

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



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

**Agenda, Monday, December 13, 2010
Bookstore Building, East Dining Room
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of November 15, 2010, and the Special Board Meeting of December 6, 2010, Pages 4-8**
- III. Presentation - El Camino College Cross Country Team**
- IV. Board Vacancy, Trustee Area 1**
 - A. Candidate Selection For Trustee Area 1
 - B. Interview Candidate
 - C. Public Comment
 - D. Select Trustee
 - E. Oath of Office
- V. Annual Organizational Meeting, Pages 9-17**
 - Public Comment
 - A. Election of Officers of the Board of Trustees
 - 1. President
 - 2. Vice President
 - 3. Secretary
 - B. Representative, Los Angeles County Committee on School District Organization
 - C. Representative, Los Angeles County School Trustee Association
 - D. Representative, California Community College Trustees
 - E. Representative, El Camino Community

- College District Foundation
- F. Secretary to the Board
- G. Time, Date and Place of Board Meetings
- H. Order of Administrative Authority in
Absence of Superintendent/President
- I. Acting Secretary to the Board of Trustees
- J. Documents Authorized for Signature
of Acting Superintendent
- K. Signature Authorization

VI. Public Comment on Consent Agenda

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

1. Academic Affairs
*See Academic Affairs Agenda,
Pages 18-21*
2. Student and Community Advancement
*See Student Services Agenda,
Pages 22-24*
3. Administrative Services
See Administrative Services Agenda, Pages 25-35
4. *See Measure “E” Bond Fund Agenda,
Pages 36-40*
5. *See Human Resources Agenda,
Pages 41-57*
6. Superintendent/President
*See Superintendent/President Agenda,
Pages 58-60*

VIII. Public Comment on Non-Agenda Items

IX. Oral Reports

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

X. Closed Session

- A. Existing Litigation, Brown Act,
Section 54956
 1. Case # BC432800
 2. Case # ADJ7165388
 3. Case # YC057938

EL CAMINO COLLEGE STRATEGIC PLAN 2010 THROUGH 2014

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

El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.

Statement of Philosophy

Everything El Camino College is or does must be centered on its community. The community saw the need and valued the reason for the creation of El Camino College. 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, fellow employees, community and ourselves, must be our underlying goal.

Cooperation among our many partners including other schools and colleges, businesses and industries, and individuals is vital for our success.

Access and success 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 Initiatives

- A. Enhance teaching to support student learning using a variety of instructional methods and services.
- B. Strengthen quality educational and support services to promote student success.
- C. Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.
- D. Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.
- E. Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.
- F. Support facility and technology improvements to meet the needs of students, employees, and the community.
- G. Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday November 15, 2010

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, November 15, 2010, in the Board Room at El Camino College.

The following Trustees were present: Trustee Ray Gen, President; Trustee Maureen O'Donnell, Vice President; Trustee William Beverly, Secretary; Trustee Mary E. Combs, member; and Student Member Johanna Zamora.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Ms. Jo Ann Higdon, Vice President, Administrative Services; Dr. Jeanie Nishime, Vice President, Student and Community Advancement; Ms. Barbara Perez, Vice President, Compton Community Educational Center; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Minutes of the Regular Board Meeting of October 18, 2010

The minutes of the Regular Board Meeting of October 18, 2010 were approved.

Public Hearing - Declaration of Vacancy of Board seat in Trustee Area 1, Inglewood

It was moved by Trustee Beverly, seconded by Trustee Combs, that the Public Hearing to Declare a Vacancy in Trustee Area 1, Inglewood, be opened at 4:16 p.m. No comments were made.

It was moved by Trustee Beverly, seconded by Trustee O'Donnell, that the Board of Trustees declare Board seat in Trustee Area 1, Inglewood, vacant effective November 15, 2010. Motion carried. Student Member Zamora recorded an advisory yes vote.

Consent Agenda

It was moved by Trustee Beverly, 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 – 2010/2011 Season

FTES Goals and Projections – Information Item

Proposed Curriculum Changes: Effective 2011/2012 Academic Year

Student and Community Advancement

Community Education Classes – Winter/Spring 2011

International Travel
Grants

Administrative Services

State Mandated Parking Revenues
Contracts Under \$78,500
Memorandum of Understanding
Information Items – Contracts
Personal Service Agreements
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances
Contract Extension – Caldwell Flores Winter, Inc.
Contract – Coffey Environmental – Electrical & Data Conversion Project
Contract – LPA – Stadium Track Replacement Project
Contract Amendment – Koury Engineering – Phase 3 Infrastructure Project
Change Order – HPS Mechanical – Phase 3 Infrastructure Project
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
New Classification Specifications for Administrator Position
New Administrator Positions
New Classification Specifications for Classified Position
Revised Administrator Salary Schedule

President/Board of Trustees

Absence of a Board Member
2009-2010 Board of Trustees Goals and Evaluation

Motion carried. Student Member Zamora recorded an advisory yes vote.

Public Comment

Mr. Nehasi Lee addressed communication. Ms. Kathy Benz spoke of Fine Arts event.
Mr. Vic Coutin spoke of Division of Fine Arts.

Committee of the Whole

The Committee of the Whole opened at 5:21 p.m.

Board members agreed to fill vacancy in Trustee Area 1 in the following manner:

1. Applications will be accepted in the President's Office until 4 p.m. on December 2, 2010.
2. A Special Board of Trustees Meeting will be held on December 6, 2010, 4 p.m., to review applications.
3. Candidates will be invited to address the Board and a Board of Trustees Member will be appointed at the December 13, 2010, Board of Trustees meeting.

The Committee of the Whole closed at 6:35 p.m.

Oral Reports

Academic Senate, Compton Center, Board of Trustees and President gave their oral reports.

Closed Session

Regular Meeting adjourned to a Closed Session at 7 p.m. which ended at 7:40 p.m.

William Beverly, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE SPECIAL MEETING OF
Monday, December 6, 2010

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, December 6, 2010, in the Board Room at El Camino College.

The following Trustees were present: Trustee Ray Gen, President; Trustee Maureen O'Donnell, Vice President; Trustee William Beverly, Secretary; Trustee Mary E. Combs, member; and Student Member Johanna Zamora.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Dr. Jeanie Nishime, Vice President, Student and Community Advancement; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Selection Process for Trustee Area 1

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that candidates who submitted applications after 4 p.m. on December 2, 2010, would be eliminated. Motion carried with Trustees O'Donnell, Beverly and Combs voting yes; Trustee Gen abstained. Student Member Zamora recorded an advisory yes vote.

It was moved by Trustee Beverly, seconded by Trustee Combs, that the Board interview Mr. Kenneth Brown, Ms. Mary Bueno, Mr. Kenneth Crowe and Ms. Marcia Wade.

With the concurrence of Trustee Combs, Trustee Beverly withdrew the motion.

Trustee Combs offered a substitute motion, seconded by Trustee Gen, that the Board interview Mr. Kenneth Brown, Ms. Mary Bueno and Ms. Marcia Wade. Motion carried with Trustees Comb and Gen voting yes; Trustee Beverly voted no; Trustee O'Donnell abstained. Student Member Zamora recorded an advisory yes vote.

Candidate Selection for Trustee Area 1

Candidates will be asked to make an opening statement not to exceed 3 minutes and a closing statement not to exceed 2 minutes.

Board members will develop questions to ask candidates during a 15-minutes period exclusive of the opening and closing statements. Candidates will be asked not to spend more than 3 minutes on each question. Candidates will be selected at random and will be interviewed one at a time. Candidates will be sequestered prior to their interview but may stay in the room afterwards.

Public Comment

Dr. Quionnes-Perez and Mr. Vic Coutin addressed Selection Process for Trustee Area 1.

Adjournment

Meeting adjourned at 5:20 p.m.

William Beverly, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

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

Candidate Selection for Trustee Area 1

It is recommended that the Board of Trustees interview Mr. Kenneth Brown, Ms. Mary Bueno and Ms. Marcia Wade. Please note this requires 3 affirmative votes.

Annual Organizational Meeting

This meeting is called as prescribed in Education Code Section 72125 for the purpose of organizing the Board of Trustees by the (A) election of a president, vice president, and secretary from the members of the Board, (B) select a Board Member as a representative to the Los Angeles County Committee on School District Organization, (C) select a Board Member as a representative to the Los Angeles County School Trustees Association, (D) select a Board member to review nominations for membership on the California Community College Trustees Board and make a recommendation to the Board of Trustees, (E) select a Board Member to serve on the El Camino Community College District Foundation; (F) appoint a Secretary to the Board; and to (G) set the time and place of Board Meetings; (H) (I) (J) establish the order of authority of chief administrative officers in the absence of the Superintendent/President; and to (K) approve signatures on change orders; to approve purchase orders; to approve warrants; to authorize personnel changes. In addition, it is called as a regular meeting.

A. Election of Officers for Period December 13, 2010 through the Annual Organizational Meeting in December, 2011

It is recommended that the Board elect officers for the period December 13, 2010, through the Annual Organizational Meeting in December, 2011.

B. Los Angeles County Committee on School District Organization

The Board is to appoint a representative to the Los Angeles County Committee on School District Organization.

C. Los Angeles County School Trustees Association

The Board is to appoint a representative to the Los Angeles County School Trustees Association for 2010-2011.

D. California Community College Trustees Board Election

It is recommended that the Board appoint a member to review nominations for membership on the California Community College Trustees Board and make a recommendation to the Board of Trustees.

E. El Camino Community College District Foundation

It is recommended that the Board appoint a member to serve on the El Camino Community College District Foundation.

F. Secretary to the Board for Period December 13, 2010 through the Annual Organizational Meeting in December, 2011

It is recommended that Thomas M. Fallo be appointed Secretary to the Board for the period December 13, 2010, through the Annual Organizational Meeting in December, 2011.

G. Time, Date and Place of Board Meetings

It is recommended that the Board hold its regular meetings at 4:00 p.m. on the third Monday of each month or as noted below, in the Board Room in the Administration Building at El Camino College. If an El Camino Community College District holiday falls on Monday, the Board meeting will be held on the following Tuesday. Dates for 2011 are as follows:

Tuesday, January 18, 2011	Monday, July 18, 2011
Tuesday, February 22, 2011	Monday, August 15, 2011
Monday, March 21, 2011	Tuesday, September 6, 2011
Monday, April 18, 2011	Monday, October 17, 2011
Monday, May 16, 2011	Monday, November 21, 2011
Monday, June 20, 2011	Monday, December 12, 2011

H. Order of Administrative Authority in Absence of Superintendent/President

It is recommended that a Vice President be appointed to serve as Acting Superintendent/President of the El Camino Community College District in the absence of the Superintendent/President, the following order of authority is to be followed for period December 13, 2010, through the Annual Organizational Meeting in December, 2011:

Jeanie Nishime, Francisco M. Arce, Lynn Solomita, Jo Ann Higdon,
Barbara Perez

I. Acting Secretary to the Board of Trustees

In the absence of the Superintendent/President and Secretary to the Board of Trustees during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, it is recommended that the Vice Presidents serve as Acting Secretary to the Board of Trustees of the El Camino Community College District in the following sequence of authority:

Jeanie Nishime, Francisco M. Arce, Lynn Solomita, Jo Ann Higdon,
Barbara Perez

J. Documents Authorized for Signature of Superintendent

It is recommended that the Acting Superintendent be permitted to sign documents authorized for signature of the Superintendent in his absence from the College during the period from December 13, 2010, through the Annual Organizational Meeting in December, 2011.

K. Signature Authorization

It is recommended that the Board authorize signatures as follows:

1. Authority to Sign “A” and “B” Warrants

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to sign “A” and “B” warrants and other documents as authorized by the Board of Trustees, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, one signature only being required. Josie Cheung, Accounting Officer is authorized for on-line approval of “B” warrants, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011.

2. Authority to Sign Contracts

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Rocky Bonura, Director of Business Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to be authorized to sign contracts during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, one signature only being required.

3. Authority to Sign Purchase Orders

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human

Resources; Rocky Bonura, Director of Business Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to sign purchase orders for all District funds, the Auxiliary Services fund, Trust fund, and all Associated Student funds during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, one signature only being required.

4. Authority to Sign Purchase Orders for the Bookstore

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting ; and Julie Bourlier, Bookstore Director, to sign purchase orders for the bookstore fund during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, one signature only being required.

5. Authority to Sign Change Orders

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Rocky Bonura, Director of Business Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting be authorized to sign contract change orders during the period of December 13, 2010, through the Annual Organizational Meeting in December, 2011, one signature only being required.

6. Authority to Sign Notices of Employment and Orders for Salary Payments

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President - Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to sign Notices of Employment and Orders for Salary Payments during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, one signature only being required.

7. Revolving Cash Fund – El Camino Community College District

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting ; and Josie Cheung, Accounting Officer to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

8. Registration Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

9. Cash Management Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

10. Trust Funds

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director

of Accounting to draw money from and issue checks against Trust Funds of El Camino College on deposit in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

11. Associated Students Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against any funds of the Associated Students on deposit in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, any two signatures required.

12. Bookstore Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting; and Julie Bourlier, Bookstore Director to draw money from and issue checks against any funds of the Bookstore of El Camino College on deposit in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, any two signatures required.

13. Small Business Development Center Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

14. El Camino College Business Office Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the El Camino College Business Office account in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

15. Auxiliary Services Fund

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Auxiliary Services account in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

16. Dental Self-Insurance Fund, Wells Fargo Bank Account

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against the Dental Self-Insurance Trust Account with Wells Fargo Bank for up to \$30,000, during the period December 13, 2010, through the Annual Organizational Meeting December, 2011, two signatures required.

17. National Direct/Federal Perkins Student Loan/Nursing Loan Billing Service

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human

Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against any funds deposited in the Student Loan/Nursing Loan Billing Service account in City National Bank, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, any two signatures required.

18. Computer Loan Revolving Cash Fund – El Camino Community College District

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human Resources; Janice Ely, Business Manager; Thomas Connolly, Director of Accounting; and Josie Cheung, Accounting Officer to draw money from and issue checks against funds in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

19. El Camino College Self-Insurance Account for Property and Liability – Keenan and Associates

Continue the Self-Insurance Account for Property and Liability with the Union Bank, 21515 Hawthorne Boulevard, Torrance Branch, and that the following be authorized to sign for the account during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, facsimile signature up to \$5,000 or any two signatures together required.

El Camino College: Thomas M. Fallo, President; Jo Ann Higdon, Vice President – Administrative Services; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting.

Keenan and Associates: David J. DeWenter, Chief Operating Officer; David Seres, Chief Financial Officer; Connie Koeller, Director, Financial Analysis; Suleman Moloo, Controller; Arlene La Coste, Claims Manager and Allen Frazier, Senior Vice President.

20. Federal Student Financial Aid

Thomas M. Fallo, Superintendent; Francisco M. Arce, Vice President – Academic Affairs; Vice President – Academic Affairs; Jeanie Nishime, Vice President – Student Services; Jo Ann Higdon, Vice President – Administrative Services; Lynn Solomita, Interim Vice President – Human

Resources; Janice Ely, Business Manager; and Thomas Connolly, Director of Accounting to draw money from and issue checks against funds in the Federal Student Financial Aid account in the Bank of America, Hawthorne Branch, during the period December 13, 2010, through the Annual Organizational Meeting in December, 2011, two signatures required.

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

Page No.

A. Proposed Curriculum Changes: Effective 2011/2012 Academic Year19

B. Destruction of Records19

C. International Education/Study Abroad Program – Summer 201120

D. Sabbatical Leaves of Absence – 2011-2012.....20

ACADEMIC AFFAIRS

A. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2011-2012 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum changes, effective the 2011-2012 academic year, as listed below.

HEALTH SCIENCES AND ATHLETICS DIVISION

CORRECTION IN PROGRAM PREREQUISITES

Changes to the Nursing major were presented at the November 15, 2010 Board of Trustees meeting on pages 8 through 12. However, a typographical error appeared in the program prerequisites. The recommendation below reflects the corrections.

1. Program Prerequisites

Recommendation:

Associate Degree Nursing Program (Generic)

1. Complete the following courses with a minimum of a 2.5 GPA:

- a. Anatomy 30 or 32, Physiology 31; or Anatomy and Physiology 34A and 34B

Upward Mobility Program (LVN Option)

2. Complete the following courses with a minimum of a 2.5 GPA:

- a. Anatomy 30 or 32, Physiology 31; or Anatomy and Physiology 34A and 34B

INDUSTRY AND TECHNOLOGY DIVISION

INACTIVATE CERTIFICATE OF ACCOMPLISHMENT

1. Administration of Justice: Security Officer

B. DESTRUCTION OF RECORDS

It is recommended that the Board authorize the destruction of the records listed below. These documents have met the required retention period in accordance with California Code of Regulations, California Community Colleges Subchapter 2.5, Article 2, Period of Retention 59026.

SRC LD Student Files, 1996-2000 Box #58-61 A-Z
Destroy date: 12/20/10

SRC Student Files, 1999-2000 Box #62-68 A-Z
Destroy date: 12/20/10

C. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM – SUMMER 2011

It is recommended that the Board approve the following International Education/Study Abroad Program for Summer 2011:

Florence, Italy – Summer 2011 Program:

Contractor: Accent International Consortium for Academic Programs Abroad, 870 Market Street, Suite 1026, San Francisco, CA 94102. The contact person is Dana Feagles.

On-Site Program Directors:

Dr. Carmen Hunt – Her duties as the on-site co-director will include but not be limited to teaching the following courses: Communication Studies 1 (Public Speaking) and Communication Studies 14 (Introduction to International Communication). Duties will also include but not be limited to advising students, interacting with Florence travel representatives, and administering the program in Florence, Italy. Inclusive dates: June 12, 2011 – July 8, 2011.

Dr. Rosella Pescatori – Her duties as the on-site co-director will include but not be limited to teaching the following courses: Italian 21ab (Beginning Conversational Italian), Italian 22ab (Intermediate Conversational Italian), and Italian 24 (Introduction to Italian Culture). Duties will also include but not be limited to advising students, interacting with Florence travel representatives, and administering the program in Florence, Italy. Inclusive dates: June 12, 2011 – July 8, 2011.

D. SABBATICAL LEAVES OF ABSENCE – 2011-2012

It is recommended that the Board approve the following faculty members for Sabbatical Leaves of Absence during 2011-2012:

1. One Semester Sabbatical

Sara Blake	Fall 2011
Don Brown	Spring 2012
Amy Grant	Fall 2011

Chris Jeffries	Spring 2012
Jennifer Montgomery	Fall 2011
Susana Prieto	Spring 2012
Lijun Wang	Fall 2011
Steve Waterworth	Fall 2011

2. Half-Pay Sabbatical

Doug Glenn	Fall 2011
------------	-----------

Agenda for the El Camino Community College District Board of Trustees
From
Student and Community Advancement
Jeanie M. Nishime, Vice President

	<u>Page No.</u>
A. Community Education Classes – Winter/Spring 2011.....	23
B. Grant – Acceptance.....	23

STUDENT AND COMMUNITY ADVANCEMENT

A. COMMUNITY EDUCATION CLASSES - WINTER/SPRING 2011

It is recommended that the Board of Trustees approve the Community Education Classes for Winter/Spring 2011 as shown on Page 24.

B. GRANT – ACCEPTANCE

It is recommended that the Board of Trustees accept the following grant:

California Community Colleges, Business/CIS Education Statewide Advisory Committee – Statewide Discipline/Industry Collaborative for Business/CIS Education Mini-Grants 2010. Provide on-line learning resources to small and medium sized enterprises (SME) and international business students, centered on trade compliance. Targeted selling in the United States reaches only five percent of the world’s population and one-third of the world’s purchasing power. Through the L.A. Export Series, expert training is provided on how to assess export potential and identify potential markets. The L.A. Export Series is provided in an electronic format, which enables Californians to have a convenient time to schedule.

Project Director: Maurice Kogon

Amount of Grant Funding from Granting Agency	\$10,000
Amount of College Match (Cash)	<u>\$ 0</u>
Total Amount of Grant	\$10,000
Source of Matching Funds	
Indirect Rate	\$0
Performance Period:	December 1, 2010 through May 30, 2011

STUDENT AND COMMUNITY ADVANCEMENT

Community Education Classes			
Winter Spring 2011			
Course Name	Contract	Salary	Class Fee
Health Information Management Series: Medical Billing and Coding 7-course Series	Herbert, Vickie	40%	\$199 225 p/class or \$1,199 1299 series
Health Information Management Series: Medical Billing and Coding 7-course Series	Parker, Audra	40%	\$199 225 p/class or \$1,199 1299 series
Used Vehicle Dealer Certification: Start an Auto Wholesale Business!	Williams, Ronald Trust Auto Sales	40%	\$75.00
Tai Chi Chuan	Scholar Warrior Kung Fu Studio c/o Nadine Shozuya	40%	\$39
Kung Fu for Kids (Ages 7-12)	Scholar Warrior Kung Fu Studio c/o Nadine Shozuya	40%	\$69
Life Drawing Marathons	Life Painting Com	40%	\$18
Tailored English and Basic Math Tutoring (Grades 1-6)	Linda Wilson	50%	\$199
Personal Fitness Trainer Certification	W.I.T.S. (World Instructor Training Schools)	\$424 per student	\$599
Pharmacy Technician Training Program	Boston Reed College	\$2120 per student	\$2825

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

	<u>Page No.</u>
A. Contract Under \$78,500	26
B. Memorandums of Understanding	29
C. Personal Service Agreements	30
D. Purchase Orders and Blanket Purchase Orders	30

Administrative Services

A. CONTRACTS UNDER \$78,500

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 an authorized designee, has executed the necessary documents.

1. **Contractor:** ACCENT INTERNATIONAL CONSORTIUM
FOR ACADEMIC PROGRAMS ABROAD, LTD
Services: Provide travel agent services for the District's Summer 2011 Study Abroad Program to Florence, Italy.
Requesting Dept.: Behavioral and Social Sciences
Date(s): 6/12/11 – 7/08/11
Financial Terms: No cost to the District

2. **Contractor:** BORDERS, INC.
Services: Contractor operates as a bookseller and offers employment opportunities to CalWORKs' students to work as bookstore and food service clerks.
Requesting Dept.: Counseling and Student Services
Date(s): 10/1/10 – 6/30/11
Financial Terms: No cost to the District

3. **Contractor:** DU HOC & DU LICH MY (SANTA ANA, CA)
Services: Contractor will act as agent for foreign students enrolled in the El Camino College Language Academy Summer Program.
Requesting Dept.: Admissions and Records – Language Academy
Date(s): 4/1/10 – 3/31/15
Financial Terms: Cost: The fee shall be \$500 for each student per consecutive fall and winter semester completed and \$300 per student for summer session completed.

4. **Contractor:** HANNAH LA.C.L. (KUWANA, JAPAN)
Services: Contractor will act as agent for foreign students enrolled in the El Camino College Language Academy Summer Program.
Requesting Dept.: Admissions and Records – Language Academy
Date(s): 5/1/10 – 4/30/15
Financial Terms: Cost: The fee shall be \$500 for each student per consecutive fall and winter semester completed and \$300 per student for summer session completed.

5. **Contractor:** **HITCO CARBON COMPOSITES**
Services: Contractor will receive eight hours of on-site customized computer skills training for its employees.
Requesting Dept.: Business Training Center – Center for Applied Competitive Technology (CACT)
Date(s): 12/14/10 – 12/31/10
Financial Terms: Projected Gross Income \$2,000
6. **Contractor:** **MEITETSU TRAVEL U.S.A. CORPORATION**
Services: Contractor, as travel agent for the Tokyo Jikei College, will sponsor twenty-three students who will attend the El Camino College’s Cosmetology school for observation of the manicuring instruction process.
Requesting Dept.: Academic Affairs – Industry & Technology
Date(s): 12/1/10
Financial Terms: Projected Gross Income \$500
7. **Contractor:** **NUVIEW UNION SCHOOL DISTRICT**
Services: Contractor will receive one on-line course on Contemporary Health 1.
Requesting Dept.: Community Advancement – Workplace Learning Resource Center
Date(s): 1/1/11 – 6/30/11
Financial Terms: Projected Gross Income \$8,910
8. **Contractor:** **PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT**
Services: Contractor’s students will receive instruction in pre-engineering.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 7/1/10 – 6/30/11
Financial Terms: No cost to the District. An estimated 4.12 FTES will be generated.
9. **Contractor:** **RDJ CONSULTING**
Services: Contractor will audit Small Business Development Center client files and ensure all required documents are in order to comply with Small Business Administration federal requirements.
Requesting Dept.: Business Training Center – Small Business Development Center
Date(s): 1/3/11 – 6/30/11

- Financial Terms:** Cost not to exceed \$22,600
10. **Contractor:** **RICHSTONE FAMILY CENTER**
Services: Contractor will offer employment to CalWORKs students as program leaders, supervising students in its Academic Life Long Learning After School Program.
Requesting Dept.: Counseling and Student Services
Date(s): 10/1/10 – 6/30/11
Financial Terms: No cost to the District
11. **Contractor:** **SILVERADO SENIOR LIVING - BEACH CITIES**
Services: Contractor will allow use of its facility to provide El Camino College students with state required clinical experience.
Requesting Dept.: Health Sciences and Athletics – Nursing Department
Date(s): 11/1/10 – 10/30/15
Financial Terms: No cost to the District
12. **Contractor:** **SUBWAY STORE #11543**
Services: Contractor operates as a restaurant franchise and will offer employment opportunities CalWORKs students to work as food service/cashier clerks.
Requesting Dept.: Counseling and Student Services
Date(s): 10/1/10 – 6/30/11
Financial Terms: No cost to the District
13. **Contractor:** **THE HAIN CELESTIAL GROUP, INC.**
Services: Contractor will receive forty hours of computer training in Supply Chain Management as needed.
Requesting Dept.: Business Training Center – CACT
Date(s): 12/14/10 – 6/30/11
Financial Terms: Projected Gross Income \$7,696
14. **Contractor:** **UFRIENDS KOREA (SEOUL, KOREA)**
Services: Contractor will act as agent for foreign students enrolled in the El Camino College Language Academy Summer Program.
Requesting Dept.: Admissions and Records – Language Academy
Date(s): 1/1/11 – 12/31/15
Financial Terms: Cost: The fee shall be \$500 for each student per consecutive fall and winter semester completed and \$300 per student for summer session completed.

B. MEMORANDUMS OF UNDERSTANDING

It is requested that the Board of Trustees approve entering into the following Memorandums of Understanding:

1. Contractor: CALIFORNIA MANUFACTURING TECHNOLOGY CONSULTING

Services: This memorandum of understanding establishes a framework of cooperation between the Contractor and El Camino Community College District's Business Training Center to improve the ability of both entities to meet their mission and better serve small and medium sized manufacturers in Southern California.

Requesting Dept.: Community Advancement – CACT

Date(s): 7/1/10 – 6/30/11

Financial Terms: No cost to the District

2. Contractor: DOWDEN ASSOCIATES, INC.

Services: Contractor will provide consultation services to the District's Resource Development Division, Grants Office, as a joint effort to develop, submit and implement a successful individual and/or cooperative Hispanic Serving Institution's Science, Technology, Engineering & Mathematics grant(s) under Title V.

Requesting Dept.: Resource Development Division- Grants Office

Date(s): 10/1/10 – 9/30/15

Financial Terms: Cost not to exceed \$150,000. Contractor to be paid \$30,000 for each annual award period of each funded grant year or 5% discount if paid before November 15th of each award period.

3. Contractor: PACIFIC GATEWAY WORKFORCE INVESTMENT NETWORK

Services: Contractor and the District will partner to adopt, implement, and continuously improve the Network's Service Delivery model in support of the region to ensure a demand-driven, skill-based, system-wide approach; maximize resource leveraging; and, move each Network/Partner customer through a common flow designed to increase employability, promote job retention, career growth, and self-sufficiency.

Requesting Dept.: Community Advancement

Date(s): 7/1/10 – 6/30/15

Financial Terms: No cost to the District

C. PERSONAL SERVICE AGREEMENTS

- 1. Contractor: PATRICIA BROOKS**
Services: Contractor will provide two eight-hour curriculum training sessions on how to use the T-Inspire calculator.
Requesting Dept.: Academic Affairs – Mathematical Sciences
Date(s): 10/23/10 and 10/30/10
Financial Terms: Cost not to exceed \$2,000
- 2. Contractor: YASHA VAND**
Services: Contractor will provide the public address systems for the Fire Academy graduations.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 11/1/10 – 6/30/11
Financial Terms: Fee not to exceed \$800

D. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 11	Unrestricted - El Camino			
P0401484	Tierra Verde Industries,	Grounds	Non-Instruct Supplies	\$1,441.40
P0401489	Pocket Nurse	Nursing	Instructional Supplies	\$150.59
P0401493	NCMPR	Public Relations &	Instructional Supplies	\$55.00
P0401496	Wolfram Research	Information Technology	License Fee/Site Licenses	\$8,306.98
P0401503	Bluechip Sports &	International Students	Multi Media Advertising	\$1,000.00
P0401513	Monterey Graphics	District Photo Id Cards	Non-Instruct Supplies	\$1,200.45
P0401515	Xpedx Paper &	Copy Center	Repairs Parts And Supplies	\$905.99
P0401516	Monterey Graphics	Academic Senate	Non-Instruct Supplies	\$49.39
P0401517	ECCTYC	Div Office Humanities	Publications/ Periodicals And	\$250.00
P0401521	South Coast Air Quality	Hazmat	Other Services And Expenses	\$6,442.07
P0401525	Angstrom Stage	Ctr for Arts Production	Non-Instruct Supplies	\$453.03
P0401527	Pianobench.Com	Ctr for Arts Production	Non-Instruct Supplies	\$649.39
P0401528	Musicians Friend	Ctr for Arts Production	Non-Instruct Supplies	\$109.74
P0401531	Solarwinds.Net	Information Technology	Maintenance Contracts	\$395.00
P0401532	AT&T Mobility	Health,Safety and Risk	Telephone	\$118.24
P0401533	MSC Industrial Supply	Air Conditioning And	Instructional Supplies	\$185.76
P0401536	U.S. Bank	Institutional Services	Escrow/adminstrtn fees -	\$500.00
P0401538	Medical Processor	Rad Tech	Instructional Supplies	\$548.75
P0401543	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$989.54
P0401545	Verizon Wireless	Health,Safety and Risk	Telephone	\$55.80
P0401546	Main Trophy Supply	Art Department	Instructional Supplies	\$130.24
P0401548	Pointe Magazine	Div Office Fine Arts	Non-Instruct Supplies	\$29.95
P0401549	Kater-Crafts	Div Office Instr.	Bookbinding	\$2,999.37
P0401550	New Day Films	Film Rental	Instructional Supplies	\$310.00
P0401554	Staples Advantage	Human Resources	Non-Instruct Supplies	\$329.07
P0401558	A-1 Office Concepts	Health,Safety and Risk	Non-Instruct Supplies	\$57.62
P0401559	Freestyle Photographic	Photography	Instructional Supplies	\$1,080.51
P0401560	Freestyle Photographic	Photography	Instructional Supplies	\$426.44
P0401561	Pacific Southwest	Speech	Other Services And Expenses	\$950.00

P0401566	Amazon.Com	Div Office BSSC	Non-Instruct Supplies	\$147.58
P0401567	Paradise Awards	Public Relations &	Non-Instruct Supplies	\$94.39
P0401577	Ikon Office Solutions	Purchasing and	Non-Instruct Supplies	\$154.86
P0401585	Forensic Analytical	Facilities/Planning/Serv	Maintenance Contracts	\$800.00
P0401600	Mass Press	Copy Center	Instructional Supplies	\$5,311.90
P0401602	Monterey Graphics	Div Office Nat Science	Non-Instruct Supplies	\$49.39
P0401605	Monterey Graphics	Machine Tool	Instructional Supplies	\$49.39
P0401608	Source 4	Fiscal Services	Non-Instruct Supplies	\$306.10
P0401609	CCS Presentation	Div Office Business	Instructional Supplies	\$500.00
P0401610	Thomson-Reuters/Barc	English	Instructional Supplies	\$291.00
P0401612	CCS Presentation	Div Office Business	Instructional Supplies	\$295.00
P0401621	Information Today, Inc.	Div Office Instr.	Library Books	\$337.55
P0401622	Sage Publications, Inc.	Div Office Instr.	Library Books	\$363.68
P0401627	The Apple Store	Information Tech	New Computer	\$5,502.31
P0401629	Monterey Graphics	Counseling Office	Non-Instruct Supplies	\$49.39
P0401631	Amazon.Com	Counseling Office	Publications/ Periodicals And	\$56.25
P0401632	Amazon.Com	Counseling Office	Publications/ Periodicals And	\$27.16
P0401636	Honors Confer	Honors Program	Dues And Memberships	\$90.00
P0401637	National Collegiate	Honors Program	Dues And Memberships	\$500.00
P0401638	Teac America, Inc.	Presidents Office	Repairs Noninstructional	\$251.30
P0401641	John E. Phillips	Facilities/Planning/Serv	Repairs Noninstructional	\$687.00
P0401643	McMaster Carr	Physics	Instructional Supplies	\$114.10
P0401645	CCS Presentation	Div Office Business	Instructional Supplies	\$315.00
P0401647	Abtech Systems,	Information Technology	Maintenance Contracts	\$770.00
P0401648	SchoolDude.com, Inc.	Facilities/Planning/Serv	Repairs Noninstructional	\$5,135.92
P0401650	Jones & Mayer	Institutional Services	Legal	\$608.00
P0401655	Smardan Supply	Facilities/Planning/Serv	Repairs Noninstructional	\$3,135.34
P0401659	Xpedx Paper &	Warehouse	Inventories, Stores, Prepaid I	\$1,808.68
P0401660	Monterey Graphics	Cosmetology	Instructional Supplies	\$49.39
P0401664	Sigmanet	Campus Police	Maintenance Contracts	\$418.71
P0401665	Dell Marketing L. P.	Campus Police	Maintenance Contracts	\$1,304.60
P0401673	Full Compass	Ctr for Arts Production	Non-Instruct Supplies	\$571.34
P0401676	Inglewood Today	Public Relations &	Multi Media Advertising	\$1,350.00
P0401677	Los Angeles Wave	Public Relations &	Multi Media Advertising	\$1,950.00
P0401688	International Smog &	Facilities/Planning/Serv	Repairs Noninstructional	\$128.00
P0401689	Spinitar Presentation	Copy Center	Non-Instruct Supplies	\$833.87
P0401691	Vi T. Pham	Law/Legal Assistance	Transportation/ Mileage And	\$420.11
P0401692	Laguna Clay Company	Art Department	Instructional Supplies	\$718.54
P0401693	Aardvark Clay and	Art Department	Instructional Supplies	\$3,254.49
P0401694	Laguna Clay Company	Art Department	Instructional Supplies	\$196.27
P0401695	Sims Welding Supply	Art Department	Instructional Supplies	\$878.71
P0401696	Aardvark Clay and	Art Department	Instructional Supplies	\$2,949.66
P0401697	Cummins-Allison	Fiscal Services	Maintenance Contracts	\$2,318.61
P0401698	City of Torrance	Institutional Services	Regulatory	\$2,365.84
P0401704	American	Anthropology	Instructional Supplies	\$25.00
P0401706	Julie M. Feenstra	Human Resources	Non-Instruct Supplies	\$55.00
P0401720	Rapid Learning	Staff Development	Webinars/Teleconf Training	\$6,600.00
P0401732	Parker Lighting, Inc.	Fire Academy	Instructional Supplies	\$82.69
P0401733	National Notary	Human Resources	Conferences Classified	\$350.05
P0401734	Get Smart Notary	Human Resources	Conferences Classified	\$28.50
P0401735	Registrar Recorder	Human Resources	Conferences Classified	\$41.00
P0401740	HACU-Member	VP-SCA	Dues And Memberships	\$9,120.00
P0401741	Community College	Div Office Instr.	Publications-Magazines	\$5,600.00
P0401743	Community College	Div Office Instr.	Publications-Magazines	\$12,306.00
P0401746	Thomson West	Div Office Instr.	Library Books	\$2,840.09
P0401747	Thomson Gale	Div Office Instr.	Library Books	\$25.99

P0401748	Nolo Press	Div Office Instr.	Library Books	\$25.67
P0401749	Council of Chief	Div Office Instr.	Publications-Magazines	\$150.00
P0401750	Panter Co., Inc.	Learning Center	Instructional Supplies	\$98.95
P0401751	Full Compass	Ctr for Arts Production	Non-Instruct Supplies	\$460.95
P0401753	MKH Electronics	Physical Education	Repairs Parts And Supplies	\$179.61
P0401757	South Bay Wildlife	Life Sciences	Contract Services	\$250.00
P0401758	Xpedx Paper &	Warehouse	Inventories, Stores, Prepaid I	\$20,088.64
P0401760	Tutela, Inc.	Information Technology	Non-Instruct Supplies	\$230.38
Fund 11 Total: 93				\$136,138.27

Fund 12 Restricted - El Camino

P0401491	Overseas Educational	El Camino Language	Contract Services	\$500.00
P0401492	Jennifer Meglemre	Basic Skills	Contract Services	\$300.00
P0401495	Sandra J. Parvis	CCAccessMeansParen	Publications-Magazines	\$76.00
P0401497	Skyline Displays of Los	EWD/CTE Grant	Non-Instruct Supplies	\$116.89
P0401501	Destyn M. LaPorte	El Camino Language	Multi Media Advertising	\$85.96
P0401502	CJR Education	El Camino Language	Contract Services	\$500.00
P0401514	Quality Business	SBDC Program Income	Other Services And Expenses	\$195.45
P0401526	Parallax, Inc.	I&T Division	Instructional Supplies	\$748.65
P0401529	Ventek International	Parking Fees Permit	Other Services And Expenses	\$5,895.00
P0401530	At&t Mobility	Parking Fees Permit	Other Services And Expenses	\$1,021.35
P0401534	B & H Towing	Parking-Student	Repairs Non Instr	\$25.00
P0401535	Nextel/Sprint	Parking-Student	New Equipment -	\$319.77
P0401537	South Bay Municipal	Parking Violations DMV	Other Services And Expenses	\$5,857.50
P0401544	Behavior Analysis	Parking-Student	In-Service Training	\$472.00
P0401547	Aircraft Spruce and	NSF-Aerospace Mfg Ed	Non-Instruct Supplies	\$194.03
P0401555	Brede Exposition	NSF-Aerospace Mfg Ed	Conferences Other	\$181.25
P0401564	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$797.99
P0401568	Molly B. Schmid	STEM transfer-Hispanic	Contract Services	\$300.00
P0401569	Fast Deer Bus Charter	South Bay Children's	Transportation	\$367.66
P0401578	Lakeshore Learning	Head Start Partnership	Instructional Supplies	\$477.52
P0401581	McMaster Carr	VATEA I&T	Instructional Supplies	\$7,110.31
P0401584	Datamax O'Neil Printer	Parking-Student	Non-Instruct Supplies	\$2,691.81
P0401598	Sigmanet	Parking-Student	New Equipment -	\$2,548.11
P0401603	Masahiro Kimura	STEM transfer-Hispanic	Contract Services	\$800.00
P0401604	Michael R. Pahls	I&T Division	Instructional Supplies	\$215.44
P0401606	Zenia Bobadilla	STEM transfer-Hispanic	Contract Services	\$400.00
P0401611	Marlon J. Medina	STEM transfer-Hispanic	Contract Services	\$200.00
P0401613	Melvin Martinez	STEM transfer-Hispanic	Contract Services	\$200.00
P0401614	David K. Faulkner	STEM transfer-Hispanic	Contract Services	\$300.00
P0401619	4IMPRINT.COM	ECP (YEP) Grant	Multi Media Advertising	\$434.65
P0401620	CDW-G	SBDC Program Income	New Equip - Noninstr \$5k less	\$218.53
P0401624	ACCE Conference	Community Education	Conferences Mgmt	\$49.00
P0401626	Automation Direct	EWD/CTE Grant	Non-Instruct Supplies	\$239.74
P0401628	Dell Marketing L. P.	Fine Arts	Instr.CompEquip less than\$5k	\$3,505.74
P0401630	CCCMPA	Matriculation	Conferences Other	\$75.00
P0401635	Samuel D. Nieva, Jr.	STEM transfer-Hispanic	Contract Services	\$200.00
P0401639	Equal Employment	Faculty & Staff Diversity	Dues And Memberships	\$250.00
P0401640	School Savers	Title V - SMCC - Math	New Computer	\$5,187.16
P0401642	VWR Scientific	STEM transfer-Hispanic	Instructional Supplies	\$303.57
P0401649	NENA	Parking-Student	Dues And Memberships	\$130.00
P0401651	South Bay Regional	Parking-Student	New Equipment -	\$29.20
P0401652	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$100.00
P0401653	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$25.00

P0401662	At Your Service	SBDC Program Income	Transportation/ Mileage And	\$420.00
P0401668	North Star Graphics	Parking-Student	Non-Instruct Supplies	\$340.23
P0401669	National Training	Parking-Student	In-Service Training	\$950.00
P0401670	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$184.00
P0401671	Colors Flowers and	STEM transfer-Hispanic	Non-Instruct Supplies	\$313.44
P0401672	R & D Printing	STEM transfer-Hispanic	Non-Instruct Supplies	\$526.80
P0401681	Campus Food Services	STEM transfer-Hispanic	Non-Instruct Supplies	\$2,134.64
P0401687	Amazon.Com	WPLRC Skills Enhance	Other Books	\$4,093.75
P0401701	Promega	STEM transfer-Hispanic	Instructional Supplies	\$130.97
P0401702	Qiagen	STEM transfer-Hispanic	Instructional Supplies	\$369.92
P0401705	Yoshiaki Kuwata	STEM transfer-Hispanic	Contract Services	\$200.00
P0401718	Amazon.Com	MDC-Parenting	Other Books	\$123.49
P0401719	Erkki W. Corpuz	STEM transfer-Hispanic	Contract Services	\$150.00
P0401723	Fast Deer Bus Charter	CTE II - grant	Transportation/ Mileage And	\$1,666.14
P0401724	Compton Community	EWD/CTE Grant	Contributions	\$626.85
P0401725	Campus Food Services	EWD/CTE Grant	Non-Instruct Supplies	\$189.13
P0401729	Compansol	STEM transfer-Hispanic	Non-Instruct Supplies	\$2,637.00
P0401737	United States Vets	Teacher Preparation	Conferences Faculty	\$125.00
P0401738	B & H Towing	Parking-Student	Repairs Non Instr	\$25.00
P0401742	Bayside Medical Center	Parking-Student	Other Services And Expenses	\$439.50
P0401744	Robin Jeffers	STEM transfer-Hispanic	Contract Services	\$150.00
P0401745	CCLC/CCCAA	TTIP Library Automation	Other Services And Expenses	\$2,954.61
P0401752	James Publishing	Health Services	Other Books	\$80.73
P0401754	Expressions to Wear	CTE II-grant	Non-Instruct Supplies	\$1,110.68
P0401755	Campus Food Services	CTE II-grant	Non-Instruct Supplies	\$1,571.73
P0401761	Elsevier Science	Community Education	Conferences Mgmt	\$1,101.40

Fund 12 Total: 69 \$66,260.29

Fund 15 General Fund -Special Programs

P0401657	Public Agency Law	Institutional Services	Legal	\$11,258.47
----------	-------------------	------------------------	-------	-------------

Fund 15 Total: 1 \$11,258.47

Fund 41 Capital Outlay

P0401682	Allsteel, Inc.	Classroom&Office	Buildings	\$13,133.15
----------	----------------	------------------	-----------	-------------

Fund 41 Total: 1 \$13,133.15

Fund 62 Property & Liability

P0401504	Suhair O. Taha	Purchasing and	Liability - Self Insurance	\$308.07
P0401579	Ricardo J. Villarruel	Purchasing and	Liability - Self Insurance	\$170.00
P0401582	El Camino Community	Purchasing and	Liability - Self Insurance	\$24,017.32
P0401654	El Camino Community	Purchasing and	Liability - Self Insurance	\$40,000.00

Fund 62 Total: 4 \$64,495.39

Fund 71 Associated Students

P0401583	Toys R Us	Student Affairs	ASB Exp.	\$800.00
----------	-----------	-----------------	----------	----------

Fund 71 Total: 1 \$800.00

Fund 79 Auxiliary Services

P0401500	Campus Food Services	Administrative Services	Non-Instruct Supplies	\$201.94
P0401512	Monterey Graphics	Student Affairs	Non-Instruct Supplies	\$1,000.48
P0401586	Mercede Shamlo	Fine Arts	Non-Instruct Supplies	\$90.00
P0401587	Deborah L. Gagnon	Fine Arts	Non-Instruct Supplies	\$90.00
P0401588	Steve Fry	Fine Arts	Non-Instruct Supplies	\$100.00
P0401589	Eliseo Borrero	Fine Arts	Non-Instruct Supplies	\$100.00
P0401590	Allyson Dvir	Fine Arts	Non-Instruct Supplies	\$90.00
P0401591	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$100.00
P0401592	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies	\$100.00
P0401593	Sandra J. Nitchman	Fine Arts	Non-Instruct Supplies	\$75.00
P0401594	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$75.00
P0401595	Patricia D. Mack	Fine Arts	Non-Instruct Supplies	\$75.00
P0401596	Karen Lawrence	Fine Arts	Non-Instruct Supplies	\$75.00
P0401597	Geoffrey Dent	Fine Arts	Non-Instruct Supplies	\$75.00
P0401599	Luis R. Barrueta	First Year Experience	Non-Instruct Supplies	\$72.86
P0401623	Alysa M. Brennan	Fine Arts	Non-Instruct Supplies	\$250.00
P0401625	Lindsay Pearson	Fine Arts	Non-Instruct Supplies	\$90.00
P0401679	KD Precision	Health Sciences and	Non-Instruct Supplies	\$1,855.00
P0401680	Paradise Awards	Resp Therapy	Non-Instruct Supplies	\$394.11
P0401709	Paradise Awards	Health Sciences and	Non-Instruct Supplies	\$504.87
P0401710	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$400.00
P0401711	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies	\$400.00
P0401712	Campus Food Services	First Year Experience	Non-Instruct Supplies	\$53.01
P0401713	Campus Food Services	First Year Experience	Non-Instruct Supplies	\$40.39

Fund 79 Total: 24 \$6,307.66**Fund 82 Scholarships & Trust/Agency**

P0401498	Screenworks, Inc.	Health Sciences and	Fundraising	\$818.22
P0401519	Daktronics	Health Sciences and	Fundraising	\$1,250.00
P0401556	Sports Chalet Team	Health Sciences and	Fundraising	\$1,566.37
P0401607	Lou's Golf and	Health Sciences and	Fundraising	\$1,653.91
P0401658	Assessment	Nursing	Fundraising	\$637.41
P0401678	Embroidme	Health Sciences and	Fundraising	\$1,193.42
P0401690	Spot Up, Inc.	Health Sciences and	Fundraising	\$1,210.30

Fund 82 Total: 7 \$8,329.63**PO Funds Total: 200 \$306,722.86****Fund 11 Unrestricted - El Camino**

B0410813	Innovative Educators	Staff Development	Webinars/Teleconf Training	\$1,395.00
B0410819	KPSS, Inc.	Cosmetology	Instructional Supplies	\$900.00
B0410820	OMG Hair Products	Cosmetology	Instructional Supplies	\$600.00
B0410831	Campus Food Services	Institutional Services	Workshop Sponsorship	\$6,200.00

Fund 11 Total: 4 \$9,095.00**Fund 12 Restricted - El Camino**

B0410824	ECCD Petty Cash	ECP (YEP) Grant	Non-Instruct Supplies	\$100.00
B0410830	Patricia S. Brooks	Basic Skills	PSA Contract Services	\$2,000.00
B0410833	E.C.C. Public	MESA Program	Non-Instruct Supplies	\$1,148.00
B0410840	RDJ Consulting	Community	Contract Services	\$22,600.00
B0410845	Desimone	Community	Contract Services	\$41,000.00
B0410846	Greenbridge	Cact CA Employee	Contract Services	\$75,000.00
B0410857	Campus Food Services	Teacher Preparation	Instructional Supplies	\$1,500.00
B0410858	E.C.C. Public	Teacher Preparation	Instructional Supplies	\$600.00
B0410859	Greenside LLC	WPLRC Industry Driven	Contract Services	\$5,500.00
Fund 12 Total: 9				\$149,448.00
 Fund 15 General Fund -Special Programs				
B0410834	Midwest Library	Div Office Instr.	Library Books	\$50,000.00
Fund 15 Total: 1				\$50,000.00
 Fund 41 Capital Outlay				
B0410804	Forensic Analytical	Architect Fees &	Contract Services	\$8,781.00
B0410818	Acco Engineered	Building Systems	Buildings	\$54,760.00
Fund 41 Total: 2				\$63,541.00
 Fund 82 Scholarships & Trust/Agency				
B0410814	Buddy's All Stars Inc.	Health Sciences and	Fundraising	\$11,000.00
Fund 82 Total: 1				\$11,000.00
 BPO Funds Total: 17				\$283,084.00
 <u>Grand Total POs and BPOs: 217</u>				\$589,806.86

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

	<u>Page No.</u>
A. Category Budgets and Balances.....	37
B. Contract – Beck & Graboski – Campus Signage and Wayfinding Project.....	37
C. Contract – S & K Engineers – Security Systems Upgrade Project.....	37
D. Contract Amendment – Prestige Security – Math Business Health Services Project.....	38
E. Change Order – HPS Mechanical – Phase 3 Infrastructure.....	38
F. Purchase Orders and Blanket Purchase Orders.....	40

Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

**GENERAL OBLIGATION BOND FUND CATEGORIES
AND PROJECT SUMMARY**

The following table reports Measure E expenditures and commitments through November 30, 2010.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$235,406,433	\$80,241,192	\$21,489,325	\$133,675,915
Campus Site Improvements	32,416,561	24,713,031	598,403	7,105,127
Energy Efficiency Improvements	2,818,000	2,756,426	0	61,574
Health and Safety Improvements	129,899,135	45,139,931	13,609,434	71,149,770
Information Technology and Equipment	24,678,355	11,821,389	11,795	12,845,172
Physical Education Facilities Improvements	572	572	0	0
TOTAL	<u>\$425,219,056</u>	<u>\$164,672,541</u>	<u>\$35,708,957</u>	<u>\$224,837,559</u>

B. CONTRACT– BECK & GRABOSKI – CAMPUS SIGNAGE AND WAYFINDING PROJECT

It is recommended that the Board of Trustees approve entering into a contract with the firm of Beck & Graboski to provide design services for campus-wide signage and wayfinding project.

Beck & Graboski was selected based upon; its experience and expertise performing this type of work and its prior experience with the District.

Dates of Service: January 2011 – Through project completion.

Cost: Not to exceed \$25,000, invoiced monthly per rate schedule.

C. CONTRACT– S & K ENGINEERS – SECURITY SYSTEMS UPGRADE PROJECT

It is recommended that the Board of Trustees approve entering into a contract with S&K Engineers to provide engineering design and construction administration services for the security systems upgrade.

Dates of Service: November 2010 through project completion

Cost: Not to exceed \$120,000 invoiced monthly.

D. CONTRACT AMENDMENT – PRESTIGE SECURITY – MATH BUSINESS HEALTH SCIENCES PROJECT

It is recommended that the Board of Trustees approve amending the contract for additional security services.

1. Additional security guard as requested by the District.	\$30,160
Total Increase in Contract Amount	<u>\$30,160</u>
Original Contract Amount	\$50,000
Prior Changes	0
Contract Amendment Amount	<u>30,160</u>
New Contract Amount	<u>\$80,130</u>

E. CHANGE ORDER – HPS MECHANICAL – PHASE 3 INFRASTRUCTURE

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

1. Repair existing concrete pavement near the Cherry Tree modular buildings due to settlement of the utility trench tunnel. District request.	\$2,098
2. Provide a concrete curb and pavement around the electrical equipment located in the north Marsee patio area. District request.	\$8,504
3. Increased scope of work for concrete pavement replacement at the northwest corner of the Student Services building due to poor existing condition of the walkway. District request.	\$11,807
4. Repair of a domestic water pipe at the northeast corner of the Chemistry building. A leak was discovered beneath the existing concrete sidewalk which required removal and replacement of the concrete. Unforeseen condition.	\$12,407
5. Provide and install underground low voltage conduits to the north side of the Student Services building in preparation for the Electrical & Data conversion project. District request.	\$11,594

6. Remove and replace existing concrete pavement at the northeast corner of the Physical Education patio which is a trip hazard. District request.	\$3,747
7. Increased scope of work for installation of new concrete pavement at the South Gym due to removal of existing stairs. District request.	\$2,617
8. Remove and replace a cracked concrete panel in the walkway southwest of Activities building due to soil expansion. District request.	\$1,755
9. Provide electrical connections to three water heaters located at South Gym, Music and Marsee Auditorium. District request.	\$2,527
10. Repair existing conduits that were damaged during concrete removal which were undocumented and embedded in the concrete pavement. Unforeseen condition.	\$3,260
11. Substitution of (478) 5-gallon shrubs with another species due to limited availability and higher maintenance requirements of the specified shrubs. District request.	\$4,952
12. Provide an additional expansion joint in the new concrete pavement between the South Gym and Marsee Auditorium and substitute natural concrete for colored concrete in order to maintain walkway access into campus from the Lot H Parking Structure. District request.	-\$2,275
13. Remove and replace concrete pavement in the walkway north of Student Services. District request.	\$9,357
14. Elimination of brick veneer on (4) trash enclosures and (1) transformer enclosure. District request.	-\$7,845
15. Replace an existing 8" domestic water valve located in the utility trench tunnel near the Art & Behavioral Science building. Shorten the length of the utility trench and install a valve box for valve access. District request.	\$4,923
16. Removal of existing concrete pavement in the walkway between the Social Science and Art & Behavioral Science	<u>\$12,264</u>

buildings in order to investigate the existing routing of the undocumented fire water line for a tie-in location. The concrete removal scope of work will be eliminated from the Social Science Renovation Project and credited to the District.

Total Change Order Amount	<u>\$81,692</u>
Original Contract Amount	\$9,382,373
Prior Changes	810,378
This Change Order Amount	<u>81,692</u>
New Contract Amount	<u>\$10,274,443</u>

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

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

PO #	VENDOR NAME	SITE NAME	DESCRIPTION	COST
P401461	Office Depot	Bookstore Building	Group II Equipment	\$481.50
P401490	Western Illuminated	Bookstore Building	Construction Material	834.65
P401518	A Good Sign	Bookstore Building	Site Improvements	770.00
P401542	SWRCB Accounting	Paving	Permit Processing Fees	317.00
P401634	Keenan & Associates	Infrastructure Phase III	Contract Services	1,730.00
P401726	SEWUP/JPA	Infrastructure Phase III	Contract Services	179,954.00
P401727	Keenan & Associates	Infrastructure Phase III	Contract Services	12,583.08
P401728	Keenan & Associates	Infrastructure Phase III	Contract Services	5,493.93
B410778	HPS Mechanical, Inc.	Infrastructure Phase III	Site Improvements	7,289,053.00
B410808	Eide Electric	Bookstore Building	Buildings	6,979.00
B410810	Tri-Signal Integration	Bookstore Building	Buildings	2,000.00
B410811	Advanced Masonry	Paving	Site Improvements	4,855.00
B410837	Coffey	Infrastructure Phase III	Testing & Inspection	20,000.00
B410841	Archoustics West	Bookstore Building	Buildings	14,372.40
B410842	Hill Partnership, Inc.	Math & Computer Science	Architecture & Engineering	2,287,635.00
			TOTAL POs AND BPOs	<u>\$9,827,058.56</u>

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources
Lynn Solomita, Interim Vice President Human Resources**

	<u>Page No.</u>
A. Employment and Personnel Changes.....	42
B. Temporary Non-Classified Service Employees	55

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-31 and 1-14.

Academic Personnel:

1. Retirement - Ms. Cynthia Silverman, full-time instructor of Reading, Humanities Division, last day worked June 10, 2011, first day of retirement, June 11, 2011 and that a plaque be prepared and presented to her in recognition of her service to the District since 2000.
2. Retirement - Mr. Kenneth Mays, full-time instructor of Fire & Emergency Technology, Industry & Technology Division, last day worked January 14, 2011, first day of retirement, January 15, 2011.
3. Amend Resignation - Ms. Yasna Ouwerkerk, full-time instructor of Nursing, Health Sciences & Athletics Division, effective January 14, 2011, instead of December 17, 2010.
4. Employment - Mr. Carl Whitaker, full-time/temporary instructor of Fire and Emergency Technology, Industry & Technology Division, Class II, Step 5, Academic Salary Schedule, effective February 12 through June 10, 2011.
5. Employment - Mr. Brandon Alcocer, full-time/temporary instructor of Physical Education, Health Sciences & Athletics Division, Class II, Step 4, Academic Salary Schedule, effective August 28 through December 17, 2010.
6. Change in Salary - Ms. Rachel Williams, full-time instructor of English, Humanities Division, from Class III, Step 5 to Class IV, Step 5, Academic Salary Schedule, effective December 17, 2010.
7. Amended Special Assignment - Ms. Linda Delzeit, part-time instructor of Physical Education, Health Sciences & Athletics Division, to teach for-credit contemporary Health 1 class to Nuvview School District, for Community Advancement, to be paid Class II, Step 6, not to exceed 180 hours or \$16,939, instead of 60 hours or \$5,647, effective July 1, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
8. Special Assignment - Ms. Catherine Lakatos, part-time Counselor, to provide counseling for students in Science Technology Engineering & Math (STEM) related careers and transfer information collection/research, to be paid \$45.14 an

hour, not to exceed 600 hours or \$27,084, effective November 30, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

9. Special Assignment - Ms. Evelyne Berman, part-time instructor of French, Humanities Division, to conduct not-for-credit community education classes, to be paid \$45.14 an hour, not to exceed 111 hours or \$5,000, effective July 1, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
10. Special Assignment - Ms. Barbara Budrovich, full-time instructor of English, Humanities Division, to supervise the Writing Center and Computer Assisted Instruction (CAI) lab for winter, to be paid \$45.14 an hour, not to exceed 120 hours or \$5,417, effective January 3 through February 10, 2011, in accordance with the Agreement, Article 10, Section 14(a).
11. Special Assignment - Ms. Nancilyn Burruss, part-time instructor of English, Humanities Division, to prepare and deliver two workshops of Math Anxiety for students in the Career & Technical Education (CTE) Teacher Pipeline, to be paid \$60.18 an hour, not to exceed 10 hours or \$602, effective December 1, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m)
12. Special Assignment - Dr. Jenny Simon, full-time instructor of English as a Second Language (ESL), Humanities Division, to provide faculty support and work on Student Learning Outcomes (SLO) Assessment, to be paid \$60.18 an hour, not to exceed 20 hours or \$1,204, effective January 5, 2011 through February 8, 2011, in accordance with the Agreement, Article 10, Section 14(a).
13. Special Assignment - Dr. Lars Kjeseth, full-time instructor of Mathematics, to provide faculty support and work on Student Learning Outcomes (SLO) Assessment, to be paid \$60.18 an hour, not to exceed 10 hours or \$602, effective January 5, 2011 through February 8, 2011, in accordance with the Agreement, Article 10, Section 14(a).
14. Special Assignment - Dr. Lars Kjeseth, full-time instructor of Mathematics, to coordinate winter faculty projects/conference planning, to be paid \$60.18 an hour, not to exceed 100 hours or \$6,018, effective January 1, 2011 through February 11, 2011, in accordance with the Agreement, Article 10, Section 14(a).
15. Special Assignment - The following full-time instructors in the Humanities Division, to collaborate on development of textbook to be used on-line and free of charge to students, to be paid \$60.18 an hour, effective November 1, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Gene Armao	20	\$1,204
Jennifer Annick	20	\$1,204
Sarah Blake	33	\$2,000
Bruce Peppard	73	\$4,389
Stephanie Schwartz	20	\$1,204

16. Special Assignment - Ms. Kathryn Holmes, full-time instructor/Disabilities Specialist, to coordinate Learning Disability Assessments, to be paid \$60.18 an hour, not to exceed 8 hours or \$482, effective December 14, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).
17. Special Assignment - Ms. Begona De Velasco, part-time instructor of Natural Sciences, to prepare and organize for biotechnology lab activities with Science, Technology Engineering & Math (STEM) grant, to be paid \$45.14 an hour, not to exceed 20 hours or \$903, effective January 10 through February 4, 2011, in accordance with the Agreement, Article 10, Section 9(m).
18. Special Assignment - The following Disabilities Specialists to perform learning disability assessments for students with disabilities, to be \$45.14 an hour, effective December 14, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Kathryn Holmes	34 hours	\$1,535
Bonnilee Kaufman	42 hours	\$1,896
Julia Land	42 hours	\$1,896

19. Special Assignment - The following part-time instructors to coordinate activities in the Learning Center, to be paid \$45.14 an hour, effective January 5 through June 10, 2011, in accordance with the Agreement, Article 10, Section 9(m).

<u>Instructor</u>	<u>Discipline</u>	<u>Not to Exceed Hours Per Week</u>
Sheryl Kunisaki	English	10
Robin Cash	Computer Information Systems	15

20. Special Assignment – The following El Camino College full-time instructors to participate on Compton Center evaluation committees, to be paid \$45.14 an hour, not to exceed 5 hours each or \$258 each, per evaluation committee, plus mileage, effective October 1, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Ali Ahmadpour	Nancy Freeman
Mina Colunga	Suzanne Gates

Pat Gebert
 Thomas Hicks
 Brenda Jackson
 Christine Jefferies
 Cheryl Kroll
 Peter Marcoux
 Patricia McGinley
 Mary Moon
 Eduardo Munoz
 Inna Newbury

Jessica Padilla
 Teresa Palos
 Vince Robles (2 committees)
 Russell Serr
 Jay Siddiqui
 Michael Stupy
 Evelyn Uyemura
 Angela Willcocks
 Merriel Winfree

21. Amend Stipend Assignment - Ms. Holly Lampe, part-time instructor of Dance, Fine Arts Division, to choreograph Play #2, Dark of the Moon, to be paid \$100 instead of \$500, effective September 27 through November 4, 2010, in accordance with the Agreement, Article 10, Section 14(a).
22. Stipend Assignment - The following instructors to participate in the Learning Teams collaboration project two-day institute, to be paid \$300 each, effective February 1 through February 18, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Full-Time

Jennifer Annick
 Rachel Lewis
 Peter Marcoux
 Inna Newbury

Part-time

Kathy Hall
 Daina Hines
 Michael Jaffe

23. Stipend Assignment - The following full-time coaches to be paid a weekly stipend, effective January 15 through May 7, 2011, in accordance with the Agreement, Article 10, Section 11(a).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>
John Britton	Badminton	\$ 553
Nate Fernley	Baseball	\$ 553
Dean Lofgren	Men & Women's Track and Field	\$1,021 (2 teams)

24. Stipend Assignment - The following part-time coaches to be paid a weekly stipend, effective January 15 through May 7, 2011, in accordance with the Agreement, Article 10, Section 11(3).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>
Raymond (Tony) Asaro	Baseball	\$ 515
Richard Blount	Men's Volleyball	\$ 515
Susie Calderon	Women's Softball	\$ 515
Kevin Hughley	Men & Women's Track & Field	\$ 515
Sean Sheil	Men & Women's Track & Field	\$ 515
Steve Van Kanegan	Men & Women's Tennis	\$1,030 (2 teams)
Stacy Komai	Men's Golf	\$ 515

25. Stipend Assignment - Ms. Ava Baldwin, part-time instructor of Speech, Fine Arts Division, to perform at speech event as winter resident artist, to be paid \$750, effective January 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
26. Stipend Assignment - Mr. Andres Moina, part-time instructor of Humanities to perform Spanish assessment for IGrant trilingual mini-grant for Special Resource Center, to be paid \$135.42, effective November 16, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).
27. Stipend Assignment - Mr. Emmanuel Villaroman, part-time instructor of Industry and Technology, to present workshop for the Science, Technology, Engineering & Math (STEM) Student conference, to be paid \$200, effective November 19, 2010, in accordance with the Agreement, Article 10, Section 14(a).
28. Employment - Ms. Amy Adler, part-time instructor of Nursing, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, not to exceed 35 hours per week, effective December 14, 2010 through June 30, 2011, to be paid in accordance with the Agreement, Article 10, Section 9(m).
29. Employment - Ms. Heather Davis, part-time instructor of Fire & Emergency Technology, Industry & Technology Division, to be paid for by UCLA Center for Pre-Hospital Care, effective December 14, 2010 through June 30, 2011.
30. Employment - The following part-time/temporary instructors to be hired as needed for the 2011 Spring semester.

Behavioral & Social Science

Mohammed Abdelhamid	Alecsandria Colchico
Jose Arrieta	Michael Critelli
Derek Cadman	Mediha Din
Van Chaney	Darla Fjeld
Geralin Clark	Pannie Gagajena

Thomas Glenn
Austin Gordon
Lawrence Guillow
Shahrokh Haghighi
Paul Harley
Maribel Hernandez
Meric Keskinel
Thomas Keville
Amy Marie La Coe
Marc Mestyanek
Robroy Meyers
Andrew Monzon
Hatien Nguyen
Kaoru Oguri
Robert Osterman
Edgar Pacas

Business

Steven Alexander
Maureen Bernal
Arnold Blanshard
Jack Bliss
Meredith Caliman
Douglas Carnahan
Brennan Carr
Jeffrey Cowan
Noel Craven
Loretta Daniels
Vincent DeLuca
Edwin Dimaculangan
Allan Fork
Derf Fredericks
James Healy
Jo Ann Jones
Paula Koch

Fine Arts

Noorunnissa Abbasi
Aminah Abdul-Jabbaar
Deborah Aitken
Laura Kay Almo
Carolyn W. Almos
Craig Antrim

Jalpa Parikh
Allen Perlstein
Cecelia Phillips
Gaile Price
Kendahl Radcliffe
Kirsten Resnick
Bradley Reynolds
Jeffrey Rigby
Francis Schulte
Sharyn Seaton
Emily A. Sedgwick
Kell Stone
Paul Swendson
Farshid Tahernia
Kofi Yankey

Neil Kuritzky
Ming Chun Lu
Katherine Maschler
Walker Matthews
Donna McGovern
Xavier Miranda
Jerry Muraoka
Denise Nevin
Norman Riggs
Robert Rooks
Sophia Sherif
John Slawson
Melissa Som de Cerff
Jessica Stoudenmire
Jeffrey Tao
Paula Teske

Elizabeth Atherton
Cynthia Bahti
Ava Baldwin
Jeannine Barba
Larisa Bates
Kim Borgaro

Anna Bosler
Wendi Brown
Linda Busch
Hsin-Yi Chang
Kristin Chew
Robert Coomber
Camille Cornelius
Walter Cox
Jeffrey Crum
Joy Curtis Urlik
Robert Dalton
John Dearman
Caryn Desai
Rhonda Dillon
Mary Drobny
Barbara Dyer
Susan Einstein
Richard Ewing
Suzanne Jacobs Fagan
Kurt Festinger
Jocelyn Foye
Virginia Frazier
Jacqueline Freedman
Michelle Funderburk
Matthew Grief
Hiroshi E. Hamanishi
Jamie Hammond
Gloriane Harris
Karin Harris
Richard Hastings
Diane Hayden
Kent Eric Hayward
Hiroko Hojo
Eric Holman
James Hovorka
Grant Hungerford
Pamela Huth
Maria Jaque
Karin Jensen
Isadora Johnson
Marcie Kaufman
Emma Kheradyar
Thomas Kidd

Leroy Kim
Yumi Kiyose
Lawrence Klepper
Rona Klinghofer
Dean Koba
Yunsun Lee
Kristi Lobitz
Norman Looney
Christoph Luty
James Mack
Patricia Maki
Annie Malone
Margot Martin
Mark Massey
Elizabeth Mennemeyer
Michael Miller
Ruby Millsap
Joseph Mitchell
Vicki Muto
Kevin Myers
Daryle Nagano
Jeffrey Netzer
Binh Ngo
Dee Marie Nieto
Nancy OBrien
Annette Owens
Ann Patterson
Tina Riggs
Karen Roberts
Lois Roberts
Manon Robertshaw
Gary Robertson
Victoria Sanchez
Diane Simons
Holly Sneed
Christine Stahl
Neil Stannard
Susan Ste Marie
Karen Thayer
Laura Thompson
Sandra Trepasso
David Turner
Helene Wagner

Kimberly Wilkinson
Juliann Wolfgram

Lucretia Wright

Health Sciences & Athletics

Raymond Adoc
Brandon Alcocer
Billie Jo Anthony
David Bacon
Sivi Banks-Carson
Jaymie Baquero
Edwardo Barragan
Richard Blount
Susan Calderon
Marisa Chang
Pamela Chappell
Nina Collins
Salomay Corbaley
Lucia Cordeiro Drever
Lisa Correa
Roland Custodio
Linda Delzeit
Michael Fenison
Susan Ferme
Suzette Frio
Joan Gahan
Diana B. Galias
Don Gereau
Norene Gift
Esther Gravis
Elizabeth Hazell
Jennifer Henderson
Hiroko Hojo
William Hood
Michael Houck
Kevin Hughley
Naveed Hussain
Sherry Jenkins
Christina Johnson

Steven Jones
Bonnie Kayser
Yeon Kim
Matthew Kirk
Stacy Komai
Monica Lizarraga
Colleen McFaul
Katherine Meese
Stan Mintz
Douglas Mizukami
Josephine Moore
Helen Nakano
Mary Ogi
Norkor Omaboe
Taryn Parker
Fred Petersen
Heather Riley
Danielle R. Roman
Krysti Rosario
Linda Scott
Stephen Shaw
Sean Sheil
Elva Sipin
Joel Smith
Susan Stohrer
Darryl Sue
Mark Thomas
Matthew Trites
Steven Van Kanegan
Lisa Weyh
Joyce Wise
Karen Wyatt
Mits Yamashita
Susan Zareski

Humanities

Amanda Ackerman
Rebecca Ahn
Karen Amano-Tompkins

Maria Bauer
Natasha Bauman
Vicki Blaho

Jason Bostick
Frances Brown
Ronald Brutti
Nancilynn Burruss
Shannon Bush
Zeina Chakhchir
Kathleen Collins
Jolene Combs
Georgiana Coughlan
David Cron
Yolanda Cuesta
Cathleen Daniel
Agnes Davies
Allison DeVaney
Rebecca Ebin
Kimiko Ego
Jennifer Gallagher
Lisa Gaydosh
Tiffany Gebhard
Antonio Gonzalez
Ellen Griffin
Julia Hackner
Kathy Hall
Yvette Hawley
Jeremy Hector
Susan Herdzina
Jennifer Hill
Elizabeth Hindman
Diana Hines
Jennifer Holt
Patricia Hoovler
Miriam Houssels
Michael Jaffe
Kristin Jones
Dalia Juarez
Francesca Kemitch
Bruce Kermane
Angie Kirk
Gary Kohatsu
Kim Krizan
Sheryl Kunisaki

Betty Littles
Mari Lopez
Debra Lorango
Karen Lugo
Meagan Madigan
Susan Magabo
Clinton Margrave
John Millea
Yuki Minekawa
Melissa Moran
Susan Nozaki
Sumino Otsuji
Jan Parrish
Leah Pate
Bonita Pereyra
Rossella Pescatori
Claudia Prada
Cynthia Quintero
Loretta Ramirez
Natalie Ricard
Shannon Richardson
Kim Runkle
Jelena Savina
Catherine Schaeffer
Joyce Marie Schenk
David Schlick
Dale Shannon
Amir Sharifi
Grace Shibata
Christopher Stevens
Eric Takamine
Kanzo Takemori
Cindy Tino-Sandoval
Kathy Vertullo
Wendy Walsh
John Wietting
Wendy Wright
Nina Yoshida
Hailiang Zhao
Alfred Zucker
Genevieve Zuidervaat

Industry & Technology

Mark Arnold
Gayle Baizer
Michael Brownlie
John Carr
Kevin Coffelt
Nicholas Colin
Bruce Cook
Victor De la Torre
Timothy Dennis
Robert Diaz
Makisha Diggins-Davis
David Chi Do
Jeffrey Donahue
Michael Effler
James Ellingson
Stephen Ellis
Robert Engler
Lynn Fielding
Dorothy Foral
Shawn Freeman
Gregory George
Belinda Goodwin
Dudley Gray
Bridgitte Green
Charles Hamilton
Donald Herr
Sharon Higgins
Kenneth Ings
Meredith Jackson
Clifford Johnson
Margaret Johnson
William Johnson
Vera Kopecky
Thomas Kurth
James Lemmon
Edward Lugo
Mary Lyons

Michael Marshall
Richard Martinez
Donald Mason
Sheila Murray
Craig Neumann
Renee Newell
Nick Nickolin
Robert Olmsted
Annette Owens
Charles Owens
Priscilla Ratcliff
Philip Reno
Eugene Rock
Bernardo Rodriguez
Rey Rojo
Linda Schuetze
Oscar Serrano
Richard Shima
James Sims
John Skipper
Ralph Sproul
Richard Steele
Bobette Stott
Lynn Strobel
Bradley Sweatt
Kim Swobodzinski
Dale Ueda
Daniel Valladares
Michael VanOverbeck
Emmanuel Villaroman
Shirley Warren
Sue Warren
William Warren
Frank Weeks
Carl Whitaker
David Winkler
Issac Yang

Learning Resources

Anita Colby
John Fowler
Margaret Murphy

Bruce Russell
Jane Terry
Douglas Thompson

Mathematical Sciences

Vage Avakyan
Adalinda Avila
Robert Bauman
Beyenne Bayssa
Susanne Bucher
Robert Caldwell
Minh Can
Wei-Feng Chen
Marilyn Cortez
Dimetrios Dammerna
Zekarias Dammerna
Bruce Dovner
Abdelwahab El-Abyad
Farid Faridpak
Henri Feiner
Timothy Ferguson
Winfred Ferrell
Manolita L. Formanes
Monte Furuya
Binyam Gebremicael
Marguerite George
Theodore Gibson
Jack Gill
Astatke Gizaw
Megan Granich
Laura Hinckley
Raymond Ho
Anthony Hoang
Thu-Hang Hoang
London Jamar Shannon
Avid Khorram
William Latto Jr.
Duc Le
Loan Le
Jose Martinez

Steve Martinez
Perry McDonnell
Wendy Miao
Hai Ngo
Cuong Nguyen
Diem Nguyen
Hang Minh Nguyen
Alice O'Leary
Aida Ovanessian
Delores Owens
Quyen Phung
Charmaine Raffel
Mohammad Rahnnavard
Russell Reece
Matthew Robertson
Malinni Roeun
Tatiana Roque
Lernik Saakian
Oussama M. Safadi
Ellis Shamash
Azzam Shihabi
Richard Sibner
Shane Smith
Alan Stillson
Patricia Stoddard
Gizaw Tadele
James Wan
Er-Xiang Wang
Patrick Webster
Rich Wong
Jung Woo
May Xu
Christie Yang
David Yee
Michael Zeitzew

Natural Sciences

Robert Altermatt
Premilla Arasasingham
Andrey Balakin
Gary Booher

Robin Bouse
Michael Brennan
Begona De Velasco
Rebecca Donegan

Changming Dong
Lynn Fielding
Diana Garcia
Melvin Kantz
Stephen Koletty
Octavian Le
Laurie Len
Natalia Lev
Lida Masoudipour
Wade Mayo
Patricia Neumann
Huyen Nguyen

James Osborne
Leon Palmer
Ansha Qian
Vineeta Sachdev
Rajinder Sidhu
Richard Slocum
Donna M. Speckman
Thomas Stewart
Rosmery Tajiboy
Michel Van Biezen
Karla Villatoro

Special Resource Center

Trishmonisha Blagdon
Tisa Casas
Geralin Clark
Rachel Friedman
Barbara Gomez

Bonnilee Kaufman
Edward Kelly
Jeff Lenham
Sheila Lenham
Robert LoParo

31. Employment - The following part-time/temporary substitute instructors to be hired as needed for the 2011 Spring semester.

Business

Christopher Gilbert
Kim Gundlach
Marilyn Harris
Cathy Margolin

Rory Schlueter
Helen Tillotson
Stephen Whitson
Brenda Williams

Health Sciences & Athletics

Daniel Fitzpatrick
Bonnie Hughes

Humanities

Susan Duncan

Classified Personnel:

1. Retirement - Ms. Bozena Morton, Director, Resource Development/Grants Development & Management, Range 13, Step 5, Resource Development Division, Student and Community Advancement Area, effective January 18, 2011, and that a plaque be presented to her in recognition of his service to the District since 1997.
2. Retirement - Ms. Janice Watanabe, Student Services Specialist, Range 33, Step E, Student Development/Enrollment Services Division, Student and Community Advancement Area, effective December *~~31~~ 30, 2010, and that a plaque be presented to her in recognition of her service to the District since 1967.

*Item changed during Board meeting.

3. Retirement - Mr. W. Paul Weber, Laboratory Technician II, Range 31, Step E, Fine Arts Division, Academic Affairs Area, effective December 30, 2010, and that a plaque be presented to him in recognition of his service to the District since 1986.
4. Military Leave of Absence 100% (Unpaid) - Mr. Francisco Esqueda, Police Officer, Range 1, Step E, Campus Police Division, Administrative Services Area, effective August 2 through December 31, 2010.
5. Change of Assignment - Ms. *Kristie Adams from 100% to 50% Project Specialist, Range 32, Step C, Natural Sciences Division, Academic Affairs Area, 50% Project Specialist, Range 32, Step C, Enrollment Services Division, Student and Community Advancement Area, effective January 1 through September 30, 2011.

*Item changed during Board meeting.

6. Employment - Ms. Odinah M. Angeles-Recio, Evaluations Specialist, Range 33, Step A, Admissions and Records Division, Student and Community Advancement Area, effective January 11, 2011.
7. Employment - Ms. Rebecca Cobb, Director, Student Development, Range 11, Step 1, Student Development/Enrollment Services Division, Student and Community Advancement Area, effective January 7, 2011.
8. Employment - Mr. Edgar Corona, Evaluations Specialist, Range 33, Step A, Admissions and Records Division, Student and Community Advancement Area, effective January 10, 2011.

9. Employment - Ms. Julia Flores, Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective January 3, 2011.
10. Employment - Mr. Richard Gonzalez, 50% Clerical Assistant, Range 22, Step A, Industry & Technology Division, Academic Affairs Area, effective January 3, 2011.
11. Employment - Ms. Donna Takahama, Accounting Technician II, Range 34, Step A, Fiscal Services Division, Administrative Services Area, effective January 3, 2011.

Special Services Professional

12. Re-Employment - Ms. Pauline Annarino, Special Services Professional, Range 7, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$90,220, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective January 1 through June 30, 2011.
13. Extend Employment - Mr. Wadhy Solano, Special Services Professional, Range 8, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$33,531, Enrollment Services Division, Student and Community Services Area, effective November 4, 2010 through February 28 instead of January 31, 2011.

Temporary Classified Employees:

14. Extend Employment - Ms. Beatriz Ramirez, Clerk, Range 17, Step A, Learning Resources, Academic Affairs Area, to provide coverage for front desk in the Music Library, effective October 13, through December 17 instead of November 11, 2010.

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 1-11.

The following temporary, non-classified service employees are to be hired for the 2010-2011 fiscal year, paid hourly, effective December 14, 2010 through June 30, 2011, days and hours vary as needed, unless otherwise stated.

Instructional Aide Series

1. Instructional Aide II

The following individual is to provide basic tutoring, support services and accommodations for students.

Lawrence Schreier, \$9.75 per hour (eff. 11/1/10 to 6/30/11)

2. Instructional Aide III

The following individual is to provide intermediate level tutoring, maintain records, and other specified accommodations for students.

April Shin, \$10.50 per hour

3. Instructional Aide IV

The following individual is to provide teaching assistance, classroom set-up, and instructional support services and accommodations for student with disabilities.

Kirk Honda, \$12.25 per hour

Office Aide Series

4. Office Aide II

The following individuals are to assist with appointments and scheduling, basic office tasks, payment processing, media services, daily operations and maintenance, customer service, and supporting division staff as needed.

Kaysha Morgan, \$9.50 per hour (eff. 12/3/10 to 6/30/11)

Salina Rodriguez, \$9.50 per hour (eff. 12/3/10 to 6/30/11)

Sports Aide Series

5. Sports Aide II

The following individual is to assist the swimming classes with lifeguard duties.

Joshua Zurfluh, 12.00 per hour (eff. 11/15/10 to 6/30/11)

6. Sports Aide VI

The following individuals are to assist the staff with the Fitness Center.

Adrian Walters, \$15.00 per hour (eff. 12/1/10 to 6/30/11)

Chrissie Zartman, \$15.00 per hour (eff. 12/1/10 to 6/30/11)

7. Sports Aide VI

The following individuals are to assist the coaching staff with the coordination of all aspects of practice and competition.

Robert Fernley, \$17.00 per hour
Nicholas Jones, \$17.00 per hour

PROFESSIONAL SERIES

Program Professional Series

8. Program Professional I

The following individual is to assist the MESA Director with identification, recruitment, and retention of MESA students, providing general school and program information to students, and general clerical support as needed.

Elizabeth Bermudez, \$20.00 per hour (eff. 11/16/10 to 6/30/11)

9. Program Professional II

The following individual is to perform client intake and assessment, conduct business advising sessions, and deliver workshops.

Samantha Sproson, \$45.00 per hour

Training Professional Series

10. Training Professional I

The following individual is to provide training, expertise, leadership and professional services in the Fire Academy program.

Michael Steenbergen, \$32.00 per hour

11. Training Professional II

The following individual is to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices in both the Youth Empowerment Strategies for Success and the Foster and Kinship Care Education Programs.

Tina Scruggs, \$37.00 per hour (eff. 12/4/10 to 6/30/11)

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

- A. Travel.....Page 59
- B. Board of Trustees Goals for 2010-2011.....Page 59

A. Travel

It is recommended that the Board approve the attendance of Thomas M. Fallo at the 2011 National Legislative Conference, Washington, D.C., February 13-16, 2011, with no loss of salary, transportation and necessary expenses paid.

B. Board of Trustees Evaluation and Goals for ~~*2009-2010~~ 2010-2011

I. Represent El Camino College in the Community.

- a. Attend events in the community.
- b. Speak to community groups.
- c. Make Board presentations.
- d. Bring copies of community events and activities to other Board members.

*Item changed during Board meeting.

II. Participate in the operation of the College at Board Meetings.

- a. Speak freely and opening on policy issues.
- b. Solicit opinions of fellow Board members.
- c. Present ideas during discussion section of Board Meetings.
- d. Fill Board Vacancy in Trustee Area 1.

III. Continue a Trustee education program.

- a. Attend a conference on Trustee responsibilities.
- b. Submit materials from various sources to fellow Trustees.
- c. Read Trustee education materials sent by various organizations.
- d. Mentor new Trustee.

IV. Promote 2010 Facilities Master Plan.

- a. Monitor and approve Measure E Fiscal updates.
- b. Implement construction program.
- c. Review construction program activities.

V. Review Fiscal Oversight.

- a. Monitor 2010-2011 Budget.
- b. Study, review and approve the 2011-2012 Budget.
- c. Study, review and approve the 2009-2010 annual financial audit.
- d. Respond to national, state and local fiscal changes.

VI. Accreditation

- a. Receive, review and participate in El Camino College's Accreditation reports and actions.
- b. Receive and participate in discussion of the Community College Survey of Student Engagement.
- c. Receive and participate in discussion of the Community College Survey of Faculty Engagement.

- d. Review Student Learning Outcomes update.

VII. Support Student Accessibility.

- a. Actively support El Camino College Foundation activities.
- b. Establish and fund Osher Scholarships.
- c. Develop community involvement in the Foundation.