bond Projects	\$4,000.00
Total :	3	\$12,155.12		
B0089072	Flewelling & Moody	TemporarySpace/Reloc	Architecture & Engineering	\$20,000.00
B0089073	Flewelling & Moody	Primary Elect Distri	Architecture & Engineering	\$9,000.00
B0089084	C.W. Driver	Humanities Complex	Professional Services-Bon	\$2,000.00
B0089085	J.T. Thorpe & Son	Fire Academy Structu	Buildings	\$12,760.00
B0089088	Allard Engineering	Central Plant	Architecture & Engineering	\$48,825.00
Total :	5	\$92,585.00		
Total POs and BPOs : 8		TOTAL :		\$104,740.12

April 17, 2006

Measure "E" Bond Fund 7

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources - Administrative Services**

	<u>Page No.</u>
A. Employment and Personnel Changes.....	1-4
B. Temporary Non-Classified Service Employees	4-5
C. Classified Professional Growth.....	5
D. Resolution – Equivalence to Minimum Qualifications.....	5-6
E. Volunteers.....	6

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special project temporary administrators and temporary classified service employees as shown in items 1- 16 and 1- 10.

Certificated Personnel:

1. Retirement – Ms. Ann Kesslen, full-time instructor of English, Humanities, last day worked effective June 9, first day of retirement, effective June 10, 2006, and that a plaque be presented to her in recognition for her service to the District since 1985.
2. Retirement – Mr. Edward McCrary, full-time instructor of Psychology, Behavioral & Social Sciences, last day worked June 9, first day of retirement June 30, 2006, and that a plaque be presented to him in recognition of his service to the District since August 1976.
3. Amend Employment – Dr. Ian Haslam, Dean of Health Sciences & Athletics, from Range 16, Step 2 to Range 16, Step 3, effective May 1, 2006.
4. Amend Employment – Ms. Donna Green, full-time/temporary instructor of Nursing, Health Sciences & Athletics, Class II (instead of Class I), Step 4, to be paid by Cedars Sinai Grant, effective February 8 through June 30, 2006.
5. Amend Employment – Mr. Rex Wells, full-time instructor of Speech, Fine Arts, from Class II, Step 9 to Class III, Step 9, effective May 6, 2006.
6. Amended Leave of Absence (60% medical) – Ms. Carmen Hunt, full-time instructor of Speech Communications, Fine Arts, to return to full-time, leave ends March 20, 2006.
7. Leave of Absence (paid medical) – Ms. Amy Grant, full-time instructor of Chemistry, Natural Sciences, effective February 8 through March 27, 2006.
8. Leave of Absence (unpaid FMLA) – Ms. Amy Grant, full-time instructor of Chemistry, Natural Sciences, effective March 28 through June 9, 2006.
9. Special Assignment – Mr. Oscar Serrano, part-time instructor Administration of Justice, Industry & Technology, to provide instruction in the Administration of Justice Reserve Academy, effective April 18 through June 30, 2006, to be paid \$41.74 an hour, not to exceed 42 hours or \$1,728, in accordance with the Agreement, Article X, Section 9(m).
10. Special Assignment – Mr. Rick Shima, part-time instructor of Fire Academy, Industry & Technology, to provide instruction in the Fire Academy, effective April 18 through June 30, 2006, to be paid \$41.74 an hour for 40 hours not to exceed \$1,670, in accordance with the Agreement, Article X, Section 9(m).

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11. Special Assignment – Mr. Isaac Yang, part-time instructor of Fire Academy, Industry and Technology, to provide instruction in the Fire Academy, effective April 18 through June 30, 2006, to be paid \$41.74 an hour for 116 hours, not to exceed \$4,842, in accordance with the Agreement, Article X, Section 9(m).
12. Special Assignment – Mr. Jason Suarez, full-time instructor of History to conduct faculty development training for Teacher Education Program faculty, to be paid \$55.65 an hour, not to exceed 90 hours or \$5,008, effective April 18 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
13. Special Assignment – The following part-time instructors to be hired in Industry and Technology, to administer credit-by-examinations, effective February 13 through June 9, to be paid \$55.65 an hour, in accordance with the Agreement, Article X, Section 9(m).

Mark Arnold	Glenna Johnson	Franz Seifert
Danny Barley	William Johnson	Dale Ueda
Kevin Coffelt	Wendy Kahan	Dan Valladares
Victor de la Torre	James Lemmon	Phillip Walls
Jeff Donahue	Mary Lyons	William Warren
Robert Diaz	Robert Olmsted	Sue Ann Warren
Charles Hamilton	Rey Rojo	
Sharon Higgins	Monique Schaefer	

14. Stipend Assignment – The following part-time instructors to participate in sessions and follow-up activities for EdGate training, to be paid \$250 per session, not to exceed \$500, effective March 1 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Discipline</u>	<u>Department</u>
Maria Armstrong	English	Humanities
Susan Baxter	Education	Behavioral & Social Sciences
Norm Morrow	Education	Behavioral & Social Sciences
Allen Perlstein	Education	Behavioral & Social Sciences

15. Stipend Assignment – The following full-time instructors to participate in sessions and follow-up activities for EdGate training, to be paid \$250 per session, not to exceed \$500, effective March 1 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).

<u>Name</u>	<u>Discipline</u>	<u>Department</u>
Leslie Back	Faculty Coordinator	Fine Arts
Susan Baxter	Child Development	Behavioral & Social Sciences
Betty Littles	English	Humanities
Inna Newbury	English	Humanities
Antoinette Phillips	Child Development	Behavioral & Social Sciences
Susana Prieto	Physics	Natural Sciences

April 17, 2006

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Emily Rader	History	Behavioral & Social Sciences
Juan Suarez	History	Behavioral & Social Sciences

16. Employment – The following part-time/temporary instructors to be hired as needed for the 2006 Spring semester:

<u>Behavioral and Social Sciences</u>	<u>Fine Arts</u>
Edward Gropp	Kent Eric Hayward

Classified Personnel:

1. Deceased - Mr. Donald Wilson, Buyer, Range 39, Step E, Purchasing and Business Services Division, Administrative Services Area, effective March 28, 2006.
2. Amend Retirement - Ms. Dessie R. Mosby, Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student Services Area, effective April 1 instead of March 31, 2006.
3. Separation - Mr. Mosese Lomu, Custodian, Range 20, Step E, Facilities Planning & Services Division, Administrative Services Area, effective March 28, 2006 and that he be placed on the 39-month reemployment list.
4. Change of Assignment - Ms. Shobanna Warriar, Senior Clerical Assistant, Range 24, Step E, from 50% Vice President’s Office-Administrative Services/50% Fiscal Services, to 100% Vice President’s Office-Administrative Services, effective April 1, 2006.
5. Employment - Ms. Nyesha Artiaga, Administrative Assistant II, Range 31, Step A, Fine Arts Division, Academic Affairs Area, effective May 1, 2006.
6. Employment – Ms. Julie Carlson, Administrative Assistant II, Range 31, Step A, Counseling & Student Services Division, Student Services Area, effective May 1, 2006.

Temporary Classified Services Employees:

7. Ms. Marleen Estrada - 50% Clerical Assistant, Range 22, Step A, Business Division, Academic Affairs Area to work 10–20 hours per week providing customer service, effective April 18, 2006 through June 30, 2006. (Fund 11 unrestricted funds)
8. Ms. Lorena Garcia - Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student Services Area, to work 40 hours per week, effective April 18 through June 30, 2006. (Fund 11, unrestricted funds)
9. Ms. Sandra Nash - Student Services Technician, Range 28, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on-call as needed providing Disabled Students’ Programs & Services (DSPS) technical assistance, effective April 18 through June 30, 2006. (Fund 12, restricted funds, DSPS program)

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10. Mr. Michael Turner - Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs Area, to work 40 hours per week as a scenic artist effective April 24 through May 16, 2006. (Fund 11, unrestricted funds).

TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1 – 13.

1. Roxana Cortez Sosa – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary) arrange 30 to 40 hours per week (hours vary), effective April 18, 2006 through June 30, 2006, Counseling and Student Services, Student Services Area, to assist with appointment scheduling, copying, filing, record-keeping, retrieving schedules or appointment records, and other duties (Fund 11, unrestricted).
2. Gerardo De Los Rios – Professional III, \$40.00 per hour, Monday through Saturday (days vary), 8:00 a.m. to 9:00 p.m. (hours vary), effective February 1, 2006 through June 30, 2006, Small Business Development Center (SBDC)/Community Advancement, Student Services Area, to function as a counselor and instructor for the Small Business Development Center (Fund 12, restricted – Small Business Administration Contract Program 100%).
3. Matthew Jean – Teacher’s Assistant IV, \$11.50 per hour, Tuesday through Thursday (days and hours vary), effective April 18, 2006 through June 30, 2006, Emergency Medical Technology Program (EMT)/ Industry and Technology, Academic Affairs Area, to assist the instructor with teaching/ testing in the EMT program (Fund 11, unrestricted).
4. Chie Kasai – Program Assistant III, \$10.00 per hour, Monday through Friday (days and hours vary), effective April 18, 2006 through June 30, 2006, Enrollment Services/International Student Program (ISP), Student Services Area, to provide clerical support in the ISP office (Fund 11, unrestricted).
5. Patrick Knox – Police Reserve Officer III, \$14.00 per hour, as-needed basis (days and hours vary), effective April 20, 2006 through June 30, 2006, Campus Police, Administrative Services Area, to assist sworn and non-sworn personnel of the El Camino Police Department in performing general law enforcement duties within the campus and the Police Department (Fund 11, unrestricted and Fund 12 – restricted, Parking – Student Permits 100%).
6. Rajan Mohan – Tutor I, \$7.50 per hour, Saturday, 9:00 a.m. to 1:00 p.m., effective March 24, 2006 through June 9, 2006, Natural Sciences, Academic Affairs Area, to provide tutoring services for the Natural Sciences division (Fund 11, unrestricted).
7. Megan Newhouse – Paraprofessional, \$13.00 and \$15.00 per hour, Monday through Friday (days vary), 7:00 a.m. to 10:30 p.m. (hours vary), effective March 21, 2006 through June 30,

April 17, 2006

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2006, Writing Center/Humanities, Academic Affairs Area, to assist students with their writing assignments in all phases of the composing process – understanding and responding to the topic, generating ideas, outlining, drafting, revising, and other duties as needed (Fund 11, unrestricted).

8. Sharon Peterson – Professional III, \$40.00 per hour, Monday through Saturday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), effective February 1, 2006 through June 30, 2006, Small Business Development Center (SBDC)/ Community Advancement, Student Services Area, to perform counseling, instruction, and outreach activities assisting new businesses and existing businesses (Fund 12, restricted – Small Business Administration Contract 100%).
9. Laura Stein – Tutor III, \$9.50 per hour, Monday through Thursday, 12:00 p.m. to 1:00 p.m., effective April 18, 2006 through June 30, 2006, Learning Resources, Academic Affairs Area, to provide tutoring services offered in Learning Resources (Fund 11, unrestricted).
10. Patricia Stoddard – Tutor VII, \$18.50 per hour, Monday through Friday, arrange five (5) hours per week, effective March 20, 2006 through June 30, 2006, Mathematical Sciences, Academic Affairs Area, to provide math tutoring services offered in the Mathematics department (Fund 11, unrestricted).
11. Matthew Toda – Community Services Officer I, \$10.00 per hour, Tuesday, Thursday, & Saturday, 7:00 am to 3:00 pm, effective April 20, 2006 through June 30, 2006, Campus Police, Administrative Services Area, to assist sworn and non-sworn personnel of the El Camino Police Department in performing general law enforcement duties within the campus and the Police Department (Fund 11, unrestricted and Fund 12, restricted Parking – Student Permits 100%).
12. Jeffrey Williams – Police Cadet I, \$8.00 per hour, Tuesday, Thursday, and Saturday, 8:00 a.m. to 9:00 p.m. (hours vary), effective April 20, 2006 through June 30, 2006, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College (Fund 11, unrestricted and Fund 12, restricted Parking – Student Permits 100%).
13. Tiffany Zeller – Coaching Assistant, \$16.25 per hour, Monday through Friday, 2:30 p.m. to 6:30 p.m., effective June 12, 2006 through June 30, 2006, Health Sciences and Athletics (HS&A), Academic Affairs Area, to assist with the Men’s or Women’s Intercollegiate team coach with all aspects of practice and competition (Fund 11, unrestricted).

C. CLASSIFIED PROFESSIONAL GROWTH

It is recommended that the Board ratify/approve the attendance of the following classified employees' conference and/or seminar paid from the Classified Professional Growth Fund as listed below:

American Association for Women in Community Colleges (AAWCC) "Women Hold Up Half the Sky" Spring 2006 Conference, Cerritos Library, April 28, 2006. \$45.00 per participant listed below, for a total of \$2,295 (51 x \$45), plus mileage:

Mayda Angel	Dorothy Fowler	Julieta Ortiz
Rita Bruce	Joyce Fukuchi	Donna Pantaleo
Ora Bryant	Evangelina Gardea	Cheryl Peacock
Delores Buerger	Beverly Gilmore	Lorraine Peralta
Sue Burin	Marjorie Hall	Vanna Pham
Lisa Campbell	Gloria Harrison	Grace Rodriguez
Josie Cheung	Stacy Higa	Clarissa Ryder
Angelica Cholico	Cheryl Imatomi	Leni Sequitin
Elizabeth Cholico	Celia E. Kang	Luukia Smith
Cristina Corrales	Karen Lam	Marie Tate
Antoinette Corso	Anna Lane	Lilia Velez
June Curtis	Estella Lee	Lisa Webb
Sophie Dao	Adriana Lopez	Easter White
Victoria de la Torre	Rachelle Lunney	Patricia Witherall
Maria Duran	Vicki Mack	Marie Yatman
Leimomi Elliott	Willie McGee	LaShanta Young
Elizabeth Fernandez	Susan Nickle	Urania L. Yuan

D. RESOLUTION – EQUIVALENCE TO MINIMUM QUALIFICATIONS

It is recommended that the Board of Trustees approve a Resolution of the Board of El Camino Community College District authorized by the California Education Code Section 87359 as shown below:

WHEREAS, California Education Code Section 87359 provides that the governing board upon the advice and judgment of the Academic Senate may approve employment of instructors who possess qualifications at least equivalent to the minimum qualifications specified in the regulations of the Board adopted pursuant to Education Code Section 87356; and

WHEREAS, the El Camino College Policy "Equivalence to the Minimum Qualifications" was adopted June 11, 1990; and

WHEREAS, there are instructors on the staff at El Camino Community College who are eminently qualified to teach in their designated subject area.

April 17, 2006

Human Resources – Administrative Services 6

NOW, THEREFORE, BE IT RESOLVED, that the El Camino Community College District Board of Trustees hereby approves the assignment of the below listed instructor to teach in the designated discipline(s) during employment at El Camino College:

Fine Arts

Bonnie Thompson

E. VOLUNTEERS:

The following persons have volunteered to perform non-compensated services for the El Camino Community College District pursuant to Education Code Section 72401 and 82365. In accordance with Labor Code Section 3364.5, Workers' Compensation coverage is being provided for the following persons.

Jennifer Bazilius
Alfonso Fletes
Terry Goring
Dorcas Huang
Mike Landry

Elizabeth Lanzer
Carolyn Liesy
Mark Masters
Danielle McFadden
Kathleen Miller

Rosaura Morales
Annette Owens
Shannon Pinkston
George Sacks
Robert Sakatani

Agenda for the El Camino Community College District Board of Trustees
From
The Office of the President and Board of Trustees
Thomas M. Fallo, Superintendent/President

- A. Travel Page 1
- B. California Community College Trustees Board of Directors Election Page 1

A. It is recommended that the Board approve the following travel:

California Community College Trustee Annual Leadership Conference

Trustee Ray Gen and Trustee Maureen O'Donnell, May 5-7, 2006, La Jolla, California, with transportation and necessary expenses paid.

B. California Community College Trustees Board of Directors Election

It is recommended that the Board vote for the following persons to serve on the California Community College Trustee Board of Directors.

1. Rebecca J. Garcia, Cabrillo CCD
2. Marcia Zableckis, Barstow CCD
3. Nancy C. Chadwick, Palomar CCD
4. Charles Meng, Napa Valley CCD
5. Mary Anne Rooney, Ventura County CCD
6. Edward C. Ortell, Citrus CCD
7. Paul Fong, Foothill-DeAnza CCD
8. Rosanne Bader, Mt. San Antonio CCD
9. Judi D. Beck, Shasta-Tehama-Trinity Joint CCD
10. Marie Kiersch, San Luis Obispo County CCD