

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, March 16, 2015
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 February 17, 2015
Pages vi-ix**
- III. Presentations**
 - A. Ethics – Dr. Jaynie Ishikawa
- IV. Public Hearing - none**
- V. Public Comment on Consent Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Academic Affairs (AA)
*See Academic Affairs Agenda,
Pages AA 1- AA 28*
 - B. Student and Community Advancement (SCA)
*See Student Services Agenda,
Pages SCA 1- SCA 7*
 - C. Administrative Services (AS)
*See Administrative Services Agenda,
Pages AS 1- AS 12*
 - D. *See Measure “E” Bond Fund Agenda, (E)
Pages E 1- E 4*
 - E. Human Resources (HR)
*See Human Resources Agenda,
Pages HR 1- HR 10*
 - F. Superintendent/President (P/B)
*See Superintendent/President Agenda,
Pages P/B 1- P/B 12*

VII. Committee of the Whole

Page CW 1

- A. Public Comment
- B. Tentative Timeline
- C. Superintendent/President Search Consultant Selection

VIII. Non-Consent Agenda

Pages NC 1 – NC 2

- A. Superintendent/President Search Process
 - 1. Public Comment
 - 2. Adoption of Tentative Timeline
 - 3. Selection of Search Consultants to Interview

IX. Public Comment on Non-Agenda Items

X. Oral Reports

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

XI. Closed Session

- A. Conference with Legal Counsel, Existing Litigation, Brown Act Section 54956.9(a)
 - 1. Case # AAA-72110Y-00348-13MRP
- B. Anticipated Litigation, Brown Act
Section 54956.9 – Significant
Exposure to Litigation
 - 1. 1 Case
- C. Labor Relations, Brown Act Section 54957.6, Ms. Linda Beam, District Negotiator
 - 1. El Camino Classified Employees Local 6142

Board of Trustees Meeting Schedule for 2015
4:00 p.m. Board Room

**Special Board Meeting: Monday,
March 30, 2015**

Monday, April 13, 2015
Monday, May 18, 2015
Monday, June 15, 2015
Monday, July 20, 2015
Monday, August 17, 2015
Tuesday, September 8, 2015
Monday, October 19, 2015
Monday, November 16, 2015
Monday, December 14, 2015

Mission Statement

El Camino College makes a positive difference in people's lives. We provide excellent comprehensive educational programs and services that promote student learning and success in collaboration with our diverse communities.

Vision Statement

El Camino College will be the college of choice for successful student learning that transforms lives, strengthens community, and inspires individuals to excel.

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.

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	Community Advancement	
November	Strategic Plan	FTES – Both Locations Quarterly Fiscal Status
December	Student Equity Plan Foundation Annual Report	Student Equity Plan
January	Facilities Master Plan	Annual Factbook Annual Financial Audit
February	Career Advancement Academy (CAA) and AMETLL Grants	Sound Fiscal Management Accountability Reports End of Year Activities
March	Ethics	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

Nov. 19, 2014

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Tuesday, February 17, 2015

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Tuesday, February 17, 2015, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Kenneth A. Brown, Vice President; Trustee John Vargas, Secretary; Trustee Mary E. Combs, Member; Trustee Cliff Numark, 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; and Dr. Jeanie Nishime, Vice President/Student and Community Advancement. Ms. Barbara Perez, Vice President/Compton Education Center was absent.

Minutes of the Regular Board Meeting of January 15, 2015

It was moved by Trustee Combs, seconded by Trustee Brown, that the Minutes of the Regular Board meeting of January 15, 2015 be approved as presented.

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

Presentation – El Camino College Journalism Program - Kate McLaughlin and Stephanie Frith

Journalism students were recognized for their performance in earning 11 awards at the Journalism Association of Community Colleges Southern California Conference, including General Excellence for each of the three student media outlets: Warrior Life Magazine, newsprint product and online product.

Presentation – Career Advancement Academy (CAA) and Advanced Manufacturing Engineering Technology Linked Learning (AMETLL) Grants

Ms. Naomi Castro gave an informational presentation on CAA and AMETLL Grants.

Consent Agenda

The Board agreed to pull the following items to discuss separately from the remainder of the Consent Agenda:

1. Page AS-7, #G: Board Policy 3570 (Smoke & Tobacco Free Campus) – Second Reading and Adoption

2. Page AS-7, #H: Emergency Resolution – Public Project
3. Page HR-2, #1: Retirement – Thomas M. Fallo

It was moved by Student Member Garcia, seconded by Trustee Combs, that the Board adopt the items presented on the agenda as noted below.

Academic Affairs

Proposed Curriculum Changes Effective 2015-2016 Academic Year
Board Policy 4050 (Articulation) – Second Reading and Adoption
Administrative Procedure 4050 (Articulation) – Information Item

Student and Community Advancement

Student Conferences

Administrative Services

Contracts Under \$86,000

Contracts Over \$86,000

Personal Services Agreements

Amendments

Sole Source Acquisition - Falcon

Sole Source Acquisition – Grades First Student Support System

~~Board Policy 3570 (Smoke & Tobacco Free Campus) – Second Reading and Adoption
Emergency Resolution – Public Project~~

Purchase Orders and Blanket Purchase Orders

Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances

Contract – School Construction Compliance, LLC – Parking Structure Upgrade Lot F & E Project

Change Order – Sinanian Development, Inc. – Athletic Education & Fitness Complex – Stadium Phase II Project

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

Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes

Temporary Non-Classified Service Employees

New Classification Specification for Administrative Position

President and Board of Trustees

Absence of a Board Member

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

Board Policy 3570 (Smoke & Tobacco Free Campus) – Second Reading and Adoption

It was moved by Trustee Numark, seconded by Trustee Brown, that the Board of Trustees receive for second reading and adoption Board Policy 3570 (Smoke & Tobacco Free Campus).

Student Member Garcia recorded a yes advisory vote. Trustees Brown, Combs, and Numark voted yes. Trustees Beverly and Vargas voted no.

Emergency Resolution – Public Project

It was moved by Trustee Vargas, seconded by Trustee Combs, that the Board of Trustees unanimously adopt emergency resolution #ECC 2-17-15, in accordance with Public Contract Code Section 20654, to contract for the performance and labor and the purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life and property.

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

Retirement – Thomas M. Fallo

It was moved by Student Member Garcia, seconded by Trustee Combs, that the Board approve the retirement of Thomas M. Fallo, Superintendent/President, effective January 31, 2016, first day of retirement February 1, 2016, and that a plaque be prepared and presented to him in recognition of his service to the District since 1991.

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

Committee of the Whole – Superintendent/President Search/Selection Process

Board members discussed the selection process and timeline. The Board asked that the Request for Qualification (RFQ) include a request for a total search cost, as well as pricing for selected levels of service, clearly indicating what is commensurate with such service should the Board of Trustees elect to only have limited tasks performed by the firm. It was suggested that Board selection of the search firm and make-up of the search committee run a parallel path, both being completed by April 13.

The Board reviewed the following tentative timeline:

February 20	VP Linda Beam will prepare the RFQ and distribute to search firms.
March 9	Deadline for submitting RFQs to the District

- March 10 Copies of RFQs sent to Board members
March 30 Special Board meeting to interview search firm representatives
April 13 Board approves contract with selected search firm; and
 Search Committee established.

The Board reviewed the following previously recommended President's Search Committee composition:

- 4 Faculty (2 Academic Senate and 2 Federation of Teachers)
- 4 Management
- 3 Associated Students Organization
- 3 Classified Employees (2 Classified Employees Union and 1 Police Officers Association)
- 3-5 Community Members (as determined by the Board of Trustees)

Ex-officio committee member: VP/Human Resources

All committee members must understand that the commitment may include daytime, evening and weekend hours.

Closed Session

Regular Meeting adjourned to a Closed Session at 6:30 p.m. which ended at 6:45 p.m.

John Vargas, Secretary of the Board

Thomas M. Fallo, Secretary to the Board

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

Page No.

- A. Mathematics, Engineering, Science Achievement (MESA) Conference.....AA 2
- B. Proposed Curriculum Changes Effective 2015-2016 Academic Year.....AA 3

ACADEMIC AFFAIRS

A. MATHEMATICS, ENGINEERING, SCIENCE ACHIEVEMENT (MESA) CONFERENCE

It is recommended that the Board approve the following conference listed below:

The Santa Cruz Leadership Retreat will be held April 10-12, 2015 at the Happy Valley Conference Center in Santa Cruz, California. Lodging and registration will be covered by MESA grant funds. Students will be accompanied by Arturo Hernandez, MESA Director, Elizabeth Bermudez, TRIO-STEM Program Coordinator and/or Freddy Carrillo and/or Lorena Fonseca, MESA Program Specialist. Transportation will be by van.

Acevedo, Julio
Adan, Jimmy
Ahoia, Kelepi
Babe, Chico
Barcenas, Ashley
Benitez, Dulce
Cadena, Johnny
Cardenas-Herrera, Deyanira
Ferro, Juan
Gomez, Richard
Gutierrez-Diaz, Jose
Hernandez, Jerry
Ho, Tam
Jimenez, Joe
Lastra, Lluvia
Marquez, Manuel

Meza, Jairo
Moran, Tesla
Moreno, Kevin
Muñoz, Ian
Murillo, Francisco
Nunez, Evan
Ortega, Fernando
Quintanilla, Erick
Ramirez, Christian
Ramirez-Jauregui, Vicky
Ricano, Nancy
Rojas, Bryan
Rojas, Randy
Salazar, Juan
Sedano, Edwin

Note: Waiting on confirmation from students to determine who will be attending the MESA retreat. A maximum of 14 will be able to participate in this event.

B. PROPOSED CURRICULUM CHANGES EFFECTIVE 2015-2016 ACADEMIC YEAR

It is recommended that the Board approve the proposed curriculum changes, effective the 2015-2016 academic year, as listed below.

BEHAVIORAL AND SOCIAL SCIENCES

Change in Major; Course Requirements

1. General Studies A.A. Degree

Current Status/Proposed Changes Major Requirements

A. General Education:

Choose one of the following patterns:

1. Associate Degree AA General Education Requirements - minimum of 24 units and the Math Competency requirement
2. CSU General Education GE Breadth - 39 units
This general education pattern will fulfill lower-division general education requirements at the CSU campuses.
3. Intersegmental General Education Transfer Curriculum (IGETC) - 34 units
This general education pattern will fulfill lower-division requirements at the CSU, UC and some private colleges and universities.

B. Area of Emphasis:

1. A minimum of 18 units are required in one Area of Emphasis listed below.
2. A minimum of one course from two different disciplines is required in the emphasis.
3. The courses selected in the emphasis may also be used to fulfill general education areas on the Associate Degree, CSU GE Breadth, or IGETC.

C. Electives:

Elective units may be necessary to obtain the 60 degree applicable units that are required for the Associate Degree.

1. Area of Emphasis in Arts and Humanities:

These courses emphasize the appreciation of arts and humanities through cultural activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students interested in transferring to a four-year university will have a basic foundation for further studies in areas such as arts, history, communications, English, foreign

language, film studies, literature, history, journalism, or philosophy. This emphasis may be useful for students interested in possible career paths in fine arts, education, administration, or public service.

Select 18 units with at least one course in Arts and one course in Humanities:

Arts:

ARCH 104	History of Western Architecture	3
ART 101	Art and Visual Culture in Modern Life	3
ART 102A	History Western of Art - Prehistoric to Gothic	3
ART 102B	History of Western Art - Proto-Renaissance to 19th Century	3
ART 102C	History of Western Art - 19th Century to Contemporary Times	3
ART 106	Cross-Cultural Art	3
ART 109	Contemporary Art in World Cultures	3
ART 150	The Art of Photography	3
ART 205A	History of Asian Art - India and Southeast Asia	3
ART 205B	History of Asian Art - China, Korea, and Japan	3
ART 207	Art History of Mexico and Central and South America	3
ART 208	History of American Art	3
ART 209	History of African Art	3
DANC 101	Dance Appreciation	3
DANC 103	History of Dance in the 20th Century	3
DANC 105	Music for Dance	2
FILM 110	Film Analysis and Appreciation	3
FILM 113	Screenplay Analysis	3
MUSI 101	Music Fundamentals	3
MUSI 111	Music Appreciation Survey	3
MUSI 112	Music Cultures of World	3
MUSI 113	Survey of Jazz	3
MUSI 116	History of Rock Music	3
<u>MUSI 117</u>	<u>Music of the Beatles</u>	<u>3</u>
MUSI 215A	Music History and Literature Up to 1750	3
MUSI 215B	Music History and Literature - 1750 to Present	3
PHOT 150	The Art of Photography	3
THEA 103	Theatre Appreciation	3
THEA 104	Dramatic Literature	3
THEA 113	Introduction to Acting	3

(Art 150 is the same course as Photography 150)

Humanities:

CHIN 1	Elementary Chinese I	4
CHIN 2	Elementary Chinese II	4
<u>CHIN 3</u>	<u>Intermediate Chinese I</u>	<u>4</u>
CHIN 24	Introduction to Chinese Language and Culture	3

COMS 1	Public Speaking	3
COMS 3	Small Group Communication	3
COMS 4	Argumentation and Debate	3
COMS 5	Mass Communication	3
COMS 8	Oral Interpretation of Literature	3
COMS 9	Readers Theatre	3
COMS 11	Organizational Communication	3
COMS 12	Interpersonal Communication	3
COMS 14	Introduction to Intercultural Communication	3
ENGL 1B	Literature and Composition	3
<u>ENGL 1BH</u>	<u>Honors Literature and Composition</u>	<u>3</u>
ENGL 1C	Critical Thinking and Composition	3
<u>ENGL 1CH</u>	<u>Honors Critical Thinking and Composition</u>	<u>3</u>
ENGL 12	Introduction to Fiction	3
ENGL 15A	Survey of British Literature	3
ENGL 15B	Survey of British Literature	3
ENGL 20	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21	Shakespeare's Plays - Comedies and Histories	3
ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 26	The Literature of Science Fiction	3
ENGL 27	Children's Literature	3
ENGL 28	Images of Women in Literature	3
ENGL 30	The English Bible as Literature	3
ENGL 31	Mythology and Folklore	3
<u>ENGL 32</u>	<u>Creative Writing: A Workshop in Fiction</u>	<u>3</u>
ENGL 34	The Short Story	3
ENGL 35	World Literature: 3500 BCE to 1650 CE	3
ENGL 36	World Literature: 1650 CE to Present	3
ENGL 39	Literature and Film	3
ENGL 40A	American Literature I	3
ENGL 40B	American Literature II	3
<u>ENGL 41B</u>	<u>Survey of Film: 1950 to the Present</u>	<u>3</u>
ENGL 42	Chicano and Latino Literature	3
ENGL 43	African American Literature	3
ENGL 44	The Literature of American Ethnic Groups	3
ENGL 78	Creative Writing: Screenwriting	3
FILM 151	Film and Popular Music in Post-World War II America	3
FILM 152	Film, Culture, and Technology	3
FILM 153	American Independent Cinema	3
FILM 154	Regional Cinemas	3
FREN 1	Elementary French I	4
FREN 2	Elementary French II	4

FREN 3	Intermediate French I	4
FREN 4	Intermediate French II	4
FREN 5	Advanced French I	3
FREN 6	Advanced French II	3
GERM 1	Elementary German I	4
GERM 2	Elementary German II	4
HIST 101	United States History to 1877	3
HIST 102	United States History from 1877 to the Present	3
HIST 105	Women and American History from the Colonial Era to 1877	3
HIST 106	Women and American History from 1877 to the Present	3
HIST 108	United States History: The American Indian Experience	3
HIST 110	The African American in the United States to 1877	3
HIST 111	The African American in the United States from 1877 to the Present	3
HIST 112	History of the Chicano in the United States	3
HIST 114	History of the Asian American in the United States	3
HIST 122	United States Social History: Cultural Pluralism in America	3
HIST 128	History of California	3
HIST 129	History of Los Angeles	3
HIST 140	History of Early Civilizations	3
HIST 141	History of Modern Civilizations	3
HIST 143	Twentieth Century World History	3
HIST 145	History of World Religions	3
HIST 152	History of Latin America Through Independence	3
HIST 154	A History of Mexico	3
HIST 162	History of Early Britain	3
HIST 163	History of Modern Britain	3
HIST 175	History of Asian Civilizations to 1600	3
HIST 176	History of Asian Civilizations from 1600 to the Present	3
HIST 178	History of China	3
HIST 183	Introduction to African History, Prehistory to 1885	3
HIST 184	Introduction to African History, 1885 to the Present	3
HUMA 1	An Introduction to Humanities	3
ITAL 1	Elementary Italian I	4
ITAL 2	Elementary Italian II	4
ITAL 24	Introduction to Italian Culture	3
JAPA 1	Elementary Japanese I	4
JAPA 2	Elementary Japanese II	4
JAPA 3	Intermediate Japanese I	4
JAPA 4	Intermediate Japanese II	4
JAPA 25	Cultural Aspects of the Japanese Language	3
JOUR 1	News Writing and Reporting	3
JOUR 12	Mass Media and Society	3
PHIL 2 <u>101</u>	Introduction to Philosophy	3

PHIL 3 103	Ethics and Society	3
PHIL 5 105	Critical Thinking and Discourse	3
PHIL 8 106	Introduction to Logic	3
PHIL 7 107	Philosophy of Religion	3
PHIL 40 111	History of Ancient and Medieval Philosophy	3
PHIL 11	History of Modern and Contemporary Philosophy	3
<u>PHIL 112</u>	<u>History of Modern Philosophy</u>	<u>3</u>
<u>PHIL 113</u>	<u>Contemporary Philosophy</u>	<u>3</u>
PHIL 44 114	Asian Philosophy	3
PHIL 42 115	Existentialism	3
PHIL 47 117	Political Philosophy	3
PHIL 23 120	Ethics, Law and Society	3
SLAN 111	American Sign Language I	4
SLAN 112	American Sign Language II	4
SLAN 113	American Sign Language III	4
SLAN 114	American Sign Language IV	4
<u>SLAN 115</u>	<u>American Sign Language V</u>	<u>4</u>
SLAN 130	Deaf Culture 3	
SPAN 1	Elementary Spanish I	4
SPAN 2	Elementary Spanish II	4
SPAN 3	Intermediate Spanish I	4
SPAN 4	Intermediate Spanish II	4
SPAN 5	Advanced Spanish I	3
SPAN 6	Advanced Spanish II	3
SPAN 24	Introduction to Spanish and Latin American Language and Cultures	3
SPAN 52A	Spanish for Native Speakers I	4
SPAN 52B	Spanish for Native Speakers II	4

(Philosophy 117 is the same course as Political Science 7)

2. Area of Emphasis in Fine and Applied Arts

These courses will emphasize the nature of artistic activities and expression of art through analysis, examination, performance, and technical development. Students will incorporate techniques, engage in performance, and learn to value aesthetic understanding and integrate these concepts when constructing value judgments. Students transferring to a four-year university will have a basic foundation for further studies in areas such as architecture, art, digital media, creative writing, dance, film, music, performing arts, photography, studio art, or theatre arts. This emphasis may be useful for students interested in possible career paths in design, graphic arts, visual arts, photography, stage technician, musician, education, television, journalism, or acting.

Select 18 units from at least two disciplines:

ARCH 104	History of Western Architecture	3
ARCH 150A	Architectural Drafting I	3
ARCH 150B	Architectural Drafting II	3
ARCH 199	Architecture Design Studio	4
ART 101	Art and Visual Culture in Modern Life	3
ART 102A	History Western of Art - Prehistoric to Gothic	3
ART 102B	History of Western Art - Proto-Renaissance to 19th Century	3
ART 102C	History of Western Art - 19th Century to Contemporary Times	3
ART 106	Cross-Cultural Art	3
ART 110	Drawing Fundamentals I	3
ART 130	Two-Dimensional Design I	3
ART 131	Lettering and Typography I	3
ART 141	Digital Art	3
ART 142	Digital Photography	3
ART 143	Digital Design and Publishing	3
ART 150	The Art of Photography	3
ART 160	Three-Dimensional Design	3
ART 161	Beginning Ceramics	3
ART 181	Beginning Sculpture	3
ART 205A	History of Asian Art - India and Southeast Asia	3
ART 205B	History of Asian Art - China, Korea, and Japan	3
ART 207	Art History of Mexico and Central and South America	3
ART 209	History of African Art	3
ART 210	Drawing Fundamentals II	3
ART 217	Life Drawing I	3
ART 218	Life Drawing II	3
ART 219	Watercolor Painting I	3
ART 222	Fundamentals of Painting I	3
ART 223	Fundamentals of Painting II	3
ART 282	Life Sculpture	3
DANC 101	Dance Appreciation	3
DANC 103	History of Dance in the 20th Century	3
DANC 105	Music for Dance	2
DANC 120A	Ballet I	2
DANC 130A	Modern Dance Technique I	2
DANC 140	Jazz Dance I	2
DANC 220A	Ballet II	2
DANC 230A	Modern Dance Technique II	2
DANC 240	Jazz Dance II	2
ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 78	Creative Writing: Screenwriting	3
FILM 110	Film Analysis and Appreciation	3

FILM 113	Screenplay Analysis	3
FILM 114	Story Development	3
FILM 120	Introduction to Film/Video Production	3
FILM 121	Audio Production	3
FILM 122	Production I	3
FILM 151	Film and Popular Music in Post-World War II America	3
FILM 152	Film, Culture, and Technology	3
FILM 153	American Independent Cinema	3
FILM 154	Regional Cinemas	3
FILM 232	Production II	3
MUSI 101	Music Fundamentals	3
MUSI 102A	Beginning Sightsinging	2
MUSI 102B	Advanced Sightsinging	2
MUSI 103A	Theory and Musicianship I	4
MUSI 103B	Theory and Musicianship II	4
MUSI 111	Music Appreciation Survey	3
MUSI 112	Music Cultures of World	3
MUSI 113	Survey of Jazz	3
MUSI 116	History of Rock Music	3
MUSI 120	Voice Class I	2
MUSI 131A	Beginning Piano I	2
MUSI 131B	Beginning Piano II	2
MUSI 190abcd	Applied Music/Private Lessons	1
MUSI 203	Theory and Musicianship III	4
MUSI 215A	Music History and Literature Up to 1750	3
MUSI 215B	Music History and Literature - 1750 to Present	3
MUSI 220	Voice Class II	2
MUSI 231A	Intermediate Piano I	2
MUSI 231B	Intermediate Piano II	2
PHOT 101	Elementary Photography	2
PHOT 102	Basic Photography	3
PHOT 150	The Art of Photography	3
PHOT 202	Intermediate Photography	4
THEA 103	Theatre Appreciation	3
THEA 104	Dramatic Literature	3
THEA 113	Introduction to Acting	3
THEA 114	Fundamentals of Acting	3
THEA 184	Stagecraft	3
THEA 185	Introduction to Stage Lighting	3
THEA 188	Fundamentals of Stage Makeup	2
THEA 189	Costuming for the Stage	3
THEA 214A	Intermediate Acting	3

(Art 150 is the same course as Photography 150)

3. Area of Emphasis in Culture and Communication

These courses will emphasize the study of communication, culture, and the skills needed to communicate effectively in oral, written, or visual forms. Students transferring to a four-year university will have a basic foundation for further studies in communication studies, media studies, journalism, English, or modern languages. This emphasis may be useful for students interested in possible career paths in broadcasting, public relations, advertising, journalism, interpreter, photography, technical writing, or radio and television.

Select 18 units from at least two disciplines:

ANTH 4	Language and Culture	3
ART 143	Digital Design and Publishing	3
CHIN 1	Elementary Chinese I	4
CHIN 2	Elementary Chinese II	4
<u>CHIN 3</u>	<u>Intermediate Chinese I</u>	<u>4</u>
CHIN 24	Introduction to Chinese Language and Culture	3
COMS 1	Public Speaking	3
COMS 3	Small Group Communication	3
COMS 4	Argumentation and Debate	3
COMS 5	Mass Communication	3
COMS 8	Oral Interpretation of Literature	3
COMS 9	Readers Theatre	3
COMS 11	Organizational Communication	3
COMS 12	Interpersonal Communication	3
COMS 14	Introduction to Intercultural Communication	3
ENGL 1B	Literature and Composition	3
<u>ENGL 1BH</u>	<u>Honors Literature and Composition</u>	<u>3</u>
ENGL 1C	Critical Thinking and Composition	3
<u>ENGL 1CH</u>	<u>Honors Critical Thinking and Composition</u>	<u>3</u>
ENGL 12	Introduction to Fiction	3
ENGL 15A	Survey of British Literature	3
ENGL 15B	Survey of British Literature	3
ENGL 20	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21	Shakespeare's Plays - Comedies and Histories	3
ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 26	The Literature of Science Fiction	3
ENGL 27	Children's Literature	3
ENGL 28	Images of Women in Literature	3
ENGL 30	The English Bible as Literature	3
ENGL 31	Mythology and Folklore	3
ENGL 34	The Short Story	3
ENGL 35	World Literature: 3500 BCE to 1650 CE	3

ENGL 36	World Literature: 1650 CE to Present	3
ENGL 39	Literature and Film	3
ENGL 40A	American Literature I	3
ENGL 40B	American Literature II	3
<u>ENGL 41B</u>	<u>Survey of Film: 1950 to the Present</u>	<u>3</u>
ENGL 42	Chicano and Latino Literature	3
ENGL 43	African American Literature	3
ENGL 44	The Literature of American Ethnic Groups	3
ENGL 78	Creative Writing: Screenwriting	3
FILM 120	Introduction to Film/Video Production	3
FILM 122	Production I	3
FILM 124	Production Planning	3
FILM 128	Television Production	3
FILM 151	Film and Popular Music in Post-World War II America	3
FILM 152	Film, Culture, and Technology	3
FILM 153	American Independent Cinema	3
FILM 154	Regional Cinemas	3
FILM 232	Production II	3
FREN 1	Elementary French I	4
FREN 2	Elementary French II	4
FREN 3	Intermediate French I	4
FREN 4	Intermediate French II	4
FREN 5	Advanced French I	3
FREN 6	Advanced French II	3
FREN 35	Intro Francophone Lit Translatn	4
GERM 1	Elementary German I	4
GERM 2	Elementary German II	4
ITAL 1	Elementary Italian I	4
ITAL 2	Elementary Italian II	4
ITAL 24	Introduction to Italian Culture	3
JAPA 1	Elementary Japanese I	4
JAPA 2	Elementary Japanese II	4
JAPA 3	Intermediate Japanese I	4
JAPA 4	Intermediate Japanese II	4
JAPA 25	Cultural Aspects of the Japanese Language	3
JOUR 1	News Writing and Reporting	3
JOUR 7ab	Advanced Photojournalism	2
JOUR 12	Mass Media and Society	3
LIBR 1	Introduction to Library Information Science	1
LIBR 10	Library Research Using the Internet	1
PHOT 101	Elementary Photography	2
PHOT 102	Basic Photography	3
PHOT 206ab	Advanced Photojournalism	2

SLAN 111	American Sign Language I	4
SLAN 112	American Sign Language II	4
SLAN 113	American Sign Language III	4
SLAN 114	American Sign Language IV	4
<u>SLAN 115</u>	<u>American Sign Language V</u>	<u>4</u>
SLAN 130	Deaf Culture	3
SPAN 1	Elementary Spanish I	4
SPAN 2	Elementary Spanish II	4
SPAN 3	Intermediate Spanish I	4
SPAN 4	Intermediate Spanish II	4
SPAN 5	Advanced Spanish I	3
SPAN 6	Advanced Spanish II	3
SPAN 24	Introduction to Spanish and Latin American Language and Cultures	3
SPAN 52A	Spanish for Native Speakers I	4
SPAN 52B	Spanish for Native Speakers II	4

(Journalism 7ab is the same course as Photography 206ab)

4. Area of Emphasis in Social and Behavioral Sciences

These courses emphasize an appreciation and understanding of how members of diverse societies operate or have operated as individuals and social groups. Courses in the social and behavioral sciences will help students to develop an awareness of methods of inquiry and stimulate critical thinking about the ways in which people act and interact within social and cultural contexts. Students will study the perspectives, concepts, principles, theories, and methodologies of disciplines within social and behavioral sciences. Students transferring to a four-year university will have a basic foundation for further studies in areas such as American studies, anthropology, criminal justice, child development, economics, geography, history, political science, psychology, or sociology. This emphasis may be useful for students interested in possible career paths in education, history, social work, public administration, public service agencies, library science, economics, or social policy.

Select 18 units from at least two disciplines:

AJ 100	Introduction to Administration of Justice	3
AJ 103	Concepts of Criminal Law I	3
AJ 107	Crime and Control - An Introduction to Corrections	3
AJ 111	Criminal Investigation	3
AJ 115	Community and Human Relations	3
ASTU 7	History of American Popular Culture	3
ANTH 2	Introduction to Cultural Anthropology	3
ANTH 3	Introduction to Archaeology	3
ANTH 4	Language and Culture	3
ANTH 6	Native Peoples of North America	3

ANTH 7	Native Peoples of South America	3
ANTH 8	Ancient Civilizations of Mesoamerica	3
ANTH 9	Women, Culture, and Society	3
ANTH 10	Medical Anthropology	3
ANTH 11	Anthropology of Religion, Magic and Witchcraft	3
CDEV 103	Child Growth and Development	3
CDEV 104	The Home, The School, The Community	3
COMS 5	Mass Communication	3
COMS 14	Introduction to Intercultural Communication	3
ECON 1	Principles of Economics: Macroeconomics	3
ECON 2	Principles of Economics: Microeconomics Theory	3
ECON 5	Fundamentals of Economics	3
EDUC 201	Foundations in Education	3
ESTU 1	Introduction to Ethnic Studies	3
<u>ESTU 3</u>	<u>The Chicano in Contemporary United States Society</u>	<u>3</u>
<u>ESTU 5</u>	<u>Chicano Culture</u>	<u>3</u>
GEOG 2	Cultural Geography	3
GEOG 5	World Regional Geography	3
GEOG 7	Geography of California	3
HIST 101	United States History to 1877	3
HIST 102	United States History from 1877 to the Present	3
HIST 105	Women and American History from the Colonial Era to 1877	3
HIST 106	Women and American History from 1877 to the Present	3
HIST 108	United States History: The American Indian Experience	3
HIST 110	The African American in the United States to 1877	3
HIST 111	The African American in the United States from 1877 to the Present	3
HIST 112	History of the Chicano in the United States	3
HIST 114	History of the Asian American in the United States	3
HIST 122	United States Social History: Cultural Pluralism in America	3
HIST 128	History of California	3
HIST 129	History of Los Angeles	3
HIST 140	History of Early Civilizations	3
HIST 141	History of Modern Civilizations	3
HIST 143	Twentieth Century World History	3
HIST 145	History of World Religions	3
HIST 152	History of Latin America Through Independence	3
HIST 154	A History of Mexico	3
HIST 162	History of Early Britain	3
HIST 163	History of Modern Britain	3
HIST 175	History of Asian Civilizations to 1600	3
HIST 176	History of Asian Civilizations from 1600 to the Present	3
HIST 178	History of China	3
HIST 183	Introduction to African History, Prehistory to 1885	3

HIST 184	Introduction to African History, 1885 to the Present	3
JOUR 12	Mass Media and Society	3
POLI 1	Governments of the United States and California	3
POLI 2	Introduction to Comparative Politics	3
POLI 3	Introduction to Principles and Methods of Political Science	3
POLI 5	Ethnicity in the American Political Process	3
POLI 6	Civil Rights and Liberties in the United States	3
<u>POLI 7</u>	<u>Political Philosophy</u>	<u>3</u>
POLI 10	Introduction to International Relations	3
PSYC 2	Psychology for Effective Living	3
PSYC 3	Critical Thinking and Psychology	3
PSYC 5	General Psychology	3
PSYC 7	Physiological Psychology	3
PSYC 8	Social Psychology	3
PSYC 9A	Introduction to Elementary Statistical Methods for the Study of Behavior	4
PSYC 9B	Experimental Methods in the Study of Behavior	4
PSYC 10	African American Psychology	3
PSYC 12	Human Sexuality	3
PSYC 15	Abnormal Psychology	3
PSYC 16	Lifespan Development	3
<u>PSYC 17</u>	<u>Cultural Psychology</u>	<u>3</u>
SLAN 130	Deaf Culture	3
SOCI 101	Introduction to Sociology	3
SOCI 102	The Family	3
SOCI 104	Social Problems	3
SOCI 107	Issues of Race and Ethnicity in the United States	3
SOCI 108	Global Perspectives on Race and Ethnicity	3
SOCI 109	Introduction to Elementary Statistical Methods for the Study of Behavior	4
SOCI 112	Introduction to Criminology	3
WSTU 1	Introduction to Women's Studies	3

(Political Science 7 is the same course as Philosophy ~~47~~ 117)

5. Area of Emphasis in Biological and Physical Sciences

These courses emphasize the physical universe, its life forms, and its natural phenomena. Courses in the sciences will help students develop an understanding of the scientific method and the relationship between science and other human activities. Students transferring to a four-year university will a basic foundation for further studies in areas such as biology (biochemistry, biophysics, molecular and cell biology, marine biology, microbiology), chemistry, physical and earth sciences (astronomy, geology, physical geography, oceanography), or physics. This emphasis may be useful for students interested in possible career paths in life sciences, physiology,

exercise science, physical sciences, or earth sciences.

Select 18 units with at least one course in Biological Sciences and one course in Physical Sciences.

Biological Sciences:

ANAT 30	Essentials of Anatomy and Physiology	4
ANAT 32	General Human Anatomy	4
APHY 34A	Anatomy and Physiology I	4
APHY 34B	Anatomy and Physiology II	4
ANTH 1	Introduction to Physical Anthropology	3
ANTH 5	Physical Anthropology Laboratory	1
BIOL 8	Biology of Plants	4
BIOL 10	Fundamentals of Biology	4
BIOL 11	Fundamentals of Zoology	4
BIOL 12	Field Zoology	4
BIOL 15	Environmental Aspects of Biology	3
BIOL 16	Field Entomology	4
BIOL 17	Marine Biology	3
BIOL 18	Marine Biology Laboratory	1
BIOL 101	Principles of Biology I	5
BIOL 102	Principles of Biology II	5
BIOL 103	Fundamentals of Molecular Biology	3
MICR 33	General Microbiology	5
PHYO 31	Human Physiology	4
PSYC 7	Physiological Psychology	3

Physical Sciences:

ASTR 12	Astronomy Laboratory	1
ASTR 20	The Solar System	3
ASTR 25	Stars and Galaxies	3
CHEM 1A	General Chemistry I	5
CHEM 1B	General Chemistry II	5
CHEM 4	Beginning Chemistry	5
CHEM 7A	Organic Chemistry I	5
CHEM 7B	Organic Chemistry II	5
CHEM 20	Fundamentals of Chemistry	5
CHEM 21A	Survey of General and Organic Chemistry	4
CHEM 21B	Survey of Organic and Biochemistry	4
GEOG 1	Physical Geography	3
GEOG 6	Physical Geography Laboratory	1
GEOG 9	Weather and Climate	3
GEOL 1	Physical Geology	3

GEOL 2	History of Planet Earth	3
GEOL 3	Physical Geology Laboratory	1
GEOL 4	History Planet Earth Laboratory	1
GEOL 6	Earth Science in Education	4
GEOL 15	Natural Disasters	3
GEOL 30	Geology Laboratory of Death Valley	1
GEOL 32	Geology Laboratory of Owens Valley and Sierra Nevada	1
GEOL 34	Geology Laboratory of Southeastern California	1
GEOL 36	Geology Laboratory of Coastal California	1
OCEA 10	Introduction to Oceanography	4
PHYS 1A	Mechanics of Solids	4
PHYS 1B	Fluids, Heat and Sound	3
PHYS 1C	Electricity and Magnetism	4
PHYS 1D	Optics and Modern Physics	4
PHYS 2A	General Physics	4
PHYS 2B	General Physics	4
PHYS 3A	General Physics with Calculus	5
PHYS 3B	General Physics with Calculus	5
PHYS 11	Descriptive Introduction to Physics	3
PHYS 12	Laboratory for Introductory Physics	1
PSCI 25	Exploring Physical Sciences	3

6. Area of Emphasis in Kinesiology and Wellness

These courses emphasize lifelong understanding and the development of a student's physiological, psychological, and social well-being. Students transferring to a four-year university will have a basic foundation for further studies in areas such as physical education, recreation, nutrition, or allied health fields. This emphasis may be useful for students interested in possible career paths in athletic training, personal training, management, exercise science, sports nutrition, and education.

Select a total of 18 units from the following disciplines:

Physical Education: 6 units

PE 217	Sports Officiating	2
PE 270	Fitness and Sports Nutrition	3
PE 272	Care and Prevention of Athletic Injuries	3
PE 275	Sport Psychology	3
PE 277	Introduction to Kinesiology and Physical Education	3
PE 280	Exercise and Nutrition Programs for Fitness and Weight Management	3
PE 290	Personal Fitness Trainer	3

Science and Nutrition: 3 units

ANAT 30	Essentials of Anatomy and Physiology	4
ANAT 32	General Human Anatomy	4
APHY 34A	Anatomy and Physiology I	4
APHY 34B	Anatomy and Physiology II	4
BIOL 10	Fundamentals of Biology	4
BIOL 101	Principles of Biology I	5
BIOL 102	Principles of Biology II	5
CHEM 1A	General Chemistry I	5
CHEM 4	Beginning Chemistry	5
CHEM 20	Fundamentals of Chemistry	5
CHEM 21A	Survey of General and Organic Chemistry	4
CHEM 21B	Survey of Organic and Biochemistry	4
MICR 33	General Microbiology	5
NFOO 11	Nutrition	3
PHYS 2A	General Physics	4
PHYS 2B	General Physics	4
PHYS 11	Descriptive Introduction to Physics	3
PHYO 31	Human Physiology	4

Social Sciences and Development: 3 units

CH 1	Personal and Community Health Issues	3
HDEV 10	Strategies for Creating Success in College and in Life	3
PSYC 5	General Psychology	3
SOCI 101	Introduction to Sociology	3

Elective Courses: 6 units

FAID 1	First Aid, Cardiopulmonary Resuscitation (CPR) and Basic Emergency Care	3
NFOO 15	Nutrition for Infants and Young Children	3
PSYC 2	Psychology for Effective Living	3
PSYC 12	Human Sexuality	3
PSYC 16	Lifespan Development	3

HUMANITIES

Change in Major; Course Requirements

1. English A.A. Degree

Current Status/Proposed Changes

At least 50% of the courses required for the English major must be completed at El Camino College.

Major Requirements

Units

Required Core: 7 units

ENGL 1A	Reading and Composition	4
<u>or</u>		
<u>ENGL 1AH</u>	<u>Honors Reading and Composition</u>	<u>4</u>
<u>and</u>		
ENGL 1B	Literature and Composition	3
<u>or</u>		
<u>ENGL 1BH</u>	<u>Honors Literature and Composition</u>	<u>3</u>
<u>or</u>		
ENGL 1C	Critical Thinking and Composition	3
<u>or</u>		
<u>ENGL 1CH</u>	<u>Honors Critical Thinking and Composition</u>	<u>3</u>

a minimum of 6 units from Literature:

ENGL 15A	Survey of British Literature I	3
ENGL 15B	Survey of British Literature II	3
ENGL 20	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21	Shakespeare's Plays - Comedies and Histories	3
ENGL 35	World Literature: 3500 BCE to 1650 CE	3
ENGL 36	World Literature: 1650 CE to Present	3
ENGL 40A	American Literature I	3
ENGL 40B	American Literature II	3

a minimum of 6 units from Electives:

ENGL 1B*	Literature and Composition	3
<u>or</u>		
<u>ENGL 1BH*</u>	<u>Honors Literature and Composition</u>	<u>3</u>
ENGL 1C*	Critical Thinking and Composition	3
<u>or</u>		
<u>ENGL 1CH*</u>	<u>Honors Critical Thinking and Composition</u>	<u>3</u>
ENGL 12	Introduction to Fiction	3
ENGL 15A*	Survey of British Literature	3
ENGL 15B*	Survey of British Literature	3
ENGL 20*	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21*	Shakespeare's Plays - Comedies and Histories	3
ENGL 23	Twentieth-Century Literature	3
ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 26	The Literature of Science Fiction	3
ENGL 27	Children's Literature	3
ENGL 28	Images of Women in Literature	3
ENGL 30	The English Bible as Literature	3
ENGL 31	Mythology and Folklore	3

<u>ENGL 32</u>	<u>Creative Writing: A Workshop in Fiction</u>	<u>3</u>
ENGL 34	The Short Story	3
ENGL 35*	World Literature: 3500 BCE to 1650 CE	3
ENGL 36*	World Literature: 1650 CE to Present	3
ENGL 39	Literature and Film	3
ENGL 40A*	American Literature	3
ENGL 40B*	American Literature	3
<u>ENGL 41B</u>	<u>Survey of Film: 1950 to the Present</u>	<u>3</u>
ENGL 42	Chicano and Latino Literature	3
ENGL 43	African American Literature	3
ENGL 44	The Literature of American Ethnic Groups	3
ENGL 48	Modern Literature of Latin America	3
ENGL 78	Creative Writing: Screenwriting	3
ENGL 98	College Literary Magazine Editing and Publishing	3

(*Note: if not used for required composition or literature)

Total Units: 19

Recommendation

At least 50% of the courses required for the English major must be completed at El Camino College.

Major Requirements	Units
Required Core: 7 units	
ENGL 1A Reading and Composition	4
or	
ENGL 1AH Honors Reading and Composition	4
and	
ENGL 1B Literature and Composition	3
or	
ENGL 1BH Honors Literature and Composition	3
or	
ENGL 1C Critical Thinking and Composition	3
or	
ENGL 1CH Honors Critical Thinking and Composition	3
a minimum of 6 units from Literature:	
ENGL 15A Survey of British Literature I	3
ENGL 15B Survey of British Literature II	3
ENGL 20 Shakespeare's Plays - Tragedies and Romances	3
ENGL 21 Shakespeare's Plays - Comedies and Histories	3
ENGL 35 World Literature: 3500 BCE to 1650 CE	3
ENGL 36 World Literature: 1650 CE to Present	3

ENGL 40A	American Literature I	3
ENGL 40B	American Literature II	3
a minimum of 6 units from Electives:		
ENGL 1B*	Literature and Composition	3
or		
ENGL 1BH*	Honors Literature and Composition	3
ENGL 1C*	Critical Thinking and Composition	3
or		
ENGL 1CH*	Honors Critical Thinking and Composition	3
ENGL 12	Introduction to Fiction	3
ENGL 15A*	Survey of British Literature	3
ENGL 15B*	Survey of British Literature	3
ENGL 20*	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21*	Shakespeare's Plays - Comedies and Histories	3
ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 27	Children's Literature	3
ENGL 28	Images of Women in Literature	3
ENGL 30	The English Bible as Literature	3
ENGL 31	Mythology and Folklore	3
ENGL 32	Creative Writing: A Workshop in Fiction	3
ENGL 34	The Short Story	3
ENGL 35*	World Literature: 3500 BCE to 1650 CE	3
ENGL 36*	World Literature: 1650 CE to Present	3
ENGL 39	Literature and Film	3
ENGL 40A*	American Literature	3
ENGL 40B*	American Literature	3
ENGL 41B	Survey of Film: 1950 to the Present	3
ENGL 42	Chicano and Latino Literature	3
ENGL 43	African American Literature	3
ENGL 44	The Literature of American Ethnic Groups	3
ENGL 48	Modern Literature of Latin America	3
ENGL 78	Creative Writing: Screenwriting	3
ENGL 98	College Literary Magazine Editing and Publishing	3
(*Note: if not used for required composition or literature)		

Total Units: 19

2. English AA-T Degree

Current Status/Proposed Changes

Major Requirements

Units

Required Core: 6 units

ENGL 1B	Literature and Composition	3
<u>or</u>		
<u>ENGL 1BH</u>	<u>Honors Literature and Composition</u>	<u>3</u>
and		
ENGL 1C	Critical Thinking and Composition	3
<u>or</u>		
<u>ENGL 1CH</u>	<u>Honors Critical Thinking and Composition</u>	<u>3</u>
List A: 6 units		
ENGL 15A	Survey of British Literature I	3
ENGL 15B	Survey of British Literature II	3
ENGL 35	World Literature: 3500 BCE to 1650 CE	3
ENGL 36	World Literature: 1650 CE to Present	3
ENGL 40A	American Literature I	3
ENGL 40B	American Literature II	3
List B: 3 units		
or any course from List A not already selected		
ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 31	Mythology and Folklore	3
ENGL 42	Chicano and Latino Literature	3
ENGL 43	African American Literature	3
ENGL 44	The Literature of American Ethnic Groups	3
List C (select one): 3-4 units		
or any course from List A or List B not already selected		
CHIN 1	Elementary Chinese I	4
CHIN 2	Elementary Chinese II	4
<u>CHIN 3</u>	<u>Intermediate Chinese I</u>	<u>4</u>
ENGL 12	Introduction to Fiction	3
ENGL 20	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21	Shakespeare's Plays - Comedies and Histories	3
ENGL 26	The Literature of Science Fiction	3
ENGL 27	Children's Literature	3
ENGL 28	Images of Women in Literature	3
ENGL 30	The English Bible as Literature	3
<u>ENGL 32</u>	<u>Creative Writing: A Workshop in Fiction</u>	<u>3</u>
ENGL 34	The Short Story	3
ENGL 39	Literature and Film	3
ENGL 41B	Survey of Film: 1950 to the Present	3
ENGL 48	Modern Literature of Latin America	3
ENGL 78	Creative Writing: Screenwriting	3

ENGL 98	College Literary Magazine Editing and Publishing	3
FREN 1	Elementary French I	4
FREN 2	Elementary French II	4
FREN 3	Intermediate French I	4
FREN 4	Intermediate French II	4
FREN 5	Advanced French I	3
FREN 6	Advanced French II	3
GERM 1	Elementary German I	4
GERM 2	Elementary German II	4
HUMA 1	An Introduction to Humanities	3
ITAL 1	Elementary Italian I	4
ITAL 2	Elementary Italian II	4
JAPA 1	Elementary Japanese I	4
JAPA 2	Elementary Japanese II	4
JAPA 3	Intermediate Japanese I	4
JAPA 4	Intermediate Japanese II	4
JOUR 1	News Writing and Reporting	3
SPAN 1	Elementary Spanish I	4
SPAN 2	Elementary Spanish II	4
SPAN 3	Intermediate Spanish I	4
SPAN 4	Intermediate Spanish II	4
SPAN 5	Advanced Spanish I	3
SPAN 6	Advanced Spanish II	3
<u>SPAN 52A</u>	<u>Spanish for Native Speakers I</u>	<u>4</u>
<u>SPAN 52B</u>	<u>Spanish for Native Speakers II</u>	<u>4</u>

Total Units: 18-19

Recommendation

Major Requirements		Units
Required Core: 6 units		
ENGL 1B	Literature and Composition	3
or		
ENGL 1BH	Honors Literature and Composition	3
and		
ENGL 1C	Critical Thinking and Composition	3
or		
ENGL 1CH	Honors Critical Thinking and Composition	3
List A: 6 units		
ENGL 15A	Survey of British Literature I	3
ENGL 15B	Survey of British Literature II	3
ENGL 35	World Literature: 3500 BCE to 1650 CE	3
ENGL 36	World Literature: 1650 CE to Present	3

ENGL 40A	American Literature I	3
ENGL 40B	American Literature II	3

List B: 3 units

or any course from List A not already selected

ENGL 24A	Creative Writing: Introduction to Poetry	3
ENGL 25A	Creative Writing: Introduction to the Craft of Fiction	3
ENGL 31	Mythology and Folklore	3
ENGL 42	Chicano and Latino Literature	3
ENGL 43	African American Literature	3
ENGL 44	The Literature of American Ethnic Groups	3

List C (select one): 3-4 units

or any course from List A or List B not already selected

CHIN 1	Elementary Chinese I	4
CHIN 2	Elementary Chinese II	4
CHIN 3	Intermediate Chinese I	4
ENGL 12	Introduction to Fiction	3
ENGL 20	Shakespeare's Plays - Tragedies and Romances	3
ENGL 21	Shakespeare's Plays - Comedies and Histories	3
ENGL 27	Children's Literature	3
ENGL 28	Images of Women in Literature	3
ENGL 30	The English Bible as Literature	3
ENGL 32	Creative Writing: A Workshop in Fiction	3
ENGL 34	The Short Story	3
ENGL 39	Literature and Film	3
ENGL 41B	Survey of Film: 1950 to the Present	3
ENGL 48	Modern Literature of Latin America	3
ENGL 78	Creative Writing: Screenwriting	3
ENGL 98	College Literary Magazine Editing and Publishing	3
FREN 1	Elementary French I	4
FREN 2	Elementary French II	4
FREN 3	Intermediate French I	4
FREN 4	Intermediate French II	4
FREN 5	Advanced French I	3
FREN 6	Advanced French II	3
GERM 1	Elementary German I	4
GERM 2	Elementary German II	4
HUMA 1	An Introduction to Humanities	3
ITAL 1	Elementary Italian I	4
ITAL 2	Elementary Italian II	4
JAPA 1	Elementary Japanese I	4
JAPA 2	Elementary Japanese II	4

JAPA 3	Intermediate Japanese I	4
JAPA 4	Intermediate Japanese II	4
JOUR 1	News Writing and Reporting	3
SPAN 1	Elementary Spanish I	4
SPAN 2	Elementary Spanish II	4
SPAN 3	Intermediate Spanish I	4
SPAN 4	Intermediate Spanish II	4
SPAN 5	Advanced Spanish I	3
SPAN 6	Advanced Spanish II	3
SPAN 52A	Spanish for Native Speakers I	4
SPAN 52B	Spanish for Native Speakers II	4

Total Units: 18-19

INDUSTRY AND TECHNOLOGY

Change in Major; Course Requirements, Total Units

1. Cosmetology A.S. Degree

Current Status/Proposed Changes

Major Requirements Units

Completion of 41-42 units ~~a minimum of 35 units~~ (1,600 hours) from the following:

13 units from:

COSM 1	Introduction to Cosmetology Procedures	13
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or

COSM 10	Introduction to Cosmetology I	6.5
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COSM 11	Introduction to Cosmetology II	6.5
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~~13 units from:~~

COSM 2abcd	Advanced Cosmetology Procedures	6.5
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COSM 12	Intermediate Cosmetology	6.5
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COSM 13	Advanced Cosmetology I	6.5
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~~(a minimum two semesters of COSM 2abcd)~~

9 units from:

COSM 2abcd	Advanced Cosmetology Procedures	6.5
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COSM 3	Advanced Cosmetology Applications	5
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COSM 4	Cosmetology Practicum	4
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COSM 14abcd	Advanced Cosmetology II	6.5
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COSM 16abcd	Cosmetology Applications	3
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~~(a minimum two semesters of COSM 2abcd)~~

28-29 units from:

<u>COSM 2A</u>	<u>Intermediate Cosmetology</u>	<u>8</u>
<u>COSM 2B</u>	<u>Advanced Cosmetology</u>	<u>8</u>
<u>COSM 2C</u>	<u>Advanced Cosmetology and State Board Review</u>	<u>8</u>
COSM 3	Advanced Cosmetology Applications	5
<u>or</u>		
COSM 4	Cosmetology Practicum	4

Total Units: ~~35~~ 41-42

Recommendation

Major Requirements Units
Completion of 41-42 units (1,600 hours) from the following:

13 units from:

COSM 1	Introduction to Cosmetology Procedures	13
<u>or</u>		
COSM 10	Introduction to Cosmetology I	6.5
COSM 11	Introduction to Cosmetology II	6.5

28-29 units from:

COSM 2A	Intermediate Cosmetology	8
COSM 2B	Advanced Cosmetology	8
COSM 2C	Advanced Cosmetology and State Board Review	8
COSM 3	Advanced Cosmetology Applications	5
<u>or</u>		
COSM 4	Cosmetology Practicum	4

Total Units: 41-42

Change in Certificate; Program Title, Course Requirements, Total Units

Current Status/Proposed Changes

1. Cosmetology Level II ~~III~~ Certificate of Achievement

A Certificate of Achievement will be granted upon completion of the program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

Certificate Requirements Units

~~Completion of Level I and Level II requirements: 24-31 units~~

Completion of Level I: 13 units

<u>COSM 1</u>	<u>Introduction to Cosmetology Procedures</u>	<u>13</u>
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or

<u>COSM 10</u>	<u>Introduction to Cosmetology I</u>	<u>6.5</u>
<u>COSM 11</u>	<u>Introduction to Cosmetology II</u>	<u>6.5</u>

Complete a minimum of 8-11 units from:

Complete 28-29 units from:

COSM 2abcd	Advanced Cosmetology Procedures	6.5
<u>COSM 2A</u>	<u>Intermediate Cosmetology</u>	<u>8</u>
<u>COSM 2B</u>	<u>Advanced Cosmetology</u>	<u>8</u>
<u>COSM 2C</u>	<u>Advanced Cosmetology and State Board Review</u>	<u>8</u>
COSM 3	Advanced Cosmetology Applications	5

or

COSM 4	Cosmetology Practicum	4
COSM 5ab	Evening Cosmetology Practicum	2
COSM 13	Advanced Cosmetology I	6.5
COSM 14abcd	Advanced Cosmetology II	6.5
COSM 16abcd	Cosmetology Applications	3

~~(a minimum of two semesters of COSM 2abcd)~~

~~(completion of an additional 600 hours)~~

~~(completion of 1600 hours)~~

Total Units: ~~35-39~~ 41-42

Recommendation

Cosmetology Level II Certificate of Achievement

A Certificate of Achievement will be granted upon completion of the program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

Certificate Requirements	Units
Completion of Level I: 13 units	
COSM 1 Introduction to Cosmetology Procedures	13
or	
COSM 10 Introduction to Cosmetology I	6.5
COSM 11 Introduction to Cosmetology II	6.5

Complete 28-29 units from:

COSM 2A	Intermediate Cosmetology	8
COSM 2B	Advanced Cosmetology	8
COSM 2C	Advanced Cosmetology and State Board Review	8
COSM 3	Advanced Cosmetology Applications	5
or		
COSM 4	Cosmetology Practicum	4

Total Units: 41-42

Change in Certificate; Course Requirements

1. Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Certificate of Achievement

Current Status/Proposed Changes

A Certificate of Achievement will be granted upon completion of all program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

Certificate Requirements		Units
ACR 5	Electrical Applications	4
ACR 6	Refrigeration and Air Conditioning Control Systems	4
ACR 20	Solar Energy Applications Photovoltaics and Solar Thermal	3
ACR 21	Air Conditioning Fundamentals	4
ACR 22	Basic Refrigeration	4
ACR 23	Commercial Refrigeration Applications	4
ACR 25	Energy Efficient Residential, Commercial and Industrial Air Conditioning	4
ACR 27	Heating Technologies	4
ACR 30	Electric Controls	2
<u>ACR 31</u>	<u>HVAC Electronics</u>	<u>2</u>
ACR 32	Fundamentals of Pneumatic Controls	2
ACR 34	HVAC Customer Service	1
<u>ACR 61</u>	<u>Fundamentals of Automation Systems</u>	<u>3</u>
<u>ACR 62</u>	<u>Energy Control and Optimization Systems</u>	<u>4</u>
<u>BUS 15</u>	<u>Business Mathematics</u>	<u>3</u>

Total Units: 39

Recommendation

A Certificate of Achievement will be granted upon completion of all program requirements. At least 50% of the courses required for the certificate must be completed at El Camino College.

Certificate Requirements		Units
ACR 5	Electrical Applications	4
ACR 6	Refrigeration and Air Conditioning Control Systems	4
ACR 21	Air Conditioning Fundamentals	4
ACR 23	Commercial Refrigeration Applications	4
ACR 25	Energy Efficient Residential, Commercial and Industrial Air Conditioning	4

ACR 27	Heating Technologies	4
ACR 30	Electric Controls	2
ACR 31	HVAC Electronics	2
ACR 34	HVAC Customer Service	1
ACR 61	Fundamentals of Automation Systems	3
ACR 62	Energy Control and Optimization Systems	4
BUS 15	Business Mathematics	3

Total Units: 39

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

	<u>Page No.</u>
A. Journalism Association of Community Colleges State Conference	SCA 2
B. Western Regional Honors Conference.....	SCA 2
C. Grants – Applications.....	SCA 3-4
D. Grant – Acceptance	SCA 5
E. Board Policy 2105 – Election of Student Member – First Reading	SCA 5, 6
F. Board Policy 5400 – Associated Students Organization – First Reading.....	SCA 5,7

STUDENT AND COMMUNITY ADVANCEMENT

A. JOURNALISM ASSOCIATION OF COMMUNITY COLLEGES STATE CONFERENCE

It is recommended that the Board of Trustees ratify/approve adding the names of the two students shown below to the list for a selection of no more than 20 students to attend each conference.

1. Associated Collegiate Press Conference
February 26-28, 2015, Sheraton Universal in Los Angeles, Los Angeles, California.
2. College Media Association Conference
March 11-15, 2015, New York City, New York.
3. Journalism Association of Community Colleges State Conference
April 9-12, 2015, Doubletree in Sacramento, Sacramento, CA

Registration expenses (approximately \$200 per person) and hotel expenses (approximately \$200 per person), for no more than 20 students, will be paid from the Auxiliary Services Union Conferences account for each conference. The same selected 20 students will attend each of the above three conferences and will provide their own transportation to and from the conferences.

Advisors: Kate McLaughlin and Stephanie Frith

Jed Fernandez and Amira Petrus

(The conferences were previously Board approved February 17, 2015)

B. WESTERN REGIONAL HONORS CONFERENCE

It is recommended that the Board of Trustees approve attendance of the following students who have been accepted in the Honors Transfer Program to present research papers or posters at the Western Regional Honors Conference scheduled April 10-12, 2015 in Reno, Nevada. Travel, hotel, and other required expenses for the students and Mr. Holiday will be paid from the Honors Transfer Program budget.

Advisor: Joseph Holliday

Sikandar Bangash, Bavly Ibrahim, Crystal Johnson, Ahamd Khalifeh, Ann Kim, Dong Jae Lee, Gabriela Moreno Lopez, Toni Niemi, Koyinsola Oloja, Agustinus Pamungkas, Kathleen Sirin, Chris Urquilla, Arianna Villasor, Emilia Vitti

C. GRANTS - APPLICATIONS

It is recommended that the Board receive the following grants:

1. U. S. Department of Education Office of Postsecondary Education (OPE) Student Support Services – TRIO – Student Support Services (SSS). The Federal TRIO Programs (TRIO) are Federal outreach and student services programs designed to identify and provide services for individuals from disadvantaged backgrounds. The purpose of the SSS Program is to (1) increase the number of disadvantaged, low-income college students, first-generation college students, (2) college students with disabilities in the United States who successfully complete a program of study at the postsecondary level, (3) increase retention and graduation rates for these categories of student, and (4) facilitate their transfer from two-year to four-year colleges and universities. The program will serve 120 SSS-eligible Science, Technology, Engineering, Mathematics (STEM) majors at the El Camino College main campus and will include students from the El Camino Compton Education Center. As of Fall 2013, the two sites had 3,971 STEM majors with 2,332 from low-income and 1,576 who are first-generation college students.
Administrator: Arturo Hernandez

Amount of Grant Funding from Granting Agency:	\$1,100,000
Amount of College Match:	<u>390,200</u>
Total Amount of Grant:	\$1,490,200
Source of Matching Funds:	ECC faculty/staff time (primarily a percentage of Counselors and MESA Director's salaries and benefits)
In-Direct Rate:	\$81,481 (8%)
Performance Period:	October 1, 2015 through September 30, 2020

2. California Career Pathways Trust Career and College Transition Division- California Department of Education – California Career Pathways Trust – Round Two. The California Career Pathways Trust is an opportunity to build and strengthen linkages between K-12 and post-secondary partners in Career and Technical Education Pathways. The South Bay Educational Healthcare Consortium provides three healthcare pathways within two college micro-regions. (1) The El Camino College micro-region focuses on Nursing, Pharmacy Technician, and Laboratory Technologist to Biotechnology with partners Centinela Valley, Compton, Inglewood, and Torrance Unified School Districts, California State University Dominguez Hills School of Nursing, and the South Bay Workforce Investment Board. Business Partners include: Torrance Memorial Medical Center, Centinela Hospital Medical Center, Providence Little Company of Mary, Avanti Hospitals, Beach Cities Health District, and Behavioral Health Services. (2) The Los Angeles Harbor College Micro-region focuses on nursing with partners Banning and Narbonne High Schools in the Los Angeles Unified School District, California State University Dominguez Hills School of Nursing, and International Trade Education Program. Business Partners include Torrance Memorial Hospital, Providence Little Company of Mary, and the Wilmington Chamber of Commerce.
Administrator: Naomi Castro

Amount of Grant Funding from Granting Agency:	\$5,559,300
Amount of College Match:	<u>264,000</u>
Total Amount of Grant:	\$5,823,300
Source of Matching Funds:	Community Advancement In-Kind
In-Direct Rate:	\$222,372 (4%)
Performance Period:	June 1, 2015 through June 30, 2017

D. GRANT - ACCEPTANCE

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

California Community Colleges Chancellor’s Office Economic and Workforce Development – Deputy Sector Navigator for the Advanced Manufacturing Sector (Augmentation). This grant was augmented with an additional \$100,000. The performance period of July 1, 2014 through June 30, 2015 was extended through December 30, 2015. This is the second year of a previously approved and accepted grant agreement for the Advanced Manufacturing sector. The intent of the Deputy Sector Navigator grants is to target investment at priority and emergent sectors as chosen by each of the 10 regions of the State and meet the intent of specific objectives of the Economic and Workforce Development Program and the Career Technical Education Pathways Program. The Deputy Sector Navigator role for the Advanced Manufacturing Sector for Los Angeles County region will serve as a vital link between the Economic Workforce Development Program of the California Community College Chancellor’s Office and high schools, and other workforce entities.

Administrator: David Gonzales

Amount of Grant Funding from Granting Agency:	\$300,000
Amount of College Match:	<u>200,000</u>
Total Amount of Grant:	\$500,000
Source of Matching Funds:	El Camino College/Business Training Center and Partners In-Kind
In-Direct Rate:	\$11,538 (4%)
Performance Period:	July 1, 2014 through December 30, 2015

E. BOARD POLICY 2105 – ELECTION OF STUDENT MEMBER – FIRST READING

It is recommended that the Board of Trustees accept for first reading new Board Policy 2105 – Election of Student Member, as shown.

F. BOARD POLICY 5400 – ASSOCIATED STUDENTS ORGANIZATION – FIRST READING

It is recommended that the Board of Trustees accept for first reading the revisions to Board Policy 5400 as shown.

Board Policy 2105

Election of Student Member

The student member shall be chosen by the students enrolled in the District as follows: The student member shall be elected by all the students of the student body in a general election held for that purpose. Normally an election will be held in the spring semester so that the office is filled by June 1. The student member may be recalled by all the students of the student body in an election held for that purpose in accordance with administrative procedures established by the Superintendent/President.

If the seat of a student member becomes vacant during his/her term, the governing board may authorize the officers of the Associated Students Organization, established pursuant to Education Code Section 76060, to appoint a student to serve the remainder of the term in accordance with procedures established by the governing board.

Candidates for the position may nominate themselves or be nominated by others by the filing of an application certifying that the candidate is eligible for service under the criteria set forth in California law and these policies. The election will be conducted in accordance with administrative procedures established by the Superintendent/President.

References:

Education Code Section 72023.5 and 72103

El Camino College
Adopted:

Board Policy 5400

Associated Students Organization

The students of the District are authorized to organize a student body association. The Board hereby recognizes that association as the Associated Students Organization of El Camino College.

The Associated Students Organization is recognized as the official voice for the students in District and College decision-making processes. It may conduct other activities as approved by the Superintendent/President or designee. The Associated Students Organization activities shall not conflict with the authority or responsibility of the Board or its officers or employees.

~~The Associated Students Organization shall conduct annual elections to elect officers. The Superintendent/President or designee shall assure that the elections are conducted in accordance with by laws established by the Associated Students Organization and Student Development Office.~~

~~Further information regarding ASO by laws and requirements can be found at:~~
~~<http://www.elcamino.edu/student-services/activities/aso/docs/aso-bylaws0700.pdf>~~

~~The Associated Students Organization and its entities shall be granted use of the premises of the District's premises subject to such administrative procedures as may be established by the Superintendent/President or designee. Such use shall not be construed as transferring ownership or control of the premises.~~

Reference:

Education Code 76060

~~Associated Students Organization Constitution & By-Laws 700-704~~

El Camino College
Adopted: 1/22/2002
Amended: 3/18/2013

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

	<u>Page No.</u>
A. Contracts Under \$86,000.....	AS 2
B. Personal Services Agreements	AS 3
C. Amendments.....	AS 4
D. Purchase Orders and Blanket Purchase Orders	AS 5

A. CONTRACTS UNDER \$86,000

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:** **SBG TECHNOLOGY SOLUTIONS, INC.**
Services: Contractor will receive one section each of Introduction to Homeland Security; Intelligence Analysis and Security Management; Transportation and Border Security; Introduction to Terrorism/Counterterrorism.
Requesting Dept.: Academic Affairs – Industry and Technology
Date(s): 2/2/15 – 6/30/15
Financial Terms: Projected gross income \$44,000

b. Services Received by District or Its Designee:

1. **Contractor:** **LLE STUDY & TRAVEL USA, INC. (USA); LEARNING GROUP (MORROCO)**
Services: Contractor will recruit F-1 Visa Students for ECC.
Requesting Dept.: Student and Community Advancement – Admissions and Records – International Student Program
Date(s): 3/16/15 (Beginning on date of 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.
2. **Contractor:** **MDESIGNS PRODUCTIONS, LLC**
Services: Contractor will create and edit ECC ads for movie theaters for promotional purposes.
Requesting Dept.: President's Office – Public Relations and Marketing
Date(s): 7/1/14 – 6/30/15
Financial Terms: Cost not to exceed \$2,000
3. **Contractor:** **TOTAL COMPENSATION SYSTEMS, INC.**

Services: Contractor will provide a report to include actuarial information necessary for the District to comply with the requirements of current and future GASB accounting standards related to retiree health benefits.

Requesting Dept.: Administrative Services – Fiscal Services

Date(s): 2/25/15 – 8/31/15

Financial Terms: Cost not to exceed \$10,000

4. **Contractor:** **YOUNGBLOOD AND ASSOCIATES**
Services: Contractor will perform polygraph examinations for ECC Police Department applicants.
Requesting Dept.: Administrative Services – Campus Police
Date(s): 3/17/15 – 6/30/15
Financial Terms: Cost not to exceed \$750

B. PERSONAL SERVICE AGREEMENTS

a. Services Provided by District or Its Designee:

None

b. Services Received by District or Its Designee:

1. **Contractor:** **JAMES ROBINSON**
Services: Contractor will conduct/facilitate a Great Teachers Professional Development Workshop.
Requesting Dept.: Academic Affairs – Mathematical Sciences
Date(s): 3/27/15
Financial Terms: Cost not to exceed \$930
Funded by Math Basic Skills Initiative
2. **Contractor:** **LAURIE QUARLES**
Services: Contractor will provide graphic design of the Commencement Program.
Requesting Dept.: Student and Community Advancement – Enrollment Services
Date(s): 4/13/15 – 4/24/15
Financial Terms: Cost not to exceed \$850
3. **Contractor:** **ROBERT H. WATSON**
Services: Contractor will tune the Activities Center piano for use at the Commencement reception.
Requesting Dept.: Academic Affairs – Fine Arts

Date(s): 5/14/15 – 5/15/15
Financial Terms: Cost not to exceed \$125

C. AMENDMENTS

a. Services Provided by District or Its Designee:

- 1. Contractor:** **COMPTON COMMUNITY COLLEGE DISTRICT**
Services: Contractor will receive interpreters/real-time captionists for verified deaf and hard-of-hearing students at the Compton Education Center.
Requesting Dept.: Academic Affairs – Health Sciences and Athletics – Special Resource Center
Date(s): 7/1/12 – 6/30/15
Financial Terms: Projected gross income \$80,000 (Income increase: Board initially approved \$20,000 on 7/16/12)

b. Services Received by District or Its Designee:

- 1. Contractor:** **REDONDO BEACH UNIFIED SCHOOL DISTRICT**
Services: Contractor will participate in the Adult Education Consortium to plan and improve adult education programs.
Requesting Dept.: Student and Community Advancement – Community Advancement – Grants Office
Date(s): 4/22/14 – 6/30/15
Financial Terms: Cost not to exceed \$35,000 (Cost increase: Board initially approved \$20,000 on 4/21/14)
Funded by AB86 Adult Education Consortium Planning Grant

- 2. Contractor:** **SPACEDATA**
Services: Contractor will provide development, maintenance, and technical solutions for Advanced Customized Training solutions for Advanced Customized Training Solutions/ETP database, and the Office 365 SharePoint website integration.
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 \$28,000 (Cost increase: Board initially approved \$18,000 on 7/21/14)
Funded by Employment Training Panel (ETP) grant funds

3. Contractor: **TORRANCE UNIFIED SCHOOL DISTRICT**
Services: Contractor will participate in the Adult Education Consortium to plan and improve adult education programs.

Requesting Dept.: Student and Community Advancement – Community Advancement

Date(s): 5/20/14 – 6/30/15

Financial Terms: Cost not to exceed \$35,000 (Cost increase: Board initially approved \$20,000 on 5/14/14)
Funded by Adult Education Consortium Planning Grant

4. Contractor: **SHAW HR CONSULTING**
Services: Contractor will provide consulting services to develop ADA job function analysis and/or conduct interactive process meetings and assessment for reasonable accommodation.

Requesting Dept.: Human Resources

Date(s): 9/1/12-8/31/13 with four optional one-year renewal periods, not to exceed five years

Financial Terms: Cost not to exceed \$15,000 per year (Cost increase: Board initially approved on 10/15/12 the cost of \$4,000 per year. Board approved first amendment on 9/8/14 to increase cost to \$10,000 per year.)

D. 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
Fund 11 - Unrestricted - El Camino				
P0801417	Baker Commodities Inc.	Facilities/Planning/Servi	Repairs Noninstructional	\$1,685.00
P0802011	Gna-Brook Fire	Facilities/Planning/Servi	Repairs Noninstructional	\$2,141.31
P0802053	VWR International	Chemistry	Instructional Supplies	\$4,143.43
P0802054	Sargent Welch	Chemistry	Instructional Supplies	\$3,055.40
P0802108	California Boiler, Inc.	Facilities/Planning/Servi	Repairs Noninstructional	\$35,000.00
P0802141	Lucks Music Library	Music	Instructional Supplies	\$231.90
P0802157	Air Treatment	Facilities/Planning/Servi	Repairs Noninstructional	\$5,123.00

P0802159	Larry R. Leach	Human Resources	Other Services And Expenses	\$204.26
P0802162	Lexis NexisyMatthew	Nursing	Instructional Supplies	\$253.15
P0802170	Dent Fix Corporation	Automotive Collision	Repairs - Instructional	\$212.28
P0802171	Monterey Graphics	Warehouse	Inventories	\$2,690.02
P0802173	Kodo Kids Llc	Anthropology	Instructional Supplies	\$1,018.52
P0802174	Redondo Technology	Warehouse	Inventories	\$19,715.92
P0802183	Xpedx	Copy Center	Instructional Supplies	\$578.88
P0802184	Ad Infin Item	Theatre/Dance	Instructional Supplies	\$561.30
P0802185	John E. Phillips Plumbing	Facilities/Planning/Servi	Repairs Noninstructional	\$3,777.25
P0802196	American Express Travel	TECHNOLOGY	Aft Contract Committee	\$331.80
P0802200	AT&T Mobility	Administrative Services	Telephone	\$167.01
P0802203	Genesis Inc.	TECHNOLOGY	Non-Instruct Supplies	\$259.23
P0802207	Sigma Aldrich	Chemistry	Instructional Supplies	\$314.29
P0802208	Bio Rad Laboratories	Life Sciences	Instructional Supplies	\$59.05
P0802210	Libec Sales of America	Music	Instructional Supplies	\$28.62
P0802211	Ms. Nancy A. Adler	Ctr for Arts Production	Non-Instruct Supplies	\$41.51
P0802212	Monterey Graphics	Counseling Office	Non-Instruct Supplies	\$54.94
P0802215	Rainbow Mealworms, Inc	TECHNOLOGY	Non-Instruct Supplies	\$26.61
P0802224	Ryugaku Journal, Inc.	International Students	Conferences Mgmt	\$1,940.00
P0802227	CCPRO	Public Relations	Conferences Mgmt	\$900.00
P0802229	American Express Travel	Ed & Community	Transportation/ Mileage	\$255.20
P0802230	CCCAOE	Ed & Community	Conferences Mgmt	\$495.00
P0802231	Compton Bulletin	Public Relations	Publications/ Periodicals	\$100.00
P0802232	Boss Litho	Public Relations	Printing	\$1,481.31
P0802233	Enterprise Rent-A-Car	Ed & Community	Transportation/ Mileage	\$75.00
P0802244	COARC	Resp Therapy	Dues And Memberships	\$1,900.00
P0802245	Monterey Graphics	Physical Education	Instructional Supplies	\$54.94
P0802246	Amazon.Com Corporate	Physical Education	Instructional Supplies	\$202.88
P0802256	Enterprise Rent-A-Car	Ed & Community	Transportation/ Mileage	\$75.00
P0802257	American Express Travel	Ed & Community	Transportation/ Mileage	\$272.60
P0802258	Time Clock Sales and	V.P. Academic Affairs	Non-Instruct Supplies	\$244.43
P0802262	Fast Deer Bus Charter	Outreach and School	Transportation	\$1,600.00
P0802270	Thomson Reuters West	Div Office Instr.	Library Books	\$95.92
P0802271	Thomson Reuters West	Div Office Instr.	Library Books	\$2,831.83
P0802272	Ingram Library Service	Div Office Instr.	Library Books	\$64.30
P0802281	Displays2go	Div Office Instr.	Non-Instruct Supplies	\$47.59
P0802282	Echo 360	Instructional Television	Other Services And Expenses	\$3,958.00
P0802283	World Book School	Div Office Instr.	Library Books	\$1,034.41
P0802284	TechSmith Corporation	Instructional Television	Other Services And Expenses	\$143.20
P0802287	VWR International	TECHNOLOGY	Non-Instruct Supplies	\$445.56
P0802288	Campus Food Services	VP-SCA	In-Service Training	\$50.14
P0802289	Campus Food Services	VP-SCA	In-Service Training	\$63.93
P0802299	Salem Press/H.W.	Div Office Instr.	Library Books	\$437.50
P0802300	Ms. Francesca C. Bishop	Speech Communication	Other Services And Expenses	\$907.00
P0802304	Amazon.Com Corporate	Community	Non-Instruct Supplies	\$79.99
P0802306	CDW-G	Div Office HSA	New Equipment	\$259.88
P0802308	Complete Office	Warehouse	Inventories	\$2,441.60
P0802309	American Bar	Legal Assistance	Dues And Memberships	\$1,250.00
P0802314	Los Angeles County	Hazmat	Waste Disposal	\$1,221.00
P0802315	Freestyle Photographic	Photography	Instructional Supplies	\$686.12
P0802316	Grainger	Welding Shop	Non-Instruct Supplies	\$216.56
P0802327	Campus Food Services	History	Other Services And Expenses	\$124.09
P0802332	J & J Supply	Athletics Training	Non-Instruct Supplies	\$276.32
P0802333	Medco Supply Company	Athletics Training	Non-Instruct Supplies	\$4,517.12

P0802336	CSULB Forensics	Speech Communication	Other Services And Expenses	\$380.00
P0802341	Decco Graphics, Inc.	Commencement	Indirect Supplies	\$822.95
P0802342	Monterey Graphics	Commencement	Indirect Supplies	\$5,602.60
P0802343	Amazon.Com Corporate	Anthropology	Instructional Supplies	\$20.71
P0802363	Bank of America	Presidents Office	Non-Instruct Supplies	\$162.36
P0802367	Amazon.Com Corporate	Physics	Instructional Supplies	\$61.77
P0802371	Airport Van Rental	Earth Sciences	Transportation	\$1,090.00
P0802372	VWR International	Chemistry	Instructional Supplies	\$77.09
P0802373	Fisher Scientific	Life Sciences	Instructional Supplies	\$242.70
P0802377	Orange County Speaker,	Music	Repairs - Instructional	\$143.60
P0802380	D & J Media Solutions	Div Office Humanities	Non-Instruct Supplies	\$4,794.06
P0802385	Athletic Stuff	Physical Education	Instructional Supplies	\$556.98
P0802389	OmniUpdate	Copy Center	Conferences Mgmt	\$1,500.00
P0802391	U.S. Bank	Institutional Services	Escrow/adminstrtn fees - Bond	\$250.00
P0802392	NCMPR	Public Relations	Conferences Mgmt	\$150.00
P0802397	Fast Deer Bus Charter	Outreach and School	Transportation	\$910.00
P0802398	Monterey Graphics	Counseling Office	Non-Instruct Supplies	\$109.88
P0802400	AED Super Store	Health,Safety and Risk	Non-Instruct Supplies	\$24.74
P0802402	Zones, Inc.	Div Office Business	Instructional Supplies	\$3,383.09
P0802405	Hyland Software, Inc.	Information Technology	Maintenance Contracts	\$1,701.72
P0802406	Monterey Graphics	Warehouse	Inventories	\$2,110.03
P0802409	Scantron	Information Technology	Non-Instruct Supplies	\$867.56
P0802410	Brite Ideas	Commencement	Other Rentals	\$9,412.52
P0802426	Public Agency Law	Institutional Services	Legal	\$149.50
P0802434	Thomson West	Div Office Instr.	Publications-Magazines	\$17,251.92
P0802436	Springshare Llc	Div Office Instr.	Publications-Magazines	\$1,199.00
P0802437	Thomson Reuters West	Div Office Instr.	Library Books	\$2,757.16
P0802443	Grainger	Construction	Instructional Supplies	\$166.82
P0802450	American Express Travel	Speech Communication	Transportation	\$1,128.10
P0802451	American Express Travel	Speech Communication	Transportation	\$1,248.80
P0802452	NCMPR	Copy Center	Conferences Mgmt	\$40.00
P0802455	El Camino College	Presidents Office	Other Services And Expenses	\$500.00
P0802458	California Fire	Fire	Dues And Memberships	\$75.00
P0802461	Campus Food Services	Information Technology	Non-Instruct Supplies	\$12.53
P0802466	The State Bar of	Staff Diversity	Dues And Memberships	\$530.00
P0802474	Campus Food Services	Information Technology	Non-Instruct Supplies	\$12.54
P0802481	C.S.U.L.B. Daily	Public Relations	Multi Media Advertising	\$1,550.00
P0802482	Vavrinek, Trine, Day	Institutional Services	Audit/Accreditation fees	\$3,420.00
P0802483	USC Daily Trojan	Public Relations	Multi Media Advertising	\$1,570.00
P0802484	Daily Bruin/UCLA	Public Relations	Multi Media Advertising	\$2,225.00
P0802485	UC Irvine New University	Public Relations	Multi Media Advertising	\$1,312.15
P0802486	C. S. U. N. Daily Sundial	Public Relations	Multi Media Advertising	\$1,349.25
P0802487	University Times	Public Relations	Multi Media Advertising	\$1,413.60
P0802488	CSU Fullerton Daily Titan	Public Relations	Multi Media Advertising	\$1,215.10
P0802489	Los Angeles	Public Relations	Multi Media Advertising	\$2,080.00
P0802491	OCLC, Inc	Div Office Instr.	Library Books	\$4,000.00
P0802492	H.W. Wilson	Div Office Instr.	Library Books	\$707.50
P0802493	Thomson Gale	Div Office Instr.	Library Books	\$676.15
			Fund 11 Total: 109	\$193,387.58

Fund 12 - Restricted - El Camino

P0801546	Geil Kilns Company	Fine Arts	New Equipment - Instructional	\$35,298.18
P0802056	Barrett Robinson	Fine Arts	New Equipment - Instructional	\$2,492.00

P0802061	Prehistoric Planet, Llc	Natural Sci	Instructional Supplies	\$3,065.32
P0802063	Fossil Shack	Natural Sci	Instructional Supplies	\$26.16
P0802065	Two Guys Fossils	Natural Sci	Instructional Supplies	\$27.80
P0802067	The Dinosaur Store	Natural Sci	Instructional Supplies	\$184.04
P0802090	Age of Aquariums, Inc.	Natural Sci	New Equipment - Instructional	\$1,136.71
P0802096	Oceanside Photo	Natural Sci	New Equipment - Instructional	\$45,881.60
P0802119	FIRE ETC	I&T	Instructional Supplies	\$13,625.00
P0802120	Lee's Tools	I&T	New Equipment - Instructional	\$685.19
P0802121	Woodcraft	I&T	New Equipment - Instructional	\$828.40
P0802123	Highland Hardware	I&T	New Equipment - Instructional	\$4,993.80
P0802124	Woodcraft	I&T	New Equipment - Instructional	\$1,904.79
P0802125	Wurth Louis & Company	I&T	New Equipment - Instructional	\$10,561.01
P0802133	Sandman Products Llc	I&T	New Equipment - Instructional	\$16,110.97
P0802149	National Student	EOPS	Dues And Memberships	\$425.00
P0802153	Life Assist Inc.	Parking Services	Non-Instruct Supplies	\$147.80
P0802156	Galls/Quartermaster	Parking Services	Non-Instruct Supplies	\$108.36
P0802160	American Express Travel	MediCal Administrative	Conferences Other	\$343.20
P0802161	Laura M. Narvaez	EOPS CARE	Contract Services	\$196.20
P0802181	Bob Lee's Automotive	Parking Services	Repairs Non Instr	\$146.52
P0802182	Magic's Auto Body	Parking Services	Repairs Non Instr	\$1,300.00
P0802187	Cal Tech Copier, Inc.	Fire Tech Donations	Instructional Supplies	\$141.26
P0802188	Failsafe Testing	Fire Tech Donations	Repairs - Instructional	\$466.30
P0802189	Ace Lawn Mower & Saw	Fire Tech Donations	New Equipment - Instructional	\$5,436.04
P0802190	American Express Travel	Foster Care Ed 03-04	Conferences Other	\$381.50
P0802191	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$663.29
P0802192	Behavior Analysis	Parking Services	In-Service Training	\$481.00
P0802195	American Express Travel	BFAP Administration	Travel And Conference	\$838.40
P0802201	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$2,618.82
P0802202	City of Torrance	Parking Services	Other Services	\$763.00
P0802204	South Bay Training	Parking Services	In-Service Training	\$260.00
P0802205	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$7,850.00
P0802206	American Express Travel	Retail/Hospitality/Touris	Conferences Other	\$264.20
P0802209	Emergency First	(STCW) Standards for	Other Books	\$1,474.25
P0802213	Dell Marketing L. P.	Adv. Mfg. Sector	Non Inst Comp	\$2,930.60
P0802214	School Outfitters	Fine Arts	New Equipment - Instructional	\$1,572.11
P0802217	ACCEySan Diego	Community Education	Conferences Mgmt	\$325.00
P0802218	Diana White	Community Education	Contract Services	\$200.00
P0802219	LA Parent Magazine	Community Education	Multi Media Advertising	\$2,092.00
P0802220	Overseas Educational	El Camino Language	Contract Services	\$800.00
P0802221	Asia-Europe Co., Ltd.	El Camino Language	Contract Services	\$1,500.00
P0802222	American Express Travel	Small Bus. Admin	Conferences Mgmt	\$195.20
P0802223	Midas Auto Repair	Parking Services	Repairs Non Instr	\$788.35
P0802225	American Express Travel	TitleV-Improving	Conferences Faculty	\$430.00
P0802226	American Express Travel	TitleV-Improving	Conferences Faculty	\$430.00
P0802234	Amazon.Com Corporate	Community Education	Non-Instruct Supplies	\$22.34
P0802240	B & H Photo-Video	Art Dept Donations	Non-Instruct Supplies	\$94.63
P0802241	B & H Photo-Video	Art Dept Donations	Non-Instruct Supplies	\$2,411.48
P0802242	American Security Rx	Health Services	Non-Instruct Supplies	\$266.49
P0802247	Tooling U/SME	CMTA-H1B	License Fee/Site Licenses	\$11,156.25
P0802249	Agilent Technologies	Natural Sci	Instructional Supplies	\$995.44
P0802251	Biopac Systems, Inc.	Natural Sci	New Equipment - Instructional	\$24,998.82
P0802252	Sargent Welch	Natural Sci	New Equipment - Instructional	\$5,108.07
P0802253	Sargent Welch	Natural Sci	Instructional Supplies	\$10,396.63

P0802254	Sheraton Grand	Small Bus. Admin	Conferences Mgmt	\$402.82
P0802255	Daily Breeze, the	SBDC Program Income	Publications/ Periodicals	\$127.41
P0802260	CPOA	Parking Services	In-Service Training	\$250.00
P0802273	Griselda's Catering	Historically Blck	Conferences Other	\$1,031.49
P0802274	On Course Workshop	Basic Skills	Conferences Faculty	\$6,412.50
P0802275	Monterey Graphics	Historically Blck	Non-Instruct Supplies	\$54.94
P0802276	Campus Food Services	Historically Blck	Non-Instruct Supplies	\$125.35
P0802279	Campus Food Services	Faculty & Staff Diversity	Non-Instruct Supplies	\$309.29
P0802286	Cole Parmer Instrument	Natural Sci	Instructional Supplies	\$1,322.48
P0802301	American Express Travel	BFAP Adminstration	Travel And Conference	\$972.40
P0802302	Adamson Industries, Inc	Parking Services	Non-Instruct Supplies	\$690.04
P0802307	Campus Food Services	Student Equity	Non-Instruct Supplies	\$247.97
P0802310	Santa Rosa Junior	Career & Tech Ed	Publications/ Periodicals	\$23,268.00
P0802311	Fast Deer Bus Charter	TitleV-Improving	Transportation	\$650.00
P0802312	Fast Deer Bus Charter	TitleV-Improving	Transportation	\$650.00
P0802313	Amazon.Com Corporate	TitleV-Improving	Non-Instruct Supplies	\$11.97
P0802317	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$54.00
P0802318	American Express Travel	Retail/Hospitality/Touris	Conferences Other	\$177.20
P0802322	CDW-G	StudentSuccess	New Equip - Noninstr	\$1,038.20
P0802328	EMC Paradigm	Community Education	Non-Instruct Supplies	\$1,816.79
P0802344	California State	MESA Program	Conferences Mgmt	\$220.00
P0802364	HJ Global Edu	El Camino Language	Multi Media Advertising	\$650.00
P0802365	Westhost, Inc.	El Camino Language	Multi Media Advertising	\$26.85
P0802366	Gradshirts	MESA Program	Non-Instruct Supplies	\$412.02
P0802368	Complete Office	Art Dept Donations	Non-Instruct Supplies	\$96.29
P0802369	Museum of	TitleV-Improving	Conferences Faculty	\$630.00
P0802370	Museum of	TitleV-Improving	Conferences Faculty	\$630.00
P0802374	Campus Food Services	Student Equity	Non-Instruct Supplies	\$247.97
P0802378	Amazon.Com Corporate	Basic Skills	Instructional Supplies	\$705.78
P0802379	Amazon.Com Corporate	Basic Skills	Instructional Supplies	\$492.58
P0802381	Campus Food Services	Basic Skills	Contract Services	\$187.07
P0802382	Carolina Biological	Natural Sci	New Equipment - Instructional	\$2,413.26
P0802383	Ward's Natural Science	Natural Sci	New Equipment - Instructional	\$30,055.67
P0802388	Fast Deer Bus Charter	StudentSuccess	Transportation	\$1,500.00
P0802390	American Express Travel	Historically Blck	Conferences Other	\$279.20
P0802393	Golden West	Parking Services	In-Service Training	\$243.00
P0802394	Orange County Sheriff's	Parking Services	In-Service Training	\$120.00
P0802396	American Express Travel	BFAP Adminstration	Travel And Conference	\$439.20
P0802399	American Express Travel	Historically Blck	Conferences Other	\$279.20
P0802401	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$177.02
P0802403	Campus Food Services	Career & Tech Ed	Contract Services	\$219.36
P0802404	The Apple Store	Career & Tech Ed	New Equipment - Instructional	\$3,424.58
P0802407	Displays2go	Fine Arts	New Equipment - Instructional	\$266.87
P0802413	Fireblast Global	I&T	New Equipment - Instructional	\$46,658.55
P0802416	Complete Office	SBDC Program Income	New Equip - Noninstr	\$219.48
P0802418	Fast Deer Bus Charter	Student Equity	Transportation	\$485.50
P0802419	EMC Paradigm	Community Education	Non-Instruct Supplies	\$370.56
P0802420	Community College	Student Equity	Conferences Faculty	\$2,400.00
P0802421	Top Performers	TANF	Other Books	\$795.46
P0802425	Monterey Graphics	CalWORKs	Non-Instruct Supplies	\$54.94
P0802429	Medical Billing	MediCal Administrative	Contract Services	\$700.00
P0802431	Community College	Student Equity	Conferences - Student	\$2,250.00
P0802432	American Express Travel	Aerospace Conference	Transportation/ Mileage	\$165.20
P0802433	Holiday Inn Golden	In-Region Investments	Conferences Other	\$393.26

P0802438	Flowers by Gina	Historically Bldc	Conferences Other	\$602.20
P0802439	Campus Food Services	CMTA-H1B	Non-Instruct Supplies	\$752.08
P0802440	Amazon.Com Corporate	MDC-Parenting Classes	Other Books	\$168.30
P0802442	Avalon Rafts Sales	(STCW) Standards for	New Equipment - Instructional	\$4,970.50
P0802444	4 Wheel Parts	Fire Tech Donations	Instructional Supplies	\$1,213.43
P0802445	MATCO Tools	Ref & Lane Tech(Smg)	New Equipment - Instructional	\$3,959.00
P0802449	Campus Food Services	StudentSuccess	In-Service Training	\$638.05
P0802453	Campus Food Services	StudentSuccess	Non-Instruct Supplies	\$1,500.00
P0802454	Galls/Quartermaster	Parking Services	Non-Instruct Supplies	\$74.35
P0802456	Campus Food Services	EOPS CARE	Bus Passes and Food	\$5,250.00
P0802457	Campus Food Services	CalWORKs	Non-Instruct Supplies	\$1,554.34
P0802459	CCUG	Parking Services	Dues And Memberships	\$75.00
P0802460	American Express Travel	EOPS	Conferences Mgmt	\$266.96
P0802464	Assist Design	Sign Language	Instructional Supplies	\$977.56
P0802467	CCCCSSAA	Student Equity	Conferences Mgmt	\$300.00
P0802470	Fast Deer Bus Charter	StudentSuccess	Transportation	\$1,084.00
P0802475	AAWCC	Student Equity	Conferences Other	\$520.00
P0802477	R & D Printing	StudentSuccess	Printing	\$719.00
P0802480	Susan Saxe-Clifford, Phd	Parking Services	Other Services And Expenses	\$425.00
P0802497	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$152.83

Fund 12 Total: 129 \$390,863.84

Fund 15 - General Fund -Special Programs

P0802243	Gaumard Scientific	Nursing	Repairs - Instructional	\$3,176.14
P0802285	Western Regional	Honors Program	Dues And Memberships	\$75.00
P0802427	The University of Texas	Div Office-Studnt	Dues And Memberships	\$11,000.00
P0802428	The University of Texas	Div Office-Studnt	Dues And Memberships	\$7,200.00

Fund 15 Total: 4 \$21,451.14

Fund 41 - Capital Outlay

P0802280	Montgomery Hardware	Door&Window Syst	Buildings	\$1,168.65
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Fund 41 Total: 1 \$1,168.65

Fund 62 - Property & Liability

P0802186	Keenan & Associates	Purchasing	Excess Insurance	\$203.00
P0802334	El Camino Community	Purchasing	Excess Insurance	\$4,150.57

Fund 62 Total: 2 \$4,353.57

Fund 71 - Associated Students

P0802422	Design Village	Student Affairs	ASB Exp.	\$540.00
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Fund 71 Total: 1 \$540.00

Fund 72 - Student Representation Fee

P0802150	American Express Travel	Student Affairs	Conferences - Student	\$1,981.00
P0802154	American Express Travel	Student Affairs	Conferences - Student	\$819.28
P0802259	The Liaison Capitol Hill	Student Affairs	Conferences - Student	\$3,978.00
P0802261	ASACC Business Office	Student Affairs	Conferences - Student	\$2,225.00

Fund 72 Total: 4 **\$9,003.28**

Fund 79 - Auxiliary Services

P0802176	Robinhood Enterprises	Resp Therapy	Non-Instruct Supplies	\$1,315.63
P0802198	HI Corporation	Resp Therapy	Non-Instruct Supplies	\$501.40
P0802228	Mr. Bryan E. Bates	Fine Arts	Non-Instruct Supplies	\$200.00
P0802235	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$850.00
P0802236	Fast Deer Bus Charter	Counseling Office	Non-Instruct Supplies	\$455.00
P0802237	Associated Collegiate	Humanities	Non-Instruct Supplies	\$140.00
P0802238	Campus Food Services	Fine Arts	Non-Instruct Supplies	\$626.75
P0802319	Rande Dorn	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0802320	Associated Collegiate	Humanities	Non-Instruct Supplies	\$115.00
P0802321	Audrey J. Ledford	Fine Arts	Non-Instruct Supplies	\$200.00
P0802331	Torrance Postmaster	Fine Arts	Non-Instruct Supplies	\$3,200.57
P0802495	Ms. Patricia Briles	Fine Arts	Non-Instruct Supplies	\$450.00
P0802496	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$2,000.00

Fund 79 Total: 13 **\$11,054.35**

Fund 81 - Student Organizations

P0802423	Amazon.Com Corporate	Student Affairs	A/P Manual.Gen.	\$153.36
P0802472	Embroidme	Student Affairs	A/P Manual.Gen.	\$208.93

Fund 81 Total: 2 **\$362.29**

Fund 82 - Scholarships & Trust/Agency

P0802175	Eastbay	Health Sciences	Fundraising	\$791.72
P0802250	D3 Sports	Health Sciences	Fundraising	\$1,150.66
P0802303	Tomark Sports, Inc.	Health Sciences	Fundraising	\$1,323.00
P0802337	VS Athletics	Health Sciences	Fundraising	\$481.90
P0802338	D3 Sports	Health Sciences	Fundraising	\$309.75
P0802339	Rampage Sports Group	Health Sciences	Fundraising	\$782.68
P0802340	D3 Sports	Health Sciences	Fundraising	\$1,346.71
P0802435	Ecolab Center	Health Sciences	Fundraising	\$2,569.41

Fund 82 Total: 8 **\$8,755.83**

PO Funds Total: 273 **640,940.53**

Fund 11 - Unrestricted - El Camino

B0810774	American Funding	BTC Grants	License Fee/Site Licenses	\$12,000.00
B0810775	Crenshaw Lumber	Environmental Tech	Instructional Supplies	\$2,500.00
B0810781	ECCD Petty Cash	TECHNOLOGY	Non-Instruct Supplies	\$200.00
B0810783	ECCD Petty Cash	Welding	Instructional Supplies	\$500.00

Fund 11 Total: 4 **\$15,200.00**

Fund 12 - Restricted - El Camino

B0810776	E.C.C.C.D. Bookstore	StudentSuccess	Non-Instruct Supplies	\$2,500.00
B0810790	Corinne Hoisington	VATEA Business	PSA Contract Services	\$3,500.00
B0810791	ECCD Petty Cash	SBDC Program Income	Non-Instruct Supplies	\$300.00
B0810792	ECCD Petty Cash	Student Equity	Non-Instruct Supplies	\$800.00
B0810793	Brenda Williams	Student Equity	PSA Contract Services	\$6,000.00

		Fund 12 Total: 5	\$13,100.00
Fund 41 - Capital Outlay			
B0810772 Daily Breeze	SM 14/15-Nat Sci	Multi Media Advertising	\$1,000.00
		Fund 41 Total: 1	\$1,000.00
		BPO Funds Total: 10	29,300.00
	Grand Total POs and BPOs: 283		670,240.53

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

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A. Category Budgets and Balances.....	E 2
B. Change Order – Pinner Construction Company, Inc. – Shops Building Replacement Project.....	E 2
C. Contract Amendment – Prestige Security Services – Industry & Technology Building Modernization Project.....	E 3
D. Contract Amendent – The Vinewood Company – Athletic Education & Fitness Complex (Stadium) Phase 2 Project.....	E 3
E. Notice of Job Completion – Pinner Construction, Inc. – Shops Building Replacement Project.....	E 3
F. Purchase Orders and Blanket Purchase Orders.....	E 4

Administrative Services – Measure E Bond Fund

A. CATEGORY BUDGETS AND BALANCES

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

The following tables report Measure E 2002 and Measure E 2012 expenditures and commitments through February 28, 2015, at the March 2015 Board Meeting.

2002 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$206,420,530	\$138,414,816	\$30,515,531	\$37,490,183
Campus Site Improvements	64,910,391	33,258,517	641,336	31,010,537
Energy Efficiency Improvements	2,700,980	2,700,980	0	0
Health and Safety Improvements	128,723,855	120,800,360	3,867,629	4,055,865
Information Technology and Equipment	24,751,372	16,405,806	0	8,345,566
Physical Education Facilities Improvements	572	572	0	0
Unallocated Interest (as of 12/31/14)	1,481,240	0	0	1,481,240
TOTAL	<u>\$428,988,940</u>	<u>\$311,581,051</u>	<u>\$35,024,497</u>	<u>\$82,383,392</u>

2012 Measure E Expenditures:

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

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

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

Contractor to provide credit for allocated allowance for utility coordination issues used during the performance of the project.	-\$136,081
Total Change Order Amount	<u>-\$136,081</u>
Original Contract Amount	\$21,902,000
Prior Changes	542,718

This Change Order Amount	-136,081
New Contract Amount	<u>\$22,308,637</u>

**C. CONTRACT AMENDMENT– PRESTIGE SECURITY SERVICES –
INDUSTRY & TECHNOLOGY BUILDING MODERNIZATION PROJECT**

It is recommended the Board of Trustees approve the following contract amendment extending the dates of services from December to January 2015.

Dates of Service: April 2013 – January 2015

**D. CONTRACT AMENDMENT – THE VINEWOOD COMPANY -
ATHLETIC EDUCATION & FITNESS COMPLEX (STADIUM)-PHASE 2
PROJECT**

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

Provide an additional Class 1 Assistant Inspector of Record for the period of March 17, 2015 – September 30, 2015	\$95,000
Total Increase in Contract Amount	<u>\$95,000</u>
Original Contract Amount	\$290,832
Prior Changes	0
This Contract Amendment Amount	<u>95,000</u>
New Contract Amount	<u>\$385,832</u>

**E. NOTICE OF JOB COMPLETION – PINNER CONSTRUCTION, INC. – SHOPS
REPLACEMENT PROJECT**

It is recommended the Board of Trustees accept as complete the following project and authorize final payment for the work. The required work has been completed in accordance with the conditions and specifications of the subject contract and accepted by a District representative.

<u>Contractor</u>	<u>Contract Amount</u>
Pinner Construction Inc.	\$22,308,637

Purchase Order Number: B610903

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

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

PO #	VENDOR NAME	SITE NAME	DESCRIPTION	COST
P802151	Unique Products	Industry & Technology	Group II Equipment	\$4,708.80
P802152	Wausau Tile, Inc.	Shops Building	Group II Equipment	\$1,831.45
P802158	Waxie Sanitary Supply	Industry & Technology	Non-Instruct Supplies	\$5,242.56
P802172	Grainger	Shops Building	Non-Instruct Supplies	\$6,493.65
P802349	AT&T Datacomm	Industry & Technology	Group II Equipment	\$4,800.00
P802376	County of Los Angeles	Lot F Parking Structure	Permit Processing Fees	\$500.00
P802387	Los Angeles County	Lot F Parking Structure	Permit Processing Fees	\$108.28
P802415	CSI Fullmer	Industry & Technology	Group II Equipment	\$1,621.94
P802441	McMurray Stern, Inc.	Industry & Technology	Group II Equipment	\$1,616.00
P802446	SWRCB Accounting	Athletic Education/Fitness	Permit Processing Fees	\$652.00
P802447	American Arbitration	Math Business Allied Health	Legal	\$84,650.00
P802448	Merrill Communications	Math Business Allied Health	Legal	\$1,228.22
B801896	Hammer Down Machine	Industry & Technology	Group II Equipment	<u>\$10,000.00</u>
				<u>\$123,452.90</u>

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

Page No.

- A. Employment and Personnel Changes.....HR 2
- B. Temporary Non-Classified Service EmployeesHR 8

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- 20 and 1- 10.

Academic Personnel:

1. Amend Retirement Date – Dr. Francisco Arce, Vice President, Academic Affairs, effective May 1, 2015 instead of June 1, 2015.
2. Retirement – Deborah Conover, full-time Nurse practitioner, Health Sciences and Athletics Division, effective May 29, 2015, first day of retirement May 30, 2015, and that a plaque be prepared and presented to her in recognition of her services to the District since 2000.
3. Retirement – Richard Barton, full-time instructor of Computer Information Systems, Business Division, effective May 15, 2015, first day of retirement May 16, 2015, and that a plaque be prepared and presented to him in recognition of his services to the District since 1990.
4. Retirement – Maria Teresa Martinez, full-time instructor of Nursing, Health Sciences and Athletics Division, effective September 1, 2014, and that a plaque be prepared and presented to her in recognition of her services to the District since 2008.
5. Employment – Jean Marie Shankweiler, Vice President, Academic Affairs, Step 1, Vice President Salary Schedule, effective May 1, 2015.
6. Employment – Dipte Patel, Dean of Counseling and Student Success, Counseling and Student Success, Range 16, Step 3, Administrator Salary Schedule, effective April 1, 2015.
7. Employment – Maximino Pena, full-time/temporary instructor of Construction Technology, Industry and Technology Division, Class II, Step 9, effective January 22 through May 15, 2015.
8. Extend Employment – Margaret Ramey, Interim Dean, Counseling & Student Services, effective March 1, through March 31, 2015.

9. Amend Employment – Larry Leach, full-time instructor of Communication Studies, Fine Arts Division, from Class II, Step 8 to Class II, Step 9, Academic Salary Schedule, effective January 15, 2015.
10. Change in Salary – Inna Newbury, full-time instructor of English, from Class II, Step 20 to Class III, Step 20, Academic Salary Schedule, effective January 15, 2015.
11. Amend Pre-Retirement – Margaret Quinones-Perez, full-time Counselor, Counseling and Student Services, to work a reduced load 75% in the Fall 2015 and 75% in the Spring 2016, for five years beginning Fall 2015 through Spring 2020, effective August 10, 2015.
12. Special Assignment – Jennifer Montgomery, full-time instructor of Child Development, Behavior of Social Sciences Division, to oversee the Los Angeles Universal Pre-School (LAUP) Permit Specialist Grant program as the LAUP Permit Coordinator, to be paid \$46.95 an hour, not to exceed 266 hours or \$12,500, effective February 18 through June 30, 2015, in accordance with Article 10, Section 14(a).
13. Special Assignment – Ana Milosevic, full-time instructor of Accounting, Business Division, to facilitate and support business faculty training in Student Learning Outcomes, to be paid \$46.95 an hour, not to exceed 40 hours or \$1,878, effective January 21 through May 15, 2015, in accordance with Article 10, Section 14 (c).
14. Special Assignment – Alan Chan, part-time instructor of Music, Fine Arts Division, to perform as a resident artist at the Alan Chan Ensemble, to be paid \$62.61 an hour, not to exceed 15.5 hours or \$980, effective March 4 through March 6, 2015, in accordance with Article 10, Section 9(m).
15. Special Assignment – Malinni Roeun, part-time instructor of Math, Mathematical Sciences Division, to coordinate, plan, recruit and prepare Summer Math Academy for the Summer 2015, to be paid \$62.61 an hour, not to exceed 150 hours or \$9,392.00, effective March 16 through June 16, 2015, in accordance with Article 10, Section 9(m).
16. Special Assignment – Art Martinez, full-time instructor of Math, Mathematical Sciences Division, to recruit and train Title 5 Learning Team facilitators, participate in and oversee reporting evaluation of Learning Team project, to be paid \$62.61 an hour, not to exceed 40 hours or \$2,504, effective March 17 through June 30, 2015, in accordance with Article 10, Section 14(a).

17. Special Assignment – The following part-time instructors to participate in various 2015 Spring semester Basic Skills Workshops on Developmental Reading and Writing, to be paid \$46.95 an hour, not to exceed 12 hours each or \$558, effective January 15 through May 15, 2015, in accordance with Article 10, Section (9)m.

Part-time

Ackerman, Amanda
Adler, Arnold
Aguirre, Geoffrey
Arehart, Robin
Bauman, Natasha
Bergeron, Leeanne
Blaho, Vicki
Bostick, Jason
Burruss, Nancilyn
Cole, Erin
Daniel, Cathleen Lundy
Davies, Agnes
DeVaney, Allison
Douglas, Jeffrey
Fagundes, Michelle
Gaydosh, Lisa
Hall, Kathryn
Harrison, Mickey
Hatchett, Kendra
Hawley, Yvette
Hector, Jeremy
Hendricks, Greta
Herdzina, Susan
Hindman, Elizabeth
Holt-Molina, Jennifer
Hoovler, Patricia
Huynh, Tiffany
Imbarus, Aura
Jalloh, Katrina
Johnson, Susan
Kirk, Angie
Krizan, Kim
Kulczak, Sylwia
Lewitzki, Rhea
Lopez, Mari

Lugo, Karen
Macdonald, Heather
Madigan, Megan
Margrave, Clinton
Mattern, Mora
Mavromati, Anna
Millea, John
Moran, Melissa
Motoike, Kathleen
Ozima, Megan
Palmer, Kendyl
Panto, Danielle
Peters, Jennifer
Phillips, Claire
Phillips, Lana
Puglisi, Robert
Ricard, Natalie
Rodriguez-Haven, Elayne
Runkle, Kim
Sandowicz, Ryan
Schaeffer, Catherine
Sentz, Katharine
Shibata, Grace
Sims, Shannon
Stansbury, DeAnna
Stevens, Christopher
Tino-Sandoval, Cindy
Valot, Susan
Vertullo, Kathy
Warrell, Laura
Walsh, Wendy
Webb, Kerri
Wietting, John
Zucker, Al

18. Special Assignment – The following full-time instructors to participate in Great Teachers Seminar professional development as facilitators, to be paid \$62.61 an hour, not to exceed 15 hours each or \$940, effective March 27, 2015, in accordance with Article 10, Section 14(a).

Matthew Cheung
Rene Lozano

Cynthia Mosqueda
Rachel Williams

19. Special Assignment – No more than forty of the following part-time instructors to participate in Great Teachers Seminar professional development activity for Math and Humanities, to be paid \$46.95 an hour, not to exceed 6 hours each or \$282, effective March 27, 2015, in accordance with Article 10, Section 9(m).

English

Ackerman, Amanda
Adler, Arnold
Bauman, Natasha
Bergeron, Leeanne
Blaho, Vicki
Bostick, Jason
Daniel, Cathleen Lundy
Davies, Agnes
Douglas, Jeffrey
Fagundes, Michelle
Gaydosh, Lisa
Hall, Kathryn
Hawley, Yvette
Hector, Jeremy
Hendricks, Greta
Herdzina, Susan
Hindman, Elizabeth
Holt-Molina, Jennifer
Hoovler, Patricia
Huynh, Tiffany
Imbarus, Aura
Jalloh, Katrina
Johnson, Susan

Krizan, Kim
Lorango, Debra
Macdonald, Heather
Madigan, Megan
Margrave, Clinton
Mattern, Mora
Mavromati, Anna
Millea, John
Motoike, Kathleen
Ozima, Megan
Palmer, Kendyl
Panto, Danielle
Phillips, Claire
Phillips, Lana
Runkle, Kim
Schenk, Joyce
Sims, Shannon
Takamine, Eric
Tino-Sandoval, Cindy
Vertullo, Kathy
Warrell, Laura
Wietting, John
Zucker, Al

Reading

Arehart, Robin
Burruss, Nancilyn
DeVaney, Allison

Harrison, Mickey
Hatchett, Kendra
Husain, Nida

Johnson, Susan
Kirk, Angie
Kulczak, Sylwia
Lewitzki, Rhea
Lugo, Karen
Magabo, Susan

Otsuji, Sumino
Puglisi, Bob
Ricard, Natalie
Rodriguez-Haven, Elayne
Schaeffer, Catherine
Sentz, Katharine

ESL

Nozaki, Susan
Pereyra, Bonnie

Shibata, Grace

Math

Akins David
Avakyan, Vage
Avila, Adalinda
Bauman, Bob
Bayssa, Beyene
Caldwell, Robert
Chen, Wei-Feng
Cortez Marilyn
Dammena Dimetros
Dammena Zekarias
Dean, Christopher
Dovner, Bruce
Dunlap, Nathan
El Danaf, Diaa
El-Abyad, Abdel
Epstein, Jacob
Esmaeili Akram Farrah
Fanelli Dominic
Feiner, Henry
Ferguson, Timothy
Ferrell Winfred
Formanes, Manolita
Gebremicael Binyam
George, Marguerite
Gill Jack
Gizaw, Astatke
Hang Ramy
Hemmer, William
Hinckley, Laura
Hoang, Antony

Hoang, Thu-Hang
Huang Carrie
Hyman Joseph
Khorram Avid
Lackpour Matin
Lee Michael
Leon Juan
Malouf, Terri
Manikandan, Gayathri
Martinez, J Juan
Martinez, Jose M
Martinez, Steve
McDonnell, Perry
Murugiah, Yarlmoi
Ndoumna, Emmanuel
Nguyen, Cuong
Nguyen, Diem
Nguyen, Hang
Nikjeh, Esmaail
O'Leary Alice
Ornelas, Miguel
Ortiz, Juan
Ovanessian, Aida
Owens, Delores
Pham, Ann
Ramirez, David
Reece, Russell
Robertson Matthew
Roeun, Malinni
Roque, Tatiana

Saakian, Lernick
Sampson, Allen
Sherif Sophia
Shihabi, Azzam
Sibner, Richard
Stein, James
Tadele, Gizaw
Taketomo, Rick
Villalobos, Jose
Wan, James

Wang, Eric
Watson, Christina
Wong, Richard
Xu May
Yang, Christie
Yee David
Yip, Eric
Zambrano, Ruth
Zeitzew, Michael

20. Employment – The following part-time/temporary instructors to be hired as needed for the 2015 Spring semester, not to exceed 67% FTE or 25 hours per week.

Industry & Technology
Pamela Richardson

Math
Mariko Saso

Classified Personnel:

1. Amend Personal Leave of Absence 7.5% - Julieta Ortiz, Student Services Specialist, Range 33, Step F, Enrollment Services Division, Student and Community Advancement Area, effective January 17 through February 13, and 20% leave February 17 through May 15, 2015.
2. Deceased – Rudy Cancino, Groundskeeper-Gardener I, Range, 22, Step F, Facilities Planning and Services Division, Administrative Services Area, February 14, 2015.
3. Deceased – Denise Spurlock, Administrative Assistant II, Range 31, Step C, Industry & Technology Division, Academic Affairs Area, February 27, 2015.
4. Change of Assignment - Ms. Susan Brouillette, from 100% to 90% Administrative Assistant II, Range 31, Step F, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective April 1 through May 31, 2015.

5. Employment – Miriam Jauregui, Student Services Technician, Range 28, Step A, Admissions & Records Division, Student and Community Advancement Area, effective April 1, 2015.
6. Employment – Diane Keophan, Clerk Cashier, Range 19, Step A, Fiscal Services Division, Administrative Services Area, effective April 1, 2015.
7. Employment – Eboni Martin, Research Associate, Range 39, Step A, Institutional Research Division, Student and Community Advancement Area, effective April 1, 2015.
8. Employment – Maria Ruiz, Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective March 17, 2015.

Special Services Professional

9. Carol Honabach, Special Services Professional 8, Step 3, of the Special Services Salary Schedule, not to exceed, \$42,525, Community Advancement Division, Student and Community Advancement Area, effective April 1 through September 30, 2015.

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

10. Randall Beckman – Athletic Trainer, Range 35, Step A, Health Sciences & Athletics Division, Academic Affairs Area, effective March 2 through June 30, 2015.

B. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, not to exceed 170 days per year, 25 total work hours and/or the equivalent of 67% faculty load per week, effective March 16, 2015, through June 30, 2015, unless otherwise stated, as shown in items 1-10.

Campus Police Aide Series

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

Alexis Alvarez, \$10.75 per hour
Eliana Montelongo, \$11.25 per hour
Alexandra Sandoval, \$10.75 per hour

Instructional Aide Series

2. Instructional Aide I

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

Stephanie Nuyda, \$9.00

3. 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.

Malwina Boswell, \$12.25 per hour
Marvin Chang, \$12.25 per hour (eff. 2/18/15 to 6/30/15)
Kory Knapp, \$12.25 per hour
Patricia Ochoa, \$12.25 per hour (eff. 2/18/15 to 6/30/15)
Christina Ortega, \$12.25 per hour
Ryan Spencer, \$12.25 per hour

4. Instructional Aide V

The following individuals are to assist students with class projects, assignments, exam preparation, presentations and Internet research as well as manage the lending library for the Childhood Education program.

Nancy Alvarez, \$13.00 (eff. 2/17/15 to 6/30/15)
Noemi Santa Cruz, \$13.00 (eff. 2/17/15 to 6/30/15)

Program Aide Series

5. Program Aide V

The following individual is to perform daily operational duties and assist with the marketing and public relations goals of the Student Equity Program.

Jean Yoshii, \$15.00 per hour

Theater Aide Series

6. Theater Aide II

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

Kimani Malik, \$9.25 per hour

7. Theater Aide IV

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

Stephen Ayers, \$12.75 per hour

Brett Grassl, \$12.75 per hour

Education Professional Series

8. Education Professional I

The following individual is to provide tutoring services, monitor the Math Study Center, and must possess a Bachelor's degree.

Mohammed Rahavard, \$20.00 per hour

Program Professional Series

9. Program Professional II

The following individual is to prepare copy for news releases, web pages, advertisements, and social media.

Megan Nicolai, \$45.00 per hour (eff. 3/2/15 to 6/30/15)

Training Professional Series

10. Training Professional I

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

Thomas Wogoman, \$32.00 per hour

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

Page No.

- A. California Community College Trustees Board of Directors Election..... Page P/B 2
- B. Board Policy 2340 (Agendas) – First Reading Page P/B 2, 4-5
- C. Board Policy 2345 (Public Participation at Board Meetings)
First Reading Page P/B 2, 6
- D. Board Policy 2350 (Speakers) – First Reading..... Page P/B 2, 7
- E. Board Policy 2355 (Decorum) – Review Only..... Page P/B 2, 8
- F. Board Policy 2360 (Minutes) – First Reading Page P/B 2, 9
- G. Board Policy 2431 (Superintendent/President Selection)
First Reading Page P/B 3, 10
- H. Board Policy 2435 (Evaluation of Superintendent/President)
First Reading Page P/B 3, 11
- I. Board Policy 2710 (Conflict of Interest) – Review Only Page P/B 3, 12

A. CALIFORNIA COMMUNITY COLLEGE TRUSTEES BOARD OF DIRECTORS ELECTION

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

1. *Ann H. Ransford, Glendale CCD
2. *Janet Chaniot, Mendocino-Lake CCD
3. *Doug Otto, Long Beach CCD
4. *M. Tony Ontiveros, North Orange County CCD

* Incumbent

B. BOARD POLICY 2340 (Agendas) – FIRST READING

It is recommended that the Board receive for first reading, amended Board Policy 2340 (Agendas) as shown on Pages P/B 4-5.

C. BOARD POLICY 2345 (PUBLIC PARTICIPATION AT BOARD MEETINGS) FIRST READING

It is recommended that the Board receive for first reading, amended Board Policy 2345 (Public Participation at Board Meetings) as shown on Page P/B 6.

D. BOARD POLICY 2350 (SPEAKERS) – FIRST READING

It is recommended that the Board receive for first reading, amended Board Policy 2350 (Speakers) as show on Page P/B 7.

E. BOARD POLICY 2355 (DECORUM) – REVIEW ONLY

As part of the Board policy and procedure review process, it is recommended that the Board receive Board Policy 2355 (Decorum), for review only with no recommended changes, as shown on Page P/B 8.

F. BOARD POLICY 2360 (MINUTES) – FIRST READING

It is recommended that the Board receive for first reading, amended Board Policy 2360 (Minutes) as shown on Page P/B 9.

**G. BOARD POLICY 2431 (SUPERINTENDENT/PRESIDENT SELECTION)
FIRST READING**

It is recommended that the Board receive for first reading, amended Board Policy 2431 (Superintendent/President Selection) as shown on Page P/B 10.

**H. BOARD POLICY 2435 (EVALUATION OF
SUPERINTENDENT/PRESIDENT) – FIRST READING**

It is recommended that the Board receive for first reading, amended Board Policy 2435 (Evaluation of Superintendent/President) as shown on Page P/B 11.

I. BOARD POLICY 2710 (CONFLICT OF INTEREST) – REVIEW ONLY

As part of the Board policy and procedure review process, it is recommended that the Board receive Board Policy 2710 (Conflict of Interest), for review only with no recommended changes, as shown on Page P/B 12.

Board Policy 2340

Agendas

An agenda shall be posted adjacent to the place of meeting at least 72 hours prior to the meeting time for regular meetings. This agenda will also be posted to the El Camino College internal and external web sites. The agenda shall include a brief description of each item of business to be transacted or discussed at the meeting. If requested, the agenda shall be provided in appropriate alternative formats so as to be accessible to persons with a disability.

No business may be acted on or discussed which is not on the agenda, except when one or more of the following apply:

1. A majority decides there is an “emergency situation” as defined for emergency meetings;
2. Two-thirds of the members (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action came to the attention of the Board subsequent to the agenda being posted;
3. An item appeared on the agenda of and was continued from a meeting held not more than five days earlier.

The order of business may be changed by consent of the Board.

The Superintendent/President shall establish administrative procedures that provide for public access to agenda information and may establish reasonable fees for duplication and mailing.

Members of the public may place matters directly related to the business of the District on an agenda for a board meeting by submitting a written summary of the item to the Superintendent/President. The written summary must be signed by the initiator. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.

Agendas shall be developed by the Superintendent/President.

Agenda items submitted by members of the public must be received by the office of the Superintendent/President at least one week prior to the regularly scheduled board meeting.

Agenda items initiated by members of the public shall be placed on the Board's agenda following the items of business initiated by the Board and by staff. Any agenda item submitted by a member of the public and heard at a public meeting cannot be resubmitted before the expiration of a 90-day period following the initial submission.

Reference:

Government Code Sections ~~54950~~54954, et seq., 6250 et seq.;;
Education Code Sections 72121, 72121.5

El Camino College
Adopted: 4/16/01

Board Policy 2345

Public Participation at Board Meetings

The Board shall provide opportunities for members of the general public to participate in the business of the Board.

Members of the public may bring matters directly related to the business of the District to the attention of the Board in one of two ways:

1. There will be a time at each regularly scheduled board meeting for the general public to discuss items not on the agenda. No action may be taken on non-agenda issues until they appear on the agenda or are defined as an emergency.
2. Members of the public may place items on the prepared agenda in accordance with Board Policy 2340 (Agendas). A written summary of the item must be submitted to the Superintendent/President at least one week prior to the board meeting. The summary must be signed by the initiator and contain his or her residence or business address, and organizational affiliation, if any.

Members of the public also may submit written communications to the Board on items on the agenda and/or speak to agenda items at the board meeting. Written communication regarding items on the Board's agenda should reach the Office of the President not later than three (3) working days prior to the meeting at which the matter concerned is to be before the Board. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

If requested, writings that are public records shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Claims for damages are not considered communications to the Board under this rule, but shall be submitted to the District.

Reference:

Government Code Section 54954.3 and 54957.5;
Education Code 72121.5

El Camino College
Adopted: 4/16/01

Board Policy 2350

Speakers

Persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment on non-agenda items.

Those wishing to speak to the Board are subject to the following:

1. The President of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
2. Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
3. No member of the public may speak without being recognized by the President of the Board.
4. Each speaker will be allowed a maximum of ~~five-three~~ three minutes ~~in the aggregate on all agenda items~~ per topic. ~~Each speaker will be allowed at least five minutes on non-agenda items. Thirty~~ Twenty minutes shall be the maximum time allotment for public speakers on any one ~~agenda item~~ subject regardless of the number of speakers at any one board meeting. At the discretion of a majority of the Board, these time limits may be extended.
5. Each speaker coming before the Board is limited to one presentation on agenda items before the Board, and to one presentation per meeting on non-agenda matters.

Reference:

Government Code Sections 54950, *et seq.*;
Education Code Section 72121.5

El Camino College
Adopted: 6/11/01

-REVIEW ONLY-

Board Policy 2355

Decorum

The following will be ruled out of order by the presiding officer.

1. Physical violence and/or threats of physical violence directed towards any person or property.
2. Profanity, obscenity and other offensive language.
3. Remarks or discussion in public meetings on charges or complaints which the Board has scheduled to consider in closed session.

In the event that any meeting is willfully interrupted by the actions of one or more persons so as to render the orderly conduct of the meeting unfeasible, the person(s) may be removed from the meeting room.

Speakers who engage in such conduct may be removed from the podium and denied the opportunity to speak to the Board for the duration of the meeting.

Before removal, a warning and a request that the person(s) curtail the disruptive activity will be made by the President of the Board. If the behavior continues, the person(s) may be removed by a vote of the Board, based on a finding that the person is violating this policy, and that such activity is intentional and has substantially impaired the conduct of the meeting.

If order cannot be restored by the removal in accordance with these rules of individuals who are willfully interrupting the meeting, the Board may order the meeting room cleared and may continue in session. The Board shall only consider matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.

Reference:

Education Code Section 72121.5;
Government Code Section 54954.3 (b)

El Camino College
Adopted: 4/16/01

The Superintendent/President shall cause minutes to be taken of all meetings of the Board. The minutes shall record all actions taken by the Board. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Reference:

Education Code Section 72121(a)
Government Code Section 54957.5

El Camino College
Adopted: 1/16/01

Board Policy 2431

Superintendent/President Selection

In the case of a Superintendent/President vacancy, the Board shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

References:

Title 5 Sections 53000 et seq.

Accreditation Standards ~~IV.B.1 and IV.B.1.j~~ IV.B and IV.C.3

El Camino College
Adopted: 12/17/12

Board Policy 2435

Evaluation of Superintendent/President

The Board shall conduct an evaluation of the Superintendent/President at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the Superintendent/President as well as this policy.

The Board shall evaluate the Superintendent/President using an evaluation process developed and jointly agreed to by the Board and the Superintendent/President.

The criteria for evaluation shall be based on Board policy, the Superintendent/President job description, and performance goals and objectives developed in accordance with Board Policy 2430, Delegation of Authority to Superintendent/President.

Reference:

| Accreditation Standard ~~IV.B.1~~ IV.C.3

El Camino College
Adopted: 1/16/01

-REVIEW ONLY-

Board Policy 2710

Conflict of Interest

Board members shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as board members

A board member shall not be considered to be financially interested in a contract if his or her interest is limited to those interests defined as remote under Government Code Section 1091 or is limited to interests defined by Government Code Section 1091.5.

A board member who has a remote interest in any contract considered by the Board shall disclose his or her interest during a board meeting and have the disclosure noted in the official board minutes. The board member shall not vote or debate on the matter or attempt to influence any other board member to enter into the contract.

A board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to his or her duties as an officer of the district.

In compliance with law and regulation, the Superintendent/President shall establish administrative procedures to provide for disclosure of assets of income of board members who may be affected by their official actions, and prevent members from making or participating in the making of board decisions which may foreseeably have a material effect on their financial interest.

Board members shall file statements of economic interest with the filing officer identified by the administrative procedures.

Reference:

Government Code Sections 1090, et seq.; 1126; 87200, et seq.; Title 2, Sections 18730 et seq.

El Camino College
Adopted: 4/16/01

Committee of the Whole

- A. Public Comment
- B. Tentative Timeline
- C. Superintendent/President Search Consultant Selection

Non-Consent Agenda

Page No.

A. Superintendent/President Search ProcessNC 2

 1. Public CommentNC 2

 2. Adoption of Tentative TimelineNC 2

 3. Selection of Search Consultants to InterviewNC 2

A. SUPERINTENDENT/PRESIDENT SEARCH PROCESS

1. PUBLIC COMMENT

2. ADOPTION OF TENTATIVE TIMELINE

It is recommended the Board of Trustees adopt a tentative timeline for the Superintendent/President Selection Process.

3. SELECTION OF SEARCH CONSULTANTS TO INTERVIEW

It is recommended the Board of Trustees select Search Consultants to interview at the Special Board Meeting scheduled for Monday, March 30, 2015 at 4 p.m.