

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, April 20, 2009
Board Room
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of March 16, 2009, Pages 4-6**
- III. Presentations**
 - A. El Camino College Citizens' Bond Oversight Committee Annual Report – Ms. Darlene Love**
posted at:
http://www.elcamino.edu/administration/bond/docs/CBOC_E.pdf
 - 1. Public Comment
 - 2. Acceptance of the El Camino College Citizens' Bond Oversight Committee Annual Report
 - B. Accountability Reporting for the Community Colleges (ARCC)**
Ms. Irene Graff
 - 1. Public Comment
- IV. Public Hearing – none**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment**
 - 1. Academic Affairs
See Academic Affairs Agenda, Pages 7-50
 - 2. Student and Community Advancement
See Student Services Agenda,

- Pages 51-80*
3. Administrative Services
See Administrative Services Agenda, Pages 81-104
 4. *See Measure "E" Bond Fund Agenda,*
Pages 105-114
 5. Human Resources
See Human Resources Agenda,
Pages 115-127
 6. Superintendent/President
See Superintendent/President Agenda,
Pages 128-135

VI. Committee of the Whole, Page 136

- A. Public Comment
 1. The Brown Act

VII. Public Comment on Non-Agenda Items

VIII. Oral Reports

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

IX. Closed Session

- A. Student Expulsion, Brown Act
Section 54954.5
 1. Student Expulsion – 1 case
- B. Existing Litigation, Brown Act
Section 54956.9
 1. 1 Case

Board of Trustees Meeting Schedule for 2009 4:00 p.m. Board Room

Monday, May 18, 2009
Monday, June 15, 2009
Monday, July 20, 2009
Monday, August 17, 2009
Tuesday, September 8, 2009
Monday, October 19, 2009
Monday, November 16, 2009
Monday, December 21, 2009

EL CAMINO COLLEGE STRATEGIC PLAN 2007 THROUGH 2010

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

1. Offer excellent educational and student support services:
 - a) Enhance college services to support student learning using a variety of instructional delivery methods and services.
 - b) Maximize growth opportunities and strengthen programs and services to enhance student success.
 - c) Strengthen partnerships with schools, colleges and universities, businesses and community-based organizations to provide workforce training and economic development for our community.
2. Support self-assessment, renewal, and innovation:
 - a) Use student learning outcomes and assessment to continually improve processes, programs and services.
 - b) Use research-based evidence as a foundation for effective planning, budgeting and evaluation processes.
3. Modernize the infrastructure to support quality programs and services:
 - a) Use technological advances to improve classroom instruction, services to students and employee productivity.
 - b) Improve facilities to meet the needs of students and the community for the next fifty years.

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, March 16, 2009

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, March 16, 2009, in the Haag Recital Hall at El Camino College.

The following Trustees were present: Trustee Ray Gen, Vice-President; Trustee Maureen O'Donnell, Secretary; Trustee William Beverly, Member; Trustee Mary E. Combs, Member; and Ms. Elise Yerelian, Student Member. Trustee Nathaniel Jackson was absent due to illness.

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, Human Resources, and Dr. Lawrence Cox, Provost, El Camino College Compton Community Educational Center/Chief Executive Officer, Compton Community College District.

Minutes of the Regular Board Meeting of February 17, 2009

The Minutes of the Regular Board Meeting of February 17, 2009 were approved.

Consent Agenda

It was moved by Trustee O'Donnell, 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 – 2008/2009
Conference Attendance – CTE Teacher Pipeline
Destruction of Records
Instructional Field Trip – Spring 2009
Retreat – Mathematics, Engineering, Science Achievement (MESA) Program
Accreditation Follow-Up Report – Informational Item

Student and Community Advancement

Field Trips
Student Conferences
EOPS/CalWORKs/CARE Recognition Event
Grant

Board Policy and Procedure 4300 – Field Trips and Excursions – Second Reading & Adoption
Expulsion – 2009-3

Administrative Services

Planning and Budget Development Calendar 2009-10
Contracts Under \$76,000
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances
Contract – S&K Engineers – Ongoing Engineering Services
Contract Amendment – Heider Engineering – Lot H Parking Structure & Athletic Facilities
Contract Amendment – LPA, Inc. – Math/Business/Allied Health Building
Rejections of Bids 2008-1 – Infrastructure Phase 3 Project
Bid Award 2008-7 – ACCO Engineered Systems – Photography Relocation Project
Bid Award 2008-8 – Valley Crest Landscaping, Inc. – Field Renovation Project
Change Order – Bomel Construction Co. – Lot H Parking Structure & Athletic Facilities
Retention Reduction – Bomel Construction Co. – Lot H Parking Structure & Athletic Facilities
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees
~~Amend the Superintendent/President Employment Contract~~
* Item pulled and no substitutions were made.

President/Board of Trustees

California Community College Trustees Board Election
Order Biennial Governing Board Election

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

Public Comment

Luukia Smith, Sean Donnell, Dan Houston, Florence Baker, Natalie Pepper, and Jonathan Forney addressed Superintendent/President contract.

Closed Session

Meeting adjourned to a Closed Session at 5:15 p.m.

Adjournment

Meeting adjourned at 6:30 p.m.

Maureen O'Donnell, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

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

	<u>Page No.</u>
A. Center for the Arts Presentations – 2008/2009	8
B. Center for the Arts Presentations – 2009/2010	8
C. International Education/Study Abroad Program – Summer 2009	11
D. Proposed Curriculum Changes: Effective 2009/2010 Academic Year.....	11
E. FTES Enrollment Projections.....	48

ACADEMIC AFFAIRS

A. CENTER FOR THE ARTS PRESENTATIONS – 2008/2009

It is recommended that the Board approve the Center for the Arts presentation for the 2008/2009 season. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

<u>Performance</u>	<u>Date</u>	<u>Amount</u>
1. San Pedro Ballet Payable to: San Pedro Ballet School El Camino College Center for the Arts will co-sponsor San Pedro Ballet School's student recital to be held onstage at the Marsee Auditorium. El Camino College Center for the Arts will sell tickets for the event with income earned being deposited into Center for the Arts income account. After the production, El Camino College Center for the Arts costs and fees will be determined and this amount will be reduced from monies received and a check for the balance due will be issued to San Pedro Ballet School. If any monies are due the District, an invoice will be sent to cover any fees and costs due the District. The dollar amount due will be determined after the production from Ticket Office income receipts and CFA costs/expenses incurred.	June 20, 2009	Co-Sponsor
2. Lula Washington Dance Theatre School Payable to: Encore Entertainers El Camino College Center for the Arts will co-sponsor Lula Washington Dance Theatre School's student recital to be held onstage at the Marsee Auditorium. El Camino College Center for the Arts will sell tickets for the event with income earned being deposited into Center for the Arts income account. After the production, El Camino College Center for the Arts costs and fees will be determined and this amount will be reduced from monies received and a check for the balance due will be issued to Lula Washington Dance Theatre School. If any monies are due the District, an invoice will be sent to cover any fees and costs due the District. The dollar amount due will be determined after the production from Ticket Office income receipts and CFA costs/expenses incurred.	June 27, 2009	Co-Sponsor

B. CENTER FOR THE ARTS PRESENTATIONS – 2009/2010

It is recommended that the Board approve the Center for the Arts presentation for the 2009/2010 season. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

ACADEMIC AFFAIRS

2009/2010

2009-2010 Discovery Travel Cinema Series

1. **The World is Round** October 12, 2009 2,000
Payable to: Steve McCurdy 1,480
Payable to: The Lewis Williams Agency 520
In this travel film see the world not with a flat point of view but with a rounded one, exploring the world's cultures, peoples and sights.

2. **Superior Land of the Woodland Drummer** October 19, 2009 2,000
Payable to: Tom Sterling
This is a nature film that covers the life and habitat of the spectacular Woodland Drummer bird.

3. **Cruising Europe's Great Rivers** October 26, 2009 2,000
Payable to: Clint Denn 1,480
Payable to: R.J. Enterprises, Inc. 520
Take a lovely cruise down some of Western Europe's major rivers and quaint canals. These smaller vessels pass through the countryside, cities and towns that a large cruise ship could never reach. Enjoy the scenery, people and customs throughout some of the countries of Western Europe.

4. **Burma: Reflections on a Hidden Land** November 2, 2009 2,000
Payable to: Sean Cassidy/Patricia Keith * ~~1,420~~ 1,480
Payable to: The Lewis Williams Agency 520
Burma, also known as Myanmar, is a country with a tumultuous past, sits between China, India, Thailand and Laos. Independent yet controlled by the military junta, come and see what Burma is like within the life of its people.

5. **Hidden Jerusalem** November 9, 2009 2,000
Payable to: Dave Banks * ~~1,420~~ 1,480
Payable to: The Lewis Williams Agency 520
Jerusalem, the holy land, a city claimed by three major religions with three major cultures; come and see some of the cities more hidden treasures on this visit to Jerusalem.

* **Items changed during Board meeting.**

ACADEMIC AFFAIRS

- | | | | |
|-----|--|-------------------|---------------------------|
| 6. | Arctic Adventures | November 16, 2009 | 2,000 |
| | Payable to: Adam Ravetch | | * 1,420 -1,480 |
| | Payable to: R. J. Enterprises | | 520 |
| | The Arctic is a land full mystery and beauty with endless summers and long cold winters. Come see its land, oceans, islands and its incredible flora and fauna. | | |
| 7. | The World Without Us | February 8, 2010 | 2,000 |
| | Payable to: Mitch Anderson | | * 1,420 -1,480 |
| | Payable to: R. J. Enterprises, Inc. | | 520 |
| | What would the world be like without the United States of America? This is a documentary that looks at the world without US involvement or US aid. | | |
| 8. | Inside the Tuscan Hills | February 15, 2010 | 2,000 |
| | Payable to: John Wilson | | * 1,420 -1,480 |
| | Payable to: Windoes Travelogues | | 520 |
| | Rural and romantic Tuscany, in the countryside of Italy; visit its people, vineyards, farmlands and towns. With its rolling hills, spectacular natural parks, historical churches and cathedrals and visit the beautiful city of Firenze, known to many as Florence, and see Michelangelo's <i>David</i> . | | |
| 9. | Ghost Towns of The Wild West | February 22, 2010 | 2,000 |
| | Payable to: Grey Warriner | | * 1,420 -1,480 |
| | Payable to: Windoes Travelogues | | 520 |
| | The Wild West history lies within its ghost towns, Dogwood, Bodie, Aurora are just a few. The challenges, successes and failures and the strength of miners and pioneers are revealed in this film. | | |
| 10. | Morocco | March 1, 2010 | 2,000 |
| | Payable to: Rick Ray | | * 1,420 -1,480 |
| | Payable to: The Lewis Williams Agency | | 520 |
| | Morocco, located in North Africa, has always been a crossroads between Africa, Europe and the Middle East. Its Atlantic coast has the cities of Casablanca and Rabat where you can see open air-markets with its spices, textiles and exotic foods and beautiful mosques. | | |
| 11. | Etched in Stone: Scotland Provence | March 8, 2010 | 2,000 |
| | Payable to: Monty & Marsha Brown | | * 1,420 -1,480 |
| | Payable to: Windoes Travelogues | | 520 |

*** Items changed during Board meeting**

ACADEMIC AFFAIRS

The green landscapes adorned with historical castles and cathedrals. The quaint towns are dotted among the countryside where the pubs welcome locals and visitors alike to share in the hospitality of Scotland.

12. Sea to Sea in a Model-T	March 15, 2010	2,000
Payable to: Don Van Polen		* 1,420 –1,480
Payable to: R. J. Enterprises		520

From the Pacific coast to the Atlantic coast and with many points in between, enjoy an old fashion ride in a Model-T and see the countryside in a leisurely and up-close manner.

*** Item changed during Board meeting**

C. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM – SUMMER 2009

It is recommended that the Board approve the following International Education/Study Abroad Program for Summer 2009:

South Africa (Capetown, Oudtshoorn, Plettenberg Bay, Tsitsikamma National Park, Port Elizabeth, Durban, St. Lucia, Hluhluwe, Swaziland, Timbavati, Kruger National Park, Graskop, Pretoria, and Johannesburg) – The contractor is Leonardo World LLC, 9370 Sky Park Court, Suite 230, San Diego, CA 92123. The contact person is Mr. Eduard Schmiede.

On-Site Program Director: Professor Matt Ebner. His duties as the on-site director will include but not be limited to teaching the following courses: Geography 1 (Physical Geography), Geography 5 (World Regional Geography), and Geography 20abcd (Geography Field Studies). Duties will also include but not be limited to advising students, interacting with South Africa travel representatives and administering the program in South Africa. Inclusive dates: June 15, 2009 – July 8, 2009.

D. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2009-2010 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum additions, inactivations, and revisions, effective the 2009-2010 academic year, as listed below.

ACADEMIC AFFAIRS

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

INACTIVATE COURSES

1. American Studies 1 – Introduction to American Studies
2. American Studies 3 – The American Immigrant Experience
3. Anthropology 20B – Advanced Museum Studies
4. Education 10 – CBEST Preparation in Reading
5. Education 20 – CBEST Preparation in Writing
6. Education 30 – CBEST Preparation in Math
7. Sociology 115 – Death and Dying

DISTANCE EDUCATION UPDATE; CHANGE IN NUMBER

Current Status/Proposed Change

1. Child Development ~~3~~ 103 – Child Development (Online)

Recommendation:

Child Development 103 – Child Development (Online)

Current Status/Proposed Change

2. Child Development ~~4~~ 150 – Survey of Children with Special Needs (Online)

Recommendation:

Child Development 150 – Survey of Children with Special Needs (Online)

Current Status/Proposed Change

3. Child Development ~~9~~ 104 – The Home, The School, The Community (Online)

Recommendation:

Child Development 104 – The Home, The School, The Community (Online)

ACADEMIC AFFAIRS

Current Status/Proposed Change

4. Child Development ~~29~~ 129 – Introduction to Program Administration (Online)

Recommendation:

Child Development 129 – Introduction to Program Administration (Online)

Current Status/Proposed Change

5. Child Development ~~34~~ 131 – Supervising and Mentoring Adults (Online)

Recommendation:

Child Development 131 – Supervising and Mentoring Adults (Online)

Current Status/Proposed Change

6. Child Development ~~32~~ 152 – Disabilities in the Developing Child (Online)

Recommendation:

Child Development 152 – Disabilities in the Developing Child (Online)

Current Status/Proposed Change

7. Child Development ~~33~~ 154 – Role and Responsibilities of the Special Education Assistant (Online)

Recommendation:

Child Development 154 – Role and Responsibilities of the Special Education Assistant (Online)

Current Status/Proposed Change

8. Child Development ~~45~~ 122 – Development of the School Age Child (Online)

Recommendation:

Child Development 122 – Development of the School Age Child (Online)

Current Status/Proposed Change

9. Child Development ~~46~~ 123 – Principles and Practices of School Age Care Programs (Online)

Recommendation:

Child Development 123 – Principles and Practices of School Age Care Programs (Online)

ACADEMIC AFFAIRS

CHANGE IN NUMBER

Current Status/Proposed Change

1. Child Development ~~7~~ 107 – Infant/toddler Development

Recommendation:

Child Development 107 – Infant/toddler Development

Current Status/Proposed Change

2. Child Development ~~44~~ 111 – Pediatric First Aid and CPR

Recommendation:

Child Development 111 – Pediatric First Aid and CPR

Current Status/Proposed Change

3. Child Development ~~42~~ 112 – Teaching Young Children in Multicultural Classrooms

Recommendation:

Child Development 112 – Teaching Young Children in Multicultural Classrooms

Current Status/Proposed Change

4. Child Development ~~34~~ 114 – Observing and Guiding Children (Online)

Recommendation:

Child Development 114 – Observing and Guiding Children (Online)

Current Status/Proposed Change

5. Child Development ~~37abcd~~ 137abcd – Mentor Seminar A

Recommendation:

Child Development 137abcd – Mentor Seminar A

Current Status/Proposed Change

6. Child Development ~~38abcd~~ 138abcd – Mentor Seminar B

Recommendation:

Child Development 138abcd – Mentor Seminar B

ACADEMIC AFFAIRS

Current Status/Proposed Change

7. Child Development ~~39abcd~~ 139abcd – Mentor Seminar C

Recommendation:

Child Development 139abcd – Mentor Seminar C

Current Status/Proposed Change

8. Child Development ~~40abcd~~ 140abcd – Mentor Seminar D

Recommendation:

Child Development 140abcd – Mentor Seminar D

Current Status/Proposed Change

9. Child Development ~~135~~ 105 – Parenting in Contemporary Society

Recommendation:

Child Development 105 – Parenting in Contemporary Society

NEW DISTANCE EDUCATION COURSE VERSIONS FOR EXISTING COURSES

1. Child Development 107 – Infant/Toddler Development (Online)
2. Child Development 125 – Child Development Practicum I (Online)
3. Child Development 126 - Child Development Practicum II (Online)
4. Child Development 137abcd – Mentor Seminar A (Online)
5. Child Development 138abcd – Mentor Seminar B (Online)
6. Child Development 139abcd – Mentor Seminar C (Online)
7. Child Development 140abcd – Mentor Seminar D (Online)
8. Child Development 170A – Family Development I (Online)
9. Child Development 170B – Family Development II (Online)

ACADEMIC AFFAIRS

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

1. Child Development 107 – Infant/Toddler Development

Current Status/Proposed Change

Prerequisite: Child Development ~~3~~ 103 with a minimum grade of C

This course focuses on factors affecting the physical, cognitive and psychosocial development of a child from birth to age two-and-a-half. Topics include: the effect of the adult-child relationship on an infant's development, practical application of developmental theories in relation to infant/toddler group care, dealing sensitively and effectively with cultural issues in the child care setting, developmentally appropriate environments, curriculum, and state mandated licensing regulations.

~~Note: This course meets Title 22 requirements for programs for young children regulated by the California State Department Education.~~

Recommendation:

Prerequisite: Child Development 103 with a minimum grade of C

This course focuses on factors affecting the physical, cognitive and psychosocial development of a child from birth to age two-and-a-half. Topics include the effect of the adult-child relationship on an infant's development, practical application of developmental theories in relation to infant/toddler group care, dealing sensitively and effectively with cultural issues in the child care setting, developmentally appropriate environments, curriculum, and state mandated licensing regulations.

2. Child Development 129 – Introduction to Program Administration

Current Status/Proposed Change

Prerequisite: ~~Child Development 20 with a minimum grade of C or two years of preschool teaching; or two years verified field work in child care~~ None

This course focuses on the regulations, standards and practices for licensed preschools and school-age child care programs established by the California State Department of Social Services. ~~Topics to be covered will~~ include the role of the program director, interpersonal relationships, public relations, staff recruitment and selection, and community resources ~~and budgeting~~.

ACADEMIC AFFAIRS

Recommendation:

Prerequisite: None

This course focuses on the regulations, standards and practices for licensed preschool programs established by the California State Department of Social Services. Topics include the role of the program director, interpersonal relationships, public relations, staff recruitment and selection, and community resources.

3. Child Development 137abcd – Mentor Seminar A

Current Status/Proposed Change

Enrollment Limitation: current ~~employment~~ or past experience in an early childhood program

~~The focus of t~~This course is designed to provide information, guidance and peer support for mentor teachers who are supervising student teachers, beginning teachers and assistants in ~~Early Childhood Education~~ programs. Seminar content will be individualized to meet the professional needs of each mentor. This course meets the professional development requirements for renewal of the Child Development Permit.

Recommendation:

Enrollment Limitation: current or past experience in an early childhood program

This course is designed to provide information, guidance and peer support for mentor teachers who are supervising student teachers, beginning teachers and assistants in early childhood education programs. Seminar content will be individualized to meet the professional needs of each mentor. This course meets the professional development requirements for renewal of the Child Development Permit.

4. Child Development 138abcd – Mentor Seminar B

Current Status/Proposed Change

Enrollment Limitation: current ~~employment~~ or past experience in an early childhood program

This course is designed for early childhood mentor teachers to further explore issues ~~being~~ introduced in Mentor Seminar A. Content relates to the role as mentoring ~~to~~ student teachers, beginning teachers, and assistants in early childhood programs. Additional emphasis will be placed on the role as of early childhood professionals. Seminar content will be individualized to meet the needs of each mentor. This course meets professional development requirements for the renewal of the Child Development Permit.

ACADEMIC AFFAIRS

Recommendation:

Enrollment Limitation: current or past experience in an early childhood program
This course is designed for early childhood mentor teachers to further explore issues introduced in Mentor Seminar A. Content relates to the role mentoring student teachers, beginning teachers, and assistants in early childhood programs. Additional emphasis will be placed on the role of early childhood professionals. Seminar content will be individualized to meet the needs of each mentor. This course meets professional development requirements for the renewal of the Child Development Permit.

5. Child Development 139abcd – Mentor Seminar C

Current Status/Proposed Change

Enrollment Limitation: current ~~employment~~ or past experience in an early childhood program

This course is designed for early childhood mentor teachers to further explore issues ~~begun~~ presented in Mentor Seminar B. Content relates to the role as of mentoring ~~to~~ student teachers, beginning teachers and assistants in early childhood programs. Additional emphasis will be placed on the role of early childhood educators as advocates and change agents. Seminar content will be individualized to meet the needs of each mentor. This course meets professional development requirements for the renewal of the Child Development Permit.

Recommendation:

Enrollment Limitation: current or past experience in an early childhood program
This course is designed for early childhood mentor teachers to further explore issues presented in Mentor Seminar B. Content relates to the role of mentoring student teachers, beginning teachers and assistants in early childhood programs. Additional emphasis will be placed on the role of early childhood educators as advocates and change agents. Seminar content will be individualized to meet the needs of each mentor. This course meets professional development requirements for the renewal of the Child Development Permit.

6. Child Development 140abcd – Mentor Seminar D

Current Status/Proposed Change

Enrollment Limitation: current ~~employment~~ or past experience in an early childhood program

This course is designed for early childhood mentor teachers to further explore issues ~~begun~~ discussed in Mentor Seminar C. Content relates to the role as of mentoring ~~to~~ student teachers, beginning teachers and assistants in early childhood programs. Additional emphasis will be placed on research and communication.

ACADEMIC AFFAIRS

Seminar content will be individualized to meet the needs of each mentor. This course meets professional development requirements for the renewal of the Child Development Permit.

Recommendation:

Enrollment Limitation: current or past experience in an early childhood program
This course is designed for early childhood mentor teachers to further explore issues discussed in Mentor Seminar C. Content relates to the role of mentoring student teachers, beginning teachers and assistants in early childhood programs. Additional emphasis will be placed on research and communication. Seminar content will be individualized to meet the needs of each mentor. This course meets professional development requirements for the renewal of the Child Development Permit.

7. Child Development 150 – Survey of Children with Special Needs

Current Status/Proposed Change

Prerequisite: Child Development 3 103 with a minimum grade of C or concurrent enrollment

This course offers an overview of the causes, characteristics, prevalence, and needs of children with mild to severe physical, cognitive and behavioral ~~problems~~ conditions. ~~Other t~~ Topics include the identification of community agencies for referral and case management, inclusion of children with special needs into mainstream classrooms, and the special needs of gifted and talented children. Students will observe local programs that serve children with special needs.

Recommendation:

Prerequisite: Child Development 103 with a minimum grade of C or concurrent enrollment

This course offers an overview of the causes, characteristics, prevalence, and needs of children with mild to severe physical, cognitive and behavioral conditions. Topics include the identification of community agencies for referral and case management, inclusion of children with special needs into mainstream classrooms, and the special needs of gifted and talented children. Students will observe local programs that serve children with special needs.

ACADEMIC AFFAIRS

COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), TRANSFER STATUS, CATALOG DESCRIPTION, COURSE LENGTH

1. Child Development 131 – Supervising and Mentoring Adults

Current Status/Proposed Change

Course Length: ~~4-weeks~~ Full Term

Enrollment Limitation: ~~current or past experience teaching in a licensed in an early childhood program for young children~~

~~No Transfer CSU~~ Proposed Transfer CSU

~~In This course covers~~ students will study the principles and practices of ~~supervision~~ supervising and evaluation ~~evaluating~~ of staff in early childhood education programs. ~~The e~~Emphasis of this course is will be placed on the role and responsibilities of experienced classroom teachers who mentor or supervise new teachers and student teachers, ~~while simultaneously addressing~~ Topics will include balancing the needs of children, families and staff, ethics, advocacy, and professionalism in the field.

Note: This course fulfills the adult supervision requirement for the Child Development Permit and the California Early Childhood Mentor Teacher Program.

Recommendation:

Course Length: Full Term

Enrollment Limitation: current or past experience in an early childhood program
Proposed Transfer CSU

In this course students will study the principles and practices of supervising and evaluating staff in early childhood education programs. Emphasis will be placed on the role and responsibilities of experienced classroom teachers who mentor or supervise new teachers and student teachers. Topics will include balancing the needs of children, families and staff, ethics, advocacy, and professionalism in the field.

Note: This course fulfills the adult supervision requirement for the Child Development Permit and the California Early Childhood Mentor Teacher Program.

ACADEMIC AFFAIRS

COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), NUMBER, DESCRIPTIVE TITLE, CATALOG DESCRIPTION

Current Status/Proposed Change

1. Child Development ~~20~~ 126 – Child Development Practicum II

Prerequisite: Child Development ~~4, 8, 9~~ 104, 108, 150 and two courses from Child Development ~~16, 17, 18, 19~~ 116, 117, 118, 119 with a minimum grade of C in each prerequisite course. One of these courses may be taken concurrently with Child Development 126.

~~This is a practical application of~~ In this course, students will apply and implement developmental teaching theories in an early childhood education program setting. The course ~~will include~~ planning, implementing demonstrating, and evaluating learning experiences for children from infancy through five years of age. This course covers aspects of teaching such as strategies for working with children and adults, in an early childhood education program, classroom management skills, program philosophies, and techniques for gaining employment, and philosophical issues. This course is designed for teachers in training and teachers in service who want to develop or refine their skills.

Recommendation:

Child Development 126 – Child Development Practicum II

Prerequisite: Child Development 104, 108, 150 and two courses from Child Development 116, 117, 118, 119 with a minimum grade of C in each prerequisite course. One of these courses may be taken concurrently with Child Development 126.

In this course, students will apply and implement developmental teaching theories in an early childhood education setting. The course includes planning, demonstrating, and evaluating learning experiences for children. This course covers aspects of teaching such as strategies for working with children and adults, classroom management skills, program philosophies, and techniques for gaining employment. This course is designed for teachers in training and teachers in service who want to develop or refine their skills.

CHANGE IN DESCRIPTIVE TITLE

Current Status/Proposed Change

1. Psychology 3 – ~~The~~ Critical Thinking and Psychology of Thinking

ACADEMIC AFFAIRS

Recommendation:

Psychology 3 – Critical Thinking and Psychology

COURSE REVIEW; DISTANCE EDUCATION UPDATE; CHANGE IN CATALOG DESCRIPTION

1. Psychology 5 – General Psychology

Current Status/Proposed Change

This course is a survey study of the scientific study of the behavioral human behavior and mental processes of organisms. ~~This course emphasizes with an emphasis on~~ basic theory and research ~~design, including experimental techniques.~~ ~~Extended discussions of the contribution of nature and nurture to the understanding of behavior and mental processes are conducted~~ generated by the scientific method. Major topics include psychobiology, ~~sensation and perception,~~ learning, ~~and conditioning,~~ cognitive psychology, ~~motivation and emotion,~~ personality theory, ~~psychopathology~~ human cognition, personality, lifespan development, psychological disorders, therapeutic approaches, and social psychology.

Recommendation:

This course is a survey study of human behavior and mental processes with an emphasis on basic theory and research generated by the scientific method. Major topics include psychobiology, learning, human cognition, personality, lifespan development, psychological disorders, therapeutic approaches, and social psychology.

NEW COURSES

1. Child Development 125 – Child Development Practicum I

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

Prerequisite: Child Development 103, 104 and one course from Child

Development 116, 117, 118, or 119 with a minimum grade of C in each prerequisite course

Credit, degree applicable; Letter grade; Transfer CSU

This course provides a practical application of learning theories in early childhood education programs. Students will have an opportunity to observe and interact with children and staff in supervised child care settings. The course includes methods of working effectively with children, observation and guidance techniques, the role of the preschool teacher and classroom assistant, effective communication with staff and parents, educational requirements and techniques

ACADEMIC AFFAIRS

for gaining employment in the field. This course is designed for teachers in training and teachers in service who want to develop or refine their skills.

2. Child Development 170A – Family Development I

Units: 3 Lecture: 3 hours Faculty Load: 20.00%

Credit, degree applicable; Letter grade; Transfer CSU

This is the first course in a two-course professional development series. It is designed for front line family workers who help families work through crises and transitions in their lives. Students will develop and practice skills needed to provide strengths-based support for families in their communities. Topics will include the core principles of the family development approach, communication and assessment techniques, understanding and appreciating diversity and culture, and the development of Family Development Plans. Students will begin development of a portfolio to document their ability to assist families in achieving long-term sustained change. Upon successful completion of Child Development 170A and 170B, students will become eligible to apply for a Family Development Credential.

3. Child Development 170B – Family Development II

Units: 3 Lecture: 3 hours Faculty Load: 20.00%

Prerequisite: Child Development 170A with a minimum grade of C

Credit, degree applicable; Letter grade; Transfer CSU

This is the second course in a two-course professional development series. It is designed for front line family workers who help families work through crises and transitions in their lives. In this course, students will continue to develop and practice skills needed to provide strength-based support for families in their communities. Topics will include building and establishing relationships, personal safety, collaboration, accessing specialized services home visiting, and the local, state and national policies that affect families and the implementation of Family Development Plans. Students will complete a portfolio to document their ability to assist families in achieving long-term sustained change.

INACTIVATE OPTIONS IN CERTIFICATE OF ACHIEVEMENT

1. Childhood Education - Infant/Toddler Education Option
2. Childhood Education – Program Administration Option
3. Childhood Education – School Age Child Care Option

ACADEMIC AFFAIRS

CHANGE IN MAJORS

1. Childhood Education

Current Status/Proposed Change

A minimum of 15 units of the major requirements must be completed at El Camino College.

Child Development ~~3, 9, 12, 34~~ 103, 104, 112, 114; ~~one course from~~ Child Development ~~4~~ 150 or ~~32~~ 152; two courses from Child Development 116, 117, 118, 119; complete 8-9 units from Child Development ~~4, 7, 8, 10, 20, 29, 30, 31, 32, 33, 45, 46,~~ 105, 107, 108, 110, 114, 116, 117, 118, 119, 122, 123, 125, 126, 129, 130, 136, 150, 152, 154, 160, 163, 166, 169, 170A, 170B, Nutrition and Foods 15

Total Units: 29-30

Recommendation:

A minimum of 15 units of the major requirements must be completed at El Camino College.

Child Development 103, 104, 112, 114; Child Development 150 or 152; two courses from Child Development 116, 117, 118, 119; complete 8-9 units from Child Development 105, 107, 108, 110, 114, 116, 117, 118, 119, 122, 123, 125, 126, 129, 130, 136, 150, 152, 154, 160, 163, 166, 169, 170A, 170B, Nutrition and Foods 15

Total Units: 29-30

2. Liberal Studies (Elementary Teaching)

Current Status/Proposed Change

Teacher Preparation Option:

English 1A, ~~Mathematics 70,~~ Speech Communication Studies 1 or English 1C; History 1A or 1B; Political Science 1, Geography 5 or Child Development ~~3~~ 103 or History ~~3~~ 140; one course from: Biology 10, Geology 6, Physical Science 25; one course from: Art 1, Dance 1, English 15A, 15B, 35, 36, 40A, 40B, 42, 43, 44, Music 11, 12, Theatre 1; one course from: Mathematics 73, 80, 110, 111, 115, 120, 130, 150, 170

Total Units: ~~27~~ 25-28

Recommendation:

Teacher Preparation Option:

English 1A, Communication Studies 1 or English 1C; History 1A or 1B; Political Science 1, Geography 5 or Child Development 103 or History 140; one course from: Biology 10, Geology 6, Physical Science 25; one course from: Art 1,

ACADEMIC AFFAIRS

Dance 1, English 15A, 15B, 35, 36, 40A, 40B, 42, 43, 44, Music 11, 12, Theatre 1;
one course from: Mathematics 73, 80, 110, 111, 115, 120, 130, 150, 170
Total Units: 25-28

CHANGE IN CERTIFICATE OF ACHIEVEMENT

1. Childhood Education

Current Status/Proposed Change

Early Childhood Education Option:

A Certificate of Achievement will be granted upon completion of the courses listed below. A minimum of ~~15~~ 12 units, ~~including Child Development 20 and two courses from Child Development 116, 117, 118, or 119,~~ must be completed at El Camino College. ~~Child Development 3, 8, 9, 10, 12, 20, 34; one course from Child Development 4 or 32; 103, 104, 108, 112, 114; two one~~ courses from Child Development 116, 117, 118, 119

Total Units: ~~30~~ 18

Recommendation:

Early Childhood Education Option:

A Certificate of Achievement will be granted upon completion of the courses listed below. A minimum of 12 units must be completed at El Camino College. Child Development 103, 104, 108, 112, 114; one course from Child Development 116, 117, 118, 119

Total Units: 18

2. Childhood Education

Current Status/Proposed Change

Early Intervention Assistant Option:

A Certificate of Achievement will be granted upon completion of the courses listed below. A minimum of 15 units, including Child Development 169, must be completed at El Camino College.

~~Child Development 3, 4, 7, 9, 10, 11, 32, 103, 104, 107, 110, 111, 150, 152, 169;~~
three units from: Child Development 116, 117, 119; three units from: Child Development ~~33, 34, 114, 154,~~ 160, 163, 166

Total Units: 28

Recommendation:

Early Intervention Assistant Option:

A Certificate of Achievement will be granted upon completion of the courses listed below. A minimum of 15 units, including Child Development 169, must be completed at El Camino College.

ACADEMIC AFFAIRS

Child Development 103, 104, 107, 110, 111, 150, 152, 169; three units from:
Child Development 116, 117, 119; three units from: Child Development 114, 154,
160, 163, 166

Total Units: 28

3. Childhood Education

Current Status/Proposed Change

Special Education Assistant Option:

A Certificate of Achievement will be granted upon completion of the courses listed below. A minimum of 15 units of the certificate requirements, including Child Development ~~32~~ 152 and ~~33~~ 154, must be completed at El Camino College. Child Development ~~3, 4, 9, 11, 32, 33, 169~~ 103, 104, 111, 150, 152, 154, 169; one course from Child Development ~~10~~ 110 or Nursing 112; one course from Child Development 116, 117, 118, 119; six units from: Child Development ~~7, 8, 34, 45, 160,~~ 107, 108, 114, 122, 123, 163, 166, 170A, 170B, Nursing 118, Nutrition and Foods 15, Sign Language/Interpreter Training 15

Total Units: 31

Recommendation:

Special Education Assistant Option:

A Certificate of Achievement will be granted upon completion of the courses listed below. A minimum of 15 units of the certificate requirements, including Child Development 152 and 154, must be completed at El Camino College. Child Development 103, 104, 111, 150, 152, 154, 169; one course from Child Development 110 or Nursing 112; one course from Child Development 116, 117, 118, 119; six units from: Child Development 107, 108, 114, 122, 123, 163, 166, 170A, 170B, Nursing 118, Nutrition and Foods 15, Sign Language/Interpreter Training 15

Total Units: 31

BUSINESS DIVISION

INACTIVATE COURSES

1. Computer Information Systems 17 – Intermediate Concepts in Visual Basic.Net
2. Law 7 – General California Law
3. Real Estate 12B – Advanced Legal Aspects of Real Estate

ACADEMIC AFFAIRS

4. Real Estate 17 – Real Estate Taxation and Exchange
5. Real Estate 27 – Escrow Practice
6. Real Estate 32 – Real Estate Loan Processing
7. Real Estate 42 – Uniform Standards of Professional Appraisal Practice (USPAP)
8. Real Estate 43 – Update of Uniform Standards of Professional Appraisal Practice (USPAP)
9. Real Estate 90abcd – Real Estate Assistant

FINE ARTS DIVISION

INACTIVATE COURSES

1. Dance 18abcd – Asian and Pacific Dance
2. Dance 96abcd – Cooperative Work Experience Education
3. Photography 60ab – Wilderness Photography
4. Theatre 20ab – Styles of Acting
5. Theatre 30 – Movement for the Actor
6. Theatre 34ab – Voice and Articulation for the Actor
7. Theatre 36 – Stage Dialects
8. Theatre 40B – Applied Intermediate Stage Direction
9. Theatre 192ab – Setup of Intelligent Lighting Systems
10. Theatre 193ab – Programming and Lighting Design with Intelligent Lighting Systems
11. Theatre 194ab – Computer Applications for the Entertainment Lighting Industry

ACADEMIC AFFAIRS

12. Theatre 195 – Industry Analysis and Portfolio Planning for the Entertainment Lighting Industry

NEW COURSES

1. Communication Studies 11 – Organizational Communication
Units: 3 Lecture: 3 hours Faculty Load: 20.00%
Recommended Preparation: eligibility for English 1A
Credit, degree applicable; Letter grade; Transfer CSU; Proposed Transfer UC
This course examines the role of communication in achieving goals of an organization. Emphasis is placed on the theories and practices of communication that contribute to productivity and efficiency in private and public organizations. Topics will include internal and external communication, interpersonal and group processes, and international communication.
2. Dance 70abcd – Improvisation
Units: 2 Lecture: 1 hour Lab: 3 hours Faculty Load: 21.67%
Credit, degree applicable; Letter grade, Pass/No Pass; Transfer CSU; Proposed Transfer UC
This course is designed for students with all levels of dance experience. The emphasis of the class is to encourage creative development rather than technical dance skills. It is highly recommended for non-dancers and beginning choreographers. Content areas include improvisational problems organized into three main areas: space, time, and movement invention. Topics progress from individual exploration to formally structured group improvisation. Attendance at selected dance events is required.

CHANGE IN CERTIFICATE OF ACHIEVEMENT

Current Status/Proposed Change

1. ~~Speech~~ Communication Studies
A Certificate of Achievement will be granted upon completion of the courses listed below.
12 units of the certificate requirements must be completed at El Camino College.
Required: 7 units; Communication Studies 1, 3, 99abc
Electives: 11 units: Communication Studies 4, 5, 7, 8, 9, 11, 12, 14, 24abcd, 25abcd, 99abc
Total Units: 18

ACADEMIC AFFAIRS

Recommendation:

Communication Studies

A Certificate of Achievement will be granted upon completion of the courses listed below.

12 units of the certificate requirements must be completed at El Camino College.

Required: 7 units; Communication Studies 1, 3, 99abc

Electives: 11 units: Communication Studies 4, 5, 7, 8, 9, 11, 12, 14, 24abcd, 25abcd, 99abc

Total Units: 18

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

1. Dance 71ab – Choreography I

Current Status/Proposed Change

Prerequisite: Dance 19ab and Dance 70abcd with a minimum grade of C. ~~or equivalent~~

Dance 70abcd may be taken concurrently with Dance 71ab.

This course ~~offers~~ is an introduction to fundamental skills and concepts of choreography with an emphasis on ~~finding~~ utilizing movement resources for ~~individual creativity~~ creating dances. Attendance at selected dance events ~~at El Camino College sponsored by the Center for the Arts~~ is required.

Recommendation:

Prerequisite: Dance 19ab and Dance 70abcd with a minimum grade of C.

Dance 70abcd may be taken concurrently with Dance 71ab.

This course is an introduction to fundamental skills and concepts of choreography with an emphasis on utilizing movement resources for creating dances.

Attendance at selected dance events is required.

CHANGE IN MAJOR

1. Dance

Current Status/Proposed Change

Theory: Dance 3, 5, 70abcd, 71ab

Technique: Dance 32ab, 42ab; 8 units from: Dance 22ab*, 23abcd*, 25abcd, 26abcd, 33abcd, 35abcd, 43abcd, Dance 72abcd

ACADEMIC AFFAIRS

~~*Most four-year Some Colleges/ and Universities do may not accept jazz courses for transfer credit towards the major.~~

4 units from: Dance 83abcd, (can be taken a maximum of 3 semesters for major credit), 87abcd**, 89abcd; **Students are advised that at least one semester of Dance 87abcd is required for transfer students.

3 units from Dance 9ab, 10, 12abcd, 14ab, 16ab, 17abcd, 18ab, 21abcd, 51ab, 52abcd, 53ab, 54abcd, 61ab, 62abcd; ~~Strongly recommended: Dance 72abcd~~

Total Units: ~~26~~ 28

Recommendation:

Theory: Dance 3, 5, 70abcd, 71ab

Technique: Dance 32ab, 42ab; 8 units from: Dance 22ab*, 23abcd*, 25abcd, 26abcd, 33abcd, 35abcd, 43abcd, Dance 72abcd

~~*Some Colleges and Universities may not accept jazz courses towards the major.~~

4 units from: Dance 83abcd, (can be taken a maximum of 3 semesters for major credit), 87abcd**, 89abcd; **Students are advised that at least one semester of Dance 87abcd is required for transfer students.

3 units from Dance 9ab, 10, 12abcd, 14ab, 16ab, 17abcd, 18ab, 21abcd, 51ab, 52abcd, 53ab, 54abcd, 61ab, 62abcd

Total Units: 28

COURSE REVIEW; CHANGES IN TITLE, DESCRIPTIVE TITLE, CATALOG DESCRIPTION

Current Status/Proposed Change

1. ~~Speech~~ Communication Studies 1 – ~~Effective~~ Public Speaking

~~In This course covers the fundamentals of speech communication. students will compose, present, and evaluate original speeches. Emphasis is placed on audience analysis, topic selection, research, evidence, organization, delivery, and critical analysis of persuasive communication. Students are required to attend out-of-class speaking events. evidence, logic, and performance techniques. Students will organize and present speeches based on various topics and applications.~~

Recommendation:

Communication Studies 1 – Public Speaking

In this course students will compose, present, and evaluate original speeches. Emphasis is placed on audience analysis, topic selection, research, evidence, organization, delivery, and critical analysis of persuasive communication. Students are required to attend out-of-class speaking events.

ACADEMIC AFFAIRS

COURSE REVIEW; CHANGES IN TITLE, DESCRIPTIVE TITLE

Current Status/Proposed Change

1. ~~Speech~~ Communication Studies 3 – ~~Small Group Discussion~~ Communication

Recommendation:

Communication Studies 3 – Small Group Communication

CHANGE IN TITLE

Current Status/Proposed Change

1. ~~Speech~~ Communication Studies 4 – Argumentation and Debate

Recommendation:

Communication Studies 4 – Argumentation and Debate

Current Status/Proposed Change

2. ~~Speech~~ Communication Studies 5 – Mass Communications

Recommendation:

Communication Studies 5 – Mass Communications

Current Status/Proposed Change

3. ~~Speech~~ Communication Studies 7 – Voice, Articulation, and Pronunciation

Recommendation:

Communication Studies 7 – Voice, Articulation, and Pronunciation

Current Status/Proposed Change

4. ~~Speech~~ Communication Studies 8 – Oral Interpretation of Literature

Recommendation:

Communication Studies 8 - Oral Interpretation of Literature

Current Status/Proposed Change

5. ~~Speech~~ Communication Studies 9 – Readers Theatre

Recommendation:

Communication Studies 9 – Readers Theatre

ACADEMIC AFFAIRS

Current Status/Proposed Change

6. ~~Speech~~ Communication Studies 12 – Interpersonal Communication

Recommendation:

Communication Studies 12 – Interpersonal Communication

Current Status/Proposed Change

7. ~~Speech~~ Communication Studies 24abcd – Forensic Workshop

Recommendation:

Communication Studies 24abcd – Forensic Workshop

Current Status/Proposed Change

8. ~~Speech~~ Communication Studies 25abcd – Forensic Team

Recommendation:

Communication Studies 25abcd – Forensic Team

Current Status/Proposed Change

9. ~~Speech~~ Communication Studies 99abc – Independent Study

Recommendation:

Communication Studies 99abc – Independent Study

CHANGE IN TITLE, DESCRIPTIVE TITLE

Current Status/Proposed Change

1. ~~Speech~~ Communication Studies 50 – Special Topics in ~~Speech~~ Communication Studies

Recommendation:

Communication Studies 50 – Special Topics in Communication Studies

CHANGE IN TITLE, DISTANCE EDUCATION UPDATE

Current Status/Proposed Change

1. ~~Speech~~ Communication Studies 14 – Introduction to Intercultural Communication

Recommendation:

Communication Studies 14 – Introduction to Intercultural Communication

ACADEMIC AFFAIRS

HEALTH SCIENCES AND ATHLETICS DIVISION

INACTIVATE COURSES

1. Physical Education 8 – Physical Agility for Fire Fighters
2. Physical Education 207A – Skills Proficiencies in Sports and Activities
3. Physical Education 207B – Physical Education Proficiencies in Sports and Activities
4. Physical Education 222abcd – Fencing
5. Physical Education 350abcd – Muscle Endurance Group Exercise
6. Surgical Technology 110 – Introduction to Surgical Technology
7. Surgical Technology 111 – Introduction to Surgical Procedures
8. Surgical Technology 120 – Operating Room Techniques
9. Surgical Technology 141 – Advanced Practicum: Selected Sub-specialties

HUMANITIES DIVISION

INACTIVATE COURSES

1. Academic Strategies 27 – Creative Problem Solving Workshop
2. Academic Strategies 50 – Special Topics in Academic Strategies
3. Communications 50 – Special Topics in Communications
4. English 11 – Introduction to Drama
5. English 50 – Special Topics in English
6. English 72 – Technical Report Writing

ACADEMIC AFFAIRS

7. English as a Second Language 50 – Special Topics in English as a Second Language
8. French 35 – Introduction to Francophone Literature in Translation
9. French 50 – Special Topics in French
10. German 4 – Intermediate German II
11. German 5 – Advanced German I
12. Humanities 50 – Special Topics in Humanities
13. Japanese 50 – Special Topics in Japanese
14. Journalism 50 – Special Topics in Journalism
15. Journalism 100 – Supervised Tutoring: Journalism Laboratory
16. Library Information Science 101 – Introduction to Libraries for Library Technicians
17. Library Information Science 105 – Information Services and Resources
18. Library Information Science 110 – Technical Services in Libraries
19. Spanish 50 – Special Topics in Spanish

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Academic Strategies 1abcd – Individualized Academic Strategies
Current Status/Proposed Change
~~A This laboratory class emphasizing~~ course emphasizes self-paced individualized approaches to learning in college, including instruction based on computerized diagnoses of difficulties through tests and observations. Offered as a support system utilizing multi-media workshops and learning contracts to students enrolled in content area courses in reading and/or mathematical computation. After diagnoses, individualized instructor-led and computer-based interventions are offered to improve reading or math skills.

ACADEMIC AFFAIRS

Recommendation:

This laboratory course emphasizes self-paced individualized instruction based on computerized diagnoses of difficulties in reading and/or mathematical computation. After diagnoses, individualized instructor-led and computer-based interventions are offered to improve reading or math skills.

2. Academic Strategies 22ab – Vocabulary Building for College Students

Current Status/Proposed Change

This course is designed to increase the student's reading, listening, writing, ~~listening~~ and speaking vocabularies by introducing words and concepts that are essential to academic success. ~~by emphasizing a systemized~~ A systematic method for continued vocabulary development is emphasized.

Recommendation:

This course is designed to increase the student's reading, listening, writing, and speaking vocabularies by introducing words and concepts that are essential to academic success. A systematic method for continued vocabulary development is emphasized.

3. Academic Strategies 30ab – Test-Taking Strategies

Current Status/Proposed Change

~~In This course, is designed to assist the students in acquiring confidence and competency in understanding the principles of test development and then use the~~ examine how testing instruments (such as true/false, multiple choice, and essay questions) are structured. Students learn techniques necessary for successful mastery of taking designed to increase success on various types of achievement tests.

Recommendation:

In this course, examine how testing instruments (such as true/false, multiple choice, and essay questions) are structured. Students learn techniques designed to increase success on various types of achievement tests.

4. English as a Second Language 51A – Introduction to English in Conversation

Current Status/Proposed Change

~~This is an~~ introductory course is designed to activate a student's oral/aural English-speaking and English-comprehension skills in a supportive atmosphere. The student works to develop communicative competence in an atmosphere free of criticism. The course includes cross-cultural communication topics; role playing, ~~an~~ and other small group activities; introduction to common American

ACADEMIC AFFAIRS

idioms; and expressions; pronunciation exercises designed to improve intelligibility; and listening comprehension practice.

Recommendation:

This introductory course is designed to activate a student's English-speaking and English-comprehension skills in a supportive atmosphere. The course includes cross-cultural communication topics; role play and other small group activities; introduction to common American idioms and expressions; pronunciation exercises designed to improve intelligibility; and listening comprehension practice.

5. English as a Second Language 51B – Intermediate Listening, Speaking and Pronunciation

Current Status/Proposed Change

~~This intermediate course helps ESL s~~Students in this course gain greater confidence and skill in listening to and speaking English. ~~Students participate in a wide range of~~ by participating in activities such as listening to mini-lectures and taking notes, presenting impromptu speeches, prepared speeches, and oral reports; ~~conducting group out of class surveys and one on one interviews;~~ and planning, performing, role plays and dramas; and ~~critiquing debates~~ discussing and debating controversial topics. Students ~~are taught listening and speaking strategies, shown how to~~ improve their pronunciation, intonation and stress, ~~and are introduced to~~ listening comprehension, and knowledge of idiomatic expressions and American culture, ~~idioms~~ and humor.

Recommendation:

Students in this course gain greater confidence and skill in listening to and speaking English by participating in activities such as listening to mini-lectures and taking notes, presenting impromptu speeches, prepared speeches, and oral reports; conducting surveys and interviews; performing role plays and dramas; and discussing and debating controversial topics. Students improve their pronunciation, intonation and stress, listening comprehension, and knowledge of idiomatic expressions and American culture and humor.

6. English as a Second Language 52A – Introduction to Reading and Vocabulary Building

Current Status/Proposed Change

This is an introductory course designed to transfer literacy in the first language to English by building basic reading skills and expanding vocabulary. Through the use of reading texts, reading kits, main idea exercises, and skimming and scanning

ACADEMIC AFFAIRS

activities, the foundation skills are developed through regular application. The aim of the course is to identify and reinforce good reading habits and to free students from over-dependence on dictionaries, with a focus on context as the key to meaning.

Recommendation:

This is an introductory course designed to transfer literacy in the first language to English by building basic reading skills and expanding vocabulary. Through the use of reading texts, reading kits, main idea exercises, and skimming and scanning activities, the foundation skills are developed through regular application. The aim of the course is to identify and reinforce good reading habits and to free students from over-dependence on dictionaries, with a focus on context as the key to meaning.

7. English as a Second Language 52B – Intermediate Reading and Vocabulary Building

Current Status/Proposed Change

This is an intermediate level course designed to teach appropriate reading skills, such as the ability to make inferences, ~~to~~ draw conclusions, ~~to~~ understand the meaning of vocabulary words in context through word analysis and ~~study-exercise,~~ contextual clues, and ~~to~~ determine the main idea from a passage. Students read from a variety of sources, including ~~the~~ newspapers, ~~the~~ essays, ~~the~~ short story stories, and ~~the~~ novels. Students also increase their academic vocabulary through vocabulary building activities.

Recommendation:

This is an intermediate level course designed to teach appropriate reading skills, such as the ability to make inferences, draw conclusions, understand the meaning of vocabulary words in context through word analysis and contextual clues, and determine the main idea from a passage. Students read from a variety of sources, including newspapers, essays, short stories, and novels. Students also increase their academic vocabulary through vocabulary building activities.

COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION

Current Status/Proposed Change

1. English 15A – Survey of ~~English~~ British Literature

This course ~~introduces students to English~~ is a survey of British literature from the Anglo-Saxon period through the 18th century. Particular attention will be given to

ACADEMIC AFFAIRS

tracing the growth of English, Irish, Scottish and Welsh culture and identity in relation to the literature. The selections may include *Beowulf*, *The Táin*, and *Everyman*, as well as readings from Chaucer, Julian of Norwich, Kempe, Spenser, Lanyer, Shakespeare, Cary, Donne, Herbert, Milton, Cavendish, Dryden, Behn, Pope, Swift, Johnson, and Sheridan.

Recommendation:

This course is a survey of British literature from the Anglo-Saxon period through the 18th century. Particular attention will be given to tracing the growth of English, Irish, Scottish and Welsh culture and identity in relation to the literature. The selections may include *Beowulf*, *The Táin*, and *Everyman*, as well as readings from Chaucer, Julian of Norwich, Kempe, Spenser, Lanyer, Shakespeare, Cary, Donne, Milton, Cavendish, Dryden, Behn, Pope, Swift, Johnson, and Sheridan.

Current Status/Proposed Change

2. English 15B – Survey of ~~English~~ British Literature

~~English 15B~~ This course is a survey of British literature by English, Irish, Scottish, and Welsh writers that begins with the Romantic Age and continues to the present. The course includes selections from major Romantic, Victorian, and Modern and Postmodern authors, including which may include Equiano, Burns, Blake, the Wordsworths, Coleridge, Byron, the Shelleys, Keats, Tennyson, the Brownings, the Brontës, Arnold, Browning, Hardy, Yeats, Conrad, Joyce, Eliot, Woolf, Lawrence, Beckett, Heaney, Pinter, and others.

Recommendation:

English 15B – Survey of British Literature

This course is a survey of British literature by English, Irish, Scottish, and Welsh writers that begins with the Romantic Age and continues to the present. The course includes selections from major Romantic, Victorian, Modern and Postmodern authors, which may include Equiano, Burns, Blake, the Wordsworths, Coleridge, Byron, the Shelleys, Keats, Tennyson, the Brownings, the Brontës, Arnold, Hardy, Yeats, Conrad, Joyce, Eliot, Woolf, Lawrence, Beckett, Heaney, Pinter, and others.

Current Status/Proposed Change

3. English as a Second Language 53A – Elementary ~~Writing~~/Grammar and Writing

This entry-level academic composition ~~class~~ course offers students an intensive writing experience. Students will write ~~a minimum of 15~~ well-organized, and coherent paragraphs transitioning to multi-paragraph essays, ~~including critical~~

ACADEMIC AFFAIRS

~~reactions to readings. Students will identify and address G~~grammar problems identified in student their writing ~~will be addressed.~~

Recommendation:

English as a Second Language 53A – Elementary Grammar and Writing
This entry-level academic composition course offers students an intensive writing experience. Students will write well-organized and coherent paragraphs transitioning to multi-paragraph essays. Students will identify and address grammar problems in their writing.

COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, TRANSFER STATUS, CATALOG DESCRIPTION

Current Status/Proposed Change

1. English as a Second Language 53B – Intermediate Writing/ and Grammar
~~No Transfer CSU~~ Proposed Transfer CSU

~~This intermediate-level academic composition class course offers students an intensive writing experience, moving from the paragraph to an emphasis on the in writing college essays. Students will learn to write a minimum of ten well-organized, coherent expository essays, including critical reactions to readings, and employing various rhetorical modes. Basic rules of grammar are reviewed and more advanced rules are introduced. Grammar problems identified in student writing will be addressed.~~

Recommendation:

English as a Second Language 53B – Intermediate Writing and Grammar
Proposed Transfer CSU

This intermediate-level academic composition course offers students an intensive experience in writing college essays. Students will learn to write well-organized, coherent expository essays, including critical reactions to readings, and employing various rhetorical modes. Basic rules of grammar are reviewed and more advanced rules are introduced.

ACADEMIC AFFAIRS

INDUSTRY AND TECHNOLOGY DIVISION

CHANGE IN MAJOR

1. Administration of Justice

Current Status/Proposed Change

At least 50% of the major requirements for the Associate in Arts degree must be completed at El Camino College.

Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 132, 133, 134, 136, 150, 155

Total Units: 27-32

Recommendation:

At least 50% of the major requirements for the Associate in Arts degree must be completed at El Camino College.

Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 132, 133, 134, 136, 150, 155

Total Units: 27-32

CHANGE IN CERTIFICATE OF ACHIEVEMENT

1. Administration of Justice

Current Status/Proposed Change

A Certificate of Achievement will be granted to the student completing the courses in the Administration of Justice or Reserve Police Officer Academy options. At least 50% of the courses required for the Certificate of Achievement must be completed at El Camino College.

Administration of Justice Option:

Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 132, 133, 134, 136, 150, 155

Total Units: 27-32

Recommendation:

A Certificate of Achievement will be granted to the student completing the courses in the Administration of Justice or Reserve Police Officer Academy options. At least 50% of the courses required for the Certificate of Achievement must be completed at El Camino College.

ACADEMIC AFFAIRS

Administration of Justice Option:

Administration of Justice 100, 103, 115, 130, 131, 135, 170; plus a minimum of six units from the following: Administration of Justice 70, 95/96abcd (2-4 units), 107, 109, 111, 125, 126, 132, 133, 134, 136, 150, 155

Total Units: 27-32

COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), DESCRIPTIVE TITLE, TRANSFER STATUS, CATALOG DESCRIPTION

Current Status/Proposed Change

1. Architecture 125abcd – Advanced Three-Dimensional Architectural Computer Aided Design

Prerequisite: Architecture ~~120abcd~~ 121abcd with a minimum grade of C or equivalent

~~No Transfer UC~~; Proposed Transfer UC

~~This is an advanced class course in the study of three-dimensional (3-D) computer aided design for Architecture. The course will use various AutoCAD Architectural Desktop and 3D Studio as the primary software, including Revit Architecture, to teach how to model, surface, light and animate the design of a Building Information Modeling (BIM) techniques. Topics will include computer animation, rendering, design analysis, and documentation of buildings. Students will create detailed computer models of buildings and its surrounding environmental context generate floor plans, building sections, elevations, details and schedules from the model.~~

Recommendation:

Architecture 125abcd – Advanced Three-Dimensional Architectural Computer Aided Design

Prerequisite: Architecture 121abcd with a minimum grade of C or equivalent

Proposed Transfer UC

This advanced course in three-dimensional (3D) computer aided design for architecture uses various CAD software, including Revit Architecture, to teach Building Information Modeling (BIM) techniques. Topics will include computer animation, rendering, design analysis, and documentation of buildings. Students will create detailed computer models of buildings and generate floor plans, building sections, elevations, details and schedules from the model.

ACADEMIC AFFAIRS

MATHEMATICAL SCIENCES DIVISION

INACTIVATE COURSES

1. Computer Science 15P – Assembly Language Programming for the IBM PC and Compatibles
2. Computer Science 23 – Advanced Computer Programming in Java
3. Computer Science 36 - .NET's Windows Forms for Graphical Interface Computer Science Programming
4. Computer Science 55 – Three Dimensional Computer Graphics Programming
5. Mathematics 65ab – Introduction to the Graphing Calculator
6. Mathematics 66ab – the Graphing Calculator for Calculus

COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), TRANSFER STATUS

1. Computer Science 60 – Programming with ASP.NET and C# in Web-Based Computer Science Applications
Current Status/Proposed Change
Prerequisite: Computer Science 2, 3, 4 or 30 with a minimum grade of C in prerequisite or equivalent
~~No Transfer CSU~~ Proposed Transfer CSU

Recommendation:

Prerequisite: Computer Science 2, 3, 4 or 30 with a minimum grade of C in prerequisite or equivalent
Proposed Transfer CSU

COURSE REVIEW; CHANGE IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Mathematics 111 – Mathematics for Elementary School Teachers – Geometry, Probability and Statistics

ACADEMIC AFFAIRS

Current Status/Proposed Change

Prerequisite: Mathematics 60 with a minimum grade of C or equivalent; and Mathematics 70 73 or Mathematics 80 with a minimum grade of C in prerequisite or equivalent

Recommendation:

Prerequisite: Mathematics 60 with a minimum grade of C or equivalent; and Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or equivalent

2. Mathematics 170 - Trigonometry

Current Status/Proposed Change

Prerequisite: Mathematics 60 and Mathematics 80 with a minimum grade of C in prerequisite, ~~and Mathematics 70 73 with a minimum grade of C~~ or qualification by testing (El Camino College Mathematics Placement Test) and assessment

Recommendation:

Prerequisite: Mathematics 60 and Mathematics 80 with a minimum grade of C in prerequisite, or qualification by testing (El Camino College Mathematics Placement Test) and assessment

COURSE REVIEW; CHANGE IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION

1. Mathematics 120 – Nature of Mathematics

Current Status/Proposed Change

Prerequisite: Mathematics ~~70~~ 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

This course surveys general ideas and concepts of mathematics, including ~~alternate and ancient numbering systems, inductive and deductive reasoning, geometries,~~ mathematics of finance, set theory, probability, statistics, voting systems, logic, and mathematics of finance ~~types of geometries.~~

Recommendation:

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

ACADEMIC AFFAIRS

This course surveys general ideas and concepts of mathematics, including mathematics of finance, set theory, probability, statistics, voting systems, logic, and types of geometries.

2. Mathematics 130 – College Algebra

Current Status/Proposed Change

Prerequisite: Mathematics ~~70~~ 73 or Mathematics 80 with a minimum grade of C in prerequisite, or qualification by testing (El Camino College Mathematics Test) and assessment

~~Topics covered in this course, include linear and quadratic equations and inequalities; students will explore polynomial, radical, rational, exponential, and logarithmic functions and their graphs; as well as sequences, and series, combinatorics, and the Binomial Theorem.~~

Recommendation:

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite, or qualification by testing (El Camino College Mathematics Test) and assessment

In this course, students will explore polynomial, radical, rational, exponential, and logarithmic functions and their graphs, as well as sequences, series, combinatorics, and the Binomial Theorem.

3. Mathematics 140 – Finite Mathematics for Business and Social Sciences

Current Status/Proposed Change

Prerequisite: Mathematics ~~70~~ 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

~~This course consists of a study of equations, the Gauss-Jordan method, matrices, linear programming (from a geometrical approach), logic sets, counting, combinatorics, probability, probability distributions, Bayes' theorem, random variables, descriptive statistics, and Markov chains, and game theory.~~

Recommendation:

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

This course consists of a study of the Gauss-Jordan method, matrices, linear programming from a geometrical approach, logic sets, combinatorics, probability, Bayes' theorem, random variables, descriptive statistics, and Markov chains.

ACADEMIC AFFAIRS

NEW DISTANCE EDUCATION COURSE VERSIONS FOR EXISTING COURSES

1. Mathematics 120 – Nature of Mathematics (Online)
2. Mathematics 130 – College Algebra (Online)

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Mathematics 210 – Introduction to Discrete Structures

Current Status/Proposed Change

This course ~~is a study of~~ blends mathematical ideas and techniques to analyze reasoning, combinatorial analysis, discrete structures, algorithmic thinking and modeling to study the problems and algorithms which that occur in ~~C~~computer ~~S~~science and mathematics. Topics covered include: logic, sets, ~~algebra, proofs,~~ functions, ~~algorithms, the integers, mathematical induction, elementary matrix algebra, mathematical reasoning, combinatorics, recurrence relations, relations,~~ number theory, counting, graphs and trees.

Recommendation:

This course blends mathematical reasoning, combinatorial analysis, discrete structures, algorithmic thinking and modeling to study the problems that occur in computer science and mathematics. Topics covered include: logic, sets, proofs, functions, relations, number theory, counting, graphs and trees.

NATURAL SCIENCES DIVISION

INACTIVATE COURSE

1. Biology 96abcd – Cooperative Work Experience Education

COURSE REVIEW

1. Chemistry 21A – Survey of General and Organic Chemistry
2. Chemistry 21B - Survey of Organic and Biochemistry
3. Geography 6 – Physical Geography Laboratory
4. Physics 1A – Mechanics of Solids

ACADEMIC AFFAIRS

5. Physics 1B – Fluids, Heat, and Sound

COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), TRANSFER STATUS

1. Geography 8 – Introduction to Geographic Information Systems

Current Status/Proposed Change

Recommended Preparation: basic computer skills

No Transfer UC Proposed Transfer UC

Recommendation:

Recommended Preparation: basic computer skills

Proposed Transfer UC

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

1. Microbiology 33 – General Microbiology

Current Status/Proposed Change

Prerequisite: Biology 10 or Anatomy 30 or Anatomy 32 or Physiology 31 or Anatomy and Physiology 34A; equivalent; and Chemistry 4 or Chemistry 20 or Chemistry 1A or Chemistry 21A or equivalent with a minimum grade of C in prerequisite

This course is a study of microbial anatomy and physiology, classification, microbes in water, air, soil, food, sewage, and medical aspects of microbiology. It also includes the study of fundamental techniques in the growth, culture, and identification of microorganisms. ~~It also includes the study of microbial anatomy and physiology, classification, microbes in water, air, soil, food, sewage and medical aspects of microbiology.~~ Laboratory experiments are performed by students to reinforce principles of microbiology discussed in lecture. This course is designed for students planning to pursue careers in the health related and pre-professional sciences or other life sciences. ~~majors.~~

Recommendation:

Prerequisite: Biology 10 or Anatomy 30 or Anatomy 32 or Physiology 31 or Anatomy and Physiology 34A; and Chemistry 4 or Chemistry 20 or Chemistry 1A or Chemistry 21A or equivalent with a minimum grade of C in prerequisite

ACADEMIC AFFAIRS

This course is a study of microbial anatomy and physiology, classification, microbes in water, air, soil, food, sewage, and medical aspects of microbiology. It also includes the study of fundamental techniques in the growth, culture, and identification of microorganisms. Laboratory experiments are performed by students to reinforce principles of microbiology discussed in lecture. This course is designed for students planning to pursue careers in the health sciences or other life sciences.

COURSE REVIEW, CHANGE IN CATALOG DESCRIPTION

1. Physics 1C – Electricity and Magnetism

Current Status/Proposed Change

This course details the mathematical and physical description of Coulomb's Law, electric field and potential, Gauss's Law, DC circuit analysis with Ohm's Law and Kirchhoff's Law, AC circuit analysis with phase diagrams, elementary electronics, capacitance, magnetic fields and their effect ~~of~~ on moving charges and currents, magnetic fields produced by various current configurations, induced ~~voltage~~, emf, mutual and self-inductance, basic theory of dielectrics, magnetic properties of materials and Maxwell's Equations in integral and differential form.

Recommendation:

This course details the mathematical and physical description of Coulomb's Law, electric field and potential, Gauss's Law, DC circuit analysis with Ohm's Law and Kirchhoff's Law, AC circuit analysis with phase diagrams, elementary electronics, capacitance, magnetic fields and their effect on moving charges and currents, magnetic fields produced by various current configurations, induced emf, mutual and self-inductance, basic theory of dielectrics, magnetic properties of materials and Maxwell's Equations in integral and differential form.

2. Physics 1D – Optics and Modern Physics

Current Status/Proposed Change

This is a calculus-based ~~course details the mathematical and physical description of geometrical~~ which covers geometric optics, which includes including reflection and refraction at plane and spherical surfaces, prisms, lenses, mirrors, and simple optical instruments, and ~~photometry and physical optics, which includes including~~ polarization, interference, diffraction, and ~~introduction to~~ introductory electromagnetic wave theory. ~~Also included in this course is~~ The modern physics ~~which portion of this course covers~~ special relativity, the particle nature of light, wave ~~property~~ properties of a particles, the Schrödinger equation, atomic physics and spectra, and nuclear physics, ~~and fission and fusion.~~

ACADEMIC AFFAIRS

Recommendation:

This is a calculus-based course which covers geometric optics, including reflection and refraction at plane and spherical surfaces, prisms, lenses, mirrors, and simple optical instruments, and physical optics, including polarization, interference, diffraction, and introductory electromagnetic wave theory. The modern physics portion of this course covers special relativity, the particle nature of light, wave properties of particles, the Schrödinger equation, atomic physics and spectra, and nuclear physics.

3. Physics 12 – Laboratory for Introductory Physics

Current Status/Proposed Change

This laboratory course is designed to give the student an opportunity to ~~check~~ experimentally reinforce some of the fundamental concepts of physics studied in Introductory Physics 11.

Recommendation:

This laboratory course is designed to give the student an opportunity to experimentally reinforce some of the fundamental concepts of physics studied in Physics 11.

E. FTES PROJECTION

It is recommended that the Board approve the ECC FTES Enrollment Projection for 2009-2010 and Update of 3-Year Compton Educational Center FTES Recovery Plan, as noted below.

ACADEMIC AFFAIRS

ECC FTES Enrollment Projection -- 2009-2010

Year	FTES July 2007	FTES Revised Projection April 9, 2009
04/05		
Summer 04	1,909	
Fall 04 - Spring 05	17,397	
Total	<u>19,306</u>	
05/06 (On stabilization @ 19,306)		
Summer 05	1,856	
Fall 05 - Spring 06	16,346	
Total	<u>18,202</u>	
06/07		
	Projected	Actual
Summer 06	1,806	1,805.70
Fall 06-Spring 07	16,400	16,452.89
Summer 07 (Shifted to 06/07)	1,100	1,053.85
Total	<u>19,306</u>	<u>19,312.44</u>
07/08		
	Projected	Actual
Summer 07	700	872.89
Fall 07 - Spring 08 (includes 3% inc over 06/07)	16,892	17,577.40
Summer 08 (Shifted to 07/08)	1,800	886.69
Total	<u>19,392</u>	<u>19,336.98</u>
08/09		
	Projected	New Projection
Summer 08	942	1,318.80
Fall 08 - Spring 09 (includes 3% inc over 07/08)	18,052	19,136.67
Summer 09 (Shifted to 08/09)	378	0.00
Total	<u>19,372</u>	<u>20,455.47</u>
Please note: The New Projection for 08/09 figure represents a 6% increase over FTES cap figure of 19,305.		
09/10		
	Projected	
Summer 09 (Stabilizing @ earned FTES for Summer 2008)	2,200	
Fall 09 - Spring 10 (Stabilizing @ earned FTES for 2008-2009)	19,136	
Total	<u>21,336</u>	

Fall - Spring numbers include Winter Intersession and 08/09 data is based on projections in March

ACADEMIC AFFAIRS

Update of 3-Year Compton Educational Center FTES Recovery Plan

Year	FTES	FTES Revised Projection April 9, 2009
06/07	Projected	Actual
Summer 06	343	348.28
Fall 06-Spring 07	2,346	2,347.16
Total	<u>2,689</u>	<u>2,695.44</u>
 07/08	 Projected	 Actual
Summer 07	412	422.28
Fall 07 - Spring 08 (includes 20% inc over 06/07)	2,807	2,924.77
Total	<u>3,219</u>	<u>3,347.05</u>
 08/09	 Projected	 New Projection
Summer 08	479	639.34
Fall 08 - Spring 09 (includes 18% inc over 07/08)	3,521	3,956.39
Summer 09 (Shifted to 08/09)	0	419.73
Total	<u>4,000</u>	<u>5,015.46</u>
 09/10	 Projected	
Summer 09	310	
Fall 09 - Spring 10 (includes 35% inc over 08/09)	5,290	
Total	<u>5,600</u>	
 10/11	 Projected	
Summer 10	899	
Fall 10 - Spring 11 (includes 4% inc over 09/10)	5,501	
Total	<u>6,400</u>	
 11/12	 Projected	
Summer 11	955	
Fall 11 - Spring 12 (includes 6% inc over 10/11)	5,845	
Total	<u>6,800</u>	

Fall - Spring numbers include Winter Intersession and 08/09 data is based on projections in March

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. 2009 Summer Camp.....	52
B. Community Education Program for Summer 2009.....	52
C. Destruction of Records for EOPS.....	52
D. Grants – Information.....	53
E. Grants – Acceptance.....	54
F. Board Policy 5030 – Fees - First Reading.....	56
G. Expulsion – 2009 – 4.....	56

STUDENT AND COMMUNITY ADVANCEMENT

A. 2009 SUMMER CAMP

It is recommended that the Board approve the following Summer Camp sponsored by the Health, Sciences and Athletics Division:

2009 Summer Football Passing League for High Schools Students

June 24 – July 22, 2009 - Wednesdays – 5pm-9pm

Summer Camp Directors: Gene Engle and Matt Kirk

B. COMMUNITY EDUCATION PROGRAM FOR SUMMER 2009

It is recommended that the Board approve the Community Education Program for Summer 2009 as shown on pages 57 through 71.

*Item changed during Board meeting.

C. DESTRUCTION OF RECORDS FOR EOPS

It is recommended that the Board approve destruction of the following records from EOPS:

1. Destruction of the following student records for 2004-2005. The records have been maintained for the required retention period in accordance with California Code of Regulations, California Community Colleges Subchapter 2.5, Article 2, Period of Retention:

EOPS/CARE Applications, EOPS/CARE Documentation Log,
EOPS/CARE Financial Documents, Unofficial Transcripts, Student
Responsibility Contracts, Student Educational Plans, Progress Reports

2. Destruction of the following student records for 1983 through 2003. The records have been maintained for the required retention period in accordance with Board Policy 3310 and Title 5, Section 59025:

Hourly Staff Timesheets, Payroll Accounting Records, Budget related
forms, and Special Event Invoices

STUDENT AND COMMUNITY ADVANCEMENT

D. GRANTS - INFORMATION

It is recommended that the Board receive for information the following grant proposals:

1. California Community Colleges Chancellor's Office – Career and Technical Education Teacher Preparation Pipeline. The program will develop Career & Technical Education Pathways with three major goals: 1) Curriculum development and strengthening math, science and English courses in the pipeline, 2) Increasing awareness of the program and recruiting students and 3) Identifying enrollment goals. In addition for 2009-2010, the project will expand its partners to include the South Bay Center for Counseling and Exxon-Mobile.

Project Director: Naomi Tokuda, Behavioral & Social Sciences

Amount of Grant Funding from Granting Agency	\$225,000
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$225,000
Indirect Rate	\$8,653.84 (4%)
Performance Period:	July 1, 2009 through June 30, 2010

2. California Community Colleges Chancellor's Office – Title 1B Collaborative Project: Special Populations. The purpose of this Title 1B project is to improve Career & Technical Education programs/instruction in specific discipline/industry clusters. Program improvement will be fostered by statewide collaboration and partnership development, with activities focusing on identifying and evaluating best practice models for implementation by faculty at the local level. Funded activities will be strictly for projects with statewide impact or scope, and are for program improvement or enrichment, not on-going operations.

Project Director: Cathy Brinkman, Interim Director, Workforce Development

Amount of Grant Funding from Granting Agency	\$100,000
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$100,000
Indirect Rate	\$4,000 (4%)
Performance Period:	July 1, 2009 through June 30, 2010

STUDENT AND COMMUNITY ADVANCEMENT

3. California Community Colleges Chancellor's Office – Title 1B Collaborative Project – Industrial and Technical Education. The purpose of these collaborative projects is to improve Career & Technical Education programs/instruction in specific discipline/industry clusters. Program improvement will be fostered by statewide collaboration and partnership development, with activities focusing on identifying and evaluating best practice models for implementation by faculty at the local level. Funded activities will be strictly for projects with statewide impact or scope, and are for program improvement or enrichment, not on-going operations. Project Director: David Gonzales, Director, Center for Applied Competitive Technology.

Amount of Grant Funding from Granting Agency	\$300,000
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$300,000
Indirect Rate	\$12,000 (4%)
Performance Period:	July 1, 2009 through June 30, 2010

E. GRANTS – ACCEPTANCE

It is recommended that the Board accept the following grants:

1. California Community Colleges Chancellor's Office – Career and Technical Education Community Collaborative Packet (Community Collaborative & Supplemental). The Career & Technical Education Community Collaborative Packet between the colleges of Cerritos and El Camino including the Compton Center, will enhance the existing projects that comprise the following four program areas: 1) Career Exploration Development for 7th & 8th Graders; 2) Career Technical Education Sectors; 3) Teacher and Faculty Externships in Business and Industry and 4) Career and Technical Educational Professional Development. Project Director: David Gonzalez, Director, Center for Applied Competitive Technology.

Amount of Grant Funding from Granting Agency	\$400,000
Amount of College Match (In-Kind)	<u>40,000</u>
Total Amount of Grant	\$440,000
Indirect Rate	\$16,000 (4%)
Performance Period:	February 1, 2009 through August 31, 2011

STUDENT AND COMMUNITY ADVANCEMENT

2. California Community Colleges Chancellor's office – Associate Degree Nursing – Registered Nurse (RN) Program Capacity Building Initiative Amendment). Funding will increase the enrollment capacity in the nursing program, establish a pre-admission assessment program to evaluate student readiness, and provide resources to maintain retention of students in the program. The funding period is being extended six months, to and including June 30, 2009.

Project Director: Kim Baily, Nursing Department

Amount of Grant Funding from Granting Agency	\$149,638
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$149,638
Indirect Rate	\$5,755.32 (4%)
Performance Period:	July 1, 2007 through June 30, 2009

3. California Community Colleges Chancellor's Office – Career & Technical Education/Teacher Preparation Pipeline. This program will meet all of the required objectives and activities of the grant including developing the Career & Technical Education Teacher Pathways in terms of curriculum development, strengthening math, science and English courses in the pipeline; increasing awareness of the program and recruiting students and identifying enrollment goals. In the 2007-2008 grant cycle, El Camino College laid the foundation for three Career & Technical Education teacher pathways: a Family and Consumer Sciences Single Subject Credential, Industrial Technology Education Single Subject Certification, and a more general Designated Subject Credential. For the 2008-2009 grant cycle, these pipelines are being refined to include the creation of 2+2 agreements and developing recruitment strategies to create a steady flow of new Career & Technical Education students. The original funding for this grant in the amount of \$174,465 is being augmented by \$25,000, which brings the total amount of the grant to \$199,465.

Project Director: Naomi Tokuda, Behavioral & Social Sciences

Amount of Grant Funding from Granting Agency	\$199,465
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$199,465
Indirect Rate	\$7,671.72 (4%)
Performance Period:	June 1, 2008 through May 31, 2009

STUDENT AND COMMUNITY ADVANCEMENT

4. Los Angeles Unified School District Local District 8 – El Camino College Local District 8 GEAR-UP Amendment. The one-year subcontract agreement between the Los Angeles Unified School District and El Camino College proposes to recruit, train and place El Camino College students at Carson High School to tutor their students. The amendment increases the contract amount by \$32,313.60 to fund tutoring services through the summer and will bring the funding level to \$97,313.60 for 2008/2009.

Project Director: Janet Young, Behavioral & Social Sciences

Amount of Grant Funding from Granting Agency	\$97,313.60
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$97,313.60
Performance Period:	April 1, 2009 through August 31, 2009

5. National Science Foundation – Advanced Aerospace Manufacturing Education Project. The Advanced Aerospace Manufacturing Education Initiative project addresses a need for technical training and education in an industry that is critical to the national interests and will incorporate the best practices from similar projects funded by the National Science Foundation and others that have been aimed at other industries. El Camino College, in partnership with the Oregon Institute of Technology and Purdue University, will develop and implement curricula. Project participants Boeing, Lockheed Martin, Vought Aircraft and Northrop Grumman will be responsible for implementation of current technology in the manufacturing of aircraft, and the planning for implementation of future technologies. Expiration date of grant was extended from June 30, 2009 to December 31, 2009.

Project Director: Ron Way, Industry & Technology

Amount of Grant Funding from Granting Agency	\$239,135
Amount of College Match (Cash)	<u>-0-</u>
Total Amount of Grant	\$239,135
Performance Period:	July 1, 2006 through December 31, 2009

F. **BOARD POLICY 5030 – FEES – First Reading**

It is recommended that the Board receive for First Reading Board Policy 5030 – Fees.

Board Policy 5030 – Fees. Administrative Procedure 5030 is appended.

G. **EXPULSION – 2009-4**

It is recommended that the Board approve expulsion of student number 2009-4, effective April 1, 2009.

STUDENT AND COMMUNITY ADVANCEMENT

Community Education Classes Summer 2009			
Course Title	Contract	Salary	Class Fee
Correction to W/S '09 Schedule: Piano/Keyboard (All Ages) #900009	Music Star- Charles David Wright	40%	\$99
Correction to W/S '09 Schedule: Drum Line (All Ages) #900008	Music Star- Karl Arrieta	40%	\$99
2-Day Film School Crash Course 100012 / 14162	Film Institute, Hollywood	40%	\$395.00
Life Drawing Marathons 100013 / 14457	Van Overbeck, Michael	40%	\$18.00
Life Drawing Marathons 100013/ 14458	Van Overbeck, Michael	40%	\$18.00
Life Drawing Marathons 100013/ 14459	Van Overbeck, Michael	40%	\$18.00
Introduction to One Stroke Painting 100036 / 14215	Numamoto, April	40%	\$35.00
Introduction to One Stroke Painting 100036 / 14216	Numamoto, April	40%	\$35.00
Cake Decorating 1 - Foundation 119695 / 14212	Rossberg, Kirk	40%	\$79.00
Learn Magic for Fun and Profit! 119703 / 14206	Paskell, Mark	40%	\$40.00
Learn How to Juggle in Two Hours 119704 / 14207	Paskell, Mark	40%	\$40.00
Floral Design 1: Theory & Principal of Flowers and Flower Arranging 119705 / 14460	Ward, Vanessa	40%	\$49.00
Floral Design 2: Basic Wiring & Taping 119706 / 14461	Ward, Vanessa	40%	\$49.00
Floral Design 3: Everyday Design 119707 / 14462	Ward, Vanessa	40%	\$49.00
Floral Design 4: Foliage Design 119708 / 14463	Ward, Vanessa	40%	\$49.00
Learn to Play 'Ukulele 120021 / 14383	Chang, Mitchell	40%	\$59.00
Cooking: Summer Picnic! 130004 / 14445	Sanders, Chef J. Michael	40%	\$69.00
Cooking: BBQ Sauce! 130005 / 14447	Sanders, Chef J. Michael	40%	\$69.00

<u>Course Title</u>	<u>Contract</u>	<u>Salary</u>	<u>Class Fee</u>
Flamenco Dance 140001 / 14188	Costello, Regine	40%	\$79.00
Belly Dance Choreography 140005 / 14201	Costello, Regine	40%	\$89.00
Belly Dance (Beginning) 800031 / 14189	Costello, Regine	40%	\$69.00
CPR and 1st Aid 150005 / 14256	Peters, Adeleke	40%	\$59.00
CPR and 1st Aid 150005 / 14257	Peters, Adeleke	40%	\$59.00
Real Estate Appraisal: A New Business/A New Career 210003 / 14186	Levitan, Les	40%	\$49.00
How to Become a Mystery Shopper 210018 / 14185	Moran, Elaine	40%	\$45.00
Become a Professional Child Visitation Monitor 210088 / 14258	Douglass, Shirley	40%	\$169.00
Professional Bar Management 210118 / 14258	Nicholson, Kellie	40%	\$79.00
The Business of Bartending 210126 / 14154	Nicholson, Kellie	40%	\$119.00
Modeling Career Series, Part 1 - How to Become a Professional Model 210135 / 14218	Pollard, Daisy	40%	\$59.00
Modeling Career Series, Part 1 - How to Become a Professional Model 210135 / 14219	Pollard, Daisy	40%	\$59.00
Modeling Career Series, Part 1 - How to Become a Professional Model 210135 / 14220	Pollard, Daisy	40%	\$59.00
Modeling Career Series, Part 2 - The Photo Shoot 210136 / 14221	Pollard, Daisy	40%	\$59.00
Modeling Career Series, Part 2 - The Photo Shoot 210136 / 14222	Pollard, Daisy	40%	\$59.00
Modeling Career Series, Part 2 - The Photo Shoot 210136 / 14223	Pollard, Daisy	40%	\$59.00
Balloon Basic Training - Balloon Basics 210140 / 14203	Baker, Carolyn	40%	\$39.00
Balloon Basic Training - Columns & Arches 210141 / 14204	Baker, Carolyn	40%	\$39.00
Balloon Basic Training - Themes 210142 / 14205	Baker, Carolyn	40%	\$39.00
Getting Started in Telemarketing 210143 / 14229	Konstant, Gene	40%	\$49.00

<u>Course Title</u>	<u>Contract</u>	<u>Salary</u>	<u>Class Fee</u>
Get Rich in Cart Vending 210144 / 14230	Konstant, Gene	40%	\$49.00
Travel and Get Paid 210145 / 14231	Anderson, Cherie	40%	\$49.00
Introduction to Voiceovers 210146 / 14259	For All, Voices	40%	\$54.00
Medical Office Procedures (Administrative) 230036 / 13167	Herbert, Vickie	40%	\$199.00
Medical Coding ICD-9-CM 230037/ 13168	Herbert, Vickie	40%	\$199.00
Medical Coding CPT 230038 / 13169	Herbert, Vickie	40%	\$199.00
Business Start-Up Boot Camp 240059 / 14243	Sweet, Barbara	90%	\$199.00
Negotiation 2: How to Talk and What to Say--Course 2 of 4 300026 / 14233	Georgen, Pearl	40%	\$39.00
Negotiation 3: Mastery of the Art--Course 3 of 4 300027 / 14234	Georgen, Pearl	40%	\$39.00
Negotiation 1: The Art of Getting What You Want - Course 1 of 4 300041 / 14232	Georgen, Pearl	40%	\$39.00
Negotiation 4: Resolving Critical Issues--Course 4 of 4 300057 / 14235	Georgen, Pearl	40%	\$39.00
Negotiation 5: Secrets of Effective Persuasion--Advanced Course 1 of 3 300058 / 14236	Georgen, Pearl	40%	\$49.00
Negotiation 6: Power Strategies--Advanced Course 2 of 3 300059 / 14237	Georgen, Pearl	40%	\$49.00
Negotiation 7: Multiplying Your Effectiveness--Advanced Course 3 of 3 300060 / 14238	Georgen, Pearl	40%	\$49.00
Quickbooks Fundamental 500081 / 14217	Farmer, Kevin	40%	\$115.00
PC Tips and Tricks 520029 / 14160	Karuza, Jason	40%	\$60.00
PC Tips and Tricks 520029 / 14161	Karuza, Jason	40%	\$60.00
Mad Science (Grades 1-3) 1300005 / 14386	Oh, Kate	29 p/h	\$199.00
Mad Science (Grades 1-3) 1300005 / 14387	Oh, Kate	29 p/h	\$199.00
Study Skills for Success (Grades 7-8) 400014 / 14239	Hood, Larisa	29 p/h	\$199.00

Course Title	Contract	Salary	Class Fee
Tailored Math &/or English Tutoring:3 to 1 (Grades 1-6) 400022 / 14172	Wilson, Linda	29 p/h	\$499.00
Tailored Math &/or English Tutoring:3 to 1 (Grades 1-6) 400022 / 14173	Wilson, Linda	29 p/h	\$499.00
Tailored Math &/or English Tutoring:3 to 1 (Grades 1-6) 400022 / 14174	Wilson, Linda	29 p/h	\$499.00
S.A.T. Boot Camp 400023 / 14226	Serradell, Diane	31 p/h	\$449.00
S.A.T. Boot Camp 400023 / 14227	Serradell, Diane	31 p/h	\$449.00
S.A.T. Boot Camp 400023 / 14228	Serradell, Diane	31 p/h	\$449.00
S.A.T. Boot Camp - Pre-Exam 400027 / 14224	Serradell, Diane	31 p/h	\$0.00
S.A.T. Boot Camp - Post-Exam 400028 / 14225	Serradell, Diane	31 p/h	\$0.00
Pre-Algebra (Grades 7-8) 410016 / 14433	Emmery, Laura	32 p/h	\$199.00
Pre-Algebra (Grades 7-8) 410016 / 14434	Emmery, Laura	32 p/h	\$199.00
Pre-Algebra (Grades 7-8) 410016 / 14435	Emmery, Laura	32 p/h	\$199.00
Geometry - (Grades 9-12) 410020 / 14439	Rah, Choonglim	29 p/h	\$99.00
Geometry - (Grades 9-12) 410020 / 14440	Rah, Choonglim	29 p/h	\$99.00
Geometry - (Grades 9-12) 410020 / 14441	Rah, Choonglim	29 p/h	\$99.00
Trigonometry (Grades 9-12) 410025 / 14442	Rahnavard, Mohammad	29 p/h	\$99.00
Trigonometry (Grades 9-12) 410025 / 14443	Rahnavard, Mohammad	29 p/h	\$99.00
Trigonometry (Grades 9-12) 410025 / 14444	Rahnavard, Mohammad	29 p/h	\$99.00

Course Title	Contract	Salary	Class Fee
Algebra 1 (Grades 9-12) 410030 / 14427	Emmery, Laura	32 p/h	\$99.00
Algebra 1 (Grades 9-12) 410030 / 14451	Rahnavard, Mohammad	29 p/h	\$99.00
Algebra 1 (Grades 9-12) 410030 / 14428	Emmery, Laura	32 p/h	\$99.00
Algebra 1 (Grades 9-12) 410030 / 14452	Rahnavard, Mohammad	29 p/h	\$99.00
Algebra 1 (Grades 9-12) 410030 / 14429	Emmery, Laura	32 p/h	\$99.00
Algebra 1 (Grades 9-12) 410030 / 14453	Rahnavard, Mohammad	29 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14430	Emmery, Laura	32 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14454	Rah, Choonglim	29 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14436	Rah, Choonglim	29 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14431	Emmery, Laura	32 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14455	Rah, Choonglim	29 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14437	Rah, Choonglim	29 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14432	Emmery, Laura	32 p/h	\$99.00
Algebra 2 (Grades 9-12) 410031/ 14456	Rah, Choonglim	29 p/h	\$99.00
Algebra 2 Readiness (Grades 9-12) 410033/ 14438	Rah, Choonglim	29 p/h	\$99.00
Fractions, Percent, Decimal (Grades 9-10) 410040/ 14290	Reece, Russell	29 p/h	\$99.00
Ratios and Distance-Rate-Time (Grades 9-10) 410041/ 14291	Reece, Russell	29 p/h	\$99.00
Lines and Word Problems (Grades 9-10) 410042/ 14292	Reece, Russell	29 p/h	\$99.00

Course Title	Contract	Salary	Class Fee
Problem solving in Mathematics (Grades 6-8) 410043/14329	Lewis, Andrew	29 p/h	\$199.00
Problem solving in Mathematics (Grades 6-8) 410043/14330	Lewis, Andrew	29 p/h	\$199.00
Problem solving in Mathematics (Grades 6-8) 410043/14331	Lewis, Andrew	29 p/h	\$199.00
Discovering Geometry Through Technology (Grades 9-12) 410044/ 14332	Lewis, Andrew	29 p/h	\$149.00
Discovering Geometry Through Technology (Grades 9-12) 410044/ 14333	Lewis, Andrew	29 p/h	\$149.00
Discovering Geometry Through Technology (Grades 9-12) 410044/ 14334	Lewis, Andrew	29 p/h	\$149.00
Problem Solving in Mathematics (Grades 9-12) 410045/14335	Lewis, Andrew	29 p/h	\$99.00
Problem Solving in Mathematics (Grades 9-12) 410045/14336	Lewis, Andrew	29 p/h	\$99.00
Calculus Prep (Grades 9-12) 410046/ 14337	Lewis, Andrew	29 p/h	\$99.00
Mathematics: How to Build a Bridge (Grades 6-8) 410047/ 14338	Galloway, Mark	29 p/h	\$199.00
Mathematics: How to Build a Bridge (Grades 6-8) 410047/ 14339	Galloway, Mark	29 p/h	\$199.00
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies 410048/ 14366	Gold, Matt	29 p/h	\$199.00
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies 410048/ 14369	Fisher, Ken	29 p/h	\$199.00
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies 410048/ 14370	Fisher, Ken	29 p/h	\$199.00
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies 410048/ 14367	Gold, Matt	29 p/h	\$199.00
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies 410048/ 14368	Gold, Matt	29 p/h	\$199.00
Practical Algebra: Building a Solar Powered Car/Web Design for Newbies 410048/ 14371	Fisher, Ken	29 p/h	\$199.00

Course Title	Contract	Salary	Class Fee
Math Games Extravaganza (Grade 1) 410049/ 14375	Parsons, Ernestine	29 p/h	\$199.00
Math Games Extravaganza (Grade 1) 410049/ 14376	Parsons, Ernestine	29 p/h	\$199.00
The Magic of Math (Grades 5-6) 410050/ 14377	Kanode, Cathy	29 p/h	\$199.00
The Magic of Math (Grades 5-6) 410050/ 14378	Kanode, Cathy	29 p/h	\$199.00
The Magic of Math (Grades 5-6) 410050/ 14379	Kanode, Cathy	29 p/h	\$199.00
Math Lab: Addition, Subtraction, and More (Grades 3-4) 410051/ 14384	Oh, Kate	29 p/h	\$199.00
Math Lab: Addition, Subtraction, and More (Grades 3-4) 410051/ 14385	Oh, Kate	29 p/h	\$199.00
Multiplication/Division Facts in a Flash (Grades 3-4) 410052/ 14390	Hatten, Victor	29 p/h	\$199.00
Multiplication/Division Facts in a Flash (Grades 3-4) 410052/ 14391	Hatten, Victor	29 p/h	\$199.00
Advanced Multiplication and Division (Grades 3-4) 410053/ 14392	Hatten, Victor	29 p/h	\$199.00
Creative Writing for School and Fun (Grades 7-8) 430011/ 14242	Hood, Larisa	29 p/h	\$199.00
Writing an 'A' Report (Grades 7-8) 430030/ 14240	Hood, Larisa	29 p/h	\$199.00
Writing an 'A' Report (Grades 7-8) 430030/ 14241	Hood, Larisa	29 p/h	\$199.00
Reading, Phonics and Movement (Grades 1-2) 430041/ 14307	DiSanti, Patricia	29 p/h	\$199.00
Reading, Phonics and Movement (Grades 1-2) 430041/ 14308	DiSanti, Patricia	29 p/h	\$199.00
Reading, Phonics and Movement (Grades 1-2) 430041/ 14309	DiSanti, Patricia	29 p/h	\$199.00
5 Paragraphs to Success (Grades 9-12) 430042/ 14346	Lewis, Barbara	29 p/h	\$99.00
5 Paragraphs to Success (Grades 9-12) 430042/ 14347	Lewis, Barbara	29 p/h	\$99.00
5 Paragraphs to Success (Grades 9-12) 430042/ 14348	Lewis, Barbara	29 p/h	\$99.00
Poetry in Motion (Grades 9-12) 430043/ 14349	Lewis, Barbara	29 p/h	\$99.00

Course Title	Contract	Salary	Class Fee
Poetry in Motion (Grades 9-12) 430043/ 14350	Lewis, Barbara	29 p/h	\$99.00
Poetry in Motion (Grades 9-12) 430043/ 14351	Lewis, Barbara	29 p/h	\$99.00
Summer Poetry Jam (Grades 9-12) 430044/ 14352	Arehart, Robin	29 p/h	\$99.00
Personal Essays: Personal Discovery, College Apps/Scholarships -Grades 11-12 430045/ 14353	Arehart, Robin	29 p/h	\$99.00
Writing an A" Paper (Grades 6-8)" 430046/ 14372	Lee, Randolph	29 p/h	\$199.00
Writing an A" Paper (Grades 6-8)" 430046/ 14374	Lee, Randolph	29 p/h	\$199.00
Writing an A" Paper (Grades 6-8)" 430046/ 14373	Lee, Randolph	29 p/h	\$199.00
Improving Reading Comp & Reading skills (Grades 3-4) 430047/ 14388	Hatten, Victor	29 p/h	\$199.00
Improving Reading Comp & Reading skills (Grades 3-4) 430047/ 14389	Hatten, Victor	29 p/h	\$199.00
Learning How to Create Juicy Sentences and Paragraphs (Grades 3-4) 430048/ 14393	Hatten, Victor	29 p/h	\$199.00
Picture It! Write It! (Grades 1-4) 430049/ 14397	Reamer, Sheila	29 p/h	\$199.00
Picture It! Write It! (Grades 1-4) 430049/ 14398	Reamer, Sheila	29 p/h	\$199.00
Picture It! Write It! (Grades 1-4) 430049/ 14399	Reamer, Sheila	29 p/h	\$199.00
Journey Across America with Poetry, Short Stories, and Songs (Grades 6-8) 430050/ 14400	Clark, Tracy	29 p/h	\$199.00
ELL Reader's Camp (Grades 6-8) 430051/ 14401	Clark, Tracy	29 p/h	\$199.00
ELL Writer's Camp (Grades 6-8) 430052/ 14402	Clark, Tracy	29 p/h	\$199.00
ELL SPeech Camp (Grades 6-8) 430053/ 14403	Clark, Tracy	29 p/h	\$199.00

Course Title	Contract	Salary	Class Fee
ELL Reader's & Writer's Camp (Grades 9-12) 430054/14404	Clark, Tracy	29 p/h	\$199.00
ELL Writer's & Speech Camp (Grades 9-12) 430055/14405	Clark, Tracy	29 p/h	\$199.00
Academic Chess: Beginning to Advanced Levels (Grades 1-5) 460094/ 14310	Chess, Academic	29 p/h	\$199.00
Academic Chess: Beginning to Advanced Levels (Grades 1-5) 460094/ 14311	Chess, Academic	29 p/h	\$199.00
Academic Chess: Beginning to Advanced Levels (Grades 1-5) 460094/ 14312	Chess, Academic	29 p/h	\$199.00
How to Draw our 3D world in Perspective (Grades 7-8) 460123/ 14249	Clark, Chad	29 p/h	\$199.00
How to Draw our 3D world in Perspective (Grades 7-8) 460123/ 14250	Clark, Chad	29 p/h	\$199.00
How to Draw our 3D world in Perspective (Grades 7-8) 460123/ 14251	Clark, Chad	29 p/h	\$199.00
Creative Movement (Grades 3-6) 460124/ 14252	Denson, Celestine	29 p/h	\$199.00
Creative Movement (Grades 3-6) 460124/ 14253	Denson, Celestine	29 p/h	\$199.00
Creative Movement (Grades 3-6) 460124/ 14254	Denson, Celestine	29 p/h	\$199.00
Peace Camp: Games to Inspire Positive Change (Grades 5-6) 460125/ 14284	Johnson, Stephanie	29 p/h	\$199.00
Peace Camp: Games to Inspire Positive Change (Grades 5-6) 460125/ 14285	Johnson, Stephanie	29 p/h	\$199.00
Peace Camp: Games to Inspire Positive Change (Grades 5-6) 460125/ 14286	Johnson, Stephanie	29 p/h	\$199.00
Peace Camp: Games to Inspire Positive Change (Grades 7-8) 460126/ 14287	Johnson, Stephanie	29 p/h	\$199.00
Peace Camp: Games to Inspire Positive Change (Grades 7-8) 460126/ 14288	Johnson, Stephanie	29 p/h	\$199.00
Peace Camp: Games to Inspire Positive Change (Grades 7-8) 460126/ 14289	Johnson, Stephanie	29 p/h	\$199.00
Mock Trial (Grades 7-8) 460127/ 14298	Whiting, Kimberly	29 p/h	\$199.00
Mock Trial (Grades 7-8) 460127/ 14299	Whiting, Kimberly	29 p/h	\$199.00
Mock Trial (Grades 7-8) 460127/ 14300	Whiting, Kimberly	29 p/h	\$199.00

<u>Course Title</u>	<u>Contract</u>	<u>Salary</u>	<u>Class Fee</u>
Mock Trial (Grades 9-10) 460128/ 14301	Whiting, Kimberly	29 p/h	\$99.00
Mock Trial (Grades 9-10) 460128/ 14302	Whiting, Kimberly	29 p/h	\$99.00
Mock Trial (Grades 9-10) 460128/ 14303	Whiting, Kimberly	29 p/h	\$99.00
Mock Trial (Grades 11-12) 460129/ 14304	Whiting, Kimberly	29 p/h	\$99.00
Mock Trial (Grades 11-12) 460129/ 14305	Whiting, Kimberly	29 p/h	\$99.00
Mock Trial (Grades 11-12) 460129/ 14306	Whiting, Kimberly	29 p/h	\$99.00
Academic Chess: Beginning to Advanced Levels (Grades 6-8) 460130/ 14313	Chess, Academic	29 p/h	\$199.00
Academic Chess: Beginning to Advanced Levels (Grades 6-8) 460130/ 14314	Chess, Academic	29 p/h	\$199.00
Academic Chess: Beginning to Advanced Levels (Grades 6-8) 460130/ 14315	Chess, Academic	29 p/h	\$199.00
Exploring Your Creativity (Grades 3-6) 460131/ 14316	Jordan, Charlene	29 p/h	\$199.00
Exploring Your Creativity (Grades 3-6) 460131/ 14317	Jordan, Charlene	29 p/h	\$199.00
Introduction to Modeling & Professional Development (Grades 5-8) 460132/ 14318	Pollard, Daisi	29 p/h	\$199.00
Introduction to Modeling & Professional Development (Grades 5-8) 460132/ 14319	Pollard, Daisi	29 p/h	\$199.00
Introduction to Modeling & Professional Development (Grades 9-12) 460133/ 14320	Pollard, Daisi	29 p/h	\$99.00
Introduction to Modeling & Professional Development (Grades 9-12) 460133/ 14321	Pollard, Daisi	29 p/h	\$99.00
Junior Lego Engineering (Grades 1-2) 460135/ 14355	Inc., All About Learning	\$99 per student	\$189.00
LEGO Battle Bots (Grades 5-8) 460136/ 14356	Inc., All About Learning	\$99 per student	\$189.00
Junior LEGO Vehicles (Grades 1-2) 460137/ 14357	Inc., All About Learning	\$99 per student	\$189.00
LEGO Vehicles (Grades 3-6) 460138/ 14358	Inc., All About Learning	\$99 per student	\$189.00

<u>Course Title</u>	<u>Contract</u>	<u>Salary</u>	<u>Class Fee</u>
Elementary LEGO Engineering 1 (Grades 3-6) 460139/ 14359	Inc., All About Learning	\$99 per student	\$189.00
Junior LEGO Engineering 2 (Grades 1-2) 460140/ 14360	Inc., All About Learning	\$99 per student	\$189.00
Eat Smart (Grades 7-8) 460141/ 14362	Rivera, Karen	29 p/h	\$199.00
Eat Smart (Grades 7-8) 460141/ 14363	Rivera, Karen	29 p/h	\$199.00
Fitness Smart (Grades 7-8) 460142/ 14364	Rivera, Karen	29 p/h	\$199.00
Fitness Smart (Grades 7-8) 460142/ 14365	Rivera, Karen	29 p/h	\$199.00
Cooking Camp (Grades 3-6) 460143/ 14380	Kanode, Cathy	29 p/h	\$199.00
Cooking Camp (Grades 3-6) 460143/ 14381	Kanode, Cathy	29 p/h	\$199.00
Cooking Camp (Grades 3-6) 460143/ 14382	Kanode, Cathy	29 p/h	\$199.00
Expressive Minds- Think outside the frame" (Grades 1-2)" 460144/ 14406	Marcus, Sandra	29 p/h	\$199.00
Expressive Minds- Think outside the frame" (Grades 1-2)" 460144/ 14407	Marcus, Sandra	29 p/h	\$199.00
Expressive Minds- Think outside the frame" (Grades 1-2)" 460144/ 14408	Marcus, Sandra	29 p/h	\$199.00
Expressive Minds- Think outside the frame" (Grades 3-4)"460145/ 14409	Marcus, Sandra	29 p/h	\$199.00
Expressive Minds- Think outside the frame" (Grades 3-4)"460145/ 14410	Marcus, Sandra	29 p/h	\$199.00
Expressive Minds- Think outside the frame" (Grades 3-4)"460145/ 14411	Marcus, Sandra	29 p/h	\$199.00
Happy Birthday Moon (Grades 5-6) 460146/ 14416	Academy, World of Flight	29 p/h	\$199.00
Happy Birthday Moon (Grades 5-6) 460146/ 14417	Academy, World of Flight	29 p/h	\$199.00
Happy Birthday Moon (Grades 5-6) 460146/ 14418	Academy, World of Flight	29 p/h	\$199.00
Tech Savy - Math Smart (Grades 7-8) 460147/ 14419	Academy, World of Flight	29 p/h	\$199.00
Tech Savy - Math Smart (Grades 7-8) 460147/ 14420	Academy, World of Flight	29 p/h	\$199.00
Tech Savy - Math Smart (Grades 7-8) 460147/ 14421	Academy, World of Flight	29 p/h	\$199.00
Space Camp (Grades 1-3) 460148/ 14423	Oh, Kate	29 p/h	\$199.00
All About Dinosaurs (Grades 1-3) 460149/ 14424	Oh, Kate	29 p/h	\$199.00

Course Title	Contract	Salary	Class Fee
Exercising, Stretching, Weight Training (Grades 9-12) 650019/ 14213	Henry, Jeff	29 p/h	\$99.00
Volleyball Training Clinic (Grades 6-8) 650020/ 14244	Clark, Chad	29 p/h	\$199.00
Volleyball Training Clinic (Grades 6-8) 650020/ 14245	Clark, Chad	29 p/h	\$199.00
Volleyball Training Clinic (Grades 6-8) 650020/ 14246	Clark, Chad	29 p/h	\$199.00
Basketball Boot Camp (Grades 1-8) 650021/ 14340	Scherer, Steven	29 p/h	\$199.00
Basketball Boot Camp (Grades 1-8) 650021/ 14341	Scherer, Steven	29 p/h	\$199.00
Basketball Boot Camp (Grades 1-8) 650021/ 14342	Scherer, Steven	29 p/h	\$199.00
School of Rock: Guitar Camp (Intermediate to Advanced, Grades 7-12) 900001/ 14269	Perez, Anna	29 p/h	\$199.00
School of Rock: Guitar Camp (Intermediate to Advanced, Grades 7-12) 900001/ 14270	Perez, Anna	29 p/h	\$199.00
Kids Rock: Guitar Camp (Grades 3-6) 900002/ 14271	Perez, Anna	29 p/h	\$199.00
Kids Rock: Guitar Camp (Grades 3-6) 900002/ 14272	Perez, Anna	29 p/h	\$199.00
Magical Drums (Grades 7-8) 900011/ 14260	Sarkin, Pashyo	29 p/h	\$199.00
Magical Drums (Grades 7-8) 900011/ 14264	Sarkin, Pashyo	29 p/h	\$199.00
Magical Drums (Grades 7-8) 900011/ 14265	Sarkin, Pashyo	29 p/h	\$199.00
Magical Drums (Grades 9-10) 900012/ 14261	Sarkin, Pashyo	29 p/h	\$99.00
Magical Drums (Grades 9-10) 900012/ 14262	Sarkin, Pashyo	29 p/h	\$99.00
Magical Drums (Grades 9-10) 900012/ 14263	Sarkin, Pashyo	29 p/h	\$99.00
Magical Drums (Grades 11-12) 900013/ 14266	Sarkin, Pashyo	29 p/h	\$99.00
Magical Drums (Grades 11-12) 900013/ 14267	Sarkin, Pashyo	29 p/h	\$99.00
Magical Drums (Grades 11-12) 900013/ 14268	Sarkin, Pashyo	29 p/h	\$99.00
Beginning Piano (Grades 5-8) 900014/ 14293	Wright, Charles David	29 p/h	\$199.00
Beginning Piano (Grades 1-4) 900015/ 14294	Wright, Charles David	29 p/h	\$199.00
So You Want to be an American Idol? (Grades 5-8) 900016/ 14295	Wright, Charles David	29 p/h	\$199.00
So You Want to be an American Idol? (Grades 5-8) 900016/ 14296	Wright, Charles David	29 p/h	\$199.00
So You Want to be an American Idol? (Grades 5-8) 900016/ 14297	Wright, Charles David	29 p/h	\$199.00

Course Title	Contract	Salary	Class Fee
There's a Story in That Song! (Grades 1-4) 900017/ 14394	Reamer, Sheila	29 p/h	\$199.00
There's a Story in That Song! (Grades 1-4) 900017/ 14395	Reamer, Sheila	29 p/h	\$199.00
There's a Story in That Song! (Grades 1-4) 900017/ 14396	Reamer, Sheila	29 p/h	\$199.00
Enchanted Fairyland Princess Camp (Grades 1-3) 990005/ 14322	Costello, Regine	29 p/h	\$199.00
Enchanted Fairyland Princess Camp (Grades 1-3) 990005/ 14464	Costello, Regine	29 p/h	\$199.00
Pirate Adventure Camp (Grades 2-4) 990006/ 14323	Costello, Regine	29 p/h	\$199.00
Free Travel Tour Information Night 10003/ 14450	Vacations, Collette	29 p/h	\$0.00
Summer Constellations 2240001/ 14354	Lloyd, Vincent	40%	\$29.00
Discover the Real NYC on a Budget 280001/ 144414	Young, Jordan	40%	\$15.00
Discover the Real San Francisco on a Budget 280002/ 14415	Young, Jordan	40%	\$15.00
Sustainable Living 101 Class 1: Transportation 620001/ 14179	Jacecko, Kathleen	40%	\$12.00
Sustainable Living 101 Class 2: Food 620002/ 14195	Jacecko, Kathleen	40%	\$12.00
Sustainable Living 101 Class 3: Home & Garden, Part 1 620003/ 14196	Jacecko, Kathleen	40%	\$12.00
Sustainable Living 101 Class 4: Home & Garden, Part 2 620004/ 14197	Jacecko, Kathleen	40%	\$12.00
Sustainable Living 101 Class 5: Solid Waste 620005/ 14198	Jacecko, Kathleen	40%	\$12.00
Sustainable Living 101 Class 6: Household Toxics & Hazardous Waste 620006/ 14199	Jacecko, Kathleen	40%	\$12.00
Introduction to latin 700029/ 14325	Lloyd, Vincent	40%	\$49.00
Writing for Kids 710054/ 14326	Hicks, Garrett	40%	\$59.00
How to Feng Shui Your Home and Office 750055/ 14192	Oon, Desmond	40%	\$49.00
Threading A to Z 750056/ 14327	Mikhael, Sue	40%	\$99.00
Threading A to Z 750056/ 14328	Mikhael, Sue	40%	\$99.00
Yoga for Health & Relaxation--Beginning 800003/ 14171	Berman, Ron	40%	\$72.00
Yoga For Health & Relaxation--Intermediate 800004/ 14170	Berman, Ron	40%	\$72.00
Think Healthy, Be Thin, Stay Thin through Self-Hypnosis 800011/ 14200	Carter, Jethro	40%	\$39.00
Acupressure Massage For All 800060/ 14211	Krueckemeier, Rod	40%	\$69.00

Course Title	Contract	Salary	Class Fee
Self-Hypnosis Stress Reduction & Relaxation Techniques 800069/ 14202	Carter, Jethro	40%	\$39.00
Meditation for Positive Living 800071/ 14210	Brahma Kumaris	40%	\$44.00
Basic yet Brutal: Women's Self-Defense 800078/ 14190	Thomas, Jennifer	40%	\$90.00
Basic yet Brutal: Women's Self-Defense 800078/ 14191	Thomas, Jennifer	40%	\$90.00
Weight Training & Stretching (Beginning) 800083/ 14214	Henry, Jeff	40%	\$59.00
Financial Portfolio: Building Your Financial Portfolio on \$25 a Month 810048/ 14163	Christensen, Bobbie	40%	\$39.00
Retirement Planning Today 810072/ 14193	Takahashi, Larry	40%	\$39.00
Retirement Planning Today 810072/ 14194	Takahashi, Larry	40%	\$39.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14275	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14276	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14277	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14278	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14279	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14280	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14281	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14282	Bryant, Stanley	40%	\$95.00
Loss Mitigation Remedies to Home Foreclosure 810073/ 14283	Bryant, Stanley	40%	\$95.00
Wood Turning Guild	Selph, Jack	50%	
Northern National Parks 10029/ 13179	Vacations, Collette	Flat rate @ \$2,000	\$1,999.00
Write Your Life Story for Older Adults 8870001	Levy, Elijah	30 p/h	
Digital Photography--Basics Boot Camp 8870002/ 14165	Morrison, Douglas	25 p/h	\$24.00
Visions and Voices in 20th Century Multicultural American Literature 8870003/ 14169	Binder, Jerry	40%	\$24.00
Tai Chi for Older Adults 8880001/ 14176	Oon, Irene	40%	\$24.00
A Matter of Balance: Managing Concerns About Falls of Older Adults 8880003/ 14178	Henry, Jeff	25 p/h	\$14.00
ABCs of Financial Planning for Older Adults 8890002/ 14175	Colescott, Candace	40%	\$29.00

Course Title	Contract	Salary	Class Fee
Creative Aging: Searching for More in the Second Half of Life 8890003	Levy, Elijah	30 p/h	
Senior Fraud Prevention Seminar 8890004/ 14273	Roman, Zachery	N/A	\$0.00
Education To Online Classes (Various)	Ed2Go	\$55 per student	various
Gaitlin Online Courses (Various) Ongoing	Gaitlin Education	Various	various
Young@Heart Open House Instruction Presentation	Costello, Regine	25 p/h	N/A
Young@Heart Open House Instruction Presentation	Fisher, Clint	25 p/h	N/A
Young@Heart Open House Instruction Presentation	Baker, Carolyn	25 p/h	N/A
Young@Heart Open House Instruction Presentation	Ward, Vanessa	25 p/h	N/A
Young@Heart Open House Instruction Presentation	Sanders, Chef J. Michael	25 p/h	N/A
Young@Heart Open House Instruction Presentation	Ciulli, Nancy	40 p/h	N/A
Young@Heart Open House Instruction Presentation	Rogers, Annette (Toni)	40 p/h	N/A
Young@Heart Open House Instruction Presentation	Morrison, Douglas	25 p/h	N/A
Write Your Life Story for Older Adults 8870001/ 13239	Levy, Elijah	30 p/h	\$29.00
Digital Photography--Basics Boot Camp 8870002/ 14164	Morrison, Douglas	25 p/h	\$24.00
Tai Chi for Older Adults 8880001/ 13229	Oon, Irene	40%	\$24.00
Healthier Living: Managing Ongoing Health Conditions for the Older Adult 8880002/ 13230	Rogers, Toni	40 p/h	\$14.00
A Matter of Balance: Managing Concerns About Falls of Older Adults 8880003/ 13230	Rogers, Toni	40 p/h	\$14.00
A Matter of Balance: Managing Concerns About Falls of Older Adults 8880003/ 13234	Henry, Jeff	25 p/h	\$14.00
A Matter of Balance: Managing Concerns About Falls of Older Adults 8880003/ 13235	Costello, Regine	25 p/h	\$14.00
Staying Mentally Sharp for Older Adults 8880004/ 13237	Ciulli, Nancy	40 p/h	\$19.00
Staying Mentally Sharp for Older Adults 8880004/ 13238	Ciulli, Nancy	40 p/h	\$19.00
Computer Basics Boot Camp for Older Adults 8890001/ 13231	Fedderson, Dale	40%	\$39.00
ABCs of Financial Planning for Older Adults 8890002/ 13232	Colescott, Candace	40%	\$29.00
Creative Aging: Searching for More in the Second Half of Life 8890003/ 14167	Levy, Elijah	30 p/h	\$29.00

STUDENT AND COMMUNITY ADVANCEMENT

~~BOARD POLICY 5030.2~~ ——— ~~Student Enrollment and Differential Fees~~

- I. ~~In accordance with Education Code Sections 72250 and 72252, the enrollment and differential fees will be assessed at the time of registration.~~

~~Exemptions will be granted as follows:~~

- ~~A. The College shall grant enrollment fee Board of Governor grants (BOGG) to all eligible students who complete the BOGG application process during the term in which they are enrolled. The BOGG financial assistance awards will be granted as defined in Title V, Chapter 7, Sections 58600 through 58630.~~
- ~~B. The enrollment fee requirements of Section 72252 shall be defrayed for any student who, at the time of enrollment, is a dependent or surviving spouse who has not remarried, of any member of the California National Guard who, in the line of duty and while in the active service of the State, was killed or died of a disability resulting from an event that occurred in the active service of the State.~~
- ~~C. Exemptions from the differential fee shall be granted to dislocated workers within the meaning of the Federal Job Training Partnership Act; a displaced homemaker as defined in accordance with the Higher Education Act of 1965; a recipient of benefits under the Aid to Families with Dependent Children Program, the Supplemental Security Income/State Supplementary Program, or a general assistance program.~~
- ~~D. Others as exempted by legislative enactment.~~

- II. ~~Refunds will be given in accordance with El Camino College published policies and procedures.~~

~~Previous Board Number: 5124~~

El Camino College

Adopted: 3/12/84

Amended: 7/23/84, 1/14/85, 6/14/93

Renumbered: 4/18/05

STUDENT AND COMMUNITY ADVANCEMENT

~~BOARD POLICY 5030.1~~ ~~Student Health Services Fee~~

~~In accordance with the California Education Code, Section 72246, the Governing Board of El Camino Community College District shall require, commencing with the Fall 1993 Semester, students to pay ten dollars (\$10.00) for each semester, and seven dollars (\$7.00) for summer school for the operation, supervision, programs, and services of Student Health Services.~~

~~The Governing Board of El Camino College shall exempt the students under the conditions listed below. These students are, however, eligible for services from Student Health Services.~~

- ~~1. Students receiving financial aid pursuant to Section 72252.1 (Financial Aid).~~
- ~~2. Low income students who meet the Board of Governors Grant criteria (pursuant to Section 72252) as demonstrated by appropriate support documentation of AFDC eligibility (Aid to Families with Dependent Children); SSI eligibility (Social Security Income); or GA eligibility (General Assistance/General Relief); Veterans Affairs Dependent Fee Waiver Certification; Agency Certification (Untaxed Income Form); or Income Tax Form as they relate to Qualifying Income Levels; or a combination of the above and unmet student need as determined by the Financial Aid Office.~~

~~The following students are also exempt. However, they are only eligible for emergency care services on campus from Student Health Services.~~

- ~~3. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.~~
- ~~4. Students enrolled only in classes held off campus, instructional television classes only, non-credit classes only, or work-site classes, high school students, or students enrolled in contract classes will not be required to pay the health services fee.~~

~~All fees collected pursuant to this section shall be deposited in the fund of the District designated by the California Community Colleges Budget and Accounting Manual and shall be expended only to provide health services.~~

Refund

~~Students who withdraw from all courses prior to the close of the second week of the term will be eligible for a refund of the Health Services Fee. Forms to request a refund of the fee may be obtained at the El Camino College Cashier's Office.~~

~~Previous Board Policy Number: 5123 — Renumbered: 4/18/05~~

~~El Camino College~~

~~Adopted: 6/13/83~~

~~Amended: 8/22/83, 3/26/90, 6/25/90, 12/10/90, 1/25/93~~

STUDENT AND COMMUNITY ADVANCEMENT

BOARD POLICY 5030

FEES

The Board authorizes the following fees. The Superintendent/President shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall include required fees and fees allowable by law and also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. When the State of California increases a mandatory fee, the El Camino Community College District shall increase that fee by the amount and within the timeframe prescribed by law.

Fee amounts shall be published in the college catalogs.

A. **Enrollment:** E.C. 76300; 5 CCR 58500-58509

1. Establishment of an Enrollment Fee

Each student shall be charged a fee for enrolling in credit courses as required by law. The Superintendent/President shall present for board approval the enrollment fee for students.

2. Non-Applicable Courses

The Superintendent/President shall have the authority to create a list of courses in which the enrollment fee by statute or legal directive does not apply. This list shall be contained in appropriate guidelines and procedures.

3. Waiver of the Enrollment Fee Requirements

The Superintendent/President shall have the authority to create a list of student cohorts whose enrollment fee shall be waived by statute or legal directive. This list shall be contained in appropriate guidelines and procedures.

4. Citation of the Enrollment Fee

The enrollment fee for a course shall be contained in the Schedule of Fees and published annually.

B. Nonresident Tuition: E.C. 76140, 76140.5

1. Establishment of a Nonresident Tuition Fee

The Superintendent/President shall present for board approval a nonresident tuition fee for nonresident students.

The district shall have a separate policy regarding the criteria for determining California residence, the residency determination date, permissive exemptions, corrections to erroneous residency classification, a residency appeals process, falsification of records, drop for non-payment, and all other relevant aspects of residency.

The nonresident tuition fee shall be set by the board not later than February 1 of each year for the succeeding fiscal year. Nonresident students shall be provided with notice of nonresident tuition fee changes during the spring term before the fall term in which the change will take effect.

At the discretion of the Vice-President of Administrative Services (or designee) a non-resident student may be allowed to pay in installments. Payment plans shall be designed to be fair and not arbitrary nor capricious.

2. Citation of the Nonresident Tuition Fee

The nonresident tuition fee for a course shall be contained in the Board of Trustees fee table and published annually.

C. Allowable Fees: For a complete reference of code sections, please see AP5030.

1. Course and Service Fees

Where permitted by law and approved by the Board of Trustees, allowable fees shall be collected.

2. Citation of Allowable Fees

Allowable fees for courses and services shall be contained in the Schedule of Fees and published annually.

Reference: Education Code (E.C.) Sections 70902(b)(9), 76300, 66025.3; Title 5, Section 51012; California Code of Regulations (CCR) 58500-58509; Chancellor's Student Fee Handbook (CSFH)

Replaces Board Policy 5030.1 and Board Policy 5030.2

BP 5031.1 – renumbered from BP 5123 on 4/18/05, BP 5031.2 – renumbered from BP 5124 on 4/18/05

El Camino College
Board Policy
Approved:

STUDENT AND COMMUNITY ADVANCEMENT

ADMINISTRATIVE PROCEDURES 5030

FEES

Required fees include:

1. Enrollment (E.C. 76300; 5 CCR 58500-58509)
2. Nonresident tuition (E.C. 76140, 76140.5)

The following may be exempted:

- All nonresident students enrolling for 6 or fewer units; or
- A student who is a citizen and resident of a foreign country who demonstrates financial need

Fees authorized by law include:

Course Fees

1. Audit of courses (E.C. 76370)
2. Instructional Material (E.C. 73365, 81457, 81458; 5 CCR 59400-59408)
3. Athletic Insurance (E.C. 70902)
4. Non-District Physical Education Facilities (E.C. 76395)
5. Cross Enrollment (E.C. 66753)
6. Non-Credit Courses (E.C. 76385)
7. Community Service Courses (E.C. 78300)

Fees for Services

1. Health (E.C. 76355)
2. Parking (E.C. 76360)
3. Transportation (E.C. 76361, 82305.6)
4. Student Representation (E.C. 76060.5; 5 CCR 54801-54805)
5. Student Records (E.C. 76223)
6. Foreign Citizen/Resident Capital Outlay (E.C. 76141)
7. Foreign Citizen/Resident Application Processing (E.C. 76142)
8. Credit By Examination (E.C. 76300; 5 CCR 55753)
9. Use of facilities financed by revenue bonds (E.C. 81901(b)(3))
10. Refund Processing (5 CCR 58508)
11. Telephone registration (E.C. 70902(a))
12. Physical fitness test (E.C. 70902(b)(9))
13. Instructional Tape Lease/Deposit (E.C. 70902(b)(9))
14. Credit Card Use (E.C. 70902(b)(9))
15. International Student Medical Insurance Fee (E.C. 70902)
16. Criminal Background Checks (CSFH: LO: M 06-11 Sec 3.19)

17. Providing Special Certificates (CSFH: LO: M 06-11 Sec 3.20)
18. Child Care (E.C. 79121 et seq., 66060)

Fees prohibited by law include:

1. Late application (CSFH)
2. Add/drop (CSFH)
3. Mandatory student activities (CSFH)
4. Student Identification Cards (CSFH)
5. Student Body Organization (CSFH)
6. Nonresident application (CSFH)
7. Field trip (5 CCR 55450, 55451)
8. Tuition or fees for dependents of certain veterans (E.C. 66025.3)
9. Tuition or fees for dependents of certain victims of the September 11, 2001, terrorist attacks. (CSFH)
10. Tuition or fees for certain recipients of the Medal of Honor and certain children of the recipients of the Medal of Honor (E.C. 66025.3)
11. Required or funded services (CSFH)
12. Refundable deposits (CSFH)
13. Distance education (other than the statutorily authorized enrollment fee) (CSFH)
14. Mandatory mailings (CSFH)
15. Rental of practice rooms (CSFH)
16. Apprenticeship courses (E.C. 76350)
17. Technology fee (CSFH)
18. Late payment fee (5 CCR 58502, 59410)
19. Nursing/healing arts student liability insurance (5 CCR 55234)
20. Cleaning (CSFH)
21. Breakage (CSFH)
22. Test proctoring (CSFH)

Criteria, Guidelines, Procedures, Prohibited Practices and Restrictions

The Superintendent/President shall have the authority to establish relevant criteria, guidelines, procedures, prohibited practices and restrictions for each of the above fees based on statute or legal directive.

Citation of Course and Service Fees

Course and service fees shall be contained in the Schedule of Fees and published annually.

Collection and Refund of Fees

1. Enrollment and other fees are charged to the student at the time of enrollment. Students are required to pay fees within ten (10) days of their enrollment in courses. If additions are made to the course program after payment is made, students will be billed for the additional units. Students who overpay their fees will have those fees refunded or applied to a subsequent term of enrollment.
2. Students who reduce their enrollment, by the published deadline per Class Schedule, will have their enrollment fees refunded.
3. Fees increased by an act of the State legislature after a student has enrolled will be billed to the student.
4. Fees reduced by an act of legislation will be refunded to the student.
5. Non-resident students who increase their program after payment is made will be billed for the additional units.
6. Non-resident students who reduce their program will have their fees refunded on a pro-rata basis according to the District's non-resident tuition refund policy.
7. The District publishes in the Schedule of Classes and the College Catalog the availability of exemption from the student health fee, the availability of financial aid awards for enrollment, tuition and health fee assistance.

Reference:

Education Code (E.C.) Sections 70902(b)(9), 76300, 66025.3; Title 5, Section 51012; Chancellor's Student Fee Handbook (CSFH)

2009-2010 Schedule of Fees

	FEE TITLE	FEE	COMMENT
1.	Enrollment Fee	20.00	Per unit
2.	Nonresident Tuition	190.00	Per unit
3.	Audit Fee	15.00	Per unit
4.	Instructional Material	TBD	-
5.	Athletic Insurance	TBD	-
6.	Non-District Physical Education Facilities	TBD	-
7.	Cross Enrollment	10.00	Per Enrollment
8.	Non-Credit Courses	TBD	-
9.	Community Services Classes	Varies	Fees by class
10.	Health Fee – Fall & Spring	17.00	Per Semester
11.	Health Fee - Intersession	TBD	
12.	Parking Permit - Car	35.00	Per Semester
13.	Parking Permit - Motorcycle	20.00	Per Semester
14.	Parking Permit – BOGW	20.00	Per Semester
15.	Student Representation	0.50	Per Semester
16.	Transcript/Verification – Regular Request	5.00	Per Document
17.	Transcript/Verification – Express Request	8.00	Per Document
18.	Foreign Student Capital Outlay	31.00	Per unit
19.	Foreign Student Application Processing	50.00	Per applicant
20.	Credit By Examination	20.00	Per unit
21.	International Student Medical Insurance Fee	396.00	Per Semester
22.	Degree/Certificate Replacement Fee	15.00	Per Occurrence
23.	Child Care	Flexible	Sliding Scale
24.	LiveScan	TBD	

TBD – To Be Determined

Approved:

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

	<u>Page No.</u>
A. Tax and Revenue Anticipation Note – 2009-10	82
B. Resolution for Tax and Revenue Anticipation Note – 2009-10	82
C. International Student Health Insurance	82
D. AB 2910 – Quarterly Fiscal Status Report	82
E. Contracts Under \$76,700.....	83
F. Contracts Over \$76,700.....	87
G. Memorandum of Understanding	88
H. Declaration of Surplus Property	88
I. Purchase Orders and Blanket Purchase Orders	93

A. TAX and REVENUE ANTICIPATION NOTE – 2009-10

It is recommended that the Board of Trustees authorize the participation of the District in the issuance of a Tax and Revenue Anticipation Note for the 2009-10 fiscal year, not to exceed \$20 million.

B. RESOLUTION FOR TAX and REVENUE ANTICIPATION NOTE – 2009-10

It is recommended that the Board of Trustees adopt the resolution authorizing and approving the borrowing of funds for Fiscal Year 2009 - 10 not to exceed \$20 million; the issuance and sale of a 2009-10 tax and revenue anticipation note therefore and participation in the Los Angeles County Schools Pooled Tax and Revenue Anticipation Notes Program for the 2009-10 fiscal year.

C. INTERNATIONAL STUDENT HEALTH INSURANCE

It is recommended that the Board approve the 2009-2010 International Student Health Insurance renewal for the El Camino College International Student Program and the El Camino College Language Academy in accordance with the previously approved contract with Student Insurance in Los Angeles. For the program period, each six month semester per student premium will be \$396 for the International Student Program. The premium will be \$66 monthly for the Language Academy in that billing is separate and occurs monthly. There is no cost to the District. The premium will be effective August 1, 2009 through July 31, 2010.

D. AB 2910 - QUARTERLY FISCAL STATUS REPORTS

It is recommended that the Board of Trustees receive the following Quarterly Financial Status Report for the quarter ending March 31, 2009. AB 2910, Chapter 1486, Statutes of 1986, requires that California community college districts report quarterly on their financial condition.

The report for March 31, 2009, is shown on the following Quarterly Financial Status Report for General Fund-Unrestricted (11).

The third quarter report reflects State Apportionment payments through the March 2009 allocation. Salary expenditures are on target at 66 % of the budgeted amount. Total expenditures are reported at approximately 66% of the annual budgeted amount. Budgeted Net Revenues reflects the adopted budget deficit of \$4 million.

FISCAL YEAR 2008-09
Quarter Ended (Q3) March 31, 2009

<u>General Fund</u>	<u>2008-09 Adopted Budget</u>	<u>Year-to-Date Actuals</u>	<u>Percentage</u>
INCOME			
Federal	\$ 200,000	\$ 107,884	53.94%
State	72,029,187	51,916,435	72.08%
Local	35,940,681	23,454,524	65.26%
Interfund Transfers	<u>0</u>	<u>0</u>	
Total Income	\$108,169,868	\$75,478,843	<u>69.77%</u>
APPROPRIATIONS			
Academic Salaries	\$ 49,963,774	\$33,591,613	67.23%
Classified Salaries	25,552,342	16,499,817	64.57%
Staff Benefits	18,270,313	13,671,819	74.83%
Supplies/Books	1,540,422	890,169	57.79%
Other Operating Expenses	10,654,674	6,872,603	64.50%
Capital Outlay	493,662	353,978	72.70%
Other Outgo	<u>5,720,000</u>	<u>1,957,563</u>	<u>34.22%</u>
Total Appropriations	\$112,195,187	\$73,837,562	<u>65.81%</u>
Net Revenues	<u>\$ (4,025,319)</u>	<u>\$ 1,641,281</u>	

E. CONTRACTS UNDER \$76,700

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.

- Contractor: **ADVANCED GROUND SYSTEMS ENGINEERING LLC**

Services: Contractor will receive forty hours of combined training in Computers, Business Skills and Continuous Improvement.

Requesting Dept.: Community Advancement

Date(s): 4/20/09 – 6/30/09

Financial Terms: Projected Gross Income \$11,120. This program is self supporting.
- Contractor: **AIR NEW ZEALAND**

Services: Contractor will receive three hours of training in Contract Law.

Requesting Dept.: Community Advancement – Workplace Learning

- Date(s): Resource Center (WpLRC)
4/21/09 – 6/30/09
- Financial Terms: Projected Gross Income \$675. This program is self supporting.
3. Contractor: CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM
- Services: Fund outreach efforts to promote interest in the mentor teacher and mentor director programs in order to increase the number of participants in the program, including a speaker's series on current early childhood education topics.
- Requesting Dept.: Behavioral and Social Sciences
- Date(s): 4/1/09 – 6/30/09
- Financial Terms: Projected Gross Income \$1,000
- Source of Funding: State Grant
4. Contractor: CITY OF COMPTON CAREERLINK WORKSOURCE CALIFORNIA CENTER
- Services: Eligible WIA (Workforce Investment Act) students will receive Standards for Training Certification and Watchkeeping.
- Requesting Dept.: Community Advancement-WpLRC
- Date(s): 2/24/09 – 6/30/09
- Financial Terms: Projected Gross Income \$900
- Source of Funding: Workforce Investment Act – California State Employment Development Department.
5. Contractor: CITY OF GARDENA
- Services: One-stop center will provide work experience to eligible residents who are referred by the City of Gardena.
- Requesting Dept.: Workforce Development Office
- Date(s): 3/3/09 – 3/3/11
- Financial Terms: No cost to the District
- Source of Funding: State Funded
6. Contractor: COMMUNITY LAWYERS INC.
- Services: Provide part-time work activity opportunities to CalWORKs students.
- Requesting Dept.: Counseling and Student Services
- Date(s): 3/12/09 – 6/30/09
- Financial Terms: No Cost to the District

Source of Funding: State Funded

7. Contractor: ECONOMIC MODELING SPECIALISTS, INC.
(EMSI)
Services: Provide access to on-line web-based tool, Strategic Advantage (SA) from nine (9) counties, as well as program assistance and support of The District's Career & Technical Education (CTE) program.
Requesting Dept.: Community Advancement – Workforce Office
Date(s): 3/23/09 – 3/22/10
Financial Terms: Cost: \$10,000
8. Contractor: GLOBAL COMMUNICATIONS
SEMICONDUCTORS, INC.
Services: Contractor will receive twenty-four hours of combined training in Business Skills, Computer Training, and Continuous Improvement.
Requesting Dept.: Community Advancement – Center for Applied Competitive Technologies (CACT)
Date(s): 3/17/09 – 6/30/09
Financial Terms: Projected Gross Income \$5,541. This program is self supporting.
9. Contractor: HONEYWELL INTERNATIONAL
Services: Contractor will receive forty hours of combined training in Business Skills, Computer Training, and Continuous Improvement.
Requesting Dept.: Community Advancement – WpLRC
Date(s): 4/21/09 – 6/30/09
Financial Terms: Projected Gross Income \$8,621. This program is self supporting.
10. Contractor: KIRK CARTER & ASSOCIATES, LLC
Services: Provide professional consulting services in the area of maintenance and operations at the ECC Compton Educational Center.
Requesting Dept.: Administrative Services
Date(s): 4/08/09 – 6/30/09
Financial Terms: Per diem rate: \$454 Not to exceed: \$30,000
11. Contractor: LEONARDO WORLD LLC
Services: Act as travel agent for District's Summer 2009 South Africa Study Abroad Program.

- Requesting Dept.: Behavioral and Social Sciences
 Date(s): 6/15/09 – 7/8/09
 Financial Terms: No Cost to the District. This program is self supporting.
12. Contractor: LOS ANGELES METROPOLITAN
 MEDICAL CENTER
 Services: Provide clinical experience for El Camino College nursing students.
 Requesting Dept.: Health Sciences & Athletics – Nursing
 Date(s): 3/1/09 – 2/28/10
 Financial Terms: No Cost to the District
13. Contractor: OCCUPATIONAL THERAPY TRAINING
 PROGRAM
 Services: Twenty youth will receive sixteen hours of training in Windows XP, Microsoft Word, and Microsoft Excel.
 Requesting Dept.: Community Advancement – WpLRC
 Date(s): 4/21/09 – 6/30/09
 Financial Terms: Projected Gross Income \$4,000. This program is self supporting.
14. Contractor: PORTEOUS FASTENER COMPANY
 Services: Contractor will receive forty hours of combined training in Business Skills, Computer Training, and Continuous Improvement.
 Requesting Dept.: Community Advancement –CACT
 Dates: 4/21/09 – 6/30/09
 Financial Terms: Projected Gross Income \$9,624. This program is self supporting.
15. Contractor: STANDARD HOMEOPATHIC CO.
 Services: Contractor will receive forty hours of combined training in Business Skills, Computer Training, and Continuous Improvement.
 Requesting Dept.: Community Advancement – WpLRC
 Date(s): 4/21/09 – 6/30/09
 Financial Terms: Projected Gross Income \$9,235. This program is self supporting.
16. Contractor: TECHMER PM
 Services: Contractor will receive forty hours of combined training in Computer Training, Business Skills and Continuous Improvement.

- Requesting Dept.: Community Advancement – Contract Education
 Date(s): 4/21/09 – 6/30/09
 Financial Terms: Projected Gross Income \$8,896. This program is self supporting.
17. Contractor: TOYOTA MOTOR SALES USA, INC.
 UNIVERSITY OF TOYOTA
 Services: Contractor will receive twenty-four hours of combined training in Business Skills, Computer Training, and Continuous Improvement.
 Requesting Dept.: Community Advancement – WpLRC
 Date(s): 4/21/09 – 6/30/09
 Financial Terms: Projected Gross Income \$5,774. This program is self supporting.
18. Contractor: WATTS/WILLOWBROOK BOYS AND GIRLS CLUB
 Services: El Camino College will provide credit courses for students who are enrolled via the El Camino College Compton Center.
 Requesting Dept.: Academic Affairs – Compton Education Center
 Date(s): 4/1/09 – 6/30/09
 Financial Terms: No cost to the District
 Source of Funding: Based on FTES (Full-Time Equivalent Students)
19. Contractor: XAP CORPORATION
 Services: Design, develop, operate and maintain the CCCTran System, electronic transcript exchange system, used to transmit student academic transcript data to target institutions.
 Requesting Dept.: Admissions and Records
 Date(s): 8/1/08 – 6/30/09
 Source of Funding: Grant Funded through the California Community College Chancellor's Office.
 Note: Contract delayed due to state processing.

F. CONTRACTS OVER \$76,700

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

Contractor: LONG BEACH UNIFIED SCHOOL DISTRICT – CALIFORNIA ACADEMY OF MATHEMATICS AND SCIENCE (LBUSD-CAMS)

Services: In partnership with schools offering Project Lead the Way curricula, El Camino College will provide pre-engineering instruction for students at LBUSD.

Requesting Dept.: Industry and Technology

Date(s): 7/1/08 – 6/30/09

Financial Terms: Projected Gross Income \$322,015. El Camino College will pay \$3.00 per student contact hour.

Source of Funding: Based on FTES (Full-Time Equivalent Students).
Note: Contract delayed by contractor.

G. MEMORANDUM OF UNDERSTANDING (MOU)

It is recommended the Board of Trustees approve the District entering into the following memorandum of understanding:

Contractor: SOUTH BAY WORKFORCE INVESTMENT BOARD (SBWIB)

Services: In partnership with the District, provide One-Stop Business and Career Center locations for customers of the South Bay Workforce Investment Area (Local Areas).

Requesting Dept.: Community Advancement

Date(s): 7/1/08 – 6/30/12

Financial Terms: No Cost to the District

Source of Funding: Workforce Investment Act (WIA) – State Employment Development Department.

H. DECLARATION OF SURPLUS PROPERTY

It is recommended that the Board of Trustees approve the appropriate disposition of the following property. Education Code Sections 81450 through 81460 and Board Policy 6550 provide the method and manner of disposal of personal property no longer required or suitable for District use.

ECC #	QTY	DESCRIPTION	MFGR.	MODEL	SERIAL #	COND.	PURCHASE YEAR
000678	1	COMPUTER	DELL	DIMENSION XPS/T500	B0UJ2	2	1999
001059	1	COMPUTER	DELL	DIMENSION 4100	CFMX401	2	1998
001068	1	COMPUTER	DELL	DIMENSION 4100	5TMX401	2	1998
001112	1	COMPUTER	DELL	DIMENSION 4100	2HMX401	2	1998
001979	1	COMPUTER	DELL	POWERMAC G4	XB11300AKXS	2	2001
001980	1	COMPUTER	APPLE	POWERMAC G4	XB11302QKXS	2	2001
001981	1	COMPUTER	APPLE	POWERMAC G4	XB113021KXS	2	2001
001982	1	COMPUTER	APPLE	POWERMAC G4	003065ED8CFA	2	2001
001984	1	COMPUTER	APPLE	POWERMAC G4	003065CCA3C8	2	2001
001985	1	COMPUTER	APPLE	POWERMAC G4	003065CCD1F8	2	2001
001986	1	COMPUTER	APPLE	POWERMAC G4	XB113016KXS	2	2001
001987	1	COMPUTER	APPLE	POWERMAC G4	003065CCE050	2	2001
001988	1	COMPUTER	APPLE	POWERMAC G4	003065BE3E46	2	2001
001990	1	COMPUTER	APPLE	POWERMAC G4	003065BD0B86	2	2001
002028	1	PRINTER	HP	8000N	USBB013040	2	2001
002028	1	PRINTER	HP	8000N		2	2000
002313	1	PRINTER	HP	8000N	USMH000547	2	1999
002333	1	COMPUTER	APPLE	POWERMAC G4		2	2001
003745	1	COMPUTER	HP	LJ 5	JPKGO37630	2	1995
008136	1	COMPUTER	APPLE	POWERMAC G4	XB111098KZ4	2	2001
008385	1	COMPUTER	DELL	DIMENSION 4100	GDQMN01	2	2001
008512	1	COMPUTER	DELL	DIMENSION 4300	7N4LX01	2	2001
008629	1	COMPUTER	DELL	DIMENSION 4400	37YB711	2	2002
008735	1	COMPUTER	DELL	OPTIPLEX GX240	84H9B11	2	2002
008866	1	COMPUTER	DELL	OPTIPLEX GX240	52RTC11	2	2002
008867	1	COMPUTER	DELL	OPTIPLEX GX240	13RTC11	2	2002
008904	1	COMPUTER	APPLE	POWERMAC G4	XB2141HXM8G	2	2002
008905	1	COMPUTER	APPLE	POWERMAC G4	XB21605GM8G	2	2002
008906	1	COMPUTER	APPLE	POWERMAC G4	0003936F127C	2	2002
008907	1	COMPUTER	APPLE	POWERMAC G4	XB2160ACM8G	2	2002
008925	1	COMPUTER	DELL	OPTIPLEX GX240	F9N1F11	2	2002
008990	1	COMPUTER	DELL	OPTIPLEX GX240	28T0F11	2	2002
009022	1	COMPUTER	DELL	OPTIPLEX GX270	F4SMF11	2	2002
009031	1	COMPUTER	PRO MAX	CLONE	PM1AZK0V9238	2	2002
009062	1	COMPUTER	DELL	OPTIPLEX GX240	57JWG11	2	2002
009083	1	COMPUTER	DELL	OPTIPLEX GX240	FYDCH11	2	2002
009085	1	COMPUTER	DELL	OPTIPLEX GX240	CYDCH11	2	2002
009086	1	COMPUTER	DELL	OPTIPLEX GX240	JYDCH11	2	2002
009334	1	COMPUTER	DELL	OPTIPLEX GX260	J6MJQ21	2	2003
009339	1	COMPUTER	DELL	OPTIPLEX GX260	FKLJQ21	2	2003
009340	1	COMPUTER	DELL	OPTIPLEX GX260	D5MJQ21	2	2003
009368	1	COMPUTER	DELL	OPTIPLEX GX260	BDRJQ21	2	2003
009369	1	COMPUTER	DELL	OPTIPLEX GX260	H5MJQ21	2	2003
009371	1	COMPUTER	DELL	OPTIPLEX GX260	D4MJQ21	2	2003
009372	1	COMPUTER	DELL	OPTIPLEX GX260	26MJQ21	2	2003
009391	1	COMPUTER	DELL	OPTIPLEX GX260	DTWKQ21	2	2003
009398	1	COMPUTER	DELL	OPTIPLEX GX260	DSWKQ21	2	2003
009418	1	COMPUTER	DELL	OPTIPLEX GX260	DWWKQ21	2	2003
009435	1	COMPUTER	DELL	OPTIPLEX GX260	135LQ21	2	2003
009436	1	COMPUTER	DELL	OPTIPLEX GX260	555LQ21	2	2003

1 – no longer required 2- no longer suitable

ECC #	QTY	DESCRIPTION	MFGR.	MODEL	SERIAL #	COND.	PURCHASE YEAR
009457	1	COMPUTER	DELL	OPTIPLEX GX260	B25LQ21	2	2003
009458	1	COMPUTER	DELL	OPTIPLEX GX260	325LQ21	2	2003
009459	1	COMPUTER	DELL	OPTIPLEX GX260	725LQ21	2	2003
009472	1	COMPUTER	DELL	OPTIPLEX GX260	3CQJQ21	2	2003
009477	1	COMPUTER	DELL	OPTIPLEX GX260	BJRJQ21	2	2003
009479	1	COMPUTER	DELL	OPTIPLEX GX260	2LQJQ21	2	2003
009485	1	COMPUTER	DELL	OPTIPLEX GX260	7JRJQ21	2	2003
009487	1	COMPUTER	DELL	OPTIPLEX GX260	GRQJQ21	2	2003
009496	1	COMPUTER	DELL	OPTIPLEX GX260	8NQJQ21	2	2003
009509	1	COMPUTER	DELL	OPTIPLEX GX260	FJRJQ21	2	2003
009510	1	COMPUTER	DELL	OPTIPLEX GX260	2NQJQ21	2	2003
009513	1	COMPUTER	DELL	OPTIPLEX GX260	3MQJQ21	2	2003
009515	1	COMPUTER	DELL	OPTIPLEX GX260	3KQJQ21	2	2003
009521	1	COMPUTER	DELL	OPTIPLEX GX260	1JGHQ21	2	2003
009521	1	COMPUTER	DELL	OPTIPLEX GX260	1JGHQ21	2	2003
009524	1	COMPUTER	DELL	OPTIPLEX GX260	5KGHQ21	2	2003
009525	1	COMPUTER	DELL	OPTIPLEX GX260	JKGHQ21	2	2003
009527	1	COMPUTER	DELL	OPTIPLEX GX260	HLGHQ21	2	2003
009528	1	COMPUTER	DELL	OPTIPLEX GX260	2MGHQ21	2	2003
009532	1	COMPUTER	DELL	OPTIPLEX GX260	8LGHQ21	2	2003
009533	1	COMPUTER	DELL	OPTIPLEX GX260	7HGHQ21	2	2003
009534	1	COMPUTER	DELL	OPTIPLEX GX260	9KGHQ21	2	2003
009535	1	COMPUTER	DELL	OPTIPLEX GX260	CHGHQ21	2	2003
009540	1	COMPUTER	DELL	OPTIPLEX GX260	6JGHQ21	2	2003
009622	1	COMPUTER	DELL	OPTIPLEX GX260	BXGCT21	2	2003
009654	1	COMPUTER	DELL	OPTIPLEX GX260	1XHBT21	2	2003
009694	1	COMPUTER	DELL	OPTIPLEX GX260	F0CCT21	2	2003
009714	1	COMPUTER	DELL	OPTIPLEX GX260	1023V21	2	2003
009715	1	COMPUTER	DELL	OPTIPLEX GX260	6023V21	2	2003
009716	1	COMPUTER	DELL	OPTIPLEX GX260	8023V21	2	2003
009717	1	COMPUTER	DELL	OPTIPLEX GX260	C023V21	2	2003
009718	1	COMPUTER	DELL	OPTIPLEX GX260	DZ13V21	2	2003
009719	1	COMPUTER	DELL	OPTIPLEX GX260	FZ13V21	2	2003
009720	1	COMPUTER	DELL	OPTIPLEX GX260	3023V21	2	2003
009721	1	COMPUTER	DELL	OPTIPLEX GX260	7023V21	2	2003
009722	1	COMPUTER	DELL	OPTIPLEX GX260	D023V21	2	2003
009723	1	COMPUTER	DELL	OPTIPLEX GX260	GZ13V21	2	2003
009739	1	COMPUTER	DELL	OPTIPLEX GX260	GNP421	2	2003
009740	1	COMPUTER	DELL	OPTIPLEX GX260	1NP4V21	2	2003
009741	1	COMPUTER	DELL	OPTIPLEX GX260	HPP4V21	2	2003
009742	1	COMPUTER	DELL	OPTIPLEX GX260	6PP4V21	2	2003
009743	1	COMPUTER	DELL	OPTIPLEX GX260	7QP4V21	2	2003
009743	1	COMPUTER	DELL	OPTIPLEX GX260	3PP4V21	2	2003
009747	1	COMPUTER	DELL	OPTIPLEX GX260	7NP4V21	2	2003
009748	1	COMPUTER	DELL	OPTIPLEX GX260	GMP4V21	2	2003
009750	1	COMPUTER	DELL	OPTIPLEX GX260	FPP4V21	2	2003
009753	1	COMPUTER	DELL	OPTIPLEX GX260	BQP4V21	2	2003
009754	1	COMPUTER	DELL	OPTIPLEX GX260	6NP4V21	2	2003
009756	1	COMPUTER	DELL	OPTIPLEX GX260	1PP4V21	2	2003
009757	1	COMPUTER	DELL	OPTIPLEX GX260	9PP4V21	2	2003
009758	1	COMPUTER	DELL	OPTIPLEX GX260	DNP4V21	2	2003

1 – no longer required 2- no longer suitable

ECC #	QTY	DESCRIPTION	MFGR.	MODEL	SERIAL #	COND.	PURCHASE YEAR
009762	1	COMPUTER	DELL	OPTIPLEX GX260	CPP4V21	2	2003
009763	1	COMPUTER	DELL	OPTIPLEX GX260	4NP4V21	2	2003
009764	1	COMPUTER	DELL	OPTIPLEX GX260	CMP4V21	2	2003
009766	1	COMPUTER	DELL	OPTIPLEX GX260	8RP4V21	2	2003
009767	1	COMPUTER	DELL	OPTIPLEX GX260	JMP4V21	2	2003
009768	1	COMPUTER	DELL	OPTIPLEX GX260	8QP4V21	2	2003
009967	1	COMPUTER	DELL	OPTIPLEX GX260	24X8N31	2	2003
009972	1	COMPUTER	DELL	OPTIPLEX GX270	35X8N31	2	2003
009982	1	COMPUTER	DELL	OPTIPLEX GX270	95X8N31	2	2003
010023	1	COMPUTER	DELL	OPTIPLEX GX270	HYJ8N31	2	2003
010038	1	COMPUTER	DELL	OPTIPLEX GX270	9MK8N31	2	2003
010041	1	COMPUTER	DELL	OPTIPLEX GX270	D4J8931	2	2003
010044	1	COMPUTER	DELL	OPTIPLEX GX270	67K8N31	2	2003
010047	1	COMPUTER	DELL	OPTIPLEX GX270	27K8N31	2	2003
010051	1	COMPUTER	DELL	OPTIPLEX GX270	3KK8N31	2	2003
010117	1	COMPUTER	DELL	OPTIPLEX GX270	F5BLT31	2	2003
010211	1	COMPUTER	DELL	OPTIPLEX GX270	GXSKT31	2	2003
010261	1	COMPUTER	DELL	OPTIPLEX GX270	BW9LT31	2	2003
010290	1	COMPUTER	DELL	OPTIPLEX GX270	BL05341	2	2004
010387	1	COMPUTER	DELL	OPTIPLEX GX270	G3LR941	2	2004
010422	1	COMPUTER	APPLE	eMac G4	YM3502 M9PPA	2	2004
010423	1	COMPUTER	APPLE	eMac G4	6M3502 MCPPA	2	2004
010424	1	COMPUTER	APPLE	eMac G4	6M35300 DKPPA	2	2004
010425	1	COMPUTER	APPLE	eMac G4	6M3502 MHPPA	2	2004
010427	1	COMPUTER	APPLE	eMac G4	YM3521 RGPPA	2	2004
010428	1	COMPUTER	APPLE	eMac G4	6M3521 SIPPA	2	2004
010429	1	COMPUTER	APPLE	eMac G4	6M3521 VGPPA	2	2004
010430	1	COMPUTER	APPLE	eMac G4	6M3521 Q7PPA	2	2004
010431	1	COMPUTER	APPLE	eMac G4	6M3521 QSPPA	2	2004
010432	1	COMPUTER	APPLE	eMac G4	6M3521 U3PPA	2	2004
010433	1	COMPUTER	APPLE	eMac G4	6M3521 R3PPA	2	2004
010614	1	COMPUTER	DELL	OPTIPLEX GX270	1DCPN41	2	2004
010689	1	COMPUTER	DELL	OPTIPLEX GX270	5JTYP41	2	2004
010805	1	COMPUTER	DELL	OPTIPLEX GX270	JR2QT41	2	2004
010945	1	COMPUTER	DELL	OPTIPLEX GX270	J53MG51	2	2004
010995	1	COMPUTER	DELL	OPTIPLEX GX270	JLTMG51	2	2004
011007	1	COMPUTER	DELL	OPTIPLEX GX270	7PTMG51	2	2004
011009	1	COMPUTER	DELL	OPTIPLEX GX270	GLTMG51	2	2004
011040	1	COMPUTER	DELL	OPTIPLEX GX270	9VMMG51	2	2004
011042	1	COMPUTER	DELL	OPTIPLEX GX270	3ZMMG51	2	2004
011050	1	COMPUTER	DELL	OPTIPLEX GX270	D0NMG51	2	2004
011054	1	COMPUTER	DELL	OPTIPLEX GX270	7XMMG51	2	2004
011061	1	COMPUTER	DELL	OPTIPLEX GX270	GRMMG51	2	2004
011063	1	COMPUTER	DELL	OPTIPLEX GX270	JTMMG51	2	2004
011064	1	COMPUTER	DELL	OPTIPLEX GX270	2YMMG51	2	2004
011066	1	COMPUTER	DELL	OPTIPLEX GX270	DTMMG51	2	2004
011076	1	COMPUTER	DELL	OPTIPLEX GX270	CTMMG51	2	2004
011077	1	COMPUTER	DELL	OPTIPLEX GX270	6YMMG51	2	2004
011080	1	COMPUTER	DELL	OPTIPLEX GX270	FVMMG51	2	2004

1 – no longer required 2- no longer suitable

ECC #	QTY	DESCRIPTION	MFRG.	MODEL	SERIAL #	COND.	PURCHASE YEAR
011081	1	COMPUTER	DELL	OPTIPLEX GX270	1XMMG51	2	2004
011086	1	COMPUTER	DELL	OPTIPLEX GX270	JFPMG51	2	2004
011088	1	COMPUTER	DELL	OPTIPLEX GX270	6CPMG51	2	2004
011093	1	COMPUTER	DELL	OPTIPLEX GX270	GGPMG51	2	2004
011099	1	COMPUTER	DELL	OPTIPLEX GX270	8FPMG51	2	2004
011102	1	COMPUTER	DELL	OPTIPLEX GX270	49PMG51	2	2004
011106	1	COMPUTER	DELL	OPTIPLEX GX270	8DPMG51	2	2004
011110	1	COMPUTER	DELL	OPTIPLEX GX270	4DPMG51	2	2004
011117	1	COMPUTER	DELL	OPTIPLEX GX270	D9PMG51	2	2004
011122	1	COMPUTER	DELL	OPTIPLEX GX270	4GPMG51	2	2004
011126	1	COMPUTER	DELL	OPTIPLEX GX270	FFPMG51	2	2004
011128	1	COMPUTER	DELL	OPTIPLEX GX270	BCPMG51	2	2004
011129	1	COMPUTER	DELL	OPTIPLEX GX270	2BPMG51	2	2004
011140	1	COMPUTER	DELL	OPTIPLEX GX270	77PMG51	2	2004
011706	1	COMPUTER	DELL	OPTIPLEX 170L	1MBMX61	2	2004
011994	1	COMPUTER	DELL	OPTIPLEX 170L	2J3DY61	2	2005
012129	1	COMPUTER	DELL	OPTIPLEX GX280	CG2XZ61	2	2005
028642	1	PRINTER	HP	LJ 5		2	2005
08132	1	COMPUTER	APPLE	POWERMAC G4	003065CBC160	2	2005
010108	1	PROJECTOR	EPSON	EMP-730	EE203X0691C	2	2003
008969	1	LAPTOP	DELL	INSPIRON	IE870A00	2	2002
008036	1	COMPUTER	APPLE	iMAC		2	2001
008033	1	COMPUTER	APPLE	iMAC		2	2001
008034	1	COMPUTER	APPLE	iMAC		2	2001
008035	1	COMPUTER	APPLE	iMAC		2	2001
008032	1	COMPUTER	APPLE	iMAC		2	2001
003313	1	COMPUTER	APPLE	iMac		2	1994
029932	1	COMPUTER	DELL	4100		2	1994
001124	1	COMPUTER	DELL	270		2	1998
011082	1	COMPUTER	DELL	270		2	2004
009400	1	COMPUTER	DELL	260		2	2003
011015	1	COMPUTER	DELL	270		2	2004
009365	1	COMPUTER	DELL	270		2	2003
009114	1	COMPUTER	DELL	260		2	2002
008939	1	COMPUTER	DELL	260		2	2002
009698	1	COMPUTER	DELL	260		2	2003
008383	1	COMPUTER	DELL	4100		2	2001
001092	1	COMPUTER	DELL	260		2	1998
001147	1	COMPUTER	DELL	4100		2	1998
008598	1	COMPUTER	DELL	4300		2	2001
008873	1	COMPUTER	APPLE	G4		2	2002
009031	1	COMPUTER	ProMax	P4		2	2002

1 – no longer required 2- no longer suitable

I. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 11 Unrestricted - El Camino				
P0203150	CCS Presentation	Div Office Nat Science	Repairs - Instructional	\$598.00
P0203160	Carter Products	Construction	Repairs Parts And Supplies	\$835.54
P0203168	AAA Electric Motor	Welding	Repairs Parts And Supplies	\$428.68
P0203188	American Express	Ed & Community	Transportation/ Mileage	\$174.20
P0203191	Full Compass	Ctr for Arts Production	New Equipmen-Instr.	\$207.07
P0203196	Office Max	Nursing	New Equipment	\$81.59
P0203198	Harbor Freight Tools	Machine Tool	New Computer	\$130.05
P0203202	ASME International	CADD	Instructional Supplies	\$200.94
P0203206	Plato Learning	Information Tech.	Maintenance Contracts	\$15,654.00
P0203207	New Wave Computer	Ctr for Arts Promo	New Equipment	\$526.65
P0203208	Mid City Mailing	Ctr for Arts Promo	Multi Media Advertising	\$621.00
P0203211	Carolina Biological	Life Sciences	Instructional Supplies	\$98.68
P0203215	Science Kit & Boreal	Chemistry	Instructional Supplies	\$226.51
P0203216	PACRAO	Admissions/Records	Dues And Memberships	\$125.00
P0203218	Vicenti, Lloyd, Stutz	Institutional Services	Audit/Accreditation fees	\$4,633.47
P0203220	Computerland	Human Resources	Non-Instruct Supplies	\$336.76
P0203228	Emlight Design	Ctr for Arts Production	Repairs Parts And Supplies	\$634.13
P0203231	Ward's Natural Scienc	Earth Sciences	Instructional Supplies	\$51.91
P0203232	Dell Computer	Technical Services	Repairs Parts And Supplies	\$2,106.98
P0203251	Diversified Imaging	Photography	Instructional Supplies	\$557.16
P0203255	Xpedx Paper	Copy Center	Non-Instruct Supplies	\$374.37
P0203256	California Colleges	Study Abroad Program	Dues And Memberships	\$450.00
P0203257	CCPRO	Copy Center	Conferences Mgmt	\$500.00
P0203258	Woodcraft	Construction	Instructional Supplies	\$239.11
P0203259	Verizon Wireless	Health, Safety	Telephone	\$76.07
P0203260	Verizon Wireless	Health, Safety	Telephone	\$55.40
P0203263	Monterey Graphics	Construction	Instructional Supplies	\$97.42
P0203264	American Express	Copy Center	Conferences Mgmt	\$144.20
P0203265	Monterey Graphics	CADD	Instructional Supplies	\$48.71
P0203282	Bio-Rad Laboratories	Life Sciences	Instructional Supplies	\$165.05
P0203283	Promega	Life Sciences	Instructional Supplies	\$201.39
P0203286	Greentree Systems	Human Resources	Contract Services	\$450.00
P0203287	New Wave Computer	Institutional Research	Non-Instruct Supplies	\$37.89
P0203291	Enterprise Rentals	Earth Sciences	Transportation	\$1,030.50
P0203292	Daily Bruin/Ucla	Public Relations	Multi Media Advertising	\$412.50
P0203293	Cal State University	Public Relations	Multi Media Advertising	\$288.00
P0203294	University Times	Public Relations	Multi Media Advertising	\$214.40
P0203295	Csu Fullerton Daily	Public Relations	Multi Media Advertising	\$264.60
P0203296	Csulb Daily 49ER	Public Relations	Multi Media Advertising	\$168.00
P0203297	Uc Irvine New	Public Relations	Multi Media Advertising	\$234.65
P0203298	Usc Daily Trojan	Public Relations	Multi Media Advertising	\$283.50
P0203300	New Wave Computer	Early Start Program	Non-Instruct Supplies	\$1,398.60
P0203301	Global Equipment	Early Start Program	Non-Instruct Supplies	\$3,573.60
P0203303	CCPRO	Public Relations	Conferences Mgmt	\$500.00
P0203309	South Bay Regional	Campus Police	New Equipment	\$2,000.63
P0203310	Ricoh Americas	Div Office Nat Science	Non-Instruct Supplies	\$73.12
P0203311	Amatyc/SW Tennessee	Division Office Math	Conferences - Student	\$50.00

P0203324	Barnes & Noble	Music Library	Library Books	\$157.32
P0203327	Thomson-West/Barcla	V.P. Academic Affairs	Publications-Magazines	\$283.00
P0203354	Safelite Auto Glass	Facilities/Planning	Repairs Noninstructional	\$259.06
P0203360	Leadership Excellence	VP-SCA	Publications/ Periodicals	\$129.00
P0203361	Computerland of	Technical Services	Repairs Parts And Supplies	\$618.21
P0203362	Office Depot	Division Office Math	Instructional Supplies	\$38.48
P0203365	Portola Hotel & Spa	Ed & Community	Conferences Mgmt	\$280.00
P0203367	College of the Canyon	Ed & Community	Conferences Mgmt	\$495.00
P0203368	Hitt Marking Devices	Financial Aid	Non-Instruct Supplies	\$70.76
P0203369	American Express	Ed & Community	Transportation/ Mileage	\$275.20
P0203372	Mid City Fire	Facilities/Planning	Repairs Noninstructional	\$217.56
P0203379	L.A. County Fire	Hazmat	Waste Disposal	\$4,098.00
P0203387	The SEA Lab	Life Sciences	Contract Services	\$80.00
P0203389	Gable House Bowl	Physical Education	Instructional Supplies	\$25.00
P0203390	Row-Loff Productions	Music	Instructional Supplies	\$153.15
P0203392	Xpedx Paper	Copy Center	Non-Instruct Supplies	\$408.23
P0203393	Harland Technology	Information Tech.	Maintenance Contracts	\$1,411.00
P0203394	Xerox Corporation	Copy Center	Non-Instruct Supplies	\$568.31
P0203399	Zones, Inc.	Information Tech.	Non-Instruct Supplies	\$3,645.60
P0203401	Specialized Products	Information Tech.	Non-Instruct Supplies	\$301.18
P0203402	Datatel, Inc.	Information Tech.	Maintenance Contracts	\$2,625.00
P0203406	CCS Presentation	Div Office BSSC	Instructional Supplies	\$234.34
P0203418	J & R Corporate Sales	History	Instructional Supplies	\$559.76
P0203420	Monterey Graphics	CADD	Instructional Supplies	\$48.71
P0203421	Pacific Bell Telephone	Information Tech.	Maintenance Contracts	\$21,286.72
P0203425	California Community	First Year Experience	Conferences Mgmt	\$425.00
P0203426	Harland Technology	Information Tech.	Maintenance Contracts	\$1,411.00
P0203427	Lakeshore Learning	Div Office BSSC	Non-Instruct Supplies	\$267.15
P0203429	Kaplan Companies	Div Office BSSC	Non-Instruct Supplies	\$224.19
P0203435	Sigmanet	Div Office Business	Instr.CompEquip	\$7,905.91
P0203436	Anixter	Information Tech.	Non-Instruct Supplies	\$1,297.58
P0203440	VS Athletics	Facilities/Planning	Repairs Noninstructional	\$1,502.87
P0203446	Paradise Awards	V.P. Academic Affairs	Non-Instruct Supplies	\$75.78
P0203447	Major League Music	Commencement	Other Rentals	\$1,000.00
P0203448	Monterey Graphics	Commencement	Indirect Supplies	\$5,243.63
P0203449	Boise Cascade	Automotive Collision	Instructional Supplies	\$546.66
P0203450	Boise Cascade	Administrative	Instructional Supplies	\$711.04
P0203453	California Department	Fire	Instructional Supplies	\$213.00
P0203457	Mel Pierce Camera	Art Department	Repairs Parts And Supplies	\$307.44
P0203459	Philip G. Zimbaro	Div Office BSSC	Instructional Supplies	\$118.25
P0203462	David J. Murphy	Office Administration	Instructional Supplies	\$108.24
P0203469	Rotary Club	Transition Center	Other Services And Expenses	\$300.00
P0203475	Full Compass	Ctr for Arts Production	New Equipmen-Instr.	\$984.32
P0203476	Pyramid Audio	Ctr for Arts Production	Other Rentals	\$1,070.00
P0203478	West Coast Sound	Ctr for Arts Production	Other Rentals	\$1,644.75
P0203500	Eagle Tools	Ctr for Arts Production	Non-Instruct Supplies	\$398.67
P0203501	Rose Brand	Ctr for Arts Production	Non-Instruct Supplies	\$395.09
P0203502	Galaxy Enterprises	Architectural	Instructional Supplies	\$175.73
P0203503	Sitler's Suppliers, Inc.	Ctr for Arts Production	Non-Instruct Supplies	\$577.07
P0203504	B & H Photo-Video	Div Office Business	Instructional Supplies	\$346.35
P0203506	Computerland	Div Office Business	Instructional Supplies	\$331.34
P0203507	Sleeve City, Llc	Ctr for Arts Production	Non-Instruct Supplies	\$162.97
P0203508	Los Angeles County	Hazmat	Waste Disposal	\$1,040.00
P0203515	Bakbone Software	Information Tech.	Maintenance Contracts	\$1,574.35
P0203519	Kim Bailly	Nursing	Non-Instruct Supplies	\$57.31

P0203521	Fast Ed's Interiors	Grounds	Non-Instruct Supplies	\$305.30
P0203524	Boise Cascade	Warehouse	Inventories, Stores, Prepaid	\$22,949.00
P0203525	Certiport Corporation	Office Administration	Software	\$1,634.36
P0203527	The Tape Company	Audio/Visual	Instructional Supplies	\$353.81
P0203528	Insight Media	Film Rental	Instructional Supplies	\$215.93
P0203529	Harris Infosource	Div Office Instr.	Library Books	\$224.34
P0203532	Craig Medical	Nursing	Instructional Supplies	\$351.81
P0203533	Pocket Nurse	Nursing	Other Books	\$146.73
P0203534	Medcom Trainex	Nursing	Other Books	\$708.50
P0203536	Campus Food Service	First Year Experience	Non-Instruct Supplies	\$110.30
P0203548	South Bay Cities	Board Of Trustees	Conferences Mgmt	\$25.00
P0203550	Office Max	V.P. Academic Affairs	Non-Instruct Supplies	\$173.91
P0203551	Copywise	Div Office Humanities	Non-Instruct Supplies	\$5,053.43
P0203553	Campus Food Service	TANF	Non-Instruct Supplies	\$806.06
P0203554	Brodart Co	V.P. Academic Affairs	Non-Instruct Supplies	\$74.45
P0203559	Scantron	History	Instructional Supplies	\$185.50
P0203562	Carolina Biological	Div Office BSSC	Instructional Supplies	\$196.41
P0203563	Ward's Natural Scienc	Div Office BSSC	Instructional Supplies	\$96.89
P0203564	Daniel Smith Artists	Art Department	Instructional Supplies	\$88.07
P0203565	Renaissance Graphic	Art Department	Instructional Supplies	\$453.31
P0203566	Hispanic Association	VP-SCA	Dues And Memberships	\$9,120.00
P0203567	Revolutionary Science	Anthropology	Instructional Supplies	\$332.53
P0203569	Phi Rho Pi	Speech	Other Services And Expenses	\$1,250.00
P0203590	Fred Pryor Seminars	I&T Div Ofc	Conferences Faculty	\$199.00
P0203595	Graphaids	Architectural	Instructional Supplies	\$2,314.29
P0203600	Penn State Media	Film Rental	Instructional Supplies	\$364.73
P0203601	Highsmith Company	Div Office Instr.	Instructional Supplies	\$638.26
P0203603	Graphic Media Co.	Div Office Instr.	Instructional Supplies	\$192.05
P0203604	N. Glantz & Son	Div Office Instr.	Instructional Supplies	\$621.46
P0203606	Brodart Co.	Div Office Instr.	Instructional Supplies	\$246.07
P0203608	Battery Specialties	Electric Shop	Non-Instruct Supplies	\$931.42
P0203610	Doubletree Hotel	Ctr for Arts Promo	Other Services And Expenses	\$604.95
P0203612	Mid City Mailing	Ctr for Arts Promo	Multi Media Advertising	\$931.00
P0203613	El Camino College	English	Instructional Supplies	\$200.00
P0203614	New Wave Computer	V.P. Academic Affairs	Non-Instruct Supplies	\$235.98
P0203615	Sargent Welch	Physics	Instructional Supplies	\$333.30
P0203616	CCS Presentation	History	Instructional Supplies	\$408.36
P0203624	Miele Professional	Life Sciences	Repairs Parts And Supplies	\$70.47
P0203630	Varian Inc	Chemistry	Instructional Supplies	\$527.02
P0203633	Time Clock Sales	Admissions/Records	Maintenance Contracts	\$236.00
P0203645	Jeanne M. Bellemin	Life Sciences	Instructional Supplies	\$228.60
P0203649	New Wave Computer	Automotive Collision	Instructional Supplies	\$306.35
P0203652	Diversified Photo	Photography	Instructional Supplies	\$1,307.44
P0203679	Office Max	Copy Center	Non-Instruct Supplies	\$362.53
P0203680	Office Max	Div Office Business	Instructional Supplies	\$561.82
P0203681	Pocket Nurse	Nursing	Instructional Supplies	\$1,102.24
P0203686	AAWCC Conference	Transition Center	Conferences Mgmt	\$120.00
P0203687	Xpedx Paper	Copy Center	Non-Instruct Supplies	\$2,149.47
P0203688	California Community	Transition Center	Conferences Mgmt	\$85.00
P0203689	CPP	Transition Center	Conferences Mgmt	\$85.00
P0203690	New Wave Computer	Fiscal Services	New Equipment	\$1,532.59
P0203691	Spinitar Presentation	Copy Center	Non-Instruct Supplies	\$963.74
P0203692	American Express	Academic Senate	Conferences Mgmt	\$139.20
P0203693	Dell Computer	Technical Services	Repairs Parts And Supplies	\$545.49
P0203697	Oclc, Inc	Music	Instructional Supplies	\$1,386.00

P0203698	Greentree Systems	Human Resources	Contract Services	\$250.00
P0203699	Xante Corporation	Copy Center	New Equipment	\$10,112.65
P0203709	Dell Computer	Technical Services	Repairs Parts And Supplies	\$3,835.64
P0203713	Mcmaster Carr	Technical Services	Repairs Parts And Supplies	\$590.62
P0203719	Ricoh Business	Div Office Business	Instructional Supplies	\$82.12
P0203724	El Camino College	Div Office Instr.	Maintenance Contracts	\$60.00
P0203725	Lawrence Moreno	Student Affairs	Non-Instruct Supplies	\$34.60
P0203738	Pattern Supply	Art Department	Instructional Supplies	\$158.15
P0203746	Greentree Systems	Human Resources	Contract Services	\$22,029.00
P0203748	Fast Deer Bus Charte	Outreach and School	Transportation	\$5,616.00
P0203750	Freestyle Photograph	Photography	Instructional Supplies	\$908.22
P0203752	A-1 Office Concepts	SRC Accessibility Fnd	New Equipment	\$2,058.26
P0203753	A2 Mend	Counseling Office	Dues And Memberships	\$150.00
P0203758	Datatel, Inc.	Information Tech.	Maintenance Contracts	\$2,625.00
P0203761	Los Angeles Coalition	Transition Center	Other Services And Expenses	\$88.88
P0203762	Pbs Video	Film Rental	Instructional Supplies	\$60.55
P0203764	Demco, Inc.	Div Office Instr.	Instructional Supplies	\$249.82
P0203766	Highsmith Company	Div Office Instr.	Instructional Supplies	\$354.29
P0203775	Marshall Music	Music	Repairs Parts And Supplies	\$983.04
P0203776	Amazon.Com	Health, Safety	Non-Instruct Supplies	\$35.75
P0203782	A-1 Office Concepts	SRC Accessibility Fnd	New Equipment -	\$1,930.73
P0203784	Intelcom	Instructional Television	Other Services And Expenses	\$12,819.57
P0203790	Xpedx Paper	Copy Center	Non-Instruct Supplies	\$589.07
P0203791	Rand McNally	Div Office BSSC	Instructional Supplies	\$211.67
P0203792	Xpedx Paper	Copy Center	Non-Instruct Supplies	\$1,022.72
P0203793	Presstek, Inc.	Copy Center	Non-Instruct Supplies	\$1,487.56
P0203794	Freestyle Photograph	Photography	Instructional Supplies	\$455.69
P0203795	Spinitar Presentation	Div Office BSSC	Instructional Supplies	\$961.37
P0203798	Cal Western Paint	Ctr for Arts Production	Non-Instruct Supplies	\$78.88
P0203799	Rose Brand	Ctr for Arts Production	Non-Instruct Supplies	\$481.37
P0203800	Boyce Forest Products	Ctr for Arts Production	Non-Instruct Supplies	\$675.50
P0203804	Community College	Div Office Instr.	Publications-Magazines	\$2,567.00
P0203805	Community College	Div Office Instr.	Publications-Magazines	\$963.00
P0203806	Community College	Div Office Instr.	Publications-Magazines	\$3,322.66
P0203807	Monterey Graphics	Job Placement	Non-Instruct Supplies	\$196.64
P0203830	Musical Instrument	Div Office Fine Arts	Repairs Parts And Supplies	\$688.26
P0203835	Eric's Camera Repair	Div Office Fine Arts	Repairs Parts And Supplies	\$1,165.00
P0203836	Diversified Photo	Photography	Instructional Supplies	\$552.81
P0203856	Craig Medical	Nursing	Instructional Supplies	\$460.00
P0203857	SCAQMD	Rideshare	Filing Fee	\$926.92
P0203861	ASTD	Ed & Community	Dues And Memberships	\$180.00
P0203877	Ricoh Corp	Nursing	New Equipment	\$303.75
P0203878	Monterey Graphics	Admissions/Records	Non-Instruct Supplies	\$49.16
P0203901	Universal Placement	VP-SCA	Contract Services	\$500.00
P0203907	Ann M. Garten	Copy Center	Conferences Mgmt	\$42.00
P0203909	Staples	Public Relations	Non-Instruct Supplies	\$830.26
P0203914	El Camino College	Public Relations	Conferences Mgmt	\$60.00
P0203918	A-1 Office Concepts	SRC Accessibility Fnd	New Equipment	\$282.96
P0203922	Bruce E. Hoerning	Electric Shop	Non-Instruct Supplies	\$286.86
P0203923	Scantron	Philosophy	Instructional Supplies	\$108.49
P0203925	Time Clock Sales	Copy Center	New Equipment	\$820.80
P0203926	Boise Cascade	Copy Center	New Equipment	\$545.05
P0203928	Spectrum Industries	Learning Center	Instructional Supplies	\$383.97
P0203929	Samy's Camera	Copy Center	New Equipment	\$2,684.63
P0203930	Spectrum Industries	Audio/Visual	Instructional Supplies	\$575.96

P0203942	A-1 Office Concepts	Copy Center	Non-Instruct Supplies	\$1,071.62
P0203947	South Bay Cities	Public Relations	Conferences Mgmt	\$25.00
P0203957	SPSS Inc.	Institutional Research	Non-Instruct Supplies	\$1,985.07
P0203960	Monterey Graphics	Rad Tech	Instructional Supplies	\$49.16
P0203964	Boise Cascade	Automotive Tech.	Instructional Supplies	\$379.10
P0203987	Monterey Graphics	Purchasing	Non-Instruct Supplies	\$98.32
P0204018	Enterprise Rent-A-Car	Earth Sciences	Transportation	\$786.47
P0204036	Community College	President's Office	Conferences Mgmt	\$50.00
P0204059	Marcom	Facilities/Planning	Repairs Noninstructional	\$1,511.92
P0204062	Verizon Wireless	Health, Safety	Telephone	\$82.91
Fund 11 Total: 222				\$270,562.25

Fund 12 Restricted - El Camino

P0203131	Office Max	VATEA Journalism	New Equipment - Instructional	\$1,420.18
P0203152	Kona Kai Resort	CITD	Conferences Mgmt	\$536.64
P0203153	Kona Kai Resort	Matching - IDRC, etc.	Conferences Mgmt	\$357.76
P0203154	Dipte D. Patel	Project Reach	Instructional Supplies	\$63.33
P0203155	Kona Kai Resort	ECP (YEP) Grant	Conferences Other	\$357.76
P0203156	College of the Canyon	CITD	Conferences Mgmt	\$495.00
P0203157	Portola Hotel & Spa	CITD	Conferences Mgmt	\$155.19
P0203158	Southbay Vacuum	VATEA I&T	New Equipment - Instructional	\$1,578.29
P0203159	Golden Cutting	VATEA I&T	New Equipment - Instructional	\$419.34
P0203163	American Express	CITD	Transportation/ Mileage	\$147.20
P0203164	Adam's Inn	CITD - ECC Exp/Imp	Conferences Mgmt	\$374.43
P0203165	Global Transportation	ECP (YEP) Grant	Transportation/ Mileage	\$450.00
P0203189	Board of Regents	SBA Matching Funds	Conferences Other	\$220.00
P0203192	CDW-G	TitleV Activity -Oct	Non-Instruct Supplies	\$492.03
P0203194	W.S. Darley	Fire Tech Donations	New Equipment - Instructional	\$3,140.78
P0203197	Spirit of Life Christian	Fire Tech Donations	Other Rentals	\$1,400.00
P0203203	Tigerdirect.Com	VATEA I&T	New Equipment - Instructional	\$354.31
P0203205	College of the Canyon	WPLRC Industry Driv	Conferences Mgmt	\$160.00
P0203210	W.S. Darley	Fire Tech Donations	New Equipment - Instructional	\$980.99
P0203212	Hyatt Arlington	Head Start Partnership	Conferences Faculty	\$1,843.38
P0203217	Citea	Teacher Preparation	Conferences Faculty	\$770.00
P0203219	CCS Presentation	VATEA I&T	New Equipment - Instructional	\$10,119.01
P0203221	National Promotions	Head Start Partnership	Instructional Supplies	\$752.34
P0203222	Monterey Graphics	El Camino Language	Printing	\$48.71
P0203230	America's Software	CTE-Eq	Software	\$2,715.00
P0203262	Kenneth S. Mays	Fire Tech Donations	Instructional Supplies	\$118.21
P0203267	New Wave Computer	El Camino Language	New Equip - Noninstr	\$237.07
P0203268	Ryugaku Journal, Inc.	El Camino Language	Contract Services	\$800.00
P0203269	American Nautical	(STCW) Standards	Other Books	\$3,516.72
P0203270	Naylor, Llc	El Camino Language	Multi Media Advertising	\$300.00
P0203271	Maritime Training	(STCW) Standards	Other Books	\$1,094.50
P0203272	Tibebe T. Wassie	MESA Program	Student Stipends	\$100.00
P0203273	Tamara Restrepo	MESA Program	Student Stipends	\$100.00
P0203274	Myron Jimenez	MESA Program	Student Stipends	\$150.00
P0203275	Ronald A. Calderon	MESA Program	Student Stipends	\$100.00
P0203276	Mekebeb B. Tesfa	MESA Program	Student Stipends	\$50.00
P0203277	Magen R. Prado	MESA Program	Student Stipends	\$50.00
P0203278	Jhenzier A. Gordon	MESA Program	Student Stipends	\$100.00
P0203279	Charito Y. Flores	MESA Program	Student Stipends	\$100.00
P0203280	Gustavo Marquez	MESA Program	Student Stipends	\$50.00
P0203281	Luis E. Carranza	MESA Program	Student Stipends	\$100.00

P0203285	Questar Assessment	Basic Skills	Instructional Supplies	\$3,228.55
P0203288	IGI Global	Teacher Preparation	Instructional Supplies	\$1,022.73
P0203289	Goodheart-Wilcox	Teacher Preparation	Instructional Supplies	\$892.47
P0203290	The Logo Shop	Teacher Preparation	Instructional Supplies	\$3,567.80
P0203302	Campus Food Service	EOPS	In-Service Training	\$1,355.75
P0203308	Bob Lee's Automotive	Parking-Student	Repairs Non Instr	\$941.83
P0203312	Maurice Kogon	CITD - ECC Exp/Imp	Conferences Mgmt	\$374.43
P0203313	CDW-G	Parking-Student	New Equipment	\$822.70
P0203314	Bob Lee's Automotive	Parking-Student	Repairs Non Instr	\$566.01
P0203315	Life Assist Inc.	Parking-Student	Non-Instruct Supplies	\$477.38
P0203316	Sim Tech Systems	CAHSEE (COCCC	Non-Instruct Supplies	\$135.26
P0203317	Zones, Inc.	Parking-Student	New Equipment	\$71.47
P0203318	Van Lingen Towing	Parking-Student	Other Services And Expenses	\$81.50
P0203319	American Express	Career & Tech Ed	Conferences Other	\$268.40
P0203320	Hec Ramsey	Parking-Student	Non-Instruct Supplies	\$1,403.85
P0203321	Department of Gener	Parking-Student	New Equipment	\$12.71
P0203323	Freestyle Photograph	VATEA Medial / TV	New Equipment - Instructional	\$511.85
P0203326	Computerland	CAHSEE (COCCC	Non-Instruct Supplies	\$219.85
P0203329	New Wave Computer	CAHSEE (COCCC	New Equip - Noninstr	\$5,946.41
P0203332	CCS Presentation	CAHSEE (COCCC	New Equip - Noninstr	\$2,279.29
P0203334	El Camino College	Faculty & Staff Divers	Contract Services	\$2,000.00
P0203356	ECC Interpreter Trust	Sign Language	Computer Software Account	\$294.38
P0203357	Campus Food Service	Project Reach	Conferences - Student	\$429.22
P0203358	Lorena Perez	EOPS CARE	Non-Instruct Supplies	\$199.99
P0203373	Pocket Nurse	CTE-Eq	New Equipment - Instructional	\$4,634.47
P0203374	Hospital Furniture	CTE-Eq	New Equipment - Instructional	\$3,244.67
P0203375	New Wave Computer	CTE-Eq	New Equipment - Instructional	\$78.61
P0203376	Hill Rom	CTE-Eq	New Equipment - Instructional	\$69.28
P0203377	Pinnacle Technology	CTE-Eq	New Equipment - Instructional	\$1,768.65
P0203378	Laerdal Medical	CTE-Eq	New Equipment - Instructional	\$2,157.02
P0203380	Craig Medical	CTE-Eq	New Equipment - Instructional	\$7,088.22
P0203391	Rods and Cones	VATEA Medial / TV	Computer Software Account	\$663.42
P0203395	American Nautical	(STCW) Standards	Other Books	\$1,162.94
P0203396	Turning Point	Behavioral & Soc Sci	Instructional Supplies	\$18,990.40
P0203398	American Nautical	CTLI (COCCC)	Other Books	\$106.70
P0203400	American Express	WPLRC Industry Driv	Transportation/ Mileage	\$125.00
P0203405	Office Supply Max	EOPS CARE	Non-Instruct Supplies	\$1,112.05
P0203407	Dell Computer	Mathematical Science	Non Inst Comp Eq	\$2,368.74
P0203416	CCCMPA	Matriculation	Conferences Mgmt	\$45.00
P0203417	Top Hat	EOPS	Non-Instruct Supplies	\$2,190.00
P0203419	CSULB Foundation	Parking-Student	Conferences Mgmt	\$304.00
P0203422	Graphaides	I&T	New Equipmen-Instr.	\$4,900.75
P0203423	Zones, Inc.	Parking-Student	New Equipment	\$1,095.52
P0203431	Freestyle Photograph	VATEA Medial / TV	New Equipment - Instructional	\$803.89
P0203437	CCS Presentation	Business	New Equipment - Instructional	\$3,684.83
P0203438	Zones, Inc.	Business	New Equipmen-Instr.	\$660.90
P0203439	CCS Presentation	Business	New Equipmen-Instr.	\$2,678.47
P0203441	Zones, Inc.	Business	New Equipmen-Instr.	\$3,733.65
P0203442	CCS Presentation	Business	New Equipmen-Instr.	\$658.68
P0203443	Dell Computer	Business	New Equipmen-Instr.	\$2,675.97
P0203444	Channing L. Bete Co.	Health Services	Other Books	\$303.89
P0203454	Mcmaster Carr	I&T	New Equipmen-Instr.	\$2,492.15
P0203455	Magnatag	Parking-Student	Non-Instruct Supplies	\$103.18
P0203456	Portola Hotel & Spa	SBA Contract Jan-Dec	Conferences Mgmt	\$775.45
P0203460	MPR	Health Services	Other Books	\$132.00

P0203463	Doubletree Hotel	EOPS	Non-Instruct Supplies	\$1,000.00
P0203464	New Wave Computer	EOPS	Non-Instruct Supplies	\$620.25
P0203465	Long Beach City	SBA Contract Jan-Dec	Conferences Mgmt	\$150.00
P0203466	The Paton Group	STEM transfer-Hispan	Computer Software Account	\$4,355.00
P0203467	Badge Printers	Parking-Student	Non-Instruct Supplies	\$348.54
P0203473	Zones, Inc.	CCAccessMeansPare	Non Inst Comp Eq	\$1,489.54
P0203479	CCS Presentation	Sign Language	Computer Software Account	\$133.25
P0203496	American Express	EOPS	Conferences Other	\$154.20
P0203497	Darling E. Garcia	ECP(YEP)Grant	Transportation/ Mileage	\$70.00
P0203498	Project Lead the Way	CTE (grant	Conferences Other	\$3,100.00
P0203499	California Space	CACT COCCC	Dues And Memberships	\$500.00
P0203509	Patterson Medical	HSA	New Equipmen-Instr.	\$779.74
P0203510	The Apple Store	Humanities	Instr.CompEquip	\$2,838.08
P0203511	CDW-G	CTE-Eq	New Equip - Noninstr	\$688.26
P0203512	Dell Computer	STEM transfer-Hispan	Non Inst Comp Eq	\$1,467.21
P0203513	Carrot Top Industries	Fire Tech Donations	Instructional Supplies	\$687.74
P0203514	American Express	Basic Skills	Conferences Faculty	\$1,321.00
P0203516	CDW-G	Business	New Equipmen-Instr.	\$3,997.38
P0203517	Allstar Fire Equipment	Fire Tech Donations	Instructional Supplies	\$2,826.84
P0203518	Kenneth S. Mays	Fire Tech Donations	Repairs - Instructional	\$350.38
P0203520	American Express	CACT COCCC	Transportation/ Mileage	\$250.00
P0203526	A-1 Office Plus	DSPS	Instructional Supplies	\$78.85
P0203537	Rio Grande Tool Co.	Fine Arts	New Equipmen-Instr.	\$644.09
P0203538	Vendapin Llc	Fine Arts	New Equipmen-Instr.	\$1,822.12
P0203545	Gradshirts	MESA Program	Non-Instruct Supplies	\$350.74
P0203546	E & H Trophy	SBDC-YEP (COCCC)	Plaques & Awards	\$1,623.75
P0203549	New Wave Computer	Business	New Equipmen-Instr.	\$486.04
P0203552	Away We Go Travel	EOPS CARE	Non-Instruct Supplies	\$154.20
P0203555	El Camino College	Community	Contributions	\$600.00
P0203556	Showworks, Inc.	SBDC - Caltrans	Conferences Other	\$740.00
P0203557	Boulevard Florist	SBDC-YEP (COCCC)	Conferences Other	\$584.55
P0203558	The Proud Bird	SBDC-YEP (COCCC)	Conferences Other	\$4,276.96
P0203560	Nasbite International	ECP (YEP) Grant	Conferences Other	\$425.00
P0203561	Barnes & Noble	CTLI (COCCC)	Other Books	\$75.72
P0203568	Foreign Trade	Matching - IDRC, etc.	Conferences Mgmt	\$25.00
P0203570	Jupiterimages	SBDC - Caltrans	Multi Media Advertising	\$599.95
P0203571	Joshua S. Armstrong	Parking-Student	In-Service Training	\$350.00
P0203575	NASFAA	Administration	Training	\$75.00
P0203585	NAFSA Region XII	El Camino Language	Conferences Mgmt	\$972.00
P0203588	Study in the Usa	El Camino Language	Multi Media Advertising	\$5,300.00
P0203589	Maritime Training	CTLI (COCCC)	Other Books	\$20.93
P0203593	Mouser Electronics	I&T Division	Instructional Supplies	\$68.11
P0203594	Innovation First	I&T Division	Instructional Supplies	\$378.10
P0203596	Virco Manufacturing	I&T	New Equipmen-Instr.	\$1,768.21
P0203617	ACT LA	Basic Skills	Conferences Other	\$1,925.00
P0203618	The Westin Gaslamp	Basic Skills	Conferences Other	\$1,732.50
P0203622	VWR Scientific	Natural Sci	New Equipmen-Instr.	\$1,132.52
P0203625	Ward's Natural Scien	Natural Sci	New Equipmen-Instr.	\$1,198.91
P0203626	MCS Industrial Supply	Natural Sci	New Equipmen-Instr.	\$4,251.79
P0203627	Educational Maps	Natural Sci	New Equipmen-Instr.	\$2,786.63
P0203632	Michael Tani	Matriculation	Non-Instruct Supplies	\$100.00
P0203634	Graphic Inks	Matriculation	Non-Instruct Supplies	\$1,693.38
P0203635	American Express	Basic Skills	Conferences Faculty	\$224.20
P0203641	Fast Deer Bus Chart	South Bay Children's	Transportation	\$1,489.15
P0203644	South Bay Municipal	Parking Violations DM	Other Services And Expenses	\$4,196.00

P0203646	Dell Computer	Instructional Services	Instr.CompEquip	\$12,057.23
P0203648	Dell Computer	CAHSEE (COCCC)	Non Inst Comp Eq	\$21,297.93
P0203650	New Wave Computer	I&T	Instr.CompEquip	\$2,241.67
P0203651	Bob Lee's Automotive	Parking-Student	Repairs Non Instr	\$44.60
P0203653	Security on Campus	Parking-Student	Publications/ Periodicals	\$93.44
P0203661	OpticsPlanet, Inc	Parking-Student	New Equipment	\$431.90
P0203674	Office Xpress	Administration	Non-Instruct Supplies	\$3,862.88
P0203676	B & H Photo-Video	Humanities	New Equipmen-Instr.	\$2,455.11
P0203704	Pocket Nurse	Capacity Bldg	Instructional Supplies	\$152.96
P0203720	Dell Computer	CCAccessMeansPare	Non Inst Comp Eq	\$2,482.78
P0203726	CCS Presentation	Fine Arts	New Equipmen-Instr.	\$1,676.64
P0203727	Amazon.Com	VATEA I&T	New Equipmen-Instr.	\$1,461.77
P0203728	Amazon.Com	VATEA I&T	Instructional Supplies	\$429.32
P0203732	That Technical	VATEA I&T	Other Books	\$1,227.90
P0203733	DC Power Systems	VATEA I&T	New Equipmen-Instr.	\$3,428.18
P0203734	Daystar, Inc.	VATEA I&T	Instructional Supplies	\$960.28
P0203736	Kidwind Project	VATEA I&T	Instructional Supplies	\$2,944.38
P0203739	Lakeshore Learning	CCAccessMeansPare	Instructional Supplies	\$1,058.41
P0203741	Silicon Solar, Inc.	VATEA I&T	Instructional Supplies	\$3,993.13
P0203742	Micro Circuit Labs	VATEA I&T	Instructional Supplies	\$579.59
P0203751	Harbor Freight Tools	VATEA I&T	Instructional Supplies	\$2,843.44
P0203767	Monterey Graphics	Head Start Partners	Instructional Supplies	\$98.33
P0203768	Sir Speedy	Head Start Partners	Instructional Supplies	\$1,238.35
P0203770	Copy R Office Solution	Head Start Partners	Instructional Supplies	\$10.02
P0203772	Dell Computer	Teacher Preparation	New Computer	\$3,251.99
P0203781	World Book School	Instructional Services	Library Books	\$1,036.78
P0203801	Monterey Graphics	Career & Tech Ed	Non-Instruct Supplies	\$147.48
P0203808	Monterey Graphics	Women in Ind. & Tech.	Non-Instruct Supplies	\$49.16
P0203809	National Promotions	Foster Care Ed 03-04	Reproduction Instructional	\$360.00
P0203816	Marina Graphic Center	El Camino Language	Multi Media Advertising	\$1,119.31
P0203818	AAWCC Conference	Administration	Travel And Conference	\$660.00
P0203827	Access Ingenuity	DSPS	New Equipment - Instructional	\$784.75
P0203831	Corectec Educational	Rad Tech	Computer Software Account	\$573.12
P0203833	Enablemart	DSPS	Instructional Supplies	\$2,080.80
P0203840	Thomas Dawson	SBDC-YEP (COCCC)	Workshop Sponsorship	\$50.00
P0203843	Kellie Shelton Design	SBDC-YEP (COCCC)	Workshop Sponsorship	\$50.00
P0203845	I Color Printing	SBDC Program Incom	Printing	\$4,501.10
P0203849	Merced Community	ECP(YEP)Grant	Conferences Other	\$1,500.00
P0203853	CCS Presentation	HSA	New Equipment - Instructional	\$20,689.72
P0203862	Del Rey Party Rentals	Teacher Preparation	Instructional Supplies	\$580.32
P0203865	American Express	ECP (YEP) Grant	Transportation/ Mileage	\$330.40
P0203866	Trim Line & European	Parking-Student	Repairs Non Instr	\$285.00
P0203872	Lou's Golf and	Parking-Student	New Equipment	\$341.05
P0203881	Joaquin Hernandez	Title V ECC/SMC Act	Contract Services	\$100.00
P0203882	Cindy Ducar	Title V ECC/SMC Act	Contract Services	\$100.00
P0203883	Brandi Holland	Title V ECC/SMC Act	Contract Services	\$100.00
P0203884	Arnoldina Gamez	Title V ECC/SMC Act	Contract Services	\$100.00
P0203885	Allison Dean	Title V ECC/SMC Act	Contract Services	\$100.00
P0203886	Deborah Gangi-Hall	Title V ECC/SMC Act	Contract Services	\$100.00
P0203887	Gregory Uba	Title V ECC/SMC Act	Contract Services	\$100.00
P0203889	Top Hat	EOPS	Non-Instruct Supplies	\$1,342.17
P0203896	Hertz Furniture	EOPS	Non-Instruct Supplies	\$346.37
P0203898	Zones, Inc.	EOPS	Non-Instruct Supplies	\$248.82
P0203905	Boise Cascade	EOPS	Non-Instruct Supplies	\$268.21
P0203915	Speedy Hydraulic	Ref & Lane Tech(Smg	Repairs - Instructional	\$990.00

P0203949	Fastsigns	Teacher Preparation	Instructional Supplies	\$393.30
P0203962	A-1 Office Concepts	EOPS	Non-Instruct Supplies	\$313.55
P0203969	Boise Cascade	EOPS	Non-Instruct Supplies	\$124.53
P0203979	Amazon.Com	Title V ECC/SMC Act	Non-Instruct Supplies	\$162.41
P0203981	CCS Presentation	Teacher Preparation	New Equipment	\$1,520.47
P0203982	CCS Presentation	Head Start Partnership	New Computer	\$2,512.80
P0204003	Dell Computer	Math	Instr.CompEquip	\$30,720.54
P0204016	Thinkglobal Inc.	El Camino Language	Multi Media Advertising	\$899.00
P0204019	Campus Food Service	Administration	Special Events-Direct Costs	\$4,218.28
P0204021	El Camino College	El Camino Language	Field Trip Expense	\$2,990.00
P0204025	Learning Resources	Contract Education	Dues And Memberships	\$595.00
P0204061	Foreign Trade	Matching - IDRC, etc.	Conferences Mgmt	\$25.00
P0204067	Marriott Hotel	ECP (YEP) Grant	Conferences Other	\$397.68
P0204068	U.S. Mexico Chamber	CITD	Conferences Mgmt	\$190.00

Fund 12 Total: 220

\$357,926.66

Fund 15 General Fund -Special Programs

P0202585	Johnson Lift/Hyster	Welding	Replacement Equipment	\$46,884.16
P0203195	Branders.Com	CalWORKS	Non-Instruct Supplies	\$980.02
P0203199	World Engineering	Welding	Other Books	\$534.21
P0203200	Mcmaster Carr	Welding	Instructional Supplies	\$691.70
P0203201	Sims Welding Supply	Welding	Instructional Supplies	\$1,668.74
P0203261	Hobart Institute of	Welding	Instructional Supplies	\$315.43
P0203266	NLNAC	Accreditation Support	Audit/Accreditation fees	\$2,285.05
P0203359	Branders.Com	CalWORKS	Non-Instruct Supplies	\$456.77
P0203366	A2 Mend	Project Success	Conferences Mgmt	\$875.00
P0203424	Sims Welding Supply	Welding	Replacement Equipment	\$32,429.68
P0203432	Amazon.Com	Staff Development	Other Books	\$455.12
P0203451	ACME Display	Family Consumer	Instructional Supplies	\$68.60
P0203452	ACNT	Electronics	Instructional Supplies	\$3,479.78
P0203458	Franjeans Flag	New Student Welcom	Non-Instruct Supplies	\$978.58
P0203505	ACME Display	Family Consumer	Instructional Supplies	\$300.28
P0203547	Clairmont Camera	Film/Video	New Equipmen-Instr.	\$5,574.88
P0203597	Wholesalebannerz.Co	Family Consumer	Non-Instruct Supplies	\$255.99
P0203628	Premier	New Student Welcom	Non-Instruct Supplies	\$35.00
P0203629	Fast Deer Bus Chart	Motivational Transfer	Transportation	\$932.51
P0203663	Amazon.Com	Staff Development	Other Books	\$239.98
P0203715	Educational	TECHNOLOGY	Other Services And Expenses	\$25.05
P0203786	Fast Deer Bus Chart	Motivational Transfer	Transportation	\$550.06
P0203813	Fast Deer Bus Chart	Project Success	Transportation	\$468.00
P0203817	Independent	Adult Re-Entry	Non-Instruct Supplies	\$515.27
P0203826	American Express	Student Learning	Conferences Mgmt	\$1,066.20
P0203839	Hilton Garden Inn	Student Learning	Conferences Mgmt	\$1,156.68
P0203855	Fast Deer Bus Chart	Puente Project	Transportation	\$916.97
P0203869	Fast Deer Bus Chart	Project Success	Transportation	\$6,300.00
P0203953	Michael Tani	Motivational Transfer	Non-Instruct Supplies	\$40.00
P0203991	Quantum Signs	Motivational Transfer	Non-Instruct Supplies	\$678.83
P0203992	Woodfin Suites Hotel	Motivational Transfer	Conferences - Student	\$2,003.68
P0203993	Best Western All Suit	Motivational Transfer	Conferences - Student	\$3,399.44

Fund 15 Total: 32

\$116,561.66

Fund 33 Child Development

P0203190	Discount School	CDC	Instructional Supplies	\$428.31
P0203474	Department of Social	CDC	Other Services And Expenses	\$600.00

P0203708	Discount School	CDC Instr Materials	Instructional Supplies	\$637.00
P0203714	Discount School	CDC	Instructional Supplies	\$175.01
P0203717	Lakeshore Learning	CDC	Instructional Supplies	\$914.55
Fund 33 Total: 5				\$2,754.87
Fund 41 Capital Outlay				
P0203223	Department of Gen	Library Addition-Cap	Group II Equipment	\$38.05
P0203322	I.C.I. Dulux Paint Store	Concrete Walkway	Site Improvements	\$1,027.02
P0204017	Department of Genl	Library Addition-Cap	Group II Equipment	\$113.37
Fund 41 Total: 3				\$1,178.44
Fund 62 Property & Liability				
P0203461	Bayside Medical Ctr	Health, Safety	Hospital & Medical	\$50.00
P0203592	El Camino Commun	Purchasing	Liability - Self Insurance	\$14,046.02
P0203785	El Camino Commun	Purchasing	Liability - Self Insurance	\$30,972.98
P0203810	American Auto Glass	Purchasing	Benefits And Claims Paid	\$250.00
Fund 62 Total: 4				\$45,319.00
Fund 74 Student Financial Aid				
P0203214	Fast Deer Bus Chart	EOPS	Student Incentive Account	\$468.00
P0203621	Fast Deer Bus Chart	EOPS	Student Incentive Account	\$468.00
P0203773	Campus Food Service	EOPS	Student Incentive Account	\$407.39
P0203890	Top Hat	EOPS	Student Incentive Account	\$5,021.13
P0203891	Top Hat	EOPS	Student Incentive Account	\$4,916.25
P0203892	Top Hat	EOPS	Student Incentive Account	\$4,970.88
P0203893	Branders.Com	EOPS	Student Incentive Account	\$420.19
P0203894	Regular Products	EOPS	Student Incentive Account	\$481.54
P0203900	Ati Assessment	EOPS	Student Incentive Account	\$429.54
P0203906	Gotta Getta Gift, Inc.	EOPS	Student Incentive Account	\$2,866.25
P0203959	Gotta Getta Gift, Inc.	EOPS	Student Incentive Account	\$3,352.50
Fund 74 Total: 11				\$23,801.67
Fund 79 Auxiliary Services				
P0203166	Ruth A. Sanchez	Administrative Service	Non-Instruct Supplies	\$52.80
P0203167	Jo A. Higdon	Administrative Service	Non-Instruct Supplies	\$28.98
P0203185	Norcal Swim Shop	Resp Therapy	Non-Instruct Supplies	\$3,172.90
P0203186	Nancy A. Adler	Fine Arts	Non-Instruct Supplies	\$103.50
P0203187	Dawn C. Huntoon	Fine Arts	Non-Instruct Supplies	\$300.00
P0203204	Andrew W. Wolski	Fine Arts	Non-Instruct Supplies	\$182.67
P0203249	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0203250	Hugo D. Vazquez, Jr.	Fine Arts	Non-Instruct Supplies	\$75.00
P0203252	Judith Margolis	Fine Arts	Non-Instruct Supplies	\$100.00
P0203253	Elizabeth L. Hall	Fine Arts	Non-Instruct Supplies	\$100.00
P0203299	Campus Food Service	EOP&S	Non-Instruct Supplies	\$369.75
P0203330	A & E Trophies	Honors Program	Non-Instruct Supplies	\$1,185.34
P0203331	Doubletree Hotel	Humanities	Non-Instruct Supplies	\$3,002.40
P0203333	Journalism Associat	Humanities	Non-Instruct Supplies	\$3,200.00
P0203355	Quami Adams	Fine Arts	Non-Instruct Supplies	\$500.00
P0203370	Enterprise Rent-A-Car	Counseling Office	Non-Instruct Supplies	\$119.08
P0203430	Residence Inn Oxnard	Resp Therapy	Non-Instruct Supplies	\$1,211.79
P0203445	Sander Wolff	Fine Arts	Non-Instruct Supplies	\$150.00

P0203477	Shoji Yamasaki	Fine Arts	Non-Instruct Supplies	\$50.00
P0203572	Anaheim Band	Radiologic Tech	Non-Instruct Supplies	\$388.08
P0203573	Woodwind &	Radiologic Tech	Non-Instruct Supplies	\$687.60
P0203586	Team Threadz	Radiologic Tech	Non-Instruct Supplies	\$545.16
P0203587	JW Pepper of Los	Radiologic Tech	Non-Instruct Supplies	\$159.29
P0203609	Frontiers News	Fine Arts	Non-Instruct Supplies	\$596.00
P0203611	Frontiers News	Fine Arts	Non-Instruct Supplies	\$754.00
P0203619	Sue Oda-Omori	Counseling Office	Non-Instruct Supplies	\$60.12
P0203642	Robinhood Enterprises	Resp Therapy	Non-Instruct Supplies	\$297.69
P0203802	Charles F. Turner	Fine Arts	Non-Instruct Supplies	\$200.00
P0203803	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$800.00
P0203838	HI Corporation	Resp Therapy	Non-Instruct Supplies	\$1,521.31
P0203936	John Wiley Publishers	EOP&S	Non-Instruct Supplies	\$66.83
P0203939	Costco Wholesale	EOP&S	Non-Instruct Supplies	\$50.00
P0203940	Sam's Club	EOP&S	Non-Instruct Supplies	\$35.00
P0204004	Fast Deer Bus Chart	Fine Arts	Non-Instruct Supplies	\$589.65
P0204032	Art Assist	Fine Arts	Non-Instruct Supplies	\$350.00
P0204069	Richard S. Greene	Fine Arts	Non-Instruct Supplies	\$1,875.00

Fund 79 Total: 36 **\$23,879.94**

Fund 81 Student Organizations

P0204026	Alpha Gamma Sigma	Student Affairs	A/P Manual.Gen.	\$1,470.00
----------	-------------------	-----------------	-----------------	------------

Fund 81 Total: 1 **\$1,470.00**

Fund 82 Scholarships & Trust/Agency

P0203193	Norcal Swim Shop	Health Sciences	Fundraising	\$4,393.96
P0203227	Refrigeration Supply	Health Sciences	Fundraising	\$409.51
P0203404	Shadow Mountain	Health Sciences	Fundraising	\$124.26
P0203535	Ati Assessment	Nursing	Fundraising	\$15,360.00
P0203673	Monterey Graphics	Health Sciences	Fundraising	\$48.71
P0203702	Soccer Central	Health Sciences	Fundraising	\$150.00
P0203718	Discount Two-Way	Health Sciences	Fundraising	\$534.40
P0204029	RSD	Health Sciences	Fundraising	\$4,740.16

Fund 82 Total: 8 **\$25,761.00**

PO Funds Total: 542 **\$869,215.49**

Fund 11 Unrestricted - El Camino

B0203011	E.C.C. Public	TECHNOLOGY	Non-Instruct Supplies	\$200.00
B0203151	Public Agency Law	Purchasing and	Contract Services	\$11,916.30
B0211160	Lennox School District	Manufacturing	Contract Services	\$5,508.00
B0211168	Alpha & Omega	Fire Academy 06-07	Repairs - Instructional	\$1,680.00
B0211170	MCS Industrial Supply	Air Conditioning	Instructional Supplies	\$750.00
B0211194	Diversified Imaging	Ctr for Arts Promo	Non-Instruct Supplies	\$500.00
B0211195	Easy Reader, the	Ctr for Arts Promo	Multi Media Advertising	\$1,125.00
B0211201	Oak Hall Cap & Gown	Commencement	Other Rentals	\$2,500.00
B0211210	Clarus Corporation	Public Relations	Contract Services	\$26,200.00
B0211212	E.C.C. Public	Study Abroad Program	Other Services And Expenses	\$105.00
B0211215	Florence Filter Co.	HVAC Shop	Non-Instruct Supplies	\$15,000.00
B0211216	Full Compass	Ctr for Arts Promo	New Equipment	\$1,237.35
B0211227	E.C.C. Public	Div Office Fine Arts	Repairs Parts And Supplies	\$235.00

Fund 11 Total: 13 **\$66,956.65**

Fund 12 Restricted - El Camino

B0211157	Toni Wasserberger	Project Reach	PSA Contract Services	\$1,000.00
B0211162	E.C.C.C.D. Bookstore	Head Start Partners	Instructional Supplies	\$1,000.00
B0211163	E.C.C. Public	Head Start Partners	Instructional Supplies	\$1,000.00
B0211167	ECCD Petty Cash	STEM transfer-Hispan	Non-Instruct Supplies	\$300.00
B0211169	Sysco Food Services	CCAccessMeansPare	Non-Instruct Supplies	\$1,750.00
B0211172	National Promotions	Career & Tech Ed	Printing	\$9,000.00
B0211188	B & H Towing	Fire Tech Donations	Repairs - Instructional	\$150.00
B0211189	D. James Hancuff, PC	WPLRC Technical	PSA Contract Services	\$5,000.00
B0211191	Sylvia Masuda	VATEA Journalism	PSA Contract Services	\$1,500.00
B0211193	Jan A. Cleverdon	SBDC Program Incom	PSA Contract Services	\$2,100.00
B0211196	Maria E. Becerra	Community	Contract Services	\$6,573.00
B0211197	Sheree Lee	CTLI (COCCC)	PSA Contract Services	\$12,000.00
B0211198	Extreme	ECP (YEP) Grant	Contract Services	\$2,000.00
B0211199	Midwest Library Serv.	Instructional Services	Library Books	\$45,000.00
B0211202	Maria Reyes	Title V ECC/SMC Act	PSA Contract Services	\$500.00
B0211203	SVM, Ip	EOPS CARE	Transportation Repair	\$3,000.00
B0211204	CRC Sign Language	DSPS	Contract Services	\$12,500.00
B0211206	ECCD Petty Cash	WPLRC Industry Driv	Non-Instruct Supplies	\$500.00
B0211209	Oregon Institute	Adv Aerospace Manuf	Contract Services	\$8,800.00
B0211211	Richard Nicholson	Teacher Preparation	PSA Contract Services	\$1,000.00
B0211220	Tara Meile	Congress. Direct Gran	PSA Contract Services	\$1,000.00
B0211221	Kristine M. Skeie	Congress. Direct Gran	PSA Contract Services	\$1,000.00
B0211222	MDesigns Production	Congress. Direct Grnt	Contract Services	\$4,349.00
B0211223	Betty Mallorca	Congress. Direct Grnt	Contract Services	\$3,500.00
B0211224	ECCD Petty Cash	MESA Program	Non-Instruct Supplies	\$400.00
			Fund 12 Total: 25	\$124,922.00
Fund 15	General Fund -Special Programs			
B0211166	Action Sales & Metal	Welding	Instructional Supplies	\$3,100.00
B0211171	ECCD Petty Cash	Technology	Other Services And Expenses	\$400.00
B0211186	Mcmaster Carr	Welding	Instructional Supplies	\$1,500.00
B0211187	Sims Welding Supply	Welding	Instructional Supplies	\$4,500.00
B0211226	ECCD Petty Cash	Staff Development	Non-Instruct Supplies	\$600.00
			Fund 15 Total: 5	\$10,100.00
Fund 41	Capital Outlay			
B0211173	Reliable Elevator	Elevator Upgrade	Repairs Noninstructional	\$30,000.00
			Fund 41 Total: 1	\$30,000.00
			BPO Funds Total: 44	\$231,978.65
			<u>Grand Total POs and BPOs: 586</u>	\$1,101,194.14

**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.....	106
B. Contract – Koury Engineering, Inc. – Various Projects.....	108
C. Contract – Sandy Pringle Associates Inspection Consultants, Inc. - Bookstore Modernization.....	109
D. Contract – S & K Engineering Services – Electrical Conversion.....	109
E. Contract Amendment – Beck & Graboski – Campus Signage Wayfinding.....	110
F. Bid Award 2008-1A – HPS Mechanical, Inc. – Phase 3 Infrastructure.....	110
G. Bid Award 2008-9 – Marina Landscape – Parking Structure Landscape Project.....	111
H. Bid Award 2008-11– Mackone Development – Bookstore Modernization Project.....	111
I. Change Order – Bomel Construction – Lot H Parking Structure & Athletic Facility.....	111
J. Change Order – Southland Industries – Energy Management System Upgrade Phase 2.....	112
K. Change Order – Airemasters Air Conditioning – Computer Room Air Conditioning Upgrade.....	113
L. Rejection of Bid Protest – Bid 2008-1A.....	113
M. Purchase Orders and Blanket Purchase Orders.....	114

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 March 31, 2009.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
<u>Additional Classrooms and Modernization</u>				
Acquisitions	\$705,867	\$705,867	\$0	\$0
Architectural Barrier Removal Phase 2	18,582	18,520	0	62
Athletic Education and Fitness Complex	15,718,000	299,247	377,033	15,041,720
Bookstore/Cafeteria Conversion to Admin.	14,100,000	837,324	112,910	13,149,766
Math & Business Building Replacement	63,442,427	1,943,553	2,254,952	59,243,922
Central Plant	15,085,000	14,226,918	142,332	715,750
Child Development Center Phase 2	30,573	30,470	0	103
Crenshaw Blvd. Frontage Enhancement	13,373	13,373	0	0
Fire Academy Structure	791,375	164,893	0	626,482
Fire Program Facility	123,000	1,651	0	121,349
Humanities Complex Replacement	30,896,287	27,196,963	2,569,196	1,130,128
Learning Resource Center Addition	5,099,964	4,637,889	22,101	439,975
MBBM Parking Structure & Entrance	216,232	471	0	215,761
Remodeling Phase One-Three	876,554	734,025	136,813	5,716
Science Complex Renovation	6,721,738	6,551,015	3,073	167,650
Signage and Wayfinding	2,600,000	199,149	59,121	2,341,730
Student Services/Activities Replacement	26,492,800	1,825,949	692,102	23,974,749
Temporary Space and Relocation Costs	3,469,200	3,392,538	12,535	64,128
Activities Center	<u>24,718,000</u>	<u>0</u>	<u>0</u>	<u>24,718,000</u>
Total Additional Classrooms and Modernization	<u>\$211,118,972</u>	<u>\$62,779,816</u>	<u>\$6,382,167</u>	<u>\$141,956,990</u>
<u>Campus Site Improvements:</u>				
<u>Accessibility,</u>				
<u>Safety / Security</u>				
Asphalt Resurfacing - All Lots	\$400,000	\$14,975	\$0	\$385,025
Emergency Generators and Distribution	122,673	116,173	0	6,500
Emergency Power to Security Lighting	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H	400,000	29,508	0	370,492
Fencing Replacement and Additions	375,000	5,777	0	369,223
Landscaping/Irrigation System Replacement	1,940,000	49,149	800	1,890,051
Lighting - Upgrade / Replace All Lots	2,440,000	59,807	0	2,380,193
Lot F Parking Structure Improvements	1,632,000	32,732	0	1,599,268
Lot H Parking Structure	25,600,000	19,765,429	4,062,423	1,772,147

Paving Replacement - All Walks/Driveways	1,487,000	61,062	0	1,425,938
Pedestrian Walks at MBB & Lot E	81,600	637	0	80,963
Security Video	7,831	7,831	0	0
Voice / Data / Signal Site Duct Bank	<u>117,130</u>	<u>117,130</u>	<u>0</u>	<u>0</u>
Total Campus Site Improvements: Accessibility, Safety / Security	<u>\$34,607,523</u>	<u>\$20,264,500</u>	<u>\$4,063,223</u>	<u>\$10,279,800</u>

Energy Efficiency Improvements

Energy Efficiency Improvements Phase Two	<u>\$2,818,000</u>	<u>\$2,752,255</u>	<u>\$15,543</u>	<u>\$50,201</u>
Total Energy Efficiency Improvements	<u>\$2,818,000</u>	<u>\$2,752,255</u>	<u>\$15,543</u>	<u>\$50,201</u>

Health and Safety Improvements

Administration	\$4,367,732	\$111,553	\$0	\$4,256,179
Art & Behavioral Sciences	12,247,136	308,981	7,600	11,930,555
Infrastructure Phase 1-3	37,000,000	18,998,804	1,257,782	16,743,414
Auxiliary Warehouse	105,042	1,301	0	103,741
Communications	219,262	219,262	0	0
Construction Technology	943,970	16,466	0	927,504
Domestic Water System	110,208	110,128	0	80
Facilities and Receiving	1,985,416	156,440	0	1,828,976
Fire Alarm	279,694	277,817	0	1,877
Firelines	119,905	119,905	0	0
Hazardous Materials Abatement	200,000	142,472	37,571	19,957
Library	7,876,509	431,753	0	7,444,756
Marsee Auditorium	6,670,843	147,616	0	6,523,227
Math Science & New Tech Arts	12,600,000	576,186	315,000	11,708,814
Music	8,896,846	226,290	0	8,670,556
Natural Gas System	13,852	13,852	0	0
North Gymnasium	3,248,993	261,770	0	2,987,223
Physical Education and Men's Shower	4,216,871	78,178	0	4,138,693
Planetarium	559,465	12,815	0	546,650
Pool and Health Center	8,273,592	354,970	3,635	7,914,987
Primary Electrical Distribution System	5,480,458	5,061,211	82,062	337,186
Reimbursements	1,456,353	1,414,353	0	42,000
Security Systems	30,245	30,245	0	0
Sewer System	55,449	55,449	0	0
Social Sciences	7,415,520	563,639	290,291	6,561,590
Storm Drain System	30,644	30,644	0	0
Technical Arts	1,927,800	387,416	9,975	1,530,409
Shops	<u>10,600,000</u>	<u>213,338</u>	<u>0</u>	<u>10,386,662</u>
Total Health and Safety Improvements	<u>\$136,931,805</u>	<u>\$30,322,853</u>	<u>\$2,003,915</u>	<u>\$104,605,037</u>

Information Technology and Equipment

Behavioral and Social Sciences	\$654,077	\$125,031	\$0	\$529,046
Business	1,143,650	477,596	0	666,054

Facilities Planning and Services	1,925,724	384,456	0	1,541,268
Fine Arts	2,870,096	435,701	0	2,434,395
Health Sciences and Athletics	1,269,987	298,264	(1,125)	972,848
Humanities	625,978	217,287	0	408,691
Industry and Technology	1,883,641	586,941	0	1,296,700
Information Technology	14,557,510	6,661,445	585,490	7,310,575
Learning Resources	4,940,775	260,085	0	4,680,690
Math	723,061	231,191	0	491,870
Natural Sciences	3,063,431	666,422	0	2,397,009
Nursing	252,651	116,478	0	136,173
Student and Community Advancement	645,925	221,664	0	424,261
Interfund Transfer	141,150	141,150	0	0
Campus Police	68,500	66,650	0	1,850
Purchasing	10,000	9,418	0	582
Phase II, III, IV Purchases	0	0	0	0
Installation Contingency	<u>0</u>	<u>349</u>	<u>0</u>	<u>(349)</u>
Total Information Technology and Equipment	<u>\$34,776,156</u>	<u>\$10,900,126</u>	<u>\$584,365</u>	<u>\$23,291,666</u>

Physical Education Facilities Improvements

Baseball Field	\$1,091,800	\$572	\$0	\$1,091,228
North Field	481,600	0	0	481,600
Sand Volleyball	12,300	0	0	12,300
Reserve for Contingencies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Physical Education Facilities	<u>\$1,585,700</u>	<u>\$572</u>	<u>\$0</u>	<u>\$1,585,128</u>

Contingency (Includes unallocated refunding income and interest through 12/2008)

	<u>1,292,767</u>	<u>0</u>	<u>0</u>	<u>1,292,767</u>
TOTAL	<u>\$423,130,923</u>	<u>\$127,020,694</u>	<u>\$13,049,213</u>	<u>\$283,353,949</u>

B. CONTRACT –KOURY ENGINEERING, INC. – VARIOUS PROJECTS

It is recommended the Board of Trustees approve entering into a contract with the above firm in the amount of \$150,000 to perform special test and inspections for various construction projects, such as the Bookstore Modernization, Humanities Mall & Food Court and Infrastructure Phase Three.

In 2008, three special test and inspection firms were interviewed by District and construction program management staff. The interviewed firms were evaluated based upon previous experience, staff qualifications, responses to questions and the proposed fee structure. Due to the large volume of inspection services the District's construction program requires, two firms were selected Koury Inc. and

Heider Inc. Heider Inc. is currently under contract and performing services for the Parking Structure and Athletic Facilities project. Koury Engineering is being recommended for these projects since it has a local office which will reduce response time.

Dates of Service: May 2009 through June 2010.

Cost: Not to exceed \$150,000 invoiced monthly.

C. CONTRACT – SANDY PRINGLE ASSOCIATES INSPECTION CONSULTANTS, INC. (SPAIC)

It is recommended the Board of Trustees approve entering into a contract with SPAIC to provide a Division of the State Architect (DSA) certified inspector for the Bookstore Modernization project.

In 2005, four inspection firms were interviewed by District and construction program management staff. The interviewed firms were evaluated based upon previous experience, staff qualifications, responses to questions and the proposed fee structure. Due to the large volume of inspection services the District's construction program requires, two firms were selected LCC3 and SPAIC. LCC3 is currently under contract and performing services for the Humanities Mall and Food Court Project. SPAIC is being recommended for this project due to the availability of an inspector, who has extensive experience working with District staff and project managers.

Dates of Service: May 2009 though February 2010.

Cost: Not to exceed \$150,000 invoiced monthly. The cost is based upon a projected 10 month schedule.

D. CONTRACT – S & K ENGINEERING SERVICES - ELECTRICAL CONVERSION

It is recommended the Board of Trustees approve entering into a contract with the above firm to provide engineering design and construction administration services necessary to transition to and integrate the campus' buildings electrical systems with the new twelve thousand volt electrical distribution system. Also included is the transitioning and integration of the campus' data and communications systems to the newly installed campus wide conduit system.

This firm is being recommended based upon its prior experience performing this type of work, the demonstrated expertise and the qualifications of its staff who

have worked on previous District projects i.e. Infrastructure Phase 3 to perform the services and competitive fee structure.

Dates of Service: May 2009 through April 2012.

Cost: Not to exceed \$890,000, plus reimbursables, invoiced monthly.

E. CONTRACT AMENDMENT – BECK & GRABOSKI – CAMPUS SIGNAGE AND WAYFINDING

It is recommended that the Board of Trustees approve increasing the contract fee from \$70,000 to \$95,000 for additional design services.

At its January 23, 2006 meeting the Board of Trustees approved entering into a contract with the above firm to perform design services for campus signage and wayfinding. At that time it was planned to contract with an architectural firm for placement and installation design services. However proposals from such firms quoted significantly higher fees than Beck & Graboski. Therefore it will be less costly to have Beck & Graboski provide the services through an extension of the existing contract.

F. BID AWARD 2008-1A – HPS MECHANICAL, INC. – PHASE 3 INFRASTRUCTURE

It is recommended that Bid No. 2008-1A be awarded to the following contractor in accordance with the specifications, terms and conditions of the above-named bid.

RECOMMENDED BIDDER

HPS Mechanical, Inc.

BASE BID

\$9,382,373

OTHER BIDDERS

Mel Smith Electric	\$9,517,000
EMMA Corp.	\$10,090,000
LA Engineering	\$10,171,787
Harbor Construction	\$10,455,000
Excel Paving	\$11,145,000
Cornerstone General	No Bid Response
Vector Resources	No Bid Response
Y&M Construction	No Bid Response

G. BID AWARD 2008-9 – MARINA LANDSCAPE – PARKING STRUCTURE LANDSCAPE PROJECT

It is recommended that Bid No. 2008-9 be awarded to the following contractor in accordance with the specifications, terms and conditions of the above-named bid.

<u>RECOMMENDED BIDDER</u>	<u>BASE BID</u>
Marina Landscape	\$27,600

OTHER BIDDERS

Belaire West Landscape	\$40,000
American West	\$40,739
Southern California Landscape	\$48,272
Bruce Wayne Co.	\$48,524
Bennett Landscape	\$53,266

H. BID AWARD 2008-11 – MACKONE DEVELOPMENT – BOOKSTORE MODERNIZATION PROJECT

It is recommended that Bid No. 2008-11 be awarded to the following contractor in accordance with the specifications, terms and conditions of the above-named bid.

<u>RECOMMENDED BIDDER</u>	<u>BASE BID</u>
Mackone Development	\$4,899,000

OTHER BIDDERS

LA Contractor Corp.	\$5,099,000
T&Y Construction	\$5,250,000
Caverche Engineering	\$5,306,130
PCN 3	\$5,383,000
Angeles Construction	\$5,536,000
Harbor Construction	\$5,585,000
G-2000 Construction	\$5,598,000
EMMA Construction	\$5,626,000
Woodcliff Corp.	\$5,752,000
2h Construction	\$6,039,000
Morilco Corp.	\$6,586,000
Minako Construction	\$7,377,700

I. CHANGE ORDER – BOMEL CONSTRUCTION CO. – LOT H PARKING STRUCTURE & ATHLETIC FACILITY

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

1. Credit for electronic message boards and painting a CMU wall in lieu of plaster, per the District's request. The message boards are being replaced by an open parking space by level display system.	(\$19,551)
2. Remove abandoned electrical duct bank in the softball field and remove/replace temporary fencing to access electrical trench, per District's request	\$8,220
3. Provide Partial Occupancy of the Parking Structure and miscellaneous surface lot striping for Parking Structure opening, per District's request. To comply with District's request, the contractor incurred additional costs including relocation of material and equipment, additional mobilization of sub contractors to paint traffic markings and asphalt slurry coating.	\$23,612
4. Provide drywells for (2) drinking fountains, per Architect's request	\$5,172
5. Chip and slurry fill an abandoned well that was discovered on Redondo Beach Blvd due to unforeseen site conditions	\$1,953
6. Provide redwood header between softball field brick dust and planter, provide an ADA compliant grate cover over an existing area drain and provide a fence and gate for access to air conditioner at the IDF room	\$8,083
Total Change Order Amount	\$27,489
Original Contract Amount	\$19,290,000
Prior Changes	737,476
This Change Order Amount	<u>27,489</u>
New Contract Amount	<u>\$20,054,965</u>

J. CHANGE ORDER – SOUTHLAND INDUSTRIES – ENERGY MANAGEMENT SYSTEM UPGRADE PHASE 2

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

Install new lighting control panels in the Student Services and Activities Center buildings. The control panels will control building exterior lighting and building security lighting.

This is at the District's request. At the time the scope of this project was being determined planning was underway to replace both buildings.

Student Services Center	\$10,098
Activities Center	<u>13,000</u>
Total Change Order Amount	<u>\$23,098</u>

Original Contract Amount	\$1,384,942
Prior Changes	24,023
This Change Order Amount	<u>23,098</u>
New Contract Amount	<u>\$1,432,063</u>

**K. CHANGE ORDER – AIREMASTERS AIR CONDITIONING –
COMPUTER ROOM AIR-CONDITIONING UPGRADE**

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

1. Relocate the electrical grounding rod from the basement to the walkway on the south side of the building. This is a District request. \$2,957
2. Install four chilled water control valves, two shutoff valves and two drain ports. This is at the District's request. The addition of these items will provide for redundant cooling capacity in case of equipment failure. \$16,612

Total Change Order Amount	\$19,569
---------------------------	----------

Original Contract Amount	\$675,000
Prior Changes	20,029
This Change Order Amount	<u>19,569</u>
New Contract Amount	<u>\$714,598</u>

**L. REJECTION OF BID PROTEST – BID 2008-1A, INFRASTRUCTURE
PHASE III**

It is recommended the Board of Trustees adopt the Vice-President of Administrative Services' denial of a bid protest submitted by Mel Smith Electric in relation to the Infrastructure Phase III construction project. Upon review and

evaluation of the bid protest, it has been determined the issues expressed are not sufficient to concur with the bid protest and the issues were deemed as minor irregularities. Legal counsel agrees with the recommended action.

M. 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.

P.O. #	VENDOR	SITE	DESCRIPTION	COST
P0203122	D Lewis Company	Infrastructure Phase I	Site Improvements	\$9,600.00
P0203209	Smith Brothers Crane	Information Technology	Equipment Rental	791.80
P0203224	Vector Resources, Inc.	Lot H Parking/Athletics	Buildings	11,747.78
P0203229	Southland Industries	Temporary Space	Buildings	2,500.00
P0203254	Golden State Water	Infrastructure Phase I	Site Improvements	500.00
P0203433	Pyro-Comm Systems,	Lot H Parking/Athletics	Buildings	5,950.00
P0203434	National Roofing	Humanities Complex	Repairs Non-instructional	1,500.00
P0203468	Heider Engineering	Information Technology	Testing & Inspection	320.00
P0203598	Home Depot	Remodeling-Phase 3	Group II Equipment	721.79
P0204009	CCS Presentation	Business	New Equipment/Instruct.	9,118.01
B0202454	Mr. Wood Fence	Lot H Parking/Athletics	Site Improvements	17,900.00
B0211175	Westwood Building	Art & Behavioral	Non-Instruct Supplies	1,500.00
B0211176	Koury Engineering &	Humanities Complex	Testing & Inspection	36,096.00
B0211177	Prestige Security	Humanities Complex	Contract Services	12,180.00
B0211178	Acco Engineered	Art & Behavioral	Buildings	42,298.00
B0211179	Valley Crest	Lot H Parking/Athletics	Site Improvements	263,900.00
B0211183	Home Depot	Art & Behavioral	Non-Instruct Supplies	1,000.00
B0211184	Crenshaw Lumber	Art & Behavioral	Non-Instruct Supplies	300.00
B0211185	Montgomery Hardware	Art & Behavioral	Non-Instruct Supplies	3,000.00
B0211192	Academy Flooring	Library	Buildings	10,226.42
B0211207	CCS Presentation	Math/Business/Allied Health	Contract Services	21,486.55
B0211208	Barrett Robinson	Math/Business/Allied Health	Contract Services	2,500.00
<u>Grand Total POs and BPOs:</u>				<u>\$455,136.35</u>

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources
Barbara Perez, Vice President**

	<u>Page No.</u>
A. Employment and Personnel Changes	116
B. Temporary Non-Classified Service Employees	122
C. Classified Professional Growth.....	124
D. Eliminate Job Classification Specifications for Administrator Position...	124
E. New Classification Specifications for Classified Position.....	124

A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special service professionals and temporary classified service employees as shown in items 1-30 and 1-15.

Academic Personnel:

1. Resignation - Dr. Susan Dever, Faculty Coordinator, Learning Resource Center, effective March 13, 2009.
2. Retirement - Mr. William Cooper, full-time Counselor, last day worked June 30, 2010 and first day of retirement, July 1, 2010, and that a plaque be prepared and presented to him in recognition of his service to the District since 1984.
3. Employment - Ms. Guenever Parsley, full-time/temporary instructor of Nursing, Health Sciences & Athletics Division, Class I, Step 4, Academic Salary Schedule, effective February 14 through June 12, 2009.
4. Extend Assignment - Dr. Donna Post, full-time/temporary Faculty Coordinator, Learning Resources Center, Class 5, Step 4, Academic Salary Schedule, effective May 1 through June 30, 2009.
5. Leave of Absence (unpaid, medical) - Dr. Ruth Banda-Ralph, Faculty Coordinator, Enrollment Services Division, effective March 1 through May 31, 2009.
6. Special Assignment - The following full-time instructors of English and Reading, Humanities Division, to produce training materials, develop a quick-start manual and conduct training of adjunct and full-time reading instructors on ParSCORE software and equipment, to be paid \$45.14 an hour, not to exceed 6 hours each or \$271 each, effective April 21 through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).

Matthew Cheung
Susan Corbin
Peter Marcoux
Victoria McCallum

Inna Newbury
Claudette Paul
Cynthia Silverman
Darrell Thompson

7. Special Assignment - The following full-time instructors of English and Reading, Humanities Division, to prepare and present workshops on the WiseSoft Reading/Writing Program for full-time and adjunct reading instructors, to be paid \$45.14 an hour, not to exceed 5 hours each or \$226 each, effective April 21

through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).

Susan Corbin
Suzanne Gates

Inna Newbury
Cynthia Silverman

8. Special Assignment - Ms. Lynn Fielding, part-time instructor of Geology, Natural Sciences Division, to work as lab assistant for the Welding Department in the Industry and Technology Division, to be paid \$30.10 an hour, not to exceed 182 hours instead of 160 hours or \$5,479 instead of \$4,816, effective February 14 through June 12, 2009, in accordance with the Agreement, Article 10, Section 9(m).
9. Special Assignment - Mr. Dale Ueda, part-time instructor of Technical Mathematics, Industry and Technology Division, to administer credit-by-examinations from April 21 through June 12, 2009, to be paid \$60.18 an hour, not to exceed 2.6 hours or \$151, in accordance with the Agreement, Article 10, Section 9(m).
10. Special Assignment - Ms. Evelyn Uyemura, full-time instructor of English as a Second Language (ESL), Humanities Division, to co-chair accreditation self-study, to be paid \$60.18 an hour, not to exceed 166 hours or \$10,000, effective July 1 through August 31, 2009, in accordance with the Agreement, Article 10, Section 14(a).
11. Special Assignment - Ms. Annette Owens, part-time instructor of Fashion, Industry & Technology Division, to cover Fashion MAC lab, to be paid \$30.10 an hour, not to exceed 44 hours or \$1,324, effective March 27 through June 12, 2009, in accordance with the Agreement, Article 10, Section 9(m).
12. Special Assignment - Ms. Tisa Casas, part-time instructor of Educational Development, Special Resources Center, Health Sciences & Athletics Division, to develop career development modules for students with disabilities, to be paid \$45.14 an hour, not to exceed 50 hours or \$2,257, effective April 21, 2008 through June 30, 2009, in accordance with the Agreement, Article 10, Section 9(m).
13. Special Assignment - The following part-time instructors of English, Humanities Division, to participate in Basic Skills Writing Series Workshop and produce curricular items for website, for Behavioral & Social Sciences Division under the Career & Technical Education (CTE) Teacher Pipeline Grant, to be paid \$30.10 an hour, not to exceed 5 hours or \$151 each, effective March 26 through May 7, 2009, in accordance with the Agreement, Article 10, Section 9(m).

Karen Amano-Tompkins

Jason Bostik

Tomo Hattori
 Greta Hendricks
 Patricia Hoovler
 Michael Mangan
 Kate McLaughlin
 Carol Park

Kim Runkle
 Joyce Schenk
 Wendy Walsh
 John Wietting
 Genevieve Zuidervaart

14. Special Assignment - The following instructors of Mathematics, to develop further ETUDES-NG Cohort Workspaces and to lead cohort members in reviewing and revising existing activities and creating supplemental activities as well as assessment instruments, to test in sections of a variety of math classes for the joint Mathematics Title V Grant with Santa Monica College, to be paid \$60.18 an hour, not to exceed 30 hours each or a total 150 hours or \$9,128 effective February 1 through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).

Part-time Instructors

Diem Nguyen
 Mohammed Rahnnavard
 Russell Reece
 Alan Stillson

Full-time Instructors

Lijun Wang

15. Special Assignment - Ms. Jennifer Montgomery, full-time instructor of Childhood Education, Behavioral & Social Sciences Division, to recruit mentors and mentees and monitor student placements for Temporary Assistance for Needy Families (TANF) – Child Development Center Grant, to be paid \$60.18 an hour, not to exceed 50 hours or \$3,054, effective April 21 through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).
16. Special Assignment - The following full-time counseling instructors to coordinate with math instructors to provide counseling intervention to students in basic skills math classes, to be paid \$45.14 an hour, effective February 14 through June 12, 2009, 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>
Rene Lozano	48.5	\$2,190
Elaine Moore	48.5	\$2,190
Cecelia Raufman	24.25	\$1,095
Valencia Rayford	48.5	\$2,190
Sabra Sabio	48.6	\$2,190

17. Special Assignment - Mr. Kevin O’Brien, full-time instructor, Fine Arts Division, to conduct research and design syllabi templates based on basic skills and student success models for campus-wide faculty distribution and use, to be paid \$45.14 an

hour, not to exceed 25 hours or \$1,129, effective March 17 through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).

18. Special Assignment - The following full-time instructors of English, Humanities Division, to participate in Basic Writing Series workshops and produce curricular items for website for Behavioral & Social Sciences Career & Technical Education (CTE) Teacher Pipeline Grant, to be paid \$45.14 an hour, not to exceed 3.5 hours or \$159, effective March 26 through May 7, 2009, in accordance with the Agreement, Article 10, Section 14(a).

Martha Ansite
Eugene Armao
Debra Breckheimer

Bruce Peppard
Darrell Thompson

19. Special Assignment - Mr. Brian Markarian, part-time instructor of Education, Behavioral & Social Sciences Division, to present a workshop at Teacher Education Program (TEP) Speaker's Symposium to be paid \$60.18 an hour, not to exceed 2 hours or \$121, effective May 2, 2009, in accordance with the Agreement, Article 10, Section 14(a).
20. Special Assignment - Mr. Steven Cocca, full-time instructor of Electronics and Computer Hardware Technology, Industry & Technology Division, to present a workshop at Career & Technical Education (CTE) instructor's conference, to be paid \$60.18 an hour, not to exceed 2 hours or \$121, effective April 24, 2009, in accordance with the Agreement, Article 10, Section 14(a).
21. Special Assignment - Mr. Matthew Kline, full-time instructor of English as a Second Language (ESL), Humanities Division, to provide logistical support for annual Teacher Education Program (TEP) Speaker's Symposium, to be paid \$60.18 an hour, not to exceed 8 hours or \$482, effective May 2, 2009, in accordance with the Agreement, Article 10, Section 14(a).
22. Amend Stipend Assignment - Ms. Pamela Santelman, full-time instructor of Dance, Fine Arts Division, to perform a modern dance as winter resident artist, to be paid \$1,000 instead of \$750, effective January 16, 2009, in accordance with the Agreement, Article X, Section 14(a).
23. Stipend Assignment - Ms. Janice Ball, full-time Learning Resource Faculty Coordinator, Humanities Division, to prepare and conduct tutor training workshops for Mathematical Sciences Division, to be paid \$600, effective April 21 through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).

24. Stipend Assignment - Ms. Vera Kopeckey, part-time instructor of Fashion, Industry & Technology Division, to present workshop on “Slopers”, to be paid \$300, effective May 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).
25. Stipend Assignment - The following part-time instructors of Dance, Fine Arts Division, to choreograph the Spring Dance Concert, to be paid \$500 each, effective March 16 through April 24, 2009, in accordance with the Agreement, Article 10, Section 14(a).

Amy Campion

Karin Jensen

Holly Lampe

26. Stipend Assignment - Mr. William Georges, full-time instructor of Theatre, Fine Arts Division, to design lighting for the Spring Dance Concert, to be paid \$1,000, effective March 26 through April 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).
27. Employment - Mr. Greg Klein, part-time instructor in Fire & Emergency Technology Paramedic Program, Industry & Technology Division, to be paid by Los Angeles County, effective April 21 through June 12, 2009.
28. Employment - Ms. Thamizhchelvi Subramaniam, full-time instructor of English at the Compton Education Center, to work as a part-time instructor at El Camino College conducting research and designing syllabi templates based on basic skills and student success models for campus-wide faculty distribution and use, to be paid \$45.14 an hour, not to exceed 25 hours or \$1,129, effective March 17 through June 30, 2009, in accordance with the Agreement, Article 10, Section 14(a).
29. Employment - The following part-time/temporary instructors to be hired as needed for the 2009 Spring Semester:

Health Sciences & Athletics

Raymond Adoc

Gifford Lindheim

Elizabeth Canales

Taryn Parker

Liliana Chavez

Elva Sipin

Matthew Kirk

Industry & Technology

Brent Kooiman

30. Employment - The following part-time/temporary substitute instructors to be hired as needed for the 2009 Spring Semester:

Industry & Technology

Nancy Tetreault

Classified Personnel:

1. Retirement - Ms. Miriam Alario, Theatre Technician, Range 31, Step E, Fine Arts Division, Academic Affairs, effective April 16, 2009 and that a plaque be presented to her in recognition of her service to the District since 1987.
2. Retirement - Mr. Alan Yee, Computer Systems Support Technician, Range 40, Step E, Information Technology Services Division, Administrative Services Division, effective March 7, 2009.
3. Separation - Ms. Leni Sequitin, Instructional Services Advisor (DSPS), Range 36, Step E, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective April 17, 2009, and that she be placed on the 39-month re-employment list.
4. Extend Personal Leave of Absence 100% - Ms. Donna Post, Computer Lab Specialist, Range 36, Step E, Mathematical Sciences Division, Academic Affairs Area, effective April 1 through June 30, 2009.
5. Change of Assignment - Ms. Theresa Barragan-Echeverria, from 100% to 92.5% Student Services Advisor, Range 35, Step B, Counseling & Student Services Division, Student and Community Advancement Area, effective April 17 through June 30, 2009.
6. Change of Assignment - Ms. Joan Kamahale, Student Services Technician, Range 28, Step E, from Financial Aid/Enrollment Services Division, Student and Community Advancement Area, to Foundation/Scholarship Office, President's Office Area, effective January 1, 2009.
7. Amend Employment - Ms. Erika Solorzano, Police Officer, Step A, Campus Police Division, Administrative Services Area, effective March 13 instead of March 1, 2009.

Special Services Professional

8. Change of Assignment - Ms. Cristallea Byun, Special Services Professional, Range 8, from Step 3, to Step 4 of the Special Services Professional Salary Schedule, Community Advancement Division, Student and Community Advancement Area, effective April 1, 2009.

9. Change of Assignment – Ms. Sharon Cortez, Special Services Professional, Range 4, from Step 1 to Step 5 of the Special Services Professional Salary Schedule, Behavioral and Social Sciences Division, effective April 1 through June 30, 2009.

Temporary Classified Services Employees

10. Amend Employment - Ms. Erika Solorzano, Police Officer Trainee, Step A, Campus Police Division, Administrative Services Area, effective January 21 through March 12 instead of February 28, 2009.
11. Employment - Ms. Miriam Alario, Theatre Technician, Range 31, Step E and Stage Manager, Range 38, Step A, Fine Arts Division, Academic Affairs, as needed for events, effective May 1 through June 30, 2009 (Retired Annuitant).
12. Employment - Ms. Marianne Montgomery, Administrative Assistant II, Range 31, Step E, Humanities Division, Academic Affairs Area, to assist with scheduling and clerical tasks, effective April 21 through June 30, 2009 (Retired Annuitant).
13. Employment - Mr. Jeffrey Williams, Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, effective April 21 through June 30, 2009.
14. Employment - Ms. Tracy Ann Wilson, Administrative Assistant I, Range 28, Step A, Vice President's Office, Academic Affairs Area, effective May 1 through June 30, 2009.
15. Employment - Ms. Silvia Ribelles de la Vega, Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs Area, to oversee the foreign language lab, eight hours per week, effective April 21 through June 30, 2009.

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 1-8.

The following temporary, non-classified service employees are to be hired for the 2008–2009 fiscal year to be paid hourly, effective April 20, 2009 through June 30, 2009, days and hours vary as needed, unless otherwise stated.

Campus Police Aide Series

1. Campus Police Aide II

The following individual is to provide parking enforcement and escorts services, operate a two-way radio, participate in non-hazardous patrols, and other duties.

Miguel Castro, \$9.50, Campus Police

Instructional Aide Series

2. Instructional Aide VI

The following individual is to support the California High School Exit Exam (CAHSEE) English Language Arts instructor.

Judith Dezso, \$15.00, Community Advancement (Jan. 17, '09 – June 30, '09)

Program Aide Series

3. Program Aide IV

The following individual is to help with the organizing recruitment, publicity events, and other duties essential to the Career & Technical Education Teacher Pipeline (CTETP) program.

Caryn Yokota, \$12.50, Behavioral & Social Sciences (Mar. 20, '09 – Jun. 30, '09)

4. Program Aide V

The following individuals are to process student registration materials, provide data entry, and other program duties.

Ashley Gartrell, \$13.00, Community Advancement

Adrienne Lemon, \$13.00, Community Advancement

Professional Series

5. Education Professional I

The following individuals are to tutor students in various mathematics classes, and to supervise students in the Mathematics Study Center.

Mohammad Rahnavard, \$20.00, Mathematical Sciences (Apr. 1, '09-June 30, '09)

Ellis Shamash, \$20.00, Mathematical Sciences (Apr. 1, '09-June 30, '09)

6. Education Professional I

The following individual is to support the language arts instructor in the California High School Exit Exam (CAHSEE) Program by providing individualized and small group learning skills to pass the English-Language Arts area on the CAHSEE.

Roman Czarny, \$20.00, Community Advancement

7. Education Professional II

The following individual is to teach assigned mathematics and English language arts courses of instruction under the California High School Exit Exam (CAHSEE) Prep Program and assist students to meet the passing requirements of the CAHSEE.

Juan Quinones, \$45.00, Community Advancement

8. Program Professional I

The following individual is to assist in the planning, implementation, monitoring, and evaluation of the Women in Industry and Technology program.

Dora Gomez, \$24.00, Community Advancement

C. CLASSIFIED PROFESSIONAL GROWTH

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

Winter Music Conference, Miami, FL – Kenner Bailey. March 25-28, 2009. \$600.00 maximum.

D. ELIMINATE JOB CLASSIFICATION SPECIFICATIONS FOR ADMINISTRATOR POSITION

It is recommended that the Board of Trustees eliminate the job classification specifications of the Director, Education and Community Development, which was replaced by the Director, Contract and Community Education, on the November 2008 Board Agenda.

E. NEW CLASSIFICATION SPECIFICATIONS FOR CLASSIFIED POSITION

It is recommended that the Board of Trustees approve the new job classification specifications for the position of Instructional Media Coordinator – Distance Education, as shown on pages 125-127.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: INSTRUCTIONAL MEDIA COORDINATOR – DISTANCE EDUCATION

BASIC FUNCTION:

Under the direction of assigned supervisor or designee, provides comprehensive support to faculty and students to assure effective implementation of learning technologies; provides technical, administrative and software support for programs including Distance Education. May work independently or as a team member, to coordinate and provide resources to assist Distance Education faculty and students.

REPRESENTATIVE DUTIES:

Develop efficient and thorough processes utilizing Distance Learning tools including content management systems, orientation materials and online learning assessments.

Provide ongoing support to online faculty and students with technical assistance via phone and email; troubleshooting online course and access problems.

Assist faculty in the incorporation of multimedia instructional course materials including images, video and other electronic materials within their classes.

Develop concepts for multi-media presentations that can be incorporated into print, multimedia and video for on-line networks and other delivery methods.

Collaborate with Information Technology, Admissions and Records, Library, Counseling, Learning Resources Center and other relevant departments to address the needs of Web-enhanced and Distance Learning students and faculty.

Serve as a resource for new online faculty members.

Maintain a comprehensive resource webpage for students and staff.

Compile, organize, research and verify information for statistical reports and online surveys.

Assist faculty with the development of objectives, and the creation and production of instructional media for distance education.

Develop innovative projects such as live interactive classes that utilize new technologies and the ECC cable channel.

Work with the Instructional Design team to assist faculty in the design, development and migration of courses to an online environment

Interact with external agencies to facilitate contractual programs including telecourses and the video objects repository.

Train and provide work direction to other personnel and student employees as assigned.

Research and recommend process improvements and provide input in the evaluation of program effectiveness.

Monitor program expenditures.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Academic computing including the Internet

Course management systems

Instructional courseware used for online classes

Record-keeping and project management techniques

Effective time management and organizational skills

Modern office practices, procedures and equipment, including email, discussion boards and conferencing technology.

Standard web site usability concepts including accessibility and inclusive universal design allowing for students with disabilities

Oral, written and interpersonal communication skills using tact, patience and courtesy

Word processing, spreadsheet and database management systems

Correct English usage, grammar, spelling, punctuation and vocabulary.

Principles of providing training and work direction

ABILITY TO:

Initiate, develop, organize and maintain operations of the distance education program

Train and provide work direction to others.

Provide high level customer service to students, faculty and staff

Exercise tact in dealing with sensitive issues and situations.

Analyze situations accurately and adopt an effective course of action.

Research and resolve technical problems.

Develop new, relevant technology skills as needed.

Meet schedules and time lines.

Work independently with little direction.

Establish and maintain cooperative and effective working relationships with others.

Read, interpret, apply and explain rules, regulations, policies and procedures

EDUCATION AND EXPERIENCE:

Bachelor's degree in Instructional Design & Technology, Education Media Design or technology related field and three years of direct experience required. Directly related work experience in

excess of the three years required and two years of college level course work may be substituted for the required Bachelor's degree.

WORKING CONDITIONS:

Typical office setting.

Extensive computer work.

Long periods of standing and sitting.

Ability to carry up to 25 lbs.

Ability to move from one work area to another as needed.

Classified Salary Range 36

Board Approved: April 20, 2009

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. Absence of a Board Member.....Page 129
- B. Conference Attendance.....Page 129
- C. California Community College Trustees Board Election.....Page 129
- D. Citizens’ Bond Oversight Committee.....Page 130

A. Absence of Board Member

It is recommended that the Board excuse Trustee Jackson from the March 16, 2009 Board Meeting with no loss of salary due to illness.

B. Conference Attendance

It is recommended that the Board approve the following conference:

Stretching Community Dollars – Cities, Counties, Schools Working Together

Trustee Ray Gen – Redondo Beach Performing Arts, on April 30, 2009 - with transportation and necessary expenses paid.

C. California Community College Trustees Board of Directors Election

It is recommended that the Board vote for the following persons to serve on the California Community College Trustee Board of Directors.

- Cy Gulassa, Peralta CCD
- Janet Chaniot, Mendocino-Lake CCD
- Nancy C. Chadwick, Palomar CCD
- Marcia E. Zableckis, Barstow CCD
- Jerry Hart, Imperial CCD
- John Rodgers, Kern CCD
- Douglas W. Otto, Long Beach CCD
- *Manny Ontiveros, North Orange County CCD
- Jacqueline Simon, Mira Costa CCD
- Christopher Stampolis, West Valley-Mission CCD
- *Jeanette Mann, Pasadena Area CCD
- Carmen Avalos, Cerritos CCD
- Eva Kinsman, Copper Mountain CCD
- *Bernard “Bee Jay” Jones, Allan Hancock Joint CCD
- Louise Jaffe, Santa Monica CCD

* Incumbent

D. **Citizens' Bond Oversight Committee**

It is recommended that the Board appoint the following persons to membership on the Citizens' Bond Oversight Committee:

1. Community at Large Representative - Mr. Kirk J. Retz, 2 year term
2. Foundation Representative –Mr. Robert Amos, 2 year term
3. Business Organization Representative – Mr. Syed Shuja, 2 year term
4. Senior Citizen Organization Representative – Ms. Gloria Dumais, 2 year term

Kirk J. Retz

Kirk J. Retz is the founder of the firm and practices in the area of construction law, handling both transactional and litigation matters. He advises clients on an array of issues as they relate to construction including land acquisition, contract creation and negotiation, the permit process, liens and governmental work. His clients range from Fortune 500-sized companies to small contractors and owners.

Mr. Retz has published articles such as "Construction Basics" which was presented at the West Coast Casualty Construction Defect Seminar and Continuing Education of the Bar; "A Game Plan for Surviving Construction Defect Litigation" as published in Utility Contractor Magazine and "The SB800 Quagmire" in ECA Magazine. He is also a frequent speaker on construction and mold issues including the RE/MAX International Summer Conference for Brokers/Owners & Managers.

His understanding of construction comes not only from his legal training but also from his ten years experience in the construction industry. He supervised and managed construction crews, negotiated contracts and was responsible for the coordination, scheduling and completion of construction projects. He oversaw core and shell and tenant improvement construction for numerous buildings throughout Southern California. Mr. Retz also holds certificates as a Building Systems Technician and Building Systems Administrator.

In addition to his law practice, Mr. Retz volunteers his time with the community. He is on the board of directors for the Rotary club (www.rotary.org) the Gift Planning Council for Loyola Marymount (www.lmu.edu) and the nonprofit organization Trash for Teaching (www.trashforteaching.com). He is also the president of his homeowner's association.

Mr. Retz graduated from Loyola Law School, Los Angeles (J.D. 1993) and California State University, Northridge (B.A. 1989).

Robert Amos

EXECUTIVE SUMMARY

Senior Sales Management and Business Development executive with 26 years of experience within the healthcare, enterprise software, consumer products industries. Leadership expertise in developing and executing diverse business models. Experienced manager with demonstrated success in the challenging Healthcare and related and diverse environments.

PROFESSIONAL EXPERIENCE

Carestream Health Inc, Rochester, New York (Formerly Eastman Kodak Company Health Group) 2005-present

Health Group---Regional Manager Healthcare Information systems, Western US

- ◆ Responsible for the strategy development and positioning of Carestream Health Group's product and solution portfolio to key industry leaders with independent PACS consulting firms and Medical Centers.
- ◆ Worked with senior sales management to drive field sales execution with independent PACS consultant firms.
- ◆ Identified new market linkages to promote Carestream Health's solution acceptance for Information Management, Radiology Information and PACS solutions to Medical Centers and Corporate Healthcare Partners.

EASTMAN KODAK COMPANY, Rochester, New York 1998- 2005

Health Group---Area Vice President, Western Region, USA & Canada

- ◆ Managed full P&L responsibilities for the Medical Systems division of Kodak's Health Group
- ◆ Managed the sales team responsible for Customer Sales.
- ◆ Developed sales and territories in the Western Region to manage Kodak's sales of medical systems.
- ◆ Coordinated executive briefings and business review with senior executives.

Developed go to market strategy and managed internal support resources to drive sales execution in the West region.

EASTMAN KODAK COMPANY, Rochester, New York 1982 – 1998
Account Manager – Health Imaging Division, Los Angeles

Sales of diagnostic imaging portfolio (film and equipment) in Los Angeles sales territory including 5 major teaching institutions and five medical distributors. Consulted with key Radiologists and healthcare system Senior Executives providing cost-effective medical imaging solutions. Conducted radiology resident educational seminars and training.

Other Experiences:

El Camino College Foundation Board President

2007-2008

El Camino College Foundation Board Representative

2004-2007

FramCQ Soccer Club, Club Manager Boys

2006-Present Cardiovascular Technologist, Little Co. of Mary Hospital

1976-1981

EDUCATION

El Camino College, Torrance CA Graduated 1976

Associate Science in Radiologic Technology

Williamstown University- E program

Bachelors of Science- Business/ Information Technology

Personal Information:

Married for 26 years with three children ages 17, 21, and 23 years old.

SYED SHUJA

Qualification & Skills:

Worked on several Accounting Software, such as Accpac, Accountants Trial Balance, CFS Datafaction, Peachtree 0.9, Quickbooks 09, Intuit Proseries, Business & Individual Taxes.

Education:

Master of Science in International Business California Int'l University.

Bachelor degree in Economics and Statistics from University of Punjab.

- Mar.92–Present. Adam Associates (Financial Services) (310) 973-5452
Prepare Financial Reports. File taxes for small business clients.
- Aug.98-2001 West Coast Distribution Inc. Staff Accountant. (626) 337-2099
Supervised Sales and Payroll for the staff of 18 employees.
Prepare financial statements and do analysis on Trial Balance.
- July 91-95 FGSA Medical Management Corporation. (310) 391-6969
Monitor effective and efficient administration of the financial reporting system. Specifically general ledger, bank reconciliation, Journal Entries, Trial balance. Account Analysis.
- May 89-90 Mark John Medical Group (213) 730-9030
Compiling reports such as Accounts Payable, Payroll, General Ledger,
Account Analysis.
- **Temporary Assignments:** Coca Cola Inc. University of Southern California. Gellati Frozen Sea Food, Ralph Inc. Metro Rail Construction. CCH Computex Tax. Insta Tax. Tax preparation.
- **Training:** ADP Payroll, H & R Block Tax course.
- **Association:** Counselor El Camino College, Board of Director Chamber of Commerce, Hawthorne City. Member: Chamber of Commerce: Huntington Park. Member: California Society of Tax Consultants.

Gloria Dumais
Resume

WORK HISTORY

January 2000 – Retired

8-79 - 1/00

El Camino College (16007 Crenshaw Blvd., Torrance)

Job Title: Supervising Records Clerk

Duties: Supervise the maintenance of all students' records.

10-78 - 8/79

Torrance Unified School District (2335 Plaza Del Amo, Torrance)

Job Title: Classified Technician

Duties: Paperwork involving the advertising, testing, and hiring of all classified personnel. Typing board minutes regarding any change in the classified personnel area.

9-75 - 10-78

South High School, Torrance Unified School District

Job Title: Assistant Principal's Secretary

Duties: Assist the Administrator in compiling the Master Schedule of Classes, the complete mail-out for registration each fall, evaluation of teachers, attendance at meetings regarding students' problems in his curricular area. In charge of all data processing for the school. Help train students and teachers in the use of office machines.

9-71 - 9-75

South High School

Job Title: Stenographer (Records Clerk)

Duties: In charge of all students' records. Typing and shorthand for 7 counselors. In charge of distributing work to other members in the office. Helped the counselors with all work involved with scholarships. Typed letters of recommendation. Composed and typed letters of inquiry regarding students' records. Evaluated incoming transcripts from other schools.

El Camino College – Office of the President
 Citizens' Bond Oversight Committee Membership
 2007-2010

	1- April 2007-08	2008-09	2009-10	2010-11
Student Org.		Enemuch Adaobi	Megan McLean	
Business Org.	Thomas Quintana	Thomas Quintana – March 2009	Syed Shuja	Syed Shuja
Senior Citizen Org.	Darlene Love	Darlene Love	Gloria Dumais	Gloria Dumais
Taxpayer Org.	Lou Garcia	Richard Browning	Richard Browning	
ECC Foundation Org.	Judy Gibson Richard Montgomery	Richard Montgomery	Robert Amos	Robert Amos
Community Representative		Frances Mullan	Frances Mullan	
Community Member At- Large			Kirk Retz	Kirk Retz

** Student Term is one-year & student must be active in College group such as Student Organization.

Report on the Brown Act

At the board meeting on March 16, questions were raised regarding the authority for discussing certain items in closed session including the confidential nature of those discussions. It could prove beneficial to hold a training session on the intricacies of the Brown Act for the Board and the college leadership in the near future to ensure compliance with the government code.

California Government Code Sections 54950 – 54963 encompasses the Brown Act which governs all meetings of a legislative body of a local agency. While most of the board's business must be held in an open meeting that allows the public to comment, Government Code Sections 54956 and 54957 outline the criteria for what business can be conducted in closed session. This includes but is not limited to:

1. Pending litigation – the ability to confer with or receive advice from legal counsel
2. Personnel matters – complaints or charges against employees, performance evaluations, compensation/salary setting, matters involving probationary or specific employees not involving complaints
3. Labor Negotiations/relations
4. Real Property Transactions
5. Student Discipline
6. Security Threats/Public Safety Reasons
7. Reviewing license applications of an individual with a criminal record

As part of the open meeting, the Board is required to identify what will be discussed in closed session and it is recommended that the appropriate government code section be noted. While some boards invite their counsel to the closed session, El Camino has generally limited that practice to pending litigation and/or labor negotiations. Either way, at the conclusion of the closed session, the Board is required to report out any actions taken during the closed session.

The confidentiality of information received during a closed session is covered in Government Code Section 54963. This section prohibits the disclosure of any confidential information received in closed session to anyone not authorized to receive that information. Remedies are also outlined in the section for failure to observe confidentiality of closed session which can undermine the business of the district.