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

**Agenda, Monday, October 19, 2015
Board Room
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes**
 - A. Regular Board Meeting of September 8, 2015
Pages v – vii
 - B. Special Board Meeting of September 16, 2015
Pages viii – ix
- III. Public Hearing - none**
- IV. Presentations**
 - A. Ms. Monica Bender, ECC Swimmer
- V. Public Comment on Consent Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Academic Affairs (AA)
*See Academic Affairs Agenda,
Pages AA 1- AA 15*
 - B. Student and Community Advancement (SCA)
*See Student Services Agenda,
Pages SCA 1- SCA 15*
 - C. Administrative Services (AS)
*See Administrative Services Agenda,
Pages AS 1- AS 18*
 - D. *See Measure "E" Bond Fund Agenda, (E)
Pages E 1- E 6*

- E. Human Resources (HR)
*See Human Resources Agenda,
Pages HR 1- HR 18*
- F. Compton Educational Center (CC)
See Compton Educational Center Agenda, Pages CC 1 – CC 4
- G. Superintendent/President (P/B)
*See Superintendent/President Agenda,
Pages P/B 1 – P/B 13*

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. Personnel Matters, Brown Act Section 54957 (b)
 - i. Superintendent/President Employment
- B. Existing Litigation, Brown Act Section 54956.9(a)
Case # AAA-72110Y-00348-13MRP

<p>Board of Trustees Meeting Schedule for 2015 4:00 p.m. Board Room</p>
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Monday, October 19, 2015
Monday, November 16, 2015
Monday, December 14, 2015

Mission Statement

El Camino College makes a positive difference in people's lives. We provide excellent comprehensive educational programs and services that promote student learning and success in collaboration with our diverse communities.

Vision Statement

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

Statement of Values

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

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

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

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

Diversity – We recognize and appreciate our similarities and differences.

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

BOARD PRESENTATIONS AND REPORTS 2015-2016

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
July	Compton Center	FTES – Both Locations Outreach Plan
August	Annual Budget	Notice of Public Hearing Quarterly Fiscal Status
September	Enrollment Management	Accreditation Report
October	Student Equity Plan	Student Equity Plan
November	AB86 Adult Education	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	
January	Facilities Master Plan	Annual Financial Audit
February	Title IX	Sound Fiscal Management Accountability Reports Annual Factbook End of Year Activities
March	HSI STEM Grant	FTES (FTES) – Both Locations
April	Citizens Bond Oversight Committee	Measure E-Bond Annual Report Facilities Plan Upgrade
May	California Community College Accountability Scorecard and Student Achievement Goals	
June	Tentative Budget	Tentative Budget

June 17, 2015

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Tuesday, September 08, 2015

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Tuesday, September 8, 2015, in the Board Room at El Camino College.

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

Also present were: Dr. Thomas Fallo, Superintendent/President; Ms. Linda Beam, Vice President/Human Resources; Ms. Jo Ann Higdon, Vice President/Administrative Services; Dr. Jean Shankweiler, Vice President/Academic Affairs; and Mr. William Garcia, Dean/Enrollment Services.

Minutes of the Regular Board Meeting of August 17, 2015

It was moved by Trustee Combs, seconded by Trustee Brown, that the Minutes of the Regular Board meeting of August 17, 2015 be approved as presented.

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

Presentation -Superintendent/President Search Update

Mr. Jim Walker, Community College Search Services, gave an update on the Superintendent/President Search process.

Special Board Meeting

The Board of Trustees scheduled a Special Board meeting on Wednesday, September 16, 2015 at 4:30 p.m. to discuss the Superintendent/President Search process.

Public Hearing – 2015-2016 El Camino Community College District Budget

The Public Hearing regarding the 2015-2016 El Camino Community College District Budget opened at 4:31 p.m. and closed at 4:40 p.m.

There were no public comments.

Adoption of the 2015-2016 El Camino Community College District Budget

It was moved by Trustee Vargas, seconded by Trustee Combs, that the Board adopt the 2015-2016 El Camino Community College District Budget.

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

Presentation - Enrollment Management

Dr. Jean Shankweiler gave a presentation on Enrollment Management.

Consent Agenda

The Board of Trustees agreed to pull item P/B A – Board Policy 2730 (Health Benefits) – second reading and adoption for separate consideration.

It was moved by Trustee Combs, seconded by Trustee Numark, that the Board adopt the items presented on the agenda as noted below.

Academic Affairs

Proposed Curriculum Changes Effective 2016-2017 Academic Year

Student and Community Advancement

Student Conferences

Grant Application

Accreditation Follow-Up Report

Administrative Services

AB 2910 – Quarterly Fiscal Status Report

Chancellor's Office Tax Offset Program

Contracts Under \$86,000

Amendments

Destruction of Records

Notice of Completion

Purchase Orders and Blanket Purchase Orders

Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances

Contract Amendment (Interstate/Atlantic Relocation Services) – Industry and Technology Building Project

Contract Amendment (DLR Group) – Student Services Center Replacement Project

Contract Amendment (S & K Engineers) – Ongoing Engineering Services

Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Revised Job Classification Specification for Classified Position

Revised Job Classification Specification for Administrative Positions

Compton Educational Center

Compton Center Report

President and Board of Trustees

~~Board Policy 2730 (Health Benefits) – Second Reading and Adoption~~

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

Board Policy 2730 (Health Benefits) – Second Reading and Adoption

It was moved by Trustee Combs, seconded by Trustee Numark, that the Board approve the second reading and adoption of Board Policy 2730 (Health Benefits).

Student Member Dalili abstained from his advisory vote. Trustees Brown, Combs, and Numark voted yes. Trustee Vargas voted no. Motion carried. Trustee Beverly left at 4:58 p.m.

Public Comment on Non-Agenda Items

Mr. Jimmy Macareno spoke about his employment at El Camino College. Ms. Luukia Smith spoke about Project Labor Agreements.

Adjournment

Regular Meeting adjourned at 5:45 p.m.

John Vargas, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE SPECIAL BOARD MEETING OF
Wednesday, September 16, 2015

The Board of Trustees of the El Camino Community College District met at 4:35 p.m. on Wednesday, September 16, 2015, in the Board Room at El Camino College.

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

Also present were: Dr. Thomas Fallo, Superintendent/President; and Ms. Linda Beam, Vice President/Human Resources.

Committee of the Whole

The Committee of the Whole opened at 4:36 p.m.

Public Comment

Ms. Luukia Smith and Dr. Angela Simon spoke about campus forums.

Superintendent/President Search Process Schedule

The Board of Trustees determined that the final interviews and campus forums will be held October 5 and 6, 2015. The Board agreed on the following interview/campus forum schedule:

<u>Day 1</u>	Monday, October 5, 2015	
Campus Forums	10:00 - 11:00 a.m.	Candidate 1
	11:15 - 12:15 p.m.	Candidate 2
	12:30 - 1:30 p.m.	Candidate 3
Board Meeting	1:30 - 2:00 p.m.	Preparation
Board Interviews	2:00 - 3:15 p.m.	Candidate 1
	3:30 - 4:45 p.m.	Candidate 2
	5:00 - 6:15 p.m.	Candidate 3

Day 2 Tuesday, October 6, 2015

Campus Forums	10:00 - 11:00 a.m.	Candidate 4
	11:15 - 12:15 p.m.	Candidate 5
Board Meeting	12:30 - 1:00 p.m.	Preparation
Board Interviews	1:00 - 2:15 p.m.	Candidate 4
	2:30 - 3:45 p.m.	Candidate 5

Recess

Meeting recessed to Closed Session at 5:01 p.m. and reconvened at 6:14 p.m.

The Board of Trustees announced that in conformance with Education Code 72023.5 and a legal opinion, the Board is prohibited from having the Student Trustee participate in the final selection of the Superintendent/President.

Adjournment

Meeting adjourned at 6:15 p.m.

John Vargas, 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
Jean Shankweiler, Vice President**

Page No.

- A. Proposed Curriculum Changes Effective 2016-2017 Academic Year.....AA 2
- B. Board Policy 4030 (Academic Freedom) – Final Reading and Adoption.....AA 14

ACADEMIC AFFAIRS

A. PROPOSED CURRICULUM CHANGES EFFECTIVE 2016-2017 ACADEMIC YEAR

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

The curricular actions listed below are approved by the College Curriculum Committee. It is recommended that the Board approve the proposed curriculum actions, effective the 2016-2017 academic year.

BEHAVIORAL AND SOCIAL SCIENCES

Course Review; Distance Education Review, Changes in Conditions of Enrollment (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Economics 1 – Principles of Economics: Macroeconomics

Current Status/Proposed Changes

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

Recommended Preparation: ~~Economics 5~~ and eligibility for English 1A

Recommendation

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

Recommended Preparation: eligibility for English 1A

Course Review; Distance Education Review, Changes in Catalog Description

1. Economics 2 – Principles of Economics: Microeconomics Theory

Current Status/Proposed Changes

This course focuses on the ~~development of the~~ fundamental laws of supply and demand. The principles that govern the operation of the market economy using microeconomic theory will be examined. In particular, emphasis will be placed on decision making by individual consumers and firms, and how the allocation of goods and resources are determined in both competitive and monopolistic markets.

Recommendation

This course focuses on the fundamental laws of supply and demand. The principles that govern the operation of the market economy using microeconomic theory will be examined. In particular, emphasis will be placed on decision making by individual consumers and firms, and how the allocation of goods and resources are determined in both competitive and monopolistic markets

Inactivate Course

1. Philosophy 11 – History of Modern and Contemporary Philosophy

BUSINESS

New Certificate

1. Computer Information Systems: Business Programming Certificate of Achievement

A Certificate of Achievement will be granted upon completion of all program requirements. A minimum of 15 units required for the Certificate of Achievement must be completed at El Camino College.

Certificate Requirements

Units

Required Core: 15 units

CIS 13	Computer Information Systems	3
CIS 18	Systems Analysis and Design	3
CIS 19	Internet, Security, and the Web	3
CIS 28	Database Management Using Microsoft Access	3
CIS 30	Introduction to Electronic Commerce	3

7 units from:

CIS 16	Application Development and Programming Using Visual Basic.Net	3
CIS 134	ASP.NET with C# Business Web Programming	4
or		
CIS 133	Mashup JavaScript, jQuery and AJAX	4
CIS 136	Building Mobile Apps	3
Total Units:		22

Changes in Certificate; Course Requirements, Total Units

1. Retail Management Certificate of Achievement

Current Status/Proposed Changes

A Certificate of Achievement will be granted upon completion of the program requirements. A minimum of ~~15~~ 12 units must be completed at El Camino College.

Certificate Requirements		Units
BUS 1A	Financial Accounting	4
or		
BUS 11	Accounting for Small Business	3
BUS 14	Marketing	3
BUS 15	Business Mathematics	3
BUS 19	Principles of Retailing Management	3
BUS 20	Business Management	3
BUS 21	Human Resources Management	3
BUS 22	Human Relations in Organizations	3
BUS 28	Written Business Communications	3
BUS 29	Oral Business Communications	3
CIS 13	Computer Information Systems	3
Total Units:		30-31 <u>24-25</u>

Recommendation

A Certificate of Achievement will be granted upon completion of the program requirements. A minimum of 12 units must be completed at El Camino College.

Certificate Requirements		Units
BUS 1A	Financial Accounting	4
or		
BUS 11	Accounting for Small Business	3
BUS 14	Marketing	3
BUS 19	Principles of Retailing Management	3
BUS 20	Business Management	3
BUS 21	Human Resources Management	3

BUS 22	Human Relations in Organizations	3
BUS 28	Written Business Communications	3
CIS 13	Computer Information Systems	3
Total Units: 24-25		

Inactivate Courses

1. Business 50 – Special Topics in Business
2. Computer Information Systems 3 – Introduction to Microcomputers and Software Applications
3. Computer Information Systems 50 – Special Topics in Computer Science
4. Law 50 – Special Topics in Law
5. Real Estate 50 – Special Topics in Real Estate

FINE ARTS

New Courses

1. Film/Video 100 – Introduction to Electronic Media
Units: 3.0 Lecture: 3.0 Faculty Load: 20.00%
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
Associate in Arts/Associate in Science General Education – Area 2C
Proposed CSU General Education – Area D7
Proposed IGETC – Areas 3B, 4G

This course surveys the history, structure, function, economics, content and evolution of radio, television, film, the Internet, and new media, including traditional and mature formats. The social, political, regulatory, ethical and occupational impact of the electronic media are also studied.

2. Film/Video 105 – Media Aesthetics
Units: 3.0 Lecture: 3.0 Faculty Load: 20.00%
Recommended Preparation: English B
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
Associate in Arts/Associate in Science General Education – Area 3

Proposed CSU General Education – Area C1
Proposed IGETC – Area 3A

This course introduces students to close analyses of film and television texts and includes broad questions of form and content, aesthetics and meaning, and history and culture. Students explore the diverse possibilities presented by the cinematic art form through an examination of a wide variety of productions, national cinemas, and film movements. Topics include modes of production, narrative and non-narrative forms, visual design, editing, sound, genre, ideology and critical analysis.

3. Film/Video 109 – Introduction to Media Writing
Units: 4.0 Lecture: 3.0 Lab: 3.0 Faculty Load: 35.00%
Recommended Preparation: eligibility for English 1A
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer

This course introduces students to writing for film and electronic media. Emphasis will be placed on preparing scripts in proper formats, including fundamental technical, conceptual and stylistic issues related to writing fiction and non-fiction scripts for informational and entertainment purposes in film and electronic media.

CTE Two-Year Course Review; Nonsubstantive Changes

1. Film/Video 113 – Screenplay Analysis

Course Review; Changes in Conditions of Enrollment (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Art 282 – Life Sculpture
Current Status/Proposed Changes
~~Recommended Preparation: Art 181~~

~~Prerequisite: Art 217 or Art 160 or Art 161 or Art 181 with a minimum grade of C or equivalent experience~~

Recommendation

Prerequisite: Art 217 or Art 160 or Art 161 or Art 181 with a minimum grade of C

New Major

1. Film, Television, and Electronic Media AS-T

By completing the program requirements, students gain both theoretical and practical knowledge in film/video production, scriptwriting, and media aesthetics. The curriculum prepares students for either entry-level employment in the entertainment and telecommunications industries or for transfer to a four-year degree program. Upon completion of the required courses, students will be able to write, shoot, and edit short films or videos and demonstrate basic skills necessary for operating various film, video, and digital production equipment. Degree competencies will be assessed regularly by evaluating student performance in producing individual and group projects. Students will be prepared to transfer to a CSU and major in Radio-Television-Film, Television, Film, Video, or Film and Electronics Arts.

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

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

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

Major Requirements		Units
Required Core: 6 units		
FILM 100	Introduction to Electronic Media	3
or		
JOUR 12	Mass Media and Society	3

FILM 105	Media Aesthetics	3
FILM 109	Introduction to Media Writing	3

List A: 6 units

Select one course from Area 1 and Area 2

Area 1: Audio

FILM 121	Audio Production	3
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Area 2: Video or Film Production

FILM 122	Production I	3
FILM 128	Television Production	3

List B: 3 units

Any course from List A not already completed

FILM 110	Film Analysis and Appreciation	3
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List C: 3 units

Any course from List B not already completed

ART 101	Art and Visual Culture in Modern Life	3
ART 147	Motion Graphics	3
FILM 95	Cooperative Work Experience Education	2 - 4
FILM 124	Production Planning	3
FILM 153	American Independent Cinema	3
FILM 154	Regional Cinemas	3
FILM 232	Production II	3
FILM 234	Camera and Lighting	3
FILM 236	Editing	3

Total Units 18

HUMANITIES

Course Review; Changes in Catalog Description

1. English B – Introduction to College Writing

Current Status/Proposed Changes

This course introduces students to the processes of creating, developing, and revising paragraphs and a short essays essay based on personal experiences, observations, and reactions to short reading selections. Students learn basic rules of grammar, mechanics, and usage. Students practice a variety of sentence types and paragraph structures. Students revise their writing with the assistance of weekly one-on-one tutorials.

Recommendation

This course introduces students to the processes of creating, developing, and revising paragraphs and a short essay based on personal experiences, observations, and reactions to short reading selections. Students learn basic rules of grammar, mechanics, and usage. Students practice a variety of sentence types and paragraph structures. Students revise their writing with the assistance of weekly one-on-one tutorials.

INDUSTRY AND TECHNOLOGY

New Courses

1. Administration of Justice 142 – Introduction to Digital Evidence
Units: 3.0 Lecture: 3.0 Faculty Load: 20.00%
Recommended Preparation: Administration of Justice 100 and English A
Grading Method: Letter
Credit Status: Associate Degree Credit
Proposed CSU Transfer

This course provides students with an understanding of digital crime scene investigation. Topics include court presentation of evidence requirements involving digital forensic evidence, digital imaging, and metadata. Recognized legal and professional standards will be reviewed. Students will be exposed to contemporary digital forensic tools and processes used in collecting digital evidence from seizure to the admission as evidence in a criminal trial. Procedural and legal issues in the handling, processing, and examination of digital evidence will be studied. Students will learn about methods of handling the chain of custody regarding some digital evidence, and discovery procedures.

2. Automotive Collision Repair/Painting 4C – Intermediate Auto Collision Repair I
Units: 4.0 Lecture: 2.0 Lab: 7.0 Faculty Load: 48.34%
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer

This course provides instruction in structural plastic repair, surface and structural repair of fiberglass and composites, aluminum repair and surface treatment for refinishing, vehicle frame and structural parts nomenclature, frame and unibody damage identification and measurement, structural damage estimating, and replacement panel fitment and alignment.

New Distance Education Online Course

1. Administration of Justice 142 – Introduction to Digital Evidence

New Distance Education Online/Hybrid Course

1. Construction Technology 160 – Business and Legal Aspects of Contracting

CTE Two-Year Course Review; Nonsubstantive Changes

1. Construction Technology 160 – Business and Legal Aspects of Contracting
2. Cosmetology 11 – Introduction to Cosmetology II
3. Electronics and Computer Hardware Technology 11 – Introduction to Electronics
4. Engineering Technology 10 – Principles of Engineering Technology
5. Engineering Technology 10A – Principles of Engineering Technology I
6. Engineering Technology 10B – Principles of Engineering Technology II
7. Welding 1 – Introduction to Welding Process

CTE Two-Year Course Review; Changes in Catalog Description, Units, Lecture and Lab Contact Hours, Faculty Load, Course Length, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Fire and Emergency Technology 15 – Fire Academy

Current Status/Proposed Changes

Units: ~~12~~ 15.0 Lecture hours: ~~40~~ 9.0 Lab hours: ~~40~~ 18.5

Faculty Load: ~~116.67%~~ 152.50% Course Length: ~~20-week course~~ Full-Term

Prerequisite :

- 1) Fire and Emergency Technology 1 with a minimum grade of C or equivalent
and
- 2) Fire and Emergency Technology 6 with a minimum grade of C or equivalent
and
2. 3) Possession of a National Registry Card or possession of a valid Emergency Medical Technician (EMT) license as required by the California State Fire Marshal's Office
and
3. 4) Pass ~~the~~ a Fire Fighter Physical Agility Test (FPAT) or ~~pass the~~ Candidate Physical Agility Test (CPAT) within the last 6 months as required by the California State Fire Marshal's Office
and

4. 5) Pass a physical examination according to the National Fire Protection Association (NFPA) Standard #1582
and
- 6) Pass the El Camino College Fire Physical Qualification Test
and
5. 7) Possess a valid California Driver's License

This ~~class~~ course is designed for ~~the students~~ who wishes to prepare for entry_ level positions as a firefighter and ~~become~~ work toward becoming certified as a Fire Fighter 1, as specified by the California State Fire Marshal's office. ~~The S~~ Students will participate in a ~~400~~ 495 hour course of instruction emphasizing basic firefighting skills, such as methods of ~~fire extinguishment~~ extinguishing fires, principles of ventilation, techniques of physical rescue, ~~fire behavior~~, building construction, fire apparatus, ~~and~~ fire equipment maintenance, and the knowledge of fire behavior.

Note: Students must apply through the Industry and Technology Division Office. ~~Once acceptance into the academy has been verified, college registration will take place at the first class meeting.~~

Recommendation

Units: 15.0 Lecture hours: 9.0 Lab hours: 18.5 Faculty Load: 152.50%
Course Length: Full-Term

Prerequisites:

- 1) Fire and Emergency Technology 1 with a minimum grade of C or equivalent
and
- 2) Fire and Emergency Technology 6 with a minimum grade of C or equivalent
and
- 3) Possession of a National Registry Card or possession of a valid Emergency Medical Technician (EMT) license as required by the California State Fire Marshal's Office
and
- 4) Pass a Fire Fighter Physical Agility Test (FPAT) or Candidate Physical Agility Test (CPAT) within the last 6 months as required by the California State Fire Marshal's Office
and
- 5) Pass a physical examination according to the National Fire Protection Association (NFPA) Standard #1582
and
- 6) Pass the El Camino College Fire Physical Qualification Test
and
- 7) Possess a valid California Driver's License

This course is designed for students who wish to prepare for entry-level positions as a firefighter and work toward becoming certified as a Fire Fighter 1, as specified by the California State Fire Marshal's office. Students participate in a 495-hour course of instruction emphasizing basic firefighting skills, such as methods of extinguishing fires, principles of ventilation, techniques of physical rescue, building construction, fire apparatus, fire equipment maintenance, and the knowledge of fire behavior.

Note: Students must apply through the Industry and Technology Division Office.

Inactivate Courses

1. Computer Aided Design/Drafting 50 – Special Topics in Computer Aided Design/Drafting
2. Cosmetology 50 – Special Topics in Cosmetology
3. Electronics and Computer Hardware Technology 62 – Introduction to the Electric Power Industry
4. Fashion 50 – Special Topics in Fashion
5. Fire and Emergency Technology 50 – Special Topics in Fire and Emergency Technology
6. Fire and Emergency Technology 142abcd – Basic Emergency Medical Technician Recertification
7. Machine Tool Technology 50 – Special Topics in Machine Tool Technology
8. Manufacturing Technology 50 – Special Topics in Manufacturing Technology
9. Nutrition and Foods 50 – Special Topics in Nutrition and Foods
10. Welding 50 – Special Topics in Welding

NATURAL SCIENCES

New Courses

1. Astronomy 20H – Honors The Solar System
Units: 3.0 Lecture: 3.0 Lab: 0 Faculty Load: 20.00%
Recommended Preparation: eligibility for English 1A
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
Associate in Arts/Associate in Science General Education - Area 1
Proposed CSU General Education - Area B1
Proposed IGETC - Area 5A

This honors course, intended for students in the Honors Transfer Program, is an introduction to the major planets and the smaller members of the Solar System such as moons, asteroids, Kuiper Belt Objects, and comets. Theories of the origin and histories of the planets are presented. The early history of astronomy and the Copernican Revolution are discussed. Sky phenomena such as constellations, the seasons, eclipses, and planetary motions are demonstrated in the planetarium. The possibility of life elsewhere in the solar system is examined. Students in the honors sections are required to research and write comprehensively about the origin of the solar system.

Note: Students may take either Astronomy 20 or Astronomy 20H. Duplicate credit will not be awarded for Astronomy 20 and Astronomy 20H.

2. Biology 10H – Honors Fundamentals of Biology

Units: 4.0 Lecture: 3.0 Lab: 3.0 Faculty Load: 35.00%

Recommended Preparation: eligibility for English 1A

Grading Method: Letter

Credit Status: Associate Degree Credit

CSU Transfer

Proposed UC Transfer

Associate in Arts/Associate in Science General Education – Area 1

Proposed CSU General Education – Areas B2, B3

Proposed IGETC – Areas 5B, 5C

This honors course is designed for students in the Honors Transfer Program. This course is a survey of all living things: prokaryotes, protists, fungi, plants, and animals. Basic principles of structure, function, and relationships of living organisms are discussed with special reference to humans. This course is enriched through writing assignments that involve research and analysis.

Note: Students may take either Biology 10 or Biology 10H. Duplicate credit will not be awarded for Biology 10 and Biology 10H.

3. Oceanography 10H – Honors Introduction to Oceanography

Units: 4.0 Lecture: 3.0 Lab: 3.0 Faculty Load: 35.00%

Recommended Preparation: eligibility for English 1A

Grading Method: Letter

Credit Status: Associate Degree Credit

CSU Transfer

Proposed UC Transfer

Associate in Arts/Associate in Science General Education - Area 1

Proposed CSU General Education - Areas B1, B3
Proposed IGETC - Area 5A

This honors course, intended for students in the Honors Transfer Program, presents the ocean in terms of its physical, chemical and biological environments. The topics include studies of: formation and modification of various wave types; tidal behavior; formation of water masses and ocean currents; beaches and changing shoreline; coral reefs; physical and chemical properties of ocean water; marine environments; marine sediments; origin of sea floor and coastline features; the spreading sea floor and drifting continents. This course is enriched through additional and more vigorous reading, writing, and research assignments.

Note: Students may take either Oceanography 10 or Oceanography 10H. Duplicate credit will not be awarded for Oceanography 10 and Oceanography 10H.

Course Review; Nonsubstantive Changes

1. Chemistry 21A – Survey of General and Organic Chemistry
2. Chemistry 21B – Survey of Organic and Biochemistry

Inactivate Course

1. Physical Science 50 – Special Topics in Physical Science

B. BOARD POLICY 4030 (ACADEMIC FREEDOM) – FINAL READING AND ADOPTION

It is recommended that the Board accept for a final reading and adoption to Board Policy 4030 as shown.

Board Policy 4030

Academic Freedom

The El Camino College District recognizes that institutions of higher education are conducted for the common good and not to further the interest of either the individual faculty member or the institution as a whole. The common good depends upon the free search for truth and its free exposition. Academic freedom is essential to these purposes and applies to both teaching and research. Academic freedom is fundamental for the protection of the rights of the faculty member in teaching and of the student in learning. It carries with it responsibilities correlative with rights. Accordingly, a faculty member shall have the freedom:

1. To examine or endorse unpopular or controversial ideas either in classroom teaching or in discussions with students as is appropriate to the course content, or in academic research or publication, while recognizing the responsibility responsibilities to be accurate, objective and respectful of others. Faculty also have the responsibility to grade students solely on the basis of evidence of knowledge of the material pertinent to the class and attainment of appropriate skills, or other generally accepted grading criteria, avoiding any bias generated by a student's political outlook, religious belief or other personal attributes.
2. To select or recommend the selection of course instructional materials that may contain unpopular or controversial ideas, with the correlative responsibility that these materials are pertinent for the course.
3. To speak or write as a citizen, provided that the faculty member recognizes the special professional obligations of an educator to be accurate, objective and respectful of others, and that the faculty member take care to avoid leaving the impression that he or she is speaking for the college or the district.
4. To select or recommend library books, materials, media and online resources representing a multiplicity of philosophies and points of view, relying on professional expertise to maintain appropriate depth and breadth of the collections.

A faculty member shall not be subject to any adverse action affecting his or her employment with the El Camino College District for exercising any of the foregoing choices.

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

Reference: El Camino College Federation of Teachers Collective Bargaining Agreement
Adopted: 8/21/06

**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. Forensics Team Tournament.....	SCA 2
B. Student Conferences - Amendments	SCA 2
C. Music Association of California Community Colleges	SCA 3
D. Destruction of Records	SCA 3
E. Appointment of El Camino Community College Representative to the South Bay Adult Education Consortium	SCA 4
F. Grants – Acceptance.....	SCA 4
G. International Travels.....	SCA 6
H. El Camino College School Calendars – 2016/2017 and 2017/2018	SCA 7

A. FORENSICS TEAM TOURNAMENT

It is recommended that the Board of Trustees approve the following students' attendance at the Golden Gate Invitational Forensics Team Tournament October 3-4, 2015, in Berkeley, California. Total estimated expenses not to exceed \$1,500 to be paid from District and Auxiliary Services funds.

Joseph Evans, Assistant Professor

Isaac Curtiss, Jamie Gilman, Mason Jones, and Rayanna Marable

B. STUDENT CONFERENCES - AMENDMENTS

It is recommended that the Board of Trustees approve amendments to the following student conferences.

1. Journalism Association of Community Colleges (JACC) State Conference on Saturday. The date is changed from ~~October 3, 2015~~ to November 14, 2015 at Fullerton College in Fullerton, California.
2. Associated Collegiate Press/College Media Association National College Media Convention, October 28 – November 1, 2015, at the Hilton in Austin, Texas. Expenses for Johnathan Fordiani, Editor in Chief of the Union Newspaper for conference fees, hotel room and flight expenses will be paid by El Camino College. Expenses not to exceed \$2000.

In addition, the following student names are added: Maria Alcoser and Analya Ford

No other changes. Previously Board approved September 8, 2015.

C. MUSIC ASSOCIATION OF CALIFORNIA COMMUNITY COLLEGES

It is recommended that the Board of Trustees approve attendance of the El Camino College Chorale at the Music Association of California Community Colleges (MACCC) Festival and Concert Tour, November 19-21, 2015 in San Francisco, California. Expenses in the amount of \$10,306 will be paid by students, the Chorale Foundation and Auxiliary Services funds.

Dr. Joanna Nacheff, Adviser, Kenner Bailey, Accompanist, and Jennifer Holly, Program Aide

Randy Acosta, Aaron Adams, Kim Arasimowicz, Belise Bagabo, Cesar Ballardo, Shira Basa, Alejandro Bihun, Laura Chavez, Kimberly Deckman, Mela Fontenot, Avery Jett, Lucas Jett, Katie Kern, Christi Lao, Fletcher Lopez, John Quimbayo, Alexis Ramirez, Gabriela Reyes, Rodney Rose, Kathy Sidarous, Daniel Smith, Marisa Tam, Deborah Tejada, Danniell Withers, Mawusineferti Yamada, Jordan Zimbelman

D. DESTRUCTION OF RECORDS

It is recommended that the Board of Trustees approve destruction of the following Disposable/Class 3 records for the fiscal year 2006-2007 and all preceding years. The required retention period has been met per guidelines from the Electronic Code of Federal Regulations:

1. Federal Grants (5 years) Section 215.53
2. State Grants (3 years) Section 74.53
3. Community Education Enrollment Information
4. Small Business Development Center Client Files
5. Community Advancement Division files

E. APPOINTMENT OF EL CAMINO COMMUNITY COLLEGE DISTRICT REPRESENTATIVE TO THE SOUTH BAY ADULT EDUCATION CONSORTIUM

It is recommended that the Board of Trustees approve appointment of Jose Anaya, Dean of Community Advancement, as the El Camino Community College District representative on the South Bay Adult Education Consortium. El Camino College has a mutual relationship with the regional Unified School District’s Adult Schools and the feeder schools in their service area. The new governing plan for adult education is found in Assembly Bill 104. The role of the representative is to participate in meetings, planning, decision-making activities, including approval of an adult education plan and distribution schedule as it relates to services provided by the members of the consortium. The South Bay Adult Education Consortium includes Adult Education membership from the following Unified School Districts (USD): Centinela Valley USD, Inglewood USD, Redondo Beach USD, and Torrance USD.

F. GRANTS – ACCEPTANCE

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

1. California Community Colleges Chancellor’s Office Division of Workforce and Economic Development – Assessment, Remediation and Retention for Associate Degree Nursing Program. The intent of these funds is to respond to the nursing shortage by increasing the capacity of community college nursing programs, and, ultimately, increasing the number of licensed nurses. The funds allocated will provide the opportunity for Associate Degree Nursing Programs to expand and/or maintain prior expansion of the number of students enrolled in their programs for a two-year period and to provide funds to assist students to succeed.

Wanda Morris, Administrator

Amount of Grant Funding from Granting Agency:	\$171,000
Amount of Match:	<u>-0-</u>
Total Amount of Project Funding:	\$171,000
Source of Matching Funds:	N/A
Indirect Rate:	\$6,576 (4%)
Performance Period:	July 1, 2015 through June 30, 2016

2. California Employment Training Panel (ETP) – Employment Training Panel – AB 118 Program (ET15-0473). The Employment Training Panel provides assistance to California businesses to support customized worker training to: A) Attract and retain businesses that contribute to a healthy California economy, B) Provide workers with secure jobs that pay good wages and have opportunities for advancement, C) Assist employers to successfully compete in the global economy, and D) Promote the benefits and ongoing investment of training among employers. This project is in partnership with the Advanced Transportation & Renewable Energy Centers located at: Cerritos College, Long Beach City College, and City College of San Francisco.
Eldon Davidson, Administrator

Amount of Grant Funding from Granting Agency:	\$488,796
Amount of Match:	<u>552,160</u>
Total Amount of Project Funding:	\$1,040,956
Source of Matching Funds:	Project Partners
Indirect Rate:	\$0 (0%)
Performance Period:	September 8, 2015 through September 7, 2017

3. California Community Colleges Chancellor’s Office Student Services and Special Programs – Historical Black Colleges and Universities (HBCU) Transfer Agreement Project – Augmentation. The objective of the HBCU Transfer Agreement Project is to develop statewide transfer agreements between selected HBCU institutions and the Chancellor’s Office that facilitate the transfer of California Community College students who wish to complete their baccalaureate degree at a HBCU. El Camino College has a strong history of developing agreements with HBCU’s beginning with a first articulation agreement prepared with Howard University over 17 years ago. This grant is an augmentation of the first grant and will be utilized to expand the number of statewide Transfer Admissions Agreements from nine to a total of 15 HBCUs.
Dipte Patel, Administrator

Amount of Grant Funding from Granting Agency:	\$73,000
Amount of Match:	<u>70,845</u>
Total Amount of Project Funding:	\$179,269
Source of Matching Funds:	ECC Dean, Faculty and Partners in-kind
Indirect Rate:	\$2,808 (4%)
Performance Period:	July 1, 2015 through June 30, 2016

4. State of California via the California Department of Education California and the Community Colleges Chancellor's Office – AB 86 Adult Education Consortium Planning Grant. The State has released the regional consortia allocations for 2015-2016 for the remaining funds from the Adult Education Block Grant. El Camino College has a mutual relationship with the regional Unified School District's Adult Schools and the feeder schools in their service area. Each entity has areas of strength and specialty, which allows for a natural system of referral paths to each other which will ensure that all students receive the services they need to achieve their goals.
Jose Anaya, Administrator

Amount of Grant Funding from Granting Agency:	\$2,215,272
Amount of Match:	<u>-0-</u>
Total Amount of Project Funding:	\$2,215,272
Source of Matching Funds:	N/A
Indirect Rate:	\$85,202 (4%)
Performance Period:	July 1, 2015 through June 30, 2016

G. INTERNATIONAL TRAVELS

It is recommended that the Board of Trustees approve international travel for Leonid Rachman, F-1 Visa Recruiter, for the following trips:

1. January 21-25, 2016 – Student International (SI) Fairs, Spring 2016, Moscow and St. Petersburg, Russia. Expenses in the amount of \$5,500 will be paid from International Student Program Conference funds.
2. February 26, 2016 through March 10, 2016 – The American Educational Opportunities Tour, Spring 2016
The tour will include visits to Singapore, Kuala Lumpur, Hanoi, Saigon, and Manila. Expenses in the amount of \$13,000 will be paid from International Student Program Conference funds.
3. May 13-23, 2016 – Ryugaku Journal World Spring Fair 2016
Registration fees for participation will be paid by Ryugaku Journal. Expenses in the amount of \$4,500 for airfare, hotel, food, and ground transportation will be paid from International Student Program Conference funds.

**H. EL CAMINO COLLEGE SCHOOL CALENDARS –
2016/2017 AND 2017/2018**

It is recommended that the Board of Trustees approve the El Camino College 2016/2017 and 2017/2018 School Calendars as shown. The El Camino College Calendar Committee, with broad collegial campus consultation, developed the calendars to include a Winter Intersession beginning Winter 2017.

EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR
SUMMER 2017

MAY 2017							JUNE 2017							JULY 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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14	15	16	17	18	19	20	[11]	(12)	(13)	(14)	(15)	(16)	[17]	[9]	10	11	12	13	[14]	[15]
21	22	23	24	25	26	27	[18]	19	20	21	22	[23]	[24]	[16]	17	18	19	20	[21]	[22]
28	*29	30	31				[25]	26	27	28	29	[30]		[23]	24	25	26	27	[28]	[29]
														[30]	31					

AUGUST 2017						
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[20]	(21)	(22)	(23)	{24}	{25}	26
27	28	29	30	31		

Summer Session -----2017

*Six-Week Session
June 19 through July 27, 2017

*Eight-Week Session
June 19 through August 10, 2017

*These dates are subject to change.

Summer Four-Day Workweek Schedule – 2017

The 4-day, 8-hour a day workweek for classified and administrative employees will begin
Monday, June 19, 2017 through Thursday, August 10, 2017.
The first Friday off is June 23, 2017 and the last Friday off is August 11, 2017.

Fall	Winter Intersession	Spring	Flex Days	Summer	No Classes
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- { } - Staff Development Flex Days – Campus Remains Open – Classes not in session
- [] - Campus Closed
- * - Holidays (Management, Faculty, Staff, and Students) – Campus Closed
- () - Campus Remains Open – Classes not in session

Board Approved:

EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2016-2017
EIGHT-WEEK COURSE DATES

FALL 2016

First Eight Weeks

August 27 through October 21

Second Eight Weeks

October 22 through December 16

SPRING 2017

First Eight Weeks

February 11 through April 7

Second Eight Weeks

April 15 through June 9

Board Approved:

EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2016-2017
HOLIDAYS FOR 12-MONTH EMPLOYEES

1. Independence Day Holiday	Monday	July 4, 2016
2. Labor Day Holiday	Monday	September 5, 2016
3. Veterans Day Holiday	Friday	November 11, 2016
4. Thanksgiving Holiday	Thursday	November 24, 2016
5. Local Holiday	Friday	November 25, 2016
6. Local Holiday	Friday	December 23, 2016
7. Christmas Holiday (Observed)	Monday	December 26, 2016
8. Local Holiday	Friday	December 30, 2016
9. New Year's Holiday (Observed)	Monday	January 2, 2017
10. Martin Luther King's Holiday	Monday	January 16, 2017
11. Lincoln's Holiday (Observed)	Friday	February 10, 2017
12. Washington's Holiday	Monday	February 20, 2017
13. Memorial Day Holiday	Monday	May 29, 2017

Board Approved:

**EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR
2017-2018**

JULY 2017

S	M	T	W	T	F	S
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[30]	31					

NOVEMBER 2017

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MARCH 2018

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AUGUST 2017

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DECEMBER 2017

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[24]	*25	[26]	[27]	[28]	*29	[30]
[31]						

APRIL 2018

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29	30					

SEPTEMBER 2017

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24	25	26	27	28	29	30

JANUARY 2018

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[7]	8	8	10	11	12	[13]
[14]	*15	16	17	18	19	[20]
[21]	22	23	24	25	26	[27]
[28]	29	30	31			

MAY 2018

S	M	T	W	T	F	S
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	*28	29	30	31		

OCTOBER 2017

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2018

S	M	T	W	T	F	S
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[4]	5	6	{7}	{8}	*9	10
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18	*19	20	21	22	23	24
25	26	27	28			

JUNE 2018

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[10]	(11)	(12)	(13)	(14)	(15)	[16]
[17]	18	19	20	21	[22]	[23]
[24]	25	26	27	28	[29]	[30]

Fall	Winter Intersession	Spring	Flex Days	Summer	No Classes
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- { } - Staff Development Flex Days – Campus Remains Open – Classes not in session
- [] - Campus Closed
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- () - Campus Remains Open – Classes not in session

Board Approved:

**EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR
SUMMER CALENDAR 2018**

MAY 2018							JUNE 2018							JULY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	[1]	2	3	*4	5	[6]	[7]
6	7	8	9	10	11	12	3	4	5	6	7	8	[9]	[8]	9	10	11	12	[13]	[14]
13	14	15	16	17	18	19	[10]	(11)	(12)	(13)	(14)	(15)	[16]	[15]	16	17	18	19	[20]	[21]
20	21	22	23	24	25	26	[17]	18	19	20	21	[22]	[23]	[22]	23	24	25	26	[27]	[28]
27	*28	29	30	31			[24]	25	26	27	28	[29]	[30]	[29]	30	31				

AUGUST 2018						
S	M	T	W	T	F	S
			1	2	[3]	[4]
[5]	6	7	8	9	[10]	[11]
[12]	(13)	(14)	(15)	(16)	(17)	[18]
[19]	(20)	(21)	(22)	{23}	{24}	25
26	27	28	29	30	31	

Summer Session -----2018

*Six-Week Session
June 18 through July 26, 2018

*Eight-Week Session
June 18 through August 9, 2018

*These dates are subject to change.

Summer Four-Day Workweek Schedule – 2018

The 4-day, 8-hour a day workweek for classified and administrative employees will begin
Monday, June 18, 2018 through Thursday, August 9, 2018.

The first Friday off is June 22, 2018 and the last Friday off is August 10, 2018.

Fall	Winter Intersession	Spring	Flex Days	Summer	No Classes
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- { } - Staff Development Flex Days – Campus Remains Open – Classes not in session
- [] - Campus Closed
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Board Approved:

EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2017-2018
EIGHT-WEEK COURSE DATES

FALL 2017

First Eight Weeks

August 26 through October 20

Second Eight Weeks

October 21 through December 15

SPRING 2018

First Eight Weeks

February 10 through April 6

Second Eight Weeks

April 14 through June 8

Board Approved:

EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2017-2018
HOLIDAYS FOR 12-MONTH EMPLOYEES

1. Independence Day Holiday	Tuesday	July 4, 2017
2. Labor Day Holiday	Monday	September 4, 2017
3. Veterans Day Holiday	Friday	November 10, 2017
4. Thanksgiving Holiday	Thursday	November 23, 2017
5. Local Holiday	Friday	November 24, 2017
6. Local Holiday	Friday	December 22, 2017
7. Christmas Holiday	Monday	December 25, 2017
8. Local Holiday	Friday	December 29, 2017
9. New Year's Holiday	Monday	January 1, 2018
10. Martin Luther King's Holiday	Monday	January 15, 2018
11. Lincoln's Holiday (observed)	Friday	February 9, 2018
12. Washington's Holiday	Monday	February 19, 2018
13. Memorial Day Holiday	Monday	May 28, 2018

Board Approved:

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

	<u>Page No.</u>
A. AB 2910 - Quarterly Fiscal Status Reports.....	AS 2
B. Contracts Under \$86,000.....	AS 2
C. Contracts Over \$86,000.....	AS 8
D. Personal Service Agreements.....	AS 9
E. Destruction of Records	AS 9
F. Information Item	AS 10
G. Purchase Orders and Blanket Purchase Orders	AS 10

A. AB 2910 - QUARTERLY FISCAL STATUS REPORTS

It is recommended the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending September 30, 2015. AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report for Q1, September 30, 2015, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11).

FISCAL YEAR 2015-16
 Quarter Ended (Q1) Sept 30, 2015

General Fund - Unrestricted	<u>2015-16</u> <u>Budget</u>	<u>Year-to-Date</u> <u>Actuals</u>	<u>Percentage</u>
INCOME			
Federal	\$150,000	\$7,530	5.02%
State	82,191,467	18,588,754	22.62%
Local	46,576,434	4,195,353	9.01%
Interfund Transfers	0	0	
Total Income	<u>128,917,901</u>	<u>22,791,637</u>	
APPROPRIATIONS			
Academic Salaries	\$51,566,705	\$9,879,910	19.16%
Classified Salaries	26,611,429	3,904,325	14.67%
Staff Benefits	20,405,447	5,482,423	26.87%
Supplies/Books	2,383,419	324,576	13.62%
Other Operating Expenses	9,228,757 *	3,063,328	33.19%
Capital Outlay	473,730	47,729	10.08%
Other Outgo	6,503,061	5,407,817	83.16%
Total Appropriations	<u>\$117,172,548</u>	<u>\$28,110,108</u>	
Net Revenues	<u>\$11,745,353</u>	<u>(\$5,318,471)</u>	

* Other operating expenses net of estimated expenditure savings - \$3,000,000.

B. CONTRACTS UNDER \$86,000

It is recommended the Board of Trustees, in accordance with Board Policy 6340, ratify the District entering into the following agreements. The Vice President of

Administrative Services, or an authorized designee, has executed the necessary documents.

a. Services Provided by District or Its Designee:

None

b. Services Received by District or Its Designee:

1. Contractor: A CHAU INVESTMENT-EDUCATION-STUDY ABROAD-TRAVEL (VIETNAM); ASIA-EUROPE, LTD (VIETNAM); LLE STUDY & TRAVEL USA, INC. (USA); WITH YOU GLOBAL CREATIONS, INC. (USA); HANUHAK CENTER (SOUTH KOREA)

Services: Contractor will serve as F-1 Visa educational agents to recruit F-1 Visa students for ECC.

Requesting Dept.: Student and Community Advancement – Admissions and Records – Language Academy

Date(s): 10/19/15 (Effective upon Board approval and continuing month-to-month up to but not exceeding 5 years)

Financial Terms: One-time fee of \$500 per student for either fall or springs semester; and \$300 fee for summer

2. Contractor: AEROVECTRA (RUSSIA); LINGHANG, INC. (USA); NEW GENERATION CONSULTANCY & TRAINING CO., LTD (VIETMAN); PT.VIC INDONESIA aka VISTA EDUCATION SERVICES (INDONESIA); WILLEMSTAD.INC (USA)

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

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

Date(s): 10/19/15 (Effective upon Board approval and continuing month-to-month up to but not exceeding five years)

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

- 3. Contractor:** **CERRITOS COLLEGE FOUNDATION**
Services: Contractor will provide technical assistance for recruitment and retention strategies for the Career Advancement Academy (CAA).
Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 10/20/15 – 2/28/16
Financial Terms: Cost not to exceed \$10,000
Funded by California Community Colleges Chancellor’s Office CAA Grant
- 4. Contractor:** **CERRITOS COLLEGE FOUNDATION**
Services: Contractor will provide Advanced Technology and Commercial Skills training.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 9/8/15 – 9/7/17
Financial Terms: Cost not to exceed \$85,000
Funded by Employment Training Panel (ETP) Alternative and Renewable Fuel, and Vehicle Technology Program Agreement (ET16-0802)
- 5. Contractor:** **CERRITOS COMMUNITY COLLEGE DISTRICT**
Services: Cerritos Community College District will provide technical skills training through a sub-grantee agreement.
Requesting Dept.: Student and Community Advancement – Community Advancement – Center for Applied Competitive Technologies (CACT)
Date(s): 10/1/15 – 11/30/15
Financial Terms: Cost not to exceed \$35,000
Funded by California Manufacturers and Technology Association (CMTA)
- 6. Contractor:** **CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT**
Services: Contractor will provide an Occupation Safety and Health Administration (OSHA) 511 and OSHA 501 course for up to 6 ECC instructors.
Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 10/20/15 – 1/30/16

Financial Terms: Cost not to exceed \$12,626
Funded by a sub-agreement from Rio Hondo
Community College, SB 70 grant

7. **Contractor:** **CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT**
Services: Contractor will coordinate and offer seminars and workshops for mentors and directors in the early childhood education fields, and coordinate and develop mentoring programs to assist in the strengthening of the early childhood education workforce in the District's region.
Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 8/1/15 – 7/31/16
Financial Terms: No cost to the District
8. **Contractor:** **CHALLENGING MINDS JOHN MUIR CHARTER SCHOOL; CLAIRE LILIENTHAL K-8 ALTERNATIVE SCHOOL; MORNINGSIDE HIGH SCHOOL; TORRANCE UNIFIED SCHOOL DISTRICT; UNICORN SCHOOL**
Services: Contractors provide participating faculty member(s) for the workshop at the Asilomar Conference Grounds in Pacific Grove, CA.
Requesting Dept.: Academic Affairs – Natural Sciences
Date(s): 7/13/15 – 7/17/15
Financial Terms: Cost not to exceed \$7,000
Funded by Title III Hispanic Serving Institution-
Science, Technology, Engineering and Mathematics
(HSI-STEM) Grant
9. **Contractor:** **CORPORATE TRAINING INSTITUTE LLC**
Services: Contractor will provide training services that include, but not limited to Business and Management Skills, Continuous Improvement, Manufacturing Skills, and Advanced Technology.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 10/20/15 – 5/3/17
Financial Terms: Cost not to exceed \$70,000
Funded by ETP (ET15-0427)

10. **Contractor:** **CREATION WORLD SAFETY**
Services: Contractor will provide two OSHA 10 trainings for CAA students in four five-hour sessions, plus four hours of preparation.
Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 10/20/15 – 1/30/16
Financial Terms: Cost not to exceed \$2,400
Funded by California Community Colleges
Chancellor’s Office CAA Grant
11. **Contractor:** **DISNEY DESTINATIONS, LLC**
Services: Contractor will provide discounted Disneyland Resort tickets for students.
Requesting Dept.: Student and Community Advancement – Student Support Services
Date(s): 8/4/15 – 8/4/18
Financial Terms: No cost to the District
12. **Contractor:** **HUNTINGTON MEMORIAL HOSPITAL**
Services: Contractor will provide access and assist faculty with supervision of qualified paramedic students in clinical setting for twenty eight-hour shifts in an emergency room.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 8/4/15 – 8/4/18
Financial Terms: No cost to the District
13. **Contractor:** **HYATT DIE CAST AND ENGINEERING CORPORATION**
Services: Contractor will receive business skills, computer skills, continuous improvement training, as well as Vocational English as a Second Language for Manufacturing (VESL) classes.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 9/29/15 – 5/3/17
Financial Terms: Projected gross income \$50,000
14. **Contractor:** **INGLEWOOD UNIFIED SCHOOL DISTRICT**
Services: Contractor's City Honors High School will receive Theatre 113 course.
Requesting Dept.: Academic Affairs – Fine Arts

- Date(s):** 8/25/15 – 12/11/15
Financial Terms: Projected gross income \$5,400
- 15. Contractor:** **MAXIENT LLC**
Services: Contractor will provide their Conduct Manager Software to assist with conduct records, academic integrity, case management.
Requesting Dept.: Student and Community Advancement – Student Support Services
Date(s): 11/1/15 – 10/31/18
Financial Terms: Cost not to exceed \$36,000
- 16. Contractor:** **MONTEREY GRAPHICS**
Services: Contractor will provide maintenance services including adding new courses, updating entire section/page numbering, new page design and insertion, and updating entire existing online catalog for the BTC.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 9/9/15 – 6/30/16
Financial Terms: Cost not to exceed \$1,597
- 17. Contractor:** **SOLDERING BIZ**
Services: Contractor will provide soldering, cable and wire harness, and IPC 610/620 training.
Requesting Dept.: Student and Community Advancement – Community Advancement – CACT
Date(s): 10/1/15 – 2/29/16
Financial Terms: Cost not to exceed \$80,000
Funded by California Community Colleges Chancellor’s Office CAA Grant
- 18. Contractor:** **SOUTH BAY WORKFORCE INVESTMENT BOARD**
Services: Contractor will train ECC Micro-region consortium partners how to integrate work-based learning into courses and workplace learning experience such as internships, job shadowing and guest speakers.
Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 8/1/15 – 11/30/15
Financial Terms: Cost not to exceed \$80,000

Funded by a sub-agreement from Long Beach
Community College California Career Pathways Trust
Grant

- 19. Contractor:** **THE REGENTS OF THE UNIVERSITY OF CALIFORNIA**
- Services:** Contractor will provide two onsite preparation workshops and residential programs to best prepare students to succeed, including applying for research opportunities, taking the appropriate coursework to transfer and benefit their field of choice. Contractor will provide on-going peer mentoring and invitations to special transfer oriented events on campus.
- Requesting Dept.:** Academic Affairs – Counseling
- Date(s):** 6/21/15 – 6/25/16
- Financial Terms:** Cost not to exceed \$79,840
Funded by Mount Saint Mary College and El Camino Collaborative HSI-STEM Grant, and ECC Foundation
- 20. Contractor:** **YOSEMITE COMMUNITY COLLEGE DISTRICT CHILD DEVELOPMENT TRAINING CONSORTIUM**
- Services:** Contractor will assist ECC students in the Childhood Education department working towards completing their Associate of Arts or Associate of Science Transfer degrees to acquire or update their Child Development Permits as required by State of California.
- Requesting Dept.:** Academic Affairs – Behavioral and Social Sciences
- Date(s):** 9/1/15 – 6/30/16
- Financial Terms:** Projected gross income \$20,000

C. CONTRACTS OVER \$86,000

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

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

None

b. Services Received by District or Its Designee:

- 1 Contractor:** **LENNOX MATH, SCIENCE AND TECHNOLOGY ACADEMY**
- Services:** Contractor will provide expanded Engineering Technology/Advanced Manufacturing Pathways including new course offerings, additional trained teachers, and new class setup for engineering technology classes.
- Requesting Dept.:** Student and Community Advancement – Community Advancement – Career Pathways
- Date(s):** 10/20/15 – 6/30/16
- Financial Terms:** Projected gross income \$143,300
Funded by a sub-agreement from Long Beach Community College California Career Pathways Trust Grant

D. PERSONAL SERVICE AGREEMENTS

a. Services Provided by District or Its Designee:

None

b. Services Received by District or Its Designee:

- 1. Contractor:** **LAURA M. NARVAEZ**
- Services:** Contractor will provide decorations for all tables and two large columns for the CARE/CalWORKs Mini-Conference.
- Requesting Dept.:** Student and Community Advancement – Student Support Services – CalWORKs/CARE
- Date(s):** 8/13/15
- Financial Terms:** Cost not to exceed \$270

E. DESTRUCTION OF RECORDS

It is recommended the Board of Trustees authorize the destruction of Class II disposable records for Business Services Division. These records have met the retention period requirement and are not in conflict with Education Code Title V, Sections 59020 through 59029.

Contracts: 1980 – 2010

F. INFORMATION ITEM

It is the intent of the District to seek Board approval to adopt a resolution at the November 16, 2015 Board Meeting that allows the District to enter into contracts for energy conservation measures pursuant to Government Code § 4217.12. The energy conservation project is for the Science Complex (Physics, Chemistry and Life Science Building). The project will consist of various energy savings methodologies including, but not limited to, the following: correcting problems with existing controls, upgrading the HVAC system and EMS controls to be energy efficient, and upgrading and repairing the fume hood controls to operate more efficiently. Notice of a public hearing regarding Energy Conservation Contracts will be publicly posted two weeks prior to the November 16, 2015 Board Meeting.

G. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended all purchase orders be ratified as shown.

P.O.	Vendor Name	Site Name	Description	P.O. Cost Number
Fund 11 - Unrestricted - El Camino				
P0900466	CDW-G	Technical Services	Repairs Parts And Supplies	\$1,820.91
P0900494	Haas Factory Outlet	Machine Tool	Repairs Parts And Supplies	\$128.36
P0900497	Complete Office	I&T Div Ofc	Non-Instruct Supplies	\$119.89
P0900498	Auto Body Toolmart	Automotive Collision	Instructional Supplies	\$998.15
P0900513	Graybar Electric	Information Technology	Non-Instruct Supplies	\$1,480.48
P0900516	Namifiers	Student Support	Non-Instruct Supplies	\$36.84
P0900518	Krill Gliadkovsky	Ctr for Arts Instr/Admin	Contract Services	\$500.00
P0900521	Complete Office	Purchasing	New Equipment	\$751.63
P0900523	Monterey Graphics	Div Office Fine Arts	Non-Instruct Supplies	\$109.88
P0900529	Church Keyboard Center	Music	Repairs Parts And Supplies	\$468.20
P0900530	Amazon.Com Corporate	Life Sciences	Instructional Supplies	\$261.43
P0900538	Takach Press	Art Department	Instructional Supplies	\$511.24
P0900539	Zones, Inc.	V.P. Academic Affairs	Non Inst Comp	\$1,637.70
P0900540	Lucks Music Library	Music	Instructional Supplies	\$500.69
P0900542	Sir Speedy	V.P. Academic Affairs	Non-Instruct Supplies	\$357.00
P0900547	America's Software Corp.	Rad Tech	Instructional Supplies	\$995.00
P0900557	Thomson Reuters West	Div Office Instr.	Library Books	\$973.38
P0900558	Sage Publications, Inc.	Div Office Instr.	Library Books	\$212.59
P0900559	Full Compass Systems	Ctr for Arts Production	Non-Instruct Supplies	\$180.77
P0900561	Fontainebleau Florida	First Year Experience	Conferences Mgmt	\$1,170.68
P0900564	CSCCU	Outreach and School	Dues And Memberships	\$250.00
P0900566	Roc Software Systems	Information Technology	Maintenance Contracts	\$1,845.00
P0900567	Talking Type Captions	Instructional Television	Other Services And Expenses	\$78.00
P0900568	ACCO Engineered	Facilities/Planning/Servi	Repairs Noninstructional	\$8,621.00
P0900572	All Electronics	Astronomy	Instructional Supplies	\$62.06
P0900574	Tomark Sports, Inc.	Physical Education	Instructional Supplies	\$947.24
P0900575	Sport Chalet	Physical Education	Instructional Supplies	\$5,032.31
P0900576	American Red Cross	Physical Education	Instructional Supplies	\$83.07
P0900579	Smith Brothers Crane	Facilities/Planning/Servi	Repairs Noninstructional	\$850.20

P0900580	Servpro of Downey	Facilities/Planning/Servi	Repairs Noninstructional	\$8,393.03
P0900583	VWR International	Health,Safety and Risk	Non-Instruct Supplies	\$1,156.01
P0900584	Wayfair	Health,Safety and Risk	Non-Instruct Supplies	\$434.84
P0900587	NCMPR	Copy Center	Conferences Mgmt	\$498.00
P0900588	Monterey Graphics	Institutional Services	Non-Instruct Supplies	\$2,212.50
P0900589	Cutratebatteries.Com	Div Office Instr.	Instructional Supplies	\$44.80
P0900590	Hawthorne Chamber	Public Relations	Dues And Memberships	\$125.00
P0900595	Miele Professional	Chemistry	Repairs - Instructional	\$800.00
P0900596	National Association	Out of State	Dues And Memberships	\$4,915.00
P0900600	Full Compass Systems	Ctr for Arts Production	New Equipment - Instructional	\$839.30
P0900601	I & O Party Rentals	Transfer Center	Non-Instruct Supplies	\$297.51
P0900602	CSU Channel Islands	First Year Experience	Conferences Mgmt	\$400.00
P0900603	UC Regents	First Year Experience	Conferences Mgmt	\$240.00
P0900604	Rio Grande Tool Co.	Art Department	Instructional Supplies	\$771.44
P0900605	B & H Photo-Video	Art Department	Instructional Supplies	\$76.13
P0900606	Amazon.Com Corporate	Art Department	Instructional Supplies	\$46.87
P0900607	Innovative Interfaces	Information Technology	License Fee/Site Licenses	\$31,050.00
P0900608	National Instruments	Information Technology	License Fee/Site Licenses	\$1,685.20
P0900609	GoEngineer	Information Technology	License Fee/Site Licenses	\$3,000.00
P0900610	Freestyle Photographic	Photography	Instructional Supplies	\$828.04
P0900611	The SEA Lab	Life Sciences	Field Trip Expense	\$125.00
P0900616	Naxos Music Library	Music Library	Library Books	\$1,210.00
P0900629	Campus Food Services	Information Technology	Non-Instruct Supplies	\$12.53
P0900630	Carolina Biological	Health,Safety and Risk	Non-Instruct Supplies	\$144.08
P0900631	L.A.C.O.E.	Human Resources	Dues And Memberships	\$8,211.00
P0900640	Infogroup Academic	Ed & Community	Multi Media Advertising	\$2,640.00
P0900641	Ross Fire Extinguisher	Fire Academy	Repairs - Instructional	\$247.50
P0900642	M & K Metal Co.	Machine Tool	Instructional Supplies	\$532.84
P0900643	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$649.06
P0900645	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$1,010.94
P0900647	Action Sales & Metal Co.	Welding	Instructional Supplies	\$3,109.55
P0900648	Tri Signal Integration	Facilities/Planning/Servi	Repairs Noninstructional	\$701.85
P0900653	Sir Speedy	Outreach and School	Non-Instruct Supplies	\$959.20
P0900659	Hemborg Ford	Fire Academy	Repairs - Instructional	\$313.16
P0900662	LA Area Chamber of	Out of State	Dues And Memberships	\$150.00
P0900663	Scantron	Information Technology	Non-Instruct Supplies	\$793.98
P0900672	Amazon.Com Corporate	Operations	New Equipment	\$1,281.83
P0900677	Abtech Systems,	Information Technology	Maintenance Contracts	\$127,696.00
P0900678	Computerland of Silicon	Information Technology	License Fee/Site Licenses	\$138,699.50
P0900681	School Outfitters	Music	Instructional Supplies	\$146.36
P0900682	Mr. Rene E. Lozano	Transfer Center	Non-Instruct Supplies	\$98.10
P0900688	City of Torrance	Institutional Services	Regulatory	\$2,365.84
P0900689	Los Angeles	Ctr for Arts Promo	Multi Media Advertising	\$176.00
P0900691	California Colleges	Study Abroad Program	Dues And Memberships	\$450.00
P0900697	VMware, Inc.	Information Technology	Maintenance Contracts	\$7,001.00
P0900698	Complete Office	Warehouse	Inventories	\$4,359.13
P0900699	Ingram Library Service	Div Office Instr.	Library Books	\$51.21
P0900700	Demco	Instructional Television	Instructional Supplies	\$301.41
P0900702	Monterey Graphics	I&T Div Ofc	Non-Instruct Supplies	\$54.94
P0900712	College Art Association	Div Office Fine Arts	Dues And Memberships	\$615.00
P0900718	National Student	Institutional Research	Maintenance Contracts	\$1,584.45
P0900720	Assoc for Instutional Research	Institutional Research	Dues And Memberships	\$840.00
P0900724	Amazon.Com Corporate	Architectural	Instructional Supplies	\$4,188.88
P0900728	Ms. Georgianna F. Levine	Ctr for Arts Promo	Non-Instruct Supplies	\$1,022.71

P0900734	Sir Speedy	Admissions/Recors	Non-Instruct Supplies	\$744.61
P0900737	Mr. Andrew W. Wolski	Ctr for Arts Production	Non-Instruct Supplies	\$80.77
P0900738	Amazon.Com Corporate	Ctr for Arts Production	Non-Instruct Supplies	\$56.37
P0900742	Amazon.Com Corporate	Physical Education	Repairs Parts And Supplies	\$154.78
P0900743	D3 Sports	Physical Education	Instructional Supplies	\$2,181.00
P0900760	Specialized Elevator	Facilities/Planning/Servi	Repairs Noninstructional	\$708.50
P0900762	Metalliferous Mail Order	Art Department	Instructional Supplies	\$74.63
P0900763	ACBO	Administrative Services	Conferences Mgmt	\$335.00
P0900764	E.C.C.C.D. Revolving	Recruitment	Other Services And Expenses	\$8,600.00
P0900765	Monterey Graphics	Human Resources	Non-Instruct Supplies	\$270.16
P0900766	Etudes, Inc.	Information Technology	Maintenance Contracts	\$125,000.00
P0900767	American Express Travel	Ctr for Arts Instr/Admin	Travel And Conference	\$1,375.00
P0900772	Kathryn McDaniel-Babcock	Ctr for Arts Instr/Admin	Contract Services	\$300.00
P0900773	Bank of America	Presidents Office	Non-Instruct Supplies	\$108.34
P0900775	South Coast Conference	Athletics	Dues And Memberships	\$7,050.00
P0900776	Council of Chief	Div Office Instr.	Publications-Magazines	\$150.00
P0900777	Medco Sports Medicine	Physical Education	Instructional Supplies	\$185.64
P0900778	Mountain Medical	Physical Education	Repairs Parts And Supplies	\$78.77
P0900779	School Health	Health,Safety and Risk	New Equipment	\$181.29
P0900780	R & D Printing	Health,Safety and Risk	Reproduction	\$1,027.87
P0900781	Toptix USA, LLC	Ctr for Arts Ticket Office	Maintenance Contracts	\$700.00
P0900782	Nicole J. Diamond	First Year Experience	Conferences Mgmt	\$100.00
P0900784	Survey Monkey.Com Llc	Ed & Community	Multi Media Advertising	\$780.00
P0900788	ACCO Engineered	Facilities/Planning/Servi	Repairs Noninstructional	\$4,510.00
P0900789	Air Treatment	Facilities/Planning/Servi	Repairs Noninstructional	\$2,221.42
P0900794	Xpedx	Warehouse	Inventories	\$4,447.20
P0900795	Pyramid Backline	Ctr for Arts Production	Other Rentals	\$500.00
P0900799	Ms. Amy Herrschaft	First Year Experience	Conferences Mgmt	\$160.00
P0900808	Pioneer Athletics	Physical Education	Instructional Supplies	\$200.89
P0900810	Campus Food Services	SRC Accessibility Fund	Conferences Faculty	\$553.35
P0900811	Amazon.Com Corporate	Staff Development	Other Books	\$445.69
P0900812	VWR International	Life Sciences	Instructional Supplies	\$257.89
P0900813	Bio Rad Laboratories	Life Sciences	Instructional Supplies	\$224.92
P0900824	Hermosa Beach	Public Relations	Dues And Memberships	\$300.00
P0900829	Community College	Public Relations	Conferences Mgmt	\$625.00
P0900833	The NCHERM Group	Health,Safety and Risk	Non-Instruct Supplies	\$299.99
P0900834	Ingram Library Service	Div Office Instr.	Library Books	\$43.49
P0900838	Airport Van Rental	Earth Sciences	Transportation	\$545.00
P0900841	Airgas USA, LLC	Welding	Instructional Supplies	\$1,909.68
P0900845	ARC Imaging Resources	Architectural	Instructional Supplies	\$150.00
P0900846	Shred-It California	I&T Div Ofc	Other Services And Expenses	\$552.50
P0900847	Fisher Scientific	Life Sciences	Instructional Supplies	\$8,425.98
P0900848	Full Compass Systems	Ctr for Arts Production	Non-Instruct Supplies	\$84.37
P0900849	Rose Brand	Ctr for Arts Production	Non-Instruct Supplies	\$585.45
P0900851	Monterey Graphics	English	Instructional Supplies	\$54.94
P0900852	Redleaf Press	History	Instructional Supplies	\$166.35
P0900855	USC Daily Trojan	Ctr for Arts Promo	Multi Media Advertising	\$350.00
P0900856	Cpp, Inc.	Career Center	Special Counseling Test	\$2,950.00
P0900863	Academic Senate	Academic Senate	Dues And Memberships	\$5,273.05
P0900866	Carrot Top Industries	Fire Academy	Instructional Supplies	\$328.97
P0900869	Matheson Tri-Gas	Welding	Instructional Supplies	\$1,463.49
P0900870	International Smog	Facilities/Planning/Servi	Repairs Noninstructional	\$430.00
P0900873	Zones, Inc.	Information Technology	New Equipment	\$7,774.84
P0900875	Matthew Bender & Co.	Div Office Instr.	Library Books	\$1,118.59

P0900876	AMATYC/SW Tennessee	Division Office Math	Conferences - Student	\$35.00
P0900879	Shred-It California	Fiscal Services	Other Services And Expenses	\$130.00
P0900891	Moore Medical Corp	Nursing	Instructional Supplies	\$320.46
P0900895	Thomson Reuters	Div Office Instr.	Library Books	\$638.20
P0900896	Cengage Learning	Div Office Instr.	Library Books	\$1,188.00
P0900898	Ad Club	Recruitment	Multi Media Advertising	\$2,628.40
P0900900	Monterey Graphics	Outreach and School	Non-Instruct Supplies	\$219.74
P0900901	ACCO Engineered	Facilities/Planning/Servi	Repairs Noninstructional	\$8,730.00
P0900907	Complete Office	I&T Div Ofc	Non-Instruct Supplies	\$119.89
P0900908	Scantron	Information Technology	Non-Instruct Supplies	\$3,985.47
P0900914	Amazon.Com Corporate	Music	Instructional Supplies	\$7,521.00
P0900921	Scantron	Div Office BSSC	Other Instr Supplies	\$974.30
P0900922	CDW-G	Information Technology	New Equipment	\$997.84
P0900923	Knorr Systems Inc.	Facilities/Planning/Servi	New Equipment	\$2,837.23
P0900928	CDW-G	Technical Services	Repairs Parts And Supplies	\$739.02
			Fund 11 Total: 153	\$628,839.55

Fund 12 - Restricted - El Camino

P0900456	CDW-G	Parking Services	Maintenance Contracts	\$503.15
P0900508	U.S. Armor Corp.	Parking Services	New Equipment	\$2,171.28
P0900511	Entenmann Rovin Co.	Parking Services	New Equipment	\$622.03
P0900517	Campus Food Services	StudentSuccess	In-Service Training	\$513.94
P0900524	Jesse Villalobos	Title III- H S I - STEM	Student Stipends	\$200.00
P0900525	Erick B. Quintanilla	Title III- H S I - STEM	Student Stipends	\$200.00
P0900526	Barbara Polk	El Camino Language	Other Instr Supplies	\$118.87
P0900527	Eduardo Chavez	Title III- H S I - STEM	Student Stipends	\$200.00
P0900528	Assist Design	Title III- H S I - STEM	Non-Instruct Supplies	\$2,182.78
P0900531	Hilton Sacramento Arden	Student Equity	Conferences Mgmt	\$217.74
P0900532	Drug Enforcement	Health Services	License Fee/Site Licenses	\$731.00
P0900533	UpToDate	Health Services	In-Serv Training Instr	\$1,149.00
P0900534	UpToDate	Health Services	In-Serv Training Instr	\$1,149.00
P0900535	American Express Travel	Student Equity	Conferences Mgmt	\$598.00
P0900536	American Express Travel	Retail/Hospitality/Touris	Conferences Other	\$213.20
P0900543	American Express Travel	CalWORKs	Conferences Other	\$166.20
P0900544	Campus Food Services	EOPS CARE	Non-Instruct Supplies	\$2,130.95
P0900545	Enterprise Rentals	Student Equity	Conferences Mgmt	\$182.26
P0900551	American Express Travel	Student Equity	Conferences Mgmt	\$225.00
P0900555	American Security Rx	Health Services	Non-Instruct Supplies	\$178.48
P0900565	Quality Council of	Aerospace Conference	Non-Instruct Supplies	\$380.80
P0900569	Displays2go	BFAP Administration	Workshop Sponsorship	\$741.72
P0900571	Midas Auto Repair - Aap	Parking Services	Repairs Non Instr	\$566.99
P0900577	Galls/Quartermaster	Parking Services	Non-Instruct Supplies	\$108.18
P0900578	Serrato & Associates,	Parking Services	In-Service Training	\$140.00
P0900582	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$4,655.10
P0900586	Enterprise Rentals	Retail/Hospitality/Touris	Conferences Other	\$65.47
P0900599	Kantola Productions, Llc	Contract Training	Non-Instruct Supplies	\$1,542.28
P0900615	I-Tul Design & Software	Aerospace Conference	Non-Instruct Supplies	\$215.40
P0900617	Campus Food Services	StudentSuccess	Non-Instruct Supplies	\$5,954.13
P0900618	B & H Inglewood Tow	Parking Services	Repairs Non Instr	\$59.00
P0900620	B & H Photo-Video	Parking Services	New Equipment	\$904.58
P0900621	Taser International	Parking Services	Non-Instruct Supplies	\$237.33
P0900622	Positive Promotions Inc.	Parking Services	Non-Instruct Supplies	\$1,469.26
P0900623	CAD/CAM Consulting	Mentor Protege	Conferences Other	\$2,125.00

P0900625	Campus Food Services	StudentSuccess	In-Service Training	\$446.90
P0900626	Campus Food Services	EOPS CARE	Bus Passes and Food	\$20,000.00
P0900636	Trane Commercial	Prop 39-Prog	New Equipment - Instructional	\$4,475.26
P0900637	MicroMetl	Prop 39-Prog	New Equipment - Instructional	\$1,853.00
P0900638	Tequipment.Net	Prop 39-Prog	New Equipment - Instructional	\$3,269.99
P0900639	Johnstone Supply	Prop 39-Prog	New Equipment - Instructional	\$4,033.00
P0900646	Campus Food Services	EOPS CARE	Non-Instruct Supplies	\$275.77
P0900651	Center for Urban	Student Equity	Conferences Other	\$7,500.00
P0900652	Marci D. Myers	Student Equity	Conferences Other	\$664.66
P0900656	Fontainebleau Florida	Student Equity	Conferences Mgmt	\$2,397.90
P0900657	Glock, Inc.	Parking Services	In-Service Training	\$250.00
P0900658	National Training	Parking Services	In-Service Training	\$950.00
P0900660	Dell Marketing L. P.	TitleV-Improving	New Computer	\$5,238.47
P0900664	Zones, Inc.	TitleV-Improving	Non Inst Comp	\$1,963.74
P0900665	CSU Dominguez	Community	Contributions	\$500.00
P0900667	Enterprise Rentals	Retail/Hospitality/Tourism	Conferences Other	\$337.49
P0900669	Dell Marketing L. P.	StudentSuccess	Non Inst Comp	\$70,050.33
P0900675	Amazon.Com Corporate	(STCW)	Other Books	\$224.94
P0900676	American Express Travel	Retail/Hospitality/Tourism	Conferences Other	\$175.00
P0900683	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$241.50
P0900685	Pacific Parking Systems	Parking Services	New Equipment	\$5,995.00
P0900686	Ultramax Ammunition	Parking Services	Non-Instruct Supplies	\$2,838.36
P0900692	Trane Commercial	Prop 39-Prog	Instructional Supplies	\$1,528.37
P0900693	Campus Food Services	Retail/Hospitality/Tourism	Non-Instruct Supplies	\$626.75
P0900694	Onset Computer	Prop 39-Prog	Instructional Supplies	\$1,586.06
P0900695	Tube Service Company	Prop 39-Prog	Instructional Supplies	\$2,124.34
P0900701	McMaster Carr	Prop 39-Prog	Instructional Supplies	\$544.20
P0900703	All Magnetics, Inc.	Prop 39-Prog	Instructional Supplies	\$225.96
P0900704	Woodcraft	Prop 39-Prog	New Equipment - Instructional	\$2,403.45
P0900705	Snap-ON Equipment	Ref & Lane Tech(Smg	New Equipment - Instructional	\$5,016.84
P0900706	Project Lead the Way,	Career Pathways	Dues And Memberships	\$1,750.00
P0900713	National Emblem, Inc.	Parking Services	Non-Instruct Supplies	\$526.47
P0900714	Rethink Robotics, Inc.	Prop 39-Prog	New Equipment - Instructional	\$42,565.00
P0900716	Parallax, Inc.	Prop 39-Prog	Instructional Supplies	\$555.14
P0900717	Robotshop, Inc	Prop 39-Prog	Instructional Supplies	\$190.48
P0900719	Rugged Circuits LLC	Prop 39-Prog	Instructional Supplies	\$3,495.26
P0900722	Digital Printing Systems	Parking Services	Non-Instruct Supplies	\$916.71
P0900725	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$6,375.00
P0900726	Infogroup Academic	Community	Other Services And Expenses	\$1,053.00
P0900727	Lou's Golf and Industrial	Parking Services	Repairs Non Instr	\$1,707.54
P0900729	Van Lingen Towing	Parking Services	Repairs Non Instr	\$25.00
P0900730	I.A.T. Auto Repair	Parking Services	Repairs Non Instr	\$2,500.00
P0900731	Campus Food Services	EOPS CARE	Non-Instruct Supplies	\$952.66
P0900732	Golden West	Parking Services	In-Service Training	\$206.00
P0900733	Retrotec Inc.	Prop 39-Prog	New Equipment - Instructional	\$2,592.64
P0900736	Cognisco Technologies	In-Region Investments	Software	\$9,750.00
P0900745	Board of Governors, Calif	Student Equity	Conferences Mgmt	\$140.00
P0900759	HACU 29th Annual	Student Equity	Conferences Mgmt	\$721.00
P0900761	Los Angeles News Group	Student Equity	Non-Instruct Supplies	\$505.00
P0900774	Drug Enforcement	Health Services	In-Serv Training Instr	\$731.00
P0900783	Campus Food Services	StudentSuccess	In-Service Training	\$705.11
P0900790	Christopher Doble	Title III- H S I - STEM	Contract Services	\$400.00
P0900805	Campus Food Services	StudentSuccess	In-Service Training	\$180.50
P0900806	Campus Food Services	StudentSuccess	In-Service Training	\$250.70

P0900807	Compton Community	TitleV-Improving	Other Services And Expenses	\$11,520.24
P0900814	Airgas USA, LLC	Title III- H S I - STEM	Non-Instruct Supplies	\$250.00
P0900822	ACCEySan Diego	Community Education	Dues And Memberships	\$60.00
P0900823	Natural History Museum	Community Education	Non-Instruct Supplies	\$461.25
P0900825	CDW-G	Parking Services	New Equipment	\$584.30
P0900826	Public Safety Training	Parking Services	In-Service Training	\$1,396.00
P0900827	U.S. Armor Corp.	Parking Services	New Equipment	\$1,085.64
P0900828	Borden Decal Co., Inc.	Parking Services	Non-Instruct Supplies	\$2,696.73
P0900830	Fastsigns	Community Education	Non-Instruct Supplies	\$261.60
P0900831	Lern Conferences	Community Education	Dues And Memberships	\$695.00
P0900842	Compton Community	TitleV-Improving	Other Services And Expenses	\$3,312.07
P0900853	Pacific Parking Systems,	Parking Services	New Equipment	\$2,387.10
P0900858	Brian Zimmerman	Parking Services	Non-Instruct Supplies	\$3,165.10
P0900862	Monterey Graphics	EOPS	Non-Instruct Supplies	\$54.94
P0900864	Dell Marketing L. P.	Prop 39-Prog	New Computer	\$14,281.63
P0900865	Ms. Lindsey Ludwig	El Camino Language	Other Instr Supplies	\$25.18
P0900867	Study California, UCSC	El Camino Language	Dues And Memberships	\$495.00
P0900868	Brazil Business Reports,	El Camino Language	Multi Media Advertising	\$2,500.00
P0900885	American Express Travel	BFAP Administration	Travel And Conference	\$664.00
P0900887	David Cruz/PPD	Fire Tech Donations	Instructional Supplies	\$643.03
P0900902	UMOJA Community	Student Equity	Conferences Other	\$1,500.00
P0900904	American Express Travel	Student Equity	Conferences Mgmt	\$124.00
P0900905	American Express Travel	Student Equity	Conferences Other	\$222.00
P0900909	CDW-G	StudentSuccess	Non Inst Comp	\$5,600.54
P0900918	Premier Steel	Prop 39-Prog	Instructional Supplies	\$759.57
			Fund 12 Total: 114	\$314,094.53

Fund 15 - General Fund -Special Programs

P0900644	Fast Deer Bus Charter	First Year Experience	Field Trip Expense	\$935.30
P0900649	UCLA Rec Outdoor	First Year Experience	Field Trip Expense	\$900.00
P0900650	UCLA Rec Outdoor	First Year Experience	Field Trip Expense	\$1,800.00
P0900661	CDW-G	Information Technology	New Equipment	\$4,943.50
P0900673	Fast Deer Bus Charter	First Year Experience	Field Trip Expense	\$563.57
P0900674	Fast Deer Bus Charter	First Year Experience	Field Trip Expense	\$935.30
P0900878	Dell Marketing L. P.	Information Technology	New Equipment	\$19,695.11
			Fund 15 Total: 7	\$29,772.78

Fund 41 - Capital Outlay

P0900541	Department of General	SM14/15-Air Hndlr	Architecture & Engineering	\$500.00
P0900546	Smardan Supply	Building Systems	Buildings	\$2,079.97
			Fund 41 Total: 2	\$2,579.97

Fund 61 - Workers' Compensation

P0900585	Keenan & Associates	Purchasing	Other	\$4,114.49
			Fund 61 Total: 1	\$4,114.49

Fund 62 - Property & Liability

P0900668	SWACC	Purchasing	Excess Insurance	\$8,644.00
P0900785	El Camino Community	Purchasing	Self Insurance Legal Fees	\$13,482.10
P0900786	El Camino Community	Purchasing	Self Insurance Legal Fees	\$445.04

P0900787	Keenan & Associates	Purchasing	Excess Insurance	\$1,517.00
			Fund 62 Total: 4	\$24,088.14

Fund 71 - Associated Students

P0900556	Double Tree by Hilton	Student Affairs	ASB Exp.	\$1,255.35
P0900613	Campus Food Services	Student Affairs	ASB Exp.	\$767.64
P0900798	CCCSAA	Student Affairs	ASB Exp.	\$2,750.00
P0900820	Oak Hill Publishing	Student Affairs	ASB Exp.	\$660.00
P0900821	Campus Food Services	Student Affairs	ASB Exp.	\$73.58
P0900877	American Express Travel	Student Affairs	ASB Exp.	\$2,367.00
P0900893	Mr. Gregory Toya	Student Affairs	ASB Exp.	\$112.68
			Fund 71 Total: 7	\$7,986.25

Fund 79 - Auxiliary Services

P0900492	Clare Fischer	Fine Arts	Non-Instruct Supplies	\$64.31
P0900515	Buddy's All Stars Inc.	Health Sciences	Non-Instruct Supplies	\$1,109.58
P0900560	Campus Food Services	Humanities	Non-Instruct Supplies	\$299.75
P0900612	Fast Deer Bus Charter	Counseling/Student	Non-Instruct Supplies	\$1,284.96
P0900614	Campus Food Services	Honors Program	Non-Instruct Supplies	\$773.86
P0900687	KCACTF	Fine Arts	Non-Instruct Supplies	\$225.00
P0900791	Alicia E. Yanez	Fine Arts	Non-Instruct Supplies	\$200.00
P0900792	Mr. Bryan E. Bates	Fine Arts	Non-Instruct Supplies	\$200.00
P0900793	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,200.00
P0900797	Campus Food Services	Counseling/Student	Non-Instruct Supplies	\$476.88
P0900850	John Pennington	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0900854	KCACTF	Fine Arts	Non-Instruct Supplies	\$225.00
P0900872	Amazon.Com Corporate	Fine Arts	Non-Instruct Supplies	\$413.76
P0900915	Magic Jump Rentals	Fine Arts	Non-Instruct Supplies	\$125.00
			Fund 79 Total: 14	\$7,598.10

Fund 81 - Student Organizations

P0900880	Arbor Day Foundation	Student Affairs	A/P Manual.Gen.	\$10.85
			Fund 81 Total: 1	\$10.85

Fund 82 - Scholarships & Trust/Agency

P0900553	CA Dept of Forestry	I&T Division	Fundraising	\$3,312.00
P0900554	CA Dept of Forestry	I&T Division	Fundraising	\$5,480.00
P0900573	Recreonics, Inc.	Health Sciences	Fundraising	\$2,027.44
P0900591	Robinhood Enterprises	Health Sciences	Fundraising	\$1,623.01
P0900592	Norcal Swim Shop	Health Sciences	Fundraising	\$1,923.86
P0900593	Prestosports	Health Sciences	Fundraising	\$1,800.00
P0900690	Soccer Central	Health Sciences	Fundraising	\$4,774.20
P0900740	Sports Chalet Team	Health Sciences	Fundraising	\$280.77
P0900741	Ping, Inc.	Health Sciences	Fundraising	\$1,747.34
P0900768	Mercury Fence Company	Health Sciences	Fundraising	\$8,160.00
P0900809	Sports Chalet Team	Health Sciences	Fundraising	\$596.14
			Fund 82 Total: 11	\$31,724.76

PO Funds Total: 314 **1,050,809.42**

Fund 11 - Unrestricted - El Camino

B0910585	Robert H. Watson	Music	PSA Contract Services	\$6,000.00
B0910599	Airgas USA, LLC	Resp Therapy	Instructional Supplies	\$3,000.00
B0910601	Airx Ferguson	Div Office Nat Sciences	Maintenance Contracts	\$1,500.00
B0910615	ECCD Petty Cash	Astronomy	Instructional Supplies	\$349.62
B0910617	E.C.C.C.D. Bookstore	Div Office Business	Non-Instruct Supplies	\$500.00
B0910624	McMaster Carr	Automotive Collision	Instructional Supplies	\$1,000.00
B0910625	South Bay Paint & Tool	Automotive Collision	Instructional Supplies	\$2,000.00
B0910634	Campus Food Services	Health,Safety and Risk	In-Service Training	\$2,100.00
B0910636	ECCD Petty Cash	Administrative	Instructional Supplies	\$200.00
B0910643	ECCD Petty Cash	Anthropology	Instructional Supplies	\$500.00
B0910646	Mid City Mailing Services	Institutional Services	Postage	\$14,000.00
B0910647	E.C.C. Public Information	Veterans Education	Non-Instruct Supplies	\$38.00
B0910648	MEDCO SUPPLY CO	Athletics	Non-Instruct Supplies	\$6,000.00
B0910664	ECCD Petty Cash	Welding	Instructional Supplies	\$300.00
B0910668	IDS International	Family Consumer	Repairs - Instructional	\$500.00
B0910670	Moore Medical Corp	Human Resources	Non-Instruct Supplies	\$1,800.00
B0910671	Fashion Supplies, Inc.	Family Consumer	Instructional Supplies	\$500.00
B0910672	ECCD Petty Cash	Family Consumer	Instructional Supplies	\$200.00
B0910673	Community College	Recruitment	Contract Services	\$21,500.00
B0910676	Matisse Restaurant	Natural Sciences	Contract Services	\$9,000.00
			Fund 11 Total: 20	\$70,987.62

Fund 12 - Restricted - El Camino

B0910573	El Segundo Unified	Title III- H S I - STEM	Contract Services	\$4,581.56
B0910579	Foundation for California	AMETLL	Contract Services	\$25,000.00
B0910580	Foundation for California	CAA (10-091-002)	Contract Services	\$71,000.00
B0910581	Centinela Valley Union	AMETLL	Contract Services	\$153,620.00
B0910582	Compton Unified School	AMETLL	Contract Services	\$209,000.00
B0910583	Torrance Unified School	AMETLL	Contract Services	\$146,775.00
B0910584	South Bay Workforce	AMETLL	Contract Services	\$18,500.00
B0910587	Marriott Hotel	EOPS	Non-Instruct Supplies	\$18,000.00
B0910593	Osterling Consulting, Inc.	Cact CA Employee	Contract Services	\$75,000.00
B0910594	Quest Consulting	Cact CA Employee	Contract Services	\$75,000.00
B0910595	ECCD Petty Cash	Cact CA Employee	Non-Instruct Supplies	\$2,000.00
B0910596	ECCD Petty Cash	Fire Tech Donations	Non-Instruct Supplies	\$250.00
B0910618	Ricoh Corp	Foster Care Ed	Copiers	\$1,990.00
B0910623	Campus Food Services	Student Equity	Non-Instruct Supplies	\$2,000.00
B0910626	Airgas West	CAA (10-091-002)	Non-Instruct Supplies	\$500.00
B0910627	Matheson Tri-Gas,	CAA (10-091-002)	Non-Instruct Supplies	\$150.00
B0910628	McMaster Carr	CAA (10-091-002)	Non-Instruct Supplies	\$150.00
B0910629	E.C.C. Public Information	CAA (10-091-002)	Non-Instruct Supplies	\$1,000.00
B0910640	ECCD Petty Cash	CAA (10-091-002)	Non-Instruct Supplies	\$500.00
B0910641	McMaster Carr	I&T General Donations	Non-Instruct Supplies	\$514.56
B0910642	ECCD Petty Cash	I&T General Donations	Non-Instruct Supplies	\$400.00
B0910665	E.C.C. Public Information	StudentSuccess	Printing	\$494.00
B0910666	ECCD Petty Cash	StudentSuccess	Non-Instruct Supplies	\$600.00
B0910679	ECCD Petty Cash	MESA Program	Non-Instruct Supplies	\$2,000.00
			Fund 12 Total: 24	\$809,025.12

Fund 15 - General Fund -Special Programs

B0910568	Vantage Technology	Information Technology	Contract Services	\$11,168.00
			Fund 15 Total: 1	\$11,168.00
Fund 41 - Capital Outlay				
B0910586	Facilities Planning	Architect Fees	Contract Services	\$10,000.00
B0910651	Daily Breeze	Advertising	Multi Media Advertising	\$5,000.00
			Fund 41 Total: 2	\$15,000.00
Fund 71 - Associated Students				
B0910613	E.C.C. Public Information	Student Affairs	ASB Exp.	\$500.00
B0910614	Six Flags Magic	Student Affairs	ASB Exp.	\$15,000.00
			Fund 71 Total: 2	\$15,500.00
Fund 79 - Auxiliary Services				
B0910612	Campus Food Services	I&T Division	Non-Instruct Supplies	\$500.00
			Fund 79 Total: 1	\$500.00
Fund 81 - Student Organizations				
B0910661	E.C.C. Public Information	Student Affairs	A/P Manual.Gen.	\$50.00
B0910662	E.C.C. Public Information	Student Affairs	A/P Manual.Gen.	\$200.00
			Fund 81 Total: 2	\$250.00
Fund 82 - Scholarships & Trust/Agency				
B0910645	Sports Chalet Team	Health Sciences	Fundraising	\$10,000.00
B0910659	Sports Chalet Team	Health Sciences	Fundraising	\$12,000.00
			Fund 82 Total: 2	\$22,000.00
			BPO Funds Total: 54	944,430.74
			Grand Total POs and BPOs: 368	1,995,240.16

**Agenda for the El Camino Community College District Board of Trustees
For
Measure E 2002 & 2012 Bond Fund
Administrative Services**

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A. Category Budgets and Balances.....	E 2
B. Contract – Geotechnical Professionals, Inc. – Parking Structure Upgrade Lot F & E Project.....	E 5
C. Informational Item – Athletic Education and Fitness Complex – Stadium Phase 2 Project.....	E 5
D. Change Order – Sinanian Development, Inc. – Athletic Education & Fitness Complex – Stadium Phase 2 Project.....	E 6
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Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

**GENERAL OBLIGATION BOND FUND CATEGORIES
AND PROJECT SUMMARY**

The following tables report Measure E 2002 and Measure E 2012 expenditures and commitments through September 30, 2015, at the October 2015 Board Meeting.

2002 Measure E Expenditures:

CATEGORY	CURRENT BUDGET	EXPENDED	COMMITTED	BALANCE
<u>Additional Classrooms and Modernization</u>				
Acquisitions	\$705,867	\$705,867	\$0	\$0
Architectural Barrier Removal Phase 2	18,520	18,520	0	0
Athletic Education and Fitness Complex	45,846,456	27,616,836	18,281,595	-51,974
Bookstore/Cafeteria Conversion to Admin	10,916,938	10,919,793	4,181	-7,035
Math Business & Allied Health Building	39,409,302	38,516,483	673,366	219,454
Central Plant	14,545,000	14,345,832	3,200	195,968
Child Development Center Phase 2	30,470	30,470	0	0
Crenshaw Blvd. Frontage Enhancement	13,373	13,373	0	0
Fire Academy Structure	2,164,893	181,314	5,371	1,978,208
Fire Program Facility	1,651	1,651	0	0
Humanities Complex Replacement	30,044,566	29,974,883	0	69,683
Learning Resource Center Addition	5,043,165	5,010,095	0	33,070
Lot C Parking Structure	3,106,257	1,311,606	315,046	1,479,605
Remodeling Phase One-Three	851,513	851,513	0	0
Science Complex Renovation	10,369,136	10,221,102	24,075	123,959
Student Services Center	31,359,209	4,742,900	4,677,942	21,938,367
Temporary Space and Relocation Costs	3,844,653	3,671,142	3,156	170,356
Signage and Wayfinding	1,295,309	668,387	23,808	603,114
Gymnasium	3,000,000	1,404,429	741,285	854,286
New Pools, Locker Room & Classrooms	2,000,000	831	0	1,999,169
Student Activities Center	2,000,000	0	0	2,000,000
Architectural Planning Contingency	600,000	545,098	17,642	37,260
Total Add'l Classrooms and Modernization	<u>\$207,166,278</u>	<u>\$150,752,124</u>	<u>\$24,770,665</u>	<u>\$31,643,488</u>
<u>Campus Site Improvements: Accessibility, Safety / Security</u>				
Asphalt Resurfacing - All Lots	\$400,000	\$14,975	\$0	\$385,025
Emergency Generators and Distribution	116,173	116,173	0	0

CATEGORY	CURRENT BUDGET	EXPENDED	COMMITTED	BALANCE
Emergency Power to Security Lighting	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H	30,208	30,208	0	0
Fencing Replacement and Additions	105,777	5,777	0	100,000
Landscaping/Irrigation System	287,875	49,932	0	237,943
Replacements				
Lighting - Upgrade / Replace All Lots	3,059,807	2,455,935	4,569	599,303
Lot F Parking Structure Improvements	33,028,756	5,561,281	22,205,746	5,261,729
Lot H Parking Structure	24,198,519	24,198,519	0	0
Paving Replacement-All Walks/Driveways	1,110,695	753,303	0	357,392
Pedestrian Walks at MB Blvd. & Lot E	7,898	7,898	0	0
Security Video	2,007,831	1,114,906	40,058	852,867
Voice / Data / Signal Site Duct Bank	117,130	117,130	0	0
Total Campus Site Improvements: Accessibility, Safety / Security	<u>\$64,474,958</u>	<u>\$34,430,325</u>	<u>\$22,250,372</u>	<u>\$7,794,261</u>
<u>Energy Efficiency Improvements</u>				
Energy Efficiency Improvements Phase Two	\$2,700,980	\$2,700,980	\$0	\$0
Total Energy Efficiency Improvements	<u>\$2,700,980</u>	<u>\$2,700,980</u>	<u>\$0</u>	<u>\$0</u>
<u>Health and Safety Improvements</u>				
Administration	\$2,112,738	\$116,504	\$1,072	\$1,995,162
Art & Behavioral Sciences	369,585	369,585	0	0
Infrastructure Phase 1-3	41,600,377	41,585,023	0	15,354
Auxiliary Warehouse	1,301	1,301	0	0
Communications	219,262	219,262	0	-
Construction Technology	16,466	65,600	0	-49,134
Domestic Water System	610,208	110,208	0	500,000
Facilities and Receiving	215,159	264,292	0	-49,133
Fire Alarm	277,817	277,817	0	0
Firelines	119,905	119,905	0	0
Hazardous Materials Abatement	176,465	175,573	0	892
Restroom Access Compliance	1,990,025	1,988,212	950	863
Library	452,759	452,759	0	0
Marsee Auditorium	460,474	512,279	0	-51,805
Industry & Technology Building	38,709,701	38,016,059	653,702	39,940
Music	240,600	240,600	0	0
Natural Gas System	13,852	13,852	0	0
North Gymnasium	262,214	262,214	0	0
Physical Education and Men's Shower	78,178	78,178	0	0
Planetarium	12,815	12,815	0	0
Pool and Health Center	502,185	502,185	0	0
Primary Electrical Distribution System	5,061,211	5,061,211	0	0
Reimbursements	1,414,353	1,414,353	0	0

CATEGORY	CURRENT BUDGET	EXPENDED	COMMITTED	BALANCE
Security Systems	30,245	30,245	0	0
Sewer System	55,449	55,449	0	0
Social Sciences	4,564,450	4,564,450	0	0
Storm Drain System	30,644	30,644	0	0
Technical Arts	405,147	405,147	0	0
Shops	29,891,195	28,537,059	62,943	1,291,193
Total Health and Safety Improvements	<u>\$129,894,780</u>	<u>\$125,482,780</u>	<u>\$718,667</u>	<u>\$3,693,333</u>
<u>Information Technology and Equipment</u>				
Behavioral and Social Sciences	\$554,077	\$195,053	\$0	\$359,024
Business	643,650	489,657	0	153,993
Facilities Planning and Services	625,724	400,970	0	224,754
Fine Arts	1,094,948	959,764	0	135,184
Health Sciences and Athletics	926,427	772,110	0	154,317
Humanities	425,978	217,287	0	208,691
Industry and Technology	983,641	671,978	0	311,663
Information Technology	12,857,370	10,582,004	0	2,275,366
Learning Resources	3,025,003	515,255	0	2,509,748
Math	723,061	231,191	0	491,870
Natural Sciences	1,860,479	727,042	0	1,133,437
Nursing	252,651	116,478	0	136,173
Student and Community Advancement	560,796	260,216	0	300,580
Interfund Transfer	141,150	141,150	0	0
Campus Police	66,650	66,650	0	0
Purchasing	9,418	9,418	0	0
Phase II, III, IV Purchases	0	0	0	0
Installation Contingency	349	349	0	0
Total Information Technology/Equipment	<u>\$24,751,372</u>	<u>\$16,356,571</u>	<u>\$0</u>	<u>\$8,394,801</u>
<u>Physical Education Facilities Improvements</u>				
Baseball Field	\$572	\$572	\$0	\$0
North Field	0	0	0	0
Sand Volleyball	0	0	0	0
Reserve for Contingencies	0	0	0	0
Total Physical Education Facilities	<u>\$572</u>	<u>\$572</u>	<u>\$0</u>	<u>\$0</u>
Unallocated Interest (6/30/2015)	<u>\$376,833</u>	<u>\$0</u>	<u>\$376,833</u>	<u>\$0</u>
TOTAL	<u>\$429,365,773</u>	<u>\$329,723,352</u>	<u>\$48,116,538</u>	<u>\$51,525,883</u>

2012 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
<u>Additional Classrooms and Modernization</u>				
Gymnasium	\$34,979,151	\$0	\$0	\$34,979,151
Demo P.E./Mens Locker Room	1,360,210	0	0	1,360,210
Demo North Gym and Fitness Plaza Ph. 2	2,977,845	0	0	2,977,845
New Pools, Locker Rooms & Classrooms	33,459,378	0	0	33,459,378
Lot C Parking Structure	30,245,584	0	0	30,245,584
Demo Tech Arts	2,033,821	0	0	2,033,821
Demo Shops Building	2,769,780	0	0	2,769,780
Demo Communications/Student Service Bldg.	3,229,825	0	0	3,229,825
Student Activities Center	24,945,387	0	0	24,945,387
Demo Student Activities & Add New Quad	5,894,110	0	0	5,894,110
Architectural Planning Contingency	2,973,338	0	0	2,973,338
Total Additional Classrooms/Modernization	<u>\$144,868,429</u>	<u>\$0</u>	<u>\$0</u>	<u>\$144,868,429</u>

B. CONTRACT – GEOTECHNICAL PROFESSIONALS, INC. – PARKING STRUCTURE UPGRADE LOT F & E PROJECT

It is recommended the Board of Trustees approve entering into a contract with the above firm to provide geotechnical testing & inspection services for the Parking Structure Upgrade Lot F & E Project

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

Date of Service: October 2015 – Project Completion

Cost: Not to exceed \$120,000, includes reimbursable costs.

C. INFORMATIONAL ITEM - ATHLETIC EDUCATION AND FITNESS COMPLEX - STADIUM PHASE 2 PROJECT

The District intends to use the following multiple party purchasing agreements to acquire furniture and equipment for the new Athletic Education and Fitness Complex Stadium Phase 2 Project.

Manufacturer
Allsteel Inc.

Agreement
The Cooperative Purchasing Network #R142201

Gear Boss
HON

The Cooperative Purchasing Network #R-140804
The Cooperative Purchasing Network #R142208

The estimated cost of the purchases through these agreements is \$86,000.

D. CHANGE ORDER – SINANIAN DEVELOPMENT, INC. – ATHLETIC EDUCATION & FITNESS COMPLEX - STADIUM PHASE 2 PROJECT

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

1. Contractor was directed to provide labor, equipment and material to install a new vault to house hydronic valves and point of connection for the future gym project. \$67,402

Total Change Order Amount \$67,402

Original Contract Amount \$32,880,000

Prior Changes 842,524

This Change Order Amount 67,402

New Contract Amount \$33,789,926

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

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

PO #	VENDOR NAME	SITE NAME	DESCRIPTION	COST
P900654	Dell Marketing	Athletic Education/Fitness	Group II Equipment	\$29,453.35
P900655	American Reprographics	Signage and Wayfinding	Blue Printing	\$3,200.00
P900684	Sewup – JPA	Lot F Parking Structure	Insurance	\$704,888.10
P900696	DSA	Science Complex	Architecture & Engineering	\$8,221.22
P900796	Flewelling & Moody	Bookstore Building	Architecture & Engineering	\$16.01
P900844	First American Title	Student Services	Contract Services	\$750.00
P900889	DGS	ITEC	Architecture & Engineering	\$40,292.45
B910608	Sunstate Equipment Co.	Athletic Education/Fitness	Equipment Rental	\$7,233.18
B910644	Atlantic Relocation	ITEC	Contract Services	\$21,173.00
B910656	Total Western, Inc.	Shops Building	Buildings	<u>\$11,210.00</u>
				<u>\$826,437.31</u>

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources
Linda Beam, Vice President**

Page No.

- A. Employment and Personnel Changes.....HR 2
- B. Temporary Non-Classified Service EmployeesHR 8
- C. New Classification Specification for Classified Position.....HR 15

A. EMPLOYMENT AND PERSONNEL CHANGES

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1 - 34 and 1- 17.

Academic Personnel:

1. Retirement – Florence Baker, full-time instructor of History, Behavioral and Social Sciences Division, effective May 13, 2016, first day retired May 14, 2016 and that a plaque be prepared and presented to her in recognition of her years of service to the District since 1998.
2. Retirement – Gregory Scott, full-time instructor of Mathematics, Mathematical Sciences Division, effective December 15, 2015, first day retired December 16, 2015 and that a plaque be prepared and presented to him in recognition of his years of service to the District since 1989.
3. Retirement – Emily Rader, full-time instructor of History, Behavioral & Social Sciences Division, effective July 11, 2016, first day retired July 12, 2016 and that a plaque be prepared and presented to her in recognition of her years of service to the District since 1999.
4. Employment – Nikki Barber, full-time/temporary Counselor, Counseling & Student Success Division, Class II, Step 4, Academic Salary Schedule, effective October 1, 2015 through May 17, 2016.
5. Employment – Dee Marie Nieto, full-time/temporary of Theatre, Fine Arts Division, Class II, Step 8, Academic Salary Schedule, effective August 22, 2015 through December 11, 2015.
6. Employment – Honorato Domingo, Interim Director of Kinesiology & Athletics, Range 11, Step 1, Administrator Salary Schedule, effective September 28, 2015, through January 15, 2016.
7. Change in Salary – Julienne Gard, full-time instructor of Geography, Natural Sciences Division, Class V, Step 8, effective January 16, 2016.
8. Amend Salary – Tonya Cola, full-time Counselor, Counseling & Student Success Division, from Class II, Step 10, to Class III, Step 10, effective August 21, 2014.

9. Special Assignment – Laura Hinckley, part-time instructor of Mathematics, Mathematical Sciences Division, to plan and deliver math booth camp to students for the CAA (Career Advancement Academy) grant, to be paid \$62.61 an hour, not to exceed 90 hours or \$5,635, effective August 1, 2015 through December 30, 2015, in accordance with Agreement, Article 10, Section 9(m).
10. Special Assignment – Shiny Johnson, full-time instructor of Nursing, Health Sciences & Athletics Division/Nursing, to conduct hospital orientations and training, to be paid \$62.61 an hour, not to exceed 9 hours or \$564, effective July 27, 2015 through August 31, 2015, in accordance with Article 10, Section 14(a).
11. Special Assignment – Shimonee Kadakia, part-time instructor of Physical Science, Natural Sciences Division, to develop and present planetarium shows for Science Technology Engineering Mathematics (STEM) curriculum activities when classes are not in session, to be paid \$62.61 an hour, not to exceed 75 hours or \$4,696, effective September 1, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).
12. Special Assignment – Shimonee Kadakia, part-time instructor of Physical Science, Natural Science Division, to conduct not-for-credit courses for Community Education, to be paid \$46.95 an hour, not to exceed 107 hours or \$5,000 , effective July1, 2015 through June 30, 2016 in accordance with Agreement, Article 10, Section 9(m).
13. Special Assignment – Josephine Moore, part-time instructor of Medical Assistant, Health Sciences & Athletics Division, to conduct not-for-credit Community Education classes, to be paid \$46.95 an hour, not to exceed 111 hours or \$5,000, effective July 1, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(m).
14. Special Assignment – Eliza Rivera-Mitu, part-time instructor of Nursing, Health Sciences & Athletics Division/Nursing, to work as a simulation lab coordinator, to be paid \$62.61 an hour, not to exceed 25 hours or \$1,566 per week, effective August 28, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(m).
15. Special Assignment – Shoshanna Potter, full-time instructor of Chemistry, Natural Sciences Division, to revise and implement the Chemistry 4 boot camp for Spring 2016 for the MSMC-ECC STEM Grant Project, to be paid \$62.61 an hour, not to exceed 80 hours or \$5,009, effective December 12, 2015 through January 15, 2016, in accordance with Agreement, Article 10, Section 14(a).

16. Special Assignment – Bruce Russell, part-time instructor of Music, Fine Arts Division, to work in Applied Music Duty in the Music Library, to be paid \$31.31 an hour, not to exceed 460 hours or \$14,402, effective August 20, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(m).
17. Special Assignment – Valerie Stern, part-time instructor of Music, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$62.61 an hour, not to exceed 24 hours or \$1,500, effective June 1 through June 8, 2016, in accordance with Agreement, Article 10, Section 9(m).
18. Special Assignment – Susan Stolovy, full-time instructor of Physics, Natural Sciences Division, to develop and present planetarium shows for Science Technology Engineering Mathematics (STEM) curriculum activities when classes are not in session, to be paid \$62.61 an hour, not to exceed 75 hours or \$4,696, effective September 1, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).
19. Special Assignment – Steven Tyler, part-time instructor of Music, Fine Arts Division, to work as applied music instructor, to be paid \$62.61 an hour, not to exceed 340 hours or \$20,462, effective August 22, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(m).
20. Special Assignment – Erin Wood, part-time instructor of Music, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$62.61 an hour, not to exceed 28 hours or \$1,750, effective June 1 through June 22, 2016, in accordance with Agreement, Article 10, Section 9(m).
21. Special Assignment – The following full-time instructors of English, Humanities Division, to be paid for attending extensive training sessions at the Puente Summer Institute in Berkeley, California, to be paid \$46.95 an hour, not to exceed 70 hours or \$3,287 per instructors, effective June 4 through June 9, 2016, in accordance with Agreement, Article 10, Section 9(m).

Eric Brenes

Elizabeth Williams

22. Special Assignment – The following part-time instructors to offer math review workshops for math topics in Intermediate Algebra and Statistics, to be paid \$62.61 an hour, not to exceed 32 hours or \$2,004, effective October 20, 2015 through December 11, 2015, in accordance with Agreement, Article 10, Section 9(m).

Natalie Koch
Kristin Ross

David Ramirez-Ortega

23. Special Assignment – The following full-time instructors to participate on Compton Center evaluation committees, to be paid \$46.95 an hour, not to exceed \$330 each, plus mileage, effective October 1, 2015 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Willie Brownlee
Julio Farias
Nancy Freeman
Harold Hoffman
William Hoanzl

Michelle Moen
Renee Newell
Susanna Prieto
Julie Soden

24. Amend Special Assignment – The following full-time counselors and full-time faculty coordinator to co-lead a workshop that will provide an avenue for discussion on a variety of themes relevant to ECC STEM students, to be paid \$62.61 an hour, not to exceed 7 hours or \$439 each, effective February 14, 2015 through February 27, 2015, in accordance with Agreement, Article 10, Section 14(a).

Ken Key
Rene Lozano

Lori Suekawa
Valencia Rayford

25. Stipend Assignment – Francesca Bishop, full-time instructor of Speech Communication, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$1,000, effective April 28, 2016, in accordance with Agreement, Article 10, Section 14(a).

26. Stipend Assignment – Polli Chambers-Salazar, full-time instructor of Music, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$750, effective April 23, 2016, in accordance with Agreement, Article 10, Section 14(a).

27. Stipend Assignment – Diana Crossman, full-time instructor of Speech Communication, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$1,000, effective April 28, 2016, in accordance with Agreement, Article 10, Section 14(a).

28. Stipend Assignment – Ryota Minei, full-time instructor of Music, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$750, effective April 1, 2016, in accordance with Agreement, Article 10, Section 14(a).

29. Stipend Assignment – Francis Dane Teter, full-time instructor of Music, Fine Arts Division, to perform in the Resident Artist Series, to be paid \$750, effective April 1, 2016, in accordance with Agreement, Article 10, Section 14(a).

30. Extra Services – Moon Suey Ichinaga, full-time Librarian, Learning Resources, to provide library services to students for the Summer 2015 Session, to be paid Class IV, Step 20, Academic Salary Schedule, effective May 18, 2015 through August 12, 2015, in accordance with Agreement, Article 10, Section 13(a).
31. Employment – Jennifer Cho, instructor of Engineering Technology, Industry & Technology, to be paid by El Segundo High School, effective August 24, 2015 through June 30, 2016.
32. Employment – Gregory Dean Wheeler, instructor of Engineering Technology and Manufacturing Technology Instructors, Industry & Technology Division, to be paid by the North Torrance High School District, effective August 24, 2015 through June 30, 2016.
33. Employment – Luminita Manuela Denisiu, instructor of Engineering Technology and Manufacturing Technology Instructors, Industry & Technology Division, to be paid by the Torrance Unified School District, effective August 24, 2015 through June 30, 2016.
34. Employment – The following part-time temporary instructors to be hired as needed for the 2015 fall semester, not to exceed 67% FTE and/or 25 hours per week cumulative employment at ECC.

Fine Arts

Steven Tyler

Health Sciences & Athletics

Genevive Agsalud

Ray Asaro

Eliza Rivera-Mitu

Industry & Technology

Jonathan Benavente

Timothy Branley

Marvin Chang

Michelle Cooper

Randal Davis

Jennifer Doublet

Belinda Goodwin

Mina Greas

Geoffrey Rizzo

Ken Robinson

Jorge Ulloa

Frank Weeks

Natural Science

Jeanne Bellemin

Classified Personnel:

1. Retirement – Benigno Cedano, Athletic and Physical Education Attendant, Range 23, Step F, Health Sciences & Athletics Division, Academic Affairs Area effective August 24, 2015, and that a plaque be presented to him for his years of service to the district since 1986.
2. Retirement – Ernesto Patricio, Electrician, Range 37, Step F, Facilities Planning and Services Division, Administrative Services Area, effective December 31, 2015.
3. Retirement – Anthony Solano, Utility Worker, Range 23, Step F, Facilities Planning and Services Division, Administrative Services Area, effective December 31, 2015, and that a plaque be presented to him for his years of service to the district since 1980.
4. Resignation – Naomi Castro, Director Career Pathways, Range 11, Step 5, Community Advancement Division, Student and Community Advancement Area, effective October 1, 2015.
5. Resignation – Tanysha Laney, Research Associate, Range 39, Step C, Institutional Research & Planning Division, Student and Community Advancement Division, effective October 9, 2015.
6. Resignation – David Gonzales, Director, Center for Applied Competitive Technologies, Range 11, Step 6, Community Advancement Division, Student and Community Advancement Area, effective September 18, 2015.
7. Resignation – Jeffrey Shearen, Dispatch Clerk, Range 25, Step D, Campus Police Division, Administrative Services Area, effective October 16, 2015.
8. Change of Assignment – Ann Libadisos, Administrative Assistant I, Range 28, Step E, from Natural Sciences Division to Student Equity, Academic Affairs Area, effective October 2, 2015.
9. Extend Work Out of Classification – Susan Pickens, Administrative Assistant I, Range 7, Step F, to Executive Assistant to the President, Range 13, Step A (Confidential Salary Schedule), effective October 1 through October 9, 2015.
10. Employment – Luis Gonzalez, Machine Tool Technician, Range 34, Step C, Industry and Technology Division, Academic Affairs Area, effective September 25, 2015.

11. Employment – Arthur Leible, Chief Technology Officer, Range 22, Step 1 (Administrative Salary Schedule), Information Technology Services, Administrative Services, Area, effective October 26, 2015.
12. Employment – Tiffany Miller, Interim Director Career Pathways, Range 11, Step 1 (Administrative Salary Schedule), Community Advancement, Student and Community Advancement Area, effective October 1, 2015 through March 31, 2016.
13. Employment – Catherine Morado, Cosmetology Assistant, Range 21, Step A, Industry & Technology Division, Academic Affairs Area, effective November 2, 2015.
14. Employment – Trent D. Quinston, Groundskeeper Gardener I, Range 22, Step A, Facilities Planning and Services Division, Administrative Services Area, effective September 1, 2015.
15. Rescind Employment – Anya Wilcox, Human Resources Technician III, Range 9, Step A (Confidential Salary Schedule), Human Resources Division, Human Resource Area, effective October 1, 2015.

Temporary Classified Services Employees – not to exceed 170 days per year, 25 total work hours and/or the equivalent of 67% faculty load per week:

16. Pascual Alatorre – Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective September 21, 2015 through June 30, 2016.
17. Scott Nastase – Athletic Trainer, Range 35, Step A, Health Sciences & Athletics Division, Academic Affairs Area, to provide event coverage and medical care to student athletes, effective October 1, 2015 through June 30, 2016.
18. Rosa Novack – Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Area, amended classification effective October 22, 2013 through June 30, 2015.

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, not to exceed 170 days per year, 25 total work hours per week and/or the equivalent of 67% faculty load per week, effective October 20, 2015 through June 30, 2016, unless otherwise stated, as shown in items 1- 23

Campus Police Aide Series

1. Campus Police Aide II

The following individual is to be responsible for non-hazardous police services to the students, staff and faculty of El Camino College and other departmental duties at the rate of \$10.25 per hour.

Oscar Vicente Juarez

2. Campus Police Aide III

- The following individual is to be responsible for non-hazardous police services to the students, staff and faculty of El Camino College and other departmental duties at a rate of \$10.25 per hour.

Amanda Baldonasa

Instructional Aide Series

3. Instructional Aide I

- The following individual is to assist instructors or other staff in a classroom or laboratory setting with basic tutoring, support services, and accommodations for students at the rate of \$9.00 per hour.

Brittany Hubble

4. Instructional Aide II

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

Roderick Almazan, \$10.00 per hour (eff. 8/20/15 to 6/30/16)

Kevin Alvarez, \$10.00 per hour (eff. 8/20/15 to 6/30/16)

Paolo Bautista, \$10.00 per hour

Junghee Chun, \$10.00 per hour (eff. 9/20/15 to 6/30/16)

Delmar Garcia, \$10.00 per hour (eff. 8/20/15 to 6/30/16)

Jonathan Imai, \$9.00 per hour

Christopher Maldonado, \$10.00 per hour

5. Instructional Aide III

The following individuals are to provide intermediate level tutoring, support services, record maintenance, and other accommodations for students.

Jazmin Cruz-Alvarez, \$11.00 per hour

Ashley Graham, \$11.50 per hour

Phorious Whitmore, \$11.00 per hour (eff. 7/1/15 to 6/30/16)

6. Instructional Aide VI

The following individual is to provide tutorial assistance to EOPS/CARE eligible students in a variety of subjects to students who are challenged by language, social, economic, and educational disadvantages at the rate of \$15.00 per hour.

Nicole Miller

Office Aide Series

7. Office Aide III

The following individuals are to assist with the Student Success Program and Student Equity in working with students, filing, mailing, supporting the front desk, and checking students in at the rate of \$10.50 per hour.

Chataira Griffin (eff. 9/14/15 – 6/30/16)

Arelí Molina (eff. 9/21/15 – 6/30/16)

8. Office Aide IV

The following individual is to assist the office staff and faculty with clerical work and support at the rate of \$11.75 per hour effective 10/1/15.

Catherine Clarke

9. Office Aide V

The following individual is to assist with all department processes and to support staff through knowledge of department operations at the rate of \$13.00 per hour effective 7/7/15 to 6/30/16.

Nicole Castillo

The following individual is to provide clerical support and assist with office projects for Project Success and Student Equity at the rate of \$13 per hour effective 9/14/15 to 6/30/16.

Nicole Thompson

10. Office Aide VI

The following Individual is to assist with job postings and handle correspondence, order supplies, make room reservations across campus, and process work orders at the rate of \$15.00 per hour effective 9/14/15 to 6/30/16.

Agnes Qatto

Program Aide Series

11. Program Aide VI

The following individuals are to assist staff with creating computer generated documents and establish and maintain communication aspects and materials for the South Bay Children's Choir at the rate of \$15.00 per hour.

Jacob Asaro
Elan Morris

The following individual is to assist in working with selected students to increase knowledge of college requirements, college success skills strategies, enrollment procedures and transfer information at the rate of \$19.00 per hour.

Tibni Camberos

Sports Aide Series

12. Sports Aide VI

The following individuals are to assist the coaching staff with the coordination of all aspects of practice and competition at the rate of \$17.00 per hour.

Matthew Egan (eff. 8/3/15 to 6/30/16)
Christopher Huerta (eff. 10/1/15 to 6/30/16)
Melody Stockwell (eff. 10/1/15 to 6/30/16)

The following individual is to be responsible for providing a safe and effective environment for exercise training and supervise the Fitness Center at the rate of \$15.00 per hour.

Fashinu-Ron Nesbeth

Theatre Aide Series

13. Theater Aide II

The following individual is to assist the theater management and staff with basic theater duties for on-campus events, to be paid at the rate of \$9.25 per hour effective 9/20/15 to 6/30/16.

Katie Villanueva

14. Theater Aide VI

The following individual is to perform technical theater duties for events at El Camino College, to be paid at the rate of \$15.00 per hour effective 9/20/15 to 6/30/16.

Desmond Sanchez

Assistive Linguistics Professional Series

15. Assistive Linguistics Professional II

The following individual is 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 at the rate of \$45.00 per hour, effective 9/20/15 to 6/30/16.

Raena Oshiro

Education Professional Series

16. Education Professional I

The following individual is to provide bass instrument accompaniment for applied music jazz performances and/or special events at the rate of \$23.00 per hour.

Adam Cohen

The following individuals are to assist students with their writing assignments in all phases of the composing process - understanding and responding to the topic, generating ideas, outlining, drafting, revising and other duties as needed.

Henna Choi, \$20.00 per hour (eff. 9/9/15 to 6/30/16)

Christine Chu, \$22.00 per hour (eff. 9/20/15 to 6/30/16)

Angela Florschuetz, \$20.00 per hour (eff. 9/9/15 to 6/30/16)

Mike Thomas, \$20.00 per hour (eff. 8/25/15 to 6/30/16)

The following individuals are to provide tutoring services, monitor the Math Study Center, and must possess a Bachelor's degree at the rate of \$20.00 per hour effective 8/22/15 to 6/30/16.

Nari Choi

Natalie Koch

David Ramirez-Ortega

Kristin Ross

Mutsuno Ryan

The following individual is to provide tutoring assistance for students using the Foreign Language laboratory, monitor equipment and the facility, and assist with computer troubleshooting issues at the rate of \$26.00 per hour.

Nickolas De Carlo

17. Education Professional II

The following individuals are to conduct classes for the El Camino College Community Education and Professional Development program at the rate of \$35.00 per hour.

Iyauna Ajiduah-Towery
Dale Fedderson (eff. 7/1/15-6/30/16)
Paul Lance
John Powers
Novella Reed (eff. 9/21/15-6/30/16)

Program Professional Series

18. Program Professional I

The following individual is to perform complex tasks related to the Student Equity Program, provide guidance and leadership on program data collection, and help manage program administration at the rate of \$20.00 per hour effective 9/10/15 to 6/30/16

Nicholas Beavers

The following individual is to assist the program coordinator with the overall program administration at the campus and community level implementing all elements of the youth development services program at the rate of \$22.00 per hour.

Sharonda Barksdale

The following individual is to maintain health clearance requirements to ensure they are current at all times and generate pre-notifications of expiration in compliance with hospital partnerships at the rate of \$23.00 per hour effective 7/1/15 to 6/30/16.

Roland Tetenbaum

19. Program Professional II
The following individual is to perform client intake and assessment, conduct business advising sessions, and deliver workshops at the rate of \$45.00 per hour effective 10/1/15 to 6/30/16.

Andrew Strachan

Training Professional Series

20. Training Professional I
The following individuals are to provide training, expertise, leadership and professional services in the Fire Academy program at the rate of \$32.00 per hour.

Bryce Campbell

Donald Dennis

Adrian Vasquez

The following individual is to provide training, expertise, leadership and professional services in the Police Reserve program at the rate of \$32.00 per hour.

Raymond Garcia

21. Training Professional II
The following individual is to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices in the Foster and Kinship Care Education Program and the Model Approach to Partnerships in Parenting Program at the rate of \$37.00 per hour effective 7/1/15 to 6/30/16.

Tammy Lanier

22. Training Professional III
The following individual is to instruct the Standards for Training Certification and Watchkeeping Tankerman Person in Charge class, covering procedures and guidelines for cargo/product transfer and discharge operations at the rate of \$50.00 per hour effective 8/18/15 to 6/30/16.

Salvatore Manzella

23. Training Professional IV
The following individual is to adapt and develop training materials and conduct training programs to facilitate employee development at the rate of \$125.00 per hour.

Henry Rogers

C. NEW CLASSIFICATION SPECIFICATION FOR CLASSIFIED POSITION

It is recommended that the Board of Trustees approved the new classification specification for the Research Technician as shown on pages HR 16 – 18.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: RESEARCH TECHNICIAN

BASIC FUNCTION:

Under the direction of the Director, Research and Planning, perform a variety of data support tasks and specialized projects requiring a high degree of technical knowledge, skill and independent judgment. Provide administrative support to selected research and planning functions.

REPRESENTATIVE DUTIES:

Perform a variety of research, reporting and statistical functions. Produce reports containing summary data in graphical, tabular and narrative forms. Update standard reports annually, such as high school, regional and college data.

Perform data entry and manipulation of data using database and spreadsheet applications/software, including application of formulas and functions, and utilization of data queries.

Extract data from internal databases and transfer data to other applications, such as Excel, for analysis. Download, organize and evaluate data from external sites. Compile and upload datasets for various external agencies. Review data for accuracy and consistency.

Assist in the administration of College-wide surveys including organization, distribution and collection of surveys and the compilation and reporting of survey results.

Compile and report results from online and scannable (optical mark reader) surveys. Scan surveys, download online survey data and assemble standard reports.

Respond to general requests for data and information from students, staff and the general public. Triage requests to determine how each will be fulfilled.

Follow ethical standards for research including ensuring the security of data, protecting student privacy and human subjects of research, and maintaining the confidentiality of unitary data.

Update and maintain administrative aspects of the College planning system. Communicate with College planners, as needed. Assist with training College employees in the use of the system.

Provide administrative support to the Director for planning committees and events, including the production of minutes for the research- and planning-related meetings.

Maintain record-keeping system of proposals submitted to the Institutional Review Board (IRB). Provide other support to the IRB.

Design, update and maintain Institutional Research & Planning webpages and intranet pages. Maintain and contribute to the office's blog and Twitter pages.

Maintain and verify current budget information; monitor expenditures and assist in budget preparation as required.

Maintain office inventories of supplies, software licenses and equipment. Coordinate communication with vendors, contractors and other internal and external representatives to maintain contracts, licenses and office functions.

Operate a variety of office equipment and machines such as personal computer, calculator, photocopier/digital scanner, printer and optical mark reader.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Research methods and techniques, preferably as they pertain to institutional research in higher education

Technical and research report writing methods, including content, organization and styles
Descriptive and introductory inferential statistical methodologies and practices

Computer-based data management systems, preferably database, statistical, and spreadsheet applications

Correct English usage, grammar, spelling, punctuation and vocabulary

Presentation techniques including multi-media and web publishing

Standard office practices and procedures, including filing and record keeping and the operation of standard office equipment such as computers, printers, digital scanners and calculators

ABILITY TO:

Perform data extraction, manipulation, calculation and basic-level analysis following standards of research practice

Review and verify data with efficiency, thoughtfulness and accuracy

Effectively communicate in English both verbally and in writing

Work accurately and efficiently under pressure of deadlines and changing priorities

Meet schedules and timelines

Maintain records and prepare reports

Work cooperatively and supportively with others

Approach problems and research studies with objectivity

Interpret, apply and explain rules, regulations, policies and procedures

Exercise good judgment, tact, courtesy and patience

Work independently with limited direction

Search both electronic and hardcopy information sources

Reason logically and creatively and apply that logic to research topics

Remain current with Applicable Federal, State and local laws, regulations, codes, and guidelines related to assigned activities

Operate a variety of equipment and machines such as personal computer, digital scanner/photocopier, calculator and printer

Comfortably and effectively use Excel, Word, PowerPoint and other office software, including use of mathematical functions and application of formatting

Quickly learn new software including large enterprise data systems and web and document design tools

EDUCATION AND EXPERIENCE:

Must have completed an Associate degree or equivalent in social sciences, business/economics, social or educational research, or a related field, and at least two years of related experience that demonstrates the ability to retrieve and manipulate data, compile and create statistical reports, perform calculations and summarize results of data. Experience in higher education preferred. A Bachelor's degree or higher in a related field may be substituted for relevant experience, which includes course work in analysis, research or statistics.

LICENSES AND OTHER REQUIREMENTS:

May require a valid California driver's license

WORKING CONDITIONS:

Typical office setting

Dexterity of hands and fingers to operate a keyboard and mouse

Exchange information via email, in person and by telephone

Sit for extended periods of time

Lift and carry up to 50 lbs.

Move from one work area to another as needed

Occasional travel between college locations

Extensive computer work

Classified Salary Range 32

Board Approved: October 19, 2015

Agenda for the El Camino Community College District Board of Trustees
From
Compton Education Center
Keith Curry, Provost

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A. Appointment of El Camino Community College District Representative to the Tri-City Adult Education Consortium	CC 2
B. Student Conference	CC 2
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A. APPOINTMENT OF EL CAMINO COMMUNITY COLLEGE DISTRICT REPRESENTATIVE TO THE TRI-CITY ADULT EDUCATION CONSORTIUM

It is recommended the Board of Trustees approve the appointment of Keith Curry, Provost, El Camino College Compton Center or his designee, as the El Camino Community College District representative on the Tri-City Adult Education Consortium. El Camino College has a mutual relationship with the Unified School District's Adult Schools and the feeder schools in the Compton Community College District service area. The governing plan for adult education is found in Assembly Bill 104. The role of the representative is to participate in meetings, planning, and decision-making activities, including approval of an adult education plan and distribution of schedule as it relates to services provided by the members of the consortium. The Tri- City Consortium includes Adult Education membership from the following: Compton Community College District, Compton Unified School District, Lynwood Unified School District, and Paramount Unified School District.

B. STUDENT CONFERENCE

It is recommended the Board of Trustees approve attendance of 64 El Camino College Compton Center students in the Historical Black Colleges and Universities (HBCU) tour from November 10, 2015 through November 15, 2015. Total estimated expenses not to exceed \$1499 per person will be paid with funds from Compton Center Student Equity funds. The El Camino College Compton Center has a contract with Educational Student Tours to coordinate our HBCU tour. Students will be visiting Clark-Atlanta University, Dillard University, Fisk University, Morehouse College, Stillman College, Spellman College, Talladega University, and Tuskegee University.

Antonio Villapodua, Antonyo Wilson, Arif Muhamad, Arthur Tyson, Ashley Dixon Aubrey Howze, Brent Palmer, Brittany Morales, Cheryl Sogbesan, Christina Slaughter, Clarice Robinson, Daisy Delgado, Dayshawn Loudon, Destiny Sibley, Destyni Carter, Deyanira Cardenas-Herrera, Deystany Vickers, Diana Morales, Ebony Wandix, Anayelli Jimenez, Gabrielle Florimon, Hydiya Boulware, Jannika Wilson, Jasmine Ross, Jeilana Fernandez, Joaquin Mancilla, Joisha Anderson, Kendel Mixon, Khari Dickerson, Kimberly McGary, Lanae Sewell, Latrice Anderson, Leslie Church, Marcese Hudson, Meghan Moore, Micayla Owens, Paulette Pelayo, Raenasha Garnett, Ranisha Johnson, Rebecca Bangura, Reshieka Wyre, Rico Hayes, Sergio Cisneros, Shacarra Crawford, Sherelle White, Swaa Jackson, Tabitha Castellanos, Tamara Tolbert, Terrell Cavanaugh, Tiarra Chisolm, Tiffany Williams, Tony Johnson, Trina Keely, Trisha Stuart, Mario Hernandez, Perla Lara, Ana Cortez, Ariana Ordiano, Aylin Ramirez, Darrellquan Croom, Fernando Lopez, Crystal Montalvo, Xochitl Briseno.

C. COMPTON CENTER REPORT

It is recommended the Board of Trustees receive for information the El Camino College Compton Center Report for the month of October 2015.

- 1. Accreditation:** The ECC Compton Center Candidacy Application and Self-Evaluation is due to the Accrediting Commission for Community and Junior Colleges (ACCJC) in January 2017. We are proposing the weeks of March 6-9, 2017 or March 13-16, 2017 to ACCJC for our external evaluation review for candidacy by the ACCJC. On Friday, October 16th from 8:00 a.m.-1:00 p.m., we will hold our monthly Accreditation Self-Evaluation Workshop for all Standards team members.

At our monthly Accreditation Self-Evaluation Workshop in September, Mr. Jack Pond, Vice President of Team Operations and Communication, ACCJC and Dr. Norv Wellsfry, Associate Vice President, ACCJC provided a presentation on Preparing for Self Evaluation of Educational Quality and Institutional Effectiveness. A copy of the presentation is available at the following link: <http://www.compton.edu/campusinformation/accreditation/>

Per the memo included in the Board Supplemental materials, in the coming weeks we will be proposing a revised Compton Center Self-Evaluation Timeline for Candidacy Application.

- 2. Molina Medical Management:** In July 2015, the Compton Center began discussions with Molina Medical Management to establish a partnership for a Health Clinic at the Compton Center. The purpose of the partnership is to provide health care services to El Camino College Compton Center students. Since July 2015, we have established a planning committee, finalized implementation timelines, toured the El Camino College Health Center facility, and conducted a Health Center Need Assessment Survey with students.

Pursuant to Education Code 81397, at the Compton Community College District October 7th Special Board meeting the Board of Trustees approved a Joint Occupancy Student Health Facility Resolution to accept proposals from the private sector who are interested in the development, design, construction, maintenance and operation of a Health Facility on the Compton District site. The Compton District is required to consider other proposals for a period of 90 days prior to entering into a Joint Occupancy Space Agreement with Molina Medical Management.

We anticipate the Partnership Agreement for providing Health Care Services will be placed on the El Camino College Board of Trustees Agenda for consideration at the January 2016 board meeting.

- 3. Institutional Effectiveness Partnership Initiative:** In the 2015-2016 year, the Compton Center will be receiving technical assistance in the area of Integrated Planning and Accreditation from the Institutional Effectiveness Partnership Initiative offered by the California Community College Chancellor's Office. The first visit of the Partnership Resource Team with Compton Center and El Camino College staff is scheduled for Thursday, November 5, 2015. The Partnership Resource Team includes the following: Teresa Dreyfus, Superintendent/President, Rio Hondo College (Chair); Howard Kummerman, Dean, Institutional Research/Planning, Rio Hondo College; Chris Hill, Senior Dean, Planning/Institutional Effectiveness, Grossmont College; Mary Graham, faculty member, Cuyamaca College.
- 4. Facilities:** The state funded capital outlay Allied Health Building project for the nursing program is moving forward and we now anticipate construction being completed sometime in December 2015/January 2016. However, we are concerned with the project completion timeline that was submitted by the contractor. The grand opening for this \$12.9 million project is tentatively scheduled for Tuesday, January 26, 2016 at 2:00 p.m.

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

Page No.

- A. 2015 Board of Trustees Evaluation..... P/B 1
- B. Board Policy 3540 (Sexual and Gender-Based Misconduct)
First ReadingP/B 5, 6-7
- C. Administrative Procedure 3540 (Sexual and Gender-Based Misconduct)
Information ItemP/B 5, 8-11
- D. Resolution Regarding California Community Colleges Chancellor’s
Office Task Force Report on AccreditationP/B 5, 12-13

A. 2015 BOARD OF TRUSTEES EVALUATION

Each year the Board of Trustees establishes goals and evaluates its performance on the previous year's goals. In its October meeting the Board goals are re-presented for the previous year and a questionnaire is completed for discussion of those goals at the November meeting. At the November and December meetings, the Board establishes its goals for the subsequent year.

At the December 15, 2014 Board meeting it was determined that the annual Board self-evaluation would be split into two sections:

1. Evaluation of ongoing Board Duties & Responsibilities, per BP 2200, or those found in the current self-evaluation, and
2. Evaluation of specific and measurable goals, mostly in support of College priorities for 2015.

The adopted 2015 Board of Trustee goals are listed below for reference.

Board Duties & Responsibilities (BP 2200):

The Board is committed to fulfilling its responsibilities to:

1. Represent the public interest.
2. Establish policies for current and long-range academic and facilities plans and programs that are consistent with the institutional mission and promote orderly growth and development of the College.
3. Hire and evaluate the Superintendent/President.
4. Delegate power and authority to the Superintendent/President to effectively manage the District.
5. Assure fiscal health and stability.
6. Monitor institutional performance and educational quality.
7. Advocate for the District.

2015 Board of Trustee Goals to Support College Initiatives

It is recommended that the Board adopt the following goals for 2015:

- I. Accrediting Commission for Community and Junior Colleges (ACCJC)
 - a. Review and discuss findings and recommendations from the ACCJC January 2015 meeting and team report.
 - b. Review annual report on Actionable Improvement Plans (from Accreditation Self-Evaluation).
 - c. Submit Eligibility Application for El Camino College Compton Center, January 2015

II. Implementation of Plans for Institutional Improvement:

- a. Actively support the implementation of College plans and priorities, such as the Strategic Plan, Master Plan, Enrollment Management Plan, Student Success & Support Program (SSSP) Plan, and Student Equity Plan.
- b. Liaise frequently and responsibly with District communities.

III. Selection and hiring of new Superintendent/President:

- a. Develop a procedure for new CEO selection.

**EL CAMINO COLLEGE BOARD OF TRUSTEES
SELF-EVALUATION QUESTIONNAIRE 2015**

Individual Trustees' appraisal of all members' activities.

Section 1

Board Duties & Responsibilities (BP 2200)

Did the Board fulfill its responsibilities to:

	Strongly Agree	Agree	Disagree	Strongly Disagree	No Response
1. Represent the public interest.					
2. Establish policies for current and long-range academic and facilities plans and programs that are consistent with the institutional mission and promote orderly growth and development of the College.					
3. Hire and evaluate the Superintendent/President.					
4. Delegate power and authority to the Superintendent/President.					
5. Assure fiscal health and stability.					
6. Monitor institutional performance and educational quality.					
7. Advocate for the District.					
Section 2					
2015 Board of Trustee Goals to Support College Initiatives					
Did the Board fulfill its responsibilities to:					
I. Accrediting Commission for Community and Junior Colleges (ACCJC)					
a. Review and discuss findings and recommendations from the ACCJC January 2015 meeting and team report.					
b. Review annual report on Actionable Improvement Plans (from Accreditation Self-Evaluation).					
c. Submit Eligibility Application for El Camino College Compton Center, January 2015.					
II. Implementation of Plans for Institutional Improvement.					
a. Actively support the implementation of College plans and priorities, such as Strategic Plan, Master Plan, Enrollment Management Plan, Student Success & Support Program (SSSP) Plan, and Student Equity Plan.					
b. Liaise frequently and responsibly with District Communities.					
III. Selection and hiring of new Superintendent/President.					
a. Develop a procedure for new CEO selection.					

B. BOARD POLICY 3540 (SEXUAL AND GENDER-BASED MISCONDUCT) – FIRST READING

It is recommended that the Board receive amended Board Policy 3540 (Sexual and Gender-Based Misconduct) for a first reading as shown on pages P/B 6 – P/B 7.

C. ADMINISTRATIVE PROCEDURE 3540 (SEXUAL AND GENDER-BASED MISCONDUCT) – INFORMATION ITEM

It is recommended that the Board receive proposed new Administrative Procedure 3540 (Sexual and Gender-Based Misconduct) as an information item as shown on pages P/B 8 – P/B 11.

D. RESOLUTION (#10-19-15) REGARDING CALIFORNIA COMMUNITY COLLEGES CHANCELLOR’S OFFICE TASK FORCE REPORT ON ACCREDITATION

It is recommended that the Board adopt Resolution (#10-19-15) Regarding California Community Colleges Chancellor’s Office Task Force Report on Accreditation as shown on pages P/B 12 – P/B 13.

Board Policy 3540 Sexual and ~~Other Assaults on Campus~~ Gender-Based Misconduct

Any sexual assault or gender-based misconduct or physical abuse, including but not limited to rape as defined by California law, sexual violence, sexual harassment, domestic violence, dating violence, and stalking, as defined by California law, whether committed by an employee, student, or member of the public, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization that occurs on District property, is a violation of District policies and procedures, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. Students, faculty, and staff who may be victims of sexual and other assaults shall be treated with dignity and provided comprehensive assistance.

The Superintendent/President shall establish administrative procedures that ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment, and that educational information about preventing sexual violence is provided and publicized as required by law.

The procedures ~~for sexual assaults~~ shall meet the criteria contained in Education Code Sections 67385, 67385.7, 67386, and 34 Code of Federal Regulations Section 668.46 and be made widely available to students through the District's website and other means. ~~shall include assurances that:~~

- ~~1. All victims of sexual assault on District property shall be provided with information regarding options and assistance available to them.~~
- ~~2. All alleged victims of sexual assault shall be provided with the following upon request:
 - ~~a. A copy of this Board Policy containing the District's policy regarding sexual assault;~~
 - ~~b. A list of personnel on campus who should be notified of the assault, and procedures for such notification, if the alleged victims consents;~~
 - ~~c. A description of available services and the persons on campus available to provide those services including but not limited to transportation to a hospital, counseling by District staff or referral to a counseling center, notice to the police, if desired, and a list of other available campus resources or appropriate off-campus resources;~~
 - ~~d. A description of available procedures, including criminal prosecution, civil prosecution (i.e., lawsuit), District disciplinary procedures, and modification of class schedules and tutoring, if necessary; and~~~~

~~e. Information regarding any ongoing investigation including the status of any student or employee disciplinary proceedings or appeal.~~

~~The District shall maintain the identity of any alleged victim of sexual assault on District property in confidence unless the alleged victim specifically waives that right to confidentiality. The District shall maintain the identity of any alleged assailant who is a student or an employee in confidence unless the alleged assailant waives that right to confidentiality.~~

References:

Education Code Section 67385, 67385.7, and 67386;

20 U.S. Code Section 1092(f);

34 Code of Federal Regulations Section 668.47(b)(11)

Replaces Board Policy 5148

El Camino College

Adopted: 3/19/05

NEW PROCEDURE

Administrative Procedure 3540

Sexual and Gender-Based Misconduct

Any sexual and gender-based misconduct or physical abuse, including, but not limited to sexual assault such as rape, dating violence, domestic violence, and stalking, as defined by California law, whether committed by an employee, student, or member of the public, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. (See also AP 5500 titled Standards of Student Conduct.)

“Sexual assault” includes but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault.

“Dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of a romantic or intimate relationship will be determined based on the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

“Domestic violence” includes felony or misdemeanor crimes of violence committed by:

- a. a current or former spouse of the victim;
- b. a person with whom the victim shares a child in common;
- c. a person who is cohabitating with or has cohabitated with the victim as a spouse;
- d. a person similarly situated to a spouse of the victim under California law; or
- e. any other person against an adult or youth victim who is protected from that person's acts under California law.

“Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or to suffer substantial emotional distress.

“Affirmative consent” means affirmative, conscious, and voluntary agreement to engage in sexual activity.

It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative

consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent.

This procedure, in addition to the procedures for unlawful discrimination and Title IX investigations from the Office of Staff & Student Diversity, are designed to ensure victims of sexual or gender-based misconduct receive treatment and information. (For physical assaults/violence, see also AP 3500, 3510, and 3515.)

All students and employees who allege they are the victims of sexual and gender-based misconduct shall be provided with information regarding options and assistance available to them. Information shall be available from the Office of Staff & Student Diversity, which shall maintain discretion and confidentiality, to the extent possible, regarding the identity and other information about alleged sexual assault victims.

The Title IX Coordinator shall make available to alleged victims of sexual or gender-based misconduct the following:

1. A copy of the District's policy and procedures regarding sexual or gender-based misconduct;
2. Information about the victim's option to:
 - a. notify proper law enforcement authorities, including on-campus and local police;
 - b. be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and
 - c. decline to notify such authorities;
3. A description of available services and resources, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Services and resources may include:
 - a. transportation to a hospital by Campus Police, if necessary;
 - b. counseling by a Student Health Center psychologist or referral to a counseling center;
 - c. notice to applicable law enforcement, if desired;
 - d. assistance with the disciplinary process by the District Disciplinary Officer;
 - e. information about existing on- and off-campus counseling, mental health, victim advocacy, legal assistance and remedies, and other services for victims by the Title IX Coordinator;
4. Information about the importance of preserving evidence and the identification and location of witnesses to prove a criminal offense;
5. Information about the following procedures:
 - a. Criminal prosecution;
 - b. Civil prosecution;
 - c. District disciplinary procedures for students and employees;

d. Academic accommodations, if necessary.

The District shall investigate all complaints alleging sexual and gender-based misconduct under the procedures for unlawful discrimination and Title IX investigations from the Office of Staff & Student Diversity, regardless of whether a complaint is filed with local law enforcement. These procedures can be found at the Office of Staff and Student Diversity and on the District's website.

Using a preponderance of evidence standard, investigation refers to the fact-finding process the District uses to determine whether it is more likely than not that sexual and gender-based conduct occurred; and shall be adequate, reliable, impartial, and prompt and include the opportunity for both alleged victims and accused to present witnesses and other evidence.

The District shall maintain discretion and confidentiality, to its best ability, amongst the parties involved (including the alleged victim, alleged assailant, witness, or third-party reporter of sexual or gender-based misconduct), unless the parties specifically state otherwise. All inquiries from reporters or other media representatives about alleged incidents of sexual and gender-based misconduct shall be referred to the District's Office of Public Relations, which shall work with the Office of Staff & Student Diversity to assure that any applicable confidentiality and privacy rights are maintained.

All alleged victims and assailants shall be kept informed, through the Office of Staff & Student Diversity of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeals. Alleged victims of sexual or gender-based misconduct are required to maintain any such information in confidence, unless the alleged assailant has waived rights to confidentiality.

Based on its investigative findings, the District may impose sanctions following a determination by a District disciplinary proceeding regarding sexual and gender-based misconduct. Such disciplinary proceedings shall provide prompt, fair, and impartial resolution, where both the accuser and accused are entitled the same opportunities for an advisor and to present witnesses and other evidence.

Additionally, the Annual Security Report ("ASR") issued by the District shall include a statement regarding the District's programs to prevent sexual or gender-based misconduct and procedures that should be followed after an incident of sexual or gender-based misconduct has been reported, including a statement of the standard of evidence that will be used during any District proceeding arising from such a report. The ASR shall be published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and all other applicable state and federal laws.

Education and Prevention Information

The Title IX Coordinator shall:

1. Provide education and prevention information about sexual or gender-based misconduct. The information shall include the District's sexual and gender-based misconduct policy and prevention strategies including awareness raising campaigns, primary prevention, bystander intervention, and risk reduction.
2. Post sexual violence prevention and education information on the campus internet website regarding sexual and gender-based misconduct.

References:

Education Code Sections 67385, 67385.7, and 67386;
20 U.S. Code Section 1092(f);
34 Code of Federal Regulations Section 668.46(b)(11)

**EL CAMINO COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 10-19-15**

**EL CAMINO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
RESOLUTION REGARDING CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE TASK FORCE REPORT ON ACCREDITATION**

WHEREAS, the El Camino Community College District (ECCCD) acknowledges and supports the work of the Accrediting Commission for Community and Junior Colleges (ACCJC) as the regional accrediting agency for California's 113 community colleges; and

WHEREAS, El Camino College and its Center are continually improving because of the membership in the ACCJC and the dedicated work of faculty and staff who provide important services to students, visitors, and all employees of the El Camino Community College District; and

WHEREAS, the El Camino Community College District is strongly committed to the ACCJC's peer evaluation process as it helps to ensure an informed and fair review of programs and services, and benefits all institutions by promoting and ensuring both quality and compliance; and

WHEREAS, the El Camino Community College District has participated in training opportunities offered by the ACCJC covering accreditation matters, which have been particularly significant in conjunction with the ECCCD's unique accreditation circumstances with the El Camino College Compton Educational Center; and

WHEREAS, the ACCJC has been responsive and engaged throughout the accreditation process at El Camino College and its Center, especially regarding the partnership between the ECCCD and the Chancellor's Office relative to the El Camino College Compton Educational Center; and

WHEREAS, accreditation mandates and regulations are established by the federal government, requiring all regional accreditation agencies to meet the same accreditation standards; and

WHEREAS, changing the accrediting agency for California's 113 community colleges is a major undertaking and requires an all-inclusive dialogue between the ACCJC, its member institutions, and the governing boards of these colleges; NOW

THEREFORE BE IT RESOLVED, that the El Camino Community College District Board of Trustees hereby supports the work of the Accrediting Commission for Community and Junior Colleges.

ADOPTED, SIGNED AND APPROVED by the Board of Trustees of the El Camino Community College District this October 19, 2015

William Beverly, President of the Board for the
El Camino Community College District

Thomas M. Fallo, Superintendent/President of the
El Camino Community College District