

*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, June 20, 2011  
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 May 16, 2011,  
Pages 6-8**
- III. Oath of Office – Joshua Casper**
- IV. Presentations**
  1. El Camino College Track and Field Teams
  2. Student Learning Outcomes – Dr. Arce
- V. Public Hearing - None**
- VI. Public Comment on Consent Agenda**
- VII. Consent Agenda – Recommendation of Superintendent/President, Discussion  
and Adoption**
  1. Academic Affairs  
*See Academic Affairs Agenda,  
Pages 9-12*
  2. Student and Community Advancement  
*See Student Services Agenda,  
Pages 13-19*
  3. Administrative Services  
*See Administrative Services Agenda, Pages 20-36*
  4. *See Measure “E” Bond Fund Agenda,  
Pages 37-41*
  5. Human Resources  
*See Human Resources Agenda,  
Pages 42-87*

6. Compton Community Educational Center  
*See Compton Community Educational  
Center Agenda, Pages 88-89*

7. Superintendent/President  
*See Superintendent/President Agenda,  
Pages 90-92*

### **VIII. Public Comment on Non-Agenda Items**

### **IX. Oral Reports**

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

### **X. Closed Session**

- A. Labor Relations, Brown Act Section 54957.6, Mr. Spencer Covert, District Labor Negotiator
  - 1. El Camino College Federation of Teachers, Local 1388
  - 2. El Camino College Federation of Teachers, Local 1388, Child Development Center
  - 3. El Camino Classified Employees Local 6142
  - 4. El Camino College Police Officers Association
  - 5. Non-Represented Employees Confidential, Supervisors, and Management
- B. Personnel Matters, Brown Act Section 54957
  - 1. Public Employee Performance Evaluation – Superintendent/President

**Board of Trustees Meeting Schedule for 2011**  
**4:00 p.m. Board Room**

Monday, June 20, 2011  
Monday, July 18, 2011  
Monday, August 15, 2011  
Tuesday, September 6, 2011  
Monday, October 17, 2011  
Monday, November 21, 2011  
Monday, December 12, 2011

## Board Policy 1200 The El Camino College Mission, Philosophy, Values And Guiding Principles

### **Vision Statement**

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

### **Mission Statement**

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

### **Statement of Philosophy**

Everything El Camino College is or does must be centered on its community. The community saw the need and valued the reason for the creation of El Camino College. It is to our community that we must be responsible and responsive in all matters educational, fiscal and social.

### **Statement of Values**

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

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

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

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

**Diversity** – We recognize and appreciate our similarities and differences.

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

### **Guiding Principles**

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

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

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

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

### **Strategic Initiatives**

- A. Enhance teaching to support student learning using a variety of instructional methods and services.
  - B. Strengthen quality educational and support services to promote student success.
  - C. Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.
  - D. Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.
  - E. Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.
  - F. Support facility and technology improvements to meet the needs of students, employees, and the community.
  - G. Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.
- Adopted: 1/16/01, Amended: 1/22/02, 6/18/07, 6/21/10

**BOARD PRESENTATIONS AND REPORTS 2011**

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
January	<i>Foundation (moved from December 2010)</i> <i>Basic Skills (moved from November 2010)</i>	Annual Financial Audit
February	Accreditation	Quarterly Fiscal Status
March	Title V Graduation Initiative grant	Full Time Equivalent Student (FTES) – Both Locations
April	Accountability Reporting for Calif. Community Colleges (ARCC) Citizens Oversight Committee	Measure E-Bond Audit
May	Facilities Master Plan	Quarterly Fiscal Status
June	Student Learning Outcomes (SLO)	Tentative Budget Planning & Budget Calendar
July	Compton Center	FTES – Both Locations
August	Budget	Notice of Public Hearing Quarterly Fiscal Status Educational Master Plan
September	Financial Aid	Budget Adoption Accreditation Mid-term
October	Redistricting Trustee Areas	Staff Development/Diversity
November	Program Review, Planning and Budgeting	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	Success and Retention (including basic skills)

Revised: June 8, 2011

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday, May 16, 2011

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, May 16, 2011, in the Board Room at El Camino College.

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

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

Minutes of the Regular Board Meeting of April 18, 2011

The Minutes of the Regular Board Meeting of April 18, 2011 were approved.

Facilities Master Plan Presentation

Mr. Bob Gann presented projects from the Facilities Master Plan.

Consent Agenda

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

Academic Affairs

Proposed Curriculum Changes: Effective 2011-2012 Academic Year

Student and Community Advancement

2011 Summer Camps

Grant

Matriculation Categorical Flexibility Provision

Board Policy 5055 – Enrollment Priorities – Second Reading & Adoption

Information Only – Administrative Procedure 5055 – Enrollment Priorities

Administrative Services

Contracts Under \$78,900

Contracts Over \$78,900

Personal Services Agreement

Personal Services Agreement - Amendment  
Furniture Acquisition  
Information: Completion of District 2010-11 Annual Report for the State Pre-School  
Declaration of Surplus Property  
Resolution – Disposal of In-Operable Fire Trucks  
Purchase Orders and Blanket Purchase Orders

#### Measure E Bond Fund

Category Budgets and Balances  
Contract – MACTEC Engineering & Consulting, Inc. – Soils Investigation  
Contract – MACTEC Engineering & Consulting, Inc. – Methane Gas Investigation  
Bid Award 2010-8 – CCS Presentation Systems – Social Sciences Audio-Visual  
Change Order – HPS Mechanical – Phase 3 Infrastructure  
Notice of Job Completion – HPS Mechanical – Phase 3 Infrastructure  
Notice of Job Completion – Commercial Paving & Coating – Campus Paving  
Improvement Project  
Purchase Orders and Blanket Purchase Orders

#### Human Resources

Employment and Personnel Changes  
Temporary Non-Classified Service Employees  
Revised Classification Specifications for Administrator Position  
Resolution to Cancel Board of Trustees Resolution to Allow Part-Time Employees  
To Participate in CAL-PERS Administered Employees' Medical and Hospital  
Care Act  
Board Policy 7310 Nepotism – Second Reading & Adoption

#### President/Board of Trustees

Travel

Motion carried. Student Trustee Zamora recorded a yes advisory vote.

#### Non-Consent Agenda

##### Boundary Review Committee – Candidate Selection

It was moved by Trustee Brown, seconded by Trustee Beverly, that Marche L. Boose be appointed to represent Trustee Area 1 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Combs, seconded by Trustee O'Donnell, that Nilo Michelin be appointed to represent Trustee Area 2 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Beverly, seconded by Trustee Combs, that Steve Napolitano be appointed to represent Trustee Area 3 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Gen, seconded by Trustee Combs, that Susan Truax be appointed to represent Trustee Area 4 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee O'Donnell, seconded by Trustee Beverly, that John Alter be appointed to represent Trustee Area 5 on the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee Gen, seconded by Trustee Brown, that Nathan Mintz be appointed an at-large member of the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that Heidi Ashcraft be appointed an at-large member of the Boundary Review Committee. Motion carried. Student Trustee Zamora recorded a yes advisory vote.

#### Redistricting Action Plan

It was moved by Trustee Combs, seconded by Trustee Brown that the Board review the ongoing Redistricting Action Plan. Motion carried 4-1. Trustee O'Donnell abstained. Student Trustee Zamora recorded a yes advisory vote.

#### Compton Community Educational Center

Accreditation Update and Budget Reductions were presented as informational items.

#### Public Comment

Mrs. Holifield addressed Compton Partnership; several students spoke in support of the Fine Arts programs.

#### Closed Session

Regular Meeting adjourned to a Closed Session at 6:30 p.m. which ended at 7:40 p.m.

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Maureen O'Donnell, Secretary of the Board

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Thomas M. Fallo, Secretary to the Board



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

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**A. INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM – SUMMER 2011**

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

**Madrid, Spain Program:**

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

On-Site Program Director: Dr. Nitza Llado. Her duties are to teach the following courses: Spanish 1 – Elementary Spanish I; Spanish 2 – Elementary Spanish II; and Spanish 24 – Introduction to Spanish and Latin American Language and Cultures, and include serving as on-site director to advise students, interact with Madrid travel representatives, and administer the program in Madrid, Spain. Inclusive dates: June 26, 2011 – July 22, 2011.

**Ireland Program:**

The contractor is American Institute for Foreign Study (AIFS), River Plaza, 9 West Broad Street, Stamford, CT 06902-3788. The contact person is Sharon F. Secki.

On-Site Program Director: Dr. Rosemary Swade. Her duties are to teach the following courses: Communication Studies 8 – Oral Interpretation of Literature, and Communication Studies 3 – Small Group Communication, and include serving as on-site director to advise students, interact with AIFS representatives, and administer the program in Ireland. Inclusive dates: July 7, 2011 – July 27, 2011.

**Florence, Italy Program:**

On-Site Program Co-Director: Mike Stallings. His duties are to teach the following courses: Architecture 104 – History of Western Architecture, and Architecture 170 – Architectural Graphic Techniques, and include serving as on-site director to advise students, interact with Florence travel representatives and administer the program in Florence, Italy. Inclusive dates: June 20, 2011 – July 15, 2011.

**B. MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) PROGRAM – NATIONAL INSTITUTE FOR LEADERSHIP ADVANCEMENT (NILA)**

It is recommended that the Board approve MESA student, Roman Serna, to travel to the National Institute for Leadership Advancement (NILA) at the Inverness Hotel and

Conference Center in Denver, Colorado from August 3-7, 2011. MESA will cover the \$300 registration fee that includes lodging, meals, to/from airport transportation and flight.

The NILA is the premier leadership training event for the Society of Hispanic Professional Engineers (SHPE). Since its inception in 1986, NILA has grown to become an event widely anticipated by members and highly respected by corporate sponsors.

### **C. PROPOSED CURRICULUM CHANGES: EFFECTIVE 2012/2013 ACADEMIC YEAR**

It is recommended that the Board approve the proposed curriculum changes, effective the 2012-2013 academic year, as listed below.

#### **FINE ARTS**

##### **NEW MAJOR**

##### **1. Communication Studies A.A. Degree for Transfer (AA-T)**

The degree provides students with a thorough foundation in the theory and practice of communication studies. This is achieved through a variety of courses that serve to develop personal, business, and professional communication skills in individual, interpersonal, and group situations, along with skills in research, organization, critical thinking, argumentation, and forensics. Students will demonstrate their proficiency through performance, class projects, research papers, objective tests, critiques, and competitions. Program assessment is measured by completion, evaluation of student learning outcomes, transferability, competitions at the local, state, and national levels, and periodic program review.

##### **Major Requirements**

Communication Studies 1;

six units from: Communication Studies 3, 4, 12;

a minimum of nine units from the following two groups of courses, with no more than three units from Group 2:

Group 1: Communication Studies 5, 6abcd, 7, 8, 9, 11, 14, 22abcd, 23abcd, 24abcd;

Group 2: Anthropology 2, 4, English 1B, Psychology 5, Sociology 101

(one semester of Communication Studies 6abcd, 22abcd, 23abcd, and 24abcd may count toward the major)

Total units: 18

At least 12 units required for the major must be completed at El Camino College.

## **INDUSTRY AND TECHNOLOGY**

### **INACTIVATE MAJOR**

1. Environmental Technology

### **INACTIVATE CERTIFICATE OF ACHIEVEMENT**

1. Environmental Technology Hazardous Materials
2. Environmental Technology Occupational Safety and Health

### **D. SABBATICAL LEAVE OF ABSENCE – 2011-2012**

It is recommended that the board approve the following revision for Sabbatical Leave of Absence during 2011-2012:

Half-Pay Sabbatical: Doug Glenn  
**Revise from Fall 2011 to Spring 2012**

(Previously Board approved on 12/13/10)

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

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## STUDENT AND COMMUNITY ADVANCEMENT

### A. 2011 SUMMER CAMP

It is recommended that the Board of Trustees approve the following 2011 summer camp sponsored by the Health, Sciences & Athletics Division:

#### 2011 Men's Summer High School Basketball League

June 22 and 23, 2011 (Wednesday and Thursday) 5 p.m. to 10 p.m.

June 27, July 11, 18, 25, 2011 (Mondays), 5 p.m. to 10 p.m.

### B. COMMUNITY EDUCATION CLASSES FOR FALL 2011

It is recommended that the Board approve the Community Education Classes for Fall 2011 as attached.

### C. GRANT - APPLICATION

It is recommended that the Board of Trustees approve the following grant application:

Department of Education – El Camino College Title V (Hispanic Serving Institutions) – STEM (Science, Technology, Engineering, and Mathematics) Grant. This grant, if funded, will be dispersed over a five-year period. El Camino College proposes researched best practice strategies to achieve the following five goals: 1) Increase the number of STEM degrees awarded and increase the transfer of all students in STEM majors to the UC and CSU systems, as well as other four-year educational institutions, 2) Develop and articulate agreements for transfer of technical programs to four-year institutions, 3) Focus on students' academic success, centralize, expand and strengthen academic and student support services for STEM students into a new STEM center, anchored by the MESA program, 4) Continue a strong faculty development program to support professional skills updating of science, math, and technology faculty and counselors, and 5) Increase effectiveness and depth of outreach activities to community and Hispanic feeder high schools to raise awareness of STEM careers and improve academic readiness of students entering STEM courses and programs at El Camino College.

Project Directors: Lars Kjeseth and Theresa Palos

Amount of Grant Funding from Granting Agency	\$4,348,515
Amount of College Match (in-kind)	\$ -0-
Total Amount of Grant	\$4,348,515
Source of Matching Funds	N/A
Indirect Rate	\$-0-
Performance Period:	October 1, 2011 through September 30, 2016

## **STUDENT AND COMMUNITY ADVANCEMENT**

### **D. 2012 EL CAMINO COLLEGE SUMMER SCHOOL CALENDAR**

It is recommended that the Board of Trustees approve revision to the 2012 El Camino College Summer School Calendar to allow the start of the 8-week session to begin on June 18, instead of June 25, 2012. The purpose of the change is to give flexibility in the allocation of summer FTES.

## STUDENT AND COMMUNITY ADVANCEMENT

<b>Community Education Classes Fall 2011</b>			
Course Name	Instructor Name	Salary	Tuition Fee
Life Drawing Marathons	Life Painting Com	40%	\$18
Shortcut Techniques to Drawing	Berger, Richard	40%	\$89
Multimedia Effects in the Haunted Mansion	Weisbart, Chris	40%	\$35
Soap Making	Abdul, Quayum	40%	\$39
Candle Making	Abdul, Quayum	40%	\$39
Cake Decorating 101	Rossberg, Kirk	40%	\$175
Learn to Play Ukulele	Chang, Mitchell	40%	\$69
Introduction to Homebrewing	Schulz, Patrick	\$45.14p/h ECC Instructor, Non-Credit Rate	\$45
Belly Dance: Basic Building Blocks, Class #1	Costello, Regine	40%	\$75
Belly Dance: Intermediate Elements and Choreography, Class #2	Costello, Regine	40%	\$75
Belly Dance: Putting it All Together-Preparing for Performance, #3	Costello, Regine	40%	\$75
Bollywood Dance Fitness	Costello, Regine	40%	\$72
Belly Dance (Beginning)	Costello, Regine	40%	\$69
Belly Camp (A Belly Dance Workshop!)	Costello, Regine	40%	\$79
CPR	Mundell, Shah	40%	\$45
First Aid	Mundell, Shah	40%	\$45
Become a Notary Public--Prep Class	Public Seminars, Notary	40%	\$99
Become a Professional Child Visitation Monitor	Douglass, Shirley	40%	\$169
Pharmacy Technician Training Program	College, Boston Reed	\$2120.00 per student	\$2,995
The Business of Bartending	Nicholson, Kellie	40%	\$149
Clinical Medical Assistant Training Program	College, Boston Reed	\$2120.00 per student	\$2,995



Become a Notary Public - Renewing Notaries ONLY	Public Seminars, Notary	40%	\$50
Introduction to Voiceovers	For All, Voices	40%	\$54
Personal Fitness Trainer Certification	Training Schools, World Instructor	\$424 per student	\$599
Veterinary Assistant Training Program	College, Boston Reed	\$799 per student	\$1,099
Find, Finance & Buy a Franchise	Konstant, Gene	40%	\$79
Learn to Become a Live Scan Fingerprint Operator	Vega, Susan	40%	\$129
Medical Coding Certification Prep Course:AAPC Certified Professional Coder (CPC) Exam	Smith, Debbie	40%	\$599
Medical Billing & Coding Health Information Management 7-Class Series Parts 1-7	Smith, Debbie	40%	\$599
Medical Billing & Coding Train the Trainer	Smith, Debbie	\$45.00 p/h	\$0.00
Negotiation Series: Courses 1-10	Georgen, Pearl	40%	\$39
Make-Up Artist 101 Certificate Seminar	Tyler, Jenesie	\$230 per student	\$350
Child Care Health & Safety Training: For Child-Care Workers and Foster Parents	Young, Paulette	40%	\$55
Electronic Health Records Systems Technologist	College, Boston Reed	\$3100 per student	\$3600
Food Handler Certification	Kazanchyan, Gevork	40%/50% (if less than 10 students enrolled)	\$89
GED Prep: 6 week Fast Track Course	Quinones, Juan	\$45.14p/h ECC Instructor, Non-Credit Rate	\$299
Contractors State License Board Exam Preparation	Williams, Michael	40%	\$195
Turn your Ideas into Cash	Nicholson, Kellie	40%	\$39
Advanced Child Visitation Monitor	Douglass, Shirley	40%	\$75
SAT Boot Camp (Grades 11-12)	Serradell, Diane	\$31 per hour	\$359

SAT Boot Camp -Mock Exam	Serradell, Diane	\$31 per hour	\$0.00
UC Personal Statements: My Life in 1000 words	Arehart, Robin	40%	\$139
Kung Fu Kubs (Ages 3-5)	Kung Fu Studio, Scholar Warrior	40%	\$79
Academic Chess (Ages 5 - 13)	Chess, Academic	40%	\$79
Kung Fu for Kids (Ages 7-12)	Kung Fu Studio, Scholar Warrior	40%	\$59
Night the Planetarium: Fall Constellations	Lloyd, Vincent	\$45.14p/h ECC Instructor, Non-Credit Rate	\$20
Intermediate/Advanced Italian Conversation	Pescatori, Rossella	\$45.14p/h ECC Instructor, Non-Credit Rate	\$120
Yoga for Health & Relaxation-- Beginning	Berman RYT, Ron	40%	\$69
Yoga For Health & Relaxation-- Intermediate	Berman RYT, Ron	40%	\$69
Tai Chi Chuan	Kung Fu Studio, Scholar Warrior	40%	\$39
Think Healthy, Be Thin, Stay Thin through Self-Hypnosis	Carter, Jethro	40%	\$39
Weight Training & Stretching (Beginning)	Henry, Jeff	40%	\$79
Remake and Reshape Your Body with Nutrition	Martin, Julie	40%	\$49
Qi Gong	Kung Fu Studio, Scholar Warrior	40%	\$39
Natural Pain Management	Vinick, Dr. Mark	40%	\$15
Basic Pilates Mat	Webb, Meka	40%	\$49
Financial Portfolio: Building Your Financial Portfolio on \$25 a Month	Christensen, Bobbie	40%	\$39
Retirement Planning Today	Takahashi, Larry	40%	\$39
Short Sales Revealed	McLellan, Diane	40%	\$45
Contracts: What to Know Before you Sign/What to do After you Sign	Hahn, Esq., Elliott	40%	\$55
Digital Photography--Basics Boot Camp	Morrison, Douglas	40%	\$24
Digital PhotographyBasic Boot Camp 2	Morrison, Douglas	40%	\$24
Computer Basics Boot Camp for Older	Fedderson, Dale	40%	\$59

Adults			
Best of the Internet & MS Word	Fedderson, Dale	40%	\$45
Tailored Basic Math &/or English Tutoring: 2 to 1 (Grades 1-6)	Arce Wilson, Linda	50%	\$199
ED2GO /Cengage- Various Online Classes	Various	\$60 per student	\$99
Gatlin/Cengage Various Online Courses -	Varies	Varies	Varies

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

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## Administrative Services

### A. **TENTATIVE BUDGET 2011-2012**

It is recommended that the Tentative Budget be approved for the following funds: General Fund-Unrestricted, General Fund-Restricted, General Fund-Compton Center Related, General Fund-Special Programs, Student Financial Aid, Workers' Compensation, Child Development, Capital Outlay, General Obligation Bond, Property and Liability Self-Insurance, Dental Self-Insurance, Post Employment Benefits, and Bookstore Funds for the 2011-2012 fiscal year.

California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools. The Tentative Budget is posted on the El Camino College web site in the Administration, Board of Trustees section at: <http://www.elcamino.edu/administration/board/agendas/2008/Tentative%20Budget%202011-12.pdf>.

### B. **RESOLUTION – DISTRICT APPROPRIATION LIMIT FOR 2011-12**

It is recommended that the Board of Trustees adopt the resolution establishing the Appropriation Limit of \$126,477,940 for the 2011-2012 fiscal year. Article XIII B of the State Constitution as approved by the voters in November 1979 requires the establishment of an Appropriation Limit on “Proceeds of Taxes” revenues for public agencies, including school districts. The governing board must approve each year the appropriation limit for the District.

### C. **INTERFUND TRANSFERS**

It is recommended that the Board of Trustees approve the following interfund transfers for 2011-2012.

#### Interfund Transfers

From:	General Fund - Unrestricted (11)	
To:	General Fund - Restricted (12)	\$ 430,000
	General Fund - Compton Center Related (14)	1,000,000
	General Fund - Special Programs (15)	3,000,000
	Child Development Center Fund (33)	225,000
	Workers' Compensation Fund (61)	100,000
	Property & Liability Fund (62)	100,000
	Dental Fund (63)	900,000
	Auxiliary Services Fund (79)	25,000
	Foundation - Scholarships	<u>10,000</u>
		\$5,790,000

From: General Fund - Restricted (12)

To: Capital Outlay Fund (41) \$ 60,000

From: General Fund - Special Programs (15)

To: General Fund - Unrestricted (11) \$ 800,000

Post Employment Benefits Fund (17) 900,000

\$1,700,000

Contributions to Other Funds

From: General Fund - Unrestricted (11)

To: Workers' Compensation Fund (61) \$1,280,167

Property & Liability Fund (62) 900,000

\$2,180,167

From: Bookstore (51)

To: Auxiliary Services (79) \$ 276,000

**D. YEAR-END APPROPRIATIONS TRANSFERS 2010-2011**

It is recommended that the Board of Trustees authorize the District and County Superintendent of Schools to make appropriate transfers necessary at the close of the 2010-2011 school year to permit the payment of budgeted and other obligations of the district during such school year.

**E. CONTRACTS UNDER \$78,900**

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

1. **Contractor:** AMERICAN TRAINCO, INC.  
**Services:** Contractor will provide eight hours of on-site training in electrical code updates for employees at Space Technologies Corporation.  
**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technologies (CACT)  
**Date(s):** 6/1/11 – 6/30/11  
**Financial Terms:** Cost \$4,100  
Funded by the Chancellor's Office, California Community Colleges - Responsive Training Fund Grant
  
2. **Contractor:** CTP INC./TEAMBONDING  
**Services:** Contractor facilitated team bonding activity for Professional Classified Development Day.  
**Requesting Dept.:** Human Resources – Staff Development

**Date(s):** 5/20/11  
**Cost:** \$10,200 – To be paid as follows:  
\$4,250 Foundation  
\$2,000 Schools First Credit Union  
\$3,950 District

- 3. Contractor:** **CALDWELL FLORES WINTERS, INC.**  
**Services:** Contractor will provide data to assist District to create five trustee areas, each of which will contain an equal number of persons, and which will balance population counts while maintaining consistency in local neighborhood populations within each area.  
**Requesting Dept.:** President’s Office – Public Relations and Marketing  
**Date(s):** 6/21/11 – 4/30/2012  
**Financial Terms:** Cost not to exceed \$15,000
- 4. Contractor:** **CITRUS VALLEY HEALTH PARTNERS**  
**Services:** Contractor will provide access and assist faculty with supervision of qualified paramedic students in a clinical setting for twenty eight-hour shifts in an emergency room.  
**Requesting Dept.:** Academic Affairs – Industry and Technology  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** No cost to the District
- 5. Contractor:** **CIVIC CENTER STUDIOS**  
**Services:** Contractor to produce three short videos for graduation initiative project to market the importance of getting a degree.  
**Requesting Dept.:** Student Services – Enrollment Services  
**Date(s):** 5/25/11 – 12/30/11  
**Financial Terms:** Cost not to exceed \$16,000  
Funded by Title V – Graduation Initiative Grant
- 6. Contractor:** **COMPANSOL**  
**Services:** Contractor will conduct two-day training to assist staff members using the TRIO STEM Database software and its tools.  
**Requesting Dept.:** Academic Affairs – Mathematical Sciences  
**Date(s):** 7/14/11 and 7/15/11  
**Financial Terms:** Cost not to exceed \$3,500  
Funded by the Science, Technology, Engineering and Mathematics STEMS Grant
- 7. Contractor:** **COMPTON COMMUNITY COLLEGE DISTRICT**

**Services:** El Camino College will provide interpreters/real-time captionists for verified deaf and hard-of-hearing students at the Compton Education Center as needed.  
**Requesting Dept.:** Health Sciences and Athletics - Special Resource Center  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Projected Gross Income \$20,000

**8. Contractor: COUNTY OF LOS ANGELES, DEPARTMENT OF HEALTH SERVICES**

**Services:** Contractor, pursuant to the provisions of Section 1441 of the California Health and Safety Code, has established a “Master Agreement” that consists of a network of County hospitals and care facilities approved for the purpose of providing supervised clinical experience for students enrolled in health services programs.

**Requesting Dept.:** Academic Affairs – Health Science & Athletics  
**Date(s):** 7/1/11 – 6/20/16  
**Financial Terms:** No cost to the District

**9. Contractor: ESTWICK AND ASSOCIATES, INC.**

**Services:** Contractor will provide overall administration and training for the District’s Foster Kinship Care Education (FKCE) Program.

**Requesting Dept.:** Student Services – Enrollment Services  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Costs not to exceed \$70,603

\$69,419 – Administration; and for \$1,184 training  
Funded by The Foundation for California Community Colleges

**10. Contractor: ESTWICK AND ASSOCIATES, INC.**

**Services:** Contractor will provide overall administration and training for the District’s Youth Empowerment Strategies for Success (YESS) Program.

**Requesting Dept.:** Student Services – Enrollment Services  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Costs not to exceed \$53,292

Administration \$51,440; and \$1,517 for training  
Funded by the Foundation for California Community Colleges

**11. Contractor: FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES (FCCC)**



**Services:** Contractor, through Trough Certiport, will purchase a site License for El Camino College to proctor Microsoft online certification exams for the Math, Engineering, and Science Achievement (MESA) Program students as part of their Digital Literacy Internship Project.

**Requesting Dept.:** Academic Affairs – Mathematical Sciences

**Date(s):** 2/11/11 – 6/30/13

**Financial Terms:** Projected Gross Income \$8,000  
Funded by the U.S. Department of Commerce’s National Telecommunication Broadband Technology Opportunity Program

**12. Contractor:** **LIVE FORUM FOUNDATION USA**

**Services:** Contractor will provide Research Academy for Science, Technology, Engineering and Math (STEM) Project students.

**Requesting Dept.:** Academic Affairs – Natural Sciences

**Date(s):** 4/7/11 – 8/15/11

**Financial Terms:** Cost not to exceed \$11,150  
Funded by the Department of Education, Title V STEM Grant

**13. Contractor:** **LOS RIOS COMMUNITY COLLEGE DISTRICT**

**Services:** Contractor will prepare thirty binders of the “Next Skills Prep for High School Students” to support statewide Career and Technical Education partnerships with high schools.

**Requesting Dept.:** Community Advancement – Workplace Learning Resource Center

**Date(s):** 5/17/11 – 6/30/11

**Financial Terms:** Cost not to exceed \$2,080  
Funded by the Chancellor’s Office – Career Technical Education Community Collaborative Grant

**14. Contractor:** **MARS AIR SYSTEMS, LLC**

**Services:** Contractor will receive a total of twenty-four hours of Customer Service training.

**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technologies

**Date(s):** 6/21/11 – 6/30/12

**Financial Terms:** Projected Gross Income \$8,599  
Funded by Employment Training Panel (ETP)

**15. Contractor:** **ON COURSE WORKSHOP**

**Services:** Contractor to facilitate a 3-day On Course I Workshop for the District in support of the Faculty Inquiry Partnership Program.  
**Requesting Dept.:** Human Resources – Staff Development  
**Date(s):** 6/14/11 – 6/16/11  
**Cost:** Not to exceed \$10,660

16. **Contractor:** **PEAT INTERNATIONAL, INC.**  
**Services:** Contractor will initiate a partner search at the International Trade shows in Beijing and Chongqing to market their products in China.  
**Requesting Dept.:** Community Advancement – Center for International Trade Development  
**Date(s):** 6/21/11 – 6/30/11  
**Financial Terms:** Cost not to exceed \$700  
Funded by the U.S. Department of Commerce Green Export Enabler Program

17. **Contractor:** **SIXTEN AND ASSOCIATES**  
**Services:** Contractor will prepare the District’s state mandated cost reimbursement claims.  
**Requesting Dept.:** Administrative Services – Fiscal Services  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$24,000

18. **Contractor:** **THORO PACKAGING**  
**Services:** Contractor will receive fifty-six hours of training in Print Theory and Application.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 6/21/11 – 6/30/12  
**Financial Terms:** Projected Gross Income \$20,836  
Funded by the Employment Training Panel (ETP)

19. **Contractor:** **TOTAL COMPENSATION SYSTEMS, INC.**  
**Services:** Contractor will provide consulting services to the District for the Actuarial Study for Retiree Health Premium Liability.  
**Requesting Dept.:** Administrative Services – Fiscal Services  
**Date(s):** 6/7/11 – 12/31/11  
**Financial Terms:** Cost not to exceed \$7,200

20. **Contractor:** **VIET KHOI TRADE & SERVICE COMPANY**  
**Services:** Contractors will serve as F-1 Visa Educational Agent to

**Requesting Dept.:** recruit F-1 Visa Students for El Camino College.  
Admissions – International Student Program  
**Dates:** 4/21/11 - 6/30/11 with four optional one-year renewal periods.  
**Financial Terms:** The fee shall be \$250 per each student per consecutive semester completed, not to exceed \$500

21. **Contractor:** **WESTERN GOVERNORS UNIVERSITY**  
**Services:** Western Governors University (WGU) will use the El Camino College Simulation Lab for El Camino College Associate Degree Nursing students enrolled in WGUs Bachelor of Science Nursing programs.  
**Requesting Dept.:** Health Sciences and Athletics – Nursing Department  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Projected Gross Income \$17,000

**F. AMENDMENT**

1. **Contractor:** **ESTWICK AND ASSOCIATES, INC.**  
**Services:** Contractor will provide overall administration and training for the District’s Foster Kinship Care Education (FKCE) Program.  
**Requesting Dept.:** Student Services – Enrollment Services  
**Date(s):** 7/1/10 – 6/30/11  
**Financial Terms:** Costs not to exceed \$78,889 (Originally Board approved July 10, 2010 for \$71,400)  
Funded by the Foundation for California Community Colleges
2. **Contractor:** **ESTWICK AND ASSOCIATES, INC.**  
**Services:** Contractor will provide overall administration and training for the District’s Youth Empowerment Strategies for Success (YESS) Program.  
**Requesting Dept.:** Student Services – Enrollment Services  
**Date(s):** 7/1/10 – 6/30/11  
**Financial Terms:** Costs not to exceed \$51,902 (Originally Board approved July 10, 2010 for \$49,552)  
Funded by the Foundation for California Community Colleges

**G. CONTRACT OVER \$78,900**

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

1. **Contractor:** **LONG BEACH COMMUNITY COLLEGE DISTRICT (LBCCD)**
- Services:** As a subcontractor to LBCCD, the El Camino College District's Small Business Development Center (SBDC) will provide training workshops and one-on-one consulting to small businesses in the South Bay and surrounding cities.
- Requesting Dept.:** Community Advancement – Small Business Development Center (SBDC)
- Date(s):** 2/1/11 – 1/31/13
- Financial Terms:** Projected Gross Income \$190,000  
Funded by LBCCD as a sub-recipient of the Calendar 2011 Grant/Cooperative Agreement award for the Los Angeles Regional Small Business Development Center (SBDC) by the U.S. Small Business Administration
2. **Contractor:** **WARNER BROS. STUDIO FACILITIES**
- Services:** Contractor will provide in-service fire fighter training for designated participants through the District's Fire and Emergency Technology Division.
- Requesting Dept.:** Academic Affairs - Industry and Technology
- Date(s):** 7/1/11 – 6/30/15
- Financial Terms:** El Camino College will pay \$2.50 per student contact hour:  
El Camino College will retain the FTES revenue

**H. AMENDMENT (TO ORIGINAL CONTRACT END DATES)**

- Contractor:** **NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**
- Services:** Contractor will provide funding for the El Camino Community College District's Business Training Center for the employment of persons with special training and experience to furnish special services and advise in financial, economic, accounting, engineering, legal or administrative matters in support of the "Advanced Manufacturing CACT Collaborative" No. 10-332-064.
- Requesting Dept.:** Community Advancement – Center for Applied Competitive Technology
- Date(s):** 1/26/11 – 6/30/12 (Board approved incorrect end dates on March 2011 meeting.)
- Financial Terms:** Projected Gross Income \$175,000  
Funded by the Chancellor's Office, California Community Colleges – Responsive Training Fund Grant "Advanced

**I. PERSONAL SERVICE AGREEMENTS:**

**Contractor:** YOSHIAKI KUWATA  
**Services:** Contractor will provide a series of workshops for students on NASA JPL research topics (physics, engineering, technology) related to space balloon launch.  
**Requesting Dept.:** Academic Affairs – Natural Sciences Division  
**Date(s):** 6/1/11 – 8/31/11  
**Financial Terms:** Cost not to exceed \$3,000  
 Funded by the Science, Technology, Engineering and Math

**J. MEMORANDUM OF UNDERSTANDING**

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

**Contractor:** JOYFUL EDUCATION SERVICE, INC.  
**Services:** The District will provide a 36-hour course (in vocabulary, reading, writing and conversation) for Japanese students in Summer 2011.  
**Requesting Dept.:** Admissions and Records – El Camino Language Academy  
**Date(s):** 7/18/11 – 8/4/11  
**Financial Terms:** Projected Gross Income \$13,695

**K. BID #2010-7/ROOFING PROJECT: SUMMER 2011**

It is recommended the Board of Trustees approve bid awards to the following bidders in accordance with the specifications, terms and conditions of the above-named bid.

Included in the bid are 11 separately priced areas. The bid award amounts are the sum of the lowest bid submitted for each area.

<u>RECOMMENDED BIDDERS</u>	<u>BID AWARD AMOUNT</u>
Best Contracting	\$134,514
Letner Roofing	<u>113,240</u>
<b>TOTAL</b>	<b><u>\$247,754</u></b>

**OTHER BIDDERS**

Cook Coatings submitted a non-responsive bid in the amount of \$399,800.

**L. DECLARATION OF SURPLUS PROPERTY**

It is recommended 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#	Serial	Manufacturer	Model	Description	Condition
80	2FMZA51U4WBE37716	Ford	Windstar	Minivan	2
N/A	1098F29894	Carrier	30HXC146 RZ-600	Chiller	2
N/A	1098F29896	Carrier	30HXC146 RZ-600	Chiller	2
N/A	1098F29901	Carrier	30HXC146 RZ-600	Chiller	2
2918		Machine	4400PT	Treadmill	2
2917		Machine	4400PT	Treadmill	2
10412		Star Trac	6531	Treadmill	2
10418		Star Trac	6531	Treadmill	2
18410		Star Trac	6531	Treadmill	2
10886		Star Trac	Sep-30	Stair Trac Cycle	2
10884		Star Trac	Sep-30	Stair Trac Cycle	2
10885		Star Trac	Sep-30	Stair Trac Cycle	2
18918		Star Trac		Stair Trac Bicycle	2
2920		Kife Fitness		Leg Press	2
2910		Keiser	7999	Keiser Squat	2
2921		Machine		Seat Row	2
2911		Keiser		Military Press	2
2926		Life Fitness		Pectoral Machine	2
2930		Maxican		Thigh Exerciser	2
2928		Life Fitness	ST05	Abdominal Machine	2
2921		Keiser		Back Exerciser	2

1=No longer needed  
2=No longer suitable

**M. FIVE-YEAR CONSTRUCTION PLAN 2011-2016**

Background: As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2011-2016 Five-Year Construction Plan and associated documents to the Office of the Chancellor of the California Community Colleges.

YEAR	PROJECT – FUNDING PHASE	AMOUNT
2011-12		
	Electrical & Data Conversion (C) (E)	\$12,500,000
	Math & Computer Science Building Modernization (P) (W)	\$2,520,000

2012-13	Vocational Shops Replacement (P) (W) (C) (E)	\$31,892,000
	Student Services Center Replacement ((P) (W) (C) (E)	\$41,079,000
	Lot C Parking Structure (C) (P) (W)	\$33,932,000
	Math & Computer Science Building Modernization(C) (E)	\$30,699,000
2013-14	Lot C Parking Structure (E)	\$1,500,000
2014-15	Stadium & Track Replacement (P) (W) (C) (E)	\$42,224,000
	North Gym Renovation/Replacement (P) (W)	\$1,875,000
	Music Building Replacement (P) (W)	\$2,305,000
2015-16	Music Building Renovation/Replacement (C) (E)	\$29,700,000
	North Gym Renovation/Replacement (C) (E)	\$24,557,000

P = Plans  
W = Working Drawings  
C = Construction  
E = Equipment

**N. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS**

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

<b>P.O. Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>P.O. Cost</b>
P0402870	Insight Systems	2010-11 VP-Admin Svc	New Computer	\$26,923.27
P0403232	American 3B Scientific	Nursing	Instructional Supplies	\$353.40
P0403425	Dell Marketing L. P.	Ctr for Arts Promo	New Equipment	\$2,081.97
P0403426	Dell Marketing L. P.	Ctr for Arts Promo	New Equipment	\$6,019.46
P0403459	Dell Marketing L. P.	Information Technology	New Computer	\$156,563.10
P0403593	Sigmanet	Div Office Business	New Equipment - Instructional	\$5,767.40
P0403635	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$183,913.25
P0403979	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$730.41
P0404009	Nolo Press	Div Office Instr.	Library Books	\$116.58
P0404014	Canon Business	Fire Academy 06-07	Repairs - Instructional	\$213.02
P0404017	South Bay Heating & Air	Facilities/Planning/Serv	Repairs Noninstructional	\$219.37
P0404026	Entertainment Lighting	Ctr for Arts Production	Repairs Parts And Supplies	\$675.00
P0404028	Torrance Postmaster	Public Relations &	Postage	\$190.00
P0404030	AT&T Mobility	Health,Safety and Risk	Telephone	\$121.78
P0404032	Woodworker West	Construction	Instructional Supplies	\$60.00
P0404035	UCLA Center for	Paramedic Academy	Contract Services	\$3,984.00
P0404041	Cal Tech Copier, Inc.	Copy Center	Repairs Parts And Supplies	\$483.83
P0404043	California Chamber of	Public Relations &	Conferences Mgmt	\$220.00
P0404044	Mid City Mailing	Ctr for Arts Promo	Multi Media Advertising	\$388.00
P0404052	Public Agency Law	Purchasing and	Legal	\$973.40
P0404053	Verizon Wireless	Health,Safety and Risk	Telephone	\$23.49
P0404054	Etudes, Inc.	Staff Development	Conferences Other	\$150.00
P0404059	David V. Snowden	Human Resources	Employee Recognition	\$2,000.00
P0404060	Lars J. Kjeseth	Human Resources	Employee Recognition	\$2,000.00
P0404063	The College Board	Testing Center	Non-Instruct Supplies	\$999.25
P0404064	ACBO	Administrative Services	Conferences Mgmt	\$285.00
P0404065	Links Sign Language	Ctr for Arts Instr/Admin	Contract Services	\$395.00

P0404066	Studio Tee	Staff Development	Non-Instruct Supplies	\$160.51
P0404070	Discount Two-Way	Ctr for Arts Production	Repairs Parts And Supplies	\$80.00
P0404076	Thompson Trophy	Staff Development	Non-Instruct Supplies	\$65.85
P0404078	Campus Food Services	Outreach and School	Non-Instruct Supplies	\$189.32
P0404079	San Dieguito Printers	Public Relations &	Printing	\$10,563.65
P0404080	A Scooter 4 U, Inc.	V.P. Academic Affairs	Repairs - Instructional	\$995.00
P0404085	Performance Pipeline	Facilities/Planning/Serv	Repairs Noninstructional	\$2,405.00
P0404086	Performance Pipeline	Facilities/Planning/Serv	Repairs Noninstructional	\$2,405.00
P0404089	Daily Breeze, the	Public Relations &	Publications/ Periodicals And	\$196.00
P0404094	Chronicle of Higher	Public Relations &	Publications/ Periodicals And	\$72.50
P0404101	Boulevard Florist	Commencement	Non-Instruct Supplies	\$159.41
P0404103	Jean M. Shankweiler	TECHNOLOGY &	Contract Services	\$104.49
P0404104	FACCC-Education	Staff Development	Conferences Faculty	\$4,375.00
P0404107	KHL Engineered	Copy Center	Non-Instruct Supplies	\$632.49
P0404113	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$103.22
P0404116	The Apple Store	2010-11 VP-Admin Svc	New Computer	\$2,309.20
P0404117	Allsteel, Inc.	2010-11 VP-Admin Svc	New Equipment	\$1,753.15
P0404118	Grainger	2010-11 VP-Admin Svc	New Equipment	\$281.76
P0404125	Viet Khoi Trade &	VP-SCA	Contract Services	\$250.00
P0404130	City of Hawthorne	Community	Other Services And Expenses	\$107.00
P0404131	Easy Reader, the	Ctr for Arts Promo	Multi Media Advertising	\$375.00
P0404134	John Wiley & Sons Inc.	Counseling Office	Publications/ Periodicals And	\$119.40
P0404135	American Counseling	Counseling Office	Dues And Memberships	\$209.00
P0404136	Campus Food Services	Commencement	Contract Services	\$21,200.00
P0404137	Thompson Trophy	Commencement	Non-Instruct Supplies	\$658.50
P0404144	Paradise Awards	Public Relations &	Non-Instruct Supplies	\$35.01
P0404145	Nextel/Sprint	Facilities/Planning/Serv	Maintenance Contracts	\$234.63
P0404146	Michael D. Blada	Carpenter Shop	Non-Instruct Supplies	\$111.06
P0404156	Quality Business	Fiscal Services	Repairs Noninstructional	\$156.25
P0404163	Michael D. Blada	Carpenter Shop	Non-Instruct Supplies	\$847.71
P0404164	Network Solutions, Inc.	Community	Multi Media Advertising	\$399.20
P0404167	Harland Technology	Technical Services	Repairs Parts And Supplies	\$210.00
P0404170	Lisa's Bon Appetit	Ctr for Arts Promo	Other Services And Expenses	\$714.09
P0404171	A-1 Office Concepts	2010-11 VP-Admin Svc	New Equipment -	\$1,363.01
P0404175	Vi T. Pham	Law/Legal Assistance	Transportation/ Mileage And	\$389.35
P0404189	Eberhard Equipment	Automotive Shop	Non-Instruct Supplies	\$1,060.06
P0404202	Torrance Fire	Fire	Contract Services	\$21,672.50
P0404203	Santa Monica Fire	Fire	Contract Services	\$19,010.00
P0404204	City of El Segundo	Fire	Contract Services	\$8,642.50
P0404205	Culver City Fire	Fire	Contract Services	\$11,885.00
P0404206	L.A. County Ems	Paramedic Academy	Contract Services	\$79,184.49
P0404207	L.A. County Ems	Paramedic Academy	Contract Services	\$52,588.80
P0404214	City of Hermosa Beach	Fire	Contract Services	\$5,175.00
P0404222	Los Angeles Weekly	Public Relations &	Multi Media Advertising	\$2,248.00
P0404229	ChefsMart	Cafeteria	New Equipment	\$1,351.90
			<b>Fund 11 Total: 72</b>	<b>\$652,898.99</b>

**Fund 12      Restricted - El Camino**

P0403238	Tigerdirect.Com	Parking-Student	New Computer	\$1,193.31
P0403428	Computerland of	VATEA Medial / TV	Computer Software Account	\$7,249.53
P0403440	B & H Photo-Video	Parking-Student	New Equipment	\$218.15
P0403442	CDW-G	Parking-Student	New Equipment	\$1,435.64
P0403447	Adamson Industries,	Parking-Student	New Equipment	\$3,170.24
P0403495	Best Buy for Govt &	STEM transfer-Hispanic	Other Services And Expenses	\$6,473.45



P0404006	American Welding	Community	Non-Instruct Supplies	\$215.00
P0404015	ETR Associates, Inc.	Health Services	Non-Instruct Supplies	\$1,138.71
P0404018	HMS Media Services	First Year Experience	Other Services And Expenses	\$455.00
P0404019	Susan D. Brouillette	WRIEC Year 1	Non-Instruct Supplies	\$44.70
P0404027	Campus Food Services	CTE II - grant	Non-Instruct Supplies	\$189.20
P0404033	Campus Food Services	CTE II - grant	Non-Instruct Supplies	\$757.28
P0404034	ACT	WPLRC Industry Driven	Other Services And Expenses	\$682.00
P0404040	Online Consulting, Inc	Career & Tech Ed	Conferences Other	\$1,495.00
P0404042	AT&T	Parking-Student	Contract Services	\$0.00
P0404045	Campus Food Services	CalWORKS Regional	Non-Instruct Supplies	\$125.59
P0404046	American Express	CalWORKS Regional	Conferences Other	\$148.70
P0404047	American Express	CalWORKS Regional	Conferences Other	\$554.80
P0404055	South Bay Municipal	Parking Violations DMV	Other Services And Expenses	\$8,566.50
P0404056	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$25.00
P0404068	S&b Foods	CTE II - grant	Non-Instruct Supplies	\$612.50
P0404069	Barry D. Thomas	CalWORKs	Contract Services	\$399.00
P0404073	U.S. Mexico Chamber	Matching - IDRC, etc.	Conferences Mgmt	\$125.00
P0404074	CEPEC	El Camino Language	Contract Services	\$500.00
P0404081	American Express	STEM transfer-Hispanic	Conferences Other	\$34.22
P0404083	Southland Lumber	Fire Tech Donations &	Instructional Supplies	\$1,163.56
P0404088	South Bay Regional	Parking-Student	New Equipment -	\$87.12
P0404090	NASFAA	Adminstration	Dues And Memberships	\$1,984.00
P0404091	Campus Food Services	CTE II - grant	Non-Instruct Supplies	\$1,539.79
P0404092	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$209.00
P0404093	B & H Inglewood Tow	Parking-Student	Repairs Non Instr	\$25.00
P0404095	City of Hawthorne	Parking-Student	Maintenance Contracts	\$1,299.39
P0404096	City of Hawthorne	Parking-Student	Maintenance Contracts	\$5,847.92
P0404098	University of Colorado	CTE II-grant	Conferences Other	\$6,520.00
P0404100	San Diego Economic	CTE II-grant	Conferences Other	\$7,000.00
P0404108	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$290.08
P0404111	Sims Welding Supply	VATEA I&T	New Equipment - Instructional	\$17,181.82
P0404121	La Villa Catering	Puente Reporting -	Non-Instruct Supplies	\$2,532.17
P0404138	American Express	MarketDevCoopPrgrm-	Transportation/ Mileage And	\$1,508.90
P0404150	HI-TEC Registration	STEM transfer-Hispanic	Conferences Other	\$975.00
P0404159	Lucky Strike South Bay	YESS Grant	Instructional Supplies	\$2,024.42
P0404160	Baudville, Inc.	YESS Grant	Non-Instruct Supplies	\$1,256.75
P0404162	Doubletree Hotel	EOPS CARE	Non-Instruct Supplies	\$1,021.28
P0404168	Acceleration in Context	TitleV-Improving	Conferences Faculty	\$500.00
P0404172	Donald W. Stukes	SBDC Program Income	Conferences Other	\$229.00
P0404174	Bellah Business	Faculty & Staff Diversity	Contract Services	\$503.04
P0404176	San Pedro Chamber of	SBDC Program Income	Dues And Memberships	\$144.00
P0404181	American Express	CACT Strategic Hub	Transportation/ Mileage And	\$614.40
P0404182	American Express	TitleV-Improving	Conferences Faculty	\$456.30
P0404183	American Express	TitleV-Improving	Conferences Faculty	\$456.30
P0404184	William A. Tolson	Sign Language	Contract Services	\$200.00
P0404190	Campus Food Services	Fine Arts Dntn-Dance	Contract Services	\$2,461.15
P0404192	Kimberly D. Harry	MESA Program	Student Stipends	\$100.00
P0404193	Elias Macias	MESA Program	Student Stipends	\$50.00
P0404194	Mohammad Pezeshki,	MESA Program	Student Stipends	\$50.00
P0404195	Charito Yamil Y. Flores	MESA Program	Student Stipends	\$50.00
P0404196	Araseli Cortez	MESA Program	Student Stipends	\$50.00
P0404197	Gilberto Hernandez, Jr.	MESA Program	Student Stipends	\$50.00
P0404198	Roman Serna	MESA Program	Student Stipends	\$100.00
P0404199	Michael A. Parra	MESA Program	Student Stipends	\$100.00
P0404200	Roman Serna	MESA Program	Conferences - Student	\$300.00

P0404201	Maria Estrada	First Year Experience	Other Services And Expenses	\$71.32
P0404208	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$585.00
P0404213	Classic Cleaners and	Parking-Student	Dry Cleaning	\$611.09
P0404215	South Bay Municipal	Parking Violations DMV	Other Services And Expenses	\$9,688.00
P0404216	B & H Inglewood Tow	Parking-Student	Repairs Non Instr	\$100.00
P0404217	Bayside Medical Center	Parking-Student	Other Services And Expenses	\$127.80
P0404221	Anahita Taraporewalla	STEM transfer-Hispanic	Contract Services	\$80.00
P0404223	Phillip D. Nelson	STEM transfer-Hispanic	Contract Services	\$80.00
P0404230	Campus Food Services	STEM transfer-Hispanic	Non-Instruct Supplies	\$163.25
P0404232	Best Buy for Govt &	CCAccessMeansParen	Non Inst Comp Eq less than	\$861.52

**Fund 12 Total: 71**

**\$107,056.89**

**Fund 15 General Fund -Special Programs**

P0402174	McMaster Carr	2010-11 VP-Admin Svc	New Equipment - Instructional	\$661.84
P0402883	Write Time Publishing	2010-11 VP-Admin Svc	Instructional Supplies	\$43.17
P0403053	Staples Advantage	2010-11 VP-Admin Svc	New Equipment - Instructional	\$1,043.49
P0403370	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$9,121.91
P0403515	CDW-G	2010-11 VP-Admin Svc	New Computer	\$2,865.70
P0403520	Dell Marketing L. P.	2010-11 VP-Admin Svc	New Computer	\$1,270.96
P0403559	South Bay Regional	Campus Police	New Equipment	\$818.00
P0403663	CDW-G	2010-11 VP-Admin Svc	New Equipment - Instructional	\$34.04
P0403888	CDW-G	2010-11 VP-Admin Svc	New Computer	\$1,569.63
P0404010	Infobase Publishing	Div Office Instr.	Library Books	\$840.60
P0404016	Thomson West	Div Office Instr.	Library Books	\$39.51
P0404057	Thomson West	Div Office Instr.	Library Books	\$5,827.18
P0404119	Todays Classroom	2010-11 VP-Admin Svc	New Equipment - Instructional	\$6,138.90
P0404157	Salem Press	Div Office Instr.	Library Books	\$399.49
P0404158	H.W. Wilson	Div Office Instr.	Library Books	\$2,011.04
P0404210	Lista International	2010-11 VP-Admin Svc	New Equipment - Instructional	\$18,373.86
P0404231	Law Offices of Larry	Institutional Services	Legal	\$3,037.50

**Fund 15 Total: 17**

**\$54,096.82**

**Fund 41 Capital Outlay**

P0403925	Genesis Floor	Flooring Replacements	Buildings	\$1,311.26
P0404007	Allsteel, Inc.	Classroom&Office	Buildings	\$1,157.49
P0404012	The Gunlocke	Social Sciences	Group II Equipment	\$5,044.03
P0404013	Global Distributors, Inc.	Social Sciences	Group II Equipment	\$7,471.37
P0404022	Krueger International	Social Sciences	Group II Equipment	\$257,539.88
P0404031	Majestic Lighting	Classroom&Office	Buildings	\$1,055.45
P0404072	Tandus Flooring, Inc.	Flooring Replacements	Buildings	\$3,463.54
P0404126	Daily Breeze, the	Roofing 2011	Multi Media Advertising	\$2,053.19

**Fund 41 Total: 8**

**\$279,096.21**

**Fund 62 Property & Liability**

P0404147	El Camino Community	Purchasing and	Liability - Self Insurance	\$321.87
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**Fund 62 Total: 1**

**\$321.87**

**Fund 71 Associated Students**

P0404110	Harold L. Tyler	Student Affairs	ASB Exp.	\$1,000.00
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				<b>Fund 71 Total: 1</b>	<b>\$1,000.00</b>
<b>Fund 79</b>	<b>Auxiliary Services</b>				
P0404036	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies		\$55.47
P0404037	Patty Briles	Fine Arts	Non-Instruct Supplies		\$500.00
P0404038	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies		\$1,000.00
P0404039	Patty Briles	Fine Arts	Non-Instruct Supplies		\$500.00
P0404071	Kelli L. Lundin	Fine Arts	Non-Instruct Supplies		\$250.00
P0404077	Elizabeth R. Schwartz	Student Affairs	Non-Instruct Supplies		\$64.58
P0404082	Campus Food Services	Honors Program	Non-Instruct Supplies		\$145.65
P0404084	Campus Food Services	Honors Program	Non-Instruct Supplies		\$1,305.98
P0404087	Campus Food Services	Student Affairs	Non-Instruct Supplies		\$265.00
P0404097	Campus Food Services	Student Affairs	Non-Instruct Supplies		\$1,799.80
P0404102	Campus Food Services	Fine Arts	Non-Instruct Supplies		\$399.99
P0404105	Charles N. Ryder	Fine Arts	Non-Instruct Supplies		\$250.00
P0404112	Lauren M. Kasmer	Fine Arts	Non-Instruct Supplies		\$200.00
P0404128	Nancy A. Adler	Fine Arts	Non-Instruct Supplies		\$110.00
P0404149	Marian D. Tell	Fine Arts	Non-Instruct Supplies		\$200.00
P0404161	Campus Food Services	Counseling Office	Non-Instruct Supplies		\$318.00
P0404233	Bernice L. Boseman	Fine Arts	Non-Instruct Supplies		\$137.70
P0404234	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies		\$290.00
P0404235	Bianca A. Lara	Fine Arts	Non-Instruct Supplies		\$105.00
P0404236	Alex N. Ronne	Fine Arts	Non-Instruct Supplies		\$105.00
P0404237	Amy L. Wolff	Fine Arts	Non-Instruct Supplies		\$370.00
P0404238	Katrina M. Castellano	Fine Arts	Non-Instruct Supplies		\$75.00
				<b>Fund 79 Total: 22</b>	<b>\$8,447.17</b>
<b>Fund 81</b>	<b>Student Organizations</b>				
P0404132	Fabrice Vignati	Student Affairs	A/P Manual.Gen.		\$100.00
				<b>Fund 81 Total: 1</b>	<b>\$100.00</b>
				<b>PO Funds Total: 193</b>	<b>\$1,103,017.95</b>
<b>Fund 11</b>	<b>Unrestricted - El Camino</b>				
B0411071	Laurie Watkins Dzign	Commencement	PSA Contract Services		\$800.00
B0411072	Newark Electronics	Electronics	Repairs Parts And Supplies		\$100.00
B0411074	Tequipment.Net	Electronics	Instructional Supplies		\$1,300.00
B0411090	E.C.C. Public	Commencement	Non-Instruct Supplies		\$175.00
B0411120	CTP Inc.Teambonding	Staff Development	Contract Services		\$3,950.00
				<b>Fund 11 Total: 5</b>	<b>\$6,325.00</b>
<b>Fund 12</b>	<b>Restricted - El Camino</b>				
B0403874	Fast Deer Bus Charter	El Camino Language	Student Transportation Rental		\$1,127.08
B0411070	Crust Crawler Design	RTF - 08/09-332-039	Instructional Supplies		\$1,716.71
B0411077	ECCD Petty Cash	RTF - 08/09-332-039	Instructional Supplies		\$1,800.00

B0411078	E.C.C. Public	Matching - IDRC, etc.	Printing	\$240.00
B0411079	E.C.C. Public	CTE II - grant	Non-Instruct Supplies	\$500.00
B0411089	Civic Center Studios	TitleV-Improving	Contract Services	\$16,000.00
B0411103	Live Forum Foundation	STEM transfer-Hispanic	Contract Services	\$11,150.00
B0411110	American Trainco Inc	RTF - (10-332-064)	Contract Services	\$4,100.00
B0411111	Los Rios Community	WPLRC Industry Driven	Contract Services	\$2,080.00
B0411114	Peat International Inc.	CITD - ECC Exp/Imp	Contract Services	\$700.00
B0411115	E.C.C. Public	Matching - IDRC, etc.	Printing	\$252.00
B0411117	On Course Workshop	Walmart MSSI	Contract Services	\$10,660.00
			<b>Fund 12 Total: 12</b>	<b>\$50,325.79</b>
<b>Fund 79</b>	<b>Auxiliary Services</b>			
B0411092	E.C.C. Public	Fine Arts	Non-Instruct Supplies	\$583.00
			<b>Fund 79 Total: 1</b>	<b>\$583.00</b>
<b>Fund 82</b>	<b>Scholarships &amp; Trust/Agency</b>			
B0411094	E.C.C. Public	Human Resources	Fundraising	\$27.75
			<b>Fund 82 Total: 1</b>	<b>\$27.75</b>
			<b>BPO Funds Total: 19</b>	<b>\$57,261.54</b>
			<b><u>Grand Total POs and BPOs: 212</u></b>	<b>\$1,160,279.49</b>

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

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## 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 May 31, 2011.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$235,406,433	\$87,872,958	\$17,048,963	\$130,484,512
Campus Site Improvements	32,416,561	25,593,008	378,056	6,445,497
Energy Efficiency Improvements	2,818,000	2,756,426	0	61,574
Health and Safety Improvements	129,899,135	50,723,069	11,182,788	67,993,278
Information Technology and Equipment	24,678,355	12,268,664	116,961	12,292,731
Physical Education Facilities Improvements	572	572	0	0
<b>TOTAL</b>	<b><u>\$425,219,056</u></b>	<b><u>\$179,214,697</u></b>	<b><u>\$28,726,767</u></b>	<b><u>\$217,277,591</u></b>

### B. CONTRACT – HMC ARCHITECTS – ARCHITECTURAL SERVICES

It is recommended the Board of Trustees approve entering into a contract with the above firm to provide as needed architectural and master planning services in support of the College's Facilities Master Plan and related projects.

This firm is being recommended based upon its prior experiences performing this type of work, the demonstrated expertise and the qualifications of its staff to perform the services and competitive fee structure.

**Dates of Services:** June 2011 through January 2012

**Cost:** Cost not to exceed \$60,000.

### C. BID AWARD 2010-10 – AMERICAN GARDENS, INC. - BASEBALL FIELD IMPROVEMENTS

It is recommended Bid No. 2010-10 be awarded to American Gardens, Inc. in accordance with the specifications, terms and conditions of the above-named bid.

#### RECOMMENDED BIDDER

American Gardens, Inc.

#### BID AMOUNT

\$198,178

**OTHER BIDDERS**

**BID AMOUNT**

KOAM Construction, Inc.

\$216,800

**D. CONTRACT AMENDMENT – PRESTIGE SECURITY – MATH BUSINESS ALLIED HEALTH PROJECT**

It is recommended the Board of Trustees approve the following contract amendment.

On December 20, 2010, the Board of Trustees approved a recommendation to increase the contract amount by \$30,160. An error was made in the calculation of this amount. The correct amount should have been \$55,000.

Additional security services as requested by the District.	\$24,840
Total Contract Amendment Amount	<u>\$24,840</u>
Original Contract Amount	\$50,000
Prior Changes	30,160
This Contract Amendment Amount	<u>24,840</u>
New Contract Amount	<u>\$105,000</u>

**E. CHANGE ORDER – AL SHANKLE CONSTRUCTION COMPANY – SOCIAL SCIENCE MODERNIZATION PROJECT**

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

Provide and install epoxy injection adhesive into cracks in the second level structural floor. After removal of the floor covering, cracks were discovered in the concrete floor. This work was required by the project’s structural engineer and was due to unforeseen conditions.

Total Change Order Amount	<u>\$56,521</u>
Original Contract Amount	\$4,015,104
Prior Changes	0
This Change Order Amount	<u>56,521</u>
New Contract Amount	<u>\$4,071,625</u>

**F. CHANGE ORDER – INSIGNIA – CAMPUS SIGNAGE AND WAYFINDING PROJECT**

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

1. Provide and install a wall-mounted building name sign.	\$1,488
2. Provide and install five additional parking directional signs.	16,620
Total Change Order Amount	<u>\$18,108</u>
Original Contract Amount	\$225,699
Prior Changes	0
This Change Order Amount	<u>18,108</u>
New Contract Amount	<u>\$243,807</u>

**G. RETENTION REDUCTION – MACKONE DEVELOPMENT INC. – BOOKSTORE MODERNIZATION**

It is recommended the Board of Trustees reduce the 10% retention withheld from Mackone Development Inc. for work performed on the Bookstore Modernization Project. The recommended reduction amount is \$140,000.

The 10% retention amount is \$555,124, after the reduction the remaining \$415,124 will be adequate to protect the College’s interest.

Construction work is substantially complete. A Notice of Completion recommendation for payment of the remaining retention is pending approval of project close-out documentation and test results.

**H. 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 the following purchase orders for Measure E expenditures be ratified and payment be authorized upon delivery and acceptance of the items or services ordered.

PO #	VENDOR NAME	SITE NAME	DESCRIPTION	COST
P403535	CCS Presentation	Information Technology	New Computer	\$4,019.92
P403639	Dell Marketing L.P.	Information Technology	New Computer	14,016.11
P403647	Insight Systems	Information Technology	New Computer	33,841.94
P403746	AT&T Datacomm	Social Sciences	Group II Equipment	77,804.15
P403886	Hyland Software, Inc.	Student & Community	New Computer	9,219.00
P403905	The Plumbers	Humanities Complex	Group I Equipment	378.98
P404008	Commercial Fence	Math Business Allied Health	Site Improvements	975.00
P404011	Allsteel Inc.	Social Sciences	Group II Equipment	124,182.35



P404048	Best Buy	Social Sciences	Group II Equipment	2,270.91
P404049	Forms+Surfaces	Social Sciences	Group II Equipment	17,942.01
P404058	Best Contracting	Infrastructure Phase III	Site Improvements	10,730.00
P404109	Performance Pipeline	Bookstore Building	Site Improvements	5,000.00
P404114	The Apple Store	Information Technology	New Computer	17,494.88
P404115	Mr. Fish Maids	Natural Sciences	New Equipment	1,329.07
P404129	HCD	Shops Building	Permit Processing Fees	65.00
P404133	CCS Presentation	Social Sciences	Group II Equipment	181,653.10
P404139	Commercial Paving	Paving	Site Improvements	9,664.00
P404148	Chipman Corporation	Social Sciences	Contract Services	1,369.92
P404178	DGS	Science Complex	Architecture & Engineering	750.00
P404179	DGS	Science Complex	Architecture & Engineering	34,158.62
B403684	LCC 3 Construction	Master Planning	Testing & Inspection	5,000.00
B404140	Psomas	Shops Building	Architecture & Engineering	30,400.00
B411060	School Construction	Restroom Accessibility	Contract Services	11,970.00
B411085	National Roofing	Infrastructure Phase III	Site Improvements	2,550.00
B411102	Advanced Masonry	Paving	Site Improvements	14,560.00
B411116	BLC Surveying, Inc.	Math Business Allied Health	Contract Services	5,400.00
			<b>TOTAL POs AND BPOs</b>	<b><u>\$616,744.96</u></b>

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

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## A. EMPLOYMENT AND PERSONNEL

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-79 and 1-83.

### **Academic Personnel:**

1. Retirement - Ms. Bernice Boseman, full-time instructor of Dance, Fine Arts Division, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to her in recognition of her service to the District since 1972.
2. Retirement - Mr. John Lewis, full-time instructor of Automotive Technology, Industry & Technology Division, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to him in recognition of his service to the District since 1973.
3. Retirement - Mr. Albert Lugo, full-time instructor of Administration of Justice, Industry & Technology Division, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to him in recognition of his service to the District since 1988.
4. Retirement - Dr. Allen Sampson, full-time instructor of Mathematics, last day worked June 10, 2011, first day of retirement June 11, 2011, and that a plaque be prepared and presented to him in recognition of his service to the District since 1989.
5. Employment - Ms. Julianne Gard, full-time instructor of Geography, Natural Sciences Division, Class II, Step 4, Academic Salary Schedule, effective August 25, 2011.
6. Employment - Ms. Theresa Kyle, Director of Nursing, Class 14, Step 1, Health Sciences & Athletics Division, ~~Academic~~ Administrator Salary Schedule, effective August 1, 2011. \*Item changed during board meeting.
7. Employment - Mr. William Melendez, full-time instructor of Fire & Emergency Technology, Industry and Technology Division, Class II, Step 4, Academic Salary Schedule, effective August 25, 2011.
8. Employment - Ms. Renee Newell, full-time instructor of Welding, Industry & Technology Division, Class III, Step 4, Academic Salary Schedule, effective August 25, 2011.

9. Employment - Mr. Vince Palacios, full-time instructor of Ceramics, Fine Arts Division, Class II, Step 9, Academic Salary Schedule, effective August 25, 2011.
10. Employment - Ms. Diane Hayden, full-time/temporary Faculty Coordinator, Fine Arts Division, Class III, Step 4, effective January 1 through June 30, 2011.
11. Rescind Change in Contract, President Thomas Fallo - President Thomas Fallo's salary for 2011-2012 to remain at \$276,905. President Fallo will participate equally in all management concessions approved in 2011-2012.
12. Leave of Absence (30% personal) - Mr. Thomas Noyes, full-time instructor of Earth Science, Natural Sciences Division, effective August 25 through December 16, 2011.
13. Change in Assignment - Ms. Cheryl Kroll, full-time instructor of English, Humanities Division to full-time Generalist Counselor, Class III, Step 20, Fiscal Salary Schedule, effective July 1, 2011.
14. Amend Change in Assignment - Dr. Kim Baily from Director of Nursing, Health Sciences & Athletics Division, to full-time instructor of Nursing, Class V, Step 14, effective August 25, 2011 instead of July 1, 2011.
15. Extend Assignment - Dr. Kim Baily, Director of Nursing, Health Sciences & Athletics Division, effective from June 30 to July 31, 2011.
16. Extend Change in Assignment - The following part-time instructors to coordinate learning center activities in Learning Resources, to be paid \$45.14 an hour, not to exceed 15 hours per week each, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 9(m).

Robin Cash

Sheryl Kunisaki

17. Amend Special Assignment - Ms. Nancilyn Burruss, part-time instructor of English, Humanities Division, to design and deliver workshops for Summer Utilities Responsive Testing (SURT) program for Industry and Technology Division, to be paid \$60.18 an hour, not to exceed 200 hours, instead of 80 hours or \$12,036, instead of \$4,815, effective April 19 through June 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).
18. Amend Special Assignment - Ms. Tisa Casas, part-time instructor of Education Development in the Special Resources Center, Health Sciences & Athletics Division, to implement Career Technical Education supported activities, to be paid \$45.14 an hour, not to exceed 225 hours, instead of 150 hours, or \$10,157, instead

of \$6,771, effective October 19, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

19. Amend Special Assignment - Ms. Geralin Clark, part-time instructor of Education Development in the Special Resources Center, Health Sciences & Athletics Division, to implement Career Technical Education supported activities, to be paid \$45.14 an hour, not to exceed 65 hours, instead of 50 hours, or \$2,934, instead of \$2,257, effective October 19, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).
20. Special Assignment - Ms. Jennifer Montgomery, full-time instructor of Child Development, Behavioral & Social Sciences Division, to continue as Head Start Grant Program Activity Director to plan and conduct training at Head Start agencies per grant objectives, to be paid \$60.18 an hour, not to exceed 10 hours per week for 32 weeks or \$19,259, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).
21. Special Assignment - Dr. Janet Young, full-time instructor of Child Development, Behavioral & Social Sciences Division, to continue to oversee all aspects of the Federal Seeds Head Start Grant including staff, budget, objectives and reports, to be paid \$60.18 an hour, not to exceed 5 hours for 48 weeks or \$14,432, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).
22. Special Assignment - The following instructors of Mathematics, to prepare and conduct 46 workshops for students, to be paid \$60.18 an hour, not to exceed 2.125 hours per workshop for a total of 136 hours or \$8,185, effective February 14 through June 10, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Full-time:

Junko Forbes

Greg Scott

Part-time:

Malinni Rouen

May Xu

23. Special Assignment - Dr. Judy Kasabian, full-time instructor of Mathematics, to plan meeting, secure speakers, configure logistics and host event for Future Teachers Conference, to be paid \$60.18 an hour, not to exceed 124 hours or \$7,500, effective May 9 through November 1, 2011, in accordance with the Agreement, Article 10, Section 14(a).
24. Special Assignment - Dr. Judy Kasabian, full-time instructor of Mathematics, to participate on a math hiring committee at the Compton Center, to be paid \$45.14

an hour, not to exceed 14 hours or \$632, effective November 29, 2010 through January 14, 2011, in accordance with Article 20, Section 6(d).

25. Special Assignment - The following full-time instructor of Mathematics to design an Intermediate Algebra for Statistics course as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid \$60.18 an hour, not to exceed a grand total of 600 hours or \$36,108, effective June 20, 2011 through September 23, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Susan Bickford	150	\$9,027
Junko Forbes	150	\$9,027
Lars Kjeseth	75	\$4,514
Arturo Martinez	75	\$4,514
Susan Taylor	150	\$9,027

26. Special Assignment - The following part-time instructors of Mathematics to complete work on materials created as part of the Cohort Project and to prepare all Cohort Project activities in preparation for the grant closing conference and for use beyond the life of the grant, as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid \$60.18 an hour, not to exceed 150 hours each for a grand total of 600 hours, or \$9,027 each for a grand total of \$36,108, effective June 20, 2011 through September 23, 2011, in accordance with the Agreement, Article 10, Section 9(m).

Malinni Roeun	May Xu
Jose Villalobos	David Yee

27. Special Assignment - The following full-time instructors of Mathematics to complete work on materials created as part of the Cohort Project and to prepare all Cohort Project activities in preparation for the grant closing conference and for use beyond the life of the grant, as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid \$60.18 an hour, not to exceed a grand total of 525 hours or \$31,595, effective June 20, 2011 through September 23, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Jeffrey Cohen	150	\$9,027
Lars Kjeseth	75	\$4,513
Jacquelyn Sims	150	\$9,027

Greg Scott

150

\$9,207

- 28. Special Assignment - The following full-time instructors of Mathematics, to design a Basic Accelerated Mathematics course as part of the on-going basic skills/developmental mathematics redesign project for the joint Mathematics Title V Grant with Santa Monica College, to be paid \$60.18 an hour, not to exceed a total of 300 hours or \$18,054, effective June 20 through September 23, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Lars Kjeseth	75	\$4,514
Arturo Martinez	75	\$4,514
Trudy Meyer	150	\$9,027

- 29. Special Assignment - Ms. Loretta Ramirez, part-time instructor of English, Humanities Division, to serve as Puente Faculty Coordinator, to be paid \$45.14 an hour, not to exceed 256 hours or \$11,560, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

- 30. Special Assignment - Ms. Sheryl Kunisaki, part-time instructor of English as a Second Language (ESL), Humanities Division, to coordinate activities, schedule faculty hours and implement the Reading Success Lab or summer, to be paid \$45.14 an hour, not to exceed 120 hours or \$5,417, effective June 21, 2011 through August 31, 2011, in accordance with the Agreement, Article 10, Section 9(m).

- 31. Special Assignment - Mr. Jeff Jung, full-time instructor of English, Humanities Division, to asses and maintain data for the computer tracking system at the Writing Center, to be paid \$45.14 an hour, not to exceed 3 hours or \$136, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

- 32. Special Assignment - The following instructors to attend Institute for Higher Education Policy (IHEP) and facilitate implementation of Faculty Inquiry Partnership Program (FIPP), to be paid \$60.18 an hour, effective June 1 through June 16, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Rose Ann Cerofeci	100 hours	\$6,018
Kristie Daniel-Digregorio	66 hours	\$3,972

- 33. Special Assignment - Ms. Catherine Lakatos, part-time Counselor, to provide counseling for students in Science, Technology, Engineering & Math (STEM)

related careers and transfer information collection/research in Natural Sciences Division, to be paid \$45.14 an hour, not to exceed 22 hours per week or \$15,889 from STEM grant, effective July 1 through September 30, 2011, in accordance with the Agreement, Article 10, Section 9(m).

34. Special Assignment - Ms. Kathryn Holmes, full-time instructor, Learning Disabilities Specialist, to coordinate learning disability assessments to be paid \$60.18 an hour, not to exceed 12 hours or \$723, effective June 21 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

35. Special Assignment - The following Disabilities Specialists to assess students with disabilities, to be paid \$45.14 an hour, not to exceed 32 hours each or \$1,445 each, effective June 21 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

William Hoanzl  
Kathryn Holmes

Bonnilee Kaufman  
Julie Land

36. Special Assignment - The following instructors of Mathematics, to plan and implement the Algebra Advancement Academy under the Graduation Initiative, to be paid \$60.18 an hour, not to exceed 40 hours, effective June 23 through August 31, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Junko Forbes

Laura Hinkley

37. Special Assignment - The following instructors in Mathematics, to facilitate the Graduation Initiative (Title V) Learning Teams design, implement and schedule workshops for participants in Learning Teams, to be paid \$60.18 an hour each, not to exceed 20 hours each, for a total of \$1,204 each, effective July 1 through August 12, 2011, in accordance with the Agreement, Article 10, Section 2.

Full-time:  
Eduardo Barajas

Part-time:  
Jose Villalobos

38. Special Assignment - The following instructors in Mathematics, to participate in Graduation Initiative Learning Teams for Mathematics and assist with the development of the cohort action plan and implement process, to be paid \$60.18 an hour each, not to exceed 14 hours each for a total of \$843 each, effective July 1 through August 12, 2011, in accordance with the Agreement, Article 10, Section 9(m).

Full-time:  
Hamza Hamza

Part-time:  
Laura Hinkley



Susan Taylor

Mohammed Rahnavard  
Russell Reece  
Tatiana Roque

39. Special Assignment - The following full-time instructors of foreign languages in Humanities, to administer credit-by-examination, to be paid \$60.18 an hour, not to exceed a grand total of 140 hours or \$8,430, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 7(c).

Evelyne Berman  
Alicia Class  
Anne Cummings  
Donna Factor  
Tom Fonte  
Nitza Llado

Takiko Morimoto  
Francis Bernard Rang  
Xiaodong (David) Shan  
Carmen Sotolongo  
Mercedes Thompson

40. Special Assignment - The following part-time instructors in Humanities to administer credit-by-examination, to be paid \$60.18 an hour, not to exceed 16 hours for a grand total of \$963, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 7 c).

Yaeko Hirano  
Francesca Kemitch

Francisca Mejia  
Maria Barrio de Mendoza

41. Special Assignment - The following instructors in Industry and Technology to administer credit-by-examination, to be paid \$60.18 an hour, not to exceed 40 hours or \$1,806, effective February 14 through June 10, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Kevin Coffelt  
Tim Dennis  
Brad Sweatt

Dale Ueda  
William Warren

42. Special Assignment - Mr. Pete Moraga, part-time instructor of Technology, Industry & Technology Division, to conduct for-credit AutoCADD (Computer Aided Design/Drafting) courses at Federal Correctional Institute at Terminal Island for Community Advancement, Class II, Step 6, not to exceed 191 hours or \$18,000, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

43. Special Assignment - Ms. Gaile Price, part-time instructor of Child Development, Behavioral & Social Sciences Division, to provide non-credit parenting instruction for inmates at the Federal Correctional Institute at Terminal Island for Community

Advancement, to be paid \$60.18 an hour, not to exceed 63 hours or \$3,800, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

44. Special Assignment - Mr. Edward Lugo, part-time instructor of Technology, Industry & Technology Division, to develop curriculum and coordinate project assistance for the NSF Aerospace Manufacturing Education project for Community Advancement, to be paid \$60.18 an hour, not to exceed 360 hours or \$21,665, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).
45. Special Assignment - Mr. Victor Delatorre, part-time instructor of Machine Tool Technology, Industry & Technology Division, to provide faculty support, supplemental instruction to students participating in grant-funded program, Workforce Innovation Partnership (WIP), to be paid \$45.14 an hour, not to exceed 108 hours or \$4,875, effective June 27 through August 18, 2011, in accordance with the Agreement, Article 10, Section 9(m).
46. Special Assignment - Mr. Roberto Pandolfi, part-time instructor of Technology, Industry & Technology Division, to conduct for-credit courses in Business Math Metal Trades Blueprint Reading and Machine Shop Calculations, at the Federal Correctional Institute at Terminal Island for Community Advancement, Class II, Step 6, not to exceed 191 hours or \$18,000, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).
47. Special Assignment - Dr. Patrick Schulz, full-time instructor of Music, Fine Arts Division, to work as artistic director, associate conductor, brass specialist and webmaster for South Bay Youth Orchestra, to be paid \$45.14 an hour, not to exceed 262 hours or \$11,827, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).
48. Special Assignment - The following part-time instructors of Music, Fine Arts Division, to perform Applied Music duty in Music Library, to be paid \$30.10 an hour each, not to exceed 480 hours each or \$14,480 each, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Hsin-Yi Chang  
Virginia Frazier

James Hovorka

49. Special Assignment - The following instructors of Applied Music, Fine Arts Division, to be hired as needed, to be paid \$60.18 an hour, not to exceed 340 hours

or \$20,462 each, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Deborah Aitken	Dean Koba
Annie Bosler	Kristi Lobitz
Robert Coomber	Christoph Luty
John Dearman	James Mack
Rhonda Dillon	Pat Maki
Barbara Dyer	Mark Massey
Virginia Frazier	Bethany Mennemeyer
Matthew Greif	Joseph Mitchell
Richard Hastings	Vicki Muto
Jamie Hovorka	Ann Patterson
Grant Hungerford	Lois Roberts
Maria Jaque	Manon Robertshaw
Rona Klinghofer	Neil Stannard

50. Special Assignment - The following instructors to be compensated reassigned time for performing Federation activities during the Fall 2010 semester, to be paid \$60.18 an hour, for a total of 200 hours, effective August 28 through December 17, 2010, in accordance with the Agreement, Article 3, Section 11(c).

Elizabeth Shadish	108 hours (taken as release time from classes)	
Angela Simon	42	\$2,407
Margaret Quinones	20	1,294
Sean Donnell	10	602
Ken Key	10	602
Mohammad Rahnavard	<u>10</u>	<u>602</u>
TOTAL	200	\$5,507

51. Special Assignment - Ms. Thi Mong Thu Van Nguyen, part-time Counselor, to work in English as a Second Language (ESL) Counseling and Assessment, to be paid \$45.14 an hour, not to exceed 290 hours or \$13,100, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).
52. Special Assignment - Mr. Michael Fenison, part-time instructor in Health Sciences & Athletics Division to work at the Summer High School Basketball League, to be paid \$10 an hour, not to exceed 30 hours or \$300, effective June 22 through July 25, 2011, in accordance with the Agreement, Article 10, Section 9(m).
53. Special Assignment - The following full-time instructors of Nursing, Health Sciences & Athletics Division, to teach in Institute of Nursing Science, to be paid

\$60.18 an hour, not to exceed 12 hours each or \$723 each, for a grand total of \$5,784, effective June 20 through July 14, 2011, in accordance with the Agreement, effective Article 10, Section 14(a).

Octavia Hyacinth  
Margaret Kidwell-Udin  
Teresa Martinez  
Victoria Orton

Kathleen Rosales  
Maria D. White  
Kathy Stephens  
Mary Moon

54. Special Assignment - The following part-time instructors of Nursing, Health Sciences & Athletics Division, to teach in Institute of Nursing Science, to be paid \$60.18 an hour, not to exceed 12 hours or \$723 each, for a grand total of \$3,615, effective June 20 through July 14, 2011, in accordance with the Agreement, effective Article 10, Section 14(a).

Esther Gahan  
Norene Gift  
Esther Gravis

Bonnie Kayser  
Heather Riley

55. Special Assignment - The following part-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, to be paid \$45.14 an hour, not to exceed 8 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Maria Bauer  
David Cron  
Sudeepa Gulati  
Sheryl Kunisaki

Susan Nozaki  
Jan Parrish  
Eric Takamine

56. Special Assignment - The following full-time instructors to conduct English as a Second Language (ESL) assessment interviews for the Assessment Center, Enrollment Services Division, to be paid \$45.14 an hour, not to exceed 8 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

Alicia Cross  
Nancy Currey  
Matthew Kline  
Nitza Llado

Rebecca Bergeman  
Debbic Mochidome  
Jenny Simon  
Evelyn Uyemura

57. Amend Stipend Assignment - The following part-time instructors in Behavioral & Social Sciences to participate in Graduation Initiative Learning Teams for

Behavioral & Social Sciences and Mathematics and assist with the development of the cohort action plan and implementation process according to the project's component activities, to be paid \$2,400 each instead of \$1,200 each, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Nancilynn Burruss

Amy La Coe

58. Stipend Assignment - The following instructors of Mathematics, to provide mathematics assessment team review of testing process and develop materials for students, to be paid \$1,200, effective June 23 through August 31, 2011, in accordance with the Agreement Article 10, Section 2.

Susan Bickford

Susan Taylor

59. Stipend Assignment - Ms. Stephanie Schwartz, full-time instructor of English, Humanities Division to participate in Graduation Initiative Learning Teams for Humanities to be paid \$800, effective April 18 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).
60. Stipend Assignment - The following part-time instructors in the Humanities Division, to provide English Department assessment team review of testing process and develop materials to familiarize students with Accuplace and test preparation, to be paid \$1,200, effective June 23 through August 31, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Kathleen Collins

Jelena Savina

61. Stipend Assignment - Ms. Michelle Funderburk, part-time instructor of Dance, Fine Arts Division, to guest dance at Summer Resident Artist Dance Concert, to be paid \$250, effective July 15, 2011, in accordance with the Agreement, Article 10, Section 9(m).
62. Stipend Assignment - Ms. Jamie Hammond, part-time instructor of Dance, Fine Arts Division, to dance as resident artist for Summer Resident Artist Dance Concert, to be paid \$850, effective July 15, 2011, in accordance with the Agreement, Article 10, Section 9(m).
63. Stipend Assignment - Ms. Francesca Bishop and Ms. Diana Crossman, full-time instructors of Speech, Fine Arts Division, to perform as summer resident artist at speech debate, to be paid \$500 each, effective July 24, 2011, in accordance with the Agreement, Article 10, Section 14(a).

64. Stipend Assignment - Mr. Robert Coomber, part-time instructor of Music, Fine Arts Division, to perform as summer resident artist at musical concert, to be paid \$400, effective July 10, 2011, in accordance with the Agreement, Article 10, Section 9(m).
65. Stipend Assignment - Ms. Rhonda Dillon, part-time instructor of Music, Fine Arts Division, to perform as summer resident artist at musical concert with accompaniment, to be paid \$700, effective July 16, 2011, in accordance with the Agreement, Article 10, Section 9(m).
66. Stipend Assignment - Mr. John Featherstone, full-time instructor in Health Sciences & Athletics Division, to coach football for the Fall 2011 semester, to be paid 10% of his fall 2011 salary, \$4,279, at the end of the football season, effective August 27 through December 16, 2011, in accordance with the Agreement, Article 10, Section 11(a).
67. Stipend Assignment - Ms. Dawn Charman, Radiological Technology Coordinator and Dr. Louis Sinopoli, Respiratory Care Coordinator, Health Sciences & Athletics Division, to receive a \$12,000 a year stipend each to coordinate their respective programs. They will receive \$5,000 at the end of each semester (fall and spring) and \$2,000 at the end of summer session, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).
68. Stipend Assignment - The following clinical instructors of Respiratory Care, Health Sciences & Athletics Division, to provide clinical supervision to respiratory care students, to be paid \$60.18 an hour, not to exceed 34 hours per week or \$2,046 per week, for a grand total of \$16,369, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 9(m).

Raymond Adoc  
 Salomay Dyer  
 Douglas Mizukami

Taryn Nicole Parker  
 Elva Sipin  
 Aiping Zhou

69. Stipend Assignment - The following full-time instructors to serve as Developmental Education and Learning Skills Specialists for the Graduation Initiative (Title V) Grant project, Summer Institute of Developmental Education (SIDE), to be paid \$9,600 each, for a grand total of \$19,200, effective June 25 through July 22, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Mr. Scott Kushigemachi, Humanities Division  
 Mr. Arturo Martinez, Mathematics Division

70. Stipend Assignment - The following instructors to participate in the Faculty Inquiry Partnership Program (FIPP), to be paid \$700 each, effective June 14 through December 16, 2011, in accordance with the Agreement, Article 10, Section 14(a). Two payments shall be made - \$300 upon the completion of on-course training and \$400 during the Fall 2011 semester.

Full-time:

Sandra Bosfield, Health & Human Services (Compton Center)  
Pati Fairchild, Industry & Technology  
Lauren Gras, Humanities (Compton Center)  
Barbara Jaffe, Humanities  
Margaret (Peggy) Kidwell-Udin, Health Sciences & Athletics  
Rachel Lewis, Humanities  
Michelle Moen, Behavioral & Social Sciences  
Claudia Prada, Humanities (Compton Center)  
Jacquelyn Sims, Mathematical Sciences  
Patricia Stoddard, Mathematics & Natural Sciences (Compton Center)  
Darrell Thompson, Humanities

Part-time:

Dustin Black, Social Sciences, (Compton Center)  
Charles Irvin Drew, Natural Sciences  
Kevin Earlywine, Industry & Technology  
Lynn Fielding, Natural Sciences  
Cynthia Hernandez-Saul, Mathematical Sciences \* (Compton Center)  
\*Item changed during Board meeting  
Josephine Moore, Health Sciences & Athletics  
Daryle Nagano, Fine Arts  
Mussie Okbamichael, Mathematics & Natural Sciences (Compton Center)  
Mohammad Rahnavard, Mathematical Sciences  
Leticia Vasquez, Social Sciences (Compton Center)

71. Extra Service Pay - The following full-time Librarians to be employed each scheduled day of the 2011 summer session in accordance with the Agreement, Article 10, Section 13(b).

Don Brown	Edward Martinez
Alice Cornelio	Noreth Men
Moon Ichinaga	Claudia Striepe

72. Employment - The following part-time/substitute teachers for the Child Development Center, Behavioral & Social Sciences Division, to be hired as needed effective July 1, 2011 through June 30, 2012.

<u>Instructor</u>	<u>Class &amp; Step</u>
Maria Pinos	Class I, Step A
Nancy Ramirez	Class I, Step A
Key Young	Class IV, Step A

73. Employment - The following part-time Clinical Psychologists, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, effective July 1, 2011 through June 30, 2012, to be paid in accordance with the Agreement, Article 10, Section 9(e).

<u>Instructor</u>	<u>Not to Exceed Hours Per Week</u>
Ruth Taylor	30
Sally Emery	16

74. Employment - The following part-time Nurse Practitioners, Health Sciences & Athletics Division, to be hired as needed in Student Health Services, not to exceed a total of 45 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Melanie Bronstein	Ellen Schmidt-Olivier
Linda Goldman	Therese Wright

75. Employment - The following Nurse Practitioners and Doctor, Health Sciences & Athletics Division, to conduct sports physicals, effective July 1, 2011 through June 30, 2012, not to exceed \$2,500 per semester (summer, spring, fall) to be paid in accordance with the Agreement, Article 10, Section 13(b).

<u>Full-time:</u>	
Debbie Conover	Deborah Herzik
Holly Fall	

<u>Part-time:</u>	
Melanie Bronstein	Therese Wright
Linda Goldman	George Thompson, MD
Ellen Schmidt-Olivier	

76. Employment - The following regularly scheduled part-time, temporary Counselors to be hired as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

Vera Cheng	Maribel Hernandez
Jose Hernandez	Lorenda Johnson



Cathy Lakatos  
Tri Huu Le  
Daissa Lee  
Ebonie McDuffie  
Myrna Mendoza  
Bryan Mims

Hatien Nguyen  
Thi Mong Thu Van Nguyen  
Atheneus Ocampo  
Efren Rangel  
Celia Villapando  
Xiao Ying Wang

77. Employment - The following on-call, temporary Counselors to be hired as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

Stephanie Bennett  
Maria Estrada  
Don Ferguson  
Blanca Galicia  
Linda Gallucci

Amanuel Gebru  
Margarita Gonzalez  
Nyora Higgs  
Emmy Kong  
Monica Lanier

78. Employment - Mr. Douglas Thompson, part-time Librarian, to be hired as needed for the 2011 summer session.

79. Employment - The following part-time/temporary instructors to be hired as needed for the 2011 summer session.

Business

Donna McGovern, Class V, Step 7  
Ana Milosevic, Class II, Step 4

Health Sciences & Athletics

Zhou Aiping, Class V, Step 4  
Marinez Elaine, Class II, Step 4  
Nathaniel Roque, Class II, Step 4

Humanities

Kathleen Collins, Class III, Step 11  
Cynthia Quintero, Class IV, Step 12  
Jelena Savina, Class II, Step 6  
Kanzo Takemori, Class III, Step 12

Mathematical Sciences

Adalinda Avila, Class II, Step 5  
Susan Bucher, Class IV, Step 6  
Shiuling Huang, Class III, Step 9

Diem Nguyen, Class II, Step 4  
Hang Nguyen, Class V, Step 4  
Lernik Saakian, Class V, Step 28  
Oussama M. Safadi, Class V, Step 28  
Michael Zeitzew, Class V, Step 8

Natural Sciences

Richard Slocum, Class V, Step 12

**Classified Personnel:**

1. Separation - Ms. Virginia Ford, Custodian, Range 20, Step B, Facilities, Planning and Services Division, Administrative Services Area, effective May 13, 2011.
2. Personal Leave of Absence 6.2% - Ms. Kathleen Collins, 83.33% Secretary, Range 26 Step E, Humanities Division, Academic Affairs Area, effective June 20 through July 28, 2011.
3. Personal Leave of Absence 15% - Ms. Van Nguyen, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
4. Change of Assignment - Mr. Rudolfo Lopez Jr., Administrative Assistant I, Range 28, Step E, from Grants Development to Foundation, Student and Community Advancement Area, effective July 1, 2011.
5. Change of Assignment - The following individuals from Administrative Services Area, to Human Resources Area, effective July 1, 2011:

Donna Emery	Roxanne McCoy
Murriel Franklin	Nina Oshio
Valerie Jeffrey	Michele Waller
Carol Kubota	Lisa Yaguchi
Maria Smith-Lopez	Urania Yuan
Anita Martinez	
6. Extend Change of Assignment - Ms. Ann Garten, Director Community Relations, from Range 11, Step 5, to Range 15, Step 3, Public Relations & Marketing Division, President's Office Area, effective July 1, 2011 through June 30, 2012.
7. Promotion - Ms. Terri Dixon, Accounting Assistant II, Range 30, Step E, to Accounting Technician II, Range 34, Step D, Fine Arts Division, Academic Affairs Area, effective July 1, 2011.

8. Stipend - The following employees to receive a \$50 per month stipend for carrying a cell phone for after-work hours for emergencies, Center for the Arts/Fine Arts, Division, Academic Affairs Area, effective July 1, 2011 through June 30, 2012:

Georgianna Levine  
Jerrold Root  
Hector Salazar

9. Work Out of Classification - Ms. Debra Robertson, Bookstore Technical Assistant, Range 29, Step E, Bookstore Division, Administrative Services Area, to Bookstore Supervisor, Range 16, Step B (Supervisory Salary Schedule), to oversee daily operation of the Compton Bookstore, effective July 1, 2011 through June 30, 2012.
10. Extend Employment - Mr. Seth Barnard, 10-month Toolroom, Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, effective June 27 through August 18, 2011.
11. Extend Employment - Mr. Matthew Hutcherson, 10-month Toolroom, Instructional Equipment Attendant, Range 24, Step B, Industry & Technology Division, Academic Affairs Area, effective June 20 through July 23, 2011.
12. Extend Employment - Ms. Rebecca Wilson, Computer Laboratory Specialist, Range 36, Step E, Learning Resources, Academic Affairs Area, to cover LMTC during summer session, effective June 20 through August 11, 2011.
13. Amend Employment - Ms. Diana Stanojevich, Accounting Technician II, Range 34, Step A, Fiscal Services Division, Administrative Services Area, effective June 6, instead of June 1, 2011.
14. Employment - Ms. Kristine Adams, Project Specialist, Range 32, Step C, Student and Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011.
15. Employment - Mr. Salvador Valencia, Media Support Technician, Range 34, Step A, Learning Resources, Academic Affairs Area, effective July 5, 2011.

### **Special Services Professional**

16. Re-Employment - Ms. Pauline Annarino, Special Services Professional, Range 7, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$90,220, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective July 1, 2011 through June 30, 2012.

17. Re-Employment - Ms. Roberta Becka, Special Services Professional, Range 8, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$108,160 Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
18. Re-Employment - Ms. Josefina Bedolla, Special Services Professional, Range 2, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$60,580, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
19. Re-Employment - Ms. Kerry Bonner, Special Services Professional, Range 5, Step 3, of the Special Services Professional Salary Schedule, not to exceed \$77,480, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
20. Re-Employment - Ms. Sharon Cortez, Special Services Professional, Range 5, Step 5, of the Special Services Professional Salary Schedule, Behavioral and Social Sciences Division, not to exceed \$83,200, effective July 1, 2011 through June 30, 2012.
21. Re-Employment - Ms. Denise DiPasquale, Special Services Professional, Range 4, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$73,840, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
22. Re-Employment - Mr. Patrick Imamua, Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$39,490, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2010 through June 30, 2011.
23. Re-Employment - Ms. Destyn LaPorte, Special Services Professional, Range 5, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$73,840, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
24. Re-Employment - Ms. Karen Latuner, Special Services Professional, Range 2, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$62,140, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
25. Re-Employment - Ms. Bronwen Madden, Special Services Professional, Range 6, Step 4, of the Special Services Professional Salary Schedule, not to exceed

\$88,400, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.

26. Re-Employment - Mr. Rodolfo Ramos Jr., Special Services Professional, Range 8, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$108,160, Information Technology Services Division, Administrative Services Area, effective July 1, 2011 through June 30, 2012.
27. Re-Employment - Mr. Fredrick Sturner, Special Services Professional, Range 10, Step 5, Special Services Professional Salary Schedule, not to exceed \$135,200, Facilities Planning and Services Division, Administrative Services Area, effective July 1 through December 31, 2011.
28. Re-Employment - Ms. Elena Tokuda, Special Services Professional, Range 9, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$17,375, Industry & Technology Division, Academic Affairs Area, effective July 1 through September 30, 2011.
29. Re-Employment - Ms. Nancy Tonner, Special Services Professional, Range 1, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$59,020, Foundation, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
30. Re-Employment - Ms. Alicia Zambrano, Special Services Professional, Range 2, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$60,580, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.

### **Temporary Classified Services Employees**

The following individuals to be hired as Temporary Classified Services Employees, as needed, limited to 170 days per fiscal year:

31. Ms. Brenda Alvarez - Clerical Assistant, Range 22, Step A, EOP&S/Counseling and Student Services, Student and Community Advancement Area, to provide clerical assistance to EOP&S, 40 hours per week, days and times vary, effective July 1, 2011 through June 30, 2012.
32. Ms. Marcia Armstrong - Clerk, Range 17, Step A, Fine Arts Division, Academic Affairs Area, to provide routine clerical duties, as needed, not to exceed 24 hours per week, effective July 1, 2011 through June 30, 2012.
33. Ms. Katherine Blanchard - Sound Technician, Range 36, Step A, and Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic

Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012.

34. Mr. David Brown II - Program Coordinator, Range 36, Step A, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, to coordinate review and disseminate program material, 40 hours per week, effective July 1, 2011, through June 30, 2012.
35. Ms. Elizabeth Campos - Sr. Clerical Assistant, Range 24, Step A, Vice President's Office, Student & Community Advancement Area, three days per week, eight hours per day to provide clerical support, effective July 1, 2011 through June 30, 2012.
36. Ms. Hsin-Yi Chang - Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment for Community Choir, Tuesday's, 6:00 p.m. – 10:15 p.m., effective July 1, 2011 through June 30, 2012.
37. Ms. Carolyn Correnti - Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment as needed, not to exceed 15 hours per week, effective July 1, 2011 through June 30, 2012.
38. Ms. Lanicesha Dodson - Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work at the Compton Center, Monday through Friday as needed, effective July 1, 2011 through June 30, 2012.
39. Ms. Angela Farthing - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to assist with MIS reports, Monday - Friday, as needed, hours vary, effective July 1, 2011 through June 30, 2012.
40. Mr. Patrick Fisher - Promotions Assistant, Range 28, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, for hospitality and promotions needs, on call as needed, not to exceed 20 hours per week, effective July 1, 2011 through June 30, 2012.
41. Ms. Lorena Gomez - Clerical Assistant, Range 22, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on-call as needed for DSPS program effective July 1, 2011 through June 30, 2012.
42. Ms. Rebecca Greer - Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student and Community Advancement Area, to assist with clerical duties, schedule activities, receptionist, Monday through Thursday, 8:00 a.m. to 4:00 p.m., effective July 1, 2011 through June 30, 2012.

43. Mr. William Guerra - 60% Clerical Assistant, Range 22, Step A, Enrollment Services Division, Student and Community Advancement Area, to work Tuesday through Thursday, 8:00 a.m. - 4:30 p.m., to provide front office support, and assist students, 40 hours per week, effective July 1, 2011 through June 30, 2012.
44. Ms. Amy Herrschaft - Financial Aid Assistant, Range 24, Step A, Monday through Friday, 8:00 a.m. - 4:30 p.m., Financial Aid/Enrollment Services Division, Student and Community Advancement Area, effective July 1, 2001 through June 30, 2012.
45. Ms. Miriam Jauregui - Student Services Technician, Range 28, Step A, Admissions and Records Division, Student and Community Advancement Area, to provide technical assistance to veterans, Monday through Friday, 8:00 a.m. - 5:00 p.m. as needed, effective July 1, 2011 through June 30, 2012.
46. Ms. Alice Kennedy - Accounting Assistant II, Range 27, Step A, and Accounting Assistant III, Range 30, Step A, Fine Arts Division, Academic Affairs Area, to perform general office duties, on-call as-needed, effective July 1, 2011 through June 30, 2012.
47. Ms. Summer Kennedy - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to perform clerical duties for ECLA, Monday – Friday, hours vary, effective July 1, 2011 through June 30, 2012.
48. Ms. Louise Kirst - Project Specialist, Range 32, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area, to provide support to Executive Director, not to exceed 32 hours per week days will vary, effective July 1, 2011 through June 30, 2012.
49. Ms. Sheryl Kunisaki - Program Coordinator, Range 36, Step A, Humanities Division, Academic Affairs Area, to assist Dean, hours vary, not to exceed 10 hours per week, effective July 1, 2011 through June 30, 3012.
50. Ms. Mildred Larsen - Accounting Assistant II, Range 27, Step E, Bookstore Division, Administrative Services Area, to work as needed assisting during rush periods, effective July 1, 2011 through June 30, 2012 (Retired Annuitant).
51. Ms. Stacie Leong - Accounting Assistant I, Range 24, Step A, Bookstore Division, Administrative Services Area, to assist in bookstore accounting duties, Monday through Saturday, as needed, effective July 1, 2011 through June 30, 2012.

52. Ms. Shannon Leong - Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to Assist Bookstore in Cashiering functions, book loans, online orders, customer service Monday through Saturday, as needed, effective July 1, 2011 through June 30, 2012.
53. Ms. Laurene Linka - Administrative Assistant I, Range 28, Step A, Vice President's Office, Academic Affairs Area, to work on curriculum, Curricuware and master course file, 40 hours per week, effective July 1, 2011 through June 30, 2012.
54. Mr. Jason Lobell - Theatre Assistant, Range 20, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on-call, as needed, to perform backstage crew duties effective July 1, 2011 through June 30, 2012.
55. Ms. Victoria Martinez-Weitzel - Program Coordinator, Range 36, Step A, Industry and Technology Division, Academic Affairs Area, Monday through Friday, three hours per day, effective July 1, 2011 through June 30, 2012.
56. Ms. Casey Mitchell - Library Media Technician III, Range 28, Step A, Learning Resource, Academic Affairs Area, to work in the music library cataloging as needed, effective July 1, 2011 through June 30, 2012.
57. Ms. Sandra Nash - Student Services Technician, Range 28, Step A, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, on-call as needed for DSPS program, effective July 1, 2011 through June 30, 2012.
58. Mr. Hoang-Linh Nguyen - Data Entry Operator, Range 18, Step A, Financial Aid/Enrollment Services Division, data entry, 40 hours per week, effective July 1, 2011 through June 30, 2012.
59. Mr. Ezekiel Ortega - Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, to provide lab support/check out tools and equipment to students, two days per week, four hours per day, and as needed to substitute in lab, not to exceed 40 hours per week, effective July 1, 2011 through June 30, 2012.
60. Ms. Isabelle Pena - Administrative Assistant I, Range 28, Step A, Enrollment Services, Student and Community Advancement Area, to assist with Graduation Initiative Program's day to day operations, Monday through Friday, 8:00 a.m. – 4:30 p.m. effective July 1, 2011 through June 30, 2012.



61. Ms. Lorena Perez - Student Services Advisor, Range 35, Step A, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, to coordinate CARE, 40 hours per week, days and times vary, effective July 1, 2011 through June 30, 2012.
62. Ms. Brenda Peterson - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to assist with on-line applications and verifications, Monday - Friday, as needed, hours vary, effective July 1, 2011 through June 30, 2012.
63. Mr. Derek Poepoe - Promotions Assistant, Range 28, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, for hospitality, web/computer upkeep, on call as needed, not to exceed 32 hours per week, effective July 1, 2011 through June 30, 2012.
64. Ms. Nancy Quezada - Clerical Assistant, Range 22, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to perform clerical and front desk duties, Monday through Friday, hours vary, effective July 1, 2011 through June 30, 2012.
65. Ms. Jane Richmond - 60% Senior Clerical Assistant, Range 24, Step A, Staff Development/Human Resources Division, Human Resources Area, as needed, two to four days per week, effective July 1, 2011 through June 30, 2012.
66. Ms. LaTasha Short - Project Specialist, Range 32, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, budget and financial reporting, Monday through Friday, 8:00 a.m. to 5:30 p.m. as needed, effective July 1, 2011 through June 30, 2012.
67. Ms. Saori Ueno - Clerical Assistant, Range 22, Step A, Counseling and Student Services Division, Student and Community Advancement Area, to provide clerical support to the career center, not to exceed 40 hours per week, effective July 1, 2011 through June 30, 2012.
68. Ms. Helen Wada - Clerical Assistant, Range 22, Step A, Humanities Division, Academic Affairs Area, to assist dean with clerical tasks Monday through Friday, hours vary, effective July 1, 2011 through June 30, 2012.
69. Ms. Sachi Watari - 20% Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student and Community Advancement Area, to work Friday 8:00 a.m. – 4:30 p.m., to provide front office support, effective July 1, 2011 through June 30, 2012. (Retired Annuitant).

70. Ms. Katherine West - Switchboard Operator/Receptionist, Range 21, Step A, Switchboard/Human Resources Division, Human Resources Area, to cover switchboard as needed, hours will vary, effective July 1, 2011 through June 30, 2012.
71. Ms. Clara Weston - Clerical Assistant, Range 22, Step A, CalWorks/Counseling and Student Services Division, Student and Community Advancement Area, to perform clerical and general office duties, Monday through Friday, hours vary, effective July 1, 2011 through June 30, 2012.
72. Mr. Michael Wilson - Research Analyst, Range 47, Step A, Institutional Research, Student and Community Advancement Area, 8 hours per day as needed, Monday through Friday, days will vary, effective July 1, 2011 through June 30, 2012.
73. Ms. Patricia Witherall - Switchboard Operator/Receptionist, Range 21, Step E, Switchboard/Human Resources Division, Human Resources Area, to cover switchboard as needed, hours will vary, effective July 1, 2011 through June 30, 2012 (Retired Annuitant).
74. Ms. Jean Zane - Financial Aid Advisor, Range 35, Step E, Financial Aid/Enrollment Services Division, Student and Community Advancement Area, 24 hours per week, effective July 1, 2011 through June 30, 2012 (Retired Annuitant).
75. The following individuals to work as Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to provide piano accompaniment as needed, not to exceed 20 hours per week, effective July 1, 2011 through June 30, 2012:

Manuel Arellano  
 Patricia Breitag  
 Donald Fredrickson

Cheryl Graue  
 Lisa Hamilton  
 Barbara Scales

76. The following individuals to work as Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, to work 32 - 40 hours per week, performing clerical work and assisting in CPT lab, effective July 1, 2011 through June 30, 2012:

Robert Abbott  
 Shinhee Kim Chong  
 Juan Guerra

Yoko Nishikawa  
 Carmen Valley

77. The following individuals to work as Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, 40 hours per week, effective July 1, 2011 through June 30, 2012:

Angel Arguello  
Debora Billingsley  
Kia Davis  
Naketia Phillips

Marcus Ross  
Enrique Quinones  
Susanna Reyes Loeza  
Michael Williams

78. The following individuals to work as Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, to work on-call as needed, hours and days vary, effective July 1, 2011 through June 30, 2012:

Martha Cognac

Samuel Gil

79. The following individuals to work as Set Designer, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Patrick John  
Sean Vasquez  
Daniel Volonte

80. The following individuals to work as Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Erik Bleuer  
Kimberly Neal  
Phillip Manor

Brendan Moir  
Barak Weinstein

81. The following individuals to work as Theatre Technician, Range 31, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Janelle Asti  
David Gragg  
Terri Hung  
Michelle Jang  
Anne Marin  
Hilda Outwater

Claudette Rizkallah  
Jennifer Sellers  
John Swaffield III  
Lauren Tyler  
Aki Vasquez  
Eric Zimmerman

82. The following individuals to work as Theatre Technician, Range 31, Step A, and Sound Technician, Range 36, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Matthew Alquiza

Michelle Krawczyk

83. The following individuals to work as Theatre Technician, Range 31, Step A, and Stage Manager, Range 38, Step A, Fine Arts/Center for the Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties effective July 1, 2011 through June 30, 2012:

Madeline Burke

Dewain Robinson

Marcelo Cacciagioni

Jerry Stratton

Robert Ory

**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 1-36.

The following Temporary, Non-Classified Service Employees are to be hired for the 2011- 2012 fiscal year, paid hourly, effective July 1, 2011 through June 30, 2012, days and hours vary as needed, unless otherwise stated.

**Campus Police Aide Series**

1. Campus Police Aide II

The following individual is responsible for non-hazardous police services to the students, staff, and faculty of El Camino College.

Miguel Castro, \$9.75 per hour

2. Campus Police Aide III

The following individuals are to be responsible for non-hazardous police services to the students, staff, and faculty of El Camino College and other departmental duties.

Stephanie Avila, \$11.50 per hour

Brian Hill, \$11.25 per hour

Can Hoang, \$11.25 per hour

LaTecia McClendon, \$10.75 per hour

Mayra Sandoval, \$10.50 per hour

## **Instructional Aide Series**

### **3. Instructional Aide I**

The following individuals are to assist instructors or other staff in the classroom or laboratory setting with basic tutoring, support services, and accommodations for students.

Ryan Cleveland, \$8.00 per hour  
Henry Diep, \$8.00 per hour  
Thomas Freeman, \$8.00 per hour  
Hortensia Galvez, \$8.00 per hour  
Denise Gutierrez, \$8.00 per hour  
Michael Johnson, \$8.00 per hour  
Donald Quok, \$8.25 per hour  
Arnold Stodolsky, \$8.00 per hour

### **4. Instructional Aide II**

The following individuals are to provide basic tutoring, support services, maintain computers and other equipment, and accommodations for students.

Jessica Asbell, \$9.25 per hour  
Alicia Bartley, \$9.25 per hour  
Amber Beck, \$9.25 per hour  
Elise Caywood, \$9.25 per hour  
Kristina Christian, \$10.00 per hour  
Matthew Kincaide, \$9.25 per hour  
George Malak, \$9.25 per hour  
Felipe Martinez, \$9.25 per hour  
Lawrence Schreier, \$10.00 per hour  
Charles Spears, \$10.25 per hour  
Erika Yates, \$10.25 per hour

### **5. Instructional Aide III**

The following individuals are to provide intermediate level tutoring, maintain records, and other accommodations for students.

Aree Anne Bernabeo, \$10.50 per hour  
Jill Bryant, \$10.50 per hour  
Mary Ann Chappellear, \$10.50 per hour  
James Evans, \$10.50 per hour  
Shirley Fuller, \$10.50 per hour  
Fiaigoa Misipeka, \$10.50 per hour  
Gabriel Valverde, \$10.50 per hour

Branden Williams, \$10.50 per hour  
Valerie Wright, \$10.50 per hour

6. Instructional Aide IV

The following individuals are to provide teaching assistance, intermediate level tutoring, technical support, classroom set-up, care and repair of equipment and instruments, exhibition installation, and instructional support services and accommodations for students.

Kasey Armstrong, \$12.50 per hour  
Nikki Benjamin, \$12.25 per hour  
April Bernabeo, \$11.75 per hour  
William Birdo Jr., \$12.25 per hour  
Elizabeth Canales, \$12.00 per hour  
Joseph Fernandez, \$11.75 per hour  
Jason Fournier, \$12.25 per hour  
Eric Guzman, \$12.25 per hour  
Kirk Honda, \$12.25 per hour  
Karyn Kerkhoff, \$11.75 per hour  
Danijela Kojic, \$12.50 per hour  
Mary Kretzmar, \$12.25 per hour  
Monica Manson, \$12.25 per hour  
Brandon Phillips, \$12.25 per hour  
Jonathan Reyes, \$12.25 per hour  
Jeffrey Riley, \$12.25 per hour  
Ellery Sanders, \$12.25 per hour  
Elizabeth Schwartz, \$12.00 per hour  
Matt Sheehan, \$12.25 per hour  
Shelley Spearman, \$11.75 per hour  
Dan Stayne, \$12.25 per hour  
Mariko Takayama, \$11.75 per hour  
Nicholas Temple, \$12.25 per hour  
Joan Treat, \$12.25 per hour  
Benjamin Tzeng, \$12.25 per hour

7. Instructional Aide V

The following individuals are to provide high level tutoring, students assistance, organize and coordinate various projects, supervise student employees, assist with the Art Gallery installations, and provide classroom support services and online support.

Andre-David Kahwach, \$13.75 per hour  
Joon Kim, \$13.00 per hour  
George Malak, \$13.00 per hour  
Bobby Sagbigsal, \$14.00 per hour

John Shawstad, \$13.75 per hour

8. Instructional Aide VI

The following individuals are to provide individualized tutoring and academic support for the student athletes.

Jaymie Baquero, \$15.00 per hour

Nicholas Jones, \$15.00 per hour

The following individuals are to provide support as tutors for varied academic subjects with a College Reading Learning Association Certification Level 3.

Ida Nazon, \$19.00 per hour

Gerald Schlosser, \$19.00 per hour

The following individual is to supervise support staff, assist students in reading and pre-writing assignments, and organize and maintain facility for daily operations.

Yvette Hawley, \$19.00 per hour (eff. 6/1/11 to 6/30/11)

**Office Aide Series**

9. Office Aide I

The following individuals are to assist the staff with basic tasks.

Mika Fulbright, \$8.75 per hour

Robert Hoeck, \$8.00 per hour

Terry Reed, \$8.00 per hour

Nathaniel Roberts, \$8.00 per hour

Jennifer Sun, \$8.00 per hour

Collis Turner, \$8.00 per hour

10. Office Aide II

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

Ruben Avila, \$10.25 per hour

Michelle Baez, \$10.00 per hour

Essie Blackman, \$9.50 per hour

Ebony Chappell, \$9.50 per hour

Kimberly Eatmon, \$10.00 per hour

Edith Edwards, \$9.50 per hour  
Sean Gilmore, \$9.25 per hour  
Dantam Huynh, \$9.75 per hour  
Anthony Jung, \$9.50 per hour  
Emma Lomeli, \$10.00 per hour  
Jordan Miche, \$9.75 per hour  
Uyen Bich Vinh Nguyen, \$9.50 per hour  
Michael Osborn, \$10.00 per hour  
Elias Perez, \$9.50 per hour  
Derek Reed, \$10.00 per hour  
Hadasa Reyes, \$9.50 per hour  
Sharon Shiromoto, \$10.25 per hour  
Sonia Solis-Morales, \$9.50 per hour

11. Office Aide III

The following individuals are to assist with appointments, and scheduling, payment processing, daily operations and maintenance such as compile, input, maintain data, payment process, customer service, and supporting the division staff as needed.

Annette Abelin, \$10.50 per hour  
Samuel Abrams, \$10.50 per hour  
Erlene Brooks, \$10.50 per hour  
Aaron De Naranjo, \$10.50 per hour  
Laura Gibson, \$10.50 per hour  
Melissa Guerrero, \$10.50 per hour  
Celestine Hale, \$10.50 per hour  
Sherrie Hoyer, \$10.50 per hour  
Lovetta Kelley, \$10.50 per hour  
Dena Langowski, \$10.50 per hour  
Hugo Martinez, \$10.50 per hour  
Elizabeth Matusak, \$10.50 per hour  
Fidela Mazariegos, \$10.50 per hour  
Mary Lou Miranda, \$10.50 per hour  
Veronica Munoz, \$10.50 per hour  
Nayeli Oliva, \$10.50 per hour  
Maria Reina, \$10.50 per hour  
Shanda Weston, \$10.50 per hour  
Kevan Wilkes, \$10.50 per hour

12. Office Aide IV

The following individuals are to assist with all department processes and to support staff through knowledge of department operations.

Kathleen Jakob-Garcia, \$11.75 per hour



Richard McGreevy, \$12.75 per hour  
Yadira (Rosa) Velez, \$11.75 per hour  
Lujuana Washington, \$12.50 per hour

13. Office Aide V

The following individual is to assist the office staff, and faculty with clerical work, support and maintenance of the various athletic programs.

Ruth Ferrer, \$13.75 per hour

14. Office Aide VI

The following individuals are to compile data, assist with the functions of the program, training other hourly employees, tutoring process and other duties as needed.

Marcia Armstrong, \$16.00 per hour  
Charrissa Penn, \$15.00 per hour  
Erika Yates, \$15.00 per hour

**Program Aide Series**

15. Program Aide I

The following individuals are to provide basic assistance with daily program operations.

Clara Becka, \$8.00 per hour (eff. 6/21/11 to 8/5/11)  
Crystal Korff, \$8.00 per hour  
Bonnie Patterson, \$8.00 per hour (eff. 6/21/11 to 8/5/11)  
Vanessa Ruiz, \$8.00 per hour (also eff. 6/21/11 to 6/30/11)

16. Program Aide III

The following individuals are to assist the staff with duties to support the needs of a program, function, or office.

Jorge Mostacero, \$10.50 per hour  
Cindy Pelayo, \$11.00 per hour

17. Program Aide IV

The following individual is to provide assistance for the Child Development Careers (CDC) Works Program and the Seeds Head Start Program.

Nubia Cornejo, \$12.00 per hour

18. Program Aide V

The following individual is to assist with audio visual support, minor equipment maintenance and operation, and to supervise the student employees.

Norman Foster, \$13.00 per hour

The following individual is to process student registration materials, provide data entry, support data collection, support outreach and recruitment efforts, and assist with planning and implementing student activities.

Jennylyn Adviento, \$13.00 per hour

#### 19. Program Aide VI

The following individuals are to provide administrative and contractual assistance, assist with coordinating staff and room schedules and planning/organizing activities, support department outreach and recruitment, assist with classroom facilitation and logistics, and other related duties.

Nancy Cisneros, \$15.00 per hour

Lizet Corona Salazar, \$19.00 per hour

Dennise Lopez, \$17.00 per hour

Nancy Sanchez, \$16.00 per hour

Elizabeth Schwartz, \$15.00 per hour

Caryn Yokota, \$17.00 per hour

Debra Zavala, \$19.00 per hour

The following individual is to assist with software training for faculty and staff at El Camino College and Compton Educational Center, and to provide general technology assistance for the Staff Development Office and professional development programs.

Brian Hayden, \$15.00 per hour

The following individual is to assist the Instructional Specialist with classroom facilitation and logistics, and other related duties that support the implementation of the Foster & Kinship Care Education Program.

John Forbes, \$15.00 per hour

The following individual is to assist in implementing elements of the Youth Development Services Program or Foster & Kinship Care Education Program.

Sharonda Barksdale, \$18.00 per hour

The following individual is to provide administrative support for Contract and Community Education.

Diane Palmer, \$19.00 per hour

The following individual is to assist with the student Learning Outcome (SLO) listing and limited database.

Theresa Wright, \$19.00 per hour

The following individuals are to provide photo identification card services and customer service at the front counter, supervise other ID staff, repair printer, order supplies, and assist as program coordinator for photo ID area and Associate Student Board (ASB) promotions.

Michael Carter, \$19.00 per hour

Lawrence Moreno, \$19.00 per hour

Richard Woods, \$19.00 per hour

### **Sports Aide Series**

#### 20. Sports Aide IV

The following individuals are to work as a lifeguard for the swimming courses.

Bradley Blackshire, \$12.00 per hour

Jennie Harris, \$12.00 per hour

Richard Pieper, \$12.00 per hour

Julio Ramirez, \$12.00 per hour

Joshua Zurfluh, \$12.00 per hour

### **Theater Aide Series**

#### 21. Theater Aide I

The following individuals are to assist the theater management and staff with basic theater duties for on-campus events.

Dennis Blackman, \$8.50 per hour

Verna Bolton, \$8.50 per hour

Stephanie Camello, \$8.25 per hour

Amber Cooper, \$8.25 per hour

Julia Durante, \$8.50 per hour

Salma Fariz, \$8.25 per hour

Heidi Fuller, \$8.50 per hour

Leilani Fuller, \$8.25 per hour  
Melissa Guerrero, \$8.50 per hour  
Lauren Matern, \$8.50 per hour  
Fidela Mazariegos, \$8.50 per hour  
Sakira Moore, \$8.25 per hour  
La Toyee Moorer, \$8.25 per hour  
Kaysha Morgan, \$8.50 per hour  
Gloria Nance, \$8.25 per hour  
Grenisha Parker, \$8.25 per hour  
Chere Price, \$8.50 per hour  
Stacy Reid, \$8.25 per hour  
Jackie Ross, \$8.50 per hour  
Martha Solis, \$8.50 per hour  
Sonia Solis, \$8.50 per hour  
Gail Vasquez, \$8.50 per hour

22. Theater Aide II

The following individuals are to assist the theater management and staff with theater duties for on-campus events.

Melissa Guerrero, \$9.25 per hour  
Lauren Matern, \$9.25 per hour  
Fidela Mazariegos, \$9.25 per hour  
Kaysha Morgan, \$9.25 per hour

23. Theater Aide IV

The following individuals are to assist the theater management and staff with theater duties for on-campus events and manage and organize the front of house staff for any given event.

Marcia Armstrong, \$12.50 per hour  
Jayme Barr, \$12.75 per hour  
Agnes Garcia, \$12.75 per hour  
Sue Hiraga, \$12.50 per hour  
Louise Kirst-Kaye, \$12.50 per hour  
Terry Klauck, \$12.50 per hour  
Annie Meyer, \$12.50 per hour  
Linda Mikell, \$12.50 per hour  
Jonathan Reyes-Flores, \$12.75 per hour  
Farren Ronquillo, \$12.75 per hour  
Christine Zarro, \$12.75 per hour

24. Theater Aide VI

The following individuals are to perform technical duties for events at El Camino College.

Christian LeMay, \$15.00 per hour  
Tammy Minion, \$15.00 per hour  
Georgina Morales, \$15.00 per hour  
Jana Morimoto, \$15.00 per hour  
Samuel Toebe, \$15.00 per hour  
Danielle Van Der Linden, \$15.00 per hour  
Alicia Yanez, \$15.00 per hour

### **Assistive Linguistics Professional Series**

#### **25. Assistive Linguistics Professional I**

The following individuals are to be hired by the Special Resource Center to provide language interpreting support services between Deaf and Hard-of Hearing students, staff, and their hearing peers, the classroom instructor and other personnel.

Veronica Arvizu, \$25.00 per hour  
Elizabeth Brambila, \$30.00 per hour  
Joseph Calderon, \$32.50 per hour  
Kristen Del Rosario, \$32.50 per hour  
Lorena Gomez, \$20.00 per hour  
Mireya Graciano, \$30.00 per hour  
John Hennessy, \$25.00 per hour  
Caroline King, \$25.00 per hour  
Patty Kwee, \$30.00 per hour  
Simeonne La Brecque, \$20.00 per hour  
Shannon Leavitt, \$32.50 per hour  
Anita Licea, \$25.00 per hour  
Kelsey Montgomery, \$20.00 per hour  
Tynisha Neely, \$20.00 per hour  
Catherine Nordstrom, \$25.00 per hour  
Raena Oshiro, \$32.50 per hour  
Sarah Padilla, \$27.50 per hour  
Lori Patton, \$32.50 per hour  
Maronda Powell, \$30.00 per hour  
Felicia Price, \$32.50 per hour  
Aldrena Rodgers, \$20.00 per hour  
Teresa Russ, \$20.00 per hour  
Janna Saavedra, \$30.00 per hour  
Alex Sandoval, \$20.00 per hour  
D`yann Stewart, \$20.00 per hour

26. Assistive Linguistics Professional II

The following individuals are to be hired to provide language interpreting support services between Deaf and Hard-of Hearing students, staff and their hearing peers, the classroom instructor and other personnel, and must possess National Certification.

Malakia Adunni, \$40.00 per hour  
Krystal Armstrong, \$40.00 per hour  
Lenora Arnwine, \$37.50 per hour  
Pamela Ashe, \$40.00 per hour  
Shela Cardenas, \$35.00 per hour  
Selma Chavez, \$40.00 per hour  
Martin Garcia, \$45.00 per hour  
Tamara Hill, \$35.00 per hour  
Eduardo Huante, \$35.00 per hour  
Shawna Leader, \$35.00 per hour  
Robert Loparo, \$45.00 per hour  
Jennifer Martin, \$42.50 per hour  
Ken Marumoto, \$35.00 per hour  
Saba Mc Kinley, \$40.00 per hour  
Jack Nielson, \$35.00 per hour  
Cynthia Parral, \$35.00 per hour  
Alejandro Perez, \$35.00 per hour  
Ancialyn Pinckney, \$35.00 per hour  
Valerie Ransom, \$40.00 per hour  
Elena Reza, \$42.50 per hour  
Darlene Stevenson, \$35.00 per hour  
Mona Tanji, \$35.00 per hour  
Desiree Tanner, 42.50 per hour  
Lee Elle Tullis, \$40.00 per hour  
Egla Veal, \$40.00 per hour  
Lynette Vickers, \$40.00 per hour  
Debbie Weber, \$35.00 per hour  
Barbara Yancey, \$35.00 per hour

**Educational Professional Series**

27. Educational Professional I

The following individuals are to provide tutoring services, coordinate the student and tutors, monitor the Math Study Center, and must possess a Bachelor's degree.

Mark Burgin, \$20.00 per hour  
Henri Feiner, \$20.00 per hour  
Manolita Formanes, \$20.00 per hour

Laura Hinckley, \$20.00 per hour  
Jeffrey Post, \$20.00 per hour  
Mohammad Rahnvard, \$20.00 per hour  
Russell Reece, \$20.00 per hour  
Lawrence Schreier, \$20.00 per hour  
Tim Vu, \$20.00 per hour

The following individual is to model for the Fine Arts life drawing and painting classes.

Shirley Hernandez, \$25.00 per hour

28. Educational Professional II

The following individuals are to teach Basic, Low, or High Intermediate English as a Second Language class.

Stella Kabelitz, \$40.00 per hour  
Maria Kindweiler, \$40.00 per hour  
Susan Macias, \$40.00 per hour  
Andres Moina, \$40.00 per hour  
Bonnie Pereyra, \$40.00 per hour  
Barbara Polk, \$38.00 per hour  
Patricia Pollack, \$40.00 per hour  
Robert Puglisi, \$40.00 per hour  
Faith Vietti, \$40.00 per hour

The following individuals are to conduct contract education training for the Workplace Learning Resource Center.

Renny Bowden, \$40.00 per hour  
James Ellingson, \$40.00 per hour  
Roberto Pandolfi, \$45.00 per hour

29. Educational Professional IV

The following individual is to conduct contract education training for the Workplace Learning Resource Center and Industry and Technology.

Roberto Pandolfi, \$70.00 per hour

**Program Professional Series**

30. Program Professional I

The following individual is to implement and coordinate the Utilities Responsive Training Fund Grant from the Chancellor's Office.

John Weitzel, \$25.00 per hour

The following individual is to assist in the planning, development, and coordination of workshops, activities and other related projects for students in Math, Engineering, and Science careers.

Moises Gutierrez, \$21.00 per hour (also eff. 6/21/11 to 6/30/11)

The following individual is to oversee all the daily operations of the Math Study Center, coordinate the student and casual employee work schedules and timesheets, and other duties as needed.

Erxiang Wang, \$30.00 per hour

The following individuals are to assist in tracking of various projects for the Center for Applied Competitive Technologies (CACT), and coordinate training services for displaced workers, incumbent workers, and clients in the aerospace or related industries.

Theresa Traina, \$29.00 per hour

Joseph Weichman, \$29.00 per hour

The following individual is to assist the Career and Technical Education (CTE) Collaboration coordinator in duties related to student recruitment, registration, retention, assessments, and overall project coordination at Compton Education Center CTE program.

Laura Gutierrez Padilla, \$27.00 per hour

The following individual is responsible for the operation of the Patient Simulation Center and performs program maintenance and repair, develops case scenarios, trains faculty, and assists with student teaching.

Max Minskoff, \$30.00 per hour

The following individual is responsible for producing and directing instructional and informative video/television programs.

Cheryl Clemons, \$30.00 per hour

31. Program Professional II



The following individuals are to conduct business advising sessions and deliver workshops for the Small Business Development Center.

Alonzo Bonner, \$45.00 per hour  
Kevin Farmer, \$45.00 per hour  
Michael Grimshaw, \$45.00 per hour  
Daniel Hancuff, \$45.00 per hour  
Nathaniel Jemison, \$45.00 per hour  
Charles Lowe, \$45.00 per hour  
Antonio Ruiz, \$45.00 per hour  
Samantha Sproson, \$45.00 per hour  
Donald Stukes, \$45.00 per hour  
Rebekah Walker, \$45.00 per hour

The following individual is to provide technical and engineering support in the design, installation, and repair of analog and digital equipment and systems.

Robert Smith, \$50.00 per hour

32. Program Professional III

The following individual is to conduct business advising sessions, deliver workshops and oversee the loan packaging process.

Sharon Peterson, \$53.00 per hour

33. Program Professional IV

The following individual is to assist in the management of the Career and Technical Education (CTE) grant activities related to Project Lead the Way and the El Camino College Pre-Engineering program.

Ronald Way, \$65.00 per hour

**Training Professional Series**

34. Training Professional I

The following individual is to assist the instructor in the training of student from the maritime industry in a variety of fire technology areas.

Paul Cabasa, \$32.00 per hour

35. Training Professional II

The following individuals are to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices.

Sharonda Barksdale, \$37.00 per hour  
John Forbes Barton, \$37.00 per hour  
Tonius Louie, \$37.00 per hour  
Tasha McFashion-Stiger, \$37.00 per hour  
Jocelyn Tucker, \$37.00 per hour  
Anthony Tyler, \$37.00 per hour

The following individual is to facilitate groups using experiential training strategies and strength-based practices for the Youth Empowerment Strategies for Success Program (YESS).

John Forbes Barton, \$37.00 per hour

The following individuals are to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Michael Huerth, \$40.00 per hour (eff. 6/20/11 to 8/26/11)  
Allan Stark, \$45.00 per hour (eff. 6/20/11 to 8/26/11)  
Philip Yaghmai, \$45.00 per hour (eff. 6/20/11 to 8/26/11)

36. Training Professional III

The following individuals are to instruct the Standards for Training Certification and Watch keeping (STCW) Tankerman Person-in-Charge class.

Johnathan Brainard, \$50.00 per hour  
Lawrence Crawford, \$50.00 per hour

**C. STIPENDS FOR COMPTON EDUCATION CENTER**

It is recommended that the following education administrators be paid a stipend for work at the Compton Educational Center, effective July 1, 2011 through June 30, 2012. All stipends may be rescinded with 30 days notice.

\$1,000 per month

Francisco Arce  
Jo Ann Higdon  
Jeanie Nishime  
Barbara Perez (for El Camino College duties)  
Lynn Solomita

\$330 per month

Kim Baily (July 2011 only)  
Dipte Patel

\$250 per month

Alice Grigsby  
Gloria Miranda  
Virginia Rapp  
Stephanie Rodriguez

Jean Shankweiler  
Regina Smith  
Arvid Spor

\$160 per month

Connie Fitzsimons  
Donald Goldberg

Thomas Lew  
Rory Natividad

Stipend Assignment - It is recommended that the following classified managers, supervisors and confidential employees be paid a monthly stipend for work at the Compton Education Center, effective July 1, 2011 through June 30, 2012. All stipends may be rescinded with 30 days notice.

\$415 per month

Hortense Cooper  
William Mulrooney  
Kathy Oswald  
Michael Trevis  
John Wagstaff

\$330 per month

Leisa Biggers  
Esperanza Nieto

\$250 per month

Rocky Bonura  
Julie Bourlier  
Janice Ely  
Irene Graff **\*Item changed during Board meeting.**

\$160 per month

Donna Emery  
Andy Nasatir

Heather Parnock  
Tyler Robbins

Stipend Assignment - It is recommended that the following classified staff be paid a monthly stipend for work at the Compton Education Center, effective July 1, 2011 through June 30, 2012.

\$100 per month

Lovelle Alford  
Aida Bosque  
Omar Brenes  
Quajuana Chapman  
C. Veronica Cooper  
Sophie Dao

Marjorie Hall  
Patrick Papetti  
Cheryl Shenefield  
Tri Vo  
La Shanta Young

\$75 per month

Paul Almandres  
Martha Angel  
Capri Blount  
Robert Butler  
Crispin Carlos  
Angelica Cholico  
Lucy Dao  
Sharon Filio  
Jan Hearn  
Ellen Lorenz

Linda Mobley  
LaTonya Motley  
Tung Nguyen  
Leonid Rachman  
Dave Snowden  
Marie Tate  
Steve Thoreson  
Hiep Tran  
Gary Turner

\$50 per month

Rita Bruce  
Josie Cheung  
Ned Diamond  
Leimomi Elliott  
Sheryl Kimball  
Willie Ruth McGee  
Donna Pantaleo  
Hong Tran

**D. ELIMINATION OF CLASSIFICATION SPECIFICATIONS FOR CLASSIFIED POSITION**

It is recommended that the Board approve the elimination of the classification specifications for the Lead PBX Operator Receptionist, as shown attached.

**~~EL CAMINO COMMUNITY COLLEGE DISTRICT~~**

**~~CLASS TITLE: LEAD PBX OPERATOR RECEPTIONIST~~**

**~~BASIC FUNCTION:~~**

*~~Under the direction of an assigned supervisor, operate a telephone switchboard and perform receptionist duties; train and provide work direction to relief operators and other personnel as assigned.~~*

**~~REPRESENTATIVE DUTIES:~~**

*~~Train and provide work direction to relief operators, student assistants and other personnel as assigned.~~*

*~~Operate a telephone switchboard; receive and transfer incoming calls.~~*

*~~Place, receive and complete long distance calls; take and transmit messages.~~*

*~~Receive and greet office callers and visitors and refer them to proper parties.~~*

*~~Provide routine information to employees, students and the public.~~*

*~~Notify interested parties of time and place of meetings and conferences.~~*

*~~Maintain accurate records related to long distance billing.~~*

*~~Perform clerical work such as typing, filing, proofreading, assembling and distributing materials.~~*

*~~Operate a variety of office machines and equipment.~~*

*~~Perform related duties as assigned.~~*

**~~KNOWLEDGE AND ABILITIES:~~**

**~~KNOWLEDGE OF:~~**

*~~Principles of training and work direction.~~*

*~~Operation of a telephone switchboard.~~*

*~~Modern office practices, procedures and equipment.~~*

*~~Record keeping techniques.~~*

*~~Telephone techniques and etiquette.~~*

*~~Interpersonal skills using tact, patience and courtesy.~~*

~~**ABILITY TO:**~~

~~Train and provide work direction to others.~~

~~Operate a multiple telephone switchboard.~~

~~Perform clerical work including the operation of a variety of office machines and equipment.~~

~~Understand and follow oral and written directions.~~

~~*Establish and maintain cooperative and effective working relationships with others.*~~

~~Learn the names and locations of personnel served by the switchboard.~~

~~Speak clearly and distinctly~~

~~**EDUCATION AND EXPERIENCE:**~~

~~Any combination equivalent to: graduation from high school including or supplemented by course work in office practices and two years of clerical experience including switchboard operation.~~

~~**WORKING CONDITIONS:**~~

~~Typical office setting.~~

~~Long periods of sitting.~~

~~Hand, wrist and finger dexterity.~~

~~Extensive interaction with students, staff and the public.~~

~~High volume telephone usage.~~

~~Classified Salary Range 25~~

~~Revised, Reallocated and Board Approved: September 13, 2004~~

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Compton Education Center  
Barbara Perez, Vice President**

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A. Student Success – Information .....	89



## COMPTON EDUCATION CENTER

### A. STUDENT SUCCESS – INFORMATION

It is recommended that the Board receive for information the following report on student success at the Compton Center.

Over the past two months we have been celebrating the success of our students culminating in a commencement ceremony on Thursday, June 9, 2011. At the 3<sup>rd</sup> annual Athletic Academic Awards Ceremony, student athletes were recognized. Denise Vargas, softball and Miguel Helguera, baseball were named Scholar Athletes of the Year for maintaining a 3.5 GPA or higher while participating in sports. Eight other student athletes were named to the “Wall of Fame” for maintaining GPAs of 3.0 or higher.

During the Academic Awards Tea, we acknowledged students for their hard work and success. Marisela Chavez, Monique Harris, and Luis Paredes were selected as Presidential Scholars representing the Compton Center. They were joined by 14 honor students and 51 scholarship recipients including 8 Osher scholarships. Terrance Stewart, class of 2010, spoke to the students letting them know that the education they received has prepared them for whatever they want to do. Terrance transferred to UC Riverside last fall and has made the Dean’s list.

Graduation is an important measure of success. This year, we are awarding 222 associate degrees and 53 certificates compared to 168 degrees and 74 certificates last year. Thirty-one nursing students were pinned on Wednesday, June 8 including 6 gentlemen the largest number of male graduates the program has experienced. Seventy-six students are transferring to 4-year universities and colleges. Fifty-five will be attending a California State University campus with 41 going to Dominguez Hills. Six have selected the University of California where 3 will be joining Terrance Stewart at UC Riverside. The remaining 15 will be attending private or out-of-state colleges or universities including 3 at historically black colleges and universities, Tuskegee, Texas Southern and Lincoln universities and 2 at USC.

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

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- A. Redistricting Action Plan ..... Page 91
- B. Informational Item – Los Angeles County Registrar-Recorder  
County Clerk Calendar of Events – Consolidated Elections  
November 8, 2011..... Page 93

- A. It is recommended that the Board review the ongoing Redistricting Action Plan.

The Plan dates have been revised to reflect BRC meeting dates and the activities included in the proposal from the Mapping Consultant.

## **REDISTRICTING ACTION PLAN**

### **June 2011**

1. Board approves mapping firm
2. Census data certified by Department of Finance

### **July 2011**

1. BRC holds first meeting
2. BRC reviews overview of committee's charge
3. BRC elects chair and vice chair

### **August 2011**

1. BRC holds second meeting to review options for redistricting boundaries with info provided by mapping consultant
2. BRC defines communities of interest throughout the District
3. Potential Communities of Interest
  - City boundaries
  - Neighborhoods/Neighborhood Assoc.
  - Housing Developments
  - Other
  - Parks
  - Hospitals
  - Churches
  - Malls
  - Precincts
  - Schools

### **September 2011**

1. BRC holds third meeting to develop outreach/information plans, with assistance from College staff
2. Outreach and publicizing the process begins – BRC with assistance from College staff

### **October 2011**

1. Hold public hearings throughout the ECCCCD area – hosting one public hearing in each Trustee area; vary times
2. Identify communities of interest and organizations in each community and invite to public hearings
3. BRC holds workshop with mapping consultant to define potential redistricting areas based on info from public hearings

### **November 2011**

1. Mapping consultant presents draft plan to BRC
2. Utilize the web and social media to provide information to the community and to solicit input from the community

3. Post Google Earth maps with proposed boundaries outlined for the public to review online and/or print
4. Provide proposed plan with info on how to submit input to libraries, schools, via email and newspapers
5. Provide draft plans with options for Trustee Areas and ask public for input

**December 2011-January 2012**

1. BRC meeting to plan media briefing and informational sessions
2. Host media briefing and ensure appropriate media coverage

**February 2012**

1. Final proposed plan presented to Board for first reading
2. Attorney reviews plans for any issues/concerns before submitting for public record

**March 2012**

1. ECCCCD Board adopts, by resolution or ordinance, new Trustee Areas
2. ECCCCD Board submits proposal to LA County Committee on School District Organization

**April 2012**

1. LA County Office of Education conducts feasibility study

**May/June 2012**

- A. ECCCCD Board submits adopted Trustee Areas to LA County Registrar Recorder's Office

B. Informational Item – Los Angeles County Registrar-Recorder County Clerk  
Calendar of Events – Consolidated Elections November 8, 2011

**Los Angeles County  
 Registrar-Recorder/County Clerk**



**TENTATIVE  
 CALENDAR OF EVENTS**

CONSOLIDATED ELECTIONS – NOVEMBER 8, 2011

**IMPORTANT NOTICE**  
 All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk unless otherwise specified.

<b>JULY 18 (M)</b> E-113	<b>AUG. 12 (F)</b> 5:00 P. M. E-88	<b>NOMINATION PERIOD – FILING DECLARATION OF CANDIDACY</b> First and last day for candidates to file declarations of candidacy. (E. C. §§ 10510 and 10603)  <b>CANDIDATE STATEMENTS</b> During this period, candidates may file a candidate statement not to exceed the word limitation prescribed by the district governing body ( <b>200 or 400 words</b> ) for inclusion with the Official Sample Ballot. The statement shall be filed no later than the last day to file declarations of candidacy. (E. C. §§ 10540 and 13307)
<b>AUG. 12 (F)</b> 5:00 P. M. E-88	<b>DECLARATION OF CANDIDACY – DEADLINE DATE (UDEL AND SCHOOL DISTRICTS)</b> Last day for candidates to file declarations of candidacy. (E. C. §§ 10510 and 10603)  <b>CANDIDATE WITHDRAWAL (UDEL AND SCHOOL DISTRICTS)</b> No candidate, including incumbents, whose declaration of candidacy has been filed, may withdraw after this date except when the nomination period has been extended for that office. (E. C. §§ 10510 and 10604)	
<b>AUG. 12 (F)</b> 5:00 P. M. E-88	<b>CANDIDATE STATEMENTS</b> Last day to file a candidate statement. (E. C. §§ 10540 and 13307)  <b>ADOPT SPECIAL MEASURE ELECTION RESOLUTION</b> Last day for governing boards to adopt a resolution calling a special school district election to place a measure on the ballot. Copies shall be filed with the county elections official. (Ed. Code § 5322)  <b>NOTE: Ballot measure text should not exceed 75 words.</b> (E. C. §§ 9051(b) and 13247)  <b>STATEMENT IN COMPLIANCE – LAST DAY TO SUBMIT</b> Last day for a local jurisdiction to file a bond issue statement with the county elections official. (E. C. § 9401)	

<b>AUG. 13** (Sa)</b> E-87**	<b>AUG. 17 (W)</b> 5:00 P. M. E-83	<b>NOMINATION EXTENSION PERIOD (IF INCUMBENT DOES NOT FILE)</b> If a declaration of candidacy for an incumbent is not filed by <b>5:00 p.m. on August 12</b> , the declaration period shall be extended until <b>August 17, 5:00 p.m.</b> , for persons other than the incumbent.  <b>NOTE:</b> The extension does not apply where there is no incumbent eligible to be elected. (E. C. §§ 10516 and 10604)
<b>AUG. 13** (Sa)</b> E-87**	<b>AUG. 22 (M)</b> 5:00 P. M. E-78	<b>PUBLIC EXAMINATION PERIOD</b> During this period <b>candidate statements, candidate names and ballot designations</b> shall be open for public examination. A fee may be charged to any person obtaining a copy of the material. During this period any person may file a writ of mandate or an injunction to require any or all of the material in a candidate statement to be amended or deleted. (E. C. § 13313)  For candidate names and ballot designations, a writ of mandate may be filed pursuant to E. C. § 13314.  <b>NOTE:</b> If the nomination period is extended for a particular office, the examination period for that office shall be adjusted to <b>August 18 through August 27**</b> .
<b>AUG. 17 (W)</b> 5:00 P. M. E-83		<b>CANDIDATE WITHDRAWAL – NOMINATION EXTENSION PERIOD</b> Last day a candidate may withdraw declaration of candidacy papers when nomination period has been extended for that office. (E. C. §§ 10516 and 10604)
<b>AUG. 18 (Th)</b> 11:00 A. M. E-82		<b>RANDOMIZED ALPHABET DRAWING BY SECRETARY OF STATE</b> The Secretary of State shall hold a public drawing to determine the order of candidate names on the ballot by randomly drawing each letter of the alphabet. (E. C. § 13112)
<b>NOV. 8 (Tu)</b> 8:00 P. M. ELECTION DAY		<b>ELECTION DAY</b> Polls open 7:00 A.M., close 8:00 P.M., (E. C. §§ 1304, 10541 and 14212 and Ed. Code §§ 5000 and 19700)  <b>VOTE BY MAIL BALLOTS RETURNED – 8:00 P.M.</b> Last day for Vote By Mail Ballots to be received or turned in personally by the voter at any polling place in the jurisdiction. A designated family member may return the voted ballot under specified conditions. (E. C. §§ 3017 and 3020)  <b>SEALING OF UNUSED BALLOTS</b> At 8:00 p.m., immediately after the polls close, commence defacing or sealing all unused ballots and file an affidavit of the number of ballots destroyed or sealed. (E. C. §§ 14403 and 14404)

\*Date adjusted due to weekend and/or holiday.