

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



**El Camino Community College District
Board of Trustees
Agenda, Monday, July 18, 2016
Board Room
4:00 p.m.**

- I. Call Public Session to Order**
- II. Roll Call**
- III. Public Comment on Closed Session Items**
- IV. Adjourn to Closed Session**
 - A. Existing Litigation, Brown Act Section 54956.9(a)
 - 1. Case #BC 579702
 - 2. Case #BC 613095
 - B. Anticipated Litigation, Brown Act Section 54956.9 – Significant Exposure to Litigation
 - 1. 1 case
 - C. Labor Relations, Brown Act Section 54957.6, Ms. Linda Beam, District Labor Negotiator
 - 1. El Camino College Federation of Teachers, Local 1388
 - 2. El Camino Classified Employees Local 6142
 - 3. El Camino College Police Officers Association
 - 4. El Camino College Unrepresented Employees (Confidential/Supervisor/Management)
- V. Reconvene in Open Session; Announce Closed Session Actions**
- VI. Pledge of Allegiance to the Flag**
- VII. Approval of Minutes of the Regular Board Meeting of June 20, 2016, Pages vi – viii**

VIII. Presentations

- A. Nunn-Perry Award Presentation by Orbital ATK: Mr. William Labadie, and Mr. Robert Rusinek
- B. Compton Center

IX. Public Comment on Consent Agenda

X. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption

- A. Academic Affairs (AA)
See Academic Affairs Agenda, Pages AA 1- AA 26
- B. Student and Community Advancement (SCA)
See Student Services Agenda, Pages SCA 1- SCA 2
- C. Administrative Services (AS)
See Administrative Services Agenda, Pages AS 1- AS 11
- D. *See Measure “E” Bond Fund Agenda, (E) Pages E 1- E 7*
- E. Human Resources (HR)
See Human Resources Agenda, Pages HR 1- HR 21
- 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 2

XI. Public Comment on Non-Agenda Items

XII. Oral Reports

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

<p>Board of Trustees Meeting Schedule for 2016 4:00 p.m. Board Room</p>

July 18, 2016 (Mon)
August 15, 2016 (Mon)
September 7, 2016 (Wed)

October 17, 2016 (Mon)
November 21, 2016 (Mon)
December 19, 2016 (Mon)

Mission Statement

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

Vision Statement

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

Statement of Values

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

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

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

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

Diversity – We recognize and appreciate our similarities and differences.

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

BOARD PRESENTATIONS AND REPORTS 2016-2017

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
July	Compton Center	Enrollment Management & FTES
August	Annual Budget	Quarterly Fiscal Status
September	South Bay Promise Program	Final Budget Institutional Research Update (Flex Day)
October	Strong Workforce Program	Enrollment Management & FTES
November	Student Support Services Program (SSSP)	Quarterly Fiscal Status
December	Foundation Annual Report	Compton Accreditation Self-Evaluation
January	Athletics	Annual Financial Audit Enrollment Management & FTES
February	Enrollment Management	Sound Fiscal Management Accountability Reports Quarterly Fiscal Status End of Year Activities
March	Facilities	Annual FACT Book
April	IPEDS Citizens Bond Oversight Committee Annual Report	Measure E-Bond Annual Report Enrollment Management & FTES IPEDS Report
May	California Community College Accountability Scorecard and Student Achievement Goals	Quarterly Fiscal Status
June	Tentative Budget	Tentative Budget

July 2016

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, June 20, 2016

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, June 20, 2016, in the Board Room at El Camino College.

The following Trustees were present: Trustee Kenneth A. Brown, President; Trustee John Vargas, Vice President; Trustee Cliff Numark, Secretary; Trustee William Beverly, Member; and Student Member Nicole Mardesich. Trustee Mary E. Combs was absent due to illness.

Also present were: Dr. Dena P. Maloney, Superintendent/President; Ms. Linda Beam, Vice President/Human Resources; Ms. Jo Ann Higdon, Vice President/Administrative Services; Dr. Jeanie Nishime, Vice President/Student and Community Advancement; Dr. Keith Curry, Provost-CEO/Compton Education Center; and Mr. Rory Natividad, Dean/Health Sciences and Athletics.

Closed Session

Regular Meeting adjourned to Closed Session at 4:01 p.m. to discuss the District's position regarding the following matters:

- A. Existing Litigation, Brown Act Section 54956.9(a)
- B. Anticipated Litigation, Brown Act Section 54956.9
- C. Labor Relations, Brown Act Section 54957.6, Ms. Linda Beam, District Labor Negotiator
- D. Personnel Matters, Brown Act Section 54957

Reconvene in Open Session; Announce Closed Session Actions

The Regular Meeting reconvened to Open Session at 4:49 p.m. No action was taken during the Closed Session.

Minutes of the Regular Board Meeting of May 16, 2016

It was moved by Trustee Beverly, seconded by Trustee Vargas, that the Minutes of the Regular Board meeting of May 16, 2016 be approved as presented.

Trustees Beverly, Brown, Numark, and Vargas voted yes. Motion carried.

Oath of Office

Student Member Nicole Mardesich took the Oath of Office.

Presentation

Ms. Jo Ann Higdon gave a presentation on the 2016-2017 Tentative Budget.

Public Comment on Consent Agenda

There were no public comments.

Consent Agenda

Page HR 14, Item #17 (Employment): Date was corrected to read July 1, 2016 (instead of July 5, 2016) through June 30, 2017.

It was moved by Trustee Vargas, seconded by Student Member Mardesich, that the Board adopt the items presented on the agenda as noted below.

Academic Affairs

Proposed Curriculum Changes Effective 2017-2018 Academic Year
Enrollment Management Plan 2016-2019 – Information Item
Board Policy 4228 (Independent Study) – First Reading
Administrative Procedure 4228 (Independent Study) – Information Item

Student and Community Advancement

Student Equity Plan, Student Success and Support Program, and Basic Skills Initiative 2016/2017 Joint Planning Retreat
Administrative Procedure 5130 (Financial Aid) – Information Item

Administrative Services

Tentative Budget 2016-2017
Five Year Construction Plan 2016-2021
Contracts Under \$87,800
Contracts Over \$87,800
Personal Service Agreements
Amendments
Approval for Purchase Using Cooperative Agreements
Purchase Orders and Blanket Purchase Orders

Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances
Contract Amendment – DLR Group – Student Services Center Replacement Project
Contract Amendment – The Vinewood Company – Athletic Education & Fitness Complex Stadium Phase 2 Project
Change Order – Bomel Construction – Lot C Parking Structure Project
Change Order – GGG Demolition, Inc. – Technical Arts – Lot C – Shops Demolition Project
Change Order – Sinanian Development, Inc. – Athletic Education & Fitness Complex Stadium Phase 2 Project
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees

Stipends for Compton Education Center
Equal Employment Opportunity Plan (2016-2019)

Compton Educational Center
Compton Center Report

President and Board of Trustees
Travel

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

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

Adjournment
Meeting adjourned at 6:35 p.m.

Cliff Numark, Secretary of the Board

Dena P. Maloney, 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 2017-2018 Academic Year.....AA 2
- B. Center for the Arts Presentation – 2016-2017 Season.....AA 14
- C. Board Policy 4101 (Independent Study) – Second Reading and Adoption.....AA 23
- D. Administrative Procedure 4101 (Independent Study) – Information Item.....AA 24
- E. Administrative Procedure 4250 (Probation, Dismissal & Readmittance) –
Information Item.....AA 26

ACADEMIC AFFAIRS

A. PROPOSED CURRICULUM CHANGES EFFECTIVE 2017-2018 ACADEMIC YEAR

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

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

BUSINESS

CTE Two-Year Course Review

1. Business 3 – QuickBooks
2. Business 4 – Cost Accounting
3. Law 20 – Paralegal Seminar

CTE Two-Year Course Review; Distance Education Review

1. Business 21 – Human Resources Management
2. Computer Information Systems 140 – Data Communications Cisco 1

CTE Two-Year Course Review; Remove Distance Education

1. Business 20 – Business Management

CTE Two-Year Course Review; Distance Education Review, Changes in Conditions of Enrollment (Prerequisite)

1. Computer Information Systems 142 – Local Area Network (LAN) Switching and Wireless Cisco 3

Current Status/Proposed Changes

Prerequisite: Computer Information Systems 141 with a minimum grade of C or equivalent experience

Recommendation

Prerequisite: Computer Information Systems 141 with a minimum grade of C or equivalent experience

2. Computer Information Systems 143 – Accessing the WAN - Cisco 4

Current Status/Proposed Changes

Prerequisite: Computer Information Systems 142 with a minimum grade of C or equivalent experience

Recommendation

Prerequisite Computer Information Systems 142 with a minimum grade of C or equivalent experience

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

1. Computer Information Systems 133 – Mashup JavaScript, jQuery and AJAX

Current Status/Proposed Changes

~~Recommended Preparation: Computer Information Systems 13 or Computer Information Systems 19 or equivalent experience~~

Prerequisite: Computer Information Systems 13 with a minimum grade of C or equivalent experience

~~Students examine the~~ The fundamental concepts and structures of programming for the Web using client-side markup languages and scripting languages. Students learn how to use standard documentation, testing and debugging techniques, and web based programming tools, such as the JavaScript programming language are covered. Students will develop web programs using conditional structures, variables, classes, objects, functions, events, arrays, windows, and forms in order to create eBusiness applications. Standard documentation, testing and debugging techniques, used in the creation of eBusiness applications will be covered. Additional topics include the an introduction to jQuery, XML, databases as and JSON data structures, and AJAX technologies used in the development of web based programming, and utilizing web services.

Note: Letter grade or pass/no pass option.

Recommendation

Prerequisite: Computer Information Systems 13 with a minimum grade of C or equivalent experience

The fundamental concepts and structures of programming for the Web using client-side markup languages and the JavaScript programming language are covered.

Students will develop web programs using conditional structures, variables, classes, objects, functions, events, arrays, windows, and forms. Standard documentation, testing and debugging techniques, used in the creation of eBusiness applications will be covered. Additional topics include an introduction to jQuery, XML and JSON data structures, and AJAX technologies used in web-services.

Note: Letter grade or pass/no pass option.

Change in Major; Program Catalog Description

1. Computer Information Systems A.S. Degree

Current Status/Proposed Changes

The program is intended for students interested in information systems and can lead to ~~a degree or certificate of competence, and career placement or advancement~~ career opportunities as software specialists, web programmers, database developers, systems analysts, or network administrators. A variety of courses will enable students to ~~design graphical user interfaces~~ learn project management, perform systems analysis and design, ~~develop Web pages~~ create business software including websites, desktop applications, mobile apps, manage business data using spreadsheets and databases, ~~and implement and maintain~~ cybersecurity measures, handle help desk incident reports, and install and maintain small and large LANs (local area networks). Students will demonstrate their proficiency through performance in laboratory exercises and objective examinations. Program assessment is measured by program completion and periodic program review. ~~The program leads to career opportunities as software specialists, Web programmers, database developers, systems analysts, or network administrators.~~

Recommendation:

The program is intended for students interested in information systems and can lead to career opportunities as software specialists, web programmers, database developers, systems analysts, or network administrators. A variety of courses will enable students to learn project management, perform systems analysis and design, create business software including websites, desktop applications, mobile apps, manage business data using spreadsheets and databases, implement cybersecurity measures, handle help desk incident reports, and install and maintain small and large LANs (local area networks). Students will demonstrate their proficiency through performance in laboratory exercises and objective examinations. Program assessment is measured by program completion and periodic program review.

Inactivate Courses

1. Business 52A – Microsoft Word Applications I
2. Business 52B – Microsoft Word Applications II

FINE ARTS

New Courses

1. Art 102AH – Honors History of Western Art: Prehistoric through Gothic
Units: 3.0 Lecture: 3 hours Faculty Load: 20.00%
Recommended Preparation: eligibility for English 1A
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
El Camino College AA/AS General Education – Area 3
Proposed CSU General Education – Area C1
Proposed IGETC – Area 3A

This course, designed for students in the Honors Transfer Program, surveys the history of Western art from the prehistoric era through the Gothic period with an emphasis on the relation of artworks to historical and cultural contexts by examining the effects of shifting social, political, philosophical, and spiritual paradigms on the production of art. This course is enriched through more extensive reading, writing, and research assignments.

2. Communication Studies 275 – Gender Communication
Units: 3.0 Lecture: 3 hours Faculty Load: 20.00%
Recommended Preparation: eligibility for English 1A
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
El Camino College AA/AS General Education – Area 2A
Proposed CSU General Education – Area D4
Proposed IGETC – Area 4D

This course is an examination of communication patterns existing between males and females. The course is designed to integrate theory and practice, and to heighten students' awareness of the importance of gender as a communication variable. Emphasis is placed on perception, verbal and nonverbal communication in interpersonal, small group and public settings. Communication problems relating to gender are addressed along with listening, assertiveness, negotiation and other conflict management strategies.

Course Review

1. Art 102C – History of Western Art - 19th Century to Contemporary Times
2. Art 181 – Beginning Sculpture
3. Dance 161 – Tap Dance I - Beginning
4. Dance 167 – Social and Ballroom Dance

Course Review; Changes in Course Number, Catalog Description Note

Current Status/Proposed Changes

1. Music 96~~abed~~ – Cooperative Work Experience Education

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

Note: Transfer limitations apply.

Note: The total units earned for CWEE may not exceed 16 units.

Recommendation

Music 96 – Cooperative Work Experience Education

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

Note: Transfer limitations apply.

Note: The total units earned for CWEE may not exceed 16 units.

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

1. Music 117 - Music of the Beatles

Current Status/Proposed Changes

Recommended Preparation: ~~eligibility for English 1A~~ English A

Recommendation

Recommended Preparation: English A

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

1. Music 116 – History of Rock Music

Current Status/Proposed Changes

Recommended Preparation: ~~eligibility for English 1A~~ English A

This course focuses on the techniques, styles, composers, performers, and evolution of rock and roll from the 1950s to the present. Emphasis is placed on the roots and early development of rock music, its stylistic trends, influential artists, and the impact of technology on rock music throughout the years.

Recommendation

Recommended Preparation: English A

This course focuses on the techniques, styles, composers, performers, and evolution of rock and roll from the 1950s to the present. Emphasis is placed on the roots and early development of rock music, its stylistic trends, influential artists, and the impact of technology on rock music throughout the years.

Change in Major; Course Requirements

1. Studio Arts AA-T

Current Status/Proposed Changes

Major Requirements		Units
Required Core: 12 units		
ART 102B	History of Western Art - Proto-Renaissance to 19th Century	3
ART 130	Two-Dimensional Design I	3
ART 160	Three-Dimensional Design	3
ART 110	Drawing Fundamentals I	3
List A: 3 units		
ART 102A	History of Western Art - Prehistoric to Gothic	3
ART 102C	History of Western Art - 19th Century to Contemporary Times	3
ART 205A	History of Asian Art - India and Southeast Asia	3
or		
ART 205B	History of Asian Art - China, Korea, and Japan	3
ART 207	Art History of Mexico and Central and South America	3
or		
ART 209	History of African Art	3

List B: 9 units

ART 217	Life Drawing I	3
or		
ART 210	Drawing Fundamentals II	3
ART 129	Fundamentals of Color	3
ART 131	Lettering and Typography I	3
ART 132	Advertising Design I	3
<u>ART 133</u>	<u>Graphic Design</u>	<u>3</u>
ART 141	Digital Art	3
ART 143	Digital Design and Publishing	3
ART 144	Three-Dimensional Computer Animation	3
ART 152	Rendering	3
ART 161	Beginning Ceramics	3
ART 173	Introduction to Jewelry and Metalsmithing	3
ART 181	Beginning Sculpture	3
ART 187	Printmaking I – Etching and Relief	3
ART 218	Life Drawing II	3
ART 219	Watercolor Painting I	3
ART 220	Watercolor Painting II	3
ART 222	Fundamentals of Painting I	3
ART 223A	Fundamentals of Painting II	3
<u>ART 223B</u>	<u>Fundamentals of Painting III</u>	<u>3</u>
ART 224	Life Painting I	3
ART 225	Life Painting II	3
ART 230	Two-Dimensional Design II	3
ART 231	Lettering and Typography II	3
ART 232	Advertising Design II	3
<u>ART 233</u>	<u>Graphic Design II</u>	<u>3</u>
ART 262	Intermediate Ceramics	3
ART 274	Jewelry Fabrication	3
ART 282	Life Sculpture	3
ART 283	Bronze Casting	3
<u>ART 288</u>	<u>Printmaking II – Etching and Relief</u>	<u>3</u>
<u>ART 289</u>	<u>Lithography</u>	<u>3</u>
<u>ART 290</u>	<u>Screen Printing</u>	<u>3</u>
PHOT 101	Elementary Photography	2
PHOT 102	Basic Photography	3
PHOT 202	Intermediate Photography	4
Total Units: 24		

INDUSTRY AND TECHNOLOGY

CTE Two-Year Course Review

1. Computer Aided Design/Drafting 32 – Product Modeling with CATIA
2. Computer Aided Design/Drafting 33 – Analyses and Simulations with CATIA
3. Computer Aided Design/Drafting 37 – Advanced CATIA Functions
4. Engineering Technology 18B – Engineering Design and Development II
5. Fashion 28 – Visual Merchandising
6. Machine Tool Technology 16 – General Metals

CTE Two-Year Course Review; Change in Course Number

Current Status/Proposed Changes

1. Cosmetology 16~~abed~~ – Cosmetology Applications

Recommendation

Cosmetology 16 – Cosmetology Applications

CTE Two-Year Course Review; Changes in Catalog Description

1. Automotive Collision Repair/Painting 2A – Basic Automotive Painting - Refinishing
Current Status/Proposed Changes

In this course, students are introduced to automotive painting and refinishing and the skills needed for employment in industry. Topics covered include safety practices, industry repair standards, ~~v~~Volatile ~~o~~Organic ~~e~~Compound (VOC) recording, surface identification, surface preparation, abrasives, metal conditioning, vehicle masking, primers, and spray equipment.

~~Note: The two-course sequence of Automotive Collision Repair/Painting 2A and 2B is equivalent to four semesters of Automotive Collision Repair/Painting 5abed.~~

Recommendation

In this course, students are introduced to automotive painting and refinishing and the skills needed for employment in industry. Topics covered include safety practices, industry repair standards, Volatile Organic Compound (VOC) recording, surface identification, surface preparation, abrasives, metal conditioning, vehicle masking, primers, and spray equipment.

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

1. Engineering Technology 18 – Engineering Design and Development
Current Status/Proposed Changes

Prerequisite: Engineering Technology 10 or 10A and 10B;
or Engineering Technology 12 or 12A and 12B;
~~and Engineering Technology 14 or 14A and 14B;~~
~~and Engineering Technology 16 or 16A and 16B;~~
or Computer Aided Design/Drafting 5 with a minimum grade of C in prerequisite

Recommendation

Prerequisite: Engineering Technology 10 or 10A and 10B;
or Engineering Technology 12 or 12A and 12B;
or Computer Aided Design/Drafting 5 with a minimum grade of C in prerequisite

2. Engineering Technology 18A – Engineering Design and Development I

Current Status/Proposed Changes

Prerequisite: Engineering Technology 10 or 10A and 10B;
or Engineering Technology 12 or 12A and 12B;
~~and Engineering Technology 14 or 14A and 14B;~~
~~and Engineering Technology 16 or 16A and 16B~~
or Computer Aided Design/Drafting 5 with a minimum grade of C in prerequisite

Recommendation

Prerequisite: Engineering Technology 10 or 10A and 10B;
or Engineering Technology 12 or 12A and 12B;
or Computer Aided Design/Drafting 5 with a minimum grade of C in prerequisite

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

1. Fashion 1 - Career Opportunities in Fashion

Current Status/Proposed Changes

Recommended Preparation: English A

This course surveys career opportunities in the fashion industry, including fashion design and fashion merchandising. Students will explore career choice possibilities in terms of their personality traits and will study the characteristics, technology and global interrelationships of segments of the fashion industry through readings, classroom exercises and industry contacts. Students will prepare ~~for a~~ job search packet portfolio, including preparation of a resume, cover letter and business cards.

Recommendation

Recommended Preparation: English A

This course surveys career opportunities in the fashion industry, including fashion design and fashion merchandising. Students will explore career choice possibilities in terms of their personality traits and will study the characteristics, technology and global interrelationships of segments of the fashion industry through readings, classroom exercises and industry contacts. Students will prepare a job search packet portfolio, including preparation of a resume, cover letter and business cards.

Change in Certificate; Course Requirements, Total Units

1. Fire Academy Certificate of Achievement

Current Status/Proposed Changes

Certificate Requirements		Units
FTEC 1	Fire Protection Organization	3
<u>FTEC 6</u>	<u>Building Construction for Fire Protection</u>	<u>3</u>
FTEC 15	Fire Academy	12 <u>15</u>
FTEC 144	Emergency Medical Technician	6

~~three units from:~~

FTEC 2	Fire Prevention Technology	3
FTEC 3	Fundamentals of Personal Fire Safety and Survival	3
FTEC 5	Fire Behavior and Combustion	3
FTEC 6	Building Construction for Fire Protection	3
FTEC 9	Fire Apparatus and Equipment	3
FTEC 10	Hazardous Materials	3
FTEC 11	Arson Detection and Control	3
FTEC 19	Fire Service Entrance Preparation	3
FTEC 20	Fire Protection Equipment and Systems	3

Total Units: ~~24~~ 27

Other Requirements: ~~Completion of Candidate Physical Agility Test (CPAT) or Fire Fighter Physical Agility Test (FPAT)~~

1. 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
2. Pass the El Camino College Fire Physical Qualification Test
3. Pass a physical examination according to the National Fire Protection Association (NFPA) Standard #1582

Recommendation

Certificate Requirements		Units
FTEC 1	Fire Protection Organization	3
FTEC 6	Building Construction for Fire Protection	3
FTEC 15	Fire Academy	15
FTEC 144	Emergency Medical Technician	6
Total Units: 27		

Other Requirements:

1. 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.
2. Pass the El Camino College Fire Physical Qualification Test.
3. Pass a physical examination according to the National Fire Protection Association (NFPA) Standard #1582.

MATHEMATICAL SCIENCES

CTE Two-Year Course Review

1. Computer Science 3 – Computer Programming in Java

Course Review; Change in Catalog Description

1. Computer Science 2 – Introduction to Data Structures
Current Status/Proposed Changes

In this course, the C++ computer language is used to demonstrate methods of representing and manipulating data structures. The student will learn the object-oriented problem solving skills necessary to read, write, and correct complex computer programs, and to make important design decisions. Topics include lists, stacks, queues, trees, searching, sorting, modeling and algorithm analysis.

Recommendation

In this course, the C++ computer language is used to demonstrate methods of representing and manipulating data structures. The student will learn the object-oriented problem solving skills necessary to read, write, and correct complex computer programs, and to make important design decisions. Topics include lists, stacks, queues, trees, searching, sorting, modeling and algorithm analysis.

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

Current Status/Proposed Changes

1. Computer Science 16 – Assembly Language Programming for the x86 (IBM PC) and Compatibles Processors

This course includes detailed coverage of Assembly Language programming, ~~based on the IBM compatible personal computer for x86 processors.~~ Topics include hexadecimal arithmetic, two's complement arithmetic, memory organization, addressing modes, procedure calls, the ~~stackframe~~ stack frame, macros, calling assembly language procedures from ~~Pascal~~ C or C/C++, recursion, BIOS and DOS interrupts, the floating point unit and instructions, and the debugger.

Recommendation

Computer Science 16 – Assembly Language Programming for x86 (IBM PC) Processors

This course includes detailed coverage of Assembly Language programming for x86 processors. Topics include hexadecimal arithmetic, two's complement arithmetic, memory organization, addressing modes, procedure calls, the stack frame, macros, calling assembly language procedures from C or C++, recursion, BIOS and DOS interrupts, the floating point unit and instructions, and the debugger.

NATURAL SCIENCES

Course Review; Changes in Conditions of Enrollment (Prerequisite)

1. Astronomy 12 – Astronomy Laboratory

Current Status/Proposed Changes

Prerequisite: Astronomy 20 or Astronomy 20H; or Astronomy 25 or Astronomy 25H with a minimum grade of C in prerequisite or concurrent enrollment

Recommendation

Prerequisite: Astronomy 20 or Astronomy 20H; or Astronomy 25 or Astronomy 25H with a minimum grade of C in prerequisite or concurrent enrollment

2. Microbiology 33 – General Microbiology

Current Status/Proposed Changes

Prerequisite: Biology 10 or Biology 10H; or Anatomy 30 or Anatomy 32; or Anatomy and Physiology 34A or Physiology 31; and Chemistry 4 or Chemistry 4H; or Chemistry 1A or Chemistry 20 or Chemistry 21A ~~or equivalent~~ with a minimum grade of C in prerequisite or equivalent

Recommendation

Prerequisite: Biology 10 or Biology 10H; or Anatomy 30 or Anatomy 32; or Anatomy and Physiology 34A or Physiology 31; and Chemistry 4 or Chemistry 4H; or Chemistry 1A or Chemistry 20 or Chemistry 21A with a minimum grade of C in prerequisite or equivalent

B. CENTER FOR THE ARTS PRESENTATION – 2016-2017 SEASON

It is recommended that the Board approve the performances, Resident Artist Engagements, and Discovery Travel Series for the Center for the Arts 2016-2017 season. Cost of the presentations, performances and Discovery Travel Series is negotiated between the artists and/or their management representatives and the District.

2016-2017 Performances

Performances	Date	Amount
1. <i>Efrain Solis, baritone</i> <i>with John Charles Britton, guitar</i> Payable to: Efrain Solis (Contract #16/17-022) Payable to: John Charles Britton (Contract #16/17-023)	09/30/16	\$2,000 \$1,000 \$1,000

In Recital: Efrain Solis, baritone with John Charles Britton, guitar
Mexican-American baritone, Efrain Solis is a recent graduate of the Adler Fellowship at San Francisco Opera. John Charles Britton is a classical guitarist and vocal accompanist. The program will include arrangements for voice and guitar of works by Schubert, Ravel, Guastavino, Foster, and solo works for voice and for guitar.

2. <i>Americus Brass Band</i> Payable to: Americus Brass Band (Contract# 16/17-012)	10/09/16	\$6,250 \$6,250
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Americus Brass Band presents TOP BRASS.

The 17-piece Americus Brass Band presents TOP BRASS, a new evening-length concert featuring America's most memorable music, performed by the military bands from the Civil War through World War II. The concert includes a special salute to the Armed Services and audience sing-a-long.

- | | | |
|--|----------|---------|
| 3. <i>An Evening of Dance Theater</i> | 10/22/16 | \$2,500 |
| Payable to: Ink & Oranges, Inc.
(Contract# 16/17-006) | 10/22/16 | \$1,000 |
| Payable to: Casebolt & Smith
(Contract #16/17-010) | 10/22/16 | \$1,500 |

An Evening of Dance Theater

Rooted in a passion for communication, Arianna MacBean creates work for The Big Show Co. that highlights the triumphs and failings of language - the language of the body and of text. Liz Casebolt and Joel Smith craft duets that reveal a shared commitment to artistry and experimentation.

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| 4. <i>Linda Watson, soprano</i>
<i>with Russell Ryan, piano</i> | 01/19/17 | \$6,750 |
| Payable to: Linda Watson
(Contract # 16/17-024) | | \$5,500 |
| Payable to: Russell Ryan
(Contract # 16/17-025) | | \$1,250 |

In Recital: Linda Watson, soprano

Critically acclaimed and internationally renowned Linda Watson is one of the top Wagnerian sopranos of our time. Russell Ryan performs regularly as a soloist and collaborative artist throughout Europe, the USA, Israel, Japan, and China.

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| 5. <i>Susan Greenberg</i> | 01/26/17 | \$1,000 |
| Payable to: S.G. Flute, Inc.
(Contract # 16/17-029) | | \$1,000 |

In Recital: Kristi Lobitz, piano with Guest Artist Susan Greenberg, flute

Susan Greenberg enjoys a versatile career as soloist, chamber musician, symphony player, and recording artist. Ms. Greenberg is active in motion pictures, television and commercial recordings.

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| 6. <i>Los Angeles Opera – Education Outreach</i> | 02/01/17 | \$3,500 |
| Payable to: Los Angeles Opera Company
(Contract# 16/17-026) | | \$3,500 |

Figaro’s American Adventure

The interactive 50-minute program is based on Rossini’s popular classic, *The Barber of Seville*. This creative youth outreach event is part of an LA Opera program designed to teach the basics of opera, music and performance in a format children understand.

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| 7. <i>Rodell Rosel</i> | 03/03/17 | \$5,000 |
| Payable to: Rodell Rosel | | \$5,000 |
| (Contract # 16/17-021) | | |

In Recital: Rodell Rosel, tenor

Grammy-nominated Filipino tenor Rodell Rosel's recent appearances included a return to Los Angeles Opera singing Bardolfo/Falstaff and Monostatos/Die Zauberflöte, and a role debut of Mime/Das Rheingold with Houston Grand Opera.

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| 8. <i>Jes Baker</i> | 03/09/17 | \$4,000 |
| Payable to: MacRae Speakers & Entertainment, LLC | | \$4,000 |
| (Contract #16/17-018) | | |

Changing the World, Love Your Body

Jes Baker is an author and public speaker with recent appearances on the TODAY Show and CNN. She is internationally recognized for her writing on her blog, The Militant Baker. Her new book, Things No One Will Tell Fat Girls: A Handbook for Unapologetic Living, released in late 2015 met with critical acclaim.

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| 9. <i>Rosanna Gamson</i> | 03/18/17 | \$5,000 |
| Payable to: Worldwide Inc. | | \$5,000 |
| (Contract#16/17-020) | | |

Still/Restless (A Dance Performance)

Virtuosic, intimate and volatile dancing is at the center of acclaimed choreographer Rosanna Gamson's dance-theater work *Still/Restless*, which continues her kinetic investigation of dream states and the neuroscience and history of dreaming.

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| 10. <i>Beatrice Rana</i> | 04/05/17 | \$6,000 |
| Payable to: IMG Artists | | \$6,000 |
| (Contract # 16/17/-019) | | |

In Recital: Beatrice Rana, piano

Twenty-two year-old Beatrice Rana has shaken the international classical music world. In June 2013, she won Silver and the Audience Award at the prestigious Van Cliburn competition.

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| 11. <i>Daniel Ho</i> | 04/22/17 | \$6,000 |
| Payable to: Daniel B.T. Ho | | \$6,000 |
| (Contract #16/17-027) | | |

Daniel Ho Trio in Concert

Six-time Grammy Winning Artist, Producer, Composer, Clinician/Teacher and Audio Engineer, Daniel Ho, performs with his instrumental trio. Ho has

contributed to more than 30 records, ranging from pop to smooth jazz and contemporary Hawaiian music.

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| 12. <i>David Benoit Trio</i> | 05/13/17 | \$8,000 |
| Payable to: APA, Inc.
(Contract # 16/17-028) | | \$8,000 |

David Benoit Trio in Concert

For three decades, the GRAMMY-nominated pianist/composer/ arranger David Benoit has reigned supreme as one the founding fathers of contemporary jazz.

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| 13. <i>Allant Trio</i> | 07/13/17 | \$3,000 |
| Payable to: Robert F. Duvall
(Contract#16/17-016) | | \$3,000 |

Allant Trio in Concert

The Allant Trio is one of the most exhilarating young ensembles today, sharing and performing classical music to audiences of all generations. The group formed in 2010 at The Julliard School in New York.

Resident Artist Engagements

1. *Jason Davidson, Speech*

PHANTASM III: This Time, You Will Be Touched

Communication studies professor Jason Davidson returns with his popular lecture on contacting the spirits of the dead.

Dates/Times: October 15, 2016 at 8 pm

Venue: Marsee Auditorium

Fee: \$1,000

Payable to: Jason Davidson

2. *Liz Hoefner Adamis – An Evening of Dance Theatre*

Immediate Action Dance, Arianne MacBean’s Big Show Company, and Casebolt and Smith present “An Evening of Dance Theatre”

Immediate Action Dance is committed to making original contemporary dance theater works that illuminate, question, and investigate aspects of human rights issues around the world. Utilizing original text, scenery and multimedia, Adamis creates visual landscapes in which her dances exist.

Dates/Times: October 22, 2016 at 8 pm
Venue: Marsee Auditorium
Fee: \$1,000
Payable to: Liz Hoefner Adamis

3. *Ljubomir Velickovic, Violin & Friends – Chamber Music Concert*

Mr. Velickovic holds a DMA in violin performance from the University of Texas. Ljubomir will be joined by Dane Teter, Gideon Rubin, Dane Little, and James Mack. Program to include works by Piazzolla, JS Bach, Albinoni, Glinka, Mendelssohn, Khachaturian, and Schumann.

Dates/Times: October 29, 2016 at 5 pm
Venue: Haag Recital Hall
Fee: \$1,250
Payable to: Ljubomir Velickovic

4. *Polli Chambers-Salazar and Lois Roberts, Duo Piano Recital*

Polli Chambers-Salazar has performed across the United States and Canada. She presented “The Art of Drawing: Jean-Honoré Fragonard and the Rococo Style in Art and Music” as the first concert on the Norton Simon Museum’s 2015 Summer Concert Series. Lois Roberts specializes in Classical repertoire, solo, chamber and orchestral. Program to include works by Gluck, Barber, Ravel, and Rachmaninov.

Dates/Times: November 19, 2016 at 5 pm
Venue: Marsee Auditorium
Fee: \$2,000
Payable to: Polli Chambers-Salazar: \$1,000 & Lois Roberts: \$1,000

5. *Diana Crossman & Joseph Evans, Speech
Debate Topic: TBD*

El Camino College’s Communication Studies faculty Diana Crossman and Joseph Evans will be debating a current issue in contemporary society in a “student vs. teachers” panel format.

Dates/Times: January 23, 2017 at 7 pm
Venue: Campus Theater
Fee: \$2,000
Payable to: Diana Crossman: \$1,000 & Joseph Evans: \$1,000

6. *Kristi Lobitz, piano, with Guest Artist Susan Greenberg, flute*

Pianist Kristi Lobitz has distinguished herself as an exceptional artist, drawing warm plaudits from audiences in England, Canada, Mexico and Hawaii. Guest performer is Susan Greenberg, flute, Los Angeles Chamber Orchestra. The program will include modern masterworks for flute and piano, and solo piano works.

Dates/Times: January 26, 2017 at 8 pm

Venue: Campus Theatre

Fee: \$1,000

Payable to: Kristi Lobitz

7. *Francesca Bishop, Speech*

Topic: TBD

El Camino College's Communications Studies faculty Francesca Bishop will be debating a current issue in contemporary society.

Dates/Times: July 11, 2017 at 7 pm

Venue: Campus Theater

Fee: \$1,000

Payable to: Francesca Bishop

8. *Valerie Cabag (Vicious Circle), Dance*

Valerie Cabag is the Artistic Director and founder of *Vicious Circle*, an all-male dance company based in Orange County. The performance will include a compilation of works that have been presented at festivals and concerts over the last two years. Many of the themes within the pieces surround the idea of guardian angels and forces that protect people daily.

Dates/Times: July 15, 2017 at 8 pm

Venue: Marsee Auditorium

Fee: \$2,000

Payable to: Valerie Cabag

Discovery Travel Series

Performances	Date	Amount
1. <i>Perilous Journeys with Karin Mueller</i>	09/12/16	\$2,000
Payable to: Firelight Productions, Inc. (Contract# 16/17-001)		\$2,000

Documentary film maker Karin Mueller will share the highlights, perils, and greatest adventures of her film making career.

2. <i>Hawaii and the South Pacific</i>	09/26/16	\$2,000
Payable to: Marlin Darrah (Contract# 16/17-002)		\$2,000

The voyage covers Hawaii's Big Island, and continues to Oahu and Kauai, and sails south to the French Polynesian islands of Rangiroa, Moorea and Tahiti.

3. <i>Florida's Amazing West Coast</i>	10/16/16	\$2,000
Payable to: John Holod (Contract# 16/17-003)		\$2,000

A travel documentary that follows the west coast of Florida. Highlights include the local history, residents, birds, mammals, marine life, flora, and more.

4. <i>Scenes from an Italian Journey</i>	10/24/16	\$2,000
Payable to: Creative Light Productions, Inc. (Contract# 16/17-004)		\$2,000

A glimpse of Italy, featuring an overview of the major cities, historic sights, history, food, culture, and local residents.

5. <i>Mayday, Tugs of War ~ Europe</i>	11/07/16	\$2,000
Payable to: Robin Williams		\$1,480
Payable to: RJ Enterprises, Inc. (Contract#16/17-005)		\$ 520

This documentary contains rare WWII archival footage that tells the story of the Deep-Sea Rescue tugmen of the *Mayday* and their many struggles against enemy forces during the war.

6. <i>Brazil</i>	11/21/16	\$2,000
Payable to: <i>Various Payees</i> (Contract#16/17-007)		\$2,000

An adventure documentary of the Amazon and Iguazu Falls. The film highlights

include hang gliding, a visit to a coffee plantation, fishing for piranha, mountain climbing, the local people and their customs.

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| 7. <i>Getting the Shot</i> | 01/30/17 | \$2,000 |
| Payable to: Rick Ray | | \$2,000 |
| (Contract #16/17-008) | | |

Storyteller Rick Ray shares the adventures behind his most compelling footage. Stories and clips from decades of adventures will highlight his presentation.

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| 8. <i>Back Roads & Byways of America</i> | 03/06/17 | \$2,000 |
| Payable to: Don Van Polen | | \$1,480 |
| Payable to: RJ Enterprises, Inc. | | \$ 520 |
| (Contract #16/17-009) | | |

A travel film highlighting scenic and historic places of the American roadways, including the Redwoods of California, the Donner Party, Virginia City, Mount St. Helens, San Juan Capistrano, and Cripple Creek.

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| 9. <i>Our National Parks: Sunrise to Sunset</i> | 03/20/17 | \$2,000 |
| Payable to: Encounter Video, Inc. | | \$2,000 |
| (Contract #16/17-011) | | |

An overview of our National Parks, from Maine to the Florida, and their influences on both the people and animals in the surrounding area.

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| 10. <i>Arctic Simon, Unicorns & Teeth Walkers</i> | 04/03/17 | \$2,000 |
| Payable to: Adam Ravetch | | \$1,480 |
| Payable to: RJ Enterprises, Inc. | | \$ 520 |
| (Contract #16/17-013) | | |

A film that chronicles the daily life of Simon Qamanirq, a first generation Inuit. Simon shares his culture, survival skills and knowledge of the arctic.

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| 11. <i>Egypt's Secret Side</i> | 04/17/17 | \$2,000 |
| Payable to: Firelight Productions, Inc. | | \$2,000 |
| (Contract #16/17-014) | | |

A journey in which Karin Mueller gives us a rare glimpse of a side of Egypt that few Westerners will ever see.

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| 12. <i>Magnificent Rhine: Basel to Amsterdam</i> | 05/01/17 | \$2,000 |
| Payable to: Clint Denn | | \$1,480 |
| Payable to: RJ Enterprises, Inc. | | \$ 520 |
| (Contract #16/17-015) | | |

A cruise on the Rhine River that highlights the variety of villages, small towns, and world-class cities along the river from Basel to Amsterdam.

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| 13. <i>Ghosts of the Gold Rush</i> | 05/15/17 | \$2,000 |
| Payable to: Gray Warriner
(Contract #16/17-017) | | \$2,000 |

A documentary film about daily life in the gold rush town of Bannack, Montana, and the formation of the Vigilance Committee that maintained order and justice during this “Wild West” era.

C. BOARD POLICY 4101 (INDEPENDENT STUDY) – SECOND READING AND ADOPTION

It is recommended that the Board accept for a second reading and adoption Board Policy 4101 as shown (formerly Board Policy 4228).

D. ADMINISTRATIVE PROCEDURE 4101 (INDEPENDENT STUDY) – INFORMATION ITEM

Administrative Procedure 4101 is presented for informational purpose only (formerly Administrative Procedure 4228).

E. ADMINISTRATIVE PROCEDURE 4250 (PROBATION, DISMISSAL AND READMITTANCE) – INFORMATION ITEM

Administrative Procedure 4250 is presented for informational purpose only.

Board Policy 4101

Independent Study

It is the policy of El Camino College to provide enhanced educational opportunities for students wishing to explore a subject area more fully by establishing an Independent Study program. Under the guidance of a supervising instructor qualified to teach in the specific subject area, students in Independent Study courses will complete projects that reflect scholarly or creative efforts of an advanced nature that go beyond the scope of a regular course. Independent Study is not designed for students who have already obtained a degree in the discipline in which the Independent Study Course is being attempted.

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

Reference: CCR, Title 5, Section 55230 et seq.
ECCFT Contract Article X Section 19

El Camino College
Adopted: August 2006

Administrative Procedure 4101

Independent Study

Independent study projects must be approved by a supervising instructor qualified to teach in the specific subject area and will require the student to meet regularly with the instructor. Academic standards applicable to Independent Study courses will be the same as those applied to other credit courses. Access to the instructor is the same as that commonly available to students courses conducted by other instructional methods.

To promote an individualized educational experience for each student, an instructor will supervise a limited number of Independent Study students in one semester or session, as determined by the terms of the Agreement between the District and the ECC Federation of Teachers in effect at that time. In accordance with the Agreement, the Dean of the Division in which the Independent Study will be offered shall approve or disapprove each independent study request.

To be eligible for Independent Study, a student must be in good academic standing and

- Have completed at least 12 degree-applicable units at El Camino College;
- Have demonstrated competence in the discipline in which the Independent Study course is being attempted by completing at least 6 degree applicable units in this discipline at El Camino College with a GPA of 3.0 or higher in the discipline;
- Be concurrently enrolled in at least one other course at El Camino College.

Independent study projects are normally undertaken in the department or division of the student's academic major. Exceptions to this rules must be approved by the Dean of the Division of the student's academic major. Independent Study is not designed for students who have already obtained a degree in the discipline in which the Independent Study course is being attempted.

The supervising instructor will scrutinize proposed projects for appropriate depth and rigor. Such projects might, for example, include a lengthy research study, an original production, or a comprehensive exam. The supervising instructor will provide appropriate orientation, guidance, and information regarding course content materials and services and will document progress toward project completion. The instructor will provide each Independent Study student with a consultation schedule for the semester. Procedures for evaluation of student progress will be the same as those applied to other courses in the discipline. Projects will be evaluated by the supervising instructor, and the basis for evaluation will be kept on file for at least one semester.

Each Independent Study project can range from one to three units per semester; one unit of credit will be granted for 54 hours of work devoted toward the project. A student may earn a maximum of 6 units of Independent Study at El Camino College.

Academic standards applicable to Independent Study courses will be the same as those applied to other credit courses. Independent Study courses will be accepted by the college toward completion of an associate degree. The University of California (UC) determines credit after transfer, which means that independent study courses are not counted for admission. California State University (CSU) accepts independent study units towards admission as elective units. Specific credit will be determined by CSU after admission. Students should be advised to see a counselor for details.

August 2006

1. A student who is placed on Academic or Progress Probation or who is dismissed from the college will be notified in writing and will be informed of college support services available.
2. A student who is on Academic or Progress Probation for two or more consecutive semesters is limited to no more than 12 units in any semester of 16 weeks or more, and no more than 5 units in any session shorter than 16 weeks (i.e. winter or summer session). Under special circumstances a student may petition for additional units through the Counseling and Student Success Office.
3. A student who is on Academic or Progress Probation for two or more consecutive semesters or who is returning to El Camino after having been dismissed is required to see a counselor before registering for subsequent semesters. If the student has not attended for one or more semesters, an application for readmission is necessary.
4. The student has the right to appeal dismissal.
 - a. The student must file the written petition of appeal with the Counseling and Student Success office within the time limit noted on the dismissal letter. If the student fails to file a written petition within the specified period, the student waives all future rights to appeal the dismissal and must sit out that semester.
 - b. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons.
 - c. Petitions will be reviewed by the Reinstatement Committee. The student will be notified of the Committee's action in a timely manner (usually within 7 business days).
 - d. The student may appeal the Committee's decision in writing to the Counseling and Student Success office within 21 calendar days of the date of notification. The decision of the Counseling and Student Success office is final.
5. A readmitted student will remain on probation until the cumulative average is 2.0 or above and/or the percentage of "W," "I," and "NC/NP" entries are below 50%. A student who withdraws from ECC voluntarily while on probation will be readmitted in the same status that existed at the time of withdrawal.

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. International Travel	SCA 2
B. Grant – Acceptance	SCA 2

A. INTERNATIONAL TRAVEL

It is recommended that the Board of Trustees approve international travel for Leonid Rachman to participate in the ELS Educational Services, Inc., Fall Community College Tour October 24 through November 7, 2016. The tour will include visits to Viet Nam, Taiwan, China, and Japan. The purpose of the trip is recruitment of F-1 Visa students. Air travel, food, ground transportation, and other expenses not to exceed \$3,500 will be paid from the International Conference account.

B. GRANT - ACCEPTANCE

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

Department of Education – Hispanic Serving Institutions (HSI) Science, Technology, Engineering and Math (STEM) grant (Grant #PO31C110166). A no-cost extension has been requested and approved for this grant to allow for the completion of project activities. The HSI STEM grant Project seeks to increase the number of STEM degrees awarded and increase the transfer of all students in STEM majors to the UC and CSU systems. Goals and activities include the following:

- 1) Development of articulation agreements for transfer of technical programs to four-year institutions;
- 2) Strengthening academic and student support services for STEM students into a new STEM center;
- 3) Continuing faculty and professional development in STEM areas; and
- 4) Increasing outreach activities to the Hispanic community and feeder schools to raise awareness about STEM career pathways.

Amount of Grant Funding from Granting Agency	\$4,348,515
Amount of College Match	\$ -0-
Total Amount of Project Funding	\$4,348,515
Source of Matching Funds	N/A
Indirect to El Camino College	(0%)
Performance Period: October 1, 2011 through June 30, 2017	

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

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A. Contracts Under \$87,800.....	AS 2
B. Contracts Over \$87,800.....	AS 4
C. Personal Service Agreements	AS 6
D. Amendments.....	AS 6
E. Memorandum of Understanding.	AS 7
F. Purchase Orders and Blanket Purchase Orders	AS 7

A. CONTRACTS UNDER \$87,800

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

a. Services Provided by District:

- 1. Contractor:** **ALLOY DIE CASTING**
Services: Contractor will receive forty hours of Frontline Leadership training to include business skills, computer skills, and continuous improvement training.
Requesting Dept.: Student and Community Advancement – Community Advancement – Contract Education
Date(s): 6/7/16 – 5/3/17
Financial Terms: Projected gross income \$50,000
- 2. Contractor:** **DISNEY CRUISE LINE**
Services: Contractor employees will be provided training in U.S. Coast Guard approved Standards for Training Certification and Watchkeeping Certification in Personal Survival Training.
Requesting Dept.: Student and Community Advancement – Community Advancement – WpLRC
Date(s): 7/19/16 – 6/30/17
Financial Terms: Projected gross income \$25,000
Funded by Disney Cruise Line
- 3. Contractor:** **INGLEWOOD UNIFIED SCHOOL DISTRICT**
Services: Contractor will receive ECC Career Pathways consultation and professional development with an emphasis on dual enrollment, and will collaborate with consortium partners.
Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 7/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$15,862
Funded by California Career Pathways Trust Grant

b. Services Received by District:

- 1. Contractor:** **CITRUS VALLEY HEALTH PARTNERS**
Services: Contractor will provide a clinical setting for the qualified paramedic students.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 7/1/16 – 6/30/17
Financial Terms: No cost to the District
- 2. Contractor:** **FERILLI**
Services: Contractor will assist the District with Hobson’s Starfish integration to include data extract and Shibboleth authentication for Early Alert and Degree Planner tools.
Requesting Dept.: Student and Community Advancement – Counseling and Student Success
Date(s): 6/27/16 – 9/30/16
Financial Terms: Cost not to exceed \$60,000
Funded by Student Success and Support Program (SSSP)
- 3. Contractor:** **M. M. ROSENBERG & ASSOCIATES**
Services: Contractor will develop a teambuilding program titled “Partnership Forward” for District Executive Team and District Leadership.
Requesting Dept.: President’s Office
Date(s): 7/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$11,000
- 4. Contractor:** **RONALD AMIE QUICKBOOKS INSTRUCTOR**
Services: Contractor will provide QuickBooks Workshop Series for ECC Small Business Development Center.
Requesting Dept.: Student and Community Advancement – Community Advancement
Date(s): 8/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$4,000
Partially funded by the US Small Business Administration
- 5. Contractor:** **SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT – SKYLINE COLLEGE**
Services: Contractor will provide Retail, Hospitality, Tourism Sector Navigator specific guides and templates for

social media campaigns targeting 16-24 year olds to promote career pathways opportunities.

Requesting Dept.: Student and Community Advancement – Community Advancement

Date(s): 7/19/16 – 6/30/17

Financial Terms: Cost not to exceed \$13,400
Funded by the California Chancellor’s Office Sector Navigator Retail, Hospitality, and Tourism Grant

- 6. Contractor:** **SHASTA COLLEGE**
Services: Contractor will coordinate with regional colleges to provide outreach, marketing, and promotion of career exploration and preparedness activities in the hospitality industry sector for regional college and high school students and to extend pathways through 4 year university programs using District grant funds.

Requesting Dept.: Student and Community Advancement – Community Advancement

Date(s): 7/19/16 – 6/30/17

Financial Terms: Cost not to exceed \$70,226
Funded by the California Chancellor’s Office Sector Navigator Retail, Hospitality, and Tourism Grant

B. CONTRACTS OVER \$87,800

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

The District is facilitating the disbursement of the AMETLL Grant.

- 1. Contractor:** **CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT**

Services: Centinela Valley Union High School 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): 7/1/16 – 6/30/17

Financial Terms: Cost not to exceed \$98,260
Funded by a sub-agreement from LBCC for California Career Pathways Trust Grant

2. **Contractor:** **COMPTON UNIFIED SCHOOL DISTRICT**
Services: Compton Unified School District 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): 7/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$103,805
Funded by a sub-agreement from LBCC for California Career Pathways Trust Grant
3. **Contractor:** **LENNOX MATH, SCIENCE AND TECHNOLOGY ACADEMY**
Services: Lennox Math, Science and Technology Academy 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): 7/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$125,356
Funded by a sub-agreement from LBCC for California Career Pathways Trust Grant
4. **Contractor:** **SOUTH BAY WORKFORCE INVESTMENT BOARD**
Services: South Bay Workforce Investment Board will provide training and support for consortium instructors and administrators on the implementation of a work based learning program.
Requesting Dept.: Student and Community Advancement – Community Advancement - Career Pathways
Date(s): 7/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$201,807
Funded by a sub-agreement from LBCC for California Career Pathways Trust Grant

5. **Contractor:** **TORRANCE UNIFIED SCHOOL DISTRICT**
Services: Torrance Unified School District will receive 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): 7/1/16 – 6/30/17
Financial Terms: Cost not to exceed \$122,691
Funded by a sub-agreement from LBCC for California Career Pathways Trust Grant

C. PERSONAL SERVICE AGREEMENTS

a. Services Provided by District:

None

b. Services Received by District:

- Contractor:** **ROBERT H. WATSON**
Services: Contractor will maintain and repair pianos in classrooms and practice rooms for use by music students and faculty.
Requesting Dept.: Academic Affairs – Fine Arts
Date(s): 7/19/16 – 6/30/17
Financial Terms: Cost not to exceed \$6,000

D. AMENDMENTS

a. Services Provided by District:

None

b. Services Received by District:

- Contractor:** **42 BUSINESS CONSULTING LLC**
Services: Contractor will provide setup configuration and training of Visual ERP software system in support of commitments to Orbital Science Corporation timelines.

Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 5/1/16 – 12/30/16
Financial Terms: Cost not to exceed \$30,000 (Cost increase only; originally Board approved for \$20,000 on May 16, 2016)
 Funded by Mentor Protégé Grant

E. MEMORANDUM OF UNDERSTANDING

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

Contractor: **SOUTH BAY WORKFORCE DEVELOPMENT BOARD**
Services: The agreement will establish a cooperative working relationship to define respective roles in promoting an innovative workforce development system that supports job retention and creation and accelerates economic growth in the South Bay Region.

Requesting Dept.: Student and Community Advancement – Community Advancement
Date(s): 7/1/16 – 6/30/20
Financial Terms: No cost to the District

F. 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
Fund 11 Unrestricted - El Camino				
P0903818	Pump Man	Facilities/Planning/Servi	Repairs Noninstructional	\$14,058.00
P0903923	Ryugaku Journal, Inc	International Students	Multi Media Advertising	\$3,000.00
P0903927	Daily Bruin/UCLA	Ctr for Arts Promo	Multi Media Advertising	\$350.00
P0903928	Embassy Suites	Student Affairs	Conferences Mgmt	\$419.26
P0903929	AEO Tour	International Students	Multi Media Advertising	\$10,000.00
P0903930	CCCSAA	Student Affairs	Conferences Mgmt	\$175.00
P0903936	Thomson Reuters	Accounting Use Only	Prepaid Expense	\$21,260.23
P0903953	Midwest Library	Div Office Instr.	Library Books	\$1,296.33
P0903959	IAE Global Japan, Inc.	VP-SCA	Contract Services	\$500.00
P0903960	Access American	VP-SCA	Contract Services	\$250.00
P0903963	America Study Abroad	VP-SCA	Contract Services	\$250.00
P0903964	AAS Education	VP-SCA	Contract Services	\$750.00
P0903965	Ling Hang, Inc	VP-SCA	Contract Services	\$500.00
P0903966	LACT	VP-SCA	Contract Services	\$500.00
P0903967	Center for Study Abroad	VP-SCA	Contract Services	\$250.00
P0903968	ELS Educational	VP-SCA	Contract Services	\$5,000.00

P0903969	Universal Placement	VP-SCA	Contract Services	\$500.00
P0903970	Amar Enkhtaivan	VP-SCA	Contract Services	\$500.00
P0903971	CJR Education	VP-SCA	Contract Services	\$2,250.00
P0903972	WholeRen Education,	VP-SCA	Contract Services	\$250.00
P0903973	America Study Abroad	VP-SCA	Contract Services	\$250.00
P0903974	US-Uhak.com	VP-SCA	Contract Services	\$250.00
P0903976	Mt. San Antonio College	Ed & Community	Conferences Mgmt	\$50.00
P0903979	Gardena Valley News	Div Office Humanities	Printing	\$1,022.79
P0903983	Enterprise Rent-A-Car	Ed & Community	Transportation/ Mileage	\$69.88
P0903988	Fedex	Facilities/Planning/Servi	Non-Instruct Supplies	\$235.78
P0903989	ELS Educational	VP-SCA	Contract Services	\$2,000.00
P0903990	LLE Study & Travel USA	VP-SCA	Contract Services	\$1,000.00
P0903992	Willemstad, Inc.	VP-SCA	Contract Services	\$500.00
P0903993	UKEAS	VP-SCA	Contract Services	\$500.00
P0903994	Ryugakusite.Com, Inc.	VP-SCA	Contract Services	\$1,250.00
P0903995	Overseas Educational	VP-SCA	Contract Services	\$250.00
P0903996	New Generation	VP-SCA	Contract Services	\$250.00
P0904008	E.G. Brennan & Co., Inc.	Admissions/Records	Repairs Noninstructional	\$1,539.37
P0904012	ECC Trust	Purchasing	Legal	\$2,422.02
P0904014	Ms. Jennifer K.	Grants Dev & Mgmt.	Non-Instruct Supplies	\$44.12
P0904015	Shredder Specialties	VP-SCA	Repairs Noninstructional	\$545.29
P0904019	Campus Food Services	Technology	Other Services And Expenses	\$357.25
P0904027	Matthew Bender & Co.	Div Office Instr.	Library Books	\$1,201.78
P0904029	Emlight Design	Ctr for Arts Production	Repairs Parts And Supplies	\$432.71
P0904030	Bank of America	Presidents Office	Non-Instruct Supplies	\$514.33
P0904036	R & D Printing	Commencement	Indirect Supplies	\$6,785.06
P0904040	Long Beach Unified	Engineering	Contract Services	\$49,410.00
P0904049	Church Keyboard Center	Music	Repairs Parts And Supplies	\$1,465.12
P1000001	American Express Travel	V.P. Academic Affairs	Conferences Mgmt	\$702.00
P1000002	Quickstart Intelligence	Information Technology	In-Service Training	\$3,140.75
P1000004	FCCC	Facilities/Planning/Servi	License Fee/Site Licenses	\$21,430.28
P1000005	Verizon Wireless	Ctr for Arts Instr/Admin	Other Services And Expenses	\$0.99
P1000007	Smith Brothers Crane	Facilities/Planning/Servi	Repairs Noninstructional	\$834.75
P1000010	Biometrics4ALL, Inc.	Human Resources	Fingerprinting fee	\$960.00
P1000011	Ellucian Inc	Information Technology	Maintenance Contracts	\$495,939.00
P1000012	BMC Software, Inc	Information Technology	License Fee/Site Licenses	\$9,977.99
P1000015	Etudes Project	Information Technology	License Fee/Site Licenses	\$125,000.00
P1000016	Educause	Information Technology	License Fee/Site Licenses	\$40.00
P1000017	Website ASP Inc.	Information Technology	License Fee/Site Licenses	\$36,500.00
P1000018	Hyland Software, Inc.	Information Technology	Maintenance Contracts	\$36,844.60
P1000019	Roc Software Systems	Information Technology	Maintenance Contracts	\$1,845.00
P1000041	YCC Foundation	Presidents Office	Other Servcies	2,500.00

Fund 11 Total: 58 \$870,119.68

Fund 12 - Restricted - El Camino

P0903322	Dell Computer	Cact CA Employee	New Computer	\$2,244.97
P0903814	Dell Marketing L. P.	Student Support	Non Inst Comp Eq	\$1,375.13
P0903924	M Designs Productions	CTE (14-187-006)	Reproduction	\$7,967.50
P0903925	Anita McLaughlin	Dig Media Arts Career	Other Services And Expenses	\$500.00
P0903926	Sierra Office Systems	Historically Blck	Non-Instruct Supplies	\$16,887.13
P0903937	Graphic Design Services	CTE (14-187-006)	Reproduction	\$406.25
P0903939	Desiree S. Saddler	Mentor Protege	Conferences Other	\$390.64

P0903941	Kristine M. Skeie	CTE (14-187-006)	Reproduction	\$1,200.00
P0903942	R & D Printing	CTE (14-187-006)	Reproduction	\$642.00
P0903949	GE Healthcare	Nursing	New Equipment - Instructional	\$26,305.44
P0903950	Victorious Design	Historically Blck	Non-Instruct Supplies	\$3,080.00
P0903951	Chongro Overseas	El Camino Language	Contract Services	\$500.00
P0903952	Ryugakusite.Com, Inc.	El Camino Language	Contract Services	\$500.00
P0903954	Campus Food Services	Puente Reporting	Non-Instruct Supplies	\$1,140.69
P0903957	Ms. Karen Latuner	Career Pathways	Non-Instruct Supplies	\$2,942.71
P0903977	Campus Food Services	CSEC (FKCE)	Other Services And Expenses	\$827.95
P0903981	Total Recall Captioning	DSPS	Contract Services	\$240.00
P0903982	Charles Jones	Sign Language	Contract Services	\$300.00
P0903984	Campus Food Services	StudentSuccess	Non-Instruct Supplies	\$1,800.00
P0903985	American Express Travel	Retail/Hospitality/Touris	Conferences Other	\$255.00
P0903987	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$6,262.50
P0903991	Verizon Business	StudentSuccess	Non-Instruct Supplies	\$380.10
P0903997	Kavita Pipalia	Sign Language	Contract Services	\$200.00
P0903998	Ms. Elaine E. Moore	Historically Blck	Non-Instruct Supplies	\$149.71
P0903999	Midas Auto Repair	Parking Services	Repairs Non Instr	\$1,245.24
P0904010	Jones & Mayer	Parking Services	Self Insurance Legal Fees	\$95.00
P0904011	Campus Food Services	Parking Services	Non-Instruct Supplies	\$714.50
P0904016	South Bay Training	Parking Services	In-Service Training	\$310.00
P0904020	Campus Food Services	BFAP Adminstration	Training	\$410.21
P0904021	Thomson Reuters West	Instructional Services	Instructional Site License	\$30,185.26
P0904022	Keith Gamache, Jr.	Sign Language	Contract Services	\$200.00
P0904023	Chico Baber	Title III- H S I - STEM	Student Stipends	\$1,250.00
P0904024	Nga H. Nguyen	Title III- H S I - STEM	Student Stipends	\$1,250.00
P0904025	Samuel J. Lidzbarski	Title III- H S I - STEM	Student Stipends	\$1,250.00
P0904026	Keith R. Inouye	Title III- H S I - STEM	Student Stipends	\$1,250.00
P0904028	Thomson Reuters West	Instructional Services	Library Books	\$3,082.00
P0904031	Campus Food Services	StudentSuccess	In-Service Training	\$408.02
P0904032	Campus Food Services	StudentSuccess	In-Service Training	\$408.02
P0904033	Campus Food Services	StudentSuccess	In-Service Training	\$394.85
P0904034	Mr. David M. Brown, II	EOPS	Non-Instruct Supplies	\$203.50
P0904035	Campus Food Services	StudentSuccess	In-Service Training	\$394.85
P0904037	Robert Augustus	Sign Language	Contract Services	\$300.00
P0904057	Angel A. Alvarez	Sign Language	Contract Services	\$150.00
P0904058	Moises M. Mendoza, Jr.	Sign Language	Contract Services	\$150.00
P0904060	CourseHorse	Community Education	Visa/Mastercard Fees	\$744.30
P1000003	Fast Deer Bus Charter	El Camino Language	Student Transportation Rental	\$650.00
P1000009	Hot Spot Promotions	Title III- H S I - STEM	Non-Instruct Supplies	\$492.02
P1000014	MCM Electronics Parts	Title III- H S I - STEM	Non-Instruct Supplies	\$137.71
			Fund 12 Total: 48	\$122,173.20

Fund 15 - General Fund -Special Programs

P0904009	Ms. Cynthia Mosqueda	First Year Experience	In-Service Training	\$188.03
P0904013	American Express Travel	First Year Experience	Conferences Mgmt	\$1,163.84
P1000013	B & H Photo-Video	Campus Police	New Equipment	\$3,649.32
			Fund 15 Total: 3	\$5,001.19

Fund 62 - Property & Liability

P1000006	Student Insurance	Purchasing	Excess Insurance	\$157,137.00
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Fund 62 Total: 1 \$157,137.00

Fund 71 - Associated Students

P0904038	Campus Food Services	Student Affairs	ASB Exp.	\$1,049.13
P0904055	Campus Food Services	Student Affairs	ASB Exp.	\$163.50
P0904056	Campus Food Services	Student Affairs	ASB Exp.	\$1,867.72

Fund 71 Total: 3 \$3,080.35

Fund 79 - Auxiliary Services

P0903933	Analiz I. Castillo	Fine Arts	Non-Instruct Supplies	\$25.00
P0903934	Juan M. Garcia	Fine Arts	Non-Instruct Supplies	\$50.00
P0903935	Campus Concerts	Fine Arts	Non-Instruct Supplies	\$2,000.00
P0903940	Campus Food Services	MESA Program	Non-Instruct Supplies	\$1,497.93
P0903962	Campus Food Services	Counseling/Student	Non-Instruct Supplies	\$1,723.56
P0904017	Campus Food Services	VP-SCA	Non-Instruct Supplies	\$242.87

Fund 79 Total: 6 \$5,539.36

Fund 81 - Student Organizations

P0903961	Campus Food Services	Student Affairs	A/P Manual.Gen.	\$45.00
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Fund 81 Total: 1 \$45.00

PO Funds Total: 119 1,160,595.78

Fund 11 - Unrestricted - El Camino

B1010000	Klean Sweep	Grounds	Sweeping Service	\$9,120.00
B1010001	B.D. White Top Soil Co.	Grounds	Non-Instruct Supplies	\$3,000.00
B1010002	Yamada Service Center	Grounds	Non-Instruct Supplies	\$2,000.00
B1010003	Westwood Building	Grounds	Non-Instruct Supplies	\$1,500.00
B1010004	Ewing Irrigation Products	Grounds	Non-Instruct Supplies	\$4,000.00
B1010005	Moneta Nursery Inc.	Grounds	Non-Instruct Supplies	\$4,800.00
B1010006	Bishop Company	Grounds	Non-Instruct Supplies	\$2,000.00
B1010007	A.M. Leonard	Grounds	Non-Instruct Supplies	\$2,000.00
B1010008	McMaster Carr	Lock Shop	Non-Instruct Supplies	\$500.00
B1010009	Knorr Systems Inc.	Lock Shop	Non-Instruct Supplies	\$1,500.00
B1010010	Inter Valley Pool Supply	Pool	Non-Instruct Supplies	\$5,000.00
B1010011	Intermountain Lock	Lock Shop	Non-Instruct Supplies	\$2,000.00
B1010012	Montgomery Hardware	Lock Shop	Non-Instruct Supplies	\$10,000.00
B1010013	McMaster Carr	Lock Shop	Non-Instruct Supplies	\$600.00
B1010014	Home Depot	Lock Shop	Non-Instruct Supplies	\$250.00
B1010015	Clark Security Products	Lock Shop	Non-Instruct Supplies	\$1,000.00
B1010016	M & K Metal Co.	Welding Shop	Non-Instruct Supplies	\$600.00
B1010017	Home Depot	Welding Shop	Non-Instruct Supplies	\$500.00
B1010018	Airgas West	Welding Shop	Non-Instruct Supplies	\$2,000.00
B1010019	Smardan Supply	Plumbing Shop	Non-Instruct Supplies	\$60,000.00
B1010020	PPG Architectural	Paint Shop	Non-Instruct Supplies	\$2,500.00
B1010021	Sign Warehouse, Inc	Paint Shop	Non-Instruct Supplies	\$1,000.00
B1010022	Sherwin Williams	Paint Shop	Non-Instruct Supplies	\$5,000.00
B1010023	Westwood Building	Carpenter Shop	Non-Instruct Supplies	\$5,000.00
B1010024	Universal Tool Service	Carpenter Shop	Non-Instruct Supplies	\$300.00
B1010025	Phillips Plywood Co., Inc.	Carpenter Shop	Non-Instruct Supplies	\$1,000.00

B1010026	McMaster Carr	Carpenter Shop	Non-Instruct Supplies	\$1,000.00
B1010027	Ideal Glass & Mirror Inc.	Carpenter Shop	Non-Instruct Supplies	\$500.00
B1010028	Home Depot	Carpenter Shop	Non-Instruct Supplies	\$3,000.00
B1010029	Grainger	Carpenter Shop	Non-Instruct Supplies	\$3,000.00
B1010030	Crenshaw Lumber	Carpenter Shop	Non-Instruct Supplies	\$500.00
B1010031	Charles G. Hardy, Inc	Carpenter Shop	Non-Instruct Supplies	\$1,000.00
B1010032	Climatec Building	Facilities/Planning/Servi	Maintenance Contracts	\$17,663.00
B1010034	Commercial Waste	Utilities	Waste Disposal	\$38,920.00
B1010035	ECCD Petty Cash	Ctr for Arts Production	Non-Instruct Supplies	\$1,500.00
B1010036	Empire Cleaning Supply	Operations	Repairs Noninstructional	\$5,000.00
B1010037	Bee Professionals, Inc.	Operations	Pest Control	\$2,000.00
B1010038	Animal Trapping	Operations	Pest Control	\$11,500.00
B1010039	American City Pest	Operations	Pest Control	\$8,000.00
B1010040	Braun Towel & Linen	Operations	Laundry	\$7,000.00
B1010041	Grainger	Operations	Non-Instruct Supplies	\$1,000.00
B1010042	Champion Chemical	Operations	Non-Instruct Supplies	\$2,500.00
B1010043	Domestic Linen Supply	Automotive Shop	Laundry	\$3,000.00
B1010044	Safety-Kleen Corporation	Automotive Shop	Repairs Noninstructional	\$2,500.00
B1010045	Lee's Alignment Service	Automotive Shop	Repairs Noninstructional	\$1,000.00
B1010051	Performance Pipeline	Facilities/Planning/Servi	Repairs Noninstructional	\$14,000.00
B1010052	Yamada Service Center	Automotive Shop	Non-Instruct Supplies	\$2,000.00
B1010053	Yale Chase Materials	Automotive Shop	Non-Instruct Supplies	\$4,000.00
B1010054	Turf Star, Inc.	Automotive Shop	Non-Instruct Supplies	\$2,000.00
B1010055	South Bay Ford	Automotive Shop	Non-Instruct Supplies	\$5,000.00
B1010056	Parkhouse Tire, Inc	Automotive Shop	Non-Instruct Supplies	\$5,000.00
B1010057	O'Reilly Auto Parts	Automotive Shop	Non-Instruct Supplies	\$4,000.00
B1010058	Eddings Brothers Auto	Automotive Shop	Non-Instruct Supplies	\$3,000.00
B1010059	Eberhard Equipment	Automotive Shop	Non-Instruct Supplies	\$4,000.00
B1010060	Cart Mart, Inc.	Automotive Shop	Non-Instruct Supplies	\$6,000.00
B1010061	Better Duck, Inc	Automotive Shop	Non-Instruct Supplies	\$2,000.00
B1010062	E.C.C. Public Information	Division Office Math	Non-Instruct Supplies	\$175.00
B1010063	Battery Systems-Long	Automotive Shop	Non-Instruct Supplies	\$15,000.00
B1010064	Alan's Lawnmower	Automotive Shop	Non-Instruct Supplies	\$3,000.00
B1010065	Capital Wholesale	Electric Shop	Non-Instruct Supplies	\$5,000.00
B1010066	Regency Lighting	Electric Shop	Non-Instruct Supplies	\$5,000.00
B1010067	Majestic Lighting	Electric Shop	Non-Instruct Supplies	\$8,000.00
B1010068	Grainger	Electric Shop	Non-Instruct Supplies	\$10,000.00
B1010069	CED/Metropolitan	Electric Shop	Non-Instruct Supplies	\$10,000.00
B1010070	Battery Systems-Long	Electric Shop	Non-Instruct Supplies	\$500.00
B1010071	Smardan Supply	HVAC Shop	Non-Instruct Supplies	\$500.00
B1010072	Russell Sigler, Inc.	HVAC Shop	Non-Instruct Supplies	\$1,000.00
B1010079	M.M Rosenberg & Assoc	Presidents Office	Contract	\$8,500.00

Fund 11 Total: 68 \$355,428.00

Fund 41 - Capital Outlay

B0911038	EJ Enterprises	SM 14/15-Door	Buildings	\$149,350.00
			Fund 41 Total: 1	\$149,350.00

BPO Funds Total: 69 \$524,778.00

Grand Total POs and BPOs: 189 1,667,873.78

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

	<u>Page No.</u>
A. Category Budgets and Balances.....	E 2
B. Bid Award 2015-7 – Gymnasium Project – AMG & Associates, Inc.....	E 5
C. Contract – The Vinewood Company – Gymnasium Project.....	E 6
D. Change Order – Bomel Construction – Lot C Parking Structure.....	E 6
E. Purchase Orders and Blanket Purchase Orders.....	E 7

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 June 30, 2016, at the July 2016 Board Meeting.

2002 Measure E Expenditures:

CATEGORY	CURRENT BUDGET	EXPENDED	COMMITTED	BALANCE
<u>Additional Classrooms/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	45,287,048	2,718,598	-2,159,190
Bookstore/Cafeteria Conversion to Admin	10,916,938	10,919,993	3,996.85	-7,051
Math Business & Allied Health Building	39,409,302	37,596,048	72,393	1,740,861
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	223,247	7,745	1,933,901
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	7,337,050	14,019,050	-18,249,843
Remodeling Phase One-Three	851,513	851,513	0	0
Science Complex Renovation	10,369,136	10,221,102	21,553	126,481
Student Services Center	31,359,209	8,895,619	1,334,870	21,128,720
Temporary Space and Relocation Costs	3,844,653	3,694,497	294	149,862
Signage and Wayfinding	1,295,309	676,072	16,123	603,114
Gymnasium	3,000,000	1,727,433	549,467	723,100
New Pools, Locker Room & Classrooms	2,000,000	638,544	1,397,974	-36,518
Student Activities Center	2,000,000	0	0	2,000,000
Architectural Planning Contingency	600,000	548,013	22,041	29,946
Total Add'l Classrooms/Modernization	<u>\$207,166,278</u>	<u>\$178,716,871</u>	<u>\$20,167,305</u>	<u>\$8,282,102</u>
<u>Campus Site Improvements:</u>				
<u>Accessibility, Safety / Security</u>				
Asphalt Resurfacing - All Lots	\$400,000	\$14,975	\$0	\$385,025

CATEGORY	CURRENT BUDGET	EXPENDED	COMMITTED	BALANCE
Emergency Generators and Distribution	116,173	116,173	0	0
Emergency Power to Security Lighting	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H	30,208	30,208	0	0
Fencing Replacement and Additions	105,777	5,777	0	100,000
Landscape/Irrigation System Replacement	287,875	49,932	0	237,943
Lighting - Upgrade / Replace All Lots	3,059,807	2,455,935	0	603,872
Lot F Parking Structure Improvements	33,028,756	13,741,492	14,817,857	4,469,407
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	0	892,925
Voice / Data / Signal Site Duct Bank	<u>117,130</u>	<u>117,130</u>	<u>0</u>	<u>0</u>
Total Campus Site Improvements: Accessibility, Safety / Security	<u>\$64,474,958</u>	<u>\$42,610,536</u>	<u>\$14,817,857</u>	<u>\$7,046,565</u>
<u>Energy Efficiency Improvements</u>				
Energy Efficiency Improvements Phase 2	<u>\$2,700,980</u>	<u>\$2,700,980</u>	<u>0</u>	<u>0</u>
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	\$370,103	\$877,976	\$864,658
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	0
Construction Technology	16,466	70,140	0	-53,674
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	1,988,233	450	1,342
Library	452,759	452,759	0	0
Marsee Auditorium	460,474	530,279	0	-69,805
Industry & Technology Building	38,709,701	38,835,012	47,117	-172,428
Music	240,600	292,600	8,126	-60,126
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			BALANCE
	BUDGET	EXPENDED	COMMITTED	
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	28,594,591	29,616	1,266,988
Total Health and Safety Improvements	<u>\$129,894,780</u>	<u>\$126,687,425</u>	<u>\$963,285</u>	<u>\$2,244,070</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 Tech./Equipment	<u>\$24,751,372</u>	<u>\$16,356,571</u>	<u>\$0</u>	<u>\$8,394,801</u>
<u>P.E. 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 (1/31/16)	<u>\$728,726</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$429,717,667</u>	<u>\$367,072,955</u>	<u>\$35,948,447</u>	<u>\$25,967,538</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 & SSVc 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>
<u>Health and Safety Improvements</u>				
New Administration	\$16,161,470	\$0	\$0	\$16,161,470
Art & Behavioral Sciences	60,469,324	0	0	60,469,324
Construction Technology	3,787,389	0	0	3,787,389
Facilities and Receiving	4,164,369	0	0	4,164,369
Library	30,358,793	0	0	30,358,793
Marsee Auditorium	24,621,193	0	0	24,621,193
Music	52,345,130	0	0	52,345,130
Demo Pool/Health Center/South Gym	2,899,077	0	0	2,899,077
Planetarium	1,024,848	0	0	1,024,848
Demo Administration	1,770,584	0	0	1,770,584
Demo Art/Music/Theatre Bldg & Site	7,529,394	0	0	7,529,394
Total Health and Safety Improvements	<u>\$205,131,571</u>	<u>\$0</u>	<u>\$0</u>	<u>\$205,131,571</u>
TOTAL	<u>\$350,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$350,000,000</u>

B. BID AWARD 2015-7 – GYMNASIUM PROJECT – AMG & ASSOCIATES, INC.

It is recommended Bid No. 2015-7 be awarded to the following responsive bidder in accordance with the specifications, terms and conditions of the above-named bid for the Gymnasium Project.

<u>RECOMMENDED BIDDER</u>	<u>BID AMOUNT</u>
AMG & Associates, Inc. (Responsive)	\$19,363,000

OTHER BIDDERS

Harik Construction (Non-Responsive)	\$18,997,000
ICON West, Inc. (Non-Responsive)	\$19,295,915
Tobo Construction, Inc. (Non-Responsive)	\$19,710,000
Novus Construction (Responsive)	\$19,835,000
Morillo Construction, Inc. (Responsive)	\$20,148,000
Kemp Bros. Construction (Responsive)	\$20,370,000
S. J. Amoroso Construction Co., Inc. (Responsive)	\$20,759,000

C. CONTRACT – THE VINEWOOD COMPANY – GYMNASIUM PROJECT

It is recommended the Board of Trustee’s approve entering into a contract with The Vinewood Company to provide a Division of State Architects (DSA) certified inspector for the Gymnasium Project.

The inspection firm was selected based upon previous experience, staff qualifications, responses to questions and the proposed fee structure.

Dates of Service: August 2016 – August 2018

Cost: Not to exceed \$323,776 invoiced monthly. The cost is based upon the consultant providing a DSA certified Class 1 inspector.

D. CHANGE ORDER – BOMEL CONSTRUCTION – LOT C PARKING STRUCTURE

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

1. Revise routing for new eight inch storm drain. Architect & Engineering Requirement.	\$3,172
2. Change storm drain line routing to adjust footings to accommodate slope in three locations. Architect & Engineering Requirement.	\$8,888
3. Provide new hose bib assembly at stair #2. District request.	<u>\$2,720</u>
Total Change Order Amount	<u>\$14,780</u>

Original Contract Amount	\$17,989,000
Prior Changes	1,317
This Change Order Amount	<u>14,780</u>
New Contract Amount	<u>\$18,005,097</u>

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.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 47				
P0903931	California Geological	Administration	Contract Services	\$3,600.00
P0903958	Atlantic Relocation	Athletic Educ/Fitness	Non-Instruct Supplies	\$888.55
P0903986	BSN Sports	Athletic Educ/Fitness	Group II Equipment	\$3,713.00
Fund 47 Total: 3				\$8,201.55
PO Funds Total: 3				8,201.55
Fund 47				
B0911039	National Roofing	Student Services	Contract Services	\$5,400.00
Fund 47 Total: 1				\$5,400.00
BPO Funds Total: 1				\$5,400.00
Grand Total POs and BPOs: 4				\$13,601.55

**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 11
- C. Stipends for Compton Education Center.....HR 16
- D. Notice and scheduling of hearing regarding negotiations between the Federation of Teachers, Local 1388, AFT, AFL~CIO and the El Camino Community College District.....HR 18
- E. Revised Classification Specification for Vice President Administrative Position..... HR 18

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 1-33, and 1-25.

Academic Personnel:

1. Resignation – Linda Beam, Vice President, Human Resources, Human Resources Area, effective December 31, 2016.
2. Resignation – Todd White, full-time Instructor of Microbiology, Natural Sciences Division, effective August 19, 2016.
3. Employment – The following new full-time Counselors, Counseling and Student Success Division, to be approved as adjunct and attend counselor training and work with students, to be paid \$47.43 an hour, effective June 6 through August 12, 2016, in accordance with the Agreement, Article 10, Section 8(b)

Juan Garcia
Andres Gonzalez
Christopher Hurd

Rousana Miranda
Claudia Quilizapa

4. Employment – The following part-time Counselors to be hired as needed, not to exceed 67% FTE and/or 25 hours per week cumulative employment at the El Camino Community College District, effective June 6, 2016 through June 30, 2017.

James Mackey

Christina Sandoval

5. Employment – The following part-time Counselors to be hired as needed, not to exceed 67% FTE and/or 25 hours per week cumulative employment at the El Camino Community College District, effective July 1, 2016 through June 30, 2017.

Elaine Moore

Robert Williams

6. Employment – Jon Henderson, part time instructor of Fire and Emergency Technology, Industry & Technology Division, to be paid by the Torrance Fire Department, effective August 27, 2016.

7. Employment – Analu Josephides, full-time Librarian, Learning Resources, Academic Affairs Area, Class II, Step 4, Academic Salary schedule, effective August 25, 2016:
8. Employment – Gary Medina, full-time Librarian, Learning Resources, Academic Affairs Area, Class II, Step 4, Academic Salary schedule, effective August 25, 2016.
9. Employment – The following part-time Librarians, Learning Resources, Academic Affairs Area, to be hired as needed, not to exceed 67% FTE and/or 25 hours per week cumulative employment at the El Camino Community College District, effective July 1, 2016 through June 30, 2017.

Catherine Bueno-Granado
 Anita Colby
 Analu Josephides
 Vivian Linderman
 Vincent Robles

Parisa Samaie
 Patricia Sophos
 Sukena Taibjee
 Douglas Thompson

10. Employment – The following part-time temporary instructs to be hires as needed for the 2016 summer semester, not to exceed 67% FTE and/or 25 hours per week cumulative employment at the El Camino Community College District.

Humanities

Miles Magnesi
 Terry Wright

11. Change in Assignment – Charlene Brewer-Smith, from part time Cosmetology Instructor to full-time temporary Cosmetology Instructor, Industry and Technology Division, effective August 27 through December 16, 2016.
12. Correction, Special Assignment – Mark Walch, non-credit instructor of English, Humanities Division, to supervise the Writing Center as a substitute when needed, to be paid \$47.43 an hour, not to exceed 168 hours or \$7,968 instead of 116 hours or 5,502 effective July 1, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 9(l).
13. Special Assignment – Nikki Barber, part-time Counselor, Counseling and Student Success Division, to coordinate and plan Student Equity KEAS cohorts, to be paid \$63.25 per hour, not to exceed 60 hours or \$3,795, effective May 18 through August 12, 2016, in accordance with Agreement, Article 10, Section 14(a).

14. Special Assignment – Tisa Casas, part-time instructor Educational Development, Special Resource Center/Health Sciences & Athletics Division, to assist with DSPS program and services, to be paid \$47.43 per hour, not to exceed 170 hours or \$8,064, effective August 16, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 14(c).
15. Special Assignment – Steven Farrah, part-time instructor of Respiratory Care, Health Sciences & Athletics Division, to provide clinical supervision to respiratory care students, to be paid \$63.25 per hour, not to exceed 16 hours or \$1,012, effective June 20 through August 12, 2016, in accordance with Agreement, Article 10, Section 9(1).
16. Special Assignment – Maribel Hernandez, full-time Counselor, Counseling and Student Success Division, to coordinate duties for Puente Program, summer 2016, to be paid \$63.25 per hour, not to exceed 30 hours or \$1,897, effective May 18 through August 12, 2016, in accordance with Agreement, Article 10, Section 14(a).
17. Special Assignment – Kathryn Holmes, full-time instructor Learning Disability Specialist, Special Resource Center/Health Sciences & Athletics Division, to coordinate learning disability assessments, to be paid \$63.25 per hour, not to exceed 20 hours or \$1,265, effective August 16, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 14(c).
18. Special Assignment – Tiffanie Lau, part-time instructor Learning Disability Specialist Special Resource Center/Health Sciences & Athletics Division, to conduct learning disability assessments for students with disabilities, to be paid \$47.43 per hour, not to exceed 160 hours or \$7,589, effective August 27, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 14(c).
19. Special Assignment – Susan Niles, full-time Faculty Coordinator/Nurse Practitioner, Health Sciences & Athletics Division, to perform Health Center duties, to be paid \$47.43 per hour, not to exceed 24 hours, effective August 22 through August 24, 2016, in accordance with Agreement, Article 10, Section 14(c).
20. Special Assignment – May Xu, part-time instructor of Mathematics, Mathematical Sciences Division, to teach the Student Equity Program Summer Math Academy, to be paid \$63.25 per hour, not to exceed 66 hours or \$4,112, effective June 17 through July 30, 2016, in accordance with Agreement, Article 10, Section 9(1).

21. Special Assignment – The following part–time instructors of Applied Music Duty, Fine Arts Division, to be paid \$31.63 per hour, not to exceed 460 hours or \$4,550, effective August 1, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 13(a).

Virginia Frazier
Jamie Hovorka

Bruce Russell
Valerie Stern

22. Special Assignment – The following full–time instructors, Fine Arts Division, to facilitate the Student Equity Program Fine Arts Faculty Learning Teams, to be paid \$63.25 per hour, not to exceed 30 hours or \$1,898, effective August 15 through December 22, 2016, in accordance with Agreement, Article 10, Section 9(1).

Alireza Ahmadpour

Daniel Berney

James Hurd

23. Special Assignment – The following part–time instructors, Fine Arts Division, to participate in the Student Equity Program Fine Arts Faculty Learning Teams, to be paid \$47.43 per hour, not to exceed 30 hours or \$1,423, effective August 15 through December 22, 2016, in accordance with Agreement, Article 10, Section 9(1).

Amy Allen

Jackie Freedman

Elizabeth Russell

24. Special Assignment – The following part–time instructors of Applied Music, Fine Arts Division, to be paid \$63.25 per hour, not to exceed 326 hours or \$20,620, effective August 1, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 9(1).

Alisa Bauer
Anna Bosler
Robert Coomber
John Deaman
Rhonda Dillon
Barbara Dyer
Anne Farnsworth
Virginia Frazier
Matt Greif
Jamie Hovorka
Maria Jaque
Dean Koba
Kiristi Lobitz

James Mack
Mark Massey
Joseph Mitchell
Vicki Muto
Ann Patterson
Lois Rberts
Mannon Robertshaw
David Shepherd
Neil Stannard
Larry Steen
Steven Tyler
Ljubomir Velickovic
Erin Wood

25. Special Assignment – The following full-time Counselors, Counseling and Student Success Division, to coordinate duties of the Opportunity Project, counseling intervention and basic skills courses, to be paid \$63.25 per hour, not to exceed 180 hours or \$11,385 effective July 1 through December 22, 2016, in accordance with Agreement, Article 10, Section 14(a).

Stephanie Bennett

Atheneus Ocampo

26. Special Assignment – The following full-time Counselors, Counseling and Student Success Division, to coordinate duties of the areas noted, to be paid \$63.25 per hour, not to exceed the hours and amounts below, in accordance with Agreement, Article 10, Section 14 (a), effective for times outside of the contracted 175 days during the 2016- 2017 fiscal year.

Griselda Castro	Puente	90 hours	\$5,693
Yamonte Cooper	Career Services	70 hours	\$4,428
Rene Lozano	Transfer Services	70 hours	\$4,428
Brian Mims	Project Success	90 hours	\$5,693
Cynthia Mosqueda	First Year Experience	90 hours	\$5,693

27. Special Assignment – The following part-time coaches, Health Sciences & Athletics Division, to be paid \$63.25 per hour, not to exceed 25 hours per week, or the amounts listed below, effective August 15, 2016 through June 16, 2017, in accordance with Agreement, Article 10, Section 11(e).

Richard Blount	3.1 hours per week	Volleyball– Men’s	\$8,500
Keith Crenshaw	2.9 hours per week	Basketball – Men’s	\$8,000
Darin Dunn	2.3 hours per week	Soccer – Men’s	\$3,000
John Hall	1.8 hours per week	Track & Field	\$5,000
Elizabeth Hazell	2.9 hours per week	Volleyball – Women’s	\$8,000
Michael Houck	1.8 hours per week	Basketball – Women’s	\$5,000
Kevin Hughley	2.9 hours per week	Track/Field	\$8,000
Nick Jones	2.9 hours per week	Baseball	\$8,000
Stacy Komai	1.5 hours per week	Golf – Men’s	\$4,250
Monica Lizarraga	2.3 hours per week	Water Polo–M/W	\$3,000
Kurt Peters	2.9 hours per week	Volleyball – Men’s	\$8,000
Steve Shaw	3.6 hours per week	Basketball – Women’s	\$10,000
Steven Van Kanegan	3.6 hours per week	Tennis – M/W	\$10,000

28. Special Assignment – The following part-time coaches, Health Sciences & Athletics Division, to be paid \$63.25 per hour, not to exceed 25 hours per week, or the amounts listed below, effective January 15, 2017 through June 16, 2017, in accordance with Agreement, Article 10, Section 11(e).

Darin Dunn	2.3hours	Tennis – M/W	\$3,000
Elizabeth Hazell	2.3 hours	Sand Volleyball – Women’s	\$3,000

29. Stipend Assignment – The following full-time instructors, Fine Arts Division, to receive a \$1,000 stipend for duties related to the Resident Artist Series, in accordance with Article 10, Section 14(a).

Liz Hoefner Adamis	effective 10/22/16
Polli Chambers-Salazar	effective 11/1/16 – 11/19/16
Diana Crossman	effective 1/23/17
Jason Davidson	effective 1/15/16
Joseph Evans	effective 1/23/17

30. Stipend Assignment – The following part-time instructors, Fine Arts Division, to be paid \$63.25 per hour for duties related to the Resident Artist Series, not to exceed the hours and amounts below, in accordance with Article 10, Section 9(l).

Kristi Lobitz	1/3/17 – 1/26/17	15.8 hours	\$1,000
Lois Roberts	11/1/16 – 11/19/16	15.8 hours	\$1,000
Ljubomir Velickovic	10/1/16 – 10/29/16	19.8 hours	\$1,250

31. Stipend Assignment – The following full-time instructors, to attend and assist in the planning of the Student Success and Support Program, Student Equity Program, and Basic Skills Initiative retreat, to be paid \$47.43 per hour, not to exceed the hours and amounts below, effective June 1 through August 19, 2016, in accordance with Article 10, Section 8(b).

Debra Breckheimer	16 hour	\$1,897
Lars Kjeseth	16 hours	\$759
Scott Kushigemachi	40 hours	\$1,897
Art Martinez	40 hours	\$1,897
Eduardo Morales	16 hours	\$759

32. Stipend Assignment – The following full-time coaches, Health Sciences & Athletics Division, to be to be paid the amount listed below, effective August 11, 2016 through June 15, 2017, in accordance with Agreement, Article 10, Section 11(a).

Andrew Alvillar	Football/Defensive Coach	\$8,500
John Britton	Soccer – Men’s	\$8,500
John Britton	Soccer – Women’s	\$8,500
John Britton	Badminton	\$4,250
Eugene Engle	Football/Offensive Coach	\$8,500
Nate Fernley	Baseball	\$8,500
Gifford Lindheim	Football/Head Coach	\$15,000
Dean Lofgren	Cross Country – M/W	\$10,000
Dean Lofgren	Track – M/W	\$10,000
LeValley Pattison	Volleyball – Women’s	\$8,500
LeValley Pattison	Sand Volleyball – Women’s	\$8,500
Jessica Rapoza	Softball	\$8,500
Corey Stanbury	Water Polo – M/W	\$10,000
Corey Stanbury	Swimming – M/W	\$10,000
Robert Uphoff	Basketball – Men’s	\$10,000

33. Special Assignment – The following full-time instructors Learning Disability Specialist, Special Resource Center/Health Sciences & Athletics Division, to conduct learning disability assessments for students with disabilities, to be paid \$47.43 per hour, not to exceed 70 hours or \$3,321, effective August 27, 2016 through June 30, 2017, in accordance with Agreement, Article 10, Section 14(c).

Kathryn Holmes

Julia Land

William Hoanzl

Classified Personnel:

1. Retirement – Christine Saldana, Clerical Assistant, Range 22, Step F, Foundation Division, Student and Community Advancement Area, effective July 30, 2016, and that a plaque be presented for her years of service to the district since 2000.
2. Resignation – Michael DeSanto, Police Officer, Campus Police Division, Administrative Services Area, effective July 5, 2016.
3. Resignation – Gerel Purevkhoo, Senior Clerical Assistant, Fine Arts Division, Academic Affairs Area, effective May 25, 2016.
4. Resignation – Ariel Vaughn, Laboratory Technician II, Range 31, Step A, Natural Sciences Division, Academic Affairs Area, effective July 31, 2016.
5. Personal Leave of Absence, Unpaid – Beth Katz, Research Analyst, Range 47, Step A, Institutional Research & Planning, Student and Community Advancement Area, effective August 8 through August 21, 2016.

6. Change in Assignment – Beth Katz, from 100% to 50% Research Analyst, Range 47, Step A, Institutional Research & Planning, Student and Community Advancement Area, effective August 22 through September 9, 2016.
7. Change in Assignment – Eboni Martin, from 50% to 100% Research Analyst, Range 47, Institutional Research & Planning, Student and Community Advancement Area, effective July 1, 2016 through June 30, 2017.
8. Change in Assignment – Stuart Melvin, from Compton Center Police Officer, to Campus Police Officer, Range 1, Step E, Campus Police Division, Administrative Services Area, effective September 1, 2016.
9. Amend Promotion – Enadine Bailey, Clerical Assistant, Range 22, Step F, to Student Services Specialist, Range 33, Step A instead of B, Admissions and Records Division, Student and Community Advancement Area, effective July 1, 2016.
10. Employment – Manuel Arellano, Accompanist Piano, 10-month, Range 32, Step A, Fine Arts Division, Academic Affairs Area, effective August 15, 2017.
11. Employment – Breeanna C. Bond, Student Services Advisor – CARE Program, Student Support Services Division, Student and Community Advancement Area, effective August 1, 2016.
12. Employment – Jason Cobb, Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective July 5, 2016.
13. Employment – James Geirman, Skilled Trades Assistant, Range 28, Step A, Facilities Planning and Services Division, Administrative Services Area, effective July 5, 2016.
14. Employment – Timothy Lewis, Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective July 5, 2016.
15. Employment – Nancy Paquet, Student Services Technician, Range 28, Step A, Student Support Services Division, Student and Community Advancement Area, effective July 5, 2016.

Special Services Professional

16. Re-Employment – Destyn LaPorte, Special Services Professional, Range 5, Step 5, English Language Academy, Admissions & Records Division, Student and Community Advancement Area, effective August 1, 2016 through December 31, 2016, not to exceed \$39,840.

Temporary Classified Services Employees – not to exceed 170 days per year, 25 total work hours per week, effective July 1, 2016 through June 30, 2017, unless otherwise noted:

17. Brittany R. Hubble – Clerical Assistant, Range 22, Step A, Student Support Services Division, Student and Community Advancement Area, to cover student club finances and front desk duties.
18. Hannah Jessop – Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area.
19. Christine Stahl – Costume Technician, Range 31, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, on-call, as needed, backstage crew for events.
20. Daniel Volonte – Set Designer, Range 36, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, on-call, as needed, backstage crew for events and design sets.
21. David Wright – Lab Supervisor, Range 21, Natural Sciences Division, Academic Affairs Area, to perform a variety of duties related to running labs and equipment as needed.
22. The following individuals to work as Theatre Technician, Range 31, Step A, and Sound Technician, Range 36, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, on-call, as needed, backstage crew for events:

Matthew Alquiza

Daniel Scala III

23. The following individuals to work as Theatre Technician, Range 31, Step A, and Stage Managers, Range 38, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, on-call, as needed, backstage crew for events:

Alonzo McDonald

Dewain Robinson

24. The following individuals to work as Sound Technician, Range 36, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, on-call, as needed, backstage crew for events:

Erik Bleuer

Adam Lynn

Paul Workman

25. The following individuals to work as Theatre Technicians, Range 31, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, on-call, as needed, backstage crew for events:

Taj Leihua Hartley
Michelle Jang

John Swaffield, III
Aki Miura Vasquez

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 July 19, 2016 through June 30, 2017, unless otherwise stated, as shown in items 1–18.

1. TNC I, RATE A (\$10.00)

Business Education
Ryan Missel

HS&A
Earl Eastcott

Math
Firooz Amirpanah (eff. 6/20/16-8/18/16)
Bi Nguyen (eff. 7/1/16-6/30/17)

Natural Sciences
Stephanie Norris (eff. 7/1/16-6/30/17)

2. TNC I, RATE B (\$11.00)

Academic Affairs
Randy James (eff. 7/1/16-6/30/17)

Fine Arts

Katie Villanueva

Math

Alexia Mayorga

Manuel Beltran

Emily Jordan

Ariel Kimmock (eff. 7/12/16-6/30/17)

Jesse Mendez

Christian Ramirez (eff. 7/1/16-6/30/17)

Tran Vuong (eff. 6/21/16-6/30/17)

Luis Villanueva

Student Supports Services

Claudia Diaz (eff. 7/18/16-8/26/16)

Vanessa Esguerra (eff. 7/12/16-6/30/17)

3. **TNC II, RATE A (\$12.00)**

Bookstore

Steven Eul (eff. 7/1/16-6/30/17)

Fine Arts

Michelle Levert (eff. 7/12/16-6/30/17)

Fiscal Services

Kyle Kaichi (eff. 6/21/16-6/30/17)

Tiffany Williams (eff. 6/21/16-6/30/17)

4. **TNC II, RATE B (\$13.00)**

Academic Affairs

Charles Spears (eff. 7/1/16-6/30/17)

Fine Arts

Amanda Meade-Tatum (eff. 7/1/16-6/30/17)

Industry & Technology

Masayuki Kitago (eff. 7/1/16-6/30/17)

Jailyn Matthews (eff. 7/1/16-6/30/17)

Math

Neha Zaidi (eff. 7/1/16-6/30/17)

5. **TNC III, RATE A (\$14.00)**

Fine Arts

Omar Ibarra

Kevin Tuxford

6. **TNC III, RATE B (\$15.00)**

Community Advancement

Shanta Pittman (eff. 7/1/16-6/30/17)

Fine Arts

Stephen Ayers (eff. 7/1/16-6/30/17)

Jayme Barr (eff. 7/1/16-6/30/17)

Jennifer Jones (eff. 7/1/16-6/30/17)

Gol Mimou Motamedi (eff. 7/1/16-6/30/17)

HS&A

Nelly Lynch (eff. 7/5/16-6/30/17)

Paola Perdoma (eff. 6/22/16-6/30/17)

7. **TNC IV, RATE A (\$16.00)**

Fine Arts

Christine Zarro (eff. 7/1/16-6/30/17)

Math

Connie Nguyen (eff. 7/1/16-6/30/17)

Natural Sciences

Jason Fournier (eff. 7/1/16-6/30/17)

8. **TNC IV, RATE B (\$17.00)**

Fine Arts

Mary Basile (eff. 7/1/16-6/30/17)

Florencia Carrizo (eff. 7/1/16-6/30/17)

Raenae Kuaea (eff. 7/1/16-6/30/17)

Carol Sparks (eff. 7/1/16-6/30/17)

Danielle Van der Linden (eff. 7/1/16-6/30/17)

Bradley Zipser (eff. 7/1/16-6/30/17)

HS&A

Marques Cooper
Steve Garcia
Bruce Gerber
Vince Grigsby
Jeff Zaeske

9. **TNC V, RATE B (\$19.00)**

Fine Arts

Travis Deck

10. **Professional I, (\$20.00)**

Humanities

Jack Mulkey
Elayne Rodriguez (eff. 7/1/16-6/30/17)

Math

Sandra Balbuena (eff. 6/21/16-6/30/17)
Mohammad Rahnavard (eff. 7/1/16-6/30/17)
Chariya Sok (eff. 6/21/16-6/30/17)
Henry Trinh (eff. 7/1/16-6/30/17)

11. **Professional I, (\$25.00)**

Student Support Services

Carlie Whittaker (eff. 7/1/16-6/30/17)

12. **Professional I, (\$26.00)**

Humanities

Phan Tran

13. **Professional I, (\$29.00)**

Community Advancement

Krissy Vanoverbeck (eff. 6/21/16-6/30/17)

14. **Professional I, (\$30.00)**

Library

Cheryl Clemons

15. **Professional I, (\$32.00)**

Industry & Technology

Michael Brownlie (eff. 7/1/16-6/30/17)

Marvin Chang (eff. 7/1/16-6/30/17)

James Ellingson (eff. 7/1/16-6/30/17)

Sterling Kim (eff. 7/1/16-6/30/17)

Richard Martinez (eff. 7/1/16-6/30/17)

Joshua Marquez (eff. 7/1/16-6/30/17)

Kyle O'Bryan (eff. 7/1/16-6/30/17)

16. **Professional II, (\$37.00)**

Student Support Services

Sandra Smith

17. **Professional II, (\$45.00)**

Community Advancement

Michael Huerth (eff. 7/1/16-6/30/17)

18. **Professional IV, (\$62.00)**

Industry & Technology

Michael Brownlie (eff. 7/1/16-6/30/17)

James Ellingson (eff. 7/1/16-6/30/17)

Richard Martinez (eff. 7/1/16-6/30/17)

C. STIPENDS FOR COMPTON EDUCATION CENTER

It is recommended that the following educational administrators be paid a stipend for work at the Compton Education Center, effective August 1, 2016 through June 30, 2017. All stipends may be rescinded with 30 days notice.

\$1,000 per month

Linda Beam
Jo Ann Higdon
Jeanie Nishime
Jean Shankweiler
Barbara Perez (for El Camino College duties)

It is recommended that the following classified managers, supervisors and confidential employees be paid a stipend for work at the Compton Education Center, effective August 1, 2016 through June 30, 2017. All stipends may be rescinded with 30 days notice.

\$800 per month

Wanda Morris

\$415 per month

Melissa Guess
William Mulrooney
Michael Trevis

\$250 per month

Julie Bourlier
William Garcia
Heather Parnock

\$160 per month

Babatunde Atane
Rocky Bonura
Janice Ely
Jayne Ishikawa
Lisa Mednick

\$330 per month

Esperanza Nieto
Irene Graff
Virginia Rapp

\$300 per month

Cynthia Constantino

Rory Natividad
Andy Nasatir
Dipte Patel
William Warren

It is recommended that the following classified staff be paid a stipend for work at the Compton Education Center, effective August 1, 2016 through June 30, 2017. All stipends may be rescinded with 30 days notice.

\$100 per month

Christina Baskin
Darren Behr
Quajuana Chapman
Martha Cognac
Charlotte V. Cooper
Linda Detwiler Burner
Sharon Filio
Amy Hanoa

Christina Kato
Monica Mallory
Michael Martinez
David Mussaw
Charlene Sakatani
Donna Takahama
LaShanta Young

\$75 per month

Martha Angel
Ellen Lorenz
Latasha Millender
Patrick Papetti

Brenda Peterson
Steven Thorsen
Hiep Tran

\$50 per month

Paul Almandres
Kim Ashley
Robert Butler
Thu Lucy Dao
Jan Hearn
Sheryl Kimball
Nanette Marshall

Linda Mobley
Tung The Nguyen
Aaron Sargent
Cheryl Shenefield
Tri Van Vo
Erick White

D. NOTICE AND SCHEDULING OF HEARING: HEARING REGARDING NEGOTIATIONS BETWEEN THE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL~CIO AND EL CAMINO COMMUNITY COLLEGE DISTRICT FOR JANUARY 1, 2017 THROUGH DECEMBER 31, 2019 FULL CONTRACT NEGOTIATIONS AS REQUESTED BY THE FEDERATION OF TEACHERS

It is recommended that the Board of Trustees schedule a Public Hearing at the August, 2016 Board Meeting to initiate the contract negotiations process between the Federation of Teachers and El Camino Community College District, effective January 1, 2017. The following is a list of Articles submitted by the Federation of Teachers to be negotiated.

- ARTICLE 3 – Rights of the Federation
- ARTICLE 6 – Classification of faculty members
- ARTICLE 8 – Hours and working conditions
- ARTICLE 10 – Compensation (Including related salary schedule)
- ARTICLE 11 – Paid Leaves
- ARTICLE 20 – Procedures for Faculty Evaluation
- ARTICLE 25 – Agreement Conditions & Duration
- APPENDIX A – Job Descriptions

E. REVISED CLASSIFICATION SPECIFICATION FOR VICE PRESIDENT POSITION

It is recommended that the board of trustees approve the revised classification specification for Vice President, Human Resources shown on pages 19 – 21.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: VICE PRESIDENT – HUMAN RESOURCES

BASIC FUNCTION:

Under the direction of the Superintendent/President, the Vice President – Human Resources plans, organizes, directs and controls the functions of the Human Resources department. This position is responsible for reviewing and improving personnel procedures and policies and developing positive labor management relations with organized bargaining units; overseeing and monitoring employee benefits programs, ~~including employee safety, workers' compensation and staff~~ equal employment opportunity/diversity, and professional development; managing employee disputes and supervising litigation; supervising and evaluating the performance of assigned personnel. This position is also responsible for advising District Administrators on personnel legal issues.

REPRESENTATIVE DUTIES:

Advocate for effective human resources policy development, review and implementation.

Interact with internal campus leadership in seeking input as well as recommending and implementing solutions to human resources issues in policy setting and strategic direction.

Define and establish campus human resources policies and collective bargaining parameters that anticipate changing work force directions and trends, and respond to dynamics and change.

Develop and continuously improve the human resources system and critical human resources process of the District.

Seek innovative ways to address recruitment, selection, development and evaluation of all employees.

Collaborate with campus leadership to define effective marketing and recruitment programs and strategies to fund them.

Be responsible for the effective administration of internal departmental management in the areas of fiscal control and budget.

Develop appropriate performance standards for the department for determining the effectiveness of human resource programs and services.

Ensure District compliance with federal and state laws and Board policies related to personnel management and employer/employee relations.

Coordinate and manage the District's health and welfare benefits program.

Oversee the District's response to employee discipline and grievances and manage all levels of the grievance process.

Serve as, or work with, the chief negotiator for the District in contract negotiations with bargaining teams representing labor unions.

Monitor adherence to collective bargaining agreements by providing direction to administrators and managers in interpreting negotiated employer/employee agreements.

Prepare and render legal opinions for District administration on various legal issues including, but not limited to, collective bargaining, labor relations and **student and** employee discipline.

Maintain current knowledge of legal developments and provide counsel regarding the impact on District obligations.

Oversee the District's professional development activities and programs and oversee the use of **state professional** development and staff diversity funds.

Serve as custodian of District personnel records.

Maintain an understanding of and currency relative to human resource ideas, trends and practices.

Perform other duties as the Superintendent/President deems necessary.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Laws, rules and regulations pertaining to California Community Colleges.

Principles of staff and management operations applicable to a major organizational unit.

The Public Employee Relations Act, the unit collective bargaining contracts, provisions of the Education Code, Title IX and Title V regulations.

Principles and practices of public personnel administration and legal affairs.

Community college philosophy, objectives, organization, functions and services.

Methods and techniques of legal research, analysis, decision-making, and report preparation.

Advanced oral and written communication skills.

Computers and computer applications that support **information management systems and student services functions.**

ABILITY TO:

Establish goals and develop a strategic plan with identifiable outcomes, measures and implementation schedule.

Collaborate with campus leadership to define comprehensive development and training programs, and strategies to fund them, preparing managers and employees to meet current and future needs of the college.

Provide comprehensive strategic human resource and workforce leadership in support of the organization's overall vision, mission and objectives.

Manage a major organizational element of a community college in an effective and prudent manner.

Implement general directives and Board policies in the assigned areas of responsibility.

Interpret new and revised laws, rules and regulations, and advise District management of resultant problems and necessary actions.

Direct the activities and provide effective leadership for the Human Resources Department.

Apply the provisions of the Public Employee Relations Act.

Exercise critical and independent judgment.

EDUCATION AND EXPERIENCE:

Possess a Master's Degree from an accredited institution, preferably in the area of human resource management or a related field. Five or more years of recent progressively responsible experience at the management level related to the field of human resources.

~~Supervision of certificated personnel is desirable.~~

Sensitivity to and an understanding of, the diverse academic, socioeconomic, cultural, linguistic, ethnic backgrounds and disabilities of community college students and staff.

WORKING CONDITIONS:

ENVIRONMENT:

Office work environment.

Attendance at multiple meetings.

Extended periods of sitting.

Board Approved: ~~January 22, 2008~~

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

Page No.

A. Compton Center Report..... CC 2

A. COMPTON CENTER REPORT

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

1. **Accreditation:** The ECC Compton Center Candidacy Application and Self-Evaluation Report are due to the Accrediting Commission for Community and Junior Colleges (ACCJC) by January 6, 2017. Our External Evaluation Team visit is scheduled for Monday, March 6, 2017 through Thursday, March 9, 2017. The first draft of the Self-Evaluation Report is currently being reviewed by the Compton Center faculty and staff. The review process concluded on June 30, 2016 and we anticipate another draft being available for review within the next few weeks. In fall 2016, we have identified Friday, September 16, 2016, Friday, October 14, 2016, and Friday, November 4, 2016 for Accreditation Team meetings from 8:30 a.m.-1:00 p.m. During these meetings, we will be reviewing and editing the Self-Evaluation Report and verifying evidence for each accreditation standard.

The latest version of the “Process to Accreditation” document is available online. This updated document reflects progress made since the spring 2015 “Process to Accreditation” was published and our timeline moving forward. A copy of the “Process to Accreditation” document is available online at:

<http://www.elcamino.edu/administration/vpaa/accreditation/doc/Process-Accreditation-May2016.pdf>

2. **El Camino College Compton Center Enrollment:** The summer 2016 Compton Center enrollment has remained constant over the past couple of weeks. For the 2015-2016 fiscal year the Compton Center is now projecting 6,000 Full-Time Equivalent Students (FTES), which includes borrowing approximately 569 FTES from summer 2016. The Compton Center did not meet our FTES goal and will enter into the final year of stabilization funding during the 2016-2017 year. We are now making adjustments to our revenue projections in the 2016-2017 Compton District Final Budget.

This month, we are hosting the KJLH “Taking it to the Streets” event on Thursday, July 14, 2016 from 9:00 a.m.-6:00 p.m., at this event the Compton Center will provide on-site enrollment assistance and prospective students will be able to apply and register now for classes along with receiving information on various Compton Center student services. This event is open to the public.

We will continue to update the board on the Compton Center Enrollment and provide a status report on the strategies/activities in the 2015-2018 Enrollment Management Plan. The 2015-2018 El Camino College Compton Center Enrollment Management Plan is available online at: <http://www.elcamino.edu/administration/board/agendas/2016/CEC%20Enrollment%20Management%20Plan%202015-2018.pdf>

3. **Partnership with local K-12 Districts and CSU Dominguez Hills:** At the February 2016 board meeting, the board approved the partnership agreements between Compton Unified School District, Lynwood Unified School District, and the Compton Center to increase the number of students from these institutions who obtain admissions to CSU Dominguez Hills. Copies of the partnership agreements are available online at:
<http://www.elcamino.edu/administration/board/agendas/2016/Compton-Partnership-Agreement.pdf>
<http://www.elcamino.edu/administration/board/agendas/2016/Lynwood-Partnership-Agreement.pdf>

We are currently working with CSU Dominguez Hills, Compton Unified School District, and Lynwood Unified School District on a Promise Agreement. More information on the Promise Agreement will be available in the coming months.

4. **Molina Medical Management Inc.:** The Joint Occupancy Space Agreement and the Health Clinic Services Agreement with Molina Medical Management Inc. was approved by the Compton District board in April 2016. The Molina Health Center will open sometime in September 2016. The Molina Health Center will be staffed by a nurse practitioner and medical assistants – managed by Molina Medical. For this new health service, Compton Center students are required to pay the \$19 Health Services Fee when registering for fall classes. The Molina Health Center will be open year-round on Tuesday and Wednesday from 8:30 a.m. – 5:30 p.m.; and on Thursdays from 11:00 a.m. – 7:00 p.m.

We are working with Molina Medical Management Inc. to identify a date for the grand opening ceremony for sometime in fall 2016. We will continue to update the board on the Molina Health Center.

5. **Fiscal Crisis Management and Assistance Team:** As required by Assembly bill 318, the 10th FCMAT Comprehensive Review of Compton Community College District was conducted during the months of April 2016 and May 2016. FCMAT reviewed the following areas: Fiscal Management (March 8-11, 2016), Facilities Management (April 5-6, 2016); and Community Relations and Governance (March 21-23, 2016). We received a preliminary progress report on May 31, 2016

and should receive a final report prior to the August 16, 2016 Compton District board meeting. Below is the link to the communication from the FCMAT Chief Management Analyst dated May 31, 2016, regarding the preliminary progress report for the Compton District:

<http://www.elcamino.edu/administration/board/agendas/2016/CCCD-10th-progress-report-prelim-scores.pdf>

For your reference, copies of all the previous FCMAT reports are available online at: <http://district.compton.edu/fcmat.asp>.

6. **Low Enrolled Educational Programs/Courses at the Compton Center:** Since the 2010-2011 year, the overall Compton Center course fill rates have declined from 97% to a projected 80% fill rate for the 2015-2016 year. The Vice President of the Compton Center is working with a number of full-time faculty on load balancing to ensure all are meeting their full-time academic load. In addition, the El Camino College board and Compton District board approved a new vision, mission, and strategic initiatives for the El Camino College Compton Center, and the future Compton College. These initiatives focus on expanding programs in Allied Health and Advanced Manufacturing programs. The Compton Center is implementing several activities from my recommendation to address low enrolled educational programs/courses. My recommendations are available online at: <http://www.compton.edu/adminandoperations/provostceo/Documents/EducationalPrograms-TaskForce-Recommendations.pdf>
7. **Cosmetology Program:** This fall, El Camino College will be offering a Cosmetology Program at the Compton Center. We have hired 2 full-time tenure-track faculty positions and are in the process of hiring a full-time Cosmetology Assistant to support the program. In addition, the Compton District has provided an additional \$25,000 for instructional supplies and materials for the Cosmetology program. The Compton Center is currently in the process of recruiting potential students for the Cosmetology program. More information on the El Camino College Compton Center Cosmetology program is available online at: <http://www.compton.edu/Academics/CTE/cosmetology/index.aspx>

Please mark your calendar for the Cosmetology Project Grand Opening and Ribbon Cutting Ceremony, which is scheduled for Tuesday, August 16, 2016 at 3:00 p.m. Parking will be available in Lot A.

Agenda for the El Camino Community College District Board of Trustees
from
The Office of the President and Board of Trustees
Dena P. Maloney, Superintendent/President

Page No.

- A. Travel P/B 2
- B. Absence of a Board Member..... P/B 2

A. TRAVEL

1. It is recommended that the Board approve/ratify the following travel for Dena P. Maloney, with no loss of salary, transportation and necessary expenses paid:
 - a) California Baccalaureate Degree Pilot Program
July 6, 2016, Fullerton, CA.
 - b) Sierra College/Hacker Lab
July 13, 2016, Sacramento, CA.
 - c) California Community Colleges Chief Executive Officers Meetings
For the term of July 1, 2016 to June 30, 2017 – State of California.
 - d) Chancellor’s Office of the California Community Colleges
For the term of July 1, 2016 to June 30, 2017 – State of California.
 - e) Community College League of California Meetings
For the term of July 1, 2016 to June 30, 2017 – State of California.
 - f) California Community Colleges – Board of Governor Meetings
For the term of July 1, 2016 to June 30, 2017 – State of California.
 - g) California State Legislative Session
For the term of July 1, 2016 to June 30, 2017 – State of California.
 - h) Accrediting Commission for Community and Junior Colleges
For the term of July 1, 2016 to June 30, 2017 – State of California.
 - i) Council for Higher Education Accreditation
For the term of July 1, 2016 to June 30, 2017 – Washington, DC.

B. ABSENCE OF A BOARD MEMBER

It is recommended that the Board excuse Trustee Combs from the June 20, 2016 Board Meeting with no loss of salary due to illness.