

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.

Board of Trustees

El Camino Community College District

Agenda, Monday, April 21, 2003

4:00 p.m.

- I. Roll Call, Pledge of Allegiance to the Flag
- II. Approval of Minutes of the Regular Board Meeting of March 10, 2003
- III. Presentations
 - A. Pepsi Scholar Athlete of the Year, Michael Peace
 - B. National Institute for Metalworking Skills Accreditation
- IV. Public Hearing – (none)
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption
 - A. Public Comment
 - B. Academic Affairs
See Academic Affairs Agenda, Pages 1-8
 - C. Student and Community Advancement
See Student & Community Advancement Agenda, Pages 1-11
 - D. Administrative Services
See Administrative Services Agenda, Pages 1-21
See Human Resources Agenda, Pages 1-8
 - E. Superintendent/President
See Superintendent/President Agenda, Pages 1-2
- VI. Public Comment on Non-Agenda Items
- VII. Oral Reports
 - A. Board of Trustees Report
 - B. President's Report
 - C. Academic Senate Report
- VIII. Closed Session
 - A. Labor Relations, Brown Act 54957.8
 - 1. American Federation of Teachers, Local 1388
 - 2. El Camino Classified Employees

- Local 6142
- 3. El Camino Police Officers Association
- B. Existing Litigation, Brown Act Section 54946.9
 - 1. Case BS 047821
 - 2. Case BC 289563
- C. Personnel Matters – 4 cases

Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
Nadine Ishitani Hata, Ph.D., Vice President

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A. Center for the Arts Presentations – 2002/2003 and 2003/2004.....	1
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D. Proposed Curriculum Changes – Effective 2003/2004 Academic Year.....	3
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A. CENTER FOR THE ARTS PRESENTATIONS – 2002/2003 and 2003/2004

It is recommended that the Board approve the Center for the Arts addition for 2002/2003 and presentations for 2003/2004 as listed below. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

<u>Performance</u>	<u>Date</u>	<u>Amount</u>
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Addition

1. Rik Reppe	May 10, 2003	\$1,500
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“Staggering Toward America – A Post 9-11 Journey”

Payable to: Rik Reppe

After 9-11, Rik Reppe left Los Angeles on a journey across America, heading to the Pentagon, World Trade Center and Shanksville, PA. Along the way, he struck up conversations with as many people as possible to find out what it means to be an American after the tragedy of September 11th. This performance is the result of that journey.

2003/2004 Discovery Travel Cinema Series

2. Eastern and Orient Express	September 22, 2003	\$1,850
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Payable to: Buddy Hatton - \$1,480

Payable to: Windoes Travelogues, Inc. - \$370

3. California & Nevada Gold & Silver	September 29, 2003	\$1,850
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Payable to: Jim McDonald - \$1,480

Payable to: Windoes Travelogues, Inc. - \$370

4. New Zealand Experience	October 6, 2003	\$1,850
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Payable to: Grant Foster - \$1,480

Payable to: R. J. Enterprises - \$370

5. Italy’s Fabled Islands	October 13, 2003	\$1,850
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Payable to: Stan Walsh - \$1,480

Payable to: R. J. Enterprises - \$370

6. Route 66 – A Road to Remember	October 20, 2003	\$1,850
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Payable to : Charles Hartman - \$1,480

Payable to: R. J. Enterprises - \$370

7. Strange Byways of America	October 27, 2003	\$1,850
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Payable to: Bob DeLoss - \$1,480

Payable to: R. J. Enterprises - \$370

8. Czech/Slovakia Payable to: John Holod	November 3, 2003	\$1,850
9. France Payable to: Monte Brown - \$1,480 Payable to: R. J. Enterprises - \$370	November 10, 2003	\$1,850
10. The Sun States Payable to: Rick Howard - \$1,480 Payable to: R. J. Enterprises - \$370	November 17, 2003	\$1,850
11. North By West Payable to: Gray Warriner - \$1,480 Payable to: Windoes Travelogues, Inc. - \$370	January 26, 2004	\$1,850
12. Germany Payable to: Clint Denn - \$1,480 Payable to: R. J. Enterprises - \$370	February 2, 2004	\$1,850
13. Turkey Payable to: Hal McClure - \$1,480 Payable to: R. J. Enterprises - \$370	February 9, 2004	\$1,850
14. Western Canada, Far & Wild Payable to: John Wilson - \$1,480 Payable to: Windoes Travelogues, Inc. - \$370	February 16, 2004	\$1,850
15. Where is Patagonia? Payable to: Ken Armstrong - \$1,850 Payable to: R. J. Enterprises - \$370	February 23, 2004	\$1,850
16. Jerusalem Payable to: Rick Ray	March 1, 2004	\$1,850
17. Billy the Kid's New Mexico Payable to: Joe Micalizzi	March 8, 2004	\$1,850
18. Erie Canal Payable to: Fran Reidelberger - \$1,480 Payable to: Windoes Travelogues, Inc. - \$370	March 15, 2004	\$1,850
19. Hawaii Payable to: Frank Klicar - \$1,480 Payable to: Ann Cruse Klicar	March 22, 2004	\$1,850

B. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM

It is recommended that the Board approve the following International Education/Study Abroad programs and on-site directors for Summer 2003:

1. Salzburg Summer 2003 Institute: Dr. Arthur Verge and Dr. William Doyle – On-Site Program Directors. Their duties as on-site directors will include but not be limited to teaching two courses: (Doyle: Music 11 – Music Appreciation Survey, and Music 15B – Basic History and Literature; Verge: History 4 – History of Modern Civilizations, and Political Science 2 – Comparative Politics), advising students, interacting with Austrian travel representatives, and administering the program in Austria.
2. Costa Rica Summer 2003 Program: Dr. Charles Herzig – On-Site Program Director. His duties as on-site director will include but not be limited to teaching two courses: Geology 1 (Physical Geology) and Geology 3 (Laboratory), advising students, interacting with Costa Rican travel representatives, and administering the program in Costa Rica.

C. MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) 2003 STUDENT LEADERSHIP RETREAT

It is recommended that the Board approve the following students to attend the 2003 Student Leadership Retreat, 4-6 April 2003, at the Happy Valley Conference Center, Santa Cruz, California. Conference expenses will be covered by MESA. Students will be accompanied by the MESA Director, Arturo Hernandez. Transportation is by van.

Anastacio Dalde
Maria Meza-Bruguera
Olga Mineros
Fredy Primero
John Reyes
Ysenia Reyes

D. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2003-2004 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum additions, revisions and inactivations, effective the 2003-2004 academic year, listed below:

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

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

1. History 5A – History of Early Britain

Current Status/Proposed Change

~~Cultural~~, This course deals with the political, economic, and political growth of England and the British Empire social and cultural development of Britain from earliest times to the early 18th 17th century. ~~Origins of Anglo-American liberties~~, Topics include the emergence of common law and representative government are traced and the social and political setting of the ages of Chaucer, Shakespeare, Milton, and Johnson. ~~England's evolution from frontier outpost of European civilization to from which Anglo-American civil liberties were derived~~. The course will also focus on the foundation of the British Empire as England began to evolve into a major power holding a central position in a the world empire based upon maritime and commercial supremacy. Cultural development through the English Renaissance and Baroque periods will also be explored.

2. History 19 – A History of Mexico

Current Status/Proposed Change

This course surveys of the political, social, cultural, and economic history of Mexico covers the period from Pre-Columbian times to the present. Discussion of major epochs of Mexican history will focus on the influence of various cultural groups in shaping modern Mexico.

3. Philosophy 7 – Philosophy of Religion

Current Status/Proposed Change

~~An~~ This course is an introduction to several traditional philosophical problems connected with religious belief. Among the issues to be discussed are the existence and nature of God, the problem of evil, the nature of religious language, the existence of miracles, religious experience and mysticism, the relation between reason and revelation, and the rationality, and the rationality of religious belief.

4. Political Science 3 – Introduction to Principles and Methods of Political Science

Current Status/Proposed Change

~~Survey~~ This course is a survey of the nature and scope of political science, including The course focuses on the analysis of the basic concepts, political theories and sub-fields subfields in of the discipline. ~~Description~~ Major topics will include a description of the methodology and research techniques employed by contemporary political scientists. Also covered will be an examination of major political theories of the individual and the state, and the impact of these themes on modern political ideologies.

5. Psychology 2 – Psychology for Effective Living

Current Status/Proposed Change

April 21, 2003

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* Item D.1, History 5A, withdrawn and no substitutions were made

Practical approach to problems of personal development and social relationships. Analyses of This course is a study of culture and its influence on an individual's adjustment in society. It analyzes the biological and psychosocial influences in childhood, adolescence, adulthood, and later years. Explores the significance of health and Practical approaches to problems of career selection. Emphasizes the effects of personal development and social relationships are discussed. Emphasis will be placed on the effects of personal interest and aptitudes on occupational goals, sex roles, human sexuality, friendship, and love and intimacy; discusses the meaning of loss and death, the way we choose our values and philosophy of life.

COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Philosophy 8 – Introduction to Logic

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

1. Sociology 15 – Death and Dying

Current Status/Proposed Change

Recommended Preparation: Sociology 5 and/or Psychology 5; eligibility for English 1A A This course is a sociological investigation into the phenomena of death incorporating a consideration of relevant societal processes surrounding death and dying in American society. The influence of historical, anthropological, philosophical, psychological, and contemporary cultural factors. This social-psychological, and sociocultural factors on our understanding of death will be discussed. Topics will include studying the major changes in our experiences importance of cultural and ethnic traditions in shaping our relationship with death and dying in a culturally diverse society as well as changes due to the impact of science and technology. Current legal, medical, and ethical issues and dilemmas will also be discussed in depth with concern being attention given to their the practical consequences for in daily everyday life.

FINE ARTS DIVISION

NEW COURSES

1. Speech Communication 25abcd – Forensic Team

Units: 1 Lab: 3 hours Faculty Load: 15%

Corequisite: Speech Communication 25Labcd

Enrollment Limitation: audition

Credit, degree applicable; Transfer CSU

This course provides instruction, rehearsal, and preparation for intercollegiate forensic competition. Students must audition to become members of the forensic team. Competition at forensic tournaments is based upon skill and preparation.

2. Speech Communication 25Labcd – Forensic Team Laboratory
 Units: 0 Lab: minimum of 2.5 hours per semester to be arranged Faculty Load: 0%
 Corequisite: Speech Communication 25abcd
 Credit, degree applicable
 In this course students prepare for performance, participate in additional rehearsal time, compete at forensic tournaments, and observe competition performances.

HEALTH SCIENCES AND ATHLETICS DIVISION

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

1. Physical Education 57ab – Men’s Intercollegiate Swimming Team
Current Status/Proposed Change
 Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Varsity practice and instruction in advanced techniques in swimming leading to~~ This course provides competitive swim training and intercollegiate competition with member schools of the South Coast Conference and other colleges. ~~An El Camino College award will be earned by athletes who satisfactorily fulfill the course requirements.~~ Students will engage in a program stressing skill development, strength training, cardiovascular conditioning, and competition.
 Note: This course is offered in the spring semester only.

2. Physical Education 58abc – Off-Season Training for Men’s Intercollegiate Swimming Team
Current Status/Proposed Change
 Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Open to team~~ This course provides students candidates and athletes for off-season conditioning specific to competitive swim training. ~~All participants~~ Students will engage in an off-season program stressing instruction, skills development, and strength training and cardiovascular swim conditioning as well as resistance training specific to swimming.
 Note: This course is offered in the fall semester and summer session only.

3. Physical Education 70ab – Men’s Intercollegiate Soccer Team
Current Status/Proposed Change
 Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Varsity~~ This course provides practice and instruction in the advanced techniques in men’s of soccer leading to intercollegiate competition with member schools of the South Coast Conference and other colleges. ~~An El Camino College award will be earned by student athletes who satisfactorily fulfill the course requirements.~~
 Note: This course is offered in the fall semester only.

4. Physical Education 71abc – Off-Season Training for Men’s Intercollegiate Soccer Team
Current Status/Proposed Change

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

~~Open~~ This course is designed to team candidates and athletes for off-season soccer team training. ~~All participants~~ Students will engage in an off-season program stressing instruction, skills development, strength training, and cardiovascular conditioning.

Note: This course is offered in the spring semester and summer session only.

5. Physical Education 80ab – Men's Intercollegiate Volleyball Team

Current Status/Proposed Change

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

~~Varsity practice and~~ This course provides instruction and practice in the advanced techniques in of volleyball, leading to intercollegiate competition. ~~Students will compete with member schools of the South Coast Conference and other colleges. An El Camino College award will be earned by student athletes who satisfactorily fulfill the course requirements.~~

Note: This course is offered in the spring semester only.

CHANGE IN MAJOR

1. Laboratory Technician (Medical)

Current Status/Proposed Change

Chemistry 1A, 1B, ~~English 1B~~; Physics 2A, 2B; Mathematics 190; Microbiology 33; ~~Zoology 1A and 1B or~~ Biology 1A and 1B ~~or Zoology 1A and either Anatomy 32 or~~ Biology 1A and Physiology 31

Total Units: ~~39-41~~ 37-38

INDUSTRY AND TECHNOLOGY DIVISION

INACTIVATE COURSES

1. Administration of Justice 39 – Police Supervision
2. Administration of Justice 55 – Cultural Awareness: Hispanic
3. Administration of Justice 56 – Cultural Awareness: Middle Eastern
4. Administration of Justice 57 – Cultural Awareness: Korean
5. Administration of Justice 58 – Cultural Awareness: African-American

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

Current Status/Proposed Change

1. Administration of Justice 15 – Introduction to Vice and Narcotics Investigation

This course is an introduction to the problems in the areas of drugs and vice. The course will describe various types of drugs and their effects. The elements of vice under California codes including illegal gambling, prostitution and narcotics will be covered. The roles of law enforcement and other social agencies in dealing with problems of drugs and vice are presented.

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

1. Administration of Justice 100 – Introduction to Administration of Justice

Current Status/Proposed Change

This course covers the is a study of the history and philosophy of administration of justice in America including a survey of law enforcement, the judiciary and corrections. It is a recapitulation of the system, identifying various sub-systems; Topics include crime theory, role expectations, and their interrelationship; theories of crimes, punishment and rehabilitation; ethics, education, and training for professionalism in the system.

Note: Required of all pre-employment majors during the first year of attendance at El Camino College. May be taken concurrently with other courses. Not required of the employed officer.

2. Administration of Justice 109 – Introduction to Police Patrol Procedures

Current Status/Proposed Change

This course covers the study of the history and development of police patrol, philosophy; planning for field activities to Topics covered include functions of patrol; traffic and other preliminary investigative duties of the field officer; techniques for planning patrol activities; handling complaints and requests for service; mechanics of field interviews, searches and arrests; handling of traffic related problems; civil and domestic disturbances, and other community crime incidents the handling of traffic related problems.

3. Administration of Justice 111 – Criminal Investigation

Current Status/Proposed Change

This course covers the is a study of the fundamentals of criminal investigation; Topics covered include the techniques of crime scene search and recording; collection and preservation of physical evidence; modus operandi processes; sources of information; interview and interrogation; and follow-up investigation.

E. SABBATICAL LEAVE OF ABSENCE – 2003/2004

It is recommended that the Board approve the following faculty member for Sabbatical Leave of Absence during 2003/2004:

1. Half-Pay Sabbatical
Robert Daily

Spring 2004

Agenda for the El Camino Community College District Board of Trustees
From
Student and Community Advancement
Patricia F. Caldwell, Ph.D., Vice President

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A. STUDENT FIELD TRIPS

It is recommended that the Board approve the following student field trips coordinated through the Career and Transfer Center, El Camino College Language Academy, Foster Care and CalWORKS. The purposes of the trips are to provide career orientation and exploration and university experience for students of El Camino College. Additional supervisory staff that maybe needed: Rene Lozano, Sara Vasquez, Carole Bush, Van Nguyen, Griselda Castro, Lori Losorelli, Lori Mukogawa, Ken Key, Ken Gaines, Linda Gasset, Elaine Moore, Stephanie Rodriguez, Bill Cooper, Terry Spearman, Lisa Raufman, Victoria Martinez, and Cheryl Beverly.

1. March 16 and 17, 2003 – Harold Tyler, René Lozano, Cynthia Mosqueda, Leni Sequitin – March and Rally, Sacramento, California. Estimated students 39. Depart March 16 and return March 17, 2003. Expenses to be paid from Associated Students Organization Conference account and \$1,000 donation from the American Federation of Teachers. Transportation by bus.
2. March 27, 2003 – Nosizwe Chimurenga and Mandla Kayise – Stage 52 Theatre, Los Angeles, California. Estimated students 15. Depart 6pm; return 9pm. Transportation by bus.
3. April 10, 2003 – Avis Wilson – Mervyn’s Community Closet’s spring tour, Torrance, California. Estimated students 17. Depart 8am; return 4pm. Transportation by vans.
4. April 24, 2003 – Sue Oda-Omori and René Lozano – University of California at Los Angeles, Los Angeles, California. Estimated students 25. Depart 10am; return 3pm. Transportation by bus.
5. April 25, 2003 – Sue Oda-Omori and René Lozano – CalPoly at Pomona, Pomona, California. Estimated students 15. Depart 8am; return 3pm. Transportation by Van
6. May 2, 2003 – Sue Oda-Omori and René Lozano – University of California at Los Angeles, Los Angeles, California. Estimated students 30. Depart 7:30am; return 3:30pm. Transportation by bus.
7. May 9, 2003 – Sue Oda-Omori and René Lozano – California State University at Los Angeles, Los Angeles, California. Estimated students 20. Depart 8am; return 2pm. Transportation by bus.
8. May 9, 2003 – Destyn LaPorte – Getty Museum, Los Angeles, California. Estimated students 32. Depart 10:30am; return 4pm. Transportation by bus.

9. May 16, 2003 – Sue Oda-Omori and René Lozano – Mount St. Mary’s College, Los Angeles, California. Estimated students 15. Depart 8am; return 2pm. Transportation by van.
10. May 23, 2003 – Sue Oda-Omori and René Lozano – University of California at San Diego, San Diego, California. Estimated students 15. Depart 7am; return 4pm. Transportation by van.
11. May 30, 2003 – Sue Oda-Omori and René Lozano. California State University Northridge, California State University Irvine, Channel Islands, Long Beach, California. Estimated students 15. Depart 7am; return 5pm. Transportation by van.
12. May 31, 2003 – Sue Oda-Omori and René Lozano – University of California at Santa Barbara, Santa Barbara, California. Estimated students 15. Depart 7am; return 3pm. Transportation by van.

B. ALPHA GAMMA SIGMA SPRING CONVENTION

It is recommended that the Board approve the following students to attend the Spring Convention for Alpha Gamma Sigma to be held April 4-6, 2003, in Ontario, California. Expenses in the amount of \$490 and \$1,500 will be paid from Alpha Gamma Sigma (AGS) and Inter-Club Council (ICC) funds, respectively. Any additional expenses will be paid by the students. Advisor – Jeannine Barba:

Carlo Chupina, Eliana Horeczko, Ryan McBlaine, Amy Peter, Mike Sayers, Angela Wilkinson, Kelie Wu, Mike Yepp, Diana Zahir

C. COMMUNITY EDUCATION

It is recommended that the Board approve the following Community Education course for the spring 2003 Community Education Program. It is further recommended that payment to the instructor for the class be based on specifications in the contract. The specification is either 1) a 50-50 split revenue collected from student enrollments after a 30% overhead fee is deducted from the gross amount of enrollment fees collected; OR 2) a percentage split of revenue or hourly rate deemed appropriate by mutual agreement.

<u>Course Name</u>	<u>Instructor</u>	<u>Time</u>
Conversational Spanish, Beginning 1	Shimko, Celina	Beginning Tuesday, 4/8

D. GRANT - INFORMATION

It is recommended that the Board approve the following grant for information:

California Department of Education (CDOE) – Distance Learning Program of Educational Interpreters.

The overall goal of this project is to increase the knowledge and skill base of educational interpreters in rural and remote areas in order to enhance their ability to achieve certification as defined by the CDOE. The Distance Learning Program of Educational Interpreters will be comprised of a cohort of approximately 20 educational interpreters who have met a battery of geographic and skills-based criteria.

Amount of Grant Funding from Granting Agency	\$250,000
Amount of College Match (In-kind)	<u>\$ 69,140</u>
Total Amount of Grant	\$319,140
Performance Period: April 1, 2003 through June 30, 2005	

E. DESTRUCTION OF RECORDS

It is recommended that the Board approve destruction of the following paper records from the Testing Office:

Class I Placement Testing paper records – May 1991 – December 1999.

F. TEMPORARY CASUALS EMPLOYMENT

It is recommended that the Board approve employment for the following temporary Casual employees as shown on pages 3-10.

1. Ms. Cynthia Aguiniga--Teacher's Assistant I, \$6.75 per hour, days and hours per week to be arranged as needed, Health Sciences and Athletics, Academic Affairs Area, effective April 22 through June 30, 2003, to provide accommodation to students with disabilities, funded by District and Disabled Student Programs and Services funds.
2. Ms. Maria Alvarez--Interpreter II, \$19.25 per hour, hours and days per week to be arranged, Health Sciences and Athletics, Academic Affairs Area, effective April 22 through June 30, 2003, to provide accommodation to students with disabilities, funded by District and Disabled Student Programs and Services funds.
3. Ms. Debra Amey--Paraprofessional, \$10.00 per hour, five days per week, four hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to provide catering services for special events, funded by District funds.

4. Mr. Jesus Arreguin--Paraprofessional, \$9.00 per hour, four days per week, twenty-five hours per week, Community Advancement, Student and Community Advancement Area, effective March 3 through April 28, 2003, to provide food preparation services in the Cafeteria, funded by District funds.
5. Ms. Pamela Ashe--promote from Interpreter II to Interpreter III, previously Board approved March 10, 2003, \$21.75 per hour, hours and days per week to be arranged as needed, Health Sciences and Athletics, Academic Affairs Area, effective April 22 through June 30, 2003, to provide accommodation to students with disabilities, funded by Disabled Student Programs and Services funds.
6. Ms. Elizabeth Bakaimani--Livescan Technician II, \$10.50 per hour, two days per week, six hours per day, Campus Police, Administrative Services Area, effective April 22 through June 30, 2003, to provide livescan fingerprinting services, funded by Police Department funds.
7. Ms. Elizabeth Bakaimani--Office Aide II, \$7.25 per hour, two days per week, four hours per day, Campus Police, Administrative Services Area, effective April 22 through June 30, 2003, to provide office coverage for Parking Services, funded by parking funds.
8. Mr. Thomas Beach--Office Aide I, \$6.75 per hour, five days per week, six hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to help maintain cleanliness of cafeteria kitchen, funded by District funds.
9. Ms. Alisa Bogane--Paraprofessional, salary to be corrected from \$14.75 to \$14.25 per hour, previously Board approved on March 10, 2003, three days per week, eight hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to provide administrative and promotional support to the Community Education program, funded by Community Education income.
10. Mr. Michael Carter--upgrading from Program Assistant II, Board approved March 10, 2003, to Paraprofessional \$18.50 per hour, five days per week, and four hours per day, Student Development, Student and Community Advancement Area, effective March 3 through June 30, 2003, to administer the photo ID process, funded by auxiliary services funds.

11. Ms. Lindsay Cartland--Reader, \$6.75 per hour, approximately four hours per week (for total of thirty hours), Humanities, Academic Affairs Area, effective April 22 through June 6, 2003, under an instructor's direction, readers evaluate essays assigned in English 1A classes for grammar, content, and structure. Readers provide written documentation on the essays as proof of their assessment and then meet with the instructor to receive feedback and any new instructions for the next set of essays, funded by District funds.
12. Ms. Carla Chavarria--Paraprofessional, salary to be corrected from \$13.00 to \$14.50 per hour, previously Board Approved March 10, 2003, three to four days per week, eight hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003 to provide administrative support to the El Camino Language Academy, funded by El Camino Language Academy income.
13. Ms. Ruth Dennis--Paraprofessional, \$17.00 per hour, hours and days to be arranged as needed, Fine Arts, Academic Affairs Area, effective April 22 through June 30, 2003, to work as a model for the life drawing and painting classes, funded by District funds.
14. Mr. Michael Ebner--Library Media Aide III, \$7.75 per hour, four days per week, fifteen hours per week, Humanities, Academic Affairs Area, effective April 22 through June 30, 2003, to provide assistance to students and faculty in the computer classrooms, funded by District funds.
15. Mr. Patrick Fervel--Professional I, \$20.00 per hour, five days per week, eight hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through March 31, 2003, to work as executive chef in the cafeteria, funded by District funds.
16. Mr. Mark Friedman--Paraprofessional, \$15.50 per hour, ten hours per week, days to be arranged, Mathematical Sciences, Academic Affairs Area, effective April 22 through June 30, 2003, to serve as a facilitator for Biology IB academic excellence workshops, funded by the MESA grant.
17. Mr. Waymond Gardner--Paraprofessional, \$12.00 per hour, four days per week, thirty hours per week, Community Advancement, Student and Community Advancement Area, effective March 3 through April 25, 2003, to work as a chef's assistant for the cafeteria, funded by District funds.

18. Mr. Ruben Guillen--Program Assistant II, \$9.00 per hour, five days per week, six to eight hours per day, Bookstore, Administrative Services Area, effective April 22 through June 30, 2003, to support the staff in the convenience stores, funded by District funds.
19. Ms. Nirmala Guttalu--Paraprofessional, \$13.50 per hour, three or four days per week as needed, eight hours per day, effective March 3 through June 30, 2003, to provide clerical support for the El Camino Language Academy, funded by El Camino Language Academy income.
20. Ms. Allison Ho--Paraprofessional, \$15.00 per hour, five days per week, four hours per day, Natural Sciences, Academic Affairs Area, effective April 22 through June 30, 2003, to provide support to the ScienceFest Academy, funded by NSF grant funds.
21. Mr. Daniel Jacquez--Paraprofessional, \$9.00 per hour, five days per week, thirty-five hours per week, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to work as a grill cook in the cafeteria, funded by District funds.
22. Ms. Anna Joubert--Tutor III, \$9.50 per hour, five days per week, 19.5 hours per week, Mathematical Sciences, Academic Affairs Area, effective April 22 through June 30, 2003, to provide math tutoring services, funded by District funds.
23. Mr. Keith Kamps--Paraprofessional, correcting salary from \$17.64 to \$17.50 per hour, previously Board approved on March 10, 2003, three days per week, six hours per day, Health Sciences and Athletics, Academic Affairs Area, effective March 3 through June 30, 2003, to perform comprehensive fitness assessments, develop fitness profiles, and assist with exercise prescriptions, funded by District funds.
24. Mr. Paul Joseph Koppes--Professional II, \$32.00 per hour, Industry and Technology, Academic Affairs Area, hours and days per week to be arranged, effective April 22 through June 30, 2003, to provide training, expertise, leadership, and professional services in the Police Academy program, funded by District funds.
25. Ms. Natalia Lev--Tutor V, \$13.50 per hour, three to fifteen hours per week to be arranged, Learning Resources, Academic Affairs Area, effective April 22 through June 30, 2003, to provide tutoring services in the Learning Resources Center, funded by District funds.

26. Ms. Mary Lewis--Professional II, \$28.50 per hour, five days per week, eight hours per day, Community Advancement, Student and Community Advancement Area, effective February 10 through June 30, 2003, to manage the cafeteria, funded by District funds.
27. Mr. Geyder Alexis Madero-Torres--Paraprofessional, \$8.00 per hour, five days per week, thirty-five hours per week, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to work as a dishwasher in the Cafeteria, funded by District funds.
28. Mr. Thomas Marchant--Professional II, \$32.00 per hour, hours and days per week to be arranged, Industry and Technology, Academic Affairs Area, effective April 22 through June 30, 2003, to provide training, expertise, leadership, and professional services in the Police Academy program, funded by District funds.
29. Mr. Alonzo McDonald--Stage Assistant IV, \$9.00 per hour, hours and days to be arranged, Fine Arts, Academic Affairs Area, effective April 22 through June 30, 2003, to work on the stage for Center for the Arts productions, funded by District funds.
30. Ms. Kate McLaughlin--Reader, \$6.75 per hour, five hours per week (up to thirty hours), Humanities, Academic Affairs Area, effective April 21 through June 10, 2003, under an instructor's direction, readers evaluate essays assigned in English 1A classes for grammar, content, and structure. Readers provide written documentation on the essays as proof of their assessment and then meet with the instructor to receive feedback and any new instructions for the next set of essays, funded by District funds.
31. Ms. Chantelle Moffatt--Tutor I, \$7.50 per hour, three to fifteen hours per week to be arranged, Learning Resources, Academic Affairs Area, effective April 22 through June 30, 2003, to provide tutoring services in the Learning Resources Center, funded by District funds.
32. Ms. Murglen Muoneke--Office Aide II, \$7.25 per hour, three days per week, twenty hours per week, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to provide food service in the cafeteria, funded by District funds.

33. Mr. Dewayne Owens--Paraprofessional, \$8.00 per hour, five days per week, thirty-five hours per week, Community Advancement, Student and Community Advancement Area, effective April 28 through June 30, 2003, to work at the grill in the cafeteria, funded by District funds.
34. Mr. Jesus Pedroza--Bookstore Aide III, \$7.25 per hour, four days per week, five hours per day, Bookstore, Administrative Services Area, effective April 22 through June 30, 2003, to provide assistance in the Bookstore, funded by District funds.
35. Ms. Iris Posey--Office Aide I, \$6.75 per hour, five days per week, six hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to maintain serving area and work the cash register in the cafeteria, funded by District funds.
36. Mr. Evelio Rosa--Paraprofessional, \$12.00 per hour, five days per week, thirty-five hours per week, Community Advancement, Student and Community Advancement Area, effective April 28 through June 30, 2003, to work as a chef's assistant for the cafeteria, funded by District funds.
37. Mr. Jose Rosa--Paraprofessional, \$15.00 per hour, five days per week, eight hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to provide food preparation, ordering, and supervision in the cafeteria, funded by District funds.
38. Mr. Humberto Sanchez--Paraprofessional, correcting salary from \$17.64 to \$17.50 per hour, previously Board approved March 10, 2003, two days per week, fifteen hours per week, Health Services and Athletics, Academic Affairs Area, effective March 3 through June 30, 2003, to perform comprehensive fitness assessments, develop fitness profiles, and assist with exercise prescriptions, funded by District funds.
39. Mr. Eric Smith--Police Cadet II, \$8.50 per hour, five days per week, five hours per day, Campus Police, Administrative Services Area, effective April 22 through June 30, 2003, to provide non-hazardous police services, funded by Campus Police funds.
40. Mr. Joseph Smith--Paraprofessional, \$6.75 per hour, four days per week, three hours per day, Community Advancement, Student and Community Advancement Area, effective March 3 through June 30, 2003, to maintain cleanliness in the cafeteria, funded by District funds.

41. Ms. Shirley Sharp--Professional II, \$37.00 per hour, two to three days per week, eight hours per day, Enrollment Services, Student and Community Advancement Area, effective March 3 through June 30, 2003, to administer the middle college prep school program, funded by Student Success funds.
42. Mr. Eric Underwood--Paraprofessional, \$17.00 per hour, hours and days to be arranged as needed, Fine Arts, Academic Affairs Area, effective April 22 through June 30, 2003, to work as a model for the life drawing and painting classes, funded by District funds.
43. Ms. Sharon Vairo--Professional III, \$55.00 per hour, two twenty-four hour sessions to be arranged, Community Advancement, Student and Community Advancement Area, effective March 4 through June 30, 2003, to teach post-licensure nursing courses, funded by LA County Health Services Administration funds.
44. The following individuals to work as Coaching Assistant, \$14.00 per hour, four days per week, 3.5 hours per day, Health Sciences and Athletics, Academic Affairs, effective June 9 through June 30, 2003, to teach swimming at the 2003 Summer Youth Swim Program, funded by Program participant fees.

Shelly Benner	Yuriko Pena	Jennifer Tucker
Kristina Dahlin	Rebecca Peterson	Maggie Vera
Melissa Delzeit	Richard Pieper	Jana Wianecki
Ken Furuta	Barbara Roberts	Casey Willamen
Jaclyn Kwan	Karin Robinson	Lara Williams
Karen Miller	Saori Sekiguchi	Angela Zeller
Abigail Nugent	Ashley Stanbury	

45. The following individuals to work as Lifeguard, \$9.00 per hour, twelve hours per week to be arranged, Health Sciences and Athletics, Academic Affairs Area, effective April 22 through June 30, 2003, to provide lifeguard services for swimming classes, funded by District funds.

Stephanie Paz	Richard Pieper	Leo Ruffin
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46. The following individuals to work as Lifeguard, \$9.00 per hour, twelve hours per week to be arranged, Health Sciences and Athletics, Academic Affairs Area, effective March 28, through June 30, 2003, to provide lifeguard services for swimming classes, funded by District funds.

John Blalock	Arash Majd	Jorge Pena
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47. The following individuals to work as Professional I, \$27.50 per hour, one day per week to be arranged, hours to be arranged, Health Sciences and Athletics, Academic Affairs Area, effective March 1 through June 30, 2003, to provide the required registered nurse to student ratio for Nursing student check-off, funded by District funds.

Gina Diaz
Carla Harris

Lynda Peralta
Christine Plummer

Michael Storm

48. The following individuals to work as Reader, \$6.75 per hour, hours and days to be arranged, Humanities, Academic Affairs Area, not to exceed thirty hours per semester, effective April 22 through June 30, 2003, to assist in the review and evaluation of English 1A class papers, funded by division funds.

Lindsay Cartland
Paula Fonseca-Bai

Maria Kavoulakis
Andrea Keldrauk

Kate McLaughlin

49. The following individuals to work as Summer Camp Coach, \$12.00 per hour, forty hours per week, Health Sciences & Athletics, Academic Affairs Area, effective June 24, 2003 through June 30, 2003, to provide individual instruction in hitting, bunting, fielding, base running bunting, pitching and focusing on individual fundamentals, individual video taping, baseball weight lifting program and playing daily games, funded by fee based-Summer Youth Baseball Camp.

Shane Schumaker

Scott Hild

50. The following individuals to work as Summer Camp Director, \$25.00 per hour, Health Sciences and Athletics, Academic Affairs Area, May 9-10, 2003, for a total of twelve hours, to work at the Fifth Annual El Camino College/Derrick Deese Lineman Camp, funded by football fundraising activities.

Art Donnell

Tevete Use

Damien Watters

Steve Garcia

G. BOARD POLICY 5045 (ARTICULATION) SECOND READING AND ADOPTION

It is recommended that the Board receive for Second Reading and Adoption Board Policy 5045, formerly Board Policy 4050, (Articulation). The Board Policy was originally submitted as Board Policy 4050, however, a review and decision was made to reassign the Policy from the 4000 series to the appropriate 5000 series. The Policy is shown on page 11.

The District will articulate baccalaureate level courses and programs with colleges and universities in its transfer region. It will also establish appropriate articulation for courses with area high schools and occupational centers.

Because of the size, complexity, and diversity of secondary and postsecondary education in California, articulation procedures will be used to enable students to achieve a seamless transfer. For articulation with colleges and universities, El Camino College follows the latest version of the Handbook of California Articulation Policies and Procedures. For articulation of courses with high schools and the ~~Southern California~~ Southern California Regional Occupational Centers (SCROC), it follows procedures established by the College Curriculum Committee.

Reference:

Title 5, Section 51022()

**El Camino College
Policy
Adopted:**

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

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D. Approval to Purchase Supplies, Equipment and Services for 2003-04	1
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A. 2003 TAX AND REVENUE ANTICIPATION NOTES (TRANS)

It is requested that the Board authorize the issuance of Tax and Revenue Anticipation Notes on July 1, 2003, for the 2003-04 fiscal year. Issues will not exceed \$6,135,000, and the District will participate in the 2003 Community College League of California TRANS Program.

B. CONTRACTS VALUED AT \$50,000 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. **Sid Lindmark, AICP** In compliance with the California Environmental Quality Act, Contractor will prepare the District's Environmental Impact Study Report. Cost: \$72,450; account number 41-55130-00-710000-9916.

C. AMENDMENTS

It is recommended that the Board approve the following amendments to the previously approved contracts.

1. **Parker & Covert** – Provide specific legal representation for the District as directed from July 1, 2002 – June 30, 2003; cost not to exceed ~~\$90,000~~ \$130,000 increase to \$160,000. Account #11-55713-00-679900-8102.

D. APPROVAL TO PURCHASE SUPPLIES, EQUIPMENT AND SERVICES FOR 2003-2004

In order to have instructional supplies and equipment available at the time school opens, it is necessary for the District administration to adhere to the Purchasing Calendar. Therefore, it is recommended that the Board of Trustees authorize the Vice President – Administrative Services, or his designee, to request bids and place orders for the purchase of supplies, equipment, and services for the 2003-2004 fiscal year.

E. CLAIM SETTLEMENT

Hickman Mechanical – It is requested that the Board of Trustees approve the agreed upon settlement reached between the District and Hickman Mechanical. This settlement will conclude all matters concerning Bid Number 2000-09/Hydraulic Site Piping & West Boiler Plant. Settlement amount: \$290,000.

F. NOTICE OF JOB COMPLETION

It is recommended that the Board approve payment for work performed on the projects listed below. The required work has been completed in accordance with the conditions and specifications of the subject Bids and have been accepted by District Representative Bob Gann. Payment is to be paid as indicated below.

Project Name/Vendor
Restroom Renovations

Cost
\$75,000.00
PO #43594

Bid No. 2001-09
Payable to: C. A. Granger
750 N. Batavia Unit F
Orange, CA 92868-1238

G. CONTRACTS-CHANGE ORDERS

1. **West Star Construction (B58102)** Cost: \$19,302.51
Fire Protection Water Line Account: 41-55130-00-710000-9044
3-26-03 Original Cost: \$194,000
Contract Coordinator: Janet Clarke
#1/ Increase blanket purchase order by \$19,302.51 to cover additional work necessary to complete the project.

2. **West Star Construction (B58152)** Cost: \$3,382.00
Fire line tie in to existing fire utilities Account: 41-55130-00-710000-90
into to new 12" Southern California Original Cost: \$50,000
water company main distribution feed
3-31-03
Contract Coordinator: Janet Clarke
#1/ Increase blanket purchase order by \$3,382.00 to cover additional work by West-Star Construction.

H. BID 2002-08-A/NATURAL SCIENCES BUILDING RENOVATION RE-BID

It is recommended that the following prime contractors be awarded contracts for their respective trades related to Phase I and Phase II of the remodeling and renovation of the science complex buildings, in accordance with the specifications, terms and conditions of the above-named bid. The project is subject to final funding approval by the Chancellor's office. Construction will begin approximately April 1, 2003 and conclude in the Winter of 2005. The construction will be managed by C. W. Driver, previously approved by the Board at its July 15, 2002 meeting.

<u>Prime Trade</u>	<u>Prime Contractor</u>	<u>Bid Amount</u>
# 4-1 Masonry	CK Arts, Inc. [4]	\$ 30,785
# 5-1 Structural and other steel	Bickerton Iron Works [3]	266,449
#14-1 Elevators	Mitsubishi Electric & Electronics	<u>164,800</u>
	U.S.A., Inc. [5] Sub-Total Award:\$	462,034

Amendments

- # 2-1 Landscaping and irrigation Pierre Landscape [4]
Change from \$114,250 to \$144,250 (due to District clerical error)
 - # 9-3 Flooring and underlayment Pacific Carpets [4]
Change from \$89,413 to \$98,287 (to add Alternate No. 1 for \$8,874)
 - # 9-4 Ceramic tile Angeles Contractor [1]
Change from \$90,050 to \$90,650 (due to District clerical error)
 - # 9-5 Painting and floor sealer Advantage Painting [2]
Change from \$96,865 to \$99,000 (to add Alternate No. 1 for \$2,135)
- April 21, 2003 Administrative Services 2

New Prime Bidders Sub-Total	\$15,039,137
for all 24 trades incl. Amends.	
Construction Manager General Conditions and Fee (Board approved 7-15-02)	1,346,000
Construction Manager Contingency 10% of Prime Bidders Sub Total	1,503,913
PROJECT GRAND TOTAL	\$17,889,050

I. BID 2002-13/ADMISSIONS REGISTRATION MAILERS

It is recommended that the above-titled bid be awarded to the vendor listed below, in accordance with all specifications, terms, conditions and addenda issued of Bid 2002-13/Admissions Registration Mailers. This bid will provide for the registration mailer requirements for the Admissions Office for the Fall 2003 and Spring 2004 mailers with renewal options for a period of four (4) years ending with the Spring Mailer in the year 2008.

<u>P.O.#</u>	<u>Vendor</u>	<u>Bid Amount</u>
TBD	Image Solutions [5]	\$37,122.50
		Includes postage cost

Other qualified bidders:

Castle Press [2]	\$55,339.00
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“No Bid” Responses: 3

Non-respondents: Moore Business Forms; NPA Printing; A-1 Printing & Graphics; Apperson Business Forms; TPN; Avalon Communications

Affirmative Action Status Codes: [1] Minority owned/Disadvantaged business; [2] Woman-owned business; [3] Small business enterprise; [4] Other; [5] Large business enterprise; [8] Disabled veteran enterprise

J. RESOLUTION – SELF-INSURED WORKERS’ COMPENSATION LIABILITY

It is recommended that the Board of Trustees approve the application for Self-Insured Workers’ Compensation Liability. Keenan & Associates, the third party administrator for the Southern California Community College Joint Powers Agency (JPA), is anticipating that it may be in the JPA members’ best interest to return to a self-insured program for the 2003-2004 fiscal Year. The resolution will cover this contingency for El Camino Community College District, should it be needed

K. AMENDMENT TO RESOLUTION 2003-2/BOND OVERSIGHT COMMITTEE BYLAWS

It is recommended that the Board of Trustees approve the following change to Resolution 2003-2, which was adopted at the January 2003 Board meeting.

Add the following to Section 5.8 Authority of Members

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the district unless a majority of the members of the ~~Committee~~ District Board of Trustees have voted express authority to do so. (b) Individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual.

L. BOND FUND REIMBURSEMENT

It is recommended that the Board of Trustees approve reimbursement from bond funds in the amount of \$3,039,056 for expenses previously incurred as specified in Exhibit B attached to Resolution 2002-1 calling for the bond election.

1. Reimbursement to Capital Outlay Fund

a.	Science Complex Relocation	\$1,377,357
b.	Science Complex Renovation	127,976
c.	Cabling – Child Development Center	158,000
d.	Hawthorne Renovations	<u>8,414</u>
-		
	Total	\$1,671,747

2. Reimbursement to General Fund

a.	Replace Heat Piping	\$ 533,577
b.	Replace Roofs (MCS, Gym, Activities center, Behavioral Science, Health Science)	233,129
c.	Architectural & Engineering For Campus Master Plan	190,635
d.	Hazardous Material Abatement	67,183
e.	Fire Alarm Replacement	40,541
f.	Water Main Replacement	40,663
g.	Electrical System Replacement (Com)	32,938
h.	Restroom Renovation (SSC)	59,130
i.	Replace Bleachers (South Gym)	9,900
j.	Lighting Hazards	16,435
k.	Parking Structure Repairs	15,870
l.	Electric Substation & Other Electrical Upgrades	40,558
m.	Concrete Walkway Replacement	10,336
n.	Glass Replacement & Window Blind Replacement	29,642
o.	Remodeling	<u>15,054</u>
	Total	\$1,335,589

M. PURCHASE ORDERS

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

April 21, 2003

Administrative Services 4

Run Date
4/7/03

El Camino Community College District BOARD OF TRUSTEES PURCHASE ORDER LISTING

Meeting Date : 04-21-2003

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 be approved and that payment be authorized upon delivery and acceptance of the items ordered.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
P0052666	Moore Medical Corp	Nursing	Fundraising	\$414.09
P0052667	American Express Travel	SBDC COCCC	Transportation/ Mileage	\$279.15
P0052668	South Coast Shingle	Carpenter Shop	Supplies	\$150.25
P0052669	Stephens Plumbing & Heating	Facilities/Planning	Repairs Noninstructional	\$500.00
P0052670	Arthur M Lew	Purchasing and Bus.	Liability - Self Insuranc	\$402.77
P0052671	Learning Resources Association	Division Office Inst	Other Services And Expense	\$200.00
P0052672	University of Calif. Extension	Film Rental	Other Rentals	\$175.73
P0052673	Vantage Lighting	Audio/Visual	Supplies	\$1,188.09
P0052674	Ancon Environmental	Hazmat	Other Services And Expense	\$284.20
P0052675	Barret-Robinson Inc.	Restroom Renovations	Contract Services	\$3,900.00
P0052676	Oracle Corporation Oracle Service	CIS	Dues And Memberships	\$500.00
P0052677	INCAT Systems, Inc.	CADD	Data Processing Rentals	\$4,500.00
P0052678	Quality Business Machines	I&T Div Ofc	Repairs - Instructional	\$290.36
P0052679	C C C a O E	SBDC COCCC	Conferences Mgmt	\$295.00
P0052680	American Express Travel	SBDC COCCC	Transportation/ Mileage	\$185.00
P0052681	Grainger Industrial and Equipment	Operations	New Equipment – Noninstruc.	\$268.57
P0052682	Greystone Specialties	CACT Partnership	Multi Media Advertising	\$1,065.18
P0052683	El Camino College Warehouse	Division Ofc Student	Supplies	\$21.00
P0052684	Mark Costello Company	Utilities	Waste Disposal	\$372.44
P0052685	Simplot Partners	Grounds	Supplies	\$801.05
P0052686	Industrial Caster & Wheel	Utilities	Waste Disposal	\$1,059.05
P0052687	State Center Community College	VTEA Title II Tech	Conferences Faculty	\$305.00
P0052688	The Travel Door Inc.	Radiologic Tech Dona	Supplies	\$4,550.00
P0052689	El Camino College Warehouse	Copy Center	Supplies	\$210.00
P0052690	Edits Publishers	Division Office Inst	Other Services And Expense	\$344.85
P0052691	El Camino College Warehouse	Copy Center	Supplies	\$1,235.80
P0052692	Southland Printing Co.	Parking-Student Perm	Supplies	\$755.51
P0052693	Taylor Dunn Mfg. Co.	Parking-Student Perm	Repairs Noninstructional	\$198.07
P0052694	El Camino College Warehouse	CIS	Supplies	\$189.00
P0052695	The National Women's History	Staff Diversity	Supplies	\$65.26
P0052696	Xpedx Paper & Graphics	Copy Center	Supplies	\$1,271.26
P0052697	Datatel, Inc.	Financial Aid	License Fee/Site Licenses	\$4,068.75
P0052698	Time Clock	Planning/ Research	Supplies	\$138.00
P0052699	Minolta Business Systems, Inc.	Mathematics	Supplies	\$41.14
P0052700	Minolta	V.P. Academic Affairs	Supplies	\$85.87

April 21, 2003

Administrative Services 5

P0052701	One America	Staff Diversity	Supplies	\$314.10
P0052702	Mass Press	Student Affairs	Supplies	\$33.56
P0052703	Mass Press	Financial Aid	Supplies	\$33.56
P0052704	Patriotic Hall	TANF	Conferences Other	\$28.00
P0052705	NCS	Information Technolo	Supplies	\$1,176.00
P0052706	Mass Press	Human Resources	Supplies	\$67.12
P0052707	D. Blair Gibson	Anthropology	Supplies	\$974.00
P0052708	El Camino College Warehouse	I&T Div Ofc	Supplies	\$64.85
P0052709	Mass Press	Division Office BSSC	Supplies	\$33.56
P0052710	San Pedro City Ballet	Artes de El Camino	Contract Services	\$76.07
P0052711	The Royal Astronomical Society Ca	Astronomy	Other Books	\$81.19
P0052712	Venier Software	Physics	Supplies	\$242.91
P0052713	Sterling Publishing Do., Inc.	Music Library	Library Books	\$29.60
P0052714	Oxford University Press	Music Library	Library Books	\$197.39
P0052715	Bartok Records	Music Library	Library Books	\$35.51
P0052716	Community College League of Calif	Human Resources	Publications/ Periodicals	\$21.00
P0052717	Taverner & Browne	Copy Center	Supplies	\$593.61
P0052718	Sterling Technical Services	Division Office Fine	New Equipment – Instruc.	\$3,205.17
P0052719	Image IV Systems	Division Office Huma	Supplies	\$155.88
P0052720	Dance Spirit	Theatre/Dance	Supplies	\$16.95
P0052721	Loyola Law School	Staff Diversity	Conferences Mgmt	\$150.00
P0052722	El Camino College Warehouse	I&T Div Ofc	Supplies	\$127.60
P0052723	Danceteacher	Theatre/Dance	Supplies	\$19.95
P0052724	Sandra Nitchman	Fine Arts	Supplies	\$125.00
P0052725	Debbie Minnichelli	Fine Arts	Supplies	\$125.00
P0052726	Jason Guibert	Fine Arts	Supplies	\$40.00
P0052727	Costa Mesa Hilton	Speech Communication	Conferences Other	\$1,740.00
P0052728	Skillpath, Inc.	00-01 P4E Inglewood	Conferences Mgmt	\$358.00
P0052729	Jacc State Conference Rich Camero	Humanities	Supplies	\$3,000.00
P0052730	Carolina Biological Supply Co.	Life Sciences	Supplies	\$80.43
P0052731	Richard Turner	Fine Arts	Supplies	\$100.00
P0052732	Nancy Romero	Fine Arts	Supplies	\$100.00
P0052733	Pacific Coachways	VTEA Title II Tech	Transportation	\$780.00
P0052734	Xerox Corporation	Copy Center	Supplies	\$156.96
P0052735	El Pollo Loco	VTEA Title II Tech	Supplies	\$799.04
P0052736	The Residence Inn by Marriott	Resp Therapy	Supplies	\$1,277.10
P0052737	Medco Company	Radiologic Tech Dona	Supplies	\$2,428.22
P0052738	Paradise Awards	Health Sciences	Supplies	\$101.76
P0052739	The Scholar's Choice MI Howe	Music Library	Library Books	\$1,384.10
P0052740	Rowan & Littlefield Pub. Group	Music Library	Library Books	\$46.76
P0052741	Csta	ATE-Articulation Par	Conferences Other	\$530.00
P0052742	Conferencecall Services Accounts	Presidents Office	Other Services And Expense	\$47.45
P0052743	National Network for Artist Place	Music Library	Library Books	\$97.00
P0052744	American Quilt Study Group	Friends of the Libra	Books & Supplies Pool	\$381.92
P0052745	National Academy Press	ATE-Articulation Par	Supplies	\$164.06

P0052746	National Center for Voice and Spe	Music	Supplies	\$86.19
P0052747	Collins & Aikman Floorcovering In	CCAccessMeansParent	New Equipment – Noninstruc.	\$13,818.98
P0052748	Full Compass	Music	Supplies	\$865.88
P0052749	Dar Weston	SBDC CITD	Contract Services	\$74.00
P0052750	Hp Express Services	SBDC CITD	Maintenance Contracts	\$999.99
P0052751	William Doyle	Family Concert/SBYO	Supplies	\$402.19
P0052752	Francesca Bishop	Speech Communication	Transportation	\$3,237.00
P0052753	Circle Cycle	Physics	Supplies	\$438.09
P0052754	El Camino College Warehouse	Division Office NSci	Supplies	\$42.00
P0052755	California Presenters C/O Patrick	Division Office Fine	Dues And Memberships	\$150.00
P0052756	Dirt Cheap Disk Drives	Technical Services	Repairs Parts And Supplies	\$832.88
P0052757	Delphin Computer Supply	Technical Services	Repairs Parts And Supplies	\$713.04
P0052758	McM Electronics	Technical Services	Repairs Parts And Supplies	\$309.58
P0052759	Advanced Electronics	Health Sciences	Fundraising	\$301.17
P0052760	ECC Food Service-Catering	Health Sciences	Fundraising	\$224.08
P0052761	Charles Turner	Fine Arts	Supplies	\$300.00
P0052762	Concept Media	Nursing Donations	Other Instr Supplies	\$2,580.00
P0052763	Mass Press	Student Affairs	Supplies	\$33.56
P0052764	Moore Medical Corp	Rad Tech	Supplies	\$142.16
P0052765	Shirley A. Harris	EOPS CARE	Contract Services	\$150.00
P0052766	Assist Design	EOPS CARE	Supplies	\$3,139.25
P0052767	Assist Design	EOPS CARE	Supplies	\$2,700.00
P0052768	Kim Deshazo	Fine Arts	Supplies	\$600.00
P0052769	Mansfield Software Group	Information Technolo	Computer Software Account	\$531.35
P0052770	Source 4	Information Technolo	Maintenance Contracts	\$525.00
P0052771	Masque Sound & Recording Corp.	Ctr for Arts Adm Pub	Supplies	\$268.64
P0052772	ECC Food Service-Catering	Women's History Mont	Contract Services	\$817.88
P0052773	Pacific Coachways	El Camino Language	Student Transportation	\$246.00
P0052774	Dti Associates, Inc.	CCAccessMeansParent	Conferences Other	\$300.00
P0052775	Medical Processor Services	Rad Tech	Supplies	\$743.76
P0052776	Study in the Usa	El Camino Language	Multi Media Advertising	\$4,464.00
P0052777	Mass Press	Division Ofc Student	Supplies	\$33.56
P0052778	American Bar Association	Legal Assistance	Dues And Memberships	\$700.00
P0052779	Sitler's Suppliers, Inc.	Civic Center Fine	Supplies	\$895.98
P0052780	Dawn Huntoon	Fine Arts	Supplies	\$100.00
P0052781	Kim Deshazo	Fine Arts	Supplies	\$150.00
P0052782	Compurep Associates	00-01 P4E CISCO ACAD	Conferences Other	\$3,750.00
P0052783	Junaid Siddiqui	00-01 P4E CISCO ACAD	Conferences Other	\$1,800.00
P0052784	El Camino College Warehouse	Admissions/Records	Supplies	\$215.00
P0052785	Cal Partitions, Inc	VP-SCA	New Equipment – Noninstruc.	\$2,067.58
P0052786	Vermed, Incorporated	Wellness Center	Supplies	\$567.60
P0052787	El Camino College Warehouse	Rad Tech	Supplies	\$21.50
P0052788	Mass Press	Facilities/Planning	Supplies	\$33.56
P0052789	John Atienza	Fine Arts	Supplies	\$100.00
P0052790	El Camino College Warehouse	Physical Education	Supplies	\$165.16

P0052791	Lori Medigovich	Humanities	Supplies	\$495.84
P0052792	Diana Crossman	Speech Communication	Supplies	\$38.68
P0052793	Films for the Humanities & Science	International Educat	Supplies	\$173.21
P0052794	Quality Business Machines	Division Office Inst	Repairs Noninstructional	\$772.94
P0052795	El Camino College Warehouse	EOPS	Supplies	\$63.00
P0052796	ECC Food Service-Catering	EOPS	Supplies	\$20.72
P0052797	Bradley's Plastic Bag Company	Earth Sciences	Supplies	\$115.42
P0052798	Committee on Accreditation	Resp Therapy	Dues And Memberships	\$1,037.31
P0052799	Mouser Electronics	Electronics	Supplies	\$206.50
P0052800	LA South Bay Regional Skills Cen	Parking-Student Perm	In-Service Training	\$150.00
P0052801	Magic's Auto Body & Paint	Campus Police Depart	Repairs Noninstructional	\$1,352.70
P0052802	Digi-Key	Electronics	Supplies	\$152.33
P0052803	Wassco	Electronics	Supplies	\$240.70
P0052804	Antique Electronics	Electronics	Supplies	\$55.04
P0052805	Mcmaster-Carr Supply Company	Electronics	Supplies	\$363.51
P0052806	Msc Industrial Supply	Automotive Collision	Supplies	\$536.42
P0052807	Susan Nickle	International Student	Supplies	\$85.00
P0052808	Auto Body Toolmart	Automotive Collision	Supplies	\$599.87
P0052809	Camera One	Artes de El Camino	Contract Services	\$554.66
P0052810	Mjpm Printing & Signs	Fine Arts	Supplies	\$422.18
P0052811	El Camino College Warehouse	P4E Inglewood Fire	Supplies	\$42.00
P0052812	Big Ed's Chainsaw Service	P4E Inglewood Fire	Repairs - Instructional	\$347.25
P0052813	SOCAL AIR, INC	P4E Inglewood Fire	Repairs - Instructional	\$629.49
P0052814	Dion & Sons	Machine Tool Technol	Supplies	\$514.40
P0052815	Meest California	NIS Partnership Grant	Postage	\$71.22
P0052816	CVC2 Regional Center	Ca Virtual Uni. 2nd	Conferences Other	\$762.48
P0052817	Ipma	Human Resources	Dues And Memberships	\$299.00
P0052818	Boise Cascade	Civic Center Mainten	Supplies	\$51.72
P0052819	Action Training Systems, Inc.	P4E Inglewood Fire	Supplies	\$1,190.75
P0052820	Angelus Medical & Optical Co.,	Fine Arts	Supplies	\$173.20
P0052821	Mass Press	TANF	Supplies	\$33.56
P0052822	El Camino College Warehouse	TANF	Supplies	\$130.52
P0052823	Magna Publications, Inc.	V.P. Academic Affairs	Publications Periodicals	\$59.00
P0052824	West Group	V.P. Academic Affairs	Publications Periodicals	\$156.00
P0052825	Sterling Technical Services	Theatre/Dance	Repairs Parts And Supplies	\$147.01
P0052826	Ebsco Publishing	TTIP Library Automat	Other Services And Expense	\$1,167.00
P0052827	Geac Advance User's Group	Division Office Inst	Other Services And Expense	\$100.00
P0052828	Time Magazine	Speech Communication	Dues And Memberships	\$99.65
P0052829	Beach Reporter	Ed & Community Devel	Multi Media Advertising	\$702.63
P0052830	Dell Marketing L. P.	Title V-Activity 1	New Computer Equipment-No	\$12,029.82
P0052831	El Camino College Warehouse	Ctr for Arts Ticket	Supplies	\$63.00
P0052832	Accrediting Commission for Commun	Presidents Office	Dues And Memberships	\$7,725.00
P0052833	El Camino College Warehouse	Copy Center	Supplies	\$954.00
P0052834	Doubletree Hotel	Humanities	Supplies	\$3,165.02
P0052835	Fisher Scientific	Life Sciences	Supplies	\$7,481.40

P0052836	Advanced Calculator Solutions	Natural Sci	New Equipment - Instructi	\$999.25
P0052837	De Anza College Cvc Region 1	Ca Virtual Uni. 2nd	Supplies	\$301.31
P0052838	Southern Cal Air Conditioning Dis	HVAC Shop	Supplies	\$206.22
P0052839	Midamerican Productions, Inc.	Student Affairs	Due to/ Invest.	\$3,000.00
P0052840	Montgomery Hardware Company	Lock Shop	Supplies	\$3,095.65
P0052841	El Camino College Warehouse	Title V-Activity 1	Supplies	\$64.50
P0052842	Sue Oda Omori	Counseling Office	Supplies	\$52.46
P0052843	Pacific Coachways	Recruitment/School	Transportation	\$2,030.00
P0052844	Pacific Coachways	Recruitment/School	Transportation	\$290.00
P0052845	Pacific Coachways	Recruitment/School	Transportation	\$245.00
P0052846	Quantum Signs & Graphics	Counseling Office	Supplies	\$198.75
P0052847	Enterprise Rent-A-Car	Counseling Office	Supplies	\$86.59
P0052848	Enterprise Rent-A-Car	Counseling Office	Supplies	\$86.59
P0052849	Enterprise Rent-A-Car	Counseling Office	Supplies	\$86.59
P0052850	El Camino College Warehouse	CA Articulation No	Supplies	\$21.00
P0052851	A-1 Office Plus	Counseling Office	Supplies	\$236.33
P0052852	Delphin Computer Supply	Career Center	Supplies	\$163.46
P0052853	Assist Design	Counseling Office	Supplies	\$296.00
P0052854	Mass Press	Student Affairs	Supplies	\$33.56
P0052855	San Diego Community College Auxil	International Educat	Dues And Memberships	\$400.00
P0052856	Scantron	Division Office Nsci.	Supplies	\$72.71
P0052857	Inter Valley Pool Supplies	Pool	Supplies	\$1,256.44
P0052858	El Camino College Warehouse	V.P. Academic Affairs	Supplies	\$86.00
P0052859	Klopfenstein Art Equip.	Fine Arts	New Equipment – Instruc.	\$11,981.55
P0052860	Franklin Covey	V.P. Academic Affairs	Supplies	\$132.10
P0052861	Porter's Camera Store	Fine Arts	New Equipment – Instruc.	\$340.59
P0052862	CCS Presentation Systems Inc.	Behavioral & Soc Sci.	New Equipment – Instruc.	\$31,930.80
P0052863	Mark Shapiro	Fine Arts	Supplies	\$75.00
P0052864	Wendy Chow	Fine Arts	Supplies	\$75.00
P0052865	Marie Rodriguez	Fine Arts	Supplies	\$75.00
P0052866	Karen Lawrence	Fine Arts	Supplies	\$60.00
P0052867	Air Conditioning Specialties	Fine Arts	New Equipment – Instruc.	\$985.08
P0052868	Allyson Bates	Fine Arts	Supplies	\$75.00
P0052869	Leslie W. Woodson	Fine Arts	Supplies	\$50.00
P0052870	Richard Schmunk	Fine Arts	Supplies	\$75.00
P0052871	Enterprise Rent-A-Car	Journalism	Transportation	\$633.18
P0052872	National League for Nursing	V.P. Academic Affairs	Supplies	\$5,010.00
P0052873	Alpha Gamma Sigma, Inc.	Student Affairs	Due to/ Invest.	\$1,990.00
P0052874	Scantron Corporation	Information Technolo	Supplies	\$496.14
P0052875	Taylor-Dunn Manufacturing Co.	Parking-Student Perm	Repairs Noninstructional	\$144.07
P0052876	El Camino College Warehouse	Life Sciences	Supplies	\$90.93
P0052877	Borden Decal Co., Inc.	Parking-Student Perm	Supplies	\$923.00
P0052878	Specialized Products Co.	Telecommunications	Supplies	\$602.77
P0052879	Borden Decal Co., Inc.	Parking-Student Perm	Supplies	\$4,006.05
P0052880	Borden Decal Co., Inc.	Parking-Student Perm	Supplies	\$3,535.00

P0052882	Code Blue	Telecommunications	Supplies	\$58.71
P0052883	Golden West College Education Sup	Parking-Student Perm	In-Service Training	\$90.50
P0052884	El Camino College Warehouse	Parking-Student Perm	Supplies	\$306.48
P0052885	Competitive Aquatic Supply Inc	Health Sciences	Fundraising	\$1,375.89
P0052886	Competitive Aquatic Supply Inc	Health Sciences	Fundraising	\$4,397.14
P0052887	Crystal Decisions Store	Information Technolo	Supplies	\$644.09
P0052888	Bo Morton	NIS Partnership Grant	Travel And Conference Exp	\$100.00
P0052889	Palos Verdes Sign & Graphix	Student Affairs	ASB Exp.	\$947.19
P0052890	Maurice Elmore	Grounds	Supplies	\$47.52
P0052891	Fluke Electronics Corporation	Physics	Supplies	\$384.24
P0052892	Boise Cascade	Warehouse	Inventory	\$20,751.53
P0052893	Pearson Education	El Camino Language	Other Books	\$479.80
P0052894	Consolidated Waste Industries, In	Hazmat	Other Services And Expense	\$2,300.00
P0052895	Datatel, Inc.	El Camino Language	Conferences Mgmt	\$700.00
P0052896	Mass Press	El Camino Language	Supplies	\$33.56
P0052897	National Academy Press	ATE-Articulation Par	Supplies	\$101.03
P0052898	ECC Food Service-Catering	DSPS	Conferences Mgmt	\$502.43
P0052899	Delphin Computer Supply	Financial Aid	Supplies	\$350.81
P0052900	Montgomery Hardware Company	Lock Shop	Supplies	\$639.39
P0052901	South Bay Theme Parties	Student Affairs	ASB Exp.	\$850.00
P0052903	Los Angeles Air Conditioning Inc.	HVAC Shop	Repairs Noninstructional	\$330.00
P0052904	Long Beach City College	00-01 P4E CISCO ACAD	Conferences Other	\$1,130.00
P0052906	United Rentals	Facilities/Planning	Repairs Noninstructional	\$242.66
P0052907	Patricia Mack	Fine Arts	Supplies	\$60.00
P0052908	Pyro-Comm Systems, Inc.	Replace Fire Alarm	Repairs Noninstructional	\$2,170.00
P0052909	Fastsigns	Student Affairs	ASB Exp.	\$487.13
P0052910	Mcm Electronics Parts	Humanities	New Equipment – Instruc.	\$993.84
P0052911	United Scenic Artists Pension & W	Fine Arts	Supplies	\$225.00
P0052912	Kristal Walker	Fine Arts	Supplies	\$250.00
P0052913	Elizabeth Stillwell	Fine Arts	Supplies	\$1,500.00
P0052914	CCS Presentation Systems Inc.	NIS Partnership Grant	New Equipment – Noninstruc.	\$1,529.42
P0052915	Yukon 1275 Alameda	Facilities/Planning/	Repairs Noninstructional	\$595.38
P0052916	El Camino College Warehouse	Division Office Fine	Supplies	\$177.46
P0052917	El Camino College Warehouse	Automotive Technology	Supplies	\$49.12
P0052918	Hopper Service Parts Company	Automotive Technology	Supplies	\$414.57
P0052919	Coast Kites	Fine Arts	New Equipment – Instruc.	\$3,484.88
P0052921	Marriot Hotel	Speech Communication	Conferences Other	\$686.84
P0052922	Epson	Art Department	Art Dept Copier Supplies	\$500.56
P0052923	Mel Pierce Camera & Digital	Fine Arts	New Equipment – Instruc.	\$763.84
P0052924	Mary Lewis	Family Consumer Stud	Supplies	\$192.49
P0052925	Lehner/Martin, Inc.	Air Conditioning	Supplies	\$374.48
P0052926	Delphin Computer Supply	VATEA I&T	Supplies	\$1,146.58
P0052927	Delphin Computer Supply	VATEA I&T	Supplies	\$70.36
P0052928	Electronix Express	Electronics	Supplies	\$239.62
P0052929	Marlin P. Jones & Assoc.	Electronics	Supplies	\$101.90

P0052930	Grainger	Electronics	Supplies	\$226.02
P0052931	Country Inn & Suites	Health Sciences	Fundraising	\$2,032.80
P0052932	Pacific Coachways	Student Affairs	ASB Exp.	\$2,283.36
P0052933	Torrance Postmaster	Fine Arts	Supplies	\$1,090.00
P0052934	Audio Graphic Systems	Behavioral & Soc Sci.	New Equipment – Instruc.	\$200.00
P0052935	Caled	WPLRC Technical Inst	Dues And Memberships	\$75.00
P0052936	Boise Cascade	Student Affairs	ASB Exp.	\$62.90
P0052937	Gasser/Olds Company, Inc.	Foundation	Supplies	\$151.65
P0052938	El Camino College Warehouse	Copy Center	Supplies	\$420.00
P0052939	Parker & Covert Llp	Purchasing and Busin	Self Insurance Legal Fees	\$5,413.00
P0052940	Benjamin Hofer	Purchasing and Busin	Student Accident Ins	\$397.07
P0052941	Specialty Coffee Assoc of Amer	Contract Training	Conferences Mgmt	\$300.00
P0052942	American Express Travel	Contract Training	Transportation/ Mileage	\$700.00
P0052943	West Group Payment Center	Human Resources	Publications/ Periodicals	\$44.12
P0052944	Mark Hullibarger	Ctr for Arts Product	Repairs Parts And Supplies	\$75.00
P0052945	LAPES Athletic Team Sales	Technology & Diversi	Supplies	\$384.95
P0052946	El Camino Community College	Fine Arts	Supplies	\$3,000.00
P0052947	Image Print	SBDC Program Income	Reproduction – Noninstruc.	\$4,645.04
P0052948	Sargent Welch	Natural Sci.	New Equipment – Instruc.	\$1,162.17
P0052949	Card Imaging	00-01 P4E Inglewood	Supplies	\$315.00
P0052950	NAVPA	Admissions/Records	Dues And Memberships	\$100.00
P0052952	Think Communications	Recruitment/School	Supplies	\$121.13
P0052953	CSUDH Foundation/Latino Conf. Csu	Title V-Activity 1	Conferences Mgmt	\$150.00
P0052954	Boise Cascade	Title V-Activity 1	Supplies	\$288.71
P0052955	McMaster - Carr Supply Company	Electronics	Supplies	\$248.16
P0052956	ECC Food Service-Catering	Health Sciences	Fundraising	\$224.08
P0052957	Joyce Littrell	Fine Arts	Supplies	\$200.00
P0052958	William Georges	Fine Arts	Supplies	\$100.00
P0052959	Elizabeth Stillwell	Fine Arts	Supplies	\$200.00
P0052960	Dawn Huntoon	Fine Arts	Supplies	\$500.00
P0052961	Kimberly Deshazo	Fine Arts	Supplies	\$1,000.00
P0052962	Dell Marketing L. P.	VATEA I&T	New Computer Equipmnt-Ins	\$47,814.63
P0052963	Full Compass	Fine Arts	New Equipment – Instruc.	\$1,692.84
P0052964	Sandra P. de Mos	CDC	Conferences Mgmt	\$40.00
P0052965	ECC Food Service-Catering	Humanities	Supplies	\$180.51
P0052966	El Camino College Warehouse	Copy Center	Supplies	\$840.00
P0052967	El Camino College Warehouse	Copy Center	Supplies	\$228.00
P0052968	Science Kit & Boreal Lab	ATE-Articulation Par	Supplies	\$116.48
P0052969	Amazon.Com	ATE-Articulation Par	Supplies	\$83.81
P0052970	MESA Statewide Undergraduate	MESA Program 2002	Contract Services	\$2,445.00
P0052971	El Camino College Warehouse	Film Rental	Supplies	\$42.00
P0052974	Delphin Computer Supply	Business	New Equipment – Instruc.	\$810.64
P0052975	Reviews on Cards	Division Office Inst	Library Books	\$360.00
P0052976	Information Today Inc.	Division Office Inst	Library Books	\$305.05
P0052977	Brodart Co.	Division Office Inst	Supplies	\$50.86

P0052978	Kapco Library Products	Division Office Inst	Supplies	\$123.20
P0052979	Gaylord Brothers, Inc.	Division Office Inst	Supplies	\$100.04
P0052980	Delphin Computer Supply	Division Office Inst	Supplies	\$89.49
P0052981	Joseph Smith and Associa	Student ID Card -PFE	Supplies	\$1,222.81
P0052982	Marriott Torrance	Recruitment/School	Conferences Mgmt	\$478.47
P0052983	Cclc	VP-SCA	Publications/ Periodicals	\$19.85
P0052984	Daily Breeze, the	Presidents Office	Publications/ Periodicals	\$76.70
P0052985	Long Beach Chamber of Commerce	SBDC Program Income	Conferences Mgmt	\$90.00
P0052986	El Camino College Warehouse	Division Office BSSC	Supplies	\$163.80
P0052987	El Camino College Warehouse	Sociology	Supplies	\$105.27
P0052989	The Serenus Press	History	Supplies	\$46.14
P0052990	National Spirit Group	Student Affairs	Supplies	\$6,112.00
P0052992	El Camino College Warehouse	DSPS	Supplies	\$241.90
P0052993	El Camino College Warehouse	Purchasing and Busin	Supplies	\$172.00
P0052994	Tony's Printing Equipment Service	Copy Center	Repairs - Instructional	\$231.95
P0052995	Archie Ivy, Inc.	Improve Campus Appea	Repairs Noninstructional	\$9,260.00
P0052996	Spectraturf	Improve Campus Appea	Repairs Noninstructional	\$12,795.00
P0052998	American Express Travel	Ca Virtual Uni. 2nd	Transportation/ Mileage	\$678.65
P0052999	Vernier Software	Physics	Supplies	\$936.15
P0053000	Thomas Paton & Assoc.	CADD	Data Processing Rentals	\$450.00
P0053001	Sigma-Aldrich	Chemistry	Supplies	\$291.64
P0053002	Fisher Scientific	Chemistry	Supplies	\$338.26
P0053004	Sargent Welch	Chemistry	Supplies	\$1,087.31
P0053005	Mira Costa Girls Volleyball	Public Information	Multi Media Advertising	\$400.00
P0053006	Delphin Computer Supply	Health, Safety	Supplies	\$95.01
P0053007	Xpedx Paper & Graphics	EOPS	Supplies	\$445.34
P0053009	Western Highway Products, Inc.	Parking-Student Perm	Site Improvements	\$1,301.71
P0053010	American Express Travel	Public Information	Conferences Mgmt	\$109.00
P0053011	American Express Travel	RITC 10/1/02 - 9/30	Conferences Mgmt	\$1,243.53
P0053012	American Express Travel	Public Information	Conferences Mgmt	\$107.00
P0053013	American Express Travel	Public Information	Conferences Mgmt	\$114.00
P0053014	CCS Presentation Systems, Inc.	Business	New Equipment – Instruc.	\$1,968.50
P0053015	National Roofing Consultants Inc.	Roof Replacement / V	Contract Services	\$4,825.00
P0053016	Safelite Auto Glass	Facilities/Planning	Repairs Noninstructional	\$183.85
P0053017	Stephens Plumbing & Heating	Facilities/Planning	Repairs Noninstructional	\$300.00
P0053018	Aqua-Serv Engineers Inc.	HVAC Shop	Supplies	\$6,173.56
P0053019	Newsweek Magazine	Speech Communication	Dues And Memberships	\$42.00
P0053020	Sheldon Enterprises Inc.	Rad Tech	Supplies	\$236.04
P0053021	Mass Press	Foster Care Education	Supplies	\$201.35
P0053022	Sigma-Aldrich	Chemistry	Supplies	\$205.79
P0053023	Cal-Ed Optical	Life Sciences	Supplies	\$450.00
P0053024	Da Tell	Fine Arts	Supplies	\$400.00
P0053025	Lisa Walker	Fine Arts	Supplies	\$700.00
P0053026	Kristy Lopez	Fine Arts	Supplies	\$400.00
P0053027	Kim Borgaro	Fine Arts	Supplies	\$400.00

P0053028	Bruce Tell	Fine Arts	Supplies	\$200.00
P0053029	Michelle Meyer	DSPS	Contract Services	\$600.00
P0053030	Erica Munoz	DSPS	Contract Services	\$600.00
P0053031	El Camino College Warehouse	Job Placement	Supplies	\$168.00
P0053032	El Camino College Warehouse	Division Office Huma	Supplies	\$409.90
P0053033	Vertigo Recording Services	Ctr for Arts Adm Pub	Supplies	\$85.66
P0053034	American Express Travel	NIS Partnership Grant	Travel And Conference Exp	\$2,508.98
P0053035	Michael Sherrill	Student Affairs	Due to/ Invest.	\$1,500.00
P0053036	Star Silkscreen	Student Affairs	Due to/ Invest.	\$469.81
P0053037	Fisher Scientific	Natural Sci	New Equipment – Instruc.	\$2,489.75
P0053038	Committee on Accreditation for Res	Resp Therapy	Dues And Memberships	\$1,000.00
P0053039	L.A. County Foster Youth Serv.	ILP 2002-03 10/01/02	Conferences Other	\$500.00
P0053040	Pasco Scientific	Natural Sci	New Equipment – Instruc.	\$672.16
P0053041	Hitt Marking Devices	Contract Education	Supplies	\$19.87
P0053042	Pacific Coachways	Fine Arts	Supplies	\$265.95
P0053043	Pacific Coachways	Fine Arts	Supplies	\$379.79
P0053044	American 3B Scientific	Life Sciences	Supplies	\$303.08
P0053045	Nathan Green	Ctr for Arts Instr/A	Contract Services	\$150.00
P0053046	IAE Edu Net	El Camino Language	Contract Services	\$120.00
P0053047	Sargent Welch Scientific	Life Sciences	Supplies	\$75.69
P0053048	Carolina Biological Supply Co.	Life Sciences	Supplies	\$991.46
P0053049	Wards Natural Science	Life Sciences	Supplies	\$3,935.19
P0053050	Vwr Scientific	Life Sciences	Supplies	\$6,040.74
P0053051	Servu-Online	Fine Arts	New Equipment – Instruc.	\$777.95
P0053053	Satco Supply	Fine Arts	New Equipment – Instruc.	\$2,294.90
P0053054	South Bay Regional Public Communi	Parking-Student Perm	New Equipment – Noninstruc.	\$29,947.60
P0053056	Jan Dickson	Technology & Diversi	Supplies	\$194.90
P0053057	Eyecatcher Screen Printing	Health Sciences	Fundraising	\$568.96
P0053058	Taverner & Browne	Copy Center	Supplies	\$451.05
P0053059	Mass Press	Financial Aid	Supplies	\$33.56
P0053060	Miriam Alario-Wolski	Fine Arts	Supplies	\$500.00
P0053061	Bernice Boseman	Fine Arts	Supplies	\$500.00
P0053062	Kimberly Deshazo	Fine Arts	Supplies	\$200.00
P0053063	Kenny Lefort	Fine Arts	Supplies	\$50.00
P0053064	Xerox Corporation	Copy Center	Supplies	\$4,357.08
P0053065	El Camino College Warehouse	I&T Div Ofc	Supplies	\$210.00
P0053066	El Camino College Warehouse	I&T Div Ofc	Supplies	\$210.00
P0053067	El Camino College Warehouse	I&T Div Ofc	Supplies	\$210.00
P0053068	Minolta Business Systems, Inc.	I&T Div Ofc	Supplies	\$92.27
P0053070	Kwik Way	Smog Test Station Gr	New Equipment – Instruc.	\$11,587.18
P0053071	Global Publication Services	Construction Technol	Publications Periodicals	\$53.91
P0053072	Western Tool Supply	Construction Technol	Repairs Parts And Supplies	\$155.78
P0053073	L.A. County Fire Department	Hazmat	Waste Disposal	\$2,753.50
P0053074	American Express Travel	Architect Fees & Eng	Conferences Mgmt	\$321.00
P0053075	the NEWS	Air Conditioning	Publications Periodicals	\$29.00

P0053076	Hitt Marking Devices	TANF	Supplies	\$21.93
P0053077	El Camino College Warehouse	I&T Div Ofc	Supplies	\$127.60
P0053078	El Camino College Warehouse	Copy Center	Supplies	\$1,582.40
P0053079	El Camino College Warehouse	Civic Center Mainten	Supplies	\$137.17
P0053080	Mass Press	Facilities/Planning	Supplies	\$67.12
P0053081	John Ruggirello	VATEA I&T	Supplies	\$749.94
P0053082	Patriotic Hall/Los Angeles County	TANF	Conferences Other	\$28.00
P0053083	ECC BOOKSTORE	Technology & Diversi	Supplies	\$400.00
P0053084	Fisher Scientific	Chemistry	Supplies	\$1,621.59
P0053086	Fortune	WPLRC Technical Inst	Publications/ Periodicals	\$19.99
P0053087	Correctional Education Assoc.	WPLRC Technical Inst	Dues And Memberships	\$60.00
P0053089	Ahead Conference 2003 Umass	DSPS	Conferences Mgmt	\$520.00
P0053090	El Camino College Warehouse	Counseling Office	Supplies	\$130.70
P0053092	Carle Bush	Counseling Office	Supplies	\$5.29
P0053093	West Group Payment Center	Counseling Office	Publications/ Periodicals	\$47.00
P0053094	ECC Food Service-Catering	Counseling Office	Supplies	\$2,042.40
P0053095	LRP Publications	Counseling Office	Publications/ Periodicals	\$187.00
P0053096	ECC Food Service-Catering	Counseling Office	Supplies	\$155.25
P0053097	Carole Bush	Counseling Office	Supplies	\$46.53
P0053098	Imprint Texas	Student Affairs	Due to/ Invest.	\$141.89
P0053099	Leo's Silk Screen Service	Student Affairs	Due to/ Invest.	\$144.00
P0053100	The Kiosk Service Company	Information Technolo	Maintenance Contracts	\$8,047.22
P0053101	Smart Computing Customer Renewals	Campus Police Depart	Publications/ Periodicals	\$29.00
P0053103	Cognos Corporation	Information Technolo	Maintenance Contracts	\$5,011.75
P0053104	Clean Sweep Supply, Inc.	Civic Center Mainten	Supplies	\$193.11
P0053105	U S Shop Tools	Machine Tool Technol	Supplies	\$474.01
P0053106	Weldon, Williams & Lick, Inc	Parking-Student Perm	Supplies	\$572.08
P0053107	Western Highway Products, Inc.	Parking-Student Perm	Site Improvements	\$66.00
P0053108	Archival Products	Division Office Inst	Supplies	\$558.49
P0053109	Boise-Cascade Office Supply Div.	Math	New Equipment – Instruc.	\$147.75
P0053110	Dane Teter	Orchestra	Supplies	\$382.08
P0053111	Audio Graphic Systems	Instructional Televi	Supplies	\$555.33
P0053115	EBSCO Subscription Services	Division Office Inst	Publications Periodicals	\$396.53
P0053119	Weldon, Williams & Lick, Inc.	Parking-Student Perm	New Equipment – Noninstruc.	\$2,961.26
P0053120	CCUG Southern California Chapter	Parking-Student Perm	Dues And Memberships	\$100.00
P0053121	Susan Beiner	Student Affairs	Due to/ Invest.	\$125.00
P0053122	S.H.P.E.U.C.I.	Student Affairs	Due to/ Invest.	\$490.00
P0053123	Datatel, Inc.	Information Technolo	Software	\$4,000.00
P0053124	Unicon Inc	Information Technolo	Software	\$8,000.00
P0053125	Computerland	Information Technolo	Software	\$820.13
P0053126	Dell Marketing L. P.	Information Technolo	Software	\$9,359.30
P0053127	Dell Marketing L. P.	Information Technolo	Software	\$668.99
P0053128	ECC Food Service-Catering	Recruitment/School	Supplies	\$325.38
P0053129	Fisher Scientific	Life Sciences	Supplies	\$142.05
P0053130	Staples	Administrative Serv.	Supplies	\$412.40

P0053131	El Camino College Warehouse	CADD	Supplies	\$84.10
P0053133	Time Clock	Purchasing and Bus.	Repairs Noninstructional	\$84.53
P0053134	Van Nguyen	Counseling Office	Supplies	\$108.57
P0053135	Farr West Charter	Student Affairs	ASB Exp.	\$2,400.00
P0053136	Dependable Printing Supply	Copy Center	Supplies	\$46.05
P0053137	Inx International Ink Co.	Copy Center	Supplies	\$290.11
P0053138	Rotary Club of Redondo Bch	Presidents Office	Dues And Memberships	\$140.00
P0053139	Leach Printers Supply Co., Inc.	Copy Center	Supplies	\$68.24
P0053140	Xpedx	Copy Center	Supplies	\$2,485.46
P0053141	Mcmaster-Carr Supply Company	Health, Safety	Supplies	\$1,979.27
P0053142	El Camino College Warehouse	Ctr for Arts Adm Pub	Supplies	\$111.48
P0053143	A. B. Dick Company	Copy Center	Supplies	\$1,179.49
P0053144	ECC Food Service-Catering	Technology & Diversi	Supplies	\$1,607.13
P0053145	Xpedx Paper & Graphics	Copy Center	Supplies	\$3,785.73
P0053146	Abrams Planetarium	Astronomy	Publications Periodicals	\$10.00
P0053147	South Bay Regional Public Communi	Health, Safety	Supplies	\$936.58
P0053148	ECC Food Service-Catering	Staff Diversity	Supplies	\$107.06
P0053149	El Camino College Warehouse	Division Office Huma	Supplies	\$147.00
P0053150	Intellitech	Business	New Equipment – Instruc.	\$2,435.63
P0053151	Enterprise Rent-A-Car	MESA Program 2002 -	Transportation	\$259.96
P0053152	Bo Morton	NIS Partnership Grant	New Equipment – Noninstruc.	\$276.73
P0053153	Ultratec	DSPS	Supplies	\$15.20
P0053154	LA Business Printing	Foster Care Education	Reproduction Instructional	\$1,353.13
P0053155	NJP Sports, Inc.	Health Sciences	Fundraising	\$2,825.00
P0053156	The Clocktower Inn	Health Sciences	Fundraising	\$960.00
P0053157	Dell Marketing L. P.	Title V-Activity 1	New Computer Equipment-No	\$2,964.97
P0053158	Chief, Cds Library of Congress	Instructional Service	Library Books	\$30.00
P0053159	Harris Infosource	Instructional Service	Library Books	\$203.90
P0053160	El Camino College Warehouse	Learning Center	Supplies	\$42.00
P0053161	El Segundo Chamber of Commerce	Presidents Office	Dues And Memberships	\$80.00
P0053162	Intelcom	Instructional Televi	Other Services And Expense	\$8,000.00
P0053163	Demco, Inc.	Division Office Inst	Supplies	\$127.67
P0053164	Riverside Publishing	DSPS	Supplies	\$101.82
P0053165	Highsmith Company Inc.	Division Office Inst	Supplies	\$244.76
P0053166	CCS Presentation Systems, Inc.	Learning Center	Supplies	\$215.26
P0053167	Lori Medigovich	Humanities	Supplies	\$1,174.35
P0053168	Audio Graphic Systems	Learning Center	Supplies	\$540.43
P0053169	Cisco Systems	00-01 P4E CISCO ACAD	Supplies	\$8,000.00
P0053170	El Camino College Warehouse	Office Administration	Supplies	\$21.00
P0053173	American Express Travel	Information Technolo	Transportation/ Mileage	\$207.00
P0053174	American Red Cross	CalWORKs	Contract Services	\$425.00
P0053175	Radisson Hotel At Los Angeles Air	CACT Partnership	Conferences Mgmt	\$3,000.51
P0053176	Western Highway Products, Inc.	Parking-Student Perm	Site Improvements	\$278.96
P0053178	School Specialty	Division Office Bus.	Supplies	\$123.41
P0053180	A-1 Office Plus	TRIO	Supplies	\$1,714.68

P0053182	Autodoor	Facilities/Planning	Repairs Noninstructional	\$1,622.68
P0053183	So. Calif. Flagpole	Facilities/Planning	Repairs Noninstructional	\$737.59
P0053185	Farr Filters Sales & Services	HVAC Shop	Supplies	\$6,490.14
P0053186	Terry Mink Winzer, Corp.	Electric Shop	Supplies	\$160.29
P0053187	I.C.B.O. Distribution Center	Facilities/Planning	Other Books	\$163.87
P0053188	Best Roofing	Roof Repl Art, B/SS,	Contract Services	\$3,441.01
P0053189	Daily Breeze, the	Ed & Community Devel	Multi Media Advertising	\$1,564.92
P0053190	American Express Travel	CITD/Calif-Mexico Tr	Transportation/ Mileage	\$114.00
P0053191	American Express Travel	SBDC CITD	Transportation/ Mileage	\$114.00
P0053193	Mass Press	Division Office NSci	Supplies	\$33.56
P0053194	El Camino College Warehouse	Division Office NSci	Supplies	\$84.00
P0053195	El Camino College ASB	Staff Diversity	Contract Services	\$2,000.00
P0053196	Statewide/Rural Cvc Center Cerro	Ca Virtual Uni. 2nd	Conferences Other	\$1,655.00
P0053197	Arbor Travel Associates, Inc.	Information Technolo	Transportation/ Mileage	\$60.04
P0053198	El Camino College Warehouse	Information Technolo	Supplies	\$525.00
P0053200	Enterprise Systems Consulting	TTIP Total Cost	Software	\$4,922.00
P0053201	Inglewood Civic Plaza	00-01 P4E Inglewood	Supplies	\$505.37
P0053202	El Camino College Warehouse	Financial Aid	Supplies	\$252.00
P0053203	Staples	TANF	Supplies	\$277.12
P0053204	Grischow Training & Consulting	Title V-Activity 1	Supplies	\$500.00
P0053205	Mass Press	Title V-Activity 1	Supplies	\$134.24
P0053206	Med-Com Trainex	Nursing	Fundraising	\$2,340.00
P0053207	Designworks	Student Affairs	Due to/ Invest.	\$159.13
P0053208	West Coast Sound Service Inc.	Commencement Expense	Other Rentals	\$2,000.00
P0053210	Ncs Pearson	Information Technolo	Supplies	\$6,654.12
P0053211	Tony's Printing Equipment Service	Copy Center	Repairs - Instructional	\$124.20
P0053212	El Camino College Warehouse	Information Technolo	Supplies	\$126.00
P0053213	American Industrial Supply, Inc.	Paint Shop	Supplies	\$319.60
P0053214	American Industrial Supply, Inc.	Plumbing Shop	Supplies	\$339.08
P0053217	American Industrial Supply, Inc.	Electric Shop	Supplies	\$200.52
P0053218	Chronicle of Higher Education	Ca Virtual Uni. 2nd	Publications/ Periodicals	\$82.50
P0053220	Computerland of Silicon Valley	TTIP Total Cost	Software	\$91.61
P0053221	El Camino College Warehouse	WPLRC PIC Aerospace	Supplies	\$322.50
P0053222	Department of Social Services	CDC	Other Services And Expense	\$300.00
P0053223	Constructive Playthings	CDC Donations	Supplies	\$735.05
P0053225	Mass Press	CDC	General Office Supplies	\$33.56
P0053226	Wausau Tile	Grounds	Supplies	\$1,870.69
P0053228	Archie Ivy, Inc.	Improve Campus Appea	Site Improvements	\$500.00
P0053229	Pepperball	Parking-Student Perm	Supplies	\$1,283.29
P0053230	Ultramax Ammunition	Parking-Student Perm	Supplies	\$1,197.25
P0053231	Discount School Supply	CDC Instr Materials	Supplies	\$710.39
P0053232	Trusco Manufacturing	Grounds	Supplies	\$2,157.81
P0053233	Coursey Enterprises	Nursing	Supplies	\$60.77
P0053235	El Camino College Warehouse	Nursing	Supplies	\$91.50
P0053236	Mass Press	EOPS	Supplies	\$33.56

P0053237	American Express Travel	SBDC CITD	Transportation/ Mileage	\$338.00
P0053238	El Camino College Warehouse	Human Resources	Supplies	\$15.95
P0053239	El Camino College Warehouse	Division Office Bus.	Supplies	\$63.00
P0053241	AMI Electrical & Telecom, Inc.	Financial Aid	Contract Services	\$5,477.50
P0053242	Delphin Computer Supply	Office Administration	Supplies	\$517.44
P0053243	Mid City Mailing Services	Fine Arts	Supplies	\$710.00
P0053244	Torrance Hilton At South Bay	Ctr for Arts Adm Pub	Center For The Arts Misc.	\$468.14
P0053245	El Camino College Warehouse	Office Administration	Supplies	\$126.00
P0053247	Ge Polymer Shapes	Art Dept Donations	Supplies	\$478.31
P0053248	Dr. Jane Hardester	Fine Arts	Supplies	\$300.00
P0053249	Sign Media, Inc.	Special Resource Cen	Fundraising	\$27.95
P0053250	Sign Enhancers, Inc	Special Resource Cen	Fundraising	\$47.70
P0053252	ECC Food Service-Catering	Humanities	Supplies	\$211.00
P0053253	Graphics Corps, the	SBDC CITD	Reproduction – Noninstruc.	\$1,623.75
P0053257	Subway	Title V-Activity 1	Supplies	\$1,081.00
P0053258	History Channel	International Educat	Supplies	\$149.70
P0053260	American Express Travel	Admissions/Records	Conferences Mgmt	\$185.00
P0053261	Audio Visual Headquarters	Specialty Beverage	Conferences Mgmt	\$89.25
P0053262	Massachusetts Convention Center	Specialty Beverage	Conferences Mgmt	\$135.00
P0053264	Ges Exposition Services	Specialty Beverage	Conferences Mgmt	\$647.85
P0053265	Ami Publishing, Inc	Specialty Beverage	Reproduction Instructional	\$2,452.00
P0053267	ECC Food Service-Catering	Health Sciences	Fundraising	\$448.16
P0053269	Absolute Business Systems	Information Technolo	New Equipment – Instruc.	\$35,825.23
P0053270	Businessweek	SBDC Program Income	Other Books	\$29.97
P0053271	Natural Choice Corp.	Wellness Center	Supplies	\$58.78
P0053275	El Camino College Warehouse	CIS	Supplies	\$42.00
P0053281	Oriental Trading Company, Inc.	Student Affairs	Supplies	\$71.40
P0053284	Ante's Restaurant	Humanities	Supplies	\$450.00
P0053285	Computerland of Silicon Valley	TTIP Total Cost	Software	\$1,054.62
P0053286	Delphin Computer Supply	Information Technolo	Replacement Equipment - N	\$847.60
P0053288	El Camino College Warehouse	Physical Education	Supplies	\$215.00
P0053289	Mass Press	Division Office Inst	Supplies	\$33.56
P0053290	Battery Specialist	Film Rental	Supplies	\$122.49
P0053291	H.W. Wilson	TTIP Library Automat	Other Services And Expense	\$6,797.00
P0053292	Parker Directory	Instructional Service	Library Books	\$55.77
P0053293	Adventures in Advertising	Title V-Activity 1	Conferences Mgmt	\$1,947.17
P0053294	Assist Design	Counseling Office	Supplies	\$541.25
P0053295	Mass Press	Counseling Office	Supplies	\$33.56
P0053296	El Camino College Warehouse	Counseling Office	Supplies	\$43.33
P0053297	Lexis Nexis Matthew Bender	TTIP Library Automat	Other Services And Expense	\$1,284.00
P0053299	California Community College Leag	TTIP Library Automat	Other Services And Expense	\$20,833.00
P0053302	Tri-Star Electronics	Cact CA Employee Tra	Other Books	\$670.50
P0053303	El Camino College Warehouse	Counseling Office	Supplies	\$126.00
P0053305	Edits Publishers	Career Center	Publications/ Periodicals	\$62.56
P0053306	Vocational Biographies Inc.	Career Center	Other Books	\$302.50

P0053308	El Camino College Warehouse	Copy Center	Supplies	\$1,049.70
P0053309	Spitz Space Systems, Inc.	Astronomy	Repairs - Instructional	\$514.00
P0053313	Refrigeration Supplies Dist	Air Conditioning	Supplies	\$2,719.62
P0053314	Shelter Pointe Hotel	Health Sciences	Fundraising	\$307.20
P0053317	Eradigm	RITC 10/1/02 - 9/30	Contract Services	\$300.00
P0053318	Western Office Interiors	Planning/ Research	Maintenance Contracts	\$947.19
P0053319	C.S.U.Fullerton-U.L.C.	Student Affairs	ASB Exp.	\$100.00
P0053320	Pacific Coachways	Recruitment/School	Transportation	\$968.00
P0053322	Hispanic Outlook in Higher Educat	V.P. Academic Affairs	Publications Periodicals	\$29.95
P0053323	Greentree Systems	Human Resources	Other Services And Expense	\$2,711.66
P0053324	Network Solutions, Inc.	SBDC Program Income	Other Services And Expense	\$95.00
P0053325	Network Presence, Llc	00-01 P4E Inglewood	Software	\$1,639.00
P0053326	Pacific Coachways	CA Articulation No	Transportation	\$260.16
P0053332	Irma Rayas	Admin of Justice Don	Supplies	\$522.84
P0053333	Haas Factory Outlet	Machine Tool Technol	Repairs - Instructional	\$285.00
P0053334	California Fire Technology Direct	Fire Academy/Emergen	Dues And Memberships	\$25.00
P0053335	American Woodworker	Construction Technol	Publications Periodicals	\$23.98
P0053337	SOCAL AIR, Inc	P4E Inglewood Fire	Repairs - Instructional	\$341.24
P0053338	Kim Borgaro	Fine Arts	Supplies	\$400.00
P0053339	Decorative Engineering	Ctr for Arts Product	Repairs Parts And Supplies	\$116.92
P0053340	Marty Almaraz	Fine Arts	Supplies	\$400.00
P0053341	Bernice Boseman	Fine Arts	Supplies	\$300.00
P0053342	Datatel, Inc.	Information Technol	Publications Periodicals	\$300.00
P0053343	Veralee Bassler	Fine Arts	Supplies	\$200.00
P0053344	Gallery Services	Fine Arts	Supplies	\$361.13
P0053345	El Camino College Warehouse	Admissions/Records	Supplies	\$322.50
P0053348	Mark Hullibarger	Music	Repairs Parts And Supplies	\$715.00
P052378.	Dell Computer Corp.	Information Technol	New Equipment – Instruc.	\$404,189.28

Total :

603

\$1,150,446.80

B0050379	California State Uni	TTIP Total Cost	Contract Services	\$43,277.00
B0053117	EBSCO Subscription	Division Office Inst	Publications Periodicals	\$475.36
B0057268	Community College Le	Utilities	Lights And Power	\$1.00
B0057497	Heather Parnock	Public Information	PSA Contract Services	\$5,000.00
B0057498	Alan Janson	Public Information	PSA Contract Services	\$3,000.00
B0057531	Duane S. Rumsey	RITC 10/1/01 - 9/30	PSA Contract Services	\$4,620.00
B0057544	Trevor Rodriguez	Counseling Office	PSA Contract Services	\$3,000.00
B0057545	Trevor Rodriguez	Articulation	PSA Contract Services	\$2,296.00
B0057548	Guam Cedders	RITC 10/1/01 - 9/30	Contract Services	\$2,400.00
B0057568	City of Hermosa Beach	Fire Academy/Emergen	Contract Services	\$30,000.00
B0057791	Keith Johnson	Foster Care Education	PSA Contract Services	\$592.00
B0057799	Brenda Parks	Foster Care Education	PSA Contract Services	\$814.00
B0057801	Jennifer Meric	Ca Virtual Uni. 2nd	PSA Contract Services	\$7,500.00
B0057810	Dowden Associates, I	Institutional Service	Contract Services	\$7,905.00
B0057814	Infinite Concepts	CACT Partnership	Contract Services	\$12,113.85

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B0057816	Dianne Pirtle	V.P. Academic Affairs	PSA Contract Services	\$142.41
B0057829	San Joaquin County	RITC 10/1/02 - 9/30	Contract Services	\$4,500.00
B0057857	O'Melveny & Myers	Institutional Service	Legal	\$48,000.00
B0057865	Stephen Dean Gilbert	Ca Virtual Uni. 2nd	PSA Contract Services	\$1,000.00
B0057917	Hair Exsalonce	CalWORKs	Contract Services	\$1.00
B0057920	Learning Garden Pre-	CalWORKs	Contract Services	\$1.00
B0057952	Joyce Liou	Ca Virtual Uni. 2nd	PSA Contract Services	\$1,000.00
B0057972	State of California	Cact CA Employee Tra	Contract Services	\$1.00
B0057977	J & B Financial	Best	Contract Services	\$32,200.00
B0057987	Southern California	RITC 10/1/02 - 9/30/	Contract Services	\$375.00
B0058011	Walden & Associates	Science Complex Cons	Contract Services	\$5,500.00
B0058018	Carol Traylor	Foster Care Education	PSA Contract Services	\$740.00
B0058023	Commerce Thru Digita	SBDC T&C 1/1/02 to 1	Contract Services	\$67,500.00
B0058061	Journeys of Discover	International Educat	Supplies	\$1.00
B0058067	CMTC - California Ma	Contract Training	Contract Services	\$1.00
B0058069	CMTC - California Ma	Contract Training	Contract Services	\$1.00
B0058070	CMTC - California Ma	Contract Training	Contract Services	\$1.00
B0058071	Pivot Management Con	Cact CA Employee Tra	PSA Contract Services	\$25,000.00
B0058083	CMTC - California Ma	Contract Training	Contract Services	\$1.00
B0058114	Parker & Covert Llp	Institutional Service	Legal	\$40,000.00
B0058115	O'Melveny & Myers	Institutional Service	Legal	\$30,000.00
B0058124	Nzingha Family Servi	KEPS 09/02thru06/03	Contract Services	\$3,423.00
B0058128	E.C.C. Public Inform	Bridge to Teacher Ed	Reproduction Instructional	\$750.00
B0058129	California Tehcnolog	SBDC C02-0040 1/03 -	Contract Services	\$1.00
B0058130	ECCD Petty Cash	model approaches	Supplies	\$100.00
B0058131	ECCD Petty Cash	00-01 Early Steps	Other Services And Expense	\$795.00
B0058132	Andrew Billingsley	Staff Diversity	PSA Contract Services	\$650.00
B0058133	Lee's Market	00-01 Early Steps	Other Services And Expense	\$960.00
B0058134	Bank of America	Parking-Student Perm	In-Service Training	\$3,000.00
B0058135	Memorial Hospital	Nursing	Supplies	\$1.00
B0058136	C S U San Bernardino	RITC 10/1/02 - 9/30	Contract Services	\$250.00
B0058137	Southwest Center	RITC 10/1/02 - 9/30	Contract Services	\$500.00
B0058139	Stradling Yocca Carl	Institutional Service	Legal	\$10,000.00
B0058140	Ernest C. Jewell	Contract Training	PSA Contract Services	\$10,000.00
B0058141	Maly's	Cosmetology	Supplies	\$500.00
B0058142	Sebastian Internatio	Cosmetology	Supplies	\$1,000.00
B0058143	State of California	Institutional Service	Legal	\$3,000.00
B0058144	CSU Dominguez Hills	Title V CSUDH	Contract Services	\$1.00
B0058145	Airgas	Welding	Other Instr Supplies	\$5,000.00
B0058146	Vicenti, Lloyd, Stut	Fiscal Services	Contract Services	\$12,000.00
B0058147	Walden & Associates	Repl Water Mains Pha	Contract Services	\$8,000.00
B0058148	Easy Reader, the	Ed & Community Devel	Multi Media Advertising	\$1,100.00
B0058149	Dynamic Engineering	Science Complex Cons	Contract Services	\$150,000.00
B0058151	3D International	Replace Emergency	Contract Services	\$101,131.00
B0058152	West-Star Construction	Repl Water Mains	Contract Services	\$53,382.00

B0058153	David Thompson	Ca Virtual Uni. 2nd	PSA Contract Services	\$10,000.00
B0058155	Commercial Wholesale	Electric Shop	Supplies	\$6,000.00
B0058157	Steve Peltz	Ca Virtual Uni. 2nd	PSA Contract Services	\$1,000.00
B0058158	Steven Barden	Title V CSUDH	PSA Contract Services	\$20,299.98
B0058160	Destination Science	Contract Education	Contract Services	\$1.00
B0058161	Aorn, Inc.	WPLRC Technical Inst	Other Books	\$3,000.00
B0058162	Midwest Library Serv	Library Project	Publications Periodicals	\$2,000.00
B0058163	ECC Food Service-Cat	Contract Training	Supplies	\$1,000.00
B0058164	Monterey Park Fire	Paramedic Academy	Contract Services	\$1.00
B0058165	Los Angeles Urban Le	CalWORKs	Contract Services	\$1.00
B0058166	School Services	Institutional Service	Contract Services	\$400.00
B0058167	Kirk's Diesel	P4E Inglewood Fire	Repairs - Instructional	\$4,000.00
B0058168	L. A. County Fire De	Paramedic Academy	Contract Services	\$1.00
B0058171	ECCD Petty Cash	Chemistry	Supplies	\$335.00
B0058172	Nextel Communication	Parking-Student Perm	Other Services And Expense	\$1,200.00
B0058187	Isec, Inc.	Science Complex Cons	Architects And Engineers	\$119,333.00
B0058188	Global Steel Product	Science Complex Cons	Architects And Engineers	\$23,060.00
B0058189	G.D. Heil Inc.	Science Complex Cons	Architects And Engineers	\$408,600.00
B0058190	Fel-Mar Construction	Science Complex Cons	Architects And Engineers	\$200,000.00
B0058191	Environmental Acoust	Science Complex Cons	Architects And Engineers	\$149,800.00
B0058192	Dynalectric	Science Complex Cons	Architects And Engineers	\$2,437,600.00
B0058193	Dow Diversified, Inc	Science Complex Cons	Architects And Engineers	\$2,245,480.00
B0058194	D K Mechanical	Science Complex Cons	Architects And Engineers	\$2,127,000.00
B0058195	Conrod Concrete, Inc	Science Complex Cons	Architects And Engineers	\$1,112,099.00
B0058196	Circulating Air	Science Complex Cons	Architects And Engineers	\$3,225,000.00
B0058197	Best Roofing	Science Complex Cons	Architects And Engineers	\$149,518.00
B0058198	Angeles Contractor	Science Complex Cons	Architects And Engineers	\$90,650.00
B0058199	Aluminex, Inc.	Science Complex Cons	Architects And Engineers	\$88,156.00
B0058200	Advantage Painting	Science Complex Cons	Architects And Engineers	\$99,000.00
B0058201	Action Sheet Metal	Science Complex Cons	Architects And Engineers	\$185,350.00
B0058202	Toft Wolff Farrow	Replace Fire Alarm	Contract Services	\$8,500.00
B0058203	L.A.C.O.E.	Institutional Service	Contract Services	\$1.00
B0058204	Pierre Sprinkler	Science Complex Cons	Architects And Engineers	\$144,250.00
B0058205	ECCD Petty Cash	Technology & Diversi	Supplies	\$400.00
B0058207	Becky Bush	Foster Care Education	PSA Contract Services	\$1,000.00
B0058208	Elena Taborda-Reigad	Title V Management	PSA Contract Services	\$2,000.00
B0058209	Gloria Edmonds	WPLRC Technical Inst	PSA Contract Services	\$7,000.00
B0058211	Giselle Brown	KEPS 09/02thru06/03	PSA Contract Services	\$3,264.00
B0058212	Mandla Kayise	ILP 2002-03 10/01/02	PSA Contract Services	\$3,080.00
B0058213	Brenda Parks	KEPS 09/02thru06/03	PSA Contract Services	\$296.00
B0058214	Steven G. Walker	RITC 10/1/02 - 9/30	PSA Contract Services	\$1,035.00
B0058215	Steve Miller Group	Contract Education	Contract Services	\$650.00
B0058216	E.C.C. Public Inform	Special Resource Cen	Fundraising	\$500.00
B0058218	Robbie Odom	Foster Care Education	PSA Contract Services	\$370.00
B0058219	Infinite Concepts	CACT Partnership	Multi Media Advertising	\$2,400.00

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B0058220	Grainger	Electric Shop	Supplies	\$8,000.00
B0058221	Gamaliel Padilla	SBDC T&C 1/1/02 to 1	PSA Contract Services	\$9,000.00
B0058222	ECC Food Service-Cat	V.P. Academic Affairs	Supplies	\$500.00
B0058223	Scotch Paint Corpora	Paint Shop	Supplies	\$3,000.00
B0058224	Montgomery Hardware	Lock Shop	Supplies	\$1,000.00
B0058225	Somerville Plywood	Carpenter Shop	Supplies	\$1,000.00
B0058227	Home Depot/Gecf	Carpenter Shop	Supplies	\$1,000.00
B0058228	Ideal Glass & Mirror	Carpenter Shop	Supplies	\$1,000.00
B0058229	Cal Western Paint	Grounds	Supplies	\$1,000.00
B0058230	Yamada Service Cente	Grounds	Supplies	\$1,000.00
B0058231	Ewing Irrigation Pro	Grounds	Supplies	\$1,000.00
B0058232	Moneta Nursery Inc	Grounds	Supplies	\$1,000.00
B0058233	Sherman Oaks Medical	Nursing	Supplies	\$1.00
B0058234	National Roofing Con	Roof Replacement / V	Contract Services	\$4,825.00
B0058236	Ami Publishing, Inc	Speciality Beverage	Reproduction Instructional	\$1,000.00
B0058238	Nelson Nameplate	Cact CA Employee Tra	Contract Services	\$1.00
B0058239	Mitsubishi Electric	Science Complex Cons	Architects And Engineers	\$164,800.00
B0058240	Bickerton Iron Works	Science Complex Cons	Architects And Engineers	\$266,449.00
B0058241	Masonry CK Arts	Science Complex Cons	Architects And Engineers	\$30,785.00
B0058242	Berman Associates	Instructional Service	Library Books	\$3,600.00
B0058243	H.W. Wilson	Instructional Service	Library Books	\$6,000.00
B0058244	Midwest Library Serv	Instructional Service	Library Books	\$14,184.00
B0058245	The Gale Group	Instructional Service	Library Books	\$30,000.00
B0058246	ECCD Petty Cash	Technology & Diversi	Supplies	\$400.00
B0058247	ECCD Petty Cash	ILP 2002-03 10/01/02	Supplies	\$560.00
B0058248	ECCD Petty Cash	ILP 2002-03 10/01/02	Conferences Other	\$600.00
B0058249	Amazon.Com	Instructional Service	Library Books	\$1,000.00
B0058250	Westwood Building Ma	Grounds	Supplies	\$800.00
B0058252	Ami Publishing, Inc	Specialty Beverage	Multi Media Advertising	\$800.00
B0058253	Smardan Supply Company	Plumbing Shop	Supplies	\$5,000.00

<i>Total :</i>	135	\$14,188,439.60
<i>Total POs and BPOs :</i>	738	TOTAL :\$15,338,886.40

April 21, 2003

Administrative Services 21

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources - Administrative Services**

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A. Employment and Personnel Changes	1-5
B. Classified Professional Growth.....	5
C. Resolution Equivalency to Minimum Qualifications.....	6
D. Revised Classified Position and Classification Specifications.....	6-8
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A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified and temporary classified personnel as shown in items 1-24 and 1-21.

Certificated Personnel:

1. Pre-Retirement – Ms. Chitra Adarkar, full-time instructor of Mathematics, to work a reduced load of 0% in Fall and 100% in Spring for five years, effective Fall 2003 through Spring 2008, in accordance with the Agreement, Article XVIII, Section 2(c).
2. Pre-Retirement – Dr. Beatrice Brody, full-time Counselor, to work a reduced load of 50% in Fall and 50% in Spring for five years, effective July 1, 2003, in accordance with the Agreement, Article XVIII, Section 2(c).
3. Amend Change in Salary – Mr. Jeffrey McMahon, full-time instructor of English, from Class III, Step 12 to Class IV, Step 14, (instead of Class III, Step 13 To Class IV Step 13 as stated in February 18, 2003 Board Agenda), effective March 15, 2003.
4. Change in Salary – Ms. Stephanie Rodriguez, full-time Counselor, from Class II, Step 7, to Class III, Step 7, Fiscal Salary Schedule effective May 1, 2003.
5. Leave of Absence (100%) – Dr. Suzanne Gates, full-time instructor of English, effective March 31, 2003 through June 8, 2003.
6. Special Assignment – Ms. Kiran Sharma, part-time instructor of Nursing, to conduct 6 hour training program at Memorial of Gardena Hospital for nursing students, to be paid \$49.05 an hour, not to exceed \$295, effective April 1, 2003 through April 4, 2003, in accordance with the Agreement, Article X, Section 9(m).
7. Special Assignment – The following full-time instructors of Nursing to administer credit-by-examination, to be paid \$49.05 an hour, effective February 10 through June 8, 2003, in accordance with the Agreement, Article X, Section 14(c):

<u>Instructor:</u>	<u>Not to exceed (total hours)</u>
Toni Christopherson	4
Kathy Morgan	2
Frances Vander Stucken	2

8. Special Assignment – Ms. Marie Bernie Mendiondo, part-time instructor of Health Science & Athletics, to conduct Not-for-Credit courses in Nursing at various medical facilities, to be paid \$56.44 an hour, not to exceed \$4,000, effective March 1 through June 30, 2003, in accordance with the Agreement, Article X, Section 9(m).
9. Special Assignment – Ms. Sherry Jenkins, part-time instructor of Nursing, to counsel First Year Experience Students, to be paid \$65.55 an hour, not to exceed \$4,000,

effective March 1 through June 30, 2003, in accordance with the Agreement, Article X, Section 9(m).

10. Special Assignment – Ms. Sabra Sabio, First Year Experience Counselor, to counsel First Year students, be paid \$36.31, not to exceed \$12,061, as part of Title V Program, effective March 17 through June 30, 2003, in accordance with the Agreement, Article X, Section 9(m).
11. Special Assignment – Ms. Diana Crossman and Ms. Francesca Bishop, full-time instructors of Speech Communications, to be paid \$375 each for lecture presentation May 4, 2003, in accordance with the Agreement, Article X, Section 14(a).
12. Special Assignment – Mr. Wayne Wilson, part-time instructor of Culinary Arts to conduct for credit Culinary Arts courses at FCI Terminal Island, to be paid \$59.22 an hour for lecture and \$46.44 an hour for lab, not to exceed \$4,000, effective February 26 through June 30, 2003, in accordance with the Agreement, Article X, Section 9(m).
13. Special Assignment – Ms. Jennifer Montgomery, full-time instructor of Child Development, to consult for federally mandated program, to be paid \$49.05 an hour, not to exceed \$392.40, effective March 1 through June 8, 2003, in accordance with the Agreement, Article X, Section 14(c).
14. Special Assignment – Mr. Rick Hughes, full-time instructor of Computer Aided Design Drafting, to teach a contract ed training class in Geometric Dimensioning and Tolerancing (GD&T), to be paid \$49.05 an hour, not to exceed 50 hours or \$2,452.50, effective April 1 through June 30, 2003, in accordance with the Agreement, Article X, Section 14(a).
15. Stipend Assignment – Ms. Susan Einstein, part-time instructor of Photography, to photograph slides of 5 gallery installations during Fall 2002 and Spring 2003, to be paid \$541.25, effective September 3 through April 4, 2003, in accordance with the Agreement, Article X, Section 9(m).
16. Stipend Assignment – Mr. William Georges, full-time instructor of Theater, to perform sound design for “Crimes of the Heart”, to be paid \$1000, effective March 25 through May 31, 2003, In accordance with the Agreement, Article X, Section 14(c).
17. Stipend Assignment – Mr. Gary Robertson, part-time instructor of Speech Communications, to be paid \$500 for the lecture presented January 12, 2003, in accordance with the Agreement, Article X, Section 9(b).
18. Stipend Assignment – Ms. Caryn F. Morse, part-time instructor of Theater to be paid \$419 for directing play production, effective March 31 through June 1, 2003, in accordance with the Agreement, Article X, Section 10(d).

April 21, 2003

Human Resources – Administrative Services 2

19. Stipend Assignment – Ms. Cyndi Bahti, part-time instructor of Speech Communications, to be paid \$500 for lecture presentation January 26, 2003, in accordance with the Agreement, Article X, Section 9(b).
20. Stipend Assignment – Ms. Ruby Millsap, part-time instructor of Dance, to direct presentation of Dance Class showing and coordinate Dance production, to be paid \$419, effective May 29 through June 5, 2003, in accordance with the Agreement, Article X, Section 10(d).
21. Stipend Assignment – The following full-time instructors in Natural Sciences to prepare and present demonstrations for the Onizuka Space Science Day on March 29, 2003, to be paid \$50 each in accordance with the Agreement, Article X, Section 14(a).

Jeanne Bellemin
 Charles Cowell
 C. Irvin Drew
 Perry Hacking
 Charles Herzig

Norman Kadomoto
 Thomas Killingsworth
 Leon Leonardo
 Stephen Vincent Lloyd
 John Ogren

David Pierce
 Jean Shankweiler
 David Vakil
 Amy Waldman

22. Employment – Ms. Tracy Anne Maestrini, part-time Fire and Emergency Technology instructor, effective April 22 through June 8, 2003, to be paid by the Los Angeles County Fire Department.

23. Employment – The following part-time/substitute instructors to be hired as needed for the 2003 Spring Semester.

Industry & Technology
 Roger Bombassei

Humanities
 Sheryl Kunisaki

24. Employment – The following part-time/temporary instructors to be hired as needed for the 2003 Spring Semester

Health Science & Athletics
 Marcy Kitzmiller

Humanities
 Kim Runkle

Classified Personnel:

1. Retirement - Ms. Julia Dishon, Programs Clerk, Range 15, Step E, Fine Arts Division, Academic Affairs Area, effective May 30 2003, plus accrued vacation.
2. Termination – Mr. Thomas Edwards, Plumber, Range 37, Step A, Facilities Planning and Service Division, Administrative Services Area, effective January 17, 2003.
3. Amend Military Leave of Absence 100% - Mr. Craig Blum, Groundskeeper/Gardener II, Range 28, Step B, Facilities Planning and Service Division, Administrative Services Area, effective November 21, 2002 through May 16, 2003, instead of March 31, 2003.

4. Military Leave of Absence 100% - Mr. Kevin Peck, Toolroom/Instructional Equipment Attendant, Range 31, Step E, Industry and Technology Division, Academic Affairs Area, effective March 17, 2003 through March 17, 2004.
5. Amend Personal Leave of Absence 39.17% - Ms. Jeannine Barba, Student Services Specialist, Range 33, Step E, Student Development/Student Services Division, Student and Community Advancement Area, effective October 21, 2002 through, January 31, 2003 instead of June 30, 2003.
6. Amend Work Out of Classification – Ms. Charlotte Thompson, Accounting Assistant III, Range 28, Step E, to Project Specialist, Range 32, Step D, Learning Resources, Academic Affairs Area, effective March 1, 2001 through March 13, 2003 instead of February 28, 2003.
7. Extend Work Out of Classification – Mr. Julio Arias, Bookstore Sales Assistant, Range 19, Step C, to Bookstore Lead Sales Associate, Range 23, Step B, Bookstore Division, Administrative Services Area, effective may 1 through June 30, 2003.
8. Rescind Work Out of Classification - Ms. Alana Angel, Assistant Library Media Clerk, Range 14, Step E, to Library Media Technician IV, Range 32, Step A, Learning Resources, Academic Affairs Area, effective March 1, 2001 through February 28, 2003.
9. Rescind Work Out of Classification – Ms. Rebecca Wilson, Computer Lab Specialist I, Range 34, Step E, to Computer Lab Specialist II, Range 36, Step E, Learning Resources, Academic Affairs Area, effective March 1, 2001 through February 28, 2003.
10. Stipend - Ms. Alana Angel, Assistant Library Media Clerk, Range 14, Step E, (Y-Rated) Learning Resources, Academic Affairs Area, to be paid a one-time lump sum of \$8,977 for additional duties performed March 1, 2001 through March 18, 2003.
11. Stipend – Mr. Harnish Patel, Clerical Assistant, Range 20, Step E, Assessment Testing Center/Enrollment Services Division, Student and Community Advancement Area, to be paid a one-time lump sum of \$1,812 for additional duties performed January 1, 2002 through January 31, 2003.
12. Change of Assignment – Mr. Luis Barrueta, Student Services Specialist, Range 33, Step B, from Planning, Research and Development to Enrollment Services Division, Student and Community Advancement Area, effective March 1, 2003.
13. Change of Assignment – Ms. Annette Owens, from 100% to 60% Trainer/Instructional Technology Specialist, Staff Development/Human Resources Division, Administrative Services Area, 40% Web Developer, Range 41, Step C, Public Information Division, Student & Community Advancement Area, effective April 22, 2003.

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14. Change of Classification - Ms. Alana Angel, from Assistant Library Media Clerk, Range 14, Step E, to Library Media Assistant, Range 22, Step D, Learning Resources, Academic Affairs Area, effective April 22, 2003.
15. Promotion – Ms. Judy Flores, Bookstore Sales Assistant, Range 19, Step C, to Bookstore General Merchandise Buyer Assistant, Range 27, Step A, Bookstore Division, Administrative Services Area, effective May 1, 2003.
16. Promotion – Mr. Mosese Tuitupou, Night Custodian, Range 18, Step E, to Groundskeeper I, Range 22, Step D, Facilities Planning and Services Division, Administrative Services Area, effective May 1, 2003.
17. Amend Employment – Mr. Taylor Y. Robbins, Assistant Director, Financial Aid and Scholarships, Range 11, Step 3, Enrolment Services Division, Student and Community Advancement Area, effective March 17 instead of March 3, 2003.
18. Employment - Ms. Rhonda Clark, Senior Clerical Assistant, Range 24, Step A, Business Division, Academic Affairs Area, effective May 1, 2003.

Temporary Classified Personnel

19. Stipend - Ms. Judith Norton, Special Project Temporary Administrator V, California Virtual Campus, to be paid a one-time lump sum of \$4,400 for designing, developing and teaching a class for faculty, effective May 24, 2003.
20. Employment – Mr. Alphonso Everly, Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, to work Tuesday and Thursdays, 6:00 p.m. to 10:30 p.m., effective April 22, through June 30, 2003, filling in for classified employee on military duty.
21. Employment – Ms. Janice Pea, Substitute Dietetic Technology, Range 17, Step A, Child Development Center/Enrollment Services Division, Student and Community Advancement Area to work as need in the absence of the Dietetic Technician, effective April 22 through June 30, 2003.

B. 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:

CSUDH Summer 2003: Research Methods in Education & Seminar in Learning & Development, Dominguez Hills, CA - Van Nguyen. Jun. 23 – Aug. 3, 2003. \$400.00 maximum.
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C. RESOLUTION – EQUIVALENCE TO MINIMUM QUALIFICATIONS

It is recommended that the Board of Trustees approve a Resolution of the Board of El Camino Community College District authorized by the California Education Code Section 87359 as shown below:

WHEREAS, California Education Code Section 87359 provides that the governing board upon the advice and judgment of the Academic Senate may approve employment of instructors who possess qualifications at least equivalent to the minimum qualifications specified in the regulations of the Board adopted pursuant to Education Code Section 87356; and

WHEREAS, the El Camino College Policy "Equivalence to the Minimum Qualifications" was adopted June 11, 1990; and

WHEREAS, there are instructors on the staff at El Camino Community College who are eminently qualified to teach in their designated subject area.

NOW, THEREFORE, BE IT RESOLVED, that the El Camino Community College District Board of Trustees hereby approves the assignment of the below listed instructor to teach in the designated discipline(s) during employment at El Camino College:

Roger Bombassei – Computer Aided Design/Drafting

D. REVISED CLASSIFIED POSITION AND CLASSIFICATION SPECIFICATIONS:

It is recommended that the Board approve the revised classification specifications for the following position:

Library Media Assistant as shown on pages 7 and 8.

E. VOLUNTEERS:

The following persons have volunteered to perform unsalaried services for the El Camino Community College District pursuant to Education Code Section 72401 and 82365. In accordance with Labor Code Section 3364.5, Worker's Compensation coverage is being provided for the following persons:

Edwin Acevedo	Traves Ponder
Gregory D. Allen	Elaine Puckett
Christopher Cei	Carol Ramos
Antonio Contreras	Nalani Redira
Manuel Cuadros	Otilia Rodriguez
Tim Dennis	Ron Satow
Anthony Doukas	Randall Schmidt
Patricia Everette	Thomas Shukay
Brett Farmer	Monthira Soonthorsanathool
Evan Green	Tina Eve Stabile
Susana Guevara	Jeff Stevens
Shanita Lamb	Shirley T. Suarez
Candace Lee	Martin Turner
Ruben Lujan	
Denise Lynch	
Gerald Ong	

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: LIBRARY MEDIA ASSISTANT

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform routine and general duties in the library, media and audio-visual services. Duties may include filing, copying, maintaining records, and answering telephones, assisting with set-up of equipment and assisting with the pick-up or delivery of library or audio-visual supplies.

REPRESENTATIVE DUTIES:

Perform routine clerical duties in support of the library, media and audio-visual functions.

Screen reports, forms, and other documents for accuracy and completeness.

Assist Library Media Technicians in providing work direction regarding policies and procedures of the Learning Resources Center.

Maintain numerical and alphabetical records, file materials and update information as needed.

Assist in the coverage of the Learning Resources labs.

Answer telephones and provide routine, factual information to office visitors and callers.

Process and prepare simple forms related to the assignment.

Compile, list, and summarize information for review by supervisor, prepare routine or recurring reports according to established procedures.

Open, screen and route mail.

Perform library clerical duties including checking materials in and out, collecting fines and inventorying shelves.

Perform audio-visual duties, assisting with the pick-up or delivery of library, media and audio-visual supplies; may assist with set-up of equipment.

Operate standard office equipment including a typewriter, personal computer, copier, and other office equipment.

Interact with students, staff and the public.

April 21, 2003

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Perform related duties as assigned.

Library Media Assistant – (continued)

Page 2

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Modern office practices and procedures
Basic record-keeping techniques.
Telephone techniques and etiquette.

ABILITY TO:

Perform clerical duties such as filing, duplications and answering telephones.
Maintain routine records.
Learn department and programs objectives and goals.
Understand and follow oral and written directions.
Use good English and spell correctly.
Make simple arithmetical computations.
Provide general directions.
Learn to operate office equipment.

EDUCATION AND EXPERIENCE:

High School graduation and six (6) months Library and/or Media experience or six (6) months job related education above High School.

LICENSES AND OTHER REQUIREMENTS:

May require a valid California driver's license.

WORKING CONDITIONS:

Long periods of standing and sitting.
Lift to carry up to 25 lbs.
Move from one work area to another.
Interaction with students, staff and the public.

Classified Salary Range 22

Revised: March 2003

Board Approved: April 21, 2003

April 21, 2003

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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

- A. Travel Page 1
- B. California Community College Trustee Board of Directors Election Page 1
- C. Biennial Governing Board Member Election November 4, 2003 Page 1

Travel

It is recommended that the Board approve the following travel:

1. Travel Adventure Cinema Society (TRACS) 2003

Dr. Robert Haag, May 8-10, 2003, Las Vegas, Nevada, with transportation and necessary expenses paid.

2. Bond Closing

Thomas M. Fallo, March 31-April 1, 2003, San Francisco, California, with no loss of salary, with transportation and necessary expenses paid.

California Community College Trustees Board of Directors Election

It is recommended that the Board vote for candidates to serve on the California Community College Trustees Board of Directors, names to be read at Board meeting.

C. Resolution Ordering Governing Board Member Election

Order of Election of El Camino Community College District of Los Angeles, County, California.

RESOLVED that pursuant to Education Code (EC) 5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC 5302, 5304, and 5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, November 4, 2003. The polling hours shall be from 7:00 a.m. to 8:00 p.m.

The purpose of the election is to submit to the voters of the district the question of whether 3 members shall be elected to the Governing Board of the El Camino Community College District.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-

April 21, 2003

President and Board of Trustees

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mentioned election. The El Camino Community College District will pay the costs of the election. If any agency holds an election on November 4, 2003, the El Camino Community College District shall pay its pro rata share of the costs. The Registrar-Recorder will canvass the returns of the election. All matters pertaining to the conduct of this election shall be under the provisions of the appropriate sections of the Education and Election Codes.

IT IS FURTHER ORDERED that the Clerk of the district is hereby directed to furnish two copies of this order to the County Superintendent not less than 57 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of the El Camino Community College District of Los Angeles, County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes: _____

Nayes: _____

Absent: _____

Signed: _____

Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named therein at a duly constituted meeting of the said Governing Board, held on April 21, 2003, as it appears upon the minutes of the said meeting on April 21, 2003.

Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Notice Election Announcement

Listing of two (2) newspapers: The Daily Breeze
 ~~The Easy Reader~~
 Los Angeles Times

April 21, 2003

President and Board of Trustees

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*The Easy Reader was replaced by Los Angeles Times.