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Board of Trustees El Camino Community College District



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El Camino Community College
District
President,
El Camino College

El Camino College
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**Agenda, Monday, June 27, 2005
Board Room
4:30 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of May 16, 2005**
- III. Oath of Office – Philip Gomez**
- IV. Public Hearings – none**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment
 - B. Academic Affairs
*See Academic Affairs Agenda,
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Student and Community Advancement
*See Student & Community Advancement
Agenda, Pages 1-28*
Administrative Services
See Administrative Services Agenda, Pages 1-14
See Measure "E" Bond Fund Agenda, Pages 1-4
*See Human Resources Agenda,
Pages 1-63*
Superintendent/President
*See Superintendent/President Agenda,
Page 1*
- 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. Existing Litigation, Brown Act Section 54946.9
 - 1. Existing Litigation –
Case # 02-CC18921

- B. Personnel Matters, Brown Act Section 54957
 - 1. Personnel Matters – 1 case

- C. Labor Relations, Brown Act Section 54957.8
 - 1. American Federation of Teachers, Local 1388
 - 2. El Camino Classified Employees Local 6142
 - 3. El Camino Police Officers Association

- D. Student Expulsion, Brown Act Section 54954.5
 - 1. Student Expulsion – 9 cases

- E. Personnel Matters, Brown Act Section 54957
 - 1. Public Employee Performance
Evaluation – President

EL CAMINO COLLEGE STRATEGIC PLAN 2004-2007

Vision Statement

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

Mission Statement

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

Statement of Philosophy

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

Statement of Values

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

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

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

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

Diversity – We recognize and appreciate our similarities and differences.

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

Guiding Principles

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

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

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

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

Strategic Goals 2004-2007

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

EL CAMINO COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING OF
Monday, May 16, 2005

The Board of Trustees of the El Camino Community College District met at 4:30 p.m. on Monday, May 16, 2005, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Lila S. Hummel, Vice President; Trustee Mary E. Combs, Secretary; Trustee Nathaniel Jackson, Member; and Mr. Bryce L. Matson, Student Member.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Mr. Alex Kelley, Interim Vice President—Administrative Services; Dr. Patricia Caldwell, Vice President—Student & Community Advancement; and Dr. James Schwartz, Interim Vice President—Academic Affairs.

Minutes of the Regular Board Meeting of April 18, 2005

The Minutes of the Regular Board Meeting of April 18, 2005 were approved.

Consent Agenda

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

Academic Affairs

Resolution – Child Development Center

Student and Community Advancement

Field Trips

Student Conference

Community Education – Summer 2005

Grants

Administrative Services

AB 2910 – Quarterly Fiscal Status Report

Tentative Budget 2005-06

Approval to Deposit Funds

Chancellor's Office Tax Offset Program

Transfer of Funds to General Fund-Restricted (12)

International Student Health Insurance

Information Item

Bid 2204-12/Financial Aid Planner

Bid 2004-9/Printing of Class Schedules

Resolution

Purchase Orders

Measure E Bond Fund

Bid 2004-10/Modular Building Modification

Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Declaration of Indefinite Salaries for Retroactive Pay

Revision of Classification Specifications and Title Change for Administrator Position

Amend Special Project Temporary Administrator Daily Rate Schedule

President/Board of Trustees

Board Policies

Board of Trustee Election Alternatives

Calendar of Events, Los Angeles County Consolidated Election, November 8, 2005

Motion carried.

Public Comment

President of Academic Senate made comments regarding Board Policies. President of AFT-Faculty made comments on pending arbitration between AFT and the District.

President of El Camino Classified Employees made comments regarding numbers used in salary calculations.

Closed Session

Meeting recessed to a closed session at 5:50 p.m. and adjourned from the closed session at 6:40 p.m.

Mary E. Combs, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

**Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
James F. Schwartz, Ed.D., Interim Vice President**

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A.	Center for the Arts Presentations – 2005/2006	1
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C.	Proposed Curriculum Changes – Effective 2005/2006 Academic Year	2

Three to Five Years			
Per Day	Tu/Th	M/W/F	M - F
Community/Student	Community/Student	Community/Student	Community/Student
\$30 / \$23	\$60 / \$46	\$90 / \$69	\$125 / \$100
\$36 / \$32	\$72 / \$64	\$108 / \$96	\$150 / \$135

Part Time Fees: ~~\$4.00~~ **5.00**/hour

ECC Students: Minimum 12 hours/week

Community: Minimum 16 hours/week

10% Discount for second child.

Registration: ~~\$30~~ **40** (Full-Time Student) ~~\$ 40~~ **50** (Regular)

C. PROPOSED CURRICULUM CHANGES – EFFECTIVE 2005-2006 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum revisions, effective the 2005-2006 academic year, listed below:

BEHAVIORAL AND SOCIAL SCIENCES AND DIVISION

DISTANCE EDUCATION COURSE VERSION UPDATES

1. History 1B – United States History from 1877 to the Present (Online)
2. History 1B – United States History from 1877 to the Present (Telecourse)
3. History 18A – Women and American History from the Colonial Era to 1870 (Online)
4. Sociology 101 – Introduction to Sociology (Online)
5. Sociology 101 – Introduction to Sociology (Telecourse)
6. Sociology 102 – The Family (Online)
7. Sociology 102 – The Family (Telecourse)

INACTIVATE COURSE

1. History 12 – An Introduction to African History

NEW COURSES

1. History 12A – Introduction to African History, Prehistory to 1885

Units: 3 Lecture: 3 hours Faculty Load: 20%

Recommended Preparation: eligibility for English 1A

Credit, degree applicable; Transfer CSU

This course is a survey of Africa from human evolution to the eve of colonial rule. Emphasis will be given to the political, economic, and social development of the African continent. Topics to be analyzed include African trade relations with Europe and the world, the influences of Christianity and Islam in Africa, the Transatlantic slave trade, African Diaspora, and early European incursions.

2. History 12B – Introduction to African History, to 1885 to the Present

Units: 3 Lecture: 3 hours Faculty Load: 20%

Recommended Preparation: eligibility for English 1A

Credit, degree applicable; Transfer CSU

This course is a survey of the political, economic and social development of Africa from 1885 to the present. Special emphasis will be given to colonial conquest and African resistance to European rule, influence of Christian missionaries and Islam in Africa, the striving for independence and decolonization, and the struggle against apartheid in South Africa.

NEW MAJORS

1. Transfer Studies (Associate in Arts)

The transfer studies program provides students the opportunity to explore diverse methods of inquiry through coursework required for fulfilling the El Camino College general education requirements. Students will develop critical thinking skills, learn to communicate effectively in writing, and acquire an understanding of major concepts, issues, and diverse viewpoints. Through course options, students will use mathematical concepts to solve problems, employ methods of scientific inquiry to understand the world around them, and investigate health and fitness in their personal lives. Completion of the degree requirements will prepare students with the skills and resources needed to make transfer decisions. Competencies will be assessed through successful program completion rates.

Major Requirements:

Complete 60 degree applicable units to include all El Camino College Associate in Arts general education requirements. 21 units of the 60 units must be applicable to the general education pattern of the transfer institution.

General Education Requirements - 20-29 Units

Degree applicable courses - 31-40 Units

Total Units: 60

2. Transfer Studies (Associate in Science)

The transfer studies program provides students the opportunity to explore diverse methods of inquiry through coursework required for fulfilling the El Camino College general education requirements. Students will develop critical thinking skills, learn to communicate effectively in writing, and acquire an understanding of major concepts, issues, and diverse viewpoints. Through course options, students will use mathematical concepts to solve problems, employ methods of scientific inquiry to understand the world around them, and investigate health and fitness in their personal lives. Completion of the degree requirements will prepare students with the skills and resources needed to make transfer decisions. Competencies will be assessed through successful program completion rates.

Major Requirements:

Complete 60 degree applicable units to include all El Camino College Associate in Science general education requirements. 21 units of the 60 units must be applicable to the general education pattern of the transfer institution.

General Education Requirements - 18 Units

Degree applicable courses - 42 Units

Total Units: 60

CHANGE IN CATALOG DESCRIPTION; COURSE REVIEW

1. History 18A – Women and American History from the Colonial Era to 1870

Current Status/Proposed Change

This course ~~surveys~~ is a chronological survey of the history of women in America of the United States from the Colonial Era to 1870. Through the exploration of American Womanhood, the course will focus on the realities of the public and personal lives of colonial period through the era of reconstruction with special emphasis on the role of women as well as the efforts of women to broaden their scope of experience and autonomy. Consideration will also be given to concepts that best describe the historical position in the shaping of American society; The contributions of women as history makers and interpreters of that history; and the contributions women have made to the political, economic, and social development of American civilization the nation will be emphasized.

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

1. Political Science 2 – Comparative Politics

Current Status/Proposed Change

~~Consideration~~ In this course students will analyze political systems of different countries in a comparative analysis as a sub-field of Political Science; context. Emphasis will be placed on studying the differences and examination similarities of the prevalent methodology for such analysis. This survey course will include the selection of three or more governmental systems found in developed democratic nation-states. Developing countries, regional systems, and their treatment in a configurative/comparative manner.

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new democracies will also be analyzed to illustrate the complex nature of creating and maintaining a functioning nation-state system.

2. Political Science 5 – Ethnicity in the American Political Process

Current Status/Proposed Change

~~A critical analysis of the~~ In this course students will analyze racial and ethnic factor group relations in the context of the American political system and process, ~~past and present.~~ Through the study of the nature of The relationship of racial and ethnic groups in American society to local, state, and national government will be examined. Emphasis will be placed on problems of assimilation and integration into the American political system, ~~consideration will be given to the political problems of the African, Latin, Asian/Pacific and Native Americans.~~

CHANGES IN CATALOG DESCRIPTION, GENERAL EDUCATION REQUIREMENT; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Political Science 6 – Civil Rights and Liberties in the United States

Current Status/Proposed Change

~~An introduction to civil rights~~ This course introduces students to the study of civil rights and liberties based on ~~recent~~ current legislation and pertinent court decisions, ~~with emphasis on freedom of expression,~~ Emphasis will be placed on First Amendment protections, rights of the defendant, and problems of minorities and women. ~~Designed to meet general education requirements in the field, the course is of special interest for political science and administration of justice majors and pre-law students~~ minority groups facing discrimination.

CSU General Education Requirement – Area D.8.

BUSINESS DIVISION

INACTIVATE COURSE

1. Computer Information Systems 135 – Web Programming II

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

1. Business 21 – Personnel Management

Current Status/Proposed Change

~~In This course is concerned with the~~ students will gain an understanding of effective utilization of human resources in the business enterprise. ~~Major areas of personnel management covered in this class are~~ Emphasis is on principles of personnel administration, supervisory and leadership techniques, human relations, concepts of motivation, business communications, and laws governing the rights of employers and employees. ~~Class discussions involve suggestions for how to handle~~ Effective

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management of common types of personnel problems. An effort is made to relate the class topics to the students' own work experiences will be discussed.

2. Computer Information Systems 3 – Introduction to Microcomputer and Software Applications

Current Status/Proposed Change

In This course introduces the user student will be introduced to the capabilities of the microcomputer in using wordprocessing, and spreadsheets and databases in a hands-on environment. Operation of the microcomputer as a general purpose tool will be stressed.

3. Law 7 – General California Law

Current Status/Proposed Change

General preventive law. Legal problems in marriage, dissolution, adoption, torts, contracts, conditional sales (including the Uniform Commercial Code), negotiable instruments, business organizations. In this course students will be introduced to the ways in which California law influences and controls personal and real property, wills and succession, criminal law, bankruptcy, taxation and social legislation. business life. Topics will include significant rights and duties of individuals provided by the California civil and criminal courts and legal system with reference to the United States Constitution. Specific substantive and procedural laws will focus on consumer and general contract law, real estate purchases and sales, landlord and tenant rights, marital and other interpersonal relationships, protection of persons and property, choices of business entities, and the options available to transfer property upon death.

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

1. Computer Information Systems 133 – Web Programming Concepts

Current Status/Proposed Change

Units: 3 4 Lecture: 2 3 hours Lab: 2 3 hours Faculty Load: 23.33 35%

Recommended Preparation: None Computer Information Systems 13 or Computer Information Systems 19 or equivalent experience

This course provides the fundamental concepts and structures of programming for the Web using client-side mark-up languages and scripting languages. Topics included are problem solving, program design and documentation, conditional structures, variables, classes, objects, functions, events, arrays, windows, frames, and forms. and Additional topics include the introduction to XML, databases as used in the development of web-based programming, and utilizing Web Services.

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

Current Status/Proposed Change

1. Computer Information Systems 134 – Web Programming I

Units: ~~3~~ 4 Lecture: ~~2~~ 3 hours Lab: ~~2~~ 3 hours Faculty Load: ~~23.33~~ 35%

~~Prerequisite: Computer Information Systems 30 and Computer Information~~

~~Systems 133 with a minimum grade of C in prerequisite or equivalent experience~~

Recommended Preparation: ~~None~~ Computer Information Systems 133 or equivalent experience

This introductory programming course ~~compares~~ incorporates the basic concepts of web programming, problem solving, programming logic, and design techniques using Microsoft.Net web programming languages, and tools used to develop applications for the Internet and World Wide Web. ~~Students~~ The student will develop limited be able to obtain information from an e-client and send information to the e-client by building dynamic data-driven web-based applications, using dynamic mark-up languages, scripting languages, ActiveX and user-defined controls, and multimedia technologies. Skills will be applied to the creation of a Web Service. Emphasis is placed on the emerging web programming skills that will help and technologies to prepare students for advanced programming courses applications and to enter the E-Commeree Business and Web Development industries industry.

CHANGE IN CERTIFICATE OF COMPETENCE

1. Computer Information Systems

Current Status/Proposed Change

Microcomputer Applications Option:

A minimum of 12 Computer Information Systems units must be completed at El Camino College and a grade point average of 3.0 (B) is necessary in the required ~~30-32~~ 33 units.

Computer Information Systems 13, ~~16~~, 18, ~~19~~, 26, ~~27~~, 28, ~~29~~ 40; Computer Information

Systems 16 or 133; ~~two~~ three courses from the following: Business 1A, 55; Computer

Information Systems ~~17~~, 27, 29, 46, 80, 83, ~~133~~ 134; one course from: Business 55,

Computer Information Systems 19, 30

Total Units: ~~30-32~~ 33

Web Programming Option:

A minimum of ~~nine~~ twelve Computer Information Systems units must be completed at El Camino College and a grade point average of 3.0 (B) is necessary in the required ~~15~~ 17 units.

Computer Information Systems 30, 133, 134, ~~135~~; ~~choose one~~ two courses from the following: Business 12, Computer Information Systems 28, Law 31

Total Units: ~~15~~ 17

CHANGE IN CERTIFICATE OF COMPLETION

1. Computer Information Systems

Current Status/Proposed Change

Web Programming Option:

A minimum of ~~nine~~ **twelve** Computer Information Systems units must be completed at El Camino College and a grade point average of 2.0 (C) is necessary in the required ~~15~~ **17** units.

Computer Information Systems 30, 133, 134, ~~135~~; ~~choose one~~ **two courses** from the following: Business 12, Computer Information Systems 28, Law 31

Total Units: ~~15~~ **17**

RECLASSIFY MAJORS

1. Paralegal Studies

Current Status/Proposed Reclassification

Associate in ~~Science~~ **Arts** Degree

2. Real Estate

Current Status/Proposed Reclassification

Associate in ~~Science~~ **Arts** Degree

FINE ARTS DIVISION

COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Art 34ab – Gallery Management and Artist Career Issues

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

1. Dance 83abcd – Dance Workshop Ensemble

Current Status/Proposed Change

Corequisite: enrollment in any ~~Dance class~~ of the following technique classes: Dance 14ab, 16ab, 17abcd, 18abcd, 19ab, 22ab, 23abcd, 25abcd, 32ab, 33abcd, 35abcd, 42ab, 43abcd, 51ab, 52abcd, 53ab, 54abcd, 61ab, 62abcd

~~Introduction to dance performance involving ongoing~~ This course is an introduction to dance performance of works in progress. Students will participate in one or more formal or informal performances as dancers, choreographers, and/or crew. ~~Attendance at selected dance events at El Camino College sponsored by the South Bay Center for the Arts is required.~~

2. Music 76abcd – Clarinet Choir

Current Status/Proposed Change

~~Recommended Preparation~~ ~~Enrollment Limitation~~: ability to perform music of moderate difficulty, ~~as determined by faculty, on one or more instruments~~ an instrument of the clarinet family

~~Rehearsal~~ This ensemble rehearses and ~~performance of ensemble~~ performs literature scored for the balanced clarinet choir. ~~Performances are held on campus and in the community.~~

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

1. Speech Communication 8 – Oral Interpretation of Literature

Current Status/Proposed Change

~~Experiencing~~ In this course, students will study how to orally interpret literature through reading of poetry, drama, short story stories, and essays. ~~Theory and practice in~~ ~~Emphasis~~ will be placed on the art and techniques of exploring, illuminating, and orally presenting the logical, emotional, and aesthetic meanings of creative literature.

2. Speech Communication 12 – Interpersonal Communication

Current Status/Proposed Change

~~Physical, emotional~~ In this course students study and ~~verbal factors which contribute to, or prevent, effective~~ apply methods and theories of interpersonal communication. ~~Major emphasis on techniques~~ such as self-concept, perception, emotions, language and ~~practical application of verbal and~~ gender differences, non-verbal skills in achieving ~~personal~~ communication, listening, intimacy, defensiveness, and ~~social goals~~ conflict resolution. Students are required to give formal and informal oral presentations and write reports.

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 35ab – Men's Intercollegiate Football 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 football leading to and the opportunity for intercollegiate competition, ~~with member~~ Students will compete against conference schools of the Mission 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.

2. Physical Education 36abc – Off-Season Training for Men's Intercollegiate Football Team

Current Status/Proposed Change

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Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Open to team candidates~~ This course provides instruction, training, and ~~athletes for off-season~~
~~practice in the advanced techniques of football training.~~ All ~~participants~~ students will engage in
an off-season program ~~stressing~~ emphasizing instruction, skills development, strength training,
and ~~cardiovascular~~ conditioning.

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

3. Physical Education 45ab –Men’s Intercollegiate Golf 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 of
golf ~~leading to~~ and the opportunity for intercollegiate competition, ~~with member~~ Students will
compete against conference 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.

4. Physical Education 46abc –Off-Season Training for Men’s Intercollegiate Golf Team

Current Status/Proposed Change

Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Open to team candidates~~ This course provides instruction, training, and ~~athletes for off-season~~
~~golf training.~~ ~~Participants~~ practice in the advanced techniques of golf. All students will engage
in an off-season program ~~stressing~~ emphasizing instruction, skills development, strength training,
and ~~cardiovascular~~ conditioning.

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

5. Physical Education 66abc - Off-Season Training for Men’s Intercollegiate Tennis Team

Current Status/Proposed Change

Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Open to team candidates~~ This course provides instruction, training, and ~~athletes for off-season~~
~~tennis training~~ practice in the advanced techniques of tennis. All ~~participants~~ students will
engage in an off-season program ~~stressing~~ emphasizing instruction, skills development, strength
training, and ~~cardiovascular~~ conditioning.

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

6. Physical Education 116abc - Off-Season Training for Women’s Intercollegiate Tennis Team

Current Status/Proposed Change

Enrollment Limitation: tryout (high school varsity experience or equivalent skill)
~~Open to team candidates~~ This course provides instruction, training, and ~~athletes for off-season~~
~~tennis training~~ practice in the advanced techniques of tennis. All ~~participants~~ students will
engage in an off-season program ~~stressing~~ emphasizing instruction, skills development, strength
training, and ~~cardiovascular~~ conditioning.

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

HUMANITIES DIVISION

CHANGES IN DESCRIPTIVE TITLE, UNITS, LECTURE/LAB HOURS, FACULTY LOAD, CATALOG DESCRIPTION; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

Current Status/Proposed Change

1. English 98abcd – College Literary Magazine Editing and Publishing

Units: 2 3 Lecture: 4 2 hours Lab: 3 hours Faculty Load: 21.667 28.333%

~~A This course in evaluating prose and poetry submitted to a college literary magazine, provides students with experience in editing and copy reading; includes experience in layout and proof-reading and training in sales and promotion. Also includes evaluation of other college literary journal publishing. Students will evaluate literary magazines, create submission guidelines, advertise for and collect submissions, learn about the literary journal printing process, proofread and edit submissions, and design and compose layout. In addition, students will organize a public literary reading.~~

INDUSTRY AND TECHNOLOGY DIVISION

CHANGE IN CREDIT STATUS

1. Fire and Emergency Technology 61 – Hazardous Materials First-Responder/Scene Manager

Current Status/Proposed Change

Credit, ~~not~~ degree applicable

RECLASSIFY MAJORS

1. Administration of Justice

Current Status/Proposed Reclassification

Associate in ~~Science~~ Arts Degree

2. Family and Consumer Studies

Current Status/Proposed Reclassification

Associate in ~~Science~~ Arts Degree

MATHEMATICAL SCIENCES DIVISION

RECLASSIFY MAJOR

1. Mathematics General

Current Status/Proposed Reclassification

Associate in ~~Arts~~ Science Degree

NATURAL SCIENCES DIVISION

INACTIVATE COURSE

1. Biology 14 – Field Botany

CHANGES IN DISCIPLINE, CATALOG DESCRIPTION, A.A./A.S. GENERAL EDUCATION REQUIREMENT; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Horticulture 41 – General Horticulture

Current Status/Proposed Change

Discipline: Ornamental Horticulture/~~Biological Sciences~~

~~Practical general horticulture concepts are examined. Attention is focused on residential landscape~~ This course will provide a foundation for the care and culture of plants with an emphasis on landscape and nursery management. ~~(gardening) which is applicable to commercial~~ Topics include soil preparation and plant selection, turf grass selection, installation and care, landscape maintenance. ~~Some subjects covered include: vegetable and flower gardening, house plant culture, cut flower longevity, dried flowers, Bonsai, terrariums, fertilizers, soils, design, nursery management, plant propagation, integrated pest control management, house plants, and turf grass basic botany and physiology.~~ Career opportunities in horticulture will also be discussed.

~~Associate in Arts General Education Requirement – Section 1.~~

~~Associate in Science General Education Requirement – Section 1.~~

CHANGES IN LECTURE/LAB HOURS, FACULTY LOAD, CATALOG DESCRIPTION, A.A./A.S. GENERAL EDUCATION REQUIREMENTS; COURSE OUTLINE REVISED TO MEET TITLE 5 REQUIREMENTS

1. Horticulture 42 – Plant Propagation

Current Status/Proposed Change

Lecture: ~~3~~ 2 hours Lab: 3 hours Faculty Load: 20.00 ~~28.333~~%

~~Techniques in commercial plant propagation of landscape and foliage (house) plants. Propagation methods learned and experienced include:~~ Plant reproduction techniques will be studied and practiced with an emphasis on asexual (vegetative) propagation methods such as grafting, budding, layering, cuttings, sexual (flower/seed, specialized stems and micropropagation (tissue culture). ~~Propagation structures (greenhouse, cold frame, etc.) and plant maintenance~~ Sexual propagation (flower/seed), preparation and use of growing mediums, and operations of greenhouse and shade house structures will also be studied covered.

~~Associate in Arts General Education Requirement – Section 1.~~

~~Associate in Science General Education Requirement – Section 1.~~

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RECLASSIFY MAJORS

1. General Science
Current Status/Proposed Reclassification
Associate in Arts **Science** Degree
2. Physical Science
Current Status/Proposed Reclassification
Associate in Arts **Science** Degree

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. FIELD TRIPS

It is recommended that the Board approve the following student field trips for the El Camino College Language Academy. The purposes of the trips are to provide cultural enrichment for El Camino College students.

July 14, 2005 – Destyn LaPorte – Long Beach Aquarium, Long Beach, California. Estimated students 30. Depart 11:30am; return 5:00pm. Transportation by bus.

July 28, 2005 – Destyn LaPorte – Getty Museum, Los Angeles, California. Estimated students 25. Depart 12:30pm; return 5:00pm. Transportation by bus.

B. COMMUNITY EDUCATION – SUMMER 2005

1. It is recommended that the Board approve the following persons as on-call instructors for the College for Youth classes for the Summer 2005 Community Education Program. Instructors are to be paid at the rate of \$29 per hour:

Yanira King, Kate Oh, Margaret Van Norman, Jamie Perdue, Sylvie Esquibel, Jeanne Coe, Kimberly Mircheff, Jaime Angell, Grace Burton Margaret Cunningham, Roger Dreger, Brian Gill, D’Nisha Harris, Derek Hoffman, Aimee Howman, Laura Lindsey, Bridget Mayer, Terri McCall Art Palacios, Erica Peters, Denise Ravatt, Jeffrey Rosadini, Monica Schwafaty-Carrier, Lynette Taylor-Wallters, Jenifer Ann King, Derrick Kranke, Jay Lee

2. It is recommended that the Board approve the following persons as on-call instructors for the College for Youth classes for the Summer 2005 Community Education Program. Instructors are to be paid at the rate of \$32 per hour:

Eunice Curry-Jankans, Michele Bloomfield

C. COMMUNITY EDUCATION CLASSES – SUMMER 2005

It is recommended that the Board approve the following Community Education classes for summer 2005. Classes will be held at the Inglewood Fire Academy. Instructor to be paid \$40 per hour.

<u>Name</u>	<u>Date</u>	<u>Time</u>
Vehicle Extrication Update	Wed, July 27	8:00am - 5:00pm
Vehicle Extrication Update	Sun, August 7	8:00am - 5:00pm
Intermediate Rappelling	Tues, 7/26	8:00am – 5:00pm
Intermediate Rappelling	Sat, 8/6	8:00am – 5:00pm

D. INTERNATIONAL TRAVEL

It is recommended that the Board approve the following international travels:

1. Dr. Gloria Miranda, Dean of Behavioral and Social Sciences to travel to Guadalajara & Oaxaca, Mexico, July 14-30, 2005. Dr. Miranda will participate as a Mexican history specialist at the seminar, "Understanding the Mexican Student: Integrating the Mexican Perspective into Teacher Education" for a group of faculty and local elementary school teachers. Travel and accommodations costs will be covered by the Fulbright Hays Group Projects Abroad grant funded by the U.S. Department of Education and are not expected to exceed \$4,000.
2. Ms. Bozena Morton, Acting Director of the Center for International Education to travel to Guadalajara & Oaxaca, Mexico, July 2-16, 2005. Ms. Morton will participate in/observe the seminar "Understanding the Mexican Student: Integrating the Mexican Perspective into Teacher Education" for a group of faculty and local elementary school teachers and to establish agreements for virtual classroom exchanges for the Global Education for Technology grant (GETT). No expense to the District.
3. Dr. Mercedes Thompson, Professor of Spanish to travel to Guadalajara & Oaxaca, Mexico, July 2-30, 2005. Dr. Thompson will co-direct a seminar "Understanding the Mexican Student: Integrating the Mexican Perspective into Teacher Education" for a group of faculty and local elementary school teachers. Travel accommodation costs will be covered by the Fulbright Hays Group Projects Abroad grant funded by the U. S. Department of Education and are not expected to exceed \$4,000.
4. Dr. Nitza Llado, Professor of English as a Second Language to travel to Guadalajara & Oaxaca, Mexico, July 2-30, 2005. Dr. Llado will co-direct a seminar "Understanding the Mexican Student: Integrating the Mexican Perspective into Teacher Education" for a group of faculty and local elementary school teachers. Travel and accommodation costs will be covered by the Fulbright Hays Group Projects Abroad grant funded by the U.S. Department of Education and are not expected to exceed \$4,000.

E. OFF-SITE STRATEGIC PLANNING SESSION – ENROLLMENT SERVICES DIVISION

It is recommended that the Board ratify approval of 12 El Camino College managers to attend and participate in an Off-Site Strategic Planning Session for the Enrollment Services Division, June 3, 2005 at the Crestmont College campus. The purpose of the planning session is to develop a strategic enrollment management plan for the Enrollment Services Division. Expenses are not expected to exceed \$600.

F. GRANTS - INFORMATION

It is recommended that the Board receive for information the following Grants:

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

Amount of Grant Funding from Granting Agency	\$160,000
Amount of College Match (in-kind)	\$ -0-
Total Amount of Grant	\$160,000
Indirect Rate:	\$9,278.51 (8%)
Performance Period:	July 1, 2005 through June 30, 2006

2. National Science Foundation, DUE – Science Future Elementary School Teachers (FEST). The proposed project seeks to investigate to what extent the Alternative Pathways for the Science FEST project prepares prospective teachers to successfully teach science in the elementary and middle school grades. The research components are: content acquisition, demonstration of pedagogical approaches, classroom practice and student success, confidence about science acquisition and teaching, and pre-professional development.

Amount of Grant Funding from Granting Agency	\$315,243
Amount of College Match (in-kind)	\$ -0-
Total Amount of Grant	\$315,243
Performance Period:	April 1, 2006 through March 31, 2009

3. National Science Foundation, DUE – The Future Teachers Conference Symposium: Enhancing the Professional Development of Pre-Service Teachers. During this two-year project, the Future Teachers Conference Symposium (FTCS) will join college educators and future teachers who have planned and hosted a Future Teachers Conference (FTC) with teams who would like to do so. Participants will be allowed to share experiences that lead to successful FTCs, discuss pertinent ideas to planning and hosting the event, to increase the visibility and quality of events across the country.

Amount of Grant Funding from Granting Agency	\$198,866
Amount of College Match (cash)	\$ -0-
Total Amount of Grant	\$198,866
Indirect Rate:	\$57,296.63 (37.09%)
Performance Period:	October 1, 2005 through September 30, 2007

G. GRANTS - ACCEPTANCE

Department of Education – Child Care Access Means Parents in School (CCAMPIS). In the fourth and final year of this grant, the El Camino College Child Development Center will continue to subsidize services to low-income student parents. Additional seven-to-ten slots will be available, based on the Center’s sliding fee scale. Some of the children will attend full-time, some part-time, based on the needs of individual student parents.

Amount of Grant Funding from Granting Agency	\$ 49,932
Amount of College Match (cash)	<u>\$ 50,000</u>
Total Amount of Grant	\$ 99,932
Indirect Rate:	\$3,698.64 (8%)
Performance Period:	September 16, 2005 through September 15, 2006

H. AMENDMENT – EL CAMINO COLLEGE FOUNDATION ARTICLES OF INCORPORATION

It is recommended that the Board approve amending the El Camino College Foundation Articles of Incorporation as shown on pages 5 through 9 and as recommended by the Foundation Board of Directors.

I. AMENDMENT – EL CAMINO COLLEGE FOUNDATION BY-LAWS

It is recommended that the Board approve amending the El Camino College Foundation By-Laws as shown on pages 10 through 22 and as recommended by the Foundation Board of Directors.

J. 2006/2007 EL CAMINO COMMUNITY COLLEGE DISTRICT SCHOOL YEAR CALENDAR

It is recommended that the Board approve the 2006/2007 El Camino Community College District School Year Calendar as shown on pages 23 through 28.

**AMENDED AND RESTATED ARTICLES OF INCORPORATION
OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT FOUNDATION**

The undersigned certify that:

1. They are the President and the Secretary, respectively, of the El Camino Community College District Foundation, a California corporation.
2. The Articles of Incorporation of this corporation are amended and restated to read as follows:

ARTICLE I

The name of this corporation shall be The El Camino Community College District Foundation.

ARTICLE II

- (a) This corporation is organized exclusively for charitable and educational purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code of 1954.
- (b) This corporation is formed and shall be operated exclusively for educational and charitable purposes and, in connection therewith, exclusively for the benefit of and to assist in carrying out the purposes of the El Camino Community College District of Los Angeles County, California. Within the framework of such purposes this corporation shall develop financial support for El Camino Community College District by receiving gifts, funds and property. Such financial support shall be used to provide financial assistance to students and pay for curriculum development, physical facilities, equipment, salaries of Foundation employees, cultural programs in the visual and performing arts, athletic programs, and other expenses related to the educational programs of the El Camino Community College District and persons or organizations having an official relationship therewith.
- (c) The general purposes and powers of this corporation are to have and exercise all rights and powers conferred on non-profit corporations under the laws of California, including the power to contract, rent, buy or sell personal or real property, and to receive and hold property by gift, devise, or bequest, providing that such activities are in furtherance of the purposes set forth in paragraph (a) and (b) of this Article II.
- (d)

ARTICLE III

This corporation is a nonprofit, public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes as set forth in Article II.

ARTICLE IV

The principal offices of this corporation for the transaction of business ~~is~~ **are** located in Los Angeles County, California.

ARTICLE V

The name and complete business address in the State of California of this corporation's initial agent for service of process is:

Harold L. Throop, Jr., Ed.D.
El Camino Community College District
16007 Crenshaw Blvd.
Torrance, California 90506

ARTICLE VI

- (a) The names and addresses of the persons who are to act in the capacities of initial directors until the selection of their successors are as follows:

Lila S. Hummel
Delmer L. Fox
Rafael L. Cortada

El Camino Community College District
16007 Crenshaw Blvd.
Torrance, California 90506

- (b) The number of directors of this corporation shall not be less than nine ~~nor~~ **not** more than ~~twenty-five~~ **thirty**. This number may be changed from time to time by amendment of the Articles of Incorporation of this corporation, with the approval of the Board of Trustees of the El Camino Community College District.
- (c) The management and direction of the business of this corporation shall be vested in the Board of Directors, whose duties together with the time and place of meetings and such other regulations with respect to them as are not inconsistent with the express provisions of these articles shall be as specified in the Bylaws of this corporation.
- (d) The Board of Directors shall consist of five (5) Ex Officio directors, and from four (4) to ~~twenty (20)~~ **twenty-five (25)** other directors, for a maximum of ~~twenty-five (25)~~ **thirty (30)** directors.

(e) Selection and Service of Ex Officio Directors:

The persons who from time to time hold the following positions shall be Ex Officio directors: (1) the President/Superintendent of El Camino College or his or her designate; (2) the Vice President of Administrative Services or his or her designate; (3) the Vice President of Student and Community Advancement; (4) ~~two~~ one members of the Board of Trustees of the El Camino Community College District designated by District's Board of Trustees; ~~(4)~~ (5) El Camino College employee-at-large to be nominated by the President of the College ~~with the concurrence of the other Ex Officio members~~. Ex Officio members of the Board of Directors of this corporation shall have the same rights, duties and privileges as other directors of this corporation. Each shall automatically become an Ex Officio director of this corporation, and shall continue as such director as long as he or she holds a position named in this subsection, or for three years whichever comes first. Should an Ex Officio director's three year term expire while the director is serving in one of the enumerated positions of this Article VI, Section (e), said director shall be automatically reappointed to a subsequent term in office. If for any reason an Ex Officio director ceases to hold such a position he/she shall automatically cease to be a director of this corporation.

(f) Selection and Service of Remaining Directors:

~~Initially,~~ Ex Officio directors shall nominate ~~the~~ remaining directors which nominations shall be presented to the Board of Trustees of the El Camino Community College District for approval. ~~The~~ Thereafter, the full Board of Directors may, by a majority vote of all directors then serving, authorize the nomination of ~~(20)~~ any and all of the twenty-five (25) additional directors, for a maximum of ~~twenty five (25)~~ thirty (30) directors. ~~Any such additional directors shall be subject to approval by District's Board of Trustees.~~

Of the remaining directors, four (4) shall be referred to as the annual directors and shall be comprised of the following and nominated by the Nominating Committee of the El Camino Community College District Foundation for board approval and appointment: (i) a member of the El Camino Community College District ("El Camino") faculty; ii) a member of the El Camino College classified staff; iii) an El Camino student; and (iv) the President of the El Camino College Alumni Association.

(g) Term of Remaining Directors:

Except for Ex Officio directors, ~~and annual~~ ~~said~~ directors, the remaining directors shall serve staggered three year terms, with initial appointments being for one, two and three years, expiring respectively in September 1984, 1985, and 1986. Determination of which directors serve for each initial period shall be by the Board of Trustees, provided that no more than 50% of directors approved by the Board shall serve three year terms, and in no event shall the number of directors initially appointed to a one year term exceed 43% of the total number of directors, excluding Ex Officio directors. With the exception of Ex Officio directors, no director shall serve more than two consecutive three-year terms. Following an absence of one year from the Board of Directors, a former director shall again be eligible for service. ~~Annual Directors shall serve for a one-year term.~~

- (h) Vacancies excluding vacancies in the offices of Ex Officio directors shall be filled by majority vote of remaining members for the remainder of the unexpired term.

ARTICLE VII

Members of the Board of Directors of this corporation shall be the only members of the corporation. Members of the Board of Directors shall have voting rights only as directors.

ARTICLE VIII

These Articles of Incorporation may be amended from time to time in the manner provided by law with the approval of the Board of Trustees of the El Camino Community College District.

ARTICLE IX

No part of the net earnings or assets of this corporation shall inure to the benefit or be distributable to or for the benefit of any member, director, officer, or other private individual. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these Articles, this corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Laws or (b) by a corporation's contributions which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE X

The property of this corporation is irrevocably dedicated to educational and charitable purposes. Upon the dissolution or winding up of this corporation, its assets remaining after payment, or provision for payment, of all debts and obligations of this corporation shall be distributed only to the El Camino Community College District.

~~IN WITNESS WHEREOF, for the purposes of the forming (sic) this corporation under the laws of the State of California, we the undersigned, constituting the incorporators of this corporation, have executed these Articles of Incorporation this 28th day of April, 1983.~~

1. The foregoing amended and restated Articles of Incorporation has been duly approved by the Board of Directors.
2. The corporation has no members other than the Board of Directors.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our knowledge.

_____/s/Lila S. Hummel_____

_____/s/Rafael L. Cortada_____

_____/s/Delmer L. Fox_____

~~We hereby declare that we are the persons who executed the foregoing Articles of Incorporation, which execution is our act and deed.~~

DATED: ~~_____~~ April 28, 1983

_____/s/Lila S. Hummel_____

_____/s/Rafael L. Cortada_____

_____/s/Delmer L. Fox_____

Adapted: ~~_____~~ April 28, 1983

Amended: ~~_____~~ May 20, 1999

Date: _____

Roger Maddaford, President

Harold Tyler, Secretary

**BYLAWS
OF
EL CAMINO COMMUNITY COLLEGE
DISTRICT FOUNDATION**

**ARTICLE I
ORGANIZATION**

Section 1. NAME

The name of this corporation is The El Camino Community College District Foundation.

Section 2. PURPOSE

The primary purpose of this corporation is to assist in the achievement and maintenance of a superior program of public education and community participation within the El Camino Community College District by receiving contributions from the public, raising funds and making contributions to the educational, arts, cultural, athletic, and other community programs of the El Camino Community College District, by developing, conducting, and financing programs and projects designed to benefit students enrolled in programs of the District, and to accomplish other purposes contemplated by the Articles of Incorporation of this corporation.

Section 3 POWERS

The Foundation shall have such powers as are now or may hereafter be granted to a Nonprofit Corporation of the State of California, except as limited by the provisions of the Foundation's Articles of Incorporation or these Bylaws.

Section 4 DEFINED TERMS

A "Board of Directors" shall mean the Board of Directors of The El Camino Community College District Foundation.

A "Board of Trustees" shall mean the Board of Trustees of The El Camino Community College District.

A "Foundation" shall mean The El Camino Community College District Foundation.

An "Ex-Officio" shall be (1) the President/Superintendent of El Camino College or his or her designate; (2) the Vice President of Administrative Services or his or her designate; (3) the Vice President of Student and Community Advancement (4) ~~one two~~ members of the Board of Trustees; and (5) an El Camino College employee-at-large, as defined in The Articles of Incorporation, Article VI Section (e), with voting powers ~~and shall be counted in determining the existence of a quorum.~~

An "Executive Director" shall mean an employee of the El Camino Community College District, whose duties, powers and responsibilities are approved, granted, or delegated by the Board of Directors, the President/Superintendent, and approved by the Board of Trustee.

ARTICLE II

Corporate Offices

The principal office of this corporation at which its general business shall be transacted and where its records shall be kept shall be at the offices of the El Camino Community College District, 16007 Crenshaw Boulevard, El Camino College, Torrance, California 90506, or as otherwise designated by the Board of Directors.

ARTICLE III

Membership

Section 1. MEMBERSHIP

Persons who are directors of this corporation from time to time shall be its only members and upon ceasing to be directors, such persons shall cease to be members. Selection of a director as provided in the Articles and Bylaws of this corporation, shall likewise operate to elect such director to membership in the corporation.

Section 2. QUALIFICATIONS

An individual's eligibility for selection and service as a Director of the Foundation shall be conditioned upon the satisfaction of each of the following conditions, requirements and qualifications:

He or she shall be a person of responsibility, integrity, and high standing in the community in which he or she resides;

He or she shall satisfy all applicable qualifications for election to the Board of Directors of the Foundation and the office for which nominated as provided in these Bylaws.

Section 3. LIABILITY

No person who is a director of this corporation shall be personally liable for the debts, liabilities, or obligations of this corporation.

Section 4. TERM LIMITS

Except as provided in Article VI, Section (g) ~~Said~~ directors shall serve staggered three-year terms, as specified in the Articles of Incorporation, ~~Page 3~~, Article VI, Section (g). Directors should be eligible to serve two (2) consecutive three (3) year terms, then one (1) year off the Board. Vacancies shall be filled by majority vote of the Board of Directors for the remainder of the unexpired term of the vacancy of the Board Member. Following an absence of one year from the Board of Directors, a former director shall again be eligible for service.

Section 5. ADVISORY BOARD / ASSOCIATES

The Board of Directors may appoint an advisory board of non-voting members which shall serve at the pleasure of the board. The advisory board shall be persons who, as determined by the board, are possessed of special prominence in the community or special talents and who, singly or collectively, can advise the board on matters referred to them by the board.

ARTICLE IV

Powers of Directors

Subject to limitations imposed by law, the Articles of Incorporation, or these Bylaws, all corporate powers shall be exercised by or under the authority of, and the business and affairs of this corporation shall be controlled by, The Board of Directors. Without limiting any such power or authority, the Board of Directors shall have the following powers:

- (a) To determine this corporation's objectives and formulate plans designed to meet them;
- (b) To establish policies for administering the affairs of this corporation;
- (c) To adopt and control the operating budget and financial plan of this corporation and assure the conduct of the financial affairs on a responsible basis in accordance with established policies;
- (d) To control, manage and maintain the property of this corporation, borrow money for corporate purposes, and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds or trust, indebtedness and security therefore;
- (e) To sell any property, real, personal or mixed, owned by this corporation at any time upon such terms as deemed advisable, at public or private sale, for cash upon credit;
- (f) To retain uninvested sums received by this corporation, when in the discretion of the Board of Directors such sums cannot be invested advantageously;
- (g) To retain all or any part of any securities, or property acquired by this corporation in whatever manner, and to invest and to reinvest any funds held by the corporation according to the judgment of the Board of Directors;

- (h) To invest funds received by this corporation in such stocks, bonds, mortgages, loans, secured or unsecured, or other investments as the Board of Directors shall deem advisable;
- (i) To appoint such committees as it deems necessary and to prescribe powers and duties for them; and
- (j) To select and remove officers of this corporation and prescribe powers and duties for them; and
- (k) No director shall have a financial interest in any contract or transaction entered into by this corporation. Any such contract or transaction entered into in violation of this section is voidable at the discretion of the Board of Directors.

ARTICLE V

Meetings of the Board of Directors

Section 1. ANNUAL MEETING

The annual meeting of the Board of Directors shall be held each year, commencing with the year 1983, at the principal office of this corporation at El Camino College, California, (or at such other place in the State of California as the Board of Directors may designate) during the month of September. Election of officers shall take place at the May Board of Directors meeting. Term of office shall commence on ~~September 1st~~ **July 1,** running through ~~August 31st~~ **June 30th** of the following year. The Board shall hold business meetings every other month, including the annual meeting. ~~in addition to the annual meeting~~

Section 2. SPECIAL MEETINGS

Special meetings of the Board of Directors may be called at any time by (a) the President of the Board, or (b) in his or her absence by a Vice President of the Board; or any five or more members of the Board of Directors. Notices of such meetings shall be given pursuant to Government Code Section 54956.

Section 3. NOTICES OF REGULAR MEETINGS

Written notice of each annual, all regular meetings, and special meetings of the Board of Directors stating time, place and purpose thereof shall be mailed, postage prepaid, **or transmitted electronically**, not less than five or more than thirty days before the meeting, excluding the day of the meeting, to each director at his or her address according to the last available corporate records. Any director may make written waiver of notice before, at, or after a meeting. The waiver shall be filed with the person who has been designated to act as secretary of the meeting, who shall enter it upon the records of the meeting. Appearance at a meeting is deemed a waiver unless it is solely for the purpose of asserting the illegality of the meeting. Meeting notice will be posted 72 hours in advance.

Section 4. QUORUM

At all meetings of the Board of Directors each director present shall be entitled to cast one vote on any question coming before the meeting. The presence of 51% greater than 50% of the members of the Board of Directors, not including the Ex-Officio and Single Annual Term directors, then in office shall constitute a quorum at any meeting thereof, but the directors present at any meeting, although less than a quorum, may choose to convene the meeting from time to time. Except as otherwise provided in these Bylaws, a majority vote of the directors present at any meeting, if there be a quorum, shall be sufficient to transact any business.

Section 5. ORIENTATION OF NEW DIRECTORS AND CURRENT DIRECTORS

An compulsory orientation meeting will be held immediately after ratification of newly seated Board Members. This meeting is optional for current or Ex-officio members of the Board of Directors.

Section 6. RULES OF ORDER

All meetings shall be conducted in accordance with the current edition of Robert's Rules of Order, Newly Revised.

ARTICLE VI

Officers

Section 1. OFFICERS

The officers of this corporation shall be a President, two Vice Presidents, a Secretary, a Treasurer, and such other officers as the Board of Directors may from time to time designate. Officers of the Board shall constitute the Executive Committee. The Executive Committee shall meet at least one week in advance of the Board meeting to establish the agenda for the Board meeting and will set an annual meeting schedule and distribute it to the Board. Executive Officers must be members of the Board. Officers shall be elected at the annual meeting by the Board of Directors to serve for a one year term or until their respective successors are chosen and have qualified. Any officer may at any time be removed by the Board of Directors with or without cause. The same person may hold any two offices at the same time except the offices of (a) President and Vice President or (b) President and Secretary.

Section 2. PRESIDENT

He or she shall preside at all meetings of the Board of Directors. He or she shall have general supervision, direction, and active management of the affairs of the corporation. He or she shall execute on behalf of the corporation where authorized by the Board of Directors, all contracts, deeds, conveyances and other instruments in writing, necessary for transaction of the business of the corporation.

Section 3. VICE PRESIDENTS

The Vice Presidents in the order designated by the Board of Directors, shall perform the duties of the President in the case of the President's absence or disability.

(a) VICE PRESIDENT I

The Vice President I on behalf of the corporation can sign any instruments and they shall have the same force and effect as if they were executed on behalf of the corporation by the President. Will be an Ex Officio member of the Bylaws Committee and Nominating Committee.

(b) VICE PRESIDENT II

The Vice President II shall perform the duties of the President in the absence of the President and Vice President I and they shall have the same force and effect as if they were executed on behalf of the corporation by the President or the Vice President I. Will be an Ex Officio member of the Development Committee.

Section 4. SECRETARY

The Secretary shall record all proceedings of the meetings of the Board of Directors in a book to be kept for that purpose. The Secretary shall give or cause to be given, all notices of meetings to the Board of Directors, and all other notices required by law or by these Bylaws. In the case of the Secretary's absence, or neglect for any reason to provide notice, such notice may be given by the President or a Vice President. The Secretary shall be the custodian of all books, correspondence and papers relating to the business of the corporation, except those of the Treasurer, shall join with the President in the execution on behalf of the corporation of all contracts, deeds, conveyances and other instruments in writing where authorized by the Board of Directors for the necessary transaction of the business of this corporation, and shall attest the same. The Secretary shall prepare and present to the Board of Directors such reports as it may desire and request at such time or times as it may designate.

Section 5. ASSISTANT SECRETARY

The Board of Directors at its discretion may elect an Assistant Secretary who shall perform the duties and assume the responsibilities of the Secretary as set forth under the general direction of the Secretary and President.

Section 6. TREASURER

The Treasurer shall have the custody and oversight of all the funds and securities of the corporation, and shall deposit the same in the name of this corporation as designated by the Board of Directors, shall endorse on behalf of this corporation all checks, drafts, notes and other obligations and evidences of the payment of money payable to this corporation or coming into his or her possession, in the accounts specified in such funds or institutions as may be designated by the Board of Directors, shall keep full and accurate account of all receipts and disbursements of this corporation in books belonging to this corporation, which shall be open at all times to the inspection of the Board of Directors, and shall from time to time make such reports to the Board of Directors as it may request. All checks, drafts, and notes drawn on Foundation Accounts, and other instruments of the Foundation shall be signed by the Officers of the Board, Assistant Treasurer, President of the College or his/her designee. Any two of these signatures being required.

Section 7. ASSISTANT TREASURER

The Board of Directors at its discretion may elect an Assistant Treasurer who shall perform the duties and assume the responsibilities of the Treasurer as set forth above under the general direction of the Treasurer and President.

Section 8. POWERS

Any officer of the corporation, in addition to the powers conferred by these Bylaws, shall have such additional powers and duties as may be prescribed from time to time by the Board of Directors.

Section 9. COMPENSATION

Officers of this corporation shall serve without compensation but shall be entitled to reimbursement for expenses ~~in accordance with corporate policy~~ as determined by the Board of Directors.

Section 10. EXECUTIVE DIRECTOR

The Executive Director ~~or such individual as designated by the board of directors~~ shall have such powers and duties as may from time to time be granted or delegated by the Board of Directors, the President/Superintendent, and approved by the Board of Trustees. Such powers/duties may include but not be limited to:

- (a) Will collaborate with the Superintendent/President of the District and the Board of Directors of the Foundation to develop and implement a comprehensive fund raising program with specific long-range and short-range goals and objectives which reflect the District's priorities.

- (b) Develop, implement and monitor the alumni relations program, including annual giving activities.
- (c) Identify sources of funding, including private individuals, corporations, and foundations. Participate in major and deferred gift solicitations, formulating strategies and direct cultivation, solicitation, stewardship and recognition. Develop and implement a College-wide strategy for volunteer leadership and enhanced community involvement in fund raising activities.

ARTICLE VII

Committees

The Board of Directors may act by and through such committees as may be specified in resolutions adopted by a majority of the entire number of directors present. Each committee shall have duties and responsibilities as granted from time to time by the Board of Directors, and coordinated by the appropriate Vice President. The committee members terms shall commence on ~~September 1st~~ **July 1st** running through ~~August 31st~~ **June 30th** of the following year.

The Chair of a Standing Committee is to be appointed by the President and ratified by the Board of Directors.

Section 1. ~~NOMINATING COMMITTEE~~ BOARD DEVELOPMENT COMMITTEE

- (a) The Nominating Committee shall consist of three (3) members of the Board of Directors and two (2) alternates, and shall propose candidates for designation as members of the Board of Directors and Officers of the Foundation. The Nominating Committee shall recommend to the Foundation a slate of candidates with a description of the qualifications of the candidates, to fill the expected vacancies of the Board and officers as of the immediate succeeding term. The Nominating Committee shall meet as directed by the Chair of the Board to recommend candidates to fill interim vacancies of the Board. The Nominating Committee shall submit copies of the resumes of candidates to Board members for review prior to a vote at a board meeting.
- (b) Vice President I shall be an Ex Officio member.
- (c) ~~A member~~ **The chairperson** of the Nominating Committee may not serve for **more than two** consecutive years.

Section 2. FINANCE COMMITTEE

The Finance Committee shall consist of five (5) or more members of the Board. ~~of Directors and two or more Trustees who shall serve as non-voting members.~~ The Finance Committee shall advise the Board on all matters relating to the financial and fiscal affairs of the Foundation, and shall make such recommendations and suggestions to the Board in respect to these matters as the Finance Committee may from time to time deem necessary or appropriate. Whenever practicable, any proposal or resolution involving the expenditure or obligation to spend funds of the Foundation shall be submitted to the Board only after first being submitted to the Finance Committee for its review and recommendation.

So far as practical, members of the Finance Committee shall include persons of experience in matters of finance. All actions of the Finance Committee shall be reported to the Board at its next meeting succeeding such action.

The presence of a majority of all the members of the Finance Committee shall be necessary to constitute a quorum and in every case the affirmative vote of a majority of all the members of the Finance Committee shall be necessary for the adoption of any recommendation or action. The Finance Committee shall fix its own rules and procedures subject to approval by the Board of Directors, and shall meet where and as provided by such rules and procedures, or by resolution of the Board, and shall also meet at the call of the chair of the Finance Committee or of any two (2) members of the Committee. In the event that the Finance Committee does not fix its own rules and procedures, the rules and procedures set forth in these Bylaws with respect to the conduct of the committee meetings generally or, if none are so specified, with respect to the conduct of board meetings shall govern.

~~Requests for funds which fulfill the Purpose, Article 1, as defined in Section 2, must be mailed in advance of any meeting of the Finance Committee to each member of the Finance Committee.~~

Section 3. BYLAWS (PROCEDURES AND POLICIES) COMMITTEE

- (a) The Bylaws Committee shall consist of three (3) or more members appointed by the President, ~~one of whom shall be a past President.~~ Current copies of these Bylaws shall be on file with the Bylaws Chairman, Secretary, and President, and at the office of the Foundation, and each member of the Board. ~~Vice President I shall be an Ex Officio member.~~
- (b) The Bylaws may be revised or amended at any regular or special meeting of the Board of Directors by **greater than 50%** ~~fifty one percent~~ of the Board. Provided that any proposed revision or amendment shall first be presented to the Bylaws Committee, **Executive Committee and** Board of Directors ~~and the Board of Trustees,~~ and presented at a regular Board meeting at least ten (10) days prior to the meeting at which it is to be voted upon.
- (c) Any amendments or new Bylaws shall go into effect immediately after they have been adopted by the Board of Directors of the Foundation and the Board of Trustees of the El Camino Community College District.
- (d) Vice President I shall be an Ex Officio member.

Section 4. DEVELOPMENT COMMITTEE

- (a) **The Development Committee** with the Executive Director, **or such individual as designated by the board of directors,** shall develop, review and present to the Board of Directors, and assist with the implementation of, fund raising plans for the Foundation.

(b) The Development Committee may establish special committees to implement elements of the annual development plan. These special committees function, and report to the Board of Directors, through the Development Committee.

(c) This committee shall make recommendations to the Board of Directors for the use of the funds raised by the Foundation.

(d) The Development Committee shall include five (5) or more members of the Board of Directors and such other persons as are nominated by the President and approved by the Board of Directors. Vice President II shall be an Ex-Officio member of this committee.

Section 5. EXECUTIVE COMMITTEE

(a) The Immediate Past President of the Foundation be a member of the Executive Committee.

ARTICLE VIII

Fiscal Year

The fiscal year of this corporation shall begin each July 1 and end on the succeeding June 30.

ARTICLE IX

Annual Report to the El Camino Community College District

The Board of Directors shall annually furnish to the Board of Trustees of the El Camino Community College District, a report of this corporation's activities during the preceding fiscal year, containing information which will assist the District Trustees in ensuring that this corporation's financial affairs are conducted in accordance with District auxiliary organization regulations and state law, and that the organization has not engaged in any activity prohibited by Article IX of the Articles of Incorporation.

ARTICLE X

Miscellaneous

Section 1. BUDGET

The Board of Directors shall adopt a corporate budget for each year, which may be reviewed and revised as necessary during the course of the year. Expenditures for items not provided for in the adopted budget shall require approval of the Board of Directors. Expenditures provided in the adopted budget may be disbursed without specific authorization.

Section 2. INDEMNIFICATION

Every person who is or was a director, officer or employee of this corporation, or of any other corporation in which he or she served as such at the request of this corporation, shall be indemnified by this corporation against any and all liability and reasonable expense that may be incurred by his or her connection with or resulting from any claim, action, suit or proceeding (whether brought by or in the right of this corporation or such other corporation or otherwise), civil or criminal, or in connection in an appeal relating thereto, in which he or she may be involved, as a party or otherwise, by reason of being or having been a director, officer or employee of this corporation or such other corporation, or by reason of any action taken or not taken in his or her capacity as such director, officer or employee, whether or not he or she continues to be such at the time such liability or expense shall have been incurred, provided such person acted in good faith, in a manner he or she reasonably believed to be in or not opposed to the best interests of this corporation or such other corporation, as the case may be, and, in addition in any criminal action or proceedings, where there is no reasonable cause to believe that his or her conduct was unlawful. As used in this Section, the terms liability and expense shall include but shall not be limited to, counsel fees and disbursements, amounts of judgments, fines or penalties, and amounts paid in settlements by a director, officer or employee. The termination of any claim, action suit, or proceeding, civil or criminal or its equivalent, shall not create a presumption that a director, officer or employee did not meet the standard of conduct set forth in this Section.

Expenses incurred with respect to any claim, action, suit or proceeding of the character described in this Section may be advanced by this corporation prior to the final disposition thereof upon receipt of an undertaking by or on behalf of the recipient to repay such amount unless it shall ultimately be determined that he or she is entitled to indemnification hereunder.

The rights of indemnification provided in this Section shall be in addition to any other rights to which any such director, officer or employee may otherwise be entitled by contract or as a matter of law; and in the event of any such person's death, such rights shall extend to his or her heirs and legal representatives. The provisions of this Section are separable, and if any provision be held invalid, all other provisions shall be enforceable, it being the intent of this Section that this corporation indemnify each of the directors, officers and employees of this corporation to the maximum extent of the law.

Section 3. REMOVAL OF A BOARD DIRECTOR

A Director may be removed at any time, either with or without cause by the Officers Board of Directors and upon such removal, any office held by the Director shall be declared vacant. A majority of the Board of Directors may declare vacant the office of a Director who has been declared of unsound mind by a final order of a court, or convicted of a felony, or been found by final order or judgment of any court to have breached any duty arising under Section 5238 of the California Nonprofit Public Benefit Corporation Law, or has failed to attend at least fifty percent (50%) of the Board meetings within one fiscal year, or fails to meet the qualifications of a Director as set forth in Article H III, Section 2 of the Bylaws.

CERTIFICATE OF THE SECRETARY

The undersigned, Secretary of The El Camino Community College District Foundation, a California non-profit, public benefit corporation does hereby certify that the forgoing Bylaws constitute a true and correct copy of the Bylaws of said corporation, amended and in effect on the date hereof.

IN WITNESS WHEREOF, the undersigned has executed this certificate this ____ th day of _____.

Signature of Secretary

Adapted: ~~April 28, 1983~~

Amended: September 12, 1996, November 14, 1996, September 10, 1998, and May 20, 1999,
July 18, 2002, May 26, 2005

**EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR
2006-2007**

JULY 2006

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

NOVEMBER 2006

S	M	T	W	T	F	S
			1	2	3	4
	5	6	7	8	9	*10
	12	13	14	15	16	17
	19	20	21	22	*23	*24
[26]	27	28	29	30		

MARCH 2007

S	M	T	W	T	F	S
				1	2	3
	4	5	6	7	8	9
	11	12	13	14	15	16
	18	19	20	21	22	23
	25	26	27	28	29	30
						31

AUGUST 2006

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

DECEMBER 2006

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

APRIL 2007

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

SEPTEMBER 2006

S	M	T	W	T	F	S
					1	2
	3	*4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
						30

JANUARY 2007

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

MAY 2007

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	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	*28	29	30	31	

OCTOBER 2006

S	M	T	W	T	F	S
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	8	9	10	11	12	13
	15	16	17	18	19	20
	22	23	24	25	26	27
	29	30	31			

FEBRUARY 2007

S	M	T	W	T	F	S
				1	2	[3]
[4]	5	6	{ 7 }	{ 8 }	*9	10
	11	12	13	14	15	16
	18	*19	20	21	22	23
	25	26	27	28		

JUNE 2007

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

Fall	Spring	Flex Days	Summer 1	Summer 2	Winter Session	No Classes
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{ } - Staff Development Flex Days – Campus Remains Open – Classes not in session

[] - Campus Closed

* - Holidays (Management, Faculty, Staff, Students)

() - Campus Remains Open – Classes not in session

Board Approved: June 27, 2005

EL CAMINO COMMUNITY COLLEGE DISTRICT

SCHOOL YEAR **CALENDAR SCHEDULE** **2006-2007**

Fall Semester 2006

Faculty & Staff Development Flex Days	Thurs-Fri	August 24 & 25	2006
Mandatory Flex Day – 6 hours	Thursday	August 24	2006
Fall Semester Classes Begin	Saturday	August 26	2006
Weekday Classes Begin	Monday	August 28	2006
Labor Day Holiday, Campus Closed	Monday	September 4	2006
First Day to Apply for Graduation and Certificates (Fall)	Tuesday	September 5	2006
Last Day to Add (Fall Full Semester Courses)	Friday	September 8	2006
Last Day To Drop and Be Eligible for a Refund	Friday	September 8	2006
Active Enrollment Census	Monday	September 11	2006
Last Day to Drop Without Notation on Permanent Record	Friday	September 22	2006
Last Day to Apply for Graduation and Certificates (Fall)	Thursday	October 12	2006
Mid-Term Classes Begin	Saturday	October 21	2006
Veterans Day Holiday (Campus Closed)	Friday	November 10	2006
Last Day to Drop with a “W”	Monday	November 20	2006
Thanksgiving Day Holidays/Weekend (Campus Closed)	Thurs-Sun	November 23 - 26	2006
Fall Semester Ends	Friday	December 15	2006
Winter Recess (Campus Closed)	Friday-Mon	Dec 22, 2006 - Jan 1	2007
Winter Holidays (Campus Closed)	Fri & Mon	December 22 & 25	2006
New Year’s Holidays (Campus Closed)	Fri & Mon	Dec 29, 2006 & Jan 1	2007

Winter Session– 2007

Winter Session Classes Begin	Wednesday	January 3	2007
Last Day to Drop and Be Eligible for a Refund	Tuesday	January 9	2007
Last Day to Add	Thursday	January 11	2007
Last Day to Drop Without Notation on Permanent Record	Thursday	January 11	2007
Martin Luther King Holiday	Monday	January 15	2007
First Day to Apply for Graduation and Certificates (Spring)	Monday	January 22	2007
Last Day to Drop with a “W”	Thursday	January 25	2007
Winter Session Classes End	Tuesday	February 6	2007
(Weekend classes are not held during Winter Session)			

Spring Semester – 2007

Faculty & Staff Development Flex Days	Wed-Thurs	February 7 & 8	2007
Mandatory Flex Day – 3 hours	Wednesday	February 7	2007
Lincoln’s Day Holiday (Campus Closed)	Friday	February 9	2007
Spring Semester Classes Begin	Saturday	February 10	2007
Weekday Classes Begin	Monday	February 12	2007
Washington’s Day Holiday, Campus Closed	Monday	February 19	2007
Last Day to Add (Full Semester Courses)	Friday	February 23	2007
Last Day To Drop and Be Eligible for a Refund	Friday	February 23	2007
Active Enrollment Census	Monday	February 26	2007
Last Day to Drop Without Notation on Permanent Record	Friday	March 9	2007
Last Day to Apply for Graduation and Certificates (Spring)	Thursday	March 15	2007
Spring Recess (Faculty & Students)	Sat-Fri	April 7 – 13	2007
Mid-Term Classes Begin	Saturday	April 14	2007
Last Day to Drop with a “W”	Friday	May 11	2007
Memorial Day Holiday, Campus Closed	Monday	May 28	2007
Graduation	Friday	June 8	2007
Spring Semester Ends	Friday	June 8	2007

Board Approved: June 27, 2005
June 27, 2005

Summer Sessions – 2007

First Six-Week Session

First Six-Week Session Begins	Monday	June 18	2007
Last Day to Drop and Be Eligible for a Refund	Thursday	June 21	2007
Last Day to Add	Monday	June 25	2007
Last Day to Drop Without Notation on Permanent Record	Thursday	June 28	2007
Independence Day Holiday (Campus Closed)	Wednesday	July 4	2007
Last Day to Drop with a “W”	Thursday	July 19	2007
First Six-Week Session Ends	Thursday	July 26	2007

Second Six-Week Session

Second Six-Week Session Begins	Monday	June 25	2007
Last Day to Drop and Be Eligible for a Refund	Thursday	June 28	2007
Last Day to Add	Tuesday	July 3	2007
Independence Day Holiday (Campus Closed)	Wednesday	July 4	2007
Last Day to Drop Without Notation on Permanent Record	Monday	July 9	2007
Last Day to Drop with a “W”	Thursday	July 26	2007
Second Six-Week Session Ends	Thursday	August 2	2007

Eight Week Session

Eight Week Session Begins	Monday	June 18	2007
Last Day to Drop and Be Eligible for a Refund	Thursday	June 21	2007
Last Day to Add	Monday	June 25	2007
Independence Day Holiday (Campus Closed)	Wednesday	July 4	2007
Last Day to Drop Without Notation on Permanent Record	Monday	July 9	2007
Last Day to Drop with a “W”	Thursday	July 26	2007
Eight Week Session Ends	Thursday	August 9	2007

Saturdays & Sundays – No Classes – 2006-2007

Fall Semester

November 25 & 26, 2006

Spring Semester

April 7 & 8, 2007

Board Approved: June 27, 2005

June 27, 2005

Student and Community Advancement – Page 25

**EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2006 - 2007
EIGHT-WEEK COURSE DATES**

FALL 2006

First Eight Weeks

August 26 through October 20

Second Eight Weeks

October 21 through December 15

SPRING 2007

First Eight Weeks

February 10 through April 6

Second Eight Weeks

April 14 through June 8

Board Approved: June 27, 2005

**EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2006-2007
HOLIDAYS FOR 12-MONTH EMPLOYEES**

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

Board Approved: June 27, 2005

**EL CAMINO COMMUNITY COLLEGE DISTRICT
SCHOOL YEAR CALENDAR 2006-2007
SUMMER 2007**

JUNE 2007

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

JULY 2007

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

AUGUST 2007

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

Summer Session ----- 2007

Six Weeks Session

June 18 through July 26, 2007
June 25 through August 2, 2007

Eight Weeks Session

June 18 through August 9, 2007

* - Holiday (Faculty, Staff, Students)
 [] - Classes Not In Session - Campus Closed
 () - Classes Not In Session - Campus Remains Open

Summer Schedule – 2007

The 4-day, 8-hour a day workweek for classified and administrative employees will begin Monday, June 18, 2007 and end Thursday, August 9, 2007. Fridays are non-working days during this 8-week period.

Board Approved: June 27, 2005

Agenda for the El Camino Community College District Board of Trustees
from
Administrative Services
Alex F. Kelley, Vice President

	<u>Page No.</u>
A. Tentative Budget 2005-06	1
B. Transfer of Funds to Property and Liability Self-Insurance Fund 18	1
C. Transfer of Funds to Dental Self-Insurance Fund 19	1
D. Transfer of Funds to Capital Outlay Projects Fund 41	1
E. Transfer of Funds to Child Development Fund 11	1
F. Transfer of Funds to General Fund-Restricted Parking	1
G. Transfer of Funds to General Fund-Restricted (12)	1
H. Health Services Fee	2
I. Agreement with Southern California University of Health Sciences	2
J. Contracts/Personal Service Agreements Valued at \$50,000 or Higher.....	2
K. Public Works Project Science Complex – Change Orders.....	4
L. Bid 2004-11/Technical Arts Roofing	4
M. Bid 2004-13/Community Education Class Schedules	4
N. Five-Year Construction Plan 2007-2011	5
O. Information Item.....	6
P. Purchase Orders	6

June 27, 2005

Administrative Services iii

A. TENTATIVE BUDGET 2005–2006

It is recommended that the Tentative Budgets, including the General Fund-Unrestricted, General Fund-Restricted, Student Financial Aid, Child Development, Capital Outlay, General Obligation Bond, Workers' Compensation, Property and Liability Self-Insurance, Dental Self-Insurance, Special Reserve Fund, and Bookstore Funds for the 2005–06 fiscal year be submitted to the Board for adoption at the June 27, 2005, meeting. California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools.

B. TRANSFER OF FUNDS TO PROPERTY AND LIABILITY SELF INSURANCE FUND 18

It is recommended that, pursuant to Education Code Section 81602, up to \$816,000 of monies contained in the 2005–06 budget be transferred from the General Fund to the Property and Liability Self Insurance Fund.

C. TRANSFER OF FUNDS TO DENTAL SELF INSURANCE FUND 19

It is recommended that, pursuant to Education Code Section 81602, up to \$800,000 of monies in the 2005-06 General Fund-Unrestricted budget and up to \$225,000 from the Payroll Clearance Fund and other funds be transferred to the Dental Self Insurance Fund.

D. TRANSFER OF FUNDS TO CAPITAL OUTLAY PROJECTS FUND 41

It is recommended that \$1,476,636 of monies in the 2005-06 General Fund-Unrestricted budget be transferred to the Capital Outlay Projects Fund for deferred maintenance projects and for capital outlay items to support technological upgrades.

E. TRANSFER OF FUNDS TO CHILD DEVELOPMENT FUND 11

It is recommended that \$75,000 of monies in the 2005–06 General Fund-Unrestricted budget be transferred to the Child Development Fund to offset a shortfall in revenues anticipated from fees and State apportionment.

F. TRANSFER OF FUNDS TO GENERAL FUND-RESTRICTED PARKING

It is recommended that up to \$450,000 of monies in the 2005–06 General Fund-Unrestricted budget be transferred to the Parking Fund (12).

G. TRANSFER OF FUNDS TO GENERAL FUND-RESTRICTED (12)

It is recommended that up to \$160,000 of monies in the 2005-06 General Fund-Unrestricted (11) be transferred to the General Fund-Restricted (12) to meet the 2005-06 requirements to match the State funds, \$1/District to \$3/State, received for library materials/instructional equipment/technology.

June 27, 2005

Administrative Services 1

H. HEALTH SERVICES FEE

It is recommended that the Board approve an increase in health services fees from \$13 (Board approved February 22, 2005) to \$14, effective Fall 2005. The District is responsible for reporting the collection of the maximum allowable fee to be charged when submitting its mandated cost claims. The authorization of the \$14 fee came from the Chancellor's Office in June 2005.

I. AGREEMENT WITH SOUTHERN CALIFORNIA UNIVERSITY OF HEALTH SCIENCES

It is recommended that the Board approve an extension of the agreement between El Camino College and Southern California University of Health Sciences (SCUHS) for the operation of a satellite chiropractic clinic through the ECC Health Center. This agreement, effective January 1, 2005, shall continue in full force and effect until terminated by either party at any time upon thirty (30) calendar days' written notice.

J. CONTRACTS/PERSONAL SERVICE AGREEMENTS 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.

CONTRACTS

Department of Public Social Services, Los Angeles, County of – The Careers in Child Care Program is a Board of Supervisor mandated program funded by Department of Public Social Services. Its purpose is to provide supportive services to CAL-WORKS students majoring in Child Development. It offers students tutoring, case management and paid trips to conferences such as the National Association of Education for Young Children (NAEYC) or the Southern California Association of Education for Young Children (SAEYC). Dates of Service: July 1, 2005 – June 30, 2006. Projected Income \$160,000.

ELS Group, The – For the services of consultant, John Baker, who is to provide professional and technical services and advice to the Superintendent/President in matters pertaining to administrative aspects of Student Services and Community Advancement. Dates of Service: 7/20/2005 - 12/31/2005. Account: #11-55110-00-660000-6000. \$75,900 to be paid at \$11,000 per month (pro-rated monthly) to ELS. Search fee: \$9,900 to be paid at \$1,650 per month to International Search Partners. Total Cost: \$85,800

Little Company of Mary Hospital - ECC will offer course work at Little Company of Mary Hospital (LCMH) in Torrance for completion of an AA degree in nursing. Students meeting the necessary qualifications of the nursing program are eligible to enroll. Four cohorts of 24 students each will be served, and the program will generate FTES for these students. LCMH will pay 40% of the District costs for the program. Dates of service: February, 2005 – December, 2009. Projected Net: \$82,000/year. Cost: TBD Account #: TBD

LCC 3 Construction Services, Inc. – To provide inspection services for various projects as required for District construction projects. Dates of Service: 7/1/2005 - 6/30/2006, with four (4) one-year (1) renewal options. Cost: \$120,000 the first year; \$200,000 each subsequent year. Account numbers will vary as will the projects.

Northridge, California State University – The El Camino Community College District's Southwest Los Angeles Small Business Development Center (SWLA-SBDC) will deliver one-on-one consulting and technical assistance, referral and information dissemination, and provide business conference and workshops to small business owners and prospective owners, for the purpose of job creation and retention. Dates of Service 1/1/2005–12/31/2005. In-Kind Match Cost: \$446,832. Projected Income \$446,832. Estimated expenses \$432,832. Net = \$0. Account 12-55130-00-709900-6427.

Pivot Management Consultants – Conduct training courses for various companies under contract with the Center for Applied Competitive Technologies (CACT) at on-site locations. Training courses to include Lean Manufacturing, Six-Sigma, and Green-Belt, Training. Dates of Service 7/1/05 – 6/30/06; Cost: up to \$120,000

AMENDMENT

Los Angeles, County of – The County has extended this contract from 7/1/2004 to ~~6/30/05~~ 6/30/2006 on a month-to-month basis. This amendment will allow the District to use \$114,320 of unused funds allocated in the 2004/2005 fiscal year's budget. Change Account Code from ~~12-48890-00-000000-6478~~ to 12-48890-00-000000-7103. Originally Board approved 6/21/2004. Projected revenue: \$299,324; projected cost \$198,050; projected net \$101,274. Program: Post-Licensure Nursing Education Services. The Workplace Learning Resource Center will provide training in the following areas: Adult Physical Assessment, Pediatric Physical Assessment, Neonatal Physical Assessment, Certification in Chemotherapy, EKG interpretation (Basic Dysrhythmia), Pharmacology & Pharmacology Math Review, and Advanced Nursing Concepts for the Working Licensed Vocational Nurse.

PERSONAL SERVICE AGREEMENTS

Carlos Conejo – Under agreement with the Center for Applied Competitive Technologies (CACT), conduct on-site training for various companies at their locations, under Employment Training Contracts (ETP). Dates of Service: 7/1/2005 – 6/30/2006. Cost: up to \$70,000. Account #12-55133-00-709900-6478.

Ernest Jewell – Provide training in Blueprint Reading for various companies under contract with the CACT under contracts with the Employment Training Program (ETP). ETP contracts to include Lean Manufacturing, Six-Sigma, and Green-Belt, etc. Dates of Service: 7/1/05 – 6/30/06. Cost: up to \$105,000. Account 12-55133-00-709900-6478.

Deborah Imonti – Develop market and monitor training contracts, coordinate on-site training for various companies at their locations, to include contracts with the Employment Training Panel (ETP) with companies doing business with the El Camino College Business Training Center (ECC BTC). Dates of services: 7/1/2005 – 6/30/2006. Cost: up to \$80,000. Accounts: 12-55133-00-709900-6470 and 12-55133-00-709900-6478.

K. PUBLIC WORKS PROJECT SCIENCE COMPLEX – CHANGE ORDERS

It is recommended that the contracts of the prime trade contractors listed below be changed by the amounts indicated due to the requested change orders.

<u>CONTRACTOR</u>	<u>AMOUNT</u>
G. D. Heil	\$ 3,850.00

This particular change order was inadvertently removed from the final change order board report G.D. Heil C/O # 11(Feb 2005). The change order is for the use of dumpsters on the Natural Science Complex remodel project. \$ 3,850.00

L. BID 2004-11/TECHNICAL ARTS ROOFING

It is recommended that the Board approve award to Best Roofing Incorporated for reroofing of the Technical Arts Building in accordance with the specifications, terms and conditions of bid 2004-11.

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
TBD	Best Roofing Inc.[5]	\$217,623.00 includes labor, materials, and applicable taxes.

Other Bidders: ALCAL Roofing and Insulation, \$237,970.00 [5]; Letner Roofing, \$260,000.00 [5]; Vance and Associates, \$270,244.00 [3]

“No Bid” Responses: None Non-Respondents: 4

M. BID 2004-13/COMMUNITY EDUCATION CLASS SCHEDULES

It is recommended that the Board approve award to American Foothill Publishing Company for the printing of the Community Education Class Schedules, in accordance with the specifications, terms, and conditions of bid 2004-13/Community Education Class Schedules. The period of this service will be for one (1) year and may be extended four (4) additional one-year periods if mutually agreed upon by the vendor and the District. The total bid amount is \$21,367.00

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
TBD	American Foothill Publishing [2]	\$21,367.00 (includes delivery, materials). Tax exempt on the portion of the schedules to be mailed.

Other Bidders: B & Z Printing, \$22,865.00 [3]; Trend Offset Printing, \$23,626.00 [5]; Rodgers & McDonalds, \$24,000.00.70 [2]; San Dieguito Printers, \$25,233.00 [2]; American Lithographers, \$27,334.00 [4]; Delta Printing, \$29,273.28 [5]; A-1 Printing, \$33,400.00 [1]

“No Bid” Responses: 2 Non-respondents: 2

Affirmative Action Status Codes: [1] Minority owned/Disadvantaged Business; [2] Women-owned business; [3] Small business enterprise [4]; Other [5]; None of the above; [8] Disabled Veteran enterprise

N. FIVE-YEAR CONSTRUCTION PLAN 2007-2011

It is recommended that the Board approve the 2007-2011 Five-Year Construction Plan. The following chart reflects the most recently updated figures.

Background: As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2007-2011 Five-Year Construction Plan and associated documents to the Office of the Chancellor of the California Community Colleges.

YEAR	PROJECT	AMOUNT
2005-06	Learning Resource Center Addition – Construction and Equipment	\$8,206,000
	Humanities Complex Replacement – Construction	\$19,854,000
	Electrical Substation – Working Drawings	\$337,600
	Lot H Parking Structure – Construction and Equipment	\$7,627,650
2006-07	Electrical Substation – Construction	\$4,325,500
	Athletic and Fitness Complex – Preliminary plans and working drawings	\$2,268,250
2007-08	Humanities Complex Replacement – Equipment	\$2,425,000
	Athletic and Fitness Complex – Equipment	\$13,978,750
	Health Occupations and Wellness Center – Preliminary plans	\$364,000
2008-09	Student Service and Activities Center – Plans and Working Drawings	\$2,387,500
	Athletic and Fitness Complex – Equipment	\$330,560
	Health Occupations and Wellness Center – Working drawings	\$544,000
	Bookstore/Cafeteria Renovation – Preliminary plans and working drawings	\$896,750
	LRC Remodel and Addition – Preliminary plans and working drawings	\$1,371,500
2009-10	Student Service and Activities Center – Construction	\$30,863,300
	Health Occupations and Wellness Center – Construction	\$11,222,000
	Bookstore/Cafeteria Renovation – Construction	\$5,169,500
	LRC Remodel and Addition – Construction	\$6,815,300
	Social Science Remodel for Efficiency – Preliminary plans and working drawings	\$1,176,325
2010-11	Health Occupations and Wellness Center – Equipment	\$670,400
	Bookstore/Cafeteria Renovation – Equipment	\$361,550
	LRC Remodel and Addition – Equipment	\$1,466,860
	Social Science Remodel for Efficiency – Construction	\$5,802,500
	Architectural Barrier Removal – Preliminary plans and working drawings	\$420,000
2011-12	Social Science Remodel for Efficiency – Equipment	\$826,400
	Architectural Barrier Removal – Construction	\$2,500,000
	Technical Arts - Preliminary Plans and Working Drawings	\$1,424,250
	Child Development Center Addition - Preliminary Plans and Working Drawings	\$464,200

O. INFORMATION ITEM

The El Camino College Federal Credit Union is planning to add an additional ATM on campus. The ATM will be located west of the Student Services Building, where the old Wells Fargo ATM was. The plan is to begin remodeling/construction in late June. The ATM is expected to be fully functional before the Fall session begins. It will be a 24-hour cash-dispensing machine, surcharge free to credit union members, as are the other two machines.

P. PURCHASE ORDERS

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

**Run Date
6/6/2005**

**El Camino Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING**

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
P0073185	Michaela Monahan	Ca Virtual Uni. 2nd	Contract Services	\$350.00
P0073186	Verisign	Information Technolo	Maintenance Contracts	\$1,790.00
P0073187	Professional Drum Shop	Music	Repairs Parts And Supplies	\$50.00
P0073188	Konica Minolta Business Solutions	Financial Aid	Non-Instructional Supplies	\$92.27
P0073189	Marine News	(STCW) Standards	Multi Media Advertising	\$118.00
P0073191	American Express Travel	Administration	Travel And Conference Exp	\$386.89
P0073192	Paper Solutions	Information Technolo	Non-Instructional Supplies	\$264.34
P0073193	Josefina Bedolla	VATEA Administration	Non-Instructional Supplies	\$108.25
P0073194	Scantron Corporation	Information Technolo	Maintenance Contracts	\$216.50
P0073195	Linda M. Williams	Purchasing and Busin	Benefits And Claims Paid	\$54.11
P0073196	American Security Rx	Health Services	Direct Supp	\$105.50
P0073197	BRD Security Products, Inc.	P4E Inglewood Fire	Instructional Supplies	\$32.48
P0073198	Pride Laundry Systems	P4E Inglewood Fire	Repairs - Instructional	\$431.16
P0073199	Westhost, Inc.	ECLA 04-05 new locat	Multi Media Advertising	\$28.85
P0073200	Pacific Coachways	Recruitment/School	Transportation	\$286.00
P0073202	Southern California Material Mate	Parking-Student Perm	Repairs Non Instr	\$298.05
P0073203	A-1 Office Plus	Health, Safety	New Equipment – Noninstruc.	\$174.82
P0073204	Pacific Coachways	Recruitment/School	Transportation	\$286.00
P0073205	Pacific Coachways	Recruitment/School	Transportation	\$286.00
P0073206	Western Graphix	Parking-Student Perm	Non-Instructional Supplies	\$23.82
P0073207	Magic's Auto Body & Paint	Parking-Student Perm	Repairs Non Instr	\$100.00
P0073208	Tammy J. Minion	Fine Arts	Non-Instructional Supplies	\$150.00
P0073209	Monica L. CdeBaca	Fine Arts	Non-Instructional Supplies	\$200.00
P0073210	Candace Cole	Fine Arts	Non-Instructional Supplies	\$850.00
P0073211	American Express Travel	Human Resources	Conferences Mgmt	\$145.10

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P0073212	Puget Sound Inflatables	Job Development Ince	New Equipment – Instruc.	\$8,362.32
P0073213	Jodi Reed	Ca Virtual Uni. 2nd	Contract Services	\$350.00
P0073214	Thomas Coleman	Student Affairs	A/P Manually Generated	\$2,400.00
P0073215	Manhattan Beach Chamber of Commer	Public Information	Dues And Memberships	\$100.00
P0073216	Hot Spot Promotions	CalWORKs	Non-Instructional Supplies	\$8,691.28
P0073217	Pacific Coachways	CalWORKs	Transportation/ Mileage	\$756.00
P0073218	S & B Food Services Catering Serv	EOPS	Non-Instructional Supplies	\$1,734.44
P0073219	Phyllis S. Fowler	Fine Arts	Non-Instructional Supplies	\$200.00
P0073220	Kristina Atia	ATE-Articulation Par	Conferences - Student	\$8.00
P0073221	Julie Munson	ATE-Articulation Par	Conferences - Student	\$65.04
P0073222	Stephanie J. Birch	ATE-Articulation Par	Conferences - Student	\$9.50
P0073223	Higher Education Publications, In	Counseling Office	Publications/ Periodicals	\$72.00
P0073224	Torrance Bakery	Financial Aid	Non-Instructional Supplies	\$181.00
P0073225	Flowers by Sara	Financial Aid	Non-Instructional Supplies	\$235.99
P0073226	Assist Design	Counseling Office	Non-Instructional Supplies	\$737.18
P0073227	Package Publicity Service, Inc.	Fine Arts	Non-Instructional Supplies	\$75.00
P0073228	Coctyc	Chemistry	Dues And Memberships	\$25.00
P0073229	Yosemite Community College Dist.	Faculty & Staff Dive	Conferences Mgmt	\$120.00
P0073230	Diversity World	CalWORKs	Non-Instructional Supplies	\$1,068.25
P0073231	Debra J. Crumpton & Associates	CalWORKs	Other Books	\$1,810.00
P0073232	Paradise Awards	Health Sciences	Non-Instructional Supplies	\$111.50
P0073233	Mass Press	WPLRC State Leadersh	Non-Instructional Supplies	\$69.28
P0073234	Boise Cascade	Warehouse	Inventories, Stores, Prep	\$1,186.42
P0073235	Kurzwell	Instructional Service	New Equipment - Instructi	\$4,870.01
P0073236	United Oil Company	Hazmat Transportation	Gasoline	\$9,092.87
P0073237	American Express Travel	Cact CA Employee Tra	Transportation/ Mileage	\$212.11
P0073238	Nicole Gant	ATE-Articulation Par	Conferences - Student	\$25.00
P0073239	Admissions Marketing Report	Public Information	Publications/ Periodicals	\$195.00
P0073240	Quality Business Machines	Community Advancement	Repairs Noninstructional	\$45.00
P0073241	S & B Food Services Catering Serv	EOPS	Non-Instructional Supplies	\$308.44
P0073242	American Express Travel	International Educat	Conferences Other	\$341.22
P0073243	OCS America, Inc.	ECLA 04-05 new locat	Non-Instructional Supplies	\$233.71
P0073244	Guillermo Hinojosa	EOPS	Contract Services	\$375.00
P0073245	S & B Food Services Catering Serv	KEPS	Other Services And Expense	\$200.00
P0073246	South Bay Economic Development	Ed & Community Devel	Conferences Mgmt	\$2,500.00
P0073247	Heather E. Brown	Univ- Silesia, Cieszy	Travel And Conference Exp	\$302.68
P0073248	Vantage Point Productions, Inc	RITC 10/1/04 - 9/30	Non-Instructional Supplies	\$1,548.79
P0073249	Daniel Har			
RITC 10/1/04 - 9/30	Contract Services	\$100.00		
P0073250	S & B Food Services Catering Serv	RITC 10/1/04 - 9/30	Conferences Mgmt	\$192.27
P0073251	Jan Powell	Fine Arts	Non-Instructional Supplies	\$1,000.00
P0073252	American Express Travel	Center for Internati	Transportation/ Mileage	\$346.60
P0073253	El Camino College ASB	President's Office	Other Services And Expense	\$500.00
P0073254	Jack J. Selph	President's Office	Other Services And Expense	\$200.00
P0073255	Cash Registers & Supplies	Cosmetology	Repairs - Instructional	\$85.00

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P0073256	Magic's Auto Body & Paint	Parking-Student Perm	Repairs Non Instr	\$468.25
P0073258	Full Compass	Ctr for Arts Product	Repairs Parts And Supplies	\$378.05
P0073259	Grainger	Ctr for Arts Product	Non-Instructional Supplies	\$550.95
P0073260	Grizzly Industrial	Ctr for Arts Product	Non-Instructional Supplies	\$284.58
P0073261	Mcmaster Carr	Ctr for Arts Product	Non-Instructional Supplies	\$42.62
P0073262	Full Compass	Ctr for Arts Promo	Non-Instructional Supplies	\$495.15
P0073263	Rose Brand	Ctr for Arts Product	Non-Instructional Supplies	\$2,803.78
P0073264	1099 Pro., Inc.	Purchasing and Busin	Contract Services	\$301.92
P0073265	Jonathan K. Hoffman	ATE-Articulation Par	Student Stipends	\$2,000.00
P0073266	Stephanie J. Birch	ATE-Articulation Par	Student Stipends	\$2,000.00
P0073267	Prestige Too Auto Body Inc. & Car	Purchasing and Busin	Benefits And Claims Paid	\$1,930.65
P0073268	Redondo Beach Chamber of Commerce	SBDC Federal 1/1/00	Printing	\$175.00
P0073269	Collegiate Cap & Gown Company	Commencement Expense	Other Rentals	\$641.30
P0073270	John M. Means	Community Advancement	Multi Media Advertising	\$160.00
P0073271	J.C. Entertainment Lighting Servi	Theatre/Dance	Repairs Parts And Supplies	\$132.12
P0073272	Joanna M. Nacheff	P4E 00-01 TECHN. PLA	Instructional Supplies	\$185.22
P0073273	Ara S. Moses	President's Office	Other Services And Expense	\$1,000.00
P0073274	Muhammad A. Bashir	President's Office	Other Services And Expense	\$1,000.00
P0073275	American Educational Opportunities	International Student	Conferences Mgmt	\$13,950.00
P0073276	Donald J. Wood	President's Office	Other Services And Expense	\$1,000.00
P0073277	Stephen J. Bozer	President's Office	Other Services And Expense	\$1,000.00
P0073278	Constance A. Rockwell	President's Office	Other Services And Expense	\$1,000.00
P0073279	Fariba Sadeghi-Tabrizi	President's Office	Other Services And Expense	\$1,000.00
P0073280	Charles F. Turner	Fine Arts	Non-Instructional Supplies	\$200.00
P0073281	Gala I. Guyett	President's Office	Other Services And Expense	\$1,000.00
P0073282	Megan L. Hayati	President's Office	Other Services And Expense	\$1,000.00
P0073283	Joseph M. Skelley	Fine Arts	Non-Instructional Supplies	\$200.00
P0073284	Paul Strand	Fine Arts	Non-Instructional Supplies	\$200.00
P0073285	Paul A. Moore	Fine Arts	Non-Instructional Supplies	\$200.00
P0073286	Heinrich Muller	Fine Arts	Non-Instructional Supplies	\$200.00
P0073287	Guadalupe H. Cabral	Women in Ind. & Tech	Dues And Memberships	\$30.00
P0073288	New Atlanta Communications	Information Technolo	Non-Instructional Supplies	\$1,295.00
P0073289	Jw Pepper of Los Angeles	Radiologic Tech Dona	Non-Instructional Supplies	\$468.40
P0073290	Paradise Awards	Health Sciences	Non-Instructional Supplies	\$186.19
P0073291	Thomson Delmar Learning	Fire Tech Donations	Instructional Supplies	\$468.00
P0073292	Eyal Goldmann	Recruitment	Conferences Mgmt	\$461.11
P0073293	Sergio Garza	V.P. Academic Affairs	Contract Services	\$75.00
P0073294	American Express Travel	Information Technolo	Transportation/ Mileage	\$145.60
P0073295	Pacific Coast Publishing	Fine Arts	Non-Instructional Supplies	\$863.94
P0073296	California Pro Sports	Radiologic Tech Dona	Non-Instructional Supplies	\$1,550.50
P0073297	Offside Sports Attn: David Cassor	Health Sciences	Non-Instructional Supplies	\$2,475.14
P0073298	Clean Fuels Company	Facilities/Planning	Other Services And Expense	\$1,145.00
P0073299	Phillips Plumbing	Facilities/Planning	Repairs Noninstructional	\$425.00
P0073301	South Bay Latino Chamber Commerce	Inglewood One Stop	Conferences Mgmt	\$1,000.00

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P0073302	Starleen V. Buren	SBDC Federal 1/1/00	Printing	\$260.00
P0073303	National Student Clearinghouse	Institutional Resear	Contract Services	\$640.00
P0073304	Thomson-West/Barclays	VP-SCA	Publications/ Periodicals	\$231.00
P0073305	Linda Lew	Job Placement	Non-Instructional Supplies	\$9.73
P0073306	Lanier Worldwide, Inc.	Job Placement	Non-Instructional Supplies	\$908.00
P0073307	Concert Products, Inc.	Artes de El Camino	Contract Services	\$87.57
P0073308	Burning River Brass	Artes de El Camino	Contract Services	\$309.00
P0073309	Incendio	Artes de El Camino	Contract Services	\$73.00
P0073310	Bank of America	Presidents Office	Conferences Mgmt	\$104.00
P0073311	S & B Food Services Catering Serv	Financial Aid	Non-Instructional Supplies	\$3,037.34
P0073313	Aqua-Serv Engineers Inc.	HVAC Shop	Non-Instructional Supplies	\$4,902.75
P0073314	Syndistar Inc.	Administration	Other Services And Expense	\$54,627.50
P0073315	Creative Party Design	Financial Aid	Non-Instructional Supplies	\$498.00
P0073316	American Express Travel	Admissions/Records	Conferences Mgmt	\$214.27
P0073317	Judy Kasabian	ATE-Articulation Par	Instructional Supplies	\$1,002.81
P0073318	California Association for Counsel	Counseling Office	Dues And Memberships	\$140.00
P0073319	Carolyn E. Biedler	Human Resources	Employee Recognition	\$1,000.00
P0073320	Joseph W. Holliday	Human Resources	Employee Recognition	\$1,000.00
P0073321	Quality Business Machines	Recruitment	Other Services And Expense	\$135.00
P0073322	Kinko's Attn: Liz Vazquez	Administration	Workshop Sponsorship	\$1,200.00
P0073323	E.G. Brennan & Co., Inc.	Admissions/Records	Maintenance Contracts	\$350.00
P0073324	NCS Pearson, Inc.	Admissions/Records	Maintenance Contracts	\$1,248.00
P0073325	Gourmet Creations	model approaches	Contract Services	\$80.00
P0073326	S & B Food Services Catering Serv	Student Affairs	ASB Exp.	\$83.96
P0073327	Westside Concrete Company, Inc	Construction Technol	Instructional Supplies	\$729.06
P0073328	Patricia K. Yanaga	Counseling Office	Non-Instructional Supplies	\$60.67
P0073330	Naeyc (nat. Assoc. for the Educat	Careers in Child Car	Dues And Memberships	\$980.00
P0073331	Metro Employer Programs	Rideshare	Rideshare Incentive	\$600.00
P0073332	El Camino College Foundation	Community Advancement	Conferences Mgmt	\$2,000.00
P0073333	Leo R. Middleton	Staff Diversity	Non-Instructional Supplies	\$163.67
P0073334	New York Food	Community Advancement	Conferences Mgmt	\$211.09
P0073335	Keiser Corporation	Wellness Center	Instructional Supplies	\$215.00
P0073336	California Space Authority	CACT COCCC	Dues And Memberships	\$500.00
P0073337	Little Company of Mary Health Ser	Parking-Student Perm	Other Services And Expense	\$35.00
P0073338	National Promotions & Advertising	VATEA Administration	Non-Instructional Supplies	\$2,132.53
P0073339	Signature Party Rental	Grounds	Repairs Noninstructional	\$3,569.41
P0073340	Torrance Hilton At South Bay	EOPS	Non-Instructional Supplies	\$13,681.42
P0073341	Academic Superstore PO Processing	Film/Video	Instructional Supplies	\$116.54
P0073342	Life Signs, Inc.	RITC 10/1/04 - 9/30	Contract Services	\$400.00
P0073343	S & B Food Services Catering Serv	RITC 10/1/04 - 9/30	Conferences Mgmt	\$190.42
P0073344	Pacific Coachways	ECLA 04-05 new locat	Student Transportation	\$283.00
P0073345	Copy R Office Solutions	Careers in Child Car	New Equipment – Noninstruc.	\$7,404.41
P0073346	Paradise Awards	Resp Therapy	Non-Instructional Supplies	\$178.61
P0073347	American Express Travel	Ca Virtual Uni. 2nd	Transportation/ Mileage	\$241.07

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P0073348	Chronicle of Higher Education	Center for Internati	Publications/ Periodicals	\$82.50
P0073349	Professional Drum Shop	Music	Non-Instructional Supplies	\$108.25
P0073350	Linda Lew	Division Ofc Student	Non-Instructional Supplies	\$161.94
P0073351	Judy Kasabian	ATE-Articulation Par	Instructional Supplies	\$480.36
P0073352	Perry Hacking	ATE-Articulation Par	Instructional Supplies	\$257.65
P0073353	Monterey Graphics	Resource Developm./G	Non-Instructional Supplies	\$53.04
P0073354	American Express Travel	Presidents Office	Conferences Mgmt	\$376.90
P0073355	James H. Osborne	Horticulture	Gasoline	\$38.04
P0073356	West-Star Construction	Facilities/Planning	Repairs Noninstructional	\$1,247.00
P0073357	Datatel, Inc.	Information Technolo	Maintenance Contracts	\$735.00
P0073358	Michael Arzate	MESA/CSEMS Scholarsh	Student Stipends	\$3,125.00
P0073359	Steve Lopezlavalle	MESA/CSEMS Scholarsh	Student Stipends	\$3,125.00
P0073360	A & E Trophies & Engraving	Counseling Office	Non-Instructional Supplies	\$625.14
P0073361	Mass Press	Counseling Office	Non-Instructional Supplies	\$34.64
P0073362	Los Angeles County Department	Hazmat	Other Services And Expense	\$2,869.00
P0073363	LA BioMed	Chronic Obst Pulmona	Contract Services	\$2,006.88
P0073364	Compansol	Title V ECC/SMC Acti	Non-Instructional Supplies	\$2,214.95
P0073365	Studio Depot	Film/Video	Instructional Supplies	\$301.03
P0073366	Techsmith	Administration	Software	\$881.00
P0073367	Computerland of Silicon Valley	Administration	Software	\$623.54
P0073368	Chronicle of Higher Education	Presidents Office	Publications/ Periodicals	\$82.50
P0073369	Pak West	Operations	Non-Instructional Supplies	\$4,384.13
P0073370	Mass Press	Community Advancement	Non-Instructional Supplies	\$34.64
P0073371	James T. Rozolis	Student Affairs	ASB Exp.	\$1,000.00
P0073373	AAA Flag & Banner Mfg. Co.	Staff Development	Non-Instructional Supplies	\$138.02
P0073374	Matson Printing	Warehouse	Inventories, Stores, Prep	\$3,113.27
P0073375	Pyro-Comm Systems, Inc.	Facilities/Planning	Repairs Noninstructional	\$150.00
P0073376	Aimee Liu	English	Contract Services	\$150.00
P0073377	Infinite Concepts	Title V-Activity 1	Non-Instructional Supplies	\$13,575.00
P0073378	A. R. Zeff's	Facilities/Planning	Repairs Noninstructional	\$660.00
P0073379	Montgomery Hardware Company	Door & Window Syst Rpl	Site Improvements	\$1,312.50
P0073380	Mario Rivas	EOPS	Contract Services	\$600.00
P0073381	Lucinda Aborn	DSPS	Instructional Supplies	\$208.45
P0073382	Ancon Marine	Facilities/Planning/	Repairs Noninstructional	\$2,300.00
P0073383	S & B Food Services Catering Serv	Health Sciences and	Non-Instructional Supplies	\$942.86
P0073384	Mid City Mailing Services	Fine Arts	Non-Instructional Supplies	\$340.00
P0073385	Design Works	Student Affairs	A/P Manually Generated	\$445.60
P0073386	Thompson Trophy	Commencement Expense	Non-Instructional Supplies	\$422.18
P0073387	Hyatt Regency Sacramento	SBDC CITD	Conferences Mgmt	\$120.50
P0073388	American Express Travel	SBDC CITD	Transportation/ Mileage	\$145.60
P0073389	S & B Food Services Catering Serv	Special Resource Cen	Fundraising	\$3,705.00
P0073391	The Salvation Army - Crestmont Co	Division Ofc Student	Conferences Mgmt	\$73.00
P0073392	A-1 Printing & Graphics, Inc	SBDC - Gardena/Long	Multi Media Advertising	\$2,825.33
P0073393	Van Lingen Body Shop	Parking-Student Perm	Other Services And Expense	\$69.50

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P0073395	Magic's Auto Body & Paint	Parking-Student Perm	Repairs Non Instr	\$477.52
P0073396	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$256.83
P0073397	Paradise Awards	Health Sciences	Non-Instructional Supplies	\$577.62
P0073398	DataArc, LLC	Health Sciences	Fundraising	\$835.00
P0073399	American Express Travel	Administration	Training	\$145.60
P0073400	American Express Travel	Administration	Training	\$213.12
P0073401	John DeMita	Fine Arts	Non-Instructional Supplies	\$217.39
P0073402	Melissa L. Hinton	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$127.68
P0073403	Melinda A. Hoffman	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$117.39
P0073404	Gloria Mai	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$156.09
P0073405	Royann Irvin	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$247.27
P0073406	Marva P. Moss	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$138.79
P0073407	Adriana Rizo	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$147.17
P0073408	Agavni Khachikyan	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$150.45
P0073409	Marie A. Vitancol	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$163.77
P0073410	Dane R. Davis	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$182.21
P0073411	Ginny H. Kim	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$158.71
P0073412	James H. Pak	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$196.19
P0073413	Thomas L. Hernandez	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$168.52
P0073414	Angela Pulido	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$150.01
P0073415	Candida R. Mendez	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$111.41
P0073416	Martha Chehadi	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$155.84
P0073417	Priscilla Urena	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$111.44
P0073418	Virginia Munoz	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$155.76
P0073419	Chantall Gil	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$151.98
P0073420	Carlos H. Larranaga	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$136.30
P0073421	Alexandra Diaz	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$164.61
P0073422	Cleopatra A. Mondesir	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$169.98
P0073423	Richard Linares	LA Cty Hlth Svc/Mt.	Instructional Supplies	\$130.93
P0073424	David D. Nunez	Counseling Office	Non-Instructional Supplies	\$75.00
P0073425	David M. Brown, II	TANF	Non-Instructional Supplies	\$247.89
P0073426	Harbor Occupational Center	Recruitment/School	Non-Instructional Supplies	\$50.00
P0073427	Dena A. Patterson	President's Office	Other Services And Expense	\$50.00
P0073428	American Express Travel	SRC Donations	Conferences Mgmt	\$448.52
P0073429	Patricia K. Yanaga	Counseling Office	Non-Instructional Supplies	\$38.84
P0073430	Gradshirts	ATE-Articulation Par	Non-Instructional Supplies	\$623.52
P0073431	Shannan Kay	President's Office	Other Services And Expense	\$100.00
P0073432	Michael Yanes	President's Office	Other Services And Expense	\$75.00
P0073433	Awards Plus	Student Affairs	ASB Exp.	\$719.32
P0073434	Marine News	(STCW) Standards for	Multi Media Advertising	\$118.00
P0073435	Mt. San Jacinto College Informati	Administration	Travel And Conference Exp	\$25.00
P0073436	American Express Travel	WPLRC State Leadersh	Transportation/ Mileage	\$376.30
P0073437	S & B Food Services Catering Serv	Student Affairs	ASB Exp.	\$3,074.47
P0073438	American Express Travel	WPLRC State Leadersh	Transportation/ Mileage	\$145.60

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P0073439	Mass Press	President's Office	Non-Instructional Supplies	\$34.64
P0073440	National Roofing Consultants Inc.	Roof Rpl-Tech Arts	Buildings	\$8,820.00
P0073441	Quang X. Pham	English	Contract Services	\$150.00
P0073442	NurseWeek Event Guide	Nursing - Workforce	Multi Media Advertising	\$1,500.00
P0073443	CCS Presentation Systems, Inc.	Audio/Visual	Repairs - Instructional	\$300.00
P0073444	Intelecom	Instructional Televi	Other Services And Expense	\$1,210.00
P0073445	Casfaa	Administration	Travel And Conference Exp	\$15.00
P0073446	Seaside Palace	Student Affairs	ASB Exp.	\$1,571.48
P0073447	Mass Press	Financial Aid	Non-Instructional Supplies	\$34.64
P0073448	Melody W. Millett	Fine Arts	Non-Instructional Supplies	\$125.00
P0073449	Marie Rodriguez	Fine Arts	Non-Instructional Supplies	\$100.00
P0073450	Karen M. Lawrence	Fine Arts	Non-Instructional Supplies	\$80.00
P0073451	Joseph J. Derthick	Fine Arts	Non-Instructional Supplies	\$125.00
P0073452	Patricia D. MacK	Fine Arts	Non-Instructional Supplies	\$80.00
P0073453	Amy L. Wolff	Fine Arts	Non-Instructional Supplies	\$78.00
P0073454	Leslie W. Woodson	Fine Arts	Non-Instructional Supplies	\$100.00
P0073455	Lavette Allen	Fine Arts	Non-Instructional Supplies	\$100.00
P0073456	Christopher J. Davison	Recruitment	Conferences Mgmt	\$657.00
P0073457	Allyson Bates	Fine Arts	Non-Instructional Supplies	\$100.00
P0073458	Janeen Apodaca	Fine Arts	Non-Instructional Supplies	\$100.00
P0073459	Edgar R. Retzler	Fine Arts	Non-Instructional Supplies	\$125.00
P0073460	Deborah B. Minnichelli	Fine Arts	Non-Instructional Supplies	\$217.00
P0073461	Sandra J. Nitchman	Fine Arts	Non-Instructional Supplies	\$200.00
P0073462	Lakeshore Learning Materials	Careers in Child Care	Instructional Supplies	\$8,308.29
P0073463	Lakeshore Learning Materials	Careers in Child Care	Instructional Supplies	\$1,310.88
P0073464	C & O Tratoria	Student Affairs	A/P Manually Generated	\$339.73
P0073466	Conrod Concrete, Inc.	Concrete Walkway	Site Improvements	\$5,638.00
P0073467	North Star Graphics	Parking-Student Perm	Repairs Non Instr	\$92.01
P0073468	Monterey Graphics	Commencement Expense	Indirect Supplies	\$5,411.26
P0073469	Mt. San Jacinto College Informati	Administration	Travel And Conference Exp	\$25.00
P0073470	Survey Systems, Inc.	VP-SCA	Publications/ Periodicals	\$500.00
P0073471	Magic's Auto Body & Paint	Parking-Student Perm	Repairs Non Instr	\$1,257.72
P0073472	Western State Design Inc.	Physical Education	Laundry	\$331.91
P0073474	Cheryl L. Peacock	SRC High Tech Donati	Instructional Supplies	\$162.33
P0073475	American Express Travel	I&T Div Ofc	Conferences Mgmt	\$326.40
P0073476	Crenshaw Lumber	Construction Technol	Instructional Supplies	\$124.15
P0073478	Performance Pipeline Technology	Facilities/Planning	Repairs Noninstructional	\$875.00
P0073479	New York Food	Community Advancement	Conferences Mgmt	\$169.19
P0073480	South Coast Air Quality Management	Facilities/Planning	Maintenance Contracts	\$2,770.50
P0073481	Phillips Plumbing	Facilities/Planning	Maintenance Contracts	\$6,637.78
P0073482	Patricia K. Yanaga	Counseling Office	Non-Instructional Supplies	\$61.09
P0073483	Alysa M. Vanderzanden	Fine Arts	Non-Instructional Supplies	\$35.00
P0073484	Joseph M. Georges	Ca Virtual Uni. 2nd	Non-Instructional Supplies	\$579.26

Total :

288

\$328,998.58

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B0072559	Ports O' Call Restau	TECHNOLOGY & DIVERSI	Contract Services	\$1,193.50
B0077008	City of Gardena	Job Placement	Non-Instructional Supplies	\$1.00
B0077786	Teledyne Electronic	Cact CA Employee Tra	Contract Services	\$1.00
B0077883	Gourmet Creations	Foster Care Ed 03-04	Contract Services	\$900.00
B0077932	Johnson & Associates	Human Resources	Contract Services	\$20,000.00
B0077938	Phyllis S. Fowler	Fine Arts	Non-Instructional Supplies	\$200.00
B0078030	Tri Span Inc.	Asbestos & Lead Based	Contract Services	\$14,140.00
B0078064	Wendell Glenn	Foster Care Ed 03-04	PSA Contract Services	\$222.00
B0078072	CRC	DSPS	Contract Services	\$15,000.00
B0078115	MESA Statewide Under	MESA Program	Contract Services	\$2,445.00
B0078116	Wallner Consulting	VATEA Administration	Contract Services	\$1,500.00
B0078125	Jerry Boone	00-01 P4E INGLEWOOD	PSA Contract Services	\$1,000.00
B0078134	Astro Tec Manufactur	Astronomy	Contract Services	\$8,285.00
B0078139	Teledyne Reynolds In	Cact CA Employee Tra	Contract Services	\$1.00
B0078144	ECCD Petty Cash	Recruitment	Non-Instructional Supplies	\$500.00
B0078145	City of Inglewood	V.P. Academic Affairs	Instructional Supplies	\$4,000.00
B0078146	TCS Total Compensati	Institutional Service	Contract Services	\$10,000.00
B0078147	Carolyn Brown	Ca Virtual Uni. 2nd	PSA Contract Services	\$800.00
B0078148	Georgio Spano	Ca Virtual Uni. 2nd	PSA Contract Services	\$1,500.00
B0078149	Mark Hullibarger	Music	Repairs Parts And Supplies	\$900.00
B0078150	Caitlin Racine-Myers	Title V ECC/SMC Mgmt	PSA Contract Services	\$7,625.00
B0078151	E.C.C.C.D. Bookstore	TANF	Non-Instructional Supplies	\$8,000.00
B0078152	Infinity Broadcasting	Public Information	Radio Advertising	\$23,300.00
B0078154	Department of Public	Resource Developm./G	Contract Services	\$1.00
B0078155	Department of Public	Resource Developm./G	Contract Services	\$1.00
B0078156	Party Pleasers	CalWORKs	Contract Services	\$400.00
B0078158	Heaven Scent Flowers	CalWORKs	Non-Instructional Supplies	\$600.00
B0078159	Power 106 FM	Public Information	Radio Advertising	\$21,000.00
B0078160	Environmental Recove	Hazmat	Waste Disposal	\$5,075.00
B0078161	Honeywell Inc. Train	Cact CA Employee Tra	Contract Services	\$1.00
B0078162	The Lightbulb Factor	Careers in Child Car	Contract Services	\$2,200.00
B0078163	Central California	RITC 10/1/04 - 9/30	Contract Services	\$250.00
B0078164	Steris Corp. America	Life Sciences	Repairs - Instructional	\$750.00
B0078165	University Corporati	SBA 1/1/04 to 12/31	Contract Services	\$1.00
B0078166	Estwick & Associates	model approaches	Contract Services	\$1,110.00
B0078167	Estwick & Associates	KEPS	Contract Services	\$1,184.00
B0078168	Specialty Coffee As	Specialty Beverage	Contract Services	\$1.00
B0078169	Gourmet Creations	model approaches	Contract Services	\$75.00
B0078170	Xerox Corporation	Financial Aid	Maintenance Contracts	\$280.00
B0078171	National Promotions	Job Placement	Non-Instructional Supplies	\$3,128.42
B0078172	Gardena One-Stop	Job Placement	Non-Instructional Supplies	\$1.00
B0078173	Bobbie Mays	KEPS	PSA Contract Services	\$2,077.00
B0078174	Modupe Carpenter	model approaches	PSA Contract Services	\$2,138.00
B0078175	Reginald McCoy	model approaches	PSA Contract Services	\$2,077.00

June 27, 2005

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

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES - The following table reports the status of equipment purchases as of May 31, 2005.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	359,549	(23,549)
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	50,762	274,238
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	112,836	(107,636)
Total Instructional Equipment	895,447	695,357	200,090
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	1,329,129	228,442
Total Technology	1,557,570	1,329,129	228,442
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	58,971	20,829
Health Center (0613)	5,000	2,714	2,286
Total Other Equipment	84,800	61,685	23,115
Grand Total	2,537,817*	2,086,171	451,646
* Final 2004-05 Budget Book			
Page 63	1,190,247		
Page 64	1,347,570		
	2,537,817		

B. PROJECT BUDGETS

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

The following table reports expenditures through May 31, 2005.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 5/31/05)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	13,784	1,515,216
Athletic Education and Fitness Complex (0203)	15,718,000	209,328	15,508,672
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	54,331	6,030,565
Business Building Replacement (0205)	10,926,189	105,585	10,820,604
Central Plant (0206)	10,858,000	96,811	10,761,189
Child Development Center Phase 2 (0207)	2,525,000	22,648	2,502,352
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	9,965	1,090,035
Fire Academy Structure (0209)	791,375	7,218	784,157
Fire Program Facility (0210)	123,000	1,270	121,730
Humanities Complex Replacement (0212)	23,120,064	1,033,147	22,086,917
Learning Resource Center Addition (0213)	7,100,000	63,365	7,036,635
Manhattan Beach Blvd. Parking Structure & Entrance (0214)	216,232	134	216,098
Remodeling Phase Two (0216)	157,625	1,579	156,046
Remodeling Phase Three (0217)	8,715,875	77,746	8,638,129
Science Complex Renovation (0219)	6,721,738	3,715,905	3,005,833
Signage and Wayfinding (0224)	2,600,000	45,745	2,554,255
Student Services and Activities Replacement (0220)	31,928,118	304,861	31,623,257
Temporary Space and Relocation Costs (0221)	2,000,000	115,693	1,884,307
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	37,748,071	-	37,748,071
Total Additional Classrooms and Modernization	174,963,183	6,584,983	168,378,200
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,728	386,272
Emergency Generators and Distribution (0302)	2,265,000	10,611	2,254,389
Emergency Power to Security Lighting (0303)	175,000	820	174,180
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	3,254	396,746
Fencing Replacement and Additions (0305)	375,000	1,757	373,243
Landscaping and Irrigation System Replacements (0306)	2,540,000	34,486	2,505,514
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	11,432	2,428,568
Lot F Parking Structure Improvements (0309)	1,632,000	7,646	1,624,354
Lot H Parking Structure (0310)	8,348,666	140,300	8,208,366
Paving Replacement - All Walks and Driveways (0311)	2,187,000	10,246	2,176,754
Pedestrian Walks at Manhattan Beach Blvd. & Lot E (0312)	81,600	382	81,218
Security Video (0313)	180,000	7,270	172,730
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	78,566	1,866,615
Reserve for Contingencies (0399)	1,757,784	-	1,757,784

Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	320,497	24,406,735
<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	54,265	4,313,467
Art & Behavioral Sciences (0502)	12,247,136	154,202	12,092,934
Auxiliary Warehouse (0504)	105,042	976	104,066
Communications (0507)	8,223,354	186,112	8,037,242
Construction Technology (0508)	943,970	12,685	931,285
Domestic Water System (0509)	2,488,800	60,811	2,427,989
Facilities and Receiving (0510)	1,985,416	127,265	1,858,151
Fire Alarm (0511)	780,800	6,606	774,194
Firelines (0512)	1,837,503	71,260	1,766,243
Hazardous Materials Abatement (0513)	200,000	81,487	118,513
Library (0515)	7,876,509	409,953	7,466,556
Marsee Auditorium (0516)	6,670,843	85,222	6,585,621
Math & Computer Sciences (0517)	10,761,643	137,049	10,624,594
Music (0518)	8,896,846	184,474	8,712,372
Natural Gas System (0519)	488,000	4,167	483,833
North Gymnasium (0520)	3,248,993	243,842	3,005,151
Physical Education and Men's Shower (0521)	4,216,871	50,181	4,166,690
Planetarium (0522)	559,465	10,608	548,857
Pool and Health Center (0523)	8,273,592	105,979	8,167,613
Primary Electrical Distribution System (0524)	13,460,000	262,678	13,197,322
Reimbursements (0525)	1,456,353	-	1,456,353
Security Systems (0526)	1,313,664	20,668	1,292,996
Sewer System (0527)	1,964,200	16,464	1,947,736
Social Sciences (0528)	7,415,520	92,672	7,322,848
Storm Drain System (0530)	1,083,909	9,130	1,074,779
Technical Arts (0531)	5,600,000	73,077	5,526,923
Shops (0533)	10,600,000	145,727	10,454,273
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	135,403,489	2,607,559	132,795,930
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	437,651	685,999
Facilities Planning and Services (0603)	1,818,724	283,304	1,535,420
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	1,668,291	12,889,219
Learning Resources (0609)	4,665,775	137,253	4,528,522
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	497,815	2,504,470

Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	160,964	406,536
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	4,680,033	50,001,825
Physical Education Facilities Improvements (PEFI)			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,463	\$14,193,071	\$380,323,392

C. **CITIZENS' BOND OVERSIGHT COMMITTEE**

The next meeting of the Citizens' Bond Oversight Committee is scheduled for Wednesday, September 14, 2005, at 3 p.m.

II. **APPROVAL**

A. **AMENDMENT**

TMAD - It is recommended the Board of Trustees approve the removal of the annual "not to exceed" amount of \$600,000 in this contract. At its April 18, 2005 meeting, the Board approved entering into a contract with TMAD Taylor Gaines to provide professional engineering services for the design of campus infrastructure projects. The approval was for a five year contract with an annual "not to exceed" amount of \$600,000. The total dollar amount of the contract will remain unchanged. Removing the "not to exceed" amount will allow the design process to be expedited, which in turn will reduce the amount of inflation on future construction costs.

B. **NOTICES OF JOB COMPLETION**

It is recommended that the Board approve payment for the work performed on the project(s) listed below. The required work has been completed in accordance with the conditions and specifications of the subject bids and has been accepted by District representative David Miller. Payment is to be made as indicated below.

SCIENCE COMPLEX REMODEL PROJECT, Bid #2002-08, Board Approved 3/17/2002

Contractor

1. **Best Roofing.**

Roofing & Waterproofing

Payable to:

Best Roofing
19027 S. Hamilton Ave.
Gardena, CA 90248

Cost

\$160,598

PO # 58197

June 27, 2005

Measure "E" Bond Fund 5

- | | | |
|--------------------------|---|---------------------------|
| 2. | <u>D/K Mechanical Contractors, Inc.</u>
Plumbing
Payable to: D/K Mechanical
3870 E. Eagle Drive
Anaheim, CA 92807 | \$2,599,512
PO # 58194 |
| <u>Contractor</u> | | <u>Cost</u> |
| 3. | <u>Dow Diversified, Inc.</u>
Lab Casework
Payable to: Dow Diversified
1679 Placentia Ave.
Costa Mesa, CA 92627 | \$2,356,474
PO # 58193 |
| 4. | <u>John Jory Corporation</u>
Drywall, Framing, Hardware
Payable to: John Jory Corporation
1894 North Main Street
Orange, CA 92865 | \$1,415,173
PO #58186 |
| 5. | <u>Mitsubishi Electric</u>
Elevators
Payable to: Mitsubishi Electric
5665 Plaza Drive
Cypress, CA 90630 | \$9,222
PO # 58239 |
| 6. | <u>Padua Glass Enterprises, Inc.</u>
Glass & Glazing Steel
Payable to: Padua Glass
4190 Holt Blvd.
Montclair, CA 91763 | \$534,408
PO # 58183 |
| 7. | <u>Qualco Fire Protection, Inc.</u>
Fire Sprinkler System
Payable to: Qualco Fire Protection, Inc.
8609 Chetle Ave.
Santa Fe Springs, CA 90670 | \$92,794
PO # 58182 |

III. RATIFICATION

A. PURCHASE ORDERS

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

June 27, 2005

Measure "E" Bond Fund 6

Run Date
6/6/2005

El Camino Community College District
Measure "E" Purchase Order Listing
Meeting Date: 6-20-2005

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
P0079101	Geac Library Solutions	Instructional Service	New Equipment - Noninstru	\$9,780.0
P0079102	Innovative Interfaces, Inc.	Instructional Service	New Equipment - Noninstru	\$27,837.4
P0079103	Construction Hardware Company	Remodeling-Phase 2	Remodeling & Renovations	\$477.6
P0079104	Collins & Aikman	Remodeling-Phase 2	Remodeling & Renovations	\$2,861.5
P0079105	Southern California Edison	Primary Elect Distri	Contract Services	\$12,763.7
Total :		5		\$53,720.3
B0079100	Ctl Environmental Se	Hazardous Materials	Testing & Inspection	\$46,290.0
B0079106	Wickwire Gavin Llp	Master Planning	Legal -Bond Projects	\$30,000.0
B0079108	BBS Construction Inc	TemporarySpace/Reloc	Buildings	\$478,000.0
Total :		3		\$554,290.0
Total POs and BPOs :		8	TOTAL :	\$608,010.3

B. CHANGE ORDERS

None

June 27, 2005

Measure "E" Bond Fund 7

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

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A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special project temporary administrators and temporary classified service employees as shown in items 1-124, 1-99.

Certificated Personnel:

1. Retirement – Dr. Patricia Caldwell, Vice President Student and Community Advancement, last day worked June 30, 2005, effective date, July 1, 2005.
2. Retirement – Dr. James Schwartz, Dean of Health Sciences and Athletics, last day worked June 30, 2005, effective date, July 1, 2005, and that a plaque be presented to him in recognition of his service to the District since 1975.
3. Retirement – Ms. Ann Strauch, full-time instructor of English as a Second Language (ESL), last day worked June 10, 2005, effective date June 11, 2005, and that a plaque be prepared and presented to her in recognition of her service to the District since 1986.
4. Retirement – Mr. William Hemmer, full-time instructor of Mathematics, last day worked July 28, 2005, effective date July 29, 2005, and that a plaque be prepared and presented to him in recognition of his service to the District since 1988.
5. Leave of Absence (Family Leave) – Ms. Karen Forney, full-time instructor of English, effective August 27 through December 16, 2005.
6. Leave of Absence (medical) – Ms. Ann Kesslen, full-time instructor of English, effective August 25, 2005 through June 9, 2006.
7. Promotion – Ms. Alice Grigsby, full-time Librarian to Director of Learning Resources, Range 13, Step 5, Administrator Salary Schedule, effective July 1, 2005.
8. Amend Employment – Dr. Ruth Banda-Ralph, full-time Faculty Coordinator, from Class 4, Step 12 to Class V, Step 13, Academic Salary Schedule, effective July 1, 2005.
9. Extend Assignment – Ms. Ellen Young, Acting Director, Special Resource Center, effective July 1 through August 31, 2005.
10. Extend Assignment – Ms. Cheryl Kroll, full-time instructor of English, to continue working 100% as Teacher Education Program Counselor, funded by TEP Grant, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 2(b).
11. Extend Change in Assignment – Ms. Leslie Back, Acting Dean of Fine Arts, effective July 1, 2005 through December 31, 2005 or until a permanent Dean is selected.

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12. Extend Change in Assignment – Dr. Lucinda Aborn, Acting Dean of Health Sciences & Athletics, effective July 1 through December 31, 2005 or until a permanent Dean is selected.
13. Employment – Dr. Jeffrey Marsee, Vice President, Administrative Services, to be paid \$127,893 per year, effective August 15, 2005.
14. Employment – Mr. Eric Carlson, full-time instructor of Machine Tool Technology, Class II, Step 4, Academic Salary Schedule, effective August 25, 2005.
15. Employment – Mr. Jason Davidson, full-time instructor of Speech, Class II, Step 4, Academic Salary Schedule, effective August 25, 2005.
16. Employment – Mr. Julio Farias III, full-time instructor of Psychology, Class III, Step 7, Academic Salary Schedule, effective August 25, 2005.
17. Employment - Mr. Eric Flaten, full-time instructor of Mathematics, Class II, Step 4, Academic Salary Schedule, effective August 25, 2005.
18. Employment – Dr. Christina Gold, full-time instructor of History, Class V, Step 4, Academic Salary Schedule, effective August 25, 2005.
19. Employment – Dr. Eyal Goldmann, full-time instructor of Physics, Class V, Step 5, Academic Salary Schedule, effective August 25, 2005.
20. Employment – Ms. Amy Himsel, full-time instructor of Psychology, Class IV, Step 4, Academic Salary Schedule, effective August 25, 2005.
21. Employment – Ms. Kathryn Holmes, full-time instructor, Learning Disabilities Specialist, Class III, Step 9, Academic Salary Schedule, effective August 25, 2005.
22. Employment – Ms. Laurie Houske, full-time instructor of Political Science, Class V, Step 7, Academic Salary Schedule, effective August 25, 2005.
23. Employment – Mr. Matthew Kline, full-time instructor of English as a Second Language (ESL), Class IV, Step 4, Academic Salary Schedule, effective August 25, 2005.
24. Employment – Mr. Ronald LaFond, full-time instructor of Horticulture, Class II, Step 4, Academic Salary Schedule, effective August 25, 2005.
25. Employment – Ms. Julia Land, full-time instructor, Disabilities Specialist, Academic Salary Schedule, Class IV, Step 5, effective August 25, 2005.
26. Employment – Ms. Rebecca Loya, full-time instructor of English as a Second Language (ESL), Class II, Step 6, Academic Salary Schedule, effective August 25, 2005.

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27. Employment – Ms. Melanie McFarland, full-time instructor of Fashion, Class I, Step 4, Academic Salary Schedule, effective August 25, 2005.
28. Employment – Ms. Andrea Rose Micallef, full-time instructor of Graphic Arts, Class II, Step 5, Academic Salary Schedule, effective August 25, 2005.
29. Employment – Mr. Eduardo Morales, full-time instructor of Mathematics, Class II, Step 4, Academic Salary Schedule, effective August 25, 2005.
30. Employment – Mr. Eduardo Munoz, full-time instructor of Political Science, Class IV, Step 4, Academic Salary Schedule, effective August 25, 2005.
31. Employment – Ms. Vivian Nemie, full-time instructor of Cosmetology, Class I, Step 6, Academic Salary Schedule, effective August 25, 2005.
32. Employment – Mr. Rodolfo Otero, full-time instructor of Anthropology, Class III, Step 4, Academic Salary Schedule, effective August 25, 2005.
33. Employment – Ms. Valencia Rayford, full-time Counselor, Class II, Step 5, Fiscal Salary Schedule, effective July 1, 2005.
34. Employment – Ms. Sabra Sabio, full-time Counselor, Class II, Step 4, Fiscal Salary Schedule, effective July 1, 2005.
35. Employment – Ms. Pamela Santelman, full-time instructor of Dance, Class III, Step 9, Academic Salary Schedule, effective August 25, 2005.
36. Employment – Mr. Darrell Thompson, full-time instructor of English, Class III, Step 9, Academic Salary Schedule, effective August 25, 2005.
37. Employment – Ms. Karen Warrenner, full-time instructor of English, Class II, Step 7, Academic Salary Schedule, effective August 25, 2005.
38. Employment – Ms. Marianne Waters, full-time instructor of Anthropology, Class II, Step 4, Academic Salary Schedule, effective August 25, 2005.
39. Employment – Mr. Rex Wells, full-time instructor of Speech, Class II, Step 9, Academic Salary Schedule, effective August 25, 2005.
40. Employment – Ms. Karen Whitney, full-time instructor of Art History, Class III, Step 4, Academic Salary Schedule, effective August 25, 2005.
41. Employment – Ms. Merriel Winfree, full-time instructor of Cosmetology, Class I, Step 5, Academic Salary Schedule, effective August 25, 2005.

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42. Employment – Dr. Francisco Arce, full-time/temporary Interim Vice President of Academic Affairs, to be paid \$10,657.75, plus a \$300 a month car allowance, effective July 1, 2005 through January 3, 2006.
43. Employment – Ms. Margarita Gonzalez, full-time/temporary/non-tenured track EOP&S/CalWORKS Counselor, Class III, Step 9, Fiscal Salary Schedule, effective July 1, 2005 through June 30, 2006.
44. Employment – Ms. Jane Terry, full-time/temporary Librarian, Class II, Step 9, Academic Salary Schedule, effective August 27 through December 16, 2005.
45. Employment – Ms. Victoria L. Martinez, full-time/temporary Faculty Coordinator, 50% Tech Prep and 50% VTEA, in Community Advancement, Class III, Step 11, Academic Salary Schedule, effective July 1, 2005 through June 30, 2006.
46. Extra Pay – The following full-time Librarians to be employed each scheduled day of the 2005 summer session, to be paid \$51.69 an hour, in accordance with the Agreement, Article X, Section 13(b).
- | | |
|--------------|-----------------|
| Don Brown | Edward Martinez |
| Vince Robles | Claudia Striepe |
47. Special Assignment – Ms. Augustus Shackelford, part-time instructor of Economics, to help evaluate new tenure-track instructor, to be paid \$51.69 an hour, not to exceed \$155.07 or 3 hours, effective May 18, 2005.
48. Special Assignment – Ms. Rosemary Swade, full-time instructor of Speech/Communications, to oversee Study Abroad Program, to be paid \$51.69 an hour, not to exceed \$1,100, effective June 20 through August 11, 2005, in accordance with the Agreement, Article X, Section 14(a).
49. Special Assignment - The following part-time instructors of Nursing, to teach not-for-credit Nursing classes as part of the Workplace Learning Center Nursing Program Contract under Ed Code Section 87470, to be paid \$51.69 an hour, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).
- | <u>Name</u> | <u>Not to Exceed</u> |
|-----------------|-----------------------|
| Kathleen DuRoss | 100 hours or \$ 7,200 |
| Kathy Rosales | 300 hours or \$15,000 |
50. Special Assignment – Ms. Marie Mendiondo, part-time instructor of Nursing, to conduct not-for-credit classes in Nursing for the Workplace Learning Center, on an as needed basis, to be paid \$51.69 an hour, not to exceed \$5,000, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).

51. Special Assignment – Mr. Kenneth Key, full-time Counselor, to perform assessments, evaluations, preparation and follow up to prepare potential students for nursing program eligibility, to be paid \$51.69 an hour, not to exceed 290 hours or \$15,000, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
52. Special Assignment – Ms. Kyung (Mary) Moon, full time instructor of Nursing, to substitute for instructors teaching Nursing courses taught through Contract Education in the Workplace Learning Center, to be paid \$51.69 an hour, not to exceed 135 hours or \$6,978, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
53. Special Assignment – Ms. Kathy Stephens, full-time instructor of Nursing, to teach for-credit Nursing classes as part of the Workplace Learning Center Nursing Program Contract under Education Code 87470, to be paid \$51.69 an hour, not to exceed 400 hours or \$21, 000, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
54. Special Assignment – Mr. Russell Serr, full-time instructor of Adaptive Physical Education to teach PE 201 for-credit for Workplace Learning Center/Mt. SAC Nursing Contract, to be paid \$51.69 an hour, not to exceed \$3,600 or 70 hours, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
55. Special Assignment – Mr. Simon Trench, full-time instructor of Anatomy, to teach Anatomy 32 for-credit classes as part of the Mt. SAC/L.A. County Nursing Program Contract for the Workplace Learning Center, to be paid \$51.69 an hour, not to exceed 100 hours or \$5,100, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
56. Special Assignment – Mr. Craig Neumann, part-time instructor of Fire and Emergency Technology, to coordinate training programs with local agencies, to be paid \$51.69 an hour for 108 hours, not to exceed \$5,583, effective August 1 through December 16, 2005, in accordance with the Agreement, Article X, Section 9(m).
57. Special Assignment – Mr. Tommy Jester, part-time instructor of Administration of Justice, to coordinate P.O.S.T. program, to be paid \$38.77 an hour for 96 hours, not to exceed \$3,722, effective August 1 through December 16, 2005, in accordance with the Agreement, Article X, Section 9(m).
58. Special Assignment – Mr. Tommy Jester, part-time instructor of Administration of Justice, to coordinate Firefighter In-Service training program, to be paid \$51.69 an hour for 96 hours, not to exceed \$4,962, effective June 28 through August 26, 2005, in accordance with the Agreement, Article X, Section 9(m).
59. Special Assignment – The following part-time instructors of Administration of Justice, to provide instruction in the Administration of Justice Reserve Academy, to be paid \$38.77 an hour effective August 29 through December 16, 2005, in accordance with the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Hours</u>	<u>Not to Exceed</u>
Jeff Donahue	38 hours	\$1,473
Sergio Borbon	84 hours	\$3,155
David Do	84 hours	\$3,155

60. Special Assignment - Mr. Joseph Holliday, full-time instructor of Earth Sciences, to oversee and coordinate the development and daily operations of the Honors Transfer Program, to be paid \$51.69 an hour, not to exceed \$2,100, effective June 20 through August 11, 2005, in accordance with the Agreement, Article X, Section 14(a).

61. Special Assignment – The following instructors to be compensated reassigned time for performing Federation activities during the 2005 Spring semester, to be paid \$51.69 an hour, for a total of 200 hours, in accordance with the Agreement, Article III, Section 11 (c).

Angela Simon	100 hours	5,169.00	(28%) – already calculated as overload
David Westberg	20 hours	1,033.80	
Sean Donnell	40 hours	2,055.60	
Donald Brown	20 hours	1,033.80	
Chris Jeffries	12 hours	620.28	
Stephanie Schwartz	<u>8 hours</u>	<u>413.52</u>	
TOTAL	200 hours	\$10,326.00	

62. Special Assignment – Mr. George Rodriguez, full-time instructor of Welding, to conduct not-for-credit classes in Welding, for the Workplace Learning Center Contract with Terminal Island, to be paid \$51.69 an hour, not to exceed \$35,000, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).

63. Special Assignment – Ms. Kathryn Holmes and Ms. Julia Land, full-time Learning Disability Specialists, to conduct activities for Disabled Students Program & Services (DSPS) and student assessment of learning disabilities, to be paid \$38.77 an hour, not to exceed \$5,500, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).

64. Special Assignment – Mr. Bryan Ouchi, part-time instructor of Educational Development, to conduct activities for Disabled Student Program & Services (DSPS) and student assessment of learning disabilities, to be paid \$38.77 an hour, not to exceed \$3,877, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).

65. Special Assignment – Mr. Roberto Pandolfi, part-time instructor Community Advancement, to conduct not-for-credit classes with Teledyne on an as-needed basis, to

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be paid \$61.097 an hour, not to exceed \$4,500, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section (m).

66. Special Assignment – Mr. Roberto Pandolfi, part-time instructor Community Advancement, to conduct not-for-credit classes under the Job Development Incentive Fund Maritime Grant, to be paid \$61.097 an hour, not to exceed \$35,000, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).
67. Special Assignment – Mr. Roberto Pandolfi, part-time instructor Community Advancement, to work as Project Manager for Job Development Incentive Fund Maritime Training Grant, to be paid \$38.77 an hour, not to exceed \$6,000, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).
68. Special Assignment – Mr. Ray Lovell, full-time instructor of Special Education, to coordinate High Tech Center/SRC referrals and assessment of assistive technology accommodations as specified in Disabled Student Programs and Services (DSPS) regulations, to be paid \$38.77 an hour, not to exceed \$2,400, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(c).
69. Special Assignment – Ms. Susanna Meiers, part-time/temporary instructor (1) Art Gallery laboratory and curator, to be paid \$45.75 an hour, not to exceed 24 hours per week for 16 weeks, effective August 29 through December 16, 2005 and (2) Art Gallery curator and curriculum preparations, to be paid \$45.75 an hour, not to exceed 24 hours per week, effective August 8 through August 26 and December 19 through December 23, 2005, in accordance with the Agreement, Article X, Section 9(m).
70. Special Assignment – Ms. Janet Young, full-time instructor of Childhood Education, to continue as Grant Coordinator for the Careers in Childcare Program, funded by a grant awarded by the LA County Department of Public Social Services, to be paid \$51.69 an hour, not to exceed 520 hours or \$26,566.80, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(a).
71. Special Assignment – Ms. Sharen Kokaska, part-time instructor of Educational Development to conduct activities for Disabled Student Program & Services (DSPS) and student assessment of learning disabilities, to be paid \$38.77 and hour, not to exceed \$2,400, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section (m).
72. Special Assignment – Ms. Barbara Budrovich, full-time instructor of English, to supervise the Writing Center and CAI Lab for summer, to be paid \$38.77 an hour, not to exceed \$4,300, effective June 21 through August 11, 2005, in accordance with the Agreement, Article X, Section 14(c).

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73. Special Assignment – Ms. Kristie Daniel-DiGregorio, part-time instructor of Academic Strategies, to work as Faculty Coordinator, to be paid \$51.69 an hour, not to exceed 90 hours or \$4,700, effective July 1 through September 2, 2005, in accordance with the Agreement, Article X, Section 9(m).
74. Special Assignment – Ms. Barbara Jaffe, full-time instructor of English, to work as Faculty Coordinator, to be paid \$51.69 an hour, not to exceed 220 hours or \$11,500, effective June 21 through September 2, 2005, in accordance with the Agreement, Article X, Section 14(a).
75. Special Assignment - The following instructors in Humanities to administer credit-by-examination, to be paid \$51.69 an hour, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 7(c).

Full time

Evelyn Berman
Carmen Calica
Alicia Clas
Anne Cummings
Donna Factor

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

Part Time

Jack Arednsmeier
Cynthia Caloia
Zeina Chakhchir
Aleta Davis
Antonio Gonzalez
Hildrud Heller
Yaeko Hirano
Miriam Houseels
Roberto Jimenez
Francesca Leardini
Naoko Otani
Carolina Perez

Claudia Prada
Cynthia Quintero
Alicia Rodriguez
David Schlick
Chris Stevens
Kanzo Takemori
Norma Tamer
William Sommerauer
Xiaowen Wu
Nina Yoshida
Helen Zhao

76. Special Assignment – The following part-time instructors to be hired as needed to conduct English as a Second Language (ESL) interviews for the Matriculation Services Division, to be paid \$38.77, not to exceed 8 hours per week, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).

Maria Bauer
Ottillie Boboc
Vicki Blaho
Alicia Class
David Cron
Helen Factor

Rita Fork
Sudeepa Gulati
Aura Imbarus
Sheryl Kunisaki
Rebecca Loya
Susan Nozaki

Robert Puglisi
Jan Shimauro

Gary Smith
Eric Takamine

77. Special Assignment – The following full-time instructors to be hired as needed to conduct English as a Second Language (ESL) interviews for the Matriculation Services Division, to be paid \$38.77, not to exceed 8 hours per week, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 14(a).

Nitza Llado
Debbie Mochidome
Evelyn Uyemura

Jenny Simon
Nancy Currey

78. Special Assignment – Ms. Kyra Tatman, part-time instructor of Nursing, to conduct not-for-credit classes in Nursing for the Mt. SAC/LA County Nursing Contract for the Workplace Learning Center, to be paid \$51.69 an hour, not to exceed \$2,800, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(m).
79. Special Assignment – Mr. Joseph Georges, part-time instructor of Political Science and Philosophy to oversee California Virtual College, to be paid \$2,500 per month, not to exceed \$10,000, effective July 1 through October 31, 2005, in accordance with the Agreement, Article X, Section 9(m).
80. Stipend Assignment – Mr. Ed Kelly, part-time instructor of Sign Language, to coordinate and teach 6 workshops from through the Deaf Community Involvement Project (DCI), to be paid \$200 per workshop, not to exceed \$1,200, effective June 20 through July 18, 2005, in accordance with the Agreement, Article X, Section 9(m).
81. Stipend Assignment – Ms. Caryn Desai, part-time instructor of Theatre, to work as Director, Theatre Play Production for Fall 2004 play production, to be paid \$428 per week for 8 weeks, not to exceed \$3,424, effective September 21, 2004 through November 16, 2004, in accordance with the Agreement, Article X, Section 10(d).
82. Stipend Assignment – Mr. Thomas Bradac, part-time instructor of Theatre, to work as Director Theatre Play Production for Spring 2005 play production, to be paid \$442 per week for 8 weeks, not to exceed \$3,536, effective February 15 through April 12, 2005, in accordance with the Agreement, Article X, Section 10(d).
83. Stipend Assignment – Mr. John DeMita, part-time instructor of Theatre, to work as Director, Theatre Play Production, to be paid \$42 per week for 8 weeks, not to exceed \$3,536, effective April 5 through May 31, 2005, in accordance with the Agreement, Article X, Section 10(d).

- ~~84. Stipend Assignment – Mr. Ed Kelly, part time instructor of Sign Language, to coordinate and teach 6 workshops through the Deaf Community Involvement Project (DCI), to be paid \$200 per~~

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~~workshop, not to exceed \$1,200, effective June 20 through July 18, 2005, in accordance with the Agreement, Article X, Section 9(m).~~

* Item number 84 deleted because it is a duplicate of item number 80.

85. Stipend Assignment – Ms. Susan Einstein, part-time instructor of Photography, to document six El Camino College Art Gallery exhibits for \$108 each for a total of \$648, effective August 29, 2005 through June 2, 2006, in accordance with the Agreement, Article X, Section 9(i).
86. Stipend Assignment – Ms. Jill Pfeiffer, part-time instructor of Anthropology, to speak as a guest speaker on the Anthropology Forum, to be paid \$75.00, effective May 13, 2005, in accordance with the Agreement, Article X, Section 9(i).
87. Stipend Assignment – Ms. Jennifer Montgomery, full-time instructor of Child Development, to work as Workshop Facilitator, Professional Growth Advisor Training, Child Development Training Center Consortium, to be paid \$100, effective May 31, 2005, in accordance with the Agreement, Article X, Section 14(a).
88. Employment – Ms. Nadia Lopez, full-time/temporary instructor of Nursing, to teach for-credit Nursing course for the Workplace Learning Center Nursing Program under contract to L.A. County, Class II, Step 4, effective July 1, 2005 through June 30, 2006.
89. Employment – Ms. Cynthia Ashby, part-time instructor of Nursing to conduct for-credit lab section of Nursing as part of the Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class II, Step 1, effective September 1, 2005 through June 30, 2006.
90. Employment – Ms. Carolyn Anderson-Perry, part-time instructor of Nursing, to conduct for credit lecture and lab nursing classes under the Mt. SAC/LA County Nursing Program Contract with the Workplace Learning Center, under Ed Code 87470, Class II, Step 1, effective July 1, 2005 through June 30, 2006.
91. Employment – Ms. Christiana Baskaran, part-time instructor of Nursing, to conduct for-credit lab classes, under the Workplace Learning Center and L.A. County Nursing Program Contract, Class II, Step 2, effective July 1, 2005 through June 30, 2006.
92. Employment – Ms. Keesha Bell-Daniels, part-time instructor of Nursing, to conduct for-credit lab classes under the Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class II, Step 1, effective July 1, 2005 through June 30, 2006.
93. Employment – Ms. Nancilynn Burruss, part-time instructor of English, to teach for-credit classes in English R & 2R as part of the Terminal Island Culinary Arts Contract under the Workplace Learning Center, Class II, Step 2, effective July 1, 2005 through June 30, 2006.
94. Employment – Ms. Elizabeth Butcher, part-time instructor of Nursing, to conduct for-credit lecture and lab classes as part of the Workplace Learning Center Nursing Program

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Contract, under Ed Code Section 87470, Class I, Step 1, effective July 1, 2005 through June 30, 2006.

95. Employment – Ms. Daisy Carr, part-time instructor of Biology, to teach for-credit Anatomy classes under the Mt. SAC/LA County Contract with the Workplace Learning Center, under Ed Code 87470, Class II, Step 6, effective July 1, 2005 through June 30, 2006.
96. Employment – Ms. Nina Collins, part-time instructor of Nursing, to teach for-credit nursing lab classes under the Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class II, Step I, effective July 1, 2005 through June 30, 2006.
97. Employment - Ms. Michelle Griggs, part-time instructor of Nursing, to conduct for-credit lab section of Nursing as part of the Workplace Learning Center Nursing Contract, under Ed Code Section 87470, Class II, Step 4, effective September 1, 2005 through June 30, 2006.
98. Employment – Mr. Steven Jones, part-time instructor of Nursing, to teach for-credit lab classes under the Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class I, Step 3, effective July 1, 2005 through June 30, 2006.
99. Employment – Ms. Margaret Kidwell-Udin, part-time instructor of Nursing, to teach for-credit lecture classes, under the Workplace Learning Center Nursing Program Contact, under Ed Code Section 87470, Class II, Step 6, effective August 29, 2005 through June 30, 2006.
100. Employment – Ms. Katherine Meese, part-time instructor of Nursing, to teach for-credit lab classes, for the Workplace Learning Center Nursing Program Contract, Class I, Step 1, effective May 6 through June 30, 2005.
101. Employment – Ms. Katherine Meese, part-time instructor of Nursing, to teach for-credit lab classes, for the Workplace Learning Center Nursing Program Contract, Class I, Step 1, effective July 1 through June 30, 2006.
102. Employment – Mr. Pete Moraga, part-time instructor of Auto CAD, to conduct for-credit courses at FCI Terminal Island and FCC Victorville, under the Workplace Learning Center Contract Education, Class II, Step 4, effective June 22 through August 31, 2005.
103. Employment – Mr. Pete Moraga, part-time instructor of Auto CAD, to conduct for-credit nursing classes at FCI Terminal Island and FCC Victorville, under the Workplace Learning Center Program Contract Education, Class II, Step 4, effective September 1, 2005 through June 30, 2006.
104. Employment – Ms. Danielle Naegle, part-time instructor of Nursing, to conduct for-credit nursing lab classes under the Mt. SAC/LA County Workplace Learning Center Nursing

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Program Contract, under Ed Code 87470, Class I, Step I, effective July 1, 2005 through June 30, 2006.

105. Employment – Ms. Ellen Olaivar, part-time instructor of Nursing, to conduct for credit nursing lab classes, under the LA County Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class II, Step 6, effective July 1, 2005 through June 30, 2006.
106. Employment – Ms. Yasna Ouwerkerk, part-time instructor of Nursing, to conduct for-credit nursing lecture classes, under the Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class II, Step I, effective July 1, 2005 through June 30, 2006.
107. Employment – Mr. Roberto Pandolfi, part-time instructor Community Advancement, to conduct for-credit courses in Blueprint Reading and Machine Shop Calculations at FCI-Terminal Island, Class II, Step 6, not to exceed \$20,000, effective July 1, 2005 through June 30, 2006.
108. Employment – Mr. Roberto Pandolfi, part-time instructor Community Advancement, to conduct for-credit courses in Blueprint Reading and Machine Shop Calculations at FCC-Victorville, Class II, Step 6, not to exceed \$20,000, effective July 1, 2005 through June 30, 2006.
109. Employment – Mr. Roberto Pandolfi, part-time instructor Community Advancement, to conduct for-credit courses in Mathematics at FCI-Terminal Island, Class II, Step 6, not to exceed \$5,000, effective July 1, 2005 through June 30, 2006.
110. Employment – Ms. Kyra Tatman, part-time instructor of Nursing, to conduct for-credit nursing lab classes, under the Workplace Learning Center Nursing Program Contract, under Ed Code 87470, Class II, Step 5, effective July 1, 2005 through June 30, 2006.
111. Employment – Mr. Wayne Wilson, part-time instructor of Culinary Arts, to conduct for-credit lab classes in Culinary Arts at FCI Terminal Island, under the Workplace Learning Center Contract, Class II, Step 2, effective June 27 through June 30, 2006.
112. Employment – Ms. Joyce Wise, part-time instructor of Nursing, to teach for-credit nursing lab classes, under the Workplace Learning Center Nursing Program Contract, Class II, Step 5, effective July 1, 2005 through June 30, 2006.
113. Employment – Mr. Benson Yueng, part-time instructor of Nursing to teach for-credit nursing lab classes, under the Mt. SAC/LA County Nursing Contract, Under Ed Code 87470, Class II, Step 1, effective July 1, 2005 through June 30, 2006.
114. Employment – The following part-time/substitute teachers for the Child Development Center in Behavioral Sciences to be hired as needed, effective July 1, 2005 through June 30, 2006.

Juanita Bush
Laura Gray

Jody Jones
Janice Pea

115. Employment – The following non-regularly (on-call) part-time/temporary Counselors to be hired as needed, not to exceed 23 hours per week, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(e) to be paid through District, EOP&S or other categorical grant funds:

Maria Chovan
Geralin Clark
Juliana Ekedal-Parker
Blanca Galicia
Barry Gropp

Monica Lanier
Willie Oliver,
Maria Pena
Dexter Vaughn
Cristina Whiteside

116. Employment - The following regularly scheduled part-time/temporary counselors to be hired, as needed not to exceed 23 hours per week, effective July 1, 2005 through June 30, 2006, in accordance with the Agreement, Article X, Section 9(d), to be paid through District, EOP&S or grant funds:

Eugene Adams
Rosalva Amezcua
Kimya Anthony
Jeanine Barba
Tisa Casas
Vera Cheng
Luisa Cortez
Yolanda Dawson
Joe Dzida
Nelson Espinola
Stan Germain
Maribel Hernandez
Veronice Herrera
Cathy Lakatos
Tri Huu Le
Daissa Lee

Rebecca Mason-Nunez
Mashairi Muir
Lori Mukogawa
Hatien Nguyen
Jimmy Nguyen
Kimberly Overton
Dipte Patel
Paul Quintero
Else Reinersten
Blanca Rodriguez
Lisa Roper
Rutina Taylor
Lan Troung
Xiao Ying Wang
Tracey Ziegler

117. Employment – Mr. Steven Deuel, part-time instructor of Fire and Emergency Technology, to be paid by the Torrance Fire Department, effective May 10 through June 10, 2005.
118. Employment – Ms. Griselda Castro, full-time/temporary Puente Program Counselor, Class II, Step 4, Fiscal Salary Schedule, effective July 1, 2005 through June 30, 2006.

119. Employment – The following part-time/temporary instructors to provide instruction in the Fire Academy, effective August 29 through December 16, 2005, to be paid by their respective agencies.

Beverly Hills Fire Department
Greg Barton

Culver City Fire Department
Tim Wilson

El Segundo Fire Department
Kevin Scott Smith

Hermosa Beach Fire Department
James Crawford

Manhattan Beach Fire Department
Charles Leroy Wilson

Redondo Beach Fire Department
Richard Martinez

Torrance Fire Department
Steven Deuel
Leigh McArthur

UCLA – Center for Prehospital Care
Patricia Binder
Josh Binder

Torrance Police Department
Lloyd DeGonia

120. Employment – The following part-time/temporary Librarians to be hired as needed for the Summer 2005 session.

Anita Colby
John Fowler
Vivian Harris
Margaret Stevens
Douglas Thompson

Alice Cornelio
Karin Griffin
Gabriella Lopez
Jane Terry
Lisa Weisshaar

121. Employment - The following part-time/temporary instructors to be hired as needed for the Fall 2005 semester.

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Behavioral & Social Science
Catherine Adesina

Health Sciences & Athletics

Maria C. Armstrong
Land Julia A.
Lee-Chin June A
Holmes Kathryn E.
Sharen Kokaska

Industry & Technology

Kenneth Ings

Fine Arts

Laura Kay Almo
Abdul-Jabbaar Aminah
David Kost
Suzanne Wong

122. Employment – The following part-time/substitute instructors to be hired as needed for the Fall 2005 semester.

Humanities

Otillie Boboc
Rita Fork

123. Employment – The following part-time/substitute instructors to be hired as needed for the Summer 2005 semester.

Industry & Technology

Philip Reno

124. Employment - The following part-time/temporary instructors to be hired as needed for the Summer 2005 semester

Behavioral & Social Science

Catherine Adesina, Class III, Step 4
Joseph Georges, Class IV, Step 30
Meric Keskinel, Class V, Step 6
Cathy Lakatos, Class III, Step 5
Robroy Meyers, Class II, Step 5
Gerardo Nebbia, Class II, Step 5
Gaile Price, Class, II, Step 4
Elena Taborda-Reigadas, Class III, Step 4
Ventris Woods, Class V, Step 7

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Business

John Slawson, Class V, Step 6

Fine Arts

Robert Dalton, Class II, Step 6
Smith Joel Class, III, Step 4
Daryle Nagano, Class II, Step 7
Wayne Perkins, Class V, Step 9
Pamela Santelman, Class III, Step 10

Health Science & Athletics

Joseph Carfagno, Class I, Step 4
June A Lee-Chin, Class I, Step 4
Stan Mintz, Class, III, Step 5

Humanities

Joan Anderson, Class IV, Step 14
Nancilyn Burruss, Class II, Step 4
Kristie DiGregorio, Class V, Step 4
Judy Houser, Class V, Step 9
Andrew Marshall, Class II, Step 5
Mary Mills, Class V, Step 4
Claudia Prada, Class IV, Step 7
Cynthia Quintero, Class II, Step 9
Darrell Thompson, Class II, Step 10
Xia Weu Wu, Class II, Step 4
Yong Yoon, Class IV, Step 13
Genevieve Zuidervaart, Class III, Step 5

Industry & Technology

Vera Bruce, Class III, Step 12
Katherine Conley, Class II, Step 9
Dave Taneman, Class II, Step 4

Mathematics

Vage Avakyan, Class V, Step 4
Aida Awainisyan, Class V, Step 4
Scott Bullock, Class III, Step 4
Dimetros Damma, Class II, Step 6
Juan Martinez, Class IV, Step 4
Perry McDonnell, Class III, Step 5
Hai Ngo, Class III, Step 6
Quyen Phung, Class III, Step 6
Nathan Schroeder, Class IV, Step 7

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Natural Science

Michael Brennan, Class III, Step 4

Eilish G. Marren, Class V, Step 11
Stephen Koletty, Class V, Step 10
Marie Nagaya, Class V, Step 4
Karla Villatoro, Class IV, Step 4

Classified Personnel:

1. Retirement – Mr. Alex F. Kelley, Director – Information Technology Services, Range 16, Step E, Information Technology Services Division, Administrative Services Area, effective July 1, 2005, plus accrued vacation, and that a plaque be prepared and presented to him in recognition of his service to the District since 1981.
2. Amend Retirement – Ms. Mildred Larsen, Accounting Assistant II, Range 27, Step E, Bookstore Division, Administrative Services Area, effective September 1, 2005 instead of October 1, 2005, plus accrued vacation.
3. Amend Resignation – Ms. Josephine Gallego, Financial Aid Assistant, Range 24, Step E, Financial Aid/Enrollment Services Division, Student and Community Advancement Area, effective April 29 instead of May 2, 2005.
4. Resignation – Ms. Beverly Butler, Senior Clerical Assistant, Range 24, Step E, Job Placement Center/Community Advancement Division, Student and Community Advancement Area, effective April 29, 2005.
5. Resignation – Ms. Rebecca Loya, 75% Program Coordinator ESL Assessment, Range 36, Step E, Humanities Division, Academic Affairs Area, effective August 23, 2005.
6. Personal Leave of Absence 100% - Ms. Griselda Castro, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area effective July 1, 2005 though June 30, 2006.
7. Personal Leave of Absence 5% - Ms. Kathleen Collins, 83.33% Secretary, Humanities Division, Academic Affairs Area, effective June 27 through August 4, 2005.
8. Personal Leave of Absence 5% - Ms. Katherine Conley, 75% Cosmetology Assistant, Range 21, Step E, Industry and Technology Division, Academic Affairs Area, effective June 27 through August 11, 2005.
9. Personal Leave of Absence 50% - Ms. Cathy Lakatos, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.

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10. Amend Personal Leave of Absence 20% - Mr. Albert Romero, Library Media Technician II, Range 26, Step E, Learning Resources, Academic Affairs Area, effective February 9 through June 10 instead of June 17, 2005.

11. Leave of Absence 50% - Ms. Margaret Ginocchio, Student Services Advisor, Range 35, Step E, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, effective July 1 through June 30, 2006.
12. Personal Leave of Absence 12.5% - Ms. Kimberly Wilkinson, Costume Technician, Range 31, Step E, Industry and Technology Division, Academic Affairs Area, effective August 29 through December 16, 2005.
13. Extend Change of Assignment – Mr. Rocky Bonura, Director – Risk Management, Range 11, Step 5, Safety and Health/Human Resources Division, to Director – Purchasing and Business Services, Range 13, Step 5, Administrative Services Area, effective July 1 through December 31, 2005.
14. Extend Change in Assignment – Ms. Dianne Martinez, Student Services Advisor, Range 35, Step E, from 100% to 50% Counseling and Student Services Division/50% Transfer Center, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
15. Extend Change in Classification – Ms. Bozena Morton, from Director of Resource Development/Grants Development and Management to Director for Center for International Education, Range 13, Step 5, effective July 1, 2005 up to June 30, 2006.
16. Stipend – Ms. Kathleen Gleason, Assistant Director of Development – Annual and Alumni Giving, Range 5, Step 5, Resource Development, Student and Community Advancement Area, to be paid an additional \$400 a month, for additional work assumed, effective July 1, 2005 through June 30, 2006.
17. Stipend – The following employees to receive a \$50 per month stipend for carrying cell phone for after work hour’s emergencies, effective July 1, 2005 through June 30, 2006:

Georgianna Levine	Center for the Arts/Fine Arts	Academic Affairs
Jerry Root	Center for the Arts/ Fine Arts	Academic Affairs
Hector Salazar	Center For the Arts/Fine Arts	Academic Affairs
18. Work Out of Classification – Ms. Crystal Fuentes, from Student Services Technician, Range 28, Step E, to Student Services Advisor, Range 35, Step B, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.

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19. Work Out of Classification- Ms. Astrid Hagen, Staff Interpreter, Range 34, Step B, to Lead Interpreter Specialist, Range 38, Step A, Special Resource Center/health Sciences and Athletics Division, effective July 1 through September 30, 2005.
20. Work Out of Classification 25%- Ms. Myrna Mendoza, Secretary, Range 26, Step E, to work 25% Student Services Advisor, Range 35, Step B, Counseling and Student Services

- Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
21. Work Out of Classification 25% – Ms. Lisa Perez, Student Services Technician, Range 28, Step D, to work 25% as Student Services Advisor, Range 35, Step B, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
 22. Work Out of Classification – Ms. Martha Perez, 50% Clerical Assistant, Range 22, Step B, to work an additional 25% as Student Services Technician, Range 28, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
 23. Work Out of Classification – Ms. Regina Robinson, Clerical Assistant, Range 22, Step E, to Range 25, Step D, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
 24. Work Out of Classification – Ms. Claudia Velazquez, from Data Entry Operator, Range 18, Step E, to Student Services Technician, Range 28, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
 25. Work Out of Classification – Mr. Satish Warriar, Assistant Director- Information Technology Services, Range 13, Step 5, to Director, Information Technology Services, Range 16, Step 2, Information Technology Services Division, Administrative Services Area, effective July 1 through September 30, 2005.
 26. Amend Employment – Ms. Junnette Fariolen, Clerical Assistant, Range 22, Step A, Transfer Center/Counseling and Student Services Division, Student and Community Advancement Area, effective May 9 instead of May 2, 2005.
 27. Employment – Ms. Teresa Coulter, Administrative Assistant II, Range 31, Step B, Facilities Planning and Services Division, Administrative Services Area, effective July 5, 2005.
 28. Employment – Ms. Martha Perez, 50% Clerical Assistant, Range 22, Step B, Counseling and Student Services Division, Student and Community Advancement Area, effective June 1, 2005.

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29. Employment – Mr. Daniel E. Wright, Laboratory Technician II, Range 31, Step A, Natural Sciences Division, Academic Affairs Area, effective July 5, 2005.

Special Project Temporary Administrators:

30. Re-Employment – Ms. Pauline Annarino, Special Project Temporary Administrator, R.I.T.C., Special Resource Center/ Health Sciences and Athletics Division, Academic

- Affairs Area, to be paid \$267 a day, Range 4, Step 3, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$69,420, effective July 1, 2005 through June 30, 2006.
31. Re-Employment – Ms. Michelle Arthur, Special Project Temporary Administrator, Inglewood Center, Student and Community Advancement Area, to be paid \$283 a day, Range 4, Step 5, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$73,580, effective July 1, 2005 through June 30, 2006.
 32. Re-Employment – Mr. Arturo Hernandez, Special Project Temporary Administrator, Math, Engineering, Science Achievement (MESA), Natural Sciences Division, Academic Affairs Area, to be paid \$235 a day, Range 3, Step 3, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$9,400, effective July 1 through August 31, 2005.
 33. Re-Employment– Ms. Destyn LaPorte, Special Project Temporary Administrator, Center for International Education, Student and Community Advancement Area, to be paid \$274 a day, Range 5, Step 1, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$71,514, effective July 1, 2005 through June 30, 2006.
 34. Re-Employment – Mr. Charles Lowe, Special Project Temporary Administrator, International Trade Assistant Manager, CITD/Community Advancement Division, Student and Community Advancement Area, to be paid \$296 a day, Range 6, Step 1, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$76,960, effective July 1, 2005 through June 30, 2006.
 35. Re-Employment – Ms. Judith Norton, Special Project Temporary Administrator, California Virtual Campus, Academic Affairs Area, to be paid \$291 a day, Range 5, Step 3, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$1,746, effective July 1 through July 30, 2005.
 36. Re-Employment – Ms. Judith Norton, Special Project Temporary Administrator, Training Curriculum Coordinator, Community Advancement Division, Student and Community Advancement Area, to be paid \$291 a day, Range 5, Step 3, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$55,872, effective July 1 2005 through June 30, 2006.

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37. Re-Employment – Ms. Nelly Rodriguez, 75% Special Project Temporary Administrator, Resource Development, Student and Community Advancement Area, to be paid \$291 a day, Range 5, Step 3, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$ 19,000 effective July 1 through September 30, 2005.
38. Re-Employment– Mr. Wadhy A. Solano, 50% Special Project Temporary Administrator, Teacher Education Program, Behavioral and Social Sciences Division, Academic Affairs Area, to be paid \$274 a day, Range 5, Step 1, of the Special Project Temporary

Administrator Daily Rate Schedule, not to exceed \$52,640, effective July 1, 2005 through June 30, 2006.

39. Re-Employment – Mr. Tony Sotos, Special Project Temporary Administrator, California Virtual Campus, Academic Affairs Area, to be paid \$291 a day, Range 5, Step 3, of the Special Project Temporary Administrator Daily Rate Schedule, not to exceed \$23,280, effective July 1 through October 31, 2005.

Temporary Classified Services Employees:

40. Amend Employment - The following employees from 50% Reprographics Operator to 50% Clerical Assistant, Range 22, Step A, Public Information Division, President's Office Area, effective March 22 through June 30, 2005:

Janice Davis

Pamela Scottini

Michele Warner

41. Extend Assignment – Ms. Stephanie Rodriguez, 100% Temporary Interim Director of Workforce Education, Range 11, Step 5, Workforce Education/Community Advancement Division, Student and Community Advancement Area, effective July 1, 2005 through June 30, 2006.
42. Extend Assignment - Mr. Phillip Sutton – 50% Interim Director of Grants, Range 13, Step 1, Resource Development, Student and Community Advancement Area, effective July 1, 2005 up to June 30, 2006.
43. The following temporary non-certificated employees are hired for the 2005-2006 fiscal year, not to exceed a maximum of 180 workdays, effective July 1, 2005 through June 30, 2006, unless otherwise stated:
44. Ms. Ebony Alexander – Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work as needed processing voucher students through the registers.
45. Mr. Erik Bleuer – Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on call as needed, to operate, maintain, adjust and

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repair sound and projection equipment for events in the Center for the Arts venues.

46. Mr. Luis Bonilla – Delivery Driver and Mail Clerk, Rang 20, Step A, Facilities Planning and Services Division, Administrative Services Area, 40 hours per week, will drive a school vehicle to pick-up/deliver people and equipment, supplies and other items, do minor adjustments and repairs to automotive equipment and operate truck to haul trash.

47. Ms. Nancy Bradbury - Administrative Assistant II, Range 31, Step A, Center for International Education, Student and Community Advancement Area, to work 20 – 36 hours per week, maintaining complex financial records for the general fund, process grant-funded projects, and a variety of computer related duties.
48. Ms. Julia Cibes – Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 20 – 25 hours per week, to assist in clerical, word processing, office coverage and workload requirements.
49. Mr. Llewellyn Chin – Senior Clerical Assistant, Range 24, Step E, Workforce and Community Education/Community Advancement Area, Student and Community Advancement Area, to work as needed, performing varied routine clerical duties to support the office.
50. Mr. Robert Crutchfield – Sound Technician, Range 36, Step E, Fine Arts/Center for the Arts Division, Academic Affairs Area, on call as needed, to operate, maintain, adjust and repair sound and projection equipment for events in the Center for the Arts venues.
51. Ms. Frances DeBenedictis - Accounting Assistant I, Range 24, Step A, Bookstore Division, Administrative Service Area, to work 40 hours per week as needed, handling cash and preparing daily deposits and reports.
52. Ms. Julia Dishon - Program Clerk, Range 17, Step E, Fine Arts Division, Academic Affairs Area, to work as needed and provide clerical support for program and events.
53. Ms. Gloria Dumais - Admissions and Records Supervisor, Range 21, Step E, Admissions and Records Division, Student and Community Advancement Area, to work 32 to 40 hours per week, representing El Camino College on the CCC tran project.
54. Ms. Judith Elliott – Accounting Assistant II, Range 27, Step A, Fiscal Services Division, Administrative Services Area, to work as needed, accounting and reconciling in cashier's office.

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55. Ms. Donna Emery - Staff Development Coordinator, Range 24, Step E, (Supervisory Salary Schedule), Staff Development/Human Resources Division, Administrative Services Area, effective July 1, 2005 through December 30, 2005, 10 – 40 hours per week, to continue operations in the Staff Development Office, not to exceed 470 hours.

56. Mr. Alphonso Everly - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Tuesday and Thursday, 10 – 18 hours a week as needed for additional lab hours.
57. Ms. Jewelie Gabriel - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, as needed to check out tools, equipment and supplies in an assigned area, and maintain records related to materials issued.
58. Ms. Martha Gamarro, Clerical Assistant, Range 22, Step A, Community Advancement Division, Student and Community Advancement Area, to work 40 hours a week performing a variety of routine clerical and general office duties for the office.
59. Ms. Dora Gomez, Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week providing specialized advisement and other services to CalWorks students, determines eligibility and analyze student data for certification of eligibility.
60. Mr. William Guerra – Clerk, Range 17, Step A, Enrollment Services Division, Student and Community Advancement Area, to work Tuesday through Thursday, 24 hours a week to provide front office support.
61. Ms. Tiffanie Hong – Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement, to work 20 hours per week as needed, performing a variety of routine clerical, general office duties.
62. Ms. Magdalena Hughes, Accounting Assistant II, Range 27, Step E, Fine Arts Division, Academic Affairs Area, to work as needed preparing and maintaining a variety of records, reports and documents.
63. Mr. Matthew Hutcherson - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Thursday, 30 – 40 hours a week as needed for additional lab hours.
64. Ms. Betty Kane – Administrative Assistant II, Range 31, Step E, Admissions and Records Division, Student and Community Advancement Area, 32 hours per week, scheduling appointments and meetings, preparing documents, taking minutes, ordering supplies and other functions supporting the director.

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65. Ms. Alice Kennedy – Accounting Assistant II, Range 27, Step A, Fine Arts Division, Academic Affairs Area, on call as needed, to prepare, maintain and review a variety of records, reports and documents related to show budgets and general production costs.
66. Ms. Louise Kirst - Accounting Assistant II, Range 27, Step A, and Project Specialist, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to work as needed

- preparing and maintaining a variety of records, reports and documents and to assist the executive director of the Center for the Arts with contracts and files.
67. Ms. Mildred Larsen – Accounting Assistant II, Range 27, Step E, Bookstore Division, Administrative Services Area, to work as needed, training new person, and to assist during the first 2 – 3 weeks of each semester, effective September 1, 2005 through June 30, 2006.
 68. Ms. Lucia Magnifico – Data Entry Clerk, Range 18, Step A, Enrollment Services Division, Student and Community Advancement Area, to work Monday through Friday, 40 hours a week, for matriculation data entry.
 69. Ms. Gay Malpede - Fiscal Services Analyst, Range 34, Step E, Fiscal Services Division, Administrative Services Area, to work on-call as needed, to prepare miscellaneous reports formerly done as fiscal analyst.
 70. Mr. Philip Mariano - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Friday, 30 – 40 hours a week as needed, to repair and maintain equipment records for tools and equipment assigned to an area.
 71. Ms. Hannah Mickelson – Library Media Technician I, Range 24, Step E, and Clerk, Range 17, Step A, Fine Arts Division, Academic Affairs Area, as needed
 72. Ms. Terry Moore – Laboratory Technician I, Range 27, Step A, Fine Arts Division, Academic Affairs Area, to work as needed, 30 hours per week providing lab support for photo lab.
 73. Ms. Harumi Nakao – Lead Accounting Technician, Range 34, Step D, Bookstore Division, Administrative Service Area, to work as needed, two days per week, not to exceed 960 hours assisting the cashiers and the accounting assistant with daily deposits.

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74. Ms. Nola Pinter – 75% Clerical Assistant, Range 22, Step E, Business Division, Academic Affairs Area, to work as needed assisting students, faculty and staff, answering phones and filing. Coordinate and process textbook requisitions.
75. Ms. Mildred Pullman – Clerical Assistant, Range 22, Step E, Mathematical Sciences Division, Academic Affairs Area, to work 15 hours per week to provide evening and Saturday morning coverage in the division office.

76. Ms. Nancy Rangel – Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week, providing specialized advisement and other services to CARE students, interviews students to certify eligibility.
77. Ms. Jane Richmond - 40% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Administrative Services Area, two days, 16 hours per week to maintaining the flexible calendar database.
78. Mr. Scott Sikes - Groundskeeper/Gardener II, Range 28, Step A, Facilities Planning and Services Division, Administrative Services Area, to work 40 per week to perform grounds maintenance, gardening and construction work, plant, fertilize and care for lawns, prepare, set-up and maintain athletic fields, and perform routine duties in the installation and maintenance of sprinkler systems.
79. Ms. Alin Sanchez – Clerical Assistant, Range 22, Step A, Bookstore Division, Administrative Services Area, to work Monday through Thursday, 20 hours per week assisting in the office, answering phones, customer service, and the processing of the CalWorks/Gain forms.
80. Ms. Shirley Snider – Administrative Assistant II, Range 31, Step E, Fine Arts Division, Academic Affairs Area, to work as needed.
81. Ms. Michele Warner – Clerk Range 17, Step A, 20 hours per week, and Clerical Assistant, Range 22, Step A, 14 hours per week, Public Information Division, President’s Office Area, performing routine and general clerical duties including filing, record maintenance and answering phones.
82. Ms. Sachi Watari - Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student and Community Advancement Area, to work Monday and Friday, 16 hours a week, to provide front office support.
83. Ms. Theresa Wright - Clerical Assistant, Range 22, Step A, Bookstore Division, Administrative Services Area, to work Monday through Thursday, 16 hours a week assisting the technical assistant with the student voucher program, answering phones, tying, filling, and sorting.

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84. Mr. Michael VanOverbeck - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Thursday, and Saturday, 40 hours a week to repair and maintain equipment records for tools and equipment assigned to an area.

85. Ms. Lechi Thi Vo, Accounting Assistant I, Range 24, Step A, Bookstore Division, Administrative Services Area, to work up to 20 hours per week, handling cash, bank deposits, and reports, reconcile cash registers.

86. The following employees to work as Accompanist- Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, on an as-needed basis:

Donald Fredrickson	Sherry Reed
Cheryl Graue	Chares Turner
Hee Jin Kim	Eunee Yee
Eun Hyong Nam	

87. The following individuals to work as Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work as needed at the check okay station and assist students:

Rosaura Constantino	Kiku Fukuwa
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89. The following individuals to work as Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to work 20 – 40 hours per week, performing clerical work and assisting in CPT lab:

Shin Hee Chong	Gissell	Nisha Patel
Kunwood Kim	Gonzalez	Lander Valdovinos
Lorena Garcia	Juan Guerra	Carmen Valley

90. The following individuals to work as Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to work 24 – 40 hours a week assisting students:

Samantha Smith	Nancy Quezada
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91. The following individuals to work as Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, 40 hours per week to sweep, scrub, mop, and way floors, vacuum rugs/carpets, clean restrooms and empty waste receptacles:

Levell Bennett	Danetta Germany
Nathaniel Hunter	Dwayne Moore
Theresa Nunez	Maria Vicente
Maria Velasquez	

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92. The following individuals to work as Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, on call, as needed, to operate computer, telephone and radio communications equipment to dispatch police and emergency personnel:

Martha Cognac

Adriana Ruiz

93. The following individuals to work as PBX Operator/Receptionist, Range 21, Step A, Switchboard/Human Resources Division, Administrative Services Area, to work as needed to cover switchboard and receptionist desk:

Dena Langowski

Nola Pinter

Elizabeth Matusak

Katherine West

94. The following individuals to work as Program Clerk, Range 17, Step A, Fine Arts Division, Academic Affairs Area, to work as needed, and provide clerical assistance during events.

Mary Anne Chappellear

Cecilia Stephens

Magdalena Hughes

95. The following individuals to work as Promotion Assistant, Range 28, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, assisting the promotions specialist and executive director.

Patrick Fisher

Derek Poepoe

96. The following employees to work as 50% Clerical Assistant, Range 22, Step A, Public Information Division, President's Office Area, two days, eight hours per week performing a variety of general office duties:

Janice Davis

Pamela Scottini

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

Todd Adams

Dawn Huntoon

Robert Ory

Christian Andrade

Henry Lowe IV

Micah Salinas

Michael Boswell

Alonzo McDonald

Brendan Grevatt

Matthew Mellinger

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

Matthew Alquiza
Louise Bale
Keith Berkes
Kevin Bleuer
Ronda Brooks

Julie Ferrin
Ffaelin
Jennifer Gervais
David Gragg
Michele Krawczyk

Khin-Kyan Maung
Claudette Rizkallah
Karen Swigart
Jennifer Wisehart
Aki Vasquez

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

Keith Blanchard
Thomas Carter
Douglas Forsyth
Monique L'Heureaux
Ian Mitchell
Steven Norris
Dewain Robinson
Jerry Stratton

B. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

It is recommended that the Board authorize employment of the following temporary Casual employees, subject to funding, as shown in items 1-170.

1. Moises Aglipay – Office Aide I, \$6.75 per hour, Monday through Friday, 8:00 am to 8:00 pm (hours vary), effective June 21, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Writing Center/Humanities, Academic Affairs area, to screen all student for appropriate services and assist them is acquiring the services; and answers questions from students, faculty, and staff and keeps paperwork up to date and organized, P4E funded.
2. Cynthia Aguiniga – Teacher's Assistant I, \$6.75 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.
3. Timothy Aguirre – Program Assistant III, \$10.00 per hour, Monday through Friday, 7:30 am to 4:30 pm, effective July 1, 2005 through June 30, 2006, Bookstore, Administrative Services area, to assisting with cashiering, stocking merchandise and assisting customers, funded by the Bookstore.
4. Afifa Alawi – Library Media Aide III, \$7.75 per hour, Monday through Friday, 8:00 am to 8:00 pm (hours vary), effective June 21, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Writing Center/Humanities, Academic Affairs area, to assist all drop-in students in the classrooms with technical computer questions as well as those related to aspects of writing and other duties as needed, P4E funded.

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5. Harold Anderson – Paraprofessional, \$18.50 per hour, days and hours vary (work up to 20 hours per week), effective July 1, 2005 through June 30, 2006, Extended Opportunities Program & Services (EOPS), Student & Community Advancement area, to perform a variety of duties to support the contacts of EOPS students with the EOPS Counselors and staff to increase student success, EOPS funded.
6. Marcia Armstrong – Paraprofessional, \$10.00 per hour, Monday through Friday (days vary), 7:00 am to 4:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to provide assistance with the Children’s Choir, funded by private donations and fundraising activities.
7. Elizabeth Bakaimani – LiveScan Tech II, \$10.50 per hour, Wednesday and Friday, 9:00 am to 3:00 pm, effective August 20, 2005 through June 30, 2006, Campus Police, Administrative Services area, to be responsible for the fingerprinting of members of the public and El Camino employees using the LiveScan digital fingerprint computer, Campus Police funded.
8. Elizabeth Bakaimani – Police Communications Operator II, \$11.00 per hour, Wednesday and Friday, 9:00 am to 3:00 pm, effective August 20, 2005 through June 30, 2006, Campus Police, Administrative Services area, to provide responsibility for maintaining minimum radio/telephone operations, Campus Police funded.
9. Elizabeth Bakaimani – Office Aide II, \$7.25 per hour, Wednesday and Friday, 9:00 am to 3:00 pm, effective August 20, 2005 through June 30, 2006, Campus Police, Administrative Services area, to provide clerical support for the Campus Police, Campus Police funded.
10. Millie Barger – Paraprofessional, \$12.00 per hour, Monday through Friday (days vary) hours vary, effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to supervise students in the Fitness Center, develop and maintain program, District funded.

11. Lisa Bartik – Professional II, \$32.00 per hour, Monday through Thursday, arrange 4 to 8 hours per week, effective June 28, 2005 through June 30, 2006, Center for International Education (CIE)/ El Camino Language Academy(ECLA), Student & Community Advancement area, to assess students into El Camino’s academic program, ECLA funded.
12. Daniel Baruth – Police Cadet I, \$8.00 per hour, Monday through Thursday, hours vary, effective July 1, 2005 through June 30, 2006, Campus Police, Administrative Services area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College, Campus Police and District funded.

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13. Josefina Bedolla – Professional I, \$25.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Vocational and Applied Technical Education Act (VATEA), Community Advancement, Student & Community Advancement area, to coordinate projects related to the VATEA grant, implement projects, Community Education Income funded.
14. Randi Berg – Summer Camp Coach, \$12.00 per hour, days vary, 40 hours per week, effective July 1, 2005 to June 30, 2006, Health Sciences and Athletics, Academic Affairs area, to provide coaching and instruction for the Summer 2005 Softball camp, District funded.
15. Elizabeth Bermudez – Program Assistant III, \$10.00 per hour, Monday, Wednesday, & Friday, 8:00 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Mathematical Sciences/Natural Sciences, Academic Affairs area, to assist with helping to coordinate and organize activities, student files, assist in the promotion and overall function of the program, funded by private donations and fundraising activities.
16. Michael Bieber – Paraprofessional, \$9.00 per hour, Monday through Friday (days vary), 7:30 am to 5:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to assist with day to day operational duties of the Community Education program including: customer service; website update; budget reconciliation; create purchase requisitions; maintain/order supplies/marketing activities; daily sales activity reports, and other duties, Community Education Income funded.
17. Pamela Blanc – Professional III, \$55.00 per hour, Tuesday, Saturday, & Sunday (days vary), 9:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to provide professional instruction on the Alexander technique, funded by private donations and fundraising activities.

18. Jennifer Blandon – Assistant House Manager, \$8.50 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to assist the House Manager in preparing facility for events, assist with assigning the front of house staff to job duties for the event, promote customer service, and other duties as assigned, District and Center for the Arts funded.
19. Alisa Bogane – Paraprofessional, \$15.75 per hour, Monday through Friday (days vary), 7:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to assist with customer service; website update; budget reconciliation; create purchase requisitions; maintain/order supplies/marketing activities; daily sales activity reports, and other duties, Community Education Income funded.
20. Jennifer Borland – Office Aide II, \$7.25 per hour, Monday through Thursday (days vary), 9:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Art/Fine Arts, Academic Affairs area, to prepare web pages for Art online, transferring web materials to Blackboard, District funded.

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21. Renny Bowden – Professional II, \$34.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement area, to work with the WpLRC in conducting contract education training, contract funded.
22. Nancy Bradbury – Professional I, \$20.00 per hour, Monday through Friday (days vary), up to 16 hours per week, effective July 1, 2005 through October 31, 2005, California Virtual Campus (CVC), Academic Affairs area, to provide assistance to those seeking information about the programs in person, by e-mail, fax, or by telephone; maintenance of financials records in Microsoft Excel and the development of PowerPoint presentations, and other duties as needed, California Virtual Campus Grant funded.
23. Nancy Bradbury – Professional I, \$20.00 per hour, Monday through Friday (days vary), up to 20 hours per week, effective July 1, 2005 through June 30, 2006, Teacher’s Education Program (TEP)/ Behavioral & Social Sciences, Academic Affairs area, to assist the Special Project Administrator, answer phones, Datatel Entry, conduct inventory checks, order necessary materials, maintain program records for funding agency and evaluation purposes, Teacher Education Program Title V Grant funded.
24. Leah Burnett – Paraprofessional, \$16.00 per hour, Monday, Tuesday, & Wednesday, 5:00 pm to 9:00 pm, effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to assist in the athletic training office with students, District funded.
25. Juanita Bush – Teacher’s Assistant III, \$7.50 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Child Development Center (CDC)/Behavioral and Social Sciences, Academic Affairs area, to assist teachers in planning, organizing, and managing a classroom environment, CDC funded.
26. Guadalupe Cabral – Professional I, \$27.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community

Education/Community Advancement, Student & Community Advancement area, to coordinate projects related to the VATEA grant, implement projects, Community Education Income funded.

27. Robin Cash – Program Assistant II, \$9.00 per hour, Monday through Thursday, 9:00 am to 3:00 pm, effective July 1, 2005 through June 30, 2006, Business, Academic Affairs area, to assist students in the open lab with completions of assignments form various Computer Information Systems classes, District funded.
28. Kevin Duncan – Summer Camp Director, \$25.00 per hour, Wednesday night, 3.4 hours per week, effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to organize and monitor Summer High School Passing League, Fee Base – Summer High School Passing League funded.

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29. Kimberly Eatmon – Program Assistant III, \$10.00 per hour, Monday through Friday, 7:00 am to 4:30 pm, effective April 20, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Bookstore, Administrative Services area, to assist the with cashiering, stocking, sales floor assistance, and other duties as assigned, District funded.
30. Daniel Engler – Professional II, \$32.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student & Community Advancement area, to provide training, expertise, leadership & professional services in the Fire Academy program, contract funded.
31. Mia-Amor Evaimalo – Paraprofessional, \$10.00 per hour, Monday through Saturday (days vary), 8:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to provide assistance with the Children’s Choir, South Bay Children’s Choir funded.
32. Angela Farthing – Paraprofessional, \$12.50 per hour, Monday through Thursday, up to 32 hours per week, effective July 1, 2005 through June 30, 2006, Center for International Education (CIE)/International Student Program (ISP), Student & Community Advancement area, to provide clerical support in the ISP office, District funded.
33. Michael Fenison – Paraprofessional, \$12.00 per hour, days vary, 10 hours per week, effective June 28, 2005 through June 30, 2005 and July 1, 2005 through December 16, 2005, Health Sciences & Athletics (HS&A), Academic Affairs area, District funded.
34. Teresa Flint – Professional I, \$23.75 per hour, Monday through Friday (days vary), 7:45 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to provide administrative support, District funded.

35. Martha Gamarro – Paraprofessional, \$15.00 per hour, Monday through Friday, 8:00 am to 5:00 pm, effective June 20, 2005 through June 27, 2005, Workforce & Community Education/Community Advancement, Student & Community Advancement area, job description needed, Community Education Income funded.
36. Lorena Gomez – Interpreter Novice, \$13.75 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, SRC funded.
37. Lorena Gomez – Paraprofessional, \$10.00 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, SRC funded.

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38. Roxana Gomez – LiveScan Technician II, \$10.50 per hour, Monday, Wednesday, and Saturday, 9:00 am to 8:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Campus Police, Administrative Services area, to be responsible for the fingerprinting of members of the public and El Camino employees using the LiveScan digital fingerprint computer, Campus Police District funded.
39. Alma Gonzalez – Interpreter I, \$17.25 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective June 20, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.
40. Amber Grover – Program Assistant II, \$9.00 per hour, Monday through Thursday, up to 12 hours per week (hours vary), effective June 28, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Study Abroad/Behavioral & Social Sciences, Academic Affairs area, to assist with the clerical support for the Study Abroad program, District funded.
41. Badiyah Haffejee – Teacher’s Assistant I, \$6.75 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective June 20, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Adaptive Physical Education (APE)/Health Sciences & Athletics (HS&A), to assist with the APE program, Academic Affairs area, HS&A funded.
42. Donna Helstrom – Professional I, \$21.00 per hour, Monday through Thursday, 8:00 am to 5:00 pm, effective July 1, 2005 and June 30, 2006, Learning Resources, Academic Affairs area, to assist with the responsibility for the day-to-day operations of Learning Resources Center Basic Skills Study Center and Learning Center; maintenance of software and media materials; and other duties as needed, District funded.

43. Wanda Holt – Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 8:00 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, California Work Opportunity and Responsibility to Kids (CalWORKs), Student & Community Advancement area, to support daily operations while assisting in maintaining contact with community agencies and other duties as assigned, CalWORKs funded.
44. Yolanda Hudson – Office Aide II, \$7.25 per hour, Monday through Thursday (days vary), 9:30 am to 9:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Art/Fine Arts, Academic Affairs area, to assist in the printmaking lab, District funded.
45. Miriam Jaurequi – Paraprofessional, \$12.00 per hour, days and hours vary (as-needed basis), effective July 1, 2005 through June 30, 2006, Admissions & Records/Enrollment Services, Student & Community Advancement area, to assist coordinator of Outreach & School Relations by making presentations at the high schools, tours, scheduling matriculation bus trips, college fairs and college nights, and other duties, District funded.

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46. Jesse Jimenez – Professional I, \$27.50 per hour, Monday through Friday, 8:00 am to 5:00 pm, effective July 1, 2005 through June 30, 2006, Workforce & Community Education, Community Advancement, Student & Community Advancement area, to be responsible for marketing, recruiting, and implementing the goals and objectives of Technical Preparation, and will work with high schools, employers, and other staff to promote activities, contract funded.
47. Joyce Joaquin – Teacher’s Assistant IV, \$11.50 per hour, Monday through Thursday, 9:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fashion/Industry & Technology, Academic Affairs area, to assist faculty with filing, test preparation and grading, maintain web site, Fashion Show preparation, District funded.
48. Desiree Johnson – Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 8:00 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, California Work Opportunity and Responsibility to Kids (CalWORKs), Student & Community Advancement area, to assist CalWORKs Job Developer with student intake and employment activities; assist with full time job search and job referrals, and other duties as needed, CalWORKs funded.
49. Karyn Kerkhoff – Tutor III, \$9.50 per hour, Monday through Friday (days vary), 8:00 am to 7:00 pm (hours vary), effective June 20, 2005 through June 30, 2005, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District and VATEA funded.
50. Jan Lang – Teacher Assistant II, \$7.00 per hour, days and hours to vary, effective July 1, 2005 through June 30, 2006, Child Development Center (CDC)/Behavioral and Social Sciences, Academic Affairs area, to assist teachers in planning, organizing, and managing a classroom, CDC funded.
51. Vu Le – Program Assistant III, \$10.00 per hour, Monday through Thursday, 8:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Counseling and Student Services, Student & Community Advancement area, to assist with appointment scheduling, xeroxing,

filing, record-keeping, retrieving schedules or appointment records, collating mailings, routing mail, and assisting division staff as needed, funded by the Appointment Center budget.

52. Barry Levy – Summer Camp Coach, \$12.00 per hour, Monday through Friday, 4:00 pm to 10:00 pm, effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to assist with high school basketball off season league play, Men’s Summer Basketball League funded.
53. Michelle Light – Professional III, \$50.00 per hour, Monday through Saturday (days vary), 8:00 am to 8:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student & Community Advancement area, to teach a not-for-credit Parenting class at Terminal Island, contract funded by the Department of Defense.

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54. James Lund – Professional II, \$37.00 per hour, as-needed basis (hours and days vary), effective July 1, 2005 through June 30, 2006, Natural Sciences, Academic Affairs area, to perform necessary equipment repairs in the planetarium and observatory; annual maintenance and calibration of telescopes, Natural Sciences funded.
55. Daniela Magana – Program Assistant II, \$9.00 per hour, Monday through Friday (days vary), up to 32 hours per week (hours vary), effective July 1, 2005 through June 30, 2006, Teacher Education Program (TEP)/Behavioral & Social Sciences, Academic Affairs area, to perform routine clerical duties supporting the program and staff that paramount to the daily operation of the Teacher Education Program, Teacher Education Program Grant funded.
56. Steven Makshanoff – Professional II & III, \$32.00 & \$35.00 per hour, Monday through Thursday, arrange 4 to 12 hours per day (hours vary), effective June 15, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Center for International Education (CIE)/ El Camino Language Academy (ECLA), Student & Community Advancement area, to assess students into El Camino’s academic program, ECLA funded.
57. Benjamin Martin – Professional II, \$35.00 per hour, Monday through Saturday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Small Business Development Center (SBDC)/Community Advancement, Student & Community Advancement area, to present workshops on: Basic Accounting, Quickbooks, and One-on-One Consulting, SBDC funded.
58. Therese Mascardo – Paraprofessional, \$16.50 per hour, Sunday through Saturday, 7:00 am to 10:00 pm (hours vary), effective June 28, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

59. Gloria McPeake – Paraprofessional, \$13.75 per hour, Tuesday through Thursday, 9:00 am to 2:00 pm, effective July 1, 2005 through June 30, 2006, Fire Academy/Industry and Technology, Academic Affairs area, to assist Fire Academy Coordinator with schedules, rosters, certificate preparation, filing, field trip arrangements, and other duties as needed, District funded.
60. Mayueth Mendez – Program Assistant I, \$8.00 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement area, to assist in the recruitment and early identification of potentially eligible EOP&S persons both on-campus and within the El Camino College District and other duties as needed, EOP&S funded.

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61. Jessie Mendoza – Police Cadet IV, \$9.50 per hour, Monday through Friday, 8:00 am to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Campus Police, Administrative Services area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College, Campus Police and District funded.
62. Pete Moraga – Professional III, \$42.75 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student & Community Advancement area, to proctor GED examinations for the inmates at the Federal Correctional Institution, Terminal Island, contract funded by the Department of Defense.
63. Kathleen Morton – Paraprofessional, \$14.50 per hour, Monday through Friday (days vary), 7:30 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to assist with customer service; process registrations and cash handling; update website; instructor contracts, class materials, marketing; promotional activities, and other duties, Community Education Income funded.
64. Michelle Murphy – Office Aide II, \$7.25 per hour, Monday through Friday, as-needed basis (hours vary), effective July 1, 2005 through June 30, 2006, Natural Sciences, Academic Affairs area, to assist Technicians with the maintenance of the Science Labs and customer service, Natural Sciences funded.
65. Ida Nazon – Tutor VII, \$18.50 per hour, Monday through Thursday, 9:00 am to 2:00 pm, effective July 1, 2005 and June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services offered in Learning Resources, District and VATEA funded.
66. Hoang-Linh Nguyen – Program Assistant III, \$10.00 per hour, Monday, Wednesday through Friday, 7:45 am to 4:30 pm, effective July 1, 2005 through June 30, 2006, Financial Aid Office/Enrollment Services, Student & Community Advancement area, to assist the Assistant

Director by compiling appeal information for the Appeals Committee, input data from the financial aid Fee Waiver application, and other duties as needed, District funded.

67. Christina Nieto – Paraprofessional, \$12.00 per hour, Monday through Thursday, Saturday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Inglewood Center/Community Advancement, Student & Community Advancement area, to assist with office support for the Inglewood Center and other duties as needed, District funded.
68. Naoko Otani – Paraprofessional, \$14.50 per hour, Monday through Thursday, up to 32 hours per week, effective July 1, 2005 through June 30, 2006, El Camino Language Academy (ECLA)/Center for International Education (CIE), Student & Community Advancement area, to provide clerical support to the El Camino Language Academy, ECLA funded.

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69. Brooke Parras – Police Reserve Officer I, \$10.00 per hour, as-needed basis (days and hours vary), effective July 1, 2005 through June 30, 2006, Campus Police, Administrative Services area, to assist sworn and non-sworn personnel of the El Camino Police Department in performing general law enforcement duties within the campus and the Police Department, Campus Police and District funded.
70. Janice Pea – Teacher Assistant IV, \$11.50 per hour, days and hours to vary, effective July 1, 2005 through June 30, 2006, Child Development Center (CDC)/Behavioral and Social Sciences, Academic Affairs area, to assist teachers in planning, organizing, and managing a classroom environment, CDC funded.
71. Charrissa Penn – Program Assistant III, \$10.00 per hour, Monday through Thursday, 9:00 am to 5:00 pm, effective July 1, 2005 and June 30, 2006, Learning Resources, Academic Affairs area, to assist in the coordination of the tutoring programs, District and VATEA funded.
72. Lorraine Peralta – Paraprofessional, \$12.00 per hour, days vary, arrange 20 hours per week, effective July 1, 2005 and June 30, 2006, Nursing/Health Sciences & Athletics, Academic Affairs area, to assist with office tasks, including: creating, maintaining and backing up ACCESS database; maintain schedules as necessary for incoming students and meetings; updating files; and assisting with various tasks as needed, Nursing department funded.
73. Samuel Peraza – Coaching Assistant, \$16.25 per hour, days and hours to vary, effective July 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to assist in coordination of all aspects of practice and competition, District funded.
74. Samuel Peraza – Summer Camp Director, \$25.00 per hour, Monday through Friday (days vary), 40 hours per week (hours vary), effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to assist with individual instruction in: hitting, bunting, fielding, base running, pitching, and focusing on individual fundamentals, individual video tapes and other duties, Fee Base - Summer Youth Baseball Camp funded.

75. Mayra Perez – Paraprofessional, \$10.00 and \$11.00 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary, effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Health Sciences & Athletics, Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title 5, DSPS Regulations, Section 56026, District and SRC funded.
76. Brenda Peterson – Professional I, \$19.25 per hour, Monday through Thursday, 32-40 hours per week, effective July 1, 2005 through June 30, 2006, Admissions & Records/Enrollment Services, Student & Community Advancement area, to provide office support with various projects and other duties as needed, District funded.

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77. Curren Price – Professional II, \$37.00 per hour, Monday through Saturday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Small Business Development Center (SBDC)/Community Advancement, Student & Community Advancement area, to teach a not-for-credit Parenting class at Terminal Island, contract funded with the Department of Defense.
78. Deborah Quesada – Tutor III, \$9.00 per hour, Monday through Thursday, 10:00 am to 3:00 pm, effective July 1, 2005 through June 30, 2006, Business, Academic Affairs area, to assist students in the open lab with completions of assignments form various Computer Information Systems classes, District funded.
79. Stephanie Rhodes – Teacher’s Assistant III, \$7.50 per hour, Monday and Wednesday, 1:30 pm to 4:00 pm, effective July 1, 2005 through June 30, 2006, Speech/Fine Arts, Academic Affairs area, to assist the Forensics coach during forensics meetings, District funded.
80. Christopher Riccardi – Teacher’s Assistant IV, \$11.50 per hour, Wednesday and Thursday, hours vary, effective February 12, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Emergency Medical Technician (EMT)/Industry & Technology, Academic Affairs area, to provide training, expertise and professional services, District funded.
81. Christopher Riccardi – Professional I, \$27.50 per hour, as-needed basis (days vary), arrange 16-20 hours per week, effective June 21, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Nursing/Health Sciences & Athletics, Academic Affairs area, to provide training, expertise and professional services, District funded.
82. Margarita Richards – Paraprofessional, \$18.50 per hour, Monday through Friday, 8:00 am to 1:00 pm, effective July 1, 2005 through June 30, 2006, Inglewood Center/Community Advancement, Student & Community Advancement area, to provide administrative duties, assisting with

coordinating center staff and room schedules, delegating clerical tasks to the lab assistants, and other duties as needed, District funded.

83. Martha Rojas – Paraprofessional, \$10.00 per hour, Monday through Wednesday, 8:00 am to 5:00 pm, effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to reinforce information taught in math classes from the remedial level to calculus and provide assistance to seeking information about the Women in Industry and Technology Program in person, by email, fax, or by telephone, Women in Industry and Technology funded.
84. Humberto Sanchez – Professional, \$19.00 per hour, Monday through Friday, 8:00 am to 4:00 pm, effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to provide supervision of students in fitness center, District funded.

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85. Gerald Schlosser – Tutor VI, \$15.50 per hour, Monday through Thursday, 9:00 am to 5:00 pm, effective July 1, 2005 and June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services offered in the Learning Resources, District and VATEA funded.
86. Lisa Sinkford – Program Assistant III, \$10.00 per hour, Monday through Thursday, 10:00 am to 3:00 pm, effective July 1, 2005 and June 30, 2006, Business, Academic Affairs area, to assist students and faculty, answering the telephones, returning telephone messages, and other duties as needed, Business department funded.
87. Samantha Smith – Program Assistant III, \$10.00 per hour, Monday through Thursday, 9:00 am to 4:30 pm, effective July 1, 2005 through June 30, 2006, Financial Aid Office/Enrollment Services, Student & Community Advancement area, to assist students at the counter and by telephone; assist Financial Aid Advisor with the Cal Grant program; assist in processing Consortium agreements, District funded.
88. Laura Stein – Computer System Support Assistant III, \$9.50 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center, Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.
89. Cecilia Stephens – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 7:45 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fine Arts, Academic Affairs area, to assist with clerical work and customer service, District funded.
90. Wendy Stockstill – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 8:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to assist students in the open lab with completions of assignments from various Computer Information Systems classes, District funded.

91. Wendy Stockstill – Teacher’s Assistant IV, \$11.50 per hour, Monday through Friday (days vary), 9:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to provide teaching assistance for the South Bay Youth Orchestra, District funded.
92. Edward Tiet – Teacher’s Assistant IV/Emergency Medical Technician (EMT), \$11.50 per hour, Wednesday & Thursday, hours vary, effective April 20, 2005 through June 30, 2005, Industry and Technology, Academic Affairs area, to assist instructors with teaching/testing in the Emergency Medical Technician program laboratory classes, District funded.
93. Matthew Toda – Police Cadet III, \$9.00 per hour, Monday, Wednesday, & Friday, 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Campus Police, Administrative Services area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College, Campus Police and District funded.

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94. Dennis Vaughn – Paraprofessional, \$10.00 per hour, Monday through Friday (days vary) hours vary, effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to supervise students in the Fitness Center, develop and maintain program, District funded.
95. Lechi Vo – Program Assistant III, \$10.00 per hour, Monday through Friday (days vary), 8:00 am to 2:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fiscal Services, Administrative Services area, to assist in Financial Aid Disbursement/Collection process; maintain records on overpayments; assist in Accounts Receivable area and in payroll processing, prepare billings, check and sort, and other duties, District funded.
96. Thong Vo – Paraprofessional, \$16.00 per hour, Monday through Friday (days vary), 8:00 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to maintain computers and printer in the Career Placement Services computer lab, provide technical assistance to students with job searches, and other duties as needed, District funded.
97. Helen Wada – Paraprofessional, \$12.00 per hour, Monday through Friday, 9:00 am to 2:00 pm, effective July 1, 2005 through June 30, 2006, Humanities, Academic Affairs area, to prepare and submit full and part-time absence reports monthly; perform data entry; process grade changes, faculty requests for travel reimbursement, assist with faculty evaluation surveys; and other duties as needed, District funded.
98. Yalonda Wade – Professional, \$22.00 per hour, Monday through Friday, 8:00 am to 5:00 pm, effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to assist with marketing and promotion of Career Placement Services; work with employers to promote job listings, student activities, and workshops to build partnerships, District funded.

99. Erxiang (Eric) Wang – Professional I, \$27.50 per hour, Monday through Friday, as arranged, up to 40 hours per week, effective July 1, 2005 through June 30, 2006, Mathematical Sciences, Academic Affairs area, to provide supervision and administrative support for the math tutoring program, District funded.
100. William Warren III – Professional II, \$37.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/Community Advancement, Student & Community Advancement area, to conduct the fire training portion of the STCW (Standards for Training Certification and Watchkeeping) course for the WpLRC, contract funded.

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101. Lujuana Washington – Paraprofessional, \$12.50 per hour, days and hours on an as-needed basis, effective July 1, 2005 through June 30, 2006, Admissions & Records, Enrollment Services, Student & Community Advancement area, to process CCCApply (On-line applications); perform all uploads and downloads with XAP; follow-up with students, vendor, ITS, etc; and communicate issues with CCCApply and A&R management, District funded.
102. Jean Welsome – Paraprofessional, \$13.00 per hour, Monday through Friday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to proofread/edit Community Education brochure, drafts, press released, and promotional materials, Community Education Income funded.
103. Phorious Whitmore – Paraprofessional, \$13.00 per hour, Monday, Tuesday, Wednesday, & Friday, up to 20 hours per week, effective July 1, 2005 and June 30, 2006, Learning Resources, Academic Affairs area, to be the first level support person with responsibilities of troubleshooting public use systems and stations through-out Learning Resources and the Integrated Library system, District funded.
104. Doris Wilkerson – Program Assistant III, \$10.00 per hour, days and hours vary, effective July 1, 2005 and June 30, 2006, Extended Opportunities Program & Services (EOP&S), Student & Community Advancement area, to provide a variety of activities such as assisting the advisors in organizing, implementing and coordinating activities and services to the disadvantaged population, EOP&S funded.
105. Terry Wilson – Paraprofessional, \$13.00 per hour, Monday through Friday, 8:00 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2005, Cosmetology/Industry and Technology, Academic Affairs area, to assist instructors working with students on the floor with various lab projects and other duties, District funded.

106. David Winkler – Professional III, \$40.00 per hour, Saturday and Sunday, 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workforce & Community Education/Community Advancement, Student & Community Advancement area, to teach Community Education classes, Community Education funded.
107. Debra Zavala – Paraprofessional, \$15.00 per hour, Monday through Friday, 8:00 am to 5:00 pm, effective July 1, 2005 through June 30, 2006, Fire Academy/Industry and Technology, Academic Affairs area, to assist Fire Academy Coordinators with schedules, rosters, certificate preparation, filing, field trip arrangements, and other duties as needed, District funded.

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108. The following individuals are to work as Bookstore Aide I, \$6.75 per hour, Monday through Friday, 9:00 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Bookstore, Administrative Services area, to perform a variety of routine and repetitive tasks, Bookstore funded.

Stephanie Berke
 Leslie Bernstein
 Sheldon Grunberg
 Terry Reed

Stephanie Shaw
 Joseph Smitha
 Jennifer Sun

109. The following individuals are to work as Bookstore Aide III, \$7.25 per hour, Monday through Friday, 7:30 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Bookstore, Administrative Services area, to perform a variety of detailed and routine duties such as: assisting customer concerning policies, procedures, and merchandise; pricing and stocking merchandise; operating a computerized register, Bookstore funded.

Tina Griswold
 Robert Hoeck
 Brenda Naito

Nathaniel Roberts
 Nolan Wall

110. The following individuals are to work as Coaching Assistant, \$16.25 per hour, days and hours vary (up to 14 hours per week), effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to teach various Swim Strokes: Tread water, Crawl Stroke, Back Stroke, elementary Back Strokes, Breast Stroke, jump in and survival float and breathing, assist with safety procedures and communicate student progress with parents, Fee Base – Summer Youth Swim Camp funded.

Jayne Barton
 Shelly Benner

Kristina Dahlin
 Alicia Foley

Ken Furuta
Desiree Gant
Jeanette Gant
Genevieve Garcia
Deniece Kuwahara
Jackie Kwan
Raven Laroux
Karen Miller
Abigail Nugent
Jose Ortiz
Yuriko Pena
Rebecca Peterson

Rick Pieper
Barbara Roberts
Saori Sekiguchi
Jamie Taira
Jennifer Tucker
Maggie Vera
Amanda Whitehead
Jennifer Whitehead
Casey Willeman
Lara Williams
Angie Zeller

111. The following individuals are to work as Computer System Support Assistant II, \$8.50 per hour, Sunday through Saturday (days vary), 7:00 am to 10 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

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Teresa Foster
Stephen Perry

112. The following individuals are to work as House Manager, \$12.50 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to organize and coordinate the paid and volunteer Front of House personnel for any given event in the Marsee Auditorium, Campus Theatre, Recital Hall, District and Center for the Arts funded.

Shameka Cunningham
Joy Griffith
Su Hiraga
Louise Kirst

Terry Klauck
Linda Mikell
Antoinette Williams

113. The following individuals are to work as House Staff I, \$7.00 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to provide customer service for any given event in the Marsee Auditorium, Campus Theatre, Recital Hall, District and Center for the Arts funded.

Nicole Fuller
Sharron Haynes

Victoria Lewis
Christie Scott

114. The following individuals are to work as House Staff II, \$7.25 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to provide customer service for any given event in the Marsee Auditorium, Campus Theatre, Recital Hall, District and Center for the Arts funded.

Verna Bolton
Brenda Burke

Giovanni Campos
Julia Durante

Carmen Gutierrez
Wilma Haynes
Joan Henderson
William Henderson
Michael Lopchuk

Cherie Price
Alejandra Urbina
Gail Vasquez
Erika Williams

115. The following individuals are to work as Interpreter I, \$17.25 per hour, Sunday through Saturday (days vary), hours between 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Caroline King

David Orozco

Mayra Perez

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116. The following individuals are to work as Interpreter II, \$19.25 per hour, Sunday through Saturday (days vary), hours between 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Maria Alvarez
Veronica Arvizu
Isabella Judd
Naomi La Cosse
Stephanie Meilinger

Consuelo Morales
Billie Puyear
DeVon Scott
Darlene Stevenson-Cole
Mona Tanji

117. The following individuals are to work as Interpreter III, \$21.75 per hour, Sunday through Saturday (days vary), hours between 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Krystal Armstrong
Pamela Ashe
Lisa Cantu
Brian Diamond
Eduardo Huante
Ken Marumoto
Gina Miller

Janine Nelson
Ann Nix
Tom O' Malley
Lori Patton
Shawna Peacock
Janna Saavedra

118. The following individuals are to work as Interpreter IV, \$24.25 per hour, Sunday through Saturday (days vary), hours between 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide

accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Siri Parrent
Alejandro Perez
Ethel Smith

Debbie Weber
Barbara Yancey

119. The following individuals are to work as Interpreter V, \$25.75 per hour, Sunday through Saturday (days vary), hours between 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Rachael Abbatiello
Myisha Blackman
Lynette Vickers

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120. The following individuals are to work as Library Media Aide III, \$7.75 per hour, Monday through Friday (days vary), hours between 7:30 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide assistance in the Learning Resources, District and VATEA funded.

Dorothy Caswell
Mark Cornett
Ester Del Rosario

Tammy Huynh
Leonila Javier

121. The following individuals are to work as Library/Media Technical Aide, \$9.00 per hour, Monday through Friday, 8:00 am to 12:00 pm, effective June 13, 2005 through June 30, 2005, Learning Resources, Academic Affairs area, to perform a variety of complex library, learning resources, and media services duties, District funded.

Guadalupe Chavez

Shelley Franklin

Laura Rothbart

122. The following individuals are to work as Library/Media Technical Aide, \$9.00 per hour, Monday through Friday, 8:00 am to 12:00 pm, effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to perform a variety of complex library, learning resources, and media services duties, District funded.

Michelle Baez
Esmond Cheung
Norman Foster

George Malouf
Tommy Sweet

123. The following individuals are to work as Office Aide I, \$6.75 per hour, Monday through Thursday, hours vary, effective July 11, 2005 through August 5, 2005, Extended Opportunities Program & Services (EOPS)/Early Start Program, Student & Community Advancement area, to provide assistance to students, staff, and faculty of EOPS services, District funded.

Erica Coleman

Sandra Gonzalez

Brenton Hughes

124. The following individuals are to work as Office Aide II, \$7.25 per hour, Monday through Friday (days vary), 10:00 am to 5:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fine Arts Gallery/Fine Arts, Academic Affairs area, to work as an Art Gallery attendant, District funded.

Verna Bolton

Pirkko De Bar

Ruth Dennis

125. The following individuals are to work as Paraprofessional, \$18.00 per hour, Monday through Friday (days vary), 7:30 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, CalWORKs/CARE, Student & Community Advancement area, to collect information for the advisor to determine eligibility for CARE program; assist advisor in the preparation and the tracking of documents for book vouchers and grants; assist CARE advisor with all major activities and events, CalWORKs and CARE funded.

June 27, 2005

Human Resources – Administrative Services -45

Lorena Perez

Latasha Short

126. The following individuals are to work as Paraprofessional, \$17.00 per hour, Monday through Friday (days vary), 8:00 am to 9:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fine Arts, Academic Affairs area, to model for the life drawing and painting classes, District funded.

Xavier Alderette

Sherry Eckhart

Cornelia Nitzschner

Patty Arquette

Anne Galbraith

Susan Rich

Jose Artiga

Mark Gentry

Helena Rowe

Amy-Katherine Ayla

Aviva Gray

Apryl Ryder

Jonathan Beck

Felicia Hayes

Melissa Safady

Jana Blackwell

Rebecca Humphrey

Kresten Savellano

Pamella Blackwell

Steven Jacobsen

Marc Shahbazian

Jennifer Borland

Jacqueline Page Klassy

Ernandes Silva

Deborah Bowers

Krissy Krissanayuth

Gregory Smiley

Andrew Caudillo

Randolph Le Doux

Mark Snyder

Ruth Dennis

Leslie Levy

Eric Underwood

Trace Devai

Scott Miller

Karen Wright

Michelle Du Pont

Paul Nahra

Julia Young

127. The following individuals are to work as Paraprofessional, \$17.00 per hour, Monday through Saturday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to schedule the auditorium; discuss South Bay Children's Choir (SBCC); create flyers and programs for various events; arrange Campus Theater and Music building classroom reservations; handle the paperwork for the tuitions; and other duties as needed, funded by the South Bay Children's Choir.

Susan Benson

Magdalena Hughes

128. The following individuals are to work as Paraprofessional, \$13.00 per hour, Monday through Friday (days vary), 7:00 am to 10:15 pm (hours vary), effective June 21, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Writing Center/Humanities, Academic Affairs area, to work as a Writing Center tutor assisting students in all phases of the composing process-generating ideas, outlining, drafting, and analyzing, revising, and polishing and other duties as needed, District funded.

Jake Green
Art Hsieh
Carl Johnson
Sean Patrick
Vanessa Penales

William Sambolich
Beth Shibata
Susan Wade
Mark Walch
Jeanne Watson

June 27, 2005

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129. The following individuals are to work as Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 7:00 am to 10:15 pm (hours vary), effective June 21, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Writing Center/Humanities, Academic Affairs area, to work as a classroom instructor to guide students in responding to their paragraph and essay assignments and other duties as needed, District funded.

Jake Green
Art Hsieh
Carl Johnson
Sean Patrick
Vanessa Penales

William Sambolich
Beth Shibata
Susan Wade
Mark Walch
Jeanne Watson

130. The following individuals are to work as Physician, \$56.00 per hour, Monday through Friday (days vary), 8:00 am to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs Area, to meet with injured athletes and administer physical exams to athletes, District funded.

William Mealer, M.D.

George Thompson, M.D.

131. The following individuals are to work as Professional I, \$27.50 per hour, Monday and Wednesday (days vary), 8:00 am to 6:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fine Arts, Academic Affairs Area, to provide professional services for the department, Fine Arts funded.

Katisha Adams

Quami Adams

132. The following individuals are to work as Professional II (El Camino Language Academy), \$35.60 per hour, Monday through Friday (days vary), 2 to 8 hours per day (hours vary), effective July 1,

2005 through June 30, 2006, Center for International Education (CIE)/ El Camino Language Academy (ECLA), Student & Community Advancement area, to assess students into El Camino's academic program, ECLA funded.

Maria Bauer
Vicky Blaho
Elizabeth Columa
Cynthia Dong

Lily Gill
Michael Greco
Susan Macias
Bonnie Pereyra

133. The following individuals are to work as Professional II, \$37.00 per hour, Monday through Thursday, hours vary, effective July 11, 2005 through August 5, 2005, Extended Opportunities Program & Services (EOPS)/Early Start Program, Student & Community Advancement area, to provide instruction for middle school students as they prepare for their transition to high school, District funded.

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Lyzeth Esparza

Latasha Short

134. The following individuals are to work as Professional II, \$37.00 per hour, Tuesday, Saturday, & Sunday (days vary), 9:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to act as an Assistant Director for the South Bay Children's Choir, funded by the South Bay Children's Choir.

Bud Bisbee

Taryn Koch

Ellen Steinmetz

135. The following individuals are to work as Professional II, \$32.00 per hour, days and hours to vary, effective July 1, 2005 through June 30, 2006, Administration of Justice, Industry and Technology, Academic Affairs area, to provide training, expertise, leadership and professional services in the Police Academy program as a Public Safety Trainer, District and contract funded.

Vicki Alvarado
David Brock
Steven Cruickshank
Stephen D' Anjou
Frank DiBenedetto
Dave Ferguson
Daniel Fleischer
Garth Gaines
Joe Gaines

David Gregor
Todd Heywood
Brian Hill
Brian Juckett
Robin Kakumu
Bryan Klatt
Paul Koppes
Edward LaLonde
John Lay

Mark Littlestone
Mark Matsuda
Irma Rayas
Robert Rios
Willie Robinson
Oscar Serrano
Tom Stark
Anthony Ward
Marc Wilkins

136. The following individuals are to work as Professional II, \$32.00 per hour, days and hours to vary, effective July 1, 2005 through June 30, 2006, Fire Academy, Industry and Technology, Academic Affairs area, to provide training, expertise, leadership, and professional services in the Fire Academy program as a Public Safety Trainer, District funded.

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

Christopher Mamola
Adrian Oropesa
John Pender
Ralph Sproul
Steven Tallosi
James Tulette
John Velasquez
Issac Yang

137. The following individuals are to work as Professional III, \$44.00 per hour, Monday through Friday (days vary), 2 to 8 hours per day (hours vary), effective July 1, 2005 through June 30, 2006, Center for International Education (CIE)/ El Camino Language Academy (ECLA), Student & Community Advancement area, to teach Basic, Low, and High Intermediate ESL classes, ECLA funded.

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Maria Bauer
Vicky Blaho
Elizabeth Columa
Cynthia Dong

Lily Gill
Michael Greco
Susan Macias
Bonnie Pereyra

138. The following individuals are to work as Program Assistant I, \$8.00 per hour, days and hours on an as-needed basis (vary), effective July 1, 2005 through June 30, 2006, Admissions & Records/Enrollment Services, Student & Community Advancement area, to assist with faculty grade check, District funded.

Freda Baker

Louann Shaw

139. The following individuals are to work as Professional III, \$55.00 per hour, Monday through Friday (days vary), 8:00 am to 5:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Workplace Learning Resource Center (WpLRC)/ Community Advancement, Student & Community Advancement area, to work with the WpLRC in conducting contract education training, contract funded.

Melody Comendador

Sharon Vairo

140. The following individuals are to work as Program Assistant I, \$8.00 per hour, Monday through Friday, 10:30 am to 8:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Bookstore, Administrative Services area, to perform a variety of routine and repetitive tasks, funded by the Bookstore.

Ruben Avila
Janelle Clarke
Stacie Leong

Walter Martinez
Lupe Olivas

141. The following individuals are to work as Program Assistant II, \$9.00 per hour, days and hours on an as-needed basis (vary), effective July 1, 2005 through June 30, 2006, Admissions & Records/Enrollment Services, Student & Community Advancement area, to assist students in the application process, assist in the add process, and other duties as assigned for Admissions processing, District funded.

Aaron De Naranjo
Chaz De Naranjo

Laura Gibson
Jose Jauregui

142. The following individuals are to work as Program Assistant II, \$9.00 per hour, Monday through Friday, 7:30 am to 4:30 pm (hours vary), effective July 1, 2005 through June 30, 2006, Bookstore, Administrative Services area, to assisting with cashiering, stocking merchandise and assisting customers, funded by the Bookstore.

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Niluka Abeykoon
Lindsey Allen
Patricia Benitez
Florence Camire
Lanicesha Dodson
Gabriel Dulanto
Sean Gilmore
Ruben Guillen
Sherifat Hassan

Linda Inouye
Michael Okada
Derek Reed
Edith Shimane
Kazuko Tatsumi
Mishaun Watkins
Amy Westbrook
Adrian Yoshiyama

143. The following individuals are to work as Program Assistant II, \$9.00 per hour, Monday through Thursday, 8:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Counseling and Student Services, Student & Community Advancement area, to assist with appointment scheduling, xeroxing, filing, record-keeping, retrieving schedules or appointment records, and other duties, funded by the Appointment Center budget.

Marta Alvarez

Esly Pinzon

144. The following individuals are to work as Program Assistant II, \$9.00 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, funded by the Appointment Center budget.

Tina Gallman

Maria Ramirez

145. The following individuals are to work as Program Assistant III, \$10.00 per hour, days and hours on an as-needed basis, effective July 1, 2005 through June 30, 2006, Admissions & Records/Enrollment Services, Student & Community Advancement area, to assist students on the

telephone during web/telephone registration; assist students with prerequisite; and provide assistance to students during the in-person add process, District funded.

Edwina Biggs

Rose Brown

146. The following individuals are to work as Registration Cashier/Clerk I, \$8.50 per hour, days and hours on an as-needed basis, effective July 1, 2005 through June 30, 2006, Fiscal Services, Administration Services area, to process student payments – in person, phone, web; calculate and check refunds; mail registration receipts, and other duties, District funded.

Randall Aoto

Stephanie Ghayouri

Melissa Guerrero

Summer Kennedy

Rachael Lelea

Christina Long

Marian Lozano

Richard McGreevy

Angela Pagtama

Jennie Vaughn

Shanda Weston

June 27, 2005

Human Resources – Administrative Services - 50

147. The following individuals are to work as Registration Cashier/Clerk II, \$9.50 per hour, days and hours on an as-needed basis, effective July 1, 2005 through June 30, 2006, Admissions & Records/Enrollment Services, Student & Community Advancement area, to assist students in the application process; input residency; assist in the cashiering function in Records for transcript/credit by exam processing; and perform other duties as assigned for admissions processing, District funded.

Mary Lou Miranda

Maria Reina

Rosa Velez

148. The following individuals are to work as Registration Cashier/Clerk II, \$9.50 per hour, days and hours on an as-needed basis, effective July 1, 2005 through June 30, 2006, Fiscal Services, Administration Services area, to process student payments – in person, phone, web; calculate and check refunds; and other duties, District funded.

Sam Abrams

Erlene Brooks

Darryl Green

Tonya Howard

Sherrie Hoyer

Magdalena Hughes

Dena Langowski

Elizabeth Matusak

Latosha Toler

149. The following individuals are to work as Registration Cashier/Clerk III, \$10.50 per hour, Monday through Friday (days vary), 7:45 am to 6:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Fiscal Services, Administration Services area, to process student payments – in person, phone, web; calculate and check refunds; and other duties, District funded.

Annette Abelin

Lovetta Kelly

Barbara Romano

Kevan Wilkes

The following individuals are to work as Stage Assistant IV, \$9.00 per hour, days vary (as-needed basis), hours vary (as-needed basis), effective July 1, 2005 through June 30,

2006, Production/Center for the Arts/Fine Arts, Academic Affairs area, to provide assistance for the stage crew for Fine Arts events, which includes: lighting, costumes, carpentry, scenic painting, and sound, funded by District and Center for the Arts budget.

Joyce Cantrell
Andrew Denio
Kathleen Doyle
Agnes Garcia
Mary Lou Holmes
Evan Johnston
Carmen Lomeli
Anne Marin
Sharron McNeil

Wilma Mickler-Sears
Georgina Morales
Christa Parker-Caban
John Spence
Lindsey Suits
Amoreena Vera
Krista Zaloudek
Christine Zarro

June 27, 2005

Human Resources – Administrative Services - 51

150. The following individuals are to work as Summer Camp Coach, \$12.00 per hour, Monday through Friday (days vary), 40 hours a week (hours vary), effective June 20, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Health Sciences & Athletics, Academic Affairs area, to assist with individual instruction in: hitting, bunting, fielding, base running, pitching, and focusing on individual fundamentals, individual video tapes and other duties, Fee Base - Summer Youth Baseball Camp funded.

Pete Flores

Adan Hernandez

Shane Schumaker

151. The following individuals are to work as Teacher's Assistant I, \$6.75 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC), Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Veronica Hernandez

Jennifer Pecina

152. The following individuals are to work as Teacher's Assistant III, \$7.50 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center, Academic Affairs area, to provide accommodations for students with disabilities in accordance with Title V, DSPS Regulations, Section 56026, District and SRC funded.

Mary Kretzmar

June Payne

153. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Friday (days vary), 10:00 am to 5:30 pm (hours vary), effective July 1, 2005 through

June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to assist in the Art Gallery installations, District funded.

Adrian Amjadi
Pirkko De Bar
Ruth Dennis
Satoe Fukushima

Michael Griffin
Marc Shahbazian
Kevin Tuxford

154. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Saturday (days vary), 8:00 am to 6:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Construction Technology/Industry & Technology, Academic Affairs area, to assist faculty with woodworking classes, filing, test grading, student assistance on the lab floor, District funded.

Nancie Mack

Linda Richardson

June 27, 2005

Human Resources – Administrative Services - 52

155. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Thursday (days vary), 9:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Emergency Medical Technology Program (EMT), Industry and Technology, Academic Affairs area, to assist instructor with teaching/testing in the EMT program, District funded.

John Cabeza De Vaca
Daniel Engler
Renante Medina
William Ponder
Christopher Riccardi
Randall Schmidt

Manuel Tenorio
Edward Tiet
Tyler Wade
Michael Witzerman
Paul Young

156. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday through Thursday, 9:00 am to 5:00 pm, effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide assistance in Learning Resources and in its computer centers, District and VATEA funded.

Jennifer Borland

Erika Yates

157. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Monday, Tuesday, & Thursday (days vary), 3:00 pm to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Music/Fine Arts, Academic Affairs area, to assist with music library, add bowings to string parts in orchestra, lead string section, help with percussion section in concert band, help with set-up and other duties as needed, District funded.

Joseph Derthick

Jeffrey Perez

Amy Wolff

158. The following individuals are to work as Teacher's Assistant IV, \$11.50 per hour, Sunday through Saturday (days vary), 7:00 am to 10:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Special Resource Center (SRC)/Health Sciences & Athletics, Academic Affairs area, to provide services for students in the SRC, District and SRC funded.

Syed Akhtar
Benjamin Edwards
Wanda Gastelum
DeLayne Gonzales
Ruth Patterson

RaeLynn Rollino
Joan Treat
Dennis Vaughn
Tori Wright

159. The following individuals are to work as Ticket Clerk, \$9.25 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Center for the Arts/Fine Arts, Academic Affairs area, to perform a variety of tasks related to ticket sales and general office procedures, District and Center for the Arts funded.

June 27, 2005

Human Resources – Administrative Services – 53

Jennifer Blandon
Kirby Dominguez
Jacqueline Estillore
Heidi Fuller

Melissa Guerrero
Bruce Tran
Jennie Vaughn

160. The following individuals are to work as Tutor I, \$7.50 per hour, Monday through Friday (days vary), 12:00 pm to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District and VATEA funded.

Lisa Emerson

Brian Lim

161. The following individuals are to work as Tutor II, \$8.50 per hour, Monday through Saturday (days vary), 9:30 am to 6:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District and VATEA funded.

Jill Bryant
Veronica Hernandez

Won Kang
Deborah Quesada

162. The following individuals are to work as Tutor III, \$9.50 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Extended Opportunities Program & Services (EOPS), Student & Community Advancement area, to provide tutoring services to EOPS/CARE students above and beyond the services offered to the campus in general; meet the needs of low-skilled level students to increase retention, EOPS funded.

Santiago Elisondo Jr.
Kristoffer Garrison

John Lewis
Martha Rojas

163. The following individuals are to work as Tutor III, \$9.50 per hour, Monday through Saturday (days vary), hours vary (on as-needed basis), effective July 1, 2005 through June 30, 2006, Mathematical Sciences, Academic Affairs area, to provide tutoring services for the Mathematical Sciences department, District and VATEA funded.

John Peterson

Jeffery Post

164. The following individuals are to work as Tutor III, \$9.50 per hour, Monday through Friday (days vary), 8:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District and VATEA funded.

Mary Ann Chappellear
Ae Cho
Karyn Kerkhoff
Nai-Ka Kuo

Arkadiy Sheynshteyn
Mariko Takayama
Dennis Thompson

June 27, 2005

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165. The following individuals are to work as Tutor IV, \$11.50 per hour, days and hours vary, effective July 1, 2005 through June 30, 2006, Extended Opportunities Program & Services (EOPS), Student & Community Advancement area, to provide tutoring services to EOPS/CARE students above and beyond the services offered to the campus in general; meet the needs of low-skilled level students to increase retention, EOPS funded.

Huong Duong
Janette Kuvhenguhwa

Hector Ruiz
Sharon Sylvers

166. The following individuals are to work as Tutor IV, \$11.50 per hour, Monday through Friday (days vary), 9:00 am to 7:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District and VATEA funded.

John Kagdis

John Shawstad

167. The following individuals are to work as Tutor V, \$13.50 per hour, Monday through Saturday (days vary), 12:00 pm to 9:00 pm (hours vary), effective July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District and VATEA funded.

Andre-David Kahwach

Tommy Sweet

168. The following individuals are to work as Tutor VII, \$18.50 per hour, Monday through Thursday, up to 4 hours per week, effective June 20, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources, District funded.

Natalia Lev
Betty Littles

Stephanie Schwartz
Gary Smith

169. The following individuals are to work as Tutor VII, \$18.50 per hour, Monday through Friday, 4 hours per week, effective June 20, 2005 through June 30, 2005 and July 1, 2005 through June 30, 2006, Mathematical Sciences, Academic Affairs area, to provide tutoring services in the Math Study Center, District funded.

Winfred Ferrell

Alexa Root

170. The following individuals are to work as Tutor VII, \$18.50 per hour, Monday through Friday, maximum 20 hours per week, effective July 1, 2005 through June 30, 2006, Mathematical Sciences, Academic Affairs area, to provide tutoring services in the Math Study Center, District funded

Mark Burgin
Winfred Ferrell
Manolita Formanes
Thu Hang Hoang

Jeffery Post
Mohammad Rahnvard
Alexa Root
Arkadiy Sheynshteyn

June 27, 2005

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C. AMENDED DECLARATION OF INDEFINITE SALARIES FOR RETROACTIVE PAY

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for 2004-2005 (not 2005-2006).

D. REVISION OF CLASSIFICATION SPECIFICATIONS FOR ADMINISTRATOR POSITION:

It is recommended that the Board approve the revision of classification specifications for the Director of Research and Development as shown on pages 58-60.

E. REVIEW BY BOARD OF TRUSTEES: PUBLIC NOTIFICATION & DISCLOSURE OF COSTS FOR SALARY PROPOSAL FOR POLICE OFFICERS ASSOCIATION

In accordance with AB1200 and government Code 3547.5, El Camino Community College district is required to publicly disclose the provisions of the POA agreement, or any new agreement, before they are finally approved by the Board of Trustees. This is known as the "Police Officers Association Salary Settlement Notification Component of the Statewide Criteria and Standards."

F. APPROVAL BY THE BOARD OF TRUSTEES: POLICE OFFICERS ASSOCIATION PROPOSAL

It is recommended that the Board of Trustees approve for Police Officers a 3.32% on-scale salary increase effective January 1, 2005. The total salary schedule change effective January 1, 2005, is 3.32% as shown on page 61.

I. Summary: (Major provisions that affect compensation)

A. COMPENSATION:

3.32% On-Scale Salary Increase

Effective January 1, 2005, a 3.32% on-scale salary increase shall be provided to each Police Officer. The cost of the 3.32% salary increase is \$6,000 (1/2 year amount); or \$12,000 annually thereafter.

B. BENEFITS

No change in health & welfare provisions: added cost of \$12,500 (annual) for OASDI, PERS, STRS and other required District contributions.

G. AMENDED SALARY SCHEDULE AS A RESULT OF REVISION OF CLASSIFICATION SPECIFICATIONS AND TITLE CHANGE FOR ADMINISTRATOR POSITION

June 27, 2005

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It is recommended that the Board approve the revision of the Administrator Salary Schedule as a result of last month's revision to the classification specifications and change in title of Division Director to Associate Dean as shown on pages 62-63.

H. 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, Workers Compensation coverage is being provided for the following persons.

Stephen Abshear

Marina Barsekhians

Joselyn Blanco

Harpreet Chase

Dawn Ertl

Mark Hanson

Patricia Higaki

Takeshi Higaki

Michael Hickman Jones

Chogo Kameya

Kaoru Kawasaki

Marcel Kindel

Keny Melgar

Myrna Mendoza

Madeline Morandini

Van Nguyen

Simon Ramirez

Nelson Rosales

Keiko Tamura

Artin Timas

Kathy Underwood

Jane Williams

Sonia Woyak

June 27, 2005

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EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: DIRECTOR – RESEARCH AND PLANNING

BASIC FUNCTION:

Under the direction of the Vice President-Student and Community Advancement, plan, coordinate and implement institutional effectiveness projects; coordinate the District's planning efforts; design and execute research projects and planning initiatives that inform decision-making, planning, and policy formulation for the District, students, and the programs offered; perform statistical and analytical institutional research; provide technical support to faculty, administrators and staff regarding research design, survey development, and test validation; work in a multi-cultural, diverse student, staff, and community population; supervise and evaluate the performance of assigned personnel; and administer the program budget.

REPRESENTATIVE DUTIES:

Effectively collaborate and communicate with faculty, administrators, and staff to provide research, analysis and reporting of institutional statistics, internal and external administrative reports, student enrollment and profile data, and program review.

Plan, coordinate and implement institutional research projects; design and execute surveys and research projects that will provide information about the District, students, and programs offered for administrative decision-making, institutional reporting and publications.

Assist faculty and administration to evaluate the effectiveness of instructional and non-instructional programs and services and to conduct classroom research.

Assist college staff in the preparation of questionnaires and survey instruments; identify primary institutional, local, State and national demographics, economic trends and other data to be used in research projects, reports, instructional planning and development.

Design, maintain, manipulate and query specialized databases and information systems for research, planning, and institutional accountability.

Coordinate activities related to the evaluation and accomplishment of institutional goals stated in the Strategic Plan, and the goals in Program Reviews, the Comprehensive Master Plan and the Accreditation Self-Study.

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

Coordinate and implement, in cooperation with other staff, the District's strategic and master planning processes and assure the linking of planning to budgeting.

Facilitate planning sessions with large and small groups.

Provide technical and analytical support to administrators, faculty, staff, and committees in research and planning-related activities.

Evaluate and respond to requests originating inside and outside the institution.

Compile, complete and submit local, state and federal reports as required.

Develop and administer the office budget; and train, supervise, and evaluate the performance of assigned staff.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

Requires knowledge of and proficiency with:; research theory and methodology; advanced applied statistics; report writing; survey design; personal and client server computer systems; strategic and comprehensive master planning; facilitation techniques; and be familiar with State and Federal accountability reporting requirements.

Requires the ability to: plan, organize, conduct and participate in analytical studies; establish and maintain strong working relationships with faculty, administrators, staff and students; facilitate groups and build consensus; analyze and interpret complex data; effectively communicate verbally and in writing; approach problems objectively and present findings, conclusions, and recommendations clearly. Must be able to exercise good judgment, diplomacy, and patience; operate a variety of research and analysis-related computer application programs; meet schedules and timeframes; and apply research theory logically, creatively, and reasonably that will translate into achievable designs in the educational setting.

EDUCATION AND EXPERIENCE:

Master's degree in a specialization involving social science, higher education, social or educational research, psychology or a related field and three years of research experience.

Demonstrated sensitivity and have an understanding of the diverse academic, socioeconomic, cultural, ethnic backgrounds of students and of persons with disabilities.

Demonstrated an understanding of the following in previous positions: the principles of administration, supervision and training; planning and organizing work; accessing information; evaluating programs and personnel; communicating effectively orally and in writing; budgeting and managing funds; departmental needs in the context of the planning, research, and institutional accountability; and working collaboratively with others.

DESIRABLE QUALIFICATIONS:

A Doctorate and relevant experience in an educational setting and three years of demonstrated institutional effectiveness experience including planning and research are preferred.

At least 12 units of upper division or graduate semester units in research design and/or applied statistics is preferred.

An understanding of California Community College and higher educational issues.

Familiarity with computerized database structures and experience extracting data using query/programming languages.

WORKING CONDITIONS:

- Office work environment.
- Hand and finger dexterity for computer use.
- Vision display terminal (VDT) screen.
- May have to move from one work area to another as needed.
- Attend multiple meetings.
- Extended periods of sitting.

Administrator Salary Schedule Range 13

Board Approved: June 27, 2005

June 27, 2005

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**EL CAMINO COMMUNITY COLLEGE DISTRICT
POLICE OFFICERS ASSOCIATION
SALARY SCHEDULE**

Effective January 1, 2005

Police Officers:

	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
Monthly:	3897	4096	4309	4537	4772
Hourly:	22.484	23.629	24.862	26.174	27.533

Trainee Step:

Monthly: 3510

Hourly: 20.25

Board Approved: June 27, 2005

June 27, 2005

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**El Camino Community College District
Administrator Salary Schedule
Effective: January 1, 2005**

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
Range 1	51,212	52,798	54,430	56,122	57,834
Range 2	52,798	54,430	56,122	57,834	59,573
Range 3 Planetarium Director	54,430	56,122	57,834	59,573	61,344
Range 4	56,122	57,834	59,573	61,344	63,206
Range 5 Assistant Director of Development, Annual & Alumni Giving	57,834	59,573	61,344	63,206	65,100
Range 6	65,332	67,348	69,366	71,444	73,599
Range 7 Assistant Director, Bookstore Project Director, Regional Interpreter Training Grant Assistant Director, Small Business Development Center Director, Education & Community Development	71,105	73,107	75,723	78,358	80,990
Range 8 Director Center for Applied Competitive Technologies (CACT) Assistant Director for Construction & Maintenance Assistant Director for Grounds and Operations Director, Accounting Director, Child Development Center Assistant Director EOP&S/CalWORKS Director of Outreach & School Relations	74,617	76,864	79,296	82,068	84,838
Range 9	76,940	79,328	81,761	84,209	86,747
Range 10	79,328	81,761	84,209	86,747	89,350
Range 11 Director, Small Business Services Director, Technical Education Director Workforce Education Director, Workplace Learning Resource Center Assistant Director Admissions & Records CalWORKS & Career Placement Services Director Range 11 (continued) Director of EOP&S/CalWORKS Director, International Business Development	81,760	84,209	86,747	89,350	92,030

Director, Bookstore PACE & Week-end College Director Director, Public Information Director, Risk Management Director, Student Development Director of Inglewood Center Assistant Director, Financial Aid and Scholarships					
Range 12	86,179	88,842	91,522	94,246	96,587
Range 13	88,842	91,522	94,246	96,587	100,004
Assistant Director, Human Resources Assistant Director, Information Technology Services Director, Center for International Education Director, Financial Aid & Scholarship Director, Purchasing and Business Services Director, Research and Planning Director, Special Resource Center Director, Staff and Student Diversity Associate Dean Executive Director, El Camino Center for the Arts Director of Resource Development/Grants Development & Management Director of Learning Resources					
Range 14	93,801	96,728	99,623	102,608	105,702
Director, Nursing					
Range 15	96,727	99,623	102,608	105,702	108,859
Chief of Police and Director of Public Services Instructional Programs Director, Admissions & Records					
Range 16	102,069	105,149	108,275	111,538	114,879
Business Manager Dean Director, Facilities, Planning & Services Director, Human Resources Director, Information Technology Services Executive Director, Foundation Project Director (California Virtual College Grant)					
Range 17	105,149	108,275	111,538	114,880	118,327
Range 18	108,275	111,538	114,880	118,326	121,869

Board Approved: December 20, 2004:
Revised June 27, 2005

June 27, 2005

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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. Signature Authorization

Page 1

A. Signature Authorization

It is recommended that the Board authorize Francisco Arce, Interim Vice President – Academic Affairs, to sign 1) “A” and “B” Warrants, 2) Contracts, 3) Purchase Orders, 4) Purchase Orders for the Bookstore, 5) Change Orders, 6) Notices of Employment and Orders for Salary Payments, 7) Revolving Cash Fund, 8) Cafeteria Fund, 9) Trust Funds, 10) Associated Students Bank Account, 11) Bookstore Fund, 12) El Camino College Business Office Account, 13) Auxiliary Services Fund, 14) Dental Self-Insurance Fund – Wells Fargo Bank Account, 15) National Direct/Federal Perkins Student Loan/Nursing Loan Billing Service, and 16) Computer Loan Revolving Cash Fund – El Camino Community College District.

It is recommended that the Board authorize John Baker, Interim Vice President – Student and Community Advancement, to sign 1) “A” and “B” Warrants, 2) Contracts, 3) Purchase Orders, 4) Purchase Orders for the Bookstore, 5) Change Orders, 6) Notices of Employment and Orders for Salary Payments, 7) Revolving Cash Fund, 8) Cafeteria Fund, 9) Trust Funds, 10) Associated Students Bank Account, 11) Bookstore Fund, 12) El Camino College Business Office Account, 13) Auxiliary Services Fund, 14) Dental Self-Insurance Fund – Wells Fargo Bank Account, 15) National Direct/Federal Perkins Student Loan/Nursing Loan Billing Service, 16) Computer Loan Revolving Cash Fund – El Camino Community College District, and 17) El Camino College Self-Insurance Account for Property and Liability – Keenan and Associates.