

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, Tuesday, January 17, 2012
Board Room
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of December 12, 2011,
Pages 5-16**
- III. Presentation**
 - A. Foundation Annual Report**
 - B. Student Success**
- IV. Public Hearing – none**
- V. Public Comment on Consent Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion
and Adoption**
 - 1. Academic Affairs
*See Academic Affairs Agenda,
Pages 17-31*
 - 2. Student and Community Advancement
*See Student Services Agenda,
Pages 32-34*
 - 3. Administrative Services
See Administrative Services Agenda, Pages 35-44
 - 4. *See Measure "E" Bond Fund Agenda,
Pages 45-51*
 - 5. *See Human Resources Agenda,
Pages 52-68*
 - 6. Compton Community Educational Center
*See Compton Community Educational Center
Agenda, Pages 69-71*

- 7. Superintendent/President
*See Superintendent/President Agenda,
Pages 72-73*

VII. Non-Consent Agenda, Pages 74-75

- A. Public Comment
- B. Tax and Revenue Anticipation Note 2011-12
- C. Resolution for Tax and Revenue Anticipation Note 2011-12

VIII. Public Comment on Non-Agenda Items

IX. Oral Reports

- A. Academic Senate Report
- B. Board of Trustees Report
- C. President's Report

X. Closed Session

- A. Anticipated Litigation, Brown Act
Section 54956.9 – Significant
Exposure to Litigation
 - 1. 1 Case
- B. Existing Litigation, Brown Act,
Section 54956
 - 1. Case # BC400227
 - 2. Case # BC458332
- C. Labor Relations, Brown Act Section 54957.6, Mr. Spencer Covert, District
Labor Negotiator
 - 1. El Camino College Federation of Teachers, Local 1388
 - 2. El Camino College Federation of
Teachers, Local 1388, Child Development Center
 - 3. El Camino Classified Employees Local 6142
 - 4. El Camino College Police Officers
Association
- D. Personnel Matters, Brown Act Section
54957
 - 1. Public Employee Performance Evaluation
 - i. Faculty
 - ii. Superintendent/President

Board of Trustees Meeting Schedule for 2012
4:00 p.m. Board Room

Tuesday, February 21, 2012
Monday, March 19, 2012
Monday, April 16, 2012
Monday, May 21, 2012
Monday, June 18, 2012
Monday, July 16, 2012
Monday, August 20, 2012
Tuesday, September 4, 2012
Monday, October 15, 2012
Monday, November 19, 2012
Monday, December 17, 2012

Board Policy 1200 The El Camino College Mission, Philosophy, Values And Guiding Principles

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

El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.

Statement of Philosophy

Everything El Camino College is or does must be centered on its community. The community saw the need and valued the reason for the creation of El Camino College. 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, fellow employees, community and ourselves, must be our underlying goal.

Cooperation among our many partners including other schools and colleges, businesses and industries, and individuals is vital for our success.

Access and success 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 Initiatives

- A. Enhance teaching to support student learning using a variety of instructional methods and services.
 - B. Strengthen quality educational and support services to promote student success.
 - C. Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.
 - D. Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.
 - E. Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.
 - F. Support facility and technology improvements to meet the needs of students, employees, and the community.
 - G. Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.
- Adopted: 1/16/01, Amended: 1/22/02, 6/18/07, 6/21/10

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, December 12, 2011

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, December 12, 2011, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Ray Gen, Vice President; Trustee Maureen O'Donnell, Secretary; Trustee Mary E. Combs, Member; Trustee Kenneth A. Brown, Member; and Student Member Joshua Casper.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Ms. Jo Ann Higdon, Vice President, Administrative Services; Dr. Jeanie Nishime, Vice President, Student and Community Advancement, Ms. Barbara Perez, Vice President, Compton Community Educational Center; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Minutes of the Regular Board Meeting of November 28, 2011

The Minutes of the Regular Board Meeting of November 28, 2011 were approved.

Oath of Office

Trustees Beverly, Brown and Combs took the Oath of Office.

Annual Organizational Meeting

This meeting was 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 review nominations for membership on the California Community College Trustees Board and make a recommendation to the Board of Trustees, (E) select a Board Member to serve on the El Camino Community College District Foundation; (F) appoint a Secretary to the Board; and to (G) set the time and place of Board Meetings; (H) (I) (J) establish the order of authority of chief administrative officers in the absence of the Superintendent/President; and to (K) approve signatures on change orders; to approve purchase orders; to approve warrants; to authorize personnel changes. In addition, it was called as a regular meeting.

A. Election of Officers for Period December 12, 2011 through the Annual Organizational Meeting in December, 2012

President

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that Trustee Beverly be elected President of the Board for the period December 12, 2011 through the Annual Organizational Meeting in December 2012. Student Trustee Casper recorded a yes advisory vote. Motion carried.

Vice President

It was moved by Trustee Combs, seconded by Trustee Gen, that Trustee O'Donnell be elected Vice President for the Board for the period December 12, 2011 through the Annual Organizational Meeting in December 2012. Student Trustee Casper recorded a yes advisory vote. Motion carried.

Secretary

It was moved by Trustee O'Donnell, seconded by Trustee Brown, that Trustee Combs be elected Secretary of the Board for the period December 12, 2011 through the Annual Organizational Meeting in December 2012. Student Trustee Casper recorded a yes advisory vote. Motion carried.

B. Los Angeles County Committee on School District Organization

It was moved by Trustee Brown, seconded by Trustee Combs, that Trustee O'Donnell, be appointed as a representative to the Los Angeles County Committee on School District Organization. Student Trustee Casper recorded a yes advisory vote. Motion carried.

C. Los Angeles County School Trustees Association

It was moved by Trustee Brown, seconded by Trustee Combs, that Trustee Beverly be appointed as representative to the Los Angeles County School Trustees Association for 2011-2012. Student Trustee Casper recorded a yes advisory vote. Motion carried.

D. California Community College Trustees Board Election

It was moved by Trustee Brown, seconded by Trustee Combs, that Trustee Combs continue appointment to review nominations for membership on the California Community College Trustees Board and make a recommendation to the Board of Trustees. Student Trustee Casper recorded a yes advisory vote. Motion carried.

E. El Camino Community College District Foundation

It was moved by Trustee Brown, seconded by Trustee Combs, that Trustee Brown be appointed as a member to serve on the El Camino Community College District

Foundation. Student Trustee Casper recorded a yes advisory vote. Motion carried.

F. Secretary to the Board for Period December 12, 2011 through the Annual Organizational Meeting in December, 2012

It was moved by Trustee Brown, seconded by Trustee O'Donnell, that Thomas M. Fallo be appointed Secretary to the Board for the period December 12, 2011, through the Annual Organizational Meeting in December, 2012. Student Trustee Casper recorded a yes advisory vote. Motion carried.

G. Time, Date and Place of Board Meetings

It was moved by Trustee Brown, seconded by Trustee O'Donnell, 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 2012 are as follows:

Tuesday, January 17, 2012	Monday, July 16, 2012
Tuesday, February 21, 2012	Monday, August 20, 2012
Monday, March 19, 2012	Tuesday, September 4, 2012
Monday, April 16, 2012	Monday, October 15, 2012
Monday, May 21, 2012	Monday, November 19, 2012
Monday, June 18, 2012	Monday, December 17, 2012

Student Trustee Casper recorded a yes advisory vote. Motion carried.

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

It was moved by Trustee Brown, seconded by Trustee O'Donnell, 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 12, 2011, through the Annual Organizational Meeting in December, 2012:

Francisco M. Arce, Lynn Solomita, Jo Ann Higdon, Barbara Perez, Jeanie Nishime

Student Trustee Casper recorded a yes advisory vote. Motion carried.

I. Acting Secretary to the Board of Trustees

It was moved by Trustee Brown, seconded by Trustee O'Donnell, that in the absence of the Superintendent/President and Secretary to the Board of Trustees

during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, the Vice Presidents will 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, Lynn Solomita, Jo Ann Higdon, Barbara Perez, Jeanie Nishime

Student Trustee Casper recorded a yes advisory vote. Motion carried.

J. Documents Authorized for Signature of Superintendent

It was moved by Trustee Brown, seconded by Trustee O'Donnell, 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 12, 2011, through the Annual Organizational Meeting in December, 2012.

K. Signature Authorization

It was moved by Trustee Brown, seconded by Trustee O'Donnell, 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; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to sign "A" and "B" warrants and other documents as authorized by the Board of Trustees, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, one signature only being required. Josie Cheung, Accounting Officer and Sophie Dao, Accounting Officer are authorized for on-line approval of "B" warrants, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012.

2. Authority to Sign Contracts

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Rocky Bonura, Director of Business Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to be authorized to sign contracts during the period December 12, 2011, through

the Annual Organizational Meeting in December, 2012, one signature only being required.

3. Authority to Sign Purchase Orders
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Rocky Bonura, Director of Business Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to sign purchase orders for all District funds, the Auxiliary Services fund, Trust fund, and all Associated Student funds during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, 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; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting ; and Julie Bourlier, Bookstore Director, to sign purchase orders for the bookstore fund during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, one signature only being required.
5. Authority to Sign Change Orders
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Rocky Bonura, Director of Business Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting be authorized to sign contract change orders during the period of December 12, 2011, through the Annual Organizational Meeting in December, 2012, 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; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President - Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director

of Accounting to sign Notices of Employment and Orders for Salary Payments during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, 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; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting ; Josie Cheung, Accounting Officer and Sophie Dao, Accounting Officer to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.
8. Registration Fund
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.
9. Cash Management Fund
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.
10. Trust Funds
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President –

Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, 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 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.

11. Associated Students Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, 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 12, 2011, through the Annual Organizational Meeting in December, 2012, any two signatures required.

12. Bookstore Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting; and Julie Bourlier, Bookstore Director 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 12, 2011, through the Annual Organizational Meeting in December, 2012, any two signatures required.

13. Small Business Development Center Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.

14. El Camino College Business Office Account
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, 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 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.
15. Auxiliary Services Fund
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, 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 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.
16. Dental Self-Insurance Fund, Wells Fargo Bank Account
Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, 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 12, 2011, through the Annual Organizational Meeting December, 2012, 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; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, 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 12, 2011, through the Annual Organizational Meeting in December, 2012, 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; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting; Josie Cheung, Accounting Officer and Sophie Dao, Accounting Officer to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, 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 12, 2011, through the Annual Organizational Meeting in December, 2012, facsimile signature up to \$5,000 or any two signatures together required.

El Camino College: Thomas M. Fallo, President; Jo Ann Higdon, Vice President – Administrative Services; Janice Ely, Business Manager; and Thomas Connolly, 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; and Arlene La Coste, Claims Manager.

20. Federal Student Financial Aid

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student and Community Advancement; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Federal Student Financial Aid account in the Bank of America, Hawthorne

Branch, during the period December 12, 2011, through the Annual Organizational Meeting in December, 2012, two signatures required.

Student Trustee Casper recorded a yes advisory vote. Motion carried.

Consent Agenda

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

2012/2013 and 2013/2014 El Camino College School Calendars

With the consent of Trustee Combs and Trustee Brown, the proposed 2012/2013 and 2013/2014 El Camino College School Calendars were pulled from the consent agenda for separate consideration.

Academic Affairs

FTES Goals – Information Item

Local Service Area Policy (CSULB) – Information Item

Student and Community Advancement

Matriculation Categorical Flexibility Provision

Board Policy 5700 – Athletics – First Reading

Administrative Services

Budget Augmentation – Fiscal Year 2011-12

Contracts Under \$78,900

Contracts Over \$78,900

Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances

Contract – Flewelling & Moody – Bookstore Modernization Phase 1B

Contract – Psomas – Utility Mapping

Bid Award 2011-14 – Parking Lot Lighting & Security Upgrade Project

Retention Reduction – HPS Mechanical, Inc. – Electrical & Data Conversion Project

Notice of Job Completion – American Gardens – Baseball Field Improvement Project

Change Order – Taisei Construction Corporation – Math Business Allied Health Building Project

Unilateral Change Order – Taisei Construction Corporation – Math Business Allied Health Building Project

Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Approval and Ratification by Board of Trustees: El Camino College Employees Association, Chapter 6142, CFT, AFT, AFL-CIO Contract Ratification

President/Board of Trustees

Travel

Board of Trustees Goals for 2011-2012

Redistricting Action Plan

Student Trustee Casper recorded a yes advisory vote. Motion carried.

2012/2013 and 2013/2014 El Camino College School Calendars

It was moved by Trustee Beverly, seconded by Trustee Gen, that the Board adopt the 2012-2013 School Year Calendar as presented and defer action on the 2013-2014 School Year Calendar until March 2012.

Student Trustee Casper recorded a yes advisory vote. Motion carried.

Compton Community Educational Center

Compton Community Educational Center Accreditation Update was presented as an informational item.

Public Comment

Dillon Horton, Brook Matson, Andy Bradford, Ricky Gonzales, Anthony Churn, A. Solanos and Robert DeWits, addressed school year calendar. Martha Madison expressed support for students. Luukia Smith addressed Board action at November meeting. Angela Simon complimented student speakers. Vic Cootin expressed support for the Board.

Closed Session

The Regular Meeting adjourned to a Closed Session at 7:40 p.m. Meeting reconvened at 8:35 p.m. The Board took the following action:

Consideration of Bids and District's Options – Infrastructure Project – Compton Community College District

It was moved by Trustee Gen, seconded by Trustee Brown, that the Board reject all bids for the Infrastructure Project, Compton Community College District. Motion carried.

Adjournment

Meeting adjourned at 8:40 p.m.

Mary E. Combs, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

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

Page No.

A. Proposed Curriculum Changes Effective 2012-2013 Academic Year.....18

ACADEMIC AFFAIRS

A. PROPOSED CURRICULUM CHANGES EFFECTIVE 2012/2013 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum changes, effective the 2012-2013 academic year, as listed below.

BEHAVIORAL AND SOCIAL SCIENCES

CHANGE IN MAJOR; COURSE REQUIREMENTS

In order to comply with Title 5 regulations, the General Studies major was restructured in 2008. Faculty, including the articulation officer and counselors, revised the General Studies major. There are six areas of emphasis within the degree. The major meets the needs of El Camino students who wish to receive an associate degree in a general area. The revisions listed below are required to update the major based on existing curriculum.

1. General Studies AA Degree

Current Status/Proposed Change

El Camino College Major Requirements

- A. General Education: choose one of the following patterns.
 - 1. AA General Education Requirements (minimum of 24 units and the math competency).
 - 2. CSU GE Breadth (39 units) – This general education pattern will fulfill lower-division general education requirements at the CSU campuses.
 - 3. IGETC (34 units) – This general education pattern will fulfill lower-division requirements at the CSU, UC and some private colleges and universities.
- B. Area of Emphasis:
 - 1. A minimum of 18 units are required in one Area of Emphasis listed below.
 - 2. A minimum of one course from two different disciplines is required in the emphasis.
 - 3. The courses selected in the emphasis may also be used to fulfill general education areas on the Associate Degree, CSU GE Breadth, or IGETC.
- C. Electives:

Elective units may be necessary to obtain the 60 degree applicable units that are required for the Associate Degree.

1. Area of Emphasis in Arts and Humanities: These courses emphasize the appreciation of arts and humanities through cultural activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students interested in transferring to a four-year university will have a basic foundation for further studies in areas such as arts, history, communications, English, foreign language, film studies, literature, history, journalism, or philosophy. This emphasis may be useful for students interested in possible career paths in fine arts, education, administration, or public service.

Select 18 units with at least one course in Arts and one course in Humanities.

Arts:

Architecture 104;
Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 108, 109, 150;
Dance 1, 3, 5;
Film/Video 1, 3;
Music 1, 11, 12, 13, 15A, 15B, 16;
Theatre Arts 1, 4, 8

Humanities:

Sign Language/Interpreter Training 15, 16, 17A, 17B, 202;
English 1B, 1C, ~~10~~, ~~11~~, 12, 15A, 15B, ~~18~~, 20, 21, ~~22~~, 23, 24A, ~~24B~~, 25A, 26, 27, 28, ~~29~~, 30, 31, ~~32abc~~, ~~33~~, 34, 35, 36, 38, 39, 40A, 40B, 41A, 41B, 42, 43, 44, 46, 47;
Film/Video 51, 52, 53, 54abc;
History 101, 102, 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 140, 141, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184, ~~190~~;
History of Science 11;
Humanities 1;
Journalism 1, 12

Languages:

Chinese 1, 2, 24;
Italian 1, 2, 24;
Japanese 1, 2, 3, 4, 25;
French 1, 2, 3, 4, 5, 6, 24, 35;
German 1, 2, 3, ~~4~~, ~~5~~, 24;
Spanish 1, 2, 3, 4, 5, 6, 24, 52A, 52B;
Philosophy 2, 3, 5, 7, 8, 10, 11, 12, 14, 23;
Communication Studies 1, 3, 4, 5, 8, 9, 12, 14

2. Areas of Emphasis in Fine and Applied Arts:

These courses will emphasize the nature of artistic activities and expression of art through analysis, examination, performance, and technical development. Students will incorporate techniques, engage in performance, and learn to value aesthetic understanding and integrate these concepts when constructing value judgments. Students transferring to a four-year university will have a basic foundation for further studies in areas such as architecture, art, digital media, creative writing, dance, film, music, performing arts, photography, studio art, or theatre arts. This emphasis may be useful for students interested in possible career paths in design, graphic arts, visual arts, photography, stage technician, musician, education, television, journalism, or acting.

Select 18 units from at least two disciplines.

Architecture, 104, 150A, 150B, 199ab;

Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 10ab, 11abcd, 17ab, 18abcd, 19ab, 22ab, 23abcd, 31abcd, 37ab, 41ab, 61ab, 81ab, 82abcd, 141abcd, 142abcd, 143abcd;

Dance 1, 3, 5, 22ab, 23abcd, 32ab, 33abcd, 42ab, 43abcd;

English 24A, ~~24B~~, 25A, ~~32abc~~, 38;

Film/Video 1, 3, 4, 20, 21, 22, 32ab, 51, 52, 53, 54abc;

Music 1, 2A, 2B, 3A, 3B, 3C, 7, 8A, 8B, 11, 12, 13, 15A, 15B, 16, 18ab, 19abcd, 23abcd, 31A, 31B, 31C, 31D;

Photography 1, 2, 51, 150;

Theatre 1, 4, 8, 14A, 14B, 30, 84, 88, 90, 94

3. Area of Emphasis in Culture and Communication: These courses will emphasize the study of communication, culture, and the skills needed to communicate effectively in oral, written, or visual forms. Students transferring to a four-year university will have a basic foundation for further studies in communication studies, media studies, journalism, English, or modern languages. This emphasis may be useful for students interested in possible career paths in broadcasting, public relations, advertising, journalism, interpreter, photography, technical writing, or radio and television.

Select 18 units from at least two disciplines.

Anthropology 4;

Art 143abcd;

English 1B, 1C, ~~10, 11~~, 12, 15A, 15B, ~~18~~, 20, 21, ~~22~~, 23, 24A, ~~24B~~, 25A, 26, 27, 28, ~~29~~, 30, 31, ~~32abc~~, ~~33~~, 34, 35, 36, 38, 39, 40A, 40B, ~~41A~~, 41B, 42, 43, 44, 46, 47;

Film/Video 20, 22, 24, 28ab, 32ab, 51, 52, 53, 54abc;

Journalism 1, 12;

Library Information Science 1, 10;

Photography 1, 11ab, 51;

Languages:

Sign Language/Interpreter Training 15, 16, 17A, 17B, 202;

Chinese 1, 2, 24;

Italian 1, 2, 24;

Japanese 1, 2, 3, 4, 25;

French 1, 2, 3, 4, 5, 6, 24, 35;

German 1, 2, 3, ~~4, 5, 24~~;

Spanish 1, 2, 3, 4, 5, 6, 24, 52A, 52B;

Communication Studies 1, 3, 4, 5, 8, 9, 11, 12, 14

4. Area of Emphasis in Social and Behavioral Sciences: These courses emphasize an appreciation and understanding of how members of diverse societies operate or have operated as individuals and social groups. Courses in the social and behavioral sciences will help students to develop an awareness of methods of inquiry and stimulate critical thinking about the ways in which people act and interact within social and cultural contexts. Students will study the perspectives, concepts, principles, theories, and methodologies of disciplines within social and behavioral sciences. Students transferring to a four-year university will have a basic foundation for further studies in areas such as American studies, anthropology, criminal justice, child development, economics, geography, history, political science, psychology, or sociology. This emphasis may be useful for students interested in possible career paths in education, history, social work, public administration, public service agencies, library science, economics, or social policy.

Select 18 units from at least two disciplines.

Administration of Justice 100, 103, 107, 111, 115;

American Studies ~~1, 3~~, 7;

Anthropology 2, 3, 4, 6, 7, 8, 9, 10, 11;

Child Development 103, 104;

Communication Studies 5, 14;

Economics 1, 2, 5;

Education 201;

Ethnic Studies 1;

Geography (excluding physical geography) 2, 5, 7;

Global Studies 101;

History 101, 102, 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 140, 141, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184, ~~190~~;

History of Science 11;

Journalism 12;

Political Science 1, 2, 3, 5, 6, 8, 10;

Psychology 2, 3, 5, 7, 8, 9A, 9B, 10, 12, 15, 16, 21, 22 (same as Physical Education 275);

Sign Language/Interpreter Training 202;

Sociology 101, 102, 104, 107, 108, 109, 110, 112, 115;

Woman Studies 1

5. Area of Emphasis in Biological and Physical Sciences: These courses emphasize the physical universe, its life forms, and its natural phenomena. Courses in the sciences will help students develop an understanding of the scientific method and the relationship between science and other human activities. Students transferring to a four year university will have a basic foundation for further studies in areas such as biology (biochemistry, biophysics, molecular and cell biology, marine biology, microbiology), chemistry, physical and earth sciences (astronomy, geology, physical geography, oceanography), or physics. This emphasis may be useful for students interested in possible career paths in life sciences, physiology, exercise science, physical sciences, or earth sciences.

Select 18 units with at least one course in Biological Sciences and one course in Physical Sciences.

Biological Sciences:

Anatomy 30, 32,

Anatomy and Physiology 34A, 34B;

Anthropology 1, 5;

Biology 8, 10, 11, 12, 15, 16, 17, 18, 101, 102, 103;

Microbiology 33;

Physiology 31;

Psychology 7

Physical Sciences:

Astronomy 12, 20, 25;

Chemistry 1A, 1B, 4, 7A, 7B, 20, 21A, 21B;

Geography 1, 6, 9;

Geology 1, 2, 3, 4, 6, 15, 30, 32, 34, 36;

Oceanography 10;

Physics 1A, 1B, 1C, 1D, 2A, 2B, 3A, 3B, 11, 12;

Physical Science 25

6. Area of Emphasis in Kinesiology and Wellness: These courses emphasize lifelong understanding and the development of a student's physiological, psychological, and social well-being. Students transferring to a four-year university will have a basic foundation for further studies in areas such as physical education, recreation, nutrition, or allied health fields. This emphasis may be

useful for students interested in possible career paths in athletic training, personal training, management, exercise science, sports nutrition, and education.

Select a total of 18 units from the following disciplines.

6 units from Physical Education:

Physical Education 217, 270, 272, 275, 277, 280, 290

3 units from Science and/or Nutrition:

Anatomy 30, 32;

Anatomy and Physiology 34A, 34B;

Biology 10, 101, 102;

Chemistry 1A, 4, 20, 21A, 21B;

Microbiology 33;

Nutrition and Foods 11;

Physics 11, 2A, 2B;

Physiology 31

3 units from Social Sciences and/or Development:

Contemporary Health 1;

Human Development 10;

Psychology 5;

Sociology 101

Elective Courses:

First Aid 1;

Fire and Emergency Technology 140, 141;

Nutrition and Foods 15;

Psychology 2, 12, 16

Recommendation for Board of Trustees Action

El Camino College Major Requirements

A. General Education: choose one of the following patterns.

1. AA General Education Requirements (minimum of 24 units and the math competency).

2. CSU GE Breadth (39 units) – This general education pattern will fulfill lower-division general education requirements at the CSU campuses.

3. IGETC (34 units) – This general education pattern will fulfill lower-division requirements at the CSU, UC and some private colleges and universities.

B. Area of Emphasis:

1. A minimum of 18 units are required in one Area of Emphasis listed below.
2. A minimum of one course from two different disciplines is required in the emphasis.
3. The courses selected in the emphasis may also be used to fulfill general education areas on the Associate Degree, CSU GE Breadth, or IGETC.

C. Electives:

Elective units may be necessary to obtain the 60 degree applicable units that are required for the Associate Degree.

1. Area of Emphasis in Arts and Humanities: These courses emphasize the appreciation of arts and humanities through cultural activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students interested in transferring to a four-year university will have a basic foundation for further studies in areas such as arts, history, communications, English, foreign language, film studies, literature, history, journalism, or philosophy. This emphasis may be useful for students interested in possible career paths in fine arts, education, administration, or public service.

Select 18 units with at least one course in Arts and one course in Humanities.

Arts:

Architecture 104;
 Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 108, 109, 150;
 Dance 1, 3, 5;
 Film/Video 1, 3;
 Music 1, 11, 12, 13, 15A, 15B, 16;
 Theatre Arts 1, 4, 8

Humanities:

Sign Language/Interpreter Training 15, 16, 17A, 17B, 202;
 English 1B, 1C, 12, 15A, 15B, 20, 21, 23, 24A, 25A, 26, 27, 28, 30, 31, 34, 35, 36, 38, 39, 40A, 40B, 41B, 42, 43, 44, 46, 47;
 Film/Video 51, 52, 53, 54abc;
 History 101, 102, 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 140, 141, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184;
 History of Science 11;
 Humanities 1;
 Journalism 1, 12

Languages:

Chinese 1, 2, 24;

Italian 1, 2, 24;
Japanese 1, 2, 3, 4, 25;
French 1, 2, 3, 4, 5, 6, 24, 35;
German 1, 2, 3;
Spanish 1, 2, 3, 4, 5, 6, 24, 52A, 52B;
Philosophy 2, 3, 5, 7, 8, 10, 11, 12, 14, 23;
Communication Studies 1, 3, 4, 5, 8, 9, 12, 14

2. Area of Emphasis in Fine and Applied Arts:

These courses will emphasize the nature of artistic activities and expression of art through analysis, examination, performance, and technical development. Students will incorporate techniques, engage in performance, and learn to value aesthetic understanding and integrate these concepts when constructing value judgments. Students transferring to a four-year university will have a basic foundation for further studies in areas such as architecture, art, digital media, creative writing, dance, film, music, performing arts, photography, studio art, or theatre arts. This emphasis may be useful for students interested in possible career paths in design, graphic arts, visual arts, photography, stage technician, musician, education, television, journalism, or acting.

Select 18 units from at least two disciplines.

Architecture, 104, 150A, 150B, 199ab;
Art 1, 2, 3, 4, 5A, 5B, 6, 7, 9, 10ab, 11abcd, 17ab, 18abcd, 19ab, 22ab, 23abcd, 31abcd, 37ab, 41ab, 61ab, 81ab, 82abcd, 141abcd, 142abcd, 143abcd;
Dance 1, 3, 5, 22ab, 23abcd, 32ab, 33abcd, 42ab, 43abcd;
English 24A, 25A, 38;
Film/Video 1, 3, 4, 20, 21, 22, 32ab, 51, 52, 53, 54abc;
Music 1, 2A, 2B, 3A, 3B, 3C, 7, 8A, 8B, 11, 12, 13, 15A, 15B, 16, 18ab, 19abcd, 23abcd, 31A, 31B, 31C, 31D;
Photography 1, 2, 51, 150;
Theatre 1, 4, 8, 14A, 14B, 30, 84, 88, 90, 94

3. Area of Emphasis in Culture and Communication: These courses will emphasize the study of communication, culture, and the skills needed to communicate effectively in oral, written, or visual forms. Students transferring to a four-year university will have a basic foundation for further studies in communication studies, media studies, journalism, English, or modern languages. This emphasis may be useful for students interested in possible career paths in broadcasting, public relations, advertising, journalism, interpreter, photography, technical writing, or radio and television.

Select 18 units from at least two disciplines.

Anthropology 4;

Art 143abcd;
English 1B, 1C, 12, 15A, 15B, 20, 21, 23, 24A, 25A, 26, 27, 28, 30, 31, 34, 35, 36,
38, 39, 40A, 40B, 41B, 42, 43, 44, 46, 47;
Film/Video 20, 22, 24, 28ab, 32ab, 51, 52, 53, 54abc;
Journalism 1, 12;
Library Information Science 1, 10;
Photography 1, 11ab, 51;

Languages:

Sign Language/Interpreter Training 15, 16, 17A, 17B, 202;
Chinese 1, 2, 24;
Italian 1, 2, 24;
Japanese 1, 2, 3, 4, 25;
French 1, 2, 3, 4, 5, 6, 24, 35;
German 1, 2, 3;
Spanish 1, 2, 3, 4, 5, 6, 24, 52A, 52B;
Communication Studies 1, 3, 4, 5, 8, 9, 11, 12, 14

4. Area of Emphasis in Social and Behavioral Sciences: These courses emphasize an appreciation and understanding of how members of diverse societies operate or have operated as individuals and social groups. Courses in the social and behavioral sciences will help students to develop an awareness of methods of inquiry and stimulate critical thinking about the ways in which people act and interact within social and cultural contexts. Students will study the perspectives, concepts, principles, theories, and methodologies of disciplines within social and behavioral sciences. Students transferring to a four-year university will have a basic foundation for further studies in areas such as American studies, anthropology, criminal justice, child development, economics, geography, history, political science, psychology, or sociology. This emphasis may be useful for students interested in possible career paths in education, history, social work, public administration, public service agencies, library science, economics, or social policy.

Select 18 units from at least two disciplines.

Administration of Justice 100, 103, 107, 111, 115;
American Studies 7;
Anthropology 2, 3, 4, 6, 7, 8, 9, 10, 11;
Child Development 103, 104;
Communication Studies 5, 14;
Economics 1, 2, 5;
Education 201;
Ethnic Studies 1;
Geography (excluding physical geography) 2, 5, 7;

Global Studies 101;
History 101, 102, 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 140, 141, 143,
145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184;
History of Science 11;
Journalism 12;
Political Science 1, 2, 3, 5, 6, 8, 10;
Psychology 2, 3, 5, 7, 8, 9A, 9B, 10, 12, 15, 16, 21, 22 (same as Physical
Education 275);
Sign Language/Interpreter Training 202;
Sociology 101, 102, 104, 107, 108, 109, 112;
Woman Studies 1

5. Area of Emphasis in Biological and Physical Sciences: These courses emphasize the physical universe, its life forms, and its natural phenomena. Courses in the sciences will help students develop an understanding of the scientific method and the relationship between science and other human activities. Students transferring to a four year university will a basic foundation for further studies in areas such as biology (biochemistry, biophysics, molecular and cell biology, marine biology, microbiology), chemistry, physical and earth sciences (astronomy, geology, physical geography, oceanography), or physics. This emphasis may be useful for students interested in possible career paths in life sciences, physiology, exercise science, physical sciences, or earth sciences.

Select 18 units with at least one course in Biological Sciences and one course in Physical Sciences.

Biological Sciences:

Anatomy 30, 32,
Anatomy and Physiology 34A, 34B;
Anthropology 1, 5;
Biology 8, 10, 11, 12, 15, 16, 17, 18, 101, 102, 103;
Microbiology 33;
Physiology 31;
Psychology 7

Physical Sciences:

Astronomy 12, 20, 25;
Chemistry 1A, 1B, 4, 7A, 7B, 20, 21A, 21B;
Geography 1, 6, 9;
Geology 1, 2, 3, 4, 6, 15, 30, 32, 34, 36;
Oceanography 10;
Physics 1A, 1B, 1C, 1D, 2A, 2B, 3A, 3B, 11, 12;
Physical Science 25

6. Area of Emphasis in Kinesiology and Wellness: These courses emphasize lifelong understanding and the development of a student's physiological, psychological, and social well-being. Students transferring to a four-year university will have a basic foundation for further studies in areas such as physical education, recreation, nutrition, or allied health fields. This emphasis may be useful for students interested in possible career paths in athletic training, personal training, management, exercise science, sports nutrition, and education.

Select a total of 18 units from the following disciplines.

6 units from Physical Education:

Physical Education 217, 270, 272, 275, 277, 280, 290

3 units from Science and/or Nutrition:

Anatomy 30, 32;

Anatomy and Physiology 34A, 34B;

Biology 10, 101, 102;

Chemistry 1A, 4, 20, 21A, 21B;

Microbiology 33;

Nutrition and Foods 11;

Physics 11, 2A, 2B;

Physiology 31

3 units from Social Sciences and/or Development:

Contemporary Health 1;

Human Development 10;

Psychology 5;

Sociology 101

Elective Courses:

First Aid 1;

Fire and Emergency Technology 140, 141;

Nutrition and Foods 15;

Psychology 2, 12, 16

NEW MAJOR – Senate Bill 1440 degrees designed to articulate with CSUs in selected majors to guarantee transfer to the CSU system.

1. Psychology A.A. Degree for Transfer (AA-T)

This degree is designed to provide students with a foundation in the science of psychology. Psychology majors will acquire the ability to survey theories critically, research the major areas of psychology, use descriptive and inferential statistics, design and conduct research, and write reports using analysis, argumentation, and proper psychological style. This major prepares students for

career opportunities in fields such as teaching, research, and/or clinical practice. Competencies will be assessed regularly by evaluating student performance on exams, essays, and reports.

The Associate in Arts for Transfer (AA-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the AA-T are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn an AA-T degree, students must complete a minimum of 18 semester units in the major, a minimum 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0 and the CSU General Education Breadth requirements or Intersegmental General Education Transfer Curriculum (IGETC). This degree may not be the best option for students intending to transfer to a particular university or college that is not part of the CSU system. Students should consult with an El Camino College counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core: 11 units

Psychology 5, 9B and 9A or Sociology 109 or Mathematics 150

Select one course: 3-4 units

Psychology 7, Biology 10

Select two courses: 6 units

Psychology 2, 3, 8, 10, 12, 15, 16, 21, 22 or Physical Education 275

Total Units: 20-21

2. Sociology A.A. Degree for Transfer (AA-T)

The sociology degree provides students with a foundation in the science of sociology. Upon successful completion of the program requirements, the student will acquire an understanding of major sociological concepts and theoretical perspectives on social problems and social life as they apply to the individual, group, and society. Students will also understand the principles of research methods and data analysis. The major prepares students for transfer to four year colleges and universities as part of preparation for careers in sociology or related fields such as teaching, research, social work, public relations, and counseling. Students will demonstrate their proficiency in sociological competencies through examinations and writing assignments on the major sociological theories, topics of sociological study, and research techniques.

The Associate in Arts for Transfer (AA-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students

completing the AA-T are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn an AA-T degree, students must complete a minimum of 18 semester units in the major, a minimum 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0 and the CSU General Education Breadth requirements or Intersegmental General Education Transfer Curriculum (IGETC). This degree may not be the best option for students intending to transfer to a particular university or college that is not part of the CSU system. Students should consult with an El Camino College counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core: 3 units
Sociology 101

Select two courses: 7 units
Sociology 104, 109 or Mathematics 150

Select two courses: 6 units
Sociology 102, 107, 112, Psychology 8

Select one course: 3 units
Anthropology 2, American Studies 7, Psychology 12, 16, Sociology 108,
Women's Studies 1

Total Units: 19

BUSINESS

CHANGE IN MAJOR; COURSE REQUIREMENTS, UNITS

1. Business – Office Administration: Management Option

Current Status/Proposed Change

18 units of the major requirements must be completed at El Camino College.

Business ~~16~~ 22, 27, 28, 29, 41, 43, ~~52A, 52B, 54, 55~~, Computer Information Systems 13, ~~Business 22, 29, 60B~~;

three courses from: Business 1A or 11; Business 20, 25, ~~Computer Information Systems 13~~

Total units: ~~36-37~~ 33-34

Recommendation

18 units of the major requirements must be completed at El Camino College.

Business 22, 27, 28, 29, 41, 43, 55, Computer Information Systems 13;

three courses from: Business 1A or 11; Business 20, 25

Total units: 33-34

2. Business - Office Administration: Office Systems Option

Current Status/Proposed Change

18 units of the major requirements must be completed at El Camino College. Business ~~16~~, 27, 28, 40, 41, 43, 52A, 52B, 54, 55, 60A, 60B, 60C, Computer Information Systems 13;

~~two courses from: Business 49abcd, 56abcd, 57abcd;~~

one course from: Computer Information Systems 26, 28

Total units: ~~32~~ 30

Recommendation

18 units of the major requirements must be completed at El Camino College.

Business 27, 28, 40, 41, 43, 52A, 52B, 55, 60A, 60B, 60C, Computer Information Systems 13;

one course from: Computer Information Systems 26, 28

Total units: 30

CHANGE IN CERTIFICATE OF ACHIEVEMENT; COURSE REQUIREMENTS, UNITS

1. Business - Office Administration: Bookkeeping Clerk

Current Status/Proposed Change

Business 11 or 1A; Business 15, ~~16, 40~~, 41, 43, ~~60B~~; Business 3 or Computer Information Systems 26; ~~Business 54~~ or Computer Information Systems 13

Total units: ~~20-23~~ 16-18

Recommendation

Business 11 or 1A; Business 15, 41, 43; Business 3 or Computer Information Systems 26; Computer Information Systems 13

Total units: 16-18

2. Business - Office Administration: Office Applications Specialist

Current Status/Proposed Changes

Business ~~16~~, 27, 40, 43, 52A, 52B, ~~54~~, 55, 60C, Computer Information Systems 13;

~~two courses from: Business 49abcd, 56abcd, 57abcd~~

Total units: ~~24~~ 20

Recommendation

Business 27, 40, 43, 52A, 52B, 55, 60C, Computer Information Systems 13

Total units: 20

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

	<u>Page No.</u>
A. Destruction of Records.....	33
B. Board Policy 5700 – Athletics – Second Reading and Adoption.....	33
C. Spring 2012 Forensics Team Tournaments.....	33

STUDENT AND COMMUNITY ADVANCEMENT

A. **DESTRUCTION OF RECORDS**

It is recommended that the Board of Trustees approve destruction of the following records from Assessment/Testing:

Name of records: Placement Testing Records and accompanying materials
Duration kept: Five years
Dates to Destroy: January 1, 2003 through December 31, 2006
Class: Three
Reference: Title 5 California Code of Regulations, California
Community Colleges, Article 2, Sections 59023-59026.

B. **BOARD POLICY 5700 - ATHLETICS**

It is recommended that the Board of Trustees receive for Second Reading and Adoption Board Policy 5700 – Athletics as attached.

C. **SPRING 2012 FORENSICS TEAM TOURNAMENTS**

It is recommended that the Board of Trustees approve the following Spring 2012 Forensics Team Tournaments. Expenses will be paid from Auxiliary, District and fund-raising funds. Advisors: Francesca Bishop, Mark Crossman, and Diana Crossman.

<u>Date</u>	<u>Tournament</u>	<u>Location</u>	<u>Cost not to Exceed</u>
1/21-22	Concordia “Free”	Concordia	\$ 300
1/28-29	Back to the Beach	Mt. SAC	\$1,000
2/10-12	Cowboy Swing	Glendale CC	\$1,000
3/23-25	National Parliamentary Debate Association	Western Washington	\$1,500

The following students are scheduled to attend one or more tournaments
Brandon Blackmon, Jonathan Deatherage, Richard Ewell, Sabeen Jafri,
Daniel Kim, Ashley Lanning, Sarah Malik, Aubrey Manahan, Morgan McNally,
Shannon Meredith, Johanna Ortega, Harrison Shieh, Kevin Tomac, Thomas Tsai,
Nick Walden, Kelsey Wayne

STUDENT AND COMMUNITY ADVANCEMENT

Board Policy 5700

Athletics

The District shall maintain an organized program for men and women in intercollegiate athletics. The program shall not discriminate on the basis of gender in the availability of athletic opportunities.

The Superintendent/President or designee shall assure that the athletics program complies with the California Community Colleges Athletic Association Constitution and Sports Guides, and appropriate Conference Constitution regarding student athlete participation.

Information regarding eligibility requirements and participation procedures can be found at www.elcamino.edu/athletics/eligible.asp

Reference:

Education Code Section 78223, 666271.6, 66271.8

El Camino College
Adopted:

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

	<u>Page No.</u>
A AB 2910 – Quarterly Fiscal Status Reports	36
B 2010 – 2011 Audit Report	37
C Non-Resident Tuition Fee For 2012-2013	37
D Contracts Under \$81,000.....	37
E Contracts Over \$81,000.....	39
F Personal Service Agreements	40
G Destruction of Records	40
H Purchase Orders and Blanket Purchase Orders	40

Administrative Services

A. AB 2910 – Quarterly Fiscal Status Reports

It is recommended that the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending December 31, 2011. AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report for December 31, 2011, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11).

FISCAL YEAR 2011-12

Quarter Ended (Q2) December 31, 2011

<u>General Fund</u>	<u>2011-12 Budget</u>	<u>Year-to-Date Actuals</u>	<u>Percentage</u>
INCOME			
Federal	\$80,000	\$38,383	47.98%
State	62,460,421	33,864,783	54.22%
Local	37,682,084	19,710,722	52.31%
Interfund Transfers	<u>800,000</u>	<u>0</u>	
Total Income	\$101,022,505	\$53,613,888	
APPROPRIATIONS			
Academic Salaries	\$45,700,366	\$18,152,241	39.72%
Classified Salaries	24,882,870	10,984,305	44.14%
Staff Benefits	19,734,530	9,644,325	48.87%
Supplies/Books	1,222,000	545,941	44.68%
Other Operating Expenses	11,336,788	5,095,152	44.94%
Capital Outlay	79,600	56,845	71.41%
Other Outgo	<u>5,790,000</u>	<u>5,150,000</u>	88.95%
Total Appropriations	<u>\$108,746,154</u>	<u>\$49,628,809</u>	
Net Revenue	<u>(\$7,723,649)</u>	<u>\$3,985,079</u>	

B. 2010-2011 Audit Report

It is recommended that the Board accept the annual financial audit report prepared by Vavrinek, Trine, Day and Co. for the El Camino Community College District. Copies of the audit report for the 2010-2011 fiscal year have been distributed to the Board of Trustees. The District received an unqualified opinion on its financial statements for 2010-11. The public may review the audit report in the Office of the Vice President-Administrative Services, in Administration Room ADM 106, or on the web at: <http://www.elcamino.edu/administration/board/> .

C. Non – Resident Tuition Fee For 2012-2013

It is recommended that the Board of Trustees adopt the non-resident tuition fee for the fiscal year 2012-13, commencing with the summer session of 2012, in the amount of \$179 per unit of course work pursuant to Education Code Section 76140. Non-resident students are residents of a state other than California, or residents of a foreign country.

It is also recommended that the Board of Trustees adopt a non-resident capital outlay fee for the fiscal year 2012-2013, commencing with summer session 2012, in the amount of \$32 per unit of course work, pursuant to Education Code Section 76141 (a). The additional fee for all non-resident students is permitted to be charged for capital outlay purposes. El Camino College will set aside these additional dollars for the purpose of capital outlay, maintenance, and equipment.

The 2012-2013 combined non-resident tuition and capital outlay fee rate is \$211 per unit. The 2011-12 combined non-resident tuition fee and capital outlay fees rate is also \$211 per unit. The 2012-2013 adjustments to the rates are based on formulas provided by the State Chancellor’s Office using reported statewide averages, District FTES and expenditures, and rates charged by neighboring districts.

D. Contracts Under \$81,000

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

- 1. Contractor:** COLLEGE OF THE DESERT
Services: Contractor will provide Alternative and Renewable Fuel and Vehicle Technology Program training to various cities and municipalities in Southern California.
Requesting Dept.: Student and Community Advancement – Center for Applied Competitive Technologies (CACT)
Date(s): 1/18/12 –2/28/13

- Financial Terms:** Cost not to exceed \$75,000
Funded by Employment Training Panel (ETP) and AB 118
2. **Contractor:** **FULL CAPACITY MARKETING**
Services: Contractor will develop marketing and web site services for the CACT Hub grant project.
Requesting Dept.: Student and Community Advancement – CACT
Date(s): 2/1/12 –6/30/12
Financial Terms: Cost not to exceed \$12,420
Funded by a grant from the Chancellor’s Office
3. **Contractor:** **GRAND CANYON TRAINING AND CONSULTING**
Services: Contractor will provide 30 hours of Geometric Dimensioning and Tolerancing Training.
Requesting Dept.: Student and Community Advancement – CACT
Date(s): 2/1/12 –6/30/12
Financial Terms: Cost not to exceed \$5,000
Funded by a sub-grantee agreement from the North Orange County Community College District
4. **Contractor:** **HOSTILE CONTROL TACTICS, LLC**
Services: Contractor will receive Vessel Security Officer Certification training for its employees.
Requesting Dept.: Student and Community Advancement – Workplace Learning Resource Center (WpLRC)
Date(s): 1/1/12 –6/30/12
Financial Terms: Projected gross income \$75,750
5. **Contractor:** **TORRANCE MEMORIAL MEDICAL CENTER**
Services: Contractor will provide its facilities for students enrolled in the Paramedic Training Institute for clinical experience.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 3/1/12 –3/31/13
Financial Terms: No cost to the District
6. **Contractor:** **PUBLIC OPINION STRATEGIES**
Services: Contractor will conduct a survey and provide analysis regarding a potential extension of the existing bond measure.
Requesting Dept.: President Office – Community Relations
Date(s): 1/18/2011 – 4/30/2011
Financial Terms: Not to exceed \$50,000

7. **Contractor:** **VICENTI, LLOYD & STUTZMAN LLP**
Services: Contractor will prepare the Indirect Cost Rate Proposal for submission to the Department of Health and Human Services using the “Simplified Method”, submit the proposal within Federal specified guidelines and assist during the rate negotiation process with the Department of Health and Human Services.
Requesting Dept.: Administrative Services
Date(s): 1/17/12 – 6/30/12
Financial Terms: Cost not to exceed \$8,000
8. **Contractor:** **YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD DEVELOPMENT TRAINING CONSORTIUM**
Services: Contractor will serve as the Regional Coordinator to support implementation of the Competencies Integration Project for child development courses at El Camino College.
Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 9/1/11 –6/15/12
Financial Terms: Projected gross income \$19,203

E. Contracts Over \$81,000

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

1. **Contractor:** **CUSTOM CORPORATE COMMUNICATIONS**
Services: Contractor will provide California ETP Regular Core Programs training to companies administered by the District’s CACT.
Requesting Dept.: Student and Community Advancement – CACT
Date(s): 1/18/12 –10/2/13
Financial Terms: Cost not to exceed \$200,000
 Funded by the ETP
2. **Contractor:** **QUEST CONSULTING AND TRAINING CORPORATION**
Services: Contractor will provide California ETP Regular Core Programs training to companies administered by the District’s CACT.
Requesting Dept.: Student and Community Advancement – CACT
Date(s): 1/18/12 –10/2/13
Financial Terms: Cost not to exceed \$100,000
 Funded by the ETP

F. Personal Service Agreements

1. **Contractor:** **GERALD SWINEY**
Services: Contractor will provide maintenance for the carpentry shop equipment.
Requesting Dept.: Administrative Services – Facilities Planning and Services
Date(s): 11/2/11 – 6/30/12
Financial Terms: Cost not to exceed \$800

2. **Contractor:** **JENNY TRANG NGUYEN THUY CU**
Services: Contractor will develop and deliver customized on-site training to contracted companies in Vocational English as a Second Language for Manufacturing (English to Vietnamese).
Requesting Dept.: Student and Community Advancement – WpLRC
Date(s): 1/18/12 –6/30/12
Financial Terms: Cost not to exceed \$5,000
Funded by ETP

G. Destruction of Records

It is recommended the Board of Trustees approved the destruction and disposal of the following Class II and Class III Optional and Disposable records. These documents have met the required retention period and are not in conflict with Government Code Section 34090, California Penal Code Section 832.5 and California Evidence Code Section 1045.

Campus Police Department Records 2004-2008

J. Purchase Orders And Blanket Purchase Orders

It is recommended all purchase orders be ratified as shown.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 11	Unrestricted - El Camino			
P0501522	Chemsearch	Paint Shop	Non-Instruct Supplies	\$766.19
P0501579	U.S. Bank	Institutional Services	Escrow/adminstrtn fees -	\$500.00
P0501582	Education Mandated	Institutional Services	Contract Services	\$2,000.00
P0501587	Source 4	Fiscal Services	Non-Instruct Supplies	\$676.13
P0501588	National League for	Nursing	Other Books	\$195.42
P0501594	One Day Paint and	Facilities/Planning/Serv	Repairs Noninstructional	\$422.75
P0501595	McMaster Carr	Automotive Collision	Instructional Supplies	\$735.16
P0501596	Accca	Public Relations &	Conferences Mgmt	\$395.00
P0501598	Quickstart Intelligence	Information Technology	Transportation/ Mileage And	\$3,150.00

P0501606	Us Geological Survey	Earth Sciences	Instructional Supplies	\$151.81
P0501610	Cummins-Allison	Fiscal Services	Repairs Noninstructional	\$311.34
P0501613	Uline Shipping Supply	Art Department	Instructional Supplies	\$373.56
P0501614	Association for	Institutional Research	Publications/ Periodicals And	\$105.00
P0501617	Quality Business	Human Resources	Non-Instruct Supplies	\$73.51
P0501621	McMaster Carr	Automotive Technology	Instructional Supplies	\$468.35
P0501622	A-1 Coast Rentals	Fire Academy 06-07	Repairs - Instructional	\$92.44
P0501625	I.C.I. Dulux Paint Store	Art Department	Instructional Supplies	\$243.42
P0501630	City of Torrance	Institutional Services	Regulatory	\$2,365.84
P0501631	Verizon Wireless	Health,Safety and Risk	Telephone	\$17.36
P0501638	COFFEY	Hazmat	Other Services And Expenses	\$539.00
P0501639	Discount Two-Way	Facilities/Planning/Serv	Non-Instruct Supplies	\$378.80
P0501643	Dell Marketing L. P.	Office Administration	Software	\$442.83
P0501644	Marriott Hotel	TECHNOLOGY &	Contract Services	\$1,500.00
P0501650	HACU-Member	VP-SCA	Dues And Memberships	\$9,120.00
P0501659	ACCCA	Counseling Office	Conferences Mgmt	\$295.00
P0501660	Law Office L. Frierson	Institutional Services	Legal	\$4,106.25
P0501661	VWR Scientific	Life Sciences	Instructional Supplies	\$5,738.10
P0501665	Matthew Bender	Div Office Instr.	Library Books	\$1,126.57
P0501666	Nolo Press	Div Office Instr.	Library Books	\$33.44
P0501667	ADT Security Services	Div Office Instr.	Other Services And Expenses	\$371.40
P0501669	Fast Deer Bus Charter	Transfer Center	Transportation	\$700.00
P0501670	Western State Design	Physical Education	Repairs Parts And Supplies	\$340.48
P0501672	Duraflex International	Physical Education	Repairs Parts And Supplies	\$78.00
P0501673	Peterson's Hydraulic	Automotive Collision	Repairs - Instructional	\$652.50
P0501676	Spectrum Products	Physical Education	Repairs Parts And Supplies	\$215.46
P0501677	Holabird Sports	Physical Education	Instructional Supplies	\$1,466.92
P0501682	Ohio State University	Institutional Research	Publications/ Periodicals And	\$47.00
P0501683	South Bay Wildlife	Life Sciences	Contract Services	\$250.00
P0501685	Us Geological Survey	Earth Sciences	Instructional Supplies	\$119.84
P0501686	B & H Photo-Video	Earth Sciences	Instructional Supplies	\$255.51
P0501690	B & H Photo-Video	Film/Video	Repairs Parts And Supplies	\$725.17
P0501691	The Apple Store	Film/Video	Repairs Parts And Supplies	\$613.35
P0501693	Kimberly Wilkinson	Ctr for Arts Production	Non-Instruct Supplies	\$364.86
P0501695	American Express	I&T Div Ofc	Conferences Mgmt	\$159.00
P0501697	Law Office L. Frierson	Institutional Services	Legal	\$281.25
P0501699	Insight Subrosa Group	Institutional Services	Other Services And Expenses	\$4,640.00
P0501700	CDW-G	Facilities/Planning/Serv	Non-Instruct Supplies	\$191.74
P0501704	Daily Breeze, the	Ctr for Arts Promo	Multi Media Advertising	\$1,815.00
P0501705	Ticket Envelope	Ctr for Arts Ticket Office	Non-Instruct Supplies	\$1,370.25
P0501706	AT&T Mobility	Health,Safety and Risk	Telephone	\$138.17
P0501709	Intelliccept	Facilities/Planning/Serv	Repairs Noninstructional	\$606.12
P0501710	Forensic Analytical	Hazmat	Other Services And Expenses	\$750.30
P0501717	Datatel, Inc.	Information Technology	Maintenance Contracts	\$6,515.00
P0501718	Bank of America	Presidents Office	Conferences Mgmt	\$1,940.00
P0501720	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$500.88
P0501723	Kimberly Wilkinson	Ctr for Arts Production	Non-Instruct Supplies	\$369.68
P0501724	Gall's Inc	Fire Academy 06-07	Instructional Supplies	\$72.48
P0501725	Golden West Industries	Art Department	Instructional Supplies	\$2,555.17
P0501734	NCMPR	Public Relations &	Non-Instruct Supplies	\$90.00
P0501736	Community College	Public Relations &	Conferences Mgmt	\$455.00
P0501742	A Scooter 4 U, Inc.	SRC Accessibility Fund	Repairs Noninstructional	\$447.25
P0501743	Quickstart Intelligence	Information Technology	In-Service Training	\$3,150.00
P0501753	Kater-Crafts	V.P. Academic Affairs	Non-Instruct Supplies	\$240.00
P0501758	Image IV Systems	English	Instructional Supplies	\$155.17

P0501759	Law Office L. Frierson	Institutional Services	Legal	\$8,550.00
P0501760	Barracuda Networks	Information Technology	Maintenance Contracts	\$5,098.00
Fund 11 Total: 66				\$82,614.22

Fund 12 Restricted - El Camino

P0501577	Learning Academy	El Camino Language	Contract Services	\$1,500.00
P0501578	B & H Photo-Video	EOPS CARE	New Equip - Noninstr \$5k less	\$393.02
P0501581	Campus Food Services	EOPS	In-Service Training	\$732.25
P0501589	HR Confidential, Inc.	WPLRC - ETP	Contract Services	\$800.00
P0501609	Rhapsody in Taps	Artes de El Camino	Contract Services	\$3,710.50
P0501619	At Your Service	Small Bus. Admin	Transportation/ Mileage And	\$966.00
P0501620	Speedy Hydraulic	Ref & Lane Tech(Smg	Repairs - Instructional	\$70.00
P0501632	AT&T Mobility	Parking Fees Permit	Other Services And Expenses	\$87.34
P0501633	Joshua S. Armstrong	Parking-Student	Non-Instruct Supplies	\$271.65
P0501634	Bayside Medical Center	Parking-Student	Other Services And Expenses	\$120.00
P0501635	Botach Tactical	Parking-Student	New Equipment -	\$520.93
P0501636	Midas Auto Repair	Parking-Student	Repairs Non Instr	\$253.02
P0501637	Northeast Wisconsin	Parking-Student	In-Service Training	\$175.00
P0501641	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$9,022.00
P0501651	S and B Compton	Industry Driven Reg.	Non-Instruct Supplies	\$447.50
P0501652	ACCCA	CalWORKs	Conferences Other	\$295.00
P0501662	Assist Design	Matriculation	Non-Instruct Supplies	\$7,488.06
P0501663	American Express	NSF-Aerospace Mfg Ed	Conferences Other	\$74.93
P0501668	Foreign Trade	Matching - IDRC, etc.	Dues And Memberships	\$75.00
P0501675	Susan D. Brouillette	WRIEC Year 2	Non-Instruct Supplies	\$43.75
P0501687	Orange County Sheriff's	Parking-Student	In-Service Training	\$80.00
P0501688	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$17.00
P0501689	ACT-Key Train	WPLRC Industry Driven	License Fee/Site Licenses	\$4,525.00
P0501701	Campus Food Services	I&T General Donations	Non-Instruct Supplies	\$375.19
P0501703	CDW-G	Small Bus. Admin	New Equip - Noninstr \$5k less	\$1,520.89
P0501707	Efren Rangel	First Year Experience	Other Services And Expenses	\$7.98
P0501708	Cynthia Mosqueda	First Year Experience	Other Services And Expenses	\$33.45
P0501721	American Express	Community Education	Transportation/ Mileage And	\$119.70
P0501722	Campus Food Services	EOPS	Non-Instruct Supplies	\$375.19
P0501730	Sidedoor Studio, The	El Camino Language	Multi Media Advertising	\$270.00
P0501731	National Promotions &	El Camino Language	Printing	\$1,190.81
P0501739	Omarr E. Mejia	First Year Experience	Other Services And Expenses	\$144.00
P0501747	Starleen Van Buren	SBDC Program Income	Non-Instruct Supplies	\$99.73
P0501754	Barnes & Noble	(STCW) Standards for	Other Books	\$856.41
Fund 12 Total: 34				\$36,661.30

Fund 15 General Fund -Special Programs

P0501664	Thomson West	Div Office Instr.	Library Books	\$4,017.77
P0501674	Campus Food Services	Div Office-Studnt	Contract Services	\$1,469.63
P0501732	A-1 Office Concepts	2010-11 VP-Admin Svc	New Equipment - Instructional	\$5,535.33
\$11,022.73				Fund 15 Total: 3

Fund 79 Auxiliary Services

P0501580	Daniel F. Martinez	Fine Arts	Non-Instruct Supplies	\$150.00
----------	--------------------	-----------	-----------------------	----------

P0501591	Paradise Awards	Health Sciences and	Non-Instruct Supplies	\$478.52
P0501593	Red Oak Bbq Co	Health Sciences and	Non-Instruct Supplies	\$690.07
P0501597	Barbara Pflaumer	Fine Arts	Non-Instruct Supplies	\$300.00
P0501599	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$54.07
P0501600	Bryan E. Bates	Fine Arts	Non-Instruct Supplies	\$489.97
P0501623	Pfinix	Fine Arts	Non-Instruct Supplies	\$150.00
P0501624	Kelli L. Lundin	Fine Arts	Non-Instruct Supplies	\$250.00
P0501684	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$50.00
P0501692	Artillery Magazine	Fine Arts	Non-Instruct Supplies	\$350.00
P0501702	Paradise Awards	Health Sciences and	Non-Instruct Supplies	\$97.88
P0501751	Edith Abeyta	Fine Arts	Non-Instruct Supplies	\$200.00
P0501752	Raoul De La Sota	Fine Arts	Non-Instruct Supplies	\$200.00

Fund 79 Total: 13

\$3,460.51

Fund 82 Scholarships & Trust/Agency

P0501592	Red Oak Bbq Co	Health Sciences and	Fundraising	\$1,704.06
P0501607	Duraflex International	Health Sciences and	Fundraising	\$950.00
P0501608	Colorado Time	Health Sciences and	Fundraising	\$1,384.38
P0501711	Campus Food Services	Health Sciences and	Fundraising	\$2,537.91

Fund 82 Total: 4

\$6,576.35

PO Funds Total: 120

\$140,335.11

Fund 11 Unrestricted - El Camino

B0501454	Bennett Gardening	Grounds	Repairs Noninstructional	\$6,430.00
B0510771	ECCD Petty Cash	Ctr for Arts Promo	Non-Instruct Supplies	\$2,000.00
B0510772	The ELS Group, LLC	Institutional Services	Contract Services	\$35,000.00
B0510773	1099 Pro., Inc.	Fiscal Services	Contract Services	\$17,000.00
B0510775	Building Automation	Facilities/Planning/Serv	Repairs Noninstructional	\$5,000.00
B0510783	South Bay Heating & Air	Facilities/Planning/Serv	Repairs Noninstructional	\$14,700.00
B0510786	Crenshaw Lumber	Construction	Instructional Supplies	\$831.00
B0510788	ECCD Petty Cash	Ctr for Arts Front of	Non-Instruct Supplies	\$100.00

Fund 11 Total: 8

\$81,061.00

Fund 12 Restricted - El Camino

B0510774	Campus Food Services	CACT COCCC	Non-Instruct Supplies	\$1,200.00
B0510780	Cerritos Community	Cact CA Employee	Contract Services	\$500,000.00
B0510782	Dowden Associates,	Title III- H S I - STEM	Contract Services	\$30,000.00
B0510798	E.C.C. Public	IDRC Green	Printing	\$55.00

Fund 12 Total: 4

\$531,255.00

Fund 79 Auxiliary Services

B0510781	E.C.C. Public	Counseling Office	Non-Instruct Supplies	\$300.00
----------	---------------	-------------------	-----------------------	----------

					Fund 79 Total: 1
		\$300.00			
Fund 82	Scholarships & Trust/Agency				
B0510777	Buddy's All Stars Inc.	Health Sciences and	Fundraising		\$11,000.00
					Fund 82 Total: 1
		\$11,000.00			
					BPO Funds Total: 14
			\$623,616.00		
					<u>Grand Total POs and BPOs: 134</u>
		\$763,951.11			

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

	<u>Page No.</u>
A. Category Budgets and Balances.....	46
B. Contract – Heider Engineering Services, Inc. – Parking Lot Lighting & Security Camera Upgrade Project	48
C. Contract – Sandy Pringle Associates – Parking Lot Lighting & Security Camera Upgrade Project	48
D. Change Order – Taisei Construction Corporation – Math Business Allied Health Project.....	49
E. Unilateral Change Order – Taisei Construction Corporation – Math Business Allied Health Project.....	49
F. Retention Reduction – Al Shankle Construction Company – Social Science Modernization Project.....	50
G. Retention Reduction – Mackone Development, Inc. – Bookstore Modernization Project.....	50
H. Purchase Orders and Blanket Purchase Orders.....	50

Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

The following table reports Measure E expenditures and commitments through December 31, 2011.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
<u>Additional Classrooms and Modernization</u>				
Acquisitions	\$705,867	\$705,867	\$0	\$0
Architectural Barrier Removal Phase 2	18,520	18,520	0	0
Athletic Education and Fitness Complex	42,223,638	1,245,430	1,394,475	39,583,733
Bookstore/Cafeteria Conversion to Admin.	10,868,608	9,102,158	85,485	1,680,966
Math Business & Allied Health Building	36,942,427	22,804,339	6,719,487	7,418,602
Central Plant	14,545,000	14,235,057	73,175	236,768
Child Development Center Phase 2	30,470	30,470	0	0
Crenshaw Blvd. Frontage Enhancement	13,373	13,373	0	0
Fire Academy Structure	164,893	164,893	0	0
Fire Program Facility	1,651	1,651	0	0
Humanities Complex Replacement	30,552,368	30,036,015	313,834	202,519
Learning Resource Center Addition	5,099,964	5,041,952	27,456	30,556
MBB Parking Structure & Entrance	35,431,214	86,547	0	35,344,667
Remodeling Phase One-Three	850,766	842,216	8,549	0
Science Complex Renovation	8,869,136	6,853,055	88,990	1,927,092
Student Services and Activities Replacement	41,077,921	1,985,270	0	39,092,651
Temporary Space and Relocation Costs	3,668,293	3,468,293	17,240	182,760
Signage and Wayfinding	1,295,309	566,940	77,892	650,477
Architectural Planning Contingency	5,000,000	7,484	2,209	4,990,306
Total Addl. Classrooms/Modernization	<u>\$237,359,418</u>	<u>\$97,209,529</u>	<u>\$8,808,791</u>	<u>\$131,341,097</u>
<u>CSI: Accessibility: Safety/Security</u>				
Asphalt Resurfacing - All Lots	\$400,000	\$14,975	\$0	\$385,025
Emergency Generators and Distribution	116,173	116,173	0	0
Emergency Power to Security Lighting	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H	30,208	30,208	0	0
Fencing Replacement and Additions (0305)	105,777	5,777	0	100,000
Landscaping/Irrigation System Replacements	1,049,932	49,932	0	1,000,000
Lighting - Upgrade / Replace All Lots	3,059,807	302,988	58,230	2,698,589
Lot F Parking Structure Improvements	34,926	34,926	0	0
Lot H Parking Structure	24,371,895	24,128,977	11,580	231,338
Paving Replacement - All Walk/ Driveways	1,110,695	706,085	26,174	378,436
Pedestrian Walks at MBB & Lot E	7,898	7,898	0	0
Security Video	2,007,831	234,677	40,058	1,733,096
Voice / Data / Signal Site Duct Bank	117,130	117,130	0	0
Total CSI: Accessibility, Safety / Security	<u>\$32,416,561</u>	<u>\$25,754,033</u>	<u>\$136,042</u>	<u>\$6,526,486</u>

Energy Efficiency Improvements

Energy Efficiency Improvements Phase Two	<u>\$2,818,000</u>	<u>\$2,756,836</u>	<u>\$0</u>	<u>\$61,164</u>
Total Energy Efficiency Improvements	<u>\$2,818,000</u>	<u>\$2,756,836</u>	<u>\$0</u>	<u>\$61,164</u>

Health and Safety Improvements

Administration	\$112,740	\$112,740	\$0	\$0
Art & Behavioral Sciences	369,585	369,585	0	0
Infrastructure Phase 1-3	45,470,718	39,121,566	1,834,436	4,514,716
Auxiliary Warehouse	1,301	1,301	0	0
Communications	219,262	219,262	0	0
Construction Technology	16,466	16,466	0	0
Domestic Water System	110,208	110,208	0	0
Facilities and Receiving	215,159	215,159	0	0
Fire Alarm	277,817	277,817	0	0
Firelines	119,905	119,905	0	0
Hazardous Materials Abatement	176,465	175,573	0	892
Restroom Access Compliance	2,000,000	864,737	898,758	236,505
Library	452,759	452,759	0	0
Marsee Auditorium	460,474	460,474	0	0
Industry & Technology Building	34,309,701	1,676,875	1,166,547	31,466,279
Music	240,600	240,600	0	0
Natural Gas System	13,852	13,852	0	0
North Gymnasium	262,214	262,214	0	0
Physical Education and Men's Shower	78,178	78,178	0	0
Planetarium	12,815	12,815	0	0
Pool and Health Center	505,821	502,185	0	3,636
Primary Electrical Distribution System	5,062,019	5,061,211	0	808
Reimbursements	1,414,353	1,414,353	0	0
Security Systems	30,245	30,245	0	0
Sewer System	55,449	55,449	0	0
Social Sciences	4,484,449	4,034,748	431,755	17,946
Storm Drain System	30,644	30,644	0	0
Technical Arts	405,147	405,147	0	0
Shops	<u>31,891,195</u>	<u>1,396,838</u>	<u>981,976</u>	<u>29,512,381</u>
Total Health and Safety Improvements	<u>\$128,799,541</u>	<u>\$57,732,905</u>	<u>\$5,313,472</u>	<u>\$65,753,164</u>

Information Technology and Equipment

Behavioral and Social Sciences	\$554,077	\$164,531	\$0	\$389,546
Business	643,650	489,657	0	153,993
Facilities Planning and Services	625,724	400,970	0	224,754
Fine Arts	1,094,948	868,856	69,448	156,644
Health Sciences and Athletics	926,427	743,714	20,838	161,875
Humanities	425,978	217,287	0	208,691
Industry and Technology	983,641	603,958	-987	380,670
Information Technology	12,857,370	7,328,214	23,922	5,505,234
Learning Resources	3,025,003	515,255	0	2,509,748
Math	723,061	231,191	0	491,870

Natural Sciences	1,860,479	673,930	0	1,186,549
Nursing	252,651	116,478	0	136,173
Student and Community Advancement	645,925	257,753	0	388,172
Interfund Transfer	141,150	141,150	0	0
Campus Police	66,650	66,650	0	0
Purchasing	9,418	9,418	0	0
Phase II, III, IV Purchases	0	0	0	0
Installation Contingency	349	349	0	0
Total I.T. and Equipment	<u>\$24,836,501</u>	<u>\$12,829,360</u>	<u>\$113,221</u>	<u>\$11,893,920</u>
<u>Physical Education Facilities Improvements</u>				
Baseball Field	\$572	\$572	\$0	\$0
North Field	0	0	0	0
Sand Volleyball	0	0	0	0
Reserve for Contingencies	0	0	0	0
Total Physical Education Facilities	<u>\$572</u>	<u>\$572</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$426,230,593</u>	<u>\$196,283,235</u>	<u>\$14,371,527</u>	<u>\$215,575,831</u>

B. CONTRACT – HEIDER ENGINEERING SERVICES, INC. – PARKING LOT LIGHTING & SECURITY CAMERA UPGRADE PROJECT

It is recommended the Board of Trustees approve entering into a contract with Heider Engineering Services to provide on-going special testing and inspection services to the District for the Parking Lot Lighting & Security Camera Upgrade Project.

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

Dates of Services: January 2012 through October 2012

Cost: Cost not to exceed \$30,000.

C. CONTRACT – SANDY PRINGLE ASSOCIATES – PARKING LOT LIGHTING & SECURITY CAMERA UPGRADE PROJECT

It is recommended the Board of Trustees approve entering into a contract with Sandy Pringle Associates to provide on-going inspection services to the District for the Parking Lot Lighting & Security Camera Upgrade Project.

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

Dates of Services: January 2012 through October 2012

Cost: Cost not to exceed \$30,000.

D. CHANGE ORDER – TAISEI CONSTRUCTION CORPORATION– MATH BUSINESS ALLIED HEALTH PROJECT

It is recommended the Board of Trustees approve the following change order.

Contractor was directed to provide labor and materials to relocate Vault # 20 (the chilled and heated water on the northwest corner of the building) to be parallel to the sidewalk.

Total Change Order Amount	<u>\$19,379</u>
Original Contract Amount	\$20,666,000
Prior Changes	778,282
This Change Order Amount	<u>19,379</u>
New Contract Amount	<u>\$21,463,661</u>

E. UNILATERAL CHANGE ORDER – TAISEI CONSTRUCTION CORPORATION– MATH BUSINESS ALLIED HEALTH PROJECT

It is recommended that the Board of Trustees approve the following change order.

Pricing proposed by the Contractor for any of the items subject to this Change Order and not incorporated herein are deemed denied by the District. Issuance of this Change Order and the District's payment of costs indicated in this Change Order is not a waiver of any right of the Contractor to pursue remedies relating to the Contractor's proposed pricing which is not incorporated above, provided that the Contractor strictly complies with dispute resolution provisions of the Contract Documents or arising by operation of law, as applicable.

Contractor was directed to modify the east elevation window box frame to place the window shade fins on the left hand side. The construction documents contained a detail drawing for the building's east and west elevations, showing the window box frames, were to be fabricated with the window shade fin on the right hand side. The window box frames were fabricated accordingly. However, for the east elevation, the window shade

fin should have been shown to be on the left hand side.

Total Change Order Amount	<u>\$98,844</u>
Original Contract Amount	\$20,666,000
Prior Changes	797,661
This Change Order Amount	<u>98,844</u>
New Contract Amount	<u>\$21,562,505</u>

F. RETENTION REDUCTION – AL SHANKLE CONSTRUCTION COMPANY – SOCIAL SCIENCE MODERNIZATION PROJECT

It is recommended the Board of Trustees approve reducing the percentage of retention withheld from the contractor’s payment from 10% to 5% for work performed on the project.

The project is substantially completed. The remaining five-percent retention will be adequate to protect the College’s interest.

G. RETENTION REDUCTION – MACKONE DEVELOPMENT, INC. – BOOKSTORE MODERNIZATION PROJECT

It is recommended the Board of Trustees reduce the amount of retention withheld from Mackone Development Inc. for work performed on the Bookstore Modernization Project. The recommended reduction amount is \$207,562.

Work is nearly complete on the project. The current retention amount is \$415,124. After the reduction the remaining \$207,562 will be adequate to protect the College’s interest.

A recommendation for payment of the remaining retention is pending approval of project close-out documentation and test results.

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

The following purchase orders have been issued in accordance with the District’s purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders for Measure E expenditures be ratified and

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

PO #	VENDOR NAME	SITE NAME	DESCRIPTION	COST
P501618	DGS	Athletic Education/Fitness	Architecture & Engineering	\$24,913.14
P501671	SWRCB Accounting	Paving	Permit Processing Fees	427.00
B510776	Insignia	Signage & Wayfinding	Site Improvements	5,156.61
B510790	Hill Partnership, Inc.	Temporary Space	Architecture & Engineering	17,240.00
			TOTAL POs AND BPOs	<u>\$47,736.75</u>

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources
Lynn Solomita, Interim Vice President Human Resources**

	<u>Page No.</u>
A. Employment and Personnel Changes.....	53
B. Temporary Non-Classified Service Employees	58
C. Approval and Ratification by Board of Trustees: El Camino College Federation of Teachers for the Child Development Center Contract Ratification.....	60

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-15 and 1-18.

Academic Personnel:

1. Retirement - Dr. Massood Seyedin, full-time instructor of Mathematics, last day worked January 13, 2012, first day of retirement January 14, 2012, and that a plaque be prepared and presented to him in recognition of his service to the District since 1986.
2. Employment - Ms. Sheryl Kunisaki, full-time/temporary Faculty Coordinator, Learning Resources Division, Class II, Step 4, Academic Salary schedule, effective January 3 through June 30, 2012.
3. Change in Salary - Mr. Darrell Thompson, full-time instructor of English, Humanities Division, from Class III, Step 12 to Class IV, Step 14, Academic Salary Schedule, effective February 10, 2012.
4. Special Assignment - Ms. Kate McLaughlin and Ms. Lori Medigovich, full-time instructors of Journalism, Humanities Division, to supervise Journalism lab and student publications, to be paid \$45.14 an hour, not to exceed 120 hours or \$5,417 each, effective February 2 through June 8, 2012, in accordance with the Agreement, Article 10, Section 13(a).
5. Special Assignment - The following Counselors to provide counseling intervention for students in fifteen sections of Math 12 and 23, to be paid \$45.18 an hour, not to exceed a total of 30 hours per section or \$20,331, effective February 23 through June 8, 2012, in accordance with the Agreement, Article 10, Section 14(a).

Mary Beth Barrios
Jose Hernandez
Rene Lozano

Elaine Moore
Valencia Rayford
Sabra Sabio

6. Special Assignment - The following full-time instructors of Mathematics to receive online homework system training, to be paid \$45.18 an hour, not to exceed a total of six hours per faculty member or \$6,777, effective February 10 through February 24, 2012, in accordance with the Agreement, Article 10, Section 14(a).

Eduardo Barajas
Michael Bateman
Linda Ho
Alice Martinez

Arturo Martinez
Martha Sandoval Martinez
Ashod Minasian
Greg Scott

7. Special Assignment - The following part-time instructors of Mathematics to be trained to support the online homework system, to be paid \$45.18 an hour, not to exceed 6 hours each for a total of \$6,777, effective February 10 through February 24, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Beyenne Bayssa
Robert Caldwell
Dimetros Dammena
Farid Faridpak
Henri Feiner
Astatke Gizaw
Michael Lee
Jamar London
Hai Ngo

Hang Nguyen
Cuong Nguyen
Quyen Phung
Mohammad Rahnavard
Azam Shihabi
Alan Stillson
Jung Woo
Christie Yang

8. Special Assignment - Mr. Christopher Stevens, part-time instructor of German, Humanities Division, to administer credit-by-examination in German, to be paid \$60.18 an hour, not to exceed 8 hours or \$482, effective February 11 through June 8, 2012, in accordance with the Agreement, Article 10, Section 9(m).
9. Special Assignment - Ms. Susanna Meiers, part-time instructor of Art, Fine Arts Division, to work as art gallery curator and prepare curriculum and laboratory, to be paid \$53.26 an hour, not to exceed 480 hours or \$25,565, effective January 23 through June 15, 2012, in accordance with the Agreement, Article 10, Section 9(m).
10. Special Assignment - Mr. Michael Miller, part-time instructor of Art, Fine Arts Division, to work in art gallery student laboratory, to perform installations and prepare curriculum, to be paid \$53.26 an hour, not to exceed 224 hours or \$11,930 effective January 23 through June 15, 2012, in accordance with the Agreement, Article 10, Section 9(m).
11. Special Assignment - Mr. Mark Walch and Ms. Susan Wade, non-credit instructors in Humanities, to conduct grammar and term paper related workshops at the Writing Center, to be paid \$45.14 an hour, not to exceed 4 hours or \$181 each, effective February 11 through June 8, 2012, in accordance with the Agreement, Article 10, Section 9(m).

12. Stipend Assignment - Ms. Carolyn Almos and Ms. Caryn Desai, part-time instructors of Theatre, Fine Arts Division, to direct musical theatre production in Spring 2012, to be paid \$515 per week, not to exceed 8 weeks or \$4,120 each, effective February 6 through April 1, 2012, in accordance with the Agreement, Article 10, Section 10(d).

13. Stipend Assignment - The following full-time coaches to be hired, to be paid a weekly stipend, not to exceed 16 weeks, effective January 16 through May 4, 2012, in accordance with the Agreement, Article 10, Section 11(a).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>
John Britton	Badminton	\$ 553
Nate Fernley	Baseball	\$ 553
Dean Lofgren	M & W Track & Field	\$1,021 (2 teams)
Corey Stanbury	M & W Swimming	\$1,021 (2 teams)

14. Stipend Assignment - The following part-time coaches to be hired, to be paid a weekly stipend, not to exceed 16 weeks, effective January 16 through May 4, 2012, in accordance with the Agreement, Article 10, Section 11(a).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>
Raymond (Tony) Asaro	Baseball	\$ 515
Richard Blount	Men's Volleyball	\$ 515
Elaine Martinez	Women's Softball	\$ 515
Kevin Hughley	M & W Track & Field	\$ 515
Stacy Komai	Men's Golf	\$ 515
Sean Sheil	M & W Track & Field	\$ 515
Steve Van Kanegan	M & W Tennis	\$1,030 (2 teams)

15. Employment - The following part-time/temporary instructors to be hired as needed for the 2012 spring semester:

Behavioral & Social Science

Geralin Clark	Kell Stone
John McDermott	Farshid Tahemia
Bradley Reynolds	

Business

Tammy Pao

Fine Arts

Carolyn Alomos	Suzanne Wong
----------------	--------------

Health Center

Theresa Berg

Julie Poepoe

Health Sciences & Athletics

Susan Endicott

Katarzyna McGoldrick

Heather Riley

Sean Sheil

Humanities

Vicki Blaho

Rebecca Ebin

Yvette Hawley

Michael Jaffe

Clinton Margrave

Industry & Technology

Leonard Barela

Timothy Dennis

Clifford Johnson

John Skipper

Learning Resources

Benjamin Barba

Eloise Nelson

Lauren Poelvoorde

Patricia Sophos

Mathematical Sciences

Hang Minh Nguyen

Azzam Shihabi

Natural Sciences

Gary Booher

Michael Brennan

Charles Drew

Robert Lindsay

Robert McLeod

Rajinder Sidhu

Special Resources Center

Bonnilee Kaufman

Classified Personnel:

1. Retirement - Mr. Thomas Connolly, Director of Accounting, Range 8, Step 5, Fiscal Services Division, Administrative Services Area, effective April, 1, 2012, plus accrued vacation.
2. Retirement - Ms. Lillian Sapp, Administrative Assistant II, Range 31, Step E, Business Services Division, Administrative Services Area, effective December 31, 2011, plus accrued vacation.

3. Resignation - Mr. Jason La, Network Technician, Range 42, Step E, Information Technology Services Division, Administrative Services Area, effective January 31, 2012, plus accrued vacation.
4. Separation - Mr. Melvin Harris, Night Custodian, Range 20, Step E, Facilities Planning and Services Division, Administrative Services Area, and that he be placed on the 39-month reemployment list, effective January 4, 2012.
5. Personal Leave of Absence 4% - Ms. Kathleen Collins, 83.33% Secretary, Range 26, Step E, Humanities Division, Academic Affairs Area, effective February 11 through June 8, 2012.
6. Personal Leave of Absence 14.25% - Ms. Kimberly Wilkinson, Costume Technician, Range 31, Step E, Fine Arts Division, Academic Affairs Area, effective February 11 through June 10, 2012.
7. Personal Leave of Absence 50% - Ms. Van Nguyen, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective February 1 through June 30, 2012.
8. Change of Assignment - Ms. Susan Brouillette, from 100% to 90% Administrative Assistant II, Range 31, Step E, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective March 1 through May 31, 2012.
9. Work Out of Classification - Ms. Martha Perez, 50% Clerical Assistant, Range 22, Step E, to work an additional 50% as Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective February 1 through June 30, 2012.
10. Employment - Ms. Isabelle Pena, Administrative Assistant II, Range 31, Step A, Industry & Technology Division, Academic Affairs Area, effective February 1, 2012.
11. Employment - Ms. Rica Young, 83.33% Instructional Media Coordinator, Range 38, Step A, Learning Resources, Academic Affairs Area effective February 1, 2012.
12. Temporary Employment - Ms. LaTasha Short, Project Specialist, (STEM, Grant Fund) Range 32, Step A, Natural Sciences Division, Academic Affairs Area, effective February 1, 2012 through September 30, 2016.

Special Services Professional

13. Ms. Josefina Bedolla - Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$52,260, Natural Sciences Division, Academic Affairs Area, effective February 1, 2012 through January 31, 2013.

Temporary Classified Services Employees

14. Ms. Dianna King - Administrative Assistant II, Range, 31, Step A, Nursing/Health Sciences and Athletics Division, Academic Affairs Area, to work 40 hours per week, effective February 1 through June 30, 2012.
15. The following individuals to work as Clerk, Range 17, Step A, on-call as needed, effective February 1 through June 30, 2012:

Jonell Herbert	Carmen Navarro
Magdalena Hughes	Norman Ortiz
Jesse Menn	Komonique Peoples
Hye Kwon	Salina Rodriguez

16. The following individuals to work as Clerical Assistant, Range 22, Step A, on-call as needed, effective February 1 through June 30, 2012:

Norman Ortiz
James Rubina
Christine Cooper

17. The following individuals to work as Senior Clerical Assistant, Range 24, Step A, on-call as needed, effective February 1 through June 30, 2012:

Ranessa Stewart	Portia Rushin-Sorunke
-----------------	-----------------------

18. The following individuals to work as Sound Technician, Range 36, Step A, Fine Arts Division, Academic Affairs Area, on-call as needed, effective February 1 through June 30, 2012:

Frances Geller	Paul Workman
----------------	--------------

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 1-7.

The following temporary, non-classified service employees are to be hired for the 2011-2012 fiscal year, paid hourly, effective February 1, 2012 through June 30, 2012, days and hours vary as needed, unless otherwise stated.

Instructional Aide Series

1. Instructional Aide I

The following individuals are to assist instructors or other staff in the classroom or laboratory setting with basic tutoring, support services, and accommodations for students.

Andrea Eisen, \$8.00 per hour

Guillermo Moreno, \$8.00 per hour

Ron Regua, \$8.00 per hour

Arturo Valdivia, \$8.00 per hour

2. Instructional Aide II

The following individual is to provide basic tutoring, support services and accommodations for students.

Rafael Speck, \$9.25 per hour

Program Aide Series

3. Program Aide VI

The following individual is to provide photo identification card services and customer service at the front counter, supervise other ID staff, repair printer, order supplies, and assist as program coordinator for photo ID area and Associate Student Board (ASB) promotions.

William Guerra, \$19.00 per hour

The following individual is to provide support to specific programs with tutorial assistance in the classroom, laboratory, and online, and help organize and coordinate various projects.

Ramon Franco, \$19.00 per hour

Sports Aide Series

4. Sports Aide VI

The following individuals are to assist the coaching staff with the coordination of all aspects of practice and competition..

Robert Estrada, \$17.00 per hour (eff. 1/1/12 to 6/30/12)
Vincent Fiamengo, \$17.00 per hour (eff. 1/1/12 to 6/30/12)

Education Professional Series

5. Education Professional II

The following individuals are to provide tutoring services, coordinate student tutors, monitor the Math Study Center, and must possess a Bachelor's degree.

Jose Martinez, \$20.00 per hour
Alice O'Leary, \$20.00 per hour
Richard Sibner, \$20.00 per hour

Training Professional Series

6. Training Professional II

The following individual is to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices.

Lisa Dillon, \$30.00 per hour (eff. 1/28/12 to 6/30/12)

7. Training Professional III

The following individual is to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Bryce Gartner, \$33.00 per hour

The following individuals are to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Michael Huerth, \$40.00 per hour
Philip Yaghmai, \$47.00 per hour

C. APPROVAL AND RATIFICATION BY BOARD OF TRUSTEES: EL CAMINO COLLEGE FEDERATION OF TEACHERS FOR THE CHILD DEVELOPMENT CENTER CONTRACT RATIFICATION

It is recommended that the Board of Trustees approve and ratify the Agreement between the El Camino Federation of Teachers for the Child Development Center and the El Camino College Community College District, effective July 1, 2011 through June 30, 2014, with reopeners for amendment of the compensation schedule, Article 6, Section 1(a). Each side can select two additional articles for negotiations in 2012/2013 and 2013/2014.

The specific negotiated articles and corresponding sections where language was altered are as follows and indicated in the attached edited Agreement.

Article VIII, Insurance Benefits, Sections 1, 2, 3, 4, 7

Article X, Holidays, Section 1

Article XVIII, Agreement & Conditions & Duration, Section 5, 6

TENTATIVE AGREEMENT

Between the El Camino Community College District and the
El Camino College Federation of Teachers – Child Development Center (CDC)

December 14, 2011

It is agreed as follows between the District and the CDC:

Article VIII INSURANCE BENEFITS

Section 1 - Medical Plans

Effective January 1, 2012, the District shall contribute (not to exceed) the following amounts for the medical insurance: \$590 per month for single, \$1,022 per month for 2-party, and \$1,328 per month for family. Any difference in the amount between the District contribution for medical insurance and the CalPERS medical insurance premium cost shall be paid by the employee through monthly payroll deductions. ~~The District shall contribute the minimum payment required in order to participate in CalPERS medical plan, toward payment of the premium of a medical plan selected by the eligible permanent CDC Teacher. The medical plan chosen by the CDC Teacher shall be one of those offered by CalPERS under the Public Employees Medical and Hospital Care Act, unless the District and the CDC negotiate a change in the carrier for health benefit insurance. The District shall contribute the minimum payment required, in order to participate in CalPERS medical plan, toward payment of the premium of a medical plan selected by the eligible permanent CDC Teacher. The medical plan chosen by the CDC Teacher shall be one of those offered by CalPERS or other providers who contract with the District.~~

(a) ~~The District shall provide as a supplemental benefit plan for each permanent CDC Teacher an amount equal to the difference between the minimum premium payment made by the District and the total cost of the medical plan selected by the CDC Teacher.~~ For the insurance year commencing January 1, 2013, the District or the Federation may commence negotiations in April 2012 to consider different medical and health insurance providers and/or carriers. If a timely request to bargain a change in insurance plans is not provided to the other party by May 1, 2012, then the parties will continue to utilize the CalPERS medical plan for 2013

(b) ~~The supplemental health benefit plan is applicable to all eligible retirees ages 55 – 65 who have ten (10) years of service with the District will be in accordance with Section 7 of this Article. The CalPERS system will deduct the monthly insurance premium only from the retiree's STRS or PERS retirement check and the District will reimburse the retiree for the applicable District contribution per Section 7. cost of the employee's health insurance premium.~~

(c) The CDC Teacher may elect to have his/her eligible dependents covered under the medical plan the CDC Teacher selects. ~~If the CDC Teacher selects either of the two CalPERS PPO/indemnity plans offered by the District, the CDC Teacher shall pay thirty percent (30%) of the cost of such dependent coverage and the District shall pay the remaining seventy percent (70%) of such cost. If the CDC Teacher selects any of the CalPERS HMO plans offered by the District, the District will pay one hundred percent (100%) of the coverage.~~

(d) **Until December 31, 2011, a** CDC Teacher whose spouse is a District employee and who selects PERSCare or PERSChoice medical plans may opt to have one (1) medical plan which covers both the employee and the employee's spouse. The District shall pay the difference between two- (2) party and family coverage in order to equalize the paid coverage for this situation. Under this option, an employee spouse would not select his/her own coverage but would opt to be covered under the CDC Teacher's Primary Coverage.

(e) CDC Teachers may, during the CalPERS open enrollment period each year, change plan coverage effective January 1 of the following year.

(f) ~~CalPERS~~ **Insurance benefits** coverage begins on the first of the month following the first day the CDC Teacher is in paid status. Thus, a CDC Teacher whose first day in paid status occurs on August 10 of any year will have coverage beginning on September 1 of that year. The CDC Teacher's coverage continues until the first of the month following a full calendar month after the month in which the CDC Teacher's last day in paid service occurs. Thus, a CDC Teacher whose last day in paid status was March 10 of any year will have coverage through the month of April. Coverage for the dental plans and the vision plan begins and ends in the same manner.

Section 2 - Dental Plans

The District will ~~continue to maintain its current~~ **provide** dental plans for all Full-Time CDC Teachers and will continue to pay the monthly premium cost of the CDC Teacher's coverage. If the CDC Teacher selects the Delta Dental **Premier Plan or equivalent plan** and elects to cover his/her eligible dependents by such plan, the CDC Teacher will pay thirty percent (30%) of the cost of such dependent coverage and the District will pay seventy percent (70%) of such cost. If the CDC Teacher selects the ~~Continental Dental~~ **Delta Care Plan or equivalent plan** and elects to cover the CDC Teacher's eligible dependents by such plan, the District will pay the entire cost of the dependent coverage.

Section 3 - Vision Plan

The District will ~~continue to maintain its current~~ **provide a** ~~V~~ vision ~~S~~ service ~~P~~ plan for Full-Time CDC Teachers and will pay the entire monthly premium cost for the CDC Teacher's coverage. If the CDC Teacher elects to have his/her eligible dependents covered by the ~~P~~ plan, the CDC Teacher will pay thirty percent (30%) of the cost of such coverage and the District will pay seventy percent (70%) of the cost of such coverage.

Section 4 - Life Insurance - AD&D

The District will ~~maintain its~~ **provide** life insurance and accidental death and dismemberment insurance plan. The District will pay for the cost of such coverage.

Section 5 - Short-Term Disability Income Insurance

The District will continue to make available to Full-Time CDC Teachers a short-term disability income insurance plan. The CDC Teacher who elects coverage by this plan shall pay the entire cost of such coverage.

Section 6 - Tax-Sheltered Annuity

The District will pay Four Hundred Twenty Dollars (\$420.00) at the end of each full year of completed service to each Full-Time CDC Teacher not electing dependent medical, dental, and vision insurance coverage for such year. The CDC Teacher may, pursuant to Internal Revenue Code regulations, use this sum for a tax-sheltered annuity contribution.

Section 7 - Retiree Medical Insurance

(a) **For employees retiring prior to July 1, 2011**, the District will provide medical insurance only for any Full-Time CDC Teacher who retires pursuant to the regulations of the California State Teacher's Retirement System after reaching age fifty-five (55), from the time of retirement until reaching age sixty-five (65) and provided the CDC Teacher remains in retired status. **With respect to employees retiring after June 30, 2011, the District will contribute toward the medical insurance premium the single-only rate specified under Article 17, Section 1 for any employee who has ten (10) years of service with the District and who retires after reaching age fifty-five (55).** Regarding dependent coverage for retirees, the District will also make available to such a retiree medical insurance and dental insurance for eligible dependents with the cost of such coverage to be borne by the retiree, provided such option for dependent coverage is made when the retiree is first eligible.

(b) **Effective July 1, 1996, and annually thereafter, per CalPERS regulations**, ~~¶~~ the District shall offer to all eligible retirees sixty-five (65) years and older, the one-time opportunity to participate in the CalPERS medical plan. Retirees, who choose not to participate in CalPERS when this one-time offer is made, relinquish all future rights to participate in CalPERS. The District shall contribute ~~the same minimum payment as specified in Section 1 of this Article~~ **the minimum CalPERS premium payment (currently \$108 per month)** for an eligible retiree who elects to participate. The retiree shall be responsible for the cost of the medical coverage equal to the difference between the District's payment and the total cost of the selected medical plan.

Section 8 - Refund Of Premiums

In the event there is a refund of insurance premiums paid, the refund shall be applied to the District's cost for the subsequent year.

Section 9 - Voluntary Tax-Sheltered Annuities

A Full-Time CDC Teacher may, subject to the provisions of the Internal Revenue Code, the California Revenue and Taxation code, and the Education Code, voluntarily elect to purchase a tax-sheltered annuity or annuities and enter into an amendment of his/her contract of employment for this purpose and effect a corresponding reduction in salary.

Section 10 - Voluntary Employee Organization Insurance Plans

Where such deduction has been requested by the CDC Teacher in a revocable written authorization, the District shall deduct monthly payments of premiums for a group life or disability insurance plan available to the CDC Teacher as a result of membership in any employee organization. The written authorization or revocation notice shall be on file with the District at least thirty (30) days in advance.

Section 11 - Disability Coverage

Any Full-Time CDC Teacher who has completed ten (10) or more years of service with the District and who is determined by the California State Teacher's Retirement System to be totally disabled and is awarded disability benefits by the California State Teacher's Retirement System, shall be eligible to continue medical coverage in the District's medical insurance plans available to CDC Teachers with the cost of such coverage to be borne by the disabled individual. The disabled individual must elect to continue such coverage at the time District sponsored coverage would otherwise lapse. Such coverage will remain in effect, subject to the payment of the premium cost by such disabled individual, until the individual attains the age of sixty-five (65) or chooses at an earlier age to discontinue making payment.

Section 12 - Part-Time CDC Teacher Benefits

(a) **Medical Premium Reimbursement** Effective January 1, 2002, the District will provide \$20,000 to the Federation of Teachers to provide for reimbursement for medical insurance premiums. This amount, if not used in full, will be carried over to the next calendar year. It will be included as an "increased cost of medical benefits" in the "Adjusted COLA" formula (Appendix E). The \$20,000 contribution shall be made annually in future years, unless different terms are negotiated in future negotiations.

(b) **Retirement** Part-Time CDC Teacher(s) shall contribute four percent (4%) of pay to the STRS Cash Balance Plan and the District shall contribute five percent (5%) of the Part-Time CDC Teacher's pay to the STRS Cash Balance Plan.

Section 13 - Domestic Partner Benefits

1. The District shall provide medical and other benefits to domestic partners in accordance with the Domestic Partner Rights and Responsibilities Act of 2003 (DPRRA). California Education Code, Section 297 provides that registered domestic partners shall have the same rights, protections, and benefits, and shall be subject to the same responsibilities and obligations, and duties under the law, whether they derive from statutes, administrative regulations, court rules, government policies, common law, or any other provisions or sources of law, as are granted and imposed upon spouses.
2. In order to be eligible for benefits, partners must register with the State of California, Secretary of State. In addition, the eligible employee and domestic partner must:
 - (a) Be unmarried and not related to each other;
 - (b) Have lived together for at least six months, sharing the common necessities interdependence;

- (c) Be at least eighteen (18) years of age and competent to enter into a contract, or, in the case of persons of opposite sex, one or both persons must be over sixty-two (62) years of age.
3. An employee has sixty (60) days from the date of enrollment with the Secretary of State to complete the HBD12 Health Enrollment Form to enroll their domestic partner and eligible dependent children.
 4. To obtain coverage both employee and their partner must certify their eligibility by completing the District's Affidavit of Domestic Partnership Form.

Article X HOLIDAYS

Section 1 – Regular Holidays

The District will observe the following holidays without loss of pay to CDC Teachers employed on a fiscal schedule:

New Year's Day
Labor Day
Martin Luther King, Jr. Day
Veteran's Day
Lincoln's Day
Thanksgiving Day
Washington's Day after Thanksgiving
Memorial Day
Christmas Day
Independence Day

Two (2) additional holidays in accordance with the adopted calendar.

If a holiday listed above falls on a Sunday, the following Monday shall be observed as the holiday; similarly, if a holiday listed above falls on a Saturday, the preceding Friday shall be observed as the holiday. If Independence Day falls on Friday or Saturday, the preceding Thursday shall be observed. **If a CDC Teacher is required to work on a scheduled holiday, then the holiday will be deferred as a floating holiday to be taken as agreed between the CDC Director and CDC Teacher within the current fiscal year.**

Article XVIII AGREEMENT AND CONDITIONS AND DURATION

Section 1 - Sole Agreement

This Agreement when ratified and executed by each party hereto shall constitute the sole agreement between them. Any modification or amendment of this Agreement must be made by and between the parties hereto in writing and executed by each party hereto.

Section 2 - Negotiating Obligation

This Agreement is intended to cover all matters relating to wages, hours, and all other terms and conditions of employment. During the term of this Agreement, neither the District nor the Federation will be required to meet and negotiate on any further matters affecting these or any other subjects not specifically set forth in this Agreement.

Section 3 - District and Federation Obligations

Neither the District nor the Federation shall be bound by any requirement that is not expressly and explicitly stated in this Agreement. Neither the District nor the Federation is bound by any policies or past practices of the District or understandings with any employee organization or council, unless such policies or past practices or undertakings are specifically stated in this Agreement.

Section 4 - Savings Clause

If any provision of the Agreement is or shall be at any time contrary to law, then such provision shall not be applicable, or performed, or enforced, except to the extent permitted by law. Any substitute action that is not authorized by law shall be subject to meeting and negotiating or consultation, as the case may be, with the Federation.

Section 5 - Effective Date and Duration

This Agreement shall become effective on July 1, ~~2007~~ **2011**, unless otherwise specified, and shall remain ~~be~~ in effect through June 30, ~~2010~~ **2014 and shall continue in effect from year to year thereafter, with the provision that should either party desire to amend this Agreement, it shall provide written notice and a proposal to the other party of said desire and the nature of the amendments sought during the month of October of the year 2008 2014. Upon completion of the public notice procedures set forth in Government Code 3547, the parties shall promptly, within ten (10) workdays, commence the meeting and negotiating process in an effort to reach agreement.**

Section 6 - Reopener Provision

~~Article VI, Compensation, and Article VIII, Insurance Benefits, shall be the subject of reopener negotiations for calendar years 2009 and 2010. Such reopeners shall commence in September of the prior year. Public notice requirements shall be met prior to reopening negotiations. In addition, the parties may reopen negotiations and/or may engage in consultation during the term of the Agreement for limited purposes, upon mutual agreement.~~

Either CDC or the District shall have the right to reopen this Agreement for amendment of the compensation schedule, Article 6, Section 1(a).

The parties also agree to reopen negotiations on two subjects of CDC's choice and/or two subjects of the District's choice. Other subjects may be opened upon mutual agreement.

The party requesting negotiations shall give the other party notice no later than the month of October 2012 and 2013.

RATIFICATION VOTE

The negotiation teams for both the District and the Federation support and recommend the ratification of all Tentative Agreement. It is agreed and understood that the ratification vote by the CDC will be scheduled by no later than December, 2011, so that the proposed ratification by the Board of Trustees may take place at the scheduled Board meeting of January 17, 2012.

For the District:

For the Federation:

By: /s/ Lynn Solomita
Lynn Solomita

By: /s/ Sean Donnell
Sean Donnell

Date: December 21, 2011

Date: December 20, 2011

**Agenda for the El Camino Community College District Board of Trustees
from
Compton Educational Center
Barbara Perez, Vice President**

Page No.

A. Students – Information 70

COMPTON EDUCATIONAL CENTER

A. STUDENTS – INFORMATION

It is recommended that the Board receive the following information regarding the students at the Compton Center. It is important that we understand who our students are in order to provide services that meet their needs.

In a recent report from Institutional Research, a nine-year enrollment trend was examined. Since the partnership, there has been a steady increase in the number of students attending the Center. The annual unduplicated headcount has gone from a low of 6,720 at the start of the partnership to a high last year of 16,203. A separate study shows that over 50% of our students are from neighboring districts:

	In District	Out of District within 7.5 mile radius	Out of District beyond 7.5 mile radius
2006-2007	51.9%	27.1%	21.0%
2007-2008	58.2%	32.1%	9.7%
2008-2009	57.5%	32.8%	9.7%
2009-2010	41.5%	32.8%	25.7%
2010-2011	36.4%	33.3%	30.3%

This information and a recent report on crossover enrollments show how Compton has benefited from the economic downturn. The number of students who enroll at both campuses in the same term has been increasing since Summer 06. The majority of the growth has been seen in the major terms. The number of simultaneous enrollments skyrocketed from 77 students during the Fall 06 term to 1,293 in Fall 10. This accounts for almost 15% of the Compton student body in Fall 10. A comparison of similar terms shows a steady growth in the number of students each year. The only decline is found in the Winter 09 to Winter 10 enrollment when sections were reduced.

This growth has helped the Center expand its offerings and serve a large number of students who otherwise would have been forced to put their education on hold; however, it makes the Center vulnerable. What happens when their home districts begin expanding their offerings in an effort to attract these students? Is Compton prepared to respond?

In an effort to prepare the Center for this eventuality, Academic Affairs and Student Services are working hard to create a presence in our feeder high schools. Last year we met with high school principals and shared a high school report card that shows how their graduates are doing at the Center. The meetings were well

received and we plan to continue the practice. The long-term viability of the Center will come from district high school graduates selecting Compton Center to start their postsecondary education. In an effort to promote this, we have started offering classes at district high schools. Since the start of the partnership we have seen a steady increase in the number of enrolled students from our local feeder high schools

High School	2006-07	2007-08	2008-09	2009-20	2010-11
Carson Senior*	42	55	76	105	160
Centennial	62	65	82	110	110
Compton Senior	223	188	258	299	309
Dominguez High	248	184	223	286	308
Jordan Senior	84	101	133	184	215
King/Drew Magnet	17	37	55	89	121
Locke High*	10	20	24	48	56
Lynwood High	129	126	161	186	229
Paramount High	43	52	55	70	95

*High schools outside Compton district boundaries

Preliminary results show that we are attracting more high school graduates to the Center. While the numbers are increasing, they are still low. In 2008, 171 local graduates enrolled at the Center representing a 51% increase over 2006. However, since over 1400 high school graduates from our feeder schools attended a community college in 2008, more work needs to be done to ensure that we are offering high quality programs that will attract new students.

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. TravelPage 73
- B. Redistricting Action PlanPage 73

A. Travel

It is recommended that the Board approve the attendance of Trustee Ray Gen at the Community College League of California Advisory Committee on Legislation in Sacramento, California on January 28, 2012, with transportation and necessary expenses paid.

B. Redistricting Action Plan.

It is recommended that the Board review the ongoing Redistricting Action Plan.

REDISTRICTING ACTION PLAN
Boundary Review Committee (BRC)

January 2012

1. BRC meets on January 18, 2012
2. BRC reviews Mapping Consultant's recommendations for minor adjustments to balance population totals from Committee's suggested redistricting areas. BRC provides Mapping Consultant with second draft map, if necessary.
3. Mapping Consultant provides final draft plan to BRC
4. Final draft plan posted to El Camino Website

February 2012

1. Final proposed plan of new Trustee Areas presented to Board, for Public Hearing and adoption by resolution or ordinance
2. Attorney reviews plans for any issues/concerns before submitting for public record

March 2012

1. Submit Election Waiver Request to the Board of Governors at least 30 days prior to the May 7-8, 2012 Board of Governor's (BOG) meeting.

May 2012

1. BOG takes action on Election Waiver Request.

June/July 2012

1. ECCCD Board submits adopted Trustee Areas to Los Angeles County Registrar-Recorder's Office

October 2012

1. For districts that hold their governing board elections in November of odd-numbered years, plans must be submitted to the Los Angeles County Registrar-Recorder by October 15, 2012, to be in effect for the November 2013 election.

Non-Consent Agenda

A	Tax and Revenue Anticipation Note – 2011-12.....	75
B	Resolution For Tax and Revenue Anticipation Note – 2011-12	75

A. Tax And Revenue Anticipation Note – 2011-12

It is recommended that the Board of Trustees authorize the participation of the District in the issuance of a mid-year Tax and Revenue Anticipation Note for the 2011-12 fiscal year, not to exceed \$10 million. A complete copy can be viewed at:

http://www.elcamino.edu/administration/board/agendas/2008/tran_note%201-17-12.pdf

B. Resolution For Tax And Revenue Anticipation Note – 2011-12

It is recommended that the Board of Trustees adopt the resolution authorizing and approving the mid-year borrowing of funds for fiscal year 2011-12 not to exceed \$10 million; the issuance and sale of a 2011-12 Tax and Revenue Anticipation Note, therefore, and participation in the mid-year Los Angeles County Schools Pooled Tax and Revenue Anticipation Notes Program for the 2011-12 fiscal year. A complete copy can be viewed at:

http://www.elcamino.edu/administration/board/agendas/2008/tran_resolution_1-17-12.pdf