I. Call Public Session to Order

II. Roll Call

III. Public Comment on Closed Session Items

IV. Adjourn to Closed Session
   A. Existing Litigation, Brown Act Section 54956.9(a)
      i. Case # BC 579702
      ii. Case # BC 613095
   B. Labor Relations, Brown Act Section 54957.6, Ms. Linda Beam, District Negotiator
      i. El Camino Classified Employees Local 6142
      ii. Case # LACE-6060-E
   C. Anticipated Litigation, Brown Act Section 54956.9 – Significant Exposure to Litigation
      i. 1 case

V. Reconvene in Open Session; Announce Closed Session Actions

VI. Pledge of Allegiance to the Flag

VII. Approval of Minutes of the Regular Board Meeting of March 21, 2016
     Pages vi - ix

VIII. Presentations
   A. Citizens’ Bond Oversight Committee, Mr. Kirk Retz
   B. Enrollment Management Plan, Dr. Jean Shankweiler
IX.  Public Comment on Consent Agenda

X.  Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption
   A.  Academic Affairs (AA)
       See Academic Affairs Agenda,
       Pages AA 1 - AA 38
   B.  Student and Community Advancement (SCA)
       See Student Services Agenda,
       Pages SCA 1 - SCA 15
   C.  Administrative Services (AS)
       See Administrative Services Agenda,
       Pages AS 1 - AS 20
   D.  See Measure “E” Bond Fund Agenda, (E)
       Pages E 1 - E 7
   E.  Human Resources (HR)
       See Human Resources Agenda,
       Pages HR 1 - HR 10
   F.  Compton Educational Center (CC)
       See Compton Educational Center Agenda, Pages CC 1 – CC 4
   G.  Superintendent/President (P/B)
       See Superintendent/President Agenda,
       Pages P/B 1 – P/B 4
XI. **Non-Consent Agenda**  
*Pages NC 1 – NC 3*  
A. Public Comment  
B. Resolution # 04-18-16 to Approve Sole Source Procurement of Sodick Vz3001 High Performance Linear Motor Drive Wire-Cut Electrical Discharge Machining (Edm) for the District’s Industry and Technology Building

XII. **Public Comment on Non-Agenda Items**

XIII. **Oral Reports**  
A. Academic Senate Report  
B. Compton Center Report  
C. Board of Trustees Report  
D. President’s Report

| Board of Trustees Meeting Schedule for 2016  
<table>
<thead>
<tr>
<th>4:00 p.m. Board Room</th>
</tr>
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</table>
| April 18, 2016 (Mon)  
| May 16, 2016 (Mon)  
| June 20, 2016 (Mon)  
| July 18, 2016 (Mon)  
| August 15, 2016 (Mon)  
| September 7, 2016 (Wed)  
| October 17, 2016 (Mon)  
| November 21, 2016 (Mon)  
| December 19, 2016 (Mon) |
Mission Statement
El Camino College makes a positive difference in people’s lives. We provide excellent comprehensive educational programs and services that promote student learning and success in collaboration with our diverse communities.

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

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

People – We strive to balance the needs of our students, employees and community.
Respect – We work in a spirit of cooperation and collaboration.
Integrity – We act ethically and honestly toward our students, colleagues and community.
Diversity – We recognize and appreciate our similarities and differences.
Excellence – We aspire to deliver quality and excellence in all we do.
## BOARD PRESENTATIONS AND REPORTS 2015-2016

<table>
<thead>
<tr>
<th>Month</th>
<th>Presentation</th>
<th>Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Compton Center</td>
<td>FTES – Both Locations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Outreach Plan</td>
</tr>
<tr>
<td>August</td>
<td>Annual Budget</td>
<td>Notice of Public Hearing</td>
</tr>
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<td>Quarterly Fiscal Status</td>
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<tr>
<td>September</td>
<td>Enrollment Management</td>
<td>Accreditation Report</td>
</tr>
<tr>
<td>October</td>
<td>Student Equity Plan</td>
<td>Student Equity Plan</td>
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<tr>
<td>November</td>
<td>AB86 Adult Education</td>
<td>FTES – Both Locations</td>
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<tr>
<td></td>
<td></td>
<td>Quarterly Fiscal Status</td>
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<tr>
<td>December</td>
<td>Foundation Annual Report</td>
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<tr>
<td>January</td>
<td>South Bay Adult Education</td>
<td>Annual Financial Audit</td>
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<td>Consortium</td>
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<td>February</td>
<td>Title IX</td>
<td>Annual Factbook</td>
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<td></td>
<td></td>
<td>End of Year Activities</td>
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<tr>
<td>March</td>
<td>HSI STEM Grant</td>
<td>FTES (FTES) – Both Locations</td>
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<tr>
<td>April</td>
<td>Citizens Bond Oversight Committee</td>
<td>Measure E-Bond Annual Report Facilities Plan Upgrade</td>
</tr>
<tr>
<td>May</td>
<td>California Community College Accountability Scorecard and Student Achievement Goals</td>
<td></td>
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<tr>
<td>June</td>
<td>Tentative Budget</td>
<td>Tentative Budget</td>
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January 2016
The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, March 21, 2016, in the Board Room at El Camino College.

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

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

Minutes of the Regular Board Meeting of February 17, 2016

It was moved by Trustee Vargas, seconded by Trustee Combs, that the Minutes of the Regular Board meeting of February 17, 2016 be approved as presented.

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

(Trustee Beverly arrived at 4:06 p.m.)

Presentations
ECC Physics Students who participated in the University Physics Competition in November 2015 were congratulated and recognized for their Silver Medal award.

Professor Arturo Martinez gave a presentation on the HSI STEM Grant.

Public Comment on Consent Agenda
There were no public comments.

Consent Agenda
Page SCA 3, Item H (Student Expulsion), was pulled for separate discussion.
It was moved by Trustee Vargas, seconded by Trustee Combs, that the Board adopt the items presented on the agenda as noted below.

**Academic Affairs**
- FTES Report – Information Item
- Proposed Curriculum Changes Effective 2016-2017 Academic Year
- Mathematics, Engineering, Science Achievement (MESA) Conference
- Center for the Arts Presentation – 2015-2016 Season

**Student and Community Advancement**
- Community Education Classes – Summer 2016
- Board Policy 3900 (Speech: Time, Place, and Manner) – First Reading
- Administrative Procedure 3900 (Speech: Time, Place, and Manner) – Information Item
- Board Policy 5050 (Student Success and Support Programs) – First Reading
- Administrative Procedure 5050 (Student Success and Support Programs) – Information Item
- Board Policy 5120 (Transfer Center) – First Reading
- Board Policy 5506 (El Camino College Student Rights and Responsibilities) – First Reading (Deletion)

**Student Expulsion**

**Administrative Services**
- Contracts Under $87,800
- Contracts Over $87,800
- Personal Service Agreements
- Amendments
- Board Policy 3530 (Weapons on Campus) – First Reading Review Only
- Administrative Procedure 3530 (Weapons on Campus) – Information Item
- Purchase Orders and Blanket Purchase Orders

**Measure E 2002 & 2012 Bond Fund**
- Category Budgets and Balances
- Contract Amendment – Allana Buick & Bers – Athletic Education & Fitness Complex Stadium Phase 2 Project
- Contract Amendment – AMEC E & I, Inc. – Athletic Education & Fitness Complex Stadium Phase 2 Project
- Contract Amendment – Heider Engineering Services, Inc. – Athletic Education & Fitness Complex Stadium Phase 2 Project
- Contract Amendment – LPA Architects – Athletic Education & Fitness Complex Stadium Phase 2 Project
Contract Amendment – HMC Architects – Competition New Pool, Lockers & Classrooms Project
Purchase Orders and Blanket Purchase Orders

Human Resources
Employment and Personnel Changes
Temporary Non-Classified Service Employees
New Classification Specification for Classified Position
Revised Classification Specification for Supervisor Position
Revised Classification Specification for Classified Position

Compton Educational Center
Compton Center Report

President and Board of Trustees
California Community College Trustees Board of Directors Election
Closed Session Recommendation

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

Public Comment on Non-Agenda Items
There were no public comments.

Closed Session
Regular Meeting adjourned to Closed Session at 5:23 p.m. and reconvened to Open Session at 5:43 p.m.

Student Expulsion
It was moved by Trustee Vargas, seconded by Trustee Combs, that the Board approve Student Expulsion #1 for the 2015/2016 school year in accordance with El Camino College Board Policy and Administrative Procedure 5500 (Standards of Student Conduct) and Administrative Procedure 5520 (Student Discipline Procedures).

Trustees Beverly, Brown, Combs, Numark and Vargas voted yes. Motion carried.
Adjournment
Meeting adjourned at 5:46 p.m.

Cliff Numark, Secretary of the Board

Dena P. Maloney, Secretary to the Board
A. Center for the Arts Presentation – 2015-2016 Season…………………………..AA 2

B. Proposed Curriculum Changes Effective 2016-2017 Academic Year……………AA 3

C. Board Policy 3750 (Use of Copyrighted Materials) – First Reading…………AA 27

D. Administrative Procedure 3750 (Use of Copyrighted Materials) –
   Information Item…………………………………………………………………AA 28

E. Administrative Procedure 4040 (Library Services) – Information Item……AA 34

F. Board Policy 4250 (Probation Dismissal & Readmission) – First Reading……AA 37
**ACADEMIC AFFAIRS**

**A. CENTER FOR THE ARTS PRESENTATION – 2015-2016 SEASON**

It is recommended that the Board approve the following Guest Artist Events in the Summer 2016 of the 2015-16 Season. Cost of the Guest Artist Event is negotiated between the artists and/or their management representatives and the District.

<table>
<thead>
<tr>
<th>Performances</th>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Diana Crossman / Joseph Evans:</td>
<td>06/13/16</td>
<td>$1,500</td>
</tr>
<tr>
<td>Speaking Engagement (Debate)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payable to: Diana Crossman ($750); Joseph Evans ($750)</td>
<td></td>
<td></td>
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</tbody>
</table>

ECC Communication Faculty, Diana Crossman and Joseph Evans, will debate a current issue in contemporary society in a “Students vs. Teachers” panel format.

2. Karin Jensen & Mandala

<table>
<thead>
<tr>
<th>Performances</th>
<th>Date</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>DanceWorks: An Evening of Middle Eastern Dance (AEOMED)</td>
<td>07/09/16</td>
<td>$2,500</td>
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</table>

ECC’s Dance Faculty Karin Jensen, and Mandala DanceWorks, will be presenting an evening of Middle Eastern Dance. Cast to include Helena Vlahos, Princess Farhana, Tamara Henna, Isis Siren Sekhmet, plus many more. Indulge in a sensory experience with a variety of ethnic dance forms ranging from the traditional to the avant garde.

3. Francesca Bishop:

<table>
<thead>
<tr>
<th>Performances</th>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speaking Engagement</td>
<td></td>
<td>$1,000</td>
</tr>
<tr>
<td>Payable to: Francesca Bishop</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ECC Communication Studies Faculty, Francesca Bishop, will present a current issue in contemporary society.
B. PROPOSED CURRICULUM CHANGES EFFECTIVE 2016-2017 ACADEMIC YEAR

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

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

BUSINESS

New Courses

1. Business 36 – New Venture Creation
   Units: 2.0   Lecture: 2.0   Lab: 0   Faculty Load: 13.33%
   Recommended Preparation: English 82 and English B
   Grading Method: Both
   Credit Status: Associate Degree Credit
   CSU Transfer

   In this course, students will learn the strategies and tactics necessary to compose a comprehensive business plan. Student will use their unique product or service concept and develop all components of a successful plan including legal form of ownership, sales forecasts, operational plan, marketing plan, financial analysis and forecasts, and organizational structure.
   Note: Letter grade or pass/no pass option.

2. Computer Information Systems 119 – Computer Security and Forensics
   Units: 3.0   Lecture: 2 hours   Lab: 3 hours   Faculty Load: 28.33%
   Prerequisite: Computer Information Systems 13 with a minimum grade of C or equivalent experience
   Grading Method: Letter
   Credit Status: Associate Degree Credit
   CSU Transfer
This course introduces students to the many aspects of computer security and the science of computer forensics. Security and cybercrime prevention issues will include physical, data, and network security. Types of cybercrimes explored will range from alteration of computer software to direct access attacks and data tampering. Identity theft, fraud, hacking, and other computer-related crimes will be covered. Procedures for the proper handling of security breaches and disaster recovery will be covered through simulations of compromised system images, which demonstrate the components inherent in forensic investigations and forensic evidence.

CTE Two-Year Course Review

2. Computer Information Systems 136 – Building Mobile Apps

CTE Two-Year Course Review; Distance Education Review

1. Business 1A – Financial Accounting
2. Business 1B – Managerial Accounting
3. Business 14 – Marketing

CTE Two-Year Course Review; Remove Distance Education Course Version

2. Computer Information Systems 19 – Internet, Security, and the Web

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

1. Law 15 – Civil and Criminal Evidence
   
   Current Status/Proposed Changes
   Prerequisite: Law 11 with a minimum grade of C
   Recommended Preparation: Law 16

   Recommendation
   Prerequisite: Law 11 with a minimum grade of C
   Recommended Preparation: Law 16
CTE Two-Year Course Review; Changes in Conditions of Enrollment
(Recommended Preparation), Catalog Description

1. Law 11 – Introduction to Legal Research
   Current Status/Proposed Changes
   Prerequisite: eligibility for English 1A
   Recommended Preparation: Law 4 or Law 5

   This course will give the paralegal a general introduction into the basic legal research tools, including legal citation, legal analysis, and writing of legal memorandum and legal documents. The course includes a component of training in online computer research.

   Recommendation
   Prerequisite: eligibility for English 1A
   Recommended Preparation: Law 4 or Law 5

   This course will give the paralegal a general introduction into the basic legal research tools, including legal citation, legal analysis, and writing of legal memorandum and legal documents. The course includes a component of training in online computer research.

Course Review; Changes in Course Number, Descriptive Title, Course Discipline, Catalog Description

   Current Status/Proposed Changes
1. Business 95abcd – Cooperative Work Experience Education (Banking and Finance)
   Course Discipline: Business or Banking and Finance

   Through a set of learning objectives established by the student, supervisor, and instructor, each student will work with and learn from experts in the Business /Banking and Finance field. These experiences will enable students to improve job skills, analyze career opportunities and requirements, and compare them to personal abilities and career expectations.
   Note: Transfer limitations apply.

   Recommendation
   Business 95 – Cooperative Work Experience Education
   Course Discipline: Business

   Through a set of learning objectives established by the student, supervisor, and instructor, each student will work with and learn from experts in the Business field.
These experiences will enable students to improve job skills, analyze career opportunities and requirements, and compare them to personal abilities and career expectations.
Note: Transfer limitations apply.

Inactivate Courses

1. Business 95/96abcd (Accounting)
2. Business 95/96abcd (Business Management/Marketing)
3. Business 95abcd (Office Administration)
4. Business 96abcd (Business Administration)

**FINE ARTS**

New Courses

1. Music 112H – Honors Music Cultures of the World
   Units: 3.0  Lecture: 3.0  Lab: 0  Faculty Load: 20.00%
   Recommended Preparation: eligibility for English 1A
   Grading Method: Letter
   Credit Status: Associate Degree Credit
   CSU Transfer
   Proposed UC Transfer
   El Camino College AA/AS General Education - Area 3
   Proposed CSU General Education - Area C1
   Proposed IGETC General Education - Area 3A

   This honors course, intended for students in the Honors Transfer Program, focuses on the styles, techniques, performers, and historical evolution of Western and non-Western music. Emphasis is placed on African, Asian, Latin American and Polynesian music, and the relationship between the music and culture. In addition, American ethnic music and jazz will be presented. This course is enriched through extensive, rigorous reading, writing, and research assignments.

   Note: Students may take either Music 112 or Music 112H. Duplicate credit will not be awarded for Music 112 and Music 112H.

2. Music 190A – Applied Music I
   Units: 1.0  Lecture: 0  Lab: 4 hours per week to be arranged
   Faculty Load: 20.00%
   Corequisite: Music 101
   Enrollment Limitation: Audition
This course provides an introduction to music performance for students serious about pursuing music. Students will develop their technique and skills in music performance through individual weekly lessons, class performances, and structured practice on campus. Attendance is required at selected musical events offered by the El Camino College Center for the Arts and in the community.

3. **Music 190B – Applied Music II**  
   Units: 1.0  
   Lecture: 0  
   Lab: 4 hours per week to be arranged  
   Faculty Load: 20.00%  
   Prerequisite: Music 190A and Music 101 with a minimum grade of C in prerequisite  
   Corequisite: Music 103A  
   Grading Method: Letter  
   Credit Status: Associate Degree Credit  
   CSU Transfer  
   Proposed UC Transfer  
   
   This course for the music major is a recital workshop, which includes an individual weekly lesson. Emphasis is placed on developing technique and musicianship through class performances and structured practice on campus. Attendance is required at selected musical events offered by the El Camino College Center for the Arts and in the community.

4. **Music 190C – Applied Music III**  
   Units: 1.0  
   Lecture: 0  
   Lab: 4 hours per week to be arranged  
   Faculty Load: 20.00%  
   Prerequisite: Music 190B and Music 103A with a minimum grade of C in prerequisite  
   Corequisite: Music 103B  
   Grading Method: Letter  
   Credit Status: Associate Degree Credit  
   CSU Transfer  
   Proposed UC Transfer  
   
   This course for the continuing music major is a recital workshop emphasizing performance techniques and the development of intermediate level repertoire. Emphasis is placed on developing musicianship through class performances, structured practice on campus, and individual lessons. Attendance is required at selected musical events offered by the El Camino College Center for the Arts and in the community.
5. **Music 190D – Applied Music IV**  
Units: 1.0  Lecture: 0  Lab: 4 hours per week to be arranged  
Faculty Load: 20.00%  
Prerequisite: Music 190C and Music 103B with a minimum grade of C in prerequisite  
Corequisite: Music 203  
Recommended Preparation: Music 215A or Music 215B  
Grading Method: Letter  
Credit Status: Associate Degree Credit  
CSU Transfer  
Proposed UC Transfer  

This course for the continuing music major is a recital workshop emphasizing performance techniques, historical performance practices, and the development of advanced level repertoire. Students will develop musicianship through class performances, structured practice on campus, and individual lessons. Attendance is required at selected musical events offered by the El Camino College Center for the Arts and in the community.

**Course Review**

1. **Dance 265 – Intermediate African Dance**

**Course Review; Distance Education Review, Change in Course Discipline**

1. **Theatre 104 – Dramatic Literature**  
*Current Status/Proposed Changes*  
Course Discipline: Drama/Theater Arts or Theater Arts

*Recommendation*  
Course Discipline: Drama/Theater Arts or Theater Arts

**Course Review; Changes in Descriptive Title, Conditions of Enrollment (Prerequisite, Corequisite), Catalog Description**

*Current Status/Proposed Changes*  

Prerequisite: four semesters of Music 190abcd, Music 190D and Music 203 with a minimum grade of C in prerequisite  
Corequisite: Large ensemble course at El Camino College: Music 151abcd or 152abcd or 253abcd or 265abcd or 266abcd or 267abcd or 268abcd, Music 215A or Music 215B
This course for the continuing, advanced applied music student graduating music major is a recital workshop to enhance audition skills and build repertoire. Instruction includes an individual weekly lesson emphasizing audition techniques and strategies, and the refinement of advanced level repertoire. The student is required to practice on campus, to enroll and participate in a large performing ensemble at El Camino College, and to attend selected musical Students will develop musicianship through class performances, structured practice on campus, and individual lessons. Attendance is required at selected music events offered by the El Camino College Center for the Arts and in the community. Selected students may perform in a public recital and occasional master classes.

**Recommendation**
Music 290 – Advanced Applied Music

Prerequisite: Music 190D and Music 203 with a minimum grade of C in prerequisite
Corequisite: Music 215A or Music 215B

This course for the graduating music major is a recital workshop emphasizing audition techniques and strategies, and the refinement of advanced level repertoire. Students will develop musicianship through class performances, structured practice on campus, and individual lessons. Attendance is required at selected music events offered by the El Camino College Center for the Arts and in the community.

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

**Current Status/Proposed Changes**
1. Art 142 – Digital Photography Fundamentals
   Course Disciplines: Multimedia or Photography

   **Prerequisite:** Art 141 with a minimum grade of C
   Recommended Preparation: Art 150 or Photography 150 and Photography 101

   This course is an introduction to the processes, principles, and tools of digital photography, intermediate level course in the use of digital equipment and software to create original photo-based artwork. Emphasis is placed on improving technique and developing the aesthetic and conceptual possibilities of the image. Topics include the development of technical and aesthetic skills, elements of design and composition, overview of digital camera technology, digital photography software, image manipulation, and contemporary trends in photography working with digital cameras, various methods of image input and output, organizing and tracking photo files, comparison of file formats, improving and manipulating images, and preparing image
files for use in print, web, and multimedia. Digital images are discussed within the broader context of an art historical tradition.

**Recommendation**
Art 142 – Digital Photography Fundamentals  
Course Disciplines: Multimedia or Photography

Recommended Preparation: Art 150 or Photography 150 and Photography 101

This course is an introduction to the processes, principles, and tools of digital photography. Topics include the development of technical and aesthetic skills, elements of design and composition, overview of digital camera technology, digital photography software, image manipulation, and contemporary trends in photography.

Change in Major; Course Requirements

1. Music AA-T  
   **Current Status/Proposed Changes**

<table>
<thead>
<tr>
<th>Major Requirements</th>
<th>Units</th>
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<tr>
<td>Required Core: 23 units</td>
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<tr>
<td>MUSI 101 Music Fundamentals</td>
<td>3</td>
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<tr>
<td>MUSI 103A Theory and Musicianship I</td>
<td>4</td>
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<tr>
<td>MUSI 103B Theory and Musicianship II</td>
<td>4</td>
</tr>
<tr>
<td>MUSI 203 Theory and Musicianship III</td>
<td>4</td>
</tr>
</tbody>
</table>

| Applied Music: 4 units              |       |
| Applied Music/Individual Lessons    | 4     |
| MUSI 190A Applied Music I           | 1     |
| MUSI 190B Applied Music II          | 1     |
| MUSI 190C Applied Music III         | 1     |
| MUSI 190D Applied Music IV          | 1     |

| Large Ensemble: 4 units             |       |
| MUSI 151abcd Mixed Chorus           | 1     |
| MUSI 152abcd Concert Choir          | 1     |
| MUSI 253abcd* Chorale               | 2     |
| MUSI 257abcd Women's Chorus         | 1     |
| MUSI 265abcd Symphonic Band         | 1     |
| MUSI 266abcd Studio Jazz Band       | 1     |
| MUSI 267abcd Concert Jazz Band      | 1     |
MUSI 268abcd  Symphony Orchestra  1

**Total Units: 23**

*Note: maximum two semesters of credit for MUSI 253abcd*

**Recommendation**

**Major Requirements**

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<tr>
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<th>Units</th>
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<tr>
<td>MUSI 101</td>
<td>Music Fundamentals</td>
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<tr>
<td>MUSI 103A</td>
<td>Theory and Musicianship I</td>
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<tr>
<td>MUSI 103B</td>
<td>Theory and Musicianship II</td>
<td>4</td>
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<tr>
<td>MUSI 203</td>
<td>Theory and Musicianship III</td>
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**Applied Music: 4 units**

<table>
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<th>Course Name</th>
<th>Units</th>
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<tr>
<td>MUSI 190A</td>
<td>Applied Music I</td>
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<tr>
<td>MUSI 190B</td>
<td>Applied Music II</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 190C</td>
<td>Applied Music III</td>
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</tr>
<tr>
<td>MUSI 190D</td>
<td>Applied Music IV</td>
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**Large Ensemble: 4 units**

<table>
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<th>Course Name</th>
<th>Units</th>
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<tbody>
<tr>
<td>MUSI 151abcd</td>
<td>Mixed Chorus</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 152abcd</td>
<td>Concert Choir</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 253abcd*</td>
<td>Chorale</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 257abcd</td>
<td>Women's Chorus</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 265abcd</td>
<td>Symphonic Band</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 266abcd</td>
<td>Studio Jazz Band</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 267abcd</td>
<td>Concert Jazz Band</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 268abcd</td>
<td>Symphony Orchestra</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Units: 23**

*Note: maximum two semesters of credit for MUSI 253abcd*

Change in Major; Program Description, Course Requirements

1. Communication Studies AA-T Degree

*Current Status/Proposed Changes*

The degree provides students with a thorough foundation in the theory and practice of communication studies. This is achieved through a variety of courses that serve to develop personal, business, and professional communication skills in individual, interpersonal, and group situations, along with skills in research, organization, critical thinking, argumentation, and forensics. Students will demonstrate their proficiency through performance, class projects, research papers, objective tests, critiques, and competitions. Program assessment is measured by completion, evaluation of student
learning outcomes, transferability, competitions at the local, state, and national levels, and periodic program review.

The Associate in Arts for Transfer (AA-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the AA-T are given priority consideration for admission to the CSU system, but not to a particular campus or major. In order to earn an AA-T degree, students must complete:
1) a minimum of 18 semester units in the major with a grade of C or better.
2) 60 required semester units of CSU transferable coursework with a minimum GPA of 2.0
3) the CSU General Education Breadth requirements or Intersegmental General Education Transfer Curriculum (IGETC)

1) Completion of 60 semester units that are eligible for transfer to the California State University.
2) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth requirements.
3) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.
4) Obtainment of a minimum grade point average of 2.0.
5) A grade of "C" or better in all courses required for the major or area of emphasis.

Students who have completed the AA-T will have a strong academic foundation in the field and will be prepared for upper division baccalaureate study at the university. The coursework will satisfy most of the lower-division requirements at many institutions within the California State University system. Students transferring to a UC, private, or out of state university should consult with an El Camino College counselor when planning to complete the degree since transfer requirements may be slightly different than those required for the AA-T.

At least 12 units required for the Communication Studies AA-T must be completed at El Camino College.

<table>
<thead>
<tr>
<th>Major Requirements</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Core: 3 units</td>
<td></td>
</tr>
<tr>
<td>COMS 4 100 Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>List A: 6 units</td>
<td></td>
</tr>
<tr>
<td>COMS 3 140 Small Group Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 4 120 Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>COMS 42 130 Interpersonal Communication</td>
<td>3</td>
</tr>
</tbody>
</table>
List B: 6 units
Any course from List A not already completed
COMS 5 265 Mass Communication 3
COMS 8 250 Oral Interpretation of Literature 3
COMS 44 260 Introduction to Intercultural Communication 3

List C: 3 units
Any course from List A or List B not already completed
ANTH 2 Introduction to Cultural Anthropology 3
ANTH 4 Language and Culture 3
COMS 44 270 Organizational Communication 3
COMS 22abcd 292abcd Forensics – Individual Events 2
COMS 23abcd 293abcd Forensics – Team Events 2
ENGL 1B Literature and Composition 3
or
ENGL 1BH Honors Literature and Composition 3
PSYC 5 General Psychology 3
SOCI 101 Introduction to Sociology 3

(one semester of COMS 22abcd 292abcd and COMS 23abcd 293abcd may count toward the degree)

**Total Units: 18**

**Recommendation**
The degree provides students with a thorough foundation in the theory and practice of communication studies. This is achieved through a variety of courses that serve to develop personal, business, and professional communication skills in individual, interpersonal, and group situations, along with skills in research, organization, critical thinking, argumentation, and forensics. Students will demonstrate their proficiency through performance, class projects, research papers, objective tests, critiques, and competitions. Program assessment is measured by completion, evaluation of student learning outcomes, transferability, competitions at the local, state, and national levels, and periodic program review.

The Associate in Arts for Transfer (AA-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the AA-T are given priority consideration for admission to the CSU system, but not to a particular campus or major. In order to earn an AA-T degree, students must complete:

1) Completion of 60 semester units that are eligible for transfer to the California State University.
2) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth requirements.
3) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.
4) Obtainment of a minimum grade point average of 2.0.
5) A grade of "C" or better in all courses required for the major or area of emphasis.

Students who have completed the AA-T will have a strong academic foundation in the field and will be prepared for upper division baccalaureate study at the university. The coursework will satisfy most of the lower-division requirements at many institutions within the California State University system. Students transferring to a UC, private, or out of state university should consult with an El Camino College counselor when planning to complete the degree since transfer requirements may be slightly different than those required for the AA-T.

**Major Requirements**

<table>
<thead>
<tr>
<th>Required Core: 3 units</th>
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</thead>
<tbody>
<tr>
<td>COMS 100</td>
</tr>
</tbody>
</table>

**List A: 6 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMS 120</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>COMS 130</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 140</td>
<td>Small Group Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B: 6 units**

Any course from List A not already completed

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>COMS 250</td>
<td>Oral Interpretation of Literature</td>
<td>3</td>
</tr>
<tr>
<td>COMS 260</td>
<td>Introduction to Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 265</td>
<td>Mass Communication</td>
<td>3</td>
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</tbody>
</table>

**List C: 3 units**

Any course from List A or List B not already completed

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 2</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 4</td>
<td>Language and Culture</td>
<td>3</td>
</tr>
<tr>
<td>COMS 270</td>
<td>Organizational Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 292abcd</td>
<td>Forensics – Individual Events</td>
<td>2</td>
</tr>
<tr>
<td>COMS 293abcd</td>
<td>Forensics – Team Events</td>
<td>2</td>
</tr>
<tr>
<td>ENGL 1B</td>
<td>Literature and Composition</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 1BH</td>
<td>Honors Literature and Composition</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 5</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 101</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>
(one semester of COMS 292abcd and COMS 293abcd may count toward the degree)

**Total Units: 18**

Inactivate Programs

1. Digital Arts: Web Design Certificate of Achievement
2. Entertainment Lighting Technology Certificate of Achievement

Inactivate Course

1. Music 190abcd – Applied Music/Individual Lessons

**HEALTH SCIENCES AND ATHLETICS**

CTE Two-Year Course Review

1. Nursing 250 – Intermediate Nursing Process and the Family

Course Review

1. Physical Education 201 – Introduction to Adapted Physical Education

Course Review; Changes in Course Discipline

1. Sign Language/Interpreter Training 130 – Deaf Culture

*Current Status/Proposed Changes*

Course Discipline: Sign Language/English Interpreting, American

*Recommendation*

Course Discipline: Sign Language, American

Course Review; Distance Education Review, Changes in Catalog Description

1. First Aid 1 – First Aid, Cardiopulmonary Resuscitation (CPR) and Basic Emergency Care

*Current Status/Proposed Changes*

This course follows the American Red Cross Certification Program for First Aid, Basic Life Support (infant, child, adult and two person CPR), and Automated External Defibrillation (AED). The course content includes an emphasis on prevention of injuries, safety education, and skills necessary to sustain life in the event of trauma or sudden illness. Demonstration of skill proficiency and passing written exams with
80% or better will qualify student for certification in American Red Cross First Aid, Community CPR, and Professional Rescuer CPR.
Note: Certifying agencies charge an administrative fee for students who pass the exams and wish to receive certification. Obtaining certification documentation from these agencies is optional. Students may be required to obtain proof of certification for other needs or outside agency requirements. El Camino College is not a certifying agency.

Recommendation
This course follows the American Red Cross Certification Program for First Aid, Basic Life Support (infant, child, adult and two person CPR), and Automated External Defibrillation (AED). The course content includes an emphasis on prevention of injuries, safety education, and skills necessary to sustain life in the event of trauma or sudden illness. Demonstration of skill proficiency and passing written exams with 80% or better will qualify student for certification in American Red Cross First Aid, Community CPR, and Professional Rescuer CPR.
Note: Certifying agencies charge an administrative fee for students who pass the exams and wish to receive certification. Obtaining certification documentation from these agencies is optional. Students may be required to obtain proof of certification for other needs or outside agency requirements. El Camino College is not a certifying agency.

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

1. Physical Education 120abc – Women’s Intercollegiate Softball Team

Current Status/Proposed Changes
Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
Recommended Preparation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of softball and the opportunity for intercollegiate competition. Students will compete against conference schools and other colleges.
Note: This course is offered in the spring semester only.
*Note: Some UC transferrable courses have credit limitations. For details, see a counselor, the Transfer Center advisor, or articulation officer.

Recommendation
Recommended Preparation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of softball and the opportunity for intercollegiate competition. Students will compete
against conference schools and other colleges.  
Note: This course is offered in the spring semester only.  
*Note: Some UC transferrable courses have credit limitations. For details, see a counselor, the Transfer Center advisor, or articulation officer.

Inactivate Courses

1. Physical Education 244 – Springboard Diving
2. Radiologic Technology 96abcd – Cooperative Work Experience Education
3. Recreation 96abcd – Cooperative Work Experience Education
4. Sign Language and Interpreter/Training 95abcd – Cooperative Work Experience Education

HUMANITIES

Course Review

1. English 1AH – Honors Reading and Composition
2. English as a Second Language 51C – Advanced Listening, Speaking, and Pronunciation

Course Review; Distance Education Review

1. English 1A – Reading and Composition
Course Review; Changes in Conditions of Enrollment (Prerequisite)

1. English 15A – Survey of British Literature I  
   \textit{Current Status/Proposed Changes}  
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

   \textit{Recommendation}  
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

2. English 15B – Survey of British Literature II  
   \textit{Current Status/Proposed Changes}  
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

   \textit{Recommendation}  
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

Course Review; Changes in Catalog Description

1. English 98 – College Literary Magazine Editing and Publishing
Current Status/Proposed Changes
This course provides students with experience in literary journal publishing. Students will evaluate literary magazines, create submission guidelines, advertise for and collect submissions, learn about the literary journal printing process, proofread and edit submissions, and assist in designing and composing layouts. In addition, students will organize a public literary reading.

Recommendation
This course provides students with experience in literary journal publishing. Students will evaluate literary magazines, create submission guidelines, advertise for and collect submissions, learn about the literary journal printing process, proofread and edit submissions, and assist in designing and composing layouts. In addition, students will organize a public literary reading.

Course Review; Distance Education Review, Changes in Conditions of Enrollment (Prerequisite)

1. English 1B – Literature and Composition
   **Current Status/Proposed Changes**
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

   **Recommendation**
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

2. English 1C – Critical Thinking and Composition
   **Current Status/Proposed Changes**
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

   **Recommendation**
   Prerequisite: English 1A or English 1AH with a minimum grade of C in prerequisite

Course Review; Changes in Lecture Hours, Course Length, Catalog Description

1. Academic Strategies 36 – Sentence Errors and Punctuation
   **Current Status/Proposed Changes**
   Lecture: 4-2 hours per week  Course Length: 9 weeks Full term
   This course focuses on students locating and correcting in their own writing the most common and troublesome sentence structure errors. The correct use of punctuation is reviewed and practiced.
   **Note:** Pass/no pass only.

   **Recommendation**
   Lecture: 2 hours per week  Course Length: Full term
   This course focuses on students locating and correcting the most common and
troublesome sentence structure errors. The correct use of punctuation is reviewed and practiced. 
Note: Pass/no pass only.

INDUSTRY AND TECHNOLOGY

CTE Two-Year Course Review

1. Automotive Technology 14 – Brakes

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

1. Administration of Justice 109 – Introduction to Police Patrol Procedures
   
   Current Status/Proposed Changes
   Recommended Preparation: eligibility for English 84

   Recommendation
   Recommended Preparation: English 84

2. Administration of Justice 134 – Introduction to Crime Analysis
   
   Current Status/Proposed Changes
   Recommended Preparation: eligibility for English 84 English A

   Recommendation
   Recommended Preparation: English A

3. Administration of Justice 135 – Report Writing
   
   Current Status/Proposed Changes
   Recommended Preparation: Administration of Justice 103 and eligibility for English A

   Recommendation
   Recommended Preparation: Administration of Justice 103 and English A

4. Administration of Justice 170 – Laws of Arrest, Search and Seizure
   
   Current Status/Proposed Changes
   Recommended Preparation: eligibility for English 84

   Recommendation
   Recommended Preparation: English 84
5. Architecture 158 – Structures Analysis-Timber

*Current Status/Proposed Changes*

Recommended Preparation: eligibility for English A

*Recommendation*

Recommendation Preparation: none

6. Fire and Emergency Technology 3 – Fundamentals of Personal Fire Safety and Survival

*Current Status/Proposed Changes*

Recommended Preparation: Fire and Emergency Technology 1 and English A eligibility for English 1A

*Recommendation*

Recommended Preparation: Fire and Emergency Technology 1 and English A

7. Fire and Emergency Technology 11 – Arson Detection and Control

*Current Status/Proposed Changes*

Recommended Preparation: Fire and Emergency Technology 1 and English A or 15 or equivalent; English 84 or eligibility for English 1A

*Recommendation*

Recommended Preparation: Fire and Emergency Technology 1 and English A

8. Fire and Emergency Technology 19 – Fire Service Entrance Preparation

*Current Status/Proposed Changes*

Recommended Preparation: Fire and Emergency Technology 1 and English A and Mathematics 40 or 33

*Recommendation*

Recommended Preparation: Fire and Emergency Technology 1 and English A

CTE Two-Year Course Review; Changes in Catalog Description

1. Administration of Justice 190 – Law Enforcement Explorer Academy

*Current Status/Proposed Changes*

This course is designed to expose the pre-employment student to the many facets of law enforcement. Instructional activities will emphasize career exploration, law enforcement history and organization, professionalism, teamwork, drill and ceremony, Cardiopulmonary Resuscitation (CPR), and firearm safety. Upon successful completion of the course, a student will be eligible to become a member of a local Police Department Explorer Post.

*Note: This course is available to students from the age of 14 to 20. Enrollment in this*
course requires concurrent participation and prior acceptance into one of the six participating Police Explorer Youth Programs (Hawthorne, Santa Monica, Torrance, Manhattan Beach, Gardena, or Inglewood Police Departments) in this region. After the student has completed a law enforcement explorer application with one of the police agencies, the student will be prepared to enroll in this course.

Recommendation
This course is designed to expose the pre-employment student to the many facets of law enforcement. Instructional activities will emphasize career exploration, law enforcement history and organization, professionalism, teamwork, drill and ceremony, Cardiopulmonary Resuscitation (CPR), and firearm safety. Upon successful completion of the course, a student will be eligible to become a member of a local Police Department Explorer Post.
Note: This course is available to students from the age of 14 to 20. Enrollment in this course requires concurrent participation and prior acceptance into one of the six participating Police Explorer Youth Programs (Hawthorne, Santa Monica, Torrance, Manhattan Beach, Gardena, or Inglewood Police Departments) in this region. After the student has completed a law enforcement explorer application with one of the police agencies, the student will be prepared to enroll in this course.

2. Automotive Technology 25 – Automotive Electrical Systems
Current Status/Proposed Changes
This course covers the theory and operation of automotive electricity, electronic components and systems. Laboratory activities stress the proper use of test equipment utilized in the automotive field.
Note: The two-course sequence Automotive Technology 25 and 26 is the same as Automotive Technology 22B.

Recommendation
This course covers the theory and operation of automotive electricity, electronic components and systems. Laboratory activities stress the proper use of test equipment utilized in the automotive field.
Note: The two-course sequence Automotive Technology 25 and 26 is the same as Automotive Technology 22B.

3. Automotive Technology 43 – Introduction to Engine Repair
Current Status/Proposed Changes
This course covers the study of automotive engine construction and operation. The diagnosis and repair procedures will include the following: cylinder head removal and valve grinding, camshaft and timing gear replacement, water pump replacement, oil, coolant and manifold (intake and exhaust) leaks and engine maintenance. Laboratory activities stress the proper use of equipment utilized in the automotive field.
Recommendation
This course covers the study of automotive engine construction and operation. The diagnosis and repair procedures will include the following: cylinder head removal and valve grinding, camshaft and timing gear replacement, water pump replacement, oil, coolant and manifold (intake and exhaust) leaks and engine maintenance. Laboratory activities stress the proper use of equipment utilized in the automotive field.

4. Automotive Technology 45 – Automotive Machining

Current Status/Proposed Changes
This course covers the study of machining processes used in the automotive trade. Topics include drilling and tapping, milling, surfacing, boring and honing, pin fitting, press work, resurfacing, reaming, knurling, repairing of damaged threads, measuring, grinding valves and valve seats, and crack detection methods and repairing. Laboratory activities stress proper use of equipment utilized in the automotive engine rebuilding field.

Recommendation
This course covers the study of machining processes used in the automotive trade. Topics include drilling and tapping, milling, surfacing, boring and honing, pin fitting, press work, resurfacing, reaming, knurling, repairing of damaged threads, measuring, grinding valves and valve seats, and crack detection methods and repairing. Laboratory activities stress proper use of equipment utilized in the automotive engine rebuilding field.

CTE Two-Year Course Review; Changes in Descriptive Title, Catalog Description

Current Status/Proposed Changes
1. Automotive Technology 21 – Introduction to Engine Tune-Up Performance

This course covers the study, theory, and application of computer controlled engine management systems, minor engine tune-up performance, electrical and fuel systems. Laboratory activities stress the proper use of test equipment utilized in the automotive field.

Recommendation
Automotive Technology 21 – Introduction to Engine Performance

This course covers the study, theory and application of computer controlled engine management systems, minor engine performance, electrical and fuel systems. Laboratory activities stress the proper use of test equipment utilized in the automotive field.
2. Automotive Technology 22A – Introduction to Tune-Up Engine Performance, Electrical and Fuel Systems

This is an introductory engine tune-up performance course, which covers construction and operation of the following systems: computer controlled engine management, electrical charging, cooling, emission controls, fuel, and ignition. Laboratory activities stress the proper use of test equipment and repair procedures used in the automotive field.

Note: This course is equivalent to the two-course sequence Automotive Technology 23 and 24. Students who have completed Automotive Technology 23 and 24 will not receive credit for Automotive Technology 22A.

Recommendation
Automotive Technology 22A – Introduction to Engine Performance, Electrical and Fuel Systems

This is an introductory engine performance course, which covers construction and operation of the following systems: computer controlled engine management, electrical charging, cooling, emission controls, fuel, and ignition. Laboratory activities stress the proper use of test equipment and repair procedures used in the automotive field.

Note: This course is equivalent to the two-course sequence Automotive Technology 23 and 24. Students who have completed Automotive Technology 23 and 24 will not receive credit for Automotive Technology 22A.

Current Status/Proposed Changes

3. Automotive Technology 22B – Advanced Tune-Up Engine Performance, Electrical and Fuel Systems

This course covers the study of On-Board Diagnostics II computer controlled engine management systems, major tune-up, electrical systems and fuel systems, (carburetion and fuel injection) testing, including diagnosis and repair procedures. Laboratory activities stress the proper use of test equipment utilized in industry.

Note: Automotive Technology 22B is the same as two-course sequence Automotive Technology 25 and 26. Students who have completed Automotive Technology 25 and 26 will not receive credit for Automotive Technology 22B.

Recommendation
Automotive Technology 22B – Advanced Engine Performance, Electrical and Fuel Systems
This course covers the study of On-Board Diagnostics II computer controlled engine management systems, major tune-up, electrical and fuel systems, carburetion and fuel injection testing, including diagnosis and repair procedures. Laboratory activities stress the proper use of test equipment utilized in industry.
Note: Automotive Technology 22B is the same as two-course sequence Automotive Technology 25 and 26. Students who have completed Automotive Technology 25 and 26 will not receive credit for Automotive Technology 22B.

New Distance Education Online/Hybrid Course

1. Administration of Justice 134 – Introduction to Crime Analysis
2. Administration of Justice 135 – Report Writing
3. Administration of Justice 170 – Laws of Arrest, Search and Seizure

NEW CERTIFICATES

1. Construction Technology: Cabinet and Millwork Certificate of Accomplishment
   A Certificate of Accomplishment will be granted upon completion of all program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

   **Certificate Requirements**
   
   Required Core: 8 units

   - CTEC 200 General Cabinet Making 2
   - CTEC 201 Upper Residential Cabinets 2
   - CTEC 202 Base Residential Cabinets 2
   - CTEC 203 Dedicated Use Cabinets 2

   2.5 units from:
   - CTEC 220 Hinging Systems and Doors 2.5
   - CTEC 221 Drawer Systems 2.5

   **Total Units: 10.5**

2. Construction Technology: Euro Hardware Certificate of Accomplishment
   A Certificate of Accomplishment will be granted upon completion of all program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

   **Certificate Requirements**
   
   Required Core: 5 units

   - CTEC 220 Hinging Systems and Doors 2.5
3. Construction Technology: Furniture Design and Fabrication Certificate of Accomplishment

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

**Certificate Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Core:</strong></td>
<td></td>
</tr>
<tr>
<td>CTEC 210</td>
<td>Furniture Making Laboratory – Interpreting Commercial Plans 1.5</td>
</tr>
<tr>
<td>CTEC 211</td>
<td>Furniture Making Laboratory – Plan Modifications 1.5</td>
</tr>
<tr>
<td>CTEC 212</td>
<td>Furniture Making Laboratory – Developing Original Plans 1.5</td>
</tr>
<tr>
<td>CTEC 213</td>
<td>Furniture Making Laboratory – Building without Plans 1.5</td>
</tr>
<tr>
<td><strong>Total Units:</strong></td>
<td><strong>8.5</strong></td>
</tr>
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</table>

2.5 units from:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTEC 220</td>
<td>Hinging Systems and Doors 2.5</td>
</tr>
<tr>
<td>CTEC 221</td>
<td>Drawer Systems 2.5</td>
</tr>
</tbody>
</table>

**Total Units: 8.5**

**NATURAL SCIENCES**

Inactivate Course

1. Horticulture 95abcd – Cooperative Work Experience Education
C. BOARD POLICY 3750 (USE OF COPYRIGHTED MATERIALS) – FIRST READING

It is recommended that the Board accept for a first reading the revisions to Board Policy 3750 as shown.

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

Administrative Procedure 3750 is presented for informational purpose only.

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

Administrative Procedure 4040 is presented for informational purpose only.

F. BOARD POLICY 4250 (PROBATION DISMISSAL & READMISSION) – FIRST READING

It is recommended that the Board accept for a first reading the revisions to Board Policy 4250 as shown.
Board Policy 3750 Use of Copyrighted Materials

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

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

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

El Camino College
Policy adopted 9/8/11
Copyright protects original works and is inherent upon the works’ creation regardless of whether they are registered with the U.S. Copyright Office. Copyright governs uses such as making photocopies, creating course readers, placing materials on reserve in the Library, and uploading items to a web page. Employees and students shall not reproduce copyrighted materials without prior permission of the copyright owner, except for works in the public domain and as allowed by the “fair use” doctrine.

**Fair Use**

The “fair use” doctrine permits limited use of copyrighted materials in certain situations, including teaching and scholarship. In some instances, copyright permissions may be required for works that fall within “fair use.”

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

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

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

The examples listed below are guidelines for best practices.

**Single Copying for Teachers Instructors**

The term “copy” includes photocopying, photographing, scanning, and electronic distribution.
A single copy may be made of any of the following by or for a teacher an instructor at his or her individual request for his or her scholarly research or use in teaching or preparation to teach a class.

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

**Multiple Copies for Classroom Use**

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

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

**Definitions:**

1. Brevity
   a) Poetry – a complete poem if less than 250 words and if printed on not more than two pages or from a longer poem, an excerpt of not more than 250 words.
   b) Prose – Either a complete article, story or essay of less than 2500 words, or an excerpt from any prose work of not more than 1000 words or 10% of the work, whichever is less but in any event a minimum of 500 words. (Each of the numerical limits stated in a) and b) above may be expanded to permit the completion of an unfinished line of a poem or of an unfinished prose paragraph).
   c) Illustration – One chart, graph, diagram, drawing, cartoon or picture per book or per periodical issue.

a. "Special" works: Certain works in poetry, prose, or in "poetic prose" which often combine language with illustrations and which are intended sometimes for children and at other times for a more general audience fall short of 2,500 words in their entirety. Paragraph "B.1(b)" above notwithstanding such "special works" may not be reproduced in their entirety; however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10% of the words found in the text thereof may be reproduced.
2. Spontaneity
   a) The copying is at the instance and inspiration of the individual teacher instructor.
   b) The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

3. Cumulative Effect
   a) The copying of the material is for only one course in the school in which the copies are made.
   b) Not more than one short poem, article, story, essay, or two excerpts may be copied from the same author, not more than three from the same collective work or periodical volume during one class term.
   c) There shall not be more than nine instances of such multiple copying for one course during one class term (The limitations stated in “B.2 and B.3” above shall not apply to current news periodicals, newspapers and current news sections of other periodicals).

4. Prohibitions – Notwithstanding any of the above, the following shall be prohibited:
   a) Copying shall not be used to create or to replace or substitute for anthologies, compilations, or collective works. Such replacement or substitution may occur whether copies of various works or excerpts therefrom are accumulated or are reproduced and used separately.
   b) There shall be no copying of or from works intended to be consumable in the course of study or teaching. These include workbooks, exercises, standardized tests and test booklets and answer sheets and like commercial material.
   c) Copying shall not substitute for the purchase of books, publisher’s reprints or periodicals; be directed by a higher authority; or be repeated with respect to the same item by the same teacher instructor from term to term.
   d) No charge shall be made to the student beyond the actual cost of the photocopying.

Compilations

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

Online-Instruction and Materials   Online/Hybrid Courses (Distance Education)

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

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

Library Reserves

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

Obtaining Permission to Use Copyrighted Material

It is the responsibility of the individual faculty member or other person requesting copies to obtain permission to use copyrighted material. The college will not knowingly duplicate copies of copyrighted materials.

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

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

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

Employees with questions regarding copyright law will be directed to the U.S. Copyright Office’s Web site at http://www.loc.gov/copyright. Should view the ECC Copyright page for forms and other references, including links to resources and operating procedures related to copyright. Forms will also be available in the bookstore and the copy center.

**Use of Copying Machines and Services**

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

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

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

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

**Guidelines for Using Computer Programs**

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

**Using materials from the Internet**

Copyright law governs the use of materials, including images, you might find on the Internet, just as it governs the use of books, video or music in the analog world.
• Neither publication nor a notice of any kind is required to protect works. Copyright protection is automatic;
• Permissions should be obtained for items copied from internet sources unless you have verified that it is not required. For example, it is possible to search for works under a Creative Commons license that typically allows for the works’ non-commercial use as long as attribution to the creator is provided;
• Individuals will be liable for own actions when they copy and distribute others’ copyrighted works without permission.

Procedures
Individual divisions or departments impacted by the policy and procedure may choose to create written operational procedures that adhere to copyright policy.
In cases of unresolved disputes between the requestor and a campus service provider, the issue will be addressed according to the department’s written procedures. If no procedure were in place at the time of the dispute, the problem will be referred to the requestor’s Dean.
The service will not be rendered until the disputed issue is resolved.

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

References:
U. S. Code Title 17, Copyright Act of 1976; Education Code Sections 32360, 67302
AP 6160 District Computer and Network Use Policy
Fair Use: Copyright Act, Section 107
Online Courses:  The TEACH (Technology, Education and Copyright Harmonization) Act, USC 17, Copyright Act, Sections 110(2) and 112

October 2011
Under the direction guidance of the Director of Learning Resources, the Library and Learning Resources, the Library will offer a full range of library materials and information resources.

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

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

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

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

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

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

2) Selection Criteria. When selecting materials, the library considers the following:
   A. Meeting the diverse needs of the campus community
   B. Currency
   C. Relevance
   D. Overall balance of the collection and format of the material

Faculty members are encouraged to recommend titles in their areas of expertise; however librarians have the final responsibility for maintaining a well-balanced materials collection. Limitations will be applied as needed.
3. Donations
   The same criteria will be utilized when adding donations to the collection as when selecting new titles. If the donor places special conditions on the donation, e.g., that the materials must be added to the collection, the donation will not be accepted. All donations will be acknowledged by the College Foundation.

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

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

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

7. Factors that will be considered when withdrawing materials are the physical condition, the number of duplicate copies, contemporary relevance, and previous usage.

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

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

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

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

References:
Education Code 78100
ACCJC Accreditation Standard II.B

May 2008/December 2014
El Camino College has two types of probation: Academic Probation and Progress Probation. The purpose of probation is to encourage a student having academic difficulties to seek appropriate guidance and support in formulating and achieving goals.

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

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

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

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

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

6. Dismissal Because of Progress Probation
   A student on Progress Probation will be dismissed if the percentage of units in which the student has been enrolled for which entries of “W,” “I,” “NC” and/or “NP” remains at or above 50% for three consecutive semesters. However, if a student completes 50% or more of the attempted units during the most recent regular (fall,
spring) semester while on probation, the student will continue on probation, but will not be subject to dismissal. Terms shorter than 16 weeks will not be considered a semester. A semester in which the student does not take any courses will not be counted as a semester.

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

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

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

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

El Camino College
Adopted: 7/20/09
Amended: 2/16/10
Agenda for the El Camino Community College District Board of Trustees
from
Student and Community Advancement
Jeanie M. Nishime, Vice President

A. 2016 Summer Youth Football Camp................................................................. SCA 2
B. 2016 Summer Football Passing League Camp...................................................... SCA 2
C. 2016 Summer Youth Swim Program ................................................................. SCA 2
D. Grants – Application............................................................................................. SCA 3
E. Grant Application and Acceptance........................................................................ SCA 4
F. Board Policy 3900 (Speech: Time, Place, and Manner) Second Reading
   and Adoption ........................................................................................................ SCA 4, 6
G. Administrative Procedure 3900 (Speech: Time, Place, and Manner)
   Information item ...................................................................................................... SCA 4, 7
H. Board Policy 5050 (Student Success and Support Programs)
   Second Reading and Adoption ................................................................................ SCA 5, 10
I. Administrative Procedure 5050 (Student Success and Support Programs)
   Information Item ...................................................................................................... SCA 5, 11
J. Board Policy 5120 (Transfer Center) – Second Reading and Adoption... SCA 5, 13
K. Board Policy 5506 (El Camino College Student Rights and Responsibilities)
   Second Reading and Deletion ............................................................................... SCA 5, 14
A. **2016 SUMMER YOUTH FOOTBALL CAMP**

It is recommended that the Board of Trustees approve the following 2016 Summer Youth Football Camp.
Camp Director: Andrew Alvillar
Secretarial: Carolyn Biedler

Session #1 July 18-21 9:00am – 12:00pm
Session #2 July 25-28 9:00am – 12:00pm
(Classes are conducted Monday through Thursday only)
(Projected income - $20,000, expenses $8,210. Net income - $11,790)

B. **2016 SUMMER FOOTBALL PASSING LEAGUE CAMP**

It is recommended that the Board of Trustees approve the following 2016 Summer Football Passing League Camp.
Camp Directors: Ryan Winkler, Jose Erickson and Kevin Fredrickson

Week #1 (June 15), Week #2 (June 22), Week #3 (June 29), Week #4 (July 6)
Week #5 (July 13)
(Each session is scheduled 5:00pm – 9:00pm on Wednesdays)
(Projected income - $1,500, expenses $1,475. Net income - $25)

C. **2016 SUMMER YOUTH SWIM PROGRAM**

It is recommended that the Board of Trustees approve the following 2016 Summer Youth Swim Program
Camp Director: Corey Stanbury
Secretarial: Carolyn Biedler

Session #1 June 6-16 3:30pm – 6:30pm
Session #2 June 20-30 2:00pm-6:30pm
Session #3 July 5-14 2:00pm-6:30pm
Session #4 July 18-28 2:00pm-6:30pm
(Classes are conducted Monday through Thursday only)
(Session #3 will be Tuesday through Thursday the first week – 3 days 1st week and 4 days second week)
(Projected income - $57,850, expenses - $33,986. Net income -$23,864)
D. GRANTS - APPLICATION

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

1. **California Community Colleges Chancellor’s Office Nursing and Allied Health – Nursing Program Support – Assessment, Remediation and Retention for Associate Degree Nursing Program.** This nursing grant will respond to the nursing shortage by increasing the capacity of community college nursing programs and, ultimately, increase the number of licensed nurses. The funds allocated to colleges will provide the opportunity for Associate Degree Nursing Programs to expand and/or maintain prior expansion of the number of students enrolled in their programs for a two-year period (pending availability of funds for the second fiscal year), and to provide funds to help students to succeed.

   Administrator: Wanda Morris

   Amount of Grant Funding from Granting Agency $171,000
   Amount of College Match $-0-
   Total Amount of Project Funding $171,000
   Source of Matching Funds (n/a)
   Indirect to El Camino College $6,576 (4%)
   Performance Period: July 1, 2016 through June 30, 2017

2. **California Community Colleges Chancellor’s Office Student Services and Special Programs – Historically Black Colleges and Universities (HBCU) Transfer Agreement Project.** The grant is for a period of 12 months. It may be renewed for up to 48 additional months dependent on need, satisfactory performance and the continued availability of funds. The overall objective is to continue to build upon the accomplishments of the initial pilot grant to develop statewide transfer agreements between selected HBCU institutions and the Chancellor’s Office that facilitate the transfer of California Community College students who wish to complete their baccalaureate degree at a HBCU. The funds are to be used to identify and convene a representative group of California Community College faculty, staff and administrators to agree on strategies for engaging HBCUs in opportunities to facilitate the transfer of California Community College students.

   Administrator: Dipte Patel

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

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

California Community Colleges Chancellor’s Office Division of Educational Services – Community Colleges Basic Skills and Student Outcomes Transformation Program.

The Chancellor’s Office is pleased to announce the creation of the Community Colleges Basic Skills and Student Outcomes Transformation Program. This grant is for a period of three years. More than three-quarters of incoming students who undergo assessment are assigned to one or more basic skills (remedial) courses in mathematics, English writing or English reading. El Camino College identified three reasons for the poor rates at which its students complete a college-level mathematics or English course: 1) Many students begin mathematics and English courses below their optimal level due to single-measure placement processes; 2) Frequently, students spend three or more semesters in developmental courses due to the curricular structure of these courses; and 3) Too few students experience contextualized instructional methods that align with student needs and in which proactive student support services are integrated.

Administrator: Elise Geraghty

Amount of Grant Funding from Granting Agency $1,499,967
Amount of College Match $-0-
Total Amount of Project Funding $1,499,967

Source of Matching Funds (n/a)
Indirect to El Camino College $57,691 (4%)
Performance Period: July 1, 2016 through June 30, 2019

F. BOARD POLICY 3900 (SPEECH: TIME, PLACE, AND MANNER) – SECOND READING AND ADOPTION

It is recommended that the Board of Trustees accept for second reading and adoption Board Policy 3900 – Speech: Time, Place, and Manner as shown.

G. ADMINISTRATIVE PROCEDURE 3900 (SPEECH: TIME, PLACE AND MANNER) – INFORMATION ITEM

Administrative Procedure 3900 – Speech: Time, Place, and Manner is presented for informational purpose only
H. BOARD POLICY 5050 (STUDENT SUCCESS AND SUPPORT PROGRAMS) – SECOND READING AND ADOPTION

It is recommended that the Board of Trustees accept for second reading and adoption Board Policy 5050 – Student Success and Support Programs as shown.

I. ADMINISTRATIVE PROCEDURE 5050 (STUDENT SUCCESS AND SUPPORT PROGRAMS) – INFORMATION ITEM

Administrative Procedure 5050 – Student Success and Support Programs is presented for informational purpose only

J. BOARD POLICY 5120 (TRANSFER CENTER) – SECOND READING AND ADOPTION

It is recommended that the Board of Trustees accept for second reading and adoption Board Policy 5120 – Transfer Center as shown.

K. BOARD POLICY 5506 (EL CAMINO COLLEGE STUDENT RIGHTS AND RESPONSIBILITIES) – SECOND READING AND DELETION

It is recommended that the Board of Trustees accept for second reading and deletion Board Policy 5506 – El Camino College Student Rights and Responsibilities as shown.
Board Policy 3900  

Speech: Time, Place, and Manner

Students, employees, and members of the public shall be free to exercise their rights of free expression, subject to the requirements of this policy.

The College is a non-public forum, except for those areas that are designated public forums available for the exercise of expression by students, employees, and members of the public. The Superintendent/President or designee shall enact such administrative procedures as are necessary to reasonably regulate the time, place, and manner of the exercise of free expression in the designated public forums.

The administrative procedures promulgated by the Superintendent/President or designee shall not prohibit the right of students to exercise free expression, including but not limited to the use of bulletin boards, the distribution of printed materials or petitions, and the wearing of buttons, badges, or other insignia.

Speech shall be prohibited that is defamatory, obscene according to current legal standards, or which so incites others as to create a clear and present danger of the commission of unlawful acts on District property or the violation of District policies or procedures, or the substantial disruption of the orderly operation of the District.

Nothing in this policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2 of Article 1 of the California Constitution. Students may be disciplined for harassment, threats, or intimidation unless such speech is constitutionally protected.

References:
   Education Code Sections 66301 and 76120

El Camino College
Adopted: 12/09/02
Amended:
Administrative Procedure 3900  Speech: Time, Place, and Manner

Students and employees of the District and members of the public shall be permitted to exercise their right of free expression subject to the time, place, and manner policies and procedures contained in Board Policy 3900 and these procedures.

The District is a non-public forum, except for the following areas (see map), which are reserved for expressive activities which do not violate District policy and which are lawful: (1) the Library Lawn which is generally bounded by the Student Activities Center, Library Learning Resource Center, Student Services Center, Communications Building, and sidewalk at Canary Pines; and (2) the circular paved area located east of the District Bookstore generally bounded by the Communications Building, Student Services Center, and North Gym buildings, adjacent to Parking Lot C. These areas are chosen so as to provide visibility and allow communication to a large number of students, administrators, faculty, and others walking or traveling on campus but also so as not to disrupt educational and other activities of the District on behalf of students:

A. These areas are designated public forums. The District reserves the right to revoke that designation and apply a non-public forum designation.

B. The District reserves the right to designate areas as non-public forums as necessary to prevent the substantial disruption of the orderly operation of the college. Areas of the college that are non-public forums specifically include campus offices, classrooms, warehouses, maintenance yards, or locker rooms, and any other area not specified above.

The use of these areas reserved and open for expressive activities is subject to the following:

A. No person using the areas shall touch, strike, or physically impede the progress of passerby, except for incidental or accidental contact or contact initiated by a passerby.

B. Persons using areas shall not use any means of amplification that creates a noise or diversion that disturbs the orderly conduct of the campus or classes taking place at that time.

C. Persons using the areas reserved for expressive activities shall not disrupt the orderly operation of the college.

Non-student, community groups wishing to engage in speech or expressive activities on campus, in the areas designated as public forums, must check in with the Student Development Office prior to engaging in the activities. This does not involve an advance approval process.
No illegal activities, no activities that violate District or campus rules, including rules and laws on illegal harassment and discrimination, and none that will substantially interfere with or disrupt activities already scheduled for that day and time in the designated areas, as described in this procedure, will be permitted. In the event the area sought to be used for expressive activities has already been reserved for another activity so that there will be substantial interference or disruption based on noise, overcrowding, or other considerations unrelated to content, the District will make a good faith and reasonable effort to offer alternative areas or if none are available offer alternative dates. Students, outside organizations, and others are encouraged to make reservations in advance to use the areas for their expressive activities through the use of reservation forms.

All persons using the areas that are designated public forums shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within those areas. Those persons distributing printed material must, prior to their departure from the areas that day, make reasonable efforts to retrieve, remove, or properly discard material that is discarded or dropped in or around the areas other than in an appropriate receptacle.

Commercial advertising or promotional literature may not be posted, exhibited, or distributed on-campus.

To prevent littering the campus grounds, the placement of handbills or other materials on or in cars parked on the campus is prohibited.

**Posting**

Bulletin boards shall be provided for use in posting materials at campus locations convenient for use by students, staff, and members of the public. All materials displayed on a bulletin board shall clearly indicate the author or agency responsible for its production and shall be dated with the date of posting by the Student Development Office. Materials displayed shall be removed after the passage of the date of the event or after the passage of ten days.

If your publication solicits subjects for research, you must first obtain permission from the College’s Institutional Review Board (IRB). Approved materials shall clearly indicate IRB approval inclusive of the research study end date.

References:

Education Code Sections 76120 and 66301
Board Policy 5050  

Student Success and Support Program

The El Camino Community College District shall provide Student Success and Support Program services to students for the purpose of furthering equality of educational opportunity and academic success.

The purpose of Student Success and Support Program services is to bring the student and the District into agreement regarding the student’s educational goals through the District’s established programs, policies and requirements. The agreement is implemented through the educational planning process.

The Superintendent/President shall establish procedures to assure implementation of Student Success and Support Program services that comply with the Title 5 regulations.

Reference:

   Educational Code Section 78210, et seq.
   Title 5 Section 55500

El Camino College
Adopted: 3/26/84
Amended: March 18, 2002
Administrative Procedure 5050  
Student Success and Support Program

Student Success and Support Program services bring the student and the District into agreement regarding the student’s educational goal through the District’s established programs, policies, and requirements. The agreement is implemented through the educational planning process.

The Student Success and Support Program (SSSP) is a process that enhances student access to the California Community Colleges and promotes and sustains the efforts of students to be successful in their educational endeavors. The goals are to ensure that all students complete their college courses, persist to the next academic term, and achieve their educational objectives through the assistance of the student-direct components of the student success and support program process: admissions, orientation, assessment and testing, counseling, and student follow-up.

Each student entering the College, barring any exemptions, will do all of the following:

1. Complete orientation
2. Participate in assessment to determine appropriate course placement
3. Identify an education and career goal
4. Identify a course of study
5. Participate in the development of an initial one to two semester student educational plan with a counselor
6. Participate in the development of a comprehensive educational plan with a counselor by the end of the third term, but no later than the completion of 15 degree-applicable units
7. Attend class and complete assigned coursework
8. Complete courses and maintain progress toward an educational goal

Student Success and Support Program services include, but are not limited to, all of the following:

1. Orientation on a timely basis covering information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters.
2. Assessment and counseling either prior to or after enrollment, which shall include, but is not limited to, all of the following:
   a. Administration of assessment instruments to determine student competency in computational and language skills
   b. Assistance to students in the identification of aptitudes, interests and educational objectives, including, but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and vocational certificates and licenses, and career readiness
   c. Evaluation of student study and learning skills
d. Referral to specialized support services as needed, including, but not limited to, federal, state, and local financial assistance, health services, mental health services, academic support programs, programs that teach English as a second language, tutorial services, and disabled student services

e. Educational planning, which includes but is not limited to, academic, career, and personal counseling

f. Follow-up services and required counseling or advisement for students who are enrolled in remedial courses who have not declared an educational objective as required, or who are on academic probation.

The District shall not use any assessment instrument except those specifically authorized by the Board of Governors of the California Community Colleges.

References:
Education Code Sections 78210 et seq.;
Title 5 Sections 55500 et seq.
Board Policy 5120  

Transfer Center

Transfer is one of the primary missions of the El Camino Community College District. The Transfer Center shall be committed to the development of activities and services that identify and increase the number of students who choose to transfer and are prepared to transfer, and shall monitor the effectiveness of those services.

Reference:

Title 5, Section 51027

El Camino College Adopted:
May 20, 2002
Amended:
Students have rights and responsibilities as provided for in law, including the State Education Code and the Title V Matriculation regulations; Board policies, including the Student Code of Conduct; and health and safety considerations. The student has the right:

1. To enroll in any course, subject to space availability and for which the student meets the appropriately established prerequisite(s) or corequisite(s);
2. A description of student rights and responsibilities in written form available prior to, or during, enrollment, and included in appropriate publications;
3. A matriculation process which encourages participation in college programs;
4. Due process and grievance procedures that are established and implemented;
5. Reasonable access to and feedback on assignments submitted to instructors;
6. Mutually respectful interaction with staff, faculty and administrators;
7. Access to facilities and resources based upon reasonable student request and assessment of the necessity of such request, which promote and support academic progress and achievement, such as study areas, tutoring, materials used in class in the library reference section, accessible library hours, computers;
8. Accurate information about, or appropriate referral to, student support services, campus activities, services and programs;
9. A safe, clean campus environment;
10. Representation on campus committees and notification of, or input into, changes on campus affecting them as appropriate;
11. Quality education provided by well-trained faculty and administrators.

Along with rights, students have responsibilities as provided in law, the State Education Code, Title V matriculation regulations, Board policies, including the Student Code of Conduct, and health and safety considerations, including the responsibility to:

1. Express at least a broad educational intent upon admission and declare a specific educational goal within a reasonable period after admission, namely the term after which the student has completed 15 semester units;
2. Participate in counseling or advisement to develop an educational plan and understand that failure to do so, or to abide by the educational plan may result in suspension or termination of matriculation services;
3. Strive for and promote academic excellence by obtaining materials for classes and having them as needed or required for the classes, diligently preparing for classes, completing assigned coursework, actively participating in classes, making and keeping copies of work submitted to instructors, and providing feedback to instructors;
4. Exercise punctuality, adhere to established class attendance requirements, and provide valid information regarding absences as appropriate;
5. Complete courses and maintain progress toward an educational goal according to standards established by the district in the Standards of Scholarship;
6. Engage in respectful behavior with other students, staff, faculty and administrators;
7. Protect each others’ safety by promoting and adhering to safety and security measures, including the student Code of Conduct and other campus policies and procedures;
8. Use facilities, equipment and campus resources in a responsible manner, and exercise orderliness, neatness and cleanliness while using them;
9. Safeguard or protect others’ personal property by taking such property to the Campus Police or an office in the College;
10. Promote and support a positive learning environment, including quiet in study areas, respectful classroom participation, and college-level behavior in all areas of the campus.

The provisions of this Board Policy are subject to change and do not constitute a contract between any student and the District and/or College. Additional provisions pertaining to student rights and responsibilities are provided in other District Board policies, the California Education Code, Title V of the California Code of Regulations and in other state and federal statutes and regulations.

Previous Board Policy Number: 6131.2

El Camino College
Adopted: 1/16/96
Renumbered: 5/16/05
<table>
<thead>
<tr>
<th></th>
<th>Agenda for the El Camino Community College District Board of Trustees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From</td>
</tr>
<tr>
<td></td>
<td>Administrative Services</td>
</tr>
<tr>
<td></td>
<td>Jo Ann Higdon, Vice President</td>
</tr>
<tr>
<td>A.</td>
<td>AB 2910 - Quarterly Fiscal Status Reports</td>
</tr>
<tr>
<td>C.</td>
<td>Contracts Under $87,800</td>
</tr>
<tr>
<td>D.</td>
<td>Contracts Over $87,800</td>
</tr>
<tr>
<td>E.</td>
<td>Personal Service Agreements</td>
</tr>
<tr>
<td>F.</td>
<td>Amendments</td>
</tr>
<tr>
<td>G.</td>
<td>Information Item - Campus WiFi</td>
</tr>
<tr>
<td>H.</td>
<td>Sole Source Acquisition</td>
</tr>
<tr>
<td>I.</td>
<td>Board Policy 3530 (Weapons on Campus) - Second Reading and</td>
</tr>
<tr>
<td></td>
<td>Adoption</td>
</tr>
<tr>
<td>J.</td>
<td>Administrative Procedure 3530 (Weapons on Campus) - Information</td>
</tr>
<tr>
<td></td>
<td>Item</td>
</tr>
<tr>
<td>K.</td>
<td>Purchase Orders and Blanket Purchase Orders</td>
</tr>
</tbody>
</table>
A. **AB 2910 - QUARTERLY FISCAL STATUS REPORTS**

It is recommended that the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending March 31, 2016. AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report for March 31, 2016, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11).

**FISCAL YEAR 2015-2016**
Quarter Ended (Q3) March 31, 2016

<table>
<thead>
<tr>
<th>General Fund</th>
<th>2015-16 Budget</th>
<th>Year-to-Date Actuals</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal</td>
<td>$150,000</td>
<td>$85,141</td>
<td>56.76%</td>
</tr>
<tr>
<td>State</td>
<td>82,191,467</td>
<td>65,314,986</td>
<td>79.47%</td>
</tr>
<tr>
<td>Local</td>
<td>46,576,434</td>
<td>28,927,682</td>
<td>62.11%</td>
</tr>
<tr>
<td>Interfund Transfers</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Total Income</td>
<td>$128,917,901</td>
<td>$94,327,809</td>
<td></td>
</tr>
</tbody>
</table>

| **APPROPRIATIONS** | |
| Academic Salaries | $51,566,705 | $36,918,405 | 71.59% |
| Classified Salaries | 26,611,429 | 16,438,170 | 61.77% |
| Staff Benefits | 20,405,447 | 16,701,880 | 81.85% |
| Supplies/Books | 2,383,419 | 927,950 | 38.93% |
| Other Operating Expenses | 9,228,757 | 7,598,127 | 82.33% |
| Capital Outlay | 473,730 | 220,678 | 46.58% |
| Other Outgo | 6,503,061 | 5,432,817 | 83.54% |
| Total Appropriations | $117,172,548 | $84,238,027 | |
| Net Revenues | $11,745,353 | $10,089,782 | |

*Other operating expenses net of estimated expenditure savings - $3,000,000.
B. 2014-15 PROPOSITION 39 GENERAL OBLIGATION BONDS AUDIT REPORT

It is recommended the Board accept the annual financial and performance audit reports prepared by Vicenti, Lloyd & Stutzman LLP, for the El Camino Community College District Revenue Bond Construction Fund. Copies of the audit reports for the 2014-15 fiscal year have been distributed to the Board of Trustees and to the Citizens Bond Oversight Committee. The District received an unmodified opinion on its financial and performance audits. The public may view the audit reports in the Office of the Vice President-Administrative Services, in the Administration Building Room ADM 106, or on the web at:

C. CONTRACTS UNDER $87,800

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

a. Services Provided by District or Designee:

1. Contractor: THE MANUFACTURING INSTITUTE
   Services: Contractor will receive support services for occupational analyses, career pathway mapping and alignment of college training programs to manufacturing certificates.
   Requesting Dept.: Student and Community Advancement – Community Advancement
   Date(s): 4/19/16 – 12/31/17
   Financial Terms: Projected gross income $40,000

b. Services Received by District or Designee:

1. Contractor: ACTION EVENTS LA BY SWORDPLAY
   Services: Contractor will provide one-day fencing enrichment workshops for the Community Education department’s summer Kid’s College program’s six Sizzling Summer Saturdays for grades 1-12. Contractor to provide all equipment needed for the workshops and review basic safety rules prior to activity and continually enforce
proper safety and assure proper safety equipment is worn for each activity including masks, and jackets.

**Requesting Dept.:** Student and Community Advancement – Community Advancement – Contract and Community Education

**Date(s):** 7/2/16 – 8/6/16

**Financial Terms:** Cost not to exceed $3,600
Projected net income $4,400

2. **Contractor:** AMERICA STUDY ABROAD NETWORK (USA); GRACE EDUCATION SERVICES (MYANMAR); US-UHAK.COM (SOUTH KOREA)

**Services:** Contractor will recruit F-1 Visa students for ECC.

**Requesting Dept.:** Student and Community Advancement – Admissions and Records – International Student Program

**Date(s):** 4/18/16 (Beginning on date of Board approval and continuing month-to-month up to but not exceeding five years)

**Financial Terms:** The fee shall be $250 per student per consecutive semester cycle completed, not to exceed $500 per student. If applicable, a fee for high-volume admissions at the end of a two consecutive semester cycle will be paid in addition to the regular fee.

3. **Contractor:** APICS SAN GABRIEL VALLEY CHAPTER

**Services:** Contractor will provide on-site and center-based customized training for companies contracted with the District on an as-needed basis including but not limited to on-site and center-based APICS, Lean Manufacturing and Project Management related courses.

**Requesting Dept.:** Student and Community Advancement – Community Advancement – Contract and Community Education

**Date(s):** 4/19/16 – 5/3/17

**Financial Terms:** Cost not to exceed $20,000
Funded by Employment Training Panel (ETP) ET15-0427 two-year core contract

4. **Contractor:** BUSINESS CAVALRY LLC

**Services:** Contractor will receive ECC's grant funds to provide program training and consulting. Training to include, but not limited to topics in Business and Management Skills, Continuous Improvement, Manufacturing Skills, and Advanced Technology.
<table>
<thead>
<tr>
<th>Requesting Dept.</th>
<th>Date(s)</th>
<th>Financial Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student and Community Advancement – Community Advancement – Contract and Community Education</td>
<td>4/19/16 – 6/30/17</td>
<td>Cost not to exceed $50,000 ETP ET15-0427 two-year core contract</td>
</tr>
<tr>
<td>Student and Community Advancement – Community Advancement – Contract and Community Education</td>
<td>3/7/16 – 3/7/17 with four optional one-year renewals, not to exceed five years</td>
<td>Projected gross income $20,000</td>
</tr>
<tr>
<td>Administrative Services – Information Technology Services</td>
<td>4/1/16 – 3/30/17 with four optional one-year renewal periods, not to exceed five years</td>
<td>Cost not to exceed $10,000 per year</td>
</tr>
<tr>
<td>Academic Affairs – Health Sciences and Athletics</td>
<td>1/1/16 – 12/31/18 with an optional two year renewal period</td>
<td>Cost not to exceed $10,000 per semester Funded by Assessment, Remediation, Retention Grant</td>
</tr>
<tr>
<td>ROSECRANS CARE CENTER</td>
<td></td>
<td>Contractor will provide part-time work activity opportunities for CalWORKs students to work as nurses’ aides and office assistants.</td>
</tr>
</tbody>
</table>
Requesting Dept.: Student and Community Advancement – Student Support Services – CalWORKs
Date(s): 3/21/16 – 3/21/17
Financial Terms: No cost to the District

9. Contractor: SMALL MANUFACTURERS’ INSTITUTE
Services: Contractor will provide coordination and consulting services in support of the Advanced Manufacturing Sector activities.
Requesting Dept.: Student and Community Advancement – Community Advancement – CACT
Date(s): 4/19/16 – 6/30/16
Financial Terms: Cost not to exceed $10,000

D. CONTRACTS OVER $87,800

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

a. Services Provided by District or Designee:

1. Contractor: UNIVERSITY OF SOUTHERN CALIFORNIA
Services: ECC will receive contractor’s grant funds to provide technical services to regional aerospace manufacturers in business growth acceleration and export acceleration to help them compete in a global marketplace.
Requesting Dept.: Student and Community Advancement – Community Advancement – Center for Competitive Technologies (CACT)
Date(s): 4/19/16 – 12/31/17
Financial Terms: Projected gross income $319,059

b. Services Received by District or Designee:

1. Contractor: REDONDO BEACH UNIFIED SCHOOL DISTRICT
Services: Contractor, a subgrantee, will implement plans set forth in the South Bay Adult Education Consortium Regional Comprehensive Plan, the Three-Year Consortia Plan Update from AB86 and the Annual Plan 2015-16 created within the parameters of California Assembly Bills 86 and 104.
Requesting Dept.: Student and Community Advancement – Community Advancement – Grants Development and Management

Date(s): 4/19/16 – 12/31/16

Financial Terms: Cost not to exceed $285,995
Funded by Adult Education Consortium Grant

2. Contractor: TORRANCE UNIFIED SCHOOL DISTRICT
Services: Contractor, a subgrantee, will implement plans set forth in the South Bay Adult Education Consortium Regional Comprehensive Plan, the Three-Year Consortia Plan Update from AB86 and the Annual Plan 2015-16 created within the parameters of California Assembly Bills 86 and 104.

Requesting Dept.: Student and Community Advancement – Community Advancement – Grants Development and Management

Date(s): 4/19/16 – 12/31/16

Financial Terms: Cost not to exceed $250,000
Funded by Adult Education Consortium Grant

E. PERSONAL SERVICE AGREEMENTS

a. Services Provided by District or Designee:

None

b. Services Received by District or Designee:

1. Contractor: ERNESTO MOLINA
Services: Contractor and his group, Mariachi Estrella de Jalisco, will perform music at ECC Celebration of Chicano Culture event titled The Son Mexicano.

Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 4/26/16
Financial Terms: Cost not to exceed $1,000
Funded by Student Equity Program Grant

2. Contractor: MARIBEL GUTIERREZ
Services: Contractor will give a lecture on Chicanas and the Mexican Charreria Tradition for A Celebration of Chicano Culture event.

Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 4/14/16
Financial Terms: Cost not to exceed $600
Funded by Student Equity Program Grant
3. **Contractor:** MOTECUHZOMAH HERRERA  
   **Services:** Contractor and his group, Conuntu Hueyapan, will perform a series of Sons "rhythms" at the ECC Celebration of Chicano Culture event titled The Son Mexicano.  
   **Requesting Dept.:** Academic Affairs – Behavioral and Social Sciences  
   **Date(s):** 4/26/16  
   **Financial Terms:** Cost not to exceed $1000  
   Funded by Student Equity Program Grant

4. **Contractor:** STEVEN L. KASMAR  
   **Services:** Contractor will coordinate and deliver a statewide Culinary Arts Competition including venue, promotion, print materials, and medals and trophies for Community College Culinary Arts students.  
   **Requesting Dept.:** Student and Community Advancement – Community Advancement – Workplace Learning Resource Center  
   **Date(s):** 4/19/16 – 6/30/16  
   **Financial Terms:** Cost not to exceed $4,500  
   Funded by California Community Colleges Chancellor's Office Economic Workforce Development program Retail, Hospitality and Tourism grant

F. **AMENDMENTS**

   a. **Services Provided by District or Designee:**

      None

   b. **Services Received by District or Designee:**

      1. **Contractor:** ANGALET AND ASSOCIATES LLC  
         **Services:** Contractor will provide sales consulting services to identify training opportunities with current and new business clients, securing twenty-five new companies as clients or potential customers.  
         **Requesting Dept.:** Student and Community Advancement – Community Advancement – Contract and Community Education  
         **Date(s):** 7/1/15 – 6/30/16  
         **Financial Terms:** Cost not to exceed $51,000 (Cost increase only: Board initially approved on 6/15/15 the cost of $42,000)  
         Funded by ETP ET 14-0217 two-year core contract
2. Contractor: SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Services: Contractor will provide Employee Training Panel (ETP) Regular Core Programs training using ECC’s ETP funds.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 7/13/15 – 5/3/17
Financial Terms: Cost not to exceed $50,000 (Cost increase only: Board initially approved on 8/17/15 the cost of $10,000) Funded by ETP ET15-0427 two-year core contract

3. Contractor: YOUNGBLOOD & ASSOCIATES
Services: Contractor will provide background investigations for ECC Police Department applicants.
Requesting Dept.: Administrative Services – Campus Police
Date(s): 7/1/15 – 6/30/16
Financial Terms: Cost not to exceed $1,000 (Cost increase only: Board initially approved on 7/20/15 the cost of $750)

G. INFORMATIONAL ITEM - CAMPUS WiFi

CONTRACTOR: DELL

Contractor will provide proposal for engineering, services and equipment to retrofit and upgrade existing Campus WiFi services necessary to complete certain planning and programming activities, including without limitations: 1. Assessment of building, structures and areas subject to retrofitted and upgraded WiFi services; 2. Specification of WiFi equipment, materials, and software; 3. Development of a work-plan (including budget and schedule) for implementation of retrofitted and/or upgraded WiFi equipment, materials and software. The District intends to utilize the California Department of General Services, California Multiple Awards Schedule (CMAS) under CMAS Contract Number 9-94-70-0012 (CMAS Contract).

Date(s): 3/23/16 – end of project

H. SOLE SOURCE ACQUISITION

It is recommended the Board of Trustees approve the sole source purchase of Sodick VZ300L (LN2W) Wire-EDM (Electrical Discharge Machining) in the amount of $100,000 from Sodick, Inc. without formal public advertising and receiving of bids. It is in the District’s best interests to let this exception of
California Public Contract Code section 20651 which requires the District to advertise publicly for purchase of goods involving an expenditure of $87,800 or more. Sodick, Inc. is the sole provider and manufacturer of Sodick VZ300L (LN2W) Wire-EDM used by ECC Machine Tool Technology program.

I. BOARD POLICY 3530 (WEAPONS ON CAMPUS) - SECOND READING AND ADOPTION

As part of the Board policy and procedure review process, it is recommended the Board receive Board Policy 3530 (Weapons on Campus), for second reading and adoption, as shown on Page AS 11.

J. ADMINISTRATIVE PROCEDURE 3530 (WEAPONS ON CAMPUS) - INFORMATIONAL ITEM

Administrative Procedure 3530 (Weapons on Campus) is presented for informational purpose only, as shown on Page AS 12.
Board Policy 3530

Weapons on Campus

Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials, or as authorized by an official law enforcement agency.

Reference:

Penal Code Section 626.9, 626.10 and 830 et seq.

El Camino College
Adopted: 4/16/01
Administrative Procedure 3530  Weapons on Campus

Firearms, knives, explosives, or other dangerous objects, including but not limited to any facsimile firearm, knife, or explosive, are prohibited on all District grounds. The prohibition of firearms on any District campus, District center, or in any District facility includes both loaded and unloaded firearms, and applies to persons holding a valid license to carry a concealed firearm, except as authorized by law.

Activities involving firearms or other weapons conducted under the direction of District officials, or as authorized by an official law enforcement agency shall be reported to the Chief of Campus Police before taking place.

Any person who believes that he or she may properly possess a firearm or other weapon on District grounds must promptly notify the Chief of Campus Police. Duly appointed peace officers, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, who are authorized by law and their respective Department Policies to carry concealed firearms, are exempt from the requirements of this paragraph.

Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 1/2 inches upon the grounds of the District is strictly prohibited, unless the person is authorized to possess such a weapon in the course of his or her District employment, has been permitted by an authorized District employee to have such, or is a duly appointed peace officer who is engaged in the performance of his or her duties.

References:
Penal Code, Sections 626.9, 626.10, and 830 et seq.
K. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended all purchase orders be ratified as shown.

<table>
<thead>
<tr>
<th>P.O.</th>
<th>Vendor Name</th>
<th>Site Name</th>
<th>Description</th>
<th>P.O. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund 11</td>
<td>Unrestricted - El Camino</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P0902460</td>
<td>Revgear Sports Co.</td>
<td>P.O.S.T.</td>
<td>Instructional Supplies</td>
<td>$4,374.98</td>
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<tr>
<td>P0902505</td>
<td>Discount Dance Supply</td>
<td>Dance</td>
<td>Instructional Supplies</td>
<td>$1,389.70</td>
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<tr>
<td>P0902621</td>
<td>The Horn Guys</td>
<td>Music</td>
<td>Instructional Supplies</td>
<td>$855.17</td>
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<tr>
<td>P0902627</td>
<td>Charles Brock LLC</td>
<td>Construction</td>
<td>Instructional Supplies</td>
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<tr>
<td>P0902638</td>
<td>InterDesign Inc.</td>
<td>Div Office BSSC</td>
<td>Instructional Supplies</td>
<td>$650.31</td>
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<tr>
<td>P0902712</td>
<td>Carolina Biological</td>
<td>Life Sciences</td>
<td>Instructional Supplies</td>
<td>$125.42</td>
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<tr>
<td>P0902720</td>
<td>Masque Sound</td>
<td>Div Office Fine Arts</td>
<td>Non-Instruc</td>
<td>$268.18</td>
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<td>P0902721</td>
<td>Access Display Group</td>
<td>Div Office Fine Arts</td>
<td>Non-Instruc</td>
<td>$1,344.64</td>
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<tr>
<td>P0902727</td>
<td>Mouser Electronics</td>
<td>Physics</td>
<td>Instructional Supplies</td>
<td>$266.67</td>
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<tr>
<td>P0902736</td>
<td>Steinway, Inc.</td>
<td>Ctr for Arts Production</td>
<td>Other Renta</td>
<td>$1,326.50</td>
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<tr>
<td>P0902741</td>
<td>Portage Newspaper</td>
<td>English</td>
<td>Instructional Supplies</td>
<td>$112.70</td>
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<tr>
<td>P0902742</td>
<td>A-1 Office Concepts</td>
<td>V.P. Academic Affairs</td>
<td>Repairs - Instructional</td>
<td>$403.28</td>
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<tr>
<td>P0902743</td>
<td>CDW-G</td>
<td>Institutional Services</td>
<td>New Equipment</td>
<td>$1,589.54</td>
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<tr>
<td>P0902759</td>
<td>Alldata</td>
<td>Information Technology</td>
<td>License Fee/Site Licenses</td>
<td>$975.00</td>
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<tr>
<td>P0902761</td>
<td>Computerland of Silicon</td>
<td>Information Technology</td>
<td>Maintenance Contracts</td>
<td>$9,500.00</td>
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<tr>
<td>P0902762</td>
<td>CDW-G</td>
<td>SRC Accessibility Fund</td>
<td>New Equipment</td>
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<td>P0902767</td>
<td>ACBO</td>
<td>Administrative Services</td>
<td>Conferences Mgmt</td>
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<tr>
<td>P0902773</td>
<td>Fast Deer Bus Charter</td>
<td>Transfer Center</td>
<td>Transportation</td>
<td>$680.00</td>
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<td>P0902774</td>
<td>Los Angeles County Office</td>
<td>Board Of Trustees</td>
<td>Conferences Mgmt</td>
<td>$25.00</td>
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<tr>
<td>P0902775</td>
<td>El Camino College</td>
<td>Presidents Office</td>
<td>Other Services And Expenses</td>
<td>$500.00</td>
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<tr>
<td>P0902776</td>
<td>Vicenti, Lloyd, Stutzman</td>
<td>Institutional Services</td>
<td>Audit/Accreditation fees</td>
<td>$27,785.33</td>
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<tr>
<td>P0902780</td>
<td>Source 4</td>
<td>Fiscal Services</td>
<td>Non-Instruct Supplies</td>
<td>$386.10</td>
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<td>P0902781</td>
<td>Redondo Technology</td>
<td>Fiscal Services</td>
<td>Non-Instruct Supplies</td>
<td>$1,535.81</td>
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<tr>
<td>P0902785</td>
<td>Ms. Linda Beam</td>
<td>Human Resources</td>
<td>Conferences Mgmt</td>
<td>$404.10</td>
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<td>P0902786</td>
<td>CDW-G</td>
<td>Foundation--Gen Fund</td>
<td>Non-Instruct Supplies</td>
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<tr>
<td>P0902788</td>
<td>Verizon Wireless</td>
<td>Operations</td>
<td>New Equipment</td>
<td>$478.01</td>
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<td>P0902790</td>
<td>Inglewood Airport</td>
<td>Presidents Office</td>
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P9003106 Mouser Electronics Physics Instructional Supplies $254.52
P9003108 Vector Resources, Inc. Information Technology Contract Services $1,536.69
P9003114 Woodworker West Construction Instructional Supplies $60.00
P9003117 CSI Fullmer Div Office Fine Arts New Equipment $512.25
P9003118 AAWCC V.P. Academic Affairs Conferences Classified $65.00
P9003120 Campus Food Services Commencement Contract Services $19,456.50
P9003123 National Association for Out of State Dues And Memberships $1,950.00
P9003124 Sports Imports Physical Education Instructional Supplies $4,194.90
P9003125 Channing L. Bete Co. Physical Education Instructional Supplies $926.31
P9003126 BSN Sports Physical Education Instructional Supplies $5,536.98
P9003127 Soccer Central Physical Education Instructional Supplies $1,092.20
P9003131 HL Corporation Physical Education Instructional Supplies $876.36
P9003132 Thompson Trophy Commencement Non-Instruct Supplies $103.55
P9003137 Public Agency Law Purchasing Legal $205.80
P9003138 Displays2go Div Office Instr. Non-Instruct Supplies $57.67
P9003141 Community College Div Office Instr. Publications-Magazines $81,653.43
P9003142 B & H Photo-Video Copy Center Non-Instruct Supplies $55.43
P9003145 Bank of America Presidents Office Conferences Mgmt $743.07
P9003146 Brown & Bigelow, Inc. Outreach and School Non-Instruct Supplies $6,427.60
P9003148 Forestry Suppliers, Inc. Anthropology Instructional Supplies $398.16
P9003149 ASQ Ed & Community Dues And Memberships $159.00
P9003150 UC Irvine New University Public Relations Multi Media Advertising $767.00
P9003151 Los Angeles Public Relations Multi Media Advertising $500.00
P9003152 C. S. U. N. Daily Sundial Public Relations Multi Media Advertising $350.00
P9003153 The Daily Titan Public Relations Multi Media Advertising $375.00
P9003154 C.S.U.L.B. Daily Public Relations Multi Media Advertising $200.00
P9003155 Cal State University Public Relations Multi Media Advertising $1,542.40
P9003156 USC Daily Trojan Public Relations Multi Media Advertising $700.00
P9003157 Daily Bruin/UCLA Public Relations Multi Media Advertising $2,900.00
P9003187 Thomson Reuters West Human Resources Non-Instruct Supplies $59.96
P9003196 Foundation for California VP-SCA Dues And Memberships $1,000.00
P9003197 PPG Architectural Art Department Repairs Parts And Supplies $422.95
P9003205 B & H Photo-Video History Instructional Supplies $1,177.58
P9003210 Altus Network Solutions Information Technology License Fee/Site Licenses $822.00
P9003211 CDW-G Div Office Business Instructional Supplies $325.91
P9003216 ACCJC Accreditation Support Other Services And Expenses $3,722.23
P9003229 Harland Technology Information Technology Maintenance Contracts $334.00
P9003230 Singlewire Software Information Technology Maintenance Contracts $8,250.00
P9003231 Accu Cut Div Office BSSC Instructional Supplies $241.93
P9003243 Excelencia in Education VP-SCA Dues And Memberships $500.00
P9003260 Amazing Balloons Career Center Non-Instruct Supplies $100.66
P9003269 Trang Viet Anh Company VP-SCA Contract Services $750.00
P9003270 Ryuagaku Journal, Inc. VP-SCA Contract Services $1,500.00
P9003271 The Center for Advanced VP-SCA Contract Services $250.00

Fund 12 - Restricted - El Camino

P9002307 Borden Decal Co., Inc. Parking Services Non-Instruct Supplies $1,127.97
P9002561 Dell Marketing L. P. TANF New Equipment $1,205.63
P9002744 Trane Commercial CTE (14-187-006) Non-Instruct Supplies $2,844.90
P9002748 Grainger CTE (14-187-006) Non-Instruct Supplies $381.50
P9002749 Tequipment.Net CTE (14-187-006) Non-Instruct Supplies $4,916.01

Fund 11 Total: 198 $377,113.79
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<td>Dennis Moynahan</td>
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<td>P0902938</td>
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Fund 12 Total: 110  $254,856.10
### Fund 15 - General Fund - Special Programs

| P0902770 | Fast Deer Bus Charter | Honors Program | Transportation | $1,000.00 |
| P0903100 | Honors Transfer Council | Honors Program | Conferences Mgmt | $2,210.00 |

**Fund 15 Total:** 2  $3,210.00

### Fund 62 - Property & Liability

| P0902916 | Witmer Public Safety | Purchasing | New Equipment - Instructional | $7,117.65 |
| P0902917 | Fire Service Specification | Purchasing | New Equipment - Instructional | $16,305.18 |
| P0903058 | S.O.S. Survival Products | Health, Safety and Risk | Non-Instruct Supplies | $5,622.44 |

**Fund 62 Total:** 3  $29,045.27

### Fund 71 - Associated Students

| P0902965 | American Express Travel | Student Affairs | ASB Exp. | $1,506.00 |

**Fund 71 Total:** 1  $1,506.00

### Fund 74 - Student Financial Aid

| P0903023 | Ad Infin Item | EOPS | Student Incentive Account | $951.96 |
| P0903024 | Custom Sash | EOPS | Student Incentive Account | $2,230.14 |
| P0903055 | Ad Infin Item | EOPS | Student Incentive Account | $1,190.73 |

**Fund 74 Total:** 3  $4,372.83

### Fund 79 - Auxiliary Services

| P0902766 | Campus Food Services | First Year Experience | Non-Instruct Supplies | $137.89 |
| P0902777 | Norcal Swim Shop | Health Sciences | Non-Instruct Supplies | $3,993.05 |
| P0902778 | Continental Athletic | Health Sciences | Non-Instruct Supplies | $7,576.00 |
| P0902779 | Visual Art Source, Llc | Fine Arts | Non-Instruct Supplies | $630.00 |
| P0902840 | J.D. Fields Lumber | Fine Arts | Non-Instruct Supplies | $1,935.61 |
| P0902848 | Del Rey Party Rentals | Counseling/Student | Non-Instruct Supplies | $1,555.54 |
| P0902975 | Midwest Global Group | Counseling/Student | Non-Instruct Supplies | $309.76 |
| P0902976 | Stefanie A. Frith | Humanities | Non-Instruct Supplies | $275.98 |
| P0902977 | Ms. Kate L. McLaughlin | Humanities | Non-Instruct Supplies | $434.00 |
| P0903056 | Soccer Central | Health Sciences | Non-Instruct Supplies | $1,872.18 |
| P0903061 | Daniel G. Busby | Fine Arts | Non-Instruct Supplies | $300.00 |
| P0903105 | Mr. Rene E. Lozano | Counseling/Student | Non-Instruct Supplies | $751.72 |
| P0903122 | Campus Food Services | Fine Arts | Non-Instruct Supplies | $407.39 |
| P0903129 | Residence Inn | Health Sciences | Non-Instruct Supplies | $1,750.45 |

**Fund 79 Total:** 14  $21,929.57

### Fund 81 - Student Organizations

| P0902784 | Creative Marx | Student Affairs | A/P Manual.Gen. | $368.80 |
| P0902817 | Airport Van Rental | Student Affairs | A/P Manual.Gen. | $500.00 |
| P0902989 | Hilton Orange | Student Affairs | A/P Manual.Gen. | $3,076.32 |

**Fund 81 Total:** 3  $3,945.12

### Fund 82 - Scholarships & Trust/Agency

| P0902857 | Robinhood Enterprises | Health Sciences | Fundraising | $395.13 |

**Fund 82 Total:** 1  $395.13
### Fund 11 - Unrestricted - El Camino

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<th>PO No</th>
<th>Vendor/Department/Group/Project</th>
<th>Activity/Expense</th>
<th>Category</th>
<th>Amount</th>
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<td>Bennett Gardening</td>
<td>Grounds</td>
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<td>B0910916</td>
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<td>B0910919</td>
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<td>Automotive Collision</td>
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<td>B0910920</td>
<td>Napa Auto &amp; Truck Parts</td>
<td>Automotive Collision</td>
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<td>B0910930</td>
<td>Titan Empire Inc.</td>
<td>Staff Diversity</td>
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<td>B0910940</td>
<td>Action Sales &amp; Metal Co.</td>
<td>Welding</td>
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<td>Robert H. Watson</td>
<td>Commencement</td>
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<td>B0910948</td>
<td>Schindler Elevator</td>
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<td>Costar Paint</td>
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<td>Major League Music</td>
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**Fund 11 Total: 11**  
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### Fund 12 - Restricted - El Camino

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<td>Student Equity</td>
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**Fund 12 Total: 8**  
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### Fund 15 - General Fund -Special Programs

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**Fund 15 Total: 1**  
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### Fund 41 - Capital Outlay

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**Fund 41 Total: 5**  
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### Fund 79 - Auxiliary Services

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**Fund 79 Total: 1**  
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**BPO Funds Total: 26**  
$586,260.00

**Grand Total POs and BPOs: 361**  
$1,282,633.81
A. Category Budgets and Balances.................................................................E 2

B. Contract – Leighton Consulting, Inc. –
   Administration Building Replacement Project........................................E 5

C. Contract Amendment – Leighton Consulting, Inc. –
   Technical Arts – Lot C Parking – Shops Demolition Project.....................E 6

D. Contract Amendment – School Construction Compliance, LLC –
   Athletic Education & Fitness Complex Stadium Phase 2 Project...............E 6

E. Purchase Orders and Blanket Purchase Orders........................................E 7
A. CATEGORY BUDGETS AND BALANCES

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

The following tables report Measure E 2002 and Measure E 2012 expenditures and commitments through March 31, 2016, at the April 2016 Board Meeting.

**2002 Measure E Expenditures:**

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>CURRENT BUDGET</th>
<th>EXPENDED</th>
<th>COMMITTED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Classrooms and Modernization</td>
<td></td>
<td></td>
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<tr>
<td>Acquisitions</td>
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<td>39,409,302</td>
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<td>14,345,832</td>
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<td>1,938,232</td>
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<td>3,677,684</td>
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<td>670,997</td>
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<td>603,114</td>
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<td>750,278</td>
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<td>New Pools, Locker Room &amp; Classrooms</td>
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<td>COMMITTED</td>
<td>BALANCE</td>
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<td>---------------------------------------------------</td>
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<td><strong>Campus Site Improvements:</strong></td>
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<tr>
<td>Accessibility, Safety / Security</td>
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<tr>
<td>Asphalt Resurfacing - All Lots</td>
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<td>Emergency Power to Security Lighting</td>
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<tr>
<td>Entrance - Redondo Beach Blvd. to Lot H</td>
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<td>Fencing Replacement and Additions</td>
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<td><strong>Energy Efficiency Improvements</strong></td>
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<td>Facilities and Receiving</td>
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<td>Hazardous Materials Abatement</td>
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<td>Marsee Auditorium</td>
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<td>North Gymnasium</td>
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<td>Physical Education and Men's Shower</td>
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<tr>
<td>CATEGORY</td>
<td>CURRENT BUDGET</td>
<td>EXPENDED</td>
<td>COMMITTED</td>
<td>BALANCE</td>
</tr>
<tr>
<td>-----------------------------------------</td>
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<td>Pool and Health Center</td>
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**Information Technology and Equipment**

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<th>EXPENDED</th>
<th>COMMITTED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
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<td>Behavioral and Social Sciences</td>
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**Physical Education Facilities**

**Improvements**

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<th>EXPENDED</th>
<th>COMMITTED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseball Field</td>
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<td>$572</td>
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<td>North Field</td>
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<td>Sand Volleyball</td>
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2012 Measure E Expenditures:

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<th>BUDGET</th>
<th>EXPENDED</th>
<th>COMMITTED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Classrooms and Modernization</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Gymnasium</td>
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<td>New Pools, Locker Rooms &amp; Classrooms</td>
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<td>0</td>
<td>33,459,378</td>
</tr>
<tr>
<td>Lot C Parking Structure</td>
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<tr>
<td>Demo Tech Arts</td>
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<td>Demo Student Activities &amp; Add New Quad</td>
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<td>2,973,338</td>
</tr>
<tr>
<td>Total Additional Classrooms/Modernization</td>
<td>$144,868,429</td>
<td>$0</td>
<td>$0</td>
<td>$144,868,429</td>
</tr>
<tr>
<td>Health and Safety Improvements</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Administration</td>
<td>$16,161,470</td>
<td>$0</td>
<td>$0</td>
<td>$16,161,470</td>
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<tr>
<td>Art &amp; Behavioral Sciences</td>
<td>60,469,324</td>
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<td>60,469,324</td>
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<tr>
<td>Construction Technology</td>
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<tr>
<td>Facilities and Receiving</td>
<td>4,164,369</td>
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<td>0</td>
<td>4,164,369</td>
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<tr>
<td>Library</td>
<td>30,358,793</td>
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<td>0</td>
<td>30,358,793</td>
</tr>
<tr>
<td>Marsee Auditorium</td>
<td>24,621,193</td>
<td>0</td>
<td>0</td>
<td>24,621,193</td>
</tr>
<tr>
<td>Music</td>
<td>52,345,130</td>
<td>0</td>
<td>0</td>
<td>52,345,130</td>
</tr>
<tr>
<td>Demo Pool/HealthCenter/South Gym</td>
<td>2,899,077</td>
<td>0</td>
<td>0</td>
<td>2,899,077</td>
</tr>
<tr>
<td>Planetarium</td>
<td>1,024,848</td>
<td>0</td>
<td>0</td>
<td>1,024,848</td>
</tr>
<tr>
<td>Demo Administration</td>
<td>1,770,584</td>
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<td>0</td>
<td>1,770,584</td>
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<tr>
<td>Demo Art/Music/Theatre Bldg &amp; Site</td>
<td>7,529,394</td>
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<tr>
<td>Total Health and Safety Improvements</td>
<td>$205,131,571</td>
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<td>$0</td>
<td>$205,131,571</td>
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<tr>
<td>TOTAL</td>
<td>$350,000,000</td>
<td>$0</td>
<td>$0</td>
<td>$350,000,000</td>
</tr>
</tbody>
</table>

B. CONTRACT – LEIGHTON CONSULTING, INC. – ADMINISTRATION BUILDING REPLACEMENT PROJECT

It is recommended the Board of Trustees approve entering into a contract with the above firm to provide geotechnical exploration services for the Administration Building Replacement Project.

This firm is being recommended based upon its prior experiences performing this
type of work, the demonstrated expertise and the qualifications of its staff to perform the services and competitive fee structure.

**Date of Service:** April 2016 – Project Completion

Cost: Not to exceed $25,000, includes reimbursable costs.

### C. CONTRACT AMENDMENT – LEIGHTON CONSULTING, INC. – TECHNICAL ARTS – LOT C PARKING – SHOPS DEMOLITION PROJECT

It is recommended the Board of Trustees approve the following additional services for geotechnical testing & inspection for the Technical Arts – Lot C Parking – Shops Demolition.

1. Provide additional geotechnical testing & inspection services. This change order is for significant additional work the District requested beyond the original scope of their contract. The additional work involves rerouting the existing 12KV line (major electrical line).

<table>
<thead>
<tr>
<th>Total Increase in Contract Amount</th>
<th>$20,000</th>
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<tbody>
<tr>
<td>Original Contract Amount</td>
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<tr>
<td>Prior Changes</td>
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<tr>
<td>This Contract Amendment Amount</td>
<td>20,000</td>
</tr>
<tr>
<td>New Contract Amount</td>
<td>$70,000</td>
</tr>
</tbody>
</table>

### D. CONTRACT AMENDMENT – SCHOOL CONSTRUCTION COMPLIANCE, LLC. – ATHLETIC EDUCATION & FITNESS COMPLEX STADIUM PHASE 2 PROJECT

It is recommended the Board of Trustees approve the following additional labor compliance, prevailing wage and apprenticeship consultation services.

1. Provide additional labor compliance, prevailing wage and apprenticeship consultation services.

| Total Increase in Contract Amount | $9,000 |

Board of Trustees Agenda – April 18, 2016
Original Contract Amount: $78,654
Prior Changes: 0
This Contract Amendment Amount: $9,000
New Contract Amount: $87,654

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

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

<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Vendor Name</th>
<th>Site Name</th>
<th>Description</th>
<th>P.O. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>P0902755</td>
<td>H.L. Moe, Inc.</td>
<td>Shops Building</td>
<td>Repairs Equipments-Bond</td>
<td>$2,616.40</td>
</tr>
<tr>
<td>P0902823</td>
<td>SEWUP/JPA</td>
<td>Lot C Parking Structure</td>
<td>Insurance</td>
<td>$710,757.77</td>
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<tr>
<td>P0902825</td>
<td>SEWUP/JPA</td>
<td>Athletic Educ/Fitness</td>
<td>Insurance</td>
<td>$2,316.00</td>
</tr>
<tr>
<td>P0902855</td>
<td>California Geological</td>
<td>New Pools, Lckr</td>
<td>Contract Services</td>
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</tr>
<tr>
<td>P0902856</td>
<td>Ricoh USA, Inc.</td>
<td>TemporarySpace/Reloc</td>
<td>Group II Equipment</td>
<td>$19,200.00</td>
</tr>
<tr>
<td>P0902967</td>
<td>Mechanical Technology</td>
<td>Shops Building</td>
<td>Group II Equipment</td>
<td>$2,817.53</td>
</tr>
<tr>
<td>P0902996</td>
<td>AT&amp;T Datacomm</td>
<td>ITEC</td>
<td>Group II Equipment</td>
<td>$1,600.00</td>
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</table>

Fund 47 Total: 8 $757,180.79
PO Funds Total: 8 $757,180.79

Fund 47

<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Vendor Name</th>
<th>Site Name</th>
<th>Description</th>
<th>P.O. Cost</th>
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</thead>
<tbody>
<tr>
<td>B0910911</td>
<td>American Reprographics</td>
<td>Gymnasium</td>
<td>Blue Printing-Construction P&amp;S</td>
<td>$15,000.00</td>
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</table>

Fund 47 Total: 1 $15,000.00
BPO Funds Total: 1 $15,000.00

Grand Total POs and BPOs: 9 $772,180.79
A. Employment and Personnel Changes........................................................................HR 2
B. Temporary Non-Classified Service Employees ....................................................HR 8
C. Declaration of Indefinite Salaries for Retroactive Pay ........................................HR 10
A. EMPLOYMENT AND PERSONNEL CHANGES

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-35 and 1-15.

Academic Personnel:

1. Retirement – Florence Baker, full-time instructor of History, Behavioral and Social Sciences Division, effective May 13, 2016, first day of retirement May 14, 2016 and that a plaque be presented to her in recognition of her years of service to the District since 1998.

2. Retirement – Constance Fitzsimons, Dean, Fine Arts Division, effective August 30, 2016, first day of retirement August 31, 2016, and that a plaque be presented to her in recognition of her years of service to the District since 1991.

3. Retirement – Emily Rader, full-time instructor of History, Behavioral and Social Sciences Division, effective May 13, 2016, first day of retirement May 14, 2016 and that a plaque be presented to her in recognition of her years of service to the District since 1999.


13. Pre-Retirement – Harrison Storms, full-time instructor of Art, Fine Arts Division, to work a reduced work load of 66.67% in the Fall 2016 and 66.67 in the Spring 2017, for five years beginning Fall 2016 through Spring 2021, effective August 25, 2016.


16. Special Assignment – Andrew Alvillar, full-time instructor of Kinesiology, to work as Camp Director for the Youth Football Camp, to be paid $25 an hour, not to exceed 24 hours or $600, effective July 18 through July 28, 2016, in accordance with Agreement, Article 10, Section 14(a).

17. Special Assignment – Jonathan Benavente, part-time instructor of Welding, Industry & Technology Division, to provide additional lab time to students, to be paid $63.25 an hour, not to exceed 8 hours or $506, effective May 9 through May 14, 2016, in accordance with Agreement, Article 10, Section 9(m).

18. Special Assignment – Laura Hinckley, part-time instructor of Math, Mathematical Sciences Division, to meet with other CAA instructors to plan contextualized projects, to be paid $63.25 an hour, not to exceed 45 hours or $2,846, effective March 1 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(l).
19. Special Assignment – Joseph Holliday, full-time instructor of Physical Science, Natural Sciences Division, to work as the HTP Co-Director and review summer applications, write annual reports, and review/revise program materials, to be paid $63.25 an hour, not to exceed 30 hours or $2,000, effective May 13 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

20. Special Assignment – Shimonee Kadakia, full-time instructor of Astronomy, Natural Sciences Division, to develop and present planetarium shows for STEM curriculum activities, to be paid $63.25 an hour, not to exceed 55 hours or $3,478, effective May 16 through August 19, 2016, in accordance with Agreement, Article 10, Section 14(a).

21. Special Assignment – Amy LaCoe, part time instructor of Human Development, Behavioral and Social Sciences Division, to provide academic support of the Summer Math Academy, from June 15 through August 15, 2016, to be paid $63.25 per hour, not to exceed 9 hours or $569.

22. Special Assignment – Gifford Lindheim, incoming full-time instructor of Kinesiology/Head Football Coach, Health Sciences & Athletics Division, to conduct Head Football Coach recruitment duties for 2016-2017 season, to be paid $63.25 an hour not to exceed 118.58 hour or $7,500, effective April 4 through June 15, 2016, in accordance with Agreement, Article 10, Section 11(a).

23. Special Assignment – Arturo F. Martinez, full-time instructor of Mathematics, Mathematical Sciences Division, to conduct STEM program activities when classes are not in session, to be paid $63.25 an hour, not to exceed 80 hours or $5,060, effective May 16 through August 19, 2016, in accordance with Agreement, Article 10, Section 14(a).

24. Special Assignment – E. Elaine Moore, full-time Counselor, Counseling & Student Success Division, to be the guest speaker for the African American Student Conference, to be paid $63.25 an hour, not to exceed 7.91 hours or $500, effective February 18, 2016, in accordance with Agreement, Article 10, Section 14(a).

25. Special Assignment – Hang Nguyen, par-time instructor of Mathematics, Mathematical Sciences Division, to prepare and serve as the instructor for the Math 180 Summer Math Academy, from June 15 through August 15, 2016, to be paid $63.25 per hour, not to exceed 65 hours or $4,111.
26. Special Assignment – Teresa Palos, full-time instructor of Biology, Natural Sciences Division, work as MSMC-ECC Activity Coordinator and conduct activities and responsibilities associated with grants including grant termination, to be paid $63.25 an hour, not to exceed 60 hour or $3,795, effective May 16 through August 24, 2016, in accordance with Agreement, Article 10, Section 14(a).

27. Special Assignment – Teresa Palos, full-time instructor of Biology, Natural Sciences Division, to conduct STEM activities when classes are not in session, to be paid $63.25 an hour, not to exceed 80 hour or $5,060, effective May 16 through August 19, 2016, in accordance with Agreement, Article 10, Section 14(a).

28. Special Assignment – John Ruggirello, full-time instructor of Electronic Computer Hardware, Industry & Technology Division, to work as the Faculty Learning Team instructor to participate in Student Equity Reinvention receiving professional development training, to be paid $47.43 an hour, not to exceed 30 hours or $1,423, effective January 4 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

29. Special Assignment – Corey Stanbury, full-time instructor of Kinesiology, Health Sciences & Athletics, to work as the program director for the 2016 Summer Youth Swim Lesson Program, to be paid $25 an hour, not to exceed 127 hour or $3,175, effective May 26 through July 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

30. Special Assignment – Susan Stolovy, full-time instructor of Physics, Natural Sciences Division, to develop and present planetarium shows for STEM curriculum activities, to be paid $63.25 an hour, not to exceed 55 hours or $3,478, effective May 16 through August 19, 2016, in accordance with Agreement, Article 10, Section 14(a).

31. Special Assignment – Rachel Williams, full-time instructor of English, Humanities Division, to work as the HTP Co-Director, review summer applications, write annual report, review and revise program materials, to be paid $63.25 an hour, not to exceed 30 hours or $2,000, effective May 13 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

32. Special Assignment – Brittany Wilson, part-time instructor of Early Childhood Education Behavioral and Social Sciences Division, to coordinate the Los Angeles universal preschool grant, to be paid $47.43 an hour, not to exceed 20 hours or $949, effective April 19 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(l).
33. Extra Services Pay – The following full-time librarians to be employed during their scheduled days of the 2016 summer session, in accordance with Agreement, Article 10, Section 13(b).

Donald Brown  
Seth Daughtery  
Mary McMillan  
Noreth Men  
Claudia Striepe

34. Employment – The following part-time librarians to be hired, as needed, not to exceed 24 hours per week and cumulative employment at El Camino Community College District 2016 summer, in accordance with Agreement, Article 10, Section 9(e).

Parisa Samaie  
Douglas Thompson

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

Fine Arts  
Marci Katznelson  
Lois Roberts  
Karen Thayer

Health Center  
Ruth Taylor

Industry & Technology  
Carlos Cervantes

**Classified Personnel:**


2. Separation – Diana Jones, Secretary, First Year Experience, Range 26, Step A, Counseling and Student Success Division, Student and Community Advancement Area, effective March 31, 2016.
3. Change of Assignment – Robert Sutton, from 10 month to 12 month Staff Interpreter, Range 34, Step B, Special Resources Center, Health & Sciences Division, Academic Affairs Area, effective June 1, 2016.


5. Promotion – Theresa Clifford, from Administrative Assistant I, Range 28, Step F, to Project Specialist, Range 32, Step E, Foundation Division, Student and Community Advancement Area, effective April 1, 2016.

6. Promotion – Julieta Ortiz, from Student Services Specialist, Range 33, Step F, to Program Coordinator, Range 36, Step E, Counseling and Student Success Division, Student and Community Advancement Area, effective May 2, 2016.

7. Promotion – Martha Perez, from Clerical Assistant, Range 22, Step F, to Student Services Advisor, Range 35, Step A, Counseling and Student Success Division, Student and Community Advancement Area, effective May 2, 2016.


10. Employment – Annie M. Ishihara, Instructional Services Advisor (DSPS), Range 36, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective May 2, 2016.


Temporary Classified Services Employees – (not to exceed 25 hours per week or 170 days per year)


B. TEMPORARY, NON-CLASSIFIED (TNC) SERVICE EMPLOYEES

It is recommended that the Board authorize employment of the following Temporary, Non-Classified Service Employees, subject to funding, not to exceed 170 days per year, 25 total work hours per week and/or the equivalent of 67% faculty load per week, effective April 19 through June 30, 2016, unless otherwise stated, as shown in items 1–8.

1. TNC I, RATE B ($11.00)

   Fine Arts/Center for the Arts
   Aaron Adams
   Jaime Morales Matis
   Thomas McMiller

   HSA/SRC
   Ronnie White

2. TNC II, RATE A ($12.00)

   Campus Police
   Robert Galda Jr.

   Community Advancement
   Andres Orozco

   HSA/SRC
   Rene Paramore
3. TNC III, RATE B ($15.00)
   Community Advancement
   Julio Ramirez
   Fine Arts/Center for the Arts
   Gol Mimu Motamedi
   Library/Learning Resource Center
   Kevin Frederick

4. TNC IV, RATE B ($17.00)
   HSA/Athletics
   Richard Perkins

5. TNC V, RATE A ($18.00)
   Humanities
   Sarah Leinen
   Student Support Services/Foster Care
   Markella Thomas

6. Professional I, ($22.00)
   Math/Mesa
   Urias Garcia

7. Professional I, ($25.00)
   HSA/Special Resources Center
   Regina Vaughns

8. Professional I, ($32.00)
   Industry & Technology/Fire Academy
   Richard Gallagher

9. Professional II, ($37.00)
   Fine Arts
   Taryn Koch
C. DECLARATION OF INDEFINITE SALARIES FOR RETROACTIVE PAY

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, academic, classified, confidential and other unrepresented employee salaries are declared indefinite for 2016-2017.
A. Compton Center Report................................................................. CC 2
A. COMPTON CENTER REPORT

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

1. **Accreditation:** The ECC Compton Center Candidacy Application and Self-Evaluation Report are due to the Accrediting Commission for Community and Junior Colleges (ACCJC) by January 6, 2017. On April 7, 2016, we were notified by ACCJC our External Evaluation Team Visit is scheduled for Monday, March 6, 2017 through Thursday, March 9, 2017. In May 2016, we will host two Compton Center Accreditation Forums to discuss the Compton Center draft of the Compton Center Self-Evaluation Report. The first forum will be held on Thursday, May 5, 2016 at 3:00 p.m. in the El Camino College Alondra Room and the second forum will be held on Tuesday, May 10, 2016 at 1:00 p.m. in the Compton Center Student Lounge. At the Compton Center forum on May 10, 2016, we will also recognize the Accreditation Standards team members for their contributions to the Compton Center Self-Evaluation Report.

A copy of the letter from ACCJC regarding our External Evaluation Team Visit is available online at: http://www.elcamino.edu/administration/vpaa/accreditation/docs/ExternalEvaluationTeamVisitDates2017.pdf

2. **Molina Medical Management Inc.:** Last month, the Joint Occupancy Space Agreement and the Health Clinic Services Agreement with Molina Medical Management Inc. was removed from the Compton Community College District board agenda for further review. We made some minor modifications to the agreements and will request approval from the Compton Community College District Board on Tuesday, April 19, 2016. The Joint Occupancy Space Agreement and the Health Clinic Services Agreement with Molina Medical Management Inc. are available online at: http://www.elcamino.edu/administration/board/agendas/2016/CCCD_Molinda_Medical_04-2016.pdf

The Compton Center Health Center will open in fall 2016. The Health Center will be open year-round on Tuesdays, Wednesdays, and Thursdays. We are working with Molina Medical Management Inc. to identify a date for the grand opening ceremony for some time in September 2016.
3. **El Camino College Compton Center Commencement:** On Thursday, May 12, 2016 at 5:30 p.m. John C. Molina, Chief Financial Officer with Molina Healthcare, Inc. will serve as the El Camino College Compton Center Commencement Ceremony keynote speaker. The Commencement Ceremony will be held in the Tartar Quadrangle which is located in front of the Library-Student Success Center.

4. **El Camino College Compton Center Enrollment:** Enrollment at the Compton Center has been declining. For the 2015-2016 fiscal year the Compton Center is projecting of 6,060 (FTES), which includes borrowing 619 FTES from summer 2016, an increase of 16 FTES (603 FTES) from what was reported during last month’s board report. Currently, the Compton Center is implementing the strategies outlined in the 2015-2018 Enrollment Management Plan. This month, the Compton Center is hosting our 1st Annual High School Senior Day on Wednesday, April 27, 2016 from 9:00 a.m.-2:00 p.m. High school seniors from Lynwood Unified School District and Compton Unified School District will receive Senior Day postcards inviting them to the event. In addition, we will be sending all the high school seniors from Paramount Unified School District information on the steps to enroll at the Compton Center.

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

a. Mailing “it’s not too late” postcards to all residents within the Compton Community College District.
b. Mailing the fall class schedule to all high school seniors from Compton Unified School District, Lynwood Unified School District, and Paramount Unified School District.

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

5. **Update on Compton Center Hiring:** The Compton Center is in the process of hiring the following tenure-track faculty positions for the 2016-2017 academic year: Anatomy/Physiology (two positions), Communication Studies, Cosmetology, Counselor-Student Equity, Counselor-Student Success and Support Programs (SSSP), English/ Reading, Spanish. The Compton Center has completed the hiring for the following tenure-track faculty positions for spring 2016: Counselor-EOPS/CARE, Faculty Coordinator/Counselor-First Year Experience Program. In
addition, the Compton Center is in the process of hiring two administrative positions: Dean of Student Learning, and Director of Student Equity.

In total, this spring the Compton Center will hire ten tenure-track faculty positions and two administrative positions. Since July 1, 2015, the Compton Center has hired twenty classified employees in various programs/departments.

6. **Hispanic Serving Institutions (HSI) College Tour:** The El Camino College Compton Center will be utilizing Student Equity funds to sponsor a Hispanic Serving Institutions (HSI) college tour from May 15, 2016 through May 18, 2016. Thirty El Camino College Compton Center students will be chaperoned by four faculty members on the HSI college tour. The cost per student for the HSI college tour is $1299, which includes airfare, three nights hotel accommodations, breakfast, lunch, dinner, and bus transportation. This would be an all-inclusive trip at no cost to our students. Participating students will visit the following HSI campuses: University of Houston, University of Texas, San Antonio, Texas A&M University, University of Texas, Austin. The primary goal for the HSI college tour is to increase transfer rates at El Camino College Compton Center.

7. **Facilities:** The Compton Center has scheduled a groundbreaking for the Music Building Renovation Project for Tuesday, April 19, 2016 at 3:30 p.m. The Music Building Renovation Project is a 2.5 million dollar project funded by the Compton Community College District Measure CC bond. The Music Building Renovation Project includes: the removal and replacement of all interior finishes, new air conditioning unit, adding a new Americans with Disabilities Act (ADA) compliant entry with stairs and ramps, new control room and audio visual system, remodeling the existing bathrooms, and adding a new drinking fountain. The anticipated completion date for the Music Building Renovation Project is October 11, 2016.

At the January 2016 Compton Community College District board meeting the board approved the recommendation to purchase a modular for the Cosmetology Program. Construction on the site for the Cosmetology Program began a couple weeks ago and we anticipate the facility being completed in August 2016. The grand opening for the Cosmetology facility is scheduled for Tuesday, August 16, 2016 at 3:00 p.m.
A. Travel ........................................................................................................................................ P/B 2

B. Board of Trustees Nomination for the Post-Secondary Education Representative to the South Bay Workforce Investment Board ........................................ P/B 2

C. Citizens’ Bond Oversight Committee .................................................................................... P/B 2
A. TRAVEL

It is recommended that the Board approve the following travel, with no loss of salary, transportation and necessary expenses paid:


B. BOARD OF TRUSTEES NOMINATION FOR THE POST-SECONDARY EDUCATION REPRESENTATIVE TO THE SOUTH BAY WORKFORCE INVESTMENT BOARD

The El Camino Community College District Board of Trustees nominates Dr. Dena P. Maloney, Superintendent/President, to serve the remainder 4-year term of office on the South Bay Workforce Investment Board from July 1, 2014 to June 30, 2018 for Post-Secondary Education in the South Bay Workforce Investment Area.

C. CITIZENS’ BOND OVERSIGHT COMMITTEE

1. REAPPOINTMENTS

   It is recommended that the Board re-appoint the following individuals to serve on the Citizens’ Bond Oversight Committee:

   1. Taxpayer Representative – Kirk Retz, three-year term, 2016-2019
   2. Foundation Representative – Mike Goguen, three-year term, 2016-2019
   5. Community Representative – Joan Jones three-year term, 2016-2019

2. APPOINTMENT

   It is recommended that the Board appoint the following individual to serve on the Citizens’ Bond Oversight Committee:

   1. Community Representative, Dr. Eugene M. Krank, two-year term, 2016-2018
Dr. Eugene M. Krank

Education-
1984- Mount Pleasant High School- HS Diploma Providence, RI
1988-Prairie View A&M University- BS Premed/Biology/Chemistry- Prairie View, TX
1993-New York College of Podiatric Medicine-Doctor of Podiatric Medicine-NY, NY
1994-Waco VA Medical Center- Podiatric Residency- Waco, TX

Career-
1995-Associate Foot Clinic- Associate Clinician
Served as associate partner in podiatric practice. Performed Surgery as well as office based procedures including diabetic wound care and forefoot reconstruction.

1995-2004-Sole Practitioner
Founded a successful podiatry practice. Performed hundreds of procedures to include but not limited to:
- HAV Corrective Surgery, Digital Surgery, Metatarsal Repositioning and Osteotomies,
- Heel Surgery, Tendon Transfer, Soft Tissue, Skin Grafting, Suturing, Neuropathy Treatment, Fractures, Dermatological Treatment, Biopsy, Diabetic Wound Care,
- Physical Therapy, Ulcer Treatment, and other podiatric medical treatment modalities.

2000-2011-Ameriplan Corporation
Became an independent contractor. Provided healthcare access for uninsured and underinsured individuals.
Helped develop a training model called Ameriplan University.
Performed training for thousands of independent contractors nationwide.
Established one of the largest teams in the history of the company.

2010-Present-Immunotec Corporation, A medical research company
Was the regional area trainer for Southern California. Provided training and public speaking engagements for the company to independent contractors. Discussed the medical viability and action of the primary pharmaceutical the company featured.

Public Service
2009-Present-Hawthorne School Board Trustee
Elected November 2009
Reelected with majority vote 2013
Served all offices including 2 consecutive years as President.
Responsibilities:
Employing the superintendent and setting policy for hiring other personnel;
Overseeing the development of and adopting policies;
Setting a direction for and adopting the curriculum;
Establishing budget priorities, adopting the budget and overseeing facilities issues; and
Providing direction for and adopting collective bargaining agreements.
Community liaison and working with other elected officials. Plus many other duties.

2010-Present-LA County School Trustees Association
Served as Area Director-elected
2015-Present Secretary/Treasurer-elected
Provides informational support and input at the county level for local school board members.

2012-Present-California School Boards Association
Serving as Delegate, region 24 -elected
Participates and decides policy that influences education governance at the state level.
Also serving on various committees within CSBA- appointed

Community
Served as voluntary coach for Hawthorne school district, Chess, Basketball, Softball.
Served as Chairman/President: HMSA Parent Booster Club, District Advisory Council,
School Site Council,
CEO, West Coast Chess Circle, Inc.
Chairman, LA County Scholastic Chess Association
Member, International Moose Association
Member, Alpha Phi Alpha Fraternity, Inc.

Honor Societies
Tri Beta- Biological Honor Society
Beta Kappa Chi-Scientific Honor Society
Non-Consent Agenda

A. Resolution No. 04-18-16 - Resolution to Approve Sole Source Procurement of Sodick Vz300l High Performance Linear Motor Drive Wire-Cut Electrical Discharge Machining (Edm) for the District’s Industry And Technology Division ................................................................. NC 2
A. RESOLUTION NO. 04-18-16 -- RESOLUTION TO APPROVE SOLE SOURCE PROCUREMENT OF SODICK VZ300L HIGH PERFORMANCE LINEAR MOTOR DRIVE WIRE-CUT ELECTRICAL DISCHARGE MACHINING (EDM) FOR THE DISTRICT’S INDUSTRY AND TECHNOLOGY DIVISION

It is recommended the Board of Trustees, in accordance with Board Policy 6340 approve the following resolution.

EL CAMINO COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 04-18-16

RESOLUTION TO APPROVE SOLE SOURCE PROCUREMENT OF SODICK VZ300L HIGH PERFORMANCE LINEAR MOTOR DRIVE WIRE-CUT ELECTRICAL DISCHARGE MACHINING (EDM) FOR THE DISTRICT’S INDUSTRY AND TECHNOLOGY DIVISION AND FOR AWARD OF CONTRACT TO SODICK INC. BASED UPON THE FINDING THAT COMPETITIVE BIDDING WOULD NOT PRODUCE ANY ADVANTAGE CALIFORNIA PUBLIC CONTRACT CODE 20651

WHEREAS, the El Camino Community College District (“District”) is a public agency as that term is defined in the Government Code. The Sodick EDM is proprietary in nature and cannot be obtained by any company other than Sodick, Inc.; and

WHEREAS, California Public Contract Code Section 20651 requires the District to advertise publicly for bids for the purchase of goods or services involving an expenditure which exceeds the state-mandated bid limit, currently $87,800; and

WHEREAS, sufficient evidence exists for the Board of Trustees to support a finding that a competitive bidding process is not feasible or practical, and that a sole source procurement is in the best interest of the District, permitting an exception to be allowed under these circumstances; and

WHEREAS, Sodick Inc. is the only authorized manufacturer, sales, distribution, installation, training and educational services the Sodick EDM; and

WHEREAS, because the District has undertaken research into various other EDMs, none of which can offer ceramic components that could match the rigidity, thermal stability, and accuracy of the machine cutter perform the maintenance on the
Sodick EDM system that would properly serve the District’s administrative and educational purposes; and

WHEREAS, the District has determined that the only manufacturer who may provide the Sodick EDM is Sodick, Inc.; and

WHEREAS, it is in the best interest of the District to let a purchase order contract without formal, public advertising and receiving of bids.

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity and not produce any advantage; and

NOW, THEREFORE, IT IS RESOLVED THAT, the District intends to expend funds toward the acquisition of the Sodick EDM for use in the educational program in the Industry and Technology Division.

IT IS FURTHER RESOLVED THAT, the foregoing reasons are sufficient to support a finding by the Board of Trustees that it is in the District’s best interest to authorize the letting of sole source contracts, as needed, to Sodick, Inc.

On the motion of ______________________ and seconded by ____________________

ROLL CALL:

AYES_____ NOES_____ ABSTAIN_______

The foregoing Resolution is adopted by the Board of Trustees of the El Camino Community College District at a regularly scheduled meeting of the Board of Trustees this 18th day of April, 2016.

____________________________________________________
Secretary to the Board of Trustees