

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



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

**Agenda, Monday, May 17, 2010
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 April 19, 2010,
Pages 5-7**
- III. Presentation – El Camino College Forensics Team – National Parliamentary
Debate Association’s Community College National Sweepstakes Champion**
- IV. Presentation – 2010 Accountability Reporting for the Community Colleges
(ARCC)**
 1. Public Comment
 2. Acceptance of the 2010 Accountability Reporting for the Community Colleges
(ARCC)
- V. Public Comment on Consent and Closed Session Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion
and Adoption**
 1. Academic Affairs
*See Academic Affairs Agenda,
Pages 8-25*
 2. Student and Community Advancement
*See Student Services Agenda,
Pages 26-30*
 3. Administrative Services
See Administrative Services Agenda, Pages 31-40
 4. *See Measure “E” Bond Fund Agenda,
Pages 41-47*

5. *See Human Resources Agenda,
Pages 48-68*
6. Superintendent/President
*See Superintendent/President Agenda,
Pages 69-70*

VII. Public Comment on Non-Agenda Items

VIII. Oral Reports

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

IX. Closed Session

- A. Existing Litigation, Brown Act
Section 54956
 1. Case # BC432800
 2. Case # ADJ7165388
- B. Labor Relations, Brown Act Section 54957.6, Dr. Lynn Solomita, 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
- C. Personnel Matters, Brown Act Section
54957
 1. Public Employee Performance Evaluation – Superintendent/President

Board of Trustees Meeting Schedule for 2010
4:00 p.m. Board Room

Monday, May 17, 2010
Monday, June 21, 2010
Monday, July 19, 2010
Monday, August 16, 2010
Tuesday, September 7, 2010
Monday, October 18, 2010
Monday, November 15, 2010
Monday, December 13, 2010

EL CAMINO COLLEGE STRATEGIC PLAN 2007 THROUGH 2010

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

1. Offer excellent educational and student support services:
 - a) Enhance college services to support student learning using a variety of instructional delivery methods and services.
 - b) Maximize growth opportunities and strengthen programs and services to enhance student success.
 - c) Strengthen partnerships with schools, colleges and universities, businesses and community-based organizations to provide workforce training and economic development for our community.
2. Support self-assessment, renewal, and innovation:
 - a) Use student learning outcomes and assessment to continually improve processes, programs and services.
 - b) Use research-based evidence as a foundation for effective planning, budgeting and evaluation processes.
3. Modernize the infrastructure to support quality programs and services:
 - a) Use technological advances to improve classroom instruction, services to students and employee productivity.
 - b) Improve facilities to meet the needs of students and the community for the next fifty years.

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, April 19, 2010

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, April 19, 2010, in the Board Room at El Camino College.

The following Trustees were present: Trustee Ray Gen, President; Trustee Maureen O'Donnell, Vice President; Trustee William Beverly, Secretary; and Student Member Christopher Pham. Trustees Combs and Jackson were absent due to illness.

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 Center; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Minutes of the Regular Board Meeting of March 15, 2010

The Minutes of the Regular Board Meeting of March 15, 2010 were approved.

El Camino College Citizens' Bond Oversight Committee Annual Report

It was moved by Trustee O'Donnell, seconded by Trustee Beverly, that the Board accept the El Camino College Citizens' Bond Oversight Committee Annual Report. Motion carried. Student Member Pham recorded an advisory yes vote.

Items withdrawn from Consent Agenda

It was moved by Trustee Beverly, seconded by Trustee O'Donnell, that the Tax and Revenue Anticipation Note 2010-11 and Resolution for Tax and Revenue Anticipation Note – 2010-11 be removed from the consent agenda for a roll call vote. Trustee O'Donnell withdrew her second of this motion.

It was moved by Trustee Beverly, seconded by Trustee Gen that the Tax and Revenue Anticipation Note 2010-11 and Resolution for Tax and Revenue Anticipation Note – 2010-11 be removed from the consent agenda for a roll call vote. Motion carried. Student Member Pham recorded an advisory yes vote.

Tax and Revenue Anticipation Note – 2010-11

It was moved by Trustee Beverly, seconded by Trustee Gen, that the Board authorize the participation of the District in the issuance of a Tax and Revenue Anticipation Note for the 2010-11 fiscal year, not to exceed \$20 million. Motion carried with Trustees Gen, O'Donnell, and Beverly voting yes. Trustees Combs and Jackson were absent. Student Member Pham recorded an advisory yes vote.

Resolution for Tax and Revenue Anticipation Note – 2010-11

It was moved by Trustee O'Donnell, seconded by Trustee Beverly, that the Board adopt the resolution authorizing and approving the borrowing of funds for Fiscal Year 2010-11 not to exceed \$20 million; the issuance and sale of a 2010-11 tax and revenue anticipation note there for and participation in the Los Angeles County Schools Pooled Tax and Revenue Anticipation Notes Program for the 2010-11 fiscal year. Motion carried with Trustees Gen, O'Donnell, and Beverly voting yes. Trustees Combs and Jackson were absent. Student Member Pham recorded an advisory yes vote.

Consent Agenda

It was moved by Trustee Beverly, seconded by Trustee O'Donnell, that the Board adopt the items presented on the agenda in the following areas.

Academic Affairs

Carnegie Hall Tour – Chorale, Concert Choir and Women's Chorus

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

Instructional Field Trip – Spring 2010

Proposed Curriculum Changes: Effective 2010-2011 Academic Year

Student and Community Advancement

2010 Summer Youth Swim Camp

International Travel

Grants

Community Education Program – Winter/Spring 2010 – Revision

Community Education Program – Summer 2010

Administrative Services

AB2910 – Quarterly Fiscal Status Reports

International Student Health Insurance

Transfer of Funds – General Fund Unrestricted

Contracts Under \$78,500

Contracts Over \$78,500

Bid 2009-12 – Printing of the Class Schedules

Memorandums of Understanding

Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances

Bid Award – Track Field Sod Project

Bid Award – TV Studio Upgrade Project

Contract – Converse Consultants – Math Business Allied Health Project

Contract – Prestige Security Services – Math Business Allied Health Project

Contract – Sandy Pringle Associates – Math Business Allied Health Project

Contract – School Construction Compliance, LLC – Math Business Allied Health

Project/Social Science Renovation
Contract – Statewide Education Wrap-Up (Insurance) Program (SEWUP)
Contract Amendment – LPA, Inc. – Humanities Plaza and Food service Building
Change Order – GDL Construction – Humanities Plaza Project
Change Order – HPS Mechanical – Phase 3 Infrastructure
Notice of Job Completion – Pierre Sprinkler & Landscaping – Reclaim Water Project
Notice of Job Completion – Tri Span, Inc. – Business Building Demolition Project
Information Item – Various Venders – Learning Resources Center Project
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees

President/Board of Trustees

Signature Authorization
Absence of a Board Member
South Bay Workforce Investment Board Appointment
California Community College Trustees Board of Directors Election
El Camino Community College District Board of Trustees Resolution Acknowledging
Students, Employees and Communities

Motion carried. Student Member Pham recorded an advisory yes vote.

Public Comment

Mr. Nehasi Lee addressed facilities at Compton Center. Mr. David Vakil noted Academic Senate work on Student Learning Outcomes.

Closed Session

Meeting adjourned to a Closed Session at 5:16 p.m.

Adjournment

Meeting reopened at 6 p.m. and immediately adjourned.

William Beverly, 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 2010-2011 Academic Year.....9

ACADEMIC AFFAIRS

A. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2010-2011 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum additions, effective the 2010-2011 academic year, as listed below. The curriculum presentation package was revised to simplify the Board's review of proposed curriculum changes. All curriculum changes by division are organized under topics as opposed to having a repetition of these topics under eight instructional divisions.

NEW COURSE

INDUSTRY AND TECHNOLOGY

1. Cosmetology 5ab - Evening Cosmetology Practicum
Units: 2 Lecture: 1 hour Lab: 5 hours Faculty Load: 31.667%
Prerequisite: Cosmetology 1 or Cosmetology 10 and Cosmetology 11 with a minimum grade of C in each prerequisite course
Credit, degree applicable; Letter Grade
This course is designed for the student who is in need of receiving hours toward their State Board of Cosmetology requirement. The focus of this course is on the advanced principles and practical operations of cosmetology equipment, procedures and techniques.

CHANGE IN TITLE

BEHAVIORAL AND SOCIAL SCIENCES

1. General Studies Major
Current Status/Proposed Change
C. 3. Culture and Communication Studies

Recommendation
C. 3. Culture and Communication

CHANGE IN MAJOR

INDUSTRY AND TECHNOLOGY

Course requirements in the following majors have been revised to remove inactivated courses and update course number changes.

ACADEMIC AFFAIRS

1. Administration of Justice Major

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

Current Status/Proposed Change

Administration of Justice 100, 103, 115, 130, 131, 135, 170;

a minimum of six units from the following: Administration of Justice 70, 95/96abcd, 106, 107, 109, 111, ~~125~~, 126, 132, 133, 134, ~~136~~, 150, 155

Total Units: 27-32

Recommendation:

Administration of Justice 100, 103, 115, 130, 131, 135, 170;

a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 106, 107, 109, 111, 126, 132, 133, 134, 150, 155

Total Units: 27-32

2. Air Conditioning and Refrigeration Major

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

Current Status/Proposed Change

Air Conditioning and Refrigeration 5, 6, 20, 21, 22, 23, 25, 27, 30, ~~31~~, 32, 34

Recommended electives: ~~Air Conditioning and Refrigeration 95abcd, Computer Information Systems 13, Construction Technology 100, Environmental Technology 100, Technical Mathematics 1~~

Total Units: ~~35~~ 39

Recommendation:

Air Conditioning and Refrigeration 5, 6, 20, 21, 22, 23, 25, 27, 30, 32, 34

Recommended electives: Technical Mathematics 1

Total Units: 39

3. Architecture Major

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

Current Status/Proposed Change

Architecture 100, 104, 120abcd*, 150A, 150B, 170, 171, 199abcd*;

four courses from: Architecture 121abcd*, 125abcd*, 158, 172, 180 (*one semester Ⓡ)

Total Units: 35-36

Recommendation:

Architecture 100, 104, 120abcd*, 150A, 150B, 170, 171, 199abcd*;

ACADEMIC AFFAIRS

four courses from: Architecture 121abcd*, 125abcd*, 158, 172, 180 (*one semester)

Total Units: 35-36

4. Computer Aided Design/Drafting Major

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

Current Status/Proposed Change

Computer Aided Design/Drafting 5, 10abcd*, 28abcd*, 31abcd*, 32abcd*, 33abcd*, ~~34abcd*~~, 37abcd*, 45, 47, 49, Technical Mathematics 1;

one course from: Electronics and Computer Hardware Technology 11, 22, Machine Tool Technology 16ab, 46, 101abcd, Welding 15ab*, Art 141abcd*, 144abcd*, Computer Information Systems 13 (*one semester)

Total Units: ~~33-34~~ 31-32

Recommendation:

Computer Aided Design/Drafting 5, 10abcd*, 28abcd*, 31abcd*, 32abcd*, 33abcd*, 37abcd*, 45, 47, 49, Technical Mathematics 1;

one course from: Electronics and Computer Hardware Technology 11, 22, Machine Tool Technology 16ab, 46, 101abcd, Welding 15ab*, Art 141abcd*, 144abcd*, Computer Information Systems 13 (*one semester)

Total Units: 31-32

5. Cosmetology Major

Current Status/Proposed Change

Completion of a minimum of ~~37-46.5~~ 35 units (1,600 hours) from:

~~the Day Program:~~ following:

Complete 13 units from: Cosmetology 1, ~~2abcd*~~ (*minimum of two semesters), 3, 10, 11

Complete 13 units from: Cosmetology 2abcd* (*minimum of two semesters), 12, 13

Complete 9 units from: Cosmetology 2abcd* (*minimum two semesters), 3, 4, 14abcd, 16abcd

~~Evening Program: Cosmetology 10, 11, 12, 13, 14abcd, 16abcd~~

Total Units: ~~37-46.5~~ 35

Recommendation:

Completion of a minimum of 35 units (1,600 hours) from the following:

Complete 13 units from: Cosmetology 1, 10, 11

Complete 13 units from: Cosmetology 2abcd* (*minimum of two semesters), 12, 13

ACADEMIC AFFAIRS

Complete 9 units from: Cosmetology 2abcd* (minimum of two semester) 3, 4,
14abcd, 16abcd
Total Units: 35

6. Electronics and Computer Hardware Technology Major (three options)
At least 50% of the major requirements for the Associate in Science degree must be completed at El Camino College.

Computer Technology Option:

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, 22, 110, 130, ~~131~~, 140ab*,
142ab*, 144ab* (*one semester)

two courses from: Electronics and Computer Hardware Technology 95abcd (one
semester), 191, ~~194~~, Computer Information Systems 13, 40

Total Units: ~~32-34~~ 29-31

Recommendation:

Electronics and Computer Hardware Technology 11, 22, 110, 130, 140ab*,
142ab*, 144ab* (*one semester);

two courses from: Electronics and Computer Hardware Technology 95abcd (one
semester), 191, Computer Information Systems 13, 40

Total Units: 29-31

Electronics Technology Option:

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, 22, 110, ~~112~~, 120, 122, 124,
130, ~~131~~, 140ab (one semester), ~~190~~;

one course from: Electronics and Computer Hardware Technology 95abcd (one
semester), 142ab*, 144ab*, ~~150, 152~~, 191, 192, ~~193, 194~~ (*one semester)

Total Units: ~~37-39~~ 27-29

Recommendation:

Electronics and Computer Hardware Technology 11, 22, 110, 120, 122, 124, 130,
140ab (one semester), 190;

one course from: Electronics and Computer Hardware Technology 95abcd (one
semester), 142ab*, 144ab*, 191, 192 (*one semester)

Total Units: 27-29

Computer Hardware CompTIA Technician Option:

Current Status/Proposed Change

ACADEMIC AFFAIRS

Electronics and Computer Hardware Technology 11, 22, 140ab*, 142ab*, 144ab*, 146ab*, 148ab* (*one semester)

Total Units: 26

Recommendation:

Electronics and Computer Hardware 11, 22, 140ab*, 142ab*, 144ab*, 146ab*, 148ab* (*one semester)

Total Units: 26

7. Engineering Technology Major

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

Current Status/Proposed Change

Engineering Technician Option:

Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, Machine Tool Technology 101abcd, Technical Mathematics 1;

three courses from: Engineering Technology 18 or 18A and 18B, Machine Tool Technology 16ab*, Computer Aided Design/Drafting ~~26abcd*~~, ~~27abcd*~~, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75 or 75A and 75B, Welding 15ab* (*one semester)

Total Units: 26-28

Recommendation:

Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, Machine Tool Technology 101abcd, Technical Mathematics 1;

three courses from: Engineering Technology 18 or 18A and 18B, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75 or 75A and 75B, Welding 15ab* (*one semester)

Total Units: 26-28

8. Fashion Major (two options)

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

Fashion Design and Production Option:

Current Status/Proposed Change

Fashion 1, 2, 3, 4ab*, 10ab*, 14, 15ab*, 17ab*, 20, 26A, 26B, 29ab*, 35, 41, Art 10ab*, (*one semester)

ACADEMIC AFFAIRS

Total Units: ~~31~~ 32

Recommendation:

Fashion 1, 2, 4ab*, 10ab*, 14, 15ab*, 17ab*, 20, 26A, 26B, 29ab*, 35, 41, Art 10ab*, (*one semester)

Total Units: 32

Fashion Merchandising Option:

Current Status/Proposed Change

Fashion 1, 2, ~~3~~, 4ab*, 10ab*, 15ab*, 20, 27, 28, 35, 41, 42abc*; Business 22 (*one semester)

Total Units: ~~28~~ 29

Recommendation:

Fashion 1, 2, 4ab*, 10ab*, 15ab*, 20, 27, 28, 35, 41, 42abc*; Business 22 (*one semester)

Total Units: 29

9. Manufacturing Technology Major

Current Status/Proposed Change

Machine Tool Technology 101abcd*; Machine Tool Technology 10A or Computer Aided Design/Drafting 10abcd*; Machine Tool Technology 2 or Computer Aided Design/Drafting 5; Technical Mathematics 1 or Machine Tool Technology 40; Electronics and Computer Hardware Technology 11; Welding 15ab*;

a minimum of 18 units from: Computer Aided Design/Drafting ~~26abcd*~~, ~~27abcd*~~, 28abcd*, 31abcd*, 32abcd*, 33abcd*, ~~34abcd*~~, 37abcd*, 45, 47, 49; Electronics and Computer Hardware Technology 22, 110, ~~112~~, 120, 122, 124, 130, ~~131~~, 140ab*, 142ab*, 144ab*, ~~150~~, ~~152~~, ~~190~~, 191, 192, ~~193~~, ~~194~~; Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, 18 or 18A and 18B; ~~Environmental Technology 100, 110, 120, 130, 140, 150, 160, 200, 210~~; Machine Tool Technology 10B, 10J, 10K, 11abcd, 103abcd*, 105abcd*, 107abcd*; Manufacturing Technology ~~1~~, 2, ~~3~~, 70, 75 or 75A and 75B; ~~Quality Assurance 1, 8, 9~~; Welding 1, 2abc, ~~19ab~~, 21, 23abc, 40abcd, 45ab (*one semester);

Cooperative Work Experience Education courses: a maximum of 4 units from either Computer Aided Design/Drafting 95abcd, Electronics and Computer Hardware Technology 95abcd, Machine Tool Technology 95abcd, ~~Quality Assurance 95abcd~~, Welding 95abcd

Total Units: 37

ACADEMIC AFFAIRS

Recommendation:

Machine Tool Technology 101abcd*; Machine Tool Technology 10A or Computer Aided Design/Drafting 10abcd*; Machine Tool Technology 2 or Computer Aided Design/Drafting 5; Technical Mathematics 1 or Machine Tool Technology 40; Electronics and Computer Hardware Technology 11; Welding 15ab*;

a minimum of 18 units from: Computer Aided Design/Drafting 28abcd*, 31abcd*, 32abcd*, 33abcd*, 37abcd*, 45, 47, 49; Electronics and Computer Hardware Technology 22, 110, 120, 122, 124, 130, 140ab*, 142ab*, 144ab*, 191, 192; Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, 18 or 18A and 18B; Machine Tool Technology 10B, 10J, 10K, 11abcd, 103abcd*, 105abcd*, 107abcd*; Manufacturing Technology 2, 70, 75 or 75A and 75B; Welding 1, 2abc, 21, 23abc, 40abcd, 45ab (*one semester)
Cooperative Work Experience Education courses: a maximum of 4 units from either Computer Aided Design/Drafting 95abcd, Electronics and Computer Hardware Technology 95abcd, Machine Tool Technology 95abcd, Welding 95abcd

Total Units: 37

NEW CERTIFICATE OF ACCOMPLISHMENT

INDUSTRY AND TECHNOLOGY

1. Electronics and Computer Hardware Technology : CompTIA Computer Hardware Technician
At least 50% of the courses required for the Certificate of Accomplishment must be completed at El Camino College.
Electronics and Computer Hardware Technology 144ab*, 146ab*, 148ab* (*one semester)
Total Units: 12

2. Electronics and Computer Hardware Technology: Robotics
At least 50% of the courses required for the Certificate of Accomplishment must be completed at El Camino College.
Electronics and Computer Hardware Technology 11, 22, 130, 191, 192
Total Units: 16

CHANGE IN CERTIFICATE OF ACCOMPLISHMENT

INDUSTRY AND TECHNOLOGY

ACADEMIC AFFAIRS

Course requirements in the following certificates have been revised to remove inactivated courses and update course number changes.

1. Cosmetology Level I Certificate

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

Current Status/Proposed Change

Completion of at least 500 hours.

Complete ~~16-17~~ 13 units from: Cosmetology 1, 10, 11

Total Units: ~~16-17~~ 13

Recommendation:

Completion of at least 500 hours.

Complete 13 units from: Cosmetology 1, 10, 11

Total Units: 13

2. Electronics and Computer Hardware Technology: Computer Hardware Technician Certificate

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

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, ~~130~~, 140ab*, 142ab*, 144ab* (*one semester)

Total Units: 15

Recommendation:

Electronics and Computer Hardware Technology 11, 140ab*, 142ab*, 144ab* (*one semester)

Total Units: 15

3. Electronics and Computer Hardware Technology: Electronics Technician Certificate

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

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, 22, 110, 120, 140ab (one semester)

Total Units: 16

Recommendation:

Electronics and Computer Hardware Technology 11, 22, 110, 120, 140ab (one semester)

Total Units: 16

ACADEMIC AFFAIRS

NEW CERTIFICATE OF ACHIEVEMENT

INDUSTRY AND TECHNOLOGY

1. Administration of Justice: Forensics

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

Administration of Justice 111, 132, 134, 135; Photography 51; Art 10ab (one semester)

Total Units: 17

2. Electronics and Computer Hardware Technology: Comprehensive Computer CompTIA Technician

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

Electronics and Computer Hardware Technology 11, 22, 140ab*, 142ab*, 144ab*, 146ab*, 148ab* (*one semester)

Total Units: 26

CHANGE IN CERTIFICATE OF ACHIEVEMENT

INDUSTRY AND TECHNOLOGY

Course requirements in the following certificates have been revised to remove inactivated courses and update course number changes.

1. Administration of Justice Certificate

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

Current Status/Proposed Change

Administration of Justice 100, 103, 115, 130, 131, 135, 170;
a minimum of six units from: Administration of Justice 70, 95/96abcd (2-4 units),
106, 107, 109, 111, ~~125~~, 126, 132, 133, 134, ~~136~~, 150, 155

Total Units: 27-32

Recommendation:

Administration of Justice 100, 103, 115, 130, 131, 135, 170;
a minimum of six units from the following: Administration of Justice 70,
95/96abcd (2-4 units), 106, 107, 109, 111, 126, 132, 133, 134, 150, 155

Total Units: 27-32

ACADEMIC AFFAIRS

2. Air Conditioning and Refrigeration: Air Conditioning and Refrigeration Electric Controls Certificate

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

Current Status/Proposed Change

Air Conditioning and Refrigeration 5, 6, 30, ~~31~~, 32, 34

Total Units: ~~15~~ 13

Recommendation:

Air Conditioning and Refrigeration 5, 6, 30, 32, 34

Total Units: 13

3. Air Conditioning and Refrigeration: Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Certificate

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

Current Status/Proposed Change

Air Conditioning and Refrigeration 5, 6, 20, 21, 22, 23, 25, 27, 30, ~~31~~, 32, 34,

Technical Mathematics 1

Total Units: ~~38~~ 35-39

Recommendation:

Air Conditioning and Refrigeration 5, 6, 20, 21, 22, 23, 25, 27, 30, 32, 34,

Technical Mathematics 1

Total Units: 35-39

4. Architecture Certificate

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

Current Status/Proposed Change

Core Requirements: Architecture 100, 104, 120abcd*, 150A, 150B, 170, 171, 199abcd*;

four courses from: Architecture 121abcd*, 125abcd*, 158, 172,

180abcd* (*one semester-~~of~~)

General Requirements: English A or qualifying score for English 1A on the English Placement Test

Total Units: 35-39

Recommendation:

Core Requirements: Architecture 100, 104, 120abcd*, 150A, 150B, 170, 171,

199abcd*;

ACADEMIC AFFAIRS

four courses from: Architecture 121abcd*, 125abcd*, 158, 172,
180abcd* (*one semester)

General Requirements: English A or qualifying score for English 1A on the
English Placement Test

Total Units: 35-39

5. Computer Aided Design/Drafting Certificate

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

Current Status/Proposed Change

Computer Aided Design/Drafting 5, 10abcd*, 28abcd*, 31abcd*, 32abcd*,
33abcd*, ~~34abcd*~~, 37abcd*, 45, 47, 49, Technical Mathematics 1;

one course from: Electronics 11, 22, Machine Tool Technology 16ab, 46,
101abcd, Welding 15ab*, Art 141abcd*, 144abcd*, Computer Information
Systems 13, (*one semester)

Total Units: ~~33-34~~ 31-32

Recommendation:

Computer Aided Design/Drafting 5, 10abcd*, 28abcd*, 31abcd*, 32abcd*,
33abcd*, 37abcd*, 45, 47, 49, Technical Mathematics 1;

one course from: Electronics 11, 22, Machine Tool Technology 16ab, 46,
101abcd, Welding 15ab*, Art 141abcd*, 144abcd*, Computer Information
Systems 13, (*one semester)

Total Units: 31-32

6. Computer Science Certificate

Current Status/Proposed Change

Computer Science 1, 2;

three courses from: Computer Science 3, 4, 10*, ~~15P, 23, 25*~~, 30, ~~36, 40, 55, 60,~~
Mathematics 210

~~(*Only one course from Computer Science 10 or 25 may be counted toward the
certificate.)~~

At least ~~17~~16 units required for the certificate must be completed at El Camino
College.

Total Units: 21

Recommendation:

Computer Science 1, 2;

three courses from: Computer Science 3, 4, 10, 30, 40, 60, Mathematics 210

ACADEMIC AFFAIRS

At least 16 units required for the certificate must be completed at El Camino College.

Total Units: 21

7. Cosmetology Level II Certificate

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

Current Status/Proposed Change

Completion of Level I requirements and complete a minimum of 11 ~~16-17~~ units from: ~~Cosmetology 1, 10, 11;~~ and complete ~~16-17~~ units from ~~Cosmetology 2abcd, 3, 4, 5, 12, 13, 16abcd~~

Total Units: ~~32-34~~ 24-31

Recommendation:

Completion of Level I requirements and complete a minimum of 11 units from: ~~Cosmetology 2abcd, 3, 4, 5, 12, 13, 16abcd~~

Total Units: 24-31

8. Cosmetology Level III Certificate

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

Current Status/Proposed Change

Completion of Level I and Level II requirements and complete a minimum of 16- ~~17~~ 8-11 units from: ~~Cosmetology 1, 10, 11;~~ and complete ~~16-17~~ units from ~~Cosmetology 2abcd~~ ~~12, 13;~~ and complete ~~10-11~~ units from a combination of the following: ~~Cosmetology 2abcd*~~ (*minimum 2 semesters), 3, 4, 5, 13, 14abcd, 16abcd

Total Units: ~~42-45~~ 35-39

Recommendation:

Completion of Level I and Level II requirements and complete a minimum of 8-11 units from: ~~Cosmetology 2abcd*~~ (*minimum 2 semesters), 3, 4, 5, 13, 14abcd, 16abcd

Total Units: 35-39

9. Electronics and Computer Hardware Technology: Computer Hardware Electronics Technician Certificate

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

ACADEMIC AFFAIRS

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, 22, 110, 130, 140ab*,
142ab*, 144ab* (*one semester);

two courses from: Electronics and Computer Hardware Technology 95abcd (one semester), ~~131~~, 191, ~~194~~, Computer Information Systems 13, 40

Total Units: 29-31

Recommendation

Electronics and Computer Hardware Technology 11, 22, 110, 130, 140ab*,
142ab*, 144ab* (*one semester);

two courses from: Electronics and Computer Hardware Technology 95abcd (one semester), 191, Computer Information Systems 13, 40

Total Units: 29-31

10. Electronics and Computer Hardware Technology: Electronics Engineering Technician Certificate

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

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, 22, 110, 120, 124, 130,
140ab (one semester), ~~190~~;

two courses from: Electronics and Computer Hardware Technology 95abcd (one semester), 142ab*, 144ab*, ~~150, 152, 190~~, 191, 192, ~~193, 194~~ (*one semester)

Total Units: ~~30-34~~ 27-30

Recommendation:

Electronics and Computer Hardware Technology 11, 22, 110, 120, 124, 130,
140ab (one semester);

two courses from: Electronics and Computer Hardware Technology 95abcd (one semester), 142ab*, 144ab*, 191, 192 (*one semester)

Total Units: 27-30

11. Electronics and Computer Hardware Technology: Industrial Computer Control Technician Certificate

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

Current Status/Proposed Change

Electronics and Computer Hardware Technology 11, 22, 110, 120, 124, 130,
140ab (one semester), 191, 192, Machine Tool Technology 10A;

one course from: Electronics and Computer Hardware Technology 95abcd (one semester), ~~131~~, 142ab (one semester), 190

ACADEMIC AFFAIRS

Total Units: 34-36

Recommendation:

Electronics and Computer Hardware Technology 11, 22, 110, 120, 124, 130, 140ab (one semester), 191, 192, Machine Tool Technology 10A; one course from: Electronics and Computer Hardware Technology 95abcd (one semester), 142ab (one semester), 190

Total Units: 34-36

12. Engineering Technology: Engineering Technician Certificate

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

Current Status/Proposed Change

Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, Machine Tool Technology 101abcd, Technical Mathematics 1;

three courses from: Engineering Technology 18 or 18A and 18B, Machine Tool Technology 16ab*, Computer Aided Design/Drafting ~~26abcd*~~, ~~27abcd*~~, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75 or 75A and 75B, Welding 15ab* (*one semester)

Total Units: ~~25~~26-28

Recommendation:

Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, Machine Tool Technology 101abcd, Technical Mathematics 1;

three courses from the following: Engineering Technology 18 or 18A and 18B, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75 or 75A and 75B, Welding 15ab* (*one semester)

Total Units: 26-28

13. Fashion: Fashion Design and Production Certificate

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

Current Status/Proposed Change

Fashion 1, 2, ~~3~~, 4ab*, 10ab*, 14, 15ab*, 17ab*, 20, 26A, 26B, 29ab*, 35, 41, 95abcd (2-4 units);

three courses from: Fashion 11ab*, 16ab*, 24abc*, 31, 36, 37; Art 10ab*, 37ab* (*one semester)

Total Units: ~~38-41~~ 39-42

ACADEMIC AFFAIRS

Recommendation:

Fashion 1, 2, 4ab*, 10ab*, 14, 15ab*, 17ab*, 20, 26A, 26B, 29ab*, 35, 41, 95abcd (2-4 units);

three courses from: Fashion 11ab*, 16ab*, 24abc*, 31, 36, 37; Art 10ab*, 37ab* (*one semester)

Total Units: 39-42

14. Fashion: Fashion Merchandising Certificate

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

Current Status/Proposed Change

Fashion 1, 2, 3, 4ab*, 10ab*, 15ab*, 20, 27, 28, 35, 41, 42abc*; Fashion 95abcd (2-4 units); Business 15, 22 (*one semester)

two courses from: Business 12, 13, 14, 21, 27

Total Units: ~~40-42~~ 39-42

Recommendation

Fashion 1, 2, 4ab*, 10ab*, 15ab*, 20, 27, 28, 35, 41, 42abc*; Fashion 95abcd (2-4 units); Business 15, 22; two courses from the following: Business 12, 13, 14, 21, 27 (*one semester)

Total Units: 39-42

15. Fashion: Fashion Stylist Certificate

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

Current Status/Proposed Change

Fashion 10ab*, 23, 31, 35, 41, 42abc*, 95abcd (2 units) (*one semester)

Total Units: 18

Recommendation:

Fashion 10ab*, 23, 31, 35, 41, 42abc*, 95abcd (2 units) (*one semester)

Total Units: 18

16. Fire and Emergency Technology: Fire Academy Certificate

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

Current Status/Proposed Change

Fire and Emergency Technology 1, 140, 141; Fire and Emergency Technology 15 or 115A and 115B; ~~Physical Education 8;~~

three units from: Fire and Emergency Technology 2, 5, 6, 7, 8, 9, 10, 11, 14, 19, 20

ACADEMIC AFFAIRS

Total Units: ~~25.5~~ 23

Other Certificate Requirement: Completion of CPAT or FPAT (Physical Agility Test)

Recommendation:

Fire and Emergency Technology 1, 140, 141; Fire and Emergency Technology 15 or 115A and 115B;

three units from: Fire and Emergency Technology 2, 5, 6, 7, 8, 9, 10, 11, 14, 19, 20

Total Units: 23

Other Certificate Requirement: Completion of CPAT or FPAT (Physical Agility Test)

17. Manufacturing Technology Certificate

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

Current Status/Proposed Change

Machine Tool Technology 101abcd*; Machine Tool Technology 10A or Computer Aided Design/Drafting 10abcd*; Machine Tool Technology 2 or Computer Aided Design/Drafting 5; Technical Mathematics 1 or Machine Tool Technology 40; Electronics and Computer Hardware Technology 11; Welding 15ab*;

a minimum of 18 units from: Computer Aided Design/Drafting ~~26abcd*, 27abcd*, 28abcd*, 31abcd*, 32abcd*, 33abcd*, 34abcd*, 37abcd*, 45, 47, 49~~; Electronics and Computer Hardware Technology 22, 110, ~~112, 120, 122, 124, 130, 131, 140ab*, 142ab*, 144ab*, 150, 152, 190, 191, 192, 193, 194~~; Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, 18 or 18A and 18B; ~~Environmental Technology 100, 110, 120, 130, 140, 150, 160, 200, 210~~; Machine Tool Technology 10B, 10J, 10K, 11abcd, 103abcd*, 105abcd*, 107abcd*; Manufacturing Technology ~~1, 2, 3, 70, 75~~ or 75A and 75B; ~~Quality Assurance 1, 8, 9~~; Welding 1, 2abc, ~~19ab~~, 21, 23abc, 40abcd, 45ab (*one semester)

Cooperative Work Experience Education courses: a maximum of 4 units from either Computer Aided Design/Drafting 95abcd, Electronics and Computer Hardware Technology 95abcd, Machine Tool Technology 95abcd, ~~Quality Assurance 95abcd~~, Welding 95abcd

Total Units: 37

Recommendation:

Machine Tool Technology 101abcd*; Machine Tool Technology 10A or Computer Aided Design/Drafting 10abcd*; Machine Tool Technology 2 or

ACADEMIC AFFAIRS

Computer Aided Design/Drafting 5; Technical Mathematics 1 or Machine Tool Technology 40; Electronics and Computer Hardware Technology 11; Welding 15ab*;

a minimum of 18 units from: Computer Aided Design/Drafting 28abcd*, 31abcd*, 32abcd*, 33abcd*, 37abcd*, 45, 47, 49; Electronics and Computer Hardware Technology 22, 110, 120, 122, 124, 130, 140ab*, 142ab*, 144ab*, 191, 192; Engineering Technology 10 or 10A and 10B, 12 or 12A and 12B, 14 or 14A and 14B, 16 or 16A and 16B, 18 or 18A and 18B; Machine Tool Technology 10B, 10J, 10K, 11abcd, 103abcd*, 105abcd*, 107abcd*; Manufacturing Technology 2, 70, 75 or 75A and 75B; Welding 1, 2abc, 21, 23abc, 40abcd, 45ab (*one semester) Cooperative Work Experience Education courses: a maximum of 4 units from either Computer Aided Design/Drafting 95abcd, Electronics and Computer Hardware Technology 95abcd, Machine Tool Technology 95abcd, Welding 95abcd

Total Units: 37

INACTIVATE CERTIFICATE OF ACHIEVEMENT

INDUSTRY AND TECHNOLOGY

1. Electronics and Computer Hardware Technology: Communications Equipment Technician

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. Grants - Information.....	27
B. Grants – Acceptance.....	28
C. 2010 Summer Camps.....	30

STUDENT AND COMMUNITY ADVANCEMENT

A. GRANTS – INFORMATION

It is recommended that the Board receive the following grants:

1. U.S. Department of State, Bureau of Educational and Cultural Affairs. Study and Service in Nicaragua for Community College Students. The proposed project seeks to develop a model of service learning-based study abroad program that meets the specific needs of community college students and engages a college/university partner in the host country in a mutually beneficial relationship.

Dr. Gloria Miranda, Project Director

Amount of Grant Funding from Granting Agency	\$145,176
Amount of College Match (In-kind)	<u>30,217</u>
Total Amount of Grant	\$175,393

Source of Matching Funds - \$30,217

Indirect Rate \$0.00

Performance Period: October 1, 2010 through September 30, 2012

2. U.S. Department of Education Office of Postsecondary Education. European Union – United States Atlantis Program: Globally Focused Inclusive Early Education Project. The proposed project will develop innovative international curricula for students seeking bachelor's degrees in Early Childhood Education. Students will be provided with international perspectives on their chosen field, specifically addressing inclusive practices for children with diverse abilities as well as diverse cultural and linguistic backgrounds.

Professor Janet Young, Project Director

Amount of Grant Funding from Granting Agency	\$180,000
Amount of College Match (In-kind)	<u>-0-</u>
Total Amount of Grant	\$180,000

Source of Matching Funds n/a

Indirect Rate \$0.00

Performance Period: October 1, 2010 through September 30, 2011

3. MetLife Foundation/Civic Ventures – Community College Encore Career Project. The MetLife Foundation/Civic Ventures is awarding eight, \$25,000 grants to community colleges preparing adults 50+ years of age for careers in education, health care, social services and environment. The MetLife Foundation/Civic Ventures Community College Encore Career Initiative is designed to provide encore careers combining continued income, personal fulfillment and social impact.

STUDENT AND COMMUNITY ADVANCEMENT

Betty Sedor, Project Director

Amount of Grant Funding from Granting Agency	\$25,000
Amount of College Match (In-kind)	<u>-0-</u>
Total Amount of Grant	\$25,000

Source of Matching Funds – n/a

Indirect Rate \$0.00

Performance Period: July 1, 2010 through June 30, 2011

4. Health Resources and Services Administration – American Recovery and Reinvestment Act (ARRA). The proposed project seeks funds to acquire simulation equipment to improve and expand the simulation program to include more frequent student exposure to simulation, multi-patient scenarios, pediatric simulation and interdisciplinary scenarios.

Kim Baily, Project Director

Amount of Grant Funding from Granting Agency	\$219,581
Amount of College Match (In-kind)	<u>-0-</u>
Total Amount of Grant	\$219,581

Source of Matching Funds – n/a

Indirect Rate \$0.00

Performance Period: September 1, 2010 through August 31, 2011

B. GRANTS – ACCEPTANCE

It is recommended that the Board accept the following grants:

1. California Community Colleges Chancellor’s Office Economic and Workforce Development – Center for Applied Competitive Technologies (CACT). The initial term of this grant shall be from July 1, 2010 to and including June 30, 2011. Centers for Applied Competitive Technologies enhance the competitiveness of California’s small and medium-sized manufacturers by facilitating the transfer and adopting of advanced and environmentally-sound manufacturing technologies and techniques, allowing California manufacturers and their employees to remain competitive in changing markets and a global economy.

David Gonzales, Project Director

STUDENT AND COMMUNITY ADVANCEMENT

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match (In-kind)	<u>205,000</u>
Total Amount of Grant	\$410,000
Source of Matching Funds – ECC/Business Training Center	
Indirect Rate	\$7,885 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

2. California Community Colleges Chancellor’s Office Economic and Workforce Development – Center for Applied Competitive Technologies Strategic Priority Leadership, Coordination & Technical Assistance. The initial term of this grant shall be July 1, 2010, to and including June 30, 2011. The Leadership positions work with the Chancellor’s Office, a statewide initiative advisory committee, and the Economic and Workforce Development Program Advisory Committee to coordinate resources and assist in providing system-wide response to economic and workforce development opportunities. The primary focus of the Leadership position is to: 1) Serve in a State level leadership capacity on behalf of fostering the Economic Workforce Development mission within the System, 2) Provide guidance, technical assistance, and subject matter expertise to initiative projects, Centers and participating colleges.

Jose Anaya, Project Director

Amount of Grant Funding from Granting Agency	\$175,000
Amount of College Match (In-kind)	<u>-0-</u>
Total Amount of Grant	\$175,000
Source of Matching Funds – ECC/Business Training Center	
Indirect Rate	\$6,635 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

3. California Community Colleges Chancellor’s Office Economic and Workforce Development – Industry-Driven Regional Collaborative (IDRC) “Green” Export Training & Enabler Program (GETEP). The Industry-Driven Regional Collaborative is a 7-Step, Green Export Training & Enabler Program designed to increase California green technical jobs and export to China, primarily of environmental technologies, renewable energy and green building materials. Maurice Kogon, Project Director

Amount of Grant Funding from Granting Agency	\$390,129
Amount of College Match (In-kind)	<u>450,472</u>
Total Amount of Grant	\$840,601
Source of Matching Funds – CITD/BTC & Partners in-kind	
Indirect Rate	\$15,005 (4%)

STUDENT AND COMMUNITY ADVANCEMENT

Performance Period: July 1, 2010 through June 30, 2012

4. California Community Colleges Chancellor's Office Economic and Workforce Development – Workplace Learning Resource Center (WpLRC). The initial term of this grant shall be July 1, 2010, to and including June 30, 2011. Workplace Learning Resource Centers drive economic and workforce development in California through high quality, innovative, affordable education, learning and training solutions through community colleges for employers in the private and public sectors. The Centers provide programs that are functional in context to the job providing skill enhancement that employees can apply immediately to their work after training. These programs provide basic skills training in communication, math and English as a Second Language. Also included is what has now been described as Basic Skills for the 21st Century, identified by employers as critical in meeting the needs of a technology-based and high competitive global economy.
Phillip Sutton, Project Director

Amount of Grant Funding from Granting Agency	\$205,000
Amount of College Match (In-kind)	<u>205,000</u>
Total Amount of Grant	\$410,000
Source of Matching Funds – ECC/Contract Training	
Indirect Rate	\$7,885 (4%)
Performance Period: July 1, 2010 through June 30, 2011	

C. 2010 SUMMER CAMPS

It is recommended that the Board approve the following 2010 Summer Camps sponsored by the Health, Sciences and Athletics Division:

1. 2010 Summer High School Basketball League
June 14, 21 and 28, 2010 and July 12, 19 and 26, 2010 –
Mondays – 4 p.m. to 9 p.m.
Summer Camp Director: Michael Fenison
2. 2010 Summer Football Passing League for High School Students
June 23 and 30, 2010 – Wednesdays – 5 p.m. to 9 p.m.
July 7, 2010 – Monday – 5 p.m. to 9 p.m.
July 14 and 21, 2010 – Wednesdays – 5 p.m. to 9 p.m.

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

	<u>Page No.</u>
A. Tentative Budget 2010-2011	32
B. Transfer of Funds – Fund 14	32
C. Contracts Under \$78,500.....	32
D. Destruction of Records	33
E. Purchase Orders and Blanket Purchase Orders	34

Administrative Services

A. **TENTATIVE BUDGET 2010–2011- FIRST READ**

It is recommended that the Tentative Budget, including the General Fund-Unrestricted, General Fund-Restricted, General Fund-Compton Center Related, General Fund-Special Programs, Student Financial Aid, Workers' Compensation, Child Development, Capital Outlay, General Obligation Bond, Property and Liability Self-Insurance, Dental Self-Insurance, Special Reserve Fund-Retiree Health Premiums, and Bookstore Funds for the 2010 –2011 fiscal year be submitted to the Board for adoption at the June 21, 2010, meeting. California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools.

B. **TRANSFER OF FUNDS – FUND 14**

It is recommended that the Board of Trustees approve the transfer of \$130,000 from Contingency/Unallocated Reserves for the purchase of computers for the use of Compton Educational Center faculty.

C. **CONTRACTS UNDER \$78,500**

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

1. **Contractor:** **ATHERTON CHRISTIAN SCHOOL**
Services: Provide part-time work activity opportunities for CalWORKs students.
Requesting Dept.: Student Services – CalWORKs Office
Date(s): 4/19/10 – 6/30/10
Financial Terms: State Funded

2. **Contractor:** **CREDENTIALS INC.**
Services: Students will be able to order and pay for transcripts on line twenty-four hours, seven days a week.
Requesting Dept.: Student Services – Admissions & Records
Date(s): 5/18/10 – 6/30/15
Financial Terms: One-time charge \$5,000, plus \$125 annual maintenance fee after the first year.

3. **Contractor:** **DRIVERS EDUCATION TO GRADUATION FOUNDATION**

Services: Provide part-time work activity opportunities to CalWORKs students.
Requesting Dept.: Student Services – CalWORKs Office
Date(s): 4/19/10 -6/30/10
Financial Terms: State Funded

4. **Contractor:** **EL PROYECTO del BARRIO, INC.**
Services: Contractor employees will receive three hundred hours of training in Pharmacy Technician and Medical Billing.
Requesting Dept.: Community Advancement – Workplace Learning Resource Center (WpLRC)
Date(s): 5/18/10 – 6/30/11
Financial Terms: Projected Gross Income \$65,000

5. **Contractor:** **I LOVE DOGS, INC.**
Services: Provide part-time work activity opportunities to CalWORKs students.
Requesting Dept.: Student Services – Counseling
Date(s): 3/30/10 – 6/30/10
Financial Terms: State Funded

6. **Contractor:** **WISEBURN 21st CENTURY CHARTER SCHOOLS**
Services: Two onsite Speech 3 courses will be provided at both the DaVinci Science and DaVinci Design schools.
Requesting Dept.: Student Services – Enrollment Services
Date(s): 8/1/10 – 12/31/10
Financial Terms: Projected Gross Income \$11,000

D. DESTRUCTION OF RECORDS

It is recommended that the Board of Trustees authorize the destruction of Class III disposable records for fiscal years 2000-2005 for the Bookstore, Administrative Services Division. These records have met the retention period requirements and are not in conflict with Education Code Title 5, Education Code Sections 59020 through 59029.

Invoices	2004 - 2005
Check Copies	2004 - 2005
Purchase Orders	2004 - 2005
Daily Sales Reports	2004 - 2005
Stockroom Receiving	2004 - 2005
Time Sheets	2000 - 2004
(Student/Casual)	

E. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

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

P.O. Number Fund 11	Vendor Name Unrestricted - El Camino	Site Name	Description	P.O. Cost
P0303010	MCM Electronics Parts	Technical Services	Repairs Parts And Supplies	\$3,465.09
P0303081	Cengage Learning	Office Administration	Software	\$1,070.06
P0303305	Discount Two-Way	Technical Services	Repairs Parts And Supplies	\$1,180.79
P0303341	Barrett Robinson Inc.	Counseling Office	Non-Instruct Supplies	\$575.00
P0303396	New Wave Computer	Copy Center	Instructional Supplies	\$373.15
P0303397	New Wave Computer	Div Office Business	Non-Instruct Supplies	\$973.46
P0303404	Cables N Mor	CIS	Instructional Supplies	\$103.90
P0303446	NDS Products, Inc.	Physics	Instructional Supplies	\$299.38
P0303449	Fisher Scientific	Earth Sciences	Instructional Supplies	\$63.26
P0303451	VWR Scientific	Earth Sciences	Instructional Supplies	\$99.53
P0303452	Santa Barbara	Earth Sciences	Instructional Supplies	\$344.25
P0303455	VWR Scientific	Chemistry	Instructional Supplies	\$2,890.44
P0303456	Sigma Aldrich	Chemistry	Instructional Supplies	\$355.08
P0303472	Rio Grande Tool Co.	Art Department	Instructional Supplies	\$196.04
P0303477	L.A. County Ems	Paramedic Academy	Contract Services	\$57,464.22
P0303478	L.A. County Ems	Paramedic Academy	Contract Services	\$61,983.57
P0303484	D & J Media Solutions	Div Office Humanities	Non-Instruct Supplies	\$4,000.00
P0303487	AAWCC Conference	Counseling Office	Conferences Mgmt	\$45.00
P0303489	Communications Arts	Theatre/Dance	Non-Instruct Supplies	\$40.00
P0303494	OfficeMax a Boise	Copy Center	Instructional Supplies	\$253.59
P0303495	Xante Corporation	Copy Center	Instructional Supplies	\$593.51
P0303496	Monterey Graphics	Transition Center for	Non-Instruct Supplies	\$49.39
P0303497	Office Supply Max	Job Placement	Non-Instruct Supplies	\$29.08
P0303503	Sandra Lopez	V.P. Academic Affairs	Contract Services	\$50.00
P0303519	Daily Breeze, the	Ctr for Arts Promo	Multi Media Advertising	\$3,507.60
P0303527	California State	Public Relations &	Multi Media Advertising	\$160.10
P0303528	Daily Bruin/Ucla	Public Relations &	Multi Media Advertising	\$412.50
P0303529	Csu Fullerton Daily	Public Relations &	Multi Media Advertising	\$264.60
P0303531	Sarah Garcia	V.P. Academic Affairs	Contract Services	\$50.00
P0303532	Jamie Wood	V.P. Academic Affairs	Contract Services	\$50.00
P0303533	California Community	Public Relations &	Conferences Mgmt	\$35.00
P0303535	CSULB Daily 49ER	Public Relations &	Multi Media Advertising	\$168.00
P0303536	Samsung Emigration	VP-SCA	Contract Services	\$500.00
P0303537	Ryugaku Journal, Inc.	VP-SCA	Contract Services	\$3,000.00
P0303538	Plus Education	VP-SCA	Contract Services	\$250.00
P0303539	Litz USA Student	VP-SCA	Contract Services	\$500.00
P0303540	International Education	VP-SCA	Contract Services	\$2,000.00
P0303546	Law Offices of Larry	Institutional Services	Legal	\$7,481.25
P0303547	Vi T. Pham	Law/Legal Assistance	Transportation/ Mileage And	\$355.23
P0303548	El Segundo Chamber	Public Relations &	Dues And Memberships	\$100.00
P0303558	Deborah L. Imonti	Ed & Community	Transportation/ Mileage And	\$521.60
P0303559	Daily Breeze, the	Purchasing and	Multi Media Advertising	\$489.02
P0303562	SPSS Inc.	Institutional Research	Software	\$1,817.49
P0303563	Gravic, Inc	Institutional Research	Non-Instruct Supplies	\$400.00
P0303564	Computerland of	Institutional Research	Software	\$241.45

P0303574	El Segundo Chamber	Public Relations &	Dues And Memberships	\$50.00
P0303576	Inglewood Chamber	Public Relations &	Dues And Memberships	\$35.00
P0303581	Bank of America	Presidents Office	New Equipment -	\$228.36
P0303582	California Community	First Year Experience	Conferences Mgmt	\$540.00
P0303584	Ora L. Mayon-Bryant	Facilities/Planning/	Repairs Noninstructional	\$156.19
P0303588	CJR Education	VP-SCA	Contract Services	\$2,250.00
P0303589	Emlight Design	Ctr for Arts Production	Repairs Parts And Supplies	\$212.50
P0303590	International Education	VP-SCA	Contract Services	\$3,750.00
P0303598	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$795.64
P0303629	New Wave Computer	Division Office Math	Instructional Supplies	\$231.11
P0303632	Adt Security Services	Art Department	Maintenance Contracts	\$641.17
P0303634	Ecolab Equipment	Facilities/Planning/	Repairs Noninstructional	\$1,017.00
P0303635	ASCAP	Ctr for Arts Production	License Fee/Site Licenses	\$2,887.04
P0303647	Westcoast Sound	Commencement	Other Rentals	\$3,572.90
P0303663	Astronomy	Astronomy	Publications-Magazines	\$42.95
P0303665	Monterey Graphics	Div Office Business	Instructional Supplies	\$49.39
P0303668	Southern California	Facilities/Planning/	Repairs Noninstructional	\$1,390.50
P0303669	CDW-G	Information Technol	Maintenance Contracts	\$28,964.00
P0303670	Tracs	Div Office Fine Arts	Dues And Memberships	\$275.00
P0303671	Mid City Mailing	Ctr for Arts Promo	Multi Media Advertising	\$676.00
P0303672	Thompson Trophy	Staff Development	Non-Instruct Supplies	\$60.00
P0303674	Accent Gold Solutions, Community		Contract Services	\$350.00
P0303678	John Wiley & Sons Inc.	Institutional Research	Publications/ Periodicals And	\$79.66
P0303679	Amazon.Com	Resource	Non-Instruct Supplies	\$299.99
P0303680	Fastsigns	Financial Aid	Non-Instruct Supplies	\$27.44
P0303682	Vini's Party Rentals	Outreach and School	Non-Instruct Supplies	\$565.00
P0303686	E.G. Brennan & Co.,	Admissions/Recors	Maintenance Contracts	\$423.50
P0303687	California Collegiate	Human Resources	Conferences Mgmt	\$3,850.00
P0303688	John Wiley & Sons Inc.	Resource	Publications-Magazines	\$46.43
P0303689	Amazon.Com	Resource	Publications-Magazines	\$65.17
P0303696	Medical Waste	Hazmat	Waste Disposal	\$200.00
P0303703	U.S. Bank	Institutional Services	Escrow/adminstrtn fees -	\$250.00
P0303704	U.S. Bank	Institutional Services	Escrow/adminstrtn fees -	\$250.00
P0303706	Nikon Inc. El Segundo	Copy Center	Repairs - Instructional	\$143.36
P0303710	4C/SD	Staff Development	Dues And Memberships	\$125.00
P0303717	Daily Breeze, the	Public Relations &	Publications/ Periodicals And	\$187.20
P0303731	Oracle Corporation	Information Tech.	Maintenance Contracts	\$548.75
P0303735	SCAQMD	Rideshare	Filing Fee	\$926.92
P0303744	Canon Business	Fire Academy	Instructional Supplies	\$159.38
P0303747	Abtech Support,	Facilities/Planning/	Repairs Noninstructional	\$3,617.00
P0303756	Francisco M. Arce	V.P. Academic Affairs	Conferences Mgmt	\$154.70
P0303757	NAFSA: Association of	Resource	Dues And Memberships	\$365.00
P0303758	Liliana	V.P. Academic Affairs	Contract Services	\$50.00
P0303763	Ecolab Equipment	Facilities/Planning/	Repairs Noninstructional	\$1,248.46
P0303780	Dakota McMahan	Presidents Office	Other Services And Expenses	\$2,000.00
P0303781	Danny Elizarraras	Presidents Office	Other Services And Expenses	\$2,000.00
P0303782	Blas Arreola	Presidents Office	Other Services And Expenses	\$2,000.00
P0303783	Arvid E. Spor	Div Office-Studnt	Conferences Mgmt	\$842.99
P0303784	Arvid E. Spor	Div Office-Studnt	Conferences Mgmt	\$569.18
P0303785	Bruce E. Hoerning	Facilities/Planning/	Non-Instruct Supplies	\$131.49
P0303786	John E. Phillips	Facilities/Planning/	Repairs Noninstructional	\$704.00
P0303788	Kater-Crafts	Div Office Instr.	Bookbinding	\$149.95
P0303796	Diverse Issues in	VP-SCA	Dues And Memberships	\$40.00
P0303797	American Counseling	Counseling Office	Dues And Memberships	\$205.00
P0303804	Chefsmart	Facilities/Planning/	Non-Instruct Supplies	\$657.40
P0303807	Acbo	Administrative Serv	Conferences Mgmt	\$285.00

P0303824	Carmen De La Cruz	Facilities/Planning/	Conferences Mgmt	\$45.00
P0303828	Maria D. Vicente	Facilities/Planning/	Conferences Mgmt	\$45.00
P0303833	American Express	Information Techn	In-Service Training	\$343.40
P0303834	American Express	Information Techn	In-Service Training	\$333.40

Fund 11 Total: 105

\$230,911.15

Fund 12 Restricted - El Camino

P0303148	Stellarvue Telescopes	Natural Sci	New Equipmen-Instr. \$5k less	\$524.26
P0303268	The Apple Store	VATEA Business	New Equipment - Instructional	\$1,879.55
P0303377	B & H Photo-Video	VATEA Journalism	New Equipment - Instructional	\$2,809.51
P0303422	Cal-Ed Optical	Natural Sci	New Equipmen-Instr. \$5k less	\$2,999.67
P0303454	New Wave Computer	Humanities	New Equipmen-Instr. \$5k less	\$2,325.60
P0303474	Campus Food Serv.	CalWORKs	Non-Instruct Supplies	\$113.48
P0303475	Dell Marketing L. P.	STEM transfer-Hispani	Instr.CompEquip less than\$5k	\$49,197.01
P0303476	McMaster Carr	VATEA I&T	New Equipment - Instructional	\$1,254.83
P0303479	Novelas Educativas,	EOPS	Contract Services	\$491.93
P0303480	American Express	EOPS CARE	Conferences Other	\$350.84
P0303481	El Camino College	2+2+2=5 Program	Contributions	\$5,365.00
P0303482	Constant Contact	Contract Education	Multi Media Advertising	\$630.00
P0303488	Surveymonkey.Com	Basic Skills	Contract Services	\$200.00
P0303491	Dell Computer	VP AA	Instr.CompEquip less than\$5k	\$1,617.36
P0303492	CCS Presentation	VATEA Business	New Equipment - Instructional	\$5,054.75
P0303493	The Apple Store	VATEA Journalism	Computer Software Account	\$8,341.00
P0303515	Tiempos Dorados	CTE II-grant	Multi Media Advertising	\$2,270.00
P0303516	Overseas Educational	El Camino Language	Contract Services	\$1,500.00
P0303517	International Education	El Camino Language	Contract Services	\$1,000.00
P0303518	Mimousa Language	El Camino Language	Contract Services	\$2,000.00
P0303520	SBSD-EVOC	Parking-Student	In-Service Training	\$150.00
P0303521	IAT-Brothers Auto	Parking-Student	Repairs Non Instr	\$100.95
P0303522	Eddings Brothers	Parking-Student	Repairs Non Instr	\$278.98
P0303523	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$410.00
P0303549	American Express	Title V - SMCC - Math	Transportation/ Mileage And	\$700.00
P0303550	Eddings Brothers	Parking-Student	Repairs Non Instr	\$34.04
P0303551	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$150.00
P0303555	Mariah Cone	Basic Skills	Contract Services	\$200.00
P0303560	Tyler J. Ferreira	Fine Arts	Contract Services	\$400.00
P0303561	American Express	EOPS CARE	Conferences Other	\$197.00
P0303565	Campus Food Serv	ESA Program	Conferences - Student	\$401.36
P0303566	Martin Romero	Basic Skills	Contract Services	\$375.00
P0303571	Fast Deer Bus Charter	Puente Reporting	Transportation	\$900.00
P0303578	The Gas Company	Egypt Initiative	Other Services And Expenses	\$15.20
P0303579	Time Warner Cable	Egypt Initiative	Other Services And Expenses	\$115.79
P0303580	Southern California	Egypt Initiative	Other Services And Expenses	\$20.33
P0303583	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$25.00
P0303585	Eddings Brothers	Parking-Student	Repairs Non Instr	\$439.77
P0303586	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$715.67
P0303587	City of Hawthorne	Parking-Student	Maintenance Contracts	\$4,243.99
P0303591	Jones & Mayer	Parking-Student	Self Insurance Legal Fees	\$893.00
P0303619	Naylor Publications,	El Camino Language	Multi Media Advertising	\$300.00
P0303620	Campus Food Serv.	VTEA Title II Tech Pre	Non-Instruct Supplies	\$501.69
P0303621	Coastline Community	CIS Education	Conferences Mgmt	\$500.00
P0303622	Fast Deer Bus Charter	El Camino Language	Student Transportation Rental	\$800.00
P0303623	Doubletree Hotel	EOPS CARE	Conferences Other	\$3,000.00
P0303624	Kerry Bonner	Responsive Training	Conferences Mgmt	\$441.32

P0303625	Tiffany Guajardo	Sign Language	Contract Services	\$150.00
P0303626	ASEE	STEM transfer-Hispani	Non-Instruct Supplies	\$1,076.65
P0303627	New Wave Computer	STEM transfer-Hispani	Non-Instruct Supplies	\$503.75
P0303628	Cold Spring Harbor	STEM transfer-Hispani	Other Books	\$121.68
P0303630	American Express	Small Bus. Admin	Conferences Mgmt	\$147.40
P0303631	International Business	ECP (YEP) Grant	Contributions	\$1,845.00
P0303636	V3	SBDC Program Income	Printing	\$1,251.15
P0303646	Yuhak Times Co., Ltd.	El Camino Language	Contract Services	\$500.00
P0303648	Beijing Xiangfei Culture	El Camino Language	Contract Services	\$600.00
P0303649	Asia-Europe Co., Ltd.	El Camino Language	Contract Services	\$500.00
P0303650	Cope Preparedness	SBDC Program Income	Other Services And Expenses	\$500.00
P0303654	Bernan	Instructional Services	Library Books	\$1,874.70
P0303655	H.W. Wilson	Instructional Services	Library Books	\$2,955.46
P0303656	Nolo Press	Instructional Services	Library Books	\$49.44
P0303657	Thomson Gale	Instructional Services	Library Books	\$25.99
P0303662	NCCCCF	TitleV Activity	Other Services And Expenses	\$350.00
P0303664	Nelly Rodriguez	TitleV Activity	Non-Instruct Supplies	\$69.67
P0303667	San Pedro Chamber of	SBDC Program Inco	Other Services And Expenses	\$140.00
P0303673	CCCAOE	VTEA Title II Tech Prep	Conferences Other	\$50.00
P0303677	Susan D. Brouillette	WRIEC Year 5	Non-Instruct Supplies	\$43.75
P0303683	Guillermo Hinojosa	EOPS CARE	Contract Services	\$350.00
P0303684	Oakland Marriott City	Small Bus. Admin	Conferences Mgmt	\$770.64
P0303690	Steven B. Lehat	Matching - IDRC, etc.	Contract Services	\$105.15
P0303697	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$407.47
P0303698	Eddings Brothers	Parking-Student	Repairs Non Instr	\$218.52
P0303699	B & H Towing	Parking-Student	Repairs Non Instr	\$25.00
P0303701	City of Hawthorne	Parking-Student	Maintenance Contracts	\$1,061.00
P0303705	Monterey Graphics	El Camino Language	Printing	\$49.39
P0303707	Laura M. Narvaez	EOPS CARE	Contract Services	\$300.00
P0303708	Campus Food Serv.	Aerospace Conference	Non-Instruct Supplies	\$757.28
P0303709	Westhost, Inc.	El Camino Language	Multi Media Advertising	\$29.85
P0303711	Public Identity	EOPS CARE	Non-Instruct Supplies	\$76.28
P0303712	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$778.92
P0303720	Anza Rents	Staff Development -	Other Rentals	\$663.50
P0303721	Global Partners, Inc.	El Camino Language	Contract Services	\$500.00
P0303723	Campus Food Service	CTE II - grant	Non-Instruct Supplies	\$176.07
P0303724	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$50.00
P0303725	Eddings Brothers	Parking-Student	Repairs Non Instr	\$228.99
P0303726	Lou's Golf and	Parking-Student	Repairs Non Instr	\$941.74
P0303727	American Express	Center Int'l Trade Dev	Transportation/ Mileage And	\$163.40
P0303729	American Express	Social Transformation	Transportation/ Mileage And	\$1,827.00
P0303730	Lou's Golf and	Parking-Student	Repairs Non Instr	\$941.74
P0303739	Elena N. Tokuda	Teacher Preparation	Instructional Supplies	\$107.56
P0303740	Muaricio Castillo	Teacher Preparation	Contract Services	\$100.00
P0303741	Michael Ellena	Teacher Preparation	Contract Services	\$300.00
P0303745	American Welding	VATEA I&T	Instructional Supplies	\$195.00
P0303746	Smith Brothers Crane	Machine Tool Tech	Other Services And Expenses	\$1,027.20
P0303759	RP Group, the	Basic Skills	Conferences Other	\$3,200.00
P0303769	Dipte D. Patel	WRIEC Year 5	Non-Instruct Supplies	\$500.00
P0303779	American Express	WPLRC State	Transportation/ Mileage And	\$163.40
P0303787	Best Western Expo Inn	Center Int'l Trade Dev	Conferences Mgmt	\$124.49
P0303790	Nolo Press	Instructional Services	Library Books	\$76.69
P0303794	Sharon G. Cortez	TANF-CDC (FCCC)	Conferences Faculty	\$331.65
P0303795	Eddings Brothers	Parking-Student	Repairs Non Instr	\$72.23
P0303800	B & H Towing	Parking-Student	Repairs Non Instr	\$25.00
P0303801	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$582.66

P0303805	Destyn M. LaPorte	El Camino Language	Other Books	\$227.38
P0303806	Rio Hondo College	Parking-Student	In-Service Training	\$10.40
Fund 12 Total: 105				\$136,454.12

Fund 15 General Fund -Special Programs

P0303486	Jean M. Shankweiler	TECHNOLOGY &	Contract Services	\$4,494.06
P0303554	Western Assoc of	Accreditation Support	Conferences Faculty	\$445.00
P0303658	Matthew Bender	Div Office Instr.	Library Books	\$853.30
P0303666	Thomson West	Div Office Instr.	Library Books	\$4,633.69
P0303728	Source Professional	Div Office-Studnt	Non-Instruct Supplies	\$992.71
P0303789	Matthew Bender	Div Office Instr.	Library Books	\$2,486.08
Fund 15 Total: 6				\$13,904.84

Fund 41 Capital Outlay

P0303361	American	Library Addition-Cap	Group II Equipment	\$18,053.03
P0303514	ADT Security Services	Library Addition-Cap	Group II Equipment	\$21,088.22
P0303651	The Hon Company	Library Addition-Cap	Group II Equipment	\$728.05
P0303652	McMurray Stern Inc.	Library Addition-Cap	Group II Equipment	\$34,007.63
P0303653	CSI Fullmer	Library Addition-Cap	Group II Equipment	\$1,756.00
P0303660	KI	Library Addition-Cap	Group II Equipment	\$6,119.88
Fund 41 Total: 6				\$81,752.81

Fund 43 2005 GO Refunding Bonds

P0303402	Samy's Camera	Instructional Services	New Equipment - Instructional	\$4,125.72
P0303403	Samy's Camera	Instructional Services	New Equipment - Instructional	\$8,984.15
P0303405	Pro Max	Instructional Services	New Equipment - Instructional	\$6,565.19
P0303445	Markertek Video Supp	Instructional Services	New Equipment - Instructional	\$6,350.34
Fund 43 Total: 4				\$26,025.40

Fund 62 Property & Liability

P0303722	Keenan & Associates	Purchasing and	Liability - Self Insurance	\$1,385.21
P0303793	El Camino Community	Purchasing and	Liability - Self Insurance	\$12,387.85
Fund 62 Total: 2				\$13,773.06

Fund 71 Associated Students

P0303764	Avia Hotel Long Beach	Student Affairs	ASB Exp.	\$2,900.00
Fund 71 Total: 1				\$2,900.00

Fund 72 Student Representation Fee

P0303545	Academic Senate for	Student Affairs	Conferences - Student	\$1,660.00
P0303685	The Westin	Student Affairs	Conferences - Student	\$1,255.32
P0303715	Harold L. Tyler	Student Affairs	Conferences - Student	\$750.00
Fund 72 Total: 3				\$3,665.32

B0311104	Accudata Integrated	TitleV Activity	Contract Services	\$12,749.00
B0311106	ECCD Petty Cash	CTE II-grant	Non-Instruct Supplies	\$200.00
B0311116	Braumiller Schultz, Llc	Responsive Training	Contract Services	\$1,000.00
B0311117	World Wise Consulting,	Matching - IDRC, etc.	Contract Services	\$1,200.00
B0311118	Desimone	Aerospace Conference	Contract Services	\$6,750.00
B0311124	ECCD Petty Cash	EWD/CTE Grant	Non-Instruct Supplies	\$200.00
B0311126	Pivot Management	Cact CA Employee	Contract Services	\$20,000.00
B0311127	Osterling Consulting,	Cact CA Employee	Contract Services	\$20,000.00
B0311128	Richard Johnson	Cact CA Employee	Contract Services	\$10,000.00
B0311129	California	Cact CA Employee	Contract Services	\$75,000.00
B0311130	Joshua Fredenburg	SBDC-YEP (COCCC)	PSA Contract Services	\$2,000.00
B0311131	Valerie Carrigan	WPLRC Industry Driv	PSA Contract Services	\$1,600.00
B0311132	E.C.C. Public	Adminstration	Printing	\$235.00
B0311135	E.C.C. Public	WRIEC Year 5	Reproduction -	\$75.00
B0311136	Linda Vallejo	TitleV Activity	PSA Contract Services	\$12,000.00
Fund 12 Total: 15				\$163,009.00

Fund 15 General Fund -Special Programs

B0311105	E.C.C. Public	Div Office-Studnt	Non-Instruct Supplies	\$300.00
Fund 15 Total: 1				\$300.00

Fund 41 Capital Outlay

B0311085	National Roofing	Roof Repairs &	Contract Services	\$9,990.00
B0311090	National Roofing	Roof Repairs &	Contract Services	\$11,030.00
B0311091	National Roofing	Roof Repairs &	Contract Services	\$10,150.00
B0311092	National Roofing	Roof Repairs &	Contract Services	\$7,790.00
B0311100	Tandus Flooring, Inc.	Flooring Replacemts	Buildings	\$6,547.70
B0311134	Smardan Supply	Replace Drinking	Non-Instruct Supplies	\$12,000.00
Fund 41 Total: 6				\$57,507.70

Fund 81 Student Organizations

B0311119	E.C.C. Public	Student Affairs	A/P Manual.Gen.	\$15.00
Fund 81 Total: 1				\$15.00

BPO Funds Total: 31 \$416,581.70

Grand Total POs and BPOs: 284 \$932,768.56

**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.....	42
B. Contract – The Vinewood Company – Social Science Modernization Project.....	42
C. Contract Amendment – Flewelling & Moody Architects – Social Science Modernization Project.....	42
D. Change Order – Mackone Development, Inc. – Bookstore Renovation.....	43
E. Change Order – GDL Construction – Humanities Plaza Project.....	45
F. Change Order – HPS Mechanical – Phase 3 Infrastructure.....	46
G. Purchase Orders and Blanket Purchase Orders.....	47

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 April 30, 2010.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$211,118,972	\$72,979,657	\$25,737,145	\$112,402,170
Campus Site Improvements	34,607,523	24,591,984	187,008	9,828,532
Energy Efficiency Improvements	2,818,000	2,755,163	14,214	48,623
Health and Safety Improvements	136,931,805	40,814,616	2,750,087	93,367,102
Information Technology and Equipment	34,776,156	11,549,784	28,293	23,198,079
P.E. Facilities Improvements	1,585,700	572	0.00	1,585,128
Contingency*	<u>2,757,031</u>	<u>0</u>	<u>0</u>	<u>2,757,031</u>
TOTAL	<u>\$424,595,187</u>	<u>\$152,691,776</u>	<u>\$28,716,748</u>	<u>\$243,186,664</u>

*Includes unallocated refunding income and interest through 12/2009.

B. CONTRACT– THE VINEWOOD COMPANY, LLC – SOCIAL SCIENCE MODERNIZATION PROJECT

It is recommended that the Board of Trustees approve entering into a contract with The Vinewood Company to provide a Division of State Architects (DSA) certified inspector for the Social Science Modernization Project.

Three inspection firms were interviewed by the District and the Construction Management staff and were evaluated based upon previous experience, staff qualifications, responses to questions and the proposed fee structure.

Dates of Service: July 2010 – August 2011

Cost: Not to exceed \$196,762.50, invoiced bi-monthly. The cost is based upon the consultant providing a DSA certified Class 2 inspector.

C. CONTRACT AMENDMENT – FLEWELLING & MOODY ARCHITECTS – SOCIAL SCIENCE MODERNIZATION PROJECT

It is recommended that the Board of Trustees approve the following additional design services.

At the request of the District modify the construction documents to include the following items. These modifications are needed due to changes of campus requirements and standards that have occurred since the original design. \$15,800

1. Delete exterior equipment enclosure.
2. Modify mechanical design of the Intermediate Distribution Frame room to provide a cooling system that does not require an exterior compressor.
3. Add access control card readers.
4. Modify type of automatic doors.
5. Modify clock system to global position satellite system.
6. Relocate and increase the data and audio visual cabling and outlets.

Total Increase in Contract Amount \$15,800

Original Contract Amount	\$900,000
Prior Changes	87,365
Contract Amendment Amount	<u>15,800</u>
New Contract Amount	<u>\$1,003,165</u>

D. CHANGE ORDER – MACKONE DEVELOPMENT, INC. BOOKSTORE RENOVATION

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

1. Cut soffit and duct support runners as needed to remove and replace existing deteriorated duct. Replace and repair runners and soffit located in the stock room. Unforeseen Condition. \$8,713
2. Remove and reroute existing conduit supplying the second floor Motor Control Cabinet. This work was required due to the removal of an existing wall that contained the conduit. Unforeseen Condition. \$8,318
3. Perform demolition needed to provide a door opening in the Fan Room. The planned door location interfered with an existing column. Unforeseen Condition. \$1,403

- | | |
|--|----------|
| 4. Install new Corridor Fire and Smoke Dampers (CFSD); patch walls, provide credit for not installing smaller capacity CFSDs. Code Requirement. | \$4,052 |
| 5. Remove three abandoned pipes entering the building at the exterior southwest corner of the building and patch wall. The pipes were used to carry fuel oil into the Bookstore from underground storage tanks that have been abandoned. District Request. | \$1,163 |
| 6. Reroute existing conduit above the new ceiling height. Conduit interfered with installation of a new door opening. Unforeseen Condition. | \$182 |
| 7. Replace an existing roof drain and damaged piping below deck. District Request. | \$10,787 |
| 8. Provide power outlets for Reach-in-Refrigerators. The refrigerators were not included in the original design. District Request. | \$9,951 |
| 9. Provide plumbing access panels at the three following locations, west wall of the Stock Room, north wall of Stock Room and Men's Room. District Request. | \$905 |
| 10. Install four electrical floor junction boxes with access covers. Removal of an existing wall exposed existing conduit. District Request | \$3,543 |
| 11. Perform slab removal in the sales area to provide ¾-inch depression to accommodate the proper installation of the finish floor tile. Unforeseen Condition. | \$5,661 |
| 12. Portions of ductwork required removal to provide access to install post tension cables in the kitchen. Unforeseen Condition. | \$1,389 |
| 13. Install wall framing backing for the attachment of full height book shelf units on the Stock Room wall. Unforeseen Condition. | \$2,951 |

- | | |
|--|----------------|
| 14. Increase the height of the tile base of the Bookstore to cover wall damage. District Request. | \$397 |
| 15. Provide electrical breakers for the convenience store portion of the Bookstore. District Request. | \$1,712 |
| 16. Locate and provide access to a conduit from the distribution transfer switch at Central Plant to the generator. District Request. | \$407 |
| 17. Replace damaged plaster soffit. District Request. | \$3,445 |
| 18. Furnish and install vinyl composition tile in the data distribution room and paint walls same as adjacent offices. District Request. | \$2,446 |
| 19. Furnish and install slot wall panels to align with upper cabinet door in Bookstore Sales Area at sales wall cabinets between counter and upper cabinets. District Request. | \$1,385 |
| 20. Repair water damaged soffits in stock room. Damage was caused by vandalism. District Request. | <u>\$1,883</u> |

Total Change Order Amount	<u>\$71,624</u>
---------------------------	-----------------

Original Contract Amount	\$4,899,000
Prior Changes	281,847
This Change Order Amount	<u>71,624</u>
New Contract Amount	<u>\$5,252,471</u>

E. CHANGE ORDER – GDL CONSTRUCTION – HUMANITIES PLAZA PROJECT

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

- | | |
|--|---------|
| 1. Extend the electrical conduit path from the Library point-of-entry to the second floor data distribution room to support the data/communications for the Food Service Building and the Plaza emergency phone. Engineer's request. | \$9,658 |
|--|---------|

Total Change Order Amount	<u>\$9,658</u>
---------------------------	----------------

Original Contract Amount	\$1,895,000
Prior Changes	170,069
This Change Order Amount	<u>9,658</u>
New Contract Amount	<u>\$2,074,727</u>

F. CHANGE ORDER – HPS MECHANICAL – PHASE 3 INFRASTRUCTURE

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

- | | |
|--|----------------|
| 1. Elimination of the chilled and hot water vault at the MBA building. District Request. | -\$6,196 |
| 2. Reroute existing irrigation mainline east of the Marsee Auditorium in Parking Lot L in order to provide proper ground cover with the new finish grades. District Request. | \$1,301 |
| 3. Provide and install electrical conduit for two future emergency phones at the North Gym and Art Deli patio. District Request. | \$7,717 |
| 4. During excavation east of the South Gym and Health Center, existing storm drain lines were discovered in planter footings. In order to remove the planter and footings, the storm drain lines needed to be rerouted to avoid potential damage during the removal. Unforeseen Condition. | \$6,250 |
| 5. Emergency repair of a three-inch domestic water mainline break that occurred east of the Health Center, which feeds the Art Building. District Request. | \$8,419 |
| 6. Provide and install one-inch gas line to the Music building water heater in order to maintain service when the boilers are decommissioned. Engineer’s Request. | <u>\$4,205</u> |

Total Change Order Amount	<u>\$21,696</u>
---------------------------	-----------------

Original Contract Amount	\$9,382,373
Prior Changes	361,052
This Change Order Amount	<u>21,696</u>
New Contract Amount	<u>\$9,765,121</u>

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

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

P.O. #	VENDOR	SITE	DESCRIPTION	COST
P303473	American Rent A Fence	Math Business Allied Health	Site Improvements	\$365.40
P303483	CSI Fullmer	Bookstore Building	Group II Equipment	24,369.58
P303499	Keenan & Associates	Math Business Allied Health	Contract Services	17,335.68
P303500	Keenan & Associates	Math Business Allied Health	Contract Services	39,705.82
P303501	Keenan & Associates	Math Business Allied Health	Contract Services	24,417.00
P303502	SEWUP/JPA	Math Business Allied Health	Contract Services	573,582.00
P303525	Western Illuminated	Bookstore Building	Construction Material	1,041.97
P303526	Smardan Supply	Bookstore Building	Construction Material	5,340.61
P303534	Graybar Electric	Infrastructure Phase III	Construction Material	1,700.52
P303557	B.D. White Top Soil	Bookstore Building	Site Improvements	1,055.80
P303568	Keenan & Associates	Bookstore Building	Contract Services	931.00
P303569	Keenan & Associates	Bookstore Building	Contract Services	324.84
P303570	SEWUP/JPA	Bookstore Building	Contract Services	5,916.00
P303575	BOG’s-California	Social Sciences	Architecture/Engineering	25,885.86
P303675	Western Store Fixtures	Bookstore Building	Group II Equipment	4,621.88
P303681	HCD	Temporary Space Relocation	Permit Processing Fees	65.00
P303743	Swrcb Accounting	Math Business Allied Health	Contract Services	433.00
P303799	Chefsmart	Humanities Complex	Group II Equipment	2,095.12
B311088	Insignia	Signage	Site Improvements	5,695.00
B311089	Fair Play Scoreboard	Lot H Parking/Athletics	Architecture/Engineering	4,800.00
B311096	Commercial Fence	Math Business Allied Health	Site Improvements	12,799.00
B311097	El Prado Cleaning	Bookstore Building	Contract Services	2,900.00
B311099	American Technologies	Infrastructure Phase III	Buildings	11,380.00
B311112	Converse Consultants	Math Business Allied Health	Testing & Inspection	375,000.00
B311113	Prestige Security	Math Business Allied Health	Contract Services	50,000.00
B311114	Sandy Pringle & Associates	Math Business Allied Health	Testing & Inspection	532,925.00
B311123	Forkert Engineering	Social Sciences	Architecture/Engineering	500.00
B311133	School Construction	Math Business Allied Health	Contract Services	97,867.98
B311139	Tropical Creations	Lot H Parking/Athletics	Site Improvements	19,286.00
			TOTAL POs AND BPOs	<u>\$1,842,340.06</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.....	49
B. Temporary Non-Classified Service Employees	54
C. Declaration of Indefinite Salaries for Retroactive Pay.....	61
D. Notice and Scheduling of Hearing Negotiations – El Camino Community College District and El Camino Community College Federation of Teachers, Local 1388, AFT, AFL-CIO.....	61
E. Revised Classification Specifications For Classified Position.....	62
F. New Classification Specifications For Classified Position.....	62

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 1-22 and 1-5.

Academic Personnel:

1. Deceased - Mr. Neil Moss, full-time instructor of Art, Fine Arts Division, effective April 20, 2010.
2. Retirement - Mr. Jeffrey Lenham, full-time instructor of Educational Development, Deaf and Hard of Hearing Specialist, Special Resource Center, Health Sciences & Athletics Division, last day worked June 11, 2010, first day of retirement, June 12, 2010, and that a plaque be prepared and presented to him in recognition of his service to the District since 1976.
3. Retirement - Mr. Timothy Meza, full-time instructor of Construction Technology, Industry and Technology Division, last day worked June 11, 2010, first day of retirement, June 12, 2010, and that a plaque be prepared and presented to him in recognition of his service to the District since 1986.
4. Retirement - Ms. Kriss Stauber, full-time instructor of Office Administration, Business Division, last day worked June 11, 2010, first day of retirement June 12, 2010, and that a plaque be prepared and presented to her in recognition of her service to the District since 1981.
5. Retirement - Mr. Daniel Houston, full-time instructor of English as a Second Language (ESL), Humanities Division, last day worked June 11, 2010, first day of retirement, June 12, 2010, and that a plaque be prepared and presented to him in recognition of his service to the District since 1974.
6. Change in Assignment - Dr. Anne Valle, full-time/temporary instructor of Life Sciences, Natural Sciences Division, Class V, Step 4, effective April 5 through June 11, 2010.
7. Change in Assignment - Mr. Rajinder Sidhu, full-time/temporary instructor of Life Sciences, Natural Sciences Division, Class III, Step 7, effective April 5 through June 11, 2010.
8. Special Assignment - Dr. Lars Kjeseth, full-time instructor of Mathematics, to provide faculty support and work on implementation of CurricuNet, to be paid

\$60.18 an hour, not to exceed 80 hours or \$4,815, effective June 14 through August 19, 2010, in accordance with the Agreement, Article 10, Section 14(a).

9. Special Assignment - Dr. Jenny Simon, full-time instructor of English, Humanities Division, to provide faculty support and work on Student Learning Outcomes (SLOs) assessment implementation, to be paid \$60.18 an hour, not to exceed 50 hours or \$3,010, effective June 14 through August 19, 2010, in accordance with the Agreement, Article 10, Section 14(a).
10. Special Assignment - The following faculty members to be compensated reassigned time for negotiations preparation, to be paid \$60.18 an hour, for a total of 150 hours, in accordance with the Agreement, Article III, Section 11 (c).

Donald Brown	90	\$5,416
Elizabeth Shadish	<u>60</u>	<u>\$3,611</u>
TOTAL	150	\$9,027

11. Special Assignment - The following part-time instructors to coordinate activities in the Learning Center, to be paid \$45.14 an hour, effective July 1 through August 18, 2010, in accordance with the Agreement, Article 10, Section 9(m).

<u>Instructor</u>	<u>Discipline</u>	<u>Not to Exceed Hours per week</u>
Sheryl Kunisaki	English	10
Robin Cash	Computer Information Systems	15

12. Amend Stipend - Mr. James Mack, part-time instructor of Music, Fine Arts Division, to perform clarinet as Spring Resident Artist, to be paid \$300 (instead of \$150), effective March 15, 2010, in accordance with the Agreement, Article 10, Section 9(m).
13. Stipend Assignment - Mr. William Georges, full-time instructor of Theatre, Fine Arts Division, to work as light designer for Play #4, to be paid \$1,500, effective March 21 through May 14, 2010, in accordance with the Agreement, Article 10, Section 14(a).
14. Stipend Assignment - Mr. William Warren, part-time instructor of Fire Academy, Industry & Technology Division, to instruct Standards for Training Certification and Watch Keeping (STCW) students at El Camino Fire Academy for Community Advancement, to be paid \$400, effective April 29, 2010, in accordance with the Agreement, Article 10, Section 14(a).

15. Stipend Assignment - Dr. Polli Chambers-Salazar, full-time instructor of Music, Fine Arts Division, to perform as spring resident artist, to be paid \$375, effective May 22, 2010, in accordance with the Agreement, Article 10, Section 14(a).

16. Extra Service Pay - The following full-time Librarians, Learning Resources, to be employed each scheduled day of the 2010 Summer Session, in accordance with the Agreement, Article 10, Section 13(b).

Don Brown	Noreth Men
Alice Cornelio	Vincent Robles
Moon Ichinaga	Claudia Striepe
Edward Martinez	

17. Employment - The following part-time Clinical Psychologists, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, not to exceed a total of 46 hours per week, effective July 1, 2010 through June 30, 2011, to be paid in accordance with the Agreement, Article 10, Section 9(e).

	<u>Not to exceed hours</u>
Ruth Taylor	30
Sally Emery	16

18. Employment - The following part-time Nurse Practitioners, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, not to exceed 35 hours per week, effective July 1, 2010 through June 30, 2011, to be paid in accordance with the Agreement, Article 10, Section 9(m).

Melanie Bronstein	Ellen Schmidt-Olivier
Linda Goldman	Theresa Wright

19. Employment - The following Nurse Practitioners and Doctor, Health Sciences & Athletics Division, to conduct sports physicals, not to exceed \$1,500 per semester (summer, spring & fall), effective July 1, 2010 through June 30, 2011, to be paid in accordance with the Agreement, Article 10, Section 13(b).

<u>Full-time</u>	
Debbie Conover	Deborah Herzik
Holly Fall	

<u>Part-time</u>	
Melanie Bronstein	Therese Wright
Linda Goldman	Dr. George Thompson
Ellen Schmidt-Olivier	

20. Employment - The following part-time Librarians, Learning Resources, to be hired as needed for Summer Session.

Anita Colby
John Fowler
Margaret Stevens

Jane Terry
Douglas Thompson

21. Employment - The following part-time/temporary instructors to be hired as needed for the 2010 Spring semester:

Fine Arts
Kevin Myers
Yumi Kiyose

22. Employment - The following part-time/temporary instructors to be hired as needed for the 2010 Summer Session:

Behavioral & Social Science

Mohammed Abdelhamid, Class IV, Step 7
Jose Arrieta, Class II, Step 4
Nancilyn Burruss, Class II, Step 7
Marie Butler, Class V, Step 28
Van Chaney, Class III, Step 4
Darla Fjeld, Class V, Step 4
Thomas Glenn, Class IV, Step 14
Austin Gordon, Class V, Step 9
Lawrence E. Guillow, Class V, Step 20
Shahrokh Haghghi, Class V, Step 14
Paul Harley, Class II, Step 12
Meric Keskinel, Class V, Step 7
Thomas Keville, Class II, Step 12
Amy La Coe, Class IV, Step 9
Marc Mesyanek, Class II, Step 6

Robroy Meyers, Class II, Step 8
Gerardo Nebbia, Class II, Step 8
Hatien Nguyen, Class III, Step 4
Kaoru Oguri, Class V, Step 14
Robert Osterman, Class II, Step 4
Edgar Pacas, Class II, Step 4
Gaile Price, Class II, Step 7
Jeffrey Rigby, Class IV, Step 28
Francis Schulte, Class III, Step 12
Emily Sedgwick, Class II, Step 12
Gregory Simon, Class V, Step 4
Paul Swendson, Class II, Step 12
Farshid Tahernia, Class IV, Step 5
Mari Womack, Class V, Step 8
Kofi Yankey, Class II, Step 9

Business

Arnold Blanshard, Class II, Step 4
Loretta Daniels, Class I, Step 4
Donna McGovern, Class III, Step 5

Denise Nevin, Class II, Step 4
Robert Rooks, Class I, Step 9
John Slawson, Class V, Step 8

Fine Arts

Ava Baldwin, Class II, Step 6
Camille Cornelius, Class III, Step 12

Walter Cox, Class III, Step 5
Michelle Funderburk, Class IV, Step 10

Jamie Hammond, Class II, Step 8
Diane Hayden, Class III, Step 4
Kent Hayward, Class IV, Step 8
Michael Hernandez, Class II, Step 4
Marcie Kaufman, Class III, Step 4
Emma Kheradyar, Class III, Step 5
Tom Kidd, Class II, Step 7

Health Sciences & Athletics

Brandon Alcocer, Class II, Step 5
David Bacon, Class II, Step 4
Richard Blount, Class II, Step 7
Colleen Caldwell, Class I, Step 4
Lucia Cordeiro Drever, Class II, Step 4
Michael Fenison, Class II, Step 6
Nathan Fernley, Class II, Step 5
Diana Galias, Class I, Step 6
Jennifer Henderson, Class II, Step 4

Humanities

Kathleen Collins, Class III, Step 11
Allison DeVaney, Class II, Step 11
Tomo Hattori, Class V, Step 14
Yaeko Hirano, Class III, Step 4
Patricia Hoovler, Class III, Step 28
Francisca Mejia, Class II, Step 4

Industry & Technology

Kevin Coffelt, Class III, Step 8
Timothy Dennis, Class II, Step 4
Jeffrey Donahue, Class II, Step 12
Sharon Higgins, Class II, Step 10
James Lemmon, Class II, Step 11

Mathematical Sciences

Vage Avakyan, Class V, Step 24
Robert Bauman, Class III, Step 12
Susan Bucher, Class IV, Step 6
Abdelwahab El-Abyad, Class V, Step 5
Theodore Gibson, Class II, Step 12
Astatke Gizaw, Class II, Step 12
Laura Hinckley, Class II, Step 6
Jamar London, Class II, Step 4

Holly Lampe, Class II, Step 7
Margot Martin, Class V, Step 12
Thomas Stubblefield, Class II, Step 4
Sandra Trepasso, Class IV, Step 12
Mark Urista, Class II, Step 4
Suzanne Wong, Class II, Step 9
Lucretia Wright, Class II, Step 7

Stacey Komai, Class II, Step 4
Norkor Omaboe, Class II, Step 5
Danielle Roman, Class II, Step 7
Krysti Rosario, Class I, Step 5
Sean Sheil, Class II, Step 9
Joel Smith, Class III, Step 5
Darryl Sue, Class V, Step 9
Steven Van Kanegan, Class II, Step 12

Rossella Pescatori, Class V, Step 6
Cynthia Quintero, Class II, Step 12
Jelena Savina, Class II, Step 6
Kanzo Takemori, Class III, Step 12
Alfred Zucker, Class V, Step 28

Phil Reno, Class III, Step 4
Bradley Sweatt, Class I, Step 6
Dale Ueda, Class III, Step 5
Sue Ellen Warren, Class II, Step 10

Alice Martinez, Class II, Step 4
Wendy Miao, Class III, Step 12
Cuong Nguyen, Class II, Step 4
Aida Ovanessian, Class V, Step 11
Mohammad Rahnvard, Class V, Step 11
Lernik Saakian, Class V, Step 24
Ellis Shamash, Class V, Step 11
Richard Sibner, Class IV, Step 6

Gizaw Tadele, Class II, Step 24
Erxiang Wang, Class II, Step 12
May Xu, Class IV, Step 14

Christie Yang, Class III, Step 10
David Yee, Class IV, Step 6
Michael Zeitzew, Class V, Step 8

Natural Sciences

Robin Bouse, Class V, Step 4
Michael Brennan, Class III, Step 6
Diana Garcia, Class V, Step 14

Natalia Lev, Class II, Step 8
Ebenezer Peprah, Class II, Step 4
Karla Villatoro, Class IV, Step 6

Special Resource Center

Onisha Blagdon, Class I, Step 4

Classified Personnel:

1. Retirement - Ms. Lila Forray, Senior Clerical Assistant, Range 24, Step E, Mathematical Sciences Division, Academic Affairs Area, effective June 1, 2010 and that a plaque be presented to her in recognition of her service to the District since 1989.
2. Retirement - Ms. Robin Nilsen, Clerical Assistant, Range 22, Step E, Assessment/Testing/Enrollment Services Division, Student and Community Advancement Area, effective June 4, 2010, and that a plaque be presented to her in recognition of her service to the District since 1969.
3. Personal Leave of Absence 26.67% - Ms. Jeannine Barba, Student Services Specialist, Range 33, Step E, Enrollment Services Division, Student and Community Advancement Area, effective April 12 through June 11, 2010.

Special Services Professional

4. Change of Assignment - Ms. Roberta Becka, Special Services Professional, Range 8, from Step 4 to Step 5 of the Special Services Professional Salary Schedule, Community Advancement Division, Student and Community Advancement Area, effective June 1 through June 30, 2010.

Temporary Classified Services Employees

5. Ms. Elizabeth Matusak - Accounting Assistant II, Range 27, Step A, Fiscal Services Division, Administrative Services Area, to process financial aid checks and disburse to students, effective June 10 through July 30, 2010.

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 1-22.

The following temporary, non-classified service employees are to be hired for the 2010-2011 fiscal year, paid, hourly, effective July 1, 2010 through June 30, 2011, days and hours vary as needed, unless otherwise stated.

Campus Police Aide Series

1. Campus Police Aide II

The following individual is responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Miguel Castro, \$9.50

2. Campus Police Aide III

The following individuals are to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College, and other departmental duties.

\$10.75 per hour

Brian Hill

Can Hoang

LeTecia McClendon

Stephanie Avila, \$11.25

3. Campus Police Aide IV

The following individuals are responsible for overseeing the Campus Police Cadet program, maintenance and servicing of the campus parking permit machines, and performing non-hazardous police services for the campus community, \$12.50 per hour.

Jorge Martinez

Paul Pulido

Instructional Aide Series

4. Instructional Aide I

The following individuals are to assist in the classroom, laboratory, or other facility with basic duties and accommodations, \$8.00 per hour.

Sarah Ascencio

Ryan Cleveland

Denise Gutierrez

Michael Johnson

Heidi Lier

Shawn Makaena

Thessa Rogero

5. Instructional Aide II

The following individuals are to provide basic tutoring, support services and accommodations for students.

\$9.25 per hour

Alicia Bartley
Amber Beck

Ava Stanko
Mayra Velasquez

Elsyn Magana, \$10.00

6. Instructional Aide III

The following individuals are to provide intermediate level tutoring, maintain records, and other specified accommodations for students, \$ 10.50 per hour.

Aree Anne Kate Bernabeo
Amber Grace

Kris Rattivat
Valerie Wright

7. Instructional Aide IV

The following individuals are to provide teaching assistance, intermediate level tutoring, technical support, classroom set-up, care and repair of equipment and instruments, and instructional support services and accommodations for student with disabilities.

\$11.75 per hour

Kasey Armstrong
Joseph Fernandez

Maria Ramirez
Jesse Rodriguez

\$12.25 per hour

Nikki Benjamin
Mary Kretzmar
Yoko Nakase

Joan Treat
Benjamin Tzeng
Cesar Vasquez

8. Instructional Aide V

The following individual is to provide high level tutoring, student assistance for technical skills development, help organize and coordinate various projects, organize and manage students participating in specified programs, and provide classroom support services and online support.

George Malak, \$13.00

9. Instructional Aide VI

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.

Jan DeAugustine-Peck, \$15.00

Office Aide Series

10. Office Aide I

The following individual is to assist the staff with basic duties.

Brandi Hardy, \$8.00 (eff. 5/20/10 through 6/30/10)

11. Office Aide II

The following individual is to provide assistance to students, faculty, staff, and the general public with the various services on campus.

Jonathan Lucas, \$9.25 (eff. 5/10/10 through 6/30/10)

12. Office Aide III

The following individuals are to assist students with various processes; compile, input, and maintain data, payment process, and perform other duties as assigned.

\$10.50 per hour

Aaron De Naranjo

Laura Gibson

Mary Lou Miranda

Veronica Munoz

Maria Reina

Jose Jauregui, \$11.50

13. Office Aide IV

The following individuals are to assist with all department processes and to support staff through knowledge of department operations.

Rose Velez, \$11.75

Lujuana Washington, \$12.50

Program Aide Series

14. Program Aide V

The following individual is to assist the Director with program operations and maintenance.

Dennise Lopez, \$13.50 (eff. 5/18/10 through 6/30/10)

Sports Aide Series

15. Sports Aide VI

The following individuals are to assist the coaching staff with the summer swimming program, \$17.00 per hour.

Shelly Benner
Joshua Clark
Jennie Harris
Jesse Mangiagli
Richard Pieper

Rebecca Savoia
Kaela Stager
Sandra Tejada
Angie Zeller
Kiersten Zeller

Theater Aide Series

16. Theater Aide I

The following individual is to assist the theater management and staff with basic theater duties for on-campus events.

Umang Bhatt, \$8.25 (eff. 5/18/10 through 6/30/10)

PROFESSIONAL SERIES

Assistive Linguistics Professional Series

17. Assistive Linguistics Professional I

The following individuals are to be hired by the Special Resource Center to provide language interpreting support services between Deaf and Hard-of Hearing students, staff, and their hearing peers, the classroom instructor and other personnel.

\$20.00 per hour

Lorena Gomez
Simeonne LaBrecque
Jessica Lopez
Sandra Lopez
Kelsey Montgomery

Tynisha Neely
Aldrena Rodgers
Teresa Russ
Alex Sandoval
Dyann Stewart

\$25.00 per hour

Veronica Arvizu
Margarit Fesliyan
Caroline King, \$25.00

Shannon Leavitt, \$25.00
Anita Licea, \$25.00

\$27.50 per hour

Sarah Padilla

\$30.00 per hour

Elisabett Brambila
Shela Cardenas
Stefanie Meilinger

Mireya Padilla
Janna Saavedra

\$32.50 per hour

Joseph Calderon
Kristen Del Rosario
Consuelo Morales

Raena Oshiro
Lori Patton

18. Assistive Linguistics Professional II

The following individuals are to be hired by the Special Resource Center to provide language interpreting support services between Deaf and Hard-of Hearing students, staff, and their hearing peers, the classroom instructor and other personnel, and must possess National Certification.

\$35.00 per hour

Malakia Adunni
Tamara Hill
Eduardo Huante
Ken Marumoto
Jack Nielson
Cynthia Parral
Shawna Peacock

Alejandro Perez
Ancialyn Pinckney
Ethel Smith
Darlene Stevenson
Mona Tanji
Debbie Weber
Barbara Yancey

\$37.50 per hour

Lenora Arnwine

\$40.00 per hour

Rachael Abbatiello
Krystal Armstrong
Pamela Ash
Myisha Blackman
Selma Chavez
Lee Elle Tullis
Lynette Vickers

\$42.50 per hour
Desiree Tanner

\$45.00 per hour
Martin Garcia
Astrid Hagen
Robert LoParo

Education Professional Series

19. Education Professional II

The following individuals are to teach Basic, Low, or High Intermediate English as a Second Language class.

\$40.00 per hour
Patricia Pollack

\$42.00 per hour
Stella Kabelitz
Andres Moina

\$44.00 per hour
Maria Kindweiler

\$45.00 per hour
Faith Vietti

\$46.00 per hour
Susan Macias
Bonnie Pereyra
Robert Puglisi

Program Professional Series

20. Program Professional I

The following individual is to coordinate and oversee all aspects of the Future Teachers Conference.

Michelle Zinser, \$25.00

Training Professional Series

21. Training Professional II

The following individuals are to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices in both the Youth Empowerment Strategies for Success and the Foster and Kinship Care Education Programs, \$37.00 per hour.

Naynette Kennett (eff. 5/22/10 through 6/30/10)

Greg Uba (eff. 6/12/10 through 6/30/10)

22. Training Professional III

The following individual is to instruct the Standards for Training Certification and Watch keeping (STCW) Tankerman Person-in-Charge class.

Johnathan Brainard, \$50.00 (eff. 6/1/10 through 6/30/10)

C. DECLARATION OF INDEFINITE SALARIES FOR RETROACTIVE PAY

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, certificated, classified, confidential and other unrepresented employee salaries are declared indefinite for 2010-2011.

D. NOTICE AND SCHEDULING OF HEARING: NEGOTIATIONS – EL CAMINO COMMUNITY COLLEGE DISTRICT AND EL CAMINO COLLEGE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL-CIO

It is recommended that the Board of Trustees schedule a public hearing and adoption of the following subjects for negotiations at its meeting on June 21, 2010. The Federation and the District wish to sunshine proposals for successor negotiations of the collective bargaining agreement which expires on June 30, 2010. The District and the Federation seek improvements, changes and modifications in the language of the following articles:

Article 1 - Recognition

Article 2 - Rights of the District

Article 3 - Rights of the Federation

Article 4 - Intracollegiate Relations

Article 5 - Academic Freedom and Responsibility

Article 6 – Classification of Faculty Members
Article 7 – Calendar
Article 8 – Hours and Working Conditions
Article 9 – Winter and Summer Assignments
Article 10- Compensation
Article 11 – Paid Leaves
Article 12 – Unpaid Leaves
Article 13 – Sabbatical Leaves
Article 14 – Vacation
Article 15 – Holidays
Article 16 – Professional Meetings and Conferences
Article 17 – Insurance Benefits
Article 18 – Pre-retirement Program
Article 19 – Retirement, Disability and Resignation
Article 20 – Procedures for Faculty Evaluation
Article 21 – General Provisions
Article 22 – Dispute Resolution Procedures
Article 23 – Work Stoppage
Article 24 – Instructional Technology
Article 25 – Agreement Conditions and Duration
And Appendices A through N
Additionally there may be other subjects identified.

E. REVISED CLASSIFICATION SPECIFICATIONS FOR CLASSIFIED POSITION

It is recommended that the Board approved the new classification specifications for the Research Analyst, as follows.

F. NEW CLASSIFICATION SPECIFICATIONS FOR CLASSIFIED POSITION

It is recommended that the Board approved the new classification specifications for the Building Automation Systems Technician, as follows.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: RESEARCH ANALYST

BASIC FUNCTION:

Under the direction of an assigned administrator, perform statistical and analytical institutional research; provide information or research for decision-making and program planning; and provide technical support to faculty, administrators and staff regarding research design, survey development, and test validation.

REPRESENTATIVE DUTIES:

Develop institutional research designs and apply appropriate computer tools, statistical measures and data collection techniques.

Conduct studies for both instructional and non-instructional programs and services.

Design, maintain, manipulate and query specialized databases and information systems to support research.

Organize and present research-based information, analysis, and interpretation clearly and effectively, in narrative, tabular, graphical and oral modes.

Maintain research data warehouse system and an indexed archive of information and reports suitable for responding to surveys, questionnaires, and federal and state data collection or accountability requirements.

Provide technical and analytical support to offices, divisions, committees, faculty, staff, and administration in research-related activities.

Evaluate and respond to requests originating inside and outside the institution; work with requesters to clarify their needs and optimize the utility of research results for them and for the District.

Organize, prioritize, and schedule work on a multitude of research-related requests from college constituents.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Research theory, methodology, and advanced applied statistics

Technical report writing

Design surveys

Personal, mainframe and client server computer systems
Familiarity with State and federal accountability reporting requirements

ABILITY TO:

Plan, organize, conduct and participate in analytical studies.
Establish and maintain cooperative working relationships with others.
Analyze and interpret complex data.
Communicate effectively, orally and in writing.
Approach problems objectively.
Present findings and recommendations clearly.
Exercise good judgment, diplomacy, tact and patience.
Operate a variety of research and analytic-related computer application programs.
Meet schedules and timeframes.
Reason logically and creatively and apply that logic to research topics.

EDUCATION AND EXPERIENCE:

Must have a ~~bachelor's~~ **Master's** degree in a specialization involving social science, higher education, social or educational research, psychology or a related field and at least three years of research experience that demonstrate the ability to conduct complex analyses. ~~Service as an instructor at a two (2) or four (4) year college and demonstrated experience in research or special study work may be substituted for up to two (2) years of relevant experience.~~

WORKING CONDITIONS:

Incumbents in this position may sit for extended periods of time using a personal computer with a Vision Display Terminal (VDT) screen.
Ability to move from one work area to another as needed.

Classified Salary Schedule Range 47

~~Exempt Status~~

Revised & Board Approved: May 17, 2010

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: BUILDING AUTOMATION SYSTEMS TECHNICIAN

BASIC FUNCTION:

Under direction of the Facilities Systems Supervisor or assigned administrator, manage and administer a campus-wide computerized energy management system and a building automation system.

REPRESENTATIVE DUTIES:

Perform daily system administration of several software applications for building control systems.

Monitor and control HVAC equipment, set schedules and define energy saving practices on campus.

Perform upgrades and modifications to system software and building automation system equipment at the application and equipment level.

Maintain the campus scheduling of equipment for on/off start times, temperatures, records of equipment performance, troubleshooting of equipment failure.

Maintain preventative maintenance and repair records for all building automation system equipment.

Consult with campus staff and vendors on problems related to hardware, software or network communication functions.

Work closely with campus HVAC, plumbing and electrical services personnel.

Work closely with all members of the college community on issues related to building automation systems.

Review current campus-wide energy usage and where appropriate recommend modifications for more efficient energy usage.

Assist in the development and implementation of the campus energy management program and building automation systems.

Assist in the identification, preparation and recommendation of energy cost reduction opportunities.

Review and remain current and knowledgeable on state of the art energy conservation methods and equipment.

Perform other related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Automated building management systems, energy conservation equipment and related components.

Power loads and potential for reducing loads.

HVAC systems and controls.

Energy conservation techniques and practices with specific applications to large buildings.

Safe and proper use of materials, tools and equipment used in the installation, repair and maintenance of energy systems.

Building control functions.

Health and safety laws and regulations.

Shop mathematics.

Software applications, including spreadsheet systems.

ABILITY TO:

Coordinate an energy conservation program.

Coordinate on/off schedules, maintenance, and repair of equipment for optimum energy management.

Analyze and document the effects of systems and operational changes on utility consumption.

Operate and troubleshoot equipment used in energy management.

Utilize a variety of software applications, their administration and management.

Establish and maintain effective working relationships with those encountered in the course of work.

Evaluate alternative approaches and effective solutions.

Prepare accurate and detailed written material and administrative reports.

Maintain and work from technical manuals, specifications, drawings and other information related to applicable energy conservation equipment.

Exercise sound, independent judgment and initiative within established guidelines.

Use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems.

Deal with changing, intensive deadlines.

Work independently with little direction

Plan and organize work.

Analyze situations accurately and adopt an effective course of action.
Maintain insurability under the District's vehicle insurance policy is required.
Creatively develop graphs and charts.
Interact with District management, staff and others encountered in the course of work.
Recognize and see warning signs, obstacles and/or hazardous conditions.

EDUCATION AND EXPERIENCE:

Graduation from high school or G.E.D. equivalent, supplemented by technical course work or training in heating, ventilation, air conditioning systems and controls and computer programming and four years progressively responsible experience operating and repairing HVAC systems and controls, and operation of a computer operated automated building management system; or an equivalent combination of training and experience. Must have experience with systems such as Tridium and Lonworks or equivalent.

LICENSE AND OTHER REQUIREMENTS:

A valid California driver's license.

WORKING CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Outdoor/indoor work environment.
Exposure to high temperatures.
Exposure to condensation and wetness.
Exposure to high volume noise.
Frequent standing for prolonged periods of time.
Office conditions; noise level is usually quiet.
Occasional crouching, squatting and kneeling for prolonged periods of time.
Frequent moving around in tight spaces.
Occasional climbing ladders.
Frequently reaching above shoulder level with hands and arms.
Hand and finger dexterity to grasp, handle and twist various tools and equipment.
Occasional installation of various electrical components.
Stand and talk or hear; walk or sit.
Occasionally work up to heights of 50 feet.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
Lift and move up to 50 pounds and occasionally over 75 pounds.

Classified Salary Range 41

Board Approved: May 17, 2010

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. Absence of Board MembersPage 70
- B. Travel.....Page 70

A. Absence of Board Members

It is recommended that the Board excuse Trustees Jackson and Combs from the April 19, 2010 Board Meeting with no loss of salary due to illness.

B. 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, CA on Friday, June 4, 2010, with transportation and necessary expenses paid.