

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, August 18, 2014  
Board Room  
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of July 21, 2014, Pages v-vii**
- III. Presentation – El Camino Community College District Budget**
- IV. Public Hearing – none**
- V. Public Comment on Consent Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
  - A. Student and Community Advancement (SCA)  
*See Student Services Agenda,  
Pages SCA 1- SCA 10*
  - B. Administrative Services (AS)  
*See Administrative Services Agenda,  
Pages AS 1- AS 16*
  - C. *See Measure “E” Bond Fund Agenda, (E)  
Pages E 1- E 2*
  - D. Human Resources (HR)  
*See Human Resources Agenda,  
Pages HR 1- HR 40*
  - E. Superintendent/President (P/B)  
*See Superintendent/President Agenda,  
Pages P/B 1- P/B 2*
- VII. Public Comment on Non-Agenda Items**

**VIII. Oral Reports**

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

**IX. 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
  - 4. El Camino College Police Officers Association
- B. Public Employee Discipline/Dismissal/Release, Brown Act Section 54957
- C. Student Expulsion, Brown Act Section 54954.5
  - 1. Student Expulsion – 1 case
- D. Personnel Matters, Brown Act Section 54957
  - 1. Public Employee Performance Evaluation - Superintendent/President

<p><b>Board of Trustees Meeting Schedule for 2014</b> <b>4:00 p.m. Board Room</b></p>
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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 2014-2015**

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
July	Compton Center	FTES – Both Locations
August	Annual Budget	Notice of Public Hearing Quarterly Fiscal Status
September	Student Success and Support Program	Student Success and Support Program Plan
October	Student Equity Plan	Student Equity Plan
November	Community Advancement	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	
January	Facilities Master Plan	Annual Factbook Annual Financial Audit
February	Ethics	Sound Fiscal Management Accountability Reports
March	Career Advancement Academy (CAA) Grant	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	
June	Athlete Academic Success	Tentative Budget

7/16/14

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday, July 21, 2014

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Monday, July 21, 2014, in the Board Room at El Camino College.

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

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; Dr. Jeanie Nishime, Vice President/Student and Community Advancement; and Ms. Barbara Perez, Vice President/Compton Education Center.

Minutes of the Regular Board Meetings of May 19, 2014 and June 16, 2014

The Minutes of the Regular Board Meetings of May 19, 2014 and June 16, 2014 were approved as written.

Presentation – El Camino College Compton Education Center

Ms. Barbara Perez gave an informational presentation on the El Camino College Compton Education Center.

Consent Agenda

Ms. Luukia Smith encouraged the Board to accept the El Camino Classified Employees Tentative Agreement.

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

Academic Affairs

FTES Goals – Information Item  
Grant Application

Student and Community Advancement

Destruction of Records

Administrative Services

Contracts Under \$84,100

Contracts Over \$84,100  
Personal Service Agreements  
Amendments to Contracts  
Destruction of Records  
Purchase Orders and Blanket Purchase Orders

#### Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances  
Contract – Converse Consultants – Science Technology Engineering & Math  
(STEM) Center Project  
Contract Amendment – Flewelling & Moody Bookstore/Cafeteria Elevator Project  
Contract Amendment – HMC Architects - Science Technology Engineering & Math  
(STEM) Center Project  
Informational Item – Shops Building Replacement Project  
Change Order – S.J. Amoroso – Industry and Technology Project  
Change Order – PCN3, Inc. – Science Technology Engineering & Math  
(STEM) Center Project  
Notice of Job Completion – PCN3, Inc. – Science Technology Engineering & Math  
(STEM) Center Project  
Purchase Orders and Blanket Purchase Orders

#### Human Resources

Employment and Personnel Changes  
Temporary Non-Classified Service Employees  
Revised Classification Specifications for Administrator Position  
Review by Board of Trustees: El Camino Classified Employees, Local 6142, CFT,  
AFT, AFL~CIO Salary Settlement Public Notification and Disclosure of Costs  
Approval by Board of Trustees: El Camino Classified Employees, Local 6142, CFT,  
AFT, AFL~CIO Salary Proposal  
Classified Salary Proposal, Notification Component of the Statewide Criteria and  
Standards

#### President and Board of Trustees

Travel  
Absence of a Board Member

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

#### Public Comment

Mr. Nahasi Lee expressed appreciation for the Compton and El Camino partnership and  
the Journalism department. Mr. Rafeed Kahn (ECC ASO President) spoke about the  
student activities fee. Mr. Michael Thompson spoke about ads for Social Media.

Closed Session

Regular Meeting adjourned to a Closed Session at 5:30 p.m. which ended at 7:16 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**  
**Student and Community Advancement**  
**Jeanie M. Nishime, Vice President**

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**Page No.**

- A. Journalism Association of Community Colleges Regional Convention..... SCA 2
- B. Community Education Classes – Fall 2014 ..... SCA 2, 5-6
- C. Board Policy 5052 – Student Activities Fee – First Reading ..... SCA 2, 7
- D. Information Item – Administrative Procedure 5032 –  
Student Activities Fee ..... SCA 3, 8-10
- E. Grant – Application ..... SCA 3
- F. Grant – Application and Acceptance ..... SCA 4
- G. Student Expulsion ..... SCA 4



## **STUDENT AND COMMUNITY ADVANCEMENT**

### **A. JOURNALISM ASSOCIATION OF COMMUNITY COLLEGES REGIONAL CONVENTION**

It is recommended that the Board of Trustees approve attendance of the following students at the Journalism Association of Community Colleges Regional Convention, October 17-18, 2014, at Cal State Fullerton, Fullerton, California. Registration expenses (approximately \$75 per person) not to exceed \$1,500, will be paid from the Auxiliary Services Union Conferences account. Twenty students will be selected from the list below to attend the convention. Students will provide their own transportation to and from the event. Any student transporting another student will be required to take the safe driving course through the El Camino College Police Department.

Advisors: Kate McLaughlin and Stefanie Frith

Cynnamon Baker, Juan Gutierrez, Christopher Lee, Russell Lewis, Andrew Phillips, Celine West, Jessica Martinez, Amira Petrus, Thomas Schmit, Matt Simon, Sam Tedla, Eris Logan, Nadia Basich, Kelsey Gordon, Tadesse Mulugeta, Sebastian Spencer, Jean-Paul Udeh, Danielle Knight, Sarah Mendoza, Robin Samala, PatrickLee Hamilton, Trent Ledford, John Truax, Roger Escobar, Amber Piggue, Rigo Bonilla, Juan Lorenzo Gutierrez, John Gill-Aguilar, Wendy Lopez, Rachel Oatridge, Andrew Phillips, Michael Stephenson, Kristopher Aguilar, Jessica Gualotuna, Michael Hakimi, Trent Ledford, Lorilynn Lomiel, Rocky Rivera Rodas, Enrique Ruvalcaba, Tianna Smith, Andrew Wieland, Elvira Stieber, Heather Austin, Hugo Boch, Nasanjargal Chinzorig, Jeremy Divona, Kaitlin Kreig, Anima Madyun, Pulkit Sharma, Matthew Soto, Alexis Stewart, William Trent, Cassandra Warren, Fatima Arnaout, Laura Castaneda, Eduardo Ceja-Cisneros, Eloisa Contreras, Gerald Coronel, Jonisha Ford-Leach, Shelly Kona, Victor Liptzin, Jermias Saenz, Sharhonda Vance, Joh'nysha Vecher, Mustafe Warsame, Alicia Williams, Eric Williams, Brandon Downs, Johnathan Fordiani, Charles Ryder

### **B. COMMUNITY EDUCATION CLASSES FOR FALL 2014**

It is recommended that the Board of Trustees approved the Community Education Classes for Fall 2014 as shown on pages SCA 5-6.

### **C. BOARD POLICY 5052 – STUDENT ACTIVITIES FEE – First Reading**

It is recommended that the Board of Trustees receive for first reading Board Policy 5052 – Student Activities Fee as shown on page SCA 7.

**D. INFORMATION ITEM - ADMINISTRATIVE PROCEDURE 5052 – STUDENT ACTIVITIES FEE**

It is recommended that the Board of Trustees receive for information Administrative Procedure 5052 – Student Activities Fee as shown on pages SCA 8-10.

**E. GRANT – APPLICATION**

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

Los Angeles Trade Technical College via the California Community Colleges Chancellor’s Office Economic and Workforce Development Division – Proposition 39 Clean Energy Workforce Program Grant. Original RFA Specification Number 13-177. Program & Fiscal Year 2013-14. Funding Source SB 73 – Clean Energy Job Creation Fund of the California Clean Energy Jobs Act. The grant will provide for curriculum improvement, credentials and certificates that enhance employment opportunities for students, and equipment that may provide enhanced educational experience. El Camino College benefits by curriculum enhancement and professional development, both of which improve the quality of education and service to the community as well as providing lasting, sustainable, and environmentally conscientious practices.

Administrator: Stephanie Rodriguez

Amount of Grant Funding from Granting Agency:	\$165,500
Amount of College Match:	<u>-0-</u>
Total Amount of Grant:	\$165,500
Source of Matching Funds:	N/A
Indirect Rate: (To be determined) (0% - 4%)	
Performance Period: October 1, 2014 through March 31, 2015	

**F. GRANT – APPLICATION AND ACCEPTANCE**

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

California Community Colleges Chancellor’s Office Division of Workforce and Economic Development – Assessment, Remediation and Retention for Associate Degree Nursing Program. The intent of these funds is to respond to the nursing shortage by increasing the capacity of community college nursing programs and, ultimately, increasing the number of licensed nurses. The funds allocated to colleges because of this program will provide the opportunity for Associate Degree Nursing (ADN) Programs to expand and/or maintain prior expansion of the number of students enrolled in their programs for a two-year period (pending availability of funds for the second fiscal year) and to provide funds to assist students to succeed. The following goals are associated with the grant: (1) determine through diagnostic assessment those students who are ready to enter the nursing program and who will most likely be successful, (2) provide pre-nursing preparation for students who are not successful in the diagnostic assessment, (3) provide support for students enrolled in the nursing program, (4) Increase the number of students who complete the program and pass the national licensure examination and, (5) provide funds to increase enrollment in the programs with attrition rates of less than 15%.

Administrator: Octavia Hyacinth

Amount of Grant Funding from Granting Agency:	\$171,000
Amount of College Match:	<u>-0-</u>
Total Amount of Grant:	\$171,000
Source of Matching Funds:	N/A
Indirect Rate:	\$6,576 (4%)
Performance Period:	July 1, 2014 through June 30, 2015

**G. STUDENT EXPULSION**

It is recommended that the Board of Trustees approve Student Expulsion #1 for the 2014/2015 school year in accordance with El Camino College Board Policy 5500 – Academic Honesty & Standards of Conduct, Section I (b); Administrative Procedure 5520, Student Discipline and Due Process.

<b>Community Education Classes</b>	
<b>Fall 2014</b>	
<b>Course Name</b>	<b>Tuition Fee</b>
Academic Chess (Ages 5 - 13)	\$79
An English Christmas Excursion: Fenyes Mansion & Upper Hastings Lights	\$99
Become a Child Visitation Monitor Part 1 & 2	\$285
Become a Notary Public - Renewing Notaries ONLY	\$50
Become a Notary Public--Prep Class	\$99
Beginning String Instrument	\$199
Belly Camp (A Belly Dance Workshop!)	\$79
Belly Dance (Beginning)	\$75
Best of the Internet	\$49
BLS for the Healthcare Provider	\$60
Bollywood Dance Fitness	\$75
Candle Making	\$39
Commercial Food Equipment Repair Technician - FREE Info	\$0
Commercial Food Equipment Repair Technician Training Program	\$1,495
Computer Basics Boot Camp for Plus-50 Adults	\$49
Computer Basics for Technophobes!	\$75
Drums "R" Fun	\$99
Exam Proctoring	\$50
Various Ed2Go <a href="http://www.ed2go.com/elcamino">www.ed2go.com/elcamino</a> instructor-led courses (online)	\$125/various pricing
Food Manager Certification	\$89
Food Handler Training Program (online)	\$12.95
Various Gatlin Education <a href="http://www.gatlineducation.com/elcamino">www.gatlineducation.com/elcamino</a> career training programs	various pricing
Glycerin Soap Making	\$39
Halloween Makeup Fun!	\$55
Heartsaver--CPR and AED Course	\$50
Heartsaver--First Aid Course	\$45
Intermediate Spanish	\$99
Intermediate String Class for Cello and String Bass	\$199
Intermediate Violin and Viola Group Lessons	\$199
Introduction to Voiceovers	\$54
Keyboarding: Improve Your Typing Skills (Ages 10 & Up)	\$159
L.A. Day Excursion: Eat, Pray, Love Holy Land Exhibition and Monastery of the Angels	\$69
Life Drawing Marathons	\$20
Make-Up Artist 101 Certificate Seminar	\$350
Medical Billing & Coding Health Information Management Series FREE Information Sessions	\$0
Medical Billing & Coding 7-Class Series Training Program	\$1,299

<b>Course Name</b>	<b>Tuition Fee</b>
Microsoft Word and Excel	\$49
Multimedia Effects in the Haunted Mansion	\$45
Palm Springs Peaks and Valleys Day Excursion	\$99
Personal Trainers Certification Course	\$699
Personal Trainers Certification Course--FREE Info Session/Orientation	\$0
Pharmacy Technician Training Program FREE Information Sessions	\$0
Pharmacy Technician Training Program Part 1 - 8	\$2,599
Piano/Keyboard (All Ages)	\$125
Pirate Camp! (For Kids and Adults ages 6 & up)	\$39
Private Tutoring (Grades 3-7)	\$50/\$185
Professional Modeling Career	\$75
Retirement Planning Today	\$39
Secrets Of Digital Photography	\$35
Self-Hypnosis Stress Reduction & Relaxation Techniques	\$45
Social Security Secrets	\$59
Solvang Day Excursion: Danish Days	\$55
Spanish For Beginners	\$99
String Chamber Music Lessons	\$199
Bartending Certificate: The Business of Bartending	\$149
The Deliberate Musician--Mental Skills Training (Grades 9-12)	\$149
Think Healthy, Be Thin, Stay Thin through Self-Hypnosis	\$45
Used Vehicle Dealer CertificationStart an Auto Wholesale Business!	\$89
Yoga for Health & Relaxation--Beginning	\$88
Yoga For Health & Relaxation--Intermediate	\$88

## **Board Policy 5052**

## **Student Activities Fee**

El Camino College will institute a student activities fee in accordance with the Student Fee Handbook published by the California Community Colleges Chancellor's Office Legal Affairs Division and in accordance with California Education Code Sections 76062 – 76065.

The funds collected by means of the student activities fee will be utilized to support the programming, services, and associated operational expenses offered by, or in conjunction with, the Associated Student Organization (ASO), student athletics and intramural sports, student clubs and organizations, student newspaper, and student sponsored and student focused activities. Student activities and operational expenses include, but are not limited to, award and recognition ceremonies, co-curricular activities, commencement, leadership and student conferences, events, facilities, fine arts, forums, equipment, student insurance, and uniforms.

The Superintendent/President or designee shall establish administrative procedures governing the Student Activities Fee.

### Reference:

California Community Colleges Chancellor's Office, Legal Affairs, Student Fee Handbook;  
California Education Code Sections 76062 - 76065

El Camino College  
Adopted:

**1. Collection of Fee and Exemption**

The student activities fee shall be collected during primary terms in the amount of \$10.00 per student. No student activities fee will be collected during the summer term. The student activities fee shall be collected at the time of online registration for courses. An online negative check-off will be made available to students. Concurrently enrolled high school students will be exempt from paying the student activities fee.

**2. Disposition of the Fee**

The funds collected by means of the student activities fee will be utilized to support the programming and services and associated operational expenses offered by or in conjunction with the Associated Student Organization (ASO) and Associated Student Body at El Camino College; student athletics and intramural sports; student clubs and organizations; student newspaper; and student sponsored and student focused activities including, but not limited to, award and recognition ceremonies, co-curricular activities, commencement, educational services, leadership and student conferences, events, facilities, fine arts, forums, equipment, student insurance, and uniforms.

**3. Source of Revenue**

The student activities fee account will not include revenue from the operations of the Campus Food Services, the College Bookstore, and other College auxiliary services.

**4. Revenues**

The funds collected by means of the student activities fee will be deposited into a specific student activities fee account that will be governed by the Auxiliary Services Board (AUX). The account will be managed by Fiscal Services at each respective location which includes the processing of all deposits, expenditures, and investments in accordance with normal College operating procedures. The student activities fee account will be subject to audit. The AUX will serve as the entity responsible for ensuring solvency and will serve as the fiscal responsible agent of the student activities fee account. The disposition of student activities fees shall be made only upon the approval of the majority of the AUX.

## **5. Fund Governance**

The funds collected by means of the student activities fee will be administered by the elected or appointed members of the AUX in accordance with El Camino College Board Policy 3600 Auxiliary Organizations. The AUX membership shall be comprised of individuals that represent students, administrators, classified employees, and faculty members.

The management representative is required to be an employee or official of the College or Center who is designated by the Superintendent/President of El Camino College. The Student Development Office representative who will serve as the chair of the AUX will serve in the role of an official adviser to the ASO/ASB in accordance with California Education Code Section 76063.

## **6. Distribution of Revenue**

The revenue from the student activities fee shall be distributed as follows:

- a. Sixty percent (60%) of the revenue shall go to support AUX sponsored programming and services as outlined in the “Deposition of the Fee” in this administrative procedure.
- b. Thirty-five percent (35%) of the revenue shall go to the ASO and Inter-Club Council (ICC) to support student programming and services in accordance with the College Board Policy 5420 Associated Students Finance. Funds will be divided with 60% allocated to the ASO and 40% to ICC.
- c. Five percent (5%) of the revenue shall be deposited into the student activities fee reserve fund.

## **7. Administration of Fee**

An annual fiscal allocation will be developed by the AUX as a recommendation to the Superintendent/President. Approval by the Superintendent/President is required prior to student activities fee funds being expended. The fiscal year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup>. All student activities fee expenditures need to support the mission of the College. Student activities fees may only be used for programs, services, and activities that benefit students.



**8. Negative Check-Off**

In accordance with the Student Fee Handbook issued by the California Community Colleges Chancellor's Office Legal Affairs Division, El Camino College "will institute a 'negative check-off' approach to collecting a student activities fee. Under this approach the student, when registering or enrolling, is given the option of checking a box indicating that he or she does not choose to pay a student activities fee. If the student checks the box, he or she will not be charged the fee. If the student leaves the box unchecked, the fee will be assessed. Because this negative check-off approach preserves a student's option to pay or not pay the fee, it is both legal and appropriate." Students will be informed of the negative check-off option in the college catalog, the schedule of classes, and college website.

Reference:

California Community Colleges Chancellor's Office, Legal Affairs, Student Fee Handbook;  
California Education Code Sections 76062 – 76065

El Camino College  
Adopted:

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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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	<u><b>Page No.</b></u>
A. Notice of Public Hearing – 2014-2015 Budget.....	AS 2
B. Chancellor’s Office Tax Offset Program .....	AS 2
C. Contracts Under \$84,100.....	AS 2
D. Contracts Over \$84,100.....	AS 6
E. Memorandum of Understanding (MOU) .....	AS 7
F. Personal Service Agreements.....	AS 7
G. Amendments to Contracts .....	AS 7
H. Change Order – Graybar Electric – LED Site Lighting Retrofit .....	AS 8
I. Informational Item.....	AS 8
J. Purchase Orders and Blanket Purchase Orders.....	AS 9

**A. NOTICE OF PUBLIC HEARING – 2014–2015 BUDGET**

It is recommended the Board of Trustees approve a public hearing to be held at the El Camino Community College District Board Room, Administration Building, on September 8, 2014, at 4 p.m.

The proposed budget will be on file and available for public inspection at the El Camino Community College District Administration Building, in the Office of the Vice President of Administrative Services, from August 25, 2014, through September 8, 2014, during regular business hours.

Additionally, on September 8, 2014, at the Board Meeting for the El Camino Community College District, the Board of Trustees will act to adopt a budget for 2014–2015 for the General Funds, Unrestricted and Restricted, General Fund-Compton Center Related, General Fund-Special Programs, Student Financial Aid Fund, Workers’ Compensation Fund, Child Development Fund, Capital Outlay Projects Fund, General Obligation Bond Fund, Property and Liability Self-Insurance Fund, Dental Self-Insurance Fund, Post-Employment Benefits Irrevocable Trust Fund, Bookstore Fund, Associated Students Funds, and Auxiliary Services Fund.

**B. CHANCELLOR’S OFFICE TAX OFFSET PROGRAM**

It is recommended the Board of Trustees approve the District’s participation in the Chancellor’s Office Tax Offset Program (COTOP). Through this program, unpaid fees of resident students and students paying out-of-state fees will be submitted for collection under the contract with the COTOP. Date(s) of service 10/1/14 – 12/18/15.

**C. 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:** CERRITOS COMMUNITY COLLEGE DISTRICT
- Services:** Contractor will receive assistance in data collection and data entry for Center for Applied Competitive

Technologies (CACT) activities in the Advanced Manufacturing sector.

**Requesting Dept.:** Student and Community Advancement – Community Advancement – CACT

**Date(s):** 9/1/14 – 8/31/15

**Financial Terms:** Projected gross income \$15,000  
Funded by Cerritos Community College District

2. **Contractor:** **INGLEWOOD UNIFIED SCHOOL DISTRICT**  
**Services:** Contractor’s City Honors High School will receive courses in art, music, dance, film and journalism.

**Requesting Dept.:** Academic Affairs – Enrollment Services

**Date(s):** 9/8/14 – 6/12/15

**Financial Terms:** Projected gross income \$43,200

3. **Contractor:** **JUNIPERO SERRA HIGH SCHOOL**  
**Services:** Contractor will receive finance and introduction to business courses.

**Requesting Dept.:** Academic Affairs – Business

**Date(s):** 8/18/14 – 5/22/15

**Financial Terms:** Projected gross income \$10,800

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

1. **Contractor:** **ACCESS POLYGRAPHS, LLC**  
**Services:** Contractor will perform polygraph examinations for ECC Police Department applicants.

**Requesting Dept.:** Administrative Services – Campus Police

**Date(s):** 7/1/14 – 6/30/15

**Financial Terms:** Cost not to exceed \$1,800

2. **Contractors:** **ACENOVO, LLC (CHINA); AMERICAN ACADEMY AGENCY (SOUTH KOREA); DADI EDUCATION GROUP LTD (HONG KONG); GCS GROUP USA INC. (JAPAN); MAXWAY EDUCATION (HONG KONG); SC UHAK (SOUTH KOREA); SHANGHAI WEICHEN INDUSTRIAL COMMERCE CO., LTD (CHINA);**

**ST. ST. CYRIL AND METHODIUS  
(BULGARIA);**

**STUDYLINK INTERNATIONAL (VIETNAM)**

**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):** 8/18/14 (Effective upon Board approval and continuing month-to-month up to but not exceeding five 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.

- 3. Contractor:** **ALONDRA PARK GOLF COURSE**  
**Services:** Contractor will provide usage for 3-par, 9-hole (short) course for students enrolled in the District's physical education program credit classes.  
**Requesting Dept.:** Academic Affairs – Health Science & Athletics  
**Date(s):** 8/1/14 – 6/30/15  
**Financial Terms:** No cost to the District
- 4. Contractor:** **BACKGROUNDS UNLIMITED**  
**Services:** Contractor will perform background investigations for ECC Police Department applicants.  
**Requesting Dept.:** Administrative Services – Campus Police  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$4,500
- 5. Contractor:** **DAVID F. TRUJILLO AND ASSOCIATES**  
**Services:** Contractor will provide required federal external evaluation services to the Title V Grant Graduation Initiative including a review of project materials, site visits, and consultative services.  
**Requesting Dept.:** Student and Community Advancement – Enrollment Services  
**Date(s):** 9/1/14 – 9/30/15  
**Financial Terms:** Cost not to exceed \$10,000
- 6. Contractor:** **GABLE HOUSE BOWL**

**Services:** Contractor will provide three lanes of bowling, shoes and bowling balls for students enrolled in ECC physical education programs.  
**Requesting Dept.:** Academic Affairs – Health Sciences and Athletics  
**Date(s):** 8/1/14 – 6/30/15  
**Financial Terms:** No cost to the District

7. **Contractor:** **HANGER 18 SOUTH BAY dba BEACH CITY ROCKS CLIMBING GYM**  
**Services:** Contractor will allow use of its facility and provide the necessary rock climbing equipment, ropes, harness, shoes, and chalk bag for students enrolled in the District's physical education program credit courses.  
**Requesting Dept.:** Academic Affairs – Health Sciences and Athletics  
**Date(s):** 8/1/14 – 6/30/15  
**Financial Terms:** No cost to the District
8. **Contractor:** **MINDSWING CONSULTING**  
**Services:** Contractor will develop and manage Internet and print based branding and marketing products and materials for the Retail, Hospitality and Tourism Industry sectors under the Chancellor's Office Economic and Workforce Development Program and its "Doing What Matters for Jobs and the Economy."  
**Requesting Dept.:** Student and Community Advancement – Community Advancement – Workplace Learning Resources  
**Date(s):** 9/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$45,000  
Funded by California Community Colleges Chancellor's Office Economic and Workforce Development program Retail, Hospitality and Tourism grant
9. **Contractor:** **NATIONAL ASIAN PACIFIC CENTER ON AGING**  
**Services:** Contractor's participants in the Senior Community Service Employment Program will be assigned specific tasks in the Learning Resources Center.  
**Requesting Dept.:** Academic Affairs – Learning Resources  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** No cost to the District

10. **Contractor:** **SMALL MANUFACTURERS' INSTITUTE**  
**Services:** Contractor will provide coordination and consulting services in support of Advanced Manufacturing Sector activities.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement – CACT  
**Date(s):** 8/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$35,000  
 Funded by Workforce Innovation Partnership grant from the Chancellor's Office
11. **Contractor:** **SOAP DESIGN COMPANY**  
**Services:** Contractor will design various flyers for the ECC Community Education catalogs for Fall 2014, Winter/Spring 2015 and Summer 2015.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement – Contract and Community Education  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$12,000  
 Funded by Contract and Community Education funds

**D. CONTRACTS OVER \$84,100**

It is requested the Board of Trustees approve the District entering into the following agreements:

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

None

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

- Contractor:** **CERRITOS COLLEGE FOUNDATION**  
**Services:** Contractor will work with the Doing What Matters initiative stakeholders statewide to perform a skills gap analysis that inventories statewide college curricula and to create a digital media platform that disseminates the information.  
**Requesting Dept.:** Student and Community Advancement – Community Advancement  
**Date(s):** 8/19/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$96,000

**E. MEMORANDUM OF UNDERSTANDING (MOU)**

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

- 1. Contractor:** JUNIPERO SERRA HIGH SCHOOL  
**Services:** Contractor will receive six ECC courses taught at Junipero Serra High School.  
**Requesting Dept.:** Academic Affairs – Behavioral and Social Sciences / Humanities  
**Date(s):** 9/8/14 – 6/30/15  
**Financial Terms:** No cost to the District

**F. PERSONAL SERVICE AGREEMENTS**

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

None

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

- Contractor:** ANNE DUMKE  
**Services:** Contractor will act as the hearing officer/examiner for Notice of Parking Violations.  
**Requesting Dept.:** Administrative Services – Campus Police  
**Date(s):** 7/1/14 – 6/30/15  
**Financial Terms:** Cost not to exceed \$2,000

**G. AMENDMENTS**

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

None

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

- 1. Contractor:** ANNETTE YEE AND COMPANY, LLC  
**Services:** Contractor will assist the District in distributing notifications and providing disclosure obligations to



various agencies and clearing houses in compliance with the District Bond issue.

**Requesting Dept.:** Administrative Services – Fiscal Services  
**Date(s):** 10/1/11 – 6/30/16 (Board initially approved on 11/28/11 the term of 10/1/11 – 6/30/12)  
**Financial Terms:** Cost not to exceed \$5,000 per year

2. **Contractor:** **SCHOOL SERVICES OF CALIFORNIA**  
**Services:** Contractor will provide periodic publications of Community College Update  
**Requesting Dept.:** Administrative Services – Fiscal Services  
**Date(s):** 7/1/13 – 6/30/17 (Board initially approved on 10/12/13 the term of 7/1/13 – 6/30/14)  
**Financial Terms:** Cost not to exceed \$1,800 per year

**H. CHANGE ORDER – GRAYBAR ELECTRIC – LED SITE LIGHTING RETROFIT**

It is recommended the Board of Trustees approve the following change order. Funding source Proposition 39.

Original purchase order omitted sales tax on material.	\$34,204
Total Change Order	<u>\$34,204</u>
Original Contract Amount	\$422,793
Prior Changes	0
This Change Order Amount	<u>34,204</u>
New Contract Amount	<u>\$456,997</u>

**I. INFORMATION ITEM**

It is the intent of the District to seek Board approval to adopt resolutions at the September 8, 2014 Board Meeting that allows for the District to enter into energy service contracts for energy conservation measures pursuant to Government Code § 4217.12. The energy conservation projects are the Natural Science Building HVAC Replacement Project and the PE Building Air Handler Replacement Project. Hence, a Notice of El Camino Community College District, Board of Trustees Public Hearing, regarding Energy Conservation Contracts must be publicly posted two weeks prior to the September 8, 2014 Board Meeting.

## J. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS

It is recommended all purchase orders be ratified as shown.

P.O.	Vendor Name	Site Name	Description	P.O. Cost Number
<b>Fund 11 - Unrestricted - El Camino</b>				
P0800037	Cardiac Science Corp	Health,Safety and Risk	New Equipment	\$3,848.73
P0800047	Q-MATIC Corporation	Fiscal Services	Maintenance Contracts	\$533.45
P0800050	Netop	Information Technology	License Fee/Site Licenses	\$4,600.00
P0800051	OmniUpdate	Information Technology	Maintenance Contracts	\$49,000.00
P0800052	Educause	Information Technology	Maintenance Contracts	\$40.00
P0800053	Scantron Corporation	Information Technology	Maintenance Contracts	\$944.00
P0800056	Ellucian, Inc	Information Technology	Maintenance Contracts	\$394,485.00
P0800057	Ellucian Inc	Information Technology	Maintenance Contracts	\$69,991.00
P0800058	Ellucian Inc	Information Technology	Maintenance Contracts	\$395,048.00
P0800059	ACCCA	Staff Development	Conferences Mgmt	\$8,200.00
P0800060	XAP Inc.	Admissions/Recors	Maintenance Contracts	\$12,290.00
P0800061	Intelliresponse, Inc	Public Relations	License Fee/Site Licenses	\$27,500.00
P0800062	Zmags	Public Relations	License Fee/Site Licenses	\$4,800.00
P0800063	Marine News	Ed & Community	Multi Media Advertising	\$2,028.00
P0800064	Naxos Music Library	Music Library	Library Books	\$1,700.00
P0800065	Foundation Center	BTC Grants	Conferences Mgmt	\$595.00
P0800068	Monterey Graphics	Outreach and School	Non-Instruct Supplies	\$439.50
P0800069	Zones, Inc.	Facilities/Planning/Servi	Non-Instruct Supplies	\$278.04
P0800072	Cpp, Inc.	Career Center	Non-Instruct Supplies	\$91.33
P0800073	Eureka - California	Career Center	Other Services And Expenses	\$2,065.55
P0800074	Monterey Graphics	Facilities/Planning/Servi	Non-Instruct Supplies	\$54.94
P0800075	Amazon.Com Corporate	Career Center	Non-Instruct Supplies	\$247.19
P0800076	Cal Tech Copier, Inc.	Fiscal Services	Maintenance Contracts	\$325.00
P0800077	PPG Architectural	Art Department	Instructional Supplies	\$683.68
P0800078	Training Systems, Inc	Career Center	Special Counseling Test	\$451.64
P0800080	John Wiley & Sons Inc.	Counseling Office	Publications/ Periodicals	\$220.00
P0800081	Los Angeles County	Presidents Office	Dues And Memberships	\$100.00
P0800084	Torrance Chamber of	Public Relations	Conferences Mgmt	\$250.00
P0800085	ACBO	Public Relations	Conferences Mgmt	\$85.00
P0800089	Redondo Beach Unified	Public Relations	Multi Media Advertising	\$500.00
P0800090	AP Books	Public Relations	Publications/ Periodicals	\$105.34
P0800091	Daily Breeze, the	Public Relations	Publications/ Periodicals	\$247.00
P0800096	Complete Office	Warehouse	Inventories	\$2,001.24
P0800097	A-1 Office Concepts	SRC Accessibility Fund	Instructional Supplies	\$901.41
P0800101	Zahourek Systems	Life Sciences	Instructional Supplies	\$796.20
P0800104	Insight Systems	Information Technology	New Equipment - Instructional	\$36,367.50
P0800106	Southern California	Physical Education	Dues And Memberships	\$1,800.00
P0800107	Ward's Natural Science	Earth Sciences	Instructional Supplies	\$292.54
P0800108	CSMI Medical Solutions	Athletics Training	Non-Instruct Supplies	\$600.00
P0800113	Xerox Corporation	Copy Center	Non-Instruct Supplies	\$3,392.08
P0800119	Ward's Natural Science	Life Sciences	Instructional Supplies	\$193.48
P0800121	Image IV Systems	Div Office Humanities	Copiers	\$1,093.27
P0800122	Liebert Cassidy	Institutional Services	Legal	\$3,250.00
P0800124	Monterey Graphics	Div Office Fine Arts	Non-Instruct Supplies	\$164.82
P0800132	D'Alesio Inc.	Fire Academy	Instructional Supplies	\$416.05

P0800133	Complete Office	Administrative Of	Instructional Supplies	\$491.52
P0800134	Western State	Physical Education	Dues And Memberships	\$350.00
P0800135	South Coast Conference	Athletics	Dues And Memberships	\$6,250.00
P0800136	California Dept. of Public	Rad Tech	Dues And Memberships	\$1,070.00
P0800137	Soccer Central	Physical Education	Instructional Supplies	\$2,464.43
P0800138	Monterey Graphics	Physical Education	Instructional Supplies	\$54.94
P0800139	Monterey Graphics	Physical Education	Instructional Supplies	\$54.94
P0800140	Head Penn Racquet	Physical Education	Instructional Supplies	\$1,595.76
P0800141	Xpedx	Warehouse	Inventories,	\$2,956.08
P0800142	Uline Shipping Supply	Machine Tool	Instructional Supplies	\$1,510.36
P0800143	California Pro Sports	Physical Education	Instructional Supplies	\$865.07
P0800145	Channing L. Bete Co.	Physical Education	Instructional Supplies	\$553.67
P0800146	Monterey Graphics	Physical Education	Instructional Supplies	\$54.94
P0800147	Solarwinds.Net	Information Technology	Maintenance Contracts	\$12,190.00
P0800148	Achro / Eeo	Human Resources	Dues And Memberships	\$350.00
P0800149	California Community	Presidents Office	Dues And Memberships	\$11,075.00
P0800155	B & H Photo-Video	Campus Police	Maintenance Contracts	\$2,681.18
P0800156	Intuit, Inc.	Information Technology	License Fee/Site Licenses	\$752.10
P0800157	Hardy Diagnostics	Life Sciences	Instructional Supplies	\$2,122.80
P0800159	CSI Fullmer	Fiscal Services	New Equipment -	\$373.96
P0800163	Source 4	Fiscal Services	Non-Instruct Supplies	\$774.12
P0800164	Oracle	Information Technology	License Fee/Site Licenses	\$545.00
P0800165	Archival Products	Music Library	Non-Instruct Supplies	\$482.33
P0800166	Brodart Co	Music Library	Non-Instruct Supplies	\$229.80
P0800167	Amazon.Com Corporate	Music Library	Instructional Supplies	\$117.61
P0800168	Us Flag Store.Com	Div Office Fine Arts	Non-Instruct Supplies	\$62.94
P0800173	CCFC Annual	Facilities/Planning/Servi	Conferences Mgmt	\$736.00
P0800177	Altus Network Solutions,	Information Technology	Maintenance Contracts	\$822.00
P0800178	CDW-G	Presidents Office	New Equipment	\$1,855.95
P0800179	Unisource Corp.	Operations	Non-Instruct Supplies	\$23,369.08
P0800180	Empire Cleaning Supply	Operations	Non-Instruct Supplies	\$9,985.05
P0800181	Empire Cleaning Supply	Operations	Non-Instruct Supplies	\$59,641.56
P0800185	Grainger	Art Department	Instructional Supplies	\$104.76
P0800186	Complete Office	Ctr for Arts Ticket Office	Non-Instruct Supplies	\$490.49
P0800188	Golden West Industrial	Art Department	Instructional Supplies	\$1,471.47
P0800189	Hyland Software, Inc.	Information Technology	Maintenance Contracts	\$5,599.93
P0800191	Sargent Welch Scientific	Life Sciences	Instructional Supplies	\$401.65
P0800192	Tyco Integrated Security	Art Department	Maintenance Contracts	\$818.12
P0800197	AT&T	Information Technology	Maintenance Contracts	\$24,000.00
P0800199	Amazon.Com Corporate	Ctr for Arts Production	Non-Instruct Supplies	\$130.40
P0800200	Amazon.Com Corporate	Ctr for Arts Production	Non-Instruct Supplies	\$399.92
P0800201	Computerland of Silicon	Information Technology	License Fee/Site Licenses	\$54,725.00
P0800204	Cal Tech Copier, Inc.	Ctr for Arts Ticket Office	Repairs Parts And Supplies	\$1,014.70
P0800212	American Express Travel	Facilities/Planning/Servi	Conferences Mgmt	\$453.20
P0800214	KLM Bioscientific	Life Sciences	Instructional Supplies	\$484.57
P0800215	Sigmanet	Information Technology	License Fee/Site Licenses	\$2,395.00
P0800217	Complete Office	Writing Center	Instructional Supplies	\$229.35
P0800224	Brown & Bigelow, Inc.	Outreach and School	Non-Instruct Supplies	\$671.73
P0800225	North American Service	I&T Div Ofc	Publications-Magazines	\$48.00
P0800227	Fine Woodworking	I&T Div Ofc	Publications-Magazines	\$34.95
P0800228	Woodsmith	I&T Div Ofc	Publications-Magazines	\$24.00
P0800229	L.A. County Ems	Paramedic Academy	Contract Services	\$50,972.79
P0800230	L.A. County Ems	Paramedic Academy	Contract Services	\$52,588.80

P0800231	Redondo Technology	Admissions/Recors	Non-Instruct Supplies	\$1,079.10
P0800232	UCLA Center for	Paramedic Academy	Contract Services	\$3,600.00
P0800236	Mr. Leonid Rachman	International Students	Conferences Mgmt	\$1,751.12
P0800241	ELS Language Centers	International Students	Conferences Mgmt	\$1,350.00
P0800242	Ms. Diane L. Hayden	Div Office Fine Arts	Non-Instruct Supplies	\$268.14
P0800252	Computerland of Silicon	Information Technology	Maintenance Contracts	\$15,895.00
P0800254	CPS HR Consulting	Human Resources	Other Services And Expenses	\$443.30
P0800255	Dell Software Inc	Information Technology	Maintenance Contracts	\$13,470.25
P0800261	Southland Industries	Facilities/Planning/Servi	Repairs Noninstructional	\$5,914.00
P0800280	Law Offices of Larry	Institutional Services	Legal	\$2,268.75
P0800282	CI Solutions	Information Technology	Maintenance Contracts	\$2,084.00
			<b>Fund 11 Total: 109</b>	<b>\$1,424,636.66</b>

### Fund 12 - Restricted - El Camino

P0800048	Fast Deer Bus Charter	El Camino Language	Student Transportation Rental	\$750.00
P0800054	Augusoft	Community Education	License Fee/Site Licenses	\$11,000.00
P0800066	Guided Business Plan	SBDC Program Income	Non-Instruct Supplies	\$450.00
P0800070	Redondo Technology	CalWORKs	Non-Instruct Supplies	\$534.12
P0800083	Elmer G. Roldan	Kent Cooke Foundation	Contract Services	\$500.00
P0800086	Cal Poly Pomona	In-Region Investments	Conferences Other	\$3,850.00
P0800087	HACU 28th Annual	TitleV-Improving	Conferences Mgmt	\$2,100.00
P0800098	Fast Deer Bus Charter	Title III- H S I - STEM	Field Trip Expense	\$657.00
P0800099	AHSIE	TitleV-Improving	Conferences Mgmt	\$425.00
P0800105	E.C.C.C.D. Center for the	El Camino Language	Field Trip Expense	\$3,080.00
P0800115	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$369.50
P0800116	American Red Cross	Parking Services	In-Service Training	\$303.00
P0800117	Campus Food Services	Parking Services	Non-Instruct Supplies	\$946.39
P0800118	Pacific Parking Systems	Parking Services	Maintenance Contracts	\$23,100.00
P0800120	Santa Ana	Parking Services	In-Service Training	\$52.00
P0800131	American Express Travel	TitleV-Improving	Conferences Mgmt	\$240.00
P0800151	Sheraton Denver	TitleV-Improving	Conferences Mgmt	\$1,163.20
P0800152	Sheraton Denver	TitleV-Improving	Conferences Other	\$913.41
P0800158	American Express Travel	TitleV-Improving	Conferences Other	\$244.00
P0800160	Compansol	StudentSupptSvcs	Maintenance Contracts	\$299.00
P0800170	David K. Faulkner	Title III- H S I - STEM	Contract Services	\$400.00
P0800171	Sylvia Chow	Title III- H S I - STEM	Contract Services	\$150.00
P0800172	Avery M. Marshall	Title III- H S I - STEM	Contract Services	\$150.00
P0800174	Juan G. Salinas	Title III- H S I - STEM	Contract Services	\$150.00
P0800176	Karina Peck	Title III- H S I - STEM	Contract Services	\$400.00
P0800182	South Bay Workforce	WPLRC Industry Driven	Other Books	\$348.80
P0800193	Sars Software Products,	StudentSuccess	License Fee/Site Licenses	\$6,300.00
P0800194	Joseph A. Gomez	Title III- H S I - STEM	Contract Services	\$400.00
P0800198	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$1,893.64
P0800202	Nat'l Institute for	WIP (10-292-720)	Conferences Other	\$1,632.00
P0800205	ARAMARK Sports	Title III- H S I - STEM-	Other Services And Expenses	\$670.80
P0800208	Proforce Law	Parking Services	New Equipment	\$1,535.59
P0800211	John Wiley & Sons Inc.	DSPS	Publications-Magazines	\$148.00
P0800222	Project Lead the Way	CTE IV	Dues And Memberships	\$1,750.00
P0800226	U.S. Armor Corp.	Parking Services	New Equipment -	\$1,665.52
P0800233	American Express Travel	TitleV-Improving	Conferences Other	\$137.10
P0800234	Cara J. Lane	EOPS CARE	Contract Services	\$399.99
P0800237	Image Works	Parking Services	Maintenance Contracts	\$395.00
P0800238	Shredder Specialties	Parking Services	Maintenance Contracts	\$289.50

P0800246	American Express Travel	TitleV-Improving	Conferences Faculty	\$283.20
P0800260	American Express Travel	Retail/Hospitality/Touris	Transportation/ Mileage	\$270.20
P0800265	Enterprise Rent-A-Car	Retail/Hospitality/Touris	Transportation/ Mileage	\$35.00
P0800271	Council for Opportunity	StudentSupptSvcs	Dues And Memberships	\$3,168.00
P0800273	Top Performers	CalWORKs	Other Books	\$2,386.37
P0800284	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$38.00

**Fund 12 Total: 45** **\$75,973.33**

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

P0800274	The University of	Div Office-Studnt	Dues And Memberships	\$8,675.00
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**Fund 15 Total: 1** **\$8,675.00**

**Fund 41 - Capital Outlay**

P0800082	Barendt Construction	Softball Field Repair	Other Services And Expenses	\$8,550.00
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**Fund 41 Total: 1** **\$8,550.00**

**Fund 61 - Workers' Compensation**

P0800092	Southern California	Purchasing	Excess Insurance Liability	\$1,361,064.00
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**Fund 61 Total: 1** **\$1,361,064.00**

**Fund 62 - Property & Liability**

P0800079	SWACC	Purchasing	Excess Insurance	\$666,314.00
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**Fund 62 Total: 1** **\$666,314.00**

**Fund 79 - Auxiliary Services**

P0800095	Russell Athletic	Resp Therapy	Non-Instruct Supplies	\$993.56
P0800154	Soccer Central	Health Sciences	Non-Instruct Supplies	\$1,240.42
P0800183	Robinhood Enterprises	Resp Therapy	Non-Instruct Supplies	\$1,128.15
P0800184	Monterey Graphics	Student Affairs	Non-Instruct Supplies	\$2,167.47
P0800248	Dramatists Play Service	Fine Arts	Non-Instruct Supplies	\$70.00
P0800249	Playscripts	Fine Arts	Non-Instruct Supplies	\$90.00
P0800253	Artillery Magazine	Fine Arts	Non-Instruct Supplies	\$400.00

**Fund 79 Total: 7** **\$6,089.60**

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

P0800055	CA Dept of Forestry	And I&T Division	Fundraising	\$6,908.00
P0800100	REALVOLLEYBALL.com	Health Sciences	Fundraising	\$2,518.94
P0800103	Norcal Swim Shop	Health Sciences	Fundraising	\$964.12
P0800109	D3 Sports	Health Sciences	Fundraising	\$821.75
P0800112	CA Dept of Forestry	I&T Division	Fundraising	\$6,688.00

**Fund 82 Total: 5** **\$17,900.81**

**PO Funds Total: 170** **3,569,203.40**

**Fund 11 - Unrestricted - El Camino**

B0810149	Domestic Linen Supply	Automotive Shop	Laundry	\$2,000.00
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B0810159	AT&T Mobility	Information Technology	Maintenance Contracts	\$6,000.00
B0810163	Iron Mountain	Information Technology	Maintenance Contracts	\$12,000.00
B0810164	Monterey Graphics	Staff Development	Non-Instruct Supplies	\$1,153.74
B0810165	Campus Food Services	Staff Development	Contract Services	\$10,000.00
B0810166	ECCD Petty Cash	Staff Development	Non-Instruct Supplies	\$700.00
B0810167	Sir Speedy	Copy Center	Printing	\$3,500.00
B0810172	National TV Radio Time	Public Relations	Radio Advertising	\$150,000.00
B0810173	School News Roll Call	Public Relations	Multi Media Advertising	\$5,000.00
B0810174	Freedom	Public Relations	Multi Media Advertising	\$3,500.00
B0810175	Easy Reader, the	Public Relations	Multi Media Advertising	\$6,500.00
B0810176	Daily Breeze, the	Public Relations	Multi Media Advertising	\$10,000.00
B0810177	National TV Radio Time	Public Relations	Multi Media Advertising	\$44,500.00
B0810178	National Cinemedia	Public Relations	Multi Media Advertising	\$46,000.00
B0810179	Torrance Postmaster	Public Relations	Postage	\$500.00
B0810180	Mid City Mailing Services	Public Relations	Postage	\$12,000.00
B0810181	American Foothill	Public Relations	Printing	\$8,500.00
B0810182	San Dieguito Printers	Public Relations	Printing	\$20,000.00
B0810183	Verizon Wireless	Public Relations	Telephone	\$1,500.00
B0810185	ECCD Staff Development	Staff Development	Conferences Faculty	\$3,000.00
B0810186	Specialty Doors &	Facilities/Planning/Servi	Repairs Noninstructional	\$6,000.00
B0810187	So. Cal Hose & Fittings	Facilities/Planning/Servi	Repairs Noninstructional	\$4,000.00
B0810188	Pump Man	Facilities/Planning/Servi	Repairs Noninstructional	\$5,000.00
B0810189	John E. Phillips Plumbing	Facilities/Planning/Servi	Repairs Noninstructional	\$3,000.00
B0810190	Performance Pipeline	Facilities/Planning/Servi	Repairs Noninstructional	\$12,000.00
B0810191	Mckinley Equipment	Facilities/Planning/Servi	Repairs Noninstructional	\$500.00
B0810192	L.A. Concrete Cutting	Facilities/Planning/Servi	Repairs Noninstructional	\$3,000.00
B0810193	Island Petroleum	Facilities/Planning/Servi	Repairs Noninstructional	\$5,000.00
B0810194	Cosco Fire Protection	Facilities/Planning/Servi	Repairs Noninstructional	\$10,000.00
B0810195	Chief Neon Sign	Facilities/Planning/Servi	Repairs Noninstructional	\$5,000.00
B0810196	Art's Sheet Metal	Facilities/Planning/Servi	Repairs Noninstructional	\$1,000.00
B0810197	American Technologies	Facilities/Planning/Servi	Repairs Noninstructional	\$12,000.00
B0810198	Herff Jones, Inc.	Admissions/Recors	Non-Instruct Supplies	\$4,000.00
B0810199	Climatec	Facilities/Planning/Servi	Maintenance Contracts	\$17,663.00
B0810200	Keenan & Associates	Human Resources	Contract Services	\$40,000.00
B0810201	A Plus Window Tint	Facilities/Planning/Servi	Repairs Noninstructional	\$1,000.00
B0810202	Fujitec America, Inc.	Facilities/Planning/Servi	Repairs Noninstructional	\$5,000.00
B0810203	A.M.P.S.S., Inc.	Facilities/Planning/Servi	Repairs Noninstructional	\$6,000.00
B0810204	Alta Environmental	Facilities/Planning/Servi	Repairs Noninstructional	\$3,000.00
B0810205	All American Automatic	Facilities/Planning/Servi	Repairs Noninstructional	\$5,000.00
B0810206	Fast Deer Bus Charter	Athletics-	Non-Instruct Supplies	\$52,000.00
B0810208	ECCD Petty Cash	Earth Sciences	Instructional Supplies	\$1,300.00
B0810209	ECCD Petty Cash	Art Department	Instructional Supplies	\$1,000.00
B0810210	Domestic Linen Supply	Art Department	Instructional Supplies	\$2,000.00
B0810211	Xpedx	Copy Center	Non-Instruct Supplies	\$3,000.00
B0810214	Pauls Photo, Inc.	Copy Center	Non-Instruct Supplies	\$2,000.00
B0810215	Kelly Paper Company	Copy Center	Non-Instruct Supplies	\$500.00
B0810216	E.C.C.C.D. Bookstore	Copy Center	Instructional Supplies	\$250.00
B0810223	Medco Masune First Aid	Athletics	Non-Instruct Supplies	\$8,000.00
B0810227	ACCO Engineered	Facilities/Planning/Servi	Maintenance Contracts	\$24,240.00
B0810228	ACCO Engineered	Facilities/Planning/Servi	Maintenance Contracts	\$31,692.00
B0810231	Boss Litho	Public Relations	Printing	\$70,000.00
B0810235	Ad Club	Human Resources	Multi Media Advertising	\$20,000.00
B0810236	Parker & Covert Llp	Institutional Services	Legal	\$135,000.00
B0810237	ECCD Petty Cash	Human Resources	Non-Instruct Supplies	\$1,000.00

B0810240	Classic Cleaners and	Campus Police	Dry Cleaning	\$6,314.00
B0810251	Ricoh Corp	Human Resources	Copiers	\$5,000.00
B0810260	Ejazzlines	Music	Instructional Supplies	\$500.00
B0810261	Old Town Music	Music	Instructional Supplies	\$1,200.00
B0810262	JW Pepper of Los	Music	Instructional Supplies	\$700.00
B0810263	Morey's Music Store	Music	Instructional Supplies	\$2,900.00
B0810264	Airgas USA, LLC	Art Department	Instructional Supplies	\$2,000.00
B0810268	Landauer Inc.	Rad Tech	Maintenance Contracts	\$3,300.00
B0810269	Medical Processor	Rad Tech	Maintenance Contracts	\$2,880.00
B0810270	Airgas USA, LLC	Resp Therapy	Instructional Supplies	\$4,000.00
B0810271	ECCD Petty Cash	Physical Education	Instructional Supplies	\$1,500.00
B0810273	McMaster Carr	Machine Tool	Repairs Parts And Supplies	\$250.00
B0810274	ECCD Petty Cash	Machine Tool	Instructional Supplies	\$150.00
B0810275	M & K Metal Co.	Machine Tool	Instructional Supplies	\$500.00
B0810276	McMaster Carr	Machine Tool	Instructional Supplies	\$1,500.00
B0810277	Jameco Electronics	Machine Tool	Instructional Supplies	\$200.00
B0810278	ProTech UST Services	Facilities/Planning/Servi	Regulatory	\$2,160.00
B0810279	ECCD Petty Cash	Fire Academy	Non-Instruct Supplies	\$500.00
B0810280	Campus Food Services	Rideshare	Rideshare Incentive	\$2,400.00
B0810281	ECCD Petty Cash	Rideshare	Rideshare Incentive	\$450.00
B0810295	Xerox Education	Fiscal Services	Contract Services	\$1,500.00
B0810296	Vicenti, Lloyd, Stutzman	Institutional Services	Audit/Accreditation fees	\$13,000.00
B0810297	Tri Signal Integration,	Facilities/Planning/Servi	Regulatory	\$15,250.00
B0810298	Flue Steam, Inc.	Facilities/Planning/Servi	Maintenance Contracts	\$1,500.00
B0810299	Fujitec America, Inc.	Facilities/Planning/Servi	Maintenance Contracts	\$7,500.00
B0810300	California Boiler, Inc.	Facilities/Planning/Servi	Repairs Noninstructional	\$5,000.00
B0810301	A. R. Zeff's	Facilities/Planning/Servi	Regulatory	\$4,000.00
B0810303	ECCD Petty Cash	Public Relations	Instructional Supplies	\$500.00
B0810304	Airgas USA, LLC	Physics	Other Instr Supplies	\$2,000.00
B0810306	ECCD Petty Cash	Ctr for Arts Front of	Non-Instruct Supplies	\$100.00
B0810309	GE Mobile Water, Inc.	Div Office Nat Sciences	Maintenance Contracts	\$9,600.00
B0810321	E.C.C.C.D. Bookstore	Div Office Fine Arts	Other Books	\$600.00
B0810322	Verizon Wireless	Administrative Services	Telephone	\$3,000.00
B0810323	Usps/Citibank Lockbox	Mailroom	Postage	\$75,000.00
B0810324	Cosco Fire Protection	Facilities/Planning/Servi	Regulatory	\$8,000.00
B0810325	California Boiler, Inc.	Facilities/Planning/Servi	Regulatory	\$6,000.00
B0810326	Abate Tech. International	Facilities/Planning/Servi	Regulatory	\$5,000.00
B0810330	Pyro-Comm Systems,	Facilities/Planning/Servi	Repairs Noninstructional	\$6,000.00
B0810332	ECCD Petty Cash	Chemistry	Instructional Supplies	\$1,000.00
B0810334	E.C.C.C.D. Center for the	Arts Instr/Admin	Contract Services	\$40,000.00
B0810335	Clearwater Systems	Facilities/Planning/Servi	Maintenance Contracts	\$5,940.00
B0810336	ECCD Petty Cash	Admissions/Recors	Non-Instruct Supplies	\$150.00
B0810339	Beauty Sales	Cosmetology	Instructional Supplies	\$2,000.00
B0810340	Burmax	Cosmetology	Instructional Supplies	\$1,700.00
B0810341	Dermalogica, Inc.	Cosmetology	Instructional Supplies	\$1,000.00
B0810342	Gabel's Cosmetics, Inc.	Cosmetology	Instructional Supplies	\$1,000.00
B0810343	Innovations	Cosmetology	Instructional Supplies	\$3,500.00
B0810344	Jazz-Z Beauty Products	Cosmetology	Instructional Supplies	\$400.00
B0810345	Kao USA Inc	Cosmetology	Instructional Supplies	\$1,000.00
B0810346	Marianna Industries	Cosmetology	Instructional Supplies	\$2,500.00
B0810347	ECCD Petty Cash	Cosmetology	Instructional Supplies	\$250.00
B0810348	StylEnvy Nail Fashion	Cosmetology	Instructional Supplies	\$500.00
B0810351	Freddy's Ornamental	Facilities/Planning/Servi	Repairs Noninstructional	\$500.00

B0810353	Department of	Human Resources	Fingerprinting fee	\$30,000.00
B0810354	Providence Medical	Human Resources	Other Services And Expenses	\$10,000.00
B0810355	U.S. Healthworks	Human Resources	Other Services And Expenses	\$10,000.00
B0810381	Charles G. Hardy, Inc	Carpenter Shop	Non-Instruct Supplies	\$1,000.00
B0810385	ECCD Petty Cash	Administrative	Instructional Supplies	\$150.00
B0810386	Peerless Auto Parts	Automotive Technology	Instructional Supplies	\$2,000.00

**Fund 11 Total: 114 \$1,163,042.74**

**Fund 12 - Restricted - El Camino**

B0810150	E.C.C. Public Information	Health Services	Reproduction	\$2,500.00
B0810151	Western Scientific	Health Services	Repairs Noninstructional	\$1,500.00
B0810152	Quest Diagnostics	Health Services	Contract Lab Services	\$20,000.00
B0810153	Moore Medical Corp	Health Services	Direct Supp	\$40,000.00
B0810154	Gilmore Liquid Air	Health Services	Direct Supp	\$3,000.00
B0810155	Sparkletts	Health Services	Non-Instruct Supplies	\$2,500.00
B0810156	Boiron Inc.	Health Services	Direct Supp	\$2,000.00
B0810157	Airgas West	Health Services	Direct Supp	\$2,500.00
B0810158	Lucky Duck Swim School (STCW)	Standards	Contract Services	\$1,500.00
B0810161	Pharmedix	Health Services	Direct Supp	\$40,000.00
B0810162	Southwest Offset Printing	Community Education	Non-Instruct Supplies	\$40,000.00
B0810168	ECCD Petty Cash	Title III- H S I - STEM	Field Trip Expense	\$1,000.00
B0810169	ECCD Petty Cash	Title III- H S I - STEM	Non-Instruct Supplies	\$1,500.00
B0810170	E.C.C.C.D. Bookstore	Title III- H S I - STEM	Non-Instruct Supplies	\$1,000.00
B0810171	E.C.C. Public Information	Title III- H S I - STEM	Non-Instruct Supplies	\$1,000.00
B0810212	U.S. Merchant	(STCW) Standards for	Contract Services	\$10,000.00
B0810213	ECCD Petty Cash	(STCW) Standards for	Non-Instruct Supplies	\$1,000.00
B0810219	E.C.C. Public Information	(STCW) Standards for	Printing	\$204.00
B0810221	E.C.C. Public Information	EOPS	Reproduction	\$6,000.00
B0810230	Shasta College	Retail/Hospitality/Touris	Contract Services	\$40,000.00
B0810241	ECCD Petty Cash	Parking Services	Non-Instruct Supplies	\$3,000.00
B0810242	Galls/Quartermaster	Parking Services	Non-Instruct Supplies	\$4,000.00
B0810243	The Safemart	Parking Services	Non-Instruct Supplies	\$150.00
B0810244	South Bay Regional	Parking Services	Non-Instruct Supplies	\$2,500.00
B0810245	Westway Uniforms, Inc.	Parking Services	Non-Instruct Supplies	\$3,000.00
B0810246	E.C.C. Public Information	Parking Services	Reproduction	\$3,000.00
B0810247	Village Auto Spa	Parking Services	Other Services And Expenses	\$3,000.00
B0810248	Torrance Auto Parts	Parking Services	Repairs Non Instr	\$5,000.00
B0810249	Verizon Wireless	Parking Services	Telephone	\$4,428.00
B0810250	Verizon Wireless	Parking Services	License Fee/Site Licenses	\$2,770.00
B0810259	Ricoh	Foster Care Ed	Copiers	\$2,383.00
B0810265	At&t	Parking Fees Permit	Other Services And Expenses	\$2,500.00
B0810266	Ventek International	Parking Fees Permit	Other Services And Expenses	\$12,375.00
B0810282	Manhattan Beach	Parking Services	Non-Instruct Supplies	\$300.00
B0810283	Gear Up Uniforms	Parking Services	Non-Instruct Supplies	\$1,000.00
B0810284	Westway Uniforms, Inc.	Parking Services	Non-Instruct Supplies	\$1,500.00
B0810285	Verizon Wireless	Parking Services	Telephone	\$3,000.00
B0810286	Torrance Auto Parts	Parking Services	Repairs Non Instr	\$2,500.00
B0810287	Nextel/Sprint	Parking Services	License Fee/Site Licenses	\$2,000.00
B0810288	Manhattan Beach	Parking Services	Non-Instruct Supplies	\$300.00
B0810289	Galls, Llc	Parking Services	Non-Instruct Supplies	\$3,500.00
B0810290	ECCD Petty Cash	Parking Services	Non-Instruct Supplies	\$1,000.00
B0810291	Davey's Car Wash	Parking Services	Other Services And Expenses	\$2,000.00
B0810292	Courtesy Cleaners	Parking Services	Dry Cleaning	\$2,500.00



B0810302	Cerritos Community	Community	Contract Services	\$25,000.00
B0810305	ECCD Petty Cash	Title III- H S I - STEM	Instructional Supplies	\$1,200.00
B0810337	Torrance Memorial	EOPS CARE	Other Services And Expenses	\$400.00
B0810338	ECCD Petty Cash	EOPS CARE	Non-Instruct Supplies	\$500.00
B0810349	MSC Industrial Supply	WIP (10-292-720)	Instructional Supplies	\$1,250.00
B0810350	McMaster Carr	WIP (10-292-720)	Instructional Supplies	\$1,250.00
B0810358	SpaceData	Contract Training	Contract Services	\$18,000.00
B0810359	Foothill Deanza	Cact CA Employee	Contract Services	\$75,000.00
B0810360	Torrance Postmaster	Community Education	Postage	\$20,000.00
B0810361	ECCD Petty Cash	Community Education	Non-Instruct Supplies	\$2,000.00
B0810379	Cerritos Community	Community	Contract Services	\$25,000.00
B0810380	ECCD Petty Cash	CMTA-H1B	Non-Instruct Supplies	\$500.00
			<b>Fund 12 Total: 56</b>	<b>\$455,010.00</b>

**Fund 41 - Capital Outlay**

B0810252	Sherwin Williams	Parking Lot	Non-Instruct Supplies	\$7,000.00
			<b>Fund 41 Total: 1</b>	<b>\$7,000.00</b>

**Fund 63 - Dental Self-Insurance**

B0810234	California Schools Dental	Dental Self Ins	Benefits And Claims Paid	\$1,161,462.00
			<b>Fund 63 Total: 1</b>	<b>\$1,161,462.00</b>

**Fund 79 - Auxiliary Services**

B0810217	California Pro Sports	Health Sciences	Non-Instruct Supplies	\$9,000.00
B0810218	E.C.C. Public Information	Health Sciences	Non-Instruct Supplies	\$1,000.00
B0810220	Gerber Ambulance	Health Sciences	Non-Instruct Supplies	\$1,500.00
B0810226	California Pro Sports	Health Sciences	Non-Instruct Supplies	\$5,000.00
B0810383	Weber Printing Company	Humanities	Non-Instruct Supplies	\$7,500.00
B0810384	Gardena Valley News,	Humanities	Non-Instruct Supplies	\$18,900.00
			<b>Fund 79 Total: 6</b>	<b>\$42,900.00</b>

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

B0810207	E.C.C. Public Information	Health Sciences	Fundraising	\$1,200.00
B0810222	Campus Food Services	Health Sciences	Fundraising	\$2,500.00
B0810224	A-1 Coast Rentals	Health Sciences	Fundraising	\$1,600.00
B0810225	Complete Office	Health Sciences	Fundraising	\$4,000.00
			<b>Fund 82 Total: 4</b>	<b>\$9,300.00</b>

**BPO Funds Total: 182** **2,838,714.74**

**Grand Total POs and BPOs: 352** **6,407,918.14**

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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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	<u><b>Page No.</b></u>
A. Category Budgets and Balances.....	E 2
B. Purchase Orders and Blanket Purchase Orders.....	E 2

**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 July 31, 2014, at the August 2014 Board Meeting.

**2002 Measure E Expenditures:**

<b>CATEGORY</b>	<b>BUDGET</b>	<b>EXPENDED</b>	<b>COMMITTED</b>	<b>BALANCE</b>
Additional Classrooms and Modernization	\$205,620,530	\$128,760,265	\$37,236,235	\$39,624,030
Campus Site Improvements	64,910,391	33,007,495	719,611	31,183,285
Energy Efficiency Improvements	2,700,980	2,700,980	0	0
Health and Safety Improvements	128,723,855	106,344,421	13,310,820	9,068,614
Information Technology and Equipment	24,751,372	14,860,750	1,527,374	8,363,248
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>\$285,674,482</u></b>	<b><u>\$52,794,041</u></b>	<b><u>\$88,668,664</u></b>

**2012 Measure E Expenditures:**

<b>CATEGORY</b>	<b>BUDGET</b>	<b>EXPENDED</b>	<b>COMMITTED</b>	<b>BALANCE</b>
Additional Classrooms and Modernization	\$144,868,429	\$0	\$0	\$144,868,429
Health and Safety Improvements	205,131,571	0	0	205,131,571
<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. 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>
P800175	Dell Marketing	Information Technology	New Computers (960)	\$1,527,374.00
P800262	Mercury Fence Co.	Temporary/Space/Relocation	Site Improvements	1,475.00
P800263	Mercury Fence Co.	Science Complex	Site Improvements	1,800.00
B810272	Federal Express	Master Planning	Postage	2,500.00
				<b><u>\$1,533,149.00</u></b>

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

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**Page No.**

- A. Employment and Personnel Changes .....HR 2
- B. Temporary Non-Classified Service Employees .....HR 11
- C. Approval and Ratification by Board Of Trustees: El Camino College Federation of Teachers, Local 1388, AFT, AFL~CIO Contract Ratification Effective Through December 31, 2016.....HR 16
- D. Review by Board of Trustees: Public Notification & Disclosure of Estimated Costs for Salary Proposal for the El Camino College Federation of Teachers, Local 1388, AFT, AFL~CIO.....HR17
- E. Review by Board of Trustees: Public Notification & Disclosure of Estimated Costs for Salary Proposal for Administrative, Supervisory, Confidential, Special Services Professional, and Vice President Employees (Unrepresented Employees)... .....HR18

## A. EMPLOYMENT AND PERSONNEL CHANGES

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 1-40 and 1-18.

### Academic Personnel:

1. Deceased - Christopher Mello, full-time instructor of Music, Fine Arts Division, effective May 16, 2014.
2. Resignation - Kim Baily, full-time instructor of Nursing, Health Sciences & Athletics Division, effective July 17, 2014.
3. Employment - Kay Ragan, Interim Dean Counseling and Student Services, Range 16, Step ¶, Administrative Salary Schedule, effective September 2 to November 26, 2014. \*Corrected to read: Step 6.
4. Employment - Laura Almo, full-time instructor of Film/Video, Fine Arts Division, Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.
5. Employment - Michael Anderson, full-time instructor of Automotive Technology, Industry & Technology Division, Class I, Step 4, Academic Salary Schedule, effective August 21, 2014.
6. Employment - Ryan Carey, full-time instructor of Fire & Emergency Technology, Industry & Technology Division, Class II, Step 7, Academic Salary Schedule, effective August 21, 2014.
7. Employment - Satish Singhal, full-time instructor of Computer Sciences, Mathematics Division, Class V, Step 9, effective August 21, 2014.
8. Employment - Joseph Evans, full-time/temporary instructor of Communication Studies, Fine Arts Division, Class II, Step 4, Academic Salary Schedule, effective August 23 through December 12, 2014.
9. Employment - Ryota (Jon) Minei, full-time/temporary instructor of Music, Fine Arts Division, Class III, Step 4, Academic Salary Schedule, effective August 23 through December 12, 2014.
10. Amend Employment - Stefanie Frith, full-time instructor of Journalism, Humanities Division, Class II, Step 6 instead of Step 4, Academic Salary Schedule, effective August 21, 2014.

11. Amend Employment - Shiny Johnson, full-time instructor of Nursing, Health Sciences & Athletics Division, Class II, Step 7 instead of Step 4, Academic Salary Schedule, effective August 21, 2014.
12. Amend Employment - Andre Lee, full-time instructor of Computer Information Systems, Business Division, Class IV, Step 9 instead of Class II, Step 4, Academic Salary Schedule, effective August 21, 2014.
13. Employment - Victoria Robertson, full-time instructor of Respiratory Care, Health Sciences & Athletics Division, Class II, Step 8 instead of Step 4, Academic Salary Schedule, effective August 21, 2014.
14. Leave of Absence (personal, 50%) - Massoud Ghyam, full-time instructor of Computer Sciences, Mathematics Division, effective August 23 through December 12, 2014.
15. Leave of Absence (personal, 50%) - Rachel Ketai, full-time instructor of English, Humanities Division, effective August 23 through December 12, 2014.
16. Special Assignment - The following part-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 16 hours or \$963, and not to exceed 25 hours per week cumulative employment at ECC, effective August 25 through December 12, 2014, in accordance with the Agreement, Article 10, Section 9(m).

Jack Arensmeyer, German  
 Francesca Kemitch, Italian  
 Christopher Stevens, German

17. Special Assignment - Shimonee Kadakia, part-time instructor of Astronomy, Natural Sciences Division, to develop and present shows for El Camino's Planetarium as part of Science, Technology, Engineering, Mathematics (STEM) curriculum, to be paid \$60.18 an hour, not to exceed 15 hours or \$903, and not to exceed 25 hours per week cumulative employment at ECC, effective August 21 through December 12, 2014, in accordance with the Agreement, Article 10, Section 9(m).
18. Special Assignment - William Melendez, full-time instructor of Fire & Emergency Technology, Industry & Technology Division, to provide training to Standards for Training Certification and Watchkeeping (STCW) basic fire and advanced fire students under approval of the United States Coast Guard for Community Advancement, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,407, effective July 1, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 14(a).

19. Special Assignment - Melissa Som de Cerff, full-time instructor of Management, Business Division, to do research and program development for the Entrepreneurship Education and Career Technology Education Grant, not to exceed \$4,200, effective December 19, 2013 through June 30, 2014, in accordance with the Agreement, Article 10, Section 14(a).
20. Special Assignment - Renee Newell, full-time instructor of Welding, Industry & Technology Division, to support I&T faculty in Student Learning Outcomes (SLOs), to be paid \$45.14 an hour, not to exceed 40 hours of \$1,806, effective August 25 through December 12, 2014, in accordance with Agreement, Article 10, Section 14(a).
21. Special Assignment - Matthew Talbott, part-time instructor of Theatre, Fine Arts Division, to direct play for Fall 2014, to be paid \$60.18 an hour, not to exceed 68 hours or \$2,092, and not to exceed 25 hours per week cumulative employment at ECC, effective September 22 through November 8, 2014, in accordance with the Agreement, Article 10, Section 9(m).
22. Special Assignment - The following part-time instructors of Dance, Fine Arts Division, to choreograph for fall concert, to be paid \$60.18 an hour, not to exceed 8 hours or \$500 each, and not to exceed 25 hours per week cumulative employment at ECC, effective September 2 through November 23, 2014, in accordance with the Agreement, Article 10, Section 9(m).

Valerie Cabag  
Michelle Funderburk

Karin Jensen  
Imara Quinonez

23. Special Assignment - Jennifer La Curan, part-time instructor of Dance, Fine Arts Division, to perform light design for fall dance concert, to be paid \$60.18 an hour, not to exceed 20 hours or \$1,228, and not to exceed 25 hours per week cumulative employment at ECC, effective August 25 through December 1, 2014, in accordance with the Agreement, Article 10, Section 9(m).
24. Special Assignment - The following part-time instructors of Music, Fine Arts Division, to work as Applied Music instructors, to be paid \$60.18 an hour, not to exceed 340 hours or \$20,462 each, and not to exceed 25 hours per week cumulative employment at ECC, effective August 23, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 9(m).

Garineh Avakian-Akus  
David (Dean) Shepherd  
Erin Wood

25. Special Assignment - The following full-time instructors to serve on final interview committees for Respiratory Care, Health Sciences & Athletics Division to be paid \$45.14 an hour.

<u>Instructor</u>	<u>Effective Date</u>	<u>Hours</u>	<u>Dollars</u>
Dawn Charman	5/28 & 6/18/14	8.2	\$370
Chris Jeffries	5/28/14	6	\$271
Kristy Loesner	5/28/14	6	\$271
Roy Mekaru	5/28 & 6/18/14	8.2	\$370

26. Special Assignment - The following full-time instructors to serve on final interview committees for Humanities to be paid \$45.14 an hour.

<u>Instructor</u>	<u>Hours</u>	<u>Dollars</u>
Kevin Degnan	12	\$542
Briita Halonen	12	\$542
Rachel Williams	8	\$362

27. Special Assignment - Ann Patterson, part-time instructor of Music, Fine Arts Division, to perform as guest musician at ECC Jazz Band Concert, to be paid \$60.18 an hour, not to exceed 3 hours or \$199, and not to exceed 25 hours per week cumulative employment at ECC, effective May 7 through May 9, 2014, in accordance with the Agreement, Article 10, Section 9(m).

28. Special Assignment - The following part-time instructors to participate in the Fall Professional Development Program “Basic Skills Counselor Intervention Program Collaborative”, to be paid \$45.14 an hour, not to exceed two hours or \$100 each, effective August 21, 2014, and not to exceed 25 hours per week cumulative employment at ECC, in accordance with the Agreement, Article 10, Section 14(a).

Jason Bostick	Jennifer Holt-Molina
Leslie Ferguson	Susan Johnson
Kathy Hall	Kerri Web

29. Special Assignment - The following part-time instructors of Mathematics to participate in classroom training for the Counselor Intervention Program, to be paid \$45.14 an hour, not to exceed 2 hours each for a grand total of 10 hours or \$452, and not to exceed 25 hours per week cumulative employment at ECC, effective August 21, 2014, in accordance with the Agreement, Article 10, Section 9(m).

Abdelwahab El-Abyad	Ann Pham
Avid Khorram	Tatiana Roque
Delores Owens	



30. Special Assignment - The following full-time instructors to offer tutor training to the Math Study Center tutors, to be paid \$60.18 an hour, not to exceed 10 hours each for a grand total of \$3,009, effective August 18 through September 12, in accordance with the Agreement, Article 10, Section 14(a).

Anna Hockman  
Trudy Meyer  
Eduardo Morales

Kristine Numrich  
Ambika Silva

31. Special Assignment - The following part-time instructors of Mathematics, to offer review workshops for basic skills math, to be paid \$45.14 an hour, not to exceed a grand total of 368 hours or \$16,612, and not to exceed 25 hours per week cumulative employment at ECC, effective August 25 through December 12, 2014, in accordance with the Agreement, Article 10, Section 9(m).

Adalinda Avila  
Robert Caldwell  
Abdelwahab El-Abyad  
Henri Feider  
Winfred Ferrell  
Manolita Formanes  
Marguerite George  
Thu-Hang Hoang

Avid Khorram  
Terri Malouf  
Delores Owens  
Ann Pham  
Tatiana Roque  
Gerson Valle  
James Wan  
Christie Yang

32. Special Assignment - The following part-time instructors of Respiratory Care, Health Sciences & Athletics Division, to provide clinical supervision to respiratory care students, to be paid \$60.18 an hour, not to exceed a total of \$1,805 or 30 hours per week for 8 weeks for a grand total of \$14,443, and individually not to exceed 25 hours per week cumulative employment at ECC, effective August 23 through December 13, 2014, in accordance with the Agreement, Article 10, Section 9(m).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Raymond Adoc	9	\$542
Salomay Corbaley	2	\$120
Pamela Michael	2	\$120
Douglas Mizukami	11	\$662
Taryn Nicole Parker	4	\$241
Elva Sipin	2	\$120

33. Special Assignment - The following full-time coaches in Health Sciences & Athletics Division, be paid a monthly stipend in accordance with MOU Agreement, Article 10, Section 11(a), effective August 14, 2014 through June 15, 2015.

<u>Coach</u>	<u>Team</u>	<u>Not to Exceed Dollars</u>
Andrew Alvillar	Football/Defensive Coach	\$ 8,500
John Britton	Soccer	\$ 8,500 - Men's
John Britton	Soccer	\$ 8,500 - Women's
John Britton	Badminton	\$ 4,250
Eugene Engle	Football/Offensive Coach	\$ 8,500
John Featherstone	Football/Head Coach	\$15,000
Nate Fernley	Baseball	\$ 8,500
Dean Lofgren	Cross Country	\$10,000 M/W
Dean Lofgren	Track	\$10,000 M/W
LeValley Pattison	Volleyball	\$ 8,500 – Women's
Jessica Rapoza	Softball	\$ 8,500
Corey Stanbury	Water Polo	\$10,000 M/W
Corey Stanbury	Swimming	\$10,000 M/W
Robert Uphoff	Basketball	\$10,000 – Men's

34. Special Assignment - The following part-time coaches in Health Sciences & Athletics Division, to be paid \$60.18 an hour in accordance with the MOU Agreement, Article 10, Section 11(e), and not to exceed 25 hours per week cumulative employment at ECC, effective August 15, 2014 through June 15, 2015.

<u>Coach</u>	<u>Team</u>	<u>Maximum Hours Per Week</u>	<u>Not to Exceed Dollars</u>
Richard Blount	Volleyball	3.2	\$ 8,500
Reggie Ellis	Basketball (W)	3.8	\$ 7,000
Diana Galis	Pep Squad	1.1	\$ 3,000
Elizabeth Hazell	Volleyball	6.7	\$ 8,500
Michael Houck	Basketball (W)	2.7	\$ 5,000
Kevin Hughley	Track/Field	6.6	\$ 8,300
Nick Jones	Baseball	6.4	\$ 8,500
Stacy Komai	Golf (M)	1.6	\$ 4,250
Monica Lizarraga	Water Polo (M/W)	2.8	\$ 3,500
Kurt Peters	Volleyball (M)	5.1	\$ 6,500
Steve Shaw	Basketball (W)	3.8	\$10,000
Sean Sheil	Cross Country (M/W)	2.0	\$ 2,500
Sean Sheil	Track/Field	5.9	\$ 7,500
Dan Speltz	Football	5.9	\$ 7,500
Steve Van Kanegan	Tennis (M/W)	3.8	\$10,000
Joel Weiss	Basketball (M)	4.6	\$ 8,500

35. Stipend Assignment - Dawn Charman, full-time instructor of Radiologic Technology and Roy Mekar, full-time instructor of Respiratory Care, Health Sciences & Athletics Division, to coordinate their respective programs, to receive a \$12,000 a year stipend each effective August 21, 2014 through May 15, 2015, to receive \$5,000 at the close of each semester and \$2,000 at the end of the summer session.

36. Stipend Assignment - It is recommended that Jayne Ishikawa, Director of Staff & Student Diversity, Human Resources, be paid a \$250 monthly stipend for work at the Compton Education Center, effective July 7, 2014 through June 30, 2015. Stipend may be rescinded with 30 days notice.
37. Stipend Assignment - The following full-time instructors to attend and participate in the Stem In the Field: Designing Interdisciplinary Curricula workshop, to be paid \$1,000 each, effective July 7 through July 12, 2014, in accordance with the Agreement, Article 10, Section 14(a).

Amy Grant  
Susan Taylor

38. Employment - The following on-call part-time/temporary counselors 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 August 15, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

Nikki Barber  
Ginger Davidson  
Mario Escalante  
Linda Gallucci  
Amy Herrschaft  
Sabrina Jenkins  
Monica Lanier  
Carina Lin  
Pinsoppearui Lor

Gerald Lorenzetti  
Brandi Marsh  
Erik Moberly  
Elaine Moore  
Janice O'Neal  
Veronica Quinonez  
Claudia Ramirez-Yaglian  
Tep Thoeurb

39. Employment - The following regularly scheduled part-time/temporary counselors 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 August 15, 2014 through June 30, 2015, in accordance with the Agreement, Article 10, Section 9(e), to be paid through District, EOP&S or grant funds.

Vera Cheng  
Lorenda Johnson  
Tri Huu Le  
Daissa Lee  
Eboni McDuffie

Myrna Mendoza  
Hatien Nguyen  
Celia Villalpando  
Xiao Ying Wang

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

Behavioral & Social Sciences

Roberto Garcia  
Katie Heaton  
Eunice Rhee

Business

Nicholas Carbonaro  
Chesterlean Story

Fine Arts

Garineh Avakian-Akkus  
Joseph Kabriel  
Rafael Liebich  
Gerald Seminatore  
David Sheperd  
Matthew Talbot

Health Sciences & Athletics

Reggie Ellis  
Pamela Michael

Health Sciences & Athletics (Nursing)

Robbie Lee  
Anna Munoz  
Safari Sekiyoba  
Clara Sic Alonzo  
Elizabeth Stieglitz  
Lani Tumaliuan  
Theresa Yeomans  
Susan Zareski

Humanities

Geoffrey Aguirre  
John Arensmeyer  
Erin Cole  
Michelle Fagundes  
Susan Goulding  
Kristin Jones  
Dosanni Khairunessa  
Yuka Kitazono  
Melissa Moran  
Peggy Replogle  
Susan Valot

Industry & Technology

Phyllis Barthel  
Grace Rangel

Mathematics

David Akins  
Diaa Eldanaf  
Carrie Huang  
Juan Leon  
Terri Malouf  
Esmaail Nikjeh  
James Stein  
Christina Watson  
Ruth Zambrano

Natural Sciences

Bijan Berenji  
Shahriar Abachi  
Chris Chabot  
Laurie Len  
Helen Motokane  
Ilya Neyman  
Razmic Shirvanian  
Donna Speckman

## **Classified Personnel:**

1. Retirement - Hector Salazar, Promotion Specialist, Range 35, Step F, Public Relations Division, President's Office Area, effective November 1, 2014, and that a plaque be presented to him for his years of service to the District since 1988.
2. Resignation - Carolee Vakil-Jessop, Administrative Assistant I, Range 28, Step F, Student Development/Enrollment Services Division, Student and Community Advancement Area, effective September 6, 2014.
3. Personal Leave of Absence Unpaid - Dianna Ferrell-King, Administrative Assistant II, Range 31, Step C. Nursing/Health Sciences & Athletics Division, Academic Affairs Area, effective August 12 through November 12, 2014.
4. Rescind Personal Leave of Absence 20% - Carolee Vakil-Jessop, Administrative Assistant I, Range 28, Step F, Student Development/Enrollment Services Division, Student and Community Advancement Area, effective August 25 through December 12, 2014.
5. Place on 39 Month List - Keith Butler, Custodian, Range 20, Step E, Facilities Planning and Services Division, Administrative Services Area, effective July 17, 2014.
6. Stipend - Erick Mendoza, Police Services Technician, Range 25, Step E, Campus Police Division, Administrative Services Area, to receive a \$50 per month stipend for carrying a cell phone for after-work hours for emergencies, effective August 1, 2014 through June 30, 2015.
7. Employment - Aaron Covington, Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective September 2, 2014.
8. Employment - Kimberly Davis, Program Coordinator, Range 36, Step A, Natural Sciences Division, Academic Affairs Area, effective August 4, 2014.
9. Employment - Aaron Sargent, User Support Technician, Range 37, Step A, Information Technology Services Division, Administrative Services Area, effective August 19, 2014.
10. Employment - Elizabeth Schuh, Project Specialist, Range 32, Step A, Foundation, Student and Community Advancement Area, effective August 4, 2014.
11. Employment - Marqueeeda Watson, Library Media Technician I, Range 24, Step A, Learning Resources, Academic Affairs Area, effective August 18, 2014.

**Temporary Classified Services Employees - (not to exceed 170 days per year, 25 total hours and/or 67% faculty load per week:)**

12. Jason Cobb - Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective August 5, 2014 through June 30, 2015.
13. Shannon Leong - Accounting Assistant I, Range 22, Step A, Bookstore Division Administration Services Area, effective July 28, 2014 through June 30, 2015.
14. Tracy Ann Wilson - Human Resources Technician II, Range 6, Step A (Confidential Salary Schedule), Human Resources Division, Human Resources Area, effective August 6, 2014 through June 30, 2015.
15. Ivan Yakimson - Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective August 13, 2014 through June 30, 2015.
16. The following individuals to work as Accompanist (Percussion) Range 27, Step A, Fine Arts Division Academic Affairs Area, effective August 23, 2014 through June 30, 2015:

John Carbone

Jacob Wendt

17. The following individuals to work as Accompanist (Piano) Range 32, Step A, Fine Arts Division Academic Affairs Area, effective August 23, 2014 through June 30, 2015:

Amy Bormet

Patricia Breitag

18. The following individuals to work as Custodian, Range 20, Step A, Facilities, Planning and Services Division, Administrative Services Area, effective July 24, 2014 through June 30, 2015:

Chardaynae Brame

Edward McClain

**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 1-20.

## **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.

Laura Lan, \$9.00 per hour  
Christopher Maldonado, \$9.00 per hour  
Sonya Redditt, \$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.

Amber Latham, \$10.00 per hour  
Heber Lemus, \$10.00 per hour  
Erika Lytle, \$10.00 per hour  
Linley Regalado, \$10.00 per hour

### 3. Instructional Aide III

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

Lindsey Enciso, \$10.50 per hour  
Fidela Mazariego, \$10.50 per hour  
Zoe Petersen, \$10.75 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.

Kendra Krause, \$11.75 per hour  
Linley Regalado, \$11.75 per hour

## **Office Aide Series**

### 5. Office Aide I

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

Dajiana Vanderhorst, \$9.25 per hour

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

Diana Abdelmalak, \$10.50 per hour  
Sunny Choi, \$11.00 per hour

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

Neha Zaidi, \$11.75 per hour

### **Program Aide Series**

8. Program Aide I  
The following individuals are to provide basic assistance with daily program operations.

Verna Bolton, \$9.00 per hour  
Pirkko DeBar, \$9.00 per hour  
Dawn Ertl, \$9.00 per hour  
Martina Mirkovich, \$9.00 per hour  
Abigail Watkins, \$9.00 per hour  
Shoji Yamasaki, \$9.00 per hour

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

Kristina Christian, \$10.00 per hour  
Luis Salazar, \$10.00 per hour  
Evan Sisson, \$10.00 per hour

10. Program Aide IV  
The following individuals are to assist with program duties in the Fine Arts division.

Akinfemi Akinwale, \$12.00 per hour  
Geoffrey Dent, \$12.25 per hour  
Danijela Kojic, \$12.50 per hour



11. Program Aide V

The following individuals are to assist with the preparation and installation duties and maintenance of art installations in the Art Gallery.

Jueiming Shui, \$14.00 per hour

Kevin Tuxford, \$14.00 per hour

12. Program Aide VI

The following individual is to create and distribute flyers, assist with orientations, handle correspondence and logistics for the transfer fair, and assist with staffing and classroom presentations for the Career and Transfer Center.

Sara Gharibeh, \$19.00 per hour (eff. 8/11/14 to 6/30/15)

The following individual is to work with high schools, college campus events, and industry advisory committees to recruit and support non-traditional career technical education activities.

Victoria Martinez-Weitzel, \$19.00 per hour

The following individual is to assist with data and technical support for the CalWORKs program and Department of Public Social Services related services.

Karin Baluyot, \$15.00 per hour

**Sports Aide Series**

13. Sports Aide II

The following individual is to receive, issue, store and maintain materials, locks, and towels used in comprehensive physical education and athletic programs.

Earl Eastcott \$10.00 per hour

14. Sports Aide IV

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

Ronald Houston, \$15.00 per hour

15. Sports Aide VI

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

Leon Lautalo, \$17.00 per hour  
Kevin Norwell, \$17.00 per hour

### **Education Professional Series**

16. Education Professional I

The following individual is to develop, prepare lessons for, and teach boys' chorus.

Maza Zimmerman, \$25.00 per hour

The following individuals are to assist faculty by teaching the beginning or intermediate levels of the choir for the South Bay Children's choir.

Bud Bisbee, \$37.00 per hour  
Mary Herzbrun, \$37.00 per hour  
Julie Huff-Corallo, \$37.00 per hour  
Ellen Steinmetz, \$37.00 per hour

The following individual is to provide string accompaniment for the applied music program, choral groups, dance classes, voice classes, and/or special events.

Lawrence Steen, \$23.00 per hour

17. Education Professional II

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

Johnathan Brainard, \$50.00 per hour

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

Gale Lee, \$40.00 per hour

The following individual is to be responsible for the operation of the Health Sciences Simulation Center, including set up and operation of patient care simulators, computers, and related equipment.

Jeffrey Barnum, \$30.00 per hour (eff. 8/19/14 to 6/30/15)

### **Program Professional Series**

18. Program Professional I

The following individuals are to assist with recruitment and outreach services at out-of-state college fairs, education fairs, and other events to disseminate program information about El Camino College and to interact with prospective students.

Brandy Bruce, \$25.00 per hour

Joy De Guzman, \$25.00 per hour

LaCoya Theus, \$25.00 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.

Esthela Chavez, \$20.00 per hour

19. Program Professional IV

The following individual is to perform as a consultant for the Nursing division.

Connie Austin, \$100.00 per hour

### **Training Professional Series**

20. Training Professional I

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

Angel Meza, \$32.00 per hour

**C. APPROVAL AND RATIFICATION BY BOARD OF TRUSTEES: EL CAMINO COLLEGE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL~CIO CONTRACT RATIFICATION EFFECTIVE THROUGH DECEMBER 31, 2016.**

It is recommended that the Board of Trustees approve and ratify the Mediated Agreement between the El Camino Federation of Teachers, Local 1388, AFT, AFL~CIO and the El Camino Community College District; effective July 1, 2014 through December 31, 2016.

The specific negotiated articles are as follows and indicated in the attached mediated Tentative Agreement (Pages HR 22-26).

Article 10 – Compensation  
Article 20 – Procedures for Faculty Evaluation  
Article 25 – Agreement Conditions and Duration

**D. REVIEW BY BOARD OF TRUSTEES: PUBLIC NOTIFICATION & DISCLOSURE OF ESTIMATED COSTS FOR SALARY PROPOSAL FOR THE EL CAMINO COLLEGE FEDERATION OF TEACHERS, LOCAL 1388, AFT, AFL~CIO**

In accordance with AB1200 and Government Code 3547.5, El Camino Community College District is required to publicly disclose the provisions of the Federation of Teachers, Local 1388, AFT, AFL~CIO, and any new Agreement before they are finally approved by the Board of Trustees. This is known as the “El Camino Federation of Teachers Salary Settlement Notification Component” of the Statewide Criteria and Standards. This ensures that the public is aware of the estimated costs associated with a collective bargaining agreement before it becomes binding on the District.

The information provided in the attachments follows the public disclosure format by the State Superintendent of Public Instruction, and must be reviewed by the Board of Trustees prior to approval of the provision in the Agreement between the District and the Federation of Teachers, Local 1388.

The El Camino Federation of Teachers, Local 1388 Salary Settlement Notification Component of the Statewide Criteria and Standards includes the summary of the estimated costs of the Agreement.

The Superintendent/President and the Chief Business Official certify in writing that the estimated costs incurred by the El Camino Community College District under this Agreement can be met by the District during the term of this Agreement.

s/ Thomas M. Fallo  
Superintendent/President

s/ JoAnn Higdon  
Chief Business Official

**APPROVAL BY BOARD OF TRUSTEES: FACULTY SALARY PROPOSAL**

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

1. A restructure of the full-time faculty salary schedule (addition of new Step 16) and an on-schedule salary increase of 1.7% for Steps 16 to 30, effective January 1, 2014.
2. A 3% on-schedule increase to Steps 4 to 14 of the full-time salary schedule effective July 1, 2014.

3. A 3% on-schedule increase to the Part-Time Faculty Salary Schedule and Special Rates of Pay for Faculty – Overload and Substitute Pay Schedule effective July 1, 2014.
4. A one-time \$1,000 stipend to part-time/adjunct faculty in paid status during the Spring 2014 semester.
5. Equivalent to the adopted state budget Cost-of-Living-Adjustment (COLA) or 1% whichever is higher effective January 1, 2015. (Current state estimates will likely result in a 1% on-schedule increase.)
6. Equivalent to the state budget COLA effective January 1, 2016. (Current projections estimate COLA at approximately 2.2%.)

### **ESTIMATED FEDERATION SALARY PROPOSAL, NOTIFICATION COMPONENT OF THE STATEWIDE CRITERIA AND STANDARDS**

Summary of Agreement (compensation estimates reflect prior year compounding and applicable statutory benefits):

#### **COMPENSATION:**

Fiscal Year 2013/2014 (6 Months, 1/1/14 – 6/30/14)  
The estimated cost of the salary increase is \$392,807.

Fiscal Year 2014/2015 (12 Months 7/1/14 – 6/30/15)  
The estimated cost of the salary increase is \$1,764,901.

Fiscal Year 2015/2016 (6 Months 7/1/15 – 12/31/15)  
The estimated cost of the salary increase is \$2,428,901.

#### **E. REVIEW BY BOARD OF TRUSTEES: PUBLIC NOTIFICATION & DISCLOSURE OF ESTIMATED COSTS FOR SALARY PROPOSAL FOR ADMINISTRATIVE, SUPERVISORY, CONFIDENTIAL, SPECIAL SERVICES PROFESSIONAL, AND VICE PRESIDENT EMPLOYEES (UNREPRESENTED EMPLOYEES)**

The provisions of AB1200 and Government Code 3547.5 apply to employees covered under a collective bargaining agreement. Although “Unrepresented Employees” are not covered by a collective bargaining agreement, the El Camino Community College District believes it is appropriate to disclose compensation changes affecting any employee group.

Therefore, in the spirit of AB1200 and Government Code 3547.5, El Camino Community College District is publicly disclosing the provisions of the “Unrepresented Employees”

salary recommendation. This is known as the “El Camino College Unrepresented Employee Salary Proposal Notification Component of the Statewide Criteria and Standards.”

The information provided in the attachment followed the public disclosure format by the State Superintendent of Public Instruction, and to be reviewed by the Board of Trustees prior to approval of the salary recommendation for the Unrepresented Employees.

The “Unrepresented Employee Salary Proposal Notification Component of the Statewide Criteria and Standards” includes a summary of the estimated costs of the salary recommendation.

The Superintendent/President and the Chief Business Official certify in writing that the estimated costs incurred by the El Camino Community College District under this proposed wage increase can be met by the District during the term of this proposal.

s/ Thomas M. Fallo  
Superintendent/President

s/ JoAnn Higdon  
Chief Business Official

**APPROVAL BY BOARD OF TRUSTEES: UNREPRESENTED EMPLOYEE SALARY PROGRAM**

1. It is recommended that the Board approve a new sixth step (Step “6” or “F”) effective January 1, 2014 to the Confidential, Supervisory and Vice President salary schedules. The new step is equivalent to approximately 5%.
2. Placement of the Industry and Technology Technician Supervisor from Range 16 to Range 21.
3. It is recommended that the Board approve to add a new Step 6 at 3%, with an on-schedule increase of 2% effective January 1, 2014 to all steps for the Administrator and Special Services Professionals’ salary schedules.
4. Equivalent to the adopted state budget COLA or 1%, whichever is higher effective January 1, 2015. (Current state estimates will likely result in a 1% on-schedule increase.)
5. Equivalent to the adopted state budget COLA effective January 1, 2016. (Current projections estimate COLA at approximately 2.2%).
6. Effective July 1, 2014, Confidential, Supervisory and Classified Administrative Employees, step eligibility is increased from 6 months to one year.

The Confidential Employee salary schedule change effective January 1, 2014 is shown on page HR 33.

Summary of Estimated Compensation Cost for the Confidential Employees (compensation estimates reflect prior year compounding and applicable statutory benefits):

**COMPENSATION:**

Fiscal Year 2013/2014 (6 Months, 1/1/14 – 6/30/14)

The estimated cost of the salary increase is \$14,767.

Fiscal Year 2014/2015 (12 months, 7/1/14 – 6/30/15)

The estimated cost of the salary increase is \$34,677.

Fiscal Year 2015/2016 (6 months, 7/1/15 – 12/31/15)

The estimated cost of the salary increase is \$51,250.

Summary of Estimated Compensation Cost for the Supervisory Employees (compensation estimates reflect prior year compounding and applicable statutory benefits)

The Supervisory Employee salary schedule change effective January 1, 2014 is shown on pages HR 34-35.

**COMPENSATION:**

Fiscal Year 2013-2014 (6 Months, 1/1/14 – 6/30/14)

The estimated cost of the salary increase is \$44,794.

Fiscal Year 2014/2015 (12 Months, 7/1/14 – 6/30/15)

The estimated cost of the salary increase is \$99,643.

Fiscal Year 2015/2016 (6 Months, 7/1/15 – 12/31/15)

The estimated cost of the salary increase is \$132,039.

Summary of Estimated Compensation Cost for the Administrator Employees (compensation estimates reflect prior year compounding and applicable statutory benefits)

The Administrator salary schedule change effective January 1, 2014 is shown on pages HR 36-38.

**COMPENSATION:**

Fiscal Year 2013/2014 (6 Months, 1/1/14 – 6/30/14)

The estimated cost of the salary increase is \$137,102.

Fiscal Year 2014/2015 (12 Months, 7/1/14 – 6/30/15)

The estimated cost of the salary increase is \$321,874.

Fiscal Year 2015/2016 (6 Months, 7/1/15 – 12/31/15)

The estimated cost of the salary increase is \$439,856.

Summary of Estimated Compensation Cost for the Special Services Employees (compensation estimates reflect prior year compounding and applicable statutory benefits)

The Special Services Professional salary schedule change effective January 1, 2014 is shown on pages HR 39.

**COMPENSATION:**

Fiscal Year 2013/2014 (6 Months, 1/1/14 - 6/30/14)

The estimated cost of the salary increase is \$22,748.

Fiscal Year 2014/2015 (12 Months (7/1/14 – 6/30/15)

The estimated cost of the salary increase is \$52,518.

Fiscal Year 2015/2016 (6 Months, 7/1/15 – 12/31/15)

The estimated cost of the salary increase is \$74,550.

Summary of Estimated Compensation Cost for the Vice Presidents (compensation estimates reflect prior year compounding and applicable statutory benefits)

The Vice President's salary schedule change effective January 1, 2014 is shown on page HR 40.

**COMPENSATION:**

Fiscal Year 2013/2014 (6 Months, 1/1/14 – 6/30/14)

The estimated cost of the salary increase is \$21,082.

Fiscal Year 2014/2015 (12 Months, 7/1/14 – 6/30/15)

The estimated cost of the salary increase is \$47,538.

Fiscal Year 2015/2016 (6 Months, 7/1/15 – 12/31/15)

The estimated cost of the salary increase is \$70,020.



## **TENTATIVE AGREEMENT REACHED**

**July 2, 2014**

**Negotiators for the El Camino Community College District and the El Camino Federation of Teachers reached a revised Tentative Agreement. Both parties are grateful for the assistance of the State Mediator.**

**As a result, the negotiation teams both support and recommend this Tentative Agreement for ratification by the membership of the Federation and the Board of Trustees.**

**Following an affirmative ratification vote by both parties, the current collective bargaining agreement shall be modified to incorporate the following provisions into a new successor agreement to be effective through December 31, 2016.**

### **Article 10 – Compensation**

#### **1. January 1, 2014**

- a. Add new Step 16 to the full-time faculty Salary Schedule. Steps 20, 24, 28 and 30 will be increased by \$2,430.
- b. New Step 16 and Steps 20, 24, 28 and 30 will also receive an additional 1.7% increase.
- c. See revised salary schedule effective January 1, 2014, attachment #1. The increases will be paid retroactively to January 1, 2014 for all employees in a paid status on July 1, 2014.

Note: The new step amounts and the across-the-board 1.7% increase for new Step 16 and Steps 20, 24, 28, and 30 will apply to Salary Schedules C-1 (Salary Schedule – Academic Year Basis (175 Days)) and C-3 (Salary Schedule – Fiscal Year Basis). [Former Appendix C-2 Salary Schedule for Faculty Members Employed on Academic Year Basis (197 Days) will be deleted from the new agreement.]

2. **July 1, 2014** – 3% Increase to Steps 4 to 14 (Salary Schedules C-1, C-3, D-1 [Part-Time Faculty Salary Schedule] and D-3 [Special Rates of Pay for Faculty – Overload and Substitute]). See revised salary schedule effective July 1, 2014, attachment #2.

3. \$1,000 stipend, less taxes, to full-time faculty on Steps 4 to 14 (does not apply to anyone on Step 16).
4. \$1,000 stipend, less taxes, to adjunct faculty who were in paid status during Spring 2014.
5. **January 1, 2015** – Increase Salary Schedules C-1, C-3, D-1 and D-3 by Community College COLA in adopted state budget or 1%, whichever is greater.
6. **January 1, 2016** – Increase Salary Schedules C-1, C-3, D-1 and D-3 by Community College COLA in adopted state budget.
7. Other clarifications to Article 10:
  - a. Section 9(h): Delete language regarding salary placement for part-time faculty hired prior to Fall 2001.
  - b. Section 9(o): Part-time psychologist shall be paid at Rate 1 as set forth in Appendix D-3.
  - c. Delete old Salary Schedule C-2 (197 days) and renumber C-3 to C-2.
8. The compensation provisions in Nos. 1 through 6 above apply to full-time employees in a paid status for 2014-2015. These salary increases are not applicable to those full-time faculty members who retired by June 30, 2014. Payments to part-time adjunct faculty apply to those adjunct faculty in paid status for Spring semester 2014.

## **Article 20 – Procedures for Faculty Evaluation**

Include provisions for SLOs and SAOs commencing July 1, 2014 as follows:

### **Student Learning Outcomes (“SLOs”)**

- 1) **Self Evaluation Report, Appendix J (p. 186):** No. 1 should read: Objectives for the continued improvement of instruction and college committee work / activities (e.g., Student Learning Outcomes, Academic Senate, Program Review, Curriculum Review/ Development and/or Annual Planning).
- 2) **Self Evaluation Report, Appendix J (p. 186):** New Item No. 2 should read: Reflect on adjustments you may have made as a result of Student Learning/Achievement Outcome Assessments.
- 3) **Student Survey of Instructor Effectiveness, Appendix J (p. 187):** No. 1 should read: The course objectives and student learning outcomes have been presented clearly.

- 4) **Dean’s /Supervisor’s Evaluation Form (p. 182); Also Peer Evaluation Form (p. 183), Appendix J:** No. 1 should read: “Participates in college committee work/activities (e.g., Student Learning Outcomes, Academic Senate, Program Review, Curriculum Review/Development and/or Annual Planning).”

**Agreement:** Regarding reassigned time, it was agreed this does not need to be included in the evaluation process due to District’s right of assignment. Items such as purpose/schedule of activities, objectives, outcomes can be specified by the Dean.

- 5) **Dean’s /Supervisor’s Evaluation Form (p. 182); Also Peer Evaluation Form (p. 183), Appendix J:** No. 3 (p. 182) and No. 6 (p. 183) should read: Conforms to official course outline of record and provides course syllabi with information concerning course objectives, student learning outcomes, methods of evaluation, and grading policies.
- 6) **Dean’s /Supervisor’s Evaluation Form and also Peer Evaluation Form, Appendix J:** New No. 8 (p. 182), new No. 9 (p. 183): “Participates in the student learning outcomes process.”

### **Service Area Outcomes (“SAOs”)**

General statement: Effectively participates in the service area outcome process. As a result, this will be incorporated into the evaluation process for all non-teaching faculty.

#### **1) Counselors:**

Revisions to: Self-Evaluation Report (Appendix J, first paragraph, add item (7), effectively participates in the service area outcomes process.

Also amend Part IV of Appendix J: ANALYSIS OF PREVIOUS OBJECTIVES FOR THE IMPROVEMENT OF COUNSELING, INCLUDING EFFECTIVELY PARTICIPATES IN THE SERVICE AREA OUTCOMES PROCESS:

Amend “Counselor Observation Report,” add Item 10: EFFECTIVELY PARTICIPATES IN THE SERVICE AREA OUTCOMES PROCESS.

Dean’s /Supervisor’s Evaluation Form and also Peer Evaluation Form, Appendix J, add item: “Effectively participates in the service area outcome process.”

#### **2) Librarians:**

Librarian Evaluation Form, add additional item to part II, “Effectively participates in the service area outcome process.”

Dean’s /Supervisor’s Evaluation Form and also Peer Evaluation Form, Appendix J, add item: “Effectively participates in the service area outcome process.”

- 3) **Faculty Coordinator in Learning Resources** – currently uses teaching faculty evaluation forms. Will need to reference “Effectively participates in the service area outcome process.”
- 4) **Faculty Coordinator in Counseling** – currently uses counseling evaluation forms. See number 1 above.
- 5) **Clinical Psychologist** – currently uses bargaining agreement evaluation forms. Will need to reference “Effectively participates in the service area outcome process.”
- 6) **Health Center Nurses** - currently uses bargaining agreement evaluation forms. Will need to reference “Effectively participates in the service area outcome process.”

## **Article 25 – Agreement Conditions and Duration**

Section 5: This Agreement shall become effective upon ratification by both parties for a three-year term through December 31, 2016. This Agreement shall continue to remain in full force and effect until a successor Agreement is approved or upon completion of negotiations and impasse procedures. In August 2016, both parties shall provide their respective proposals for a successor Agreement. The written proposals for a successor agreement will be sunshined for public notice on the August 2016 agenda of the Board of Trustees. Negotiations between the parties will commence in September 2016 for a successor Agreement.

## **Conclusion of Negotiations and Support for Ratification of the Tentative Agreement**

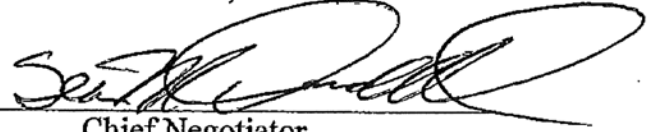
1. This Tentative Agreement concludes negotiations between the parties for a successor Agreement that will be in place through December 2016.

2. The negotiation teams for both the Federation and the District support and recommend the ratification of this Tentative Agreement by the Federation membership and the Board of Trustees, respectively.

Date: July 2, 2014

**For the Negotiation Team for the  
Federation of Teachers, AFT:**

Name: \_\_\_\_\_

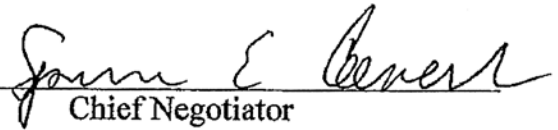


Chief Negotiator

Date: July 2, 2014

**For the Negotiation Team for the District:**

Name: \_\_\_\_\_



Chief Negotiator

**APPENDIX C-1  
EL CAMINO COMMUNITY COLLEGE DISTRICT  
SALARY SCHEDULE FOR FACULTY MEMBERS  
EMPLOYED ON ACADEMIC YEAR BASIS  
(175 DAYS)  
Effective January 1, 2014**

<b>STEP</b>	<b>CLASS I BACHELOR</b>	<b>CLASS II MASTERS</b>	<b>CLASS III MASTERS 24 UNITS</b>	<b>CLASS IV MASTERS 48 UNITS</b>	<b>CLASS V DOCTORATE</b>
<b>4</b>	\$56,077	\$59,426	\$62,782	\$66,131	\$69,481
<b>5</b>	\$58,508	\$61,858	\$65,206	\$68,557	\$71,907
<b>6</b>	\$60,941	\$64,286	\$67,637	\$70,987	\$74,343
<b>7</b>	\$63,364	\$66,718	\$70,066	\$73,426	\$76,768
<b>8</b>	\$65,795	\$69,141	\$72,498	\$75,846	\$79,194
<b>9</b>	\$68,223	\$71,576	\$74,923	\$78,275	\$81,624
<b>10</b>	\$70,655	\$74,003	\$77,352	\$80,705	\$84,056
<b>11</b>		\$76,433	\$79,783	\$83,132	\$86,480
<b>12</b>		\$78,862	\$82,212	\$85,569	\$88,904
<b>13</b>				\$87,991	\$91,343
<b>14</b>				\$90,421	\$93,771
<b>16</b>	\$74,327	\$82,674	\$86,081	\$94,429	\$97,836
<b>20</b>	\$76,799	\$85,145	\$88,552	\$96,901	\$100,308
<b>24</b>	\$79,270	\$87,617	\$91,024	\$99,372	\$102,779
<b>28</b>	\$81,741	\$90,088	\$93,495	\$101,843	\$105,250
<b>30*</b>	\$84,213	\$92,559	\$95,966	\$104,315	\$107,722

\*Anniversary Increment as provided by Article 10, Section 18

**Notes:**

Add Step 16

Increase Steps 16-30 by 1.7%

To be eligible, full-time faculty must be in paid status on July 1, 2014

Board Approved: August 18, 2014

**APPENDIX C-1  
 EL CAMINO COMMUNITY COLLEGE DISTRICT  
 SALARY SCHEDULE FOR FACULTY MEMBERS  
 EMPLOYED ON ACADEMIC YEAR BASIS  
 (175 DAYS)  
Effective July 1, 2014**

<b>STEP</b>	<b>CLASS I BACHELOR</b>	<b>CLASS II MASTERS</b>	<b>CLASS III MASTERS 24 UNITS</b>	<b>CLASS IV MASTERS 48 UNITS</b>	<b>CLASS V DOCTORATE</b>
<b>4</b>	\$57,759	\$61,209	\$64,665	\$68,115	\$71,565
<b>5</b>	\$60,263	\$63,714	\$67,162	\$70,614	\$74,064
<b>6</b>	\$62,769	\$66,215	\$69,666	\$73,117	\$76,573
<b>7</b>	\$65,265	\$68,720	\$72,168	\$75,629	\$79,071
<b>8</b>	\$67,769	\$71,215	\$74,673	\$78,121	\$81,570
<b>9</b>	\$70,270	\$73,723	\$77,171	\$80,623	\$84,073
<b>10</b>	\$72,775	\$76,223	\$79,673	\$83,126	\$86,578
<b>11</b>		\$78,726	\$82,176	\$85,626	\$89,074
<b>12</b>		\$81,228	\$84,678	\$88,136	\$91,571
<b>13</b>				\$90,631	\$94,083
<b>14</b>				\$93,134	\$96,584
<b>16</b>	\$74,327	\$82,674	\$86,081	\$94,429	\$97,836
<b>20</b>	\$76,799	\$85,145	\$88,552	\$96,901	\$100,308
<b>24</b>	\$79,270	\$87,617	\$91,024	\$99,372	\$102,779
<b>28</b>	\$81,741	\$90,088	\$93,495	\$101,843	\$105,250
<b>30</b>	\$84,213	\$92,559	\$95,966	\$104,315	\$107,722

\* Anniversary Increment as provided by Article 10, Section 18

**Notes:**

Increase Steps 4-14 by 3.0%

Steps 16-30 will not have an increase effective 7/1/14

Board approved: August 18, 2014

**APPENDIX C-3  
EL CAMINO COMMUNITY COLLEGE DISTRICT  
SALARY SCHEDULE FOR FACULTY MEMBERS  
EMPLOYED ON FISCAL YEAR BASIS  
Effective January 1, 2014**

<b>STEP</b>	<b>CLASS I BACHELOR</b>	<b>CLASS II MASTERS</b>	<b>CLASS III MASTERS 24 UNITS</b>	<b>CLASS IV MASTERS 48 UNITS</b>	<b>CLASS V DOCTORATE</b>
<b>4</b>	\$72,905	\$77,260	\$81,617	\$85,974	\$90,329
<b>5</b>	\$76,062	\$80,415	\$84,781	\$89,137	\$93,488
<b>6</b>	\$79,225	\$83,578	\$87,931	\$92,293	\$96,645
<b>7</b>	\$82,392	\$86,758	\$91,093	\$95,449	\$99,805
<b>8</b>	\$85,542	\$89,901	\$94,255	\$98,605	\$102,963
<b>9</b>	\$88,702	\$93,062	\$97,474	\$101,771	\$106,125
<b>10</b>	\$91,862	\$96,214	\$100,575	\$104,930	\$109,280
<b>11</b>		\$99,381	\$103,734	\$108,090	\$112,244
<b>12</b>		\$102,533	\$106,890	\$111,250	\$115,598
<b>13</b>				\$114,410	\$118,762
<b>14</b>				\$117,566	\$121,918
<b>16</b>	\$95,895	\$106,747	\$111,178	\$122,036	\$126,462
<b>20</b>	\$98,366	\$109,219	\$113,650	\$124,507	\$128,933
<b>24</b>	\$100,838	\$111,690	\$116,121	\$126,979	\$131,405
<b>28</b>	\$103,309	\$114,161	\$118,592	\$129,450	\$133,876
<b>30*</b>	\$105,780	\$116,633	\$121,064	\$131,921	\$136,347

\*Anniversary Increment as provided by Article 10, Section 18

**Notes:**

Add Step 16

Increase Steps 16-30 by 1.7%

(To be eligible, full-time faculty must be in paid status on July 1, 2014)

Board Approved: August 18, 2014

Board of Trustees Agenda – August 18, 2014

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**APPENDIX C-3  
EL CAMINO COMMUNITY COLLEGE DISTRICT  
SALARY SCHEDULE FOR FACULTY MEMBERS  
EMPLOYED ON FISCAL YEAR BASIS  
Effective July 1, 2014**

<b>STEP</b>	<b>CLASS I BACHELOR</b>	<b>CLASS II MASTERS</b>	<b>CLASS III MASTERS 24 UNITS</b>	<b>CLASS IV MASTERS 48 UNITS</b>	<b>CLASS V DOCTORATE</b>
<b>4</b>	\$75,092	\$79,578	\$84,066	\$88,553	\$93,039
<b>5</b>	\$78,344	\$82,827	\$87,324	\$91,811	\$96,293
<b>6</b>	\$81,602	\$86,085	\$90,569	\$95,062	\$99,544
<b>7</b>	\$84,864	\$89,361	\$93,826	\$98,312	\$102,799
<b>8</b>	\$88,108	\$92,598	\$97,083	\$101,563	\$106,052
<b>9</b>	\$91,363	\$95,854	\$100,398	\$104,824	\$109,309
<b>10</b>	\$94,618	\$99,100	\$103,592	\$108,078	\$112,558
<b>11</b>		\$102,362	\$106,846	\$111,333	\$115,611
<b>12</b>		\$105,609	\$110,097	\$114,588	\$119,066
<b>13</b>				\$117,842	\$122,325
<b>14</b>				\$121,093	\$125,576
<b>16</b>	\$95,895	\$106,747	\$111,178	\$122,036	\$126,462
<b>20</b>	\$98,366	\$109,219	\$113,650	\$124,507	\$128,933
<b>24</b>	\$100,838	\$111,690	\$116,121	\$126,979	\$131,405
<b>28</b>	\$103,309	\$114,161	\$118,592	\$129,450	\$133,876
<b>30*</b>	\$105,780	\$116,633	\$121,064	\$131,921	\$136,347

\* Anniversary Increment as provided by Article 10, Section 18

**Notes:**

Increase Steps 4-14 by 3.0%

Steps 16-30 will not have an increase effective 7/1/14

Board Approved: August 18, 2014

**APPENDIX D-1**  
**EL CAMINO COMMUNITY COLLEGE DISTRICT**  
**PART-TIME FACULTY SALARY SCHEDULE**  
**Effective July 1, 2014**

<u><b>LECTURE</b></u>	<u><b>Class I – BA</b></u>	<u><b>Class II - MA</b></u>
<b>Step</b>	<b>Hourly</b>	<b>Hourly</b>
1	\$75.94	\$80.47
2	\$79.24	\$83.77
3	\$82.53	\$87.07
4	\$85.81	\$90.35
5	\$89.11	\$93.64
6	\$92.39	\$96.93

<u><b>LAB</b></u>	<u><b>Class I – BA</b></u>	<u><b>Class II - MA</b></u>
<b>Step</b>	<b>Hourly</b>	<b>Hourly</b>
1	\$57.55	\$60.98
2	\$60.04	\$63.48
3	\$62.53	\$65.97
4	\$65.02	\$68.46
5	\$67.47	\$70.95
6	\$70.01	\$73.45

<u><b>ACTIVITY</b></u>	<u><b>Class I – BA</b></u>	<u><b>Class II - MA</b></u>
<b>Step</b>	<b>Hourly</b>	<b>Hourly</b>
1	\$54.69	\$57.97
2	\$57.07	\$60.34
3	\$59.44	\$62.71
4	\$61.80	\$65.08
5	\$64.18	\$67.43
6	\$66.55	\$69.81

<u><b>NON- INSTRUCTIONAL</b></u>	<u><b>Class I – BA</b></u>	<u><b>Class II - MA</b></u>
<b>Step</b>	<b>Hourly</b>	<b>Hourly</b>
1	\$42.97	\$45.55
2	\$44.84	\$47.41
3	\$46.70	\$49.26
4	\$48.56	\$51.13
5	\$50.43	\$52.98
6	\$52.28	\$54.86

Board Approved: August 18, 2014

Board of Trustees Agenda – August 18, 2014

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**APPENDIX D-3**  
**SPECIAL RATES OF PAY FOR FACULTY**  
**Effective July 1, 2014**

**RATE I      \$61.99**

Use for: Full-Time Faculty Substitute rate (Full-Time Faculty Substitute Rate for continuous substitute instruction/teaching in excess of two (2) weeks shall be at Rate I plus 15% of Rate I.).

Part-Time Faculty Substitute rate.

Overload rate (Instruction only).

Clinical Psychologists

Preparation for and conduct of instructional courses, workshops or seminars.

Instructional services assigned by the District on days not otherwise required as part of the Faculty Member's contract of service.

Consulting services of a technical/complex nature in which the Faculty Member coordinates or supervises the work of others, and/or has responsibility for oversight, reporting or accountability of a particular project or function.

**RATE II      \$46.49**

Use for: Counselor, librarian, physician assistant, faculty coordinator, registered nurse and nurse practitioner duties, all of which involve student contact, in excess of 40 hours/per week during the academic year. See Article X, Section 13.

Substitute rate for counselors, librarians and nurses.

Assisting in the development of curriculum and conduct of research, if expressly approved in advance by the appropriate Vice President.

Administering or supervising assessment measures for students.

Conducting laboratory courses (e.g., computer laboratory, police and fire academy).

Certificated Tutors

Instructor of record for non-credit courses.

**RATE III      \$31.00**

Use for: Special assignments not included in Rate I or II, such as student supervision (not as instructor of record).

Board Approved: August 18, 2014

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
CONFIDENTIAL SALARY SCHEDULE**

**Effective January 1, 2014**

	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>	<b>STEP F</b>
3 (24) Human Resources Assistant	3528	3711	3899	4097	4312	4528
4 (25) Human Resources Technician I	3624	3813	3998	4208	4429	4650
5 (26) Secretary	3711	3899	4097	4312	4540	4767
6 (27) Human Resources Technician II	3813	3998	4208	4429	4642	4874
7 (28) Administrative Assistant I	3899	4097	4312	4539	4759	4997
8 (29) Employee Relations Specialist	3998	4208	4429	4642	4884	5128
9 (30) Human Resources Technician III	4102	4318	4543	4763	5011	5262
10 (31) Administrative Assistant II	4208	4429	4642	4884	5146	5403
11 (33) No Current Position	4429	4642	4884	5146	5410	5681
12 (35) Assistant to Vice President Human Resources Analyst	4642	4884	5146	5410	5691	5976
13 (44) Executive Assistant to Superintendent	5838	6151	6471	6810	7174	7533

Longevity: Add \$75 per month to step after 20 years of service.  
Add \$150 per month to after 25 years of service.

Notes: New Step 6 at 5%

Board Approved: August 18, 2014

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
SUPERVISOR SALARY SCHEDULE**

**Effective: January 1, 2014**

<b>Range</b>	<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>
1		3171	3326	3496	3669	3850	4043
2		3245	3412	3585	3764	3955	4153
3		3326	3496	3669	3850	4047	4249
4		3412	3585	3764	3955	4149	4356
5		3496	3669	3850	4047	4258	4471
6		3585	3764	3955	4149	4375	4594
7		3669	3850	4047	4258	4470	4694
8		3764	3955	4149	4375	4598	4828
9		3850	4047	4258	4470	4701	4936
10	Custodial Supervisor	3955	4149	4375	4598	4837	5079
11		4047	4258	4470	4701	4997	5247
12		4149	4375	4598	4837	5081	5335
13	Head Custodial Operations Supv.	4258	4470	4701	4997	5214	5475
14		4375	4598	4837	5081	5345	5612
15	Grounds/Operations Supervisor Operations Supervisor	4470	4701	4997	5214	5477	5751
16	Bookstore Supervisor Testing Office Supervisor Vocational Education Coordinator	4598	4837	5081	5345	5621	5902
17	Placement Office Supervisor	4701	4997	5214	5477	5763	6051
18	Planetarium Manager Theatre Manager	4837	5081	5345	5621	5916	6212
19	Publications Supervisor	4997	5214	5477	5763	6069	6372
20		5081	5345	5621	5916	6234	6546

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
SUPERVISOR SALARY SCHEDULE**

**Effective: January 1, 2014**

<b>Range</b>	<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>
21	Admissions & Records Supervisor HVAC/Plumbing Supervisor Instructional Services Supervisor Science Laboratories Supervisor Industry & Technology Tech Supv.	5214	5477	5763	6069	6385	6704
22		5345	5621	5916	6234	6558	6886
23		5477	5763	6069	6385	6722	7058
24	Senior Accounting Supervisor Staff Development Coordinator Theatre Production Manager	5621	5916	6234	6558	6900	7245
25	Facilities Services Supervisor	5763	6069	6385	6722	7080	7434
26	Campus Police Sergeant Compton Center Police Sergeant	5916	6234	6558	6900	7253	7616
27	Financial Aid Supervisor Facilities Systems Supervisor	6069	6385	6722	7080	7436	7808
28	Booking/Promotion Manager Alternate Media Technology Supv. DSPS Support Services Supervisor	6234	6558	6900	7253	7719	8105
29		6385	6722	7080	7436	7913	8309
30		6558	6900	7253	7719	8111	8517
31		6722	7080	7436	7913	8310	8726
32		6900	7253	7719	8111	8520	8946
33		7080	7436	7913	8310	8735	9172
34		7253	7719	8111	8520	8955	9403
35	Network Support Supervisor Supervisor, Technical Services	7436	7913	8310	8735	9173	9632

NOTE: Longevity: Add \$75 per month to step after 20 years of service.  
Add \$150 per month to step after 25 years of service.

New Step 6 at 5%

Board Approved: August 18, 2014

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
ADMINISTRATOR SALARY SCHEDULE  
Effective: January 1, 2014**

**Range 3**

Planetarium Director

**Range 5**

Assistant Director of Development, Annual & Alumni Giving

**Range 6**

Director, MESA Program

Assistant Director, Community Education & Development

**Range 7**

Assistant Director, Bookstore

Assistant Director, Small Business Development Center

Project Director, Regional Interpreter Training Grant

**Range 8**

Assistant Director, EOP&S/CalWORKS

Assistant Director, Facilities Planning & Services

Director, Accounting

Director, Child Development Center

Director, Outreach & School Relations

Police Lieutenant

**Range 11**

Assistant Director, Admissions & Records

Assistant Director, Financial Aid and Scholarships

Assistant Director, Learning Resources

Director of Athletics and Kinesiology

CalWORKS & Career Placement Services Director

Director, Career Pathways

Director, Bookstore

Director, Center for Applied Competitive Technologies

Director, Community Relations (See Range 15)

Director, Contract and Community Education

Director, EOP&S/CalWORKS

Director, International Business Development

Director, Small Business Services

Director, Student Development

Director, Technical Education

Director, Workforce Education

Director, Workplace Learning Resource Center

PACE & Week-end College Director

Project Director (Title V, Graduation Initiative Grant)

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
ADMINISTRATOR SALARY SCHEDULE  
Effective: January 1, 2014**

**Range 13**

Director, Human Resources  
Assistant Director, Information Technology Services  
Associate Dean  
Associate Dean, Academic Affairs  
Director, Business Services  
Director, Center for International Education  
Director, Financial Aid & Scholarship  
Director, Learning Resources  
Director, Grants Development & Management  
Director, Research & Planning  
Director, Special Resource Center  
Director, Staff and Student Diversity  
Executive Director, El Camino Center for the Arts  
Interim Associate Dean of Enrollment Services  
Director, Research and Planning

**Range 14**

Director, Nursing

**Range 15**

Chief of Police and Director of Public Services Instructional Programs  
Director, Admissions & Records  
Executive Director, Foundation  
Director, Community Relations (Temporary, not to exceed duration of Agreement between the  
El Camino Community College District and the Compton Community College District)

**Range 16**

Business Manager  
Dean  
Director, Facilities, Planning & Services  
Director, Information Technology Services



**EL CAMINO COMMUNITY COLLEGE DISTRICT  
ADMINISTRATOR SALARY SCHEDULE**

**Effective January 1, 2014**

<b>Range</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
1	\$61,387	\$63,288	\$65,245	\$67,273	\$69,325	\$71,405
2	\$63,288	\$65,245	\$67,273	\$69,325	\$71,410	\$73,553
3	\$65,245	\$67,273	\$69,325	\$71,410	\$73,533	\$75,739
4	\$67,273	\$69,325	\$71,410	\$73,533	\$75,764	\$78,036
5	\$69,325	\$71,410	\$73,533	\$75,764	\$78,034	\$80,375
6	\$78,314	\$80,729	\$83,148	\$85,639	\$88,222	\$90,868
7	\$85,233	\$87,632	\$90,769	\$93,927	\$97,082	\$99,994
8	\$89,443	\$92,137	\$95,051	\$98,374	\$101,695	\$104,746
9	\$92,227	\$95,090	\$98,007	\$100,940	\$103,983	\$107,102
10	\$95,090	\$98,007	\$100,940	\$103,983	\$107,103	\$110,316
11	\$98,006	\$100,940	\$103,983	\$107,103	\$110,315	\$113,624
12	\$103,302	\$106,494	\$109,707	\$112,972	\$115,778	\$119,252
13	\$106,494	\$109,707	\$112,972	\$115,778	\$119,873	\$123,470
14	\$112,439	\$115,946	\$119,397	\$122,996	\$126,704	\$130,506
15	\$115,945	\$119,418	\$122,996	\$126,704	\$130,488	\$134,402
16	\$122,350	\$126,040	\$129,789	\$133,700	\$137,705	\$141,836
17	\$126,040	\$129,789	\$133,700	\$137,706	\$141,838	\$146,093
18	\$129,789	\$133,700	\$137,706	\$141,838	\$146,082	\$150,465

Notes: New Step 6 at 3%.  
2% on-schedule increase

Board Approved: August 18, 2014

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
SPECIAL SERVICES PROFESSIONAL  
DAILY/ANNUAL RATE SCHEDULE**

**Effective January 1, 2014**

<b>Range</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
1	Daily	\$205	\$212	\$218	\$225	\$232	\$238
	Annual	\$53,305	\$55,162	\$56,753	\$58,609	\$60,200	\$62,006
2	Daily	\$222	\$231	\$238	\$244	\$251	\$258
	Annual	\$57,814	\$59,935	\$61,792	\$63,383	\$65,239	\$67,196
3	Daily	\$244	\$251	\$259	\$266	\$274	\$283
	Annual	\$63,383	\$65,239	\$67,361	\$69,217	\$71,339	\$73,479
4	Daily	\$266	\$273	\$282	\$290	\$299	\$308
	Annual	\$69,217	\$71,074	\$73,195	\$75,317	\$77,704	\$80,035
5	Daily	\$290	\$299	\$304	\$316	\$326	\$336
	Annual	\$75,317	\$77,704	\$79,030	\$82,212	\$84,864	\$87,410
6	Daily	\$316	\$326	\$337	\$347	\$356	\$367
	Annual	\$82,212	\$84,864	\$87,516	\$90,168	\$92,555	\$95,331
7	Daily	\$344	\$354	\$365	\$378	\$391	\$402
	Annual	\$89,372	\$92,024	\$94,942	\$98,389	\$101,572	\$104,619
8	Daily	\$378	\$389	\$401	\$412	\$424	\$437
	Annual	\$98,389	\$101,041	\$104,224	\$107,141	\$110,323	\$113,633
9	Daily	\$412	\$423	\$437	\$450	\$463	\$477
	Annual	\$107,141	\$110,058	\$113,506	\$116,953	\$120,401	\$124,013
10	Daily	\$470	\$485	\$499	\$514	\$530	\$546
	Annual	\$122,257	\$125,970	\$129,683	\$133,661	\$137,904	\$142,041

Notes: New Step 6 at 3%; 2% on-schedule increase  
Board Approved: August 18, 2014

**EL CAMINO COMMUNITY COLLEGE DISTRICT  
VICE PRESIDENT SALARY SCHEDULE**

**Effective: January 1, 2014**

<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>STEP 6</b>
150,299	159,017	168,239	177,996	188,320	197,736

Note: New Step 6 at 5%.

Board Approved: August 18, 2014

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

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**Page No.**

A. Travel ..... P/B 2

## **A. TRAVEL**

It is recommended that the Board approve/ratify the following travel for Student Member Kimberly Garcia, with no loss of salary, transportation and necessary expenses paid: Community College League 2014 Student Trustee Workshop, August 8-9, 2014, in Burlingame, California.