

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



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

**Agenda, Monday, December 18, 2006
Board Room
4:30 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of November 20, 2006, Pages 4 - 7**
- III. Presentations – El Camino Community College Foundation Annual Report**
- IV. Annual Organizational Meeting, Pages 8 - 14**
 - A. Public Comment
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment
 - B.
 - 1. Academic Affairs
See Academic Affairs Agenda, Pages 15 - 29
 - 2. Student and Community Advancement
See Student Services Agenda, Pages 30 - 49
 - 3. Administrative Services
See Administrative Services Agenda, Pages 50 -68
 - 4. *See Measure “E” Bond Fund Agenda, Pages 69-74*
 - 5. *See Human Resources Agenda, Pages 75- 92*
 - 6. Superintendent/President
See Superintendent/President Agenda, Pages 93-95
- VI. Non-Consent Agenda**
 - A. Public Comment
 - B. Community College Governance, Funding Stabilization, and Student Fee Reduction Act, Pages 96-97

VII. Oral Reports

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

VIII. Public Comment on Non-Agenda Items

IX. Closed Session

- A. Labor Relations, Brown Act Section 54957.8
 - 1. American Federation of Teachers, Local 1388
 - 2. El Camino Classified Employees Local 6142
 - 3. El Camino College Police Officers Association
 - 4. Non-Represented Employees – Confidential, Supervisors, and Management
- B. Pending Litigation, Brown Act Section 54956.9
 - 1. 1 Case
- C. Personnel Matters, Brown Act Section 54957
 - 1. 1 Case

<p>Board of Trustees Meeting Schedule for 2007 to be announced</p>

EL CAMINO COLLEGE STRATEGIC PLAN 2004-2007

Vision Statement

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

Mission Statement

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

Statement of Philosophy

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

Statement of Values

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

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

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

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

Diversity – We recognize and appreciate our similarities and differences.

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

Guiding Principles

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

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

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

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

Strategic Goals 2004-2007

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

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

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

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

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

Minutes of the Regular Board Meeting of October 16, 2006

The Minutes of the Regular Board Meeting of October 16, 2006 were approved.

Public Hearing – Notice of Intent to Enter Into Energy Services Contract and to Lease and/or Purchase of Energy Conservation Facilities Construction

It was moved by Trustee O'Donnell, seconded by Trustee Jackson, that a Public Hearing regarding the Notice of Intent to Enter Into Energy Services Contract and to Lease and/or Purchase Energy Conservation Facilities Construction opened at 4:32 p.m. Motion carried. Student Trustee Peters recorded an advisory yes vote.

No comments were made. It was moved by Trustee Jackson, seconded by Trustee O'Donnell, that the Public Hearing be closed at 4:33 p.m.

Contract – Chevron Energy Solutions and ACCO Engineered Systems

It was moved by Trustee O'Donnell, seconded by Trustee Combs that the Board approve entering into a contract with the joint venture of Chevron Energy Solutions and ACCO Engineered Systems to construct the

Central Plant Project according to the plans and specifications of Request for Proposal #06-005.

Government Code 4217 gives public agencies the ability to procure energy conservation projects through a selection and negotiation process. The Central Plant qualifies as such a project and this procurement process was used.

Proposals were solicited from 17 firms. Four firms responded with proposals. Three firms were interviewed by a panel of District managers and project staff. The fourth firm was not interviewed because the cost of its proposal was significantly higher than the three firms interviewed.

Chevron Energy Solutions and ACCO Engineered Systems was selected based upon the judgment of the selection panel that its proposal represented the best value to the District.

The primary factors considered in making selection included price, the vendor's prior experience with this type of project and the experience and expertise of the proposed project team.

The low proposal was not selected because:

1. The firm failed to demonstrate prior experience in similar projects.
2. The presentation of a value engineering proposal that would have required DSA approval that would have resulted in a timely and costly delay.

Dates of Service: November 21, 2006 though March 31, 2008.

Cost: Not to Exceed \$12,245,000.

Other Vendors: Honeywell Building Solutions - \$17,250,000, Southland Industries - \$13,998,000, Compass Energy Solutions - \$11,482,000

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

Consent Agenda

It was moved by Student Trustee Peters, seconded by Trustee Combs, that the Board adopt the items presented on the agenda in the following areas.

Academic Affairs

Proposed Curriculum Changes – Effective 2007 Spring Semester

Proposed Curriculum Changes – Effective 2007-2008 Academic Year

Student Services

Student Field Trips

International Travel

El Camino College School Calendar 2007/2008

Administrative Services

AB 2910 – Quarterly Fiscal Status Reports

Summary of Adjustments to Final Budget 2006-07

Bid 2006-7/Carpet and Flooring

Resolution – Withdrawal from Schools Excess Liability Fund (SELF) JPA
Information –Emergency Planning Consultants
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Citizens' Bond Oversight Committee Calendar
Category Budgets and Balance
Final Project Proposal – Social Science Remodel for Efficiency
Bid 2006-4 Learning Resource Center Construction
Rejection of Bid Protest – Bid 2006-5 Phase 1 Infrastructure Project
Bid 2006-5 Phase 1 Infrastructure Project
Bid 2006-6 Humanities Hazardous Materials Abatement
Notice of Job Completion – Circulating Air
Contract – Statewide Education Wrap-Up (Insurance) Program (SEWUP)
Change Order – Humanities Building
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
Revised Classification Specifications for Supervisor Position

President and Board of Trustees

Revised Board Policy 3410 – Non-Discrimination – Second Reading & Adoption

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

Rejection of Bid Protest – Bid 2006-4 Learning Resource Center Construction

It was moved by Trustee O'Donnell, seconded by Trustee Peters, that the Board adopt the Vice President of Administrative Services' decision to reject the bid protest submitted by T.B. Penick & Sons, Inc., in relation to the Learning Resources Center construction project. Upon review and evaluation, it has been determined the issues expressed are not sufficient to agree with the bid protest. Motion carried. Student Trustee Peters recorded an advisory yes vote.

Non-Consent Agenda

2005-2006 Board of Trustees Goals and Evaluation
Policy on Board Support for Political Issues - The Board considered development of a process to use to determine if and when to take positions on political issues. No action was taken.

Public Comment

Mr. Don Brown, President, Federation of Teachers, addressed campus work environment.

Meeting recessed to a closed session at 6:50 p.m. and adjourned at 7:45 p.m.

Nathaniel Jackson, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

Annual Organizational Meeting

This meeting is called as prescribed in Education Code Section 72125 for the purpose of organizing the Board of Trustees by the (A) election of a president, vice president, and secretary from the members of the Board, (B) select a Board Member as a representative to the Los Angeles County Committee on School District Organization, (C) select a Board Member as a representative to the Los Angeles County School Trustees Association, (D) select a Board Member to serve on the El Camino Community College District Foundation; (E) appoint a Secretary to the Board; and to (F) set the time and place of Board Meetings; (G) (H) (I) establish the order of authority of chief administrative officers in the absence of the Superintendent/President; and to (J) approve signatures on change orders; to approve purchase orders; to approve warrants; to authorize personnel changes. In addition, it is called as a regular meeting.

A. Election of Officers for Period December 18, 2006 through the Annual Organizational Meeting in December, 2007

It is recommended that the Board elect officers for the period December 18, 2006, through the Annual Organizational Meeting in December, 2007.

B. Los Angeles County Committee on School District Organization

The Board is to appoint a representative to the Los Angeles County Committee on School District Organization.

C. Los Angeles County School Trustees Association

The Board is to appoint a representative to the Los Angeles County School Trustees Association for 2006-2007.

D. El Camino Community College District Foundation

It is recommended that the Board appoint a member to serve on the El Camino Community College District Foundation.

E. Secretary to the Board for Period December 18, 2006 through the Annual Organizational Meeting in December, 2007

It is recommended that Thomas M. Fallo be appointed Secretary to the Board for the period December 18, 2006, through the Annual Organizational Meeting in December, 2007.

F. Time, Date and Place of Board Meetings

It is recommended that the Board hold its regular meetings at 4:00 p.m. on the third Monday of each month or as noted below, in the Board Room in the Administration Building at El Camino College. If an El Camino Community College District holiday falls on Monday, the Board meeting will be held on the following Tuesday. Dates for 2007 are as follows:

Tuesday, January 16, 2007	Monday, July 16, 2007
Tuesday, February 20, 2007	Monday, August 20, 2007
Monday, March 19, 2007	Tuesday, September 4, 2007
Monday, April 16, 2007	Monday, October 15, 2007
Monday, May 21, 2007	Monday, November 19, 2007
Monday, June 18, 2007	Monday, December 17, 2007

G. Order of Administrative Authority in Absence of Superintendent/President

It is recommended that a Vice President be appointed to serve as Acting Superintendent/President of the El Camino Community College District in the absence of the Superintendent/President, the following order of authority is to be followed for period December 18, 2006, through the Annual Organizational Meeting in December, 2007:

Francisco M. Arce, Jeff Marsee

H. Acting Secretary to the Board of Trustees

In the absence of the Superintendent/President and Secretary to the Board of Trustees during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, it is recommended that the Vice Presidents serve as Acting Secretary to the Board of Trustees of the El Camino Community College District in the following sequence of authority:

Francisco M. Arce, Jeff Marsee

I. Documents Authorized for Signature of Superintendent

It is recommended that the Acting Superintendent be permitted to sign documents authorized for signature of the Superintendent in his absence from the College during the period from December 18, 2006, through the Annual Organizational Meeting in December, 2007.

J. Signature Authorization

It is recommended that the Board authorize signatures as follows:

1. Authority to Sign “A” and “B” Warrants

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting to sign “A” and “B” warrants and other documents as authorized by the Board of Trustees, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, one signature only being required. Josie Cheung, Accounting Officer and Estella Lee, Accounting Officer authorized for on-line approval of “B” warrants, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007.

2. Authority to Sign Contracts

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; Rocky Bonura, Director of Business Services; and Janice Ely, Director of Accounting, to be authorized to sign contracts during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, one signature only being required.

3. Authority to Sign Purchase Orders

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; Rocky Bonura, Director of Business Services; and Janice Ely, Director of Accounting, to sign purchase orders for all District funds, the Auxiliary Services fund, and all Associated Student funds during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, one signature only being required.

4. Authority to Sign Purchase Orders for the Bookstore

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to sign purchase orders for the bookstore fund during the period December 18, 2006, through the Annual

Organizational Meeting in December, 2007, one signature only being required.

Lynnda Nelson, Director of the Bookstore during the period from December 18, 2006 through December 30, 2006.

Andrew Nasatir, Assistant Director of the Bookstore during the period from January through June 30, 2007.

5. Authority to Sign Change Orders

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; Rocky Bonura, Director of Business Services; and Janice Ely, Director of Accounting, be authorized to sign contract change orders during the period of December 18, 2006, through the Annual Organizational Meeting in December, 2007, one signature only being required.

6. Authority to Sign Notices of Employment and Orders for Salary Payments

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; Marcia M. Wade, Associate Vice President - Human Resources; and Janice Ely, Director of Accounting, to sign Notices of Employment and Orders for Salary Payments during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, one signature only being required.

7. Revolving Cash Fund – El Camino Community College District

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; Janice Ely, Director of Accounting; Josie Cheung, Accounting Officer; and Estella Lee, Accounting Officer, to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

8. Registration Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue

checks against funds in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

9. Cash Management Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

10. Trust Funds

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against Trust Funds of El Camino College on deposit in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

11. Associated Students Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against any funds of the Associated Students on deposit in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, any two signatures required.

12. Bookstore Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against any funds of the Bookstore of El Camino College on deposit in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, any two signatures required.

Lynnda Nelson, Director of the bookstore during the period from December 18, 2006 through December 30, 2006.

Andrew Nasatir, Assistant Director of the Bookstore during the period from January through June 30, 2007.

13. Small Business Development Center Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

14. El Camino College Business Office Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against funds in the El Camino College Business Office account in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

15. Auxiliary Services Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against funds in the Auxiliary Services account in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

16. Dental Self-Insurance Fund, Wells Fargo Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against the Dental Self-Insurance Trust Account with Wells Fargo

Bank for up to \$30,000, during the period December 18, 2006, through the Annual Organizational Meeting December, 2007, two signatures required.

17. National Direct/Federal Perkins Student Loan/Nursing Loan Billing Service

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting, to draw money from and issue checks against any funds deposited in the Student Loan/Nursing Loan Billing Service account in City National Bank, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, any two signatures required.

18. Computer Loan Revolving Cash Fund – El Camino Community College District

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeff Marsee, Vice President – Administrative Services; Janice Ely, Director of Accounting; Josie Cheung, Accounting Officer; and Estella Lee, Accounting Officer, to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, two signatures required.

19. El Camino College Self-Insurance Account for Property and Liability – Keenan and Associates

Continue the Self-Insurance Account for Property and Liability with the Union Bank, 21515 Hawthorne Boulevard, Torrance Branch, and that the following be authorized to sign for the account during the period December 18, 2006, through the Annual Organizational Meeting in December, 2007, facsimile signature up to \$5,000 or any two signatures together required.

El Camino College: Thomas M. Fallo, President; Jeff Marsee, Vice President – Administrative Services; and Janice Ely, Director of Accounting.

Keenan and Associates: David J. DeWenter, Chief Operating Officer; David Seres, Chief Financial Officer; Connie Koeller, Director, Financial Analysis; Suleman Moloo, Controller; Arlene La Coste, Claims Manager and Mary C. King, Senior Vice President.

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

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ACADEMIC AFFAIRS

A. CENTER FOR THE ARTS PRESENTATIONS—2007/2008

It is recommended that the Board approve the Center for the Arts film presentations for 2007/2008. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

2007/2008

<u>2007-2008 Discovery Travel Cinema Series</u>		<u>Amount</u>
1. The Great Trans-America Train Ride	September 10, 2007	2,000.00
Payable to: Doug Jones	2,000.00	
Traveling across America in style on a train. All Aboard!		
2. Biblical Treasures of Turkey	September 17, 2007	2,000.00
Payable to: Robin D. Williams	1,480.00	
Payable to: Lewis Williams	520.00	
Come adventure and learn about all the treasures in Turkey from Biblical times.		
3. Fiji	September 24, 2007	2,000.00
Payable to: Rick Howard	1,480.00	
Payable to: R.J. Enterprises	520.00	
Explore the island of Fiji with all of its tropical clear, blue waters, white sands and beautiful palm trees.		
4. Hawaii – Pacific Paradise	October 1, 2007	2,000.00
Payable to: Dennis Burkhart	1,480.00	
Payable to: Lewis Williams	520.00	
Hawaii, its name alone means paradise. Seeing this film will have you relive your latest trip to the islands or encourage you to go!		
5. Volcanic Safari	October 8, 2007	2,000.00
Payable to: Grant Foster	1,480.00	
Payable to: R.J. Enterprises	520.00	
Exploring active volcanic locations throughout the world.		
6. Four Corners USA	October 15, 2007	2,000.00
Payable to: Jim Tompkins	1,480.00	
Payable to: R.J. Enterprises	520.00	
The Four Corners is a southwest adventure looking at the corners of Utah, Colorado, Arizona and New Mexico.		

ACADEMIC AFFAIRS

7. **Pacific Coast – Top to Bottom** October 22, 2007 2,000.00
Payable to: Bob DeLoss 1,480.00
Payable to: R. J. Enterprises 520.00
Trekking down the Pacific coast from the Canadian border to the Mexican border.

8. **Amazing Thailand** October 29, 2007 2,000.00
Payable to: Mike Shiley 1,480.00
Payable to: Lewis Williams 520.00
Saw-dee-crop is hello in Thai. Mike Shiley travels through Thailand, pre tsunami, teaching you all about the Buddhist religion and the Wat temples.

9. **Worlds of the Maya** January 21, 2008 2,000.00
Payable to: Sandy Mortimer 1,480.00
Payable to: Cindy Lorenz 520.00
This film will be an Audubon delight – close ups of some very rare birds of South America.

10. **Cruising Russia** January 28, 2008 2,000.00
Payable to: Clint Denn 1,480.00
Payable to: R. J. Enterprises 520.00
Take a river cruise from St. Petersburg to Moscow.

11. **Oregon Trail** February 4, 2008 2,000.00
Payable to: James Tompkins 1,480.00
Payable to: R. J. Enterprises 520.00
Travel the trail of immigrants that was first explored by Lewis and Clark.

12. **Condor Over America** February 11, 2008 2,000.00
Payable to: Rudi Thureau 1,480.00
Payable to: R. J. Enterprises 520.00
A film dedicated to these magnificent birds – the Condor. Come, live, learn and understand their struggle for survival.

13. **South African Safari** February 18, 2008 2,000.00
Payable to: John Wilson 1,480.00
Payable to: Cindy Lorenz 520.00
See the wild and beautiful animals on this safari through South Africa.

14. **Gulf Coast Adventure** February 25, 2008 2,000.00
Payable to: John Holod 2,000.00
This film is on the geographical area of America and includes footage of the Katrina aftermath.

ACADEMIC AFFAIRS

15. **Morocco** March 3, 2008 2,000.00
Payable to: Rick Ray 1,480.00
Payable to: Lewis Williams 520.00
Sundance Film Festival award winner Rick Ray will present a new film on the country of Morocco.

16. **The Other Side of Mexico** March 10, 2008 2,000.00
Payable to: Fran Reidelberger 1,480.00
Payable to: Cindy Lorenz 520.00
From quaint villages to the customs and the culture of our southern neighbor.

B. CONFERENCE ATTENDANCE – MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) PROGRAM

It is recommended that the Board approve the MESA students listed below to participate in the Society of Hispanic Professional Engineers (SHPE) National Technical Career Conference (NTCC) in Denver, Colorado. The SHPE NTCC conference will take place from January 10-13, 2007. Lodging, registration and travel expenses will be covered by MESA. Students will be accompanied by MESA Director, Arturo Hernandez. Transportation will be by air. Approximated cost per student is \$500 and expenses will not exceed \$5,000. Account number to be used is: 12-55220-00-639000-2180.

Elmer E. Berrios	Leselle Norville
Welbert Bonilla	Mayra N. Ochoa
Deborah Dauda	Eric J. Olguin
Miguel Lima	Daari Terrell
Alejandro Martinez	Jose R. Torres

C. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2007 SPRING SEMESTER

It is recommended that the Board approve the proposed curriculum addition, effective the 2007 spring semester, listed below:

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

NEW COURSE

1. Child Development 135 – Parenting in Contemporary Society
Units: 3 Lecture: 3 hours Faculty Load: 20.000%
Credit, degree applicable; Transfer CSU
In this course, students will examine the principles and practices of effective parenting for children from birth through adolescence. Historical perspectives of parenting styles and

ACADEMIC AFFAIRS

methods will be discussed. Topics will include appropriate techniques for guiding behavior, the influences of school, community, and media in family life, child abuse and prevention, the diverse nature of the family, cultural influences, high risk families, alternative families, and children with special needs. This course is designed for both parents and teachers.

D. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2007-2008 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum revisions and additions, effective the 2007-2008 academic year, listed below:

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW; COURSE OUTLINE ADJUSTED TO MEET CSU GENERAL EDUCATION REQUIREMENT

Current Status/Proposed Change

1. History 16B – The African American in the United States; from 1877 to the Present
This course is a survey of the history of African American experience in the United States from 1877 to the present. The historical, cultural, social, economic, and political factors that have shaped with particular emphasis on the role of African Americans in shaping American society will be emphasized. The contributions of African Americans to the American society as a whole will also be examined.
CSU Graduation Requirement – United States History, Constitution, and American Ideals

Proposed Final Draft

- The African American in the United States from 1877 to the Present
This course is a survey of the history of the United States from 1877 to the present with particular emphasis on the role of African Americans in shaping American society. The contributions of African Americans to the American society as a whole will also be examined.
CSU Graduation Requirement – United States History, Constitution, and American Ideals

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW

Current Status/Proposed Change

1. History 25 – History of Modern Germany, 1866- to the Present
This course is a survey of the historical political, economic, social, and cultural development of Germany from the time of unification in the mid-nineteenth century through the reunification of the post-Cold War period. This course will also consider the problems and historical patterns characterizing that characterize contemporary Germany.

Proposed Final Draft

- History of Modern Germany, 1866 to the Present

ACADEMIC AFFAIRS

This course is a survey of the political, economic, social, and cultural development of Germany from the time of unification in the mid-nineteenth century through the reunification of the post-Cold War period. This course will also consider the problems and historical patterns that characterize contemporary Germany.

Current Status/Proposed Change

2. Human Development 8 – Orientation to College and Educational Planning and Guidance
~~This course is designed for first year~~ provides students with the information, skills, and resources necessary for successful educational experiences. Students will become aware of their responsibilities as college students in a diverse college setting. ~~Topics include matriculation, financial aid, cultural diversity, instructional styles, develop an understanding of their individual learning styles, developing positive self-esteem, diagnostic assessment of study skills, decision-making, goal setting, create realistic and obtainable educational planning and issues unique to specific populations, such as International Students and Extended Opportunity Programs and Services career goals, develop skills in managing time to achieve goals, and learn how to create a support network using college resources and services.~~

Proposed Final Draft

Human Development 8 – Orientation to College and Educational Planning

This course provides students with the information, skills, and resources necessary for successful educational experiences. Students will become aware of their responsibilities as students in a diverse college setting, develop an understanding of their individual learning styles, create realistic and obtainable educational and career goals, develop skills in managing time to achieve goals, and learn how to create a support network using college resources and services.

NEW COURSES

1. Child Development 160 – Working with Children: Autism Spectrum Disorders
Units: 1 Lecture: 1 hour Faculty Load: 6.667%
Recommended Preparation: Child Development 4 or 32
Credit, degree applicable; Transfer CSU
This course is designed for students interested in working as a paraprofessional with children who have been diagnosed with autism and related disorders. Students will be introduced to the social, emotional, cognitive, and academic needs of these children. The characteristics of effective teaching and the implementation of accommodation strategies in the home and school setting will be explored. The laws governing the rights of children with special needs and their families will be discussed. Students will observe local programs that serve children with autism and related disorders.
2. Child Development 163 – Working with Children: Attention Deficit Disorders
Units: 1 Lecture: 1 hour Faculty Load: 6.667%
Recommended Preparation: Child Development 4 or 32

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Credit, degree applicable; Transfer CSU

This course is designed for students interested in working as a paraprofessional with children who have been diagnosed with Attention Deficit Disorder (ADD) or Attention Deficit Hyperactivity Disorder (ADHD). The causes, signs, symptoms, treatment, and implications of these disorders as well as the characteristics of effective teaching methods and the implementation of accommodation strategies in the home and school setting will be explored. The laws governing the rights of children with special needs and their families will be discussed. Students will observe local programs that serve children with ADD or ADHD.

3. Child Development 166 – Working with Children: Physical Disabilities/Health Impairments

Units: 1 Lecture: 1 hour Faculty Load: 6.667%

Recommended Preparation: Child Development 4 or 32

Credit, degree applicable; Transfer CSU

This course is designed for students interested in working as paraprofessionals with children with physical disabilities and/or health conditions. Common physical disabilities such as cerebral palsy and spina bifida and other health impairments such as asthma and diabetes will be examined. Students will be introduced to the various types of medical and technological support required for these children during the school day and in the home. Topics will include procedures, equipment, health and safety issues, and the laws governing the rights of children with special needs and their families. Students will observe local programs that serve children with physical impairments or health conditions.

4. History 27 – History of Los Angeles

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Credit, degree applicable; Transfer CSU

Recommended Preparation: eligibility for English 1A

This course surveys the political, social, and economic history of Los Angeles from its earliest settlement by Native Californians to the present. Topics will include environmental issues, urban development, race and ethnicity, the entertainment industry, and the media's portrayal of Los Angeles. Special emphasis is given to the expanding role of Los Angeles as a global city that serves as a destination for diverse immigrant populations and a center of international commerce.

5. History 37 – History of World Religions

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Credit, degree applicable; Transfer CSU

Recommended Preparation: eligibility for English 1A

This course is an introduction to the origins, essential doctrines, and historical development of the world's major religious traditions from prehistory to today and their

ACADEMIC AFFAIRS

impact on the societies in which they appear. Major religions examined include Judaism, Hinduism, Buddhism, Christianity, and Islam.

NEW DISTANCE EDUCATION COURSE VERSIONS

1. American Studies 3 – The American Immigrant Experience (Online)
2. Child Development 32 – Disabilities in the Developing Child (Online)
3. Child Development 33 – Role and Responsibilities of the Special Education Assistant (Online)
4. Child Development 46 – Principles and Practices of School Age Care Programs (Online)
5. Human Development 8 – Orientation to College and Educational Planning (Online)
6. Human Development 10 – Strategies for Success in College (Online)
7. Philosophy 7 – Philosophy of Religion (Online)
8. Psychology 16 – Lifespan Development (Online)
9. Sociology 104 – Social Problems (Online)

BUSINESS DIVISION

CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION; COURSE REVIEW

Current Status/Proposed Change

1. Computer Information Systems 20 – ~~Personal Computer Operating Systems Using Microsoft Windows~~

~~This course covers graphical user interface concepts and includes window sizing, drag-and-drop techniques, multitasking, file management, desktop accessory integration, and hardware related to the start-up process. The process of configuring plug-and-play devices and devices shared over a network will also be studied~~ focuses on the use and maintenance of a Windows based computer system and prepares students to set up and protect their home or office computer. Topics include establishing a multi-user environment, setting restore points, backups, disk defragmenting, and protection from spy ware.

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Computer Information Systems 20 –Microsoft Windows

This course focuses on the use and maintenance of a Windows based computer system and prepares students to set up and protect their home or office computer. Topics include establishing a multi-user environment, setting restore points, backups, disk defragmenting, and protection from spy ware.

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FINE ARTS DIVISION

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

1. Art 142abcd – Digital Photography

Current Status/Proposed Change

Prerequisite: one semester of Art 141abcd or Art 151ab with a minimum grade of C or equivalent experience in prerequisite

Recommended Preparation: Art 150 or Photography 51

~~This is an intermediate level course introduces the computer as a tool for creating, modifying, and manipulating photographic images 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 covered include scanning and digitizing images, output to print and film, color, working with digital cameras, various methods of image input and output, organizing and tracking photo-retouching and photo-montage. Emphasis is placed on art and design concepts 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:

Prerequisite: one semester of Art 141abcd or Art 151ab with a minimum grade of C in prerequisite

Recommended Preparation: Art 150 or Photography 51

This is an 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 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.

NEW COURSES

1. Art 108 – History of American Art

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Credit, degree applicable; Transfer CSU

Recommended Preparation: eligibility for English 1A

This course is an introductory survey of American Art from its pre-colonial past to the contemporary era with a focus on the social, political, economic, and philosophical conditions that have resulted in a culturally diverse artistic tradition. The contributions and influences of immigrants, Native Americans, African Americans, Asian Americans,

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Chicano Americans, Latino Americans, and European Americans will be studied in relation to historical contexts.

2. Art 150 – The Art of Photography
Units: 3 Lecture: 3 hours Faculty Load: 20.000%
Recommended Preparation: eligibility for English 1A
Credit, degree applicable; Transfer CSU
This course is a survey of photography as an art form which includes the evolution of photography as art. The course will also cover the aesthetic and cultural impact of photography as art. Also included is an examination of the techniques and methods of traditional and digital photography. Students will learn camera functions and develop their ability to analyze, evaluate, and compose photographs.
3. Art 151ab – The Art of Photography Digital Laboratory
Units: 1 Lab: 3 hours Faculty Load: 15.000%
Prerequisite: Art 150 or Photography 51 or Film/Video 22 with a minimum grade of C in prerequisite or concurrent enrollment
Credit, degree applicable; Transfer CSU
This course introduces the computer as a tool for manipulating photographic images. Topics include digital image input, scanning, and various types of digital output. Emphasis is placed on the artistic possibilities of the image.
4. Dance 12abcd – World Dance
Units: 1 Lab: 3 hours Faculty Load: 15.000%
Credit, degree applicable; Transfer CSU
This course provides an overview of several specific cultural dance styles which may include African, Afro-Cuban, Mexican, Tap, Middle Eastern, or Asian dance. The study of music, art, costumes, and regional customs of the particular style is also included.
5. Dance 21abcd – Pilates Mat Class
Units: 2 Lecture: 1 hour Lab: 3 hours Faculty Load: 21.667%
Credit, degree applicable; Transfer CSU
This course covers the concepts and exercises developed by Joseph H. Pilates. Emphasis is placed on mat work that features exercises for improving body alignment, strength, flexibility, muscle control, coordination, and breathing. Exercises are designed to enhance dance technique and performance as well as to help the dancer prevent injuries.
6. Dance 26abcd – Hip Hop Dance
Units: 2 Lecture: 1 hour Lab: 3 hours Faculty Load: 21.667%
Credit, degree applicable; Transfer CSU
In this course students are introduced to various forms of Hip Hop dance. The history, vocabulary, social and theatrical codifications, of Hip Hop dance are also explored.

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7. Film/Video 4 – Story Development

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Recommended Preparation: Film/Video 3

Credit, degree applicable; Transfer CSU

This course provides students with a framework for developing dramatic stories for movies and television. Prior to writing a screenplay, students will research and develop an original idea for a screen story. Emphasis will be placed on developing main theme, structure, characters, plot outline, and on writing the treatment.

8. Film/Video 52 – Film, Culture, and Technology

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Recommended Preparation: Film/Video 1

Credit, degree applicable; Transfer CSU

This course surveys technological innovations in film/video production, distribution, and exhibition and their impact on the entertainment industries and society as a whole. Special emphasis is placed on the economic, social, and political issues raised by technological innovation and the ways new digital and interactive media have both embraced and altered the ‘old’ media. Screening of films that employ new technology or develop technology related themes are also included.

9. Film/Video 53 – American Independent Cinema

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Recommended Preparation: Film/Video 1

Credit, degree applicable; Transfer CSU

This course surveys the socio-economic, political, and artistic forces that led to the rise of American Independent Cinema. Emphasis will be placed on studying film makers, such as D.W. Griffith, Roger Corman, Robert Redford, David Lynch, Spike Lee, and Quentin Tarantino, who pioneered producing movies outside of the traditional Hollywood system.

10. Music 555 – Community Choir for the Older Adult

Units: 0 Lab: 3 hours Faculty Load: 15.000%

Non-Credit

This ensemble for the older adult rehearses and performs traditional and contemporary compositions from the standard choral literature. Emphasis is placed on stylistic and historical performance practices, choral techniques, and musicianship. Performances are combined with the College Community Choir and are held on campus and in the community.

11. Music 565 – Community Band for the Older Adult

Units: 0 Lab: 3 hours Faculty Load: 15.000%

Enrollment Limitation: previous band or orchestra experience or ability to perform music of moderate difficulty on a standard band instrument

Non-Credit

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This ensemble for the older adult rehearses and performs traditional and contemporary compositions from the standard wind band literature. Emphasis is placed on stylistic and historical performance practices, instrumental techniques, and musicianship. Performances are combined with the College Community Band and are held on campus and in the community.

12. Music 570 – Orchestra for the Older Adult

Units: 0 Lab: 3 hours Faculty Load: 15.000%

Enrollment Limitation: Audition; previous band or orchestra experience or ability to perform music of moderate difficulty on a standard orchestral instrument
Non-Credit

This ensemble for the older adult rehearses and performs classics from the standard symphony orchestra literature including works for string and full ensembles. Emphasis is placed on stylistic and historical performance practices, instrumental techniques, and musicianship. Performances are combined with the Symphony Orchestra and are held on campus and in the community.

CHANGE IN MAJOR

1. Art - Art History

Current Status/Proposed Change

Art 10ab, 31abcd, 37ab (only one semester of a course will be credited toward the major requirements); 15 units from: Art 2, 3, 4, 5A, 5B, 6, 7, 9, 34ab (only one semester of), 108; 2-3 units from: Art 11abcd, 17ab, 18abcd, 19ab, 20abcd, 22ab, 23abcd, 29ab, ~~35ab~~, 38abcd, 39ab, 40abcd, 41ab, 42abcd, 52abcd, 53ab, 54abcd, 61ab, 62abcd, 63abcd, 73ab, 74abcd, 75abcd, 81ab, 82abcd, 83abcd, 87ab, 88abcd, 89abcd, 141abcd, 142abcd, 143abcd, 144abcd, 145abcd, 146abcd, 147abcd, 151ab, Photography 51 (Only one semester of a course will be credited toward the major requirements.)

Note: Most transfer colleges will also require a foreign language for a B.A. degree in Art History.

Total Units: 26-28

Recommendation:

Art 10ab, 31abcd, 37ab (only one semester of a course will be credited toward the major requirements); 15 units from: Art 2, 3, 4, 5A, 5B, 6, 7, 9, 34ab (only one semester of), 108; 2-3 units from: Art 11abcd, 17ab, 18abcd, 19ab, 20abcd, 22ab, 23abcd, 29ab, 38abcd, 39ab, 40abcd, 41ab, 42abcd, 52abcd, 53ab, 54abcd, 61ab, 62abcd, 63abcd, 73ab, 74abcd, 75abcd, 81ab, 82abcd, 83abcd, 87ab, 88abcd, 89abcd, 141abcd, 142abcd, 143abcd, 144abcd, 145abcd, 146abcd, 147abcd, 151ab, Photography 51 (Only one semester of a course will be credited toward the major requirements.)

Note: Most transfer colleges will also require a foreign language for a B.A. degree in Art History.

Total Units: 26-28

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2. Art – Studio Art

Current Status/Proposed Change

Art 10ab, 31abcd, 37ab (only one semester of a course will be credited toward the major requirements); 6 units from: Art 2, 3, 4, 5A, 5B, 6, 7, 9, 108; 12 units from: Art 11abcd, 17ab, 18abcd, 19ab, 20abcd, 22ab, 23abcd, 24ab, 25abcd, 29ab, 34ab, ~~35ab~~, 38abcd, 39ab, 40abcd, 41ab, 42abcd, 52abcd, 53ab, 54abcd, 61ab, 62abcd, 63abcd, 73ab, 74abcd, 75abcd, 81ab, 82abcd, 83abcd, 87ab, 88abcd, 89abcd, 141abcd, 142abcd, 143abcd, 144abcd, 145abcd, 146abcd, 147abcd, 151ab, Photography 51 (Only one semester of a course will be credited toward the major requirements.)

Total Units: 27

Recommendation:

Art 10ab, 31abcd, 37ab (only one semester of a course will be credited toward the major requirements); 6 units from: Art 2, 3, 4, 5A, 5B, 6, 7, 9, 108; 12 units from: Art 11abcd, 17ab, 18abcd, 19ab, 20abcd, 22ab, 23abcd, 24ab, 25abcd, 29ab, 34ab, 38abcd, 39ab, 40abcd, 41ab, 42abcd, 52abcd, 53ab, 54abcd, 61ab, 62abcd, 63abcd, 73ab, 74abcd, 75abcd, 81ab, 82abcd, 83abcd, 87ab, 88abcd, 89abcd, 141abcd, 142abcd, 143abcd, 144abcd, 145abcd, 146abcd, 147abcd, 151ab, Photography 51 (Only one semester of a course will be credited toward the major requirements.)

Total Units: 27

NEW DISTANCE EDUCATION COURSE VERSION

1. Theatre 1 – Theatre Appreciation (Online)

HEALTH SCIENCES AND ATHLETICS DIVISION

REACTIVATE COURSE; CHANGES IN TITLE AND NUMBER, DESCRIPTIVE TITLE, DISCIPLINE, LECTURE/LAB HOURS, FACULTY LOAD, UNITS, TRANSFER STATUS, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. ~~First Aid 3~~ Physical Education 272 – ~~Introduction to Care and Prevention of Athletic Injuries~~

Discipline: ~~Health/Nursing~~ Physical Education/Athletic Training

Units: ~~2 3~~ Lecture: ~~2 3~~ hours ~~Lab: 2 hours~~ Faculty Load: ~~23.333~~ 20.000%

Transfer UC

~~Provides the student with a survey of the anatomy, physiology and mechanism of common~~ This course provides the future athletic injuries. The trainer, as well as coach and health care professional, the concepts surrounding the profession of athletic training. Emphasis is placed on the principles, techniques, and ethics in the prevention, recognition, first aid, and rehabilitation care of these athletic injuries is covered. Study areas include the sports

ACADEMIC AFFAIRS

medicine team, legal issues, risk management, pathology of injury, management skills, and specific sports injuries and conditions.

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Physical Education 272 – Care and Prevention of Athletic Injuries

Discipline: Physical Education/Athletic Training

Units: 3 Lecture: 3 hours Faculty Load: 20.000%

Transfer UC

This course provides the future athletic trainer, as well as coach and health care professional, the concepts surrounding the profession of athletic training. Emphasis is placed on the principles, techniques, and ethics in the prevention and care of athletic injuries. Study areas include the sports medicine team, legal issues, risk management, pathology of injury, management skills, and specific sports injuries and conditions.

CHANGES IN GRADING METHOD, CATALOG DESCRIPTION; COURSE REVIEW

1. Nursing 214 – Specialized Nursing Skills: Transition to Employment

Current Status/Proposed Change

Grading Method: Letter grade or Credit/No Credit option

This course ~~will~~ provides the advanced technical skills necessary ~~to increase the nurse's opportunity for first time~~ for increasing employment opportunities in the professional role nursing and for periodic recertification of competency. Emphasis will be placed on advanced resuscitation skills, ~~i.e. in~~ Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), Neonatal Resuscitation (NRP), and Basic Electrocardiogram Interpretation. The ~~handling management~~ management of chemotherapy agents, as specified by the Oncology Nursing Society, ~~and intravenous insertion~~ will also be covered. ~~Following each content area, the student~~ Students will have the opportunity to take ~~the~~ certification examinations following specific content areas.

Note: This course is repeatable.

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Grading Method: Letter grade or Credit/No Credit option

This course provides the advanced technical skills necessary for increasing employment opportunities in nursing and for periodic recertification of competency. Emphasis will be placed on advanced resuscitation skills in Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and Basic Electrocardiogram Interpretation. The management of chemotherapy agents, as specified by the Oncology Nursing Society, will also be covered. Students will have the opportunity to take certification examinations following specific content areas.

Note: This course is repeatable.

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INDUSTRY AND TECHNOLOGY DIVISION

NEW DISTANCE EDUCATION COURSE VERSION

1. Nutrition and Foods 11 – Nutrition (Online)

NATURAL SCIENCES DIVISION

NEW DISTANCE EDUCATION COURSE VERSIONS

1. Anatomy 30 – Essentials of Anatomy and Physiology (Online)
2. Anatomy 32 – General Human Anatomy (Online)

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

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Student and Community Advancement

A. STUDENT FIELD TRIPS

It is recommended that the Board approve the following student field trips sponsored by Project Success and Science Club. The purposes of the trips are to provide transfer and orientation information and cultural enrichment:

Project Success – Elaine Moore and Terry Spearman (Amendment)

November 30, 2006 – California State University at Long Beach, Long Beach, California. Estimated students 35. Depart 8:00am; return 1:00pm. Transportation by bus. (Previously Board approved November 30, 2006.

February 16, 2007 – California State University Dominguez Hills, Carson, California. Estimated students – 35. Depart 8:30am; return 1:00pm. Transportation by bus.

Science Club Camping & Exploring

December 16, 17 and 18, 2006 – Anza Borrego State Park, San Diego County, California. Estimated students 11. Depart 9:00am on December 16, 2006 and return by 4:00pm on December 18, 2006. Transportation by vans. Expenses not to exceed \$250 to be paid from El Camino College Foundation Mini Grant. Adviser – Charles Herzig.

B. COMMUNITY EDUCATION CLASS – SPRING 2007

It is recommended that the Board approve the following Community Education class for Spring 2007:

<u>Class</u>	<u>Day/Date of Meeting</u>	<u>Time</u>
Introduction to Fire Service Tools And Equipment	Monday, January 22	8:00am – 5:00pm

Class to be held at the Inglewood Fire Academy. Instructor to be paid \$40 per hour.

C. COMMUNITY EDUCATION PROGRAM FOR SPRING 2007

It is recommended that the Board approve the Community Education Program for Spring 2007 as shown on Pages 32 through 49.

Student and Community Advancement

El Camino College – Community Education Classes			N- non		Meeting Dates		Time			
Title	Instructor	Pay Rate	E/N	#mtgs	First	Day	Start	End	Add'l Dates	Room
Learning English	Linda Wilson	70%	N	4	23- Jan	Tues	10:00AM	11:00AM	thru 2/13	off campus
Learning English	Linda Wilson	70%	N	4	23- Jan	Tues	12:00PM	1:00PM	thru 2/13	off campus
Learning English	Linda Wilson	70%	N	4	25- Jan	Thurs	10:00AM	11:30AM	thru 2/15	off campus
Learning English	Linda Wilson	70%	N	4	25- Jan	Thurs	1:00PM	2:30PM	thru 2/15	off campus
Lifepainting.com	Life Drawing Marathons	Opt A	N	1	28- Jan	Sun	10:00AM	5:00PM		Artb205,209
Biomedical Science 1	Mardirosian, Sue	\$50/hr	N	4	28- Jan	Sun	9:00AM	4:00PM	thru 2/18	Socs108
Building Your Financial Portfolio of \$25 a Month	Christensen, Bobbi	Opt A	N	1	1- Feb	Thurs	6:00PM	9:00PM		Socs110
Tai Chi	Shozuya, Nadine	50%	N	6	2- Feb	Fri	7:00PM	8:00PM	thru 3/9	off campus
Beg Yoga	Berman, Ron	Opt A	N	8	3- Feb	Sat	10:30AM	12:00PM	thru 3/24	PE2
Int Yoga	Berman, Ron	Opt A	N	8	3- Feb	Sat	9:00AM	10:15AM	thru 3/24	PE2
Capoeira	Claverie, Courtney	Opt A	N	13	3- Feb	Sat	1:00PM	3:00PM	thru 5/5 n/c 4/7	PE52
Nakano, Jeanne	Belly Dancing	40%	N	6	3- Feb	Sat	10:15AM	11:15AM	thru 3/10	PE52
Nakano, Jeanne	Bollywood	40%	N	6	3- Feb	Sat	11:30AM	12:30PM	thru 3/10	PE52
Kung Fu Kubs (ages 3-4)	Shozuya, Nadine	50%	N	8	3- Feb	Sat	9:00AM	9:30AM	thru 3/24	off campus
Registered Tax Preparer	WHA Companies	50%	N	6	3- Feb	Sat	8:00AM	12:00PM	thru 3/10	Mcs214
Looking Ahead to College	Lakatos, Cathy	Opt A	N	2	3- Feb	Sat	10:00AM	12:00PM	thru 2/10	Socs109
HT Become a Mystery Shopper	Moran, Elaine	Opt A	N	1	4- Feb	Sun	10:30AM	4:00PM		Socs105
Kung Fu for Kids (gr 1-6)	Shozuya, Nadine	50%	N	8	4- Feb	Sun	10:00AM	10:55AM	thru 3/25	off campus
Tai Chi	Shozuya, Nadine	50%	N	6	4- Feb	Sun	8:55AM	9:55AM	thru 3/11	off campus
Manage Your Business Profitably	Konstant, Gene	Opt A	N	1	7- Feb	Wed	6:30PM	9:30PM		Socs105
Real Estate Appraisal	Levitan, Les	Opt A	N	1	8- Feb	Thurs	7:00PM	9:30PM		Socs108
Glycerine Soap Making	Abdul, Quayum	Opt A	N	1	10- Feb	Sat	9:00AM	12:00PM		Artb215
A Career in Voice Overs	Meza, Aaron	Opt A	N	1	10- Feb	Sat	9:00AM	12:00PM		Socs110
You Can Sell Hit Songs	Frederick, Robin	Opt A	N	1	10- Feb	Sat	1:00PM	4:00PM		Socs108
Kruckemeier, Rod	Shiatsu/Acupressure for ALL	Opt A	N	6	10- Feb	Sat	10:30AM	12:00PM	thru 3/17	Socs204
Become a Notary Public	Notary Public Seminars	Opt A	N	1	10- Feb	Sat	8:00AM	4:00PM	exam 4- 6pm	Socs105
SAT Prep	Hines, Fred	\$32/hr	N	4	10- Feb	Sat	1:00PM	4:00PM	thru 3/3	Socs109
Get Paid to Travel	Anderson, Cherie	Opt A	N	1	10- Feb	Sat	9:30AM	12:30PM		Socs203

Become an Int'l & Domestic Tour Dir	Anderson, Cherie	Opt A	N	1	10-Feb	Sat	1:30PM	4:30PM		Socs203
Filmmaking A to Z	Hollywood Film Institute	50%	N	2	10-Feb	Sat, Sun	9:00AM	6:00PM	thru 2/11	off campus
Beginning Guitar	Reintanz, William	\$29/hr	N	8	10-Feb	Sat	1:00PM	3:00PM	thru 3/31	Mu155
Shiatsu/Acupressure for All	Krueckemeier, Rod	Opt A	N	6	10-Feb	Sat	10:30AM	12:00PM		Socs204
Retire Early thru Real Estate Investing	Reddick, Marshall	Opt A	N	1	11-Feb	Sun	9:00AM	5:30PM		Busi2
Neg 1: The Art of Getting What You Want	Georgen, Pearl	Opt A	N	1	12-Feb	Mon	6:30PM	9:30PM		Socs204
Medical Info Night	Mardirosian, Sue	\$50/hr	N	1	13-Feb	Tues	6:30PM	8:30PM		Socs110
Hula Aerobics	Chang, Randy	50%	N	6	14-Feb	Wed	6:00PM	7:00PM	thru 3/21	off campus
Preschool Preparation	BDG Online	\$25/stu	N	1	15-Feb				thru 3/17	online
Journals & Gen Ledger Posting (1of 3)	Farmer, Kevin	Opt A	N	1	20-Feb	Tues	6:30PM	9:30PM		Socs104
Interval Strength Training	Frank, Dale	50%	N	6	20-Feb	Tues	7:00PM	7:45PM	thru 3/27	off campus
Pilates, Abs & Core	Frank, Dale	50%	N	6	20-Feb	Tues	7:45PM	8:30PM	thru 3/27	off campus
Medical Terminology	Mardirosian, Sue	\$50/hr	N	6	20-Feb	T,TH	6:30PM	9:30PM	thru 3/8	Socs209
Stringing-Essential Jewelry Making	Holodnak, Margaret	Opt A	N	1	20-Feb	Tues	7:00PM	10:00PM	thru 2/27	Artb215
Rock Climbing (Gr 9 - adult)	Beach City Rocks	50%	N	6	21-Feb	Wed	6:30PM	7:30PM	thru 3/28	off campus
Learn to Buy & Sell of Ebay	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages II	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Designing Effective Websites	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Beginning MS Word	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Int MS Word	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Adv MS Word	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Beg MS Excel	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Int MS Excel	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Adv MS Excel	Education To Go	various	N		21-Feb	W,F			lessons released	online

									W,F for 6 weeks	
Beg MS Access	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	Online
Int MS Access	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Beg MS PowerPoint	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Beg QuickBooks	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Performing Payroll in QuickBooks	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
QuickBooks for Contractors	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Creating a Home Network	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Intro to the Game Industry	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Beg Writer's Workshop	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Your Screenwriting Career	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Publish It Yourself	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
A to Z Grantwriting	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Get Grants!	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Caring for Children	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
GED Test Prep	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Listen to Your Heart	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online

12 Steps a Successful Job Search	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Become a Veterinary Asst	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	Online
Film Literacy	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Parenting: The 1st 5 years	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Guiding Kids on the Internet	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Solving Classroom Discipline Problems	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Using the Internet in the Classroom	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
TBA	Education To Go	various	N		21-Feb	W,F			lessons released W,F for 6 weeks	online
Bus Opp in Cart Vending	Konstant, Gene	Opt A	N	1	21-Feb	Wed	6:30PM	9:30PM		Socs112
Rock Climbing for Kids (Gr 6-11)	Beach City Rocks	50%	N	6	22-Feb	Thurs	4:00PM	5:00PM	thru 3/29	off campus
Business Opportunity in Cart Vendor	Konstant, Gene	Opt A	N	1	22-Feb	Thurs	6:30PM	9:30PM		Socs110
Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Communication Skills for Managers	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Finance & Acctng for Non-Fin Mgrs	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Fund of Human Resources Mgmt	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
HT Manage Conflict in the Organ	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
HT Sharpen Your Bus Writing Skills	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Project Management	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Fair, Square & Legal	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Leadership Skills for Managers	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online
Managing & Achieving Organ Goals	e.Approach, Inc	\$59/stu	N		22-Feb				lessons avail 90 days	online

A Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		22-Feb					lessons avail 90 days	online
Pre-Algebra	Hines, Fred	\$32/hr	N	6	24-Feb	Sat	9:00AM	10:30AM	thru 3/31		Socs109
Algebra 1	Hines, Fred	\$32/hr	N	6	24-Feb	Sat	10:45AM	12:15PM	thru 3/31		Socs109
Spanish (Gr 1-5)	Fernandez, Sonia	Opt A	N	6	24-Feb	Sat	9:00AM	10:30AM	thru 3/31		Socs110
Spanish (Gr 6-9)	Fernandez, Sonia	Opt A	N	6	24-Feb	Sat	10:35AM	12:00PM	thru 3/31		Socs110
Academic Chess	Academic Chess	70%	N	8	24-Feb	Sat	10:00AM	11:00PM	thru 4/14		Socs206
Lifepainting.com	Life Drawing Marathons	Opt A	N	1	25-Feb	Sun	10:00AM	5:00PM			Artb205,209
Neg 2: HT Talk & What to Say	Georgen, Pearl	Opt A	N	1	26-Feb	Mon	6:30PM	9:30PM			Socs204
Reading & Math (Gr 4-8)	Kids College	70%	N	4	26-Feb	Mon	3:45PM	5:15PM	thru 3/19		off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	26-Feb	Mon	5:30PM	7:00PM	thru 3/29		off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	26-Feb	Mon	3:45PM	5:15PM	thru 3/19		off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	26-Feb	Mon	5:30PM	7:00PM	thru 3/29		off campus
Algebra 1'	Kids College	70%	N	4	26-Feb	Mon	3:45PM	5:15PM	thru 3/19		off campus
Algebra 1'	Kids College	70%	N	4	26-Feb	Mon	5:30PM	7:00PM	thru 3/29		off campus
Intro to Supervision (1 of 3)	Harris, Shirley	Opt A	N	1	26-Feb	Mon	6:30PM	9:30PM			Socs212
Conv Spanish Beg 1	de los Rios, Jerry	Opt A	N	6	27-Feb	T, TH	7:00PM	9:00PM	thru 3/15		Socs112
Income Statement Analysis (2 of 3)	Farmer, Kevin	Opt A	N	1	27-Feb	Tues	6:30PM	9:30PM			Socs104
Learning English	Linda Wilson	70%	N	4	27-Feb	Tues	10:00AM	11:00PM	thru 3/20		off campus
Learning English	Linda Wilson	70%	N	4	27-Feb	Tues	12:00PM	1:00PM	thru 3/20		off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	28-Feb	Wed	3:45PM	5:15PM	thru 3/21		off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	28-Feb	Wed	5:30PM	7:00PM	thru 3/21		off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	28-Feb	Wed	3:45PM	5:15PM	thru 3/21		off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	28-Feb	Wed	5:30PM	7:00PM	thru 3/21		off campus
Event Planning 1	Curry, Jeffreda	40%	N	1	1-Mar	Thurs	6:30PM	9:30PM			Socs110
Advanced Genealogical Research	BDG Online	\$25/stu	N	1	1-Mar				thru 3/30		online
Reading & Math (Gr 4-8)	Kids College	70%	N	4	1-Mar	Thurs	3:45PM	5:15PM	thru 3/22		off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	1-Mar	Thurs	5:30PM	7:00PM	thru 3/22		off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	1-Mar	Thurs	3:45PM	5:15PM	thru 3/22		off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	1-Mar	Thurs	5:30PM	7:00PM	thru 3/22		off campus
Algebra 1'	Kids College	70%	N	4	1-Mar	Thurs	3:45PM	5:15PM	thru 3/22		off campus
Algebra 1'	Kids College	70%	N	4	1-Mar	Thurs	5:30PM	7:00PM	thru 3/22		off campus
Learning English	Linda Wilson	70%	N	4	1-Mar	Thurs	10:00AM	11:30PM	thru 3/22		off campus
Learning English	Linda Wilson	70%	N	4	1-Mar	Thurs	1:00PM	2:30PM	thru 3/22		off campus
HT Study Smarter Not	Douglas, Lee	Opt A	N	2	3-	Sat	11:00AM	12:30PM	thru		Socs111

Harder					Mar				3/10	
Mosaic Madness	Palmer, Cindie	Opt A	N	2	3-Mar	Sat	10:00AM	4:00PM	thru 3/10	Artb215
Zumba Fitness	Acosta, Carolina	Opt A	N	6	3-Mar	Sat	10:30AM	11:30AM	thru 4/7	EastActCent
Medical Coding 1	Mardirosian, Sue	\$50/hr	N	4	4-Mar	Sun	9:00AM	4:00PM	thru 3/25	Socs111
Neg 3: Mastery of the Art	Georgen, Pearl	Opt A	N	1	5-Mar	Mon	6:30PM	9:30PM		Socs204
Effective Communication for Supervisors (2 of 3)	Harris, Shirley	Opt A	N	1	5-Mar	Mon	6:30PM	9:30PM		Socs212
Balance Sheet Analysis (3 of 3)	Farmer, Kevin	Opt A	N	1	6-Mar	Tues	6:30PM	9:30PM		Socs104
Basic Photo Editing	BDG Online	\$25/stu	N	1	7-Mar				thru 4/6	online
Bootstrap Business Financing	Konstant, Gene	Opt A	N	1	7-Mar	Wed	6:30PM	9:30PM		Socs112
Event Planning 2	Curry, Jeffreda	40%	N	1	8-Mar	Thurs	6:30PM	9:30PM		Socs110
Cake Decorating Course 1	Elerewe, Thelma	Opt A	N	2	10-Mar	Sat	10:00AM	2:00PM	thru 3/17	Artb211
Farmer, Kevin	Beg QuickBooks	Opt A	N	1	11-Mar	Sun	9:30AM	3:00PM		Comm204
Dental Insurance Billing	Hall, Kris	Opt A	N	1	11-Mar	Sat	9:00AM	4:30PM		Socs108
Neg 4: Resolving Critical Issues	Georgen, Pearl	Opt A	N	1	12-Mar	Mon	6:30PM	9:30PM		Socs204
Performance Management (3 of 3)	Harris, Shirley	Opt A	N	1	12-Mar	Mon	6:30PM	9:30PM		Socs212
Financial Strategies for Retirement	Garvin, Calvin	Opt A	N	3	13-Mar	Tues	6:30PM	9:30PM	thru 3/27	Socs111
Payroll Taxes	Farmer, Kevin	Opt A	N	1	13-Mar	Tues	6:30PM	9:30PM		Socs104
Health Care Delivery Systems	Mardirosian, Sue	\$50/hr	N	4	13-Mar	T,TH	6:30PM	9:30pm	thru 3/22	PE229
Business Overview (1 of 5)	Farmer, Kevin	Opt A	N	1	14-Mar	Wed	6:30PM	9:30PM		Socs210
Financial Strategies for Retirement	Garvin, Calvin	Opt A	N	3	15-Mar	Thurs	6:30PM	9:30PM	thru 3/29	Socs206
Event Planning 3	Curry, Jeffreda	40%	N	1	15-Mar	Thurs	6:30PM	9:30PM		Socs110
Fabric Baskets for Spring	Spier, Nadine	\$200/day	N	1	17-Mar	Sat	10:00AM	3:00PM		Socs105
Down & Dirty Anger Mgmt	Payne, Clandis	Opt A	N	1	17-Mar	Sat	9:00AM	12:00PM		Socs111
Ornate Pine Needle Basketry	Spier, Nadine	\$200/day	N	1	18-Mar	Sun	10:00AM	3:00PM		Socs105
Neg 5:Secrets of Effective Persuasion	Georgen, Pearl	Opt A	N	1	19-Mar	Mon	6:30PM	9:30PM		Socs204
Effective Interviewing (1 of 3)	Harris, Shirley	Opt A	N	1	19-Mar	Mon	6:30PM	9:30PM		Socs212
Conv Spanish Beg 2	de los Rios, Jerry	Opt A	N	6	20-Mar	T, TH	7:00PM	9:00PM	thru 4/5	Socs112
Become a Notary Public	Notary Public Seminars	Opt A	N	3	20-Mar	T,TH, S	5:45PM	9:30PM	thru 3/24, exam 9-11am	Musi211
Stamp Collecting	BDG Online	\$25/stu	N	1	20-Mar				thru 4/19	online
Wire Wrapping	Holodnak, Margaret	Opt A	N	1	20-Mar	Tues	7:00PM	10:00PM	thru 3/27	Artb215
Cash Flow	Konstant, Gene	Opt A	N	1	20-Mar	Tues	6:30PM	9:30PM		Socs104
Marketing, Sales & Promotion (2 of 5)	Farmer, Kevin	Opt A	N	1	21-Mar	Wed	6:30PM	9:30PM		Socs210
Learn to Buy & Sell of Ebay	Education To Go	various	N		21-Mar	W,F			lessons released	online

									W,F for 6 weeks	
Creating Web Pages	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages II	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	Online
Designing Effective Websites	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Beginning MS Word	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Int MS Word	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Adv MS Word	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Beg MS Excel	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Int MS Excel	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Adv MS Excel	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Beg MS Access	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Int MS Access	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Beg MS PowerPoint	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Beg QuickBooks	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Performing Payroll in QuickBooks	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
QuickBooks for Contractors	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Creating a Home Network	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Intro to the Game Industry	Education To Go	various	N		21-Mar	W,F			lessons released	online

									W,F for 6 weeks	
Beg Writer's Workshop	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Your Screenwriting Career	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	Online
Publish It Yourself	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
A to Z Grantwriting	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Get Grants!	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Caring for Children	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
GED Test Prep	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Listen to Your Heart	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
13 Steps a Successful Job Search	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Become a Veterinary Asst	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Film Literacy	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Parenting: The 1st 5 years	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Guiding Kids on the Internet	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Solving Classroom Discipline Problems	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Using the Internet in the Classroom	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
TBA	Education To Go	various	N		21-Mar	W,F			lessons released W,F for 6 weeks	online
Get Thin, Stay Thin Through Self-Hypnosis	Carter, Jethro	Opt A	N	1	22-Mar	Thurs	7:00PM	9:30PM		Socs205

Event Planning 4	Curry, Jeffreda	40%	N	1	22-Mar	Thurs	6:30PM	9:30PM		Socs110
What is Genealogy?	BDG Online	\$25/stu	N	1	22-Mar				thru 4/21	online
Throw Your Tarot Books Away	Leigh, Eileen	Opt A	N	2	22-Mar	Thurs	6:30PM	8:30PM	thru 3/29	Socs209
Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Communication Skills for Managers	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Finance & Acctng for Non-Fin Mgrs	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Fund of Human Resources Mgmt	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
HT Manage Conflict in the Organ	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
HT Sharpen Your Bus Writing Skills	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Project Management	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Fair, Square & Legal	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Leadership Skills for Managers	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Managing & Achieving Organ Goals	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
A Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		22-Mar				lessons avail 90 days	online
Nakano, Jeanne	Belly Dancing	40%	N	6	24-Mar	Sat	10:15AM	11:15AM	thru 5/12 n/c 4/7	PE52
Nakano, Jeanne	Bollywood	40%	N	6	24-Mar	Sat	11:30AM	12:30PM	thru 5/12 n/c 4/7	PE52
Cake Decorating Course 2	Elerewe, Thelma	Opt A	N	2	24-Mar	Sat	10:00AM	2:00PM	thru 3/31	Artb211
Farmer, Kevin	Int QuickBooks	Opt A	N	1	25-Mar	Sun	9:30AM	3:00PM		Comm204
Lifepainting.com	Life Drawing Marathons	Opt A	N	1	25-Mar	Sun	10:00AM	5:00PM		Artb205,209
Neg 6: Power Strategies	Georgen, Pearl	Opt A	N	1	26-Mar	Mon	6:30PM	9:30PM		Socs204
Reading & Math (Gr 4-8)	Kids College	70%	N	4	26-Mar	Mon	3:45PM	5:15PM	thru 4/23	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	26-Mar	Mon	5:30PM	7:00PM	thru 4/23	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	26-Mar	Mon	3:45PM	5:15PM	thru 4/23	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	26-Mar	Mon	5:30PM	7:00PM	thru 4/23	off campus
Algebra 1'	Kids College	70%	N	4	26-Mar	Mon	3:45PM	5:15PM	thru 4/23	off campus
Algebra 1'	Kids College	70%	N	4	26-Mar	Mon	5:30PM	7:00PM	thru 4/23	off campus
Managing Conflict in the Wkplc (2 of 3)	Harris, Shirley	Opt A	N	1	26-Mar	Mon	6:30PM	9:30PM		Socs212
Find & Start a Home-Based	Konstant, Gene	Opt A	N	1	27-	Tues	6:30PM	9:30PM		Socs104

Business					Mar					
Learning English	Linda Wilson	70%	N	4	27-Mar	Tues	10:00AM	11:00AM	thru 4/24	off campus
Learning English	Linda Wilson	70%	N	4	27-Mar	Tues	12:00PM	1:00PM	thru 4/24	off campus
Your Business Plan (3 of 5)	Farmer, Kevin	Opt A	N	1	28-Mar	Wed	6:30PM	9:30PM		Socs210
Reading & Math (Gr 4-8)	Kids College	70%	N	4	28-Mar	Wed	3:45PM	5:15PM	thru 4/25	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	28-Mar	Wed	5:30PM	7:00PM	thru 4/25	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	28-Mar	Wed	3:45PM	5:15PM	thru 4/25	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	28-Mar	Wed	5:30PM	7:00PM	thru 4/25	off campus
Hula Aerobics	Chang, Randy	50%	N	6	28-Mar	Wed	6:00PM	7:00PM	thru 5/2	off campus
Event Planning 5	Curry, Jeffreda	40%	N	1	29-Mar	Thurs	6:30PM	9:30PM		Socs110
Genealogy Course 2	BDG Online	\$25/stu	N	1	29-Mar				thru 4/28	online
Reading & Math (Gr 4-8)	Kids College	70%	N	4	29-Mar	Thurs	3:45PM	5:15PM	thru 4/26	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	29-Mar	Thurs	5:30PM	7:00PM	thru 4/26	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	29-Mar	Thurs	3:45PM	5:15PM	thru 4/26	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	29-Mar	Thurs	5:30PM	7:00PM	thru 4/26	off campus
Algebra 1'	Kids College	70%	N	4	29-Mar	Thurs	3:45PM	5:15PM	thru 4/26	off campus
Algebra 1'	Kids College	70%	N	4	29-Mar	Thurs	5:30PM	7:00PM	thru 4/26	off campus
Learning English	Linda Wilson	70%	N	4	29-Mar	Thurs	10:00AM	12:30PM	thru 4/26	off campus
Learning English	Linda Wilson	70%	N	4	29-Mar	Thurs	1:00PM	2:30PM	thru 4/26	off campus
Beg Yoga	Berman, Ron	Opt A	N	8	31-Mar	Sat	10:30AM	12:00PM	thru 5/26 n/c 4/7	PE2
Int Yoga	Berman, Ron	Opt A	N	8	31-Mar	Sat	9:00AM	10:15AM	thru 5/26 n/c 4/7	PE2
Listening Skills for Better Grades	Douglas, Lee	Opt A	N	1	31-Mar	Sat	11:00AM	12:30PM		Socs111
Loan Signing Agent	Notary Public Seminars	Opt A	N	1	31-Mar	Sat	9:00AM	4:00PM		Socs203
SAT Prep	Hines, Fred	\$32/hr	N	4	31-Mar	Sat	1:00PM	4:00PM	thru 4/28; n/c 4/7	Socs109
Medical Coding 2	Mardirosian, Sue	\$50/hr	N	4	1-Apr	Sun	9:00AM	4:00PM	thru 4/29; n/c 4/8	Socs105
Neg 7: Multiplying Your Effectiveness	Georgen, Pearl	Opt A	N	1	2-Apr	Mon	6:30PM	9:30PM		Socs204
Teambuilding for Effective Performance (3 of 3)	Harris, Shirley	Opt A	N	1	2-Apr	Mon	6:30PM	9:30PM		Socs212
Unsolved Mysteries and the Unexplained	BDG Online	\$25/stu	N	1	3-Apr				thru 5/3	online
How to Use the Internet	BDG Online	\$25/stu	N	1	3-Apr				thru 5/3	online
Native Plants of California	BDG Online	\$25/stu	N	1	3-Apr				thru 5/3	online
Brain Crank Science	BDG Online	\$25/stu	N	1	3-Apr				thru 5/3	online
Operations & Mgmt (4 of 5)	Farmer, Kevin	Opt A	N	1	4-Apr	Wed	6:30PM	9:30PM		Socs210

Event Planning 6	Curry, Jeffreda	40%	N	1	5-Apr	Thurs	6:30PM	9:30PM		Socs110
Advanced Genealogical Research	BDG Online	\$25/stu	N	1	5-Apr				thru 5/5	online
Filmmaking A to Z	Hollywood Film Institute	50%	N	2	7-Apr	Sat, Sun	9:00AM	6:00PM	thru 4/8	off campus
KidzArt	KidzArt	75%	N	4	9-Apr	M-TH	9:00AM	12:00PM	thru 4/12	Artb215
KidzArt	KidzArt	75%	N	4	9-Apr	M-TH	1:00PM	4:00PM	thru 4/12	Artb215
Using Your Scanner	BDG Online	\$25/stu	N	1	11-Apr				thru 5/11	online off campus
Tai Chi	Shozuya, Nadine	50%	N	6	13-Apr	Fri	7:00PM	8:00PM	thru 5/18	
Kung Fu Kubs (ages 3-4)	Shozuya, Nadine	50%	N	8	14-Apr	Sat	9:00AM	9:30AM	thru 6/9 n/c 5/26	off campus
Cake Decorating Course 3	Elerewe, Thelma	Opt A	N	2	14-Apr	Sat	10:00AM	2:00PM	thru 4/21	Artb211
Registered Tax Preparer	WHA Companies	50%	N	6	14-Apr	Sat	1:00PM	5:00PM	thru 5/19	Mcs214
Looking Ahead to College	Lakatos, Cathy	Opt A	N	2	14-Apr	Sat	10:00AM	12:00PM	thru 4/21	Socs109
Math & Science Wrkshp	Ian Pappas Foundation	340/stu	N	5	14-Apr	Sat	9:00AM	11:00AM	thru 5/12	Socs204
Kung Fu for Kids (gr 1-6)	Shozuya, Nadine	50%	N	8	15-Apr	Sun	10:00AM	10:55AM	thru 6/10 n/c 5/27	off campus
Tai Chi	Shozuya, Nadine	50%	N	6	15-Apr	Sun	8:55AM	9:55AM	thru 5/20	off campus
Real Estate Appraisal	Levitan, Les	Opt A	N	1	16-Apr	Mon	7:00PM	9:30PM		Socs204
Basic Knitting & Crocheting	Clarke, Eleanor	Opt A	N	3	16-Apr	Mon	6:30PM	9:30PM	thru 4/30	Socs211
Leadership for Women	Harris, Shirley	Opt A	N	1	16-Apr	Mon	6:30PM	9:30PM		Socs212
Conv Spanish Int 1	de los Rios, Jerry	Opt A	N	6	17-Apr	T, TH	7:00PM	9:00PM	thru 5/3	Socs112
Interval Strength Training	Frank, Dale	50%	N	6	17-Apr	Tues	7:00PM	7:45PM	thru 5/22	off campus
Pilates, Abs & Core	Frank, Dale	50%	N	6	17-Apr	Tues	7:45PM	8:30PM	thru 5/22	off campus
Medical Billing	Mardirosian, Sue	\$50/hr	N	8	17-Apr	T, TH	6:30PM	9:30PM	thru 5/10	Socs209
Earrings Galore	Holodnak, Margaret	Opt A	N	1	17-Apr	Tues	7:00PM	10:00PM		Artb215
Finances & Record Keeping (5 of 5)	Farmer, Kevin	Opt A	N	1	18-Apr	Wed	6:30PM	9:30PM		Socs210
Learn to Buy & Sell of Ebay	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages II	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Designing Effective Websites	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Beginning MS Word	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online

Int MS Word	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Adv MS Word	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Beg MS Excel	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Int MS Excel	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Adv MS Excel	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Beg MS Access	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Int MS Access	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Beg MS PowerPoint	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Beg QuickBooks	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Performing Payroll in QuickBooks	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
QuickBooks for Contractors	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Creating a Home Network	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Intro to the Game Industry	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Beg Writer's Workshop	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Your Screenwriting Career	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Publish It Yourself	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
A to Z Grantwriting	Education To Go	various	N		18- Apr	W,F			lessons released W,F for 6 weeks	online
Get Grants!	Education To Go	various	N		18-	W,F			lessons	online

					Apr				released W,F for 6 weeks	
Caring for Children	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
GED Test Prep	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Listen to Your Heart	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	Online
14 Steps a Successful Job Search	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Become a Veterinary Asst	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Film Literacy	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Parenting: The 1st 5 years	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Guiding Kids on the Internet	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Solving Classroom Discipline Problems	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Using the Internet in the Classroom	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
TBA	Education To Go	various	N		18-Apr	W,F			lessons released W,F for 6 weeks	online
Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online
Communication Skills for Managers	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online
Finance & Acctng for Non-Fin Mgrs	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online
Fund of Human Resources Mgmt	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online
HT Manage Conflict in the Organ	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online
HT Sharpen Your Bus Writing Skills	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online
Project Management	e.Approach, Inc	\$59/stu	N		19-Apr				lessons avail 90 days	online

Fair, Square & Legal	e.Approach, Inc	\$59/stu	N		19-Apr					lessons avail 90 days	online
Leadership Skills for Managers	e.Approach, Inc	\$59/stu	N		19-Apr					lessons avail 90 days	online
Managing & Achieving Organ Goals	e.Approach, Inc	\$59/stu	N		19-Apr					lessons avail 90 days	online
A Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		19-Apr					lessons avail 90 days	online
Tips & Techniques for Test Taking	Douglas, Lee	Opt A	N	2	21-Apr	Sat	11:00AM	12:30PM		thru 4/28	Socs111
Stop Smoking Hypnosis Clinic	Carter, Jethro	Opt A	N	1	26-Apr	Thurs	7:00pm	9:30PM			Socs205
What is Genealogy?	BDG Online	\$25/stu	N	1	26-Apr					thru 5/26	online
The Voice Over Experience	Meza, Aaron	Opt A	N	1	28-Apr	Sat	9:00AM	1:00PM			Socs110
Lifepainting.com	Life Drawing Marathons	Opt A	N	1	29-Apr	Sun	10:00AM	5:00PM			Artb205,209
Reading & Math (Gr 4-8)	Kids College	70%	N	4	30-Apr	Mon	3:45PM	5:15PM		thru 5/21	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	30-Apr	Mon	5:30PM	7:00PM		thru 5/21	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	30-Apr	Mon	3:45PM	5:15PM		thru 5/21	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	30-Apr	Mon	5:30PM	7:00PM		thru 5/21	off campus
Algebra 1'	Kids College	70%	N	4	30-Apr	Mon	3:45PM	5:15PM		thru 5/21	off campus
Algebra 1'	Kids College	70%	N	4	30-Apr	Mon	5:30PM	7:00PM		thru 5/21	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	2-May	Wed	3:45PM	5:15PM		thru 5/23	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	2-May	Wed	5:30PM	7:00PM		thru 5/23	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	2-May	Wed	3:45PM	5:15PM		thru 5/23	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	2-May	Wed	5:30PM	7:00PM		thru 5/23	off campus
Genealogy Course 2	BDG Online	\$25/stu	N	1	3-May					thru 6/23	online
Reading & Math (Gr 4-8)	Kids College	70%	N	4	3-May	Thurs	3:45PM	5:15PM		thru 5/24	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	3-May	Thurs	5:30PM	7:00PM		thru 5/24	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	3-May	Thurs	3:45PM	5:15PM		thru 5/24	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	3-May	Thurs	5:30PM	7:00PM		thru 5/24	off campus
Algebra 1'	Kids College	70%	N	4	3-May	Thurs	3:45PM	5:15PM		thru 5/24	off campus
Algebra 1'	Kids College	70%	N	4	3-May	Thurs	5:30PM	7:00PM		thru 5/24	off campus
Looking Ahead to College	Lakatos, Cathy	Opt A	N	2	5-May	Sat	10:00AM	12:00PM		thru 5/12	Socs109
Conv Spanish Int 2	de los Rios, Jerry	Opt A	N	6	8-May	T, TH	7:00PM	9:00PM		thru 5/24	Socs112
Unsolved Mysteries and the Unexplained	BDG Online	\$25/stu	N	1	8-May					thru 6/7	online
How to Use the Internet	BDG Online	\$25/stu	N	1	8-May					thru 6/7	online
Stamp Collecting	BDG Online	\$25/stu	N	1	8-May					thru 6/7	online
Brain Crank Science	BDG Online	\$25/stu	N	1	8-May					thru 6/7	online

Summer Fun	BDG Online	\$25/stu	N	1	9-May				thru 6/8	online
Writing Your 1st Book (or 7th)	Christensen, Bobbi	Opt A	N	1	10-May	Thurs	6:00PM	7:45PM		Socs110
Publishing Your 1st Book	Christensen, Bobbi	Opt A	N	1	10-May	Thurs	8:00PM	10:00PM		Socs110
Fly Fishing for Fun	Christensen, Eric	Opt A	N	1	10-May	Thurs	6:30PM	9:30PM		Socs104
Building Your Financial Portfolio of \$25 a Month	Christensen, Bobbi	Opt A	N	1	11-May	Fri	6:00PM	9:00PM		Socs110
Purchase Foreclosures	Reddick, Marshall	Opt A	N	1	12-May	Sat	9:00AM	5:30PM		Busi2
The Art of Jewelry Making	Holodnak, Margaret	Opt A	N	1	12-May	Sat	10:00AM	1:00PM		Artb215 Socs104
Work Passion: Finding Work You Love	Reed, Kennette	Opt A	N	1	15-May	Tues	6:00PM	9:00PM		
Become a Notary Public	Notary Public Seminars	Opt A	N	3	15-May	T,TH,S	5:45PM	9:30PM	thru 5/19, exam 9-11am	Musi211
Medical Info Technology	Mardirosian, Sue	\$50/hr	N	8	15-May	T, TH	6:30PM	9:30PM	thru 6/7	Socs110
Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Communication Skills for Managers	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Finance & Acctng for Non-Fin Mgrs	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Fund of Human Resources Mgmt	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
HT Manage Conflict in the Organ	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
HT Sharpen Your Bus Writing Skills	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Project Management	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Fair, Square & Legal	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Leadership Skills for Managers	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Managing & Achieving Organ Goals	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
A Manager's Guide to Human Beh	e.Approach, Inc	\$59/stu	N		16-May				lessons avail 90 days	online
Learn to Buy & Sell of Ebay	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Creating Web Pages II	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online

Designing Effective Websites	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Beginning MS Word	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Int MS Word	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Adv MS Word	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	Online
Beg MS Excel	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Int MS Excel	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Adv MS Excel	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Beg MS Access	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Int MS Access	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Beg MS PowerPoint	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Beg QuickBooks	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Performing Payroll in QuickBooks	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
QuickBooks for Contractors	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Creating a Home Network	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Intro to the Game Industry	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Beg Writer's Workshop	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Your Screenwriting Career	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online

									6 weeks	
Publish It Yourself	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
A to Z Grantwriting	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Get Grants!	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Caring for Children	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	Online
GED Test Prep	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Listen to Your Heart	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
15 Steps a Successful Job Search	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Become a Veterinary Asst	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Film Literacy	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Parenting: The 1st 5 years	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Guiding Kids on the Internet	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Solving Classroom Discipline Problems	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Using the Internet in the Classroom	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
TBA	Education To Go	various	N		16-May	W,F			lessons released W,F for 6 weeks	online
Basic Photo Editing	BDG Online	\$25/stu	N	1	17-May				thru 6/16	online
Nakano, Jeanne	Belly Dancing	40%	N	6	19-May	Sat	10:15AM	11:15AM	thru 6/23	PE52
Nakano, Jeanne	Bollywood	40%	N	6	19-May	Sat	11:30AM	12:30PM	thru 6/23	PE52
Lifepainting.com	Life Drawing Marathons	Opt A	N	1	19-May	Sun	10:00AM	5:00PM		Artb205,209
Loan Signing Agent	Notary Public Seminars	Opt A	N	1	2-Jun	Sat	9:00AM	4:00PM		Socs203

Filmmaking A to Z	Hollywood Film Institute	50%	N	2	2- Jun	Sat, Sun	9:00AM	6:00PM	thru 6/3	off campus
Successful Direct Mail	Konstant, Gene	Opt A	N	1	3- Jun	Sun	10:00AM	5:00PM		Socs105
Reading & Math (Gr 4-8)	Kids College	70%	N	4	4- Jun	Mon	3:45PM	5:15PM	thru 6/25	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	4- Jun	Mon	5:30PM	7:00PM	thru 6/25	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	4- Jun	Mon	3:45PM	5:15PM	thru 6/25	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	4- Jun	Mon	5:30PM	7:00PM	thru 6/25	off campus
Algebra 1'	Kids College	70%	N	4	4- Jun	Mon	3:45PM	5:15PM	thru 6/25	off campus
Algebra 1'	Kids College	70%	N	4	4- Jun	Mon	5:30PM	7:00PM	thru 6/25	off campus
										off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	6- Jun	Wed	3:45PM	5:15PM	thru 6/27	
Reading & Math (Gr 4-8)	Kids College	70%	N	4	6- Jun	Wed	5:30PM	7:00PM	thru 6/27	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	6- Jun	Wed	3:45PM	5:15PM	thru 6/27	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	6- Jun	Wed	5:30PM	7:00PM	thru 6/27	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	7- Jun	Thurs	3:45PM	5:15PM	thru 6/28	off campus
Reading & Math (Gr 4-8)	Kids College	70%	N	4	7- Jun	Thurs	5:30PM	7:00PM	thru 6/28	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	7- Jun	Thurs	3:45PM	5:15PM	thru 6/28	off campus
Reading & Math (Gr 1-3)	Kids College	70%	N	4	7- Jun	Thurs	5:30PM	7:00PM	thru 6/28	off campus
Algebra 1'	Kids College	70%	N	4	7- Jun	Thurs	3:45PM	5:15PM	thru 6/28	off campus
Algebra 1'	Kids College	70%	N	4	7- Jun	Thurs	5:30PM	7:00PM	thru 6/28	off campus
Surgical Technology	Cox, Sharon	50%	N	1	27- Jan	Sat	10:00AM	12:00PM		Socs104

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

	<u>Page No.</u>
A. Contracts Under \$65,100	51
B. Contracts \$65,100 or Higher.....	53
*C. Memorandum of Understanding	54
D. Purchase Orders and Blanket Purchase Orders.....	62
E. Adjustment to Final Budget 2006-2007.....	68

(* Please note this item was pulled from Consent Agenda and discussed separately. Please see minutes for details.)

Administrative Services

A. CONTRACTS UNDER \$65,100

It is recommended that 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 his authorized designee, has executed the necessary documents.

1. Behavioral & Social Sciences Division

Under the Academic Affairs Area, the Child Development Center (CDC) has obtained the following grants.

San Francisco Community College District (SFCCD)

9/1/06-6/30/07

This grant is valued
at \$12,302.

As part of the California Early Childhood Mentor Program, El Camino Community College District (ECCD) is being funded by San Francisco Community College District (SFCCD) to mentor the Compton Center Child Development Program. Services include coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Yosemite Community College District – Child

Development Training Consortium

8/1/06 – 7/31/07

This grant is valued
at \$27,800.

YCCD/CDTC will assist the El Camino College Child Development Department in determining and meeting the needs of individuals seeking new or maintaining currently held child development permits. YCCD/CDTC will pay the El Camino Community College District for student fees and services per the terms of the contract in an amount not to exceed \$27,800 upon receipt of properly completed documentation including an original 2006-2007 Participant Profile for each enrolled student for each semester/term.

2. CalWORKS

The District receives funds through a grant from the State of California CalWORKS Program to assist welfare recipient students obtain the educational level needed to transition off welfare and ultimately achieve long-term self-sufficiency. These funds enable community colleges to be a full partner in the statewide welfare reform system by requiring colleges to provide the following direct student support services: (1) service coordination; (2) curriculum development and redesign; (3) work-study; (4) subsidized child care; and (5) job development and job placement.

Administrative Services

Through affiliate agreements, the CalWORKS Office assists in providing support programs for students who are financially and educationally disadvantaged.

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
<u>Clean Street</u>	11/1/06 – 6/30/07	State Funded

Contractor agrees to provide part-time work activity opportunities to CalWORKS students.

3. Industry & Technology Division

The industrial technology program is designed to prepare students to transfer to programs in engineering technology or industrial technology. Industrial technologists are employed in a wide range of careers including managers, management representatives, administrators, production supervisors, trainers, technical support specialists, and technology educators.

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
<u>Los Angeles Fire Department</u>	5/12/06 – 5/13/2009	No Cost

This is an affiliation agreement between the District and the Los Angeles Fire Department to provide access to and maintain staff and equipment for paramedic students to meet educational goals. This includes the assignment of a preceptor, implement schedules, protect health and safety of students and maintain required certificates. The District provides clinical and field internship experience to students enrolled in its Fire and Emergency Technology-Paramedic Technician Training Programs, as part of its credit instructional program, through affiliate agreements.

<u>Compton Fire Department</u>	11/1/06 – until cancelled	No Cost
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This is an affiliation agreement between the District and the City of Compton Fire Department to provide access to and maintain staff and equipment for paramedic students to meet educational goals. This includes the assignment of a preceptor, implement schedules, protect health and safety of students and maintain required certificates. The District provides clinical and field internship experience to students enrolled in its Fire and Emergency Technology-Paramedic Technician Training Programs, as part of its credit instructional program, through affiliate agreements.

<u>Kaiser Foundation Hospitals</u>	7/1/06 – 6/30/07	No Cost
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This is an affiliation agreement required by hospitals to support the ECC Paramedic Training Program. The 9th course in a sequence of 10 courses includes 160 hours of training in hospital emergency rooms under the supervision of an ECC faculty member and hospital emergency room personnel. This agreement provides access for qualified paramedic students and for assistance from faculty in the supervision of students in a clinical setting for twenty, 8-hour shifts in an emergency room.

Administrative Services

National Science Foundation (NSF) – Advanced Aerospace Manufacturing Education Project

The Board of Trustees, at their June 19, 2006 meeting, approved accepting a grant from the National Science Foundation for this project. The project addresses a need for technical training and education in an industry that is critical to the national interests and will incorporate the best practices from similar projects funded by the NSF and others that have been aimed at other industries. El Camino College, in partnership with Oregon Institute of Technology, Purdue University, and Wichita Area Technical College, will develop and implement curricula. Project participants Boeing, Lockheed Martin, Vought Aircraft and Northrop Grumman will be responsible for implementation of current technology in the manufacturing of aircraft, and the planning for implementation of future technologies. Total amount of Grant Funding from Granting Agency is \$238,607.

Oregon Institute of Technology	7/1/06 - 6/30/07	\$54,634
Purdue University	7/1/06 - 6/30/07	\$49,638
Wichita Area Technical College	7/1/06 – 6/30/07	\$19,472

4. Student Services Division – Grants Office

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
<u>Dowden Associates Inc.</u>	10/1/06 – 9/30/07	\$30,000

The Grants Office intends to submit a Federal Title V Strengthening Institutions Program (Individual) grant proposal to the United States Department of Education. The contractor will provide ECC with technical and programmatic assistance on the Title V Strengthening Institutions Program grant proposal. The proposal seeks to improve student success in developmental English courses.

B. CONTRACTS \$65,100 OR HIGHER

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, enter into the following agreement(s).

1. Student Services Division – CalWORKS Office

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
<u>Department of Public Social Services, Los Angeles, County (DPSS)</u>	7/1/06-6/30/09	\$481,068
		(\$160,356 per fiscal years 06-07, 07-08, 08-09)

ECC will provide coordination and supportive services to students participating in the CalWORKS Program.

Administrative Services

2. Student Services Division-Grants Office

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
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<u>Los Angeles Unified</u>		
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<u>School District (LAUSD)</u>		
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	10/16/06-8/31/07	
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		\$168,422.34
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The one-year sub-contract agreement between the Los Angeles Unified School District and El Camino College proposes to hire and train 25 El Camino College students who will tutor and mentor approximately 1,891 students in classrooms at four local middle schools.

C. MEMORANDUM OF UNDERSTANDING

(* Please note this item was pulled from Consent Agenda and discussed separately. Please see minutes for details.)

It is recommended that the revised Memorandum of Understanding (MOU) between the El Camino Community College District and the Compton Community College District be approved as presented – see attached document.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE EL CAMINO COMMUNITY
COLLEGE DISTRICT AND THE**

COMPTON COMMUNITY COLLEGE DISTRICT

This Memorandum of Understanding is made and entered into on the _____ day of _____, 2006, by and between the El Camino Community College District (hereinafter referred to as “El Camino”) and the Compton Community College District (hereinafter referred to as “Compton”), acting by and through the Special Trustee appointed by, and acting on behalf of, the Chancellor of the California Community Colleges. In consideration of the mutual commitments contained herein, the parties agree as follows:

1. This Memorandum of Understanding, and the parties’ implementation of it, is intended to provide a set of binding mutual understandings to achieve the following goals:

A. Provide the students and residents of Compton with access to accredited community college programs and services without interruption and in a way that minimizes the disruption students will experience.

B. Specify the various rights and responsibilities of each party in providing those programs and services.

C. Create the conditions under which Compton will have a genuine opportunity to re-establish its accreditation and regain its independence as an autonomous institution.

D. Build effective, mutually respectful relationships between and among the faculty, staff and administrators of El Camino and Compton.

2. As authorized by the Chapter 50 of the Statutes of 2006 (A.B. 318), El Camino shall establish an educational center to be known as the “El Camino Community College District Compton Community Educational Center,” also known as “El Camino College Compton Center” (hereinafter referred to as the “Center”) on Compton’s facilities in Compton, California. The educational program offered by El Camino at the Center shall consist of a full range of credit and non-credit offerings, and related student support services, as specifically agreed to (and from time to time modified as may be necessary) by the two parties. All programs and services offered at the Center shall be offered exclusively by El Camino. Compton shall not use the term “College” to refer to Compton nor in connection with any activities undertaken by Compton.

3. Without implying any limitation on the programs and services to be provided, the parties agree that El Camino will include the following among the programs and services it provides at the Center:

A. EOPS, DSPS, CalWorks, GAIN and other categorical programs that are separate from and independent of equivalent programs at El Camino's main campus;

B. An Associated Student Body organization at the Center that is separate from and independent of the Associated Student Body organization at El Camino's main campus; and

C. Subject to approval by the Commission on Athletics of the Community College League of California, intercollegiate athletic teams that are separate from and independent of the athletic teams at El Camino's main campus.

4. If El Camino does not currently offer programs or services that El Camino and Compton, after consulting with the other through the curriculum and program review process, reasonably determines are appropriate and necessary to meet the educational needs of the students and residents of Compton (for example, a larger number of non-credit and developmental courses than now appears in El Camino's curriculum), El Camino shall promptly undertake all reasonable efforts to adopt appropriate curriculum or services. If El Camino reasonably determines that it cannot adopt appropriate curriculum or services requested by Compton, or that doing so would be impractical or ill-advised, El Camino shall work with Compton to attempt to find an alternative means of providing the programs or services. If necessary, such action will require approval from the Accrediting Commission for Community and Junior Colleges (ACCJC) through the substantive change proposal process.

5. The educational program and student support services offered at the Center shall be clearly identified as exclusively programs and services of El Camino, and El Camino shall have full authority over all aspects of the programs and services offered at the Center, including but not limited to, curriculum development and approval, program review, student assessment, faculty and staff qualifications and evaluation of performance, student services and institutional planning for the Center. However, El Camino and its Academic Senate shall initiate appropriate measures by which faculty employed by Compton but assigned to provide educational and support services at the Center are appropriately engaged in those activities and accorded appropriate professional standing in academic and professional matters as they relate to the Center.

6. El Camino shall have the responsibility to ensure compliance with all federal requirements to ensure that eligible students enrolled at the Center remain eligible for federal financial assistance.

7. Compton shall make appropriate District facilities available to El Camino without charge and shall name those facilities the “El Camino College Compton Center.”

8. The Chief Operating Administrator of the Center shall be a Provost, who shall be responsible to, and supervised by, the Superintendent/President of El Camino in connection with the proper oversight and administration of the educational and student support services at the Center. The Provost shall be appointed with the concurrence of El Camino and Compton and shall serve at the pleasure of El Camino and Compton. While the Provost will report to the Superintendent/President of El Camino, he or she shall be an employee of Compton and Compton shall retain the discretion to assign additional duties to the Provost, including duties as the Chief Executive Officer of the Compton Community College District. In the event the Provost simultaneously serves as Compton’s Chief Executive Officer, he or she shall be responsible to, and supervised by, the Special Trustee of the Compton Community College District only for those aspects of his or her assignment that relate to service as Compton’s Chief Executive Officer.

9. El Camino and Compton shall agree upon a staffing plan for the Center that identifies every position, in addition to the position of Provost, which will be needed to provide educational and support services at the Center and that specifies which of the positions Compton will fund. The parties shall implement the staffing plan as follows:

A. To the extent the parties determine necessary and appropriate, Compton shall propose assignment of its current employees to provide services at the Center pursuant to the staffing plan. Before any individual employee is assigned to provide services at the Center, El Camino, in its sole discretion, shall have the right to review the employee’s qualifications and to determine if the assignment is an appropriate one. If El Camino determines that the assignment is appropriate, the employee shall remain an employee of Compton and shall not become an employee of El Camino, but he or she will provide services at the Center under the day-to-day supervision of El Camino. If El Camino determines that the assignment is not appropriate and declines to accept the employee, he or she shall not be assigned to provide services for El Camino at the Center.

B. If new employees need to be hired by Compton pursuant to the staffing plan, Compton shall promptly undertake reasonable efforts to recruit qualified employees for those positions. Before extending an offer of employment to any individual who will provide services at the Center, Compton shall consult with El Camino to ensure that El Camino has the opportunity to review the prospective employee’s qualifications and to determine if his or her assignment to provide services at the Center under El Camino’s day-to-day supervision is appropriate pursuant to El Camino’s authority under Section 9.A, above, to approve assignments. The process by which El Camino

completes its review and confirms its assent to the selection of a prospective employee shall be specified in the search and selection procedures that Compton and El Camino shall jointly develop. Barring an urgent need to hire new employees, the parties intend to avoid all hiring until they have developed appropriate search and selection procedures. If it is deemed necessary to hire an employee before procedures are developed and adopted, Compton shall use search and selection procedures that are analogous to El Camino's existing procedures and delegate responsibility for conducting the administrative aspects of the recruitment and selection process to El Camino.

C. Every Compton employee who is assigned to provide services at the Center shall do so pursuant to Education Code Section 74293. No such employee shall be deemed to be an employee of El Camino nor shall any such employee gain any status with El Camino for any purpose.

10. El Camino shall have the primary right to direct the activities of employees assigned to provide educational and student support services at the Center consistent with Compton's role as the employer of those individuals. El Camino shall provide employee performance assessments to Compton regarding the services provided by Compton's employees and, if El Camino finds that it is necessary to do so, El Camino may reassign a Compton employee back to Compton after providing Compton with a reasonable opportunity to remedy any circumstances that El Camino believes warrants the reassignment.

11. Nothing in this agreement shall be construed to limit El Camino's ability to assign its own employees to oversee activities or to manage the educational and student support services at the Center, or to employ employees of any type or class as otherwise authorized by law as needed to provide oversight of activities or the management of educational and student support services at the Center. Any person who provides services pursuant to this paragraph shall remain an employee of El Camino and shall not be deemed to be an employee of Compton nor shall any such employee gain any status with Compton for any purpose. If they deem it to be appropriate, El Camino and Compton may also enter into inter-jurisdictional agreements with each other to exchange employees needed for an interim period for a specific job classification.

12. Compton shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center and El Camino shall remain responsible for the salary and benefits of its employees assigned to provide educational and student support services at the Center. Neither party shall have any responsibility for the salary or benefits of the other party's employees.

13. As soon as it is achievable following the approval of this agreement, the parties shall organize meetings between appropriate representatives of their respective Academic Senates. The purpose of the meetings is to initiate a dialog between the

parties regarding the academic and professional implications of establishing an educational center that is geographically separate from the El Camino campus and that serves a student population that has its own particular educational needs and expectations.

14. All of the following functions shall remain independent of the Center and shall be managed exclusively by Compton:

A. Bond-funded construction and other capital improvement projects associated with the facilities in Compton at which the Center is located.

B. Business and other administrative functions that relate exclusively to the management of the Compton Community College District and not the Center.

The parties may agree on other functions or activities that will remain under the supervision and control of Compton; provided, however, that Compton shall not assume any responsibility that requires status as an accredited institution or which, if performed by Compton, would pose a demonstrable risk to El Camino's accreditation.

15. As soon after the approval of this Memorandum of Understanding as practicable, the parties shall begin work on devising an explicit methodology by which they will attempt to resolve any disputes that arise between them regarding the interpretation and application of this agreement.

16. The term of this Memorandum of Understanding shall be from August 26, 2006, through the end of business on June 30, 2011; provided, however, that it is the intent of the parties to negotiate a comprehensive agreement regarding the continued operation of the El Camino College Compton Center ~~for a period of at least five years. El Camino's decision to enter into such a contract is conditional~~ upon enactment of ~~urgency~~ cleanup legislation compatible with the termination/waiver provisions set out in Paragraph 17 of this MOU, and conditional upon El Camino receiving additional annual state funding of at least \$2,000,000 based upon operating a Center and based upon enrollment in excess of 20,000 FTES. The parties agree to begin negotiations on that comprehensive agreement immediately with the aim of completing the negotiations no later than ~~December 31, 2006~~ the effective date of the above legislation. Once approved by the Chancellor of the California Community Colleges, acting through the Special Trustee of the Compton Community College District, and the Board of Trustees of the El Camino Community College District, the comprehensive agreement between the parties will supersede this Memorandum of Understanding in its entirety.

17. Notwithstanding Paragraph 16 regarding the term of this Memorandum of Understanding, or any other provision of this agreement to the contrary, either party may initiate termination of this Memorandum of Understanding, or any subsequent

agreements between the parties, by giving 90 days written notice to the other party and to the Board of Governors of the California Community Colleges. No termination pursuant to this paragraph may take effect until the end of the semester following the notice provided under this paragraph so as to protect students from a mid-term interruption of educational services. It is expressly understood, however, that in the event El Camino terminates this or any successor agreement between the parties pursuant to this paragraph, the Chancellor of California Community Colleges shall meet with the Superintendent/President of El Camino to determine if the proposed termination by El Camino relates to factors that can be resolved with the Chancellor's assistance. If that is not the case, and if El Camino declines to withdraw its notice of termination within ninety days after it was initially given to Compton and the Board of Governors, the Special Trustee shall immediately exercise the discretion delegated to him or her under Education Code Section 74292(1)(2), regarding termination of the agreement. In that event, the Special Trustee, the Chancellor and the Board of Governors of the California Community Colleges will be deemed to have waived any and all rights whatsoever that they may have to require El Camino to continue to provide services. This waiver provision is irrevocable; and is a material inducement for El Camino's agreement to execute this Memorandum of Understanding.

18. El Camino shall provide fiscal and administrative oversight for the operation of the Center and all matters related to the Center. The budget for the Center shall be jointly developed and approved by El Camino and Compton. Compton shall provide fiscal and administrative oversight of any activities of Compton which are separate from, and unrelated to, the Center; e.g., Compton's bond program.

19. Within thirty days of the execution of this Memorandum of Understanding, Compton shall remit to El Camino the sum of \$500,000 towards the full compensation that El Camino shall be entitled to receive for administrative overhead it will incur preparing for and implementing this Memorandum of Understanding. Other reimbursable expenditures, not to exceed \$1,000,000 annually, shall be paid promptly by Compton upon submission by El Camino of appropriate invoices.

20. Compton shall save, defend, hold harmless, and indemnify El Camino in connection with any and all claims, actions or lawsuits that arise in any manner from the acts or omissions of Compton, its officers, employees or agents in the performance of this agreement or that arise in any manner from the acts or omissions of El Camino, its officers, employees or agents in the performance of this agreement. It is expressly understood that in the event of a claim, action, or lawsuit based upon an act or omission of a Compton employee assigned to provide services at the Center under this agreement, the Compton employee shall not be deemed to be an agent of El Camino unless the act or omission giving rise to the claim, action or lawsuit was one required by El Camino or taken at the explicit direction of an El Camino supervisor or manager.

IN WITNESS WHEREOF, the parties have executed this agreement on _____, 2006.

COMPTON COMMUNITY COLLEGE DISTRICT

By _____

Thomas Henry
Special Trustee

EL CAMINO COMMUNITY COLLEGE DISTRICT

By _____

Thomas M. Fallo
Superintendent President

I have reviewed this Memorandum of Understanding and assent to its terms. I also confirm that the Special Trustee has the power to sign it and, acting in accordance with the authority I have granted him under the law, to bind the Compton Community College District to the terms set forth in the agreement.

Marshall Drummond
Chancellor, California Community Colleges

D. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended that all purchase orders and blanket purchase orders be ratified as shown. Purchase orders and blank purchase orders have been separated by fund as follows.

- Fund 11 General Fund
- Fund 12 General Restricted
- Fund 33 Child Development
- Fund 41 Capital Outlay Projects
- Fund 62 Property & Liability Self Insurance
- Fund 72 Student Representation
- Fund 79 Auxiliary Services
- Fund 81 Student Organization
- Fund 82 Scholarships & Trust

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund: 11	Unrestricted - El Camino			
P0091182	Satish A. Warriar	Information Tech	Non-Instruct Supplies	\$144.00
P0091185	Community College Humanities	V.P. Academic Affairs	Conferences Mgmt	\$140.00
P0091187	Sage Publications, Inc.	Community Advance	Publications/ Periodicals	\$115.00
P0091188	Specialized Products	Information Tech	Non-Instruct Supplies	\$204.83
P0091191	Elsevier	Nursing	Publications-Magazines/Lo	\$143.00
P0091194	Golden West Industries	Art Department	Instructional Supplies/Lo	\$322.67
P0091197	Cables N Mor	CIS	Instructional Supplies/Lo	\$91.62
P0091198	American Bar Association	Legal Assistance	Dues And Memberships	\$1,500.00
P0091199	Ceb Passport Program	Div Office Business	Dues And Memberships	\$90.00
P0091201	Barnes & Noble	Music Library	Library Books	\$221.31
P0091203	Hinshaw Music, Inc.	Music	Instructional Supplies/Lo	\$241.50
P0091204	Community College League	Human Resources	Dues And Memberships	\$2,500.00
P0091205	Lucks Music Library	Music	Instructional Supplies/Lo	\$117.25
P0091212	APS	Community Advance	Dues And Memberships	\$155.00
P0091216	CAEL	Community Advance	Dues And Memberships	\$100.00
P0091223	Mark Hullibarger	Ctr for Arts Product	Center For The Arts Techn	\$260.00
P0091226	Emlight Design	Ctr for Arts Product	Repairs Parts And Supplies	\$1,524.28
P0091244	Mass Press	Student Affairs	Non-Instruct Supplies	\$59.48
P0091247	South Coast Air Quality Manage	Hazmat	Waste Disposal	\$90.08
P0091248	South Coast Air Quality Manage	Facilities/Planning	Repairs Noninstructional	\$6,969.74
P0091252	ECC Campus Police	Human Resources	Dues And Memberships	\$32.00
P0091253	Derek Bomback	Human Resources	Employee Recognition	\$300.00
P0091257	A. R. Zeff's	Facilities/Planning	Repairs Noninstructional	\$875.00
P0091258	Image Solutions	Admissions/Records	Postage	\$12,400.00
P0091262	Pennwell	Fire Academy 06-07	Instructional Supplies/Lo	\$280.33
P0091263	Mass Press	Cosmetology	Instructional Supplies/Lo	\$59.48
P0091264	Mass Press	Fire Academy 06-07	Instructional Supplies/Lo	\$59.48
P0091265	Draeger Safety Systems Swede	Fire Academy 06-07	Instructional Supplies/Lo	\$162.38
P0091266	Allstar Fire Equipment	Fire Academy 06-07	Instructional Supplies/Lo	\$187.86
P0091267	Academy of Criminal Justice	Administrative Of Ju	Dues And Memberships	\$85.00

P0091268	Time Motion Tools	Electronics	Instructional Supplies/Lo	\$189.18
P0091269	Mitchell Repair Information Co.	Automotive Tech	Other Books	\$71.99
P0091270	PC World	Electronics	Publications-Magazines/Lo	\$12.00
P0091273	PC Mall Gov Inc.	Technical Services	Repairs Parts And Supplies	\$1,419.99
P0091282	Academic Senate for California	Academic Senate	Dues And Memberships	\$3,703.04
P0091287	Pasco Scientific	Physics	Instructional Supplies/Lo	\$983.27
P0091303	Calmet Services	Utilities	Waste Disposal	\$5,006.58
P0091304	CCS Presentation Systems, Inc.	Audio/Visual	Instructional Supplies/Lo	\$443.72
P0091306	Regina Klenjoski	Ctr for Arts Instr/A	Contract Services	\$300.00
P0091308	Monterey Graphics	Warehouse	Inventories, Stores, Prep	\$3,998.62
P0091311	Any Laminating Service, Inc.	Earth Sciences	Instructional Supplies/Lo	\$116.52
P0091313	Datatel, Inc.	Financial Aid	Training	\$2,565.57
P0091315	Pc Mall	President's Office	Non-Instruct Supplies	\$483.91
P0091328	Monterey Graphics	Fiscal Services	Non-Instruct Supplies	
\$601.44				
P0091332	Xpedx Paper & Graphics	Copy Center	Non-Instruct Supplies	\$511.11
P0091336	Walser's	Photography	Instructional Supplies/Lo	\$181.21
P0091338	Cosco Fire Protection Inc.	Facilities/Planning/	Repairs Noninstructional	\$300.00
P0091339	A-1 Office Plus	Fiscal Services	Non-Instruct Supplies	\$168.86
P0091341	Empire Cleaning Supply	Facilities/Planning	Repairs Noninstructional	\$1,360.25
P0091348	Satish A. Warriar	Information Technolo	Transportation/ Mileage	\$94.98
P0091353	Kate Hutter	Ctr for Arts Instr/A	Contract Services	\$300.00
P0091354	Sam Ash Music Stores	Music	Repairs Parts And Supplies	\$725.26
P0091355	PSCFA	Speech Communication	Other Services And	
Expense \$1,020.00				
P0091358	Pacific Coachways	Outreach and School	Transportation	\$2,267.00
P0091360	Nextel/Sprint	Health, Safety	Telephone	\$42.88
P0091368	Verizon Wireless	Health, Safety	Telephone	\$84.00
P0091369	Law Offices of Larry Frierson	Compton Center	Legal	\$9,272.85
P0091376	Josefina Bedolla	Job Placement	Non-Instruct Supplies	\$132.30
P0091384	Boise Cascade	Admissions/Records	Non-Instruct Supplies	\$21.24
P0091385	Guitar Solo Publications	Music	Instructional Supplies/Lo	\$286.27
P0091388	Daily Breeze, the	Public Information	Publications/ Periodicals	\$182.12
P0091389	N.C.M.P.R.	Public Information	Other Services And	
Expense \$245.00				
P0091397	Inglewood Community Services	Inglewood One Stop	Contributions	\$500.00
P0091425	Acs Divched Exam Institute	Div Office Nat Scien	Non-Instruct Supplies	\$78.14
P0091434	Dawn N. Charman	Rad Tech	Dues And Memberships	\$1,150.00
P0091435	Nina K. Oshio	Human Resources	Other Services And	
Expense \$430.60				
P0091436	Full Compass	Ctr for Arts Product	Non-Instruct Supplies	\$76.95
P0091442	Bob Gann	Facilities/Planning	New Equipment - Noninstru	\$401.83
P0091445	PC Mall Gov Inc.	CIS	Instructional Supplies/Lo	\$149.58
P0091455	Hitt Marking Devices	Veterans Education	Non-Instruct Supplies	\$27.69
P0091456	Bruce Spain	Div Office Fine Arts	Conferences Mgmt	\$388.60
P0091457	Five Star Electrical Breakers	Facilities/Planning	Repairs Noninstructional	\$1,353.13
P0091459	Torrance Postmaster	Ctr for Arts Promo	Postage	\$1,904.18
P0091460	Mid City Mailing Services	Ctr for Arts Promo	Multi Media Advertising	\$665.00
P0091474	Shred-It California	Office Administration	Instructional Supplies/Lo	\$475.00
P0091477	Satish A. Warriar	Information Tech	Non-Instruct Supplies	\$245.00
Fund 11 Total:			76	\$74,368.15

Fund: 12 Restricted - El Camino

P0091183	Etudes Project	VP AA 0506 new	Computer Software Account	\$11,000.00
P0091190	Women's Leadership Exchange	SBA Contract Jan-Dec	Conferences Mgmt	\$89.50
P0091196	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$211.92
P0091200	Act, Inc.	JDIF/Work Ready Cert	Other Books	\$75.00
P0091206	Hitt Marking Devices	SBA Contract Jan-Dec	Non-Instruct Supplies	\$34.43
P0091208	Boise Cascade	JDIF/Work Ready Cert	Non-Instruct Supplies	\$161.76
P0091211	Monster for Employers	Community Advance	Multi Media Advertising	\$1,100.00
P0091217	El Camino College Foundation	Community Advance	Conferences Mgmt	\$2,500.00
P0091227	Vector Resources, Inc.	Parking-Student Perm	Site Improvements	\$2,929.42
P0091230	Laerdal Medical	Capacity Bldg for Nr	New Equipment - Instr	\$33,965.00
P0091234	EAI Education	CACT - Quick Start	Non-Instruct Supplies	\$169.31
P0091236	Kelvin Electronics	CACT - Quick Start	Non-Instruct Supplies	\$35.04
P0091237	Omnitron Electronics	CACT - Quick Start	Non-Instruct Supplies	\$390.79
P0091239	PC Mall Gov Inc.	Math	New Equipment - Instr	\$972.72
P0091241	American Express Travel	Community Advance	Transportation/ Mileage	\$407.60
P0091242	Crystal M. Fuentes	EOPS CARE	Conferences Other	\$68.00
P0091243	Michael L. Stallings	VTEA - Institutional	Conferences Other	\$99.00
P0091245	SCMH - Southern California	Parking-Student Perm	Repairs Non Instr	\$368.55
P0091254	Westin Hotel	SBDC Program Income	Conferences Other	\$12,000.00
P0091259	S & B Food Services Catering	CalWORKs	Non-Instruct Supplies	\$162.54
P0091272	Destyn M. LaPorte	El Camino Language	Field Trip Expense	\$455.06
P0091285	Mass Press	CACT COCCC	Non-Instruct Supplies	\$118.97
P0091289	Hec Ramsey Enterprises	Parking-Student Perm	Non-Instruct Supplies	\$433.00
P0091290	Sirchie Fingerprint Lab	Parking-Student Perm	Non-Instruct Supplies	\$57.52
P0091305	Community College League	TTIP Library Automat	Other Services And	
Expense	\$10,234.00			
P0091331	S & B Food Services Catering	EOPS	Non-Instruct Supplies	\$887.40
P0091334	Delphin Computer Supply	SBA Contract Jan-Dec	Non-Instruct Supplies	\$946.00
P0091337	Gourmet Creations	ILP	Instructional Supplies/Lo	\$570.00
P0091340	Double Tree Hotel	SBA Contract Jan-Dec	Conferences Other	\$4,325.67
P0091343	Dell Marketing L. P.	SBA Contract Jan-Dec	Non-Instruct Supplies	\$1,574.53
P0091344	Monster for Employers	Community Advance	Multi Media Advertising	\$375.25
P0091345	Crucial Technology	Capacity Bldg for Nr	New Equipment - Instr	\$1,818.28
P0091346	Dell Marketing L. P.	Capacity Bldg for Nr	New Equipment - Instr	\$25,568.83
P0091356	Harris Infosource	Aerospace Export IDR	Non-Instruct Supplies	\$643.00
P0091357	Franklin Covey	EOPS	Non-Instruct Supplies	\$118.64
P0091359	Boise Cascade	Careers in Child Car	Instructional Supplies/Lo	\$97.08
P0091361	Dell Computer Corp Educational	JDIF/Work Ready Cert	New Computer Equipment-	
No	\$6,442.82			
P0091366	Crystal Park Hotel	SBA Contract Jan-Dec	Conferences Other	\$2,000.00
P0091370	Foundation Center, the	CACT - Quick Start P	Dues And Memberships	\$295.00
P0091371	South Bay Economic Develop	Community Advance	Conferences Mgmt	\$5,000.00
P0091377	National Promotions & Advertis	Career & Tech Ed	Non-Instruct Supplies	\$4,378.71
P0091423	Magic's Auto Body & Paint	Parking-Student Perm	Repairs Non Instr	\$3,205.00
P0091424	Mass Press	EOPS	Non-Instruct Supplies	\$59.48
P0091429	Delphin Computer Supply	Capacity Bldg for Nr	New Equipment - Instr	\$1,328.66
P0091431	Hilton San Francisco Hotel	Cact CA Employee Tra	Conferences Mgmt	\$199.00
P0091433	Hollywood Park Casino	SBA Contract Jan-Dec	Conferences Other	\$3,244.00
P0091437	New York Food	Community Advance	Conferences Mgmt	\$187.27
P0091438	South Bay Economic Develop	JDIF/Work Ready Cert	Other Services And	
Expense	\$2,108.33			

P0091440	Displays2go	CalWORKs	Non-Instruct Supplies	\$360.35
P0091467	Council for Resource Develop	Community Advance	Dues And Memberships	\$585.00
Fund 12 Total:			50	\$144,357.43
 Fund: 41 Capital Outlay				
P0091181	Kirst Pump & Machine Works	Sump Pumps-Commun	Repairs Noninstructional	\$1,521.44
Fund 41 Total:			1	\$1,521.44
 Fund: 62 Property & Liability				
P0091189	El Camino Community College	Purchasing and Busin	Liability - Self Insurance	\$8,633.00
P0091441	El Camino Community College	Purchasing and Busin	Liability - Self Insurance	\$2,755.71
Fund 62 Total:			2	\$11,388.71
 Fund: 71 Associated Students				
P0091184	Yutaka Yamada	Student Affairs	ASB Exp.	\$150.00
P0091225	Don Sproul Company	Student Affairs	ASB Exp.	\$500.12
P0091480	Laidlaw Education Services	Student Affairs	ASB Exp.	\$252.81
P0091481	Toys R Us	Student Affairs	ASB Exp.	\$1,000.00
Fund 71 Total:			4	\$1,902.93
 Fund: 79 Auxiliary Services				
P0091220	Industrial Metal Supply	Fine Arts	Non-Instruct Supplies	\$109.12
P0091221	Alysa M. Brennan	Fine Arts	Non-Instruct Supplies	\$200.00
P0091250	Torrance Postmaster	Fine Arts	Non-Instruct Supplies	\$454.72
P0091251	Mid City Mailing Services	Fine Arts	Non-Instruct Supplies	\$345.00
P0091255	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$100.00
P0091256	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$100.00
P0091260	Phyllis S. Fowler	Fine Arts	Non-Instruct Supplies	\$400.00
P0091312	Deborah L. Gagnon	Fine Arts	Non-Instruct Supplies	\$75.00
P0091314	Paul Baker	Fine Arts	Non-Instruct Supplies	\$425.00
P0091330	Gallery Services	Fine Arts	Non-Instruct Supplies	\$379.50
P0091333	Sean Erick	Fine Arts	Non-Instruct Supplies	\$154.00
P0091349	California Pro Sports	Health Sciences	Non-Instruct Supplies	\$2,245.56
P0091363	Richard E. Alleshouse	Fine Arts	Non-Instruct Supplies	\$100.00
P0091364	Patricia D. Mack	Fine Arts	Non-Instruct Supplies	\$75.00
P0091365	Karen M. Lawrence	Fine Arts	Non-Instruct Supplies	\$75.00
P0091381	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$75.00
P0091382	Geoffrey Dent	Fine Arts	Non-Instruct Supplies	\$100.00
P0091383	Janeen Apodaca	Fine Arts	Non-Instruct Supplies	\$65.00
P0091428	Campus Concerts	Fine Arts	Non-Instruct Supplies	\$1,900.00
P0091447	Green Onion Mexican Res	Humanities	Non-Instruct Supplies	\$350.00
P0091448	Jeremiah P. Dobruck	Humanities	Non-Instruct Supplies	\$330.60
P0091450	Allyson Bates	Fine Arts	Non-Instruct Supplies	\$75.00
P0091451	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$70.00
P0091452	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$70.00
P0091458	Campus Concerts	Fine Arts	Non-Instruct Supplies	\$2,350.00
Fund 79 Total:			25	\$10,623.50

Fund: 81	Student Organization			
P0091186	Enterprise Rentals	Student Affairs	A/P Manual.Gen.	\$130.00
Fund 81 Total:			1	\$130.00

Fund: 82	Scholarships & Trust			
P0091192	Brown Industries, Inc.	Nursing	Fundraising	\$469.15
P0091193	Gunther Athletic Service	Health Sciences	Fundraising	\$644.46
P0091195	Planet Offside Inc. Attn: David	Health Sciences	Fundraising	\$194.85
P0091218	Spot Up, Inc.	Health Sciences	Fundraising	\$416.77
P0091222	Computerland of Silicon Valley	Health Sciences	Fundraising	\$426.69
P0091238	Panaram International Trading	Health Sciences	Fundraising	\$1,242.34
P0091335	S & B Food Services Catering	Health Sciences	Fundraising	\$1,304.60
P0091342	Planet Offside Inc.	Health Sciences	Fundraising	\$285.78
Fund 82 Total:			8	\$4,984.64
Funds Total:			167	\$249,276.80

Fund: 11	Unrestricted - El Camino			
B0097571	Industrial Emergency	Fire Academy/Emergen	Contract Services	\$50,000.00
B0097678	On Course, Inc.	Human Development	Conferences Faculty	\$6,000.00
B0097684	ECCD Petty Cash	Ed & Community Devel	Non-Instruct Supplies	\$200.00
Fund 11 Total :			3	\$56,200.00

Fund: 12	Restricted - El Camino			
B0097558	Stephen S. Kotleba	Title V ECC/SMC Acti	PSA Contract Services	\$900.00
B0097569	Estwick & Associates	KEPS	Contract Services	\$1,998.00
B0097570	Susan Johnston	Title V ECC/SMC Acti	PSA Contract Services	\$3,000.00
B0097572	Estwick & Associates	Early Steps to Emanc	Contract Services	\$1,443.00
B0097573	Estwick & Associates	model approaches to	Contract Services	\$1,628.00
B0097574	Estwick & Associates	ILP	Contract Services	\$8,140.00
B0097575	Deanna Quesada	model approaches to	PSA Contract Services	\$1,739.00
B0097576	Deanna Quesada	model approaches to	PSA Contract Services	\$1,591.00
B0097577	Deanna Quesada	Early Steps to Emanc	PSA Contract Services	\$4,329.00
B0097578	Mary Hibbard	Foster Care Ed 03-04	PSA Contract Services	\$444.00
B0097579	Tawanna Smith	model approaches to	PSA Contract Services	\$1,591.00
B0097580	Wendell Glenn	Foster Care Ed 03-04	PSA Contract Services	
\$370.00				
B0097581	Tasha Stiger	Foster Care Ed 03-04	PSA Contract Services	\$222.00
B0097582	Adeleke B. Peters	ILP	PSA Contract Services	\$1,500.00
B0097583	Cheryl Gully	Foster Care Ed 03-04	PSA Contract Services	\$296.00
B0097584	Michelle Manning	ILP	PSA Contract Services	\$987.50
B0097585	Barbara Barabino	Foster Care Ed 03-04	PSA Contract Services	\$370.00
B0097586	Cheryl Love-Queen	Foster Care Ed 03-04	PSA Contract Services	\$444.00
B0097587	Adeleke B. Peters	KEPS	PSA Contract Services	\$690.00
B0097588	Catherine Nelson	Foster Care Ed 03-04	PSA Contract Services	\$148.00
B0097607	Judy Shane	Cact CA Employee Tra	PSA Contract Services	\$25,000.00
B0097644	ECCD Petty Cash	JDIF/Work Ready Cert	Non-Instruct Supplies	\$1,000.00
B0097645	Nonprofit Navigators	WRIEC Year 1	Contract Services	\$2,000.00
B0097647	E.C.C.C.D. Child Dev	Women in Ind. & Tech	Other	\$5,000.00
B0097648	Russell Arnold	Early Steps to Emanc	PSA Contract Services	\$3,330.00

B0097649	Gayle R. Gordon	KEPS	PSA Contract Services	\$740.00
B0097650	Thomas Augustine	ILP	PSA Contract Services	\$5,427.00
B0097651	Renita Tyson	SBDC COCCC	PSA Contract Services	\$2,250.00
B0097652	Ardrey Assoc. Intern	SBDC COCCC	Contract Services	\$2,250.00
B0097653	Manhattan Beach Toyo	Parking-Student Perm	Repairs Non Instr	\$1,000.00
B0097654	E.C.C. Public Inform	Title V ECC/SMC Acti	Reproduction - Noninstruc	\$1,000.00
B0097670	ECCD Petty Cash	Early Steps to Emanc	Other Services And	
Expense	\$1,000.00			
B0097671	ECCD Petty Cash	model approaches to	Instructional Supplies/Lo	\$400.00
B0097672	Maria E. Becerra	SBA Contract Jan-Dec	PSA Contract Services	\$8,640.00
B0097674	Roger Olson	Cact CA Employee Tra	PSA Contract Services	\$30,000.00
B0097675	Cynthia Olson	Cact CA Employee Tra	PSA Contract Services	\$20,000.00
B0097676	ECCD Petty Cash	Community Advance	Transportation/ Mileage	\$500.00
B0097679	Paula Johnson	Foster Care Ed 03-04	PSA Contract Services	\$444.00
B0097680	Lorrie Irving	Foster Care Ed 03-04	PSA Contract Services	\$148.00
B0097685	ECCD Petty Cash	El Camino Language	Non-Instruct Supplies	\$800.00
B0097686	Daniel Morales	SBA Contract Jan-Dec	PSA Contract Services	\$4,136.00
B0097694	Sharonda Barksdale	KEPS	PSA Contract Services	\$1,217.00
		Fund 12 Total:	42	\$148,112.50
Fund:	81 Student Organization			
B0097646	E.C.C. Public Inform	Student Affairs	A/P Manual.Gen.	\$100.00
B0097662	E.C.C. Public Inform	Student Affairs	A/P Manual.Gen.	\$250.00
		Fund 81 Total:	2	\$350.00
Fund:	82 Scholarships & Trust			
B0097689	Pacific Coachways	Health Sciences	Fundraising	\$2,500.00
		Fund 82 Total:	1	\$2,500.00
		Funds Total:	48	\$207,162.50
		Grand Total POs and BPOs:	215	
	TOTAL:			<u>\$456,439.30</u>

Administrative Services

E. Adjustment to Final Budget 2006-2007

It is recommended that the Board of Trustees adjust the 5910 Other Programs and Services account to allocate agreed recommendations from the Planning and Budget Committee for some of the remaining \$1,425,049 of the \$2.5 million originally appropriated to the account.

Background. On September 5th Final Budget approval, \$1,075,451 was allocated from the \$2.5 million account for programs and services at El Camino College. The remainder of the \$2.5 million was under review for recommendations by the Planning and Budget Committee.

The following list represents the President's recommendations from the Planning and Budget Committee's endorsements.

1. \$112,000 Distance Education - Expansion Plan.
 2. \$50,000 2006-2007 Enrollment Management Plan – Expansion.
 3. \$15,000 Financial Aid - Automated Packager.
 4. \$25,000 First-Year Experience - Expansion.
 5. \$10,000 Financial Aid – Extend service hours.
 6. \$10,950 Industry and Technology – Provide additional non-instructional staff for student support.
 7. \$14,095 Natural Sciences - Student-led tutorials.
 8. \$84,000 Business – Supplemental instruction: help desk and tutoring software.
 9. \$40,000 Humanities – Additional equipment and software for adaptive technology and accessible workstations.
 10. \$1,000 Humanities – Increase mentoring activities
- \$362,045 Total Transfer

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

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Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

The following table reports Measure E expenditures and commitments through November 30, 2006.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS SUMMARY

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization (ACM)	\$175,871,183	\$24,180,848	\$25,634,869	\$126,055,466
Campus Site Improvements (CSI)	24,467,231	1,529,701	370,355	22,567,175
Energy Efficiency Improvements (EEI)	3,033,653	78,312	631,643	2,323,698
Health and Safety Improvements (HSI)	134,755,489	9,258,508	1,571,226	123,925,756
Information Technology and Equipment (ITE)	55,567,921	5,262,829	160,654	50,144,438
Physical Education Facilities Improvements (PEFI)	1,707,049	0	0	1,707,049
Refunding Income	<u>5,980,713</u>	<u>0</u>	<u>0</u>	<u>5,980,713</u>
TOTAL	<u>\$401,383,239</u>	<u>\$40,310,197</u>	<u>\$28,368,747</u>	<u>\$332,704,295</u>

B. CONTRACT – LPA, INC. - FOOD COURT

It is recommended the Board of Trustees approve entering into a contract with the architectural firm of LPA, Inc to provide architectural and engineering design services necessary to construct a food service building within the site of the planned Humanities Mall.

The price for these services was negotiated based upon the following factors; scope of work, construction cost and length of performance period.

Dates of Service: December 19, 2006 through December 31, 2008.

Cost: Not to exceed \$94,500, including reimbursables, invoiced monthly.

Administrative Services – Measure E Bond Fund

C. BID AWARD 2006-8 – FIRE ACADEMY ROOM REPAIRS

It is recommended that the following contractors be awarded a contract for the respective trades related to the construction of the Fire Academy Room Repairs, in accordance with specifications, terms, and conditions of the above-named bid. There were no other responses to this request as this is a sole local source.

<u>Vendor</u>	<u>Bid Amount</u>
J. T. Thorpe & Son, Inc.	\$35,000

D. CHANGE ORDER – HUMANITIES BUILDING

It is recommended that the contracts of the prime trade contractors listed below be adjusted by the amounts indicated due to the design changes.

Total Adjustment to Contract Price:	
Original Contract Sum:	\$29,364,244
Prior Adjustments:	\$16,150
Adjustment for this Change:	<u>\$33,025</u>
Revised Contract Sum:	<u>\$29,413,419</u>

1	SH Fish Electric: Provide credit for the deletion of electrical boxes and duplex electrical outlets for ten classrooms.	(\$2,935)
2	Orange Builders: The district requested underground installation of fire sprinkler double check detector valve.	\$1,219
3	Bennett Landscape: Provide and install 30” x 60” Christy N52 concrete yard box (four stacked on top of each other). Provide pea gravel and back fill to cover fire sprinkler double check detector valve.	\$4,207
4	Borbon, Inc.: Paint 3/8” eyebrow and steel angle at window opening. Paint continuous 3/8” steel plate at wall opening (all four sides). Paint continuous 3/8” steel plate at the wall openings (all three sides). Paint continuous 3/8” steel angle. Paint continuous 3/8” bent steel plate. Paint all handrails, guardrails, and architectural grills. The “Rebid” of Bid Package 5-1 (Structural Steel) did not include finish painting.	\$22,735
5	AireMasters Air Conditioning: Relocate the cold-water and hot-water piping to the west of staircase #2 to clear concrete footing.	\$6,189
6	Superior Wall: Provide a gypsum board wall type “4” chase for the piping in the offices 121A, 221A, 321A.	\$1,610
	Total Change Proposal(s)	\$33,025

* Item D-4 – Borbon, Inc. – was withdrawn and no substitutions were made.

Administrative Services – Measure E Bond Fund

E. CHANGE ORDER – MODULAR SITE INFRASTRUCTURE PROJECT

This project consists of preparation of site, installation of utilities (electrical, data, water) and the installation of nine classroom modules and five office modules. This was a fast track project which began on June 9 and was completed in time for the Fall Semester due to the successful cooperation of the college and the contractor. The following change order reflects changes to the \$1,406,243 budget and brings the cost to \$1,511,371. It is recommended the following change order be approved to amend Cornerstone General, Inc.’s contract (Purchase Order 79108).

<u>Contractor:</u>	<u>Amount</u>
Cornerstone General, Inc.	\$105,128

Total Adjustment to Contract Price:	
Original Contract Sum:	\$1,406,243
Prior Adjustments:	\$0
Alternate Bid Item Adjustment:	\$0
Adjustment for this Change:	<u>\$105,128</u>
Revised Contract Sum:	<u>\$1,511,371</u>

Reason(s):

- | | |
|---|-----------|
| 1. Reduce amount of asphalt paving installed. | (\$4,349) |
| 2. Delete fire hydrant connection to the domestic water system. | (\$1,066) |
| 3. Relocate conduit and wiring to emergency generator. | \$6,589 |
| 4. Add additional fire line due to underground obstruction. | \$4,186 |
| 5. Increase amount of concrete removed in order to install new duct bank. | \$1,575 |
| 6. Provide and install voice/data equipment and cabling to 9 classrooms and 15 offices. | \$21,066 |
| 7. Replace deteriorated asphalt paving adjacent to the Community Advancement Building. | \$4,569 |
| 8. Install new conduit for emergency generator wiring. | \$3,696 |
| 9. Core concrete for 18 - 4” diameter holes into Communications Building. This work was necessary to install voice and data conduit and wiring. | \$3,053 |
| 10. Add electrical conduits, pull box, and wiring necessary to install new restroom adjacent to the Community Advancement Building | \$3,285 |
| 11. Add electrical & communications conduit to accommodate changed configuration of offices. | \$19,475 |
| 12. Accelerate completion of the plumbing and electrical portions of project in order to complete prior to the beginning of the Fall semester. | \$32,881 |
| 13. Extra removal & patching for electrical communication due to office movement | \$2,158 |
| 14. Replace deteriorated asphalt at Shops access road. | \$1,552 |
| 15. Install additional parking stanchion adjacent to new classroom modular buildings. | \$715 |

Administrative Services – Measure E Bond Fund

16. Install additional asphalt walkway adjacent to new modular classrooms.	\$2,507
17. Relocate catch basins and copper drain lines to accommodate changed configuration of new offices.	\$3,183
18. Replace damaged water valve box in vehicular roadway.	<u>\$53</u>
Total Change Proposal(s)	<u><u>\$105,128</u></u>

F. NOTICE OF JOB COMPLETION

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

<p>1. <u>Project</u> <u>Cornerstone General, Inc.</u> Modular Site Infrastructure Bid #: 2005-10</p>	<p><u>Contract Amount</u> \$1,511,371</p>
<p>2. <u>Project</u> <u>Modular Structures International, Inc.</u> Modular Buildings Bid #: 2005-12</p>	<p><u>Contract Amount</u> \$767,697</p>

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
P0091228	Division of the State Architect	Temporary Space/Relocation	Architecture & Engineering	\$9,700.00
P0099087	VWR Scientific	Natural Sciences	New Equipment	\$2,407.48
P0099088	Cal-Ed Optical	Natural Sciences	New Equipment	\$4,546.50
P0099090	Ward’s Natural Science	Natural Sciences	New Equipment	\$724.69
P0099093	Boise Cascade	Business	New Equipment	\$1,959.79
P0099094	Dell Computer Corp.	Business	Instructional Computer Equipment	\$2,427.17

Administrative Services – Measure E Bond Fund

P0099095	CCS Presentation Systems, Inc.	Business	New Equipment	\$3,184.41
P0099096	PC Mall Gov Inc.	Business	Instructional Computer Equipment	\$1,139.90
P0099098	HCD	Temporary Space/Relocation	Buildings	\$40.00
P0099100	Boise Cascade	Business	Instructional Computer Equipment	\$830.92
P0099101	Advanced Masonry & Concrete	Paving Replacement	Site Improvements	\$14,810.00
P0099102	Commercial Fence & Iron Works	Fencing-Replacement	Site Improvements	\$2,851.00
P0099104	Fisher Scientific Education Mater	Natural Sciences	New Equipment	\$3,397.14
P0099105	South Bay Regional Public	Campus Police	New Equipment	\$8,157.39
B0099079	C.W. Driver	Humanities Complex	Professional Services	\$3,000.00
B0099097	Hammel, Green & Abraham	Science Complex Reno	Architecture & Engineering	\$25,000.00
B0099103	Daily Breeze	Master Planning	Advertising-Bond Projects	\$5,000.00
B0099106	Ford Graphics	Learning Resource Center	Blue Printing-Construction	\$11,702.99
Total POs and BPOs:		18	TOTAL:	\$100,879.38

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

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Administrative Services – Human Resources

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special service professionals and temporary classified service employees as shown in items 1-23 and 1-23.

Certificated Personnel:

1. Retirement – Ms. June Nelson, full-time instructor of Music, Fine Arts, last day worked January 13, 2007, first day of retirement January 14, 2007, and that a plaque be prepared and presented to her in recognition of her service to the District since 1956.
2. Retirement – Ms. Medora Wildenberg, full-time instructor of Art, Fine Arts, last day worked June 8, 2007, first day of retirement June 11, 2007, and that a plaque be prepared and presented to her in recognition of her service to the District since 1977.
3. Retirement – Ms. Diane Gross, full-time instructor of Reading, Humanities, last day worked June 8, 2007, first day of retirement June 9, 2007, and that a plaque be prepared and presented to her in recognition of her service to the District since 1981.
4. Employment – Mr. Walter Kahan, full-time/temporary instructor of Technology, Industry & Technology, Class II, Step 28, Academic Salary Schedule, effective February 2 through June 30, 2007.
5. Change in Assignment – Mr. Steven Cocca, full-time instructor of Technology, Industry & Technology, to Interim Associate Dean of Industry & Technology, to be paid Range 13, Step 5, Administrator Salary Schedule, effective January 2 through June 30, 2007.
6. Leave of Absence (50% medical) – Ms. Betty Littles, full-time instructor of English, Humanities, effective February 10 through June 8, 2007.
7. Leave of Absence (50% personal, unpaid) – Ms. Marilyn Anderson, full-time instructor of English, Humanities, effective February 10 through June 8, 2007.
8. Extra Service Pay – The following full-time Librarians are to be employed each scheduled day of the 2007 winter session in accordance with the Agreement, Article X, Section 13(b).

Don Brown
Edward Martinez

Vince Robles
Claudia Striepe

9. Amend Special Assignment – The following instructors in Behavioral Sciences, to review Compton Educational Center course outlines and assist in the development of curriculum,

to be paid \$41.74 an hour, not to exceed 20 hours (instead of 6 hours each) and a total of \$835 each (instead of \$250 each), effective September 14, 2006, in accordance with the MOU dated September 21, 2006.

<u>Name</u>	<u>Discipline</u>
Florence Baker	History
Tanja Carter	Economics
Frieda Dowden	Sociology
Amy Himsel	Psychology
Laurie Houske	Political Science
Cecelia Phillips	Childhood Education
Angela Simon	Psychology
Joan Thureson	Philosophy
Marianne Waters	Anthropology

9. Special Assignment – The following nursing instructors in the Health Sciences & Athletics Division to administer credit-by-examination, to be paid \$55.65 an hour, not to exceed a total of 15 hours or \$835, effective November 21, 2006 through June 30, 2007, in accordance with the Agreement Article X, Section 7(c).

Johnette Creary	Yasna Ouwerkerk
Nadia Lopez	Kathy Stephens
Patricia McGinley	Jennifer White-Geller
Kathy Morgan	Susan Zareski
Victoria Orton	Mary Moon

10. Special Assignment – Ms. Monica Gross, full-time instructor of Nursing, Health Sciences & Athletics, to conduct workshops with Compton faculty, to teach Beginning Nursing Processes and Fundamental Skills and to act as liaison to coordinate and offer consulting services, to be paid \$55.65 an hour, not to exceed 17.25 hours or \$960, effective August 1 through December 31, 2006, in accordance with the Agreement, Article X, Section 14(c).
11. Special Assignment – Mr. Alfred Zucker, full-time instructor of English, Humanities, to serve as editor on the 2007 Substantive Change Proposal (Accreditation), effective October 5 through November 1, 2006, to be paid \$55.65 an hour, not to exceed 40 hours or \$2,226, in accordance with the Agreement, Article X, Section 14(c).
12. Special Assignment – Ms. Julia Land, Disability Specialist, Health Sciences & Athletics/Special Resource Center, to assist with course curriculum and syllabi with Compton Educational Center specialist, to be paid \$41.74 an hour, not to exceed 15 or \$626, effective September 20, 2006 through June 30, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.
13. Special Assignment – Ms. Kate Beley and Ms. Cristina Pajo, full-time Disabled Students’ Programs & Services (DSPS) Counselors, Health Sciences &

Athletics/Special Resource Center, to train DSPS Counselor at Compton Educational Center, to be paid \$55.65 an hour, not to exceed 20 hours or \$1,113, effective October 24, 2006 through June 30, 2007, in accordance with Appendix D-3 of MOU dated September 21, 2006.

14. Special Assignment – Ms. Susan Taylor and Mr. Milan Georgevich, full-time instructors of Mathematics, to evaluate equivalences for Compton math faculty, to be paid \$55.65 an hour, not to exceed 5 hours or \$278, effective September 6 through September 26, 2006, in accordance with Appendix D-3 of MOU dated September 21, 2006.
15. Special Assignment – Ms. Kathryn Holmes, Learning Disability Specialist, Health Sciences & Athletics/Special Resource Center, to provide management and operational support at Compton Disabled Students’ Programs & Services office at Compton Educational Center, to be paid \$55.65 an hour, not to exceed 100 hour or \$5,565, effective January 2 through February 9, 2007, in accordance with Appendix D-3 of the MOU dated September 21, 2006.
16. Special Assignment – Ms. Yolanda Cuesta, part-time instructor of Spanish, Humanities, to administer credit-by-examination, to be paid \$55.65 an hour, not to exceed 8 hours or \$450, effective January 3 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(c).
17. Special Assignment – Ms. Barbara Budrovich, full-time instructor of English, Humanities, to supervise the Writing Center and Computer Assisted Instruction (CAI), for winter, to be paid \$41.74 an hour, not to exceed 100 hours or \$4,174, effective January 3 through February 6, 2007, in accordance with the Agreement, Article X, Section 14(c).
18. Special Assignment – Ms. Lisa Correa, part-time Educational Specialist in Nursing, Health Sciences & Athletics, to work as skills lab specialist in math workshop and tutor, to be paid \$41.74 an hour, not to exceed 95 hours or \$4,000, effective December 18, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
19. Employment – Ms. Nancy Alvarez, full-time instructor of Fire & Emergency Technology/Paramedic Program, Industry and Technology, effective December 19, 2006 through June 30, 2007, to be paid by the County of Los Angeles.
20. Employment – The following part-time/temporary Librarians to be hired as needed for the Winter 2007 intersession.

Jane Terry

Douglas Thompson

21. Employment - The following part-time/temporary instructors be hired as needed for the Winter 2007 session.

Mathematical Sciences

Perry McDonnell, Class III, Step 5

22. Employment - The following part-time/temporary substitute instructors be hired as needed for the Spring 2007 semester.

Behavioral & Social Sciences

Edward McCrary

Business

Glenda Brass

Francis Chao

Kurt Hull

Andre Lee

Betty LeMarr

Marcia Russell

Lawrence Smith

Chesterlean Story

Stephen Whitson

Health Sciences & Athletics

Donald Andrews

Lucinda Bramlett

Dolores Hurlburt

Mechelle Lenon

Industry & Technology

Greg Allen

Paul Gales

Robert McAndrews

Jonathan Measures

Maximeno Pena

Christine Richey

Ralph Sproul

Gerald Strouse

Sue Ann Wenzlaff

Issac Yang

23. Employment - The following part-time/temporary instructors be hired as needed for the Spring 2007 semester.

Behavioral & Social Science

Catherine Adesina

Jeannine Barba

Marie Butler

Derek Cadman

Tisa Casas

Maria Chovan

Michael Critelli

Kristie DiGregorio

Darla Fjeld

Pannie Gagajena

Joseph Georges

Thomas Glenn

Austin Gordon

Mark Gordon

John Green

Edward Gropp

Lawrence Guillow

Shahrokh Haghighi

Paul Harley

Ryan Keep

Meric Keskinel

Thomas Keville

Margaret Kidwell Udin

Peter Kolesnik

Toshiko Konishi

Catherine Lakatos

Robroy Meyers
Robert Murchison
Ricky Murray
Gerardo Nebbia
Rebeca Nunez-Mason
Kaoru Oguri
Allen Perlstein
Jayne Petrich
Jill Pfeiffer
Gaile Price
Paul Quintero
Kirsten Resnick
Bradley Reynolds
Jeffrey Rigby

Business

Steven Alexander
Shirley Aoto
William Bartz
Rose Bernyk
Arnold Blanshard
Jack Bliss
Meredith Caliman
Francis Capotosto
Douglas Carnahan
Maureen Carnahan
Jeffrey Cowan
Noel Craven
Loretta Daniels
Vincent DeLuca
Dina Dreizler
Allan Fork
Derf Fredericks
John Fuchs
Kim Gundlach
Marilyn Harris
James Healy
Jo Ann Jones
Chris Knox
Neil Kuritzky
Philip Ser-Sun Lau

Fine Arts

Peter Abilogu
Deborah Aitken
Carolyn W. Almos

Samuel Russo
Francis Schulte
Sharyn Seaton
Emily A. Sedgwick
Lorrie Shiota
Kell Stone
Paul Swendson
Elena Taborda-Reigadas
Dale Tatum
Rutina Taylor
Jessica Viramontes
Mari Womack
Kofi Yankey

Ming Chun Lu
Leon Manuel
Katherine Maschler
Walker Matthews
Elaine McDaniel
Margaret McKenzie-Smith
Jon Mercant
Jerry Muraoka
Denise Nevin
Stanley Niemczycki
Vi Tuong Pham
Randy Quiroz
John Rodi
Robert Rooks
William Saichek
Rory Schlueter
Sophia Sherif
John Slawson
Kathleen Standen
Jessica Stoudenmire
Helen Tillotson
Laura Wallace
Douglas Westhoff
Brenda Williams

Abdul-Jabbaar Aminah
Craig Antrim
Robyn Anuakan

Elizabeth Atherton
Cynthia Bahti
Ava Baldwin
Larisa Bates
Dana Bisignano
Randall Von Bloomberg
Harold Borden
Kim Borgaro
Linda Busch
Camille Cornelius
Jose Costas
Jeffrey Crum
Robert Dalton
Rodman de la Cruz
J. Carola de la Rocha
Caryn Desai
Rhonda Dillon
Chellana Dinsmore
Mary Drobny
Susan Einstein
Suzanne Jacobs Fagan
Kurt Festinger
Virginia Frazier
Paul Gellman
Heidi Gornto
Jonathon Grasse
Mary Hackett-Konicek
Hiroshi E. Hamanishi
Gloriane Harris
Richard Hastings
Diane Hayden
Kent Eric Hayward
Robert Hersh
Dorothy Hester
Hiroko Hojo
Karin Jensen
Emma Kheradyar
Thomas Kidd
Leroy Kim
Lawrence Klepper

Health Sciences & Athletics

Billie Jo Anthony
Lucy Artinian
Cynthia Ashby
Sivi Banks-Carson

Rona Klinghofer
Betty Lee
Carol Lisek
Kristi Lobitz
Norman Looney
James Mack
Annie Malone
Margot Martin
Dana Maue
Michael Miller
Ruby Millsap
Vicki Muto
Daryle Nagano
Binh Ngo
Dee Marie Nieto
Nancy OBrien
Terrell O'Donnell
Ann Patterson
David Patterson
Deborah Patterson
Michael Quinn
Tina Riggs (Chambers)
Lois Roberts
Gary Robertson
James Russell
Victoria Sanchez
Peter Sheridan
Lloyd Sherman
Andrew Shnurr
Diane Simons
Christine Stahl
Susan Ste Marie
Bruce Tellier
Sandra Trepasso
Rickey Tyler
Helene Wagner
Kimberly Wilkinson
Suzanne Wong
Shanon Zusman

Edwardo Barragan
Chrsitiana Baskaran
Brenda Beall
Randi Berg

Richard Blount
Susan Calderon
Pamela Chappell
Diamantina Cobham
Stephanie Collazo
Nina Collins
Lisa Correa
Roland Custodio
Mina Dastgheib
Linda Delzeit
Denise Diego
Kimmia Digiuro
Kathleen Ann Du Ross
Salomay Dyer
Monique Eriksen
Margaret Ernaga
Michael Fenison
Nathan Fernley
Talarie Foley
Larry H. Franklin
Diana B. Galias
Norene Gift
Yakoub Gorgi
Hiroko Hojo
William Hood
Michael Houck
Kevin Hughley
Naveed Hussain
Paul Ichino
Scott Janus
Sherry Jenkins
Steven Jones
Bonnie Kayser
Margaret Kidwell-Udin
Stacy Komai
Milagros Laja
John Lazar
Monica Lizarraga
Margaret Marquardt

Humanities

Amanda Ackerman
Joan Anderson
Jack Arensmeyer
Maria C. Armstrong
Jeannine Barba

Maria Teresa Martinez
Katherine Meese
Stan Mintz
Leila Miranda-Lavertu
Douglas Mizukami
Danielle Naegle
Helen Nakano
Mary Ogi
Ellen Schmidt Olaiivar
Nobeyba Ortega
Fred Petersen
Jayne Petrich
Huibrie C. Pieters
Gustavo Rodriguez
Danielle R. Roman
Nathaniel Roque
Kathleen Rosales
Krysti Rosario
Kiran Sharma
Stephen Shaw
Sean Sheil
Susan Stohrer
Patricia Ann Strange
Darryl Sue
Kyra Tatman
Mark Thomas
Matthew Trites
Estella Turner
Steven Van Kanegan
John Verdugo
Bruce Veronica
Nina Walchko
Essence Wilson
Joyce Wise
Karen Wyatt
Mits Yamashita
Lynn Zeman
Aiping Zhou

Rosalie Barlock
Maria Bauer
Natasha Bauman
Vicki Blaho
Ottillie Boboc

Mary Borell
Jason Bostick
Frances Brown
Ronald Brutti
Nancilynn Burruss
Carlos Centeno
Rose Ann Cerofeci
Zeina Chakhchir
Matthew Cheung
Monica Chopra
Kathleen Collins
David Cron
Yolanda Cuesta
Kristie Daniel-DiGregorio
Agnes Davies
Kimiko Ego
Helen Factor
Paula Fonseca-Bai
Rita M. Fork
Paul Freeborn
Stafanie Frith
Antonio Gonzalez
Ellen Griffin
Julia Hackner
Bob Halpern
Yvette Hawley
Hiltrud Heller
Greta Hendricks
Jennifer Hill
Elizabeth Hindman
Jennifer Holt
Patricia Hoovler
Miriam Houssels
Aura Imbarus
Roberto Jimenez
Dalia Juarez
Bruce Kermane
Kim Krizan
Sheryl Kunisaki
Gina Ladinsky
Christine Lanoie-Newman
Francesca Leardini
Debra Lorango
Andrea Lozano
Karen Lugo
Cathleen Lundy

Meagan Madigan
Susan Magabo
Michael Mangan
Clinton Margrave
Kate McLaughlin
John Millea
Robert Murchison
Kareema Nasouf
Heidi Neu-Stephens
Susan Nozaki
Jean Paik
Leah Pate
Bonita Pereyra
Carolina Perez
Lana Phillips
Claudia Prada
Susan Pramschufer
Loretta Ramirez
Robert Reichle
Natalie Ricard
Alicia Rodriguez
Kim Runkle
Helen Sabin
Tristan D. Saldana
Jelena Savina
Joyce Marie Schenk
David Schlick
Dale Shannon
Amir Sharifi
Grace Shibata
Jan Shimaura
Kathy Silvey
Allison Smith
Christopher Stevens
Kanzo Takemori
Norma E Tamer
Cindy Tino-Sandoval
Alexander Toth
Kathy Vertullo
Jeanne M. Watson
John Wietting
Wendy Wright
Xiaowen Wu
Yong Yoon
Nina Yoshida
Hailiang Zhao

Alfred Zucker

Genevieve Zuidervaat

Industry & Technology

Mark Arnold
George Allen Barber
Danny Barley
Gregory Barton
John Bechtel
Robert Blackshear
Roger Bombassei
Sergio Borbon
Michael Brownlie
Vera Bruce
Kevin Coffelt
Nicholas Colin
Bruce Cook
Victor De la Torre
Timothy Dennis
Roger Des Rosiers
Robert Diaz
David Chi Do
Jeffrey Donahue
Mark Early
Michael Effler
James Ellingson
Robert Engler
Reggie Goodloe
Dudley Gray
Charles Hamilton
Donald Herr
Sharon Higgins
Kenneth Ings
Michael Inman
Tommy Jester
Glenna Johnson
William Johnson
Wendy Kahan
George Karnazes
Gerald Karpinski
Jerry Kinnan
Vera Kopecky
Thomas Kurth
James Lemmon
Mark Lepore
Edward Lugo

Mary Lyons
Lee MacPherson
Christine Mariotti
Susan Martin
Richard Martinez
Hector Morales
Chris Moran Wisdom
Craig Neumann
Nick Nickolin
Robert Olmsted
Eddie Perez
Philip Reno
Eugene Rock
Bernardo Rodriguez
David Rodriguez
Rey Rojo
Kenneth Ryan
Michael Ryerson
Linda Schuetze
Franz Seifert
Oscar Serrano
Richard Shima
James Sims
John Skipper
John Slawson
Michael Smith
Bradley Sweatt
Keith Swensson
David Taneman
Dale Ueda
Daniel Valladares
Michael VanOverbeck
Emmanuel Villaroman
Philip Walls
Shirley Warren
Sue Warren
William Warren
Craig Welday
Carl Whitaker
Ronald Williams
Shirley Williams
David Winkler

Learning Resources

Anita Colby
Alice Cornelio
John Fowler
Nichole Julian
Daniel Lehman

Noreth Men
Margaret Murphy
Bruce Russell
Jane Terry
Douglas Thompson

Mathematical Sciences

Janejira Aranyawat
Vage Avakyan
Adalinda Avila
Aida Awainisyan
Jorge Baca
Michael Bateman
Robert Bauman
Beyenne Bayssa
Susanne Bucher
Robert Caldwell
Wei-Feng Chen
Remo Ciccone
Dimetrios Dammena
Zekarias Dammena
Bruce Dovner
Henri Feiner
Winfred Ferrell
Manolita L. Formanes
Monte Furuya
Theodore Gibson
Jack Gill
Astatke Gizaw
Megan Granich
Hamza Hamza
Raymond Ho
Anthony Hoang
Thu-Hang Hoang
Shiuling Huang
Jamel Kammoun
Avid Khorram
William Latto Jr.
Loan Le
Jose Martinez

Steve Martinez
Perry McDonnell
Wendy Miao
Ashod Minasian
Kevin Mofid
Hai Ngo
Hongjie Ni
Julia Nudel
Alice O'Leary
Delores Owens
Quyen Phung
Mohammad Rahnavaard
Marion Reeve
Lernik Saakian
Oussama M. Safadi
Nashat Saweris
Michael Semenoff
Ellis Shamash
Arkadiy Sheynshteyn
Richard Sibner
Satish Singhal
Shane Smith
Alan Stillson
Patricia Stoddard
Gizaw Tadele
Linda Ternes
Er-Xiang Wang
Patrick Webster
Rich Wong
Jung Woo
Christie Yang
David Yee
Michael Zeitzew

Natural Sciences

Robert Altermatt
Premilla Arasasingham

Andrey Balakin
Jose Bava

Michael Brennan
Thanh-Thuy Thi Bui
Charles Drew
Daniel Eastmond
Chitoh M. Emetarom
Adeleh Esfandiari
Lynn Fielding
Diana Garcia
Francisco Izaguirre
Kevin Kane
Melvin Kantz
Olga Katsuk
Jed Laderman
Laurie Len
Natalia Lev
Eilish Marren
Wade Mayo

Douglas Neves
Huyen Nguyen
James Osborne
Leon Palmer
Matthew Parlee
Ebenezer Peprah
Dave Pierce
Ansha Qian
M. Hassan Rezaie Boroon
George Rossano
Richard Slocum
Maureen Smith
Donna M. Speckman
Thomas Stewart
Michel Van Biezen
Karla Villatoro

Special Resource Center

Myisha J. Blackman
Geralin Clark
Jaymie L. Collette
Susan Diamond-Bucher
Rachel Friedman
Barbara Gomez
Edward Kelly
Sheila Lenham
Janine Nelson
Dipte Patel
Stephanie Schleicher
Jan Wong

Classified Personnel:

1. Personal Leave of Absence 12.4% - Ms. Kathleen Collins, 83.33% Secretary, Range 26 Step E, Humanities Division, Academic Affairs area, effective January 3 through February 6, 2007.
2. Personal Leave of Absence 100% - Mr. Edward Gropp, Bookstore Sales Assistant, Range 19, Step E, Bookstore Division, Administrative Services area, effective January 2 through August 8, 2007.
3. Work Out of Classification – Mr. Andrew Nasatir, Assistant Director – Bookstore, Range 7, Step 5, to Director – Bookstore, Range 11, Step 2, Bookstore Division, Administrative Services area, effective January 2 through June 30, 2007.
4. Work Out of Classification - Ms. Debra Robertson, Bookstore Technical Assistant, Range 29, Step E, Bookstore Division, Administrative Services area, to Assistant Director – Bookstore, Range 7, Step 1, (Administrative Salary Schedule), Compton Center Bookstore, effective January 2 through March 31, 2007.
5. Promotion - Ms. Crystal Fuentes, Student Services Technician, Range 28, Step E, to Student Services Advisor, Range 35, Step B, EOP&S/Counseling and Student Services Division, Student and Community Advancement area, effective January 2, 2007.
6. Promotion - Ms. Regina Robinson, Clerical Assistant, Range 22, Step E, to Secretary, Range 26, Step D, EOP&S, Counseling and Student Services Division, Student and Community Advancement area, effective January 2, 2007.
7. Promotion - Ms. Claudia Velazquez, Data Entry Operator, Range 18, Step E, to Student Services Technician, Range 28, Step A, EOP&S/Counseling and Student Services Division, Student and Community Advancement area, effective January 2, 2007.
8. Amend Stipend – Ms. Lois Peck, Accounting Assistant II, Range 27, Step E, Industry & Technology Division, Academic Affairs area, to be paid a lump sum of \$3,828 instead of \$2,520 for duties performed out of classification from November 1, 2005 – November 30, 2006.

9. Employment - Ms. Linda Morford, Senior Clerical Assistant, Range 24, Step A, Business Division, Academic Affairs area, effective January 2, 2007.
10. Employment – Mr. Rick Yatman, Buyer, Range 39, Step A, Purchasing and Business Services Division, Administrative Services area, effective January 2, 2007.

Special Services Professional

11. Termination - Ms. Tushuna Holmes - Special Services Professional, Range 3, Step 3, of the Special Services Professional Salary Schedule, Community Advancement Division, Student and Community Advancement area, effective November 24, 2006.

Temporary Classified Services Employees

12. Amend Employment – Ms. Theresa Clifford, from 100% to 80% Secretary, Range 26, Step A, Enrollment Services Division, Student and Community Advancement area, effective January 2 through June 30, 2007.
13. Ms. Kim Cameron – Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement area, to work 40 hours per week, effective December 20, 2006 through June 30, 2007.
14. Ms. Lanicesha Dodson – Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services area, to work as needed for the 2006-2007 fiscal year, effective December 19, 2006.
15. Ms. Donna Emery - Staff Development Coordinator, Range 24, Step E, (Supervisory Salary Schedule), Staff Development/Human Resources Division, Administrative Services area, effective January 2 through June 30, 2007, to continue operations in the Staff Development Office, not to exceed 470 hours - Retired Annuitant.
16. Ms. Rita Fork - ESL Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs area, 10 hours per week maximum, effective January 2 through June 30, 2007.
17. Ms. Loretta Klonecky - ESL Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs area, 10 hours per week maximum, effective January 2 through June 30, 2007.
18. Ms. Myrna Mendoza – 50% Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement area, to work 20 hours per week, effective January 3 through June 30, 2007.

19. Ms. Jane Richmond – 40% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Administrative Services area, 16 hours per week effective January 2 through June 30, 2007.
20. Ms. Jelena Savina - ESL Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs area, 10 hours per week max, effective January 2 through June 30, 2007.
21. Amend Employment - Ms. Dora Gomez, Calworks Case Management/Services Coordinator, Range 36 instead of 26, Step A, Counseling and Student Services Division, Student and Community Advancement area, effective November 21, 2006 through March 31, 2007.

B. **TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES**

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1-15:

The following temporary non-classified service employees are hired for the 2006 – 2007 fiscal year effective December 19, 2006 through June 30, 2007, unless otherwise stated:

1. Maria Becerra - Professional III, \$45.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 10:00 p.m. (hours vary), effective January 1, 2007 to June 30, 2007, Small Business Development Center (SBDC)/Community Advancement, Student and Community Advancement area, to perform counseling, instruction and outreach activities assisting new and existing businesses.
2. Jennifer Clarry – Teacher’s Assistant IV, \$11.50 per hour, Monday and Wednesday (days vary), hours vary as needed, effective November 21, 2006 through April 30, 2007, Fine Arts, Academic Affairs area, to perform as an assistant forensics coach, coordinate practices, supervise research, and judge at tournaments.
3. Theresa Clifford – Paraprofessional, \$15.00 per hour, days vary as needed, hours vary as needed, First Year Experience (FYE) /Enrollment Services, Student and Community Advancement area, to assist and perform various duties in the FYE office.
4. Lorena Gomez – Paraprofessional, \$12.00 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective January 2, 2007 through June 30, 2007, for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations, Section 56026.
5. Daniel Morales - Professional III, \$47.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 10:00 p.m. (hours vary), effective January 1, 2006 to June 30, 2007, Small Business Development Center (SBDC)/Community Advancement, Student and Community Advancement area, to perform counseling, instruction and outreach activities assisting new and existing businesses.

6. Sharon Peterson – Professional III, \$50.00 per hour, Monday through Saturday (days vary), 8:00 a.m. to 9:00 p.m. (hours vary), effective January 2, 2007 through June 30, 2007, Small Business Development Center (SBDC)/ Community Advancement, Student & Community Advancement Area, to perform counseling, instruction, and outreach activities assisting new businesses and existing businesses.
7. Idania Reyes – Professional I, \$22.00 per hour, Monday through Friday (days vary), to arrange 40 hours per week (hours vary), effective December 4, 2006 to June 30, 2007, Workforce and Community Education/ Community Advancement, Student & Community Advancement area, to oversee all the support services offered by the Women in Industry & Technology (WIT) program including customer service; website update; budget reconciliation; purchase requisitions; maintain/order supplies/marketing activities; daily sales activity reports, and other duties, and provide an inviting atmosphere in the Center.
8. Matthew Ryan – Police Cadet IV, \$9.50 per hour, days and hours vary as needed, Campus Police/Administrative Services area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.
9. Giselle Sepulveda – Paraprofessional, \$16.75 per hour, Monday through Friday (days vary), hours vary as needed, effective December 4, 2006 through June 30, 2007, Workforce and Community Education/Community Advancement, Student & Community Advancement area, to assist with customer service; website update; budget reconciliation; create purchase requisitions; maintain/order supplies/marketing activities; daily sales activity reports, and other duties.
10. Susan Wade – Reader, \$7.50 per hour, Monday through Friday (days vary), 7:00 a.m. to 11:00 p.m. (hours vary), effective January 1, 2007 through June 30, 2007, Writing Center/Humanities, Academic Affairs area, to evaluate essays assigned in English 1A classes for grammar, content, and structure, and provide assessments through written documentation on the essays.
11. Angela Washington – Registration Cashier/Clerk I, \$8.50 per hour, Monday through Friday (days vary), arrange to 40 hours per week (hours vary), effective January 1, 2007 through June 30, 2007, Fiscal Services, Administrative Services area, to process student payments – in person, phone, web; calculate and check refunds; mail registration receipts, and other duties.
12. Seo Ho Youn – Tutor III, \$9.50 per hour, Monday and Wednesday (days vary), 3:00 p.m. to 8:00 p.m. (hours vary), effective December 20, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs area, to provide tutoring services in the Math Study Center.
13. Shin Hui (Bernice) Yu-Huang – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 12:00 p.m. (hours vary), effective January 1, 2007

through June 30, 2007, Humanities, Academic Affairs area, to provide clerical support and assist with various duties in the Humanities office.

14. The following individuals are to work as Program Assistant II, \$9.00 per hour, days and hours to vary as needed, effective January 2, 2007 through June 30, 2007, Admissions and Records/Enrollment Services, Student and Community Advancement area, to assist students in the application process, assist in the add process, and other duties as assigned for Admissions processing.

Jacqueline Frison
Tyrone Norman

15. The following individuals are to work as Tutor I, \$7.50 per hour, Monday through Friday (days vary), hours to vary as needed, effective December 19, 2006 through June 30, 2007, Learning Resources, Academic Affairs area, to provide tutoring services in Learning Resources.

Jenny Webster
Seo Ho Young

C. CLASSIFIED PROFESSIONAL GROWTH

It is recommended that the Board ratify/approve the attendance of the following classified employees' conference and/or seminar paid from the funds designated for classified professional growth as listed below:

California Association of School Business Officials (CASBO): Job-Alike Workshop, El Segundo, CA. Jan. 26, 2007. \$35.00 each, plus mileage:

Delores Buerger
Beverly Gilmore
Josie Cheung
Sophie Dao
Leimomi Elliott
Celia E. Kang
Estella Lee
Lillian Sapp
Gary Turner
Katherine L.Valot
Lisa Webb
Marie Yatman

D. MINIMUM WAGE ADJUSTMENT

It is recommended that the Board approve the minimum wage increase from \$6.75 an hour to \$7.50 an hour, effective January 1, 2007 according to California State Law.

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

A. Travel.....Page 94

B. Board of Trustee Goals 2006 – 2007Page 94

President and Board of Trustees

A. Travel

It is recommended that the Board approve the following travel:

1. **Community College League of California – 2007 Effective Trustee Workshop, and Legislative Conference**

Trustee Mary E. Combs, Trustee Ray Gen, Trustee Maureen O'Donnell, Trustee Nathaniel Jackson, January 26-29, 2007, Sacramento, California, with transportation and necessary expenses paid.

2. **2007 Community College National Legislative Summit**

Thomas M. Fallo, February 12-14, 2007, Washington, D.C., with transportation and necessary expenses paid.

B. Board of Trustees Goals 2006 - 2007

I. New Student Member Orientation.

- A. Consider assigning or referring a mentor Trustee.
- B. Help new Student Member strengthen links to student constituents.
- C. Encourage Student Member to work with appropriate College staff.

II. Assess and Evaluate Measure E Resources.

- A. Update College Facilities Master Plan.
- B. Review and make recommendations regarding bond capacities and original goals for construction program.
- C. Establish and approve alternatives and options for construction program.

III. Prepare for Fall 2008 Accreditation.

- A. Review reports on accreditation progress.
- B. Participate in discussion and review of progress.
- C. Contribute as appropriate in Standard IV Leadership and Governance.

IV. Participate in community activities and events and bring observations to the Board for policy issues.

- A. Attend events in the community.
- B. Speak to community groups.
- C. Make Board presentations.
- D. Bring copies of community events and activities to other Board members.

V. Participate in the operation of the College at Board Meetings.

- A. Speak freely and openly on policy issues.
 - B. Solicit opinions of fellow Board members.
 - C. Present ideas during discussion section of Board Meetings.
- VI. Continue a Trustee education program.
- A. Attend a conference on Trustee responsibilities.
 - B. Submit materials from various sources to fellow Trustees.
 - C. Read Trustee education materials sent by various organizations.

VI. Non-Consent Agenda

Community College Governance, Funding Stabilization, and Student Fee Reduction Act

Trustee Mary E. Combs requests that the El Camino Community College District Board of Trustees consider adopting a resolution in support of the “Community College Governance, Funding Stabilization, and Student Fee Reduction Act.”

**Resolution in Support of the Community College Governance,
Funding Stabilization, and Student Fee Reduction Act**

WHEREAS, California Community Colleges serve 2.4 million students annually through a system of 72 locally-established and governed community college districts with 109 colleges within a statewide system;

WHEREAS, California Community Colleges need stable funding, predictable student fees, local control, and the ability to provide effective leadership for the system of 109 colleges;

WHEREAS, the California Community College Initiative (officially known as the Community College Governance, Funding Stabilization, and Student Fee Reduction Act) would ratify the bilaterally-governed community college system by placing it in the State Constitution, thereby securing local governance while enhancing state leadership;

WHEREAS, the use of the actual community college enrollment growth figure would avoid the artificial funding cap that would otherwise be imposed on community colleges over the next ten years because of declining K-12 enrollment;

WHEREAS, the California Community College Initiative will provide additional funds to the El Camino Community College District over the next five years;

WHEREAS, the California Community College Initiative would not threaten funding for K-12 education in California because primary and secondary education would retain a separate funding mechanism tied to its growth;

WHEREAS, the California Community College Initiative funds the increase to community colleges over the next ten years through natural growth in the state's general fund, without raising taxes;

WHEREAS, the California Community College Initiative reduces student fees to \$15 to make them stable and predictable as well as consistent with personal income, and

prohibits the Legislature from increasing fees in the future by more than the change in per capita personal income;

WHEREAS, the California Community College Initiative ensures that fee revenue stays with the community colleges for the improvement of education, instead of being diverted to other state programs;

WHEREAS, the California Community College Initiative would allow the Board of Governors and Chancellor to hire the senior staff professionals currently appointed by the governor, and thus have the same authority as that provided to the UC President and CSU Chancellor;

WHEREAS, the California Community College Initiative includes provisions in the state constitution for locally-elected governing boards accountable to voters and for a statewide chancellor hired by a board appointed by the governor;

NOW, THEREFORE, be it resolved, that the Board of Trustees of the El Camino Community College District supports the Community College Governance, Funding Stability, and Student Fee Reduction Act.