

*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 16, 2014  
Bookstore Building – East Dining Room  
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of May 19, 2014,  
Pages 5-7**
- III. Oath of Office – Kimberly Garcia**
- IV. Presentation – Title V Grants**
- V. Public Comment on Consent Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion  
and Adoption**
  - A. Academic Affairs  
*See Academic Affairs Agenda,  
Pages 8-32*
  - B. Student and Community Advancement  
*See Student Services Agenda,  
Pages 33-36*
  - C. Administrative Services  
*See Administrative Services Agenda,  
Pages 37-51*
  - D. *See Measure “E” Bond Fund Agenda,  
Pages 52-55*
  - E. *Human Resources  
See Human Resources Agenda,  
Pages 56-104*

**VII. Non-Consent Agenda, Pages 105-106**

**A. Public Comment**

1. Tax Revenue Anticipation Note 2014-15
2. Resolution for Tax Revenue Anticipation Note 2014-15

**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, Ms. Linda Beam, District Negotiator
  1. El Camino College Federation of Teachers, Local 1388
  2. El Camino Classified Employees Local 6142
  3. Unrepresented Employees

<p><b>Board of Trustees Meeting Schedule for 2014</b> <b>4:00 p.m. Board Room</b></p>
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Monday, July 21, 2014  
Monday, August 18, 2014  
Monday, September 8, 2014  
Monday, October 20, 2014  
Monday, November 17, 2014  
Monday, December 15, 2014

## 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 2013-2014**

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
July	Compton Center	FTES – Both Locations
August	Budget	Notice of Public Hearing Quarterly Fiscal Status
September	SLO Status Report	Accreditation Follow-up Report
October	Enrollment Demographics	Staff Development/Diversity
November	Honors Transfer Program (HTP)	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	Success and Retention (including basic skills)
January	First Year Experience (FYE)	Annual Factbook Annual Financial Audit
February	Student Success and Support Program Implementation Status	Sound Fiscal Management Accountability Reports
March	Outreach Plan	Accreditation Annual Report Full Time Equivalent Student (FTES) – Both Locations
April	Citizens Bond Oversight Committee	Measure E-Bond Annual Report Facilities Plan Upgrade
May	California Community College Accountability Scorecard and Student Achievement Goals	Student Success & Support Program Plan
June	Title V STEM Grants	Accreditation Self-Evaluation Report Tentative Budget Commencement

Revised: February 3, 2014

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday, May 19, 2014

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, May 19, 2014, in the Board Room at El Camino College.

The following Trustees were present: Trustee Kenneth A. Brown, Vice President; Trustee Mary E. Combs, Secretary; Trustee Cliff Numark, Member; Trustee John Vargas, Member; and Student Member Brooke Matson. Trustee William Beverly was absent.

Also present were Dr. Thomas Fallo, Superintendent/President; Dr. Francisco Arce, Vice President/Academic Affairs; Ms. Linda Beam, Vice President/Human Resources; Ms. Jo Ann Higdon, Vice President/Administrative Services; and Dr. Jeanie Nishime, Vice President/Student and Community Advancement.

Minutes of the Regular Board Meeting of April 21, 2014

It was moved by Trustee Combs, seconded by Student Member Matson, that the Minutes of the Regular Board meeting of April 21, 2014 were approved as written. Student member Matson recorded a yes advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

Recognition

El Camino College Forensics Team was introduced and congratulated for its overall achievement and national champion debate status.

Presentation

2014 California Community Colleges - El Camino College Student Success Scorecard

It was moved by Trustee Combs, seconded by Trustee Vargas, that the Board accept the 2014 California Community Colleges - El Camino College Student Success Scorecard. Student Member Matson recorded a yes advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

Consent Agenda

It was moved by Trustee Combs, seconded by Student Member Matson, that the Board adopt the items presented on the agenda in the following areas:

Academic Affairs

Proposed Curriculum Changes Effective 2015-2016 Academic Year  
Board Policy 4021 (Program Discontinuance) – First Reading

Administrative Procedure 4021 (Program Discontinuance) – Information Item  
Board Policy 4027 (Administration of Relations with the Academic Senate) – First  
Reading (Deletion)

Student and Community Advancement

Grant – Application

Board Policy 5025 (Foreign Students Visa) – Second Reading (Deletion)

Board Policy 5060 (Concurrent Enrollment of K-12 Students) – Second Reading  
(Deletion)

Board Policy 5555 (Guest Speakers) – Second Reading (Deletion)

Board Policy 5800 (Removing Pupils from School During School Hours) – Second  
Reading (Deletion)

Memorandum of Understanding (MOU) South Bay Promise Program

Revision – El Camino Community College District 2015 Summer Calendar

El Camino Community College District School Year Calendar for 2015/2016

Administrative Services

Contracts Under \$84,100

Contracts Over \$84,100

Personal Service Agreements

Amendments

Child Development Center Lease

Copy Center Copier Lease

Purchase Orders and Blanket Purchase Orders

Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances

Change Order – Pinner Construction Company, Inc. – Shops Building Replacement  
Project

Change Order – S. J. Amoroso – Industry and Technology Building Modernization  
Project

Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

Revised Classification Specifications for Classified Position

Student Member Matson recorded a yes advisory vote. Trustees Brown, Combs, Numark  
and Vargas voted yes. Motion carried.

Public Comment

Lance Widman spoke in support of salary increases. Nehasi Lee spoke regarding student activities fee. Michael Thompson spoke about computer technology.

Closed Session

Regular Meeting adjourned to a Closed Session at 5:50 p.m. which ended at 6:50 p.m.

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Mary E. Combs, 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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B. Proposed Curriculum Changes Effective 2015-2016 Academic Year .....	9
C. Board Policy 4021 (Program Discontinuance) – Second Reading and Adoption .....	25, 26
D. Administrative Procedure 4021 (Program Discontinuance) – Information Item .....	25, 27
E. Board Policy 4027 (Administration of Relations with the Academic Senate) – Second Reading (Deletion).....	25, 29



**A. CENTER FOR THE ARTS PRESENTATION – 2014-2015 SEASON**

It is recommended that the Board approve the Center for the Arts performance listed below for the 2014/2015 season. Cost of the performance is negotiated between the artist and/or his/her management representative and the District.

2014-2015 Performances

<u>Performances</u>	<u>Date</u>	<u>Amount</u>
1. <i>Cindy Tseng</i> Payable to: Cindy Tseng Cindy Tseng will be performing a classical piano recital in the Campus Theatre for the second summer session for Fine Arts Music Students.	July 29, 2014	\$750.00

**B. PROPOSED CURRICULUM CHANGES EFFECTIVE 2015-2016 ACADEMIC YEAR**

It is recommended that the Board approve the proposed curriculum changes, inactivations, new courses, and course reactivations. In addition to the new and reactivated curriculum, there are substantive and non-substantial curricular changes. Substantive changes include changes to units, contact hours, faculty load, and conditions of enrollment (prerequisite, corequisite, recommended preparation, and enrollment limitation). Non-substantial curricular changes include changes to course numbers, descriptive titles and catalog descriptions.

**BEHAVIORAL AND SOCIAL SCIENCES**

Course Review; Change in Catalog Description

1. Child Development 104 – The Home, The School, The Community

*Current Status/Proposed Changes*

This course examines the interconnection among the development of the child from birth to adolescence in the home, the family, the school, and the community ~~in relation to the development of children from birth to adolescence~~. Emphasis is placed on the ~~influences~~ importance of respectful, reciprocal relationships that support and empower families. Influences of social agents such as family support services, educational systems, media, and peers, and on how these social agents contribute in preparing the child for living independently in a diverse society will also be explored. Additional topics include parenting styles, schooling, roles of teachers, peers, the media, children with special needs, cultural influences on behavior, child abuse, neglect, and social policy.

*Recommendation*

This course examines the interconnection among the development of the child from birth to adolescence in the home, the family, the school, and the community. Emphasis is placed on the importance of respectful, reciprocal relationships that support and empower families. Influences of social agents such as family support services, educational systems, media, and peers, and on how these social agents contribute in preparing the child for living independently in a diverse society will also be explored. Additional topics include parenting styles, schooling, roles of teachers, peers, the media, children with special needs, cultural influences on behavior, child abuse, neglect, and social policy.

Course Review; Change in Course Number

*Current Status/Proposed Changes*

1. Philosophy ~~7~~ 107 – Philosophy of Religion

*Recommendation*

Philosophy 107 – Philosophy of Religion

Course Review; Changes in Course Number, Catalog Description

*Current Status/Proposed Changes*

1. Philosophy ~~2~~ 101 – Introduction to Philosophy

~~This course examines the main areas of philosophy, which include ethics, epistemology, and metaphysics. Students will explore values and beliefs, moral actions, freedom, the soul and God, and what constitutes a fulfilling life~~ introduces philosophical ideas and methods concerning knowledge, reality and values. Expected topics will include the sources and limits of knowledge, and the nature of reality. Other topics that may be examined from a philosophical perspective include the nature of the self, religion, science, language, beauty and art, political theory, or mind.

*Recommendation*

Philosophy 101 – Introduction to Philosophy

This course introduces philosophical ideas and methods concerning knowledge, reality and values. Expected topics will include the sources and limits of knowledge, and the nature of reality. Other topics that may be examined from a philosophical perspective include the nature of the self, religion, science, language, beauty and art, political theory, or mind.

Course Review; Changes in Catalog Description, Prerequisite

1. Child Development 125 – Child Development Practicum I

*Current Status/Proposed Changes*

Prerequisite: Child Development 103 and 104 ~~and 115~~;  
one course from: Child Development 115, 116, 117, 118 or 119 with a minimum grade of C in ~~each~~ prerequisite ~~course~~.

This course provides a practical application of learning theories in early childhood education programs. Students will design, implement, and evaluate experiences that promote positive development and learning for all young children and will observe and interact with children and staff in supervised child care settings. The course includes methods of working effectively with children, observation and guidance techniques, the role of the preschool teacher and classroom assistant, effective communication with staff and parents, educational requirements and techniques for gaining employment in the field.

*Recommendation*

Prerequisite: Child Development 103 and 104;  
one course from: Child Development 115, 116, 117, 118 or 119 with a minimum grade of C in prerequisite

This course provides a practical application of learning theories in early childhood education programs. Students will design, implement, and evaluate experiences that promote positive development and learning for all young children and will observe and interact with children and staff in supervised child care settings. The course includes methods of working effectively with children, observation and guidance techniques, the role of the preschool teacher and classroom assistant, effective communication with staff and parents, educational requirements and techniques for gaining employment in the field.

Change in Degree; Program Description, Course Requirements

1. Sociology AA-T Degree

*Current Status/Proposed Changes*

The sociology degree provides students with a foundation in the science of sociology. Upon successful completion of the program requirements, the student will acquire an understanding of major sociological concepts and theoretical perspectives on social problems and social life as they apply to the individual, group, and society. Students will also understand the principles of research methods

and data analysis. The major prepares students for transfer to four year colleges and universities as part of preparation for careers in sociology or related fields such as teaching, research, social work, public relations, and counseling. Students will demonstrate their proficiency in sociological competencies through examinations and writing assignments on the major sociological theories, topics of sociological study, and research techniques.

The Associate in Arts for Transfer (AA-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the AA-T are ~~guaranteed admission~~ given priority consideration for admission to the CSU system, but not to a particular campus or major. In order to earn an AA-T degree, students must complete:

- 1) a minimum of 18 semester units in the major with a grade of C or better
- 2) 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0
- 3) the CSU General Education Breadth requirements or Intersegmental General Education Transfer Curriculum (IGETC)

**Major Requirements**

**Required Core: 3 units** **Units**

SOCI 101	Introduction to Sociology	3
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**List A: 7 units**

SOCI 104	Social Problems	3
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SOCI 109	Introduction to Elementary Statistical Methods for the Study of Behavior	4
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<u>PSYC 9A</u>	<u>Introduction to Elementary Statistical Methods for the Study of Behavior</u>	<u>4</u>
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MATH 150	Elementary Statistics with Probability	4
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**List B: 6 units**

SOCI 102	The Family	3
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SOCI 107	Race and Ethnicity in United States Society	3
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SOCI 112	Introduction to Criminology	3
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PSYC 8	Social Psychology	3
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**List C: 3 units**

ANTH 2	Introduction to Cultural Anthropology	3
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ASTU 7	History of American Popular Culture	3
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PSYC 12	Human Sexuality	3
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PSYC 16	Lifespan Development	3
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SOCI 108	Global Perspectives on Race and Ethnicity	3
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Inactivate Courses

1. Anthropology 10 – Medical Anthropology
2. History 114 – History of the Asian American in the United States
3. Psychology 21 – Introduction to the Psychology of Consciousness

**BUSINESS**

Course Review; Change in Catalog Description

1. Business 1A – Financial Accounting

*Current Status/Proposed Changes*

This is an introductory course covering the ~~fundamentals~~ fundamental theory, principles, and procedures of financial accounting, ~~of~~ with an emphasis on the corporate entity. Topics include ethics, and the analysis, recording, and summarizing of accounting transactions on the accrual basis ~~in preparing financial statements~~. Financial statements are prepared and analyzed. An emphasis will be on accounting as an information system to meet the demands of users for decision-making. Computer applications are integrated into the homework.

*Recommendation*

This is an introductory course covering the fundamental theory, principles, and procedures of financial accounting, with an emphasis on the corporate entity. Topics include ethics and the analysis, recording, and summarizing of accounting transactions on the accrual basis. Financial statements are prepared and analyzed. An emphasis will be on accounting as an information system to meet the demands of users for decision-making. Computer applications are integrated into the homework.

Course Review; Changes in Catalog Description, Recommended Preparation

1. Business 14 – Marketing

*Current Status/Proposed Changes*

Recommended Preparation: eligibility for English 84 and eligibility for English A

~~This course provides an intensive study of~~ is an introduction to marketing principles and explores marketing concepts and strategies ~~on which the field of marketing is based~~. ~~Emphasis will be on product decisions, distribution decisions, promotion decisions, and pricing decisions. The general elements of electronic~~

~~marketing will also be.~~ Topics include market analysis, planning, product development, marketing mix, and media decisions. Electronic marketing and the environmental factors of marketing including social, ethical, and legal considerations are also studied.

*Recommendation*

Recommended Preparation: eligibility for English 84 and eligibility for English A

This is an introduction to marketing principles and explores marketing concepts and strategies. Topics include market analysis, planning, product development, marketing mix, and media decisions. Electronic marketing and the environmental factors of marketing including social, ethical, and legal considerations are also studied.

2. Business 19 – Principles of Retailing Management

*Current Status/Proposed Changes*

Recommended Preparation: eligibility for English 84 and eligibility for English A

This course ~~is a study of~~ examines the principles and practices used in the management of successful retail stores. Topics include site selection, layout, ~~organization~~ merchandising, staffing, positioning, customer service, promotional techniques, and all aspects of the critical buying function.

*Recommendation*

Recommended Preparation: eligibility for English 84 and eligibility for English A

This course examines the principles and practices used in the management of successful retail stores. Topics include site selection, layout, merchandising, staffing, positioning, customer service, promotional techniques, and all aspects of the critical buying function.

Inactivate Courses

1. Business 55 – Advanced Microsoft Office – Integrated Software Applications
2. Computer Information Systems 20 – Microsoft Windows
3. Computer Information Systems 27 – Microsoft Windows

**FINE ARTS**

Course Review

1. Music 105 – Commercial/Jazz Theory Musicianship
2. Music 257abcd – Women’s Chorus

3. Theatre 184 – Stagecraft
4. Theatre 188 – Fundamentals of Stage Makeup
5. Theatre 216 – Acting: Auditioning and Cold Reading
6. Theatre 240 – Fundamentals of Stage Direction

Course Review

1. Music 111 – Music Appreciation Survey

Course Review; Change in Catalog Description

1. Music 247 – Intermediate Guitar

*Current Status/Proposed Changes*

~~Music 48abcd is a continuation of Music 47ab. The~~ This course is designed to explore guitar playing with a more focused approach. focuses on the continued development of reading and playing classical music for the guitar. This course aims to provide the student with enough tools to continue study at a more stylistically-focused level upon completion. Fingerboard techniques beyond the first position Students will be introduced to more advanced melody reading, moveable chord and scale types, advanced rhythm and strumming patterns, songwriting techniques, and improvisation. ~~This course also includes the study of contemporary song styles, accompaniment, and improvisation, using such techniques as pentatonic scales, blues scales, Travis pick, and strumming variations.~~

*Recommendation*

This course is designed to explore guitar playing with a more focused approach. This course aims to provide the student with enough tools to continue study at a more stylistically-focused level upon completion. Students will be introduced to more advanced melody reading, moveable chord and scale types, advanced rhythm and strumming patterns, songwriting techniques, and improvisation.

2. Photography 223A – Theory Color/Color Printing

*Current Status/Proposed Changes*

This course covers the theory and techniques of color digital and color film still photography. Emphasis is placed on the processing of various types of color negative film, color film and color digital image printing, and color cast correction. Color theory, the psychology of color, and the effects of various light sources on color temperature are included.

*Recommendation*

This course covers the theory and techniques of color digital and color film still photography. Emphasis is placed on the processing of various types of color negative film, color film and color digital image printing, and color cast correction. Color theory, the psychology of color, and the effects of various light sources on color temperature are included.

3. Photography 223B – Intermediate Color Photography/Color Printing

*Current Status/Proposed Changes*

This course covers the advanced theory and practice of color digital and film still photography with an emphasis on the construction, processing, and printing of color positive photographic materials. The additive color process ~~and contrast masking~~ will be introduced as well as techniques for printing color transparencies on color reversal paper, printing and processing photographic prints from color negatives, and making color balanced photographs and digital prints.

*Recommendation*

This course covers the advanced theory and practice of color digital and film still photography with an emphasis on the construction, processing, and printing of color photographic materials. The additive color process will be introduced as well as techniques for printing color transparencies on color reversal paper, printing and processing photographic prints from color negatives, and making color balanced photographs and digital prints.

Course Review; Change in Recommended Preparation

1. Theatre 103 – Theatre Appreciation

*Current Status/Proposed Changes*

Recommended Preparation: eligibility for English 1A 84 or ~~English as a Second Language 52C~~

*Recommendation*

Recommended Preparation: eligibility for English 1A

Inactivate Courses

1. Communication Studies 9 – Readers Theatre
2. Communication Studies 24abcd – Forensics Workshop
3. Film 151 – Film and Popular Music in Post-World War II America
4. Photography 50 – Special Topics in Photography



## HEALTH SCIENCES AND ATHLETICS

### Course Review

1. Physical Education 4 – Basketball
2. Physical Education 54 – Weight Training

### Course Review; Changes in Descriptive Title, Catalog Description, Prerequisite, Recommended Preparation

#### *Current Status/Proposed Changes*

1. Physical Education 274 – ~~Clinical~~ Assessment and Management of Athletic Injuries

Prerequisite: Physical Education 272 with a minimum grade of C; ~~valid American Red Cross First Aid and CPR Certificate~~

Recommended Preparation: ~~English A or English 84~~

This course builds on concepts from Physical Education 272, Care and Prevention of Athletic Injuries, and examines advanced techniques in the field of athletic training. Emphasis is placed on recognition, assessment, management, and prevention of athletic injuries. ~~including strapping techniques. Students will implement and administer athletic training concepts as they apply to athletics and athletic competition.~~

*Note: This course is ideal for those interested in transferring to an approved program to become a certified athletic trainer.*

#### *Recommendation*

Physical Education 274 – Assessment and Management of Athletic Injuries

Prerequisite: Physical Education 272 with a minimum grade of C

Recommended Preparation: English 84

This course builds on concepts from Physical Education 272, Care and Prevention of Athletic Injuries, and examines advanced techniques in the field of athletic training. Emphasis is placed on recognition, assessment, management, and prevention of athletic injuries.

*Note: This course is ideal for those interested in transferring to an approved program to become a certified athletic trainer.*

### Course Review; Change in Catalog Description Note

1. Physical Education 275 – Sport Psychology

*Current Status/Proposed Changes*

This course is a scientific study of the psychological factors associated with participation and performance in sport activities. Emphasis will be placed on how psychological principles and research can be used to understand and enhance sport performance. Topics will include historical and theoretical perspectives of sport psychology, research methods, and the relationship between sport performance and various personality, motivational, and social psychological variables. Gender and age issues, as well as the effects and management of unhealthy behaviors, will be discussed.

*Note: This course is the same as Psychology 22.*

*Recommendation*

This course is a scientific study of the psychological factors associated with participation and performance in sport activities. Emphasis will be placed on how psychological principles and research can be used to understand and enhance sport performance. Topics will include historical and theoretical perspectives of sport psychology, research methods, and the relationship between sport performance and various personality, motivational, and social psychological variables. Gender and age issues, as well as the effects and management of unhealthy behaviors, will be discussed.

Course Review; Changes in Course Number, Descriptive Title, Units, Lab Hours, Faculty Load, Catalog Description, Enrollment Limitation, Recommended Preparation

*Current Status/Proposed Changes*

1. Physical Education ~~233~~ 233 – Pep Squad and Cheer

Units: ~~2.0~~ 1.0    Lecture: 0    Lab hours: ~~4.0~~ 3.0    Faculty Load: ~~20.00%~~ 13.64%

~~Enrollment Limitation: tryout~~

Recommended Preparation: high school varsity cheerleading experience or equivalent skill

This course is designed for aspiring cheerleaders who are able to perform will perform choreographed sport-related cheers, dance and stunting at an intermediate level. Athletes are selected at tryouts and perform at football, basketball games, and selected community activities routines. Synchronization of technical dance and gymnastic skills associated with enthusiastic cheerleading will be performed in class. Physical conditioning and spotting techniques will enhance skills and promote safety.

*Note: Course offered fall semester only. Tryouts are held in the spring semester.*

*Recommendation*

Physical Education 233 – Pep Squad and Cheer

Units: 1.0    Lecture hours: 0    Lab hours: 3.0    Faculty Load: 13.64%  
Recommended Preparation: high school varsity cheerleading experience or equivalent skill

This course is designed for aspiring cheerleaders who will perform choreographed sport-related cheers, dance and stunting routines. Synchronization of technical dance and gymnastic skills associated with enthusiastic cheerleading will be performed in class. Physical conditioning and spotting techniques will enhance skills and promote safety.

*Note: Course offered fall semester only.*

Course Review; Changes in Course Number, Descriptive Title, Lab Hours, Faculty Load, Catalog Description, Enrollment Limitation, Prerequisite

*Current Status/Proposed Changes*

1. Physical Education ~~234abcd~~ 234ab – ~~Off Season Training for Pep Squad and Cheer Competition~~

Units: 1.0    Lecture hours: 0    Lab hours: ~~2.0~~ 3.0    Faculty Load: ~~10.00%~~ 13.64%

~~Enrollment Limitation: tryout~~

Prerequisite: Physical Education 233 with a minimum grade of C or equivalent

~~This cheerleading course is designed as off-season training for returning members of the cheerleading squad for preparation for intercollegiate competition against other community colleges. This course is a requirement for cheerleaders participating in the competition squad. Students will work on skill development in cheer, dance and stunting. Strength training and cardiovascular conditioning will also be implemented. Personal and team skill development and choreograph cheers, dance and stunting routines. Physical fitness is implemented to enhance competition routines and to reduce the risk of injury.~~

*Note: Course offered spring semester only.*

*Recommendation*

Physical Education 234ab – Pep Squad and Cheer Competition

Units: 1.0    Lecture hours: 0    Lab hours: 3.0    Faculty Load: 13.64%

Prerequisite: Physical Education 233 with a minimum grade of C or equivalent

This cheerleading course is designed for preparation for intercollegiate competition against other community colleges. Students work on personal and team skill development and choreograph cheers, dance and stunting routines. Physical fitness is implemented to enhance competition routines and to reduce the risk of injury.

*Note: Course offered spring semester only.*

## Inactivate Course

1. Physical Education 101 – Physical Fitness and Aging

## HUMANITIES

### Reactivate; Course Review

1. English 41B – Survey of Film: 1950 to the Present  
Units: 3.0    Lecture hours: 3.0    Lab hours: 0    Faculty Load: 20.00%  
Recommended Preparation: eligibility for English 1A  
Credit, degree applicable  
Transfer CSU, Proposed UC  
Proposed CSU General Education Requirement – Area C2 Humanities  
Proposed IGETC Requirement – Area 3B Humanities

This course focuses on screening, analyzing and writing about film as a narrative reflective of its time and culture. Students study representative film masterpieces from 1950 to the present by viewing films or portions of films. An emphasis is placed on ideas and values portrayed in the films with regards to how they reflect the concerns of particular nationalities and time periods. Students also analyze the growth and transformation of various artistic techniques used by the filmmakers, as well as trends in major transnational filmmaking and media conglomeration.

2. English 100 – Supervised Tutoring: Writing Center Laboratory  
Units: 0    Lecture hours: 0    Lab hours: 4    Faculty Load: 20.00%  
Enrollment Limitation: Referral by instructor or counselor is based on assessed academic need.  
Non-credit

This course provides students with supervised tutorial instruction on writing text with clarity and reading text with literal and critical understanding; this may include prewriting and pre-reading techniques, organization of text, development of arguments, relationships between parts of text, integration of writing and reading for research, and revision/editing for clarity and correctness.

*Note: This course is repeatable and open for enrollment at registration and at any time during the semester.*

Course Review

1. Japanese 3 – Intermediate Japanese I
2. Japanese 4 – Intermediate Japanese II

Course Review

1. English 1B – Literature and Composition
2. English 1C – Critical Thinking and Composition

Course Review; Change in Recommended Preparation, Prerequisite

1. English 27 – Children's Literature  
*Current Status/Proposed Changes*  
~~Recommended Preparation: eligibility for English 1A~~  
Prerequisite: eligibility for English 1A

*Recommendation*

Prerequisite: eligibility for English 1A

2. English 48 – Modern Literature of Latin America  
*Current Status/Proposed Changes*  
~~Recommended Preparation: eligibility for English A~~  
Prerequisite: eligibility for English A

*Recommendation*

Prerequisite: eligibility for English 1A

Course Review; Change in Recommended Preparation

1. German 1 – Elementary German I  
*Current Status/Proposed Changes*  
Recommended Preparation: eligibility for English A 1A

*Recommendation*

Recommended Preparation: eligibility for English 1A

2. Spanish 1 – Elementary Spanish 1  
*Current Status/Proposed Changes*  
Recommended Preparation: eligibility for English A 1A

*Recommendation*

Recommended Preparation: eligibility for English 1A

## **INDUSTRY AND TECHNOLOGY**

### New Course

1. Administration of Justice 21 – Introduction to Emergency Management  
Units: 3.0    Lecture hours: 3.0    Lab hours: 0    Faculty Load: 20.00%  
Recommended Preparation: Administration of Justice 10  
Grading Method: Letter  
Credit, degree applicable  
Transfer CSU

This course introduces students to the fundamentals of emergency management. Students will learn the principles of emergency management, and will become familiar with the major issues confronting emergency management providers. The course will emphasize the elements of the Incident Command System. Students will participate in a series of simulated emergency management exercises. Case studies of large scale emergency events will be covered.

2. Administration of Justice 26 – Introduction to Terrorism and Counterterrorism  
Units: 3.0    Lecture hours: 3.0    Lab hours: 0    Faculty Load: 20.00%  
Recommended Preparation: Administration of Justice 11  
Credit, degree applicable  
Transfer CSU

This course will provide students with an overview of domestic and transnational terrorism. Varying definitions, perspectives, and underlying causes will be explored along with terrorist weapons of choice. Terrorist and counterterrorist organizations will be examined, as well as incidents involving terrorist efforts, successes, and failures.

## **MATHEMATICAL SCIENCES**

### Inactivate Course

1. Mathematics 25 – Pre-Algebra Review

## NATURAL SCIENCES

### Course Review

1. Geology 2 – History of Planet Earth
2. Geology 3 – Physical Geology Laboratory

### Course Review; Change in Recommended Preparation

1. Biology 16 – Field Entomology  
*Current Status/Proposed Changes*  
Recommended Preparation: eligibility for English 84 1A

#### *Recommendation*

Recommended Preparation: eligibility for English 1A

### Course Review; Change in Catalog Description

1. Geology 1– Physical Geology  
*Current Status/Proposed Changes*  
This course provides an introduction to geology, including the scientific method on the history of geology. It examines the materials, structures, and processes that compose and shape the earth. It includes a survey of minerals, and rocks, and soils; a study of plate tectonics and the forces that create volcanism volcanoes, and earthquakes, and mountains; and a study of surface features due to weathering and erosion, streams, mass wasting, topographic features created by streams, landslides, ground water, glaciers, wind, desert processes, and ocean waves. The course examines concepts of geologic time, relative and absolute age dating, and fossils. The course also investigates renewable and non-renewable resources as well as mining provinces that produce metals important for industry and technology.  
*Note: ~~4 units~~ 1 unit of laboratory science credit will be granted with concurrent or subsequent enrollment in a geology laboratory course.*

#### *Recommendation*

This course provides an introduction to geology, including the scientific method on the history of geology. It examines the materials, structures, and processes that compose and shape the earth. It includes a survey of minerals, rocks, and soils; a study of plate tectonics and the forces that create volcanoes, earthquakes, and mountains; and a study of surface features due to weathering and erosion, streams, mass wasting, ground water, glaciers, wind, desert processes, and ocean waves. The

course examines concepts of geologic time, relative and absolute age dating, and fossils. The course also investigates renewable and non-renewable resources as well as mining provinces that produce metals important for industry and technology.

*Note: 1 unit of laboratory science credit will be granted with concurrent or subsequent enrollment in a geology laboratory course.*

#### Course Review; Changes in Catalog Description, Units, Lecture Hours, Faculty Load

##### 1. Physics 1D – Optics and Modern Physics

*Current Status/Proposed Changes*

Units: ~~3.0~~ 4.0    Lecture: ~~3.0~~ 4.0    Lab Hours: 2.0    Faculty Load: ~~30.00%~~ 36.67

This is a the fourth course in four-semester calculus-based course which covers geometric optics, including reflection and refraction at plane and spherical surfaces, prisms, lenses, mirrors, and simple optical instruments; and physical optics, including polarization, interference, diffraction, and introductory electromagnetic wave theory. The modern physics portion of this course covers special relativity, the particle nature of light, wave properties of particles, the Schrödinger equation, atomic physics and spectra, and nuclear physics sequence intended for students entering majors in engineering and the physical sciences. The topics covered include geometric and physical optics, special relativity, quantum mechanics, nuclear physics, and selected topics in modern physics.

*Recommendation*

Units: 4.0    Lecture: 4.0    Lab Hours: 2.0    Faculty Load: 36.67

This is the fourth course in four-semester calculus-based physics sequence intended for students entering majors in engineering and the physical sciences. The topics covered include geometric and physical optics, special relativity, quantum mechanics, nuclear physics, and selected topics in modern physics.

#### Inactivate Courses

1. Geology 50 – Special Topics in Geology
2. Horticulture 50 – Special Topics in Horticulture
3. Oceanography 50 – Special Topics in Oceanography



**C. BOARD POLICY 4021 (PROGRAM DISCONTINUANCE) – SECOND READING AND ADOPTION**

It is recommended that the Board accept for a second reading and adoption Board Policy 4021, as attached (Page 26).

**D. ADMINISTRATIVE PROCEDURE 4021 (PROGRAM DISCONTINUANCE) – SECOND READING**

Administrative Procedure 4021 is presented for informational purposes only (Page 27).

**E. BOARD POLICY 4027 (ADMINISTRATION OF RELATIONS WITH THE ACADEMIC SENATE) – SECOND READING AND DELETION**

It is recommended that the Board accept for a second reading the deletion of Board Policy 4027, as attached (Page 29).

## **Board Policy 4021**

## **Program Discontinuance**

The purpose of this program discontinuance policy is to provide the Superintendent/President with a process to determine whether or not an educational program should be discontinued. A joint task force of faculty and administrators will be established to develop the process, criteria and guidelines that will be applied to evaluating the educational program. The task force, in its process of evaluation, will consider data and other information, such as enrollment trends, degrees and certificates, success and retention, facility and equipment needs, and student outcomes, as well as indicators relevant to the review of the college's vocational and occupational training programs.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate.

### References:

Education Code, Section 78016

Title 5, Sections 51022, 53200 and 55130

**Purpose of Administrative Procedure 4021**

This administrative procedure provides general principles and guidelines for the process of determining whether or not the college should discontinue an educational program.

**Definition of an Educational Program**

An educational program is an organized sequence of courses leading to a defined objective, a degree, a certificate, a diploma, a license, or transfer to another institution of higher education.

**Process for Discontinuance**

Discontinuance is an academic and professional matter that requires consultation between the Office of the Vice President of Academic Affairs and the Academic Senate. Program discontinuance may be initiated by individual academic divisions or the Vice President of Academic Affairs. A consideration of program discontinuance is a process distinct from program improvement or academic program review. The Academic Senate shall have a consultative role in all discussions of program discontinuance.

A program evaluation task force shall be formed as determined by the President of the Academic Senate and the Vice President of Academic Affairs to review any program under consideration for discontinuance. It will be co-chaired by the President of the Academic Senate and Vice President of Academic Affairs (or their designees). Participants will include two academic deans designated by the Vice President of Academic Affairs and two faculty members appointed by the President of the Academic Senate. A representative from Institutional Research and Planning will serve as an advisory, non-voting member of the committee. The committee may include additional members approved by both the President of the Academic Senate and the Vice President of Academic Affairs. If the program being considered is offered at the Compton Educational Center, an administrator designated by the Compton Center Vice President and a Compton Center faculty member appointed by the President of the CCCD Academic Senate shall be invited to serve on the committee as well. Deans and faculty affiliated with the program under review may not serve on the task force but may be invited to provide relevant information.

The task force will establish procedures, criteria, and guidelines and will collect data and conduct research necessary to evaluate the program's effectiveness in serving the community, the college, and its students. Areas for review should include achievement of the program's goals and objectives as they contribute effectively to the mission of the

college and the comprehensive master plan, previous intervention strategies, program growth and enrollments, and student outcomes measures, such as success and persistence rates.

Factors such as the following may initiate this program discontinuance process and may be used by the task force in its deliberation:

- Other community colleges in the area currently offering the program;
- Other programs closely related to the program offered by the college;
- Relation of the program to job market analysis, where applicable;
- Enrollment projection for the program;
- The need for and present adequacy of resources;
- Recommendations of career technical education regional consortia and/or ECC advisory committees, when applicable;
- Facilities and equipment required to sustain the program;
- Availability of adequate financial support; and
- Availability of qualified faculty.

Vocational or occupational training programs must be reviewed and discontinued if they are no longer accomplishing the following statutory goals:

- The program meets a documented labor market demand;
- The program does not represent unnecessary duplication of other manpower training programs in the area; and
- The program's demonstrated effectiveness can be measured by employment and completion rates of its students.

### **Recommendation to Discontinue**

A recommendation to discontinue a program will occur when, after a full and open discussion, the members of the task force conclude that the program is unable to successfully achieve or make substantial progress towards its goals and objectives. The recommendation will be presented in a report that explains the decision and provides the relevant data.

The task force will forward its report to the Superintendent/President, who will review the report and make the final recommendation, if any, regarding discontinuance to the Board of Trustees.

If the Board of Trustees decides to discontinue a program, the college will make appropriate arrangements so that the program's enrolled students may complete their education in a timely manner with a minimum of disruption. The college will also address contractual obligations to program faculty and staff.

References:

Educational Code 78016, Title 5, Sections 51022, 55000, 55130

## Recommended for Deletion

### BOARD POLICY 4027 Administration of Relations with the Academic Senate

#### I. Purpose and Definitions

- A. The purpose of this policy is to implement the provisions of Subchapter 2, Section 53200, et seq. of the California Administrative Code, Title V, which reads as follows:

632 EDUCATION TITLE 5 (Register 70, No. 16—4-18-70)  
SUBCHAPTER 2. ACADEMIC SENATES

53200. Definitions. For the purpose of this subchapter

(a) “Faculty” means those certificated persons who teach full time in a Community College or other full-time certificated persons who do not perform any services for the college that require an administrative or supervisory credential.

(b) “Academic senate” and “faculty council” means an organization formed in accordance with the provisions of this subchapter whose primary function is, as the representative of the faculty, to make recommendations to the administration of a college and to the governing board of a district with respect to academic and professional matters. NOTE: Authority cited for Chapter 1, Subchapter 2: Sections 193, 197 and 22650, Education Code.

53201. Academic Senate or Faculty Council. In order that the faculty may have a formal and effective procedure for participating in the formation of district policies on academic and professional matters, an academic senate or faculty council may be established.

53202. Formation; Procedures; Membership. The following procedures shall be used to establish an academic senate or faculty council:

(a) The faculty of a Community College shall decide by secret ballot to have an academic senate or faculty council.

(b) The governing board of the district maintaining that Community College shall establish the academic senate or faculty council by authorizing the faculty to:

- 1) Fix and amend by vote of the faculty the composition, structure, and procedures of the academic senate or faculty council.

## Recommended for Deletion

- 2) Select, in accordance with accepted democratic election procedures, the members of the academic senate or faculty council.

53203. Powers. After consultation with the administration of its Community College, the academic senate or faculty council may present its written views and recommendations to the governing board. The governing board shall consider and respond to such views and recommendations.

53204. "Meet and Confer." Upon the request of the academic senate or faculty council and subject to Chapter 9 (commencing with Sections 54950) Part 1, Division 2, Title 5 of the Government Code relating to public meetings when applicable, the governing board or such board members or administrative officers as it may designate shall meet and confer with representatives of the academic senate or faculty council with respect to recommendations made or proposed to be made by the senate or council. The designation of board member or administrative officers as provided herein shall not preclude the representatives of an academic senate or a faculty council from meeting with, or appearing before, the governing board with respect to the views, recommendations, or proposals of the senate or council at a regular or special meeting of the board.

53205. Duties assigned by Administration and Governing Board. An academic senate or faculty council may assume such responsibilities and perform such functions as may be requested of it by the administration of its Community College or the governing board of the district maintaining its Community College.

- B. All discussions, conferences, and other communications shall be carried on in an atmosphere of respect and courtesy characteristic of the offices held by the Academic Senate members, the Administrative Officers, and the classified and supervisory staff of the El Camino Community College District.

## II. Principles of District Operation

The Governing Board is by law officially responsible for the final determination of all policy matters for the District and cannot relinquish or delegate that responsibility to others.

- A. Nothing in this policy shall be construed to preclude the normal day-to-day communication necessary for the operation of an effective educational program.

## **Recommended for Deletion**

- B. Nothing in this policy shall be construed to withhold from any individual employee the rights and privileges he may possess as an individual citizen or employee. Further, these rules shall not prevent an individual employee from presenting his views on his own behalf to the Administration or the Governing Board.
- C. Nothing in this policy shall limit the right of the Governing Board, the Superintendent or his representatives to meet and discuss matters of individual or group concern with any individual employee or any group of such employees.

### III. Responsibilities of the Academic Senate

- A. The Academic Senate operates within the framework of El Camino College to suggest, help formulate, revise, and carry out District policies.
- B. The Senate shall represent the faculty and help facilitate meaningful communication among faculty, Administration, and Board.
- C. The Academic Senate assumes the responsibility to participate in the identification, improvement, and evaluation of the educational standards and practices of the institution.
- D. The Senate will seriously consider and promptly respond to any assignments made by the Board of Trustees or the Administration.
- E. In addition to the regular academic year, the Senate will provide responsible leadership for the purposes of liaison with the Administration and Board of Trustees during at least the six weeks summer session each year.

### IV. Rights of the Academic Senate

- A. Monthly during the academic year, and when the need arises, representatives of the Administration, including the President's Cabinet, shall meet with the Senate Executive Committee to discuss all issues of interest to either or both groups. The President-Superintendent of the college and the Senate President, or their designees, shall serve as chairmen of these meetings during alternate semesters.

## **Recommended for Deletion**

- B. The President of the Academic Senate or his designee shall attend meetings of the President's Committee, and the President of the college or his designee shall attend meetings of the Academic Council. Additionally, Senate representatives and Administration representatives shall attend such other meetings as are agreed upon annually at the first meeting of the joint Senate-Administration Committee.
- C. The Vice President-Instruction shall have a special responsibility to provide administrative liaison with the Senate, but he shall not be the only channel for cooperation and communication.
- D. The Senate shall be provided with adequate facilities and budget as determined by the Board of Trustees in order that it may carry out the functions assigned to it.
- E. Senate responsibilities will be considered by the Deans of Instruction when developing teaching schedules for officers of the Academic Senate.

Previous Board Policy Number: 4139 El Camino College

Adopted: 8/7/72 Renumbered: 5/16/05



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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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**A. INTERNATIONAL TRAVEL**

It is recommended that the Board of Trustees approve international travel for Mr. Leonid Rachman to participate in the ELS Educational Services Recruitment Tour, October 22 through November 4, 2014 to Seoul, Korea; Saigon and G'zhou, Viet Nam; Nagoya, Osaka, and Tokyo, Japan. Expenses in the amount of \$4,500 for registration, airline transportation, and other expenses to be paid from the International Conference account. The tour consists of college fairs and agency workshops. Expenses in the amount of \$4,500 will be paid from International Student Travel Account.

**B. GRANT – APPLICATION**

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

U. S. Department of Agriculture Food and Nutrition Service – Farm to School Grant Program. The United States Department of Agriculture (USDA) Farm to School Grant Program is designed to assist eligible entities in implementing farm to school programs that improve access to local foods in eligible schools. On an annual basis, USDA awards up to \$5 million in competitive grants for training, supporting operations, planning, purchasing equipment, developing school gardens, developing partnerships, and implementing farm to school programs. Administrator: David Gonzales

Amount of Grant Funding from Granting Agency	\$100,000
Amount of Match	<u>25,000</u>
Total Amount of Project Funding	\$125,000
Source of Matching Funds: ECC/BTC Contracts Income	
Indirect Rate:	\$27,273 (37.5%)
Performance Period: December 1, 2014 through November 30, 2016	

**C. GRANTS – ACCEPTANCE**

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

1. California Community Colleges Chancellor’s Office Economic and Workforce Development – Deputy Sector Navigator for the Advanced Manufacturing Sector. This is the second year of a previously approved grant agreement for the Advanced Manufacturing Sector. The intent of the Deputy Sector Navigator grants are to target investment at priority and emergent sectors as chosen by each of the 10 regions of the State and meet the intent of specific objectives of the Economic and Workforce Development Program and the Career Technical Education Pathways Program.

Administrator: David Gonzales

Amount of Grant Funding from Granting Agency	\$200,000
Amount of Match	<u>200,000</u>
Total Amount of Project Funding	\$400,000
Source of Matching Funds: ECC/BTC and Partners in Kind	
Indirect Rate:	\$7,692 (4%)
Performance Period: July 1, 2014 through June 30, 2015	

2. California Community Colleges Chancellor’s Office Economic and Workforce Development – Sector Navigator for the Advanced Manufacturing Sector. This is the second year of a previously approved and accepted grant agreement for the Advanced Manufacturing Sector. The Advanced Manufacturing Sector is a critical component of California’s economy. California has almost 1.5 million manufacturing jobs and the sector enjoys a 2.5 multiplier effect. Manufacturing generates wealth through exports that bring new dollars into the state. Because of this ripple effect, manufacturing firms have a deeper impact on the state’s economy than most other sectors. To address this sector need, Mr. Anaya will undertake strategies that will address the immediate and long-range planning and educational needs.  
Administrator: Mr. Jose Anaya

Amount of Grant Funding from Granting Agency	\$372,500
Amount of Match	<u>322,500</u>
Total Amount of Project Funding	\$695,000
Source of Matching Funds: ECC/BTC and Partners in Kind	
Indirect Rate:	\$14,326 (4%)
Performance Period: July 1, 2014 through June 30, 2015	

3. California Community Colleges Chancellor’s Office Economic and Workforce Development – Sector Navigator for Retail/Hospitality/Tourism “Learn to Earn” Sector. This is the second year of a previously approved and accepted grant agreement for the Retail, Hospitality and Tourism Sector. Retail, Hospitality and Tourism are critical drivers of the California economy. California employs more retail salespeople than any other state, over 100,000 more than the number two state, which is Texas. These employees accounted for 31.35 out of every 1,000 workers in California in mid-2012. “Learn and Earn” Partnerships are strategic alliances between industry, including employers, professional associations and higher education which focus on the professional development of employees through the award of accredited postsecondary credentials, typically earned while working.  
Administrator: Mr. Philip Sutton

Amount of Grant Funding from Granting Agency	\$372,500
Amount of Match	<u>322,500</u>
Total Amount of Project Funding	\$695,000
Source of Matching Funds: ECC/BTC and Partners in Kind	
Indirect Rate:	\$14,326 (4%)
Performance Period: July 1, 2014 through June 30, 2015	

**D. ACCREDITATION SELF-STUDY REPORT – 2014**

It is recommended that the Board of Trustees accept the Accreditation Self-Study Report for 2014. The report is posted on the website at:  
<http://www.elcamino.edu/accreditation/ECC-Accreditation-Self-Evaluation-Report-2014.pdf>

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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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**A. TENTATIVE BUDGET 2014-2015**

It is recommended the Tentative Budget, including the General Funds, Unrestricted and Restricted, General Fund-Compton Center Related, General Fund-Special Programs, Student Financial Aid Fund, Workers' Compensation Fund, Child Development Center Fund, Capital Outlay Fund, General Obligation Bond Fund, Property and Liability Self-Insurance Fund, Dental Self-Insurance Fund, Post-Employment Benefits Fund, and Bookstore Fund for the 2014-2015 fiscal year be submitted to the Board for adoption at the June 16, 2014 meeting. California Code Regulations Section 58305(a) requires that, on or before the first day of July, each community college district shall file a tentative budget with the County Superintendent of Schools. The Tentative Budget is posted on the El Camino College web site in the Administration, Board of Trustees section. <http://www.elcamino.edu/administration/board/>

**B. RESOLUTION – DISTRICT APPROPRIATION LIMIT FOR 2014-2015**

It is recommended the Board of Trustees adopt the resolution establishing the Appropriation Limit of \$130,228,519 for the 2014-2015 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 (also known as the GANN Limit) for the District.

**C. INTERFUND TRANSFERS**

It is recommended the Board of Trustees approve the following Interfund Transfers for 2014-2015. These transfers are based upon the current Tentative Budget and are subject to additional change recommendations in the Final Budget as well as during the 2014- 2015 fiscal year.

The below transfers are standard with a major exception being the elimination of the previous years \$257,750 transfer to the Child Development Center (CDC). With the closing of the CDC, the transfer is no longer required. Should any balance remain in that fund as of June 30, 2014, we ask the Board to authorize the transfer of these funds to Fund 11 effective close of business June 30, 2014. It is anticipated at this time the remaining balance would be less than \$20,000.

Interfund Transfers

From: General Fund-Unrestricted (Fund 11)	(\$5,921,371)
To: General Fund-Restricted (Fund 12)	\$330,000
General Fund-Compton Center Related Fund (Fund 14)	\$1,116,593

General Fund-Special Programs Compton Center (Fund 15)	\$3,349,778
Workers' Compensation Fund (Fund 61)	\$100,000
Property & Liability Fund (Fund 62)	\$100,000
Dental Fund (Fund 63)	\$900,000
Auxiliary Services Fund (Fund 79)	<u>\$25,000</u>
	\$5,921,371

From: General Fund-Restricted Fund (Fund 12)	(\$60,000)
To: Capital Outlay Fund (Fund 41)	\$60,000

From: General Fund-Unrestricted Fund (Fund 11)	(\$2,342,529)
To: Workers' Compensation Fund (Fund 61)	\$1,442,529
Property & Liability Fund (Fund 62)	<u>\$900,000</u>
	\$2,342,529

From: Bookstore (51)	(\$100,000)
To: Auxiliary Services (79)	\$100,000

Other Post-Employment Benefits Funding (OPEB) Funding Recommendation:  
 To attain full funding for Other Post-Employment Benefits (OPEB) Irrevocable Trust Fund (Fund 69)

From: General Fund – Special Programs Fund (Fund 15)	(\$2,400,000)
To: Post-Employment Benefits Irrevocable Trust Fund (Fund 69)	\$2,400,000

2013-2014

From: General Fund – Compton Center Related Expenses Fund (Fund 14)	(\$213,128)
General Fund – Special Programs Fund (Fund 15)	(\$687,428)
To: Post-Employment Benefits Irrevocable Trust Fund (Fund 69)	\$900,556

**D. RESOLUTION – CLOSURE OF CHILD DEVELOPMENT CENTER FUND (FUND 33)**

It is recommended the Board of Trustees adopt the resolution approving the closure of Fund 33, Child Development Center Fund effective close of business Jun 30, 2014. The College shall transfer any remaining funds to the Unrestricted General Fund (Fund 11).

**El Camino Community College District**  
Resolution Number: 06-16-14b

**REQUEST FOR CLOSURE OF CHILD DEVELOPMENT CENTER FUND  
(FUND 33)**

WHEREAS, the Child Development Center Fund was originally established to account for and receive all Federal, State and local revenues for or from the operation of child care and development services, including student fees for child development services,

WHEREAS, the Board of Trustees of the El Camino Community College District desires to close the Child Development Center Fund (Fund 33),

THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes the closure of the Child Development Center Fund (Fund 33) and authorizes the County Treasurer, the County Superintendent of Schools, and the County Auditor-Controller to take the necessary measures to close the Child Development Center Fund (Fund 33) effective close of business June 30, 2014.

PASSED AND ADOPTED by the Board of Trustees of the El Camino Community College District at its regular meeting on June 16, 2014 by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President of the Board of Trustees

\_\_\_\_\_  
Secretary to the Board of Trustees



**E. YEAR-END APPROPRIATIONS TRANSFER 2013-2014**

It is recommended the Board of Trustees authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the 2013-2014 school year to permit the payment of obligations of the district during such school year. This item fulfills the requirement from Los Angeles County Office of Education (LACOE).

**F. FIVE-YEAR CONSTRUCTION PLAN 2014-2019**

It is recommended the Board approve the five-year construction plan. As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2014-2019 Five-Year Construction Plan and associated documents to the Office of the Chancellor of the California Community Colleges.

YEAR	PROJECT – FUNDING PHASE	AMOUNT
2014-15	Industry & Technology Building Project	\$34,309,701
	Vocational Shops Replacement Project	\$31,892,000
	Student Services Center Replacement (C)	\$40,104,000
	Lot C Parking Structure (C)	\$32,450,000
	Gym Replacement (C)	\$32,391,000
	Lot F Seismic Upgrade (P) (W)	\$1,400,000
2015-16	Stadium and Track Replacement	\$43,655,452
	Lot F Seismic Upgrade (C)	\$26,600,000
2016-17	Student Services Center Replacement (E)	\$1,306,000
	Gym Replacement (E)	\$493,000
2017-18	Music Building Replacement (P) (W)	\$2,674,000
	Art Building Replacement (P) (W)	\$3,558,000
	Health Building Replacement (P) (W) *	\$1,834,000
2018-19	Music Building Replacement (C) (E)	\$32,532,000
	Art Building Replacement (C) (E)	\$36,916,000
	Health Building Replacement (C) (E) *	\$21,780,000

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

\* Building includes: PE, Kinesiology, Pool, Fitness Center, Offices and Classrooms

## G. CONTRACTS UNDER \$84,100

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.

### *a. Services Provided by District or Its Designee:*

1. **Contractor:** GLOBAL DEVELOPMENT CONCEPT, LLC  
**Services:** Contractor will receive intensive English language classes for 15 international students.  
**Requesting Dept.:** Student and Community Advancement – Admissions and Records – Language Academy  
**Date(s):** 7/21/14 – 8/7/14  
**Financial Terms:** Projected gross income \$6,225
2. **Contractor:** JOYFUL EDUCATION SERVICE, INC. (USA)  
**Services:** Contractor will receive intensive English language classes for 36 Japanese students.  
**Requesting Dept.:** Student and Community Advancement – Admissions and Records – Language Academy  
**Date(s):** 7/21/14 – 8/7/14  
**Financial Terms:** Projected gross income \$15,300

### *b. Services Received by District or Its Designee:*

1. **Contractor:** ACTION CONTRACTORS, INC.  
**Services:** Contractor will provide plumbing, electrical and general building maintenance repairs for the District's Business Training Center (BTC).  
**Requesting Dept.:** Student and Community Advancement – BTC  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$5,000
2. **Contractor:** ASK LLC (MONGOLIA)  
**Services:** Contractor will serve as F-1 Visa educational agents to recruit F-1 Visa students for ECC.  
**Requesting Dept.:** Student and Community Advancement – Admissions and Records – El Camino Language Academy  
**Date(s):** 6/16/14 (Begin on date of Board approval and continuing month-to-month up to but not exceeding 5 years)

- Financial Terms:** One-time fee of \$500 per student for either fall or springs semester; and \$300 fee for summer
3. **Contractor:** **CIVIC COUCH**  
**Services:** Contractor will provide occasional event photography for events and award ceremonies at ECC.  
**Requesting Dept.:** President's Office – Public Relations and Marketing  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$5,000
4. **Contractor:** **EL SEGUNDO JANITORIAL SERVICES**  
**Services:** Contractor will provide janitorial services for the District's BTC.  
**Requesting Dept.:** Student and Community Advancement – BTC  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$14,000
5. **Contractor:** **GLOBAL SOURCE LOGISTICS, INC.**  
**Services:** Contractor will provide part-time work activity opportunities to CalWORKS students to work in truckload operations: matching trucks with customer shipments, dispatching shipments, making sales calls and entering data.  
**Requesting Dept.:** Student and Community Advancement – Counseling and Student Services - CalWORKs  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** No cost to the District
6. **Contractor:** **GTURBK (USA)**  
**Services:** Contractor will serve as F-1 Visa educational agents to recruit F-1 Visa students for ECC.  
**Requesting Dept.:** Student and Community Advancement – Admissions and Records – El Camino Language Academy  
**Date(s):** 6/16/14 (Begin on date of Board approval and continuing month-to-month up to but not exceeding 5 years)  
**Financial Terms:** One-time fee of \$500 per student for either fall or springs semester; and \$300 fee for summer
7. **Contractor:** **GTURBK (USA)**  
**Services:** Contractor will serve as F-1 Visa Educational agents to recruit F-1 Visa students for El Camino College.

**Requesting Dept.:** Student and Community Advancement – Admissions and Records – International Student Program  
**Date(s):** 6/16/14 (Begin on date of Board approval and continuing month-to-month up to but not exceeding 5 years)  
**Financial Terms:** The fee shall be \$250 per student per consecutive semester cycle completed, not to exceed \$500 per student. If applicable, a fee for high-volume admissions at the end of a two consecutive semester cycle will be paid in addition to the regular fee.

8. **Contractor:** **JUAN DIAZ**  
**Services:** Contractor will maintain the grounds around the building and the parking area of the District's BTC.  
**Requesting Dept.:** Student and Community Advancement – BTC  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$2,700
9. **Contractor:** **LUCKY DUCK SWIM SCHOOL**  
**Services:** Contractor will provide swimming pool for Workplace Learning Resources' (WpLRC) US Coast Guard Certification classes when campus pool is unavailable.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement – WpLRC  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$1,500
10. **Contractor:** **REDONDO BEACH UNIFIED SCHOOL DISTRICT**  
**Services:** Contractor will provide their athletic football field for ECC football games for Fall 2014.  
**Requesting Dept.:** Academic Affairs – Health Sciences and Athletics  
**Date(s):** 8/23/14 – 12/12/14  
**Financial Terms:** No cost to the District other than reimbursement of out-of-pocket expenses.
11. **Contractor:** **RONALD AMIE QUICKBOOKS INSTRUCTOR**  
**Services:** Contractor will provide QuickBooks Workshop Series for ECC Small Business Development Center.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$4,000

Partially funded by the US Small Business Administration

- 12. Contractor:** **SHASTA COLLEGE**  
**Services:** Contractor will coordinate, schedule and market outreach and professional development activities for community college and high school faculty; and conduct campus and industry site visits for students to promote Career Pathways in Culinary, Hospitality and Tourism programs to North/Far North community colleges and high schools.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement – Workplace Learning Resources  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$40,000  
Funded by a grant from California Retail, Hospitality, and Tourism Industry
- 13. Contractor:** **SIXTEN AND ASSOCIATES**  
**Services:** Contractor will prepare the District's state mandated cost reimbursement claims.  
**Requesting Dept.:** Administrative Services – Fiscal Services  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$25,000
- 14. Contractor:** **TRACY BRESHEARS dba EYMAGIN**  
**Services:** Contractor will provide event photography for events, award ceremonies, etc. at El Camino College.  
**Requesting Dept.:** President's Office – Public Relations and Marketing  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$5,000

## **H. PERSONAL SERVICE AGREEMENTS**

**a. *Services Provided by District or Its Designee:***

None

**b. *Services Received by District or Its Designee:***

**Contractor:** **ROBERT J. CAMPBELL, CAMPBELL GOVERNMENTAL ACCESS**

**Services:** Contractor will provide governmental consulting and reporting on issues related to ECC.  
**Requesting Dept.:** President's Office – Public Relations and Marketing  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$24,000

## I. AMENDMENTS

### a. *Services Provided by District or Its Designee:*

**Contractor:** CITY OF TORRANCE  
**Services:** Contractor will receive a series of training classes using Development Dimensions International Training materials.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement – Contract and Community Education  
**Date(s):** 4/1/13 – 12/31/14  
**Financial Terms:** Projected gross income \$52,635 (Board initially approved on 4/15/13 the gross income of \$10,896)

### b. *Services Received by District or Its Designee:*

1. **Contractor:** FEDERAL BUREAU OF PRISONS,  
METROPOLITAN DETENTION CENTER LOS ANGELES  
**Services:** Contractor will receive parenting instruction for the inmate population.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement  
**Date(s):** 6/1/14 – 9/30/14 (Board initially approved on 12/15/08 the term of 12/1/08 – 11/30/13. Term extended on 12/16/13 to 12/1/13 – 5/31/14)  
**Financial Terms:** Projected gross income \$7,718  
This program is State funded and self-supporting.
2. **Contractor:** PLANNET  
**Services:** Contractor will assist with conducting an IT/technology assessment or audit of campus-wide IT services, systems and staffing; analyze and make recommendations to achieve a stable and efficient operating environment.  
**Requesting Dept.:** Administrative Services – Information Technology Services

**Date(s):** 7/1/14 – 12/31/14 (Board initially approved on 10/21/14 the term of 7/1/13 – 6/30/14)  
**Financial Terms:** Cost not to exceed \$100,000

**J. CHILD DEVELOPMENT CENTER LEASE AGREEMENT**

It is recommended the Board of Trustees approve the District entering into a Lease Agreement with Pacific Asian Consortium in Employment (PACE). This Agreement allows for the lease of the District’s real property for an initial term of twenty-four (24) months with three one-year renewals upon mutual agreement. The Agreement includes provisions that allow PACE to improve the property at PACE’s expense and limited number of parking spaces in Lot L, and the outdoor playground area.

**Financial Terms:** Year One - \$6,700 per month  
Year Two - \$6,901 per month  
Year Three - \$7,108 per month  
1<sup>st</sup> Renewal Term - \$7,321 per month  
2<sup>nd</sup> Renewal Term - \$7,541 per month

**Date(s):** July 1, 2014 – June 30, 2016  
Plus three, one-year renewals upon mutual agreement

**K. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS**

It is recommended all purchase orders be ratified as shown.

<b>P.O.</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>P.O. Cost</b>
	<b>Number</b>			
<b>Fund 11</b>	<b>- Unrestricted - El Camino</b>			
P0702266	Dumbell Man Fitness	Physical Education	Repairs Parts and Supplies	\$161.51
P0702868	A Scooter 4 U, Inc.	SRC Accessibility Fund	Repairs Noninstructional	\$904.70
P0703132	AT&T Datacomm	Information Technology	New Equipment	\$79,248.06
P0703382	Sir Speedy	Writing Center	Non-Instruct Supplies	\$78.48
P0703383	Campus Food Services	VP-SCA	In-Service Training	\$213.10
P0703386	Tan Dai Duong Co, Ltd	VP-SCA	Contract Services	\$500.00
P0703387	Litz USA Student Service	VP-SCA	Contract Services	\$500.00
P0703388	International Education	VP-SCA	Contract Services	\$1,000.00
P0703389	Grasya English School	VP-SCA	Contract Services	\$250.00
P0703390	ELS Educational	VP-SCA	Contract Services	\$2,750.00
P0703391	EduWin	VP-SCA	Contract Services	\$250.00
P0703392	The Great Nation Group	VP-SCA	Contract Services	\$750.00
P0703393	WholeRen Education,	VP-SCA	Contract Services	\$500.00

P0703394	LACT	VP-SCA	Contract Services	\$250.00
P0703395	International Education	VP-SCA	Contract Services	\$500.00
P0703397	Kirst Pump & Machine	Facilities/Planning/Servi	Repairs Noninstructional	\$1,684.09
P0703399	Cal Tech Copier, Inc.	Nursing	Repairs Noninstructional	\$156.25
P0703403	Ms. Kimberly Wilkinson	Ctr for Arts Production	Non-Instruct Supplies	\$302.03
P0703411	Thompson Trophy	Commencement	Non-Instruct Supplies	\$1,242.60
P0703415	America's Trophy	Speech Communication	Other Services and Expenses	\$227.27
P0703420	Andrew Park	Ctr for Arts Instr/Admin	Contract Services	\$350.00
P0703427	Xpedx	Warehouse	Inventories	\$3,540.32
P0703429	Amazon.Com Corporate	Information Technology	New Computer	\$305.10
P0703430	Zones, Inc.	Information Technology	New Computer	\$2,597.82
P0703431	Dell Marketing L. P.	Information Technology	New Computer	\$4,637.69
P0703432	Lynda.Com	Information Technology	License Fee/Site Licenses	\$4,875.00
P0703433	Alva's Danceware	Theatre/Dance	Instructional Supplies	\$473.25
P0703440	Choura Events	Staff Development	Other Rentals	\$946.31
P0703441	Ingram Library Service	Div Office Instr.	Library Books	\$55.26
P0703443	Kevin E. Sakai	Commencement	Contract Services	\$50.00
P0703444	Anibal M. Seminario	Commencement	Contract Services	\$50.00
P0703446	Ian Holmquist	Commencement	Contract Services	\$50.00
P0703447	Harry Ostrander	Commencement	Contract Services	\$50.00
P0703448	Scott Dagg	Commencement	Contract Services	\$50.00
P0703449	Ramon Villanueva	Commencement	Contract Services	\$50.00
P0703450	Ivan Esteves	Commencement	Contract Services	\$50.00
P0703451	Taylor Covey	Commencement	Contract Services	\$50.00
P0703452	Michael P. Beltran	Commencement	Contract Services	\$50.00
P0703453	Garett Dahl	Commencement	Contract Services	\$50.00
P0703454	Neil Jansen	Commencement	Contract Services	\$50.00
P0703455	Studica	Information Technology	License Fee/Site Licenses	\$2,695.00
P0703456	CDW-G	Information Technology	Maintenance Contracts	\$9,183.90
P0703475	Midwest Library Service	Div Office Instr.	Library Books	\$5,667.13
P0703476	UCLA Center for Prehospital Care	Paramedic Academy	Contract Services	\$5,856.00
P0703477	L.A. County EMS	Paramedic Academy	Contract Services	\$19,200.39
P0703478	Ryugakusite.Com, Inc.	International Students	Multi Media Advertising	\$1,000.00
P0703479	Nuventive	Information Technology	Maintenance Contracts	\$42,900.00
P0703482	Public Agency Law	Institutional Services	Legal	\$9,769.60
P0703485	Mc Naughton	Div Office Instr.	Library Books	\$418.56
P0703491	Richard Gemigniani,	Architectural	Repairs - Instructional	\$1,000.00
P0703492	ARC Imaging Resources	Architectural	Repairs - Instructional	\$500.00
P0703495	MDesigns Productions,	Copy Center	Other Services And Expenses	\$250.00
P0703496	Monarch TV Productions	Public Relations	Multi Media Advertising	\$890.00
P0703497	P & O Movers	Ctr for Arts Instr/Admin	Other Services And Expenses	\$483.96
P0703498	Airport Van Rental	Earth Sciences	Transportation	\$436.00
P0703500	Woodworker West	Construction	Instructional Supplies	\$60.00
P0703501	L.A. County EMS	Paramedic Academy	Contract Services	\$57,875.07
P0703502	L.A. County EMS	Paramedic Academy	Contract Services	\$70,118.40
P0703503	UCLA Center for	Paramedic Academy	Contract Services	\$5,112.00
P0703505	McGraw Hill Company	Information Technology	License Fee/Site Licenses	\$686.70
P0703506	Mr. Rocky N. Bonura	Purchasing and	Non-Instruct Supplies	\$18.24
P0703507	Hardy Diagnostics	Life Sciences	Instructional Supplies	\$51.92
P0703510	Monterey Graphics	Warehouse	Inventories	\$2,110.03
P0703515	Amazon.Com Corporate	Ctr for Arts Production	Non-Instruct Supplies	\$176.25
P0703524	Brite Ideas by Greg	Commencement	Other Rentals	\$3,307.62
P0703531	Emlight Design	Ctr for Arts Production	Repairs Parts And Supplies	\$171.00
P0703533	Ms. Nancy A. Adler	Ctr for Arts Production	Other Rentals	\$214.38



P0703535	Ruben A. Puebla	Commencement	Contract Services	\$50.00
P0703537	Cami Uhak	VP-SCA	Contract Services	\$250.00
P0703538	Ryugakusite.Com, Inc.	VP-SCA	Contract Services	\$2,250.00
P0703543	Wavefunction, Inc.	Information Technology	Maintenance Contracts	\$5,000.00
P0703544	Kelly Keys Organ Repair	Music	Instructional Supplies	\$150.00
P0703545	Ms. Francesca C. Bishop	Speech Communication	Other Services And Expenses	\$1,353.69
P0703546	Dr. Mark R. Crossman	Speech Communication	Other Services And Expenses	\$135.39
P0703547	Joseph D. Evans	Speech Communication	Other Services And Expenses	\$288.12
P0703549	Torrance Postmaster	Ctr for Arts Promo	Multi Media Advertising	\$2,300.91
P0703550	Mid City Mailing Services	Ctr for Arts Promo	Multi Media Advertising	\$825.00
P0703558	Postmaster	Facilities/Planning/Servi	Non-Instruct Supplies	\$220.00
P0703559	Fujitec America, Inc.	Facilities/Planning/Servi	Repairs Noninstructional	\$373.50
P0703562	Amazon.Com Corporate	Information Technology	Non-Instruct Supplies	\$191.93
P0703564	Mr. Derek E. Poepoe	Ctr for Arts Promo	Non-Instruct Supplies	\$237.34
P0703565	Ms. Kimberly Wilkinson	Ctr for Arts Production	Non-Instruct Supplies	\$744.23
P0703566	Ms. Kimberly Wilkinson	Ctr for Arts Production	Non-Instruct Supplies	\$538.68
P0703568	Ms. Francesca C. Bishop	Speech Communication	Other Services And Expenses	\$198.79
P0703575	Midwest Library Service	Div Office Instr.	Library Books	\$1,096.66
P0703589	Engineering.Com	Information Technology	License Fee/Site Licenses	\$5,639.00
P0703592	Computerland	Information Technology	Maintenance Contracts	\$409.00
P0703600	FACCC-Education	Accounting Use Only	Prepaid Expense	\$5,730.00

**Fund 11 Total: 88 \$377,933.23**

**Fund 12 - Restricted - El Camino**

P0703384	Campus Food Services	Staff Development	Contract Services	\$1,567.97
P0703385	Compressed Air	Fire Tech Donations	Repairs - Instructional	\$1,115.90
P0703398	CSU Hospitality	WPLRC Industry Driven	Multi Media Advertising	\$4,000.00
P0703400	Medical Billing	MediCal Administrative	Contract Services	\$1,900.00
P0703404	Campus Food Services	EOPS	Non-Instruct Supplies	\$245.69
P0703405	American Security Rx	Health Services	Non-Instruct Supplies	\$138.75
P0703424	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$7,450.00
P0703426	Stella E. Kabelitz	El Camino Language	Field Trip Expense	\$860.17
P0703442	Campus Food Services	Adminstration	Workshop Sponsorship	\$626.75
P0703472	Shred-It California	Adminstration	Other Services And Expenses	\$487.80
P0703473	Campus Food Services	Adminstration	Training	\$1,334.66
P0703480	EH Publishing, Inc.	Parking Services	Conferences Mgmt	\$95.00
P0703481	City of Hawthorne	Community	Other Services And Expenses	\$107.00
P0703483	B & H Inglewood Tow	Parking Services	Repairs Non Instr	\$25.00
P0703484	Psychological Consulting	Parking Services	Other Services And Expenses	\$600.00
P0703486	Westhost, Inc.	El Camino Language	Multi Media Advertising	\$26.85
P0703487	South Bay Regional	Parking Services	Maintenance Contracts	\$8,096.76
P0703489	Ryugaku Journal, Inc.	El Camino Language	Contract Services	\$500.00
P0703490	Overseas Educational	El Camino Language	Contract Services	\$500.00
P0703493	South Bay Regional	Parking Services	Maintenance Contracts	\$8,748.28
P0703494	American Express Travel	CalWORKs	Conferences Other	\$308.10
P0703499	Cecelia M. Schumake	CalWORKs	Contract Services	\$325.00
P0703504	Assessment Technology	EGADNP 12/13-13/14	Other Services And Expenses	\$9,350.00
P0703511	Gulf Publishing Company	(STCW) Standards for	Other Books	\$1,962.55
P0703520	Cal Poly Pomona	In-Region Investments	Conferences Other	\$4,770.00
P0703522	American Express Travel	SURF (Fellowship)	Conferences - Student	\$595.00
P0703523	Quality Suites	SURF (Fellowship)	Conferences - Student	\$2,835.00
P0703526	Abetta McQueen	Adminstration	Workshop Sponsorship	\$22.71
P0703527	Ms. Kimberly M. Legier	Adminstration	Workshop Sponsorship	\$48.58

P0703528	Ms. Martha A. Burgess	Adminstration	Workshop Sponsorship	\$59.94
P0703529	Ms. Rebecca T. Greer	Adminstration	Workshop Sponsorship	\$43.28
P0703530	SDSU Research	CTE IV	Conferences Other	\$1,660.00
P0703532	El Segundo Chamber of	SBDC Program Income	Dues And Memberships	\$100.00
P0703540	Psychological Consulting	Parking Services	Other Services And Expenses	\$150.00
P0703541	B & H Inglewood Tow	Parking Services	Repairs Non Instr	\$125.00
P0703551	Los Angeles Mission	CalWORKs	Conferences Other	\$100.00
P0703552	Mr. Derek E. Poepoe	Artes de El Camino	Non-Instruct Supplies	\$235.54
P0703553	Campus Food Services	CalWORKs	Non-Instruct Supplies	\$1,172.02
P0703554	Freddy A. Cisneros	SURF (Fellowship)	Conferences - Student	\$5,505.00
P0703555	NIMS	WIP (10-292-720)	Conferences Other	\$3,400.00
P0703560	Medical Billing	MediCal Administrative	Contract Services	\$1,900.00
P0703563	Mr. Derek E. Poepoe	Artes de El Camino	Non-Instruct Supplies	\$202.46
P0703567	Ricoh Corp	SBDC Program Income	Copiers	\$33.05
P0703576	El Camino College	MESA Program	Conferences - Student	\$500.00
P0703596	Campus Food Services	First Year Experience	Other Services And Expenses	\$227.90
P0703598	A.S.K. Co., Ltd.	El Camino Language	Contract Services	\$500.00
P0703599	Fire Protection	(STCW) Standards for	Other Books	\$3,163.73
			<b>Fund 12 Total: 47</b>	<b>\$77,721.44</b>

**Fund 15 - General Fund - Special Programs**

P0703407	Midwest Library Service	Div Office Instr.	Library Books	\$5,130.57
P0703474	A Stitch Above	Div Office-Studnt	Non-Instruct Supplies	\$1,285.65
P0703488	Midwest Library Service	Div Office Instr.	Library Books	\$7,747.68
P0703508	Brown & Bigelow, Inc.	Div Office-Studnt	Non-Instruct Supplies	\$2,387.10
P0703509	Brown & Bigelow, Inc.	Div Office-Studnt	Non-Instruct Supplies	\$3,530.51
P0703536	Brown & Bigelow, Inc.	Div Office-Studnt	Non-Instruct Supplies	\$5,730.00
P0703539	Hotel Durant	First Year Experience	Field Trip Expense	\$486.18
P0703542	American Express Travel	First Year Experience	Field Trip Expense	\$1,292.60
			<b>Fund 15 Total: 8</b>	<b>\$27,590.29</b>

**Fund 41 - Capital Outlay**

P0703512	Knorr Systems Inc.	Prop 39 13/14-Retrofit	New Equipment	\$28,038.28
			<b>Fund 41 Total: 1</b>	<b>\$28,038.28</b>

**Fund 62 - Property & Liability**

P0703548	El Camino Community	Purchasing and	Excess Insurance	\$1,017.99
			<b>Fund 62 Total: 1</b>	<b>\$1,017.99</b>

**Fund 71 - Associated Students**

P0703414	Campus Food Services	Student Affairs	ASB Exp.	\$1,692.23
			<b>Fund 71 Total: 1</b>	<b>\$1,692.23</b>

**Fund 79 - Auxiliary Services**

P0703408	Campus Food Services	Counseling Office	Non-Instruct Supplies	\$1,565.24
P0703409	Campus Food Services	Counseling Office	Non-Instruct Supplies	\$188.03
P0703410	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$190.26
P0703413	Campus Food Services	Human Resources	Non-Instruct Supplies	\$94.01

P0703417	Campus Food Services	Honors Program	Non-Instruct Supplies	\$1,127.96
P0703418	College Media	Humanities	Non-Instruct Supplies	\$50.00
P0703419	Easy Reader, the	Fine Arts	Non-Instruct Supplies	\$375.00
P0703428	Airport Van Rental	Health Sciences and	Non-Instruct Supplies	\$811.74
P0703434	Paradise Awards	Resp Therapy	Non-Instruct Supplies	\$115.54
P0703577	El Camino College	MESA Program	Non-Instruct Supplies	\$1,500.00
P0703578	Ms. Kate L. McLaughlin	Humanities	Non-Instruct Supplies	\$773.67
P0703581	America's Trophy	Humanities	Non-Instruct Supplies	\$60.23
P0703593	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$86.83
P0703594	Campus Food Services	First Year Experience	Non-Instruct Supplies	\$661.00
			<b>Fund 79 Total: 14</b>	<b>\$7,599.51</b>

**Fund 82 - Scholarships & Trust/Agency**

P0703513	Paradise Awards	Health Sciences and	Fundraising	\$434.91
P0703514	Embroidme	Health Sciences and	Fundraising	\$1,493.61
P0703557	Campus Food Services	Special Resource	Fundraising	\$275.78
P0703561	Austin Plastics	Health Sciences and	Fundraising	\$200.01
			<b>Fund 82 Total: 4</b>	<b>\$2,404.31</b>

**PO Funds Total: 164** **523,997.28**

**Fund 11 - Unrestricted - El Camino**

B0710916	E.C.C. Public Information	I&T Div Ofc	Non-Instruct Supplies	\$520.00
B0710917	Robert H. Watson	Commencement	PSA Contract Services	\$125.00
			<b>Fund 11 Total: 2</b>	<b>\$645.00</b>

**Fund 12 - Restricted - El Camino**

B0710909	E.C.C. Public Information	Administration	Workshop Sponsorship	\$180.00
B0710915	E.C.C. Public Information	Administration	Workshop Sponsorship	\$243.00
			<b>Fund 12 Total: 2</b>	<b>\$423.00</b>

**Fund 41 - Capital Outlay**

B0710914	S & K Engineers	Prop 39	Architecture & Engineering	\$18,000.00
			<b>Fund 41 Total: 1</b>	<b>\$18,000.00</b>

**BPO Funds Total: 5** **19,068.00**

**Grand Total POs and BPOs: 169** **543,065.28**

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**Agenda for the El Camino Community College District Board of Trustees  
For  
Measure E 2002 & 2012 Bond Fund  
Administrative Services**

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## A. CATEGORY BUDGETS AND BALANCES

### GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

The following tables report 2002 and 2012 Measure E expenditures and commitments through May 31, 2014, at the June 2014 Board Meeting.

#### 2002 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$205,620,530	\$124,016,957	\$42,042,894	\$39,560,678
Campus Site Improvements	64,910,391	32,859,927	806,467	31,243,998
Energy Efficiency Improvements	2,700,980	2,700,980	0	0
Health and Safety Improvements	128,723,855	98,591,081	20,738,576	9,394,198
Information Technology and Equipment	24,751,372	14,532,631	192,971	10,025,770
Physical Education Facilities Improvements	572	572	0	0
Unallocated Interest (as of 12/4/12)	429,487	0	0	429,487
<b>TOTAL</b>	<b><u>\$427,137,187</u></b>	<b><u>\$272,702,148</u></b>	<b><u>\$63,780,908</u></b>	<b><u>\$90,654,130</u></b>

#### 2012 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$144,868,429	\$0	\$0	\$144,868,429
Health and Safety Improvements	<u>205,131,571</u>	<u>0</u>	<u>0</u>	<u>205,131,571</u>
<b>TOTAL</b>	<b><u>\$350,000,000</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$350,000,000</u></b>

## B. CONTRACT – IDS GROUP – VARIOUS PROJECTS

It is recommended the Board of Trustees approve entering into a contract with the above firm to perform a detailed seismic evaluation on Construction Technology, Receiving/Facilities, and the Auditorium Buildings. This is Phase II of the seismic evaluation project.

IDS Group was selected based upon its experience and expertise performing this type of work and its prior experience with the District. IDS Group performed Phase I of this project.

**Dates of Service:** July 2014 – Project Closeout

**Cost:** Not to exceed \$198,400

**C. CONTRACT AMENDMENT – NATIONAL ROOFING CONSULTANTS, INC.  
SHOPS BUILDING REPLACEMENT PROJECT**

It is recommended the Board of Trustees approve the following additional architectural services.

1. Additional services to provide quality control inspections for the roofing and waterproofing for the Shops Building Replacement Project.	\$7,650
Total Increase in Contract Amount	<u>\$7,650</u>
Original Contract Amount	\$12,550
Prior Changes	0
This Contract Amendment Amount	<u>7,650</u>
New Contract Amount	<u>\$20,200</u>

**D. CHANGE ORDER – PINNER CONSTRUCTION COMPANY, INC. – SHOPS BUILDING REPLACEMENT PROJECT**

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

1. Contractor was directed to furnish labor, material and equipment to provide the following owner requested changes:	\$50,089
a. Add power to two car charging stations in auto tech.	
b. Relocate several outlets.	
c. Relocate three lifts and power supply for lifts in auto collision area.	
d. Provide power to carbon arc gouging machine in the welding yard.	
e. Add power to three previously unidentified pieces of machinery.	
f. Upsize air main from 1-1/2" to 2".	
g. Add five 3/4" compressed air outlets.	
h. Add four Argon lines for welding shop.	
i. Add three acetylene regulators and piping in welding yard.	
j. Add starter combination with disconnect switches at exhaust fans.	
2. Contractor was directed to provide labor, material and equipment to relocate cooling tubs, floor sinks, and drains.	<u>13,683</u>

Total Change Order Amount	<u>\$63,772</u>
Original Contract Amount	\$21,902,000
Prior Changes	466,259
This Change Order Amount	<u>63,772</u>
New Contract Amount	<u>\$22,432,031</u>

**E. PURCHASE ORDERS (PO) AND BLANKET PURCHASE ORDERS (BPO)**

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

<b>PO #</b>	<b>VENDOR NAME</b>	<b>SITE NAME</b>	<b>DESCRIPTION</b>	<b>COST</b>
P703516	Legalink, Incy Merrill	Math Business Allied Health	Legal	\$3,339.75
P703517	Titan Legal Services	Math Business Allied Health	Legal	\$2,873.06
P703518	American Arbitration	Math Business Allied Health	Legal	\$50,900.00
P703519	Public Agency Law	Math Business Allied Health	Legal	\$109,890.39
B710898	HMC	New Main Gym & PE	Architecture/Engineering	<u>\$1,800,000.00</u>
				<b><u>\$1,967,003.20</u></b>

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**Agenda for the El Camino Community College District Board of Trustees  
From  
Human Resources  
Linda Beam, 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 1-48 and 1-80.

### **Academic Personnel:**

1. Retirement - Timothy Miller full-time instructor of Accounting, Business Division, last day of work May 16, 2014, first day of retirement May 17, 2014 and that a plaque be prepared and presented to him in recognition of his service to the District since 1976.
2. Resignation - Martha Sandoval-Martinez, full-time instructor of Mathematics, effective June 2, 2014.
3. Resignation - Charmaine Mutuc, Child Development Center Teacher, effective June 30, 2014. In lieu of layoff, a one-time severance payment of \$28,000 and accrued, unused vacation less applicable taxes, will be paid.
4. Employment - Yun Chu, full-time instructor of Human Development, Behavioral & Social Sciences, Class V, Step 4, Academic Salary Schedule, effective August 21, 2014.
5. Employment - Elizabeth Jennison, full-time instructor of Accounting, Business Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.
6. Employment - Shiny Johnson, full-time instructor of Nursing, Health Sciences & Athletics Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.
7. Employment - Andre Le, full-time instructor of Computer Information Systems, Business Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.
8. Employment - Nicholas McGrue, full-time instructor of Law, Business Division, Class V, Step 4, Academic Salary Schedule, effective August 21, 2014.
9. Employment - Jessica Rapoza, full-time instructor of Kinesiology/Softball Coach, Health Sciences & Athletics Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.

10. Employment - Karla Villatoro, full-time instructor of Biology, Natural Sciences Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.
11. Employment - Todd White, full-time instructor of Microbiology, Natural Sciences Division, Class V, Step 4, Academic Salary Schedule, effective August 21, 2014.
12. Change in Salary - Allison Carr, full-time instructor of Humanities, Class III, Step 12 to Class IV, Step 12, effective August 21, 2014.
13. Change in Salary - Mary Barrios, full-time Counselor, from Class II, Step 12 to Class III, Step 12, effective August 21, 2014.
14. Amend Special Assignment - Cynthia Mosqueda, full-time Counselor to oversee Loyola Marymount University (LMU) partnership grant with grant reports and budget presentations, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,408, effective June 1 instead of July 1 through August 30, 2014, in accordance with the Agreement, Article 10, Section 14(a).
15. Special Assignment - The following full-time instructors to work as Student Learning Outcomes (SLO) coordinator, to be paid \$45.14 an hour, in accordance with the Agreement, Article 10, Section 14(a).

<u>Name/Division</u>	<u>Not to Exceed Hours &amp; Dollars</u>	<u>Dates</u>
Chris Mello/Fine Arts	5 - \$226	6/17-6/30/14
Chris Mello/Fine Arts	20 - \$903	7/1-8/14/14
Russell Serr/HS&A	5 - \$226	6/17-6/30/14
Russell Serr/HS&A	20 - \$903	7/1-8/14/14
Karen Whitney/Fine Arts	5 - \$226	6/17-6/30/14
Karen Whitney/Fine Arts	20 - \$903	7/1-8/14/14

16. Special Assignment - Jeffrey Cohen, full-time instructor of Mathematics, to oversee and assist in the management of National Science Foundation (NSF) scholarship grant, to be paid \$60.18 an hour, not to exceed \$5,000 effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).
17. Special Assignment - Rene Lozano, full-time Counselor, to complete transfer reports and update transfer metrics, to be paid \$60.18 an hour, not to exceed 25 hours or \$1,504, effective June 1 through August 8, 2014, in accordance with the Agreement, Article 10, Section 14(a).
18. Special Assignment - Craig Neumann, part-time instructor of Fire & Emergency Technology, Industry & Technology Division, to coordinate Firefighter In-Service

Training Program, to be paid \$60.18 an hour, not to exceed 360 hours or \$21,665, and not to exceed 25 hours per week cumulative employment at ECC, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).

19. Special Assignment - Craig Neumann, part-time instructor of Fire & Emergency Technology, Industry & Technology Division, to facilitate the development and delivery of courses to TSAs and other duties as assigned, to be paid \$60.18 an hour, not to exceed 600 hours or \$36,108, and not to exceed 25 hours per week cumulative employment at ECC, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).
20. Special Assignment - Gregory George, part-time instructor of Architecture, Industry & Technology Division, to coordinate Southern California Edison's Developing Energy Efficiency Professionals (DEEP) Program to be paid \$60.18 an hour, not to exceed 60 hours or \$3,600, and not to exceed 25 hours per week cumulative employment at ECC, effective July 1 through December 31, 2014, in accordance with the Agreement, Article 10, Section 14(a).
21. Special Assignment - Kevin Huben, full-time instructor of Fire & Emergency Technology, Industry & Technology Division, to coordinate the Paramedic Training Program, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,407, effective July 1 through August 20, 2014, in accordance with the Agreement, Article 10, Section 14(a).
22. Special Assignment - William Melendez, full-time instructor of Fire & Emergency Technology, Industry & Technology Division, to coordinate the Fire Academy, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,407, effective July 1 through August 20, 2014, in accordance with the Agreement, Article 10, Section 14(a).
23. Special Assignment - Holly Schumacher, part-time Counselor to work on Accreditation Self-Study Report, to be paid \$60.18 an hour, not to exceed 66 hours or \$4,000, effective July 1, 2014 through June 30, 2015, and not to exceed 25 hours per week cumulative employment at ECC, in accordance with the Agreement, Article 10, Section 14(a).
24. Special Assignment - Eric Carlson, full-time instructor of Machine Tool Technology, Industry & Technology Division, to coordinate groups of Engineering Technology and Math (STEM) grant curriculum activities, to be paid \$60.18 an hour, not to exceed 30 hours or \$1,806, effective July 1 through August 21, 2014, in accordance with the Agreement, Article 10, Section 14(a).

25. Special Assignment - Matthew Cheung, full-time instructor of English, Humanities Division, to work on Accreditation Self-Study Report, to be paid \$60.18 an hour, not to exceed 100 hours or \$6,000, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).
26. Special Assignment - Kathryn Holmes, full-time Learning Disabilities Specialist, Special Resource Center, Health Science & Athletics Division, to coordinate learning disability assessments, to be paid \$60.18 an hour, not to exceed 15 hours or \$903, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).
27. Special Assignment - Bonnilee Kaufman, part-time Learning Disabilities Specialist, Special Resource Center, Health Science & Athletics Division, to perform learning disability assessments for students with disabilities, to be paid \$45.14 an hour, not to exceed 50 hours or \$2,257, and not to exceed 25 hours per week cumulative employment at ECC, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).
28. Special Assignment - Mary Moon, full-time instructor of Nursing, Health Sciences & Athletics Division, to coordinate Nursing Success Strategies (SOS), to be paid \$60.18 an hour, not to exceed 20 hours or \$1,204, effective April 23 through June 30, 2014, in accordance with the Agreement, Article 10, Section 14(a).
29. Special Assignment - Amy Scarlet, part-time instructor of Nursing, Health Sciences & Athletics Division, to perform hospital training, to be paid \$60.18 an hour, not to exceed 20 hours or \$1,204, and not to exceed 25 hours per week cumulative employment at ECC, effective April 1 through June 30, 2014, in accordance with the Agreement, Article 10, Section 14(a).
30. Special Assignment - The following full-time instructors of Nursing, Health Sciences & Athletics Division, to assist nursing student success workshops, to be paid \$60.18 an hour, not to exceed 32 hours or \$1,926 each, effective May 19 through August 20, 2014, in accordance with the Agreement, Article 10, Section 14(a).

Michele Guta  
 Margaret Kidwell-Udin  
 Mary Moon

Victoria Orton  
 Kathleen Rosales  
 Kathleen Stephens

31. Special Assignment - The following part-time instructors of Nursing, Health Sciences & Athletics Division, to assist nursing student success workshops, to be paid \$60.18 an hour, not to exceed 32 hours or \$1,926 each, and not to exceed 25

hours per week cumulative employment at ECC, effective May 19 through August 20, 2014, in accordance with the Agreement, Article 10, Section 14(a).

Tolu Fashola  
Joan Gahan  
Yuko Kawasaki  
Yasna Ouwerkerk

Heather Riley  
Amy Scarlet  
Clara Sic Alonzo

32. Special Assignment - Carlos Garcia, part-time instructor of Electronics Computer Hardware Technology, Industry & Technology Division, to participate in faculty externship at Northrup Grumman and develop learning modules, to be paid \$45.14 an hour, not to exceed 300 hours or \$13,542 and not to exceed 25 hours per week cumulative employment at ECC, effective May 20 through August 22, 2014, in accordance with the Agreement, Article 10, Section 9(m).
33. Special Assignment - Farrah Esmielli, part-time instructor of Mathematics, to serve as instructor for a Math 73/80 ECC Summer Math Academy, to be paid \$60.18 an hour, not to exceed 67 hours or \$4,032, and not to exceed 25 hours per week cumulative employment at ECC, effective May 1 through June 30, 2014, in accordance with the Agreement, Article 10, Section 9(m).
34. Special Assignment - Aida Ovanessian, part-time instructor of Mathematics, to serve as instructor for a Math 73/80 ECC Summer Math Academy, to be paid \$60.18 an hour, not to exceed 67 hours or \$4,032, and not to exceed 25 hours per week cumulative employment at ECC, effective May 1 through June 30, 2014, in accordance with the Agreement, Article 10, Section 9(m).
35. Special Assignment - Ambika Silva, full-time instructor of Mathematics, to serve as instructor for a Math 73/80 ECC Summer Math Academy, to be paid \$60.18 an hour, not to exceed 134 hours or \$8,064, effective July 1 through August 31, 2014, in accordance with the Agreement, Article 10, Section 14(a).
36. Special Assignment - Azzam Shihabi, part-time instructor of Mathematics, to serve as the instructor for a Math 180 ECC Summer Math Academy, to be paid \$60.18 an hour, not to exceed 67 hours or \$1,032, and not to exceed 25 hours per week cumulative employment at ECC, effective July 1 through August 31, 2014, in accordance with the Agreement, Article 10, Section 9(m).
37. Special Assignment - The following full-time instructors of foreign languages, Humanities Division, 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, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 7(c).

Evelyne Berman  
Alicia Class  
Anne Cummings  
Donna Factor  
Nitza Llado

Andres Moina  
Francis (Bernie) Rang  
Xiaodong (David) Shan  
Carmen Sotolongo  
Nina Yoshida

38. Special Assignment - The following part-time Nurse Practitioners to be hired as needed in Student Health Services, Health Sciences & Athletics Division, not to exceed a grand total of 45 hours per week, and not to exceed 25 hours per week cumulative employment at ECC, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 9(m).

Theresa Berg  
Melanie Bronstein  
Sarah Davis  
Linda Goldman

Julie Poepoe  
Ellen Schmidt-Olaivar  
Therese Wright

39. Special Assignment - The following part-time Clinical Psychologists to be hired as needed in Student Health Services, Health Sciences & Athletics Division, not to exceed 25 hours per week cumulative employment at ECC, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 9(m).

Alann Dingle	18 hours
Sally Emery	16 hours
Ruth Taylor	25 hours
Amy Verbonich	16 hours

40. Special Assignment - Brian Mims, full-time Counselor, to complete Project Success reports and update metrics, to be paid \$60.18 an hour, not to exceed 25 hours or \$1,505, effective Jun1 through August 8, 2014, in accordance with the Agreement, Article 10, Section 14(a).
41. Special Assignment - Cynthia Mosqueda, full-time Counselor, to complete First Year Experience (FYE) reports and coordinate orientations, to be paid \$60.18 an hour, not to exceed 25 hours or \$1,505, effective June 1 through August 8, 2014, in accordance with the Agreement, Article 10, Section 14(a).
42. Special Assignment - The following non-credit instructors to supervise the Writing Center while the coordinator is on vacation, to be paid \$45.14 an hour, not to exceed 25 hours per week cumulative employment at ECC, effective July 7

through August 14, 2014, in accordance with the Agreement, Article 10, Section 9(m).

	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Sean Patrick	28	\$1,264
Susan Wade	28	\$1,264
Mark Walch	25	\$1,130

43. Special Assignment - The following full-time instructors of Nursing, Health Sciences & Athletics Division, to prepare for Board of Registering Nursing visit, to be paid \$60.18 an hour, not to exceed 64 hours or \$3,851 each, effective June 17 through August 20, 2014, in accordance with the Agreement, Article 10, Section 14(a).

Kathleen Rosales  
Margaret Kidwell-Udin

44. Extra Services - Julie Land, full-time Disabilities Specialist, Special Resource Center, Health Sciences & Athletics Division, to provide services/accommodations to students with disabilities, to be paid \$45.14 an hour, not to exceed 70 hours or \$3,160, effective July 1, 2014 through June 30, 2015, outside of contracted time, in accordance with the Agreement, Article 10, Section 13(b).
45. Extra Services - Janet Schaeffer, full-time Clinical Psychologist, Health Sciences & Athletics Division, to provide clinical psychological services to students, to be paid Class V, Step 9, Academic Salary Schedule, effective June 16 through August 17, 2014, in accordance with the Agreement, Article 10, Section 13.
46. Extra Services - Kathryn Holmes and William Hoanzl, full-time Learning Disabilities Specialists, Special Resource Center, Health Sciences & Athletics Division, to perform learning disability assessments for students with disabilities, to be paid \$45.14 an hour, not to exceed 50 hours or \$2,257 each, effective July 1, 2014 through June 30, 2015 outside of contracted time, in accordance with the Agreement, Article 10, Section 13(b).
47. Employment - Jamila Guerrero-Cantor, part-time/temporary counselor to be hired, as needed, not to exceed 24 hours per week and not to exceed 25 hours per week cumulative employment at ECC, effective June 17 through August 14, 2014, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

48. Employment - The following part-time/temporary instructors to be hired as needed for the 2014 summer session, not to exceed 67% FTE or 25 hours per week.

Behavioral & Social Sciences

Tisa Casas – Class II, Step 5

Lorrie Kato – Class V, Step 6

Kell Stone – Class II, Step 9

Business

Pebble Carballo – Class II, Step 9

Fine Arts

Jeffrey Crum – Class II, Step 4

Industry & Technology

John Louie – Class I, Step 9

Natural Sciences

Andrey Balakin – Class V, Step 4

Nancy Hurtado-Ziola – Class V, Step 4

**The following part-time summer faculty salary adjustments:**

Behavioral & Social Sciences

Peter Aguilera – Class II, Step 12

Jose Arrieta – Class II, Step 7

Dustin Black – Class II, Step 7

Thomas DeHardt – Class V, Step 5

Kirsten Olson – Class III, Step 6

Jalpa Parikh – Class IV, Step 14

Sergio Soto – Class II, Step 8

Fine Arts

Gretchen Potts – Class II, Step 7

Imara Quinonez – Class III, Step 5

Health Sciences & Athletics

Danielle Roman – Class III, Step 12

Humanities

Karen Amano-Tompkins – Class II, Step 6

Lisa Gaydosh – Class II, Step 6

Jeremy Hector – Class III, Step 7



Susan Magabo – Class II, Step 10  
Sumino Otsuji – Class II, Step 7  
Lana Phillips – Class IV, Step 14  
Amir Sharifi – Class V, Step 24

Mathematics

Abdelwahab El-Abyad – Class V, Step 14  
Henri Feiner – Class II, Step 28

Natural Sciences

Premilla Arasasingham – Class IV, Step 9  
Melvin Kantz – Class V, Step 10  
Octavian Le – Class V, Step 11

**Classified Personnel:**

1. Retirement - Judith Salmon, Child Development Center Technician, Range 32, Step E, CDC/Behavioral and Social Sciences Division, Academic Affairs Area, effective September 5, 2014, and that a plaque be presented to her for her years of service to the District since 1987. A one-time severance payment of \$28,000, less applicable taxes, will be paid.
2. Retirement - Carolyn Wesley, Night Custodian, Range 20, Step E, Facilities Planning and Services Division, Administrative Services Area, effective June 1, 2014, and that a plaque be presented to her for her years of service to the District since 1994.
3. Resignation - Adam Dunigan, Academic Affairs Analyst, Range 34, Step B, Vice President's Office, Academic Affairs Area, effective July 7, 2014, plus accrued vacation.
4. Separation - Bryon Morris, Night Custodian, Range 20, Step B, Facilities Planning and Services Division, Administrative Services Area, effective May 15, 2014.
5. Separation - Sharon Walker, Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective May 15, 2014.
6. Personal Leave of Absence 25% - Linda Massarotti, Student Services Advisor, Range 35, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.

7. Personal Leave of Absence 7.5% - Julieta Ortiz, Student Services Specialist, Range 33, Step E, Enrollment Services Division, Student and Community Advancement Area, effective August 23 through December 12, 2014.
8. Personal Leave of Absence 25% - Claudia Velazquez, Student Services Technician, Range 28, Step E, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.
9. Change in Assignment - Martha E. Lopez, from 83% to 100%, Human Resources Technician III, Range, 9, Step D (Confidential Salary Schedule), Human Resources Division, Human Resources Area, effective July 1, 2014.
10. Change in Assignment - Troy Palmer, from 83% to 100%, Painter, Range 35, Step B, Facilities Planning and Services Division, Administrative Services Area, effective July 1, 2014.
11. Change in Assignment - Jeffrey Shearen from 83% to 100% Dispatch Clerk, Range 25, Step C, Campus Police Division, Administrative Services Area, effective July 1, 2014.
12. Change in Assignment - Hiep D. Tran, from 83% to 100% Computer Systems Support Technician, Range 40, Step C, Information Technology Division, Administrative Services Area, effective July 1, 2014.
13. Change in Assignment - David Valencia, from 10 month to 12 month, Painter, Range 35, Step C, Facilities Planning and Services Division, Administrative Services Area, effective July 1, 2014.
14. Change of Assignment - Mary Eskridge, Senior Clerical Assistant, Range 22, Step E, from Child Development Center/Behavioral & Social Sciences Division, Academic Affairs Area, to Counseling and Student Services Division, Student and Community Advancement Area, effective July 1, 2014.
15. Stipend - The following employees to receive a \$50 per month stipend for carrying a cell phone after-work hours for emergencies, effective July 1, 2014 through June 30, 2015:
 

Georgianna Levine	Center for the Arts/Fine Arts
Jerrold Root	Center for the Arts/Fine Arts
16. Work Out of Classification - Dorothy Fowler, Clerical Assistant, Range 22, Step E, to Student Services Technician, Range 28, Step C, Admissions & Records

Division, Student and Community Advancement Area, effective July 1 through December 31, 2014.

17. Work Out of Classification - Martha Perez, 50% Clerical Assistant, Range 22, Step E, to 100% Student Services Advisor, Range 35, Step A, Counseling and Student Services Division, Student and Community Advancement Area, effective July 1 through July 31, 2014.
18. Work Out of Classification - 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, 2014 through June 30, 2015.
19. Extend Employment - Seth Barnard, Toolroom Instructional Equipment Attendant, Range 24, Step D, Industry & Technology Division, Academic Affairs Area, effective July 1 through August 7, 2014.
20. Extend Employment - Matthew Hutcherson, Toolroom Instructional Equipment Attendant, Range 24, Step E, Industry & Technology Division, Academic Affairs Area, effective July 1 through July 2, 2014.
21. Extend Employment - Doroteo Quero, Toolroom Instructional Equipment Technician, Range 31, Step E, Industry & Technology Division, Academic Affairs Area, effective July 1 through July 2, 2014.
22. Extend Employment - Rebecca Wilson, Computer Lab Specialist, Range 36, Step E, Learning Resources, Academic Affairs Area, effective June 23 through August 14, 2014.
23. Re-Employment - Tanysha Laney, 50% Research Associate, Range 39, Step A, Planning Research & Development Division, Student and Community Advancement Area, effective July 1, 2014, through June 30, 2015.
24. Re-Employment - Preston Reed, Research Associate, Range 39, Step B, Planning Research & Development Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.
25. Employment - Jayne Ishikawa. Director of Staff & Student Diversity, Range 13, Step 1, Staff Diversity Division, Human Resources Area, effective July 8, 2014.

26. Employment - Manuel Correa, Night Custodian, Range 20, Step A, Facilities, Planning and Services Division, Administrative Services Area, effective June 9, 2014.
27. Employment - Christopher Egnozzi, Operations Supervisor, Range 15, Sep A, Facilities Planning and Services Division, Administrative Services Area, effective July 1, 2014.
28. Employment - Antonio Morales, Groundskeeper-Gardener I, Range 22, Step A, Facilities, Planning and Services Division, Administrative Services Area, effective July 1, 2014.
29. Employment - Mark Rogers, Human Resources Technician I, Range, 4, Step A (Confidential Salary Schedule), Human Resources Division, Human Resources Area, effective June 17, 2014.
30. Employment - Lori Yamasaki, Project Specialist, Range 32, Step A, Fine Arts Division, Academic Affairs Area, effective July 1, 2014.
31. Employment - Karen White, Human Resources Technician I, Range, 4, Step A (Confidential Salary Schedule), Human Resources Division, Human Resources Area, effective June 17, 2014.
32. Rescind Employment - Miguel A. Aburto Galvan, HVAC Mechanic, Range 39, Step A, Facilities Planning and Services Division, Administrative Services Area, effective June 2, 2014.

### **Special Services Professional**

33. Re-Employment - Pauline Annarino, Special Services Professional, Range 7, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$99,580, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective July 1, 2014 through June 30, 2015.
34. Re-Employment - Michelle Arthur, Special Services Professional, Range 8, Step 2, of the Special Services Professional Salary Schedule, not to exceed \$99,060, Enrollment Services Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.
35. Re-Employment - Roberta Becka, Special Services Professional, Range 8, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$27,040, Community Advancement Division, Student and Community Advancement Area, effective July 1 through September 30, 2014.

36. Re-Employment - Kathleen Costa, Special Services Professional, Range 1, Step 1, of the Special Services Professional Salary Schedule, not to exceed \$31,000, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.
37. Re-Employment - Nancy Tonner, Range 2, Step 4, of the Special Services Professional Salary Schedule, not to exceed \$62,140, Foundation Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.
38. Re-Employment - Alicia Zambrano, Special Services Professional, Range 2, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$63,960, Community Advancement Division, Student and Community Advancement Area, effective July 1, 2014 through June 30, 2015.

**Temporary Classified Services Employees** - not to exceed 170 days per year, 25 total work hours and/or the equivalent of 67% faculty load per week, effective July 1, 2014 through June 30, 2015, unless otherwise stated:

39. Marcia Armstrong - Clerk, Range 17, Step A, Fine Arts Division, Academic Affairs Area, to provide general office work.
40. Aster Assefa - Clerical Assistant, Range 22, Step A, Mathematical Sciences Division, Academic Affairs Area, to provide clerical support for division office.
41. Lanicesha Dodson - Bookstore Sales Assistant, Range 19, Step A, Bookstore Division, Administrative Services Area, to work at the El Camino and Compton Center Bookstores, cashiering, inventory .
42. Kristin Dunigan - Clerical Assistant, Range 22, Step A, Humanities Division, Academic Affairs Area, to assist dean and associate dean with clerical tasks.
43. Angela Farthing - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to assist with MIS reports.
44. Richard Gonzalez - Clerical Assistant, Range 22, Step A, Community Advancement Division, Student and Community Advancement Area, not to exceed 8 hours per day or 10 hours per week.
45. Mathew Grigsby - Accounting Assistant II, Range 27, Step A, Fine Arts Division, Academic Affairs Area, to assist with ticket office duties, on-call as-needed.

46. William Guerra - Clerical Assistant and Accounting Assistant I, Range 22, Step A, Enrollment Services Division, Student and Community Advancement Area.
47. Amy Herrschaft - Financial Aid Assistant, Range 24, Step A, Enrollment Services Division, Student and Community Advancement Area, to assist students at counter.
48. Miriam Jauregui - Student Services Technician, Range 28, Step A, Admissions and Records Division, Student and Community Advancement Area, to provide technical assistance to veterans.
49. 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 accounting duties, on-call as-needed.
50. Summer Kennedy - Clerical Assistant, Range 22, Step A, Admissions and Records Division, Student and Community Advancement Area, to perform clerical duties for ECLA.
51. Louise Kirst - Project Specialist, Range 32, Step A, Center for the Arts/Fine Arts Division, Academic Affairs Area.
52. Isabelle Pena - Secretary, Range 26, Step A, Vice President's Office, Academic Affairs Area, effective July 1 through December 23, 2014.
53. Lorena Perez - Student Services Advisor, Range 35, Step A, EOP&S/Counseling and Student Services Division, Student and Community Advancement Area, CARE Advisor.
54. Cindy Rodriguez - Human Resources Technician II, Range 6, Step A (Confidential Salary Schedule), Human Resources Division, Human Resources Area, effective July 1 through December 31, 2014.
55. Lissette Marquez - Senior Clerical Assistant, Range 24, Step A, Special Resource Center/Health Sciences and Athletics Division, Academic Affairs Area, on call as needed for DSPS program.
56. 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.

57. Hoang-Linh Nguyen - Data Entry Operator, Range 18, Step A, Financial Aid/Enrollment Services Division, Student and Community Advancement Area, to enter data.
58. Ezekiel Ortega - Toolroom Instructional Equipment Attendant, Range 24, Step A, Industry & Technology Division, Academic Affairs Area, to check out tools and equipment to students.
59. Nancy Quezada - Student Services Specialist, Range 28, Step A, EOPS/CalWorks/Care/Counseling and Student Services Division, Student and Community Advancement Area.
60. Portia Rushin Sorunke - Administrative Assistant I, Range 28, Step A, Academic Affairs Area, to work on Curriculum, Curricunet, SLOs.
61. Phan Tran - Clerical Assistant, Range 22, Step A, Business Division, Academic Affairs to provide office support and assist students and staff.
62. Jane Richmond - Senior Clerical Assistant, Range 24, Step A, Professional Development/Human Resources Division, Human Resources Area, to perform clerical duties.
63. Stephen Teubner Jr. - Athletic Trainer, Range 35, Step A, Health Sciences & Athletics Division, Academic Affairs Area, to provide event coverage and medical care to athletes.
64. Helen Wada - Clerical Assistant, Range 22, Step A, Humanities Division, Academic Affairs Area, to assist dean with clerical tasks.
65. Sachi Watari - Clerical Assistant, Range 22, Step E, Enrollment Services Division, Student and Community Advancement Area, to provide office support (Retired Annuitant).
66. Patricia Witherall - Switchboard Operator/Receptionist, Range 21, Step E, Switchboard/Human Resources Division, Human Resources Area, to cover switchboard on-call, as needed, (Retired Annuitant).
67. David Wright - Science Lab Supervisor, Range 21, Step A, (Supervisory Salary Schedule) Natural Sciences Division, Academic Affairs Area, to perform a variety of duties related to running labs and equipment.
68. Michael Wilson - Research Analyst, Range 47, Step A Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, and

Institutional Research Division, Student and Community Advancement Area, on call as needed.

69. The following individuals to work as Dispatch Clerk, Range 25, Step A, Campus Police Division, Administrative Services Area, to work on-call as needed:

Joshua Armstrong

Martha Cognac

70. The following individuals to work as Clerk, Range 17, Step A, Assessment/Testing Center/Enrollment Services Division, Student and Community Advancement Area, performing clerical work and assisting in testing lab:

Robert Abbott

Yoko Nishikawa

Shinhee Chong

Carmen Valley

71. The following individuals to work as Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area:

Daphney Belton

Leonard Payne

Omar Hernandez

Anissa Shephard

Jason Loyola

Corry Smith

Gilbert McGowan

Darhonda Spicer

Willy Panez

Kenneth Williams

72. 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 design sets:

John Patrick

Daniel Volonte

73. 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:

Erik Bleuer

Jonathan Campbell

Francis Geller

74. The following individuals to work as 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:

Katherine Blanchard



Adam Lynn  
Phillip Manor

75. The following individuals to work as Sound Technician, Range 36, Step A, and Theatre 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:

Sylvia Krawczyk  
Barak Weinstein  
Paul Workman

76. The following individuals to work as Student Services Technician, Range 28, Step A, Student and Community Advancement Area, on call, as needed:

Breeanna Bond	Outreach/Enrollment Services
Joshua Casper	Outreach/Enrollment Services
Brenda Peterson	Admissions & Records
Michelle Phan	Admissions & Records
Jennifer Sellers	Admissions & Records

77. The following individuals to work as Switchboard Operator/Receptionist, Range 21, Step A, Human Resources Division, Human Resources Area:

Melanie Hudnall	Dena Langowski	Katherine West
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78. The following individuals to work as Theatre Assistant, Range 20, Step A, Fine Arts Division, Academic Affairs Area, on an on-call, as needed basis, to perform backstage crew duties:

Andrew Choquette	Eric Neumeister
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79. 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:

Brandon Baruch	Sheila Malone
Robert Bridges	Anna Marin
Patricia Briles	Stacy McKenney
Annette Hassell	John Swaffield III
Terri Hung	Eric Zimmerman
Michelle Jang	

80. 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:

Matthew Alquiza  
Marcelo Cacciagioni  
Thomas Carter  
Alonzo, McDonald

Stephen Norris  
Robert Ory  
Jonathan Reyes-Flores  
Dewain Robinson

**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.

**Instructional Aide Series**

1. Instructional Aide I

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

Max Amaya-Munoz, \$9.00 per hour  
Hilda Casillas, \$9.00 per hour  
Arielle Catoera, \$9.00 per hour  
Ryan Cleveland, \$9.00 per hour  
Jan Cleverdon, \$9.00 per hour  
Olive Edmond, \$9.00 per hour  
Thomas Freeman, \$9.00 per hour  
Ana Martinez Perez, \$9.00 per hour  
Cree Norman, \$9.00 per hour  
Victor Pulido, \$9.00 per hour  
Donald Quok, \$9.00 per hour  
Lala Ragimov, \$9.00 per hour  
Diana Rivera, \$9.00 per hour  
Arnold Stodolsky, \$9.00 per hour  
Esai Saucedo, \$9.00 per hour  
Arturo Valdivia, \$9.00 per hour  
Yer Vang-Rojas, \$9.00 per hour  
Sheronn Walls, \$9.00 per hour  
Krista Whitlatch, \$9.00 per hour  
Sue Wong, \$9.00 per hour

2. Instructional Aide II

The following individuals are to provide basic tutoring, support services, computer and equipment maintenance, and accommodations for students.

Ricardo Arechiga, \$9.25 per hour, \$10.00 per hour

Amber Beck, \$9.25 per hour

Ronald Bermudez Perea, \$10.00 per hour

Toni Borden, \$9.50 per hour

La-Dawn Dixon, \$9.25 per hour

Karen Endo, \$10.00 per hour

Zenzell Harris, \$9.50 per hour

Lori Ishigo, \$10.00 per hour

Tamekia Jernigan, \$10.00 per hour

George Malak, \$9.50 per hour

Robert Munoz, \$10.00 per hour

Connie Nguyen, \$10.00 per hour

Rogelio Ramirez, \$9.50 per hour

Jennifer Ramos, \$9.50 per hour

Dilian Rolins, \$9.25 per hour, \$10.00 per hour

John Silva, \$10.00 per hour

Christina Solis, \$10.00 per hour

Steven Solomon, \$10.00 per hour

Charles Spears, \$10.25 per hour

Matthew Trias, \$10.00 per hour

Teesa Tuegh, \$9.25 per hour

Cynthia Viguera, \$9.25 per hour

Luis Villanueva, \$10.00 per hour

Mark Warnholtz, \$10.00 per hour

Neha Zaida, \$10.00 per hour

3. Instructional Aide III

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

Nancy Alvarez, \$10.50 per hour

Jill Bryant, \$10.50 per hour

Ricardo Gonzalez, \$10.50 per hour

Fiaigoa Misipeka, \$10.50 per hour

April Shin, \$10.75 per hour

Charles Spears, \$11.00 per hour

Phorious Whitmore, \$11.00 per hour

4. 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, instructional support services, and accommodations for students.

Alisha Albanese, \$12.25 per hour  
Farshan Ali-Akbar, \$12.25 per hour  
Aree Anne Kate Bernabeo, \$11.75 per hour  
William Birdo, \$12.25 per hour  
Bryce Campbell, \$12.25 per hour  
Sarah Craig, \$12.25 per hour  
Jason Fournier, \$12.25 per hour  
Brandon Goya, \$12.25 per hour  
Gillian Griffin, \$12.25 per our  
Shelley Heard, \$12.25 per hour (also eff. 6/17/14 through 6/30/14)  
Karen Kerkhoff, \$11.75 per hour  
Mary Kretzmar, \$12.25 per hour  
Ryan Lauzon, \$12.25 per hour  
Monika Manson, \$12.25 per hour  
Ludwin Marroquin Cifuentes, \$12.25 per hour  
Jeff Miera, \$11.75 per hour  
Garrett Maestri, \$12.25 per hour  
Jonathan Reyes, \$12.25 per hour  
John-Paul Rivas, \$12.25 per hour  
Ellery Sanders, \$12.25 per hour  
Noemi Santa Cruz, \$10.50 per hour  
Matt Sheehan, \$12.25 per hour  
Shelley Spearman, \$11.75 per hour  
Stephanie Steward, \$11.75 per hour  
Mariko Takayama, \$11.75 per hour  
Joan Treat, \$12.25 per hour  
Benjamin Tzeng, \$12.25 per hour  
Dennis Velez, \$12.25 per hour  
Luis Villanueva, \$11.75 per hour

5. Instructional Aide V

The following individual is to assist instructors with students on the floor with lab projects, maintain equipment, and dispense supplies.

Bobby Sagbigal, \$14.00 per hour

The following individual is to serve as a laboratory aide in supporting instruction when class is in session.

Rosa Miranda-Novack, \$13.00 per hour

The following individuals are to provide high level tutoring, student assistance, classroom support services, and online support.

April Bernabeo, \$13.00 per hour

Luz Cortez, \$13.00 per hour

Joon Kim, \$13.00 per hour

George Malak, \$13.00 per hour

The following individuals are to provide tutoring services as Student Enhancement Team (SET) leaders.

Sandy Cerna, \$13.00 per hour

Adriana Hernandez, \$13.00 per hour

Nancy Lopez, \$13.00 per hour

Daniela Moreno-Lopez, \$13.00

Vuong Tran, \$13.00 per hour

Dennis Viveros, \$13.00 per hour

The following individual is to provide assistance and guidance to Accounting and CIS students with assignment completion in an open lab.

Theresa Hardin, \$13.50 per hour

6. Instructional Aid VI

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 assist with DSPS testing accommodations scheduling, maintain the integrity of test proctoring, and find and train individuals to work in the testing accommodations area.

Kasey Armstrong, \$15.00 per hour

The following individual is to provide instructional assistance, supervise support staff, and assist with the daily operations of the Reading Success Center.

Erika Knox, \$19.00 per hour

The following individuals are to provide support as tutors to EOPS/CARE eligible students in a variety of subjects meeting the needs of low-skilled level students to increase retention.

Huong Duong, \$19.00 per hour

Janette Kuvhenguhwa, \$19.00 per hour

Hector Ruiz, \$19.00 per hour

Nancy Sanchez, \$19.00 per hour

### **Office Aide Series**

7. Office Aide I

The following individual is to assist the staff with basic tasks.

Soo Young Lim, \$9.00 per hour

8. Office Aide II

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

Shalisha Barnett, \$10.00 per hour

Gerel Purevkhoo, \$10.00 per hour

Arnisha Royston, \$10.00 per hour

Jose Vasquez, \$9.25 per hour

9. 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.

Indira Amaya, \$10.50 per hour (also eff. 5/21/14 through 6/30/14)

Jose Cholico, \$10.50 per hour

Verenice Galvan, \$10.50 per hour (also eff. 5/21/14 through 6/30/14)

Laura Gibson, \$10.50 per hour

Ricardo Gonzalez, \$10.50 per hour

Dantam Huynh, \$11.00 per hour

Rosanna Gomez Merrill, \$10.50 per hour

Safar Hafiz, \$10.50 per hour

Mary Lou Miranda, \$10.50 per hour

Veronica Munoz, \$10.50 per hour  
Nicholas Naranjo, \$10.50 per hour  
Joseph Ornelas, \$10.50 per hour  
Maria Reina, \$10.50 per hour  
Alma Sandoval, \$10.50 per hour  
Anita Schutt, \$10.50 per hour  
Aysha Shaikh, \$10.50 per hour  
Derek Warren, \$11.00 per hour

10. 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 \$12.25 per hour  
Richard McGreevy, \$12.75 per hour  
Rosa Y. Velez, \$11.75 per hour  
Lujuana Washington, \$12.50 per hour

11. Office Aide V

The following individuals are to assist the office staff and faculty with clerical work and support.

Kimberly Brandes, \$13.75 per hour  
Linda Morford, \$13.50 per hour  
Edegene Warner, \$13.75 per hour

The following individual is to assist the Business Education office staff and faculty with clerical work, daily operations, customer service, maintenance of data and various programs, and supporting division staff as needed.

David Treat, \$13.00 per hour

12. Office Aide VI

The following individuals are to assist with day-to-day operations for Learning Resource Center computer labs, student patrons for various computing and tutorial needs, orientations to the facilities, and maintenance of the hardware and software in the computing labs.

Charrissa Penn, \$15.00 per hour  
Erika Yates, \$15.00 per hour

The following individual is to assist the division with collating, organizing, and formatting data including SLO assessment plans and reports.

Erica Soohoo, \$18.00 per hour

The following individuals are to assist students with on-line registration, provide eligibility services and support the intake process with specialized knowledge of Student Success core mandates.

Wandisa Cowart, \$15.00 per hour

Larry Harris, \$15.00 per hour

Jose Hernandez, \$15.00 per hour

Jonathan Lucas, \$15.00 per hour

Katherine Mejia, \$15.00 per hour

Myrna Mendoza, \$15.00 per hour

Mary Zavala, \$15.00 per hour

### **Program Aide Series**

13. Program Aide III

The following individuals are to assist staff with duties to support the needs of a program or specialized area.

Juliet Ikemefuna, \$10.50 per hour

Cindy Pelayo, \$11.00 per hour

Jessica Smith, \$10.50 per hour

Branden Williams, \$10.50 per hour

The following individual is to assist staff with creating computer generated documents and establish and maintain communication aspects and materials for the South Bay Children's Choir.

Lauri Goldenhersh, \$10.50 per hour

14. Program Aide IV

The following individuals are to assist instructors at the El Camino College Fire Academy for Standards of Training, Certification and Watchkeeping for maritime training in the lab.

Nathan Carver, \$12.25 per hour

Thomas Curran, \$12.25 per hour (also eff. 6/17/14 through 6/30/14)

Max McClellan, \$12.25 per hour

Pedro Montero, \$12.25 per hour



Scott Rosevear, \$12.25 per hour (also eff. 6/17/14 through 6/30/14)  
Max Rodriguez, \$12.25 per hour

The following individual is to assist with program duties in the counseling division.

Louvena Ford, \$12.50 per hour

15. 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, \$14.00 per hour

16. Program Aide VI

The following individual is to perform as the primary recruiter, coordinator, and primary contact for high school students, teachers, and administrators for the Career Pathways program.

Megan Ruane, \$15.00 per hour

17. Program Aide VI

The following individuals are to provide clerical support and assist with office projects as needed for the CalWORKs program and Career Placement and Services.

Berenice Cabrilo, \$15.00 per hour  
Trinh Do, \$15.00 per hour

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

Jaime Gallegos, \$15.00 per hour

The following individual is to perform a variety of duties to support the Eligibility, Outreach, and Recruitment component of EOPS/CalWORKS/CARE with both on and off campus activities.

Rosa Perez, \$15.00 per hour

The following individual is to coordinate employees and volunteers, and manage auditions and travel arrangements for the Beginning Chorus program.

Susan Benson, \$17.00 per hour

The following individual is to assist with duties that related to the daily operation and maintenance of the Supplemental Instruction program.

Elizabeth Schwartz, \$18.00 per hour

The following individual is to assist with outreach at local high schools and community agencies, disseminate specialized information and assist with the primary functions of day-to-day operations.

Carla Velasquez, \$18.00 per hour

The following individual is to perform a variety of duties to support the eligibility and retention of EOPS/CARE students and assist with EOPS/CalWORKS/CARE activities as needed.

Brenda Alvarez, \$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, and order supplies.

William Guerra, \$19.00 per hour

Lawrence Moreno, \$19.00 per hour

Richard Woods, \$19.00 per hour

The following individual is to provide support to specific programs with tutorial assistance in the classroom, laboratory, and online, and help organize and coordinate various projects.

Ramon Franco, \$19.00 per hour

The following individual is 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.

Debra Zavala, \$19.00 per hour

The following individual is to perform general clerical duties related to the office operations of the Small Business Development Center including compiling and

inputting WebCATS system data, report preparation, conducting research, and monitors and tracks workshops and materials.

Nancy Cisneros, \$19.00 per hour

### **Sports Aide Series**

18. Sports Aide IV

The following individuals are to provide lifeguard services.

Julio Ramirez, \$12.00 per hour

Joshua Zurfluh, \$12.00 per hour

19. Sports Aide VI

The following individuals are to be responsible for providing a safe and effective environment for exercise training and supervise the Fitness Center.

Fashinu-Ron Nesbeth, \$15.00 per hour

Aida Shaw, \$15.00 per hour

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

Andrew Britton, \$17.00 per hour

Norman S. Byers, \$17.00 per hour

Areil Carrillo, \$17.00 per hour

Matthew Egan, \$17.00 per hour

Jose Erickson, \$17.00 per hour

Robert Fernley, \$17.00 per hour

Michael Grissett, \$17.00 per hour

Daryl Guerin, \$17.00 per hour

Joseph Houston, \$17.00 per hour

Ever Morataya, \$17.00 per hour

Alyssa Olveda, \$17.00 per hour

James Powell, \$17.00 per hour

Kenneth Talanoa, \$17.00 per hour

Ryan Winkler, \$17.00 per hour

The following individuals are to assist with the daily activities and maintenance of the summer football camp.

Jose Erickson, \$19.00 per hour

Ryan Winkler, \$19.00 per hour

## **Theater Aide Series**

### 20. Theater Aide I

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

Sharmila Abraham, \$9.25 per hour  
Dennis Blackmon, \$9.25 per hour  
Verna Bolton, \$9.50 per hour  
Emily Borrelli, \$9.50 per hour  
Stephanie Camello, \$9.25 per hour  
Linda Edsinga, \$9.25 per hour  
Salma Fariz, \$9.25 per hour  
Heidi Fuller, \$9.50 per hour  
Leilani Fuller, \$9.25 per hour  
Indira Garcia, \$9.25 per hour  
LC Raymond Grays, \$9.50 per hour  
Jonathan Iheonu, \$9.25 per hour  
Francisco Lopez, \$9.25 per hour  
Fidela Mazariegos, \$9.50 per hour  
Lizbeth Morales, \$9.50 per hour  
Gloria Nance, \$9.25 per hour  
Pragnash Patel, \$9.25 per hour  
Chere Price, \$9.50 per hour  
Richard Romero, \$9.25 per hour  
Jackie Ross, \$9.50 per hour  
Gail Vasquez, \$9.50 per hour

### 21. Theater Aide II

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

Heidi Fuller, \$10.25 per hour  
Tracie Jimmerson, \$10.25 per hour  
Raisa Mataalii, \$10.25 per hour  
Lauren Matern, \$10.25 per hour  
Elizabeth Matusak, \$10.25 per hour  
Fidela Mazariegos, \$10.25 per hour  
Kaysha Morgan, \$10.25 per hour  
Pragnash Patel, \$10.25 per hour  
Martha Solis, \$10.25 per hour  
Sonia Solis, \$10.25 per hour

Shanda Weston, \$10.25 per hour

22. 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.

Agnes Cotti, \$12.75 per hour

Amanda Meade-Tatum, \$12.75 per hour

Desmond Sanchez, \$12.75 per hour

Gannon Tanji, \$12.75 per hour

23. Theater Aide V

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.

Su Hiraga, \$13.50 per hour

Louise Kirst, \$13.50 per hour

Martha Solis, \$13.50 per hour

Sonia Solis, \$13.50 per hour

24. Theater Aide VI

The following individuals are to perform technical theater duties for the various events on campus.

Jayne Barr, \$15.00 per hour

Florencia Carrizo, \$15.00 per hour

Travis Deck, \$15.00 per hour

Josephine Faux, \$15.00 per hour

Raenae Kuaea, \$15.00 per hour

Christian LeMay, \$15.00 per hour

Ayla Lundin, \$19.00 per hour

Kelli Lundin, \$15.00 per hour

Georgina Morales, \$15.00 per hour

Jana Morimoto, \$19.00 per hour

Tammy Minion, \$19.00 per hour

Farren Ronquillo, \$15.00 per hour

Carol Sparks, \$15.00 per hour

Ariel Thomke, \$15.00 per hour

Samuel Toebe, \$15.00 per hour

Danielle Vander Linden, \$15.00 per hour

Alicia Yanez, \$15.00 per hour

Christine Zarro, \$15.00 per hour  
Bradley Zipser, \$15.00 per hour

### **Assistance Linguistics Professional Series**

25. Assistive Linguistics Professional I

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

Cynthia Alarcon, \$25.00 per hour  
Bennie Barber, \$25.00 per hour  
Elizabeth Brambila, \$30.00 per hour  
Joseph Calderon, \$32.50 per hour  
Rosa Cruz, \$25.00 per hour  
Mireya Graciano, \$30.00 per hour  
John Hennessy, \$32.50 per hour  
Kathryn Kelley, \$25.00 per hour  
Caroline King, \$25.00 per hour  
Patty Kwee, \$30.00 per hour  
Shannon Leavitt, \$32.50 per hour  
Lori Patton, \$32.50 per hour  
Maronda Powell, \$30.00 per hour  
Teresa Russ, \$30.00 per hour  
Alex Sandoval, \$20.00 per hour  
Kelsey Szima, \$25.00 per hour  
Stephanie Teemer, \$25.00 per hour

26. Assistive Linguistics Professional II

The following individuals are 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, \$45.00 per hour  
Michael Amaton, \$40.00 per hour  
Krystal Armstrong, \$40.00 per hour  
Pamela Ashe, \$42.50 per hour  
Bobbi Barnfather, \$45.00 per hour  
Shela Cardenas, \$35.00 per hour  
Selma Chavez, \$40.00 per hour  
Kristen Del Rosario, \$35.00 per hour  
Martin Garcia, \$45.00 per hour  
Katherine Hammons, \$45.00 per hour

Jimmy Hawkins, \$45.00 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 McKinley, \$40.00 per hour  
Raena Oshiro, \$40.00 per hour  
Cynthia Parral, \$40.00 per hour  
Alejandro Perez, \$35.00 per hour  
Valerie Ransom, \$40.00 per hour  
Elena Reza, \$42.50 per hour  
Karen Sexton, \$45.00 per hour  
Robert Sutton, \$45.00 per hour  
Mona Tanji, \$40.00 per hour  
Desiree Tanner, \$42.50 per hour  
Lee Elle Tullis, \$40.00 per hour  
Egla Veal, \$40.00 per hour  
Debbie Weber, \$35.00 per hour  
Rachel Winters, \$40.00 per hour  
Barbara Yancey, \$35.00 per hour

### **Educational Professional Series**

27. Educational Professional II

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

Theodore Cohen, \$38.00 per hour  
Susan Macias, \$40.00 per hour  
Faith Vietti, \$40.00 per hour

28. Education Professional V

The following individual is to conduct classes for the El Camino College Community Education and Professional Development program.

Kyung Eun Choi (also eff. 6/71/14 to 6/30/14)

The following individual is to conduct contract education classes on-site at a manufacturing company.

Roberto Pandolfi, \$70.00 per hour

## **Program Professional Series**

### **29. Program Professional I**

The following individual is under the direction of the SBDC director, conduct business outreach for client recruitment, assist with marketing communications and other related duties for SBDC services and related programs.

Janet Techagaiciyawanis, \$20.00 per hour

The following individual is to assist in the planning, development, and coordination of projects for the STEM program including maintenance of records and outreach.

Jessica Asbell, \$20.00 per hour

The following individual is to perform a variety of duties to support the Eligibility, Outreach, and Recruitment component of EOPS/CalWORKS/CARE with both on and off campus activities and promote program awareness.

Marcelo Cabral, \$20.00 per hour

The following individual is to work under the direction of the Distance Learning and Media Coordinator in the El Camino College Distance Learning Office.

Daniel Griggs, \$22.00 per hour

The following individual is to assist compiling summary tables and graphs profiling demographic, academic performance and survey response data. Duties may include extraction and tabulation of data from local, state and national sources.

Eboni Martin, \$20.00 per hour

The following individual is to plan, organize, and promote the objectives and activities outlined in the Head Start Career Advancement grant, including developing and coordinating orientations, tracking student progress, and completing required reports.

Nubia Cornejo, \$23.00 per hour

The following individual is to serve as the primary contact person for all Employment Training Panel (ETP) administrative functions including maintaining full compliance with all ETP laws, rules, regulations, and contract terms.



Diane Palmer, \$25.00 per hour

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

Cheryl Cleamons, \$30.00 per hour

The following individual is to work closely with the students and instructors and is responsible for the operation of the Health Sciences Simulation center. The simulation technologist sets up, operates, and manipulates patients care simulators, multimedia, computer and related equipment needed for simulating health conditions and responses as utilized in health science courses.

Dan Ogi, \$30.00 per hour

The following individual is to assist tracking 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, \$31.00 per hour

30. Program Professional II

The following individual is responsible for implementing the Science, Technology, Engineering and Math (STEM) Summer Design Challenge program.

Glen Chapple, \$35.00 per hour

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

Daniel Hancuff, \$45.00 per hour

April Hooper \$45.00 per hour

Michael Huerth, \$45.00 per hour

Nathaniel Jemison, \$45.00 per hour

Lawrence Johnson, \$45.00 per hour

Charles Lowe, \$46.00 per hour

Antonio Ruiz, \$45.00 per hour

Rebekah Walker, \$45.00 per hour

The following individual is to perform and coordinate activities related to promotion and implementation of Grant contract supported projects that provide

assessment, career exploration, training services and assistance in identifying professional certification.

Denise DiPasquale, \$36.00 per hour

The following individual is to provide instruction for the U.S. Coast Guard certified Medical Provider course to meet the requirements of the Standards for Training Certification and Watchkeeping (STCW) Code.

Kory Mikesell, \$44.00 per hour

The following individual is to perform and coordinate activities related to promotion and implementation of grant and contract supported projects that provide assessment, training services and professional certification.

Roberto Pandolfi, \$45.00 per hour

The following individual is to facilitate partnerships and share information on El Camino College programs and events with local industry leaders and trade groups, and arrange meetings.

Karen Latuner, \$34.00 per hour

31. Program Professional III

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

Brian Moravec, \$50.00 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 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

The following individual is to provide writing and editing services, including interviewing students, alumni and employees for articles and news releases.

Mary Ann Harmon, \$75.00 per hour

### **Training Professional Series**

#### **33. Training Professional I**

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

Bryce Gartner, \$33.00 per hour

The following individual is to provide technical manufacturing training assistance in corporate training and/or college classroom/laboratory setting.

Armando Hernandez, \$20.00 per hour

The following individuals are to provide training, expertise, leadership and professional services in the Police Reserve program.

Hoda Beckman, \$32.00 per hour  
David Brock, \$32.00 per hour  
Robert Causey, \$32.00 per hour  
Thomas Kang, \$32.00 per hour  
Kevin Kay, \$32.00 per hour  
Sterling Kim, \$32.00 per hour  
Vicente Osorio, \$32.00 per hour  
Oscar Serrano, \$32.00 per hour  
Victor Serrano, \$32.00 per hour  
Vladimir Valentekovich, \$32.00 per hour

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

Eric Baker, \$32.00 per hour  
Michael Brownlie, \$32.00 per hour  
Clark Carney, \$32.00 per hour  
John Cusolito, \$32.00 per hour  
John Dulmage, \$32.00 per hour  
James Ellingson, \$32.00 per hour  
Daniel Engler, \$32.00 per hour

Scott Hafdell, \$32.00 per hour  
Arturo Jimenez, \$32.00 per hour  
Richard Martinez, \$32.00 per hour  
Ryan Mendivil, \$32.00 per hour  
Adrian Oropesa, \$32.00 per hour  
John Pender, \$32.00 per hour  
Craig Ross, \$32.00 per hour  
John Velasquez, \$32.00 per hour  
David Winkler, \$32.00 per hour  
Issac Yang, \$32.00 per hour

The following individuals are to provide training, expertise, leadership and professional services in the **STCW** for Seafarers program.

Bryce Campbell, \$32.00 per hour  
Ryan Lauzon, \$32.00 per hour  
Garrett Maestri, \$32.00 per hour

34. Training Professional II

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

Tina Scruggs, \$37.00 per hour

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

James Ellingson, \$40.00 per hour

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

Jeffrey Rowley, \$40.00 per hour

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

Philip Yaghmai, \$47.00 per hour

The following individual is to provide curriculum development expertise to support Vocational English as a Second Language instruction in conversational skills, grammar, and vocabulary development.

Maria De Nicolo, \$34.00 per hour

35. Training Professional III

The following individual is to provide technical manufacturing training in corporate training and/or college classroom/laboratory settings.

John Anderson, \$50.00 per hour

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

Carol Cornell, \$50.00 per hour

The following individuals are to provide parenting classes and various family supportive programs to inmates of the local Federal Correctional facilities.

Bobbie Lanham, \$55.00 per hour

Theresa Reed, \$55.00 per hour

36. Training Professional IV

The following individuals are to assist businesses in a variety of services including consultation with business leaders to optimize company productivity, maximize employee performance, achieve profitable results, and develop custom tailored training solutions to address business goals and objectives.

Barbara Casper, \$100.00 per hour

Jason Eaves, \$90.00 per hour

David DeLay, \$90.00 per hour

Ernest Jewell, \$125.00 per hour

Roberto Pandolfi, \$70.00 per hour

Desiree Saddler, \$100.00 per hour

Judy Shane, \$100.00 per hour

Mark Wilde, \$90.00 per hour

The following individuals are to adapt and develop training materials and conduct training programs to facilitate employee development.

Servando Gereau, \$120.00 per hour

Henry Rogers, \$110.00 per hour

C. **REVISED CLASSIFICATION SPECIFICATIONS FOR CLASSIFIED POSITION**

It is recommended that the Board of Trustees approve the revised classification specifications for the Instructional Media Coordinator on pages 98-100.

D. **STIPENDS FOR COMPTON EDUCATION CENTER**

It is recommended that the following educational administrators be paid a stipend for work at the Compton Education Center, effective July 1, 2014 through June 30, 2015. All stipends may be rescinded with 30 days notice.

\$1,000 per month

Francisco Arce

Linda Beam

Jo Ann Higdon

Jeanie Nishime

Barbara Perez (for El Camino College duties)

\$800 per month

Octavia Hyacinth

\$330 per month

Dipte Patel

Virginia Rapp

\$250 per month

Babatunde Atane

Robert Klier

Regina Smith

William Warren

\$160 per month

Rory Natividad

Stephanie Rodriguez

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, 2014 through June 30, 2015. All stipends may be rescinded with 30 days notice.

\$415 per month

William Mulrooney

Michael Trevis

John Wagstaff

\$330 per month

Irene Graff

Esperanza Nieto

\$300 per month

Cindy Constantino

\$250 per month

Rocky Bonura

Julie Bourlier

Janice Ely

William Garcia

Heather Parnock

\$160 per month

Donna Emery

Andy Nasatir

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, 2014 through June 30, 2015.

\$250 per month

Adam Dunigan

\$160 per month

Quajuana Chapman

\$100 per month

Veronica Cooper

Sophie Dao

Patrick Papetti

Charlene Sakatani

Cheryl Shenefield

Donna Takahama

Tri Van Vo

\$75 per month

Paul Almandres

Martha Angel

Odinah Angeles-Recio

Capri Blount

Aida Bosque

Omar Brenes

Robert Butler

Angelica Cholico

Edgar Corona

Thu Lucy Dao

Linda Detwiler-Burner

Sharon Filio

Marjorie Hall

\*Amy Hanoa

\*Stipend for Amy Hanoa

is retroactive to January 1, 2014

Jan Hearn

Ellen Lorenz

Nanette Marshall

Linda Mobley

Tung Nguyen

Steven Thoreson

Hiep Tran

Gary Turner

LaShanta Young

\$50 per month

Kim Ashley

Christina Baskin

Arlene Bautista

Josie Cheung

Leimomi Elliott

Sheryl Kimball

Michael Martinez

Monica Morrison

Donna Pantaleo

Jeffrey Shearan

Hong Tran

Leichi Vo

\*This amendment was read in during the Board meeting.



**E. REVISED SALARY SCHEDULE FOR TEMPORARY NON-CLASSIFIED EMPLOYEES**

It is recommended that the Board of Trustees approve the revised salary schedule for temporary non-classified service employees (Casual), effective July 1, 2014 as shown on pages 101-103.

**F. REVISED SALARY SCHEDULE FOR STUDENT WORKERS**

It is recommended that the Board of Trustees approve the revised salary schedule for student workers, effective July 1, 2014, as shown on page 104.

## EL CAMINO COMMUNITY COLLEGE DISTRICT

### CLASS TITLE: INSTRUCTIONAL MEDIA COORDINATOR – DISTANCE EDUCATION

#### BASIC FUNCTION:

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

#### REPRESENTATIVE DUTIES:

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

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

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

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

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

Serve as a resource for new online faculty members.

#### **Maintain a comprehensive resource webpage for students and staff.**

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

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

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

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

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

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

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

Monitor program expenditures.

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Academic computing including the Internet.

Course management systems.

Instructional courseware used for online classes.

Record-keeping and project management techniques.

Effective time management and organizational skills.

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

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

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

Word processing, spreadsheet and database management systems.

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

Principles of providing training and work direction.

**ABILITY TO:**

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

Train and provide work direction to others.

Provide high level customer service to students, faculty and staff.

Exercise tact in dealing with sensitive issues and situations.

Analyze situations accurately and adopt an effective course of action.

Research and resolve technical problems.

Develop new, relevant technology skills as needed.

Meet schedules and time lines.

Work independently with little direction.

Establish and maintain cooperative and effective working relationships with others.  
Read, interpret, apply and explain rules, regulations, policies and procedures.

**EDUCATION AND EXPERIENCE:**

Bachelor's degree in Instructional Design & Technology, Education Media Design or technology related field and three years of direct experience required. Directly related work experience in excess of the three years required and two years of college level course work may be substituted for the required Bachelor's degree.

**WORKING CONDITIONS:**

Typical office setting.

Extensive computer work.

Long periods of standing and sitting.

Ability to carry up to 25 lbs.

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

Classified Salary Range 36

Revised and Board Approved: June 16, 2014

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
TEMPORARY, NON-CLASSIFIED SERVICE EMPLOYEE  
HOURLY RATES OF PAY**

**Effective July 1, 2014**

Casual Worker I – Provides basic help for basic tasks and duties under supervision.

Casual Worker II – Provides basic help for basic tasks and duties under supervision. Some work experience may be required for rate D as well as duties that include responsibility for more complex functions and tasks with minimal direct supervision.

Casual Worker III – Requires experience and specialized knowledge. Duties may include a variety of advanced tasks pertaining to more complex work and/or skills. Must be capable of using independent judgment and be able to serve as a lead to others who are less skilled.

Casual Worker IV – Considerable experience required. Should have specialized knowledge or training for specific functions. Requires independent judgment and communication skills as well as knowledge of relevant College policies. Must have ability to work independently.

Casual Worker V – Extensive experience required. Must have specialized knowledge or training for specific functions as well as judgment and problem solving skills and the ability to handle complex tasks and provide guidance and leadership. Must have knowledge of relevant College policies.

Casual Worker VI – Extensive experience required. Must have specialized and advanced knowledge or training for specific functions as well as the ability to apply independent judgment and problem solving skills to handle complex tasks and provide guidance and leadership at a high level. Must have detailed knowledge of relevant College policies.

<b>Title</b>	<b>Rate A</b>	<b>Rate B</b>	<b>Rate C</b>	<b>Rate D</b>	<b>Rate E</b>
Casual Worker I					9.00
Casual Worker II	9.25	9.50	9.75	10.00	10.25
Casual Worker III	10.50	10.75	11.00	11.25	11.50
Casual Worker IV	11.75	12.00	12.25	12.50	12.75
	13.00	13.25	13.50	13.75	14.00
	15.00	16.00	17.00	18.00	19.00

Employees must complete at least one (1) year or at least 320 hours of satisfactory work before being considered for advancement to the next rate.

**CAMPUS POLICE AIDE SERIES**

Assists Campus Police with duties essential to the support of non-hazardous police services for the students, staff, and faculty.

**INSTRUCTIONAL AIDE SERIES**

Assists with instructional support services which may include tutoring, teacher assistance, laboratory aid and other duties associated with supporting instruction.

**OFFICE AIDE SERIES**

Assists with office and division support which may include general office tasks, customer service, computer assistance, cashiering, stocking supplies and other duties.

**PROGRAM AIDE SERIES**

Assists with duties that are related to daily operation and maintenance of a program and/or project.

**SPORTS AIDE SERIES**

Assists the athletic department with duties related to supporting various sports programs and events.

**THEATER AIDE SERIES**

Assists the Center for the Arts with duties which may include ushering, ticket taking, greeting theater patrons and working backstage as part of the technical crew.

**PROFESSIONAL SERIES**

Highly experienced professionals with consummate, specialized skills. Professional Certification or Bachelor's or Master's degree preferred:

Professional I - \$20.00 to \$33.00 per hour

Professional II - \$34.00 to \$47.00 per hour

Professional III - \$48.00 to \$61.00 per hour

Professional IV - \$62.00 and up per hour

Professional V - Lump sum amount based on percentage of enrollment fees

Professional Series titles are used for employees who are experienced professionals in their respective fields, having duties not similar to Classified employees.

**Assistive Linguistics Professional:** sign-language interpreting, real-time captioning  
**Education Professional:** modeling, tutoring, preparing curriculum for not-for-credit classes

**Medical Professional:** Physician, Nurse, Psychologist, & Chiropractic duties

**Program Professional:** coordination, supervision, or maintenance of projects/programs

**Training Professional:** provides training, expertise, leadership, & professional services

Professional Series employees working as a medical specialist (Psychological Assistant, Chiropractor, Clinical Psychologist, and Physician) must furnish a valid license and certification of malpractice insurance for no less than \$1,000,000.

## RESTRICTIONS

**Short term employees may not exceed 170 working days within the fiscal year.** This is to be a cumulative figure. Multiple jobs from various job locations within a single days counts only as one day. Hiring managers must continually monitor and confirm that less than 170 working days is maintained.

**Short term employees may not exceed 25 working hours per week.** This is to be a cumulative figure, the sum being the combined hours of all multiple work locations per week. Hiring managers and staff must continually monitor and confirm that less than 25 working hours per week is maintained.

**Short term employees cannot perform the same duties as the duties listed on Classified employee job descriptions.**

Revised and Board Approved: June 16, 2014

**El Camino College District  
Student Worker Rates of Pay  
Effective: July 1, 2014**

POSITION TITLE	PAY RATE – HOURLY					DUTY LEVEL DESCRIPTION
	Rate A	Rate B	Rate C	Rate D	Rate E	
<b>Student Worker I</b>					9.00	Provides basic help under supervision.
<b>Student Worker II</b>	9.25	9.50	9.75	10.00	10.25	Provides basic help. Duties require some experience, knowledge, and skills under supervision.
<b>Student Worker III</b>	10.50	10.75	11.00	11.25	11.50	Provides support with duties that require additional experience, knowledge, and skills with a more complex work load under moderate supervision.
<b>Student Worker IV</b>	11.75	12.00	12.25	12.50	12.75	Provides support in a moderate capacity. Requires some specialized knowledge, training, and skills for specific functions. Should use independent judgment under light supervision.
<b>Student Worker V</b>	13.00	13.25	13.50	13.75	14.00	Provides support in an advanced capacity. Requires specialized knowledge, training, and skills for specific functions and complex tasks. Must use independent judgment with minimal supervision.
<b>Student Worker VI</b>	15.00	16.00	17.00	18.00	19.00	Provides support and assistance in a highly advanced capacity. Requires highly specialized knowledge, skills, or training for specific, high-level functions, complex tasks, and special assignments. Must use independent judgment with minimal supervision.
<b>Student Representative</b>	\$200 per month, prorated by the number of meetings attended					Student Representative – Board of Trustees
<b>Student Ad Manager</b>	15% Commission on paid account, \$50/wk bonus for \$1,200 in ads, \$100/wk bonus for \$1,600 in ads, minimum sales requirement is \$800/wk.					Advertising Manager for student newspaper.



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**Non Consent Agenda**

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**Page No.**

A. Authorize the Tax and Revenue Anticipation Note – 2014-15 ..... 106

B. Resolution for Tax and Revenue Anticipation Note – 2014-15  
Resolution 06-16-14a..... 106

**A. AUTHORIZE THE TAX AND REVENUE ANTICIPATION NOTE – 2014-15**

It is recommended the Board of Trustees authorize the participation of the District in the fiscal year Los Angeles County Tax and Revenue Anticipation Note Pool for the 2014-15 fiscal year, not to exceed \$10 million. A complete copy can be viewed at: <http://www.elcamino.edu/administration/board/agendas/2014/TRAN-6-16-14.pdf>

**B. RESOLUTION FOR TAX AND REVENUE ANTICIPATION NOTE – 2014-15**

It is recommended the Board of Trustees adopt the resolution authorizing and approving:

1. The borrowing of funds for Fiscal Year 2014-15 not to exceed \$10 million,
2. The issuance and sale of a fiscal year 2014-15 tax revenue anticipation note (TRAN), and
3. Participation in the Los Angeles County Schools Tax Revenue Anticipation Notes (TRAN) Program for the 2014-15 fiscal year.

A complete copy of the resolution can be viewed at:  
[http://www.elcamino.edu/administration/board/agendas/2014/TRAN\\_Resolution](http://www.elcamino.edu/administration/board/agendas/2014/TRAN_Resolution)