



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

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Vice President  
Trustee Area Two

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Mr. Julian Peters  
Student Member

Dr. Thomas M. Fallo  
Superintendent,  
El Camino Community College District  
President,  
El Camino College

El Camino College  
16007 Crenshaw Boulevard  
Torrance, California 90506-0001  
Telephone (310) 532-3670

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.

**Agenda, Monday, June 19, 2006**  
**Board Room**  
**4:30 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of May 15, 2006**
- III. Oath of Office – Julian Peters**
- IV. Public Hearings – El Camino Community College District and El Camino College Classified Employees 6142, CFT/AFT/AFL-CIO for Full Contract Negotiations**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
  - A. Public Comment
  - B. Academic Affairs  
*See Academic Affairs Agenda, Pages 1-26*  
Student and Community Advancement  
*See Student Services Agenda, Pages 1-31*  
Administrative Services  
*See Administrative Services Agenda, Pages 1-17*  
*See Measure “E” Bond Fund Agenda, Pages 1-10*  
*See Human Resources Agenda, Pages 1-65*  
Superintendent/President  
*See Superintendent/President Agenda, Page 1*
- VI. Informational Item**
  - A. Public Comment
  - B. Board of Trustees Meetings-Recording
- VII. Public Comment on Non-Agenda Items**
- VIII. Oral Reports**
  - A. Academic Senate Report
  - B. Board of Trustees Report
  - C. President's Report
- IX. Closed Session**
  - A. Labor Relations, Brown Act Section 54957.8
    - 1. American Federation of Teachers,

- Local 1388
- 2. El Camino Classified Employees
  - Local 6142
- 3. El Camino Police Officers Association
- B. Personnel Matters, Brown Act Section 54957
  - 1. 1 case
  - 2. Public Employee Performance Evaluation - President

<b>Board of Trustees Meeting Schedule for 2006</b>
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<b>4:30 p.m.</b>
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Monday, January 23, 2006  
Tuesday, February 21, 2006  
Monday, March 20, 2006  
Monday, April 17, 2006  
Monday, May 15, 2006  
Monday, June 19, 2006  
Monday, July 17, 2006  
Monday, August 21, 2006  
Tuesday, September 5, 2006  
Monday, October 16, 2006  
Monday, November 20, 2006  
Monday, December 18, 2006

## EL CAMINO COLLEGE STRATEGIC PLAN 2004-2007

### **Vision Statement**

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

### **Mission Statement**

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

### **Statement of Philosophy**

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

### **Statement of Values**

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

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

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

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

**Diversity** – We recognize and appreciate our similarities and differences.

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

### **Guiding Principles**

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

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

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

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

### **Strategic Goals 2004-2007**

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

EL CAMINO COMMUNITY COLLEGE DISTRICT  
MINUTES OF THE REGULAR MEETING OF  
Monday, May 15, 2006

The Board of Trustees of the El Camino Community College District met at 4:30 p.m. on Monday, May 15, 2006, in the Board Room at El Camino College.

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

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

Minutes of the Regular Board Meeting of April 17, 2006

The Minutes of the Regular Board Meeting of April 17, 2006 were approved.

Consent Agenda

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

Academic Affairs

Policy 4115 – Limitation to Remedial Coursework – First Reading  
Policy 4240 – Academic Renewal – First Reading  
Policy 5060 – Concurrent Enrollment of K-12 Students – First Reading  
Proposed Curriculum Changes – Effective 2006-2007 Academic Year

Student Services

Student Field Trips  
Student Conference  
2006 Boy's High School Basketball League  
International Travel  
Community Education – Spring 2006

Administrative Services

AB 2910 – Quarterly Fiscal Status Reports  
Approval to Deposit Funds  
Proposition 39 Audit Proposal for Measure "E" Bond Funds  
Student Health Services Fee  
Contracts Under \$50,000  
Contracts \$50,000 or higher  
International Student Health Insurance  
New Board Policy – 7500 – Volunteers – Second Reading & Adoption  
Purchase Orders and Blanket Purchase Orders

## Measure E Bond Fund

Citizens' Bond Oversight Committee

Project Budgets

Contract – Flewelling & Moody

Contract – Maas Companies

Contract – Statewide Educational Wrap-Up (Insurance) Program (SEWUP)

Protest Rejection of Bid Protest – Bid 2005-9

Bid 2005-09 Humanities Construction Project

Humanities Complex Replacement Costs & Funding

Bid 2005-10 Modular Site Infrastructure Project

Bid 2005-12 Modular Classrooms

Change Order – Humanities Building

Change Order – Fire Alarm System Replacement Phase 4

Completion Notice – HPS Mechanical, Inc.

Purchase Orders and Blanket Purchase Orders

## Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Classified Professional Growth

Declaration of Indefinite Salaries for Retroactive Pay

Amend Resolution – Equivalence to Minimum Qualifications

Notice & Scheduling of Hearing: Negotiations El Camino College District and El Camino

College Employees Local 6142, CFT/AFT/AFL-CIO

Amend Special Project Temporary Administrator Daily Rate Schedule

Revised Classification Specifications for Retitled Administrator Positions

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

## Request for Proposal for Partnership with the Compton Community College District for Educational Excellence and Student Success

It was moved by Trustee O'Donnell, seconded by Student Member Gomez, that the Board authorize staff to proceed with a very carefully crafted, well researched and closely watched response to the Request for Proposal to provide administrative oversight services to the Compton Community College District beginning in the fall semester of 2006 for the purpose of opening up negotiations to provide such services. Final acceptance of contract is subject to Board approval.

Representatives from Compton College Rodney Murray and Saul Panski, Latecia Vasquez, Mayor of Lynwood, and El Camino College employees Susie Dever, Dawn Reid, Taylor Robbins, Angela Simon, Luukia Smith and David Vakil addressed the possibility of El Camino Community College District submitting a Request for Proposal for Partnership with the Compton Community College District for Educational Excellence and Student Success.

Motion carried unanimously. Student Trustee Gomez recorded an advisory yes vote.

Public Comment

Luukia Smith questioned management titles. Ann Ashcraft questioned movement of an employee from one salary schedule to another.

Meeting recessed to a closed session at 6:45 p.m. Meeting reconvened at 7:00 p.m. and immediately adjourned.

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Nathaniel Jackson, Secretary of the Board

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Thomas M. Fallo, Secretary to the Board

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

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**A. BOARD POLICIES – (SECOND READING AND ADOPTION)**

It is recommended that the Board accept the following Board policies for second reading and adoption:

1. Board Policy 4115 – Limitation to Remedial Coursework

~~\*2. Board Policy 4240 – Academic Renewal~~

3. Board Policy 5060 – Concurrent Enrollment of K-12 Students

\* Item pulled and no substitutions were made.

## **Board Policy 4115**

## **Limitation to Remedial Coursework**

It is the policy of El Camino College that a student shall not receive credit for more than 30 units of remedial (pre-collegiate basic skills) course work at El Camino College. This limitation does not apply to:

1. a student enrolled in an English as a Second Language course
2. a student identified as having a learning disability

A student may be granted a waiver to the 30-unit limit upon petition. Waivers will be granted only if the student shows measurable progress towards the development of skills necessary for success in college-level courses.

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

Reference: CCR Title 5, Section 55756.5

El Camino College  
Policy  
Adopted:

June 19, 2006

Academic Affairs 2

It is the policy of El Camino College to allow previously recorded substandard academic work to be disregarded if it is not reflective of a student's more recently demonstrated ability and if repetition is not appropriate to the current objectives of the student. A student may petition to have up to 24 semester units of substandard work (D, F or WF grade assigned) taken at El Camino College disregarded in determining the student's grade point average.

Procedures for implementing the policy will be developed with collegial consultation with the Academic Senate, as defined in CCR Title 5, Section 53200. This policy supersedes the section of BP 6130 dealing with Academic Renewal.

Reference: Title 5, Section 55765

Excerpt from Board Policy 6130 regarding Academic Renewal:

Students may petition to have up to 15 units of D, F or WF grades from not more than three consecutive semesters of previously recorded substandard course work at El Camino College disregarded in computation of grade point average under the following conditions:

- A. The student has demonstrated academic ability by earning a grade point of 2.25 or higher in the last 30 units of graded course work at El Camino College.
- B. At least two years have elapsed since the substandard semester.

The Academic Renewal Committee will act upon only one petition to disregard substandard semesters per student. Course work disregarded may not be used to meet degree requirements. The permanent academic record shall be annotated in such a manner that all grades assigned remain legible, ensuring a true and complete academic history.

\* Item pulled and no substitutions were made.

El Camino College  
Policy  
Adopted:

June 19, 2006

Academic Affairs 3

## Board Policy 5060

## Concurrent Enrollment of K-12 Students

It is the policy of El Camino Community College District, subject to the relevant provisions of the California Education Code and the fulfillment of all El Camino College policies and procedures, to admit as concurrently enrolled students qualified high school students who have successfully completed the 10<sup>th</sup> grade and are currently enrolled in the 11<sup>th</sup> or 12<sup>th</sup> grade.

The Superintendent/President or designee shall develop procedures for the consideration of highly gifted K-10<sup>th</sup> grade students.

~~With the exception of the Health Center Fee, all students concurrently enrolled shall be subject to enrollment fees and all other relevant fees as adopted by the District. Students in special programs offered in conjunction with high schools shall have all fees waived.~~

~~Concurrently enrolled students will be given college credit for all completed college coursework.~~

All high school students concurrently enrolled shall \*will be exempted from the enrollment fee, Health Center Fee, and Representation Fee.

High school students would \*will be required to pay all other required fees as adopted by the District.

### Reference:

Education Code Sections: 48800, 48800.15, 4802, 76001, 76002 and 76355.

\* Change noted by President Fallo during Board meeting.

El Camino College  
Policy  
Adopted:

June 19, 2006

Academic Affairs 4

**B. BOARD POLICIES – (FIRST READING)**

It is recommended that the Board accept for following Board Policies for a first reading:

1. Board Policy 4100.1 – Catalog Rights
2. Board Policy 4225 – Course Repetition

The Board of Trustees is not adopting Administrative Procedure 4225, Course Repetition. It is presented for informational purpose only.

## Board Policy 4100.1

## Catalog Rights

~~Catalog Rights are a specific set of requirements~~ The El Camino College Catalog specifies the general education, major, and unit requirements which the student must satisfy to qualify for an Associate Degree, a Certificate of Competence, or a Certificate of Completion. Students who have maintained continuous ~~attendance~~ enrollment may choose to graduate under the catalog requirements in effect either 1) at the time they began attending El Camino College continuously or 2) at the time they graduate from El Camino College. For degree and certificate purposes, continuous ~~attendance~~ enrollment is defined as ~~enrollment~~ enrollment at El Camino College ~~at least one semester, during the fall and spring semesters (excluding summer and winter terms) each calendar academic year; and receiving courses must be noted on the transcript with~~ a letter grade, a 'W,' or CR/NC designation on the transcript.

Previous Board Number: 5126

El Camino College  
Policy  
Adopted: 9/20/93  
Renumbered: 4/18/05  
Amended:

June 19, 2006

Academic Affairs 6

Students may repeat a course in which they have received a substandard grade (that is, D, F, or NC) only once. The new grade and credit will be substituted for the prior grade and credit in computing the grade point average (GPA) and the permanent academic record will be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

In general, students are not permitted to repeat courses in which they have earned a grade of A, B, C, or CR.

Students who have received a W in a course are permitted to re-enroll in that course two more times, for a total of three enrollments.

Specific exceptions to the above policies are detailed in administrative procedures.

This policy supersedes the section of BP 4220 dealing with Course Repetition.

Procedures for implementing the policy will be developed with collegial consultation with the Academic Senate, as defined in CCR § 53200.

Reference: **Title 5, Sections 55761-55765**

Excerpt from Board Policy 6130 (Standards of Scholarship) regarding Repeating Courses:

1. Repetition of a Course in Which D, F, or NC Was Received
  - A. Students who receive grades of D, F, or NC in an El Camino College course may re-enroll in that same course one more time. Students will not be permitted to enroll in that course for a third time except under unusual circumstances and upon written permission of the division dean. Unusual circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student.
  - B. The student, upon successfully repeating a course in which a grade of D, F, or NC had been previously received, may notify the Records Office in writing. Upon receipt of such written notice, the student's transcript will be amended so that the previous grade and credit will be disregarded in the computation of the grade point average. The permanent academic record shall be annotated in such a manner that all grades assigned remain legible, ensuring a true and complete academic history.
  - C. Units from courses repeated after first earning a D grade will not be counted for credit towards the AA Degree.

2. Repetition of a Course in Which A, B, C or CR Was Received

- A. Students will not be permitted to repeat courses in which they received grades of A, B, C or CR except under the following conditions:
  - A.1 The college finds that the student's previous grade is, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student.
  - A.2 The college has determined that a student should repeat a course because there has been a significant lapse of time since the student previously took the course.
- B. The second grade earned will not be counted under any circumstances if the first grade earned in a course was A, B, C or CR. However, the permanent academic record shall be annotated in such a manner that all grades assigned remain legible, ensuring a true and complete academic history.
- C. Units from courses repeated after first earning an A, B, C or CR grade will not be counted in determining full-time status or qualification for benefits.

3. Courses Listed in the Catalog With Lower Case Letters

Courses with lower case letters (such as Music 52abcd – Concert Choir) do not require prior approval for the number of enrollments up to the number of lower case letters listed (FOUR enrollments in the case of Music 52abcd – Concert Choir).

El Camino College  
Policy  
Adopted:



Students who have received a substandard grade (that is, D, F, or NC) will be allowed to repeat that course only once. Students will not be permitted to enroll for a third time except under unusual circumstances and upon written permission of the division dean. Unusual circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student.

Upon completion of the repeated course, the previous grade and credit will be disregarded and the new grade and credit will be substituted in computing the grade point average (GPA).

Students who have received a substandard grade who then successfully complete an equivalent course at another accredited institution may petition the Records Office to have the previous grade and credit disregarded in computing their GPA and to have their academic record annotated.

If the course is one with lowercase letters such as Chinese 11ab or Journalism 11abcd and students repeat a course to alleviate a substandard grade, they can petition the Records Office to have the previous grade and credit disregarded in computing their GPA and to have their academic record annotated.

Nothing in the policy and procedure on Course Repetition can conflict with Education Code §76224 pertaining to the finality of grades assigned by instructors or with Title 5 or district procedures relating to the retention and destruction of records.

Students who have received a grade of A, B, C, or CR in a course may repeat the course only under the circumstances listed below:

1. A student may repeat a course if, upon written petition to the dean of the relevant division, the district determines that the student's previous grade is, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student. The new grade and credit will not be counted towards the student's total units or GPA.
2. A student may repeat a course if, upon written petition to the dean of the relevant division, the district determines that repetition is appropriate to the student's goals because of a significant lapse of time. The new grade and credit will not be counted towards the student's total units or GPA.
3. A student may repeat any number of times courses which are necessary to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. The district maintains a list of courses to which this procedure applies. The resulting grades and credits will be counted towards the student's GPA.

4. A student may repeat courses with lower case letters (for example, Chinese 21ab or Journalism 11abcd) up to the number of letters (that is, Chinese 21ab may be taken a total of two times and Journalism 11abcd a total of four times.) No special permission is required, and all credits and grades earned will be included in the student's GPA.

A grade of W does not count as a repetition for the purposes of this policy. However, college policy allows a student to re-enroll in a specific course in which the student has received a W only two more times, for a total of three attempts. Any exception to this policy requires the student to meet with a counselor to review academic goals and strategies for success.

The limitations detailed in this procedure do not apply to special courses designed for students with disabilities. Such courses are defined as being taught by an instructor with minimum qualifications established by Title 5, § 53414, such as a master's degree in rehabilitation counseling. However, when such students take regular classes, they are subject to the same repetition limitations as other students.

Additionally, procedures have been developed to ensure that students are not permitted to enroll in courses for which they are not eligible and to ensure that the college's apportionment claims are in compliance with the California Code of Regulations and Title 5 § 58161 in this regard.

Reference:

**Title 5, Sections 55761-55765, 53414, 56029, and 58161**

**C. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2006-2007 ACADEMIC YEAR**

It is recommended that the Board approve the proposed curriculum revisions, additions, and inactivations, effective the 2006-2007 academic year, listed below:

**BEHAVIORAL AND SOCIAL SCIENCES DIVISION**

**COURSE REVIEW**

1. Political Science 8 – California State and Local Government and Intergovernmental Issues

**INACTIVATE MAJOR**

1. General Studies – Associate in Arts Degree (replaced by the newly adopted AA/AS Degrees)

**BUSINESS DIVISION**

**CHANGES IN LAB HOURS, FACULTY LOAD, CATALOG DESCRIPTION;  
COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Computer Information Systems 40 – Microcomputer Operations

*Current Status/Proposed Change*

Lecture: 2 hours      Lab: ~~2~~ 3 hours      Faculty Load: ~~23.33~~ 28.33%

In this ~~class~~, course students will become familiar with managing and supporting microcomputers within an organization. The class will emphasize both computer hardware and applications software. Topics covered will include: ~~M~~microcomputer ~~C~~oncepts, ~~C~~omputer ~~D~~evices, ~~H~~ardware ~~M~~anagement, ~~A~~pplications and operating system ~~S~~oftware ~~I~~nstallation and ~~S~~etup, and ~~E~~thical ~~C~~oncerns within the ~~I~~nformation ~~S~~ystems environment.

*Proposed Final Draft*

Lecture: 2 hours      Lab: 3 hours      Faculty Load: 28.33%

In this course students will become familiar with managing and supporting microcomputers within an organization. The class will emphasize both computer hardware and applications software. Topics covered will include microcomputer concepts, computer devices, hardware management, applications and operating system software installation and setup, and ethical concerns within the information systems environment.

**TEACHING METHODOLOGY: PERMISSION TO TEACH COURSE IN DISTANCE EDUCATION FORMAT**

1. Business 15 – Business Mathematics (Online)
2. Business 17 – Personal Finance (Online)
3. Computer Information Systems 13 – Introduction to Computers (Online)
4. Computer Information Systems 18 – Systems Analysis and Design (Online)
5. Computer Information Systems 19 – Introduction to the Internet and Web Publishing (Online)
6. Computer Information Systems 30 – Introduction to e-Commerce (Online)
7. Computer Information Systems 46 – Local Area Network System Administration (Online)
8. Computer Information Systems 134 – Web Programming (Online)
9. Computer Information Systems 140 – Data Communications Cisco 1 (Online)
10. Computer Information Systems 141 – Networking Microcomputers Cisco 2 (Online)
11. Computer Information Systems 142 – Implementing and Administering Network Routers Cisco 3 (Online)
12. Computer Information Systems 143 – LAN and WAN Router Configurations Cisco 4 (Online)
13. Real Estate 11 – Real Estate Principles (Online)
14. Real Estate 25 – Computer Applications in Real Estate

**FINE ARTS DIVISION**

**INACTIVATE COURSE**

1. Photography 10 – Basic Photo-Journalism

**CHANGES IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Music 30ab – Beginning Jazz Improvisation

*Current Status/Proposed Change*

~~Recommended Preparation Enrollment Limitation: Intermediate-level performance and music-reading ability. Audition at first class meeting (ability to perform music of moderate difficulty on a standard band instrument or vocally)~~

~~This course is a study of the basic principles techniques of jazz. Application to scalar improvisation, and Emphasis is placed on the study and application of scales, chords, patterns, and “licks” used by musicians to create improvisations on the tonal, modal, and blues-based songs, and other harmonic structures. Non-keyboardists Except for keyboards and drums, students must furnish provide their own instruments for classroom performances.~~

*Proposed Final Draft*

Enrollment Limitation: Audition at first class meeting (ability to perform music of moderate difficulty on a standard band instrument or vocally).

This course is a study of the basic techniques of jazz improvisation. Emphasis is placed on the study and application of scales, chords, patterns, and “licks” used by musicians to create improvisations on tonal, modal, and blues-based songs. Except for keyboards and drums, students must provide their own instruments for classroom performances.

**CHANGES IN LECTURE/LAB HOURS, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Music 501 – The Joy of Music

*Current Status/Proposed Change*

~~Lecture: 4 20 hours maximum per concert event semester Lab: 3 15 hours maximum per concert event semester~~

~~Composers, materials and skills for listening to music presented through lectures, slides, films and recorded examples directed towards attendance at specific musical events at El Camino College offered by the Center for the Arts. Emphasis on the music heard in North American and European concert halls; historical perspective includes Middle Ages to the present. Also inclusive of This open entry/open exit course is repeatable and designed for older adults. It prepares students to attend selected concert events.~~

~~Developed as part of the College’s Music Appreciation Program, Joy of Music focuses on music, composers, performers, and music listening skills presented through lectures, video materials, and recorded examples. Emphasis is placed on folk, popular, ethnic, and popular cultures. Designed for the older adult Western art music. Joy of Music lectures are given at a variety of South Bay Senior Centers and at El Camino College.~~

~~Note: Students must attend pre-concert lectures in order to qualify for attendance at performance events.~~

*Proposed Final Draft*

Lecture: 20 hours maximum per semester Lab: 15 hours maximum per semester

This open entry/open exit course is repeatable and designed for older adults. It prepares students to attend selected concert events. Developed as part of the College's Music Appreciation Program, *Joy of Music* focuses on music, composers, performers, and music listening skills presented through lectures, video materials, and recorded examples.

Emphasis is placed on folk, popular, ethnic, and Western art music. *Joy of Music* lectures are given at a variety of South Bay Senior Centers and at El Camino College.

Note: Students must attend pre-concert lectures in order to qualify for attendance at performance events.

**CHANGES IN TRANSFER STATUS, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Speech Communication 7 – Voice, Articulation and Pronunciation

*Current Status/Proposed Change*

Transfer UC

~~Personal improvement with, and an understanding of, the pronunciation and~~ In this course, students examine the use of spoken Standard American English. Learning and drill with Emphasis is placed on personal improvement of spoken English through drills utilizing the International Phonetic Alphabet,. ~~Also included is an overview of the physiological processes of speech, and an examination~~ other forms of the nature of spoken English as a spoken language.

*Proposed Final Draft*

Transfer UC

In this course, students examine the use of spoken Standard American English. Emphasis is placed on personal improvement of spoken English through drills utilizing the International Phonetic Alphabet. Also included is an overview of the physiological processes of speech and other forms of spoken English.

**HEALTH SCIENCES AND ATHLETICS DIVISION**

**CHANGE IN CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Contemporary Health 3 – Drugs and Alcohol in Society

*Current Status/Proposed Change*

~~This course provides students with an in-depth look at the study of substance abuse and chemical dependency in our society. The course focuses of on the course will be on identifying the different types~~ analysis of root causes of substance abuse and identification of abused drugs, abused, their sShort- and

~~long-term effects, both physically and psychologically, and finding antidotes to avoid and treat dependence. The goal of the course is to educate the student, dispel myths and provide antidotes to real life substance of drug abuse, problems assessment of educational and treatment options, as well as the psychosocial role of the family, will be examined.~~

*Proposed Final Draft*

This course provides students with an in-depth study of substance abuse and chemical dependency in our society. The course focuses on the analysis of root causes of substance abuse and identification of abused drugs. Short and long term effects of drug abuse, assessment of educational and treatment options, as well as the psychosocial role of the family, will be examined.

2. Nursing 99abc – Independent Study

*Current Status/Proposed Change*

~~This independent study course provides advanced studies in a specialized Nnursing is for students wishing to undertake special studies subject not covered in the normal regular departmental offerings. Regularly scheduled conferences with an instructor are coordinated with assigned laboratory work and/or research project (60 hours per unit).~~

*Proposed Final Draft*

This course provides advanced studies in a specialized nursing subject not covered in the regular departmental offerings. Regularly scheduled conferences with an instructor are coordinated with assigned laboratory work and/or research project (60 hours per unit).

**CHANGES IN DISCIPLINE, CATALOG DESCRIPTION; COURSE OUTLINE  
REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Physical Education 300abcd – Aerobic Fitness

*Current Status/Proposed Change*

~~Discipline: Physical Education/Dance~~

~~This course offers instruction and workout using focuses on the basic principles of aerobic cardiovascular conditioning with an emphasis on technique, cardiorespiratory conditioning. Emphasis is placed on technique and development of cardiorespiratory endurance, muscular muscle endurance, strength, flexibility, and kinesithesis. All exercises are done with music accompaniment improved body composition. Assessments of aerobic fitness, muscle endurance, and body composition are used to develop exercise prescriptions.~~

*Proposed Final Draft*

Discipline: Physical Education

This course focuses on the basic principles of cardiorespiratory conditioning. Emphasis is placed on technique and development of cardiorespiratory endurance, muscle endurance, flexibility, and improved body composition. Assessments of aerobic fitness, muscle endurance, and body composition are used to develop exercise prescriptions.

2. Physical Education 302abcd – Step Aerobics

*Current Status/Proposed Change*

Discipline: Physical Education/~~Dance~~

~~This course provides a contemporary instruction and workout designed to improve each participant's strength and cardiovascular fitness level through steady state stepping movements and muscle sculpting exercise. The student will be exposed to a graduated continuous system of stepping patterns at various that utilize an adjustable platform heights, emphasizing strength, flexibility and endurance which are the basic components of physical choreographed stepping patterns for the primary purpose of increasing cardiorespiratory fitness. The use of hand weights, elastic bands and tubes, and training circuits will provide variety and further develop overall strength, endurance, and flexibility as well as improve body composition.~~

*Proposed Final Draft*

Discipline: Physical Education

This course provides instruction and workout that utilize an adjustable platform and choreographed stepping patterns for the primary purpose of increasing cardiorespiratory fitness. The use of hand weights, elastic bands and tubes, and training circuits will provide variety and further develop overall strength, endurance, and flexibility as well as improve body composition.

**CHANGES IN TITLE AND NUMBER, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

*Current Status/Proposed Change*

1. ~~Medical Assistant 4~~ Terminology 1 – Medical Terminology

~~Etymology of disease terms; nomenclature of surgical procedures, use of prefixes, suffixes, roots, combining forms, and plurals This course provides study and practical application of a medical terms. Medical symbols vocabulary system according to body systems. Students review the basic construction of medical words, concentrating on word origins, root words, prefixes, and abbreviations; names and types of materials and supplies; instruments and equipment; descriptions of suffixes. Word structure, recognition, analysis, definition, spelling, and pronunciation are presented in the context of medical terms for organs, diseases, symptoms, diagnostic laboratory tests, and radiology medical surgical procedures and other special diagnostic studies.~~

*Proposed Final Draft*

Medical Terminology 1

This course provides study and practical application of a medical vocabulary system according to body systems. Students review the basic construction of medical words, concentrating on word origins, root words, prefixes, and suffixes. Word structure, recognition, analysis, definition, spelling, and pronunciation are presented in the context of medical terms for organs, diseases, symptoms, diagnostic tests, and medical surgical procedures.



**CHANGES IN NUMBER, DESCRIPTIVE TITLE, CATALOG DESCRIPTION;  
COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

*Current Status/Proposed Change*

1. Physical Education 7abcd – Baseball, ~~Beginning~~

~~This course, which is open to all students, focuses on beginning techniques in~~ Students are introduced to the sport of baseball through instruction and practice. Topics include  
~~No prior skill or experience is required. Instruction will stress basic fundamentals:~~  
~~offense, defense and game~~ batting, fielding, and base running skills as well as rules and  
~~game strategy. Students will participate in game situations that allow execution of skills~~  
~~and strategies in a competitive environment. A conditioning program specific to the sport~~  
~~will also be utilized.~~

*Proposed Final Draft*

Physical Education 7abcd – Baseball

Students are introduced to the sport of baseball through instruction and practice. Topics include batting, fielding, and base running skills as well as rules and game strategy.

Students will participate in game situations that allow execution of skills and strategies in a competitive environment. A conditioning program specific to the sport will also be utilized.

**CHANGES IN NUMBER, DESCRIPTIVE TITLE, CONDITIONS OF  
ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment  
Limitation), CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET  
TITLE 5 REQUIREMENTS**

*Current Status/Proposed Change*

1. Physical Education 244abcd – ~~Swimming~~, Springboard Diving

Prerequisite: Ability to swim in deep water

~~This course provides instruction and practice in springboard diving, and safety skills.~~  
~~Major emphasis upon coordination, body mechanics, and mastery of diving techniques.~~  
~~Minimum achievement: ability to demonstrate proper use of the springboard and to~~  
~~perform adequately one of more of the basic fundamental dives. Maximum achievement:~~  
~~ability to perform adequately with good body mechanics one of more dives from e~~  
~~Each~~ of the five basic diving dive groups; forward, backward, reverse, inward, backward,  
reverse, and twisting, will be analyzed with regard to rules and mechanics.

*Proposed Final Draft*

Physical Education 244abcd – Springboard Diving

Prerequisite: Ability to swim in deep water

This course provides instruction and practice in springboard diving. Each of the five dive groups, forward, inward, backward, reverse, and twisting, will be analyzed with regard to rules and mechanics.

**CHANGES IN DESCRIPTIVE TITLE, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

*Current Status/Proposed Change*

1. Physical Education 135abcd – ~~Student Athlete Individualized Exercise Program~~ Sport-Specific, Periodized Training for Athletes

~~Recommended Preparation: concurrent enrollment in an athletic team class~~

~~Enrollment Limitation: Tryout (high school varsity experience or equivalent skill)~~

~~This course provides instruction and practice. Students will engage in physical conditioning students and athletes with anaerobic and aerobic exercise. Proper stretching techniques, agilities and form running will also be introduced and incorporated into the total program. An individualized fitness assessment will also be completed on all student athletes. The instruction in planning and carrying out this exercise (conditioning) program will be that is specific to one's present level of fitness and their sport. Training will be periodized with changes in training variables occurring at prescribed intervals and phases of training. Athletes' strengths and weaknesses in performing their sport will be assessed; injury risk will be identified. Test results, athlete goals, and coaches' input will be used to develop individual training programs to optimize physical conditioning and reduce risk of injury during any phase of the athlete's training year.~~

*Proposed Final Draft*

Physical Education 135abcd – Sport-Specific, Periodized Training for Athletes

Enrollment Limitation: Tryout (high school varsity experience or equivalent skill)

Students will engage in physical conditioning that is specific to their sport. Training will be periodized with changes in training variables occurring at prescribed intervals and phases of training. Athletes' strengths and weaknesses in performing their sport will be assessed; injury risk will be identified. Test results, athlete goals, and coaches' input will be used to develop individual training programs to optimize physical conditioning and reduce risk of injury during any phase of the athlete's training year.

**CHANGES IN LECTURE/LAB HOURS, FACULTY LOAD, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation); COURSE REVIEW**

1. Radiologic Technology 93 – Venipuncture and Pharmacology for the Radiologic Technologist

*Current Status/Proposed Change*

Lecture: ~~1.5~~ .5 hour Lab: ~~.5~~ 1.5 hour

Faculty Load: ~~12.5~~ 10.8%

Prerequisite: Radiologic Technology 108 and ~~122~~ 124 with a minimum grade of C in prerequisite or equivalent

*Proposed Final Draft*

Lecture: .5 hour      Lab: 1.5 hour      Faculty Load: 10.8%

Prerequisite: Radiologic Technology 108 and 124 with a minimum grade of C in prerequisite or equivalent

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

1. Radiologic Technology 106 – Clinical Experience I

*Current Status/Proposed Change*

Corequisite: Radiologic Technology 111 and 123

This course provides an environment for the development of skills in patient transportation, darkroom operation, and office and file room protocols. Also included: is an orientation to hospital policies; and procedures, patient care, professional ethics, principles of radiation exposure, practical aspects of radiation protection, and introduction to patient positioning.

*Proposed Final Draft*

Corequisite: Radiologic Technology 111 and 123

This course provides an environment for the development of skills in patient transportation, darkroom operation, and office and file room protocols. Also included is an orientation to hospital policies and procedures, patient care, professional ethics, principles of radiation exposure, practical aspects of radiation protection, and introduction to patient positioning.

2. Radiologic Technology 107 – Clinical Experience 2

*Current Status/Proposed Change*

Prerequisite: Radiologic Technology 106, ~~and 111,~~ and 123 with a minimum grade of C in prerequisite

Corequisite: ~~enrollment in~~ Radiologic Technology ~~122~~ 124

This course provides an introduction to ~~the~~ routine radiographic procedures and positioning skills for the performance of upper extremity, lower extremity, thorax, vertebral column, biliary, genitourinary, and gastrointestinal systems examinations.

*Proposed Final Draft*

Prerequisite: Radiologic Technology 106, 111, and 123 with a minimum grade of C in prerequisite

Corequisite: Radiologic Technology 124

This course provides an introduction to routine radiographic procedures and positioning skills for the performance of upper extremity, lower extremity, thorax, vertebral column, biliary, genitourinary, and gastrointestinal system examinations.

3. Radiologic Technology 233 – Radiologic Positioning 2

*Current Status/Proposed Change*

Prerequisite: Radiologic Technology ~~122~~ and 108 and 124 with a minimum grade of C in prerequisite

This course shall continue with additional principles of radiographic positioning. Emphasis is placed on those procedures involving the ~~skull~~ cranium. Radiographic technique, anatomy, specialized equipment, patient safety, and radiation protection will be included. Special imaging techniques ~~such as Foreign Body Localization of the cranium, including cerebral angiography and neuropathology, will also be presented covered.~~

*Proposed Final Draft*

Prerequisite: Radiologic Technology 108 and 124 with a minimum grade of C in prerequisite

This course shall continue with additional principles of radiographic positioning. Emphasis is placed on those procedures involving the cranium. Radiographic technique, anatomy, specialized equipment, patient safety, and radiation protection will be included. Special imaging techniques of the cranium, including cerebral angiography and neuropathology, will also be covered.

4. Radiologic Technology 244 – Radiation Physics, Equipment, and Safety

*Current Status/Proposed Change*

Prerequisite: Radiologic Technology ~~122~~ 124 with a minimum grade of C ~~or equivalent~~

Corequisite: Radiologic Technology 217 and 233

~~Recommended Preparation: Mathematics 40~~

This course introduces fundamentals of radiation and radiological physics. Additional subjects covered are: the operation of medical ~~radiographic~~ x-ray units, the effects of radiation in humans, the principles of radiation protection as applied in medical radiography, an introduction to health physics instrumentation and radiation control regulations, and the production of radiation by fluoroscopic units with an emphasis on radiation health and safety. Principles of digital imaging will also be discussed.

*Proposed Final Draft*

Prerequisite: Radiologic Technology 124 with a minimum grade of C

Corequisite: Radiologic Technology 217 and 233

This course introduces fundamentals of radiation and radiological physics. Additional subjects covered are: the operation of medical x-ray units, the effects of radiation in humans, the principles of radiation protection as applied in medical radiography, an introduction to health physics instrumentation and radiation control regulations, and the production of radiation by fluoroscopic units with an emphasis on radiation health and safety. Principles of digital imaging will also be discussed.

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

1. Radiologic Technology 108 – Clinical Experience 3

*Current Status/Proposed Change*

Units: ~~6~~ 5

Prerequisite: Radiologic Technology ~~122 and~~ 107 and 124 with a minimum grade of C in prerequisite

This course provides ~~Continued~~ development of clinical skills in the art of radiography. Areas of skill development include the upper and lower extremities, vertebral column, and thoracic cavity. Emphasis will be placed on advanced contrast examinations and radiation protection; of the patient, self, and co-workers, especially in the ~~performance of~~ fluoroscopy examinations.

*Proposed Final Draft*

Units: 5

Prerequisite: Radiologic Technology 107 and 124 with a minimum grade of C in prerequisite

This course provides continued development of clinical skills in the art of radiography. Areas of skill development include the upper and lower extremities, vertebral column, and thoracic cavity. Emphasis will be placed on advanced contrast examinations and radiation protection of the patient, self, and co-workers, especially in the fluoroscopy examinations.

**CHANGE IN MAJOR**

1. Radiologic Technology

*Current Status/Proposed Change*

Program Prerequisites:

- High School graduate with at least a C average or GED equivalent
- Complete the following courses:  
Anatomy 32, Computer Information Systems 13, English 1A, Mathematics 40 or 41B, Physiology 31, Psychology 5, Radiologic Technology A  
A minimum grade of C must be earned in each course.
- Grade point average of 2.25 or better ~~in all post high school courses~~
- ~~Recommended Preparation: English 2R, Mathematics 23 or 25~~

Major Requirements:

Radiologic Technology A, 91, 93, 106, 107, 108, 111, ~~122, 123, 124,~~ 217, 218, 233, 244, 255; ~~Anatomy 32, Medical Assistant 4 Terminology 1, Physiology 31, Computer Information Systems 13, Psychology 5 (71-68-72 units);~~ other required courses to meet Associate Degree requirement (10-14) units

Total Units: ~~82-86~~ 58

Students must complete Radiologic Technology 217, 218, 233, 244, and 255 at El Camino College. Radiologic Technology students must complete the general education

requirements described in the college catalog (see A.S. Degree requirements), to be eligible for certification by the American Registry of Radiologic Technologists.

*Proposed Final Draft*

Program Prerequisites:

- High School graduate with at least a C average or GED equivalent
- Complete the following courses:  
Anatomy 32, Computer Information Systems 13, English 1A, Mathematics 40 or 41B, Physiology 31, Psychology 5, Radiologic Technology A  
A minimum grade of C must be earned in each course.
- Grade point average of 2.25 or better

Major Requirements:

Radiologic Technology, 91, 93, 106, 107, 108, 111, 123, 124, 217, 218, 233, 244, 255;  
Medical Terminology 1

Total Units: 58

Students must complete Radiologic Technology 217, 218, 233, 244, and 255 at El Camino College. Radiologic Technology students must complete the general education requirements described in the college catalog (see A.S. Degree requirements), to be eligible for certification by the American Registry of Radiologic Technologists.

## HUMANITIES DIVISION

### CHANGES IN LAB HOURS, CATALOG DESCRIPTION; COURSE REVIEW

1. English 100 – Supervised Tutoring: Writing Center Laboratory

*Current Status/Proposed Change*

Lab: ~~minimum 4~~ maximum 54 hours lab per semester

This course provides students with supervised ~~tutoring on their classroom writing assignments. Students will receive~~ tutorial instruction on prewriting techniques, organizing ideas, and developing arguments;. Tutoring is also available in integrating research skills; and editing for clarity and correctness.

Note: This course is repeatable; and ~~Open~~ for enrollment at registration and at anytime during the semester.

*Proposed Final Draft*

Lab: maximum 54 hours lab per semester

This course provides students with supervised tutorial instruction on prewriting techniques, organizing ideas, and developing arguments. Tutoring is also available in integrating research skills and editing for clarity and correctness.

Note: This course is repeatable and open for enrollment at registration and at anytime during the semester.

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

1. Journalism 100 – Supervised Tutoring: Journalism Laboratory

*Current Status/Proposed Change*

Lab: ~~4.5 hours~~ maximum 72 hours lab per semester

Corequisite: enrollment in one of the following journalism ~~course~~ classes: Journalism 1, 3ab, 7ab, 9abcd, 11abcd

~~This course provides supervised laboratory time during which students obtain advice while completing journalism class assignments. Students can learn how to write and edit for various media, design with supervised tutorial instruction on writing and editing for various media, as well as designing newspaper and magazine pages using desktop publishing, and take and process journalistic photographs.~~

Note: This course is repeatable and open for enrollment at registration and any time during the semester.

*Proposed Final Draft*

Lab: maximum 72 hours lab per semester

Corequisite: enrollment in one of the following journalism classes: Journalism 1, 3ab, 7ab, 9abcd, 11abcd

This course provides students with supervised tutorial instruction on writing and editing for various media, as well as designing newspaper and magazine pages using desktop publishing.

Note: This course is repeatable and open for enrollment at registration and any time during the semester.

**INDUSTRY AND TECHNOLOGY DIVISION**

**INACTIVATE COURSE**

1. Nutrition and Foods 95abcd – Cooperative Career Education

**CHANGE IN CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Automotive Technology 81 – Automotive Air Conditioning

*Current Status/Proposed Change*

~~In This course is a study of basic air conditioning and~~ students are introduced to refrigeration theory as it relates principles, system component functions, and proper testing procedures as they apply to automotive air conditioning. The course stresses the analysis of collected data, resulting in accurate diagnosis, repair, and service.

*Proposed Final Draft*

In this course students are introduced to refrigeration principles, system component functions, and proper testing procedures as they apply to automotive air conditioning. The course stresses the analysis of collected data, resulting in accurate diagnosis, repair, and service.

2. Fashion 27 – Fashion Merchandising

*Current Status/Proposed Change*

~~Fashion Merchandising curriculum is designed for~~ This course introduces students who wish to enter the field of apparel fashion merchandising, including advertising, sales, and buying at the wholesale or retail level; and garment manufacturing. The course content includes orientation to industry and its philosophies. The course content includes an overview of the fashion industry; and careers in the field; selection, promotion, and merchandising as well as planning, selecting, selling, of fashion and promoting fashion merchandise; fashion coordination; Also covered are the math principles required for merchandising mathematics; and auxiliary tracking fashion enterprises trends.

*Proposed Final Draft*

This course introduces students to the fashion merchandising industry and its philosophies. The course content includes an overview of the fashion industry and careers in merchandising as well as planning, selecting, selling, and promoting fashion merchandise. Also covered are the math principles required for merchandising and tracking fashion trends.

3. Fashion 28 – Visual Merchandising

*Current Status/Proposed Change*

~~In this course students are introduced to~~ the basic concepts, techniques, and planning procedures for the visual merchandising. The visual approach to selling merchandise with emphasis on display. Current methods of visual merchandising are discussed including the use of mannequins, pinning, and flying, signage, and marketing as well as the display store planning and layout of a store.

*Proposed Final Draft*

In this course students are introduced to the basic concepts, techniques, and planning procedures for the visual approach to selling merchandise. Current methods of visual merchandising are discussed including the use of mannequins, signage, and marketing as well as store planning and layout.

4. Fashion 35 – Applied Color Theory

*Current Status/Proposed Change*

~~Essential~~ In this course students are introduced to the essential theories of color perception; and Applied problems dealing with involving color interaction phenomenon, effects, and function which that occur in interior design and fashion design. Students will deal with such problems as personal colors and related colors as they apply to interior or



use color as a visual language to modify space perception and to generate an emotional response when applied to fashion design.

*Proposed Final Draft*

In this course students are introduced to the essential theories of color perception and applied problems involving color interaction phenomenon, effects, and function that occur in fashion design. Students will use color as a visual language to modify space perception and to generate an emotional response when applied to fashion.

5. Fashion 41 – Fashion Analysis and Selection

*Current Status/Proposed Change*

~~In This course is a study of~~ students are introduced to the societal importance of apparel and personal appearance. Emphasis is placed on social, psychological, and sociological significance of cultural, and physical clothing needs. Application of the Additional topics covered include the history of fashion design, elements and principles of design, with an emphasis on the fashion figure and each individual student. Course content includes wardrobe planning, for the male identifying quality, and the female student clothing care, fit, and purchasing.

*Proposed Final Draft*

In this course students are introduced to the societal importance of apparel and personal appearance. Emphasis is placed on social, psychological, cultural, and physical clothing needs. Additional topics covered include the history of fashion design, elements and principles of design, wardrobe planning, identifying quality, and clothing care, fit, and purchasing.

**CHANGES IN DISCIPLINE, CATALOG DESCRIPTION; COURSE OUTLINE  
REVISED TO MEET TITLE 5 REQUIREMENTS**

1. Technical Mathematics 1 – Technical Mathematics for Vocational Students

*Current Status/Proposed Change*

Discipline: Drafting, Electronics, Machine Tool Technology

This is a basic technical mathematics course covering prime numbers, addition, subtraction, multiplication and division of signed numbers and decimals, ~~and~~ fractions (including mixed numbers and ~~complex~~ compound fractions), ratios, proportions, percentages, accuracy of measurements, exponents, ~~square roots, signed numbers and~~ introduction to an introduction to equations and inequalities. Applications will relate to problems commonly found in industrial settings.

*Proposed Final Draft*

Discipline: Drafting, Electronics, Machine Tool Technology

This is a basic technical mathematics course covering prime numbers, addition, subtraction, multiplication and division of signed numbers and decimals, fractions (including mixed numbers and compound fractions), ratios, proportions, percentages,

accuracy of measurements, exponents, roots, and an introduction to equations and inequalities. Applications will relate to problems commonly found in industrial settings.

### **NEW EXPERIMENTAL COURSE**

1. Fire and Emergency Technology 50HH – Ambulance Strike Team Leader  
Unit: 1    Lecture: 18 hours (one week course)    Faculty Load: 6.67%  
Credit, not degree applicable  
This course is designed to prepare ambulance personnel to respond to large scale emergencies and disasters as leaders in accordance with the Ambulance Strike Team/Medical Task Force (AST/MTF) guidelines published by the California Emergency Medical Services Authority (EMSA).

### **ARTICULATION AGREEMENTS**

1. Hawthorne High School Course: Principles of Engineering articulates with:  
Engineering Technology 10 – Principles of Engineering Technology
2. Hawthorne High School Course: Introduction to Engineering Design articulates with:  
Engineering Technology 12 – Introduction to Engineering Design

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

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**A. STUDENT FIELD TRIPS**

It is recommended that the Board approve the following student field trip sponsored by the El Camino College Language Academy. The purpose of the trip is cultural enrichment.

July 20, 2006 – Destyn LaPorte, Long Beach Aquarium, Long Beach, California.  
Estimated students 35. Depart 11:30am; return 5:30pm. Transportation by bus

**B. COMMUNITY EDUCATION – SPRING 2006**

It is recommended that the Board approve the following on-call instructors for the College for Youth classes for the Summer 2006 Community Education program.

Instructor to be paid at \$32 per hour  
Wendy Wenkel

Instructors to be paid at \$29 per hour  
Debra Edwards, Kate Oh, and Randolph Lee

**C. COMMUNITY EDUCATION PROGRAM FOR SUMMER 2006**

It is recommended that the Board approve the Community Education Program for Summer 2006 as shown on pages 6-31.

**D. 2006 SUMMER HIGH SCHOOL BASKETBALL LEAGUE**

It is recommended that the Board approve the 2006 Summer High School Basketball League Camp scheduled June 19, 2006 through July 31, 2006. The 2006 Summer High School Basketball League Camp will be staffed by Mike Fenison, Camp Director, and various camp officials who will be employed as Casuals.

**E. DESTRUCTION OF RECORDS**

It is recommended that the Board approve destruction of the following EOP&S/ CalWORKS/CARE student records for 2001-2002. The records have been maintained for the required retention period in accordance with California Code of Regulations, California Community Colleges Subchapter 2.5, Article 2, Period of Retention 59026:

EOPS/CARE Application  
EOPS/CARE Documentation Log  
EOPS/CARE Financial Documents  
Unofficial Transcripts  
Student Responsibility Contract  
Student Educational Plan  
Progress Reports

**F. INTERNATIONAL TRAVEL**

It is recommended that the Board approve international travel for Ms. Bozena Morton to Ho Chi Min City, Viet Nam, July 1-14, 2006. The purpose of the trip is to assist the American College Preparation Institute (ACPI) in the recruitment of students emphasizing the American ties of the institution, provide information about El Camino College programs, educational options and application procedures, setting up placement and exit testing criteria, and to meet with representatives of local universities and other higher education institutions to explore other partnerships, and to meet with US Consular officials to develop support for ACPI students applying to El Camino College. No expense to the District.

**G. GRANTS - ACCEPTANCE**

It is recommended that the Board approve acceptance of the following awarded grants:

1. Chancellor's Office – Associate Degree Nursing – RN Programs Capacity Building Initiative (05-0113). The purpose of this grant is to increase the current capacity of the nursing program by 24 students. In order to accomplish this, it is necessary to remodel two existing rooms, an electronics lab and a classroom and convert them to a nursing skills lab, faculty office, storage area and an updated classroom with state-of-the art technology capabilities. Funds will also be used to hire two additional instructors, a skills lab coordinator, lab assistants, tutors, and a clerical assistant. The additional 24 students will be admitted from the waiting list thereby decreasing the length of time for prospective students.

Amount of Grant Funding from Granting Agency	\$446,095
Amount of College Match (cash)	<u>\$ -0-</u>
Total Amount of Grant	\$446,095
Indirect Rate	\$17,157.52 (4%)
Performance Period:	April 1, 2006 through August 31, 2008

2. Chancellor’s Office – Associate Degree – RN Programs Capacity Building Initiative (05-0114). The purpose of this grant is to increase the current capacity of the nursing program by 36 students. In order to accomplish this, it is necessary to remodel two existing rooms, an electronics lab and a classroom and convert them to a nursing skills lab, faculty office, storage area and an updated classroom with state-of-the-art technology capabilities. Funds will be used to hire three additional instructors, a skills lab coordinator, lab assistants, tutors, and a clerical assistant. The additional 36 students will be admitted from the waiting list thereby decreasing the length of time prospective students have to wait for being admitted into the programs.

Amount of Grant Funding from Granting Agency	\$651,533
Amount of College Match (cash)	<u>\$ -0-</u>
Total Amount of Grant	\$651,533
Indirect Rate	\$25,058.96 (4%)
Performance Period: April 1, 2006 through August 31, 2008	

3. County of Los Angeles, Department of Public Social Services – Careers in Child Care Training Program (Amendment #5). The Careers in Child Care Program assists students who are recipients of Temporary Funds for Needy Families (TANF) and are interested in pursuing a career in early childhood education. Students take courses, complete internships, apply for the Child Development Permit awarded by the California Commission on Teacher Credentialing, and are assisted with job placement in preschool program.

Amount of Grant Funding from Granting Agency	\$159,997
Amount of College Match (cash)	<u>\$ -0-</u>
Total Amount of Grant	\$159,997
Indirect Rate	\$9,278.51 (8%)
Performance Period: July 1, 2006 through June 30, 2007	

4. National Science Foundation – Advanced Aerospace Manufacturing Education Project. The Advanced Aerospace Manufacturing Education Initiative project addresses a need for technical training and education in an industry that is critical to the national interests and will incorporate the best practices from similar projects funded by National Science Foundation (NSF) and others that have been aimed at other industries. El Camino College in partnership with the Oregon Institute of Technology and Purdue University will develop and implement curricula. Project participants Boeing, Lockheed Martin, Vought Aircraft and Northrop Grumman will be responsible for implementation of current technology in the manufacturing of aircraft, and the planning for implementation of future technologies.

Amount of Grant Funding from Granting Agency	\$238,607
Amount of College Match (cash)	<u>\$ -0-</u>
Total Amount of Grant	\$238,607
Indirect Rate	\$23,311(10.8%)
Performance Period: July 1, 2006 through June 30, 2009	

5. Department of Education – Expanding Education’s Role in Economic Development: Building on Successful Business Training Center Model. The purpose of the proposed project is to adapt the El Camino College Business Training Center model to establish a fully functional, self-supporting and revenue generating business training center at Crimean University of Humanities (CUH), able to respond quickly to the needs of local businesses.

Amount of Grant Funding from Granting Agency	\$122,946
Amount of College Match (In-Kind)	<u>\$178,508</u>
Total Amount of Grant	\$301,454
Indirect Rate	\$9,835.68 (8%)
Performance Period: July 1, 2006 through April 30, 2009	

**H. GRANTS – INFORMATION**

It is recommended that the Board approve the submission of the following grant proposals:

1. Chancellor’s Office – Quick Start Partnerships in Applied Competitive Technologies. The primary goal of the project will be to prepare middle and high school future engineers and technicians with a relevant and projected based curricular that will help them succeed in college and university engineering programs. A consortium of public schools, industry, and trade associations will be partnering to realize the goals and objectives of this proposal.

Amount of Grant Funding from Granting Agency	\$432,152
Amount of College Match (In-Kind)	<u>\$248,500</u>
Total Amount of Grant	\$680,652
Indirect Rate	\$17, 286.08 (4%)
Performance Period: June 1, 2006 through June 30, 2008	

2. Department of Education – Preparing Tomorrow’s Teachers Today (PTTT) (Year 3). During the third year of the five-year grant, the project will continue to pursue the objectives identified in year two, plus the following objectives: 1) Offer web-based orientation; 2)Expand Clubs’ activities to include local and global community linkages; 3) Pilot test developmental learning communities at Santa Monica College; 4) Develop additional courses and institutionalize; 5) Form high school chapters of Teachers Club; 6) Develop online courses; 7) Sign two additional memoranda of understanding and transfer agreements; and 8) Conduct CBEST and CSET preparation.

Amount of Grant Funding from Granting Agency	\$697,634
Amount of College Match (cash)	\$ -0-
Total Amount of Grant	\$697,634
Performance Period: October 1, 2006 through September 30, 2007	



Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Make Your Own Candles (Ages 14 & Up)	Abdul, Quayum	OptA		1	7/15	Sat	9:00 AM	12:00 PM		Artb 211
Fun with Soap Making (Ages 16 & Up)	Abdul, Quayum	OptA	N	1	7/29	Sat	9:00 AM	12:00 PM		Artb 211
Academic Chess	Academic Chess	75%	N	8	6/26	M-Th	10:15 AM	11:15 AM	thru 7/7; n/c 7/4	EastDin
Academic Chess	Academic Chess	75%	N	8	7/10	M-Th	10:15 AM	11:15 AM	thru 7/20	EastDin
Academic Chess	Academic Chess	75%	N	8	7/24	M-Th	10:15 AM	11:15 AM	thru 8/3	EastDin
What Were You Born To Do?	Adney, Curtis	OptA	N	1	7/11	Tues	6:00 PM	9:30 PM		Socs 205
Get Paid to Travel	Anderson, Cherie	OptA	N	1	6/24	Sat	9:30 AM	12:30 PM		Socs104
Become an International & Domestic Tour Director	Anderson, Cherie	OptA	N	1	6/24	Sat	1:30 PM	4:30 PM		Socs104
Math Basics--Part A	Andres, Linda	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Artb215
Algebra 1--Part A	Andres, Linda	\$29/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	Tech257
Pre-Algebra--Part A	Andres, Linda	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Tech256
Introduction to Geometry--Part B	Andres, Linda	\$29/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Bus 5
Get Wired-Make Your Own Jewelry (Ages 16 & Up)	Barrera, Art	\$28/hr	N	2	6/20	Tue	7:00 PM	10:00 PM	thru 6/27	Artb215
Make Your Own Wire Wrapped Pendant (Ages 16 & Up)	Barrera, Art	\$28/hr	N	2	7/11	Tues	7:00 PM	10:00 PM	thru 7/18	Artb 215
Chandelier/Hoop Earrings (Ages 16 & up)	Barrera, Art	\$28/hr	N	2	8/8	Tues	7:00 PM	10:00 PM	thru 8/15	Artb 215
Stargazing -- Virtual Reality Style - Online (Ages 11-Adults)	BDG - Online	\$25/stu	N		7/14	Fri			thru 8/20	online
Unsolved Mysteries and the Unexplained (online)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online
Amazing Sea Creatures--Online (Ages 11-Adult)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online
When Pigs Fly - Online (Ages 9-14)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Brain Crank Science (Online) (Ages 9-13)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online
What is Genealogy? Using the Internet - Course 1 (online)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online
Lighthouses of the Pacific Coast (online)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online
Fun in the National Parks (online)	BDG - Online	\$25/stu	N		7/19	Wed			thru 8/18	online
What is Genealogy? Finding Specific Information - Course 2 of 4 (online)	BDG - Online	\$25/hr	N		7/26	Wed			thru 8/25	online
What is Genealogy? Advanced Research -Course 3 of 4 (online)	BDG - Online	\$25/stu	N		8/16	Wed				online
What is Genealogy? World Genealogy -Course 4 of 4 (online)	BDG - Online	\$25/stu	N		8/24	Thurs			thru 8/23	online
Yoga for Health & Relaxation--Beginning	Berman, Ron	OptA	N	5	7/8	Sat	10:30 AM	12:00 PM	thru 8/5	PE 2
Yoga For Health & Relaxation--Intermediate	Berman, Ron	OptA	N	5	7/8	Sat	9:00 AM	10:15 AM	thru 8/5	PE 2
Yoga for Health & Relaxation--Beginning	Berman, Ron	OptA	N	5	8/12	Sat	10:30 AM	12:00 PM	thru 9/16; n/c 9/2	PE 2
Yoga For Health & Relaxation--Intermediate	Berman, Ron	OptA	N	5	8/12	Sat	9:00 AM	10:15 AM	thru 9/16; n/c 9/2	PE 2
Beginning Watercolor Basics	Bradford, Carla	OptA	N	8	6/3	Sat	12:30 PM	3:00 PM	thru 7/22	Artb211
Practical, Everyday Spanish, Part 1	Brunetti, Judy	\$29/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	MCS 5
Practical, Everyday Spanish, Part 2	Burnetti, Judy	\$29/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	MCS 5
Pre-Algebra--Part B	Burns, Jacqueline	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Decath Rm
Writing an 'A' Report	Burns, Jacqueline	\$29/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Socs 111

Title	Instructor	Rate of Pay	E/N	#mtg	First	Day	Start	End	Add'l Dates	Room
Creative Writing for School and Fun	Burns, Jacqueline	\$29/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Socs 111
Study Skills for Success	Burns, Jacqueline	\$29/hr	N	8	7/24	M-Th	2:30 PM	4:00 PM	thru 8/3	Mus 133
Study Skills for Success	Burns, Jacqueline	\$29/hr	N	8	7/24	M-Th	8:30 AM	10:00 AM	thru 8/3	Artb 215
Creative Writing for School and Fun	Burns, Jacqueline	\$29/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Mus 133
Stop Smoking Hypnosis Clinic	Carter, Jethro	OptA	N	1	6/14	Wed	7:00 PM	9:30 PM		Socs105
Get Thin, Stay Thin through Self-Hypnosis	Carter, Jethro	70%	N	1	7/13	Thurs	7:00 PM	9:30 PM		Socs 105
Drawing & Cartooning	Chew, Debbie	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Stad Rm
Rockin' With Bach & The Beatles	Chew, Debbie	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Artb 215
Illustrate Your Own Comic Book	Chew, Debbie	\$29/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Artb 211
Write Your 1st Book (or 7th)--Course 1 of 3	Christensen, Bobbie	OptA	N	1	8/13	Sun	12:00 PM	2:00 PM		Socs 105
Publishing Your Book--Course 2 of 3	Christensen, Bobbie	OptA	N	1	8/13	Sun	2:30 PM	4:30 PM		Socs 105
Marketing Your Book on a Shoe-String Budget--Course 3 of 3	Christensen, Bobbie	OptA	N	1	8/13	Sun	5:00 PM	7:00 PM		Socs 105
Building Your Financial Portfolio on \$25 a Month or Less	Christensen, Bobbie	OptA	N	1	8/14	Mon	6:00 PM	9:00 PM		Socs 105
Capoeira: A New Way to Fun & Fitness	Claverie, Courtney	OptA	N	12	6/10	Sat	12:30 PM	2:30 PM	thru 8/26	PE52
Capoeira: A New Way to Fun & Fitness	Claverie, Courtney	OptA	N	12	6/12	Mon	6:30 PM	8:30 PM	thru 8/28	PE52
Reading and Math Skills	College, Kids	70%	N	4	7/10	Mon	9:00 AM	10:30 AM	thru 7/31	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/10	Mon	10:45 AM	12:15 PM	thru 7/31	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/10	Mon	12:30 PM	2:00 PM	thru 7/31	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/10	Mon	3:45 PM	5:15 PM	thru 7/31	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/10	Mon	5:30 PM	7:00 PM	thru 7/31	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/10	Mon	9:00 AM	10:30 AM	thru 7/31	Off Campus

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Basic Reading and Math	College, Kids	70%	N	4	7/10	Mon	10:45 AM	12:15 PM	thru 7/31	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/10	Mon	12:30 PM	2:00 PM	thru 7/31	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/10	Mon	3:45 PM	5:15 PM	thru 7/31	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/10	Mon	5:30 PM	7:00 PM	thru 7/31	Off Campus
Algebra 1	College, Kids	70%	N	4	7/10	Mon	9:00 AM	10:30 AM	thru 7/31	Off Campus
Algebra 1	College, Kids	70%	N	4	7/10	Mon	10:45 AM	12:15 PM	thru 7/31	Off Campus
Algebra 1	College, Kids	70%	N	4	7/10	Mon	12:30 PM	2:00 PM	thru 7/31	Off Campus
Algebra 1	College, Kids	70%	N	4	7/10	Mon	3:45 PM	5:15 PM	thru 7/31	Off Campus
Algebra 1	College, Kids	70%	N	4	7/10	Mon	5:30 PM	7:00 PM	thru 7/31	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/11	Tues	9:00 AM	10:30 AM	thru 8/1	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/11	Tues	10:45 AM	12:15 PM	thru 8/1	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/11	Tues	12:30 PM	2:00 PM	thru 8/1	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/11	Tues	3:45 PM	5:15 PM	thru 8/1	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/11	Tues	5:30 PM	7:00 PM	thru 8/1	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/11	Tues	9:00 AM	10:30 AM	thru 8/1	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/11	Tues	10:45 AM	12:15 PM	thru 8/1	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/11	Tues	12:30 PM	2:00 PM	thru 8/1	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/11	Tues	3:45 PM	5:15 PM	thru 8/1	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/11	Tues	5:30 PM	7:00 PM	thru 8/1	Off Campus
Algebra 1	College, Kids	70%	N	4	7/11	Tues	9:00 AM	10:30 AM	thru 8/1	Off Campus
Algebra 1	College, Kids	70%	N	4	7/11	Tues	12:30 PM	2:00 PM	thru 8/1	Off Campus
Algebra 1	College, Kids	70%	N	4	7/11	Tues	3:45 PM	5:15 PM	thru 8/1	Off Campus
Algebra 1	College, Kids	70%	N	4	7/11	Tues	5:30 PM	7:00 PM	thru 8/1	Off Campus
Algebra 1	College, Kids	70%	N	4	7/11	Tues	10:45 AM	12:15 PM	thru 8/1	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/12	Wed	9:00 AM	10:30 AM	thru 8/2	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/12	Wed	10:45 AM	12:15 PM	thru 8/2	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/12	Wed	12:30 PM	2:00 PM	thru 8/2	Off Campus

Title	Instructor	Rate of Pay	E/N	#Mtg	First	Day	Start	End	Add'l Dates	Room
Reading and Math Skills	College, Kids	70%	N	4	7/12	Wed	3:45 PM	5:15 PM	thru 8/2	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/12	Wed	5:30 PM	7:00 PM	thru 8/2	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/12	Wed	9:00 AM	10:30 AM	thru 8/2	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/12	Wed	10:45 AM	12:15 PM	thru 8/2	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/12	Wed	12:30 PM	2:00 PM	thru 8/2	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/12	Wed	3:45 PM	5:15 PM	thru 8/2	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/12	Wed	5:30 PM	7:00 PM	thru 8/2	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/13	Thurs	9:00 AM	10:30 AM	thru 8/3	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/13	Thurs	10:45 AM	12:15 PM	thru 8/3	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	7/13	Thurs	12:30 PM	2:00 PM	thru 8/3	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/13	Thurs	9:00 AM	10:30 AM	thru 8/3	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/13	Thurs	10:45 AM	12:15 PM	thru 8/3	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	7/13	Thurs	12:30 PM	2:00 PM	thru 8/3	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/7	Mon	9:00 AM	10:30 AM	thru 8/28	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/7	Mon	10:45 AM	12:15 PM	thru 8/28	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/7	Mon	12:30 PM	2:00 PM	thru 8/28	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/7	Mon	3:45 PM	5:15 PM	thru 8/28	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/7	Mon	5:30 PM	7:00 PM	thru 8/28	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/7	Mon	9:00 AM	10:30 AM	thru 8/28	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/7	Mon	10:45 AM	12:15 PM	thru 8/28	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/7	Mon	12:30 PM	2:00 PM	thru 8/28	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/7	Mon	3:45 PM	5:15 PM	thru 8/28	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/7	Mon	5:30 PM	7:00 PM	thru 8/28	Off Campus
Algebra 1	College, Kids	70%	N	4	8/7	Mon	9:00 AM	10:30 AM	thru 8/28	Off Campus
Algebra 1	College, Kids	70%	N	4	8/7	Mon	10:45 AM	12:15 PM	thru 8/28	Off Campus
Algebra 1	College, Kids	70%	N	4	8/7	Mon	12:30 PM	2:00 PM	thru 8/28	Off Campus
Algebra 1	College, Kids	70%	N	4	8/7	Mon	3:45 PM	5:15 PM	thru 8/28	Off Campus

Title	Instructor	Rate of Pay	E/N	#Mtg	First	Day	Start	End	Add'l Dates	Room
Algebra 1	College, Kids	70%	N	4	8/7	Mon	5:30 PM	7:00 PM	thru 8/28	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/8	Tues	9:00 AM	10:30 AM	thru 8/29	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/8	Tues	10:45 AM	12:15 PM	thru 8/29	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/8	Tues	12:30 PM	2:00 PM	thru 8/29	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/8	Tues	3:45 PM	5:15 PM	thru 8/29	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/8	Tues	5:30 PM	7:00 PM	thru 8/29	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/8	Tues	9:00 AM	10:30 AM	thru 8/29	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/8	Tues	10:45 AM	12:15 PM	thru 8/29	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/8	Tues	12:30 PM	2:00 PM	thru 8/29	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/8	Tues	3:45 PM	5:15 PM	thru 8/29	Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/8	Tues	5:30 PM	7:00 PM	thru 8/29	Off Campus
Algebra 1	College, Kids	70%	N	4	8/8	Tues	9:00 AM	10:30 AM	thru 8/29	Off Campus
Algebra 1	College, Kids	70%	N	4	8/8	Tues	10:45 AM	12:15 PM	thru 8/29	Off Campus
Algebra 1	College, Kids	70%	N	4	8/8	Tues	12:30 PM	2:00 PM	thru 8/29	Off Campus
Algebra 1	College, Kids	70%	N	4	8/8	Tues	3:45 PM	5:15 PM	thru 8/29	Off Campus
Algebra 1	College, Kids	70%	N	4	8/8	Tues	5:30 PM	7:00 PM	thru 8/29	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/9	Wed	9:00 AM	10:30 AM	thru 8/30	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/9	Wed	10:45 AM	12:15 PM	thru	Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/9	Wed	12:30 PM	2:00 PM		Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/9	Wed	3:45 PM	5:15 PM		Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/9	Wed	5:30 PM	7:00 PM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/9	Wed	9:00 AM	10:30 AM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/9	Wed	10:45 AM	12:15 PM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/9	Wed	12:30 PM	2:00 PM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/9	Wed	3:45 PM	5:15 PM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/9	Wed	5:30 PM	7:00 PM		Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/10	Thurs	9:00 AM	10:30 AM		Off Campus

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Reading and Math Skills	College, Kids	70%	N	4	8/10	Thurs	10:45 AM	12:15 PM		Off Campus
Reading and Math Skills	College, Kids	70%	N	4	8/10	Thurs	12:30 PM	2:00 PM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/10	Thurs	9:00 AM	10:30 AM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/10	Thurs	10:45 AM	12:15 PM		Off Campus
Basic Reading and Math	College, Kids	70%	N	4	8/10	Thurs	12:30 PM	2:00 PM		Off Campus
Tour Info Night	Collette Vacations	\$0	N	1	6/21	Wed	5:00 PM	7:00 PM		Socs108
Life Drawing Marathons	Com, LifePainting.	OptA	N	1	6/25	Sun	10:00 AM	5:00 PM		Artb205, 209
Life Drawing Marathons	Com, LifePainting.	OptA	N	1	7/30	Sun	10:00 AM	5:00 PM		Artb 205, 209
Life Drawing Marathons	Com, LifePainting.	OptA	N	1	8/27	Sun	10:00 AM	5:00 PM		Artb 205, 209
Become a Certified Tax Preparer	Companies, WHA	50%	N	6	6/10	Sat	1:00 PM	5:00 PM	thru 7/15	MCS216
Become a Certified Tax Preparer	Companies, WHA	50%	N	6	7/8	Sat	8:00 AM	12:00 PM	thru 8/12	MCS 216
Taxes for the Small Business-- Tax Preparer CEUs	Companies, WHA	50%	N	6	8/3	Thurs	6:00 PM	9:00 PM	thru 8/17	MCS 207
Study Skills for Success	Conway, Sharla	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Adm 203
Keys to Success- Computer Keyboarding	Conway, Sharla	\$29/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	Comm 204
Destination Earth	Conway, Sharla	\$29/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Artb 215
Keys to Success: Computer Keyboarding	Conway, Sharla	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Comm 204
Keys to Success- Computer Keyboarding	Conway, Sharla	\$29/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Comm 204
Destination Earth	Conway, Sharla	\$29/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Artb 211
Keys to Success: Computer Keyboarding	Conway, Sharla	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Comm 204
Peacemaker's Institute	Curry, Jeffreda	40%	N	8	6/26	M-Th	1:00 PM	4:00 PM	thru 7/7	PE 229
Peacemaker's Institute	Curry, Jeffreda	40%	N	8	7/24	M-Th	1:00 PM	4:00 PM	thru 8/3	PE 229
Conversational Spanish-- Beginning 1	de los Rios, Jerry	OptA	N	6	6/13	T, TH	7:00 PM	9:00 PM	thru 6/29	Socs108
Conversational Spanish-- Beginning 2	de los Rios, Jerry	OptA	N	6	7/11	Tues	7:00 PM	9:00 PM	thru 8/1	Socs 108

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Conversational Spanish--Intermediate 1	de los Rios, Jerry	OptA	N	1	8/1	T,Th	7:00 PM	9:00 PM	thru 8/17	Socs 108
AMA-Fair, Square & Legal-Safe Hiring, Managing & Firing (online)	Dennis Doran	59/stu	N		6/22					online
AMA-Managing & Achieving Organizational Goals (online)	Dennis Doran	59/stu	N		6/22					online
AMA--Communication Skills For Managers (online)	Dennis Doran	59/stu	N		6/22					online
AMA--A Manager's Guide to Human Behavior (online)	Dennis Doran	59/stu	N		6/22					online
AMA--How to Manage Conflict in the Organization (online)	Dennis Doran	59/stu	N		6/22					online
AMA--How to Build High-Performance Teams (online)	Dennis Doran	59/stu	N		6/22					online
AMA--Successful Project Management (online)	Dennis Doran	59/stu	N		6/22					online
AMA--How to Sharpen Your Business Write Skills (online)	Dennis Doran	59/stu	N		6/22					online
AMA-Fair, Square & Legal-Safe Hiring, Managing & Firing (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA-Managing & Achieving Organizational Goals (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA--Communication Skills For Managers (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA--A Manager's Guide to Human Behavior (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA--How to Manage Conflict in the Organization (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online



Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
AMA--How to Build High-Performance Teams (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA--Successful Project Management (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA--How to Sharpen Your Business Write Skills (online)	Dennis Doran	\$59/stu	N		7/20	Thurs				online
AMA-Fair, Square & Legal-Safe Hiring, Managing & Firing (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA-Managing & Achieving Organizational Goals (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA--Communication Skills For Managers (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA--A Manager's Guide to Human Behavior (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA--How to Manage Conflict in the Organization (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA--How to Build High-Performance Teams (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA--Successful Project Management (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
AMA--How to Sharpen Your Business Write Skills (online)	Dennis Doran	\$59/stu	N		8/17	Thurs				online
Tips and Techniques for Test Taking	Douglas, Lee	OptA	N	2	7/8	Sat	11:00 AM	12:30 PM	thru 7/15	Socs 109
Listening Skills for Better Grades (Grades 7-11)	Douglas, Lee	OptA	N	1	7/22	Sat	11:00 AM	12:30 PM		Socs 109
How to Study Smarter Not Harder (Grades 7-11)	Douglas, Lee	OptA	N	2	8/5	Sat	11:00 AM	12:30 PM	thru 8/12	Socs 109
Discover Digital Photography (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Digital Photography Output (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Secrets of Better Photography (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Mastering Digital Photography: Photographing People (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Photoshop Elements for the Digital Photographer (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Photoshop CS	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Photoshop CS2 for the Digital Photographer (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Making Movies with Windows XP (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Mus Made Easy (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Get Paid to Travel (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Med Terminology (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Accounting Fundamentals I (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Accounting Fundamentals II (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Beginning MS Word (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Beginning MS Excel (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to QuickBooks (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Beginning Access (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Beginning SQL (Structured Query LA) (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Oracle 8 (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Database Development	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Vis Basic 6.0 (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to PC Troubleshooting (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Introduction to Windows XP (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Networking (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Intermediate Networking (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
C++ for the Absolute Beginner (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Vis Basic .NET (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Design Projects for Adobe Illustrator CS	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Achieving Top Search Engine Positions (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Creating Web Pages (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Designing Effective Websites (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Dreamweaver (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Introduction to Flash MX (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Creating Web Pages II (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Speed Spanish I (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Speed Spanish II (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
A to Z GrantWrite (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Travel Write (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Effective Business Write (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Beginning Writer's Workshop (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
GED Preparation (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Grammar Refresher (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Goodbye to Shy (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Luscious, Low-Fat, Lightning-Quick Meals (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Learn To Buy & Sell on eBay (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Stocks, Bonds, and Investing: Oh, My! (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Real Estate Investing (online)	Education To Go	Various	N	12	6/21	W,F			thru 8/11	online
Discover Digital Photography (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Digital Photography Output (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Secrets of Better Photography (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Mastering Digital Photography: Photographing People (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Photoshop Elements for the Digital Photographer (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Photoshop CS	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Photoshop CS2 for the Digital Photographer (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Making Movies with Windows XP (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Mus Made Easy (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Get Paid to Travel (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Med Terminology (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Accounting Fundamentals I (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Accounting Fundamentals II (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Beginning MS Word (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Beginning MS Excel (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to QuickBooks (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Beginning Access (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Beginning SQL	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Oracle 8 (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Introduction to Database Development	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Vis Basic 6.0 (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to PC Troubleshooting (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Windows XP (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Networking (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Intermediate Networking (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
C++ for the Absolute Beginner (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Vis Basic .NET (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Design Projects for Adobe Illustrator CS	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Achieving Top Search Engine Positions (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Creating Web Pages (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Designing Effective Websites (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Dreamweaver (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Introduction to Flash MX (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Creating Web Pages II (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Speed Spanish I (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Speed Spanish II (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
A to Z GrantWrite (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Travel Write (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Effective Business Write (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Beginning Writer's Workshop (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
GED Preparation (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Grammar Refresher (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Goodbye to Shy (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Luscious, Low-Fat, Lightning-Quick Meals (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Learn To Buy & Sell on eBay (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Stocks, Bonds, and Investing: Oh, My! (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Real Estate Investing (online)	Education To Go	Various	N	12	7/19	W,F			thru 9/8	online
Discover Digital Photography (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Digital Photography Output (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Secrets of Better Photography (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Mastering Digital Photography: Photographing People (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Photoshop Elements for the Digital Photographer (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Photoshop CS	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Photoshop CS2 for the Digital Photographer (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Making Movies with Windows XP (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Mus Made Easy (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Get Paid to Travel (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Med Terminology (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Accounting Fundamentals I (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Accounting Fundamentals II (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Beginning MS Word (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Beginning MS Excel (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Introduction to QuickBooks (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Beginning Access (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Beginning SQL (Structured Query LA) (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Oracle 8 (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Database Development	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Vis Basic 6.0 (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to PC Troubleshooting (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Windows XP (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Networking (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Intermediate Networking (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
C++ for the Absolute Beginner (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Vis Basic .NET (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Design Projects for Adobe Illustrator CS	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Achieving Top Search Engine Positions (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Creating Web Pages (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Dreamweaver (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Introduction to Flash MX (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Creating Web Pages II (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Speed Spanish I (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Speed Spanish II (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
A to Z GrantWrite (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Travel Write (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Effective Business Write (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Beginning Writer's Workshop (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
GED Preparation (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Grammar Refresher (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Goodbye to Shy (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Luscious, Low-Fat, Lightning-Quick Meals (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Learn To Buy & Sell on eBay (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Stocks, Bonds, and Investing: Oh, My! (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Real Estate Investing (online)	Education To Go	Various	N	12	8/16	W,F			thru 10/6	online
Japanese for Kids--Beginning 1	Ego, Kimiko	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Tech 257
Japanese for Kids--Beginning 2	Ego, Kimiko	\$29/hr	N	8	7/10	Mon	10:15 AM	11:45 AM	thru 7/20	Stad Rm
Japanese for Kids Beginning 1	Ego, Kimiko	\$29/hr	N	8	7/24	M-Th	10:15 AM	11:45 AM	thru 8/3	MCS 5
Introduction to Cake Decorating--Course 1	Elerewe, Thelma	OptA	N	2	6/13	Tue	6:00 PM	10:00 PM	thru 6/20	StadRm
Introduction to Cake Decorating--Course 1	Elerewe, Thelma	OptA	N	2	7/8	Sat	10:00 AM	2:00 PM	thru 7/15	Stad Rm
Introduction to Cake Decorating--Course 2	Elerewe, Thelma	OptA	N	2	7/22	Sat	10:00 AM	2:00 PM	thru 7/29	Stad Rm
Introduction to Cake Decorating--Course 3	Elerewe, Thelma	OptA	N	2	8/5	Sat	10:00 AM	2:00 PM	thru 8/12	Stad Rm
Algebra 2--Part A	Emmery, Laura	\$32/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Bus5
Algebra 1--Part A	Emmery, Laura	\$32/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	Bus5
Algebra 1--Part A	Emmery, Laura	\$32/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Bus5
Algebra 1--Part A	Emmery, Laura	\$32/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Bus5
Algebra 1--Part B	Emmery, Laura	\$32/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Bus 5
Algebra 1--Part B	Emmery, Laura	\$32/hr	N	8	7/10	M-Th	4:15 PM	5:45 PM	thru 7/20	Bus 5
Algebra 2--Part B	Emmery, Laura	\$32/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Bus 5
Algebra 2--Part B	Emmery, Laura	\$32/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Bus 5



Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Introduction to Trigonometry	Emmery, Laura	\$32/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	PE 229
Pre-Algebra--Part B	Emmery, Laura	\$32/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Bus 5
Algebra 1--Part B	Emmery, Laura	\$32/hr	N	8	7/24	M-Th	2:30 PM	4:00 PM	thru 8/3	Bus 5
Algebra 2--Part A	Emmery, Laura	\$32/hr	N	8	7/24	M-Th	10:15 AM	11:45 AM	thru 8/3	Bus 5
Algebra 1--Part A	Emmery, Laura	\$32/hr	N	8	7/24	M-Th	8:30 AM	10:00 AM	thru 8/3	Bus 5
Journals and General Ledger Posting--Course 1 of 3	Farmer, Kevin	OptA	N	1	6/12	Mon	6:30 PM	9:30 PM		Socs109
Income Statement Analysis--Course 2 of 3	Farmer, Kevin	OptA	N	1	6/19	Mon	6:30 PM	9:30 PM		Socs109
Balance Sheet Analysis--Course 3 of 3	Farmer, Kevin	OptA	N	1	6/26	M-Th	6:30 PM	9:30 PM		Socs 109
Payroll Taxes	Farmer, Kevin	OptA	N	1	7/10	Mon	6:30 PM	9:30 PM		Socs 111
Business Overview: Getting Started--Course 1 of 5	Farmer, Kevin	OptA	N	1	7/19	Wed	6:30 PM	9:30 PM		Socs 108
Marketing, Sales and Promotion--Course 2 of 5	Farmer, Kevin	OptA	N	1	7/26	Wed	6:30 PM	9:30 PM		Socs 108
Get Going With QuickBooks--Beginning (In Person)	Farmer, Kevin	OptA	N	1	7/29	Sat	9:00 AM	3:00 PM		Comm 204
Planning for Success: Your Business Plan--Course 3 of 5	Farmer, Kevin	OptA	N	1	8/2	Wed	6:30 PM	9:30 PM		Socs 108
Keep Going With QuickBooks--Intermediate (In Person)	Farmer, Kevin	OptA	N	1	8/5	Sat	9:00 AM	3:00 PM		Comm 204
Operations & Management--Course 4 of 5	Farmer, Kevin	70%	N	4	8/9	Wed	6:30 PM	9:30 PM		Socs 108
Finances & Record Keeping--Course 5 of 5	Farmer, Kevin	OptA	N	1	8/16	Wed	6:30 PM	9:30 PM		Socs 108
Pilates, Abs and Core	Frank, Dale	50%	N	6	6/20	Tue	7:00 PM	7:45 PM	thru 7/25	Off Campus
Circuit Weight Training	Frank, Dale	50%	N	6	6/20	Tue	7:45 PM	8:30 PM	thru 7/25	Off Campus
High Intensity Interval Training-HIIT	Frank, Dale	50%	N	6	6/20	Tue	6:00 PM	6:45 PM	thru 7/27	Off Campus
Weight Lifting for Seniors	Frank, Dale	50%	N	6	6/21	Wed	10:30 AM	11:15 AM	thru 7/26	Off Campus

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Pilates, Abs and Core	Frank, Dale	50%	N	6	8/1	Tues	7:00 PM	7:45 PM	thru 9/5	Off Campus
Circuit Weight Training	Frank, Dale	50%	N	6	8/1	Tues	7:45 PM	8:30 PM	thru 9/5	Off Campus
Weight Lifting for Seniors	Frank, Dale	50%	N	6	8/2	Wed	10:30 AM	11:15 AM	thru 9/6	Off Campus
High Intensity Interval Training-HIIT	Frank, Dale	50%	N	6	8/3	Thurs	6:30 PM	7:15 PM	thru 9/7	Off Campus
You Can Sell Hit Songs	Frederick, Robin	OptA	N	1	6/24	Sat	1:00 PM	4:00 PM		Socs108
Great Grammar for Great Grades: Basic English for Survival	Gendrano, Jamie	\$29/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Socs 109
Great Grammar for Great Grades: Basic English for Survival	Gendrano, Jamie	\$29/hr	N	8	6/26	M-Th	4:15 PM	5:45 PM	thru 7/7	Adm 202
Creative Writing for School & Fun	Gendrano, Jamie	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Stad Rm
Creative Writing for School & Fun	Gendrano, Jamie	\$29/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Artb 215
Belly Dancing-Mixed Levels (Ages 14 & Up)	Genie Nakano	40%	N	6	7/8	Sat	10:00 AM	11:00 AM	thru 8/12	PE 233
Bollywood Dance (Ages 14 & Up)	Genie Nakano	40%	N	6	7/8	Sat	11:15 AM	12:15 PM	thru 8/12	PE 233
Negotiation 1: The Art of Getting What You Want--Course 1 of 4	Georgen, Pearl	OptA	N	1	6/12	Mon	6:30 PM	9:30 PM		Socs108
Negotiation 2: How to Talk and What to Say--Course 2 of 4	Georgen, Pearl	OptA	N	1	6/19	Mon	6:30 PM	9:30 PM		Socs108
Negotiation 3: Mastery of the Art--Course 3 of 4	Georgen, Pearl	OptA	N	1	6/26	M-Th	6:30 PM	9:30 PM		Socs 108
Negotiation 4: Resolving Critical Issues--Course 4 of 4	Georgen, Pearl	OptA	N	1	7/10	Mon	6:30 PM	9:30 PM		Socs 108
Negotiation 5: Secrets of Effective Persuasion--Advanced Course 1 of 3	Georgen, Pearl	OptA	N	1	7/17	Mon	6:30 PM	9:30 PM		Socs 108
Negotiation 6: Power Strategies--Advanced Course 2 of 3	Georgen, Pearl	OptA	N	1	7/24	Mon	6:30 PM	9:30 PM		Socs 108

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Negotiation 7: Multiplying Your Effectiveness--Advanced Course 3 of 3	Georgen, Pearl	OptA	N	1	7/31	Mon	6:30 PM	9:30 PM		Socs 108
Starting A Med or Dental Service	Hall, Kris	OptA	N	1	6/28	Wed	6:30 PM	9:30 PM		Socs 108
Dental Insurance Billing	Hall, Kris	OptA	N	1	7/9	Sun	9:00 AM	4:30 PM		Socs 105
Introduction to Supervision--Course 1 of 3	Harris, Shirley	OptA	N	1	7/10	Mon	6:30 PM	9:30 PM		Socs 109
Effective Communication for Supervisors & Managers--Course 2 of 3	Harris, Shirley	OptA	N	1	7/17	Mon	6:30 PM	9:30 PM		Socs 109
Performance Management--Course 3 of 3	Harris, Shirley	OptA	N	1	7/24	Mon	6:30 PM	9:30 PM		Socs 109
A Guide to Great California Tours	Heller, Paul	OptA	N	1	6/10	Sat	1:00 PM	4:00 PM		Socs105
Travel The World In Comfort For Less Than \$50 A Day	Heller, Paul	OptA	N	1	6/10	Sat	9:00 AM	12:00 PM		Socs105
SAT Preparation	Hines, Fred	\$32/hr	N	8	7/24	M-Th	2:30 PM	4:00 PM	thru 8/3	Socs 108
Study Skills for Success	Hines, Frederick	\$32/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Socs109
Introduction to Geometry--Part A	Hines, Frederick	\$32/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Socs111
Introduction to Geometry--Part A	Hines, Frederick	\$32/hr	N	8	6/26	M-Th	4:15 PM	2:15 PM	thru 7/7	Socs111
Algebra 1--Part A	Hines, Frederick	\$32/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Socs111
SAT Preparation	Hines, Frederick	\$32/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Artb 211
Algebra 1--Part B	Hines, Frederick	\$32/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Stad Rm
Introduction to Geometry--Part A	Hines, Frederick	\$32/hr	N	8	7/10	M-Th	4:15 PM	5:45 PM	thru 7/20	Socs 108
Introduction to Geometry--Part B	Hines, Frederick	\$32/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Socs 108
Algebra 1--Part A	Hines, Frederick	\$32/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Socs 108
Introduction to Geometry--Part A	Hines, Frederick	\$32/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Socs 111
Pre-Algebra--Part A	Hines, Yolanda	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Alondra Rm
Pre-Algebra--Part A	Hines, Yolanda	\$29/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Adm 209
Math Basics--Part A	Hines, Yolanda	\$29/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Tech 256
Math Basics--Part B	Hines, Yolanda	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Tech 256

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Pre-Algebra--Part B	Hines, Yolanda	\$29/hr	N	8	7/10	M-Th	12:45 PM	2:45 PM	thru 7/20	Adm 202
Pre-Algebra--Part B	Hines, Yolanda	\$29/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Adm 202
Pre-Algebra--Part A	Hines, Yolanda	\$29/hr	N	8	7/24	M-Th	10:15 AM	11:45 AM	thru 8/3	Tech 256
Creative Write for School and Fun	Hines, Yolanda	\$29/hr	N	8	7/24	M-Th	8:30 AM	10:00 AM	thru 8/3	Tech 256
Great Grammar for Great Grades: Basic English for Survival	Hines, Yolanda	\$29/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Adm 202
Study Skills for Success	Hood, Larisa	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	MCS 5
Study Skills for Success	Hood, Larisa	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	MCS 5
Study Skills for Success	Hood, Larisa	\$29/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	PE 27
Writing an 'A' Report	Hood, Larisa	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	PE 229
Introduction to Microsoft Excel 2003 (In Person)	Hughes, Charles	OptA	E	1	6/10	Sat	9:00 AM	1:00 PM		Comm204
Intermediate Excel 2003 (In Person)	Hughes, Charles	40%	E	1	6/17	Sat	9:00 AM	1:00 PM		Comm204
Beginning Access (In Person)	Hughes, Charles	40%	E	2	7/8	Sat	9:00 AM	12:30 PM	thru 7/15	Comm 204
Program R	Institute of Reading Dev	90%	N	5	6/17	Sat	9:30 AM	10:45 AM	thru 7/15	Mu202
Program R	Institute of Reading Dev	90%	N	5	6/17	Sat	9:30 AM	10:45 AM	thru 7/15	Mu203
Program R	Institute of Reading Dev	90%	N	5	6/17	Sat	9:30 AM	10:45 AM	thru 7/15	Mu204
Program R	Institute of Reading Dev	90%	N	5	6/17	Sat	9:30 AM	10:45 AM	thru 7/15	Mu205
Program 5	Institute of Reading Dev	90%	N	5	6/17	Sat	11:30 AM	2:00 PM	thru 7/15	Mu202
Program 5	Institute of Reading Dev	90%	N	5	6/17	Sat	11:30 AM	2:00 PM	thru 7/15	Mu203
Program 5	Institute of Reading Dev	90%	N	5	6/17	Sat	11:30 AM	2:00 PM	thru 7/15	Mu204
Program 5	Institute of Reading Dev	90%	N	5	6/17	Sat	11:30 AM	2:00 PM	thru 7/15	Mu205
Program 4	Institute of Reading Dev	90%	N	5	6/17	Sat	2:45 PM	4:45 PM	thru 7/15	Mu202
Program 4	Institute of Reading Dev	90%	N	5	6/17	Sat	2:45 PM	4:45 PM	thru 7/15	Mu203
Program 4	Institute of Reading Dev	90%	N	5	6/17	Sat	2:45 PM	4:45 PM	thru 7/15	Mu204
Program 2	Institute of Reading Dev	90%	N	5	6/18	Sun	10:00 AM	12:00 PM	thru 7/16	Mu202
Program 2	Institute of Reading Dev	90%	N	5	6/18	Sun	10:00 AM	12:00 PM	thru 7/16	Mu207
Program 2	Institute of Reading Dev	90%	N	5	6/18	Sun	10:00 AM	12:00 PM	thru 7/16	Mu209

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Program 1	Institute of Reading Dev	90%	N	5	6/18	Sun	12:45 PM	2:45 PM	thru 7/16	Mu202
Program 1	Institute of Reading Dev	90%	N	5	6/18	Sun	12:45 PM	2:45 PM	thru 7/16	Mu207
Program 1	Institute of Reading Dev	90%	N	5	6/18	Sun	12:45 PM	2:45 PM	thru 7/16	Mu209
Program 6	Institute of Reading Dev	90%	N	5	6/18	Sun	3:30 PM	6:00 PM	thru 7/16	Mu202
Program 6	Institute of Reading Dev	90%	N	5	6/18	Sun	3:30 PM	6:00 PM	thru 7/16	Mu207
Program 6	Institute of Reading Dev	90%	N	5	6/18	Sun	3:30 PM	6:00 PM	thru 7/16	Mu209
Program 1	Institute of Reading Dev	90%	N	5	6/19	Mon	1:00 PM	3:00 PM	thru 7/17	Mu202
Program 3	Institute of Reading Dev	90%	N	5	6/19	Mon	3:30 PM	5:30 PM	thru 7/17	Mu202
Program 6	Institute of Reading Dev	90%	N	5	6/19	Mon	6:00 PM	8:30 PM	thru 7/17	Mu207
Program 2	Institute of Reading Dev	90%	N	5	6/21	Wed	4:00 PM	6:00 PM	thru 7/19	Mu202
Program 2	Institute of Reading Dev	90%	N	5	6/21	Wed	4:00 PM	6:00 PM	thru 7/19	Mu205
Program 7	Institute of Reading Dev	90%	N	5	6/21	Wed	7:00 PM	9:30 PM	thru 7/19	Mu202
Program 7	Institute of Reading Dev	90%	N	5	6/21	Wed	7:00 PM	9:30 PM	thru 7/19	Mu205
Program 4	Institute of Reading Dev	90%	N	5	6/22	Thur	1:00 PM	3:00 PM	thru 7/20	Mu202
Program 4	Institute of Reading Dev	90%	N	5	6/22	Thur	1:00 PM	3:00 PM	thru 7/20	Mu207
Program 5	Institute of Reading Dev	90%	N	5	6/22	Thur	3:30 PM	6:00 PM	thru 7/20	Mu202
Program 5	Institute of Reading Dev	90%	N	5	6/22	Thur	3:30 PM	6:00 PM	thru 7/20	Mu207
Program 1	Institute of Reading Dev	90%	N	5	7/25	Tues	10:00 AM	12:00 PM	thru 8/22	Socs109
Program 2	Institute of Reading Dev	90%	N	5	7/25	Tues	1:00 PM	3:00 PM	thru 8/22	Mu210
Program 3	Institute of Reading Dev	90%	N	5	7/25	Tues	1:00 PM	5:00 PM	thru 8/22	Mu202
Program 6	Institute of Reading Dev	90%	N	5	7/25	Tues	3:45 PM	6:15 PM	thru 8/22	Mu210
Program 6	Institute of Reading Dev	90%	N	5	7/25	Tues	3:45 PM	6:15 PM	thru 8/22	Mu202
Program 4	Institute of Reading Dev	90%	N	5	7/26	Wed	1:00 PM	3:00 PM	thru 8/23	Mu202
Program 4	Institute of Reading Dev	90%	N	5	7/26	Wed	1:00 PM	3:00 PM	thru 8/23	Mu207
Program R	Institute of Reading Dev	90%	N	5	7/26	Wed	3:30 PM	4:45 PM	thru 8/23	Mu202
Program R	Institute of Reading Dev	90%	N	5	7/26	Wed	3:30 PM	4:45 PM	thru 8/23	Mu207
Program 5	Institute of Reading Dev	90%	N	5	7/26	Wed	5:30 PM	8:00 PM	thru 8/23	Mu202
Program 5	Institute of Reading Dev	90%	N	5	7/26	Wed	5:30 PM	8:00 PM	thru 8/23	Mu207

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Teens in Technology	Kahan, Wendy	\$32/hr	E	8	7/10	M-Th	12:30 PM	4:30 PM	thru 7/20	Tech204
Kidz Art	Kidz Art	75%	N	8	6/26	M-Th	9:00 AM	12:00 PM	thru 7/7; n/c 7/4	Decath
Kidz Art	Kidz Art	75%	N	8	6/26	M-Th	1:00 PM	4:00 PM	thru 7/7; n/c 7/4	Decath
Kidz Art	Kidz Art	75%	N	8	7/10	M-Th	9:00 AM	12:00 PM	thru 7/20	Decath
Kidz Art	Kidz Art	75%	N	8	7/10	M-Th	1:00 PM	4:00 PM	thru 7/20	Decath
Write for Fun	Kneisley, Susan	\$29/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Adm 203
Fun with Art	Kneisley, Susan	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Artb 211
Writing for Fun	Kneisley, Susan	\$29/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Stad Rm
Fun with Art	Kneisley, Susan	\$29/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Stad Rm
Writing for Fun	Kneisley, Susan	\$29/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Artb 215
Fun with Art	Kneisley, Susan	\$29/hr	N	8	7/24	M-Th	2:30 PM	4:00 PM	thru 8/3	Artb 215
Learning Adventure	Learning Adventure	85%	N	8	6/24	Sat	11:30 AM	6:15 PM	thru 8/12	Adm203
Learning Adventure	Learning Adventure	85%	N	8	6/24	Sat	11:30 AM	6:15 PM	thru 8/12	Adm204
Learning Adventure	Learning Adventure	85%	N	8	6/24	Sat	11:30 AM	6:15 PM	thru 8/12	Adm208
Learning Adventure	Learning Adventure	85%	N	8	6/24	Sat	11:30 AM	6:15 PM	thru 8/12	Adm209
Spelling & Vocabulary Improvement	Lee, Randolph	\$29/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	Stad Rm
Creative Write for School and Fun	Lee, Randolph	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Tech 257
Writing the High School Essay	Lee, Randolph	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Alondra Rm
Writing the High School Essay	Lee, Randolph	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	MCS 5
Writing an 'A' Report	Lee, Randolph	\$29/hr	N	8	7/24	M-Th	8:30 AM	10:00 AM	thru 8/3	Decath Rm
Writing the High School Essay	Lee, Randolph	\$29/hr	N	8	7/24	M-Th	10:15 AM	11:45 AM	thru 8/3	Decath Rm
Real Estate Appraisal: A New Career/A New Business	Levitan, Les	OptA	N	1	7/11	Tues	7:00 PM	9:30 PM		Socs 105
Math Basics	Lugo, Mary	\$32/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	Mus133
Creative Writing for School and Fun	Lugo, Mary	\$32/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Bus 7

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Title	Instructor	Rate of Pay	E/N	# mtg	First	Day	Start	End	Add'l Dates	Room
Great Grammar for Great Grades: Basic English for Survival	Lugo, Mary	\$32/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Mus 133
Writing an 'A' Report	Lugo, Mary	\$32/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Mus 133
Writing an 'A' Report	Lugo, Mary	\$32/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Mus 133
Creative Writing for School and Fun	Lugo, Mary	\$32/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Tech 257
Great Grammar for Great Grades: Basic English for Survival	Lugo, Mary	\$32/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Tech 257
Great Grammar for Great Grades: Basic English for Survival	Lugo, Mary	\$32/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Tech 257
Creative Writing for School and Fun	Lugo, Mary	\$32/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Tech 257
Writing an 'A' Report	Lugo, Mary	\$32/hr	N	8	7/24	M-Th	2:30 PM	4:00 PM	thru 8/3	Adm 203
Creative Writing for School and Fun	Lugo, Mary	\$32/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Adm 203
Creative Writing for School & Fun	Lugo, Mary	\$32/hr	N	8	7/24	M-Th	10:15 AM	11:45 AM	thru 8/3	Artb 215
BioMed Science 1- Anatomy & Physiology	Mardirosian, Shouskik	\$50/hr	N	4	6/11	Sun	9:00 AM	4:00 PM	thru 7/9; n/c 7/2	Socs105
Med Terminology	Mardirosian, Shouskik	\$50/hr	N	6	6/13	T, TH	6:30 PM	9:30 PM	thru 6/29	Socs109
Med Office Procedures	Mardirosian, Shouskik	\$50/hr	N	2	7/11	T,Th	6:30 PM	9:30 PM	thru 7/13	Socs 109
Med Billing and Reimbursement	Mardirosian, Shouskik	\$50/hr	N	4	7/16	Sun	9:00 AM	4:00 PM	thru 8/6	Socs 104
Secrets to Starting a Business in Voice Over	Meza, Aaron	OptA	N	1	6/24	Sat	10:00 AM	1:00 PM		Socs105
The Voice Over Experience	Meza, Aaron	OptA	N	1	8/5	Sat	10:00 AM	2:00 PM		Socs 105
Photography for Kids	Moore, Terry Lynn	\$29/hr	E	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Artb 5
Introduction to Digital Photography (With an Intro. to Photoshop)	Moore, Terry Lynn	OptA	E	8	7/10	M-Th	6:30 PM	8:00 PM	thru 7/20	Artb 5
Introduction to Digital Photography (With an Intro. to Photoshop)	Moore, Terry Lynn	OptA	E	8	7/24	M-Th	6:30 PM	8:00 PM	thru 8/3	Artb 5
How to Become a Mystery Shopper	Moran, Elaine	OptA	N	1	7/16	Sun	10:00 AM	3:30 PM		Socs 110

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Title	Instructor	Rate of Pay`	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Down & Dirty Anger Management	Payne, C. V.	OptA	N	1	6/12	Mon	6:30 PM	9:30 PM		Socs104
First Aid & CPR for Kids	Phillips, Sue	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Adm 202
First Aid & CPR for Kids	Phillips, Sue	\$29/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Adm 203
Sign Language	Post, Donna	\$29/hr	N	8	6/26	M-Th	6:15 PM	7:45 PM	thru 7/7	Stad Rm
Sign Language	Post, Donna	\$29/hr	N	8	6/26	M-Th	4:30 PM	6:00 PM	thru 7/7	Stad Rm
Sign Language	Post, Donna	\$29/hr	E	8	7/10	M-Th	6:15 PM	7:45 PM	thru 7/20	Stad Rm
Sign Language	Post, Donna	\$29/hr	E	8	7/10	M-Th	4:30 PM	6:00 PM	thru 7/20	Stad Rm
Sign Language	Post, Donna	\$29/hr	E	8	7/24	M-Th	6:15 PM	7:45 PM	thru 8/3	Stad Rm
Sign Language	Post, Donna	\$29/hr	E	8	7/24	M-Th	4:30 PM	6:00 PM	thru 8/3	Stad Rm
Become a Part-Time Substitute Teacher and Make Full-Time Pay	Prosper, Charles	OptA	N	1	6/10	Sat	9:00 AM	12:00 PM		Socs108
Secrets of Discipline and Classroom Control for Substitute Teachers	Prosper, Charles	OptA	N	1	6/11	Sun	9:00 AM	12:00 PM		Socs108
How to Make \$100,000 a Year Teaching Your Expertise In Community Colleges	Prosper, Charles	OptA	N	1	7/29	Sat	9:00 AM	12:00 PM		Socs 105
Become a Notary Public--Prep Class	Public Seminars, Notary	OptA	N	3	6/24	Sat	8:00 AM	6:00 PM		Bus2
Become a Notary Public--Prep Class	Public Seminars, Notary	OptA	N	3	8/1	T,Th	5:45 PM	9:30 PM	thru 8/1; S exam 9-11am	Socs 203
Become a Certified Loan Signing Agent--Build Your Own Notary Signing Business	Public Seminars, Notary	OptA	N	3	8/12	Sat	9:00 AM	5:00 PM		Bus 2
Earn Big Bucks as a Freelance Bookkeeper (In These Tough Economic Times)	Railsback, Sherrie	OptA	N	1	7/11	Tues	6:30 PM	9:30 PM		Socs 111

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Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Move to the Head of the Class (Grades 5-8)	Railsback, Sherrie	OptA	N	2	7/11	T,Th	1:00 PM	4:00 PM	thru 7/13	Artb 211
Spelling & Vocabulary Improvement	Rayfield, Candis	\$29/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Adm 202
Spelling & Vocabulary Improvement	Rayfield, Candis	\$29/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Adm 203
Retire Early-Retire Young, Through Part-Time Real Estate Investing	Reddick Seminars, Marshall	OptA	N	1	8/13	Sun	9:00 AM	5:30 PM		Bus 2
Finding Work You Love	Reed, Kennette	OptA	N	1	6/21	Wed	6:00 PM	9:00 PM		Socs105
Guitar for Kids-Beginning Part 1	Reintanz, William	\$29/hr	N	6	6/26	M-Th	3:00 PM	4:15 PM	thru 7/7	Mus 155
Guitar for Kids-Beginning Part 1	Reintanz, William	\$29/hr	N	6	6/26	M-Th	1:30 PM	2:45 PM	thru 7/7	Mus 155
Beginning Guitar (Ages 16 & Up)	Reintanz, William	\$29/hr	N	6	7/8	Sat	1:00 PM	2:30 PM	thru 8/12	Mus 155
Guitar for Kids-Beginning Part 2	Reintanz, William	\$29/hr	N	6	7/10	M-Th	3:00 PM	4:15 PM	thru 7/21	Mus 155
Guitar for Kids-Beginning Part 2	Reintanz, William	\$29/hr	N	6	7/10	M-Th	1:30 PM	2:45 PM	thru 7/21	Mus 155
Guitar for Kids--Intermediate Part 1	Reintanz, William	\$29/hr	N	6	7/24	M,W,F	1:30 PM	2:45 PM	thru 8/3	Mus 155
Guitar for Kids--Intermediate 1	Reintanz, William	\$29/hr	N	6	7/24	M,W,F	3:00 PM	4:15 PM	thru 8/3	Mus 155
Spanish for Kids-Beginning 1	Robledo, Bobbi	\$29/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Mus 133
Spanish for Kids-Beginning 1	Robledo, Bobbi	\$29/hr	N	8	6/26	M-Th	12:45 PM	2:15 PM	thru 7/7	Socs 108
Spanish for Kids-Beginning 2	Robledo, Bobbi	\$29/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Mus 133
Spanish for Kids-Beginning 2	Robledo, Bobbi	\$29/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Socs 108
Rock Climbing for Kids	Rocks, Beach City	50%	N	6	6/28	Wed	4:00 PM	5:00 PM	thru 8/2	Off Campus
Rock Climbing For Fun and Fitness (Grades 9-Adult)	Rocks, Beach City	50%	N	6	6/28	Wed	6:30 PM	7:30 PM	thru 8/2	Off Campus
Piano With Pizzazz	Sandate, Alba	\$29/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Mus 105
Piano With Pizzazz	Sandate, Alba	\$29/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Mus 105
Woodturning Guild	Selph, Jack	50%	E	11	8/6	Sun	1:00 PM	4:00 PM	thru 6/3/07	ConTech
Creative Writing for School and Fun	Shortell, Michelle	\$32/hr	N	8	6/26	M-Th	2:30 PM	4:00 PM	thru 7/7	Bus 7
Spelling & Vocabulary Improvement	Shortell, Michelle	\$32/hr	N	8	6/26	M-Th	8:30 AM	10:00 AM	thru 7/7	Bus 7
Creative Writing for School & Fun	Shortell, Michelle	\$32/hr	N	8	6/26	M-Th	10:15 AM	11:45 AM	thru 7/7	Bus 7

Title	Instructor	Rate of Pay	E/N	# Mtg	First	Day	Start	End	Add'l Dates	Room
Math Basics	Shortell, Michelle	\$32/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Bus 7
Creative Writing for School and Fun	Shortell, Michelle	\$32/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Adm 208
Spelling & Vocabulary Improvement	Shortell, Michelle	\$32/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Bus 7
Spelling & Vocabulary	Shortell, Michelle	\$32/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Adm 208
Math Basics--Part B	Shortell, Michelle	\$32/hr	N	8	7/24	M-Th	8:30 AM	10:00 AM	thru 8/3	Bus 7
Writing an 'A' Report	Shortell, Michelle	\$32/hr	N	8	7/24	M-Th	10:15 AM	11:45 AM	thru 8/3	Bus 7
Beginning Tai Chi	Shozuya, Nadine	50%	N	6	6/4	Sun	8:30 AM	9:45 AM	thru	Off Campus
Fitness and Food Camp for Kids	Shozuya, Nadine	50%	N	5	6/26	M-F	1:00 PM	3:00 PM	thru 6/30	Off Campus
Kung Fu for Kids	Shozuya, Nadine	50%	N	8	7/3	M,W	5:00 PM	5:55 PM	thru 7/28	Off Campus
Kung Fu Kubs (Ages 3-4)	Shozuya, Nadine	50%	N	8	7/8	Sat	9:00 AM	9:30 AM	thru 8/26	Off Campus
Beginning Tai Chi	Shozuya, Nadine	50%	N	6	7/23	Sun	8:30 AM	9:45 AM	thru 8/27	Off Campus
Kung Fu for Kids	Shozuya, Nadine	50%	N	8	8/7	Mon	5:00 PM	5:55 PM	thru 8/28	Off Campus
Kung Fu for Kids (Grades 1-6)	Shozuya, Nadine	50%	N	8	8/8	T,Th	4:00 PM	4:55 PM	thru 8/29	Off Campus
Soccer Camp (Ages 5-14)	Soccer Camp, El Camino	75%	E	5	8/14	M-F	9:00 AM	12:00 PM	thru 8/18	Soccer
Soccer Camp (Ages 5-14)	Soccer Camp, El Camino	75%	E	5	8/21	M-F	9:00 AM	12:00 PM	thru 8/25	Soccer
Gourds for Decorating	Spier, Nadine	\$200/day	N	1	7/16	Sun	10:00 AM	3:00 PM		Socs 105
Ornate Pine Needle Basketry	Spier, Nadine	\$200/day	N	1	7/30	Sun	10:00 AM	3:00 PM		Socs 105
Math Basics--Part B	Wenkel, Wendy	\$32/hr	N	8	7/10	M-Th	2:30 PM	4:00 PM	thru 7/20	Bus 7
Introduction to Geometry--Part A	Wenkel, Wendy	\$32/hr	N	8	7/10	M-Th	12:45 PM	2:15 PM	thru 7/20	Bus 7
Algebra 1--Part A	Wenkel, Wendy	\$32/hr	N	8	7/10	M-Th	8:30 AM	10:00 AM	thru 7/20	Mus 133
Algebra 1--Part A	Wenkel, Wendy	\$32/hr	N	8	7/10	M-Th	10:15 AM	11:45 AM	thru 7/20	Mus 133
Algebra 1--Part B	Wenkel, Wendy	\$32/hr	N	8	7/24	M-Th	8:30 AM	10:00 AM	thru 8/3	Mus 133
Introduction to Geometry--Part B	Wenkel, Wendy	\$32/hr	N	8	7/24	M-Th	12:45 PM	2:15 PM	thru 8/3	Bus 7
Making and Drinking Tea for Health	Zhao, Joy	OptA	N	6	6/22	Thurs	4:30 PM	5:30 PM	thru 7/27	Artb211

June 19, 2006

Student and Community Advancement – Page 31

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

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**A. TENTATIVE BUDGET 2006–2007**

It is recommended that the Tentative Budgets, including the General Fund-Unrestricted, General Fund-Restricted, Student Financial Aid, Workers' Compensation, Child Development, Capital Outlay, General Obligation Bond, Property and Liability Self-Insurance, Dental Self-Insurance, Special Reserve Fund, and Bookstore Funds for the 2006–07 fiscal year be submitted to the Board for adoption at the June 19, 2006, meeting. California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools.

**B. RESOLUTION - DISTRICT APPROPRIATION LIMIT FOR 2006–07**

It is recommended that the Board of Trustees adopt the resolution establishing the Appropriation Limit of \$107,828,474 for the 2006–2007 fiscal year. Article XIII B of the State Constitution as approved by the voters in November 1979 requires the establishment of an Appropriation Limit on "Proceeds of Taxes" revenues for public agencies, including school districts. The governing board must approve the appropriation limit for the District each year.

**C. SHORT-TERM LOAN TO THE BOOKSTORE**

It is recommended that the Board authorize the loan from the General Fund-Unrestricted (11) to the Bookstore Fund (51) for \$786,152 to cover the costs of Bookstore payroll obligations. This loan is necessary to cover anticipated cash flow requirements for the Bookstore for 2006-07. It is anticipated that this loan will be repaid by June 30, 2007.

**D. INTERFUND TRANSFERS**

It is recommended that the Board of Trustees approve the following interfund transfers for 2006-07.

INTERFUND TRANSFERS

FROM:	General Fund-Unrestricted (11)		
TO:	General Fund-Restricted (12) 3:1 Match	\$	155,000
	General Fund-Restricted (12) Parking		390,000
	Child Development Fund (33)		75,000
	Capital Outlay (41)		280,000
	Special Reserve-Retiree Health Premiums		500,000
	Scholarship - Foundation		10,000
	Auxiliary		25,000
		\$	1,435,000

FROM: General Fund-Restricted (12)

TO: Capital Outlay (41) \$ 60,000

CONTRIBUTIONS TO OTHER FUNDS

FROM: General Fund-Unrestricted (11)

TO: Workers' Compensation Fund (61) \$ 948,514  
 Property & Liability Self-Insurance Fund (62) 780,000  
 Dental Self-Insurance Fund (63) 900,000

Total Contributions to Other Funds from Fund (11) \$ 2,628,514

FROM: Bookstore Fund (51)

TO: Auxiliary Services Fund \$276,000

**E. CONTRACTS UNDER \$65,100**

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

**1. Community Advancement Division**

The Community Advancement Division provides contract training to private industry consistent with the California State Education Department's emphasis on economic development. The Center for Applied Competitive Technologies (CACT) helps to advance the State's economic growth and global competitiveness through technology education, manufacturing training, and services that contribute to continuous workforce development.

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
<b><u>Rodco Multiple Grinding Corp.</u></b>	4/26/06-6/30/06	Income: \$3,456.00 Expense: \$2,249.00 Net: \$1,207.00

CACT will contract with the contractor to provide Statistical Process Control training programs under the State Employment Training Programs Contract #ET06-0112.

<b><u>Moa Moa Inc.</u></b>	5/18/06-6/30/06	Income: \$7,776.00
		Expense: \$1,875.00
		Net: \$5,901.00

CACT will contract with the contractor to provide Continuous Improvement Supervisory Skills training programs under the State Employment Training Programs Contract #ET06-0112.

<b><u>WPI Burton Electric</u></b>	4/24/06-6/30/06	Income: \$3,110.40
		Expense: \$2,370.00
		Net: \$ 740.40

CACT will contract with the contractor to provide Manufacturing Skills - Blue Print Reading, GD&T and Design and Layout training programs under the State Employment Training Programs Contract #ET06-0112.

## **2. Health Sciences & Athletic Division**

The Health Sciences and Athletic Division, in cooperation with various local medical facilities, provide students the opportunity to participate in clinical experiences.

<b><u>Contractor</u></b>	<b><u>Dates of Services</u></b>	<b><u>Contract Amount</u></b>
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<b><u>Centinela Freeman Regional Medical Center</u></b>	5/1/06-4/30/09	No Cost
---------------------------------------------------------	----------------	---------

This affiliation agreement provides ECC Students enrolled in the Radiologic Technology Program the benefits of educational facilities for practical experience in clinical services.

<b><u>Harbor-UCLA Medical Foundation, Inc.</u></b>	5/1/06-5/1/11	No Cost
----------------------------------------------------	---------------	---------

This affiliation agreement provides ECC nursing students enrolled in Women's Health and Perinatal Group the benefits of educational facilities for practical experience in clinical services.

<b><u>Imperial Crest Healthcare Center</u></b>	4/1/06-4/1/11	No Cost
------------------------------------------------	---------------	---------

This affiliation agreement provides ECC students enrolled in the Nursing and Allied Health Programs the benefits of educational facilities for practical experience in clinical services.

<b><u>Presbyterian Intercommunity Hospital</u></b>	4/21/06-4/21/08	No Cost
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This affiliation agreement provides ECC students enrolled in the Paramedic, Allied Health and Nursing Programs the benefit of educational facilities for practical experience in clinical services.

**Serra Medical Center**

4/1/06-4/1/11

No Cost

This affiliation agreement provides ECC students enrolled in the Nursing Department Internship Program the benefit of educational facilities for practical experience in clinical services.

**University of Phoenix**

7/1/06-7/1/09

No Cost

This affiliation agreement provides Clinical Educational Experiences under the supervision of El Camino College Nursing faculty for students enrolled in the University of Phoenix's Nursing Program. The University of Phoenix students are obtaining a Masters Degree in Nursing Education in preparation for a teaching career.

**F. CONTRACTS \$65,100 OR HIGHER**

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services, or his designee, be authorized to execute the necessary documents.

**1. Community Advancement Division**

The Community Advancement Division provides contract training to private industry consistent with the California State Education Department's emphasis on economic development. The ECC Workplace Learning Resource Center (WpLRC) serves in offering targeted job skills training and retraining to assist businesses and individuals in their efforts to remain competitive. The Center for Applied Competitive Technologies (CACT) is to improve the competitiveness of small and medium-sized manufacturing and engineering companies by fortifying sound manufacturing technologies and by supporting the development of a skilled workforce.

<b><u>Contractor</u></b>	<b><u>Dates of Services</u></b>	<b><u>Contract Amount</u></b>
<b><u>Centinela Freeman Academy of Health Sciences, Inc.</u></b>	6/23/06-6/23/07	Income: \$540,000 Expenses: \$360,000 Net: \$180,000

This agreement is a renewal of previous agreement Board Approved on July 18, 2005. The ECC Business Training Center will provide an accelerated 18-22 month private pay nursing program at the Centinela Freeman Regional Medical Center.

**Ernest Jewell**

7/1/06-6/30/07

Not To Exceed: \$105,000

The contractor will provide training courses in Blueprint Reading for the CACT on-site at contract companies.

**Carlos Conejo**

7/1/06-6/30/07

Not To Exceed: \$70,000

The contractor will provide on-site training courses for companies under contract with the CACT.

**Deborah Imonti**

7/1/06-6/30/07

Not To Exceed: \$80,000

The contractor will develop, market and monitor contract training contracts, including State of California Employment Training and Panel (ETP) contracts with companies doing business with the El Camino College Business Training Center. The contractor will coordinate the training taking place at various companies and will also generate on-going reports to the State regarding the progress and completion of ETP contracts.

### **3. Industry and Technology Division**

The division, under its Fire Fighter & Emergency Technology Program, provides fire-fighter in-service training courses.

#### **Contractor**

#### **Dates of Services**

#### **Contract Amount**

**Santa Monica Fire  
Department**

6/1/06-continuing

Income: \$190,000

Expense: \$ 75,000

Net: \$115,000

The contractor will furnish facilities, provide instructor of record, evaluate students and cooperate with the District to ensure personnel, equipment and materials used comply with instructional programs for firefighters.

### **G. RESOLUTION-NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)**

It is recommended that the Board of Trustees approve the District to develop compliance requirements of NIMS, in accordance with a new federal requirement from the Department of Homeland Security (DHS), under Homeland Security Presidential Directive (HSPD) – 5, Management of Domestic Incidents. NIMS is similar to California's Standardized Emergency Management System (SEMS), that was adopted through legislation and regulation in the 1990's and of which El Camino Community College District has been utilizing and in compliance with since that time. Conversion to NIMS allows the District to be in compliance with Federal regulation and to be eligible to apply for federal preparedness assistance.

### **H. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS**

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

June 19, 2006

Administrative Services 5

P.O.



Number	Vendor Name	Site Name	Description	P.O. Cost
P0082467	Mass Press	Counseling Office	Non-Instruct Supplies	\$59.48
P0082468	Texas Instruments Data Book	Information Technology	Computer Software Account	\$1,755.00
P0082469	Mass Press	Division Office Math	Instructional Supplies	\$59.48
P0082470	Offside Sports	Resp Therapy	Non-Instruct Supplies	\$431.92
P0082471	Taiko Project	Staff Diversity	Contract Services	\$500.00
P0082472	Chemsearch	Electric Shop	Non-Instruct Supplies	\$160.32
P0082473	American Express Travel	Information Technology	Transportation/ Mileage	\$87.72
P0082474	Rotary Club of Hawthorne	President'sOffice	Dues And Memberships	\$90.00
P0082475	Linseis	Chemistry	Instructional Supplies	\$139.49
P0082476	E.D. Luce Packaging	Chemistry	Instructional Supplies	\$260.01
P0082477	City of Inglewood	Fire Tech Donations	Instructional Supplies	\$1,233.68
P0082479	Baxter Health Care Corp.	Nursing	Fundraising	\$248.98
P0082480	Boise Cascade	EOPS	Non-Instruct Supplies	\$1,647.55
P0082481	Sargent Welch Scientific	Chemistry	Instructional Supplies	\$2,147.56
P0082482	Xpedx Paper & Graphics	Warehouse	Inventories, Stores, Prep	\$4,156.80
P0082483	Solutions Safety Services	P4E Inglewood Fire	Repairs - Instructional	\$191.30
P0082484	Computer 3G	VATEA I&T	New Equipment - Instruction	\$259.79
P0082485	Mcmaster Carr	VATEA I&T	New Equipment - Instruction	\$2,104.08
P0082486	Airgas	Nursing	Fundraising	\$63.06
P0082487	Pegasus Press Inc.	El Camino Language	Printing	\$1,254.62
P0082488	Lippincott Williams & Wilkins	Nursing	Fundraising	\$42.83
P0082489	Under the Sun Promotions	EOPS	Non-Instruct Supplies	\$3,091.56
P0082490	Under the Sun Promotions	EOPS	Non-Instruct Supplies	\$633.31
P0082491	New Readers Press	El Camino Language	Publications/ Periodicals	\$250.65
P0082492	Ises Japan Fukusho Osaka Bldg.	El Camino Language	Publications/ Periodicals	\$200.00
P0082493	Academic Senate for California	Academic Senate	Dues And Memberships	\$291.31
P0082494	3rd Heaven Marketing	VTEA Title II Tech	Non-Instruct Supplies	\$522.36
P0082495	CDW-G	Staff Diversity	New Equipment – Noninstruc.	\$1,460.55
P0082496	Fisher Scientific Education Mater	Life Sciences	Instructional Supplies	\$9,785.69
P0082497	Staywell	Parking-Student Perm	Publications/ Periodicals	\$70.90
P0082499	Daily Breeze, the	Administration	Other Services And Expense	\$3,872.05
P0082500	Inglewood Today Magazine	Administration	Other Services And Expense	\$3,960.00
P0082501	Mass Press	WRIEC Year 1 (Former	Non-Instruct Supplies	\$59.48
P0082502	Sirchie Fingerprint Lab	Parking-Student Perm	Non-Instruct Supplies	\$1,418.94
P0082503	Brian Zimmerman Photo	Parking-Student Perm	Non-Instruct Supplies	\$2,385.84
P0082504	Pacific Coachways	TANF	Transportation/ Mileage	\$327.13

P0082506	American Assoc. of Woodturner	Construction Technol	Dues And Memberships	\$130.00
P0082507	American Woodworker	Construction Technol	Publications Periodicals	\$22.98
P0082508	Yale Chase Materials Handling	Automotive Shop	Non-Instruct Supplies	\$1,030.27
P0082509	Boise Cascade	Lock Shop	Non-Instruct Supplies	\$95.26
P0082510	Wesco Party & Special Events	Trust Career Expo	Fundraising	\$1,843.00
P0082511	Shredder Specialties	Admissions/Records	Repairs Noninstructional	\$272.69
P0082512	Mark Hullibarger	Ctr for Arts Product	Center For The Arts Techn	\$130.00
P0082513	Grainger	Ctr for Arts Product	Non-Instruct Supplies	\$281.45
P0082514	Amazon.Com Corporate Credit	Career & Tech Ed	Instructional Supplies	\$36.29
P0082515	Duncan USA, LLC	VATEA I&T	Instructional Supplies	\$769.90
P0082516	Hobby Engineering	VATEA I&T	Instructional Supplies	\$222.39
P0082517	Destyn M. LaPorte	El Camino Language	Field Trip Expense	\$1,734.00
P0082518	Grizzly Industrial	Ctr for Arts Product	Non-Instruct Supplies	\$156.37
P0082519	Grizzly Industrial	Ctr for Arts Product	Non-Instruct Supplies	\$99.25
P0082520	S & B Food Services Catering	Contract Education	Non-Instruct Supplies	\$30.00
P0082521	US Digital	VATEA I&T	Instructional Supplies	\$137.99
P0082522	Xylotex	VATEA I&T	Instructional Supplies	\$163.96
P0082523	Mouser Electronics	VATEA I&T	Instructional Supplies	\$151.33
P0082524	Geckodrive, Inc.	VATEA I&T	Instructional Supplies	\$491.38
P0082525	Vetra Systems	VATEA I&T	Instructional Supplies	\$158.39
P0082528	CIT	Special Resource Cen	Conferences Other	\$300.00
P0082529	Academic Senate for California	Student Affairs	Conferences - Student	\$2,975.00
P0082530	Tracs	Ctr for Arts Promo	Multi Media Advertising	\$2,000.00
P0082531	Sitler's Suppliers, Inc.	Ctr for Arts Product	Non-Instruct Supplies	\$741.08
P0082532	Paradise Awards	Health Sciences	Fundraising	\$303.32
P0082533	California Pro Sports	Resp Therapy	Non-Instruct Supplies	\$438.67
P0082534	C & H Sales Company	Machine Tool Technol	Instructional Supplies	\$165.98
P0082535	Entertainment Lighting Service	Div Office Fine Arts	Instructional Supplies	\$4,491.45
P0082536	PC Mall Gov Inc.	Humanities	Instr. Comp Equip	\$625.81
P0082537	MCM Electronics	Humanities	Instr. Comp Equip	\$406.98
P0082538	Computerland of Silicon Valley	Div Office Humanities	Instructional Supplies	\$730.69
P0082539	Mid City Mailing Services	Ctr for Arts Promo	Multi Media Advertising	\$325.00
P0082540	Torrance Postmaster	Ctr for Arts Promo	Multi Media Advertising	\$214.14
P0082541	Torrance Postmaster	Fine Arts	Non-Instruct Supplies	\$465.70
P0082542	Party Pleasers	EOPS CARE	Non-Instruct Supplies	\$599.00
P0082543	Derek E. Poepoe	Ctr for Arts Product	Non-Instruct Supplies	\$519.60
P0082544	S & B Food Services Catering	VTEA - Institutional	Conferences Other	\$258.83

P0082545	Connect TV	Audio/Visual	Repairs - Instructional	\$175.00
P0082546	Smarthomes	Learning Center	Instructional Supplies	\$116.14
P0082547	Office Depot	Learning Center	Instructional Supplies	\$558.55
P0082548	One World Globes & Maps	Learning Center	Instructional Supplies	\$63.83
P0082549	Matthew Bender Publisher	Div Office Instr. Se	Library Books	\$731.82
P0082550	Information Today, Inc.	Div Office Instr. Se	Library Books	\$541.90
P0082551	Nolo Press	Div Office Instr. Se	Library Books	\$75.32
P0082552	Thomson Gale	Div Office Instr. Se	Library Books	\$1,135.93
P0082553	Midwest Library	Div Office Instr. Se	Library Books	\$5,749.42
P0082554	The Paton Group	Information Technology	Computer Software Account	\$4,000.00
P0082555	ASCAP S & E Licensing	Div Office Fine Arts	Miscellaneous	\$2,719.00
P0082556	Barrett Robinson Inc.	Administrative Serv.	Non-Instruct Supplies	\$395.11
P0082557	Celestron International	Astronomy	Instructional Supplies	\$418.12
P0082558	Brinks Home Security, Inc.	Div Office Instr. Se	Other Services And Expense	\$83.85
P0082559	Parker & Covert Llp	Institutional Service	Legal	\$6,751.52
P0082560	Coursey Enterprises, Inc.	Nursing	Fundraising	\$2,353.78
P0082561	Laerdal Medical	Nursing	Fundraising	\$46.62
P0082563	Craig Medical International	Nursing	Fundraising	\$9,787.97
P0082565	Fisher Educational Materials Div	Nursing	Fundraising	\$89.84
P0082566	Ecolab, Inc.	Nursing	Fundraising	\$216.51
P0082567	Dell Marketing L. P.	VATEA I&T	New Computer Equipment-Ins	\$927.21
P0082568	Discount Two-Way Radio	Technical Services	Repairs Parts And Supplies	\$804.50
P0082569	American Psychological Assoc.	Div Office BSSC	Non-Instruct Supplies	\$117.09
P0082570	CCS Presentation Systems, Inc.	Nursing	Fundraising	\$1,605.45
P0082571	Mcm Electronics Parts	Technical Services	Repairs Parts And Supplies	\$1,025.93
P0082572	Parks Medical Electronics	Nursing	Fundraising	\$3,593.13
P0082573	Craig Medical International	Nursing	Fundraising	\$2,316.55
P0082574	Armstrong Medical Industries	Nursing	Fundraising	\$3,213.68
P0082575	Nasco	Nursing	Fundraising	\$1,094.79
P0082576	Electronix Express	VATEA I&T	New Computer Equipment-Ins	\$443.91
P0082577	Dell Marketing L. P.	Technical Services	Repairs Parts And Supplies	\$2,070.30
P0082578	Spinitar Presentation Products	Anthropology	Instructional Supplies	\$275.70
P0082580	PC Mall Gov Inc.	Technical Services	Repairs Parts And Supplies	\$1,307.72
P0082581	Pocket Nurse	Nursing	Fundraising	\$9,145.18
P0082582	Touch of Life Technologies Bio	Behavioral & Soc Sci	New Equipment – Instruc.	\$7,577.50
P0082583	Mayer Laboratories, Inc.	Physical Education	Laundry	\$148.56
P0082584	Tri-Anim Quotation	Nursing	Fundraising	\$783.16

P0082585	Rockwell Medical Supply	Nursing	Fundraising	\$289.28
P0082586	B.D. White Top Soil Co., Inc.	Horticulture	Instructional Supplies	\$236.60
P0082587	Apple Computer, Inc.	Math	New Equipment – Instruc.	\$1,717.19
P0082589	B & H Photo-Video	Nursing	Fundraising	\$4,185.81
P0082590	Wavefunction, Inc.	Behavioral & Soc Sci	New Equipment – Instruc.	\$5,908.80
P0082591	Full Compass	Ctr for Arts Promo	Non-Instruct Supplies	\$4,196.87
P0082592	Oreck Commercial Sales	Ctr for Arts Promo	Non-Instruct Supplies	\$756.67
P0082593	Harcourt Assessment	SRC Donations	Instructional Supplies	\$674.56
P0082594	Barnes & Noble	WPLRC - ETP	Other Books	\$216.50
P0082595	KNX Newsradio	Ctr for Arts Promo	Multi Media Advertising	\$3,100.00
P0082596	Lori B. Medigovich	Humanities	Non-Instruct Supplies	\$781.93
P0082597	Strata Forest Products	Construction Technol	Instructional Supplies	\$1,056.22
P0082598	Grainger Industrial and Equip.	Fire Tech Donations	Instructional Supplies	\$137.19
P0082599	MacChu Pichu Foods	Humanities	Non-Instruct Supplies	\$325.00
P0082600	America's Trophy Company	Humanities	Non-Instruct Supplies	\$240.00
P0082601	Jolene S. Combs	Humanities	Non-Instruct Supplies	\$474.50
P0082602	Greenwood Publishing Group	Financial Aid	Non-Instruct Supplies	\$202.74
P0082603	Riverside Publishing	SRC Donations	Instructional Supplies	\$328.10
P0082604	MCM Electronics	Life Sciences	Instructional Supplies	\$325.78
P0082605	Rochester Institute of Technology	SRC Donations	Instructional Supplies	\$519.75
P0082606	Readingmachines.Com	VTEA Special Resource	Instructional Supplies	\$422.77
P0082607	Mobile Advanced Computer Train	WPLRC PIC Aerospace	Contract Services	\$10,000.00
P0082608	New York Food	Cact CA Employee Tra	Non-Instruct Supplies	\$258.70
P0082609	S & B Food Services Catering	EOPS CARE	Bus Passes and Food Vouch	\$5,280.00
P0082610	S & B Food Services Catering	Trust Career Expo	Fundraising	\$3,605.06
P0082611	Service Learning	SRC Donations	Instructional Supplies	\$470.89
P0082612	Enterprise Rent-A-Car	Univ- Silesia, Cieszy	Travel And Conference Exp	\$584.54
P0082613	Diversified Imaging Supply	Photography	Instructional Supplies	\$57.14
P0082614	Diversified Imaging Supply	Photography	Instructional Supplies	\$438.97
P0082615	Diversified Imaging Supply	Photography	Instructional Supplies	\$633.70
P0082616	Diversified Imaging Supply	Photography	Instructional Supplies	\$309.51
P0082617	Mark Hullibarger	Ctr for Arts Product	Center For The Arts Techn	\$260.00
P0082618	Associated Photo Company	Art Department	Instructional Supplies	\$176.01
P0082619	PC Mall Gov Inc.	Technical Services	Repairs Parts And Supplies	\$735.26
P0082620	Delphin Computer Supply	V.P. Academic Affairs	New Computer Equipment-No	\$2,153.09
P0082621	Epson America Attn: Govt	Art Department	Other Services And Expense	\$1,267.13
P0082622	Cole Parmer Instrument Co.	Chemistry	Instructional Supplies	\$573.70

P0082623	North Star Graphics	Parking-Student Perm	Repairs Non Instr	\$353.51
P0082624	Eternity Arts	Anthropology	Instructional Supplies	\$77.46
P0082625	One Source Facilities Group	Ctr for Arts Promo	Non-Instruct Supplies	\$3,273.10
P0082626	Carolina Academic Press	Parking-Student Perm	Publications/ Periodicals	\$42.48
P0082627	Computerland of Silicon Valley	Div Office Instr. Se	Computer Software Account	\$160.89
P0082628	Hodge Products	Physical Education	Laundry	\$121.60
P0082629	Trinity Software	Natural Sci	New Equipment – Instruc.	\$2,760.38
P0082630	Imaginova Canada, Ltd	Behavioral & Soc Sci	New Equipment – Instruc.	\$554.09
P0082631	Crucial Technology	Behavioral & Soc Sci	New Equipment – Instruc.	\$3,285.76
P0082632	PC Mall Gov Inc.	Behavioral & Soc Sci	New Equipment – Instruc.	\$117.17
P0082633	PC Mall Gov Inc.	Behavioral & Soc Sci	New Equipment – Instruc.	\$3,738.45
P0082634	Grainger Industrial	Physical Education	Laundry	\$165.23
P0082635	Moore Medical Corp	Rad Tech	Other Services And Expense	\$307.89
P0082636	Dell Marketing L. P.	Math	New Equipment – Instruc.	\$8,282.37
P0082637	Cone Instruments	Rad Tech	Instructional Supplies	\$229.34
P0082638	Source One Health	Rad Tech	Instructional Supplies	\$106.66
P0082639	CCS Presentation Systems, Inc.	Audio/Visual	Instructional Supplies	\$976.83
P0082640	Boise Cascade	Div Office Business	Non-Instruct Supplies	\$304.14
P0082641	Boise Cascade	Div Office Business	Non-Instruct Supplies	\$400.31
P0082642	Boise Cascade	CIS	Instructional Supplies	\$630.02
P0082643	Qualitone Industries, Inc.	Audio/Visual	Instructional Supplies	\$613.52
P0082644	Quick Print Equipment	Copy Center	Replacement Equipment	\$3,772.25
P0082645	Cables N Mor	Div Office Business	Non-Instruct Supplies	\$231.50
P0082646	PC Mall Gov Inc.	Business	New Equipment – Instruc.	\$107.36
P0082647	Mass Press	Career & Tech Ed	Non-Instruct Supplies	\$59.48
P0082648	Certiport Corporation	Div Office Business	Non-Instruct Supplies	\$86.19
P0082649	Mass Press	Women in Ind. & Tech	Non-Instruct Supplies	\$59.48
P0082650	Mid City Mailing Services	Public Information	Postage	\$300.00
P0082651	S & B Food Services Catering	Job Placement	Non-Instruct Supplies	\$94.90
P0082652	Midwest Library	Div Office Instr. Se	Library Books	\$5,517.46
P0082653	S & B Food Services Catering	Women in Ind. & Tech	Conferences Other	\$1,059.03
P0082654	Amazing Balloons	Trust Career Expo	Fundraising	\$229.41
P0082655	Little Company of Mary Health	Parking-Student Perm	Other Services And Expense	\$41.00
P0082656	Quality Business Machines	Facilities/Planning	Repairs Noninstructional	\$300.00
P0082657	G. Schirmer Rental Library	Music	Instructional Supplies	\$540.98
P0082658	South Coast Air Quality Manage	Rideshare	Filing Fee	\$831.62
P0082659	Hth Worldwide Insurance Serv.	Univ- Silesia, Cieszy	Travel And Conference Exp	\$144.00

P0082660	Lori B. Medigovich	Humanities	Non-Instruct Supplies	\$781.93
P0082661	Carolina Biological	Life Sciences	Instructional Supplies	\$1,919.00
P0082662	Computerland of Silicon Valley	Div Office Humanities	Instructional Supplies	\$37.48
P0082663	CCS Presentation Systems, Inc.	Div Office Humanities	Instructional Supplies	\$1,384.88
P0082664	Christine Stahl	Fine Arts	Non-Instruct Supplies	\$400.00
P0082665	Andrzej Murzyn	Univ- Silesia, Cieszy	Travel And Conference Exp	\$52.00
P0082666	American Educational Opportun.	International Student	Conferences Mgmt	\$13,950.00
P0082667	Under the Sun Promotions	EOPS	Student Incentive Account	\$3,428.02
P0082671	Siegel Display	Ctr for Arts Ticket	Non-Instruct Supplies	\$121.65
P0082672	PC Mall Gov Inc.	Behavioral & Soc Sci	New Equipment – Instruc.	\$1,163.94
P0082673	Culver Newlin Inc.	Math	New Equipment – Instruc.	\$3,215.03
P0082674	Medcom	Nursing	Fundraising	\$592.41
P0082677	Educational Resources, Inc	Nursing	Fundraising	\$1,779.84
P0082678	C & S Sales	EOPS	Student Incentive Account	\$1,311.43
P0082679	NCS Pearson, Inc.	Admissions/Records	Maintenance Contracts	\$1,308.00
P0082680	Guest House Int'l Inn - Norco	CACT COCCC	Conferences Mgmt	\$74.07
P0082681	Judith Norton	CACT COCCC	Conferences Mgmt	\$123.25
P0082682	Academic Superstore PO Proc	Information Technology	Computer Software Account	\$2,712.70
P0082683	Keyline Lithography	Div Office Humanities	Non-Instruct Supplies	\$2,922.75
P0082684	Samy's Camera	Div Office Humanities	New Equipment - Instructi	\$2,631.49
P0082685	CDW-G	Information Technology	New Computer Equipment-Ins	\$18,727.26
P0082686	Techsmith	Information Technology	Computer Software Account	\$169.00
P0082687	Datatel, Inc.	Telecommunications	Computer Software Account	\$500.00
P0082688	Konica Minolta Business Solu	Div Office BSSC	Non-Instruct Supplies	\$51.14
P0082689	PC Mall Gov Inc.	Audio/Visual	Instructional Supplies	\$225.42
P0082690	CCS Presentation Systems, Inc.	Audio/Visual	Instructional Supplies	\$470.94
P0082691	PC Mall Gov Inc.	Ctr for Arts Promo	Multi Media Advertising	\$517.94
P0082692	CCV Software	Natural Sciences	New Equipment – Instruc.	\$2,218.85
P0082693	Maximus	Warehouse	Inventories, Stores, Prep	\$324.75
P0082694	Displays2go	EOPS	Non-Instruct Supplies	\$715.37
P0082695	Custom Special Tees	EOPS	Student Incentive Account	\$9,380.53
P0082696	Thompson Trophy	Commencement Exp.	Non-Instruct Supplies	\$487.13
P0082697	CCS Presentation Systems, Inc.	English	Instructional Supplies	\$825.95
P0082698	Ewing Irrigation Products	Grounds	Repairs Noninstructional	\$1,204.07
P0082700	Docutek Information Systems	Div Office Instr. Se	Maintenance Contracts	\$2,495.00
P0082701	So. California Material Handling	Grounds	Repairs Noninstructional	\$229.07
P0082702	PC Mall Gov Inc.	Audio/Visual	Instructional Supplies	\$418.08

P0082703	Cook Equipment Co.	Grounds	Repairs Noninstructional	\$618.31
P0082704	Rpw Services, Inc.	Grounds	Repairs Noninstructional	\$450.00
P0082705	American Industrial Supply, Inc.	Civic Center Maint.	Non-Instruct Supplies	\$552.85
P0082706	Champion Chemical Company	Civic Center Maint.	Non-Instruct Supplies	\$714.45
P0082707	PC Mall Gov Inc.	Anthropology	Instructional Supplies	\$458.40
P0082708	Ward's Natural Science Establish	Life Sciences	Instructional Supplies	\$1,120.80
P0082709	Unisource	Civic Center Mainten	Non-Instruct Supplies	\$340.99
P0082710	Under the Sun Promotions	EOPS CARE	Non-Instruct Supplies	\$1,185.34
P0082711	Manhattan Beach Chamber	Public Information	Dues And Memberships	\$125.00
P0082712	ACCCA	Public Information	Conferences Mgmt	\$175.00
P0082713	California Community College	Public Information	Conferences Mgmt	\$310.00
P0082714	Southpaw Promotions	Public Information	Printing	\$4,047.47
P0082715	NPA	Public Information	Printing	\$1,864.07
P0082716	Edits Publishers	Career Center	Non-Instruct Supplies	\$241.58
P0082717	CPP Consulting Psychologists	Career Center	Non-Instruct Supplies	\$248.75
P0082718	Oriental Trading Company	CDC Instr Materials	Instructional Supplies	\$592.43
P0082719	Under the Sun Promotions	EOPS CARE	Non-Instruct Supplies	\$3,572.25
P0082720	Sue Oda-Omori	Counseling Office	Non-Instruct Supplies	\$25.62
P0082721	Discount School Supply	CCAccessMeansParent	Instructional Supplies	\$434.73
P0082722	Oriental Trading Company	CCAccessMeansParent	Instructional Supplies	\$193.94
P0082723	Boise Cascade	Career Center	Non-Instruct Supplies	\$514.19
P0082724	Lakeshore Learning Materials	CCAccessMeansParent	Instructional Supplies	\$1,136.60
P0082725	Monterey Graphics	Commencement Exp.	Indirect Supplies	\$4,979.50
P0082726	Omega Cinema Props	Fine Arts	Non-Instruct Supplies	\$720.01
P0082727	FedEx Kinko's	V.P. Academic Affairs	Non-Instruct Supplies	\$887.65
P0082728	El Camino College Foundation	Community Advance	Other Services And Expense	\$350.00
P0082729	Terry W. Spearman	Human Resources	Employee Recognition	\$1,000.00
P0082730	Crystal M. Fuentes	Human Resources	Employee Recognition	\$1,000.00
P0082731	Laura A. Landry	Contract Education	Non-Instruct Supplies	\$75.00
P0082732	Philip G. Cornelius	Student Affairs	A/P Manual.Gen.	\$1,000.00
P0082733	Christina Micheli	Student Affairs	A/P Manual.Gen.	\$125.00
P0082734	S & B Food Services Catering	Administration	Workshop Sponsorship	\$4,250.00
P0082735	Hermosa's	First Year Exp Found	Non-Instruct Supplies	\$300.00
P0082737	Knorr Systems Inc.	Pool	Non-Instruct Supplies	\$299.28
P0082738	Stericycle, Inc.	Hazmat	Waste Disposal	\$763.40
P0082739	American Industrial Supply, Inc.	Paint Shop	Non-Instruct Supplies	\$688.47
P0082740	Scotch Paint Corporation	Paint Shop	Non-Instruct Supplies	\$876.23

P0082741	Signature Party Rental	Classroom & Office Mod Buildings		\$3,972.79
P0082742	Leonid Rachman	Recruitment	Conferences Mgmt	\$100.00
P0082743	Marine Education Textbooks, Inc.	Job Development Ince	Other Books	\$2,210.00
P0082744	Xerox Corporation	Copy Center	Instructional Supplies	\$610.53
P0082745	American Nautical Services Inc.	Job Development Ince	Other Books	\$3,330.38
P0082746	Yale Chase Materials Handling	Parking-Student Perm	Other Services And Expense	\$222.77
P0082747	The River School	Job Development Ince	Other Books	\$581.25
P0082748	Creation Engine, Inc.	Information Technology	Computer Software Account	\$12,805.00
P0082749	Mass Press	Facilities/Planning	Non-Instruct Supplies	\$118.96
P0082750	Community College League	Facilities/Planning	Non-Instruct Supplies	\$19.00
P0082751	Sirchie Fingerprint Lab	Parking-Student Perm	Non-Instruct Supplies	\$230.70
P0082752	Hot Spot Promotions	TANF	Non-Instruct Supplies	\$19,643.52
P0082753	MITI Manufacturing Co. Inc.	Parking-Student Perm	New Equipment – Noninstruc.	\$534.05
P0082754	Boise Cascade	Warehouse	Inventories, Stores, Prep	\$11,691.00
P0082756	Trent Newlon	Job Development Ince	PSA Contract Services	\$2,000.00
P0082757	Deborah L. Imonti	Cact CA Employee Tra	PSA Contract Services	\$6,783.00
P0082758	Southland Lumber	Fine Arts	Non-Instruct Supplies	\$51.56
P0082759	Collette Williams	Fine Arts	Non-Instruct Supplies	\$400.00
P0082760	Enterprise Rentals	Student Affairs	Conferences - Student	\$422.11
P0082761	Fortune	Presidents Office	Publications/ Periodicals	\$65.00
P0082762	Westhost, Inc.	El Camino Language	Publications/ Periodicals	\$28.85
P0082763	PDI Precision Document Imaging	BFAP Carry Over	Contract Services	\$5,000.00
P0082764	CCS Presentation Systems, Inc.	Div Office Instr. Se	New Equipment - Instructi	\$2,233.82
P0082765	Super Media Story	Div Office Instr. Se	New Equipment - Instructi	\$1,266.47
P0082766	Midwest Library	Div Office Instr. Se	Library Books	\$2,662.96
P0082767	Matthew Bender Publisher	Div Office Instr. Se	Library Books	\$859.56
P0082768	Fancy Floors, Inc.	Civic Ctr Comm Serv	Non-Instruct Supplies	\$920.13
P0082771	American Express Travel	Univ- Silesia, Cieszy	Travel And Conference Exp	\$126.00
P0082772	Pacific Coachways	South Bay Children's	Other Services And Expense	\$596.00
P0082773	Pacific Coachways	South Bay Children's	Other Services And Expense	\$298.00
P0082774	Pacific Coachways	South Bay Children's	Other Services And Expense	\$596.00
P0082775	ADT Security Services	Art Department	Maintenance Contracts	\$246.03
P0082776	Pauls Photo, Inc.	Photography	Instructional Supplies	\$113.59
P0082777	Sidedoor Studio, The	El Camino Language	Printing	\$202.50
P0082778	Associated Power, Inc.	Facilities/Planning	Maintenance Contracts	\$736.10
P0082780	Enterprise Rent-A-Car of LA	Transfer Center	Transportation	\$97.41
P0082781	Marina Hotel Port of Los Angeles	Student Affairs	ASB Exp.	\$2,281.00



P0082782	Cables N Mor	00-01 P4E CISCO	Instructional Supplies	\$136.90
P0082783	Computerland of Silicon Valley	Academic Senate	Non-Instruct Supplies	\$512.89
P0082784	Academic Superstore PO Proc.	Academic Senate	Non-Instruct Supplies	\$183.97
P0082785	PC Mall Gov Inc.	Academic Senate	Non-Instruct Supplies	\$54.07
P0082786	One Source Facilities Group	Ctr for Arts Product	Non Inst Comp Eq	\$1,627.65
P0082787	Boise Cascade	Academic Senate	Non-Instruct Supplies	\$209.44
P0082788	Commercial Wholesale Electric	Electric Shop	Non-Instruct Supplies	\$416.98
P0082789	W P. Weber	Art Department	Instructional Supplies	\$10.83
P0082790	South Bay Economic Develop	Ed & Community Devel	Conferences Mgmt	\$2,500.00
P0082791	Little Company of Mary Health	Parking-Student Perm	Other Services And Expense	\$41.00
P0082792	Mark Hullibarger	Ctr for Arts Product	Center For The Arts Techn	\$260.00
P0082793	Mary Cunningham	Job Development Ince	PSA Contract Services	\$296.00
P0082794	ADT Security Services	Ed & Community Devel	Other Services And Expense	\$121.55
P0082795	Jin H. Kim	Fine Arts	Non-Instruct Supplies	\$150.00
P0082796	Robert Schaer	Fine Arts	Non-Instruct Supplies	\$160.00
P0082797	California Community Colleges	Administration	Training	\$100.00
P0082798	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies	\$70.00
P0082799	Patricia D. MacK	Fine Arts	Non-Instruct Supplies	\$75.00
P0082800	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$70.00
P0082801	Nextel/Sprint	Health, Safety	Telephone	\$43.45
P0082802	Karen M. Lawrence	Fine Arts	Non-Instruct Supplies	\$75.00
P0082803	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$160.00
P0082804	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$160.00
P0082805	Allyson Bates	Fine Arts	Non-Instruct Supplies	\$80.00
P0082806	Gal Faganez	Fine Arts	Non-Instruct Supplies	\$160.00
P0082807	Sayaka Takeuchi	Fine Arts	Non-Instruct Supplies	\$160.00
P0082808	Robert E. Tomlinson	Fine Arts	Non-Instruct Supplies	\$50.00
P0082809	Nack-Kum Synn	Fine Arts	Non-Instruct Supplies	\$150.00
P0082810	Keiser Corporation	Health Sciences	Fundraising	\$1,350.00
P0082811	Flowers by Sara	Financial Aid	Non-Instruct Supplies	\$283.62
P0082812	Studio Instruments Rentals, Inc.	Ctr for Arts Product	Other Rentals	\$335.00
P0082813	Judy Hur	Fine Arts	Non-Instruct Supplies	\$150.00
P0082814	Wasfaa Conference	Administration	Workshop Sponsorship	\$410.00
P0082815	Torrance Hilton At South Bay	EOPS	Non-Instruct Supplies	\$12,398.66
P0082816	Monterey Graphics	Student Affairs	ASB Exp.	\$389.70
P0082817	Joseph M. Skelley	Fine Arts	Non-Instruct Supplies	\$150.00
P0082818	Jennifer Heilig	Fine Arts	Non-Instruct Supplies	\$160.00

P0082819	S & B Food Services Catering	Financial Aid	Non-Instruct Supplies	\$1,825.62
P0082820	Torrance Bakery	Financial Aid	Non-Instruct Supplies	\$145.50
P0082823	Cole Parmer Instrument Co.	Life Sciences	Instructional Supplies	\$96.19
P0082824	Ramada Plaza Lax	SBDC CITD	Conferences Mgmt	\$59.00
P0082825	Education Mandated Cost Net	Administrative Serv.	Contract Services	\$10,000.00
P0082826	Lauralee Garinger	SBDC COCCC	Non-Instruct Supplies	\$42.11
P0082827	Celina Rivas	WPLRC - ETP	PSA Contract Services	\$370.00
P0082828	Susan D. Brouillette	SRC Donations	Conferences Mgmt	\$100.16
P0082829	Monster for Employers	Community Advance	Multi Media Advertising	\$1,080.00
P0082830	Zahra Ilkhani	President's Office	Other Services And Expense	\$1,000.00
P0082831	Gelareh Eslamian	President's Office	Other Services And Expense	\$1,000.00
P0082832	Kenneth W. Hyman	President's Office	Other Services And Expense	\$1,000.00
P0082833	Rachael M. Kartsonis	President's Office	Other Services And Expense	\$1,000.00
P0082834	Loan T. Nguyen	President's Office	Other Services And Expense	\$1,000.00
P0082835	Laura M. Johnson	President's Office	Other Services And Expense	\$1,000.00
P0082836	Chunmei Liu	President's Office	Other Services And Expense	\$1,000.00
P0082837	Janet O. Lopez	President's Office	Other Services And Expense	\$1,000.00
P0082838	DataArc, LLC	Resp Therapy	Dues And Memberships	\$400.00
P0082839	S & B Food Services Catering	Administration	Workshop Sponsorship	\$83.19
P0082840	Jack J. Selph	President's Office	Other Services And Expense	\$200.00
P0082841	New York Food	Community Advance	Conferences Mgmt	\$241.94
P0082842	American Express Travel	Community Advance	Transportation/ Mileage	\$385.90
P0082843	Torrance Hilton At South Bay	Fine Arts	Non-Instruct Supplies	\$264.18
P0082844	Oclc, Inc	Div Office Instr. Se	Publications Periodicals	\$4,800.00
P0082845	Matthew Bender Publisher	Instructional Service	Library Books	\$329.56
P0082846	Thomson Gale	Instructional Service	Library Books	\$231.10
P0082847	Midwest Library Service	Div Office Instr. Se	Library Books	\$4,911.22
P0082848	Matthew Bender Publisher	Div Office Instr. Se	Library Books	\$1,736.85
P0082849	Midwest Library Service	Div Office Instr. Se	Library Books	\$2,588.71
P0082851	United Oil Company	Hazmat Transportation	Gasoline	\$2,495.08
P0082852	Celina Rivas	WPLRC - ETP	PSA Contract Services	\$592.00
P0082853	Education Mandated Cost Net	Administrative Serv.	Contract Services	\$4,000.00
P0082855	West Coast Sound Service Inc.	Ctr for Arts Product	Other Rentals	\$6,835.83
P0082856	Star Silkscreen	Student Affairs	A/P Manual.Gen.	\$183.59
P0082858	San Dieguito Printers	Accounting Use Only	Prepaid Expense	\$15,571.76
P0082859	Braun Towel & Linen Service	Operations	Non-Instruct Supplies	\$102.05
P0082860	Pyro-Comm Systems, Inc.	Facilities/Planning	Repairs Noninstructional	\$217.50

P0082862	C & S Sales	Recruitment/School	Non-Instruct Supplies	\$338.67
P0082863	Infinite Control Systems	Facilities/Planning	Maintenance Contracts	\$2,422.00
P0082864	Bob Gann	Facilities/Planning	Non-Instruct Supplies	\$80.44
P0082865	Strata Forest Products	Construction Technol	Instructional Supplies	\$1,197.93
P0082866	Dieterich-Post Company	Architectural Techno	Instructional Supplies	\$571.21
P0082867	Southland Lumber	Fire Tech Donations	Instructional Supplies	\$476.30
P0082868	Impress	Recruitment/School	Non-Instruct Supplies	\$730.69
P0082869	Kimberly Wilkinson	Ctr for Arts Product	Non-Instruct Supplies	\$297.54
P0082870	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$904.36
P0082871	Scotch Paint Corporation	Paint Shop	Non-Instruct Supplies	\$1,842.21
P0082872	Egress Technologies	Electric Shop	Non-Instruct Supplies	\$103.20
P0082873	Malcolite Corporation	Electric Shop	Non-Instruct Supplies	\$644.09
P0082874	Newark Electronics	Electric Shop	Non-Instruct Supplies	\$39.32
P0082875	Lanier Worldwide, Inc.	Job Placement	Non-Instruct Supplies	\$352.00
P0082876	Cheryl L. Peacock	SRC Donations	Instructional Supplies	\$154.87
P0082877	S & B Food Services Catering	Commencement Exp.	Contract Services	\$17,101.57
P0082878	Louis & Company	Construction Technol	Instructional Supplies	\$758.30
P0082879	Kramer Sporting Goods	Health Sciences	Fundraising	\$9,491.58
P0082880	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$272.75
P0082881	Little Company of Mary Health	Parking-Student Perm	Other Services And Expense	\$41.00
P0082882	Dieterich-Post Company	Fire Academy/Emergen	Instructional Supplies	\$87.68
P0082883	Scholastic Insurance Services	El Camino Language	Other	\$9,120.00
P0082884	Life Assist Inc.	Fire Academy/Emergen	Instructional Supplies	\$774.66
P0082885	Wasfaa Conference	Administration	Workshop Sponsorship	\$48.00
P0082886	Awards Plus	Student Affairs	ASB Exp.	\$218.70
P0082887	Awards Plus	Student Affairs	ASB Exp.	\$313.70
P0082889	A & E Trophies & Engraving	Behavioral & Social	Non-Instruct Supplies	\$303.10
P0082890	Printer Works, the	Technical Services	Repairs Parts And Supplie	\$365.00
P0082891	Matson Printing	Warehouse	Inventories, Stores, Prep	\$3,518.13
P0082893	Lakeshore Learning Materials	CDC Pre K grant	Instructional Supplies	\$1,213.82
P0082894	Cambridge Educational Services	Contract Education	Non-Instruct Supplies	\$60.45
P0082895	Paradise Awards	Health Sciences	Fundraising	\$228.95
P0082896	Paradise Awards	Resp Therapy	Non-Instruct Supplies	\$407.24
P0082897	NAFSA: Association of Intl. Ed.	International Student	Dues And Memberships	\$1,645.00
P0082899	Ryugaku Journal, Inc.	International Student	Multi Media Advertising	\$1,800.00
P0082900	Monterey Graphics	International Student	Multi Media Advertising	\$3,377.40
P0082901	Getty Images	Ctr for Arts Promo	Multi Media Advertising	\$2,663.89

P0082902	E.G. Brennan & Co., Inc.	Admissions/Records	Maintenance Contracts	\$385.00
P0082903	Keenan & Associates	Purchasing and Busin	Liability - Self Insurance	\$9,005.96
P0082904	Development Photo Lab, the	Public Information	Non-Instruct Supplies	\$137.86
P0082905	Chauffeurs Unlimited	Ctr for Arts Promo	Multi Media Advertising	\$300.00
P0082906	Linda Gonzales	Life Sciences	Contract Services	\$50.00
P0082907	Diversified Imaging Supply	Photography	Instructional Supplies	\$59.41
P0082908	Advanced Party Supply	Administration	Workshop Sponsorship	\$765.00
P0082909	Gunther Athletic Service	HSA	New Equipment – Instruct.	\$2,999.07
P0082911	Pauls Photo, Inc.	Photography	Instructional Supplies	\$319.51
P0089110	National Roofing Consultants Inc.	Roof Repl Communic	Architecture & Engineering	\$2,200.00
<b>Total :</b>		<b>416</b>		<b>\$604,880.03</b>

B0081824	End2End, Inc.	Parking-Student Perm	New Equipment – Noninstruc.	\$26,300.00
B0087401	CSULA - CSU Conference	EOPS	Contract Services	\$2,460.50
B0088008	Legacee Corporate Se	Cact CA Employee Tra	Contract Services	\$15,000.00
B0088010	EdGate	Title V ECC/SMC Acti	In-Service Training	\$1,875.00
B0088011	Compansol	Title V ECC/SMC Acti	In-Service Training	\$2,695.00
B0088014	Bonner Quorum	SBA Contract Jan-Dec	Contract Services	\$2,000.00
B0088018	Deanna Quesada	model approaches	PSA Contract Services	\$1,518.00
B0088022	Sharonda Barksdale	KEPS	PSA Contract Services	\$1,887.00
B0088023	Gayle R. Gordon	KEPS	PSA Contract Services	\$1,887.00
B0088024	International Search	Human Resources	Contract Services	\$4,950.00
B0088025	CRC	DSPS	Contract Services	\$10,000.00
B0088027	Sundaram Krishnamur	Cact CA Employee Tra	PSA Contract Services	\$4,000.00
B0088028	EWDP Support Service	CACT COCCC	Multi Media Advertising	\$500.00
B0088029	EdGate	Title V ECC/SMC Acti	Publications Periodicals	\$10,000.00
B0088030	Diversified Imaging	Ctr for Arts Promo	Multi Media Advertising	\$1,500.00
B0088032	E.C.C. Public Inform	Student Affairs	A/P Manual Gen.	\$100.00
B0088033	CRC	DSPS	Contract Services	\$8,500.00
<b>Total:</b>		<b>17</b>		<b>\$95,172.50</b>

**Total POs and BPOs: 433 TOTAL : \$700,052.53**

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

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**A. CITIZENS' BOND OVERSIGHT COMMITTEE MEETING CALENDAR 2006-2007**

Meetings will be held in the Board Room at 3:00 PM on the following dates.

July 26, 2006  
 September 27, 2006  
 November 15, 2006  
 January 24, 2007  
 March 14, 2007  
 May 23, 2007

**B. FIVE YEAR CAPITAL CONSTRUCTION PLAN**

Background: As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2008-2012 Five-Year Construction Plan and associated documents to the Office of the Chancellor of the California Community Colleges.

The Plan contains locally funded projects and projects for which state funding is being requested. Projects for which State funding is being requested in whole or in part, are designated with an asterisk.

The Learning Resources Addition, which is a State funded project, is not shown in this Plan because the funding was committed in years prior to this Plan's period.

YEAR	PROJECT	AMOUNT
2006-07	Electrical Substation - Construction and Equipment	\$4,325,500
	Athletic and Fitness Complex – Preliminary Plans and Working Drawings	\$2,268,250
2007-08	*Humanities Complex Replacement – Equipment	\$2,668,000
	Athletic and Fitness Complex – Construction	\$13,978,750
	*Health Occupations and Wellness Center – Preliminary Plans	\$364,000
2008-09	Athletic and Fitness Complex – Equipment	\$330,560
	Bookstore/Cafeteria Renovation – Preliminary Plans & Working Drawings	\$896,750
	* Student Services and Activities Center – Preliminary Plans & Working Drawings	\$2,387,500
	*Health Occupations and Wellness Center – Working Drawings	\$545,400
2009-10	Bookstore/Cafeteria Renovation – Construction	\$5,169,500
	* Student Services and Activities Center –	\$30,863,300

YEAR	PROJECT	AMOUNT
	Construction and Equipment	
	*Health Occupations and Wellness Center – Construction	\$11,222,000
	*Social Science Remodel for Efficiency – Preliminary Plans & Working Drawings	\$404,500
2010-2011	Bookstore/Cafeteria Renovation – Equipment	\$361,550
	*Health Occupations and Wellness Center – Equipment	\$670,400
	*Social Science Remodel for Efficiency – Construction	\$4,450,000
	*Architectural Barrier Removal – Preliminary Plans & Working Drawings	\$420,000
2011-2012	*Technical Arts Complex – Preliminary Plans and Working Drawings	\$1,424,250
	*Social Science Remodel for Efficiency – Equipment	\$370,000
	*Architectural Barrier Removal – Construction	\$2,500,000
	*Child Development Center Addition – Preliminary Plans & Working Drawings	\$464,200

**C. PROJECT BUDGETS**

The Facilities Needs Report prepared May 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified below. The Needs Report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Budgets were also revised as of May 16, 2005. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through May, 2006.

	<b>REVISED BUDGET</b>	<b>EXPENDED</b>	<b>BALANCE</b>
<b><u>Additional Classrooms and Modernization (ACM)</u></b>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	18,582	1,510,418
Athletic Education and Fitness Complex (0203)	15,718,000	274,322	15,443,678
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	138,990	5,945,906

	<b>REVISED BUDGET</b>	<b>EXPENDED</b>	<b>BALANCE</b>
Business Building Replacement (0205)	10,926,189	139,877	10,786,312
Central Plant (0206)	10,858,000	187,740	10,670,260
Child Development Center Phase 2 (0207)	2,525,000	30,573	2,494,427
Crenshaw Blvd. Frontage Enhancement (0208)	700,000	13,418	686,582
Fire Academy Structure (0209)	791,375	14,880	776,495
Fire Program Facility (0210)	123,000	1,656	121,344
Humanities Complex Replacement (0212)	30,896,287	3,077,180	27,819,107
Learning Resource Center Addition (0213)	7,100,000	121,824	6,978,176
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	216,232	812	215,420
Remodeling Phase Two (0216)	157,625	74,889	82,736
Remodeling Phase Three (0217)	8,715,875	354,234	8,361,641
Science Complex Renovation (0219)	6,721,738	6,492,115	229,623
Signage and Wayfinding (0224)	2,600,000	53,905	2,546,095
Student Services and Activities Replacement (0220)	31,928,118	545,868	31,382,250
Temporary Space and Relocation Costs (0221)	2,000,000	782,451	1,217,549
*Master Planning (0223)		663,641	(663,641)
Reserve for Contingencies (0299)	30,631,848	-	30,631,848
<b>Total Additional Classrooms and Modernization</b>	<b>175,223,183</b>	<b>13,692,823</b>	<b>161,530,360</b>

**Campus Site Improvements: Accessibility,  
Safety / Security (CSI)**

Asphalt Resurfacing - All Lots (0301)	400,000	14,975	385,025
Emergency Generators and Distribution (0302)	2,005,000	17,671	1,987,329
Emergency Power to Security Lighting (0303)	175,000	1,365	173,635
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	4,501	395,499
Fencing Replacement and Additions (0305)	375,000	2,926	372,074
Landscaping and Irrigation System Replacements (0306)	2,540,000	42,403	2,497,597
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	19,036	2,420,964
Lot F Parking Structure Improvements (0309)	1,632,000	32,732	1,599,268
Lot H Parking Structure (0310)	8,348,666	872,601	7,476,065
Paving Replacement - All Walks and Driveways (0311)	2,187,000	17,062	2,169,938
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	637	80,963
Security Video (0313)	180,000	7,831	172,169
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	84,628	1,860,553
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
<b>Total Campus Site Improvements: Accessibility, Safety / Security</b>	<b>24,467,231</b>	<b>1,118,367</b>	<b>23,348,864</b>



	<b>REVISED BUDGET</b>	<b>EXPENDED</b>	<b>BALANCE</b>
<b><u>Energy Efficiency Improvements (EEI)</u></b>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	43,000	2,775,000
Reserve for Contingencies (0499)	215,653		215,653
<b>Total Energy Efficiency Improvements</b>	<b>3,033,653</b>	<b>43,000</b>	<b>2,990,653</b>
<b><u>Health and Safety Improvements (HSI)</u></b>			
Administration (0501)	4,367,732	89,644	4,278,088
Art & Behavioral Sciences (0502)	12,247,136	289,843	11,957,293
Auxiliary Warehouse (0504)	105,042	1,305	103,737
Communications (0507)	8,223,354	220,115	8,003,239
Construction Technology (0508)	943,970	16,588	927,382
Domestic Water System (0509)	2,488,800	68,622	2,420,178
Facilities and Receiving (0510)	1,985,416	141,908	1,843,508
Fire Alarm (0511)	780,800	69,775	711,025
Firelines (0512)	1,837,503	85,268	1,752,235
Hazardous Materials Abatement (0513)	200,000	76,807	123,193
Library (0515)	7,876,509	421,587	7,454,922
Marsee Auditorium (0516)	6,670,843	112,806	6,558,037
Math & Computer Sciences (0517)	10,761,643	190,644	10,570,999
Music (0518)	8,896,846	227,342	8,669,504
Natural Gas System (0519)	488,000	5,698	482,302
North Gymnasium (0520)	3,248,993	257,277	2,991,716
Physical Education and Men's Shower (0521)	4,216,871	67,618	4,149,253
Planetarium (0522)	559,465	12,921	546,544
Pool and Health Center (0523)	8,273,592	308,835	7,964,757
Primary Electrical Distribution System (0524)	13,460,000	1,555,486	11,904,514
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	30,245	1,283,419
Sewer System (0527)	1,964,200	22,629	1,941,571
Social Sciences (0528)	7,415,520	152,161	7,263,359
Storm Drain System (0530)	1,083,909	12,532	1,071,377
Technical Arts (0531)	5,600,000	310,721	5,289,279
Shops (0533)	10,600,000	213,338	10,386,662
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
<b>Total Health and Safety Improvements</b>	<b>135,403,489</b>	<b>6,418,067</b>	<b>128,985,422</b>
<b><u>Information Technology and Equipment (ITE)</u></b>			
Behavioral and Social Sciences (0601)	654,077	28,167	625,910
Business (0602)	1,143,650	438,401	705,249
Facilities Planning and Services (0603)	1,925,724	283,304	1,642,420

	<b>REVISED BUDGET</b>	<b>EXPENDED</b>	<b>BALANCE</b>
Fine Arts (0604)	2,879,046	328,212	2,550,834
Health Sciences and Athletics (0605)	1,267,690	177,688	1,090,002
Humanities (0606)	625,978	150,534	475,444
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	1,784,540	12,772,970
Learning Resources (0609)	4,940,775	260,085	4,680,690
Math (0610)	723,061	134,997	588,064
Natural Sciences (0611)	3,063,431	585,119	2,478,312
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	645,925	169,879	476,046
Interfund Transfer (0614)	141,150	141,150	-
Campus Police (0621)	68,500	-	68,500
Purchasing (0622)	10,000	-	10,000
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
<b>Total Information Technology and Equipment</b>	<b>55,567,921</b>	<b>5,021,265</b>	<b>50,546,656</b>
<b><u>Physical Education Facilities Improvements (PEFI)</u></b>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
<b>Total Physical Education Facilities</b>	<b>1,707,049</b>	<b>-</b>	<b>1,707,049</b>
<b>Refunding Income</b>	<b>5,980,713</b>	<b>-</b>	<b>5,980,713</b>
*The Master Planning expenses identified will be spread at a later date.	\$ 401,383,239	\$ 26,293,522	\$ 369,109,004

**D. MODULAR BUILDINGS 2006 PROJECT COSTS & FUNDING**

<b>COSTS</b>	
Design & Plan Review	\$159,700
Construction	2,180,000
Tests & Inspections	110,000
Construction Administration	50,000
Contingency	154,000
Furniture and Group II Equipment	20,000
Moving Expenses	<u>40,000</u>

Total Costs	<u>\$2,713,700</u>
MEASURE E FUNDING –	
Temporary Space - 0221	\$1,244,500
Central Plant - 0206	660,000
Domestic Water System - 0509	48,000
Firelines - 0512	200,000
Primary Electrical - 0524	400,000
Reserve for Contingencies - 0299	<u>161,200</u>
Total Funding	<u>\$2,713,700</u>

The funding amounts shown above will be consolidated into the Temporary Space budget.

**E. CONTRACT – CW DRIVER – LEARNING RESOURCES CENTER**

It is recommended the Board of Trustees approve entering into a contract with CW Driver to provide construction management services for the Learning Resources Center Addition Project. The selection of this firm is based upon two primary criteria. First, the firm has demonstrated competence and qualifications to perform construction management services. Second, the negotiated fee is fair and reasonable for the services to be provided.

The price for these services was negotiated based upon the following factors; scope of work, construction cost and length of performance period. The fixed fee amount equates to 7.7% of the project budget.

**Dates of Service:** June 20, 2006 though June 30, 2008.

**Cost:** \$550,000, invoiced monthly.

**F. CONTRACT – CW DRIVER – BOOKSTORE/CAFETERIA CONVERSION**

It is recommended the Board of Trustees approve entering into a contract with CW Driver to provide construction management services for the Bookstore/Cafeteria Conversion Project. The selection of this firm is based upon two primary criteria. First, the firm has demonstrated competence and qualifications to perform construction management services. Second, the negotiated fee is fair and reasonable for the services to be provided.

The price for these services was negotiated based upon the following factors; scope of work, construction cost and length of performance period. The fixed fee amount equates to 7.7% of the project budget.

**Dates of Service:** June 20, 2006 though June 30, 2008.

**Cost:** \$550,000, invoiced monthly.

**G. AMEND CONTRACT - STATEWIDE EDUCATIONAL WRAP-UP (INSURANCE) PROGRAM (SEWUP)**

Contractor: Keenan and Associates  
Dates of Service: 4/15/06-10/15/07  
Contract Amount: ~~\$629,106.88~~ \$676,805

At its May 15, 2006 meeting, the Board of Trustees approved entering into a contract with Keenan and Associates to provide and administer the District's Owner Controlled Insurance Program (OCIP) for the Humanities Construction Project under its SEWUP.

The cost of the program is based upon the total value of bid awards. The contract amount approved at the May meeting was calculated on the value of bid awards for Bid #2005-9. Two additional bid awards have now been made for this project Bids # 2005 9A – Structural Steel & 9B - Roofing, increasing the total value of bid awards for the project. The increased contract amount incorporates the increased cost for the additional bid awards.

At its October 17, 2005 meeting, the Board of Trustees approved the District's membership in the Statewide Educational Wrap-Up Program, a joint powers association, which provides general liability, pollution liability and workers compensation coverage for construction projects.

**H. BID AWARD 2005-9B – ROOFING HUMANITIES CONSTRUCTION PROJECT**

It is recommended that Bid 2005-9B be awarded to the following contractor in accordance with the specifications, terms and conditions of the above-named bid.

<u>Vendor</u>	<u>Bid Amount</u>
ALCAL	\$578,029

Other Bidders: Coast Roofing Co. Inc. - \$616,805  
Best Roofing and Waterproofing - \$696,794

**I. NOTICE OF JOB COMPLETION**

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

	<u>Project</u>	<u>Contract Amount</u>
1.	<u>West Star Construction/Mala Construction</u> Math & Computer Sciences Building Emergency Generator Bid #: 2001-09	\$65,000.00

Purchase Order #: 89030

2. **Minako America Corporation** \$588,835.75  
Fire Alarm System Replacement Phase 4  
Bid #: 2005-05  
Purchase Order #: 87949

**J. RESOLUTION NO. 2006-1**

It is recommended that the Board of Trustees adopt the following resolution authorizing the issuance of El Camino Community College, Los Angeles, County California General Obligation Bonds, election of 2002, Series B.

EL CAMINO COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 2006-1

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF EL CAMINO COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA GENERAL OBLIGATION BONDS, ELECTION OF 2002, SERIES B.

WHEREAS,

(see relevant documents at the end of the agenda)

**K. PURCHASE ORDERS (PO) AND BLANKET PURCHASE ORDERS (BPO)**

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

<b>PO Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>PO Cost</b>
P0082505	Delphin Computer	Student Community	& Equipment	\$329.08
P0089101	Staples	Student Community	& Equipment	\$519.59
P0089102	Boise Cascade	Student Community	& Equipment	\$866.00
P0089104	Cosco Fire Protection Inc.	Firelines	Testing & Inspection	\$490.00
P0089105	PC Mall Gov Inc.	Student Community	& Equipment	\$970.10
P0089107	Dell Marketing L. P.	Student Community	& Equipment	\$1,318.69

<b>PO Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>PO Cost</b>
P0089108	Boise Cascade	Student Community	& Equipment	\$835.69
P0089109	Boise Cascade	Student Community	& Equipment	\$523.93
P0089111	National Roofing Consultants Inc.	Facilities	Architecture & Engineering	\$3,275.00
P0089112	Boise Cascade	Student Community	& Equipment	\$1,238.38
P0089113	Boise Cascade	Student Community	& Equipment	\$664.47
P0089114	PC Mall Gov Inc.	Student Community	& Equipment	\$11,472.89
P0089115	Office Depot	Student Community	& Equipment	\$431.91
P0089116	Boise Cascade	Student Community	& Equipment	\$2,705.17
P0089117	PDI Precision Document Imaging	Student Community	& Equipment	\$6,615.84
P0089118	Boise Cascade	Student Community	& Equipment	\$471.07
P0089119	Quality Business Machines	Student Community	& Equipment	\$2,779.09
P0089120	Best Roofing	Technical Arts	Site Improvements	\$21,762.30
P0089121	Smith Brothers Crane Rental	Primary Electric	Equipment Rental	\$2,500.00
P0089122	American Rent a Fence Co.	Primary Electric	Equipment Rental	\$523.40
P0089125	PC Mall Gov Inc.	Humanities	Equipment	\$2,056.74
P0089127	Staples	Humanities	Equipment	\$2,539.73
P0089128	Boise Cascade	Humanities	Equipment	\$464.24
P0089130	Capital of South Bay, Inc	Remodeling-Phase 2	Remodeling & Renovations	\$428.22

<b>PO Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>PO Cost</b>
P0089131	Cal Partitions, Inc	Remodeling-Phase 2	Equipment	\$7,762.00
P0089132	Capital of South Bay, Inc	Remodeling-Phase 2	Remodeling & Renovations	\$247.19
P0089133	C & A Floor	Remodeling-Phase 2	Buildings	\$3,568.59
P0089134	Capital of South Bay, Inc	Humanities Complex	Site Improvements	\$27.11
P0089137	Best Roofing	Pool & Health Center	Buildings	\$13,342.00
P0089139	CCS Presentation Systems, Inc.	Student &Community	Equipment	\$950.79
P0089140	Electronic Signs	Student &Community	Equipment	\$669.42
P0089141	Accents Plus	Student &Community	Equipment	\$538.41
P0089142	Office Max	Student &Community	Equipment	\$2,576.35
P0089143	Dell Marketing L. P.	Student &Community	Equipment	\$9,107.70
P0089144	AAA Flag & Banner	Signage and Wayfinding	Site Improvements	\$389.70
P0089145	PC Mall Gov., Inc.	Student &Community	Equipment	\$1,996.33
P0089146	Consolidated Fabricators Corp.	Facilities Planning	Equipment	\$2,362.02
P0089147	Dell Marketing L. P.	Student &Community	Equipment	\$2,309.16
P0089151	PC Mall Gov Inc.	Student &Community	Equipment	\$559.48
P0089153	G.E. Capital Modular Space	Humanities Complex	Site Improvements	<u>\$3,845.00</u>
<b><i>PO Total:</i></b>				<b><u><u>\$116,032.78</u></u></b>
B0089106	Southland	Energy Efficiency	Architecture &	\$1,539,000.00

<b>PO Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>PO Cost</b>
	Industries		Engineering	
B0089149	Flewelling & Moody	Remodeling-Phase 3	Architecture & Engineering	\$160,000.00
B0089150	RMA Group	Master Planning	Testing & Inspection	\$10,000.00
B0089173	Southern Counties	Humanities Complex	Buildings	\$501,000.00
B0089174	K & Z Cabinet Company	Humanities Complex	Buildings	\$135,723.00
B0089175	T. B. Penick and Son	Humanities Complex	Buildings	\$6,455,000.00
B0089176	Amtek Construction	Humanities Complex	Buildings	\$1,042,000.00
B0089177	Maas Companies	Master Planning	Professional Services	<u>\$210,000.00</u>
<b><i>BPO Total:</i></b>				<b><u>\$10,052,723.00</u></b>
<b><i>PO and BPO Total</i></b>				<b><u>\$10,168,755.78</u></b>



EL CAMINO COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 2006-1

RESOLUTION AUTHORIZING THE ISSUANCE OF EL CAMINO COMMUNITY COLLEGE DISTRICT (LOS ANGELES COUNTY, CALIFORNIA) GENERAL OBLIGATION BONDS, ELECTION OF 2002, SERIES 2006B

WHEREAS, a duly called municipal election was held in the El Camino Community College District, Los Angeles County, State of California (hereinafter referred to as the "District"), on November 5, 2002 and thereafter canvassed pursuant to law;

WHEREAS, at such election there was submitted to and approved by the requisite fifty-five percent vote of the voters of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$394,516,464, payable from the levy of an ad valorem tax against the taxable property in the District (the "Election");

WHEREAS, the District has previously issued \$63,700,000 of its General Obligation Bonds, Election of 2002 Series 2003A (the "Series A Bonds");

WHEREAS, at this time the Board of Trustees of the District (the "Board") has determined that it is necessary and desirable to issue one or more additional series of such Bonds in the aggregate principal amount not to exceed \$150,000,000 (the "Bonds");

WHEREAS, the Bonds may be issued in one or more series, under the authority of either the Education Code or the Government Code and may be issued in a combination of tax-exempt or taxable forms, as determined by the Superintendent/President;

WHEREAS, if the Superintendent/President determines to cause all or a portion of the Bonds to be issued under the provisions of the Education Code, then this resolution represents a petition to the Board of Supervisors of the County of Los Angeles to issue such Bonds on behalf of the District; and

WHEREAS, all acts, conditions and things required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of Bonds, is within all limits prescribed by law;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA, AS FOLLOWS:

SECTION 1. Purpose. To raise money for the purposes authorized by voters of the District at the Election and to pay all necessary legal, financial, engineering and contingent costs in connection therewith, the Board hereby authorizes the issuance of the Bonds and orders such Bonds sold at a negotiated sale such that the Bonds shall be dated as of a date to be determined by the Board, shall bear interest at a true interest cost which shall not exceed that authorized at the Election, shall be payable upon

such terms and provisions as shall be set forth in the Bonds, and shall be in an aggregate principal amount not to exceed \$150,000,000.

SECTION 2. Paying Agent. The Board does hereby appoint U. S. Bank National Association the authenticating agent, bond registrar, transfer agent, fiscal agent and paying agent (collectively, the “Bond Registrar”) for the Bonds on behalf of the District.

SECTION 3. Terms and Conditions of Sale. The Bonds shall be sold at a negotiated sale upon the direction of the Superintendent/President of the District (the “Superintendent/President”) or the Vice President, Administrative Services of the District (the “Vice President, Administrative Services”). The Bonds shall be sold pursuant to the terms and conditions set forth in the Purchase Contract, as described below. The Bonds shall be issued in accordance with the provisions of either or both of Chapter 1.5 of Part 10 of Title 1 of the California Education Code (“Education Code Bonds”) or Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (“Government Code Bonds”).

SECTION 4. Approval of Purchase Contract. With respect to the Government Code Bonds, the form of Purchase Contract (the “Purchase Contract”) by and among the District, UBS Securities LLC and RBC Capital Markets (the “Underwriters”), for the purchase and sale of the Government Code Bonds, and with respect to the Education Code Bonds, the form of Purchase Contract among the District and the Underwriters and the County of Los Angeles (the “County”) substantially in the form on file with the Secretary to the Board, is hereby approved and the Superintendent/President or the Vice President, Administrative Services, each alone, are hereby authorized and requested to acknowledge the execution of such Purchase Contract, if necessary; provided, however, that the true interest cost of the Bonds shall not exceed the maximum rate permitted by law and the underwriters’ discount, excluding original issue discount, thereon shall not exceed 0.9% of the aggregate of principal amount of Bonds issued. The Superintendent/President or the Vice President, Administrative Services, each alone, is further authorized to determine the principal amount of the Bonds to be specified in the Purchase Contract for sale by the District up to \$150,000,000 and to enter into and execute the Purchase Contract with the Underwriters and the County, as necessary, if the conditions set forth in this Resolution are satisfied.

*A full copy of the Resolution document is on file in the office of the Vice President of Administrative Services.*

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**Agenda for the El Camino Community College District Board of Trustees**

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**from  
Human Resources - Administrative Services**

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## A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, temporary classified service employees, special project temporary administrators and special service professionals as shown in items 1-66 and 1-97.

### Certificated Personnel:

1. Resignation – Mr. Patrick Jefferson, full-time/temporary Faculty Coordinator, Teacher Education Program (TEP), Behavioral & Social Sciences, effective June 29, 2006.
2. Resignation – Mr. Robert Wakefield, full-time instructor of Biology, Natural Sciences, effective June 9, 2006.
3. Retirement – Mr. Wallace Bower, full-time instructor of Music, Fine Arts, last day worked June 9, 2006, first day of retirement June 10, 2006, and that a plaque be presented to him in recognition for his service to the District since 1968.
4. Retirement – Ms. Carolyn Brown, full-time instructor of Music, Fine Arts, last day worked June 9, 2006, first day of retirement June 10, 2006, and that a plaque be presented to her in recognition for her service to the District since 1974.
5. Retirement – Dr. C. Irvin Drew, full-time instructor of Chemistry, Natural Sciences, last day worked June 9, 2006, first day of retirement June 10, 2006, and that a plaque be presented to him in recognition for his service to the District since 1987.
6. Retirement – Ms. Sally Strehlke, full-time instructor of Office Administration, Business, last day worked June 9, 2006 and first day of retirement June 10, 2006, and that a plaque be presented to her in recognition for her service to the District since 1980.
7. Employment – Dr. Kim Baily, full-time instructor of Nursing, Health Sciences & Athletics, Class V, Step 9, Academic Salary Schedule, effective August 24, 2006.
8. Employment – Ms. Nadia Lopez, full-time instructor of Nursing, Health Sciences & Athletics, Class II, Step 5, Academic Salary Schedule, effective August 24, 2006.
9. Employment – Ms. Margarita Gonzalez, full-time/temporary/non-tenured track EOP&S/CalWORKS Counselor, Counseling, Class III, Step 10, Fiscal Salary Schedule, effective July 1, 2006 through June 30, 2007.
10. Amend Employment – Mr. Paul Yun, full-time instructor of Math, Mathematics, from Class III, Step 10 to Class IV, Step 10, effective July 1, 2006.

11. Assignment – Dr. Marc Glucksman, full-time instructor of Mathematics, to assist in transition for Dr. Goldberg’s return, effective June 12 through June 16, 2006, to be paid \$38.77 an hour, not to exceed 40 hours or \$1,551, in accordance with the Agreement, Article X, Section 14(m).
12. Extend Assignment – Mr. Rory Natividad, full-time/temporary Faculty Coordinator/Athletic Director, Health Sciences & Athletics, Class II, Step 9, Fiscal Salary Schedule, effective July 1 through December 31, 2006.
13. Special Assignment – The following part-time instructors to work as Applied Music instructors, Fine Arts, to be paid \$55.65 an hour, not to exceed 3,000 hours or \$166,950, effective July 1, 2006 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).

Deborah Aitken	Matthew Greif	Victoria Muto
Barry Cogert	Susan Helfter	Ann Patterson
Robert Coomber	Rona Klinghofer	Lois Roberts
John Dearman	Kristi Lobitz	Manon Robertshaw
Rhonda Dillon	James Mack	Jeanette Wrate
Barbara Dyer	Patricia Maki	
Virginia Frazier	Joseph Mitchell	

14. Special Assignment – Ms. Virginia Frazier, part-time instructor to work as Applied Music Duty instructor, Fine Arts, to be paid \$27.83 an hour, not to exceed \$13,359 or 480 hours, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
15. Special Assignment – Mr. Kell Stone, part-time instructor of Sociology, Behavioral & Social Sciences, to internationalize his sociology course by incorporating interactive video conferencing with Universities in Poland and Italy, to be paid \$55.65 an hour, not to exceed \$1,500, effective June 19 through August 10, 2006, in accordance with the Agreement Article X, Section 9(m).
16. Special Assignment – Mr. Mike Fenison, part-time faculty to work for Summer High School Basketball League, Health Sciences & Athletics, to be paid \$12 an hour, not to exceed \$432 effective June 19 through July 31, 2006, in accordance with the Agreement, Article X, Section 11(e).
17. Special Assignment – The following full-time Nurse Practitioners, Health Sciences & Athletics, to conduct sports physicals, effective July 1, 2006 through June 30, 2007, to be paid \$41.74, not to exceed total of 36 hours for a total of \$2,000, in accordance with the Agreement, Article X, Section 13(b).

Deborah Herzik	Holly Fall	Deborah Cononver
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18. Special Assignment – The following instructors to be compensated reassigned time for performing Federation activities during the 2006 Spring semester, to be paid \$55.65 an hour, for a total of 200 hours, in accordance with the Agreement, Article III, Section 11 (c).

Angela Simon	72 hours	\$4006.80 (already calculated as 20% overload)
Donald Brown	70 hours	\$3895.50
Sean Donnell	40 hours	\$2226.00
David Westberg	6 hours	\$ 333.90
Chris Jeffries	6 hours	\$ 333.90
Stephanie Schwartz	<u>6 hours</u>	<u>\$ 333.90</u>
TOTAL	200 hours	\$11,130.00

19. Special Assignment – Mr. Pete Moraga, part-time instructor of Auto-Cad, to conduct for-credit Auto Computer Aided Design/Drafting (CAD) courses at FCC Victorville, to be paid at Class II, Step 6, not to exceed \$15,000, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
20. Special Assignment - Mr. Pete Moraga, part-time instructor of Auto-Cad, to conduct for-credit Auto Computer Aided Design/Drafting (CAD) courses at FCI Terminal Island, to be paid at Class II, Step 6, not to exceed \$15,000, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
21. Special Assignment – Mr. Robert Pandolfi, part-time instructor of Business Math, Metal Trades Blueprint Reading and Machine Shop Calculations, to conduct for-credit courses at FCI Terminal Island, Class II, Step 6, not to exceed \$15,000, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
22. Special Assignment – Mr. Robert Pandolfi, part-time instructor of Business Math, Metal Trades Blueprint Reading and Machine Shop Calculations, to conduct for-credit courses at FCC Victorville, Class II, Step 6, not to exceed \$15,000, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
23. Special Assignment – Mr. Allen Perlstein, part-time instructor of Education 101, to work as Teacher Education Program (TEP) Liaison & University Partnership Coordinator, to coordinate partnerships with local high schools, community colleges and universities to be paid \$55.65 an hour, not to exceed 180 hours or \$10,017, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
24. Special Assignment – Mr. Norm Morrow, part-time instructor of Education 201, to work as Teacher Education Program (TEP) Liaison & Field Work Coordinator, to coordinate partnerships with local high schools, community colleges and universities to be paid \$55.65 an hour, not to exceed 180 hours or \$10,017, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

25. Special Assignment - Mr. Jason Suarez, full-time instructor of History, to work as Faculty Development Specialist to conduct faculty development training for Teacher Education Program (TEP) faculty, to be paid \$55.65 an hour, not to exceed 180 hours or \$10,017, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(c).
26. Special Assignment – Mr. George Rodriguez, full-time instructor of Welding, to conduct not-for-credit classes in Welding on an as-needed basis at the FCI Terminal Island, to be paid \$55.65 an hour, not to exceed \$13,000, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(c).
27. Special Assignment – Mr. Kevin Huben, full-time instructor of Fire and Emergency Technology, to coordinate Paramedic Training Program, to be paid \$55.65 an hour, not to exceed \$3,339 or 60 hours, effective June 19 through August 10, 2006 in accordance with the Agreement, Article X, Section 13(c).
28. Special Assignment – Ms. Soyun Ham Kang, part-time instructor of Music, to provide certificated support to women’s chorus, to be paid \$41.74 an hour, not to exceed \$4,258, effective August 26 through December 15, 2006, in accordance with the Agreement, Article X, Section 9(m).
29. Special Assignment – Ms. Julia Land, full-time instructor, Disabilities Specialist, to conduct activities for Disabled Students Program and Services (DSPS), to be paid \$41.74 an hour, not to exceed \$4,174, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(a).
30. Special Assignment – Ms. Dipte Patel, part-time instructor of Education Development, Disability Specialist, to conduct activities for Disabled Students Program & Services (DSPS), to be paid \$41.74, not to exceed \$4,174, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
31. Special Assignment – Ms. Kathryn Holmes, full-time instructor, Disabilities Specialist, to conduct activities for Disabled Students Program and Services (DSPS), to be paid \$41.74 an hour, not to exceed \$4,174, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(a).
32. Special Assignment – The following part-time instructors of Music, to work on “Joy of Music” program as needed, to be paid \$41.74 an hour, effective August 24, 2006 through June 8, 2007, in accordance with the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Not to Exceed (hours)</u>	<u>Not to Exceed (dollars)</u>
Dana Bisignano	3	\$ 123
Susan Helfter	3	\$ 123
Carol Lisek	30	\$1,253
Margo Martin	48	\$2,004
Bruce Tellier	24	\$1,002

33. Special Assignment – The following full-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, effective July 1, 2006 through June 30, 2007, to be paid \$41.74 an hour, not to exceed 8 hours or \$334 per week, in accordance with the Agreement, Article X, Section 14(a)

Alicia Class  
Nancy Currey  
Matthew Kline  
Nitza Llado

Rebecca Loya  
Debbie Mochidome  
Jenny Simon  
Evelyn Uyemura

34. Special Assignment – The following part-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, effective July 1, 2006 through June 30, 2007, to be paid \$41.74 an hour, not to exceed 8 hours or \$334 per week, in accordance with the Agreement, Article X, Section 9(m).

Maria Bauer  
Vicki Blaho  
Ottillie Boboc  
David Cron  
Helen Factor  
Rita Fork  
Sudeepa Gulati

Aura Imbarus  
Sheryl Kunisaki  
Susan Nozaki  
Jan Shimaura  
Gary Smith  
Eric Takamine  
Xiaowen Wu

35. Special Assignment - Dr. Joanna Nacheff, full-time instructor of Music, to coordinate global education through technology activities, to be paid \$55.65 an hour, not to exceed \$2,500, effective June 19 through August 10, 2006, in accordance with the Agreement, Article X, Section 14(c).

36. Special Assignment – Ms. Susanna Meiers, part-time instructor to work: (1) Art Gallery laboratory and curator, to be paid \$49.24 per hour, not to exceed 24 hours per week for 16 weeks, effective August 26 through December 15, 2006, and (2) Art Gallery curator and curriculum preparations, to be paid \$49.24 per hour, not to exceed 24 hours per week, effective August 7 through August 25, 2006 and December 18 through December 22, 2006, in accordance with the Agreement, Article X, Section 9(m).

37. Special Assignment – Mr. Michael Lewis Miller, part-time instructor to work: (1) Art Gallery student laboratory and installations, to be paid \$49.24 per hour, not to exceed 8 hours per week, for 16 weeks, effective August 26 through December 15, 2006, and (2) Art Gallery installations and curriculum preparations to be paid \$49.24 per hour, not to exceed 24 hours per week, effective August 7 through August 25, 2006 and December 18 through December 22, 2006, in accordance with the Agreement, Article X, Section 9(m).



38. Special Assignment – The following part-time instructors of Nursing to teach for-credit Nursing classes as part of the Workplace Learning Resource Center Nursing Program Contract with Centinela Freeman Regional Medical Center, under Ed Code Section 87470, not to exceed 60% load, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

<u>Instructor</u>	<u>Class, Step</u>	<u>Lecture/Lab</u>
Cynthia Ashby	Class II, Step 3	Lab
Christiana Baskaran	Class II, Step 3	Lab
Lucinda Bramlett	Class II, Step 4	Lecture
Veronica Bruce	Class II, Step 2	Lecture
Peggy Kidwell-Udin	Class Ii, Step 6	Lecture
Ellen Olaivar	Class II, Step 6	Lab
Huibrie Pieters	Class II, Step 2	Lecture and Lab
Essence Wilson	Class I, Step 2	Lab
Joyce Wise	Class II, Step 6	Lecture

39. Special Assignment – The following part-time instructors of Community Advancement to teach for-credit Nursing classes as part of the Workplace Learning Resource Center Nursing Program Contract with Centinela Freeman Regional Medical Center, under Ed Code Section 87470, not to exceed 60% load, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

<u>Instructor</u>	<u>Class/Step</u>	<u>Lecture/Lab</u>
Terry Agba	Class II, Step 1	Lecture & Lab
Joan Ahern	Class I, Step 1	Lab
Brenda Beall	Class II, Step 2	Lab
Nina Collins	Class II, Step 1	Lab
Michelle Griggs-Gabbedon	Class II, Step 4	Lab
Steven Jones	Class I, Step 4	Lab
John Lazar	Class I, Step 1	Lecture & Lab
Wendy Mbogo	Class I, Step 1	Lab
Katherine Meese	Class I, Step 3	Lab
Danielle Naegle	Class I, Step 2	Lab
Estelita Sencio	Class II, Step 1	Lab
Suwannee Srisatidnarakul	Class I, Step 1	Lab

40. Special Assignment – The following full-time instructors of Nursing to teach for-credit Nursing classes as part of the Workplace Learning Resource Center Nursing Program Contract with Centinela Freeman Regional Medical Center, under Ed Code Section 87470, to be paid \$55.65 an hour, not to exceed 40% overload, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(c).

<u>Name</u>	<u>Lecture/Lab</u>
Nadia Lopez	Lec
Kyung (Mary) Moon	Lec & Lab

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Yasna Ouwerkerk                      Lec  
Kathy Stephens                      Lec & Lab

41. Special Assignment – Dr. Elizabeth Shadish, full-time instructor of Philosophy, to coordinate global education through technology activities, to be paid \$55.65 an hour, not to exceed \$1,000, effective June 19 through August 10, 2006, in accordance with the Agreement, Article X, Section 14(c).
42. Special Assignment – Ms. Janet Young, full-time instructor of Childhood Education, to consult for the Teacher Education Program (TEP) activities staff, to be paid \$55.65 an hour, not to exceed 368 hours or \$20,480, effective July 1 through September 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
43. Special Assignment – Ms. Inna Newbury, full-time instructor of English, to coordinate Bridge to Teacher Education Program (BTEP) faculty, to be paid \$55.65 an hour, not to exceed 288 hours or \$16,028, effective July 1 through August 23, 2006, in accordance with the Agreement, Article X, Section 14(c).
44. Special Assignment – Ms. Barbara Budrovich, full-time instructor of English, to supervise the Writing Center and CAI Lab for summer, to be paid \$41.74 an hour, not to exceed 35 hours or \$1465, effective June 20 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
45. Special Assignment – Ms. Barbara Budrovich, full-time instructor of English, to supervise the Writing Center and CAI Lab for summer, to be paid \$41.74 an hour, not to exceed 95 hours or \$3,975, effective July 1 through August 3, 2006, in accordance with the Agreement, Article X, Section 14(c).
46. Special Assignment – The following full-time instructors in Humanities to administer credit-by-examination, to be paid \$55.65 an hour, not to exceed a total of 208 hours or \$11,600, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 7(c).

Evelyne Berman  
Carmen Calica  
Alicia Class  
Anne Cummings  
Donna Factor

Nitza Llado  
Takiko Morimoto  
Francis Bernard Rang  
Xiaodong (David) Shan  
Mercedes Thompson

47. Special Assignment – The following part-time instructors in Humanities to administer credit-by-examination, to be paid \$55.65 an hour, not to exceed a total of 25 hours or \$1,392, effective July 1, 2006 through August 10, 2006, in accordance with the Agreement, Article X, Section 7(c).

Yolanda Cuesta  
Antonio Gonzalez

Yaeko Hirano  
Naoko Otani

Carolina Perez  
Claudia Prada

Alicia Rodriguez  
Kanzo Takemori

48. Amend Stipend Assignment – Ms. Karin Jensen, part-time instructor of Dance, Fine Arts, to choreograph Spring Dance Concert, to be paid \$500, instead of \$50, effective March 1 through May 7, 2006, in accordance with the Agreement, Article X, Section 9(m).
49. Stipend Assignment – Ms. Kim Jensen, part-time instructor of Theatre, to work as Dialect Coach for Play #4, to be paid \$200, effective May 1 through May 26, 2006, in accordance with the Agreement, Article X, Section 9(m).
50. Stipend Assignment – Ms. Rona Klinghofer, part-time instructor of Vocals, to perform as a vocalist, to be paid \$750, effective July 5, 2006, in accordance with the Agreement, Article X, Section 9(m).
51. Stipend Assignment – Ms. Patricia Maki, part-time instructor of Flute, to perform as instrumentalist, to be paid \$750, effective July 9 through July 15, 2006, in accordance with the Agreement, Article X, Section 9(m).
52. Stipend Assignment – Mr. Joseph Mitchell, part-time instructor of Percussion, to perform as instrumentalist for concert, to be paid \$750, effective July 9, 2006, in accordance with the Agreement, Article X, Section (m).
53. Stipend Assignment – The following full-time instructors in Industry and Technology, to participate in pre-engineering training and program development, to be paid \$1,800, effective June 20 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).

Instructor

Eric Carlson  
Steve Cocca  
Richard Hughes

Discipline

Machine Tool Technology  
Electronics and Computer Hardware Technology  
Computer Aided Design/Drafting

54. Stipend Assignment – Mr. Peter Abiligou, part-time instructor of Dance, to work as summer resident artist and perform, to be paid \$500 to perform and \$250 for master class, not to exceed total of \$750, effective July 15, 2006, in accordance with the Agreement Article X, Section 9(m).
55. Stipend Assignment – Mr. Craig Neumann, part-time instructor of Fire and Emergency Technology, to coordinate Firefighter in-service training programs, to be paid \$55.65 an hour, not to exceed 60 hours, or \$3,339, effective June 19 through August 10, 2006, in accordance with the Agreement, Article X, Section 9(m).
56. Stipend Assignment – Ms. Ruby Millsap, part-time instructor of Dance, to coordinate dance productions and direct presentation of dance class, to be paid \$476 per week for 8

weeks, not to exceed \$3,808, effective October 9 through November 30, 2006, in accordance with the Agreement, Article X, Section 10(d).

57. Stipend Assignment – The following full-time coaches to be hired, effective according to the following dates, to be paid a weekly stipend in accordance with the Agreement, Article X, Section 11(a).

<b>COACH</b>	<b>WEEKS</b>	<b>DATES</b>	<b>TEAM</b>	<b>STIPEND</b>
J. Britoon	16	8/15-12/1/06	Soccer	\$944 (2 teams)
E. Engle	16	8/15-12/1/06	Football	\$511
J. Featherstone	16	8/15-12/1/06	Football	\$511
T. Nelson	16	8/15-12/1/06	Football	\$511
D. Lofgren	14	8/15-11/17/06	Cross Country	\$944 (2 teams)
L. Pattison	16	8/15-12/1/06	W. Volleyball	\$511
C. Stanbury	14	8/15-11/17/06	Water Polo	\$944

58. Stipend Assignment – The following part-time coaches to be hired, effective according to the following dates, to be paid a weekly stipend in accordance with the Agreement, Article X, Section 11(c).

<b>COACH</b>	<b>WEEKS</b>	<b>DATES</b>	<b>TEAM</b>	<b>STIPEND</b>
E. Barrigan	16	8/15-12/1/06	Soccer	\$238
R. Blount	16	8/15-12/1/06	W. Volleyball	\$476
G. Rodriguez	16	8/15-12/1/06	Pep Squad	\$476
M. Fenison	22	10/16-3/16/07	M. Basketball	\$476
M. Houck	22	10/16-3/16/07	W. Basketball	\$476
S. Shaw	22	10/16-3/16/07	W. Basketball	\$476
L. Sherman	16	8/15-12/1/06	Pep Band	\$476
S. Sheil	14	8/15-11/17/06	Cross Country	\$238

59. Employment – The following part-time Clinical Psychologists, Health Sciences & Athletics, to be hired as needed in Student Health Services, not to exceed a total of 24 hours per week, effective July 1, 2006 through June 30, 2007, to be paid \$55.65 an hour, in accordance with the Agreement, Article X, Section 9(e).

<u>Instructor</u>	<u>Not to exceed</u>
Ruth Taylor	24 hours
Sally Emery	12 hours

60. Employment – The following part-time Nurse Practitioners, Health Sciences & Athletics, to be hired as needed in Student Health Services, not to exceed a total of 24 hours per week, effective July 1, 2006 through June 30, 2007, to be paid in accordance with the Agreement Article X, Section 9(e).

Melanie Bronstein

Linda Goldman

Nancy Lee

61. Employment – The following part-time Nurse Practitioners, Health Sciences & Athletics, to be hired as needed to conduct sports physicals, effective July 1, 2006 through June 30, 2007, to be paid in accordance with the Agreement, Article X, Section 9(e).

Melanie Bronstein                      Linda Goldman                      Nancy Lee

62. Employment – The following part-time/temporary Librarians to be hired as needed for the Summer 2006 session.

Donald Brown                                              Claudia Striepe  
Edward Martinez                                              Jane Terry  
Vince Robles                                              Douglas Thompson

63. Employment – The following non-regular (on-call) part-time/temporary Counselors to be hired as needed, not to exceed 24 hours per week, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(e), to be paid through District, EOP&S and other categorical grant funds.

Maria Chovan                                              Blanca Galicia  
Geralin Clark                                              Willie Oliver  
Juliana Ekedal-Parker

64. Employment – The following regularly scheduled part-time/temporary counselors to be hired as needed, not to exceed 23 hours per week, effective July 1, 2006 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(d), to be paid through District EOP&S or grant funds.

Eugene Adams	Barry Gropp	Jimmy Nguyen
Rosalva Amezcua	Maribel Hernandez	Paul Quintero
Kimya Anthony	Veronice Herrera	Else Reinersten
Tisa Casa	Cathy Lakatos	Blanca Rodriguez
Grisdelda Castro	Monica Lanier	Lisa Roper
Vera Cheng	Tri Huu Le	Rutina Taylor
Yolanda Dawson	Daissa Lee	Dexter Vaughn
Joe Dzida	Rebecca Mason-	Xiao Ying Wang
Nelson Espinola	Nunez	Tracey Ziegler
Don Ferguson	Mashairi Muir	
Stan Germain	Hatien Nguyen	

65. Employment – The following part-time/temporary substitute teachers for the Child Development Center Teachers in Behavioral Social Sciences to be hired as needed.

Juanita Bush, Class I, Step A	Laura Gray, Class IV, Step A
Stephanie Gloves, Class II, Step A	Maria Maciel, Class II, Step A
Jody Jones, Class IV, Step D	Janice Pea, Class I, Step A

66. Employment –The following part-time/temporary instructors to be hired as needed for the 2006 Summer Semester.

### **Behavioral & Social Science**

Marie Butler, Class V, Step 28  
Thomas Glenn, Class IV, Step 13  
Barry Gropp, Class II, Step 4  
Ricky Murray, Class II, Step 8

Jill Pfeiffer, Class IV, Step 10  
Sharyn Seaton, Class II, Step 9  
Jessica Schilling-Wigley, Class III, Step 4

### **Business**

Amy Roberts, Class I, Step 4

Robert Rooks, Class I, Step 7

### **Fine Arts**

Cynthia Bahti, Class II, Step 24  
Dana Bisignano, Class II, Step 5  
Mary Drobny, Class IV, Step 13  
Jamie Hammond, Class II, Step 4  
Heidi Hinds (Gornto), Class IV, Step 8

Smith Joel, Class III, Step 4  
Kristi Lobitz, Class III, Step 11  
Annie Malone, Class II, Step 12  
Margot Martin, Class V, Step 9  
Gary Robertson, Class II, Step 12

### **Health Sciences & Athletics**

Cynthia Ashby, Class II, Step 4  
Brenda Beall, Class IV, Step 4  
Susan Begendahl, Class I, Step 4  
Diamantina Cobham, Class II, Step 4  
Yolanda Cuesta, Class II, Step 10

Roland Custudio, Class II, Step 4  
Ruby Griggs Gabbedon, Class II, Step 5  
Huibrie C. Pieters, Class V, Step 10  
Steven Van Kanegan, Class II, Step 12  
Joyce Wise, Class II, Step 4

### **Humanities**

Joan Anderson, Class V, Step 14  
Vicki Blaho, Class IV, Step 14  
Agnes Davies, Class II, Step 5  
Jennifer Holt, Class II, Step 4  
Chopra Monica, Class III, Step 4

Freeborn Paul, Class IV, Step 4  
Natalie Ricard, Class IV, Step 11  
Geoffrey Robertson, Class III, Step 4  
Angela Shaheen, Class II, Step 4  
Cynthia Tino-Sandoval, Class II, Step 5

### **Industry & Technology**

David Winkler, Class II, Step 4

### **Mathematical Science**

Adalinda Avila, Class I, Step 4  
Jorge Baca, Class II, Step 4  
Astatke Gizaw, Class II, Step 10  
Juan Martinez, Class IV, Step 5  
Wendy Miao, Class II, Step 11  
Alexa Root, Class II, Step 7

Lernik Saakian, Class V, Step 20  
Oussama M. Safadi, Class V, Step 24  
Arkadiy Sheynshteyn, Class V, Step 4  
Erxiang Wang, Class II, Step 11  
David Yee, Class IV, Step 5

### **Natural Science**

Lynn Fielding, Class II, Step 12

Eilish Marren, Class V, Step 12

**Classified Personnel:**

1. Resignation – Ms. Julie Rae Carlson, Administrative Assistant II, Range 31, Step A, Counseling & Student Services Division, Student Services Area, effective May 19, 2006.
2. Leave of Absence 50% - Ms. Margaret Ginocchio, Student Services Advisor, Range 35, Step E, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2006 through June 30, 2007.
3. Personal Leave of Absence 50% - Ms. Griselda Castro, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2006 though June 30, 2007.
4. Personal Leave of Absence 5% - Ms. Kathleen Collins, 83.33% Secretary, Range 26 Step E, Humanities Division, Academic Affairs Area, effective June 19 through July 27, 2006.
5. Personal Leave of Absence 50% - Edward Gropp, Bookstore Sales Assistant, Range 19, Step E, Bookstore Division, Administrative Services Area, effective June 20 through August 10, 2006.
6. Personal Leave of Absence 50% - Ms. Cathy Lakatos, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1 through August 31, 2006.
7. Personal Leave of Absence 100% - Mr. Rory Natividad, Senior Athletic Trainer, Range 37, Step E, Health Sciences & Athletics Division, Academic Affairs Area, effective July 1 through December 31, 2006.
8. Change in Classification - Mr. Rocky Bonura, Interim Director – Purchasing and Business Services, to Interim Director of Business Services, Range 13, Step 5, Purchasing and Business Services Division, Administrative Services Area, effective May 16 through June 30, 2006.
9. Change in Classification – Ms. Ann Garten, from Director – Public Relations & Marketing, to Director of Community Relations, Range 11, Step 5, Public Information Division, President’s Office Area, effective May 16, 2006.
10. Change in Classification – Ms. Marcia Wade, from Director, Human Resources to Associate Vice President - Human Resources, Range 16, Step 5, Human Resources Division, Administrative Services Area, effective May 16, 2006.
11. Extend Employment - Ms. Wendy Kahan, Toolroom/Instructional Equipment Technician, (10 month) Range 31, Step E, Industry & Technology Division, Academic Affairs Area, effective June 19 through August 10, 2006.

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12. Extend Employment - Mr. James Wright, Toolroom/Instructional Equipment Attendant, (10 month) Range 24, Step E, Industry & Technology Division, Academic Affairs Area, effective June 19 through August 10, 2006.
13. Stipend – Ms. Kathleen Gleason, Assistant Director of Development – Annual and Alumni Giving, Range 5, Step 5, Resource Development, Student and Community Advancement Area, to be paid an additional \$400 a month from the Foundation, for additional work assumed, effective July 1, 2006 through June 30, 2007.
14. Stipend - The following employees are to receive a \$50 per month stipend for carrying cell phone for after work hours emergencies, effective July 1, 2006 through June 30, 2007:
 

Georgianna Levine	Center for the Arts/Fine Arts	Academic Affairs
Jerry Root	Center for the Arts/ Fine Arts	Academic Affairs
Hector Salazar	Center For the Arts/Fine Arts	Academic Affairs
15. Work Out of Classification – Mr. Rocky Bonura, Director – Risk Management, Range 11, Step 5, Safety and Health/Human Resources Division, to Director of Business Services, Range 13, Step 5, Purchasing and Business Services Division, Administrative Services Area, effective July 1, 2006 through June 30, 2007.
16. Work Out of Classification - Ms. June Curtis, Facilities Program Specialist, Range 32, Step E, Facilities Planning and Services Division, Administrative Services Area, to work 25% as Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1 through August 31, 2006.
17. Work Out of Classification – Ms. Junnette Fariolen, Clerical Assistant, Range 22, Step B, to work 25% as Secretary, Range 26, Step A, Transfer Center/Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2006 through June 30, 2007.
18. Work Out of Classification - Ms. Myrna Mendoza, Secretary, Range 26, Step E, to work 25% Student Services Advisor, Range 35, Step B, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1 through August 31, 2006.
19. Work Out of Classification – Ms. Laurie Pelayo, Library Media Technician II, Range 26, Step E, to Library Media Technician IV, Range 32, Step C, Learning Resources, Academic Affairs Area, effective July 1 through December 31, 2006.
20. Work Out of Classification – Ms. Martha Perez, 50% Clerical Assistant, Range 22, Step C, to work an additional 50% as Student Services Technician, Range 28, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2006 through June 30, 2007.



21. Work Out of Classification – Ms. Beverly Rouse, Senior Clerical Assistant, Range 24, Step B, to Administrative Assistant II, Range 31, Step A, Information Technology Services Division, Administrative Services Area, effective May 16 through August 15, 2006.
22. Employment – Mr. Alejandro Mendoza, Campus Police Officer, Range 1, Step A, Campus Police Division, Administrative Services Area, effective August 1, 2006.
23. Employment – Mr. Marc Scott, Campus Police Officer, Range 1, Step A, Campus Police Division, Administrative Services Area, effective July 1, 2006.
24. Employment – Ms. Lori M. Taniguchi, Administrative Assistant II, Range 31, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 3, 2006.

### Special Services Professional

25. Ms. Pauline Annarino – Special Services Professional, Range 5, Step 3, of the Special Services Professional Salary Schedule not to exceed 72,540, Special Resource Center/Health Sciences & Athletic Division, Academic affairs Area, effective July 1, 2006 through June 30, 2007.
26. Ms. Michelle Arthur – Special Services Professional, Range 5, Step 4, of the Special Services Professional Salary Schedule not to exceed \$74,620, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2006 through June 30, 2007.
27. Ms. Destyn LaPorte – Special Services Professional, Range 5, Step 3, of the Special Services Professional Salary Schedule not to exceed \$72,540, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2006 through June 30, 2007.
28. Ms. Judith Norton – Special Services Professional, Range 6, Step 2, of the Special Services Professional Salary Schedule not to exceed \$76,960, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2006 through June 30, 2007.
29. Mr. Arturo Hernandez – Special Services Professional, Range 5, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$10,320, Natural Sciences Division, Academic Affairs Area, effective July 1 through August 31, 2006.
30. Ms. Bronwen Madden – Special Services Professional, Range 4, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$62,660, Community Advancement Division, Student and Community Advancement Area, effective July 3, 2006 through June 30, 2007.

31. Mr. Wadhy A. Solano - 50% Special Services Professional, Range 9, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$45,000, Behavioral and Social Sciences Division, Academic Affairs Area, effective July 1, 2006 through June 30, 2007.

**Temporary Classified Services Employees:**

The following temporary non-certificated employees are hired for the 2006 - 2007 fiscal year effective July 1, 2006 through June 30, 2007, unless otherwise stated:

32. Mr. Alejandro Mendoza - Police Officer, Range 1, Step A, Campus Police Division, Administrative Services Area, to work 12 hour shifts, 40 hours per week: effective July 18 – 31, 2006.
33. Mr. Eric Bleuer - Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis.
34. Mr. Luis Bonilla – Delivery Driver and Mail Clerk, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, 40 hours per week, will drive a school vehicle to pick-up/deliver people and equipment, supplies and other items, do minor adjustments and repairs to automotive equipment and operate truck to haul trash.
35. Ms. Julia Cibes – 50% Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 20 - 25 hours per week to assist in clerical word processing, office coverage and workload requirements.
36. Ms. Rosaura Constantino - Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work as needed at the check approval station and to assist students.
37. Mr. Robert Crutchfield - Sound Technician, Range 36, Step E, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis. (Retired Annuitant)
38. Ms. Janice Davis – 50% Reprographics Operator, Range 22, Step A, Public Information Division, President’s Office Area, to work three days, 18 hours per week in the copy center.
39. Ms. Frances DeBenedictis - Accounting Assistant I, Range 24, Step A, Bookstore Division, Administrative Service Area, to work as needed, handling cash and preparing daily deposits and reports.

40. Ms. Julia Dishon - Program Clerk, Range 17, Step E, Fine Arts Division, Academic Affairs Area, to work as needed and provide clerical support for program and events effective. (Retired Annuitant)
41. Ms. Gloria Dumais - Admissions and Records Supervisor, Range 21, Step E, Admissions and Records Division, Student and Community Advancement Area, to work 32 to 40 hours per week, represents El Camino College on the CCC Tran Project. (Retired Annuitant)
42. Ms. Judith Elliott – Accounting Assistant II, Range 27, Step A, Fiscal Services Division, Administrative Services Area, to work as needed, accounting and reconciling in cashier's office. (Retired Annuitant)
43. Ms. Donna Emery - Staff Development Coordinator, Range 24, Step E, (Supervisory Salary Schedule), Staff Development/Human Resources Division, Administrative Services Area, effective July 1 through December 31, 2006, 10 – 40 hours per week, to continue operations in the Staff Development Office, not to exceed 470 hours. (Retired Annuitant)
44. Mr. Alphonso Everly - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Tuesday and Thursday, 10 – 16 hours a week as needed for additional lab hours.
45. Mr. Patrick Fisher - Promotion Assistant, Range 28, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, assisting the promotions specialist and executive director.
46. Ms. Shelley Franklin – 60% Library Media Technician III, Range 28, Step A, Learning Resources, Academic Affairs Area, to work 24 hours per week, effective July 1 through December 15, 2006.
47. Ms. Lorena Garcia - Clerical Assistant, Range 22, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week, performing clerical work and assisting in CPT lab.
48. Ms. Dora Gomez - Student Services Advisor, Range 35, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week providing specialized advisement and other services to CalWorks students, determines eligibility and analyze student data for certification of eligibility.
49. Mr. William Guerra – Clerk, Range 17, Step A, Enrollment Services Division, Student and Community Advancement Area, to work Tuesday through Thursday, 24 hours a week to provide front office support.

50. Mr. Jonathan Harris - Student Services Advisor, Range 32, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week providing specialized advisement to CalWorks students.
51. Nanette Guindon - Senior Clerical Assistant, Range 24, Step A, Community Advancement Division, Student and Community Advancement Area, to work four days, 32 hours per week covering the office, effective June 20 - 30, 2006, and July 1, 2006 - June 30, 2007.
52. Ms. Sunnie R. Hernandez – Senior Clerical Assistant, Range 24, Step A, Vice President’s Office, Student and Community Advancement Area, to work 32 hours per week.
53. Ms. Tiffanie Hong – 50% Clerical Assistant, Range 22, Step A, 50% Secretary, Range 26, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 20 hours per week as needed, performing a variety of routine clerical, general office duties in the Career and Transfer Centers.
54. Mr. Matthew Hutcherson - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Thursday, 30–40 hours a week as needed for additional lab hours.
55. Mr. Takeshi Ibata, - Information Systems Technical Specialist, Range 37, Step A, Information Technology Services Division, Administrative Services Area, to work 16 hours per week.
56. Ms. Alice Kennedy – Accounting Assistant II, Range 27, Step A, Fine Arts Division, Academic Affairs Area, on call as needed, to prepare, maintain and review a variety of records, reports and documents related to show budgets and general production costs.
57. Ms. Louise Kirst - Accounting Assistant II, Range 27, Step A, and Project Specialist, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to work as needed preparing and maintaining a variety of records, reports and documents and to assist the Executive director of the Center for the Arts with contracts and files. (Retired Annuitant)
58. Mr. Brian Krause – Student Services Technician, Range 28, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, to work as needed.
59. Ms. Mildred Larsen - Accounting Assistant II, Range 27, Step E, Bookstore Division, Administrative Services Area, to work as needed assisting during rush periods, effective. (Retired Annuitant)
60. Ms. Regina Lee – Clerical Assistant, Range 22, Step A, EOP&S, Counseling and Student Services Division, Student and Community Advancement Area, to work 24 to 40 hours per week.

61. Mr. Kenneth Lefort - Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, to work on an as needed basis.
62. Ms. Margaret Lund - Evaluation Specialist, Range 33, Step A, Workplace Learning/Community Advancement Division, and Student Services Specialist, Range 33, Step E, Admissions & Records/Enrollment Services Division, Student and Community Advancement Area, as needed. (Retired Annuitant)
63. Mr. Philip Mariano - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Friday, 30 – 40 hours a week as needed, to repair and maintain equipment records for tools and equipment assigned to an area.
64. Ms. Terry Moore – Laboratory Technician I, Range 27, Step A, Fine Arts Division, Academic Affairs Area, to work as needed, 30 hours per week providing lab support for photo lab.
65. Ms. Harumi Nakao – Lead Accounting Technician, Range 34, Step D, Bookstore Division, Administrative Service Area, to work as needed, two days per week, not to exceed 960 hours assisting the cashiers and the accounting assistant with daily deposits, effective. (Retired Annuitant).
66. Ms. Sandra Nash - Student Services Technician, Range 28, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on- call as needed providing DSPS technical assistance.
67. Mr. Hong-Linh Nguyen – Data Entry Operator, Range 18, Step A, Financial Aid/Enrollment Services Division, Student and Community Advancement Area, hours vary.
68. Ms. Yoko Nishikawa – Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to assist in clerical work and in the lab, 20 – 40 hours per week.
69. Mr. Ezekiel Ortega – Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, to work as needed, up to 12 hours per week.
70. Ms. Lorena Perez - Student Services Advisor, Range 32, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week providing specialized advisement to CARE students.
71. Mr. Derek Poepoe - Promotion Assistant, Range 28, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, assisting the Promotions Specialist and Executive Director for the Center of the Arts.

72. Ms. Mildred Pullman – Clerical Assistant, Range 22, Step E, Mathematical Sciences Division, Academic Affairs Area, to work 15 hours per week to provide evening and Saturday morning coverage in the division office.
73. Ms. Nancy Quezada - Clerical Assistant, Range 22, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to work 24 – 40 hours a week assisting students.
74. Ms. Jane Richmond – 40% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Administrative Services Area, two days, 16 hours per week effective July 1 through December 30, 2006.
75. Ms. Jane Richmond – Fine Arts Program Clerk, Range 17, Step A, Learning Resources, Academic Affairs Area, to work as needed in the Music Library.
76. Ms. Stephanie Rodriguez - 100% Temporary Interim Director of Workforce Education, Range 11, Step 5, Workforce Education/Community Advancement Division, Student and Community Advancement Area.
77. Ms. Alin Sanchez – Clerical Assistant, Range 22, Step A, Bookstore Division, Administrative Services Area, to work as needed, 20 hours per week assisting in the office, answering phones, customer service, and the processing of the CalWorks/Gain forms.
78. Ms. Alin Sanchez – Senior Clerical Assistant, Range 24, Step A, Community Advancement Division, Student and Community Advancement Area, to work 32 hours a week effective June 20 – 30, 2006, and July 1, 2006 – June 30, 2007.
79. Ms. Pamela Scottini – 50% Reprographics Operator, Range 22, Step A, Public Information Division, President’s Office Area, to work three days, 24 hours per week in the copy center.
80. Ms. LaTasha Short – Project Specialist I, Range 32, Step A, CalWorks/Counseling and Student Services Division, Student and Community Area, to work as needed performing various report and statistical functions.
81. Mr. Scott Sikes - Groundskeeper/Gardener II, Range 28, Step A, Facilities Planning and Services Division, Administrative Services Area, to work 40 per week to perform grounds maintenance, gardening and construction work, plant, fertilize and care for lawns, prepare, set-up and maintain athletic fields, and perform routine duties in the installation and maintenance of sprinkler systems.
82. Ms. Lori Taniguchi – Administrative Assistant II, Range 31, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to provide coverage for the division office.

83. Ms. Charlotte Thompson - Project Specialist, Range 32, Step A, Learning Resources, Academic Affairs Area, to work as needed, not to exceed 10 hours per week.
84. Mr. Michael VanOverbeck - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Thursday, and Saturday, 40 hours a week to repair and maintain equipment records for tools and equipment assigned to an area.
85. Ms. Sachi Watari - Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student and Community Advancement Area, to work Monday and Friday, 16 hours a week, to provide front office support. (Retired Annuitant)
86. Ms. Theresa Wright - Clerical Assistant, Range 22, Step A, Bookstore Division, Administrative Services Area, to work as needed, 16 hours a week assisting the technical assistant with the student voucher program, answering phones, tying, filing, sorting and payroll.
87. Ms. Xiaowen Wu – Program Coordinator, ESL Assessment, Range 36, Step A, Humanities Division, Academic Affairs Area, to work a maximum of 30 hours per week.
88. The following employees to work as Accompanist - Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, on an as-needed basis:
- |                    |                |
|--------------------|----------------|
| Donald Fredrickson | Sherry Reed    |
| Cheryl Graue       | Barbara Scales |
| Hee Jin Kim        | Charles Turner |
| Eun Hyong Nam      | Eunee Yee      |
89. The following individuals to work as Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week, performing clerical work and assisting in CPT lab:
- |                  |                   |
|------------------|-------------------|
| Shin Hee Chong   | Nisha Patel       |
| Gissell Gonzalez | Lander Valdovinos |
| Juan Guerra      | Carmen Valley     |
| Kunwood Kim      |                   |
90. The following individuals to work as PBX Operator/Receptionist, Range 21, Step A, Switchboard/Human Resources Division, Administrative Services Area, to work as needed to cover switchboard and receptionist desk:
- |                   |                                    |
|-------------------|------------------------------------|
| Dena Langowski    | Nola Pinter (Retired Annuitant)    |
| Elizabeth Matusak | Katherine West (Retired Annuitant) |
91. The following individuals to work as 75% Clerical Assistant, Range 22, Step A, Business Division, Academic Affairs Area, to work 25 hours a week providing customer service:

Marleen Estrada

Grace Lozano

92. The following individuals to work as Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, to work 40 hours per week:

Xiomara Arguello  
Levelle Bennett  
Elvira Castro  
Jesson Cooke  
Danetta Germany  
Marcus Grantham

Shaya M. Michail  
Angela Mobley  
Teresa Nunez  
Maria L. Velasquez  
Maria Vicente

93. The following individuals to work as Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, to work on-call as needed:

Elizabeth Bakaimani  
Martha Cognac

Michael Martinez  
Adriana Ruiz

94. The following individuals to work as Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an as needed basis throughout the year, to oversee Theatre Technicians and Theatre Assistants, oversee pre-production and backstage operations of events, and coordinate productions and equipment needs:

Mariam Alario  
Bryan Bates

Kenneth Lefort  
Andrew Wolski

95. The following individuals to work as Theatre Assistant, Range 20, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, assisting Stage Managers and Technicians with lighting, sound carpentry, painting, rigging, and costuming for events in the Center for the Arts venues:

Todd Adams  
Michael Boswell  
Henry Lowe IV  
Anne Marie Marin

Matthew Mellinger  
Robert Ory  
Micah Salinas

96. The following individuals to work as Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform skilled and technical duties related to preparation and production of events and performances in the Center for the Arts venues:

Matthew Alquiza  
Christian Andrade  
Louise Bale  
Keith Berkes

Kevin Bleuer  
Ronda Brooks  
Thomas Carter  
Julie Ferrin



Ffaelin  
Jennifer Gervais  
David Gragg  
Dawn Huntoon  
Michele Krawczyk  
Khin-Kyan Maung  
Alonzo McDonald

Nadia Reed  
Claudette Rizkallah  
Dewain Robinson  
Vanessa Taub-Flores  
Michael Turner  
Jennifer Wisehart  
Ali Vasquez

97. The following individuals to work as Theatre Technician, Range 31, and Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on call as needed, to perform skilled and technical duties related to preparation and production of performances and oversee the pre-production and backstage operations of events in the Center for the Arts venues:

Keith Blanchard  
Douglas Forsyth  
Monique L'Heureaux

Ian Mitchell  
Jerry Stratton

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

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1-198.

1. Cynthia Aguiniga – Teacher's Assistant I, \$6.75 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.
2. Christopher Alford – Teacher's Assistant I, \$6.75 per hour, Tuesday, Saturday, & Sunday (days vary), arrange six (6) hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to provide clerical support for the music instructor.
3. Brenda Alvarez – Paraprofessional, \$14.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to assist with the process of book vouchers, grant/transfer application fee waivers for EOP&S students, and other duties as needed.
4. Roberta Alvarez – Professional II, \$37.00 per hour, Monday through Thursday, (hours vary), effective July 10, 2006 through August 17, 2006, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to teach non-credited courses geared for the EOP&S/Early Start Program.

5. Harold Anderson – Professional I, \$18.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to perform a variety of duties to support the contacts of EOP&S students with the EOP&S counselors and staff to increase student success.
6. Marcia Armstrong – Paraprofessional, \$10.00 per hour, Monday through Friday (days vary), arrange up to 20 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to provide teaching assistance for the South Bay Youth Orchestra.
7. Berenice Arredondo – Program Assistant I, \$8.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student and Community Advancement Area, to assist with processing files for student's eligibility, book vouchers, and grants.
8. Jaymie Baquero – Paraprofessional, \$12.00 per hour, Monday through Friday (days vary), arrange 32 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences and Athletics, Academic Affairs Area, to check athletes' eligibility on a daily basis, arrange transportation for teams, responsible for team schedules and pictures, and other duties.
9. Jaymie Baquero – Summer Camp Coach, \$12.00 per hour, Monday through Friday (days vary), arrange up to 17.5 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences and Athletics, Academic Affairs Area, to assist the coaching staff with the summer youth programs.
10. Josefina Bedolla – Professional I, \$25.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Vocational and Applied Technical Education Act (VTEA), Community Advancement/Student and Community Advancement Area, to coordinate projects related to the VTEA grant, implement projects.
11. Susan Benson – Paraprofessional, \$17.00 per hour, Monday through Saturday (days vary), arrange ten (10) hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to schedule the auditorium; discuss South Bay Children's Choir (SBCC); create flyers and programs for various events; and other duties as needed.
12. Jeffrey Bergdahl – Office Aide II, \$7.25 per hour, Monday through Thursday (days vary), arrange up to six (6) hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Art/Fine Arts, Academic Affairs Area, to assist in film/video production classes.
13. Elizabeth Bermudez – Program Assistant III, \$10.00 per hour, Monday, Wednesday, & Friday, 8:00 am to 4:30 pm (hours vary), effective July 1, 2006 through June 30, 2007, Math, Engineering, & Science Achievement Program (MESA)/Natural Sciences,

Academic Affairs Area, to assist with helping to coordinate and organize activities, student files, assist in the promotion and overall function of the program, funded by private donations and fundraising activities.

14. Edwina Biggs – Program Assistant III, \$10.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Admissions and Records/Enrollment Services, Student and Community Advancement Area, to assist students on the telephone during web/telephone registration; assist students with prerequisite; and provide assistance to students during the in-person add process.
15. Pamela Blanc – Professional III, \$55.00 per hour, Tuesday, Saturday, & Sunday (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to provide professional instruction on the Alexander technique.
16. Renny Bowden – Professional II, \$36.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement Area, to work with the WpLRC in conducting contract education training.
17. Kari Brody – Professional I, \$21.00 per hour, Monday through Saturday (days vary), arrange 40 hours per week, effective July 7, 2006 through June 30, 2007, Health Sciences & Athletics (HS&A), Academic Affairs Area, to work as an Athletic trainer for the HS&A programs.
18. David Brown – Professional I, \$19.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to perform a variety of duties to support the contacts of EOP&S students with the EOP&S Counselors and staff to increase student success.
19. David Brown – Professional I, \$18.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to assist the staff with various Admissions processing, projects, and other duties as needed.
20. Rose Brown – Paraprofessional, \$10.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to assist students in the application process; input residency; assist in the cashiering function in Records for transcript/credit by exam processing; and perform other duties as assigned for admissions processing.
21. Juanita Bush – Program Assistant II, \$9.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Child Development Center (CDC)/Behavioral and Social Sciences, Academic Affairs Area, to assist teachers in planning, organizing, and managing a classroom environment.

22. Robin Cash – Program Assistant II, \$9.00 per hour, Monday through Thursday, hours vary, effective July 1, 2006 through June 30, 2007, Business, Academic Affairs Area, to assist the division staff with the clerical support and other duties as assigned.
23. Rigoberto Castro – Paraprofessional, \$12.00 per hour, Monday through Friday (days vary), arrange 30-40 hours per week, effective July 1, 2006 through June 30, 2007, First Year Experience/Enrollment Services, Student and Community Advancement Area, to work with selected students to increase knowledge of college requirements, and implementing academic and support programs.
24. Pam Chappell – Professional IV, \$75.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), January 24, 2006 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement Area, to develop and present scientifically based short-term post licensure instruction on the topics of Operating Room Nursing, including but not limited to, the care of the patient during the total operative experience.
25. Pam Chappell – Professional IV, \$75.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement Area, to develop and present scientifically based short-term post licensure instruction on the topics of Operating Room Nursing, including but not limited to, the care of the patient during the total operative experience.
26. Llewellyn Chin – Professional I, \$18.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student and Community Advancement Area, to support technical functions such as website development, classroom and special program activities, photo-shoots, outreach program database development, and other related duties.
27. Kristina Christian – Office Aide II, \$7.25 per hour, Monday and Wednesday, arrange six (6) hours per week, effective July 1, 2006 through June 30, 2007, Fine Arts, Academic Affairs Area, to assist in the jewelry/metal smith lab.
28. Michael Chung – Paraprofessional, \$9.50 per hour, days vary, arrange 30 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, First Year Experience/Enrollment Services, Student and Community Advancement Area, to assist with group tutoring and academic assistance in Supplemental Instruction program.
29. Carla Calderon – Paraprofessional, \$15.00 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

30. Brittany Cooper – House Staff I, \$7.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Center for the Arts/Fine Arts, Academic Affairs Area, to provide customer service for any given event in either the Marsee Auditorium, Campus Theatre, or Recital Hall.
31. Cynthia Dong – Professional III, \$42.00 per hour, Monday through Friday (days vary), arrange eight (8) to twelve (12) hours per day (hours vary), effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.
32. Renee Dorn – Paraprofessional, \$15.00 per hour, (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Foundation, Student and Community Advancement Area, to assist with managing current programs such as President’s Circle, Annual Campaign and Direct Mail, and assist with managing upcoming Foundation events and the Foundation database.
33. Dana Dugan – Coaching Assistant, \$16.25 per hour, Monday through Friday (days vary), 2:30 p.m. to 6:30 p.m. (hours vary), effective June 12, 2006 through June 30, 2006, Health Sciences & Athletics, Academic Affairs Area, to teach various Swim Strokes: Tread water, Crawl Stroke, Back Stroke, elementary Back Strokes, Breast Stroke, jump in and survival float and breathing, assist with safety procedures and communicate student progress with parents.
34. Kevin Duncan – Summer Camp Director, \$25.00 per hour, Wednesday night, arrange five (5) hours per week, effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to organize and monitor Summer High School Football Passing League.
35. Kathleen DuRoss – Professional IV, \$68.50 per hour, Monday through Saturday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student and Community Advancement Area, to instruct in not-for-credit post licensure nursing education courses at the WpLRC.
36. Santiago Elisondo Jr. – Tutor III, \$9.50 per hour, Monday through Friday (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to provide tutoring services in the EOP&S.
37. Lyzeth Esparaza – Professional II, \$37.00 per hour, Monday through Thursday, (hours vary), effective July 10, 2006 through August 17, 2006, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to teach non-credited courses geared for the EOP&S/Early Start Program.

38. Angela Farthing – Paraprofessional, \$13.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, International Student Program (ISP)/ Enrollment Services, Student & Community Advancement Area, to provide clerical support in the ISP office.
39. Winifred Ferrell – Tutor VII, \$18.50 per hour, Monday through Friday, arrange ten (10) hours per week, effective July 1, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs Area, to provide tutoring services in the Math Study Center.
40. Ruth Ferrer – Paraprofessional, \$12.00 per hour, Monday through Friday (days vary), arrange 20 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences and Athletics, Academic Affairs Area, to provide clerical support for the HS&A division staff.
41. Teresa Foster – Computer Systems Support Assistant II, \$8.50 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations, Section 56026.
42. Aster Gebregziabher – Program Assistant III, \$10.00 per hour, Monday through Thursday, arrange 20 hours per week between 8:00 a.m. to 3:00 p.m., effective August 21, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs Area, to provide clerical support for the Mathematical Sciences division office.
43. Sharon Gee – Paraprofessional, \$17.50 per hour, Monday through Friday, (hours vary), effective July 1, 2006 through June 30, 2007, Careers in Child Care/Behavioral and Social Sciences, Academic Affairs Area, to support the clerical staff with customer service and duties as assigned.
44. Lorena Gomez – Paraprofessional, \$11.00 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations, Section 56026.
45. Donna Green – Professional IV, \$65.00 per hour, Monday through Saturday (days vary), 8:00 a.m. to 9:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student and Community Advancement Area, to develop and present short-term post licensure instruction on topics related to the care of the patient in the Emergency Department.
46. Melissa Guerrero – House Staff II, \$7.25 per hour, days and hours vary as needed, effective June 20, 2006 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs Area, to provide customer service for any given event in either the Marsee Auditorium, Campus Theatre, or Recital Hall.

47. Ramon Guizar – Program Assistant II, \$9.00 per hour, Monday to Thursday (days vary), 2:00 p.m. to 7:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Transfer Center/Counseling and Student Services, Student and Community Advancement Area, provide clerical support in the Transfer Center.
48. Donna Helstrom – Professional I, \$21.00 per hour, Monday through Thursday, arrange 32 hours per week, effective July 1, 2006 and June 30, 2007, Learning Resources, Academic Affairs Area, to assist with the responsibility for the day-to-day operations of Learning Resources Center Basic Skills Study Center and Learning Center; maintenance of software and media materials; and other duties as needed.
49. Wanda Holt – Paraprofessional, \$17.00 per hour, Monday through Friday (days vary), 8:00 am to 4:30 pm (hours vary), effective July 1, 2006 through June 30, 2007, California Work Opportunity and Responsibility to Kids (CalWORKs), Student & Community Advancement Area, to support daily operations while assisting in maintaining contact with community agencies and other duties as assigned.
50. Yolanda Hudson – Office Aide II, \$7.25 per hour, Monday through Thursday (days vary), arrange up to six (6) hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Fine Arts, Academic Affairs Area, to assist in the printmaking lab.
51. Charles Hughes – Professional IV, pay rate is contingent on 50% of the final student enrollment, Saturday through Sunday, 7:30 a.m. to 5:00 p.m., effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student & Community Advancement Area, to teach not-for-credit computer classes.
52. Tim Hyde - Coaching Assistant, \$16.25 per hour, Monday through Friday (days vary), 2:30 p.m. to 6:30 p.m. (hours vary), effective June 12, 2006 through June 30, 2006, Health Sciences & Athletics, Academic Affairs Area, to assist the football coaching staff with all aspects of practice and competition.
53. Tim Hyde - Coaching Assistant, \$16.25 per hour, Monday through Friday (days vary), 2:30 p.m. to 6:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to assist the football coaching staff with all aspects of practice and competition.
54. Miriam Jaurequi – Paraprofessional, \$12.00 per hour, days and hours on an as-needed basis, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to assist students in the application process; input residency; assist in the cashiering function in Records for transcript/credit by exam processing; and perform other duties as assigned for admissions processing.
55. Joyce Joaquin – Teacher’s Assistant IV, \$11.50 per hour, Monday through Thursday, (hours vary), effective July 1, 2006 through June 30, 2007, Fashion/Industry & Technology, Academic Affairs Area, to assist faculty with filing, test preparation and grading, maintain web site, Fashion Show preparation.

56. Desiree Johnson – Paraprofessional, \$17.00 per hour, Monday through Friday (days vary), arrange twenty to forty hours per week, effective July 1, 2006 through June 30, 2007, California Work Opportunity and Responsibility to Kids (CalWORKs), Student & Community Advancement Area, to assist CalWORKs Job Developer with student intake and employment activities; assist with full time job search and job referrals, and other duties as needed.
57. Glenna Johnson – Professional II, \$32.00 per hour, Monday through Thursday, 12:30 p.m. to 4:30 p.m., effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student & Community Advancement Area, to teach ‘Teen in Technology’, non-credited class.
58. Stella Kabelitz – Professional II, \$36.00 per hour, Monday through Friday (days vary), arrange eight (8) to twelve (12) hours per day (hours vary), effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.
59. Juwarat Kadiri – Paraprofessional, \$8.50 per hour, Monday and Wednesday (days vary), arrange 20 hours per week (hours vary), effective June 20, 2006 through August 3, 2006, Math and Engineering Sciences Achievement Program (MESA)/Natural Sciences, Academic Affairs Area, to act as a facilitator for the MESA program.
60. Wendy Kahan – Professional II, \$32.00 per hour, Monday and Thursday, 12:30 p.m. to 4:30 p.m., effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student & Community Advancement Area, to teach a not-for-credit Community Education class.
61. Kyle Kamrath – Teacher’s Assistant III, \$7.50 per hour, Monday through Friday (days vary), arrange fifteen hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Fine Arts, Academic Affairs Area, under the direction of instructor, to assist with the students in the ceramic classes.
62. Patrick Knox – Police Reserve Officer III, \$14.00 per hour, Monday and Wednesday, 12:00 p.m. to 7:00 p.m. or 7:00 a.m. to 3:00 p.m., effective July 1, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to assist sworn and non-sworn personnel of the El Camino Police Department in performing general law enforcement duties within the campus and the Police department.
63. Jan Lang – Teacher Assistant II, \$7.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Child Development Center (CDC)/Behavioral and Social Sciences, Academic Affairs Area, to assist teachers in planning, organizing, and managing a classroom environment.



64. Gee Yung Lee – Tutor I, \$7.50 per hour, Monday through Friday (days vary), arrange ten (10) hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to provide tutoring services in Learning Resources.
65. Michelle Light – Professional III, \$53.00 per hour, Monday through Saturday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Small Business Development Center (SBDC)/Community Advancement, Student & Community Advancement Area, to work with the WpLRC in conducting contract education training.
66. Maribel Lopez-Dandoy – Program Assistant II, \$9.00 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.
67. Celina Luna – Paraprofessional, \$10.00 per hour, Monday through Friday (days vary), arrange twenty hours per week, effective July 1, 2006 through June 30, 2007, First Year Experience (FYE)/ Enrollment Services, Student and Community Advancement Area, to assist with various duties for the FYE program.
68. Steven Makshanoff – Professional III, \$40.00 per hour, Monday through Friday (days vary), arrange 8 to 16 hours per day (hours vary), effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.
69. Ken Marumoto – Interpreter IV, \$24.25 per hour, Sunday through Saturday (days vary), hours between 7:00 am to 10:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC), Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title V, Disabled Students' Programs and Services Regulations, Section 56026.
70. Susan McLeod – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), arrange 20 hours per week, effective July 1, 2006 through June 30, 2007, Teacher's Education Program (TEP)/ Behavioral & Social Sciences, Academic Affairs Area, to assist the TEP division office with customer service.
71. Gloria McPeake – Paraprofessional, \$13.75 per hour, Tuesday through Thursday, 9:00 a.m. to 2:00 p.m., effective July 1, 2006 through June 30, 2007, Fire Academy/Industry and Technology, Academic Affairs Area, to assist Fire Academy Coordinator with schedules, rosters, certificate preparation, filing, field trip arrangements, and other duties as needed.

72. Katherine Meese – Professional II, \$37.00 hours per week, Monday through Friday (days vary), arrange 20 hours per week, effective December 20, 2005 through June 30, 2006, Nursing/Health Sciences & Athletics, Academic Affairs Area, to provide tutoring and instruction for the at-risk students.
73. Katherine Meese – Professional II, \$37.00 hours per week, Monday through Friday (days vary), arrange 20 hours per week, effective July 1, 2006 through June 30, 2007, Nursing/Health Sciences & Athletics, Academic Affairs Area, to provide tutoring and instruction for the at-risk students.
74. Hugo Molina – Police Cadet IV, \$9.50 per hour, Monday and Wednesday, 8:00 a.m. to 12:00 p.m., effective July 1, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.
75. Linda Morford – Program Assistant III, \$10.00 per hour, Monday through Thursday, hours vary, effective June 30, 2006 through June 30, 2007, Business, Academic Affairs Area, to assist the division staff with the clerical support and other duties as assigned.
76. April Murray – Paraprofessional, \$12.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Health Sciences and Athletics, Academic Affairs Area, to teach various Swim Strokes: Tread water, Crawl Stroke, Back Stroke, elementary Back Strokes, Breast Stroke, jump in and survival float and breathing, assist with safety procedures and communicate student progress with parents.
77. Craig Neumann – Professional II, \$35.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), July 1, 2006 through June 30, 2007, Workplace Learning Resource Center(WpLRC)/ Community Advancement, Student & Community Advancement Area, to teach the basic firefighting module for the Standards for Training Certification and Watchkeeping (STCW).
78. Ruth Nunez – Paraprofessional, \$12.50 per hour, Monday through Friday, (hours vary), effective July 1, 2006 through July 1, 2007, Teacher Education Program (TEP)/Behavioral and Social Sciences, Academic Affairs Area, to support the clerical staff with customer service, special projects, and duties as assigned.
79. Ruth Nunez – Paraprofessional, \$12.50 per hour, Monday through Friday, (hours vary), effective July 1, 2006 through July 1, 2007, Careers in Child Care/Behavioral and Social Sciences, Academic Affairs Area, to support the clerical staff with customer service and duties as assigned.
80. Cassandra Olsen – Professional IV, \$75.00 per hour, Monday through Saturday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student and Community Advancement Area, to develop and present scientifically based short-term post licensure instructions on the topics of Obstetrical Nursing.

81. Naoko Otani – Paraprofessional, \$15.00 per hour, Monday through Thursday, up to 32 hours per week, effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student & Community Advancement Area, to provide clerical support to the El Camino Language Academy program.
82. Roberto Pandolfi – Professional III, \$45.00 per hour, Monday through Sunday (days vary), 8:00 a.m. to 10:00 p.m. (hours vary), July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement Area, to provide training, expertise, leadership & professional services.
83. June Payne – Teacher’s Assistant III, \$7.50 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations, Section 56026.
84. Janice Pea – Teacher Assistant IV, \$11.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Child Development Center (CDC)/Behavioral and Social Sciences, Academic Affairs Area, to assist teachers in planning, organizing, and managing a classroom environment.
85. Brenda Peterson – Professional I, \$19.25 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to provide office support with various projects.
86. Sharon Peterson – Professional III, \$40.00 per hour, Monday through Saturday (days vary), 8:00 a.m. to 9:00 p.m. (hours vary), July 1, 2006 through June 30, 2007, Small Business Development Center (SBDC)/Community Advancement, Student & Community Advancement Area, to perform counseling, instruction, and outreach activities assisting new businesses and existing businesses.
87. Donna Post – Professional II, \$29.00 per hour, Monday through Thursday, 4:30 p.m. to 7:45 p.m., effective June 1, 2006 through August 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement Area, to teach non-credited, Japanese and sign language classes.
88. Maria Ramirez – Program Assistant II, \$9.00 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations, Section 56026.

89. Christopher Riccardi – Professional I, \$27.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Nursing/Health Sciences and Athletics, Academic Affairs Area, to provide training, expertise and professional services.
90. Margarita Richards – Paraprofessional, \$18.50 per hour, Monday through Friday, 8:00 am to 1:00 pm, effective July 1, 2005 through June 30, 2006, Inglewood Center/Community Advancement, Student and Community Advancement Area, to provide administrative duties, assisting with coordinating center staff and room schedules, delegating clerical tasks to the lab assistants, and other duties as needed.
91. Andrea Rodriguez – Paraprofessional, \$12.00 per hour, Monday through Thursday, up to 32 hours per week, effective June 26, 2006 through June 30, 2006, El Camino Language Academy (ECLA)/Community Advancement, Student & Community Advancement Area, to provide clerical support to the El Camino Language Academy.
92. Andrea Rodriguez – Paraprofessional, \$12.00 per hour, Monday through Thursday, up to 32 hours per week, effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student & Community Advancement Area, to provide clerical support to the El Camino Language Academy.
93. Kathleen Rosales – Professional IV, \$58.00 per hour, Monday through Saturday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student and Community Advancement Area, to instruct in not-for-credit post licensure nursing education courses at the WpLRC.
94. Adriana Ruiz – Paraprofessional, \$17.00 per hour, Monday, Wednesday, & Friday, arrange 20 hours a week, effective July 1, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to provide clerical support to the Administration of Justice Department and Police Academy.
95. Alba Sandate – Professional II, \$29.00 per hour, Monday through Thursday, 10:15 a.m. to 11:45 a.m., effective July 1, 2006 through June 30, 2007, Workforce & Community Education (WE&CE)/Community Advancement, Student and Community Advancement Area, to teach ‘Piano With Pizzazz’ class.
96. Alba Sandate – Program Assistant I, \$8.00 per hour, Monday through Friday, hours vary as needed, effective July 1, 2006 through August 30, 2006, Workforce & Community Education (WE&CE)/Community Advancement, Student and Community Advancement Area, to assist in the WE&CE division office.
97. Stephanie Schleicher – Professional I, \$27.50 per hour, Sunday through Saturday (days vary), hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations, Section 56026.

98. Gerald Schollosser – Tutor VI, \$15.50 per hour, Monday through Saturday (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources Unit, Academic Affairs Area, to provide tutoring services in the Learning Resources Unit.
99. Jack Selph – Professional II, pay rate is contingent on 50% of the final student enrollment, Sunday, 1:00 p.m. to 5:00 p.m., effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student & Community Advancement Area, to work as the club leader for the Community Woodturning Guild.
100. LaTasha Short – Professional II, \$37.00 per hour, Monday through Thursday, (hours vary), effective July 10, 2006 through August 17, 2006, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to teach non-credited courses geared for the EOP&S/Early Start Program.
101. Jeremy Sisante – Professional II, \$32.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student & Community Advancement Area, to provide training, expertise, leadership & professional services in the Fire Academy program.
102. Cheryl St. George – Professional IV, \$60.00 per hour, Monday through Saturday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student and Community Advancement Area, to develop and present scientifically based short-term post licensure instruction on the topics of Psychiatric Nursing.
103. Wendy Stockstill – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), arrange up to six hours per week, effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to assist students in the open lab with completions of assignments from various Computer Information Systems classes.
104. Wendy Stockstill – Teacher’s Assistant IV, \$11.50 per hour, Monday through Friday (days vary), arrange up to 20 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to provide teaching assistance for the South Bay Youth Orchestra.
105. Patricia Stoddard – Tutor VII, \$18.50 per hour, Monday through Friday, arrange four hours per week, effective July 1, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs Area, to provide tutoring services in the Math Study Center.
106. Jamie Taira – Paraprofessional, \$12.00 per hour, Monday, Wednesday, and Friday, arrange 12 hours per week, effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to work as a lifeguard for the swimming classes.
107. Matthew Toda – Community Services Officer I, \$10.00 per hour, Sunday, Tuesday, Thursday, and Friday, 7:00 a.m. to 3:00 p.m., effective July 1, 2006 through June 30,

2007, Campus Police, Administrative Services Area, to be primarily responsible for overseeing the Police department's Cadet program and the maintenance and servicing of the campus parking permit machines.

108. Anita Torres – Professional I, \$19.00 per hour, Monday through Friday, 7:00 a.m. to 4:00 p.m., effective August 26, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to supervise students in the Fitness Center, and develop/maintain the program.
109. Kristen Uyemura – Library Media Aide II, \$7.25 per hour, Monday through Thursday, arrange 20 hours per week, effective June 20, 2006 through June 30, 2006 and July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to support the Learning Resources staff with customer service and other duties as needed.
110. Daniel Valladares – Professional III, \$55.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 5:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Center for Applied Competitive Technologies (CACT)/Community Advancement, Student & Community Advancement Area, to teach Computer Aided Three Dimensional Interactive Application (CATIA) V5 3D modeling skills including parametric modeling fundamentals for the not-for-credit contract education class.
111. Dennis Vaughn – Paraprofessional, \$10.00 per hour, Monday through Friday (days vary) hours vary, effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to supervise students in the Fitness Center, develop and maintain program.
112. Thong Vo – Paraprofessional, \$16.00 per hour, Monday through Friday (days vary), 8:00 a.m. to 4:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student and Community Advancement Area, to maintain computers and printer in the Career Placement Services computer lab, provide technical assistance to students with job searches, and other duties as needed.
113. Helen Wada – Paraprofessional, \$17.00 per hour, Monday through Friday (days vary), 9:00 a.m. to 3:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Humanities, Academic Affairs Area, to prepare and submit full and part-time absence reports monthly; perform data entry; process grade changes, faculty requests for travel reimbursement, assist with faculty evaluation surveys; and other duties as needed.
114. Yalonda Wade – Professional I, \$22.00 per hour, Monday through Friday, 8:00 a.m. to 5:00 p.m., effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student and Community Advancement Area, to assist with marketing and promotion of Career Placement Services; work with employers to promote job listings, student activities, and workshops to build partnerships.

115. Erxiang (Eric) Wang – Professional I, \$27.50 per hour, Monday through Friday, arrange 40 hours per week, effective July 1, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs Area, to provide supervision and administrative support for the math tutoring program.
116. William Warren III – Professional III, \$40.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC), Community Advancement, Student & Community Advancement Area, to work with the WpLRC in conducting contract education training.
117. Lujana Washington – Paraprofessional, \$12.50 per hour, days and hours on an as-needed basis, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to process CCCApply (On-line applications); perform all uploads and downloads with XAP; follow-up with students, vendor, ITS, etc; and communicate issues with CCC Apply and A&R management.
118. Kathy Way – Program Assistant III, 9.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Admissions and Records/Enrollment Services, Student and Community Advancement Area, to assist with faculty grade check.
119. Jean Welsome – Paraprofessional, \$13.00 per hour, Monday through Friday, 8:00 a.m. to 9:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student and Community Advancement Area, to proofread/edit Community Education brochure, drafts, press released, and promotional materials.
120. Michael Williams – Paraprofessional, \$14.00 per hour, (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement Area, to perform a variety of duties to support the contacts of EOP&S students with the EOP&S Counselors and staff to increase student success.
121. Mike Wilson – Professional I, \$27.50 per hour, Monday and Tuesday, arrange 20 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Vice President of Student Services, Student and Community Advancement Area, to tabulate survey data, prepare aggregate data reports in graph and table format, and other duties to conduct validation studies.
122. David Winkler – Professional III, \$40.00 per hour, Saturday and Sunday, 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workforce & Community Education/Community Advancement, Student & Community Advancement Area, to teach not-for credit Community Education classes.

123. Erika Yates – Paraprofessional, \$13.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to assist in the compilation of data for reporting purposes, assist with training student and other part-time employees, assist student patrons with various computing and tutorial needs, and other duties involved in maintaining the various labs under Learning Resources.
124. Jeong Yoon – Paraprofessional, \$8.50 per hour, Monday and Wednesday (days vary), arrange 20 hours per week (hours vary), effective June 19, 2006 through August 3, 2006, Math and Engineering Sciences Achievement Program (MESA)/Natural Sciences, Academic Affairs Area, to act as a facilitator for the MESA program.
125. Bernice Yu-Huang – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 7:30 a.m. to 11:30 a.m. (hours vary), effective July 1, 2006 through August 25, 2006, Humanities, Academic Affairs Area, to assist Humanities division office with clerical support and other duties as needed.
126. Debra Zavala – Paraprofessional, \$17.00 per hour, Monday through Thursday, arrange up to 32 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Fire Academy/Industry and Technology, Academic Affairs Area, to assist Fire Academy Coordinators with schedules, rosters, certificate preparation, filing, field trip arrangements, and other duties as needed.
127. Tiffany Zeller – Coaching Assistant, \$16.25 per hour, Monday through Friday (days vary), 2:30 p.m. to 6:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to teach various Swim Strokes: Tread water, Crawl Stroke, Back Stroke, elementary Back Strokes, Breast Stroke, jump in and survival float and breathing, assist with safety procedures and communicate student progress with parents.
128. Scott Zuvich – Paraprofessional, \$18.00 per hour, Monday through Saturday (days vary), 8:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Center for Applied Competitive Technologies (CACT)/ Community Advancement, Student and Community Advancement Area, to provide assistance in designing, programming, testing, maintaining and supporting web server.
129. The following individuals are to work as Bookstore Aide I, \$6.75 per hour, Monday through Friday, (hours vary), effective July 1, 2006 through June 30, 2007, Bookstore, Administrative Services Area, to perform a variety of routine and repetitive tasks.

Stephanie Berke  
Leslie Bernstein  
Sheldon Grunberg  
John Jines

Terry Reed  
Stephanie Shaw  
Jennifer Sun



130. The following individuals are to work as Bookstore Aide III, \$7.25 per hour, Monday through Friday, (hours vary), effective July 1, 2006 through June 30, 2007, Bookstore, Administrative Services Area, to perform a variety of detailed and routine duties such as: assisting customer concerning policies, procedures, and merchandise; pricing and stocking merchandise; operating a computerized register.

Christina Griswold  
Robert Hoeck  
Brenda Naito

Nathaniel Roberts  
Nolan Wall

131. The following individuals are to work as Coaching Assistant, \$16.25 per hour, (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to assist the coaching staff with the coordination of all aspects of practice and competition.

Victor Cafarchia  
David Canales  
Denise Diego  
Dana Dugan  
Kevin Duncan  
Don Gereau  
Michael Grissett  
Darryl Guerin  
Elizabeth Hazell  
Tim Hyde  
Ron Jenkins

Matt Kirk  
Barry Levy  
Steve Marquin  
Ismael Ordonez  
Fred Petersen  
Sean Richmond  
Michael Sakurai  
Kenneth Talanoa  
Jennifer Tanaka-Hoshijo  
Adam VonArx  
Damien Watters

132. The following individuals are to work as House Manager, \$12.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Center for the Arts/Fine Arts, Academic Affairs Area, to organize and coordinate the paid and volunteer front of house personnel for any given event in either the Marsee Auditorium, Campus Theatre, or Recital Hall.

Shameka Cunningham  
Renee Dorn  
Joy Griffith  
Su Hiraga

Louise Kirst  
Terry Klauck  
Linda Mikell  
Antoinette Williams

133. The following individuals are to work as House Staff II, \$7.25 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Center for the Arts/Fine Arts, Academic Affairs Area, to provide customer service for any given event in either the Marsee Auditorium, Campus Theatre, or Recital Hall.

Verna Bolton  
Brenda Burke  
Giovanni Campos

Julia Durante  
Melissa Guerrero  
Carmen Gutierrez

Sharron Haynes  
Wilma Haynes  
Joan Henderson  
William Henderson  
Effena Jackson

Michael Lopchuk  
Fidela Mazariegos  
Cherie Price  
Joyce Stern  
Gail Vasquez

134. The following individuals are to work as Interpreter Novice, \$13.75 per hour, Sunday through Saturday (days vary), arrange hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

Lorena Gomez

Ancialyn Pinckney

135. The following individuals are to work as Interpreter I, \$17.25 per hour, Sunday through Saturday (days vary), hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

Alma Gonzalez  
Caroline King

Shannon Leavitt  
David Orozco

136. The following individuals are to work as Interpreter II, \$19.25 per hour, Sunday through Saturday (days vary), hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

Maria Alvarez  
Veronica Arvizu  
Margarit Fesliyan  
Naomi La Cosse  
Stefanie Meilinger

Consuelo Morales  
Billie Puyear  
Valentin Silva  
Mona Tanji  
Angelo Zavala

137. The following individuals are to work as Interpreter III, \$21.75 per hour, Sunday through Saturday (days vary), hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

Marcus Anderson

Pamela Ashe

Shela Cardenas  
Kelley Coplin  
Brian Diamond  
Gina Miller  
Janine Nelson  
Ann Nix

Tom O'Malley  
Lori Patton  
Shawna Peacock  
Janna Saavedra  
Devon Scott

138. The following individuals are to work as Interpreter IV, \$24.25 per hour, Sunday through Saturday (days vary), hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

Krystal Armstrong  
Siri Parrent  
Alejandro Perez

Ethel Smith  
Debbie Weber  
Barbara Yancey

139. The following individuals are to work as Interpreter V, \$25.75 per hour, Sunday through Saturday (days vary), hours between 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students' Programs and Services Regulations, Section 56026.

Rachael Abbatiello

Myisha Blackman

Lynette Vickers

140. The following individuals are to work as Library Media Aide III, \$7.75 per hour, Monday through Thursday, arrange 20 hours per week, effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to perform a variety of complex library, learning resources, and media services duties.

Luis Acevedo

Tammy Huynh

Leonila Javier

141. The following individuals are to work as Library/Media Technical Aide, \$9.00 per hour, Monday through Friday (days vary), arrange between 30-40 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to perform a variety of complex library, learning resources, and media services duties.

Michelle Baez  
Dorothy Caswell  
Esmond Cheung  
Mark Cornett

Ester Del Rosario  
Dantam Huynh  
Emma Lamas  
Tai Pham

142. The following individuals are to work as LiveScan Technician II, \$10.50 per hour, Wednesday through Saturday (days vary), 9:00 a.m. to 4:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to be responsible for the fingerprinting of members of the public and El Camino employees using the LiveScan digital fingerprint computer.

Elizabeth Bakaimani  
Roxana Gomez

Christopher Haanpaa

143. The following individuals are to work as Office Aide II, \$7.25 per hour, Monday through Friday (days vary), arrange 10 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Fine Arts Gallery/Fine Arts, Academic Affairs Area, to work as an Art Gallery attendant.

Verna Bolton  
Pirkko DeBar

Ruth Dennis

144. The following individuals are to work as Paraprofessional, \$10.00 per hour, days and hours on an as-needed basis, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to assist students in the application process; input residency; assist in the cashiering function in Records for transcript/credit by exam processing; and perform other duties as assigned for admissions processing.

Laura Gibson  
Jose Jauregui  
Mary Lou Miranda

Maria Reina  
Rosa Velez

145. The following individuals are to work as Paraprofessional, \$17.00 per hour, Monday through Friday (days vary), arrange six hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Fine Arts, Academic Affairs Area, to model for the life drawing and painting classes.

Xavier Alderette  
Jonathan Beck  
Janna Blackwell  
Pamela Blackwell  
Trace Devai  
Sherry Eckhart  
Aviva Gray  
Felicia Hayes  
Rebecca Humphrey  
Steven Jacobsen

Jacqueline Page Klassy  
Krissy Krissanayuth  
Paul Nahra  
Helena Rowe  
Kresten Savellano  
Ernandes Silva  
Gregory Smiley  
Mark Snyder  
Saskia Vogel  
Karen Wright

146. The following individuals are to work as Paraprofessional, \$9.00 per hour, days vary, arrange 20 hours per week (hours vary), effective July 1, 2006 through June 30, 2007,

First Year Experience (FYE)/Enrollment Services, Student and Community Advancement Area, to assist with group tutoring and academic assistance in Supplemental Instruction program.

Julie Dinh

Kevin Montes

147. The following individuals are to work as Paraprofessional, \$10.00 per hour, days vary, arrange between 20 to 30 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, First Year Experience (FYE)/Enrollment Services, Student and Community Advancement Area, to assist with group tutoring and academic assistance in Supplemental Instruction program.

Celina Luna

Elizabeth Schwartz

148. The following individuals are to work as Paraprofessional, \$16.00 per hour, Monday through Friday, 9:45 am to 6:15 pm (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics (HS&A), Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title V, Disabled Students' Programs and Services Regulations, Section 56026 and also provide other duties to assist the HS&A division office.

Michael Hoang

Mark Neilson

149. The following individuals are to work as Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 7:00 a.m. to 10:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Writing Center/Humanities, Academic Affairs Area, to assist students with their writing assignments in all phases of the composing process – understanding and responding to the topic, generating ideas, outlining, drafting, revising, and other duties as needed.

Barbara Beaupre  
Art Hsieh  
Carl Johnson  
Judith Patch  
Sean Patrick

Elizabeth Powell  
William Sambolich  
Karl Striepe  
Judy Sunderland  
Jeanne Watson

150. The following individuals are to work as Paraprofessional, \$17.00 per hour, Monday through Friday (days vary), 7:00 a.m. to 10:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Writing Center/Humanities, Academic Affairs Area, to assist students with their writing assignments in all phases of the composing process – understanding and responding to the topic, generating ideas, outlining, drafting, revising, and other duties as needed.

Kim Runkle  
Beth Shibata  
Susan Wade

Mark Walch  
Leah Weed

151. The following individuals are to work as Paraprofessional, \$12.00 per hour, Monday through Saturday (days vary), arrange hours between 9:00 a.m. to 7:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Inglewood Center/ Community Advancement, Student & Community Advancement Area, to provide clerical support and customer service for the Inglewood Center.

Cristina Campos

Monica Cholico

152. The following individuals are to work as Paraprofessional, \$13.00 per hour, Monday through Saturday (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources Unit, Academic Affairs Area, to provide clerical support for the Learning Resources Unit and work on projects as needed.

Phorious Whitmore

Erika Yates

153. The following individuals are to work as Paraprofessional, \$12.00 per hour, days vary, will arrange 40 hours per week, effective July 1, 2006 through June 30, 2006, Nursing/Health Sciences & Athletics, Academic Affairs Area, to provide support to the Nursing department.

Winifred Baldonado

Marisol Cruz

154. The following individuals are to work as Physician, \$56.00 per hour, Monday through Friday (days vary), 8:00 am to 1:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Health Sciences & Athletics, Academic Affairs Area, to meet with injured athletes and administer physical exams to athletes.

William Mealer, M.D.

George Thompson, M.D.

155. The following individuals are to work as Police Cadet I, \$8.00 per hour, Tuesday through Thursday (days vary), 8:00 a.m. to 4:00 p.m. (hours vary), effective July 1, 2006 through July 19, 2006, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Rudy Artiga

Alexander Leavitt

Jeffrey Williams

156. The following individuals are to work as Police Cadet II, \$8.50 per hour, Tuesday through Thursday (days vary), 8:00 a.m. to 4:00 p.m. (hours vary), effective July 20, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Rudy Artiga

Alexander Leavitt

Jeffrey Williams

157. The following individuals are to work as Police Cadet III, \$9.00 per hour, (days vary), (hours vary), effective July 1, 2006 through July 19, 2006, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Daniel Baruth

Joseph Sellner

158. The following individuals are to work as Police Cadet IV, \$9.50 per hour, (days vary), (hours vary), effective July 20, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Daniel Baruth

Joseph Sellner

159. The following individuals are to work as Police Reserve Officer I, \$10.00 per hour, (days vary), (hours vary), effective July 1, 2006 through June 30, 2007, Campus Police, Administrative Services Area, to assist sworn and non-sworn personnel of the El Camino Police Department in performing general law enforcement duties within the campus and the Police department.

Brooke Parras

Irma Rayas

160. The following individuals are to work as Professional I, \$27.50 per hour, Monday through Friday (days vary), arrange ten hours per week, effective July 1, 2006 through June 30, 2007, Nursing/Health Sciences and Athletics, Academic Affairs Area, to update the Nursing web site.

Katia Ribeiro

Melissa Sorge

161. The following individuals are to work as Professional II, \$37.00 per hour, Tuesday, Saturday, & Sunday (days vary), arrange seven hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to act as an Assistant Director for the South Bay Children's Choir.

Bud Bisbee

Taryn Koch

Meagan Eddy

Ellen Steinmetz

162. The following individuals are to work as Professional II, \$32.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Administration of Justice, Industry and Technology, Academic Affairs Area, to provide training, expertise, leadership and professional services in the Police Academy program as a Public Safety Trainer.

Sergio Borbon

Thomas Kang

David Brock

Paul Koppes

Donovan Gallatin

Vincente Osorio

Jason Pedro  
Irma Rayas  
Willie Robinson  
Anthony Rotella

Carmine Sasso  
Mark Velez  
Anthony Ward

163. The following individuals are to work as Professional II, \$32.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Fire Academy, Industry and Technology, Academic Affairs Area, to provide training, expertise, leadership, and professional services in the Fire Academy program as a Public Safety Trainer.

Eric Baker  
Jennifer Baron  
Clark Carney  
Antonio Del Castillo  
Timothy Dennis  
James Ellingson  
Daniel Engler  
Robert Franck  
Scott Hafdell  
Deana Johnson

Christopher Mamola  
Adrian Oropesa  
John Pender  
Jeremy Sisante  
Steven Tallosi  
James Tulette  
John Velasquez  
Carl Whitaker  
David Winkler

164. The following individuals are to work as Professional III, \$38.00 per hour, Monday through Friday (days vary), arrange 8 to 12 hours per day (hours vary), effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.

Timothy Edwards

Kimiko Ego

Dale Shannon

165. The following individuals are to work as Professional III, \$44.00 per hour, Monday through Friday (days vary), arrange 8 to 10 hours per day (hours vary), effective July 1, 2006 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.

Lily Gill

Susan Macias

Bonnie Pereyra

166. The following individuals are to work as Professional III, \$40.00 per hour, Monday through Saturday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Small Business Development Center (SBDC)/Community Advancement, Student & Community Advancement Area, to work with the SBDC in conducting contract education training.

Benjamin Martin

Gerardo de los Rios



167. The following individuals are to work as Professional III, \$55.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement Area, to work with the WpLRC in conducting contract education training.

Madeleine Bruning  
Nancilyn Burruss

Melody Comendador  
Sharon Vairo

168. The following individuals are to work as Professional IV, \$65.00 per hour, Monday through Sunday (days vary), 8:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student and Community Advancement Area, to develop and present scientifically based short-term post licensure instruction on selected topics of Pediatric and/or Medical-Surgical Nursing.

Roberto Pandolfi

Kyra Tatman

169. The following individuals are to work as Program Assistant I, \$8.00 per hour, days and hours as-needed, effective July 1, 2006 through June 30, 2007, Admissions & Records/Enrollment Services, Student & Community Advancement Area, to assist with faculty grade check.

Freda Baker

Louann Heft-Shaw

170. The following individuals are to work as Program Assistant I, \$8.00 per hour, Monday through Friday (days vary), 7:30 a.m. to 8:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Bookstore, Administrative Services Area, to perform a variety of routine and repetitive tasks.

Ruben Avila

Janelle Clarke

Lupe Olivas

171. The following individuals are to work as Program Assistant I, \$8.00 per hour, Monday to Thursday (days vary), hours vary as needed, effective July 10, 2006 through August 17, 2006, Early Start Program (ESP)/Extended Opportunities Program & Services (EOP&S), Student and Community Advancement Area, to provide assist instructors in workshops or classroom environment and any other support activities as directed.

Jackie Cely  
Lyres Lacap

Angel Monarrez  
Art Torres

172. The following individuals are to work as Program Assistant II, \$9.00 per hour, Monday to Thursday (days vary), hours vary as needed, effective July 1, 2006 through June 30, 2007, Admissions and Records/Enrollment Services, Student and Community Advancement Area, to assist students in the application process, assist in the add process, and other duties as assigned for Admissions processing.

Aaron De Naranjo

Chaz Eric De Naranjo

Nicholas Naranjo

173. The following individuals are to work as Program Assistant II, \$9.00 per hour, Monday through Friday, 7:30 a.m. to 4:30 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Bookstore, Administrative Services Area, to provide support with cashiering, stocking merchandise and assisting customers.

Patricia Benitez  
Florence Camire  
Lanicesha Dodson  
Gabriel Dulanto  
Sean Gilmore  
Sherifat Hassan  
Linda Inouye  
Stacie Leong

Michael Okada  
Derek Reed  
Christine Saldana  
Edith Shimane  
Kazuko Tatsumi  
Carlos Villasenor  
Adrian Yoshiyama

174. The following individuals are to work as Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 7:30 am to 4:30 pm (hours vary), effective July 1, 2006 through June 30, 2007, Bookstore, Administrative Services Area, to provide support with cashiering, stocking merchandise and assisting customers.

Timothy Aguirre  
Kimberly Eatmon  
Michael Osborn

Sharon Shiromoto  
Kimberly Wade

175. The following individuals to work as Program Assistant III, \$10.00 per hour, Monday through Friday, arrange 20-40 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Counseling and Student Services, Student & Community Advancement Area, to assist with appointment scheduling, copying, filing, record-keeping, retrieving schedules or appointment records, collating mailings, routing mail, and assisting division staff as needed.

Roxana Cortez

Vu Le

Esly Pinzon

176. The following individuals are to work as Program Assistant III, \$10.00 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Extended Opportunities Program & Services (EOP&S), Student and Community Advancement Area, to assist in the recruitment and early identification of potentially eligible EOP&S persons both on-campus and within the El Camino College District and other duties as needed.

Mayueth Mendez

Nancy Sanchez

Magdalena Tello

177. The following individuals are to work as Program Assistant III, \$10.00 per hour, Monday through Saturday (days vary), (hours vary), effective July 1, 2006 through June 30, 2007,

Learning Resources Unit, Academic Affairs Area, to provide support for the Learning Resources Unit.

Norman Foster

Twyla Louis

Tommy Sweet

178. The following individuals are to work as Reader, \$6.75 per hour, Monday through Friday (days vary), 7:00 am to 11:00 pm (hours vary), effective July 1, 2006 through June 30, 2007, Writing Center/Humanities, Academic Affairs Area, to evaluate essays assigned in English 1A classes for grammar, content, and structure, and provide assessments through written documentation on the essays.

Mandy Kronbeck  
Cornelia Nitzschner  
Sean Patrick

William Sambolich  
Bennette Turpanjian  
Terry Wright

179. The following individuals are to work as Registration Cashier/Clerk I, \$8.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Fiscal Services, Administrative Services Area, to process student payments – in person, phone, web; calculate and check refunds; mail registration receipts, and other duties.

Stephanie Ghayouri  
Melissa Guerrero  
Rita Jimenez Santana

Richard McGreevy  
Jennie Vaughn  
Shanda Weston

180. The following individuals are to work as Registration Cashier/Clerk II, \$9.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Fiscal Services, Administrative Services Area, to process student payments – in person, phone, web; calculate and check refunds; and other duties.

Sam Abrams  
Erlene Brooks  
Latosha Burnett  
Darryl Green  
Tonya Howard

Sherrie Hoyer  
Magdalena Hughes  
Summer Kennedy  
Dena Langowski  
Elizabeth Matusak

181. The following individuals are to work as Registration Cashier/Clerk III, \$10.50 per hour, Monday through Friday (days vary), 7:45 a.m. to 6:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Fiscal Services, Administrative Services Area, to process student payments – in person, phone, web; calculate and check refunds; and other duties.

Annette Abelin  
Lovetta Kelley

Barbara Romano  
Kevan Wilkes

182. The following individuals are to work as Stage Assistant IV, \$9.00 per hour, days vary (as-needed basis), hours vary (as-needed basis), effective July 1, 2006 through June 30, 2007, Production/Center for the Arts/Fine Arts, Academic Affairs Area, to provide

assistance for the stage crew for Fine Arts events, which includes: lighting, costumes, carpentry, scenic painting, and sound.

Joyce Cantrell  
Andrew Denio  
Kathleen Doyle  
Agnes Garcia  
Daniel Giles  
Jennifer Hernandez  
Mary Lou Holmes  
Evan Johnston

Christian LeMay  
Wilma Mickler-Sears  
Georgina Morales  
Sean Smith  
John Spence  
Amoreena Vera  
Krista Zaloudek  
Christine Zarro

183. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday, Tuesday, & Thursday (days vary), arrange four hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Music/Fine Arts, Academic Affairs Area, to assist with the Music Library, add bowings to string parts in orchestra, lead string section, help with percussion section in concert band, help with set-up and other duties as needed.

Joseph Derthick

Jeffrey Perez

Amy Wolff

184. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Friday (days vary), arrange up to 30 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Fine Arts Gallery/Fine Arts, Academic Affairs Area, to assist in the Art Gallery installations.

Adrian Amjadi  
Pirkko DeBar  
Ruth Dennis  
Satoe Fukushima

Michael Griffin  
Joseph Rooks  
Kevin Tuxford

185. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Saturday (days vary), 8:00 a.m. to 6:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Construction Technology/Industry & Technology, Academic Affairs Area, to assist faculty with woodworking classes, filing, test grading, student assistance on the lab floor.

Nancie Mack

Linda Richardson

- 186. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Tuesday, Wednesday, & Thursday, (hours vary), effective July 1, 2006 through June 30, 2007, Emergency Medical Technology Program (EMT), Industry and Technology, Academic Affairs Area, to assist instructor with teaching/testing in the EMT program.**

Gregory Allen  
Timothy Dennis

Daniel Engler  
Jake Gilbert

Matthew Jean  
Jake Manning  
Randall Schmidt  
Jeremy Sisante  
Gerald Strouse  
Manuel Tenorio

Edward Tiet  
John Velasquez  
Scott Weatherby  
Aushley Wilhite  
Michael Witzerman  
Issac Yang

187. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Friday, arrange between 28-40 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to provide assistance in Learning Resources and in its computer centers.

Jennifer Borland

Charissa Penn

188. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective July 1, 2006 through June 30, 2007, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs Area, to provide services for students in the SRC program.

April Bernabeo  
Wanda Gastelum  
Mary Kretzmar  
RaeLynn Rollino

Shelley Spearman  
Laura Stein  
Joan Treat  
Dennis Vaughn

189. The following individuals are to work as Ticket Clerk, \$9.25 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Center for the Arts/Fine Arts, Academic Affairs Area, to perform a variety of tasks related to ticket sales and general office procedures.

Jennifer Blandon  
Kirby Dominguez  
Heidi Fuller

Melissa Guerrero  
Fidela Mazariago  
Jennie Vaughn

190. The following individuals are to work as Tutor I, \$7.50 per hour, Monday through Friday (days vary), arrange between 9 to 20 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to provide tutoring services in the Learning Resources.

Brian Lim

Patricia Neumann

191. The following individuals are to work as Tutor II, \$8.50 per hour, Monday through Friday (days vary), arrange between 6 to 15 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to provide tutoring services in the Learning Resources.

Jill Bryant

Won Kang

Fernando Ortiz

Shelley Spearman

192. The following individuals are to work as Tutor III, \$9.50 per hour, Monday through Friday (days vary), arrange between 6 to 15 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Learning Resources, Academic Affairs Area, to provide tutoring services in the Learning Resources.

Mary Anne Chappellear  
Ae Cho  
Karyn Kerkhoff

Laura Stein  
Mariko Takayama  
Gabriel Valverde

193. The following individuals are to work as Tutor V, \$13.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Extended Opportunities Programs and Services (EOP&S), Student and Community Advancement Area, to provide tutoring services for EOP&S students.

Huong Duong  
Janette Kuvhenguhwa

Hector Ruiz  
Sharon Sylvers

194. The following individuals are to work as Tutor V, \$13.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Learning Resources Unit, Academic Affairs Area, to provide tutoring services in the Learning Resources Unit.

Andre-David Kahwach  
John Shawstad

Tommy Sweet

195. The following individuals are to work as Tutor VII, \$18.50 per hour, days and hours vary as needed, effective July 1, 2006 through June 30, 2007, Learning Resources Unit, Academic Affairs Area, to provide tutoring services in the Learning Resources Unit.

Ida Nazon

Gary Smith

196. The following individuals are to work as Tutor VII, \$18.50 per hour, Monday through Friday, arrange between 10 to 20 hours per week, effective July 1, 2006 through June 30, 2007, Mathematical Sciences, Academic Affairs Area, to provide tutoring services in the Math Study Center.

Mark Burgin  
Manolita Formanes  
Thu-Hang Hoang

Jeffery Post  
Mohammad Rahnavard  
Arkadiy Sheynshteyn

**C. CLASSIFIED PROFESSIONAL GROWTH**

It is recommended that the Board ratify/approve the attendance of the following classified employee's conference and/or seminar paid from the Classified Professional Growth Fund as listed below:

California State University-Dominquez Hills: Organizational Behavior and International Business Introduction - Lucy Nelson. Aug. 26 - Dec. 15, 2006. \$400.00 maximum.

**D. AMENDED ADMINISTRATOR SALARY SCHEDULE AS A RESULT OF ELIMINATION OF POSITIONS AND REVISION OF CLASSIFICATION SPECIFICATIONS AND TITLE CHANGES FOR ADMINISTRATOR POSITIONS**

It is recommended that the Board approve the updated Administrator Salary Schedule as a result of revisions to the classification specifications and changes in titles and elimination of positions as shown on pages: 50-52.

**E. ADOPTION AND APPROVAL BY THE BOARD OF TRUSTEES: EL CAMINO COMMUNITY COLLEGE DISTRICT AND EL CAMINO COLLEGE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL-CIO APPROVAL OF COLLECTIVE BARGAINING AGREEMENT FOR THE CHILD DEVELOPMENT CENTER TEACHERS.**

**In accordance with AB1200 and Government Code 3547.5, El Camino Community College District is required to publicly disclose the provision of the El Camino College Federation of Teachers, Local 1388, AFT, AFL-CIO and any successor agreement, before it is finally approved by the Board of Trustees. This is known as the "El Camino College Federation of Teachers for the Child Development Center, Local 1388, AFT, AFL-CIO Salary Settlement Notification component of the Statewide Criteria and Standards". This ensures that the public is aware of the costs associated with a collective bargaining Agreement before it becomes binding to the District.**

The Successor Agreement between El Camino College District and The Federation of Teachers, Local 1388, AFT, AFL-CIO for the Child Development Center Teachers expires June 30, 2006. The Successor Agreement which was approved by the Federation of Teachers, the Child Development Center Teachers and the District is being presented to the Board of Trustees for ratification. The duration of the Successor Agreement is from July 1, 2006 through June 30, 2007.

**El Camino Community College District**

**Administrator Salary Schedule**

Effective: January 1, 2006

**Revised: June 19, 2006**

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
Range 1	55,648	57,371	59,146	60,984	62,844
Range 2	57,371	59,146	60,984	62,844	64,734
Range 3 Planetarium Director	59,146	60,984	62,844	64,734	66,658
Range 4	60,984	62,844	64,734	66,658	68,681
Range 5 Assistant Director of Development, Annual & Alumni Giving	62,844	64,734	66,658	68,681	70,739
Range 6	70,992	73,182	75,375	77,633	79,974
Range 7 Assistant Director, Bookstore Project Director, Regional Interpreter Training Grant Assistant Director, Small Business Development Center Director, Education & Community Development	77,265	79,440	82,283	85,146	88,006
Range 8 ) Assistant Director for Construction & Maintenance Assistant Director for Grounds and Operations Director, Accounting Director, Child Development Center Assistant Director EOP&S/CalWORKS Director of Outreach & School Relations	81,081	83,523	86,165	89,177	92,188
Range 9	83,605	86,200	88,844	91,504	94,262
Range 10	86,200	88,844	91,504	94,262	97,090
Range 11  Director, Technical Education Director Workforce Education  Assistant Director Admissions & Records CalWORKS & Career Placement Services Director	88,843	91,504	94,262	97,090	100,002



Range 11 (continued)

Director of EOP&S/CalWORKS  
 Director, International Business Development  
 Director, Bookstore  
 PACE & Week-end College Director  
 Director, Community Relations  
 Director, Risk Management  
 Director, Student Development

Assistant Director, Financial Aid and Scholarships

Range 12	93,644	96,538	99,450	102,410	104,954
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Range 13	96,538	99,450	102,410	104,954	108,667
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Assistant Director, Human Resources  
 Assistant Director, Information Technology Services  
 Director, Center for International Education  
 Director, Financial Aid & Scholarship  
 Director, Business Services  
 Director, Research and Planning  
 Director, Special Resource Center  
 Director, Staff and Student Diversity  
 Associate Dean  
 Executive Director, El Camino Center for the Arts  
 Director of Resource Development/Grants Development & Management  
 Director of Learning Resources

Range 14	101,927	105,107	108,253	111,497	114,859
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Director, Nursing

Range 15	105,106	108,253	111,497	114,859	118,289
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Chief of Police and Director of Public Services Instructional Programs  
 Director, Admissions & Records

Range 16	110,911	114,257	117,655	121,200	124,831
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Business Manager  
 Dean  
 Director, Facilities, Planning & Services  
 Associate Vice President, Human Resources  
 Director, Information Technology Services  
 Executive Director, Foundation  
 Project Director (California Virtual College Grant)

Range 17	114,257	117,655	121,200	124,832	128,578
Range 18	117,655	121,200	124,832	128,577	132,426

Board Revised: June 15, 2006

**A G R E E M E N T**

**between**

**EL CAMINO COLLEGE DISTRICT**

**and**

**EL CAMINO COLLEGE FEDERATION OF TEACHERS**

for the

**CHILD DEVELOPMENT CENTER**

July 1, 2006  
through  
June 30, 2007

## AGREEMENT

This Agreement is made and entered into this 8<sup>th</sup> day of May 2006, by and between the El Camino Community College District, hereinafter referred to as the "District" and the El Camino College Federation of Teachers, Local 1388, AFT, AFL-CIO, hereinafter referred to as the "Federation."

### Article I RECOGNITION

Pursuant to the Memorandum of Agreement dated January 9, 1995, (Appendix A) the District hereby acknowledges the Federation as the exclusive bargaining representative for the Child Development Center Teachers and Child Development Center Lead Teachers, hereinafter collectively referred to as "CDC Teachers." Board of Trustee approved position descriptions are set forth in Appendix B. Excluded from this agreement are all other employees of the District including instructional and non-instructional faculty, management employees, temporary on-call or substitute employees, and all employees holding positions not requiring certification qualifications.

### Article II RIGHTS OF THE DISTRICT

Except as limited specifically by the express terms of this Agreement, the District retains all of the rights and authority conferred upon it by the laws of the State of California to direct, manage, and control the affairs of the District.

### Article III RIGHTS OF THE FEDERATION

#### **Section 1 - Payroll Deductions**

The District will deduct from the pay of the CDC Teachers covered by this Agreement Federation dues or representation fees.

All CDC Teachers who do not select to be members of the Federation shall have the reduced service representation fee withheld from their salary, beginning with their first paycheck after commencement of assigned duties, unless other arrangements are made at least two weeks prior to the CDC Teacher's first paycheck.

Any CDC Teacher who qualifies as a religious objector, being a member of a religious body whose traditional tenets include objections to joining or financially supporting employee organizations, shall not be required to join or pay the service fee. Such CDC Teacher shall pay an amount equal to the service fee to one of the following non-religious, non-labor, charitable funds:

- El Camino College Foundation
- ECCFT Scholarship Fund
- Associated Students Scholarship Fund

### **Section 2 - Communications**

The Federation shall have the right to use designated bulletin boards solely for the purpose of posting notices of its activities and shall have the right to use teacher mailboxes for communication purposes. The exercise of these rights is subject to applicable District regulations.

### **Section 3 - Copies of the Agreement**

The District, at its expense, will provide copies of this Agreement to each CDC Teacher presently employed, each newly hired CDC Teacher, and will provide the Federation with five (5) copies thereof.

### **Section 4 - Personnel Roster**

The District will furnish the Federation at least twice a year with an updated listing of the names, mailing addresses and, if approved by the CDC Teacher, home phone numbers of all CDC Teachers.

### **Section 5 - Reassigned Time**

The District will release one unit member from duty for the purpose of negotiations and representing the Federation when the negotiating session is scheduled on duty time. The Federation shall inform the District at the beginning of each semester which employee will be released from childcare duties to attend meetings necessary for negotiations and/or grievance proceedings. Time for grievances and negotiations issues will be limited to forty (40) hours per calendar year.

## Article IV

### CLASSIFICATION OF CHILD DEVELOPMENT TEACHERS

The District shall classify each CDC Teacher as a certificated employee covered under the terms of this Agreement based on California Education Code Section 79120 and the provisions of Chapter 2, commencing with Section 8200 Child Care and Development Services Act.

For clarification purposes, the following California Education Code Section 8208(af) definition of "Teacher" is applicable: "A person with the appropriate permit issued by the Commission on Teacher Credentialing who provides program supervision and instruction which includes supervision of a number of aides, volunteers, and groups of children."

### **Section 1 - Employment Definitions**

(a) **Full-Time**: A CDC Teacher employed on a fiscal year basis. The provisions of this agreement pertaining to vacations and holidays shall apply. A full-time CDC Teacher will be

considered probationary for the first three (3) years of service with the District. Thereafter, the CDC Teacher will be classified as permanent.

(b) **Part-Time**: A CDC Teacher regularly scheduled for no more than twenty-four (24) hours per week.

(c) **Substitute**: A CDC Teacher employed on an on-call, hourly basis to be scheduled as needed.

(d) **Mentor Teacher**: A CDC Teacher who has completed the Mentor Teacher Program sponsored by the State of California and who is certified to conduct supervision of practicum students to prepare them to become child development teachers.

## Article V HOURS AND WORKING CONDITIONS

### **Section 1 - Weekly Hours of Service**

The Child Development Center operates throughout the calendar year. CDC Teachers shall be scheduled to work forty (40) hours per week. The normal workweek for a full-time CDC Teacher shall consist of five (5) eight (8) hour days per week. An alternative schedule may be established upon mutual agreement of the employee and the CDC Director or Division Dean.

### **Section 2 - Release Time**

The CDC Director or the Division Dean must approve all released or reassigned time in advance. Released or reassigned time must be served on campus or at a location specified in the grant or other program for which such time is released or reassigned.

### **Section 3 - Professional Obligations**

Within the assigned duties, a full-time CDC Teachers will be expected to attend special meetings and functions such as open house, training workshops, etc., in support of the instructional philosophy of the Child Development Program. CDC Teachers will mentor no more than two (2) students per semester. CDC Teachers will be expected to meet all professional obligations, and follow CDC procedures in caring for children not picked up by the parent prior to the Center's 5:30 p.m. closing time.

Part-time CDC Teachers who are required to attend special meetings and functions such as open house, training workshops, mentor the District's practice students (see Appendix C), etc., in support of the instructional philosophy of the child Development Program, outside of their regular scheduled hours, will be compensated at their regular rate of pay. A part-time CDC Teacher will mentor no more than one (1) student per semester.

### **Section 4 - Mentoring Obligations**

Full-time CDC Teachers will be expected to mentor the District's practicum students (See Appendix C), in support of the instructional philosophy of the Child Development Program.

CDC teachers will mentor no more than two (2) students per semester. State of California Licensed Mentor teachers will mentor no more than three (3) students per semester.

## Article VI COMPENSATION

CDC Teachers shall be compensated on the basis of a monthly salary schedule set forth in Appendix D. On January 1<sup>st</sup> of each year, the District will adjust the amounts set forth in Appendix D and other rates of pay by the adjusted COLA as described in Appendix E.

### **Section 1 - Compensatory Time Off**

Pending the approval of the CDC Director, when a CDC Teacher works greater than forty (40) hours per week, the CDC Teachers shall be granted one and one-half (1-1/2) times compensatory time off. Compensatory time off shall be used within sixty (60) days of accrual.

### **Section 2 - Initial Salary Placement**

Newly hired CDC Teachers shall be placed on the appropriate step and class of the salary schedule.

### **Section 3 - Retirement and other Deductions**

CDC Teachers will be contributing members of the State Teachers Retirement System (STRS) or may remain in PERS if they already are contributing members and, where applicable, deductions will also be made for Social Security and Medicare.

### **Section 4 - Lead Teacher Stipend**

- (a) The Lead Child Development Center Teacher will be paid a monthly stipend in addition to the appropriate salary on the Child Development Center Teacher Salary Schedule (Appendix D).
- (b) If the Lead Teacher is absent from assigned duties for more than five (5) days and a CDC Teacher assumes lead teacher duties, the CDC Teacher shall be compensated a pro-rata portion of the Lead Teacher's stipend.

## Article VII LEAVES OF ABSENCE

### **Section 1 - Paid Leaves**

The District shall grant paid leaves of absence to Full-Time CDC Teachers for: bereavement, sickness, expanded use of sick leave, industrial accident and illness, judicial and official appearances, quarantine, personal necessity, jury duty and military leave in accordance with applicable codes and law. Part-Time CDC Teachers shall be granted the same paid leaves of absence as Full-Time CDC Teachers except for jury duty leave, which shall be non-paid.

A paid leave of absence shall mean salary continuance for the CDC Teacher's normal assignment for the day paid with full credit for all District benefits to which the CDC Teacher is entitled and service credit. A CDC Teacher regularly employed on a part-time assignment shall be paid for compensable leaves on the basis of the average number of hours worked, excluding compensatory time off, during the quarter preceding the quarter in which such leave occurs.

### **Section 2 - General Conditions**

A CDC Teacher who has cause to request a paid leave of absence shall make a written request for such leave to the Child Development Center Director or Division Dean as far in advance as possible. The request or application for leave shall state the leave category requested, the reason(s) necessitating the Teacher's absence, and the estimated duration of the absence. Approval of the leave shall be in writing signed by the CDC Director or Division Dean. If denied, the CDC Teacher will be provided with a written statement giving the reason for such denial.

The District may require a CDC Teacher to submit evidence, satisfactory to the District, to justify the CDC Teacher's request for leave of absence. Such evidence may include, but shall not be limited to, a physician's statement, a copy of the subpoena, or a notice of jury service.

A CDC Teacher who fails to return to duty upon completion of a paid leave of absence, and who is not on an approved subsequent leave of absence may be dismissed by the District, unless the CDC Teacher was unable, due to causes beyond his or her control, to return to duty, in which event the CDC Teacher must report the circumstances in writing to the District as soon as the teacher is able to do so.

### **Section 3 - Bereavement Leave**

A CDC Teacher may be absent from duty without loss of pay not to exceed three (3) days, or if travel beyond 200 miles one way is required, not to exceed five (5) duty days, to attend funeral or memorial services or to attend to the affairs of the decedent as a result of the death of a member of the Teacher's immediate family.

If an additional period of absence from duty is required for this purpose, a CDC Teacher may be granted additional bereavement leave, which shall be charged as personal necessity leave to the extent that such leave is available to the CDC Teacher as provided in Section 11 of this Article.

"Immediate Family" is defined as the mother, father, grandmother, grandfather, or grandchild of the CDC Teacher or of the spouse of the CDC Teacher; or the spouse, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law of the CDC Teacher, or any other person living in the immediate household of the CDC Teacher. Persons other than those noted above, such as an aunt or an uncle, who have been reared by or with the CDC Teacher will be considered members of the CDC Teacher's immediate family for the purposes of bereavement leave as well as any person who is or has been in a guardian-type relationship with the CDC Teacher.

### **Section 4 - Sick Leave**

#### **(a) Accrual of Sick Leave Benefits**



- (1) Each CDC Teacher employed full-time on a fiscal year basis shall be entitled to twelve (12) days for sick leave benefits with pay for illness or injury for each fiscal year of service. A CDC Teacher employed full-time for less than a full fiscal year is entitled to that portion of the twelve (12) days sick leave per fiscal year of service as the number of months the CDC teacher is employed bears to twelve (12). A CDC Teacher regularly employed on a part-time assignment shall be entitled to the same ratio of sick leave benefits as a full-time employee as the number of hours worked bears to the number of hours in a full time (forty (40) hours per week) work schedule.
- (2) A newly hired CDC Teacher shall be entitled to use only that portion of sick leave award which has been accrued for each month of service actually rendered and may not take full sick leave for the fiscal year until the first day of the calendar month after the employee has completed the first six (6) months of active service with the District.
- (3) There shall be no maximum on the number of sick leave days a CDC Teacher may accrue. The full amount of unused annual sick leave shall be accumulated from year to year.
- (4) A CDC Teacher may use sick leave at any time during the year; however, a CDC Teacher leaving the District during a fiscal year who has used sick leave for that year will be required to reimburse the District for the value of the difference between the number of sick leave days actually accrued for each month of active service in the year and the actual number of sick leave days used, if any.
- (5) Sick leave credit received by transfer from a previous employing California school district of a newly hired CDC Teacher shall be accepted and credited to the CDC Teacher's sick leave account with the District if the CDC Teacher has been employed by such district for a period of one (1) calendar year or more and accepts a position with the District within twelve (12) months of termination from the previously employing district.
- (6) All accumulated sick leave shall be cancelled upon termination of service with the District except that accumulated sick leave may be transferred to a subsequent employing California school district or towards retirement as provided by law.

(b) Difference Pay

A CDC Teacher who is absent from assigned duties because of an accident or illness, beyond the CDC Teacher's entitlement to sick leave, for a period of one hundred (100) work days or less, shall have deducted from the salary due the CDC Teacher for that portion of the one hundred (100) day period not covered by sick leave accumulated from prior years of service, the salary paid to the substitute employed to fill the CDC Teacher's position during the CDC Teacher's absence, or if no substitute was employed, the minimum salary which would have been paid to the substitute had a substitute been employed. Any portion of a day is to be considered one (1) day.

**Section 5 - Industrial Accident or Illness Leave**

A CDC Teacher or someone else on the CDC Teacher's behalf, shall report any accident or illness of a CDC Teacher arising out of employment to the CDC Director or Dean as soon as possible, but at least within 24 hours of the occurrence.

A CDC Teacher who receives a temporary disability payment for such accident or illness under Workers' Compensation shall remit such payment for any period of time while on any paid disability leave to the District. Such obligation shall be limited to the amount payable by the District for such period.

A CDC Teacher who becomes disabled due to an illness or injury arising out of and during the course of employment with the District, shall be granted paid industrial accident or illness leave for the period of time the CDC Teacher is unable to render service to the District, not to exceed sixty (60) working days per fiscal year for the same accident, except when any industrial accident occurs at a time when the full sixty (60) days will overlap into the next fiscal year. The CDC Teacher shall be entitled to only that amount remaining at the end for the fiscal year in which the injury or illness occurred, for the same illness or injury. Such leave shall be granted prior to the award of other paid District disability leave benefits for which the CDC Teacher is eligible.

Upon exhausting benefits provided under this subsection, a CDC Teacher who continues to be disabled shall be entitled to other paid leave benefits as shown below, provided that all such leave benefits paid shall not, when combined with any temporary disability award under Workers' Compensation, exceed 100% of the CDC Teacher's regular salary.

Beginning on Date of Disability

60 Days	Industrial Accident Leave or Illness Leave
100 Days	(1) Awarded Sick Leave for Current Year
	(2) Accumulated Sick Leave for Prior Year(s)
	(3) Difference Pay

A CDC Teacher receiving benefits under this subsection shall remain within the State of California, unless the District approves otherwise.

When a Workers' Compensation award is endorsed payable to the District, paid leave, other than industrial accident or illness leave, shall be charged that percentage that is produced by a quotient when dividing the CDC Teacher's pay for the CDC Teacher's regular assignment, less the amount signed over, by the amount of pay for the CDC Teacher's regular assignment.

A CDC teacher shall be permitted to return to service after an industrial accident or illness only upon the presentation of a release from the authorized Workers' Compensation physician certifying the CDC Teacher's ability to return to the position without restrictions or detriment to the CDC Teacher's physical and emotional well being and in compliance with the Americans With Disabilities Act.

**Section 6 - Extended Disability Unpaid Leave**

If the CDC Teacher is still disabled at the conclusion of all available paid disability leave(s) and is unable to return to work, the following shall apply:

(a) If the CDC Teacher suffers an extended disability and is thereby unable to perform the assigned duties, the CDC Teacher may, upon exhaustion of paid leave status be granted an unpaid extended disability leave.

(b) The CDC Teacher's request for such unpaid leave shall be accompanied by a physician's statement as to the necessity of such leave and the estimated duration of the disability. The District may at its expense require that a physician selected by the District examine the CDC Teacher. In the event of a conflict in the findings of the two physicians, a third physician, mutually acceptable to the CDC Teacher and the District, shall be chosen and an opinion solicited. The cost of such examination by a third physician shall be borne by the District.

(c) The period of such leave shall be determined by the medical condition of the CDC Teacher and the needs of the instructional program. Any such extended disability leave shall not exceed a period of twelve (12) calendar months. The District may grant an extension or extensions of such extended disability leave and such extension may proceed beyond the period herein specified. Any such extension is subject to the requirements stated in paragraph (b), listed above.

(d) Full-Time CDC Teachers granted extended disability unpaid leaves of absence of less than one-half of the working days in any month, as provided in paragraph (f) below shall have their medical, dental, and life insurance continued for that month and shall not be required to pay the District's portion of the cost of such insurance during such month.

(e) Full-Time CDC Teachers granted extended disability unpaid leaves of absence which exceed one half of the working days in any month, as provided in paragraph (f) below, may continue their medical, dental and life insurance for that month upon advance payment to the District of the full cost for such coverage. Continuation of insurance coverage for unpaid leaves of absence exceeding one-half of the working days in any month shall be subject to the provisions of the master insurance policies concerning the length of time that such coverage may be continued. A Full-Time CDC Teacher's monthly contract salary will be reduced pro rata for each day of unpaid leave. The daily reduction for CDC Teachers employed on an academic year basis will be based on the number of days of service required in any given year as provided in the CDC Teacher Guidelines.

### **Section 7 - Disability Release**

The District may require a satisfactory written statement from a Board Certified or Board Eligible psychiatrist, physician, or clinical psychologist specializing in the area of concern and mutually agreed upon by the District and the CDC Teacher, releasing the CDC Teacher to return to all duties of the CDC Teacher's position, before the CDC Teacher returns to duty after the expiration of a disability leave. The CDC Teacher shall submit such statement to the CDC Director or Dean. The District may require additional health information to support the request to return to duty following absences due to illness, injury, pregnancy or other disability. A CDC Teacher may return to duty on a limited basis (less than normal daily hours) so long as the CDC Teacher can perform the duties assigned to the position proportionate to the number of hours worked.

### **Section 8 - Quarantine Leave**

A CDC Teacher shall receive full salary during the period of quarantine by duly constituted governmental authority.

### **Section 9 - Judicial and Official Appearances**

The District will grant a leave of absence to a Full-Time CDC Teacher for a judicial or other official appearance in a proceeding in which the District is a party so long as the CDC Teacher's appearance is determined by the District to be in support of the District's position in that proceeding.

### **Section 10 - Jury Duty Leave**

A Full-Time CDC Teacher may be absent from duty without loss of pay as a result of having been called and appearing for jury duty, excluding a grand jury. In order to be eligible for the paid leave, the CDC Teacher is required to notify the Director of the Child Development Center as soon as the CDC Teacher receives notification of a call for jury service.

The District may refuse to grant paid leave for jury duty to the Full-Time CDC Teacher at any time when two (2) percent or more of the total number of employees of the District are on paid jury duty leave or if granting of leave would require suspending services in the CDC.

The CDC Teacher serving on jury duty, who receives pay from the District during such absence, shall be required to collect jury duty fees and remit such fees to the District.

The CDC Teacher shall be required to perform assigned service to the District during any workday or fraction thereof that the CDC Teacher is released from jury service, provided that a reasonable period of time shall be allowed for necessary travel.

### **Section 11 - Personal Necessity Leave**

(a) A Full-Time or Part-Time CDC Teacher may be absent from duty without loss of pay for duty days not to exceed seven (7) days during any year and have the absence charged to the CDC Teacher's available sick leave account.

(b) For the purpose of qualifying for paid personal necessity leave, there shall be a compelling reason which required the CDC Teacher's absence from duty, which cannot be attended to outside of duty hours, and which shall be limited to one of the following reasons:

(1) Death of a member of the CDC Teacher's immediate family (as defined in Section 3 of this Article) when the number of days of the required absence exceeds the limit provided in Section 3 of this Article.

(2) An accident involving the CDC Teacher's person, property, or the person or property of a CDC Teacher's immediate Family (as defined in Section 3 of this Article) not otherwise chargeable to any other paid leave of absence for which the Faculty Member qualifies.

(3) The required appearance of the Faculty Member brought about as a result of a legal notice to appear as a witness before a government or judicial agency or court of law and not covered by Section 9 of this Article, or the CDC Teacher's appearance as a litigant in a legal action. If a witness fee is payable, such fee shall be demanded and collected by the Faculty Member and remitted to the District up to the CDC Teacher's prorated pay for such absence.

(4) The illness of a member of the CDC Teacher's immediate family (as defined in Section 3 of this Article) or the birth of a child to the spouse of the Faculty Member. See also Section 14 of this Article.

(5) An imminent danger as the result of flooding or fire or similar natural catastrophe to the personal residence of a Faculty Member.

(6) The observance by the Faculty Member of a holiday of the CDC Teacher's religion (see also Section 16).

(7) Other reasons which the Faculty Member cannot reasonably be expected to disregard and which have been submitted in writing and approved by the Dean.

### **Section 12 - Military Leave**

Military leaves shall be granted in accordance with applicable law.

### **Section 13 - Expanded Use of Sick Leave**

In accordance with Section 233 of the California Labor Code, CDC Teachers may use accrued sick leave during any calendar year, up to six (6) days per year, to attend to an illness of a child, parent, or spouse. These absences will be charged to the CDC Teacher's accrued sick leave account.

This section does not extend the maximum period of leave to which a CDC Teacher is entitled under the federal Family and Medical Leave Act or the California Family Rights Act, and it does not apply to the use of differential leave pursuant to Section 87780 of the California Education Code.

The use of accrued sick leave for purposes of this section is in addition to any accrued sick leave used for personal necessity pursuant to Section 11 of this Article.

### **Section 14 - Family Care and Medical Leave**

The District is covered by the provisions of the federal Family and Medical Leave Act and the California Family Rights Act. Eligible CDC Teachers may apply for family care and medical leave pursuant to the District's policy adopted in accordance with such Acts.

### **Section 15 - Pregnancy, Family and Infant Care**

NOTE: Some of the leaves of absence available under this section are unpaid leaves.

For general regulations on granting of leaves of absence for pregnancy and childbirth, refer to Section 87766 of the Education Code.

(a) **Optional unpaid portion**

The District may, upon application and approval, grant an unpaid pre-childbirth leave of absence to a pregnant employee prior to the period of actual disability.

(b) **Utilization of Sick Leave**

During the time the CDC Teacher is physically disabled and unable to perform her regular duties due to pregnancy, miscarriage, childbirth and recovery therefrom, she shall be permitted to utilize her accrued sick leave. This provision, which permits a paid leave to be taken while on an unpaid leave, is an exception to the general rule.

(c) **Physician Certifications**

A pregnant CDC Teacher who elects not to apply for an unpaid pre-childbirth leave shall be permitted to continue during pregnancy disability, provided that she can and does continue to perform the full duties and responsibilities of her position. The CDC Teacher must also supply to the District her physician's certification as to the

beginning and ending dates of actual pregnancy-related disability for which sick leave is claimed, and a release form from the physician to return to work.

(d) **Infant Care**

After the period of disability, the CDC Teacher shall, upon written request, be placed on an unpaid status for purposes of infant care for the remainder of the academic year in which the childbirth occurred and this status may, at the discretion of the District, be extended for as much as two school years. Comparable unpaid leave for the purpose of infant care shall be made available to a CDC Teacher who is the parent of a newly-born child.

The CDC Teacher will retain her or his seniority rank and eligibility for step advancement and all such leaves shall run concurrently with family leave pursuant to federal and state law.

**Section 16 - Non-Paid Leaves**

The District shall grant unpaid leaves of absence to CDC Teachers for extended disability, religious holidays, or for any other reason, subject to the conditions set forth by the District (see Section 11).

**Section 17 - Continuation Of Benefits While On Unpaid Leave Of Absence**

(a) The District shall continue to provide medical, dental, vision and/or life insurance benefits, at District expense, for any CDC Teacher who is on an unpaid leave of absence commencing after the beginning of the Academic Year, on the same basis as such benefits were provided while the CDC Teacher was in paid status, through the last day of the calendar month following the calendar month in which the CDC Teacher was last in paid status. If the CDC Teacher chooses to continue such benefits after the last day of the calendar month following the calendar month in which the CDC Teacher was last in paid status, or if the CDC Teacher commences his or her unpaid leave at the beginning of the Academic Year, the CDC Teacher may continue coverage for such benefits at his or her own expense, at the premium contracted by the District, so long as the CDC Teacher files application for such continuation of enrollment with the Public Employees Retirement Service no later than the last day of the month following the month in which the unpaid leave commenced, or in the case of an unpaid leave of absence, commencing at the beginning of the Academic Year, no later than July 31 preceding the commencement of the unpaid leave. The CDC Teacher is responsible for payment of any dependent or other coverage as if in paid status. The District shall provide COBRA notices at the termination of benefits, as provided by law.

(b) Vacation shall not be accrued for any unpaid leave which exceeds one-half of the working days in any month.

(c) During the period of any unpaid leave of absence, the CDC Teacher shall not accrue sick leave. However, the CDC Teacher's sick leave accrued as of the commencement of such leave shall not be reduced.

**Section 18 - Pay Reduction**

A CDC Teacher's employment contract will be reduced pro rata for each day of unpaid leave. The pro-ration shall be based on the number of working days in the CDC Teacher's assignment.

Article VIII  
INSURANCE BENEFITS

**Section 1 - Medical Plans**

The District shall contribute the minimum payment required, in order to participate in CalPERS medical plan, toward payment of the premium of a medical plan selected by the eligible permanent CDC Teacher. The medical plan chosen by the CDC Teacher shall be one of those offered by CalPERS or other providers who contract with the District.

(a) The District shall provide as a supplemental benefit plan for each permanent CDC Teacher an amount equal to the difference between the minimum premium payment made by the District and the total cost of the medical plan selected by the CDC Teacher.

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

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

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

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

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

**Section 2 - Dental Plans**

The District will continue to maintain its current dental plans for all Full-Time CDC Teachers and will continue to pay the monthly premium cost of the CDC Teacher's coverage. If the CDC

Teacher selects the Delta Dental Plan and elects to cover his/her eligible dependents by such plan, the CDC Teacher will pay thirty percent (30%) of the cost of such dependent coverage and the District will pay seventy percent (70%) of such cost. If the CDC Teacher selects the Continental Dental Plan and elects to cover the CDC Teacher's eligible dependents by such plan, the District will pay the entire cost of the dependent coverage.

### **Section 3 - Vision Plan**

The District will continue to maintain its current Vision Service Plan for Full-Time CDC Teachers and will pay the entire monthly premium cost for the CDC Teacher's coverage. If the CDC Teacher elects to have his/her eligible dependents covered by the Plan, the CDC Teacher will pay thirty percent (30%) of the cost of such coverage and the District will pay seventy percent (70%) of the cost of such coverage.

### **Section 4 - Life Insurance - AD&D**

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

### **Section 5 - Short-Term Disability Income Insurance**

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

### **Section 6 - Tax-Sheltered Annuity**

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

### **Section 7 - Retiree Medical Insurance**

(a) The District will provide medical insurance only for any Full-Time CDC Teacher who retires pursuant to the regulations of the California State Teacher's Retirement System after reaching age fifty-five (55), from the time of retirement until reaching age sixty-five (65) and provided the CDC Teacher remains in retired status. Regarding dependent coverage for retirees, the District will also make available to such a retiree medical insurance and dental insurance for eligible dependents with the cost of such coverage to be borne by the retiree, provided such option for dependent coverage is made when the retiree is first eligible.

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

### **Section 8 - Refund Of Premiums**

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

### **Section 9 - Voluntary Tax-Sheltered Annuities**



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

### **Section 10 - Voluntary Employee Organization Insurance Plans**

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

### **Section 11 - Disability Coverage**

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

### **Section 12 - Part-Time CDC Teacher Benefits**

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

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

### **Section 13 - Domestic Partner Benefits**

- The District shall provide medical and other benefits to domestic partners in accordance with the Domestic Partner Rights and Responsibilities Act of 2003 (DPRRA). California Education Code, Section 297 provides that registered domestic partners shall have the same rights, protections, and benefits, and shall be subject to the same responsibilities and obligations, and duties under the law, whether they derive from statutes, administrative regulations, court rules, government policies, common law, or any other provisions or sources of law, as are granted and imposed upon spouses.*
- In order to be eligible for benefits, partners must register with the State of California, Secretary of State. In addition, the eligible employee and domestic partner must:*

- (a) Be unmarried and not related to each other;*
  - (b) Have lived together for at least six months, sharing the common necessities interdependence;*
  - (c) Be at least eighteen (18) years of age and competent to enter into a contract, or, in the case of persons of opposite sex, one or both persons must be over sixty-two (62) years of age.*
3. *An employee has sixty (60) days from the date of enrollment with the Secretary of State to complete the HBD12 Health Enrollment Form to enroll their domestic partner and eligible dependent children.*
4. *To obtain coverage both employee and their partner must certify their eligibility by completing the District's Affidavit of Domestic Partnership Form.*

## Article IX VACATION

### **Section 1 - Allowance**

Full-Time CDC Teachers employed on a fiscal year basis shall be entitled to twenty (20) workdays of vacation each year. Such Teachers shall also be entitled to bonus vacation days during any fiscal year if the Teacher has twenty-five (25) or more days of sick leave accrued as of June 20 of the prior fiscal year. The CDC Teacher shall be entitled to one (1) day of vacation in the subsequent year for each full twenty-five days of such leave accrued as of June 30 of the prior year with a maximum of five (5) bonus vacation days in any one year.

### **Section 2 - Accrual**

Vacation time will be accrued on a monthly basis with full credit for each completed calendar month of service in which the CDC Teacher is in paid status for a minimum of one-half of the working days in such month. A CDC Teacher who is in paid status for less than one half of the working days in a calendar month shall accrue vacation credit at a rate of .03846 time ratio for the CDC Teacher's total annual vacation allowance to ten (10) times each regular hour the CDC Teacher was on paid status.

### **Section 3 - Accumulation**

Each July eligible CDC Teachers will be notified by the District of their June 30 accrued vacation credits. No more than thirty (30) days of that June 30 accrued vacation credited may be continued beyond December of that year. Under this procedure those June 30 vacation days in excess of thirty (30) at the close of the business on December 31 each year will be paid to the Teacher at his or her current rate of pay and the total vacation credits reduced to thirty (30) days, except for any additional vacation days which may have been accrued, but not used for service since that June 30.

### **Section 4 - Scheduling**

A CDC Teacher shall submit a request in writing to the CDC Director or Division Dean for vacation time as far in advance as feasible. If the Child Development Center's work load is such that certain periods of the year are critical, the Director may block out those periods for vacations provided that the periods so blocked out do not exceed a total of ninety calendar days in any given year.

### **Section 5 - Termination**

Upon leaving the employment of the District, a CDC Teacher shall be entitled to lump-sum compensation for all earned and unused vacation at the CDC Teacher's current salary. Time off for earned and unused vacation may not be taken in lieu of payment following the last full day worked.

## Article X HOLIDAYS

### **Section 1 - Regular Holidays**

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

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

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

If a holiday listed above falls on a Sunday, the following Monday shall be observed as the holiday; similarly, if a holiday listed above falls on a Saturday, the preceding Friday shall be observed as the holiday. If Independence Day falls on Friday or Saturday, the preceding Thursday shall be observed.

### **Section 2 - Winter Recess**

The District shall provide three additional holidays each year during or in conjunction with the Winter Recess at a one-time cost of 1.2% of a future salary increase. [Refer to Memorandum of Understanding attached after Article XVIII of this Agreement.]

## Article XI EVALUATIONS

Probationary CDC Teachers shall be evaluated at least once per calendar year. Permanent CDC Teachers shall be evaluated every two (2) years. They may also be subject to the evaluation process for cause at a time other than the normal evaluation rotation schedule, subject to the approval of the appropriate Dean and provided that at least six (6) months have passed since the last evaluation for which the permanent CDC Teacher has received an overall rating of satisfactory. See Appendix F for evaluation forms.

## Article XII EDUCATIONAL REIMBURSEMENT PROGRAM

The District will reimburse 100% of the enrollment fees, student body I.D. fee, and applicable health fees of permanent CDC Teachers, their spouses and/or legal dependents to attend El Camino College under the conditions outlined in Appendix G.

Article XIII  
GENERAL PROVISIONS

**Section 1 - Non-Discrimination**

The District and the Federation agree not to discriminate against any CDC Teacher on the basis of race, color, religion, ancestry, national origin, sex, age, marital status, sexual orientation, physical or mental disability, or service as Vietnam era veteran.

**Section 2 - Personnel Files**

There shall be one official District personnel file for each CDC Teacher and the CDC Teacher shall have the right to inspect the file upon written request. The material in the file shall be made available for inspection by the CDC Teacher to whom the file pertains except ratings, reports or records that were (1) obtained prior to the employment of the CDC Teacher, (2) prepared by identifiable selection committee members, or (3) obtained in connection with a promotional evaluation.

Any item to be placed in the file shall be clearly identified as to its source or originator and its date of receipt by the District.

Information that could impact the evaluation of the CDC Teacher, except that listed in the first paragraph of this section, shall not be entered or filed unless and until the CDC Teacher is given notice and an opportunity to review and comment thereon.

**Section 3 - Right to Representation**

Upon the request of the CDC Teacher, the District shall afford the CDC Teacher the right to have a Federation representative present at meetings involving the CDC Teacher and District that could result in negative consequences to the CDC Teacher's employment. This request may be made prior to or during the meeting. The District and the Federation will cooperate to schedule such meeting.

**Section 4 - Home Address/Telephone Number**

CDC Teachers are required to keep on file their current home addresses and telephone numbers in the Office of the Child Development Center Director and in Human Resources.

**Section 5 - Tuberculosis Examination**

An X-Ray of the chest or a tuberculin skin test shall be required of each CDC Teacher every four (4) years between July 1 and December 31, and the results of such examination shall be filed with Human Resources. The cost of the examination shall be paid by the District, providing that it is administered by the College Health Center or medical center retained by the District for this purpose.

If the tuberculin skin test shows a positive reaction, the CDC Teacher shall be required to have a chest X-Ray examination.

If examination results in a finding that the CDC Teacher is suspected of having active tuberculosis, the CDC Teacher shall be immediately released of all duties, granted paid leave

benefits to which he or she is entitled, and shall be reinstated only after conclusive evidence is present that the CDC Teacher is free of active tuberculosis.

A CDC Teacher may file an affidavit with Human Resources stating that the CDC Teacher adheres to the faith or teachings of any well-recognized religious sect, denomination, or organization, and in accordance with its creed, tenets, or principles, depends for healing upon prayer in the practice of religion, and that to the best of the CDC Teacher's knowledge and belief that active tuberculosis is not present and request that an examination hearing be held before the Board of Trustees.

### **Section 6 - Directed Examination**

If the District has reasonable cause to believe that a CDC Teacher's ability to perform the assigned duties is impaired by a physical, mental, or emotional disease or condition, the District shall discuss this concern with the CDC Teacher involved and may, if deemed appropriate, suggest that the CDC Teacher seek appropriate professional assistance.

If the CDC Teacher does not show adequate improvement over a reasonable period of time in the performance of the assigned duties, the Director of Human Resources may require the CDC Teacher to undergo appropriate examinations by a Board Certified or Board Eligible psychiatrist, physician, or clinical psychologist selected by the District and specializing in the area of concern.

The CDC Teacher may request that the psychiatrist, physician, or clinical psychologist selected by the District and a psychiatrist, physician, or clinical psychologist selected by the CDC Teacher select a third such professional to conduct the examinations which shall be at the District's expense. The CDC Teacher shall be required to execute a release so that the psychiatrist, physician, or clinical psychologist may make a confidential report of the findings to the Director of Human Resources. In the event that the report concludes that the CDC Teacher is able to perform the assigned duties, the report shall be destroyed.

A required examination shall be deferred in the event the CDC Teacher chooses to take the matter to grievance pending the outcome of the grievance process.

### **Section 7 - Mandated Fingerprint Clearance Requirements**

In accordance with State, Federal, Local, and District rules and regulations, all CDC Teachers are required to have clearance from the Department of Justice, Federal Bureau of Investigation (FBI) and the Child Abuse Index prior to employment.

## Article XIV EMPLOYMENT SEPARATION

### **Section 1 - Retirement**

CDC Teachers may elect to retire pursuant to the provisions of the State Teacher's Retirement System or Public Employee's Retirement System. Upon such retirement, the CDC Teacher's service with the District shall be considered terminated.

### **Section 2 - Retiree Medical Insurance**

The District will provide medical insurance only for any Full-Time CDC Teacher who retires pursuant to the regulations of the California State Teachers' Retirement System or Public Employee Retirement System, after reaching age fifty-five (55) from the time of retirement until reaching age sixty-five (65) and provided the CDC Teacher remains in retired status. Regarding dependent coverage for retirees, the District will also make available to such a retiree medical insurance and dental insurance for eligible dependents with the cost of such coverage to be borne by the retiree, provided such option for dependent coverage is made when the retiree is first eligible.

As long as the District contracts with CalPERS and per CalPERS regulations, the District shall offer to all eligible retirees sixty-five (65) years and older, the one-time opportunity to participate in medical plan offered by CalPERS under the Public Employees Medical and Hospital Care Act. Retirees, who choose not to participate in CalPERS when this one-time offer is made, relinquish all future rights to participate in CalPERS. The District shall contribute the same minimum payment paid during the employee's service prior to retirement for the eligible retiree who elects to participate. The retiree shall be responsible for the cost of the medical coverage equal to the difference between the District's payment and the total cost of the selected medical plan.

### **Section 3 - Retirement Contribution**

CDC Teachers are required to contribute to the California State Teacher's Retirement System or Public Employee's Retirement System as provided by State Teacher's Retirement Law. The District shall contribute such sums to the retirement system as are required by law.

### **Section 4 - Disability**

A CDC Teacher who is determined to be disabled by the retirement system and who is approved for a disability allowance shall be considered, upon such approval, to be terminated due to disability.

### **Section 5 - Disability Coverage**

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

### **Section 6 - Resignation**

The District shall accept a CDC Teacher's voluntary resignation provided that the CDC Teacher submits a written notice of such resignation to the CDC Director or Division Dean at the earliest opportunity, but no later than June 1 of the year. The President or Designee shall be empowered to accept in writing the resignation and shall waive the time when the resignation shall take effect, subject to approval by the Board of Trustees. Prior to Board approval, the CDC Teacher may withdraw the resignation, subject to the agreement of the President or Designee.

## DISCIPLINE

The District recognizes that employee discipline must be fairly imposed with adherence to the concept of progressive discipline. Progressive discipline is a process for dealing with job-related behavior that does not meet expected and communicated performance standards. The process features increasingly formal efforts to provide feedback to employees so that they may correct potential performance problems as they arise. The goal of progressive discipline is to improve employee performance. The process of progressive discipline is not intended as a punishment for an employee, but to assist the employee to overcome performance problems and satisfy job expectations.

### **Section 1: General Discipline**

When problems arise in behavior or in the performance of assigned duties and responsibilities, the District will attempt to assist the CDC Teacher in solving these problems. Should discipline be warranted, it shall be administered based on the severity of the action or situation, which may warrant progressive or emergency discipline. Disciplinary actions may include:

Verbal Counseling

Verbal Reprimand

Written Reprimand

Suspension (with or without pay)

Demotion

Dismissal

Discipline shall not be administered without just cause. Discipline shall be administered in a timely fashion. The Child Development Center Director is responsible for promptly investigating a disciplinary matter and shall administer discipline within a reasonable period of time from the infraction. The discipline shall be related in severity to the seriousness of the offense.

Unless otherwise specified in the California Education Code, suspension, demotion, and dismissal shall be subject to the provision of the Grievance Procedure.

### **Section 2: Emergency Disciplinary Action**

Nothing herein shall preclude the District from effectuating an immediate suspension without pay pending final disciplinary action when reasonable cause exists to believe the suspension is to protect the best interests of the District, in which event a notice of intended disciplinary action will be mailed or hand delivered no later than three (3) work days after the suspension. Such suspension shall be with pay if the disciplinary action is subsequently overruled. Emergency disciplinary action is to be implemented solely in situations where an employee's continued presence in the work environment constitutes a clear and immediate hazard to the District, its employees, property or students.

## **Section 1 - Purpose And Definitions**

It is the purpose of the Article to outline a procedure for addressing disputes that may arise between the Federation and the District in order that they may be resolved in the timeliest, amicable, and efficient manner consistent with meeting the individual and mutual interests of the parties concerned.

(a) **Complaint**: An allegation that there has been a misinterpretation, misapplication, inequitable application, or violation of the terms, provisions, and conditions of the Agreement or of any "Policy of the District" to the extent that the individual, group, or Federation, as the case may be, believes to have been adversely affected and unfairly or inequitably treated.

(b) **Policy Of The District**: A rule, regulation, or policy adopted by the Board of Trustees.

(c) **Grievance**: A written complaint filed pursuant to Section 6 of this Article, which complainant states a claim of a violation of the terms and conditions of this Agreement and that such violation adversely affects the grievant(s).

(d) **Complainant/Grievant**: An individual CDC Teacher or a group of CDC Teachers, an individual acting on behalf of a CDC Teacher having the same or similar grievance or complaint, or the Federation.

(e) **Mediation**: The process by which an impartial third party (Mediator) assists the parties involved in a dispute to resolve their differences and arrive at a mutually agreeable settlement.

(f) **Mediator**: The person or persons selected by the President of the Federation and the Director of Human Resources to implement the mediation process.

(g) **Working Days**: Any day during which the Administrative Offices of the District are open for business to the public.

(h) **Director**: For purposes of this Article, the term "Director" refers to the Director of the Child Development Center who is the responsible District officer involved in the acts complained of.

## **Section 2 - Exclusions**

It is expressly understood that the following are specifically excluded:

(a) Any dispute concerning the provisions of Article I, Recognition,

(b) Any dispute arising out of either the existence of, or the exercise of, any of the rights of the District as set forth in Article II, Rights of the District, or any other rights of the District not expressly limited by the terms of this Agreement; and

(c) Such other exclusions, as may be included within this Agreement.

## **Section 3 - Informal Complaint**

Prior to filing a formal complaint pursuant to Section 4, the CDC Teacher shall initially discuss the complaint and the remedy sought in person with the Director within ten (10) working days after the circumstance or action giving rise to the complaint was discovered or reasonably could have been discovered. The parties will informally discuss the complaint and make an earnest and good-faith effort to resolve it.

## **Section 4 - Formal Complaint**

(a) If the complaint is not resolved at the Section 3 meeting, the CDC Teacher(s) who desires to proceed further with the complaint shall file the complaint in writing with the Director within ten (10) working days after the Section 3 meeting. The complaint shall fully state the facts surrounding the complaint and shall specify the provision or provisions of this Agreement alleged to have been violated or the Policy of the District alleged to have been



violated and the remedy sought. The complaint shall be signed and dated by the CDC Teacher(s) and shall include a statement that the Section 3 efforts were not successful in resolving the complaint.

(b) Upon receipt of the complaint, the Director shall promptly forward two (2) copies of the complaint to the Director of Human Resources, who shall in turn promptly forward one (1) copy to the President of the Federation. The Director will promptly schedule a meeting with the CDC Teacher to review and discuss the complaint. Such meeting will be scheduled to take place no later than five (5) working days from the date the written complaint is received by the Director.

(c) The Director will provide the CDC Teacher with a written reply to the complaint, either hand delivered or by certified mail within ten (10) working days following the date of the meeting. Such reply will terminate this Section 4 procedure.

### **Section 5 - Mediation**

Any complaint that is not resolved through the procedures set forth in Sections 3 and 4 may be pursued within ten (10) working days of the Section 4 response of the Director/Dean by the CDC Teacher or the Director/Dean in accordance with the following procedure:

(a) The CDC Teacher or Director/Dean shall notify the President of the Federation and the Director of Human Resources in writing of the referral of the dispute to Mediation. Copies of the complaint and reply shall accompany such notification.

(b) (1) The President of the Federation and the Director of Human Resources, or designee(s), shall meet promptly (within five (5) working days) to agree upon the selection of a Mediator from a pre-determined list of qualified persons. The complainant(s) and the Dean must agree on the selection and the person selected must agree to serve as Mediator in the dispute.

(2) If the President of the Federation and the Director of Human Resources cannot agree on a Mediator, each will select at least three (3) names from the pre-determined list and will place the names in a vessel and will draw the names one by one, with the first name drawn being the first to solicit for the assignment, subject to the concurrence of the complainant(s) and the Director, and sequentially in the order drawn.

(3) The selected and agreed-upon Mediator will promptly (within five (5) working days after the appointment) set the time and place of mediation in writing to the complainant(s) and the Director with copies to the President of the Federation and the Director of Human Resources.

(4) If the Mediator desires another mediator to participate as a team in the Mediation, the Mediator will select such person from the pre-determined list. The President of the Federation, the Director of Human Resources, and the parties to the dispute shall approve such selection. The first appointed Mediator should retain the administrative responsibilities for the Mediation.

(c) The parties shall make a good-faith effort to resolve the issues identified in the complaint through the use of the Mediator who will assist the parties in their efforts to achieve a mutually satisfactory resolution of the complaint. The Mediator shall not issue any public statement of fact or opinion concerning the issues or positions under discussion. Similarly, in no instance shall the form or matter of these discussions, including settlement statements, positions, offers, or proposals made during the mediation process be revealed publicly by the parties nor referred to or introduced in any subsequent proceedings except with the written permission of the parties directly involved.

(d) The mediation conference shall be informal in nature. There shall be no formal rules of evidence. No transcript of the conference, written or verbal, shall be made. Any additional ground rules the parties shall agree upon pertaining to the conduct of the conference. The Mediator shall attempt to assure that the parties reveal all pertinent and relevant facts, considerations, and concerns. The Mediator shall have the authority to meet with the parties separately and in confidence (caucus), but will have no authority to compel a resolution of the complaint. Any of the parties may request the attendance of one other person of his/her choice in order to provide assistance or support for that party; however, only those parties directly involved in the complaint may participate as spokespersons during the mediation conference. The parties may also call witnesses in order to clarify the facts involved in the dispute.

(e) If a satisfactory resolution of the complaint is achieved during the mediation conference, the parties shall sign a written statement to that effect and thus waive the right of the parties to any further appeal of the complaint, unless the terms and conditions of the agreement are not adhered to. The Mediator shall provide a copy to the District and the Federation, each of which shall then have ten (10) working days in which to file a response regarding whether the written agreement resolving the complaint is unreasonable or inconsistent with the terms of the Agreement or Policy of the District. Such response, if any, will be considered during the follow-up phase of the mediation process pursuant to subsection (g) of this Section.

(f) If a resolution is not achieved during the mediation conference, the Mediator shall provide the parties a non-binding opinion regarding potentially workable resolution alternatives. Such opinions are of advisory, non-precedential nature only. Confidentiality provisions contained in subsection (c) of this Section shall apply to such opinions.

(g) The Mediator shall be responsible for sending to all parties directly involved in the complaint, as well as to the District and Federation, a copy of the written agreement resolving the complaint; or, if there is no resolution, a written statement to that effect. Any written response(s) from the District or the Federation shall be sent directly to the Mediator. The Mediator shall then convene a mediation conference within ten (10) working days of receipt of any response(s) in order that the parties to the complaint and the Mediator may discuss what, if any, revisions may be incorporated into the agreement as written that would address the concerns identified in the District and/or Federation response(s).

(h) The Mediator may terminate the proceedings under this Section at any time if neither the interests of the parties nor the integrity of the process are served by continuing.

(i) No later than thirty (30) days following the concluding mediation conference, the Mediator shall contact the parties to the complaint to assess the status of their dispute, compliance with any written agreement, and assess the possible need for an additional mediation conference or an extension of time for further follow-up monitoring by the Mediator.

(j) The Mediator shall maintain a complete written confidential record of all discussions and communications occurring before and during the conference, and including follow-up, that transpired as they relate to the implementation of this Section.

(k) For complaints involving alleged violation or misapplication of the Policy of the District and complaints pursuant to Section 15 of this Article, the process shall conclude at this point.

(l) The Director of Human Resources shall from time to time designate a classified employee of the District to provide secretarial assistance to the Mediator in making arrangements and in preparing and forwarding any notices of the documents required. The President of the Federation and the Director of Human Resources shall agree on such forms as may be needed to facilitate the mediation process.

## **Section 6 - Grievance**

If the complaint is not resolved per Section 5 of this Article, the complainant may, within ten (10) working days, appeal any complaint as a grievance by filing a written statement of appeal with the President of the Federation and the Director of Human Resources. This statement, together with a copy of the written complaint and the Director's written reply, shall begin the grievance process. The appropriate Vice President shall schedule a meeting within ten (10) working days of the receipt of the written appeal in order to resolve the grievance. Within ten (10) working days following that meeting, the Vice President shall send a written statement of decision on the appeal to both the CDC Teacher and the Federation.

### **Section 7 - Timely Statement**

If a complaint or grievance is not processed by the CDC Teacher in accordance with the time limits set forth in the Article, the complaint or grievance shall be considered settled on the basis of the decision made per Section 4 (complaint) or Section 6 (grievance). If the District fails to respond to the complaint or grievance within the time limits set forth in this Article, the complaint or grievance shall be considered settled on the assumption that the remedy being sought by the CDC Teacher is acceptable to the District. The time limits specified in the Article are intended to be maximum limits and every effort should be made to expedite the settlement process. However, the time limits set forth in the Article may be extended by written mutual agreement between the District and the CDC Teacher or the District and the Federation, as the case may be, provided that the time limits shall be extended if any party to the complaint or grievance is incapacitated by virtue of causes beyond that party's control. Time limits will be tolled during non-instructional periods. The participants in a meeting or conference may agree in writing to adjourning and convening at a more convenient time and date.

### **Section 8 - Federation Assistance**

The CDC Teacher shall be entitled to Federation assistance per Section 3 and 4 and 5, and Federation representation per Section 6. If the CDC Teacher desires such assistance or representation, the Federation shall inform the Director, Mediator, or Vice President, as the case may be, of the person selected by the CDC Teacher in order that the meeting or conference can be scheduled so as not to conflict with assigned duties. Similarly, the District may invite an additional management employee to be present at all meetings and conferences. The District and the Federation may also designate a substitute for the person identified as the responsible District and Federation representative in this Article; however, that substitute must possess the authority to resolve the dispute.

### **Section 9 - Scheduling**

All meetings and conferences will be held during the normal business day and shall be scheduled, where possible, by the Director, Mediator, or Vice President at hours that do not conflict with the assigned duties of the CDC Teacher(s) involved. In the event that the Director, Mediator, or Vice President schedules a meeting or conference which conflicts with the assigned duties of the affected CDC Teacher(s), the CDC Teacher(s) will not suffer any loss of pay as a result of attending such meeting or conference.

### **Section 10 - Federation Complaint**

If the Federation has a complaint concerning the application of the provisions of the Agreement or Policy of the District, it shall provide written copies of such complaint to the appropriate Vice President and the Director of Human Resources within ten (10) working days from the date the Federation discovered or could have discovered the facts giving rise to the Complaint. The

Federation shall comply with the requirements set forth in this Article commencing with Section 3.

### **Section 11 - Multi Party Complaint**

If a group of CDC Teachers has the same or similar complaint, one CDC Teacher may file the complaint on that CDC Teacher's own behalf as well as on the behalf of the other CDC Teachers similarly situated. The CDC Teacher who files such a class or group complaint shall first obtain the signatures of all the CDC Teachers in the class or group who thereby authorize and give their specific approval for the CDC Teacher to process the complaint on their behalf. Since all signatories shall be considered parties to the dispute and any settlement that is reached, the CDC Teacher pursuing the complaint prior to the final approval of any agreement shall consult all of the CDC Teachers.

### **Section 12 - Initial Salary Placement**

A CDC Teacher who has a complaint concerning initial placement on the salary schedule shall first discuss the issue with the Director of Human Resources, commencing with Section 3 of this Article, within sixty (60) days from the beginning of employment, fiscal year or academic year, as the case may be.

### **Section 13 - Arbitration**

Grievances that are not resolved pursuant to this Article and which the Federation, in its sole discretion and exclusive right, desires to pursue further, shall be submitted for arbitration as provided by this Section. The Federation shall give written notice to the President of its desire to arbitrate the grievance within thirty (30) working days following receipt of the written notice per Section 6 of the Article. Failure to file such a request within these time limits shall terminate this process. The only matters that are subject to arbitration are those that constitute grievances and have been processed in accordance with the previous sections of this Article. Any matter that is excluded under Section 2 of this Article is also not subject to arbitration.

(a) The parties shall agree on an arbitrator no later than ten (10) working days following the District's receipt of the Federation's written notice desiring arbitration of the grievance. If no agreement is reached between the parties within that period, they shall jointly request that the Federal Mediation and Conciliation Service supply a panel of eleven (11) names of potential arbitrators. The parties will remove from the panel any proposed arbitrator who is not a member of the National Academy of Arbitrators. The parties shall then alternately strike names of the modified panel list until one name remains. The party who strikes the first name shall be determined by the flip of a coin.

(b) The function and purpose of the arbitrator is to resolve the disputed interpretation of the terms actually found in this Agreement. Such resolution shall be based on the disputed facts upon which the application of the provisions of this Agreement depend and considering the intent of the parties when such provisions were agreed upon. The arbitrator shall have no authority to alter, amend, add to, or subtract from the terms, conditions, or provisions of this Agreement, and shall determine only whether or not there has been a violation of such terms, conditions, or provisions as alleged in the grievance and what the appropriate remedy will be.

(c) The decision of the arbitrator as limited herein shall be final and binding upon the parties to the dispute. No decision rendered by the arbitrator shall be retroactive beyond the occurrence of the event giving rise to the grievance.

(d) All fees and expenses of the arbitration, including a reporter's transcript, if the arbitrator determines that a transcript is desirable, shall be paid equally by the parties. If the arbitrator determines that the reporter's transcript is not desirable, the party ordering the

transcript shall pay the cost. Each party shall bear the expense of preparing for and presenting its own case, except that the District shall grant released time without loss of compensation to the grievant(s) and a representative of the Federation at the arbitration hearing. Hearings will be scheduled, if possible, on District premises.

#### **Section 14 - Confidentiality**

All supporting documents, communications, and records dealing with the processing of a complaint, grievance, and arbitration as provided under the provisions of this Article shall be considered confidential and filed separately from the personnel file of the parties involved, and shall not be utilized in any evaluation or in providing any employment reference or recommendation without the written consent of the parties.

#### **Section 15 - Prohibited Behavior**

(a) All employees of the District are expected and required to conduct themselves in a manner which is appropriate to an academic environment and are not to engage in any prohibited behavior B that is, behavior which is demeaning, offensive, intimidating, or physically threatening to any other employee in the college community.

(b) If a CDC Teacher has a complaint against another CDC Teacher or a classified employee of the District that such person has engaged in such prohibited behavior, such CDC Teacher shall discuss the matter with the appropriate Director within ten (10) working days. The Director is responsible for promptly investigating the matter and taking appropriate action concerning the matter. If the CDC Teacher is still not satisfied, they may proceed as set forth in Section 5 of this Article.

(c) If the complaint pertains to a Director or other member of management, the CDC Teacher may discuss the matter with the appropriate Vice President, and/or may file a complaint in writing with the Director of Human Resources and the President of the Federation. This complaint will invoke the Mediation process set forth in Section 5 of this Article.

(d) It is not prohibited behavior for a Director to admonish, either verbally or in writing, a CDC Teacher due to their performance (or non-performance) of duties and to warn the CDC Teacher that continuation of such conduct may result in disciplinary or other adverse action against them, so long as such statements by the Director are made in a professional manner.

(e) The District has policies respecting sexual harassment and discriminatory harassment, which policies are the exclusive procedures for allegations of such conduct. Personal complaints pursuant to this Section involve allegations of prohibited behavior that are not of such a nature as to invoke the established procedures of the sexual and/or discriminatory harassment policies.

(f) A personal complaint against Prohibited Behavior does not constitute a grievance as defined in this Article and such an allegation may not be used as the sole basis for a grievance; however, it may be cited as an aggravating factor to a grievance.

### Article XVII WORK STOPPAGE

Apart from, and in addition to, existing legal restrictions upon work stoppages, the Federation hereby agrees that neither it nor its officers or authorized agents or representatives shall incite, encourage, or participate in any strike or refusal to perform services as provided in this Agreement, or other work stoppage of any nature whatsoever, or any picketing of District premises, except for picketing that is solely informational in nature, during the life of this

Agreement for any cause or dispute whatsoever or wherever located, including but not limited to disputes which are subject to the Dispute Resolution Procedures, Article XVI, disputes which are specifically not subject to the grievance and arbitration provisions of Article XVI, disputes concerning matters not mentioned in this Agreement, disputes contending that the District has committed unfair practices, and disputes with other labor organizations, persons or employers, or jurisdictional disputes. In the event of any strike or refusal to perform services as provided in this Agreement, or other work stoppage of any nature whatsoever or threat thereof, or any picketing of District premises except for picketing that is solely informational in nature, the Federation and its officers will do everything within their power to end or avert the same.

Any CDC Teacher authorizing, or engaging in, or participating in, or encouraging, or sanctioning, or recognizing or assisting in any strike, or refusal to perform services as provided by this Agreement, or any work stoppage, or other concerted interference with District operations in violation of this Article, or refusing to perform duly assigned services in violation of this Article, shall not receive compensation for any period of time during which the CDC Teacher was assigned but failed to perform the required services to the District, and any such CDC Teacher may be subject to dismissal or suspension (subject to the provisions of the Education Code), or may be subject to other disciplinary action. Such disciplinary action may include denial of eligibility for a period not to exceed one (1) year of benefits or privileges provided by this Agreement and not otherwise required by the Education Code. Any such action shall be initiated by the District within thirty (30) days from the violation of this Article.

## Article XVIII AGREEMENT CONDITIONS AND DURATION

### **Section 1 - Sole Agreement**

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

### **Section 2 - Negotiating Obligation**

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

### **Section 3 - District and Federation Obligations**

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

### **Section 4 - Savings Clause**

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

**Section 5 - Effective Date and Duration**

This Agreement shall become effective July 1, 2006, unless otherwise specified, and shall be in effect through June 30, 2007.

**Section 6 - Reopener Provision**

The District and the Federation may reopen negotiations and/or may engage in consultation during the term of this Agreement for limited purposes, upon mutual agreement. Public notice requirements shall be met prior to reopening negotiations.

It is so agreed:

EL CAMINO COLLEGE  
FEDERATION OF TEACHERS  
Local 1388, AFT, AFL/CIO

EL CAMINO COMMUNITY  
COLLEGE DISTRICT

By: \_\_\_\_\_  
    , Sean Donnell, Chief Negotiator

By: \_\_\_\_\_  
    Marcia M. Wade, Chief Negotiator

By: \_\_\_\_\_  
Toni Newman, Negotiating Team

By: \_\_\_\_\_  
Sandra DeMos, Negotiating Team

By: \_\_\_\_\_  
Donald Brown, Negotiating Team

By: \_\_\_\_\_  
Gloria Miranda, Negotiating Team

Ratified by the Child Development Center Teachers on \_\_\_\_\_.

Adopted by the El Camino College Board of Trustees on \_\_June 19, 2006\_\_\_\_\_.

By \_\_\_\_\_  
Member, Board of Trustees

By \_\_\_\_\_  
President, El Camino College





MEMORANDUM OF AGREEMENT  
BETWEEN  
EL CAMINO COMMUNITY COLLEGE DISTRICT  
AND  
EL CAMINO COLLEGE FEDERATION OF TEACHERS  
LOCAL 1388, AFT, AFL-CIO

1. The District recognizes the Federation as exclusive representative of its Child Development Center Teachers. The description of that position is attached hereto.
2. The District and the Federation will execute a separate collective bargaining agreement for such Teachers.
3. Effective January 1, 1995, the salary scale for the Child Development Center Teachers will be increased in the amount of 3.25%, which increase is set forth on the attached salary scale. Child Development Center Teachers upon hire shall be placed on Step A of the Child Development Center Teachers Monthly Salary Schedule.
4. Pending the signing of the Child Development Center Teachers Agreement, the other terms and conditions of employment of such Teachers shall be governed by Board Policy 4530, which is attached.

EL CAMINO COLLEGE  
FEDERATION OF TEACHERS  
Local 1388, AFT, AFL-CIO

EL CAMINO COMMUNITY  
COLLEGE DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## **EI CAMINO COMMUNITY COLLEGE DISTRICT**

### **CHILD DEVELOPMENT CENTER TEACHER**

Under the direction of the Child Development Center (CDC) Director, the CDC Teacher develops and implements a comprehensive child development program that is responsive to the unique needs of the children and their families, promotes growth in all areas of development and supports feelings of competence, self-respect and internal control. In accomplishing the responsibilities of this position the CDC Teacher shall:

- \* Assume primary responsibility for curriculum development and presentation during specific hours of the day.
- \* Maintain the environment in a safe and sanitary manner.
- \* Provide instruction and support to assigned college students.
- \* Supervise aides on an on-going basis to facilitate their effectiveness and growth.
- \* Attend and participate in regular staff meetings to assure a consistent high quality child development program.
- \* Create a warm, responsive and caring environment for children and adults.
- \* Maintain written records related to children and the environment as required.
- \* Work as a member of a team to insure a high standard of quality throughout the CDC.
- \* Assess children on a regular basis and use assessment data to develop individualized programs.

#### **KNOWLEDGE REQUIRED**

1. Knowledge of the principles and practices of Early Childhood Development.
2. Knowledge of child guidance techniques and classroom management.
3. Knowledge of inter-personal relations.
4. Skill using tact, patience and courtesy.

#### **REQUIRED QUALIFICATIONS**

1. Possess, or qualify and have applied for, a California Children's Center Instructional Permit.
2. Twenty-four (24) semester units of coursework in Early Childhood Education /Child Development.
3. Sixteen (16) semester units of coursework in General Education including at least one course in each of the following areas: Humanities, Social Sciences, Math and/or Science, and English.
4. Sensitivity to and understanding of the cultural and ethnic diversity of students in the program.
5. Valid CPR Certificate to be renewed as required (may be completed within 30 days of employment).

#### **DESIRABLE QUALIFICATIONS**

1. Associate of Arts/Associated of Science Degree or the equivalent desirable.
2. One year successful teaching experience desirable.

4/13/92

Rev. 3/94

Board approved: 3/21/94

APPENDIX B-1

# **EL CAMINO COMMUNITY COLLEGE DISTRICT**

## **LEAD TEACHER – CHILD DEVELOPMENT CENTER**

### **BASIC FUNCTION:**

Under the direction of the Child Development Center (CDC) Director, the Lead CDC Teacher develops and implements a comprehensive child development program that is responsive to the unique needs of the children and their families, promotes growth in all areas of development, and supports feelings of competence, self-respect and internal control. The Lead Teacher plans, implements and maintains the physical environment indoors and outdoors; supervises the teaching team; works with college practicum students; and serves as acting Center Director in the absence of the Director. Position duties are fifty (50%) percent teaching related and fifty (50%) administrative support for the Center.

### **REPRESENTATIVE DUTIES:**

The duties of Lead Teacher may include, but are not limited to, the following:

Provide instruction to children and serve as lead for other child development center teachers.

Coordinate staff schedules and act as a liaison between staff and Director by maintaining open communication between both parties.

Perform duties of Director in his/her absence.

Assist in planning and presentation of staff training, parent meetings, and staff meetings.

Assist in the process of selecting and hiring of the student assistants.

Assist with the ordering and/or purchasing of supplies and maintains a checklist of supplies.

Conduct parent orientations.

Inspect the center on a regular basis and arranges for any required maintenance.

Advise staff, parents and children on a wide variety of concerns.

Maintain written records related to children and the environment as required.

Work as a member of a team to insure a high standard of quality throughout the CDC.

Assess children on a regular basis, and uses assessment data to develop individualized programs.

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Principles and practices of Early Childhood Development.  
Childhood guidance techniques and preschool curriculum.  
Age-appropriate behaviors and expectations.  
Oral and written communication skills.

**ABILITY TO:**

Communicate with and resolve issues from staff, parents, children, students and others.  
Communicate effectively both orally and in writing.  
Establish and maintain cooperative and effective working relationships with others.  
Operate a computer and assigned office equipment.  
Interact with others using tact, patience and courtesy.  
Work independently with little direction.  
Keep up with the latest research in Early Childhood Development and interpret best practices to staff members.  
Train, motivate and evaluate student workers and volunteers.  
Be sensitive to children from diverse backgrounds.

**EDUCATION AND EXPERIENCE:**

Requirements for this permit include completion of an Associate Arts degree or 60 units with 24 Early Childhood Education/Child Development units (including core courses), six semester units in the administration and supervision of Child Development programs, and two units of adult supervision. Experience includes 350 days of three or more hours per day within 4 years, including at least 100 days of supervising adults. Alternative requirements include the completion of a Bachelors' Degree or higher, or an Administrative Services credential, and twelve or more semester units in Early Childhood Education or Child Development course work plus three-unit supervised field experience in an early childhood education setting.

The Lead Teacher must be sensitive to and understand the cultural and ethnic diversity of students in the program.

**Desirable qualifications:**

Two years of successful teaching experience including one year of supervising adults within a campus setting. Computer literacy with proficiency in basic word processing and applications software is preferred.

**LICENSES AND OTHER REQUIREMENTS:**

Child Development Site Supervisor Permit  
(Verification of application pending issuance of Permit by the State of California is acceptable.)  
Valid California Driver's License

Valid CPR and First Aid (15 hour course) Certificates  
(The CPR training needs to be renewed as required. May be completed within 30 days of employment).

**WORKING CONDITIONS:**

Lift and carry up to 35 lbs.  
Use of personal computer with VDT screen  
Hand, wrist and finger dexterity to operate various office machines  
Interact with a diverse faculty, staff, students and parents  
May sit or stand for extended periods of time  
Move from one work area to another  
Hearing and speaking to exchange information  
Be able to visually monitor children

Board Approved: October 12, 1992  
Board Revised: May 20, 2002  
Salary Schedule in Federation Agreement

## **Responsibilities for Mentoring Students**

1. Supervise student for 3.5 hours, 1 day per week, per person, per semester.
2. Observe and record student's interaction and presentation of weekly curriculum area.
3. Meeting with the student during a scheduled time each day to review and evaluate the day's experience and give suggestions for future curriculum plans.
4. Prepare and review both a midterm and final evaluation on a one-on-one basis with the mentored student.
5. Meet and/or discuss progress of student with campus instructors.

**EL CAMINO COMMUNITY COLLEGE DISTRICT**  
**ANNUAL AND HOURLY SALARY SCHEDULE FOR**  
**CHILD DEVELOPMENT CENTER TEACHERS**

**Effective: January 1, 2006**  
**Revised: June 19, 2006**

<b>STEP</b>	<b>CLASS I No Degree</b>	<b>CLASS II AA/AS</b>	<b>CLASS III BA/BS</b>	<b>CLASS IV BA/BS + 24</b>
1	27,638 13.288	33,016 15.873	38,393 18.458	43,805 21.060
2	28,460 13.683	33,992 16.342	39,552 19.016	45,113 21.689
3	29,314 14.093	35,029 16.841	40,741 19.587	46,516 22.363
4	30,182 14.511	36,066 17.339	41,961 20.173	47,900 23.029
5	31,095 14.950	37,161 17.866	43,209 20.774	49,349 23.726

The Lead Child Development Center Teacher will be paid \$227 a month stipend in addition to the appropriate salary on the Child Development Center Teacher Monthly Salary Schedule.

This salary computation formula shall not result in a reduction to the pending 2007 CDC Teachers' annual and hourly salary schedule should this formula equate to a negative percentage.

Board Revised: June 19, 2006



## APPENDIX D

**APPENDIX N**  
**COMPUTATION OF “ADJUSTED COLA” AND**  
**COLA PLUS GROWTH FORMULA**

**DRAFT COMPUTATION IN**  
**DECEMBER 2005 FOR JAN. 1, 2006**

**ADJUSTED COLA**

1)	<u>Statewide COLA:</u> Final Budget – President’s Transmittal Letter to Board of Trustees	4.23%
2)	<u>Increased Costs of Benefits:</u> Calculate costs of fringe benefit increases (medical, dental, vision and life) District-wide	\$796,924
3)	<u>COLA Applied to Previous Year’s Costs:</u> COLA x Previous Year benefit costs (4.23% x \$6,905,863)	\$292,118
4)	<u>Increased Cost Minus COLA :</u> Subtract: Benefit increase paid for by COLA (#3 above) from Benefit cost increases (#2 above) (796,924 – 292,118)	\$504,806
5)	<u>Percentage of Compensation:</u> Increased cost minus COLA from #4 divided by cost of 1% increase (504,806/735,301)	.687%
6)	<u>Adjusted COLA:</u> Adjusted COLA = Statewide COLA (line 1) minus the benefits increase not paid for by COLA (line 5) (4.23 – 0.687)	3.543%
7)	<u>ECC 2004/2005 growth</u> Subtract 03/04 Funded Credit FTES of 18,414.39 (Exhibit E: 10/12/04) from 04/05 Funded Credit FTES 19,305.31 (using Exhibit C: 10/6/05 simulated recal funded credit) Divide the difference by 18,414.39	4.838%
8)	<u>Adjusted COLA (line 6) + Growth (line 7)</u> (3.543 + 4.838)	8.381%
9)	<u>Part-time share of growth (15% of line 7)</u>	.726%

10) Adjusted COLA (line 6) + Growth (line 7) – PT share (line 9) 7.655%  
(3.806 + 4.838 - .726)

**APPENDIX E**

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
CDC TEACHER SELF-EVALUATION FORM**

**Instructions:** Evaluate your own performance on this form. To the left of each characteristic listed below, write the following:  
**W** if you are working to improve  
**M** if it applies most of the time  
**A** if it applies always  
After completion return the form to the CDC director.

## Relationships

- \_\_\_1. I share my positive feelings by arriving with a good attitude.
- \_\_\_2. I greet children, parents, and staff in a friendly and pleasant manner.
- \_\_\_3. I accept suggestions and criticism from my co-workers gracefully.
- \_\_\_4. I can handle tense situations and retain my composure.
- \_\_\_5. I make an effort to be sensitive to the needs of children and their parents.
- \_\_\_6. I am willing to share my ideas and plans so that I can contribute to the total program.

## Goals

- \_\_\_1. I have a classroom that is organized for a quality child development program.
- \_\_\_2. I constantly review the developmental stage of each child so that my expectations are reasonable.
- \_\_\_3. I set classroom and individual goals and then evaluate regularly.
- \_\_\_4. I have fostered independence in the children.
- \_\_\_5. I continue to grow in my own spiritual life.
- \_\_\_6. I participate in in-service training opportunities so that I can improve and enlarge my knowledge.

## Classroom Skills

- \_\_\_1. I arrive on time and ready for the first child.
- \_\_\_2. I face each day as a new experience.
- \_\_\_3. I plan a balanced program for the children in all skill areas.
- \_\_\_4. I am organized and have a plan for the day.
- \_\_\_5. I help each child recognize the role of being part of a group.
- \_\_\_6. I help children develop friendships.
- \_\_\_7. I maintain a child oriented classroom and the bulletin boards enhance the room.
- \_\_\_8. Visitors to our classroom are welcome.

## Professionalism

- \_\_\_1. I have been conscientious in my attendance and in my use of sick leave.
- \_\_\_2. I understand the school philosophy and can share it with parents and community.
- \_\_\_3. I have been loyal to the school and the director.
- \_\_\_4. I do not gossip about the staff or the families of the students.
- \_\_\_5. I maintain professional attitudes in my demeanor and in my personal relationships while on the job.
- \_\_\_6. I assume my share of joint responsibilities.
- \_\_\_7. I participate in pertinent school activities outside my regular hours.

## Personal Qualities

- \_\_\_1. I have a basic emotional stability.
- \_\_\_2. My general health is good and does not interfere with my responsibilities.
- \_\_\_3. My personal appearance is suitable for my job.
- \_\_\_4. I evaluate the effectiveness of my teaching team in the following manner.

- 0 1 2 3 4 5 +

## My Teaching Team

- \_\_\_1. Has no conflicts which detract from work with children.
- \_\_\_2. Has a well balanced array of teaching and caring skills.
- \_\_\_3. Shares leadership and initiative equally.

Additional Comments:

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Signature

Date: \_\_\_\_\_

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
CHILD DEVELOPMENT CENTER**

**CHILD DEVELOPMENT CERTIFICATED EVALUATION FORM**

LAST NAME	FIRST NAME

- \_\_\_\_\_ Permanent
- \_\_\_\_\_ Probationary

LEGEND: E - Excellent Satisfactory N - Needs Improvement U - Unsatisfactory	E	S	N	U
<b>CLASSROOM PERFORMANCE</b>				
Management Skills:				
<ul style="list-style-type: none"> <li>Teacher treats children with dignity and respect</li> </ul>				
<ul style="list-style-type: none"> <li>Disciplinary techniques:</li> <li>with a difficult child</li> <li>with a normal child</li> <li>parent involvement</li> <li>consistency</li> </ul>				
<ul style="list-style-type: none"> <li>Ability to incorporate parent/volunteer in</li> </ul>				

LEGEND: E - Excellent Satisfactory N - Needs Improvement U - Unsatisfactory	E	S	N	U
activities				
<ul style="list-style-type: none"> <li>Children are supervised at <b><u>ALL</u></b> times</li> </ul>				
<ul style="list-style-type: none"> <li>Understands age and developmental levels of young children</li> </ul>				
<b>LESSON PLAN DEVELOPMENT AND PRESENTATION</b>				
<ul style="list-style-type: none"> <li>Plans submitted on time</li> </ul>				
<ul style="list-style-type: none"> <li>Objectives clearly defined</li> </ul>				
<ul style="list-style-type: none"> <li>Meets cognitive and affective needs of children</li> </ul>				
<ul style="list-style-type: none"> <li>Preparation time is used effectively</li> </ul>				
<ul style="list-style-type: none"> <li>Creative in planning curriculum .... indoor/outdoor</li> </ul>				
<b>CLASSROOM ENVIRONMENT</b>				
<ul style="list-style-type: none"> <li>Ability to create and maintain a clean, safe and stimulating learning environment</li> </ul>				
<ul style="list-style-type: none"> <li>Classroom equipment and materials are well organized</li> </ul>				
<b>PLAYGROUND ENVIRONMENT</b>				
<ul style="list-style-type: none"> <li>Follows playground safety rules</li> </ul>				
<ul style="list-style-type: none"> <li>Plans, organizes and implements daily outdoor activities</li> </ul>				
<ul style="list-style-type: none"> <li>Is involved with and participates in outdoor activities</li> </ul>				
<ul style="list-style-type: none"> <li>Avoids congregating and disperses evenly over the outdoor area</li> </ul>				
<b>PROFESSIONAL GROWTH</b>				
<ul style="list-style-type: none"> <li>Willingness to attend workshops and in services</li> </ul>				
<ul style="list-style-type: none"> <li>Makes effort to stay informed of new theories and techniques in child development</li> </ul>				
<ul style="list-style-type: none"> <li>Willingness to change and improve skills</li> </ul>				

<b>LEGEND:</b> E - Excellent Satisfactory N - Needs Improvement Unsatisfactory	S -	E	S	N	U
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<b>ATTITUDE:</b> Demonstrates enthusiasm: teacher is able to keep personal problems from interfering with job performance, willing to accept supervision and suggestions for improvement. Works in harmony with others as a team member and is flexible.				
<b>DEPENDABILITY:</b> Consistently accomplishes desired actions with minimum supervision. Reports to work on time; calls in by 6:30 a.m., if unable to work.				
<b>TACT:</b> Uses good communication skills. Says or does what is appropriate without being offensive, exercises good judgment in individual and group interactions.				
<b>PERSONAL QUALITIES:</b> Efficient and exhibits interest, imagination and creativity. Is calm, poised and exhibits integrity and consideration of others. Shows commitment towards tasks.				
<b>WORK QUALITY/QUANTITY:</b> Performance of assigned tasks, accuracy, precision, completeness, neatness, meets established standards, and deadlines are met. Adapts well to new/emergency situations.				

<b>OTHER:</b>				
<ul style="list-style-type: none"> <li>Teacher interaction with staff</li> </ul>				
<ul style="list-style-type: none"> <li>Willingness to involve self in program philosophy</li> </ul>				
<ul style="list-style-type: none"> <li>Effectiveness in methods and coordination of team teaching</li> </ul>				
<ul style="list-style-type: none"> <li>Communication Skills:</li> <li>With parents</li> </ul>				

LEGEND: E - Excellent Satisfactory N - Needs Improvement U - Unsatisfactory	S -	E	S	N	U
• With co workers					

<b>SUPERVISORY ABILITIES:</b> (For teachers in charge only)				
• Decision making abilities				
• Fairness and impartiality				
• Leadership				

COMMENTS:

I have read and reviewed the above evaluation. I understand my signature does not necessarily constitute agreement.

\_\_\_\_\_

Employee Signature

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date  
CDC  
Director

Date

**AMENDMENT TO BOARD POLICY 4350**

Educational Reimbursement Program



(1) The Educational Reimbursement Program is a pilot program through the duration of this contract. The offering of the Educational Reimbursement Program is based on the determination of “cap” and that this program is intended as a neutral cost to the District when the Educational Reimbursement Program is offered to assist the District in achieving cap. It will be evaluated annually during the duration of the contract, and adjusted, if necessary, taking into consideration the achievement of cap, or constraints on the District budget. Any changes to this program shall be negotiated by the District and AFT/CDCT.

(2) The District will reimburse 100% of the enrollment fees, student body I.D. fee, and applicable health fees of permanent Child Development Teachers, their spouses and/or legal dependents to attend El Camino College under the conditions outlined in this policy.

(3) Eligibility:

In order for a Child Development Teacher, spouse, or legal dependents to participate in this program, the employee must:

- (a) Be in active paid status as of the first day of each semester; and
- (b) If on approved extended medical or disability leave:

- (1) Employee must submit a formal written request for reimbursement through the Exceptions Committee.
- (2) Spouse and/or Legal Dependents: may participate in the program as established in Section 1(a).

(4) Reimbursement:

The District will reimburse a regular Child Development Center Teacher up to a maximum of 36 unites per academic year, per participant, for each successfully completed (grades of A-D, or “credit”) course for applicable enrollment fees, health fees, and student body fees expended for courses taken by the employee, and/or his/her spouse and/or legal dependents at El Camino College. It is the responsibility of the employee to submit the appropriate “Educational Reimbursement Form” within 60 work days after the availability of semester grades for which reimbursement is requested.

(5) Deferment of Fees:

Fee deferment is available upon request through the Director of Fiscal Services for those employees who meet the Deferment criteria.

APPENDIX G-1

(6) Employee Reimbursement for Books:

Child Development Teachers may request reimbursement for required books through the appropriate Staff Development Program pending availability of funds, for employees only, for courses taken at El Camino College.

(7) Exceptions:

An Exceptions Committee comprised of two (2) AFT representatives and two (2) District representatives will review and make determinations regarding exceptions to this program. The Vice President of Student and Personnel Services, or designee, will serve as the chair of this committee, and may vote only in the event of a tie vote. Any decision of this committee is final and not grievable.

(8) Grievances:

This program is not grievable by a spouse or legal dependents of an employee.

(9) Fraud:

Any fraudulent misuse of this program by an employee, spouse, and/or legal dependents will result in the immediate and total loss of all rights and privileges regarding this program for the entire family and disciplinary and/or legal action may be filed in accordance with the provisions of this contract and according to State and Federal laws.

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

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A. Travel

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A. It is recommended that the Board approve the following travel:

California Community College League of California Student Trustee Workshop  
Student Trustee Julian Peters, July 28-29, 2006, Santa Clara, California,  
with transportation and necessary expenses paid.

June 19, 2006

President and Board of Trustees

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EL CAMINO COLLEGE

Agenda for the El Camino Community College District Board of Trustees Meeting

Board of Trustees Meetings – Recording and/or Video Taping

It is recommended that the Board of Trustees enter into discussion about the possibility of recording and/or video taping Board of Trustees Meetings.

