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**El Camino Community College District
Board of Trustees
Agenda, Tuesday, February 20, 2007
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 January 22, 2007,
Pages 4 - 6**
- III. Presentations – none**
- IV. Public Hearings – none**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion
and Adoption**
 - A. Public Comment
 - B.
 - 1. Academic Affairs
*See Academic Affairs Agenda,
Pages 7-9*
 - 2. Student and Community Advancement
See Student Services Agenda, Pages 10-12
 - 3. Administrative Services
See Administrative Services Agenda, Pages 13-27
 - 4. *See Measure "E" Bond Fund Agenda, Pages 28-32*
 - 5. *See Human Resources Agenda, Pages 33-47*
 - 6. Superintendent/President
See Superintendent/President Agenda, Pages 48-52
- VI. Other Items**
 - A. Public Comment
 - B. Resolution, Pages 53-54
- VII. Public Comment on Non-Agenda Items**
- VIII. Oral Reports**
 - A. Academic Senate Report

- B. Compton Center Provost Report
- C. Board of Trustees Report
- D. President's Report

IX. Closed Session

- A. Existing Litigation, Brown Act Section 54956.9
 - 1. 1 Case
- B. Personnel Matters, Brown Act Section 54957
 - 1. 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 College Police Officers Association
 - 4. Non-Represented Employees – Confidential, Supervisors, and Management

<p>Board of Trustees Meeting Schedule for 2007</p>

<p>4:30 p.m. Board Room</p>

- Monday, January 22, 2007
- Tuesday, February 20, 2007
- Monday, March 19, 2007
- Monday, April 16, 2007
- Monday, May 21, 2007
- Monday, June 18, 2007
- Monday, July 16, 2007
- Monday, August 20, 2007
- Tuesday, September 4, 2007
- Monday, October 15, 2007
- Monday, November 19, 2007
- Monday, December 17, 2007

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, January 22, 2007

The Board of Trustees of the El Camino Community College District met at 4:30 p.m. on Monday, January 22, 2007, in the Board Room at El Camino College.

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

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Dr. John Baker, Interim Vice President, Student Services; Dr. Jeff Marsee, Vice President, Administrative Services; and Dr. Doris Givens, Provost, El Camino College Compton Center.

Minutes of the Regular Board Meeting of December 18, 2006 and Amended Minutes of November 20, 2006

The Minutes of the Regular Board Meeting of December 18, 2006 and the Amended Minutes of November 20, 2006 were approved.

Consent Agenda

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

Academic Affairs

Center for the Arts Presentations – 2007/2008
Proposed Curriculum Changes – Effective 2007 Spring Semester
Proposed Curriculum Changes – Effective 2007-2008 Academic Year

Student Services

Student Field Trips

Administrative Services

2005-2006 Audit Report
Non-Resident Tuition Fee For 2007-2008
Contracts Under \$65,100
Contracts \$65,100 or Higher
Transfer of Funds to Capital Outlay Projects Fund 41
Informational Item - Proposal
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balance

Consolidation of Budgets – Infrastructure Projects

Budget Augmentation – Central Plant

Contract – RMA Group – Learning Resources Center Addition

Contract – RMA Group – Central Plant

Contract Amendment – Flewelling & Moody – Bookstore/Cafeteria Renovation

Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Stipend For Transition Work Done by Administrators for Compton

Educational Center

Casual and Student Hourly Rate Schedule

President and Board of Trustees

Absence of Board Member

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

Non-Consent Agenda

Change Order – Humanities Building – Borbon Inc.

It was moved by Trustee Jackson, seconded by Student Trustee Peters, that the Board approve the Change Order to Borbon, Inc. Motion carried. Student Trustee Peters recorded an advisory yes vote.

Other Items

Memorandum of Understanding Between the El Camino Community College District and the Compton Community College District

It was moved by Trustee Beverly, seconded by Trustee Combs, that the Board extend the Memorandum of Understanding between the El Camino Community College District and the Compton Community College District to June 30, 2011. Motion carried unanimously with four members present, Student Trustee Peters recorded an advisory yes vote.

Resolution – Support of the Community College Governance, Funding Stabilization, and Student Fee Reduction Act

This item will reappear on the February 20, 2007 Board Agenda.

Public Comment

Thomas Henry, Compton Community College District Special Trustee; Eric J. Perrodin, Mayor of Compton, Marie Hollis, President, Concerned Citizens of Compton; Royce

Esters, President, National Association for Equal Justice in America; Mary Edwards and Hilda Gaytan, President, Associated Students, addressed the Compton partnership. Nehasi Lee addressed the Board regarding public comment section of the Board agenda and the Compton Center partnership.

Closed Session - Adjournment

Meeting recessed to a closed session at 6:45 p.m. and adjourned at 7:30 p.m.

Nathaniel Jackson, 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
Francisco Arce, Ed.D., Vice President**

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A.	Conference Attendance – California Association for the Education of Young Children (CAEYC)	8
B.	Conference Attendance – Mathematics, Engineering, Science Achievement (MESA) ...	8
C.	Sabbatical Leaves of Absence – 2007/2008	8

ACADEMIC AFFAIRS

A. CONFERENCE ATTENDANCE – CALIFORNIA ASSOCIATION FOR THE EDUCATION OF YOUNG CHILDREN (CAEYC)

It is recommended that the Board approve the students and advisors listed below to attend the CAEYC conference in San Jose, California, from March 8-11, 2007. The purpose of the trip is to expose Careers in Child Care Child Development majors to a professional Child Development event, to enhance their resumes, expose them to workshops, and to keep students motivated towards completing their career goals of working with preschool children. Students will also have the opportunity to network for potential employment opportunities. All expenses, which will include registration, hotel, food, airfare and daily stipend, will be paid for through the Careers in Child Care Grant (12-55225-00-130000-1253).

Sharon Gee, Program Coordinator	Leticia Lopez
Ruth Nunez, Program Assistant	Cheryl Muhammad
Arlena Harrison	Jennifer Munioz
Beatrice Lewis	Yascara Nava

B. CONFERENCE ATTENDANCE – MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA)

It is recommended that the Board approve Deborah Dauda, a MESA student, to participate in the Poster Presentation category of the Sixth Annual New England Science Symposium in Boston, Massachusetts, on March 2, 2007. Lodging, registration and travel (by air) expenses will be covered by MESA. Approximated cost is \$600. Account number: 12-55220-00-639000-2180.

Ms. Dauda participated in the 2006 Summer Bridges to the Baccalaureate Program at Charles Drew Medical Center through ECC's partnership with CSU, Dominguez Hills. As a result of her work, she was selected to present her research findings at a conference at Harvard Medical School in Boston. This is a unique opportunity and honor that not many community college students experience. It will not only highlight Deborah's achievements, but will also serve to distinguish the name of ECC and its curriculum across the country.

C. SABBATICAL LEAVES OF ABSENCE – 2007/2008

It is recommended that the Board approve the following faculty members for Sabbatical Leaves of Absence during 2007/08:

1. One-Semester Sabbatical

Jeanne Bellemin	Fall 2007
Matthew Ebner	Fall 2007
Suzanne Gates	Fall 2007
William James	Fall 2007
Lori Medigovich	Fall 2007

ACADEMIC AFFAIRS

Michael Stallings
Thomas Storer
Ken Zion

Fall 2007
Fall 2007
Fall 2007

2. Half-Pay Sabbatical

Lisa Raufman

Spring 2008

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

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B. International Travel.....	12

A. STUDENT FIELD TRIPS

It is recommended that the Board approve the following student field trips sponsored by the Transfer and Career Centers for university and career tours. The purposes of the trips are to provide transfer and orientation information and cultural enrichment: Others who may be needed as drivers or chaperones: Sue Oda Omori, Lori Suekawa, Ken Key, Ken Gaines, Elaine Moore, Bill Cooper, Lisa Raufman, Tiffanie Hong, Griselda Castro, Lori Losorelli, Sabra Sabio, Maribel Hernandez, Dexter Vaughn, Junnette Fariolen, Cheryl Beverly, Ramon Guizar, Kelsey Iin, Rene Lozano

Transfer Center – Sue Oda Omori and Dianne Martinez

March 9, 2007 – Cal Poly Pomona, Pomona, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

March 10, 2007 – Cal State University Long Beach, Long Beach, California. Estimated students 25. Depart 8:15am; return 2pm. Transportation by bus.

March 16, 2007 – Cal Arts Tour, Valencia, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

March 17, 2007 – San Diego State University, San Diego, California. Estimated students 15. Depart 8:00am; return 5:00pm. Transportation by van.

March 21, 2007 – USC School of Fine Arts, Los Angeles, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

March 22, 2007 – OTIS College of Design, Los Angeles, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

April 14, 2007 – UC Santa Barbara, Santa Barbara, California. Estimated students 15. Depart 8:00am; return 5:00pm. Transportation by van

April 14, 2007 – Cal State Fullerton, Fullerton, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

April 20, 2007 – Cal State University Northridge, Northridge, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

April 21, 2007 – UC Irvine, Irvine, California. Estimated students 15. Depart 8:00am; return 3:00pm. Transportation by van.

April 27, 2007 – University of California at Los Angeles, Los Angeles, California. Estimated students 50. Depart 8:00am; return 5:00pm. Transportation by bus.

May 4, 2007 – University of Southern California at Los Angeles, Los Angeles, California. Estimated students 50. Depart 8:00am; return 3:00pm. Transportation by bus.

Career Center – Van Nguyen

March 16, 2007 – Los Angeles Fire Department, Gardena, California. Estimated students 15. Depart 9:00am; return 2:00pm. Transportation by vans.

March 29, 2007 – Inglewood Superior Court, Inglewood, California. Estimated students 15. Depart 9:00am; return 2:00pm. Transportation by vans.

B. INTERNATIONAL TRAVEL

It is recommended that the Board approve international travel for Mr. Leonid Rachman to participate in the Japan Ryugaku Journal Fair for Spring 2007, May 11 – 21, 2007 in Tokyo, Nagoya, and Osaka, Japan. Ryugaku Journal is one of the largest educational recruiting agencies in Japan. By participating in the Ryugaku Journal Fair, the opportunity would be provided to attract additional students for El Camino College's academic program as well as the El Camino College Language Academy program. Expenses in the amount of \$7,900 are to be paid from the International Student Recruitment Account.

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

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Administrative Services

A. AB 2910 - QUARTERLY FISCAL STATUS REPORTS

It is recommended that the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending December 31, 2006.

AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report is to be reviewed by the District governing board at a regularly scheduled meeting and entered into the minutes of the meeting. Within five working days following the governing board meeting, the fiscal year status report and a copy of a report of the district's financial condition are to be submitted to the Chancellor's Office and the County Superintendent of Schools. The quarterly reports will be reviewed and districts will be notified if further action is necessary.

The report for December 31, 2006, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11) and General Fund-Restricted (12).

**FISCAL YEAR 2006-07
Quarter Ended (Q) December 31, 2006**

<u>General Fund</u>	<u>2006-07 Budget</u>	<u>Year-to-Date Actuals</u>	<u>Percentage</u>
INCOME			
Federal	\$3,214,446	\$490,933	15.27%
State	77,339,221	39,937,187	51.64%
Local	37,136,916	15,667,254	42.19%
Interfund Transfers	<u>458,367</u>	<u>150,404</u>	32.81%
Total Income	\$118,148,950	\$56,245,778	
APPROPRIATIONS			
Academic Salaries	\$45,192,340	\$18,564,901	41.08%
Classified Salaries	28,842,620	12,003,208	41.62%
Staff Benefits	18,001,179	7,020,776	39.00%
Supplies/Books	2,808,377	670,739	23.88%
Other Operating Expenses	15,358,622	4,784,835	31.15%
Capital Outlay	2,380,047	207,122	8.70%
Other Outgo	<u>4,091,972</u>	<u>4,334,952</u>	105.94%
Total Appropriations	\$116,675,157	\$47,586,533	
Net Revenues	<u>\$ 1,473,793</u>	<u>\$ 8,659,245</u>	

B. BUDGET ADJUSTMENTS

It is recommended that approval be given to make adjustments to the 2006-07 General Fund Unrestricted income and expenditures as outlined below. These changes within income and expenditure categories have no impact on the final total budget amount approved at the September 5, 2006, Board of Trustees meeting.

Subsequent to the approval of the 2006-07 budget, the Vice President of Administrative Services completed a staffing position control analysis of all current full-time budgeted positions and reviewed all other salary and non-salary accounts. Changes to salary accounts and adjustments to non-salary accounts resulted in the amendments as presented. In addition, please note a substantial dollar amount of the changes are reflective of the District's allocation of one-time funds as noted by the transfer of budget dollars from account 5910, Other Program Services, to the appropriate expenditure accounts. The combination of these adjustments will result in a zero net change to the total appropriations for 2006-07.

Summary of Adjustments to Final Budget 2006-07

FUND: 11 - General Fund Unrestricted

GL		Revised Budget	Adjustments	Revised Budget
Acct	Description	9/30/2006	To Budget	1/31/2007
11xx	Instr Salaries, Regular	\$23,349,994	0	\$23,349,994
12xx	Non-Instr Salaries, Regular	5,734,033	(7,719)	5,726,324
13xx	Instr Salaries-Non-Regular	13,223,454	(3,252)	13,220,202
14xx	Non-Instr Salaries, Non-Regular	746,370	175,416	921,786
21xx	Non-Instr Salaries, Regular	18,281,240	231,540	18,512,780
22xx	Instr Aides, Regular F/T	1,781,249	41,891	1,823,140
23xx	Non-Instr Salaries, Student-P/T	3,174,054	314,474	3,488,528
3000	Benefits	0	44,102	44,102
31xx	STRS Fund	2,974,245	7,597	2,981,842
32xx	PERS Fund	1,880,665	2,322	1,882,987
33xx	OASDI & Medicare	2,373,084	7,644	2,380,728
34xx	Health & Welfare	7,121,080	0	7,121,080
35xx	SUI	328,787	89	328,876
36xx	Workers' Comp Ins	948,514	(948,514)	0
37xx	Local Retirement	95,945	0	95,945
38xx	Alternative Retirement Plan	240,000	25,000	265,000

39xx	Other Benefits	336,000	0	336,000
42xx	Other Books	9,825	3,734	13,559
43xx	Instr Supplies	659,745	7,093	666,838
44xx	Non-Instr Repair Parts	84,385	1,000	85,385
45xx	Non-Instr Supplies	825,315	39,241	864,556
46xx	Gasoline	75,000	0	75,000
51xx	Personal & Contract Svcs	1,522,738	33,500	1,556,238
52xx	Travel & Conferences	403,696	76,812	480,508
53xx	Dues & Memberships	108,785	3,058	111,843
54xx	Insurance	780,000	0	780,000
55xx	Utilities	4,206,452	(1,250)	4,205,202
56xx	Rents, Leases & Repairs	1,452,346	18,535	1470,881
57xx	Legal & Regulatory	575,880	0	575,880
58xx	Other Services & Exp	2,159,481	35,086	2,194,567
59xx	Miscellaneous	11,600	2,500	14,100
5910	Other Program Services	1,424,549	(1,077,463)	347,086
6100	Site Improvement	0	7,000	7,000
63xx	Library Books	51,800	0	51,800
64xx	Equipment	142,725	12,050	154,775
73xx	Interfund Transfers	3,531,972	948,514	4,480,486
	<u>Report Total</u>	<u>\$ 100,615,008</u>	<u>\$ 0</u>	<u>\$ 100,615,008</u>

C. CONTRACTS UNDER \$69,000

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

1. STUDENT AND COMMUNITY ADVANCEMENT

COMMUNITY ADVANCEMENT DIVISION

The Community Advancement Division provides services to business and industry consistent with the California State Education Department's emphasis on economic development.

The El Camino College-Center for Applied Competitive Technologies (ECC-CACT) helps to advance the State's economic growth and global competitiveness through technology education, manufacturing training and services that contribute to continuous workforce development. The CACT also contracts with various companies to provide employees with necessary training classes.

The following State Employment Training Program (ETP) contracts are being submitted for approval.

	<u>Contractor</u>	<u>Dates of Service</u>	<u>Contract Amount</u>
a.	<u>Adams Rite Aerospace</u>	1/18/07 – 6/30/07	Income: \$4,337 Expenses: (2,265) Net: <u>\$2,072</u>

The CACT will provide 24 hours of Frontline Leadership training for 10 company employees.

b.	<u>CIPS Marketing Group, Inc.</u>	1/31/07 – 6/30/07	Income: \$5,184 Expenses: (2,850) Net: <u>\$2,334</u>
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The CACT will provide 30 hours of Problem Solving training for 8 company employees.

c.	<u>Dependable Hawaiian Express (DHX)</u>	1/16/07 – 6/30/07	Income: \$8,019 Expenses: (4,175) Net: <u>\$3,844</u>
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The CACT will provide 45 hours of Business Writing classes for 26 company employees.

d.	<u>Dependable Hawaiian Express (DHX)</u>	1/18/07 – 6/30/07	Income: \$5,346 Expenses: (2,850) Net: <u>\$2,496</u>
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The CACT will provide 30 hours of Communication Skills training for 24 company employees.

e.	<u>Designed Metal Connections (DMC)</u>	1/9/07 – 6/30/07	Income: \$5,832 Expenses: (3,050) Net: <u>\$2,782</u>
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The CACT will provide 30 company employees with 30 hours of Blueprint Reading.

f.	<u>Lisi Aerospace</u>	1/11/07 – 6/30/07	Income: \$6,672 Expense: (3,725) Net: <u>\$2,947</u>
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The CACT will provide 13 company employees with 40 hours of Six Sigma-Green Belt training.

g.	<u>Neway Packaging Corp.</u>	1/11/07 – 6/30/07	Income: \$5,004
			Expenses: <u>(2,550)</u>
			Net: <u>\$2,454</u>

The CACT will provide 30 hours of Supervisory/Teambuilding training for 14 company employees.

h.	<u>Weber Metals</u>	1/23/07 – 6/30/07	Income: \$10,886
			Expenses: <u>(5,680)</u>
			Net: <u>\$ 5,206</u>

The CACT will provide 40 hours of Shop Math for 42 company employees.

i. The following is a direct contract with the Work Place Learning Resource Center (WpLRC):

<u>City of Redondo Beach</u>	1/8/07	Income: \$1,600
		Expenses: <u>(600)</u>
		Net: <u>\$1,000</u>

The WpLRC provided an 8-hour Customer Service Training class for 20 City employees.

**2. COUNSELING & STUDENT SERVICES DIVISION
EOPS/CalWORKs/CARE DEPARTMENT**

The District receives funds through a grant from the State of California CalWORKs program to assist welfare recipient students to obtain the educational level needed to transition off welfare and ultimately achieve long-term self-sufficiency. These funds enable community colleges to be a full partner in the statewide welfare reform system by requiring the colleges to provide the following direct student support services: (a) Service coordination (b) Curriculum development and redesign; (c) Work-study; (d) Subsidized child care; and (e) Job development and job placement.

<u>Contractor</u>	<u>Dates of Service</u>	<u>Contract Amount</u>
a. <u>City of Hawthorne</u>	2/20/07 – 6/30/07	Income: \$24,300
		Expenses: <u>(24,300)</u>
		Net: <u>0</u>

The South Bay Workforce Investment Board will partner with the El Camino College CalWORKs Department in expanding its work study program to CalWORKs' participants by providing part-time work activity opportunities.

Under the above agreement, the following contractors will provide part-time work activity opportunities for CalWORKs students at no cost to the District.

<u>Atherton Baptist Church Day Care</u>	2/21/07 – 6/30/07
<u>Koo Koo Roo</u>	2/21/07 – 6/30/07
<u>Vista Inns Management Company</u>	2/1/07 – 6/30/07

3. ACADEMIC AFFAIRS – INTERIM DEAN, HEALTH SCIENCES AND ATHLETICS

It is recommended that the agreement with Professional Personnel Leasing, Incorporated (PPL) be approved for the purpose of obtaining their temporary services.

<u>Contractor</u>	<u>Dates of Services</u>	<u>Contract Amount</u>
Professional Personnel Leasing, Incorporated (PPL)	2/6/07-6/30/07	Cost: \$11,275/month Total Cost: \$56,376

The contractor will provide the District with the services of Dr. Neil McCallum as the Interim Dean of Health Sciences and Athletics. Mr. McCallum will be paid at the rate of \$9,804 per month. The District will also pay PPL a monthly service fee of 15%.

D. CONTRACTS \$69,000 OR HIGHER

It is recommended that the Board of Trustees approve that the District enter into the following agreement:

APPROVAL OF TITLE V COOPERATIVE GRANT

<u>Contractor</u>	<u>Dates of Service</u>	<u>Contract Amount</u>
<u>Santa Monica College</u>	10/01/06 – 9/30/07	Grant: \$1.5 million \$300,000/year

Santa Monica College is contracting with El Camino Community College District for the Title V Cooperative Grant. The contract is for five years. El Camino will use these funds to improve the mathematical skills of students, improve supplemental instruction, and create a pre-collegiate level math center.

E. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended that all purchase orders and blanket purchase orders be ratified as shown. Purchase orders and blank purchase orders have been separated by fund as follows.

Fund 11	General Fund
Fund 12	General Restricted
Fund 33	Child Development
Fund 41	Capital Outlay Projects
Fund 62	Property & Liability Self Insurance
Fund 72	Student Representation
Fund 79	Auxiliary Services
Fund 81	Student Organization
Fund 82	Scholarships & Trust

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund: 11	Unrestricted - El Camino			
P0091562	Integrity Electric	Facilities/Planning	Repairs Noninstructional	\$4,800.00
P0091857	Travers Tree Service	Grounds	Repairs Noninstructional	\$4,525.00
P0091892	New Hermes	Carpenter Shop	Non-Instruct Supplies	\$828.34
P0091958	Cummins-Allison Corporation	Fiscal Services	Maintenance Contracts	\$334.57
P0092008	Mass Press	Purchasing and Busin	Non-Instruct Supplies	\$59.48
P0092011	Hitt Marking Devices	Admissions/Records	Non-Instruct Supplies	\$23.36
P0092024	The News	Air Conditioning	Publications-Magazines/Lo	\$87.00
P0092033	Woodworker's Journal	Construction Technol	Publications-Magazines/Lo	\$19.95
P0092036	Datatel, Inc.	Compton Center Speci	Contract Services	\$77,390.00
P0092038	Grainger	Technical Services	Repairs Parts And Supplies	\$950.16
P0092040	Dell Marketing L. P.	Technical Services	Repairs Parts And Supplies	\$73.39
P0092041	PC Mall Gov Inc.	Technical Services	Repairs Parts And Supplies	\$2,060.29
P0092064	Verizon Wireless	Health, Safety	Telephone	\$94.52
P0092065	Nextel Communications Gil Dheming	Health, Safety	Telephone	\$14.48
P0092066	Verizon Wireless	Health, Safety	Telephone	\$83.94
P0092067	Golden West Industries	Art Department	Instructional Supplies/Lo	\$243.32
P0092069	Displays2go	Job Placement	Non-Instruct Supplies	\$882.52
P0092071	Matthew V. Ebiner	Earth Sciences	Instructional Supplies/Lo	\$205.56
P0092085	Image Solutions	Admissions/Records	Non-Instruct Supplies	\$14,625.32
P0092086	OCS America, Inc.	International Student	Non-Instruct Supplies	\$35.00
P0092089	Edvotek	Life Sciences	Instructional Supplies/Lo	\$653.52
P0092090	Promega	Life Sciences	Instructional Supplies/Lo	\$189.56
P0092092	Discount Two-Way Radio	Technical Services	Repairs Parts And Supplies	\$386.89
P0092093	Portable Power Systems	Technical Services	Repairs Parts And Supplies	\$715.89
P0092099	Daily Breeze, the	Purchasing and Busin	Multi Media Advertising	\$87.20
P0092100	Calmet Services	Utilities	Waste Disposal	\$3,218.98

P0092104	Spinitar Presentation Products	Staff Development	New Equipment - Noninstru	\$6,010.34
P0092106	Rotary Club of Del Amo	Administrative Serv	Conferences Mgmt	\$82.00
P0092107	Rotary Club of Del Amo	Administrative Serv	Dues And Memberships	\$220.00
P0092109	Law Offices of Larry Frierson	Compton Center Spec	Legal	\$843.75
P0092110	Presstek, Inc.	Copy Center	Non-Instruct Supplies	\$1,143.16
P0092111	Inx International Ink Co.	Copy Center	Non-Instruct Supplies	\$152.19
P0092112	San Diego Printing Parts	Copy Center	Non-Instruct Supplies	\$492.26
P0092113	Kelly Paper Company	Copy Center	Non-Instruct Supplies	\$151.01
P0092114	Xpedx Paper & Graphics	Copy Center	Non-Instruct Supplies	\$2,246.57
P0092115	Bradleys Plastic Bag Company	Life Sciences	Instructional Supplies/Lo	\$229.37
P0092116	Life Media	Human Resources	Multi Media Advertising	\$495.00
P0092120	Armstrong Medical Industries	Physical Education	Instructional Supplies/Lo	\$714.98
P0092121	Sports Imports	Physical Education	New Equipment - Instructi	\$1,777.47
P0092122	Allmats.Com	Physical Education	New Equipment - Instructi	\$246.54
P0092123	Francesca C. Bishop	Speech Communication	Other Services And Expense	\$350.00
P0092124	Archival Products	Music Library	Instructional Supplies/Lo	\$653.24
P0092125	Time Clock Sales and Service	Admissions/Records	Repairs Noninstructional	\$100.00
P0092126	Grainger	Operations	Non-Instruct Supplies	\$21.89
P0092127	Industrial Caster & Wheel	Grounds	Non-Instruct Supplies	\$285.61
P0092129	U.S. Air conditioning Distribution	HVAC Shop	Non-Instruct Supplies	\$795.84
P0092130	JB Wholesale - Torrance	Carpenter Shop	Non-Instruct Supplies	\$414.71
P0092131	A Plus Window Tint	Facilities/Planning	Repairs Noninstructional	\$100.00
P0092132	United Oil Company	Hazmat Transportation	Gasoline	\$8,732.34
P0092136	Abtech Systems, Inc/Nitech	Information Technology	Non-Instruct Supplies	\$900.00
P0092145	D & D Sporting Goods	Physical Education	Instructional Supplies/Lo	\$350.00
P0092146	Paper Solutions	Information Technology	Non-Instruct Supplies	\$859.15
P0092147	Abtech Systems, Inc/Nitech	Telecommunications	Other Services And Expense	\$4,500.00
P0092154	Brite Carpet Cleaning	Ed & Community Devel	Other Services And Expense	\$170.00
P0092159	CDW-G	Ed & Community Devel	Multi Media Advertising	\$400.53
P0092166	Brinks Home Security, Inc.	Div Office Instr.	Other Services And Expense	\$87.31
P0092167	Pbs Home Video Cat. Mail Order	Film Rental	Instructional Supplies/Lo	\$422.94
P0092168	Information Today, Inc.	Div Office Instr.	Library Books	\$309.95
P0092169	Matthew Bender Publisher And Lexi	Div Office Instr.	Library Books	\$1,372.23
P0092170	Midwest Library	Div Office Instr.	Library Books	\$3,440.66
P0092171	Brodart Co.	Div Office Instr.	Library Books	\$454.65
P0092183	Monterey Graphics	VP-SCA	In-Service Training	\$390.85
P0092193	American Express Travel	Human Resources	Conferences Mgmt	\$119.68
P0092194	American Express Travel	Human Resources	Conferences Mgmt	\$119.68
P0092195	Respironics	Life Sciences	Instructional Supplies/Lo	\$202.85
P0092196	Quality Business Machines	English	Instructional Supplies/Lo	\$390.00

P0092205	Monterey Graphics	Fiscal Services	Non-Instruct Supplies	\$660.41
P0092206	American Messaging	Nursing	Other Rentals	\$219.21
P0092208	Computerland of Silicon Valley	V.P. Academic Affairs	Non-Instruct Supplies	\$127.92
P0092212	Thorn Smith Labs	Chemistry	Instructional Supplies/Lo	\$396.95
P0092214	VWR Scientific	Chemistry	Instructional Supplies/Lo	\$2,313.70
P0092216	Hollywood Rentals	Ctr for Arts Product	Other Rentals	\$1,222.20
P0092221	American Express Travel	Financial Aid	Conferences Mgmt	\$196.68
P0092222	Bulbman	Life Sciences	Instructional Supplies/Lo	\$383.30
P0092229	Torrance Hilton At South Bay	Ctr for Arts Promo	Other Services And Expense	\$528.36
P0092233	San Dieguito Printers	Public Information	Printing	\$4,000.92
P0092234	N.C.M.P.R.	Public Information	Conferences Mgmt	\$500.00
P0092235	Xpedx Paper & Graphics	Warehouse	Inventories, Stores, Prep	\$3,767.10
P0092236	Monterey Graphics	Warehouse	Inventories, Stores, Prep	\$2,114.12
P0092237	San Dieguito Printers	Public Information	Printing	\$3,388.23
P0092240	Center for Education & Employ. La	Counseling Office	Publications/ Periodicals	\$104.95
P0092246	Boise Cascade	Warehouse	Inventories, Stores, Prep	\$782.00
P0092249	Porta Phone Co.	Physical Education	Instructional Supplies/Lo	\$14.66
P0092252	Carolina Biological	Life Sciences	Instructional Supplies/Lo	\$97.50
P0092253	Edvotek	Life Sciences	Instructional Supplies/Lo	\$87.69
P0092256	MagTek Inc.	Ctr for Arts Ticket	Non-Instruct Supplies	\$18.19
P0092257	VWR Scientific	Chemistry	Instructional Supplies/Lo	\$1,615.08
P0092258	Pyro-Comm Systems, Inc.	Facilities/Planning	Repairs Noninstructional	\$732.50
P0092263	Grainger	Ctr for Arts Product	Non-Instruct Supplies	\$291.30
P0092267	A Plus Window Tint Deluxe	Ed & Community Devel	Other Services And Expense	\$100.00
P0092287	Pitney Bowes Inc.	Facilities/Planning/	Repairs Noninstructional	\$702.94
P0092288	Empire Cleaning Supply	Facilities/Planning/	Repairs Noninstructional	\$1,099.51
P0092289	Mass Press	Financial Aid	Non-Instruct Supplies	\$118.96
P0092290	CDW-G	Administrative Serv	Non-Instruct Supplies	\$91.43
P0092297	Mass Press	Physical Education	Instructional Supplies/Lo	\$118.97
P0092299	Scaqmd Transportation Program	Rideshare	Filing Fee	\$861.97
P0092300	Minolta Leasing	Presidents Office	Non-Instruct Supplies	\$51.14
P0092301	Mayer Laboratories, Inc. Gateway	Physical Education	Instructional Supplies/Lo	\$159.22
P0092302	Gable House Bowl	Physical Education	Instructional Supplies/Lo	\$25.00
P0092306	Graybar Electric	Information Technolo	Non-Instruct Supplies	\$1,164.01
P0092307	PC Mall Gov Inc.	Ctr for Arts Promo	Non-Instruct Supplies	\$513.07
P0092308	Business Insider Magazine	Ed & Community Devel	Multi Media Advertising	\$1,495.00
P0092316	Intelcom	Instructional Televi	Other Services And Expense	\$31,774.40
P0092322	Highsmith Company Inc.	Div Office Instr. Se	Publications-Magazines/Lo	\$384.45
P0092323	Midwest Library Service	Div Office Instr. Se	Library Books	\$1,090.07
P0092325	Matthew Bender Publisher And Lexi	Div Office Instr. Se	Library Books	\$294.08

P0092326	Stereophile Professional Rate Ser	Electronics	Publications-Magazines/Lo	\$10.00
P0092328	Parker Directory, the	Div Office Instr. Se	Library Books	\$60.02
P0092329	Chief, Cds Library of Congress	Div Office Instr. Se	Library Books	\$30.00
P0092330	The Salvation Army - Crestmont Co	Planning Summit	Conferences Other	\$250.00
P0092331	Namifiers	VP-SCA	Non-Instruct Supplies	\$1,327.38
P0092332	State Board of Equalization	Hazmat	Other Services And Expense	\$1,413.00
P0092334	Board of Governors California Com	Public Information	Conferences Mgmt	\$30.00
P0092335	Manhattan Beach Chamber	Public Information	Conferences Mgmt	\$15.00
P0092336	Redondo Beach Chamber	Public Information	Printing	\$35.00
P0092337	Cerritos College Phi Rho Pi	Speech Communication	Conferences Other	\$817.00
P0092341	American Express Travel	Community Advancement	Transportation/ Mileage	\$119.68
P0092343	American Express Travel	Ed & Community Devel	Transportation/ Mileage	\$119.68
P0099159	Custom Carpentry & Cabinets	Facilities/Planning	Repairs Noninstructional	\$615.00

Fund 11 Total: 119

\$221,785.94

Fund: 12	Restricted - El Camino			
P0091812	Full Compass	Ctr for Arts Product	New Equip - Noninstr \$5k	\$8,728.20
P0091883	Computerland of Silicon Valley	VP AA 0506 new	Computer Software Account	\$30,439.29
P0091989	C & A Floorcoverings, Inc.	Career Technical Edu	Site Improvements	\$2,010.27
P0092013	Pocket Nurse	Capacity Bldg for Nr	New Equipment - Instructi	\$1,856.28
P0092014	CCS Presentation Systems, Inc.	Capacity Bldg for Nr	New Equipment - Instructi	\$480.06
P0092016	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$1,248.01
P0092019	Act, Inc.	JDIF/Work Ready Cert	Other Books	\$75.00
P0092020	Interservice	WPLRC State Leaders	New Equipment - Noninstru	\$882.24
P0092026	The Hon Company	WPLRC State Leadersh	New Equipment - Noninstru	\$5,039.14
P0092031	Dell Marketing L. P.	Careers in Child Car	Instructional Supplies/Lo	\$243.35
P0092042	Wolfram Research	VP AA 0506	Computer Software Account	\$7,375.50
P0092044	NAEYC National Assoc for Ed. of Y	Careers in Child Car	Dues And Memberships	\$35.00
P0092046	C & A Floorcoverings, Inc.	Renov for Cap Bldg	Buildings	\$8,707.03
P0092047	C & A Floorcoverings, Inc.	Renov for Cap Bldg	Buildings	\$14,301.18
P0092051	Sidedoor Studio, The	Career & Tech Ed	Non-Instruct Supplies	\$297.50
P0092053	National Promotions & Advertising	Career & Tech Ed	Non-Instruct Supplies	\$4,124.33
P0092056	Prepare E.T.S.	Foster Care Ed 03-04	Other Services And Expense	\$275.00
P0092057	Gourmet Creations	ILP	Other Services And Expense	\$665.00
P0092059	L. A. Area Chamber of Commerce	CITD	Conferences Mgmt	\$100.00
P0092068	South Bay Ford	Parking-Student Perm	Repairs Non Instr	\$505.36
P0092074	American Express Travel	Community Advancement	Transportation/ Mileage	\$220.80
P0092079	Goodheart-Wilcox Company	CACT - Quick Start	Non-Instruct Supplies	\$81.90
P0092080	Southbay Science Foundation, Inc.	SBDC Program Income	Conferences Other	\$5,000.00
P0092083	Mid City Mailing Services	SBDC Program Income	Postage	\$360.00

P0092118	Thomson/Heinle	El Camino Language	Contract Services	\$23.82
P0092119	Pearson Longman	El Camino Language	Contract Services	\$113.98
P0092143	IACP	Parking-Student Perm	Dues And Memberships	\$150.00
P0092144	MSDN Academic Alliance	VP AA 0506 new	Computer Software Account	\$399.00
P0092148	Badge Printers of America	Parking-Student Perm	Non-Instruct Supplies	\$95.95
P0092149	American Express Travel	Global Experience	Conferences Mgmt	\$651.85
P0092150	Borden Decal Co., Inc.	Parking-Student Perm	Non-Instruct Supplies	\$3,739.26
P0092151	Shredder Specialties	Parking-Student Perm	Other Services And Expense	\$462.15
P0092153	Infousa.Com	SBA Contract Jan-Dec	Non-Instruct Supplies	\$1,909.58
P0092155	Borden Decal Co., Inc.	Parking-Student Perm	Non-Instruct Supplies	\$4,171.03
P0092156	Hilton San Francisco Hotel	SBA Contract Jan-Dec	Conferences Mgmt	\$1,057.24
P0092157	EWDP Support Services	SBA Contract Jan-Dec	Conferences Other	\$295.00
P0092158	EWDP Support Services	SBA Contract Jan-Dec	Conferences Mgmt	\$295.00
P0092160	American Express Travel	SBA Contract Jan-Dec	Transportation/ Mileage	\$353.60
P0092165	Boise Cascade	Parking-Student Perm	New Equipment - Noninstru	\$148.30
P0092182	Staywell	Parking-Student Perm	Publications/ Periodicals	\$34.73
P0092192	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$1,144.89
P0092199	Key Curriculum Press	VP AA 0506 new	Computer Software Account	\$334.70
P0092200	Sandra P. DeMos	CCAMPIS prior year	Publications-Magazines/Lo	\$76.00
P0092202	CDW-G	WPLRC State Leaders	New Equipment - Noninstru	\$4,741.35
P0092203	South Bay Cities Council of Govern	Community Advancement	Other Services And Expense	\$3,000.00
P0092204	Montgomery Hardware Company	Renov for Cap Bldg	Buildings	\$1,591.26
P0092211	Johnstone Supply	I&T Division	New Equipmen-Instr.	\$2,279.28
P0092213	Sidedoor Studio, The	Women in Ind. & Tech	Non-Instruct Supplies	\$40.00
P0092215	American Express Travel	Contract Education	Conferences Mgmt	\$119.68
P0092226	Armstrong Medical Industries	Renov for Cap Bldg	New Equipment - Instructi	\$1,114.98
P0092228	Craig Medical International	Renov for Cap Bldg	New Equipment - Instructi	\$8,118.75
P0092251	Miguel A. Lima	MESA/CSEMS Scholars	Student Stipends	\$3,125.00
P0092261	Bob Lee's Automotive Center	Parking-Student Perm	New Equipment - Noninstru	\$175.26
P0092262	EWDP Support Services	CACT COCCC	Conferences Mgmt	\$1,770.00
P0092265	Pegasus Press Inc.	SBDC Program Income	Non-Instruct Supplies	\$1,072.60
P0092266	Pegasus Press Inc.	SBDC Program Income	Non-Instruct Supplies	\$892.33
P0092268	Melanie Sharp	JDIF/Work Ready Cert	Non-Instruct Supplies	\$211.09
P0092269	Gall's Inc	Parking-Student Perm	Non-Instruct Supplies	\$139.80
P0092281	Lou's Golf and Industrial Cart	Parking-Student Perm	Repairs Non Instr	\$1,631.86
P0092284	Shredder Specialties	Parking-Student Perm	Non-Instruct Supplies	\$112.82
P0092291	Culver Newlin Inc.	06-07 Trailer Bill	Instructional Supplies/Lo	\$2,678.11
P0092293	ALCOPRO	Parking-Student Perm	Non-Instruct Supplies	\$81.45
P0092294	Dell Marketing L. P.	Career Technical Edu	New Equipment - Instructi	\$80,324.24
P0092298	Lighthouse Magazine	El Camino Language	Multi Media Advertising	\$1,260.00

P0092305	CDW Computer Centers, Inc.	Mathematical Science	Instr.Comp Equip	\$680.31
P0092310	Computerland of Silicon Valley	Community Advancement	Non-Instruct Supplies	\$85.70
P0092312	Westhost, Inc.	EI Camino Language	Multi Media Advertising	\$29.85
P0092314	Scholastic Insurance Services	EI Camino Language	Other	\$18,612.00
P0092318	Sims Welding Supply	VATEA I&T	Instructional Supplies/Lo	\$3,650.86
P0092320	The Print Network	EI Camino Language	Printing	\$240.10
P0092321	American Express Travel	CITD	Transportation/ Mileage	\$119.68
P0092324	American Express Travel	CITD	Transportation/ Mileage	\$119.68
P0092338	American Express Travel	VTEA - Institutional	Conferences Other	\$119.68
P0092339	American Express Travel	CACT COCCC	Transportation/ Mileage	\$119.68
P0092340	American Express Travel	WPLRC State Leaders	Transportation/ Mileage	\$119.68
P0092344	Hilton San Francisco Hotel	CACT COCCC	Conferences Mgmt	\$2,100.00
P0092345	Bob Lee's Automotive Center	Parking-Student Perm	Repairs Non Instr	\$67.48
P0092346	Department of Motor Vehicles	Parking-Student Perm	Publications/ Periodicals	\$216.42
P0092347	Technical Learning Resources	WPLRC PIC Aerospace	Non-Instruct Supplies	\$224.09
P0092348	American Express Travel	High School Globaliz	Transportation/ Mileage	\$527.30

Fund 12 Total: 80 \$250,018.89

Fund: 33 Child Development

P0092098	Red Apple Morley, Llc	CDC Donations	Non-Instruct Supplies	\$1,991.82
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Fund 33 Total: 1 \$1,991.82

Fund: 41 Capital Outlay

P0091930	National Roofing Consultants Inc.	Repair Roof Hawthorn	Repairs Noninstructional	\$6,000.00
P0092224	Montgomery Hardware Company	Door&Window Syst Rpl	Buildings	\$2,947.43
P0092225	Montgomery Hardware Company	Door&Window Syst Rpl	Buildings	\$1,496.24
P0092333	Louis Skelton, Architect	Courtyard Canopy-Sci	Site Improvements	\$3,964.00

Fund 41 Total: 4 \$14,407.67

Fund: 62 Property & Liability

P0092209	EI Camino Community College Distr	Purchasing and Busin	Liability - Self Insurance	\$464.00
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Fund 62 Total: 1 \$464.00

Fund: 79 Auxiliary Services

P0091968	Golf Team Products	Health Sciences	Non-Instruct Supplies	\$1,027.57
P0092015	Paradise Awards	Resp Therapy	Non-Instruct Supplies	\$347.91
P0092025	Rockwell Medical Supply	Fine Arts	Non-Instruct Supplies	\$66.03
P0092048	Full Compass	Fine Arts	Non-Instruct Supplies	\$221.59
P0092049	Kenneth W. Lefort	Fine Arts	Non-Instruct Supplies	\$200.00
P0092101	California Pro Sports	Resp Therapy	Non-Instruct Supplies	\$873.68
P0092254	Cal Western Paint	Fine Arts	Non-Instruct Supplies	\$358.83

P0092259	Gallery Services	Fine Arts	Non-Instruct Supplies	\$328.90
P0092296	Dawn C. Huntoon	Fine Arts	Non-Instruct Supplies	\$354.48
P0092303	Paul Hadobas	Fine Arts	Non-Instruct Supplies	\$600.00
P0092311	Village Runner Attn: Mike Ward	Resp Therapy	Non-Instruct Supplies	\$649.50

Fund 79 Total: 11 \$5,028.49

Fund: 82 Scholarships & Trust

P0092043	Super 8 Motel - El Cajon	Health Sciences	Fundraising	\$1,331.00
P0092102	California Pro Sports	Health Sciences	Fundraising	\$913.48
P0092201	Edge Water Inn	Health Sciences	Fundraising	\$855.36
P0092313	Buddy's All Stars Inc.	Health Sciences	Fundraising	\$777.76
P0092317	David Otta Productions	Health Sciences	Fundraising	\$3,035.00

Fund 82 Total: 5 \$6,912.60

Funds Total: 221 \$500,609.41

Fund: 11 Unrestricted - El Camino

B0097771	ECCD Petty Cash	Anthropology	Instructional Supplies/Lo	\$1,882.00
B0097772	Gerald Swiney	Construction Technol	Contract Services	\$3,000.00
B0097777	Spinitar Presentatio	Staff Development	Non-Instruct Supplies	\$1,000.00
B0097782	ECCD Petty Cash	Financial Aid	Non-Instruct Supplies	\$200.00
B0097785	Cingular Wireless	Public Information	Telephone	\$1,210.00
B0097788	Datatel, Inc.	Compton Center Speci	Contract Services	\$40,450.00
B0097800	La Jazz Scene	Ctr for Arts Promo	Multi Media Advertising	\$500.00

Fund 11 Total: 7 \$48,242.00

Fund: 12 Restricted - El Camino

B0097635	EWDP Support Service	WPLRC State Leaders	Multi Media Advertising	\$500.00
B0097636	EWDP Support Service	CACT COCCC	Multi Media Advertising	\$500.00
B0097723	Heather E. Brown	Univ- Silesia, Cieszy	PSA Contract Services	\$2,000.00
B0097775	Mobile Advanced Comp	WPLRC PIC Aerospace	Contract Services	\$18,220.00
B0097776	Mobile Advanced Comp	Victorville Office	Contract Services	\$6,780.00
B0097779	E.C.C. Public Inform	WPLRC - ETP	Reproduction Instruction	\$2,000.00
B0097780	National Student Cle	EOPS	Contract Services	\$425.00
B0097786	Southland Lumber	06-07 Trailer Bill	Instructional Supplies/Lo	\$6,000.00
B0097789	Barbara A. Casper	SBDC Program Income	PSA Contract Services	\$6,000.00
B0097790	Jonae Pistoresi	WPLRC Technical Inst	PSA Contract Services	\$1,200.00

Fund 12 Total: 10 \$43,625.00

Fund: 41 Capital Outlay

B0090054	Modular Structures	ADA Restroom Improve	Buildings	\$44,644.00
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Fund 41 Total: 1 \$44,644.00

<i>Funds Total:</i>	18	\$136,511.00
<i>Grand Total POs and BPOs:</i>	<u>239</u>	<i>GRAND TOTAL:</i> <u>\$637,120.41</u>

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

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C. Amend Contract – LCC3 Construction Services, Inc.	30
D. Change Notice – Southern Counties Quality Masonry – Humanities Building.....	30
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Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

The following table reports Measure E expenditures and commitments through January 31, 2007.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization (ACM)	\$175,871,183	\$26,276,975	\$25,840,841	\$123,753,367
Campus Site Improvements (CSI)	20,413,973	1,541,688	555,624	18,316,661
Energy Efficiency Improvements (EEI)	3,033,653	1,377,915	327,155	1,328,584
Health and Safety Improvements (HSI)	138,808,747	9,817,923	11,882,636	117,108,188
Information Technology and Equipment (ITE)	55,567,921	5,454,848	109,367	50,003,706
Physical Education Facilities Improvements (PEFI)	1,707,049	0.00	0.00	1,707,049
Refunding Income	5,980,713	0.00	0.00	5,980,713
TOTAL	<u>\$401,383,239</u>	<u>\$44,469,348</u>	<u>\$38,715,622</u>	<u>\$318,198,268</u>

B. REQUEST TO MAKE EMERGENCY REPAIRS – ACE RESTORATION AND WATERPROOFING

It is recommended the Board of Trustees ratify a contract for \$18,634, with ACE Restoration and Waterproofing, Inc. to make repairs to the Fire Structure at the Inglewood Fire Academy. The contract amount exceeds the \$15,000 threshold that requires competitive bidding.

Background – The Public Contract Code generally requires competitive bidding for repairs costing above \$15,000. Exceptions are granted for emergency conditions, one of which is to permit the continuance of existing College classes. In this case, The Board of Trustees may by a unanimous vote and with the approval of the county superintendent of schools, make a contract for repairs.

At its December 18, 2006 meeting, the Board of Trustees made a bid award to Thorpe Insulation to replace the fire proofing on portions of the Fire Structure at the Inglewood Fire Academy. This is a facility where controlled fires are set, and it is used by the fire fighting program’s classes. When the existing fire proofing was removed it was discovered that additional work was necessary to repair four window openings, brick veneer and stair railing.

The Fire Structure will be needed by February 26, 2007 for use by Spring Semester classes. Work must begin by February 12, 2007 for the repairs to be completed by the required date.

Administrative Services – Measure E Bond Fund

C. AMEND CONTRACT – LCC3 CONSTRUCTION SERVICES, INC.

It is recommended the Board of Trustees approve amending the contract to increase the yearly amount payable from \$200,000 to \$300,000.

Background – At its June 27, 2005 meeting the Board of Trustees approved entering into a contract with LCC3 to provide Division of the State Architect certified inspectors to perform inspection services for various construction projects. The contract was for one year with four one year renewal options. The inspection services are billed on an hourly basis and the maximum amount payable per year is \$200,000. With the increase in construction projects now being performed on campus unless it is increased the maximum amount payable will be reached prior to the end of the fiscal year.

Funding for these inspection services is included in the construction project budgets and this action will not increase those budgets.

D. CHANGE ORDER – SOUTHERN COUNTIES QUALITY MASONRY – HUMANITES BUILDING

It is recommended the following change order be approved to amend Southern Counties Quality Masonry (B89173).

Change the method of attaching the brick veneer slot channels from shot pins to screws spaced 12’ on center. This is a requirement mandated by the Division of the State Architect.

<u>Contractor</u>	<u>Amount</u>
Southern Counties Quality Masonry	\$24,999
Original Contract Sum:	\$501,000
Prior Adjustments:	\$0
Adjustment for this Change:	<u>\$24,999</u>
Revised Contract Sum:	<u>\$525,999</u>

E. NOTICE OF JOB COMPLETION – MODULAR STRUCTURES INTERNATIONAL

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

Administrative Services – Measure E Bond Fund

1.	<u>Project Name</u>	<u>Vendor</u>	<u>Contract Amount</u>
	Temp. Space/Relocation Bid # 2005-12	Modular Structures Int'l BPO#90054	\$44,644

F. 2005-2006 MEASURE E AUDIT REPORT

It is recommended that the Board accept the annual performance audit report prepared by Vicenti Lloyd & Stutzman LLP, for the El Camino Community College Proposition 39 General Obligation Bonds Measure E. The public may review the audit report in the Office of the Vice President – Administrative Services, Room AD 106, or at the El Camino Community College website, www.elcamino.edu.

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

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
P0091961	Dell Marketing L. P.	Business	Instructional Computer Equipment	\$22,297
P0092021	CCS Presentation Systems, Inc.	Fine Arts	New Equipment	4,086
P0092133	Craig Medical International	Health Sciences & Athletics	New Equipment	8,119
P0099151	Southland Lumber	Learning Resource Center	Buildings	1,576
P0099152	CTL Environmental Services, Inc	Library	Testing & Inspection	6,450
P0099153	School Outfitters	Natural Sciences	New Equipment	2,530
P0099154	Westlake Professional Audio	Fine Arts	New Equipment	1,849
P0099155	Dell Marketing L. P.	Campus Police	New Equipment	22,230
P0099156	Southern Aluminum	Facilities	Group II Equipment	12,066
P0099157	Allard Engineering	Humanities Complex	Architecture & Engineering	6,214
P0099158	Vector Resources, Inc.	Learning Resource Center	Site Improvements	742
P0099162	TMAD Taylor & Gaines	Central Plant	Architecture & Engineering	110
P0099165	Ace Restoration & Waterproofing	Fire Academy Structure	Buildings	14,285
P0099166	Pyro-Comm Systems, Inc.	Central Plant	Buildings	3,000
P0099174	Paul’s Photo, Inc.	Health Sciences & Athletics	New Equipment	2,603
B0099055	Allsteel, Inc.:	Temporary Space	Group II Equipment	9,396
B0099089	ADT Security Service	Behavioral/Social Science	New Equipment	5,565
B0099099	Akerman Senterfitt LLP	Master Planning	Legal -Bond Projects	48,000
B0099160	SEWUP/ JPA	Learning Resource Center	Professional Services-Bond	312,202
B0099161	LPA Architects	Humanities Complex	Site Improvements	94,500
B0099163	Keenan & Associates/	Learning Resource Center	Professional Services-Bond	5,688
B0099164	Mel Smith Electric I	Infrastructure Phase	Site Improvements	10,790,000
B0099167	Acco Engineered System	Central Plant	Buildings	12,245,000
B0099169	RMA Group	Learning Resource Center	Testing & Inspection	217,725

Administrative Services – Measure E Bond Fund

B0099170	RMA Group	Central Plant	Testing & Inspection	201,535
B0099172	Marcor Remediation,	Central Plant	Testing & Inspection	<u>4,550</u>
	TOTAL PO's AND BPO's :	26	TOTAL :	<u>\$24,042,317.30</u>

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

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Administrative Services - Human Resources

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified, special service professionals and temporary classified service employees as shown in items 1-29 and 1-22.

Certificated Personnel:

1. Retirement – Ms. Carolyn Kalil, March 17, 2007, Counselor, Counseling & Student Services, last day worked March 16 and first day of retirement March 17, 2007, and that a plaque be presented to her in recognition of her service to the District since 1975.
2. Resignation - Dr. Ian Haslam, Dean, Health Sciences & Athletics, effective January 31, 2007.
3. Resignation – Ms. Kristi Blackburn, Dean, Fine Arts, effective February 23, 2007.
4. Pre-retirement – Mr. Daniel LaCoe, Counseling, Counseling & Student Services, to work a reduced load of 50% Fall 2007 and 50% in Spring 2008, for one year beginning Fall 2007 through Spring 2008, in accordance with the Agreement, Article XVIII, Section 2(c).
5. Employment – Dr. Barbara Jaffe, Associate Dean, Humanities, Range 13, Step 3, Administrator Salary Schedule, effective March 1, 2007.
6. Employment – Mr. Rory Natividad, Faculty Coordinator/Athletic Director, Health Sciences & Athletics, Class II, Step 9, Fiscal Salary Schedule, effective March 1, 2007.
7. Employment – Ms. Maribel Hernandez, full-time/temporary Faculty Coordinator, Counseling and Student Services, Class II, Step IV, Fiscal Salary Schedule, effective February 21, 2007.
8. Employment – Ms. Margaret Kidwell-Udin, full-time/temporary instructor of Nursing, Health Sciences & Athletics, Class II, Step 7, Academic Salary Schedule, effective February 10 through June 8, 2007.
9. Employment – Ms. Nina Walchko, full-time/temporary instructor of Nursing, Health Sciences, & Athletics, Class II, Step 4, Academic Salary Schedule, effective February 10 through June 8, 2007.
10. Leave of Absence (medical-33.3%) – Mr. Carson Gladson, full-time instructor of Art, Fine Arts, effective February 10 through June 8, 2007.

11. Leave of Absence (medical–60%) – Dr. Emily Rader, full-time instructor of History, Behavioral & Social Sciences, effective February 10 through June 8, 2007.
12. Special Assignment – Ms. Patricia McGinley, full-time instructor of Nursing, Industry & Technology, to conduct Intravenous (IV) workshop for Little Company of Mary Hospital students, to be paid \$55.65 an hour, not to exceed 9.5 hours or \$529, effective August 22 through September 22, 2006, in accordance with the Agreement, Article X, Section 14(c).
13. Special Assignment – The following part-time instructors of Administration of Justice, Industry & Technology, to provide instruction in the Administration of Justice Reserve Academy, to be paid \$41.74 an hour, effective February 10 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Not to Exceed Hours</u>	<u>Not Exceed Dollars</u>
David Do	84	\$3,506
Jeff Donahue	38	\$1,586
Oscar Serrano	84	\$3,506

14. Special Assignment – Ms. Veronica Bruce, part-time instructor of Nursing, Community Advancement, to conduct for-credit Nursing classes in the Centinela Freeman Healthcare System Contract with the Workplace Learning Resource Center, Class II, Step 2, effective March 1 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).
15. Special Assignment – The following full-time instructors of Nursing, Industry & Technology, to conduct Vocational and Technical Education Act (VTEA) Grant Institute of Nursing Success (INS) seminar for at-risk nursing students, to be paid \$60.11 an hour, not to exceed 2.5 hours or \$150.27, effective July 1 through July 23, 2006, in accordance with the Agreement, Article X, Section 14(c).

Kathy Morgan Kathleen Stephens Claudia Striepe

16. Special Assignment – Ms. Joyce Wise, part-time instructor of Nursing, Industry & Technology, to conduct Vocational and Technical Education Act (VTEA) Grant Institute of Nursing Success (INS) seminar for at-risk nursing students, to be paid \$60.11 an hour, not to exceed 2.5 hours or \$150.27, effective July 1 through July 23, 2006, in accordance with the Agreement, Article X, Section 9(m).
17. Special Assignment – Ms. Marisa Chang, part-time instructor of Nursing, Industry & Technology, to conduct Vocational and Technical Education Act (VTEA) Grant Institute of Nursing Success (INS) seminar for at-risk nursing students, to be paid \$60.11 an hour, not to exceed 5 hours or \$300.54, effective July 1 through July 23, 2006, in accordance with the Agreement, Article X, Section 9(m).
18. Special Assignment – Ms. Lynn Fielding, part-time instructor of Geology, Natural Science, to work as lab assistant for the Welding Department, to be paid \$27.83 an hour,

not to exceed 16 hours or \$4,500, effective February 10 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

19. Special Assignment – The following full-time instructors to work on and develop courses/programs during the Fall 2006 semester as essential curriculum for the El Camino College Compton Center, to be paid \$41.74 an hour for a total of 7.5 hours each or \$313, in accordance with the Agreement, Article X, Section 14(c).

Lucy Alamillo	Cynthia Mosqueda
Patricia Gebert	Jay Siddiqui
Amy Himsel	Cynthia Somin
Lars Kjeseth	Julia Stewart
Mark Lipe	Lori Suekawa
Ed Martinez	Janet Young

20. Special Assignment – The following full-time instructors, to develop Student Learning Outcomes (SLOs) and assessment program for the college, to be paid \$55.65 an hour, not to exceed 60 hours or \$3,339, effective December 18 through February 16, 2007, in accordance with the Agreement, Article X, Section 14(c).

<u>Name</u>	<u>Department</u>
Lars Kjeseth	Mathematics
Jenny Simon	English as a Second Language

21. Special Assignment – Mr. Dale Ueda, part-time instructor of Air Conditioning, Industry & Technology, to conduct not-for-credit-basic math classes at Weber Metals for Community Advancement, to be paid \$87.00 an hour, not to exceed 140 hours or \$12,180, effective February 5 through April 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

22. Stipend Assignment – The following full-time instructors, to work as train the trainer on Project Reach Out to increase the number of faculty (mentees) who include a service learning component in their 16 week course syllabus, to be paid \$600, effective February 21 through June 30, 2007, in accordance with the Agreement, Article X, Section 14(a).

<u>Name</u>	<u>Department</u>
Leslie Back	Fine Arts
Dalia Juarez	Humanities
Margaret Kidwell-Udin	Health Sciences & Athletics
Elizabeth Shadish	*Health Sciences & Athletics Behavioral & Social Sciences

* Changed during Board meeting

23. Stipend Assignment – The following part-time instructors, to work as train the trainer on Project Reach Out to increase the number of faculty (mentees) who include a service learning component in their 16 week course syllabus, to be paid \$600, effective February 21 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Department</u>
Nancilyn Burruss	Humanities
Jaymie Collette	Health Sciences & Athletics

24. Special Assignment – The following part-time instructors of Mathematics, to work collaboratively to develop and test classroom activities and assessments for the joint Mathematics Title V Grant with Santa Monica College, to be paid \$41.74 an hour, not to exceed a total of 425 hours, effective February 5 through June 8, 2007, according to the Agreement, Article X, Section 9(m).

<u>Name</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Shiuling Huang	85	\$ 3,548
Maribel Lopez	85	\$ 3,548
Patricia Stoddard	85	\$ 3,548
David Yee	85	\$ 3,548
Hai Phu Ngo	42.5	\$ 1,774
May N. Xu	<u>42.5</u>	<u>\$ 1,174</u>
TOTAL	425.0	\$17,740

25. Stipend Assignment – Mr. Joe Lauderdale, part-time instructor of Theatre, Fine Arts, to direct theatre play production in Spring 2007, to be paid \$476 per week for 8 weeks, not to exceed \$3,808, effective February 10 through June 8, 2007, in accordance with the Agreement, Article X, Section 10(d).
26. Employment – The following regularly scheduled part-time/temporary on-call counselors to be hired as needed, not to exceed 23 hours per week, effective February 21 through June 30, 2007, in accordance with the Agreement, Article X, Section 9(d), to be paid through District EOP&S or grant funds.

Dang Cao	Myrna Mendoza
Bernadette Flameno	Brian Mims
Emmy Kong	Celia Villapando

27. Employment - The following part-time/temporary substitute instructors be hired as needed for the Winter 2007 semester.

***Behavioral & Social Science Humanities**

Nancilyn Burruss

* Changed during Board meeting.

28. Employment - The following part-time/temporary instructors be hired as needed for the Winter 2007 semester.

Fine Arts

Helen Wagner, Class II, Step 11

29. Employment - The following part-time/temporary instructors be hired as needed for the Spring 2007 semester.

Behavioral & Social Science

Mohammed Abdelhamid
Irma Archuleta
Jerry Gonzalez

Steven Kaufman
Norman Morrow
Efren Rangel

Business

Wanda Burton
Christopher Gilbert
Doris Huebel

Tammy Pao
Norman Riggs
Lorenzo Ybarra

Fine Arts

Hsin-Yi Chang
Walter Cox
Scott Davis
Richard Ewing
Jocelyn Foye
Grant Hungerford

Marcie Kaufman
Teryn Koch
Debbie Kupinsky
Joe Lauderdale
Omaha Perez

Health Sciences & Athletics

Yeon Kim

Lucy Pryor

Humanities

Maria Barrio De Mendoza
Eve Lee

Yuki Minekawa
Rossella Pescatori

Industry & Technology

Kelly Dozier
Stephen Ellis
Dorothy Foral
Belinda Goodwin
Margaret Johnson

Sheila Murray
Roselyn Nunley
Michael Stapleford
Lynn Strobel
Dat Tran

Mathematical Science

Scott Bullock

Natural Science

William Elkman

Patricia Neumann

Classified Personnel:

1. Retirement – Ms. Patricia Ellsworth, Secretary, Range 26, Step E, Enrollment Services Division, Student and Community Advancement area, effective January 31, 2007, plus accrued vacation.
2. Retirement – Ms. Jean Zane, Financial Aid Advisor, Range 35, Step E, Financial Aid/Enrollment Services Division, Student and Community Advancement area, effective January 19, 2007 and that a plaque be prepared and presented to her for service to the District since 1992.
3. Resignation - Mr. Rory Natividad, Senior Athletic Trainer, Range 37, Step E, Health Sciences & Athletics Division, Academic Affairs area, effective February 28, 2007.
4. Resignation – Ms. Ellen Tumbocon, Police Officer, Range 1, Step E, Campus Police Division, Administrative Services area, effective February 5, 2007, plus accrued vacation.
5. Amend Personal Leave of Absence 40% - Mr. Rodolfo Lopez Jr., Administrative Assistant I, Range 28, Step E, Resource Development Division, Student and Community Advancement Area, effective October 1, 2006 through January 31 instead of June 30, 2007.
6. Extend Personal Leave of Absence 100% - Ms. Patricia Bonacic, Calworks Case Management/Services Coordinator, Range 36, Step E, Counseling and Student Services Division, Student & Community Advancement area, effective September 15, 2006 through April 30, 2007.
7. Personal Leave of Absence 25% - Ms. Wendy Kahan, Toolroom/Instructional Equipment Technician, (10 month) Range 31, Step E, Industry & Technology Division, Academic Affairs Area, to teach, effective February 12 through June 8, 2007.
8. Change of Assignment - Ms. Martha Perez, 50% Clerical Assistant, Range 22, Step D, to work an additional 50%, Counseling and Student Services Division, Student and Community Advancement Area, effective February 21 through June 30, 2007.
9. Extend Work Out of Classification - Ms. Sharin K. Nakayama, Lead Interpreter Specialist, Range 38, Step D, to DSPS Support Services Supervisor, Range 27, Step A, (Supervisor Salary Schedule), Special Resource Center/Health Sciences & Athletics Division, Academic Affairs area, effective August 22, 2006 through March 31, 2007.
10. Work Out of Classification 50% - Ms. Terri Dixon, Accounting Assistant II, Range 30, Step E, to Lead Accounting Technician, Range 34, Step D, Fine Arts Division, Academic Affairs area, effective January 16 through June 30, 2007.

11. Work Out of Classification - Ms. Beverly Rouse, Senior Clerical Assistant, Range 24, Step C, to Administrative Assistant II, Range 31, Step A, Information Technology Services Division, Administrative Services area, effective January 1 through March 31, 2007.
12. Work Out of Classification – Mr. Steven Thorsen, Bookstore Textbook Buyer, Range 39, Step E, to Assistant Director, Bookstore, Range 7, Step 1, Bookstore Division, Administrative Services area, effective January 23 through June 30, 2007.
13. Promotion – Ms. Janice Ely, from Director – Accounting, Fiscal Services, Range 8, Step 5, to Business Manager, Range 16, Step 1, Administrative Services area, effective February 21, 2007.
14. Temporary Employment – Mr. Thomas Connolly, Interim Director- Accounting, Range 8, Step 5, Fiscal Services Division, Administrative Services area, effective February *21 26 through June 30, 2007.

* Changed during Board meeting.

Special Services Professional

15. Ms. Renee Dorn - Special Services Professional, Range 5, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$14,392, Community Advancement Division, Student and Community Advancement Area, effective February 21 through June 30, 2007.

Temporary Classified Services Employees

16. The following employees to work as Custodians, Range 20, Step A, Facilities Planning and Services Division, Administrative Services area, 40 hours per week, effective March 1, 2007:

Earl Eiland	Juan Plascencia
-------------	-----------------
17. Mr. William Benson - Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs area, to perform set building carpentry work as needed, effective March 20, 2007.
18. Ms. Theresa Clifford - Secretary, Range 26, Step A, First Year Experience/Enrollment Services Division, Student and Community Advancement area, effective February 1, 2007.
19. Mr. James DeFrisco - Sound Technician, Range 36, Step A, Fine Arts Division, Academic Affairs area, to operate audio equipment, to work on call as needed, effective February 21, 2007.

20. Ms. Dora Gomez - Calworks Case Management/Services Coordinator, Range 26, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective April 1 through April 30, 2007.
21. Anne Marie Marin – Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs area, to work as needed on call for the 2006-2007 fiscal year, effective February 21, 2007.
22. Mr. Erik Mendoza - Parking Services Technician, Range 25, Step A, Campus Police Division, Administrative Services Area, to work 40 hours per week, effective March 1 through June 30, 2007.

B. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1-24.

The following temporary non-classified service employees are hired for the 2006-2007 fiscal year, effective February 21, 2007 through June 30, 2007, unless otherwise stated:

1. Malakia Adunni – Interpreter III, \$21.75 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective February 1, 2007 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations.
2. Marta Alba – Library/Media Aide I, \$7.50 per hour, Monday through Friday (days vary), 8:00 a.m. to 12:00 p.m. (days vary), Learning Resources, Academic Affairs area, to perform a variety of complex library, Learning Resources, and Media Services duties.
3. Segolene Babiarz – Tutor II, \$8.50 per hour, Monday through Saturday (days vary), arrange ten (10) hours (hours vary), Learning Resources, Academic Affairs area, to provide tutoring services in the Learning Resources.
4. Christian Barden – Program Assistant I, \$8.00 per hour, Monday through Saturday (days vary), arrange twenty (20) hours per week (hours vary), effective March 20, 2007 through June 30, 2007, Careers in Child Care/Behavioral and Social Sciences, Academic Affairs area, to provide office support for the Careers in Child Care program.
5. Nikki Benjamin – Teacher’s Assistant IV, \$12.25 per hour, Monday through Friday (days vary), arrange up to 30 hours per week (hours vary), effective February 1, 2007 through June 30, 2007, Special Resource Center (SRC)/Health Sciences and Athletics, Academic Affairs area, to provide services for students in the SRC program.
6. Michael Chung – Paraprofessional, \$10.00 per hour, days vary, arrange 30 hours per week (hours vary), effective July 1, 2006 through June 30, 2007, Title V/Enrollment

Services, Student and Community Advancement Area, to assist with group tutoring and academic assistance in Supplemental Instruction program.

7. Steven Demshki– Paraprofessional, \$12.00 per hour, days vary, arrange twelve (12) hours per week (hours vary), Health Sciences & Athletics, Academic Affairs area, to work as a lifeguard for the swimming classes.
8. David Gass – Program Assistant III, \$10.00 per hour, Monday through Thursday (days vary), arrange up to 32 hours per week (hours vary), Bookstore, Administrative Services Area, to assisting with cashiering, stocking merchandise and assisting customers.
9. Megan Fernelius – Professional III, \$40.00 per hour, Monday through Friday (days vary), arrange four to twelve hours per week (hours vary), El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.
10. Terry Flint – Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), arrange 40 hours per week (hours vary), effective March 1, 2007 through June 30, 2007, Financial Aid/Enrollment Services, Student and Community Advancement area, to assist in the Scholarship office with general office duties.
11. Tam Huynh – Library/Media Aide II, \$8.00 per hour, Saturday (days vary), arrange five (5) hours per week (hours vary), effective February 10, 2007 through June 30, 2007, Learning Resources, Academic Affairs area, to perform a variety of complex library, Learning Resources, and Media Services duties.
12. Julie Jung – Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 9:00 a.m. to 3:00 p.m. (hours vary), effective February 12, 2007 through June 30, 2007, Learning Resources, Academic Affairs area, to assist with activities in the Public Access Department and serve as primary assistant with the campus archives project and with Interlibrary Loan (ILL) services.
13. Caroline King – Interpreter II, \$19.25 per hour, Sunday through Saturday (days vary), 7:00 a.m. to 10:00 p.m. (hours vary), effective February 12, 2007 through June 30, 2007, Special Resource Center (SRC) /Health Sciences & Athletics, Academic Affairs Area, to provide accommodations for students with disabilities in accordance with Title 5, Disabled Students’ Programs and Services Regulations.
14. Alexander Leavitt – Police Cadet III, \$9.00 per hour, (days vary), (hours vary), effective January 20, 2007 through June 30, 2007, Campus Police, Administrative Services Area, to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.
15. Jerry Lee – Paraprofessional, \$15.00 per hour, Monday through Friday (days vary), 7:00 a.m. to 10:30 p.m. (hours vary), Writing Center/Humanities, Academic Affairs Area, to assist students with their writing assignments in all phases of the composing process –

understanding and responding to the topic, generating ideas, outlining, drafting, revising, and other duties as needed.

16. Beatriz Ramirez – Paraprofessional, \$18.50 per hour, Monday through Friday (days vary), hours vary as needed, effective January 23, 2007 through June 30, 2007, Teacher Education Program (TEP)/Behavioral & Social Sciences, Academic Affairs area, to perform a variety of duties related to running the TEP office.
17. Cedric Randolph – Professional III, \$42.00 per hour, Monday through Friday (days vary), arrange four to twelve hours per week (hours vary), El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to teach Basic, Low, and High Intermediate English as a Second Language (ESL) classes.
18. Mike Wilson – Professional III, \$40.00 per hour, Friday, hours to vary, effective February 23, 2007 through June 30, 2007, El Camino Language Academy (ECLA)/Community Advancement, Student and Community Advancement Area, to restore, repair, and update the Language Academy’s Access database from Office 1997 to Office 2000/2003.
19. Jean Zane – Professional II, \$28.50 per hour, Monday through Friday (days vary), arrange 40 hours per week (hours vary), effective February 12, 2007 through June 30, 2007, Financial Aid/Enrollment Services, Student and Community Advancement area, to oversee delivery of Financial Aid funds, assist in preparation, maintenance, and review of financial aid functions and operations, performs analysis of various documents.
20. The following individuals are to work as Paraprofessional, \$15.00 per hour, Monday through Friday (hours vary), arrange six (6) hours per week (hours vary), Counseling and Student Services, Student and Community Advancement area, to assist Counseling division staff as needed.

Roxana Cortez
Andrea Eke

Angela Funes
Ramon Guizar

21. The following individuals are to work as Paraprofessional, \$10.00 per hour, Monday through Friday (days vary), hours vary as needed, effective February 21, 2007 through June 30, 2007, Health Sciences and Athletics, Academic Affairs area, to supervise students in the Fitness Center and to develop and maintain the program.

Patrick Calub

Reynaldo Mallari

22. The following individuals are to work as Professional II, \$32.00 per hour, days and hours vary as needed, 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.

Michael Brownlie

George Karnazes

Mark Lepore
Lee Macpherson
Richard Shima

Bradley Sweatt
William Earl Warren III
Isaac Yang

23. The following individuals are to work as Teacher's Assistant IV, \$12.25 per hour, Monday through Friday (days vary), arrange up to 30 hours per week (hours vary), effective February 12, 2007 through June 30, 2007, Special Resource Center (SRC)/Health Sciences and Athletics, Academic Affairs area, to provide services for students in the SRC program.

Benjamin Tzeng

Joanne Santos Hills

24. The following individuals are to work as Teacher's Assistant IV, \$12.25 per hour, Monday through Friday, arrange forty (40) hours per week (hours vary), Industry & Technology, Academic Affairs area, to assist faculty with the cosmetology program.

Sharon Almendarez

Joseph Modes

C. RESOLUTION – EQUIVALENCE TO MINIMUM QUALIFICATIONS

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

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

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

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

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

David Vaquez, Physics
Liqin Zhang, Chemistry

D. CLASSIFIED PROFESSIONAL GROWTH

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

California Association of Community College Registrars & Admissions Officers (CACCRAO) Regions 7 & 8 Spring 2007 Annual Staff Workshop, California State University Chancellor's Office, Long Beach, CA Mar. 23, 2007. \$35.00 plus mileage per participant (listed below):

Aida Bosque
Angelica Cholico
Elizabeth Cholico
Victoria de la Torre
Joyce Fukuchi
Marjorie Hall
Adriana Lopez
Rachelle Lunney
Willie Ruth McGee
Susan Nickle
Donna Pantaleo
Grace Rodriguez
David Snowden
Marie Tate-Green
LaShanta Young

CLASSIFIED PROFESSIONAL GROWTH - Continued

Cal State Northridge 2007 Technology & Persons with Disabilities Conference, Los Angeles Airport Hilton & Marriott Hotels, CA - Brian Krause. Mar. 19-24, 2007. \$400.00 maximum.

Cal State Northridge 2007 Technology & Persons with Disabilities Conference, Los Angeles Airport Hilton & Marriott Hotels, CA - Robert P. Sutton. Mar. 19-24, 2007. \$400.00 maximum.

OmniUpdate 2007 User Conference, Wyndham Hotel, Palm Springs, CA - Melanie Graves. Feb. 25-27, 2007. \$400.00 maximum

2nd Annual On Course National Conference, Dallas Marriott Quorum Hotel, Dallas, TX - Dianne L. Martinez. Mar. 2-3, 2007. \$400.00 maximum.

E. NOTICE AND SCHEDULING OF HEARING: NEGOTIATIONS - EL CAMINO COMMUNITY COLLEGE DISTRICT AND THE EL CAMINO COLLEGE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL-CIO.

It is recommended that the Board of Trustees schedule a public hearing and adoption of the following subjects for negotiations at its meeting on February 20, 2007. It is intended to begin contract negotiations for a successor Agreement to the current Agreement which expires on June 30, 2007. The District proposes to discuss and negotiate the subjects listed below. There may be other clarifying issues identified during collective bargaining.

- Article 1 - Recognition
- Article 2 - Rights of the District
- Article 3 - Rights of the Federation
- Article 4 - Intracollegiate Relations
- Article 5 - Academic Freedom and Responsibility
- Article 6 - Classification of Faculty Members
- Article 7 - Calendar
- Article 8 - Hours and Working Conditions
- Article 9 - Winter and Summer Session Assignments
- Article 10 - Compensation
- Article 11 - Paid Leaves
- Article 12 - Unpaid Leaves
- Article 13 - Sabbatical Leaves
- Article 14 - Vacations
- Article 15 - Holidays
- Article 16 - Professional Meetings and Conferences
- Article 17 - Insurance Benefits
- Article 18 - Pre-Retirement Program
- Article 19 - Retirement, Disability, and Resignation
- Article 20 - Procedures for Faculty Evaluation
- Article 21 - General Provisions
- Article 22 - Dispute Resolution Procedures

Article 23 - Work Stoppage
Article 24 - Instructional Technology
Article 25 - Agreement Conditions and Duration
Appendix A - Position Descriptions
Appendix B - Teaching Load
Appendix C - Salary Schedules
Appendix D - Rates of Pay Schedules
Appendix E - E-Mail, Internet and Network Use Policy
Appendix F - Vocational Instructors Equivalency Table
Appendix G - List of Faculty Service Areas by Division]
Appendix H - Catastrophic Illness/Injury Leave Donation Plan
Appendix J - Faculty Evaluation Forms and Reports
Appendix K - Computer Use and Agreement
Appendix L - Insurance Benefits Committee Guidelines
Appendix N - COLA plus Growth Formula

and any subsequent Memorandum of Understanding relating to the Agreement.

F. DAY OF MOURNING

It is recommended that the Board of Trustees approve a Day of Mourning, declared by President Bush on January 2, 2007 in honor of President Gerald Ford, to be taken by classified and confidential employees, to be used between January 23 and March 31, 2007.

Agenda for the El Camino Community College District Board of Trustees
From
The Office of the President and Board of Trustees
Thomas M. Fallo, Superintendent/President

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A. Absence of Board Member

It is recommended that the Board excuse Trustee O'Donnell from the January 22, 2007 Board Meeting with no loss of salary due to illness.

B. Citizens' Bond Oversight Committee

It is recommended that the Board appoint the following person to membership on the Citizens' Bond Oversight Committee for a two-year term:

Business Organization Representative

Mr. Thomas H. Quintana

C. California Community College Trustees Board Election

It is recommended that the Board name a member to review nominations for membership on the California Community Colleges Trustees Board to be brought back to the Board at its March Meeting.

**Thomas H. Quintana
3252 W. 135th Street
Hawthorne, CA 90250
(310) 666-2394**

SUMMARY

Special events and public relations professional with proven record in developing, planning and staging local, regional and nationally acclaimed programs and fundraising events. Extensive expertise in: all aspects of public relations program planning and implementation; community partnership development resulting in acquisition of resources to meet organizational and community needs from public and private sources; recognized community leader, volunteer, public speaker and mediator for organizations and the community at large.

Professional Experience

2005 – Present

City of Hawthorne

Public Information Consultant

Responsibilities include: photographic coverage and media coordination of all city-sponsored events and programs; preparation and dissemination of press releases; maintaining/updating visual elements and event listings on the city website; support city staff in the planning and implementation of special events and projects.

1999 - Present

Hawthorne School District, Hawthorne, CA

Centinela Valley Union High School District, Lawndale, CA

Public Information Consultant

Responsibilities include: internal and external communications; preparation of press releases; photographic coverage of meetings and events; assist with planning and presenting special events, community liaison for districts

2002 – 2004

Hawthorne Chamber of Commerce

Interim Executive Director (gratis)

1998 - 2000

The Local Outlook, Hawthorne, CA, bi-weekly, circulation 15,000

Contributing Writer (gratis)

1998 - 2000

Awards Rex Group, Redondo Beach, CA

Creative Director, Sales & Promotions/Community Relations Representative

1977 - 1998

City of Hawthorne, CA, population 74,400

Public Information Officer

- Established a public information and community relations program with emphasis on public participation in government, non-adversarial media relations and special events to instill community pride and promote investment in the community
- Extensive experience in planning and coordinating groundbreaking, prayer breakfast meetings, fundraising events, dedication ceremonies, installations, press conferences, official visits, tribute dinners, anniversary celebrations, civic awards and recognition dinners, community dances, air shows
- Lead PIO for emergency preparedness plan (Graduate of California Specialized Training Institute advanced PIO courses, phases I and II)
- Editor of the city newsletter *Hawthorne Today*, special publications, brochures flyers, institutional advertisements
- Producer/host of Hawthorne Today cable television talk program
- Charter member of California Association of Public Information Officials

1973 - 1977

Northrop Corporation, Hawthorne, CA

Communications Specialist/ Public Affairs Representative

- Division editor-in-chief *Northrop News*, employee communications projects, community liaison to local chambers of commerce, conducted plant tours, assisted corporate public relations staff with preparation of technical publications, marketing packages, special program unveilings

Education California State University Dominguez Hills, Carson, CA
Bachelor of Arts in Communications, (public relations emphasis, political science minor) 1978

El Camino College, Torrance, CA
Associate of Arts in Journalism, 1974

**Community/Civic
Involvement**

Hawthorne Presidents Council, Honorary Life Member, Past Officer
Life Member Veterans of Foreign Wars
Honorary Life Member Fraternal Order of the Eagles
Past President (three terms), Hawthorne Family YMCA
Past Member & Secretary, Kiwanis Club of Hawthorne
Past President and current Secretary of Rotary Club of Hawthorne
El Camino College Athletic Foundation Hall of Fame Selection
Committee
Charter Board Member Robert F. Kennedy Medical Center Foundation
Member Honeywell (Allied Signal) Community Advisory Board
Past Member El Segundo Chamber of Commerce Board of Directors
Past President, Executive Director Hawthorne Chamber of Commerce
Volunteer Public Relations Consultant to:
Richstone Center for Prevention of Child Abuse
Southern California Historical Aviation Foundation
Moneta Gardens Improvement, Inc.
Hawthorne VFW Post 2075
Hawthorne Veterans Council
St. Joseph Church Annual Fiesta
Hawthorne Chamber of Commerce
Rotary Club of Hawthorne
Hawthorne Presidents Council

Personal Married, two grown sons, two grandchildren
Veteran of the U.S. Air Force and served one-year tour in Vietnam.
Hobbies include reading, cooking and gardening.

XI OTHER ITEM

RESOLUTION

Trustee Mary E. Combs requests that the El Camino Community College District Board of Trustees consider adopting the following resolution in support of the “Community College Governance, Funding Stabilization, and Student Fee Reduction Act.”

Resolution in Support of the Community College Governance, Funding Stabilization, and Student Fee Reduction Act

WHEREAS, California Community Colleges serve 2.4 million students annually through a system of 72 locally-established and governed community college districts with 109 colleges within a statewide system;

WHEREAS, California Community Colleges need stable funding, predictable student fees, local control, and the ability to provide effective leadership for the system of 109 colleges;

WHEREAS, the California Community College Initiative (officially known as the Community College Governance, Funding Stabilization, and Student Fee Reduction Act) would ratify the bilaterally-governed community college system by placing it in the State Constitution, thereby securing local governance while enhancing state leadership;

WHEREAS, the use of the actual community college enrollment growth figure would avoid the artificial funding cap that would otherwise be imposed on community colleges over the next ten years because of declining K-12 enrollment;

WHEREAS, the California Community College Initiative will provide additional funds to the El Camino Community College District over the next five years;

WHEREAS, the California Community College Initiative would not threaten funding for K-12 education in California because primary and secondary education would retain a separate funding mechanism tied to its growth;

WHEREAS, the California Community College Initiative funds the increase to community colleges over the next ten years through natural growth in the state's general fund, without raising taxes; WHEREAS, the California Community College Initiative reduces student fees to \$15 to make them stable and predictable as well as consistent with personal income, and prohibits the Legislature from increasing fees in the future by more than the change in per capita personal income;

WHEREAS, the California Community College Initiative ensures that fee revenue stays with the community colleges for the improvement of education, instead of being diverted to other state programs;

WHEREAS, the California Community College Initiative would allow the Board of Governors and Chancellor to hire the senior staff professionals currently appointed by the governor, and thus have the same authority as that provided to the UC President and CSU Chancellor;

WHEREAS, the California Community College Initiative includes provisions in the state constitution for locally-elected governing boards accountable to voters and for a statewide chancellor hired by a board appointed by the governor;

NOW, THEREFORE, be it resolved, that the Board of Trustees of the El Camino Community College District supports the Community College Governance, Funding Stability, and Student Fee Reduction Act.

1226. (06-0030)

Community Colleges. Funding. Governance. Fees. Initiative Constitutional Amendment and Statute.

Summary Date: 08/25/06 Circulation Deadline: 01/22/07 Signatures Required: 598,105

Proponents: Dennis Smith and Scott Lay c/o Eugene Hill (916) 442-2952

Establishes in state constitution a system of independent public community college districts and Board of Governors. Generally, requires minimum levels of state funding for school districts and community college districts to be calculated separately, using different criteria and separately appropriated. Allocates 10.46 percent of current Proposition 98 school funding maintenance factor to community colleges. Sets community college fees at \$15/unit per semester; limits future fee increases. Provides formula for allocation by Legislature to community college districts that would not otherwise receive general fund revenues through community college apportionment. Summary of estimate by Legislative Analyst and Director of Finance of fiscal impact on state and local governments: Potential increases in state spending on K-14 education of about \$135 million 2007-08, \$275 million in 2008-09, and \$470 million in 2009-2010, with unknown impact annually thereafter. Annual loss of fee revenues to community colleges of about \$71 million in 2007-08, with unknown impacts annually thereafter. (06-0030.)