

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 21, 2016
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, 2016,
Pages v - vii**
- III. Public Hearing – none**
- IV. Presentations**
 - A. ECC Students – University Physics Competition
 - B. HSI STEM Grant
- 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 17*
 - B. Student and Community Advancement (SCA)
*See Student Services Agenda,
Pages SCA 1- SCA 18*
 - C. Administrative Services (AS)
*See Administrative Services Agenda,
Pages AS 1- AS 19*
 - D. *See Measure “E” Bond Fund Agenda, (E)
Pages E 1- E 6*
 - E. Human Resources (HR)
*See Human Resources Agenda,
Pages HR 1- HR 23*

- F. Compton Educational Center (CC)
See Compton Educational Center Agenda, Pages CC 1 – CC 5
- G. Superintendent/President (P/B)
*See Superintendent/President Agenda,
Pages P/B 1 – P/B 2*

VII. Public Comment on Non-Agenda Items

VIII. Oral Reports

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

IX. Closed Session

- A. Student Disciplinary Action,
Education Code section 72122
 - 1. Student # 0572999
- B. Anticipated Litigation, Brown Act
Section 54956.9 – Significant
Exposure to Litigation
 - 1. 2 Cases
- C. Existing Litigation, Brown Act Section 54956.9(a)
 - 1. Case # BC 579702

<p>Board of Trustees Meeting Schedule for 2016 4:00 p.m. Board Room</p>

April 18, 2016 (Mon)
 May 16, 2016 (Mon)
 June 20, 2016 (Mon)
 July 18, 2016 (Mon)
 August 15, 2016 (Mon)
 September 7, 2016 (Wed)
 October 17, 2016 (Mon)
 November 21, 2016 (Mon)
 December 19, 2016 (Mon)

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 2015-2016

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
July	Compton Center	FTES – Both Locations Outreach Plan
August	Annual Budget	Notice of Public Hearing Quarterly Fiscal Status
September	Enrollment Management	Accreditation Report
October	Student Equity Plan	Student Equity Plan
November	AB86 Adult Education	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	
January	South Bay Adult Education Consortium	Annual Financial Audit
February	Title IX	Annual Factbook End of Year Activities
March	HSI STEM Grant	FTES (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	Tentative Budget	Tentative Budget

January 2016

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Wednesday, February 17, 2016

The Board of Trustees of the El Camino Community College District met at 4:00 p.m. on Wednesday, February 17, 2016, in the Board Room at El Camino College.

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

Also present were: Dr. Dena P. Maloney, Superintendent/President; Ms. Linda Beam, Vice President/Human Resources; Ms. Jo Ann Higdon, Vice President/Administrative Services; Dr. Jean Shankweiler, Vice President/Academic Affairs; Mr. Bill Mulrooney, Director/Admissions and Records; Dr. Keith Curry, Provost-CEO/Compton Education Center; and Ms. Barbara Perez, Vice President/Compton Education Center.

Minutes of the Regular Board Meeting of January 20, 2016

It was moved by Trustee Vargas, seconded by Trustee Combs, that the Minutes of the Regular Board meeting of January 20, 2016 be approved as presented.

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

Trustee Beverly arrived at 4:06 p.m.

Presentation

Dr. Jaynie Ishikawa, Director/Staff and Student Diversity, gave a presentation on Title IX.

Public Comment on Consent Agenda

There were no public comments.

Consent Agenda

Page E 3, Item E (Bid Award 2015-3 – Lot C Parking Structure Project – Bomel Construction) was pulled for separate discussion.

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

Academic Affairs

Board Policy 4240 (Academic Renewal) – Second Reading and Adoption
Administrative Procedure 4240 (Academic Renewal) – Information Item
2015 Academic Program Review Reports – Information Item
Proposed Curriculum Changes Effective 2016-2017 Academic Year

Student and Community Advancement

Destruction of Records
Grant - Application
Grant - Acceptance

Administrative Services

Audit Services
Contracts Under \$87,800
Contracts Over \$87,800
Personal Service Agreements
Amendments
Purchase Orders and Blanket Purchase Orders

Measure E 2002 & 2012 Bond Fund

Category Budgets and Balances
Contract – Sandy Pringle Associates, Inspection Consultants, Inc. – Lot C Parking Structure Project
Contract – Leighton Consulting, Inc. – Lot C Parking Structure Project
Contract – Twining Consulting – Lot C Parking Structure Project
~~Bid Award – Lot C Parking Structure Project – Bomel Construction~~
Change Order – GGG Demolition Inc. – Technical Arts – Lot C – Shops Demo Project
Settlement Agreement – Math Business Allied Health Building Project – Taisei Construction Corporation
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees

Compton Educational Center

Compton Unified School District Partnership Agreement
Lynwood Unified School District Partnership Agreement
Compton Center Report

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

Public Comment on Non-Agenda Items

There were no public comments.

Closed Session

Regular Meeting adjourned to Closed Session at 6:07 p.m. and reconvened at 6:25 p.m.

Closed Session Read Out

Bid Award – Lot C Parking Structure Project – Bomel Construction

It was moved by Trustee Combs, seconded by Trustee Numark, that the Board approve Bid No. 2015-3 to be awarded to Bomel Construction in accordance with the specifications, terms and conditions of the above-named bid for the lot C Parking Structure Project.

Trustees Beverly, Brown, Combs, Numark and Vargas voted yes. Motion carried.

Adjournment

Meeting adjourned at 6:30 p.m.

Cliff Numark, Secretary of the Board

Dena P. Maloney, Secretary to the Board

Agenda for the El Camino Community College District Board of Trustees
from
Academic Affairs
Jean Shankweiler, Vice President

Page No.

- A. FTES Report – Information Item.....AA2
- B. Proposed Curriculum Changes Effective 2016-2017 Academic Year.....AA7
- C. Mathematics, Engineering, Science Achievement (MESA) Conference.....AA16
- D. Center for the Arts Presentation – 2015-2016 Season.....AA17

ACADEMIC AFFAIRS

A. FTES REPORT – INFORMATION ITEM

The FTES reported for El Camino College and the Compton Center are presented as an information item. In 2015-16, the funded base for El Camino College is 19,163 FTES and the fully funded growth cap is 19,539 FTES. With a decline in enrollment noted for fall 2015 and a projected decline in spring 2016, it is anticipated the college will need to borrow 1,522 FTES from summer to meet the fully funded goal of 19,539 FTES. The college is examining strategies to increase FTES and developing an enrollment management plan to increase FTES and enrollment.

Enrollment at the Compton Center also continues to decline. The Center went into stabilization for the 2014-15 year, with the goal to achieve the 6,060 FTES for the 2015-16 year. Both fall and spring enrollments show a decline, indicating 603 FTES will need to be borrowed from summer 2016 to reach the 2015-16 enrollment goals. The Center has adopted a three year Enrollment Management Plan to reverse this trend including adding a cosmetology program in the fall.

**El Camino College
FTES Goal and Actual
2011-2016**

2011-2012	Goal	Actual
Summer 11	1,550	1,571
Fall 11 - Spring 12	16,450	16,693
Summer 12	-	-
Total	18,000	18,264
2012-2013	Goal	Actual
Summer 12	1,485	1,399
Fall 12 - Spring 13	16,675	16,340
Summer 13 (Transferred to fiscal year 2012-13) ¹	-	421
Total	18,160	18,160
2013-2014	Goal	Actual
Summer 13	1,134	1,188
Fall 13 - Spring 14	17,336	16,975
Summer 14 (Transferred to fiscal year 2013-14) ²	-	307
Total	18,470	18,470
2014-2015	Goal	Actual
Summer 14	1,721	1,662
Fall 14 - Spring 15	17,442	16,969
Summer 15 (Transferred to fiscal year 2014-15) ³	-	532
Total	19,163	19,163
2015-2016	Goal	Projected
Summer 15	1,481	1,451
Fall 15	9,429	8,577
Spring 16	8,629	7,989
Summer 16 (Transferred to fiscal year 2015-16) ⁴	-	1,522
Total	19,539	19,539

¹ To achieve the 18,160 FTES funded enrollment cap the district borrowed 421 FTES from the next fiscal year.

² To achieve the 18,470 FTES funded enrollment cap the district borrowed 307 FTES from the next fiscal year.

³ To achieve the 19,163 FTES funded enrollment cap the district borrowed 532 FTES from the next fiscal year.

⁴ To achieve the 19,539 FTES funded enrollment cap the district must borrow 1,522 FTES from the next fiscal year.

Fall - Spring FTES numbers include Winter Intersession.

**El Camino College Compton Center
FTES Goal and Actual
2011-2016**

	Total FTES Goal	Total FTES Revised Actual January 2016
Fiscal Year		
2011-2012		
	Goal	Actual
Summer 11	1,035	1,004
Fall 11 - Spring 12	4,965	5,398
Summer 12	-	-
Total	6,000	6,402
2012-2013		
	Goal	Actual
Summer 12	950	903
Fall 12 - Spring 13	5,050	4,923
Summer 13 (Transferred to fiscal year 2012-13) ¹	-	174
Total	6,000	6,000
2013-2014		
	Goal	Actual
Summer 13	627	614
Fall 13 - Spring 14	5,433	4,942
Summer 14 (Transferred to fiscal year 2013-14) ²	-	504
Total	6,060	6,060
2014-2015		
	Goal	Actual
Summer 14	412	312
Fall 14 - Spring 15	5,648	4,904
Summer 15	-	-
Total	6,060	5,216
2015-2016		
	Goal	Projected
Summer 15	916	761
Fall 15	2,783	2,450
Spring 16	2,361	2,246
Summer 16 (Transferred to fiscal year 2015-16) ³	-	603
Total	6,060	6,060

¹ To achieve the 6,000 FTES funded enrollment cap the district borrowed 174 FTES from the next fiscal year.

² To achieve the 6,060 FTES funded enrollment cap the district borrowed 504 FTES from the next fiscal year.

³ To achieve the 6,060 FTES funded enrollment cap the district will borrow 603 FTES from the next fiscal year.

Fall - Spring FTES numbers include Winter Intersession.

B. PROPOSED CURRICULUM CHANGES EFFECTIVE 2016-2017 ACADEMIC YEAR

The Chancellor's Office requires colleges to maintain evidence of district board approval for curricular actions. These curricular actions include new courses and programs as well as changes to existing curriculum. Faculty conduct reviews of existing curriculum to ensure compliance with local standards and Title 5 regulations. Courses are reviewed according to the College Curriculum Committee's six- year and two-year review cycles. Courses designated as Career and Technical Education (CTE) are reviewed every two years.

The curricular actions listed below are approved by the College Curriculum Committee. It is recommended that the Board approve the proposed curriculum actions, effective the 2016-2017 academic year.

BUSINESS

Course Review; Changes in Course Number

Current Status/Proposed Changes

1. Computer Information Systems ~~95/96abcd~~ – Cooperative Work Experience Education

Recommendation

Computer Information Systems 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

2. Law ~~95abcd~~ – Cooperative Work Experience Education

Recommendation

Law 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

3. Real Estate ~~95/96abcd~~ – Cooperative Work Experience Education

Recommendation

Real Estate 95 – Cooperative Work Experience Education

Course Review; Changes in Catalog Description

1. Law 13 – Family Law

Current Status/Proposed Changes

This course focuses on ~~the~~ legally recognized relationships ~~of men and women~~. Emphasis will be placed on the dissolution of a marriage including the legal theories behind the dissolution and the public policy supporting those theories. The course includes requirements of a valid marriage, a Judgment of Nullity, legal separation, dissolution of marriage proceedings, Order to Show Cause, and preparation of proper forms. This course also covers the concepts of separate and community property and division upon dissolution. Other aspects of family law including children's rights adoption and guardianship are discussed.

Recommendation

This course focuses on legally recognized relationships. Emphasis will be placed on the dissolution of a marriage including the legal theories behind the dissolution and the public policy supporting those theories. The course includes requirements of a valid marriage, a Judgment of Nullity, legal separation, dissolution of marriage proceedings, Order to Show Cause, and preparation of proper forms. This course also covers the concepts of separate and community property and division upon dissolution. Other aspects of family law including children's rights adoption and guardianship are discussed.

New Major

1. Entrepreneurial Studies A.S. Degree

The program provides students with the core business knowledge in preparation for managing or starting a small business. Upon successful completion of the program requirements, students will possess knowledge of all aspects of small business creation with focus on accounting, management, and marketing. In addition, students will complete a comprehensive business plan for their unique product or service concept.

A minimum of 12 units must be completed at El Camino College.

Major Requirements		Units
Required Core: 20 units		
BUS 14	Marketing	3
BUS 24	Small Business Entrepreneurship	3
BUS 28	Written Business Communications	3
BUS 36	New Venture Creation	2
CIS 13	Computer Information Systems	3
LAW 5	Business Law	3
CIS 30	Introduction to Electronic Commerce	3

3-4 units from:		
BUS 1A	Financial Accounting	4
BUS 11	Accounting for Small Business	3
3 units from:		
BUS 19	Principles of Retailing Management	3
BUS 20	Business Management	3
3 units from:		
BUS 21	Human Resources Management	3
BUS 22	Human Relations in Business	3
Total Units: 29-30		

New Certificate

1. Entrepreneurial Studies Certificate of Achievement

A Certificate of Achievement will be granted upon completion of all program requirements. A minimum of 12 units must be completed at El Camino College.

Certificate Requirements		Units
Required Core: 8 units		
BUS 14	Marketing	3
BUS 24	Small Business Entrepreneurship	3
BUS 36	New Venture Creation	2
3-4 units from:		
BUS 1A	Financial Accounting	4
BUS 11	Accounting for Small Business	3
3 units from:		
BUS 19	Principles of Retailing Management	3
BUS 20	Business Management	3
3 units from:		
CIS 13	Computer Information Systems	3
CIS 30	Introduction to Electronic Commerce	3
Total Units: 17-18		

FINE ARTS

Course Review; Changes in Course Number

Current Status/Proposed Changes

1. Art 96~~abcd~~ – Cooperative Work Experience Education

Recommendation

Art 96 – Cooperative Work Experience Education

Current Status/Proposed Changes

2. Film/Video 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Film/Video 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

3. Theatre 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Theatre 95 – Cooperative Work Experience Education

Change in Major; Course Requirements

1. Art History A.A. Degree Option

Current Status/Proposed Changes

Major Requirements

Units

Required Core: 9 units

ART 110	Drawing Fundamentals I	3
ART 130	Two-Dimensional Design I	3
ART 160	Three-Dimensional Design	3

15 units from:

ART 102A	History of Western 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 194	Gallery Management and Artist Career Issues	4
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
<u>or</u>		
<u>ART 208H</u>	<u>Honors History of American Art</u>	<u>3</u>
ART 209	History of African Art	3
2-3 units from:		
ART 129	Fundamentals of Color	3
ART 131	Lettering and Typography I	3
ART 132	Advertising Design I	3
ART 133	Graphic Design	3
ART 141	Digital Art Fundamentals	3
ART 142	Digital Photography	3
ART 143	Digital Design and Publishing <u>Digital Publishing Fundamentals</u>	3
ART 144	Three-Dimensional Computer Animation	3
ART 145	Multimedia Design	3
ART 146	Designing for the World Wide Web	3
ART 147	Motion Graphics	3
ART 152	Rendering	3
ART 153	Illustration I	3
ART 161	Beginning Ceramics	3
ART 173	Introduction to Jewelry and Metalsmithing	3
ART 181	Beginning Sculpture	3
ART 187	Printmaking I - Etching, <u>and Relief</u> and Lithography	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 220	Watercolor Painting II	3
ART 222	Fundamentals of Painting I	3
ART 223 <u>A</u>	Fundamentals of Painting II	3
<u>ART 223B</u>	<u>Fundamentals of Painting III</u>	<u>3</u>
ART 230	Two-Dimensional Design II	3
ART 231	Lettering and Typography II	3
ART 232	Advertising Design II	3
ART 233	Graphic Design II	3
ART 253	Illustration II	3
ART 262	Intermediate Ceramics	3
ART 263	Advanced Ceramics	3
ART 274	Jewelry Fabrication	3
ART 275	Jewelry Casting	3
ART 282	Life Sculpture	3

ART 283	Bronze Casting	3
ART 288	Printmaking II - Etching, <u>and</u> Relief and Lithography	3
ART 289	Silkscreen /Lithography	3
<u>ART 290</u>	<u>Screen Printing</u>	<u>3</u>
PHOT 101	Elementary Photography	2
Total Units: 26-27		

2. Studio Art A.A. Degree Option
Current Status/Proposed Changes

Major Requirements		Units
<u>Required Core: 9 units</u>		
ART 110	Drawing Fundamentals I	3
ART 130	Two-Dimensional Design I	3
ART 160	Three-Dimensional Design	3
6 units from:		
ART 102A	History of Western 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 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
<u>or</u>		
<u>ART 208H</u>	<u>Honors History of American Art</u>	<u>3</u>
ART 209	History of African Art	3
12 units from:		
ART 129	Fundamentals of Color	3
ART 131	Lettering and Typography I	3
ART 132	Advertising Design I	3
ART 133	Graphic Design	3
ART 141	Digital Art	3
ART 142	Digital Photography	3
ART 143	Digital Design and Publishing <u>Digital Publishing Fundamentals</u>	3
ART 144	Three-Dimensional Computer Animation	3
ART 145	Multimedia Design	3
ART 146	Designing for the World Wide Web	3
ART 147	Motion Graphics	3

ART 152	Rendering	3
ART 153	Illustration I	3
ART 161	Beginning Ceramics	3
ART 173	Introduction to Jewelry and Metalsmithing	3
ART 181	Beginning Sculpture	3
ART 187	Printmaking I - Etching, and Relief and Lithography	3
ART 194	Gallery Management and Artist Career Issues	4
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 220	Watercolor Painting II	3
ART 222	Fundamentals of Painting I	3
ART 223A	Fundamentals of Painting II	3
<u>ART 223B</u>	<u>Fundamentals of Painting III</u>	<u>3</u>
ART 224	Life Painting I	3
ART 225	Life Painting II	3
ART 230	Two-Dimensional Design II	3
ART 231	Lettering and Typography II	3
ART 232	Advertising Design II	3
ART 233	Graphic Design II	3
ART 253	Illustration II	3
ART 262	Intermediate Ceramics	3
ART 263	Advanced Ceramics	3
ART 274	Jewelry Fabrication	3
ART 275	Jewelry Casting	3
ART 282	Life Sculpture	3
ART 283	Bronze Casting	3
ART 288	Printmaking II - Etching, and Relief and Lithography	3
ART 289	Silkscreen/Lithography	3
<u>ART 290</u>	<u>Screen Printing</u>	<u>3</u>
PHOT 101	Elementary Photography	2
Total Units: 27		

Inactivate Courses

1. Theatre 190 – Operation of Intelligent Lighting Fixtures
2. Theatre 191 – Repair and Maintenance of Intelligent Lighting Systems
3. Theatre 192 – Setup of Intelligent Lighting Systems
4. Theatre 193 – Programming and Lighting Design with Intelligent Lighting Systems
5. Theatre 294 – Computer Applications for the Entertainment Lighting Industry

HUMANITIES

Course Review; Change in Course Number

Current Status/Proposed Changes

1. Journalism ~~95 96abcd~~ – Cooperative Work Experience Education

Recommendation

Journalism 95 – Cooperative Work Experience Education

INDUSTRY AND TECHNOLOGY

Course Review; Changes in Course Number

Current Status/Proposed Changes

1. Administration of Justice ~~95/96abcd~~ – Cooperative Work Experience Education

Recommendation

Administration of Justice 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

2. Air Conditioning and Refrigeration ~~95abcd~~ – Cooperative Work Experience Education

Recommendation

Air Conditioning and Refrigeration 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

3. Architecture ~~95 96abcd~~ – Cooperative Work Experience Education

Recommendation

Architecture 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

4. Automotive Collision Repair/Painting ~~95abcd~~ – Cooperative Work Experience Education

Recommendation

Automotive Collision Repair/Painting 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

5. Automotive Technology 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Automotive Technology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

6. Computer Aided Design/Drafting 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Computer Aided Design/Drafting 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

7. Construction Technology 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Construction Technology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

8. Cosmetology 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Cosmetology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

9. Electronics and Computer Hardware Technology 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Electronics and Computer Hardware Technology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

10. Environmental Technology 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Environmental Technology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

11. Fashion 95~~abcd~~ – Cooperative Work Experience Education

Recommendation

Fashion 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

12. Fire and Emergency Technology 95~~abed~~ – Cooperative Work Experience Education

Recommendation

Fire and Emergency Technology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

13. Machine Tool Technology 95~~abed~~ – Cooperative Work Experience Education

Recommendation

Machine Tool Technology 95 – Cooperative Work Experience Education

Current Status/Proposed Changes

14. Welding 95~~abed~~ – Cooperative Work Experience Education

Recommendation

Welding 95 – Cooperative Work Experience Education

MATHEMATICAL SCIENCES

Course Review; Distance Education Review

1. Mathematics 150 – Elementary Statistics with Probability

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

It is recommended that the Board approve the following conference as listed below.

The Santa Cruz Leadership Retreat will be held April 8-10, 2016 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, and/or MESA Program Coordinator and/or Lorena Fonseca and/or Ben Ceja, MESA Program Specialists.

Aragon, Jerry

Arias, David

Cruz, Fernando

Doran, David

Espinosa, Marisela

Galindo, Yesenia

Garcia, Aaron

Gonzalez, Jose

Gonzalez, Luis

Icote, Alex

Lopez, Melissa

Lopez, Obed

Maldonado, Julio
Maldonado, Luis
Mejia, Alondra
Nuñez, Evan
Omole, Anthony
Ortiz, Alejandro
Ortiz, Juan

Ortiz, Sergio
Quintanilla, Eunice
Ruiz, Cristina
Sanchez, Daniel
Sanchez, Victor
Sandoval, Martha

Note: Waiting on confirmation from students to determine who will be attending the MESA Conference. A maximum of 10 will be able to participate in this event.

C. CENTER FOR THE ARTS PRESENTATION – 2015-2016 SEASON

It is recommended that the Board approve the following Guest Artist Events in the Spring 2016 segment of the 2015-2016 Season. Cost of the Guest Artist Event is negotiated between the artists and/or their management representatives and the District.

Performances	Date	Amount
1. <i>ECC Jazz Festival Guest Artist and Clinician</i> Payable to: Bob Mintzer	04/09/16	\$1,000

Bob Mintzer is a Grammy-winning saxophonist, composer, arranger and educator who has been working in the music scene since 1974. Bob is also on the faculty of the University of Southern California in Los Angeles where he teaches jazz composition, saxophone, directs the Thornton Jazz Orchestra, and conducts a jazz workshop class for incoming freshmen and sophomore jazz students. He conducts workshops all over the globe, writes books, plays on countless recordings, and is guest conductor and soloist with large and small bands all over the world. Mr. Mintzer will give a master class in the Haag Recital Hall, and be the featured guest performer with the ECC Concert Jazz Band at the evening Gala Performance that closes the ECC Jazz Festival at the Marsee Auditorium.

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

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A. Community Education Classes – Summer 2016	SCA 2, 4
B. Board Policy 3900 (Speech: Time, Place, and Manner) First Reading.....	SCA 2, 7
C. Administrative Procedure 3900 (Speech: Time, Place, and Manner) Information item.....	SCA 2, 11
D. Board Policy 5050 (Student Success and Support Programs) First Reading	SCA 2, 13
E. Administrative Procedure 5050 (Student Success and Support Programs) Information Item.....	SCA 2, 14
F. Board Policy 5120 (Transfer Center) – First Reading	SCA 2, 16
G. Board Policy 5506 (El Camino College Student Rights and Responsibilities) First Reading (Deletion).....	SCA 2, 17
H. Student Expulsion.....	SCA 3

A. COMMUNITY EDUCATION CLASSES – SUMMER 2016

It is recommended that the Board of Trustees approve the Community Education Classes for Summer 2016 as shown.

B. BOARD POLICY 3900 (SPEECH: TME, PLACE, AND MANNER) – FIRST READING

It is recommended that the Board of Trustees accept for first reading Board Policy 3900- Speech: Time, Place, and Manner as shown.

C. ADMINISRATIVE PROCEDURE 3900 (SPEECH: TIME, PLACE, AND MANNER) – INFORMATION ITEM

Administrative Procedure 3900 -Speech: Time, Place, and Manner is presented for informational purpose only.

D. BOARD POLICY 5050 (STUDENT SUCCESS AND SUPPORT PROGRAMS) – FIRST READING

It is recommended that the Board of Trustees accept for first reading Board Policy 5050 – Student Success and Support Programs as shown.

E. ADMINISTRATIVE PROCEDURE 5050 (STUDENT SUCCESS AND SUPPORT PROGRAMS) – INFORMATION ITEM

Administrative Procedure 5050 – Student Success and Support Programs is presented for informational purpose only.

F. BOARD POLICY 5120 (TRANSFER CENTER) – FIRST READING

It is recommended that the Board of Trustees accept for first reading Board Policy 5120 -Transfer Center as shown.

G. BOARD POLICY 5506 (EL CAMINO COLLEGE STUDENT RIGHTS AND RESPONSIBILITIES) – FIRST READING (DELETION)

It is recommended that the Board of Trustees accept for first reading deletion of Board Policy 5506 – El Camino College Student Rights and Responsibilities as shown.

H. STUDENT EXPULSION

It is recommended that the Board of Trustees approve Student Expulsion #1 for the 2015/2016 school year in accordance with El Camino College Board Policy 5500 – Standards of Student Conduct, Administrative Procedure 5500 – Standards of Student Conduct, and Administrative Procedure 5520 – Student Discipline Procedures.

Community Education Classes Summer 2016	
Course Name	Tuition Fee
Academic Chess: Beginning to Advanced Levels (Grades 1-5)	\$45
Academic Chess: Beginning to Advanced Levels (Grades 6-12)	\$45
Academic Writing to meet Common Core Standards (Grades 6-8)	\$199
Kid's College After Care (Grades 1-5)	\$10 per day/\$30 per week
Kid's College Afternoon Study Hall (Grades 6-12)	\$10 per day/\$30 per week
Algebra (Grades 9-12)	\$179
Algebra 2 (Intermediate Algebra) (Grades 9-12)	\$199
Bartending Certification	\$149
Basketball Boot Camp (Grades 6-8)	\$199
Bath Products (Shampoo, Shower Gel & Bubble Bath)	\$49
Beginning Piano (Grades 1-5)	\$205/\$225
Beginning Piano (Grades 6-8)	\$179
Introduction Piano Camp—Crash Course (Grades 1-5)	\$45
Shake and Shimmy Saturdays: Belly Dance (Beginning)	\$79
Bollywood Dance Fitness	\$79
Build a Robot: Vex Robotics (Grades 6-12)	\$45/\$199 for all 6 classes
Candle Making	\$49
Candle Making For Kids (Grades 3-5)	\$45
Cartooning Fun (Grades 3-5)	\$45
Cartooning & Drawing (Grades 3-5)	\$225
Cartooning & Drawing (Grades 6-8)	\$199
Click it up a Notch! Digital Photography Basics (Grades 6-12)	\$45
Cold Process Soap Making From Scratch	\$49
Computer Basics Boot Camp for Plus-50 Adults	\$59
Conquering High School Grammar (Grades 9 - 12)	\$179
Contractors State License Board Exam Preparation	\$195
Dance Camp (Grades 1-2)	\$205
Dance Camp (Grades 6-8)	\$199
Dig It Volleyball Clinic (Grades 3-5)	\$225
Dig It Volleyball Clinic (Grades 6-8)	\$199
Dragon Training Camp (Grades 1-5)	\$69
Drums "R" Fun	\$99
ELL (English Language Learner) Real Life English: How to impress your host family!	\$55/\$179 for all 4 classes

**Community Education Classes
Summer 2016**

Course Name	Tuition Fee
ELL Real Life English: What, when and where are you going?! times/dates, maps/places, getting around town, travel/vacation	\$55/\$179 for all 4 classes
ELL Real Life English: Learn how to order a pizza (+more)! money, food/dining, shopping	\$55/\$179 for all 4 classes
ELL Real Life English: How to Party! going to a party, making friends, ice cream socials, sports, music, dancing, tourist attractions	\$55/\$179 for all 4 classes
Exam Proctoring Service	\$50 flat fee (for up to 2 hours of proctoring); \$25 for each additional hour thereafter
Tracing the O.J. Simpson Trial 1-Day Excursion	\$55
Fencing Camp (Introduction) (Grades 6-12)	\$45
Fitness Fun! Boot Camp (Grades 3-5)	\$205
Certified Food Protection Manager	\$89
Food Handler Training Program (Online)	\$12.95
Game Designer: Design & Code Your Own Video Game (Grades 6-8)	\$199/\$220
Geometry - (Grades 9-12)	\$199
Grammar Can Be Fun! (Grades 6-8)	\$199
Heartsaver® CPR and AED Course	\$79
Heartsaver® First Aid and CPR AED For Babysitters (Ages 11-15)	\$75
How to Become a Certified Therapy Dog Handler	\$55
Improving Reading Comp & Reading skills (Grades 3-4)	\$205/\$225
An Introduction To Voiceovers (Getting Started In Voice Acting)	\$59
Jedi Light Saber Training Camp (Grades 1-3)	\$69
Jobs Working With Dogs: Do Something You Love (Grades 9-12)	\$45
Kid's College Mini-Olympics (Grades 3-5)	\$225
Kids Rock: Introduction Guitar Camp--Crash Course (Grades 3-5)	\$45
Landing the Job: Preparing for a Computer Skills Test	\$89
Learning How to Create Juicy Sentences and Paragraphs (Grades 3-4)	\$225
Learning with Legos: Machines, Structures & Mechanisms (Grades 3 to 5)	\$225
Learning with Legos: Simple Fun Machines (Grades 1 to 2)	\$225
Life Drawing Marathons	\$25
Lil' Game Designer: Computer Programming (Grades 3-5)	\$250
Science Explorations (Grades 1-3)	\$205
Makeup Artist 101 Certificate Seminar	\$399
Math Tutoring: Algebra, Geometry or Trigonometry (Grades 6-12)	\$179/\$199

**Community Education Classes
Summer 2016**

Course Name	Tuition Fee
Math-Amazing! Addition + Subtraction x Multiplication = Fun! (Grades 3-4)	\$205
Medical Assistant 6: Administrative Component	\$575
Mom & Me Yoga (Grades 1-5)	\$45
Multiplication/Division Facts in a Flash (Grades 3-4)	\$225
Musical Theatre Camp (Grades 1-2)	\$225
Ninjago Ninja Camp (Grades 1-5)	\$69
Pre-Algebra (Grades 6-8)	\$179/\$199
Reading, Phonics and Yoga (Grades 1-2)	\$45
SAT Boot Camp - Mock-Exam	\$0 w/purchase of SAT Boot Camp
SAT Boot Camp (Grades 9-12)	\$399
Guitar Jam Camp! Beginning to Advanced (Grades 6-12)	\$45
School of Rock: Guitar Camp (Beginning to Advanced, (Grades 9-12)	\$199
Self-Hypnosis Stress Reduction and Relaxation Techniques	\$45
Soap Making	\$49
Soap Making For Kids (Grades 3-5)	\$45
Study Skills for Success (Grades 6-8)	\$179/\$199
Super Hero Camp (Grades 1-5)	\$69
The Answer is Vegan!	\$49
The Voice--Singing Workshop (Grades 6-12)	\$45
Think Healthy, Be Thin, Stay Thin through Self-Hypnosis	\$45
DMV Auto Wholesale Certificate—Start an Auto Wholesale Business!	\$89
Various Ed2Go www.ed2go.com/elcamino courses (online)	\$125 & up/various pricing
Veterinary Assistant Camp (Basics 101) (Grades 6-12)	\$99
Woodturning Workshop: Turn a Pen (Grades 6-12)	\$45
Word & Excel: Level 1 The Basics	\$59
Word & Excel: Level 1 Advancing through Word and Excel	\$59
Wow, Look What I Wrote Today (Grades 1-3)	\$225
Write On! Writing Camp (Grades 4-5)	\$205/\$225
Writing the High School Essay (Grades 9-12)	\$199
Yoga for Health & Relaxation--Beginning	\$88
Yoga For Health & Relaxation--Intermediate	\$88
Yoga for Middle School Students (Grades 6-9)	\$45

Board Policy 3900

Speech: Time, Place, and Manner

Students, employees, and members of the public shall be free to exercise their rights of free expression, subject to the requirements of this policy.

The College is a non-public forum, except for those areas that are designated public forums available for the exercise of expression by students, employees, and members of the public. The Superintendent/President or designee shall enact such administrative procedures as are necessary to reasonably regulate the time, place, and manner of the exercise of free expression in the designated public forums.

The administrative procedures promulgated by the Superintendent/President or designee shall not prohibit the right of students to exercise free expression, including but not limited to the use of bulletin boards, the distribution of printed materials or petitions, and the wearing of buttons, badges, or other insignia.

Speech shall be prohibited that is defamatory, obscene according to current legal standards, or which so incites others as to create a clear and present danger of the commission of unlawful acts on District property or the violation of District policies or procedures, or the substantial disruption of the orderly operation of the District.

Nothing in this policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2 of Article 1 of the California Constitution. Students may be disciplined for harassment, threats, or intimidation unless such speech is constitutionally protected.

~~BOARD POLICY 3900.1 Distribution and Exhibition of Posters, Bulletins, Newspapers, Pamphlets, Circulars, Handbills, and any Promotional Materials on Campus~~

~~For the purpose of this policy a student is defined as a person who is currently enrolled at El Camino College; a student organization using the name El Camino College is defined as an organization meeting the stipulations of El Camino College Policy 5132. (Changed to 5401 on 5/16/05.)~~

- ~~1. Posters, bulletins, circulars, and publicity materials related to regular academic and administrative affairs, including community services, may be posted by college personnel and authorized students.~~
- ~~2. The regularly published school newspaper may be distributed at receptacles furnished on campus.~~

3. ~~Deans of Instruction may post in their areas announcements of programs of interest and distribute materials related to their fields of study.~~
4. ~~Authorized student activities may be publicized and advertised on campus after meeting the requirements outlined in the Associated Students Public Relations Code.~~
5. ~~The Activities Office may give permission to students representing neighboring schools to post advertising promoting their authorized activities.~~
6. ~~Commercial advertising or promotional literature may not be posted, exhibited, or distributed on campus.~~
7. ~~The distribution or exhibition of materials by representatives of any local, state or federal governmental, or quasi-governmental agencies may be allowed as authorized by the Activities Deans. Additionally, representatives of employer groups and of accredited institutions of learning may be similarly authorized by the Dean of Counseling and Placement.~~
8. ~~Petitions may be circulated on campus except in classrooms.~~
9. ~~To prevent littering the campus grounds, the placement of handbills or other materials on or in cars parked on the campus is prohibited.~~
10. ~~The sale of written materials on campus or the solicitation of funds in connection with the display or distribution of written materials is limited to published material authored by an El Camino College student or employee. (except Student Store)~~
11. ~~The distribution of written materials is limited to El Camino College employees and currently enrolled El Camino College students.~~
12. ~~Distribution of Written Material~~
 - a. ~~For information purposes a copy of written material to be distributed on the El Camino College campus must be filed in the Activities Office prior to distribution (with a statement of responsibility).~~
 - b. ~~Materials registered with the Activities Office may be distributed between the hours of 7:00 a.m. and 9:00 p.m.~~
 - c. ~~Areas for distribution:~~
 - 1) ~~Written material may be distributed in any area except within the gates of the football stadium and within campus buildings other than the Campus Center.~~
 - 2) ~~If tables are used, distribution shall be confined to the grass area formed by a meeting of the walks from the Library and the east Campus Center steps.~~
 - 3) ~~During registration, written materials may be distributed at tables in an area specified by the Activities Deans and approved by the Dean of Admissions and Records.~~
 - d. ~~Distribution points must be far enough away from the flow of traffic so that traffic is not impeded and so that students may reject or accept the publication.~~
 - e. ~~Distribution tables must be manned at all times and the material must be displayed upon the table. Organizations and individuals are responsible for providing their own tables. No district furniture may be used.~~
 - f. ~~The use of sound equipment in connection with the distribution of materials is prohibited.~~

13. Nature of Material to be Distributed

The distributor is ultimately responsible for the material to be distributed. He is responsible for the legal implications relating to state and federal laws including the Education Code, the Administrative Code of the State of California, and other applicable laws such as libel and copyright.

14. Materials should be in good taste and in accordance with the high academic standards of El Camino College.

15. Disciplinary action to which student violators of Policy 5137 (changed to 3900.1 on 5/16/05) are subject may include probation, suspension, or expulsion.

Previous Board Policy Number: 5137

El Camino College

Adopted: 8/27/62

Amended 3/9/64, 4/25/66, 8/28/67, 10/13/69

Renumbered: 5/16/05

Board Policy 5550 Speech: Time, Place, and Manner

El Camino College welcomes and supports the open and free exchange of ideas and philosophies in a civil and respectful manner consistent with constitutional principals rooted in the First Amendment. In order to maintain a reflective and productive academic and social environment, the Superintendent/President shall enact administrative procedures as are necessary to reasonably regulate the time, place and manner of the exercise of free expression in the limited public forums. While El Camino College is a non-public forum, Free Speech Areas have been designated as limited forums. The administrative procedures shall allow the right of students and non-students to exercise free expression including, but not limited to, the use of bulletin boards designated for such use.

The distribution of printed materials or petitions in those parts of the College designated as Free Speech Areas, and the wearing of buttons, badges, or other insignia shall be permitted on campus.

Equal access and equal opportunity shall be provided to all racial, religious, political, and social groups.

Prohibited speech on campus includes, but is not limited to, speech that is defamatory or obscene according to current legal standards, or which so incites others as to create a clear and present danger or the commission of unlawful acts on District property and/or the violation of District policies and procedures or the substantial disruption of the orderly operation of the District.

~~The regulation of hate speech is permissible so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2, Article 1 of the California Constitution. Students may be disciplined for harassment, threats, intimidation, or hate speech unless such speech is constitutionally protected.~~

Reference:

~~United States Constitution, Amendment 1
California Constitution, Article 1, Section 2
Education Code Section 76120~~

References:

Education Code Sections 66301 and 76120

El Camino College
Adopted: 12/09/02
Amended:

NEW

Administrative Procedure 3900

Speech: Time, Place, and Manner

Students and employees of the District and members of the public shall be permitted to exercise their right of free expression subject to the time, place, and manner policies and procedures contained in Board Policy 3900 and these procedures.

The District is a non-public forum, except for the following areas, which are reserved for expressive activities which do not violate District policy and which are lawful: (1) the Library Lawn which is generally bounded by the Student Activities Center, Library, Learning Resource Center, Student Services Center, Communications Building, and sidewalk at Canary Pines; and (2) the circular paved area located east of the District Bookstore generally bounded by the Communications Building, Student Services Center, and North Gym buildings, adjacent to Parking Lot C. These areas are chosen so as to provide visibility and allow communication to a large number of students, administrators, faculty, and others walking or traveling on campus but also so as not to disrupt educational and other activities of the District on behalf of students:

- A. These areas are designated public forums. The District reserves the right to revoke that designation and apply a non-public forum designation.
- B. The District reserves the right to designate areas as non-public forums as necessary to prevent the substantial disruption of the orderly operation of the college. Areas of the college that are non-public forums specifically include campus offices, classrooms, warehouses, maintenance yards, or locker rooms, and any other area not specified above.

The use of these areas reserved and open for expressive activities is subject to the following:

- A. No person using the areas shall touch, strike, or physically impede the progress of passerby, except for incidental or accidental contact or contact initiated by a passerby.
- B. Persons using areas shall not use any means of amplification that creates a noise or diversion that disturbs the orderly conduct of the campus or classes taking place at that time.
- C. Persons using the areas reserved for expressive activities shall not disrupt the orderly operation of the college.

Non-student, community groups wishing to engage in speech or expressive activities on campus, in the areas designated as public forums, must check in with the Student

Development Office prior to engaging in the activities. This does not involve an advance approval process.

No illegal activities, no activities that violate District or campus rules, including rules and laws on illegal harassment and discrimination, and none that will substantially interfere with or disrupt activities already scheduled for that day and time in the designated areas, as described in this procedure, will be permitted. In the event the area sought to be used for expressive activities has already been reserved for another activity so that there will be substantial interference or disruption based on noise, overcrowding, or other considerations unrelated to content, the District will make a good faith and reasonable effort to offer alternative areas or if none are available offer alternative dates. Students, outside organizations, and others are encouraged to make reservations in advance to use the areas for their expressive activities through the use of reservation forms.

All persons using the areas that are designated public forums shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within those areas. Those persons distributing printed material must, prior to their departure from the areas that day, make reasonable efforts to retrieve, remove, or properly discard material that is discarded or dropped in or around the areas other than in an appropriate receptacle.

Commercial advertising or promotional literature may not be posted, exhibited, or distributed on-campus.

To prevent littering the campus grounds, the placement of handbills or other materials on or in cars parked on the campus is prohibited.

Posting

Bulletin boards shall be provided for use in posting materials at campus locations convenient for use by students, staff, and members of the public. All materials displayed on a bulletin board shall clearly indicate the author or agency responsible for its production and shall be dated with the date of posting by the Student Development Office. Materials displayed shall be removed after the passage of the date of the event or after the passage of ten days.

If your publication solicits subjects for research, you must first obtain permission from the College's Institutional Review Board (IRB). Approved materials shall clearly indicate IRB approval inclusive of the research study end date.

References:

Education Code Sections 76120 and 66301

Board Policy 5050

MATRICULATION Student Success and Support Program

The El Camino Community College District shall provide ~~matriculation~~ Student Success and Support Program services to students for the purpose of furthering equality of educational opportunity and academic success.

The purpose of ~~matriculation~~ Student Success and Support Program services is to bring the student and the District into agreement regarding the student's educational goals through the District's established programs, policies and requirements. The agreement is implemented through the educational planning process.

~~Matriculation is a four-step process to help students obtain academic success and achieve their educational goals. The components of matriculations are: Admission, Orientation, Assessment, and Counseling. In addition, matriculation also provides student follow-up, training and coordination, and institutional research on student success.~~

~~The goals of matriculation are to ensure that all students complete their college courses, persist to the next academic term, and achieve their educational objectives. Matriculation is intended to assist all students in gaining information about themselves and the college, establishing goals, developing their educational plan, helping them prepare to enroll and succeeding in their courses at El Camino College.~~

The Superintendent/President shall establish procedures to assure implementation of Student Success and Support Program services that comply with the Title 5 regulations.

Reference:

Educational Code Section 78210, et seq. Title
5, Section 55500

~~Replaces Board Policy 6131~~

El Camino College
Adopted: 3/26/84
Amended: March 18, 2002

NEW

Administrative Procedure 5050

Student Success and Support Program

Student Success and Support Program services bring the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements. The agreement is implemented through the educational planning process.

The Student Success and Support Program (SSSP) is a process that enhances student access to the California Community Colleges and promotes and sustains the efforts of students to be successful in their educational endeavors. The goals are to ensure that all students complete their college courses, persist to the next academic term, and achieve their educational objectives through the assistance of the student-direct components of the student success and support program process: admissions, orientation, assessment and testing, counseling, and student follow-up.

Each student entering the College, barring any exemptions, will do all of the following:

1. Complete orientation
2. Participate in assessment to determine appropriate course placement
3. Identify an education and career goal
4. Identify a course of study
5. Participate in the development of an initial one to two semester student educational plan with a counselor
6. Participate in the development of a comprehensive educational plan with a counselor by the end of the third term, but no later than the completion of 15 degree-applicable units
7. Attend class and complete assigned coursework
8. Complete courses and maintain progress toward an educational goal

Student Success and Support Program services include, but are not limited to, all of the following:

1. Orientation on a timely basis covering information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters.
2. Assessment and counseling either prior to or after enrollment, which shall include, but is not limited to, all of the following:
 - a. Administration of assessment instruments to determine student competency in computational and language skills
 - b. Assistance to students in the identification of aptitudes, interests and educational objectives, including, but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and vocational certificates and licenses, and career readiness
 - c. Evaluation of student study and learning skills

- d. Referral to specialized support services as needed, including, but not limited to, federal, state, and local financial assistance, health services, mental health services, academic support programs, programs that teach English as a second language, tutorial services, and disabled student services
- e. Educational planning, which includes but is not limited to, academic, career, and personal counseling
- f. Follow-up services and required counseling or advisement for students who are enrolled in remedial courses who have not declared an educational objective as required, or who are on academic probation.

The District shall not use any assessment instrument except those specifically authorized by the Board of Governors of the California Community Colleges.

References:

Education Code Sections 78210 et seq.;
Title 5 Sections 55500 et seq.

Board Policy 5120

Transfer Center

Transfer as is one of its the primary missions of the El Camino Community College District. The Transfer Center shall be committed to the development of activities and services that identify and increase the number of students who choose to transfer and are prepared to transfer, and shall monitor the effectiveness of those services.

Reference:

Title 5, Section 51027

El Camino College Adopted:

May 20, 2002

Amended:

Recommended for Deletion

BOARD POLICY 5506

El Camino College Student Rights and Responsibilities

Students have rights and responsibilities as provided for in law, including the State Education Code and the Title V Matriculation regulations; Board policies, including the Student Code of Conduct; and health and safety considerations. The student has the right:

1. To enroll in any course, subject to space availability and for which the student meets the appropriately established prerequisite(s) or co-requisite(s);
2. A description of student rights and responsibilities in written form available prior to, or during, enrollment, and included in appropriate publications;
3. A matriculation process which encourages participation in college programs;
4. Due process and grievance procedures that are established and implemented;
5. Reasonable access to and feedback on assignments submitted to instructors;
6. Mutually respectful interaction with staff, faculty and administrators;
7. Access to facilities and resources based upon reasonable student request and assessment of the necessity of such request, which promote and support academic progress and achievement, such as study areas, tutoring, materials used in class in the library reference section, accessible library hours, computers;
8. Accurate information about, or appropriate referral to, student support services, campus activities, services and programs;
9. A safe, clean campus environment;
10. Representation on campus committees and notification of, or input into, changes on campus affecting them as appropriate;
11. Quality education provided by well-trained faculty and administrators.

Along with rights, students have responsibilities as provided in law, the State Education Code, Title V matriculation regulations, Board policies, including the Student Code of Conduct, and health and safety considerations, including the responsibility to:

1. Express at least a broad educational intent upon admission and declare a specific educational goal within a reasonable period after admission, namely the term after which the student has completed 15 semester units;
2. Participate in counseling or advisement to develop an educational plan and understand that failure to do so, or to abide by the educational plan may result in suspension or termination of matriculation services;
3. Strive for and promote academic excellence by obtaining materials for classes and having them as needed or required for the classes, diligently preparing for classes, completing assigned coursework, actively participating in classes, making and keeping copies of work submitted to instructors, and providing feedback to instructors;

4. Exercise punctuality, adhere to established class attendance requirements, and provide valid information regarding absences as appropriate;
5. Complete courses and maintain progress toward an educational goal according to standards established by the district in the Standards of Scholarship;
6. Engage in respectful behavior with other students, staff, faculty and administrators;
7. Protect each other's safety by promoting and adhering to safety and security measures, including the student Code of Conduct and other campus policies and procedures;
8. Use facilities, equipment and campus resources in a responsible manner, and exercise orderliness, neatness and cleanliness while using them;
9. Safeguard or protect others' personal property by taking such property to the Campus Police or an office in the College;
10. Promote and support a positive learning environment, including quiet in study areas, respectful classroom participation, and college-level behavior in all areas of the campus.

The provisions of this Board Policy are subject to change and do not constitute a contract between any student and the District and/or College. Additional provisions pertaining to student rights and responsibilities are provided in other District Board policies, the California Education Code, Title V of the California Code of Regulations and in other state and federal statutes and regulations.

Previous Board Policy Number: 6131.2

Renumbered: 5/16/05

El Camino College

Adopted: 1/16/96

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

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F. Administrative Procedure 3530 (Weapons on Campus) - Informational Item.....	AS 9, 11
G. Purchase Orders and Blanket Purchase Orders	AS 12

A. CONTRACTS UNDER \$87,800

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 Designee:

- 1. Contractor:** **INGLEWOOD UNIFIED SCHOOL DISTRICT**
Services: Contractor's City Honors High School will receive Art 110 and Communication Studies 1 courses during spring semester 2016.
Requesting Dept.: Academic Affairs – Fine Arts
Date(s): 1/15/16 – 6/9/16
Financial Terms: Projected gross income \$10,800
- 2. Contractor:** **LENNOX MATHEMATICS, SCIENCE, AND TECHNOLOGY ACADEMY**
Services: Contractor's students will receive Ethnic Studies 1 and Film/Video 110 courses during spring semester 2016.
Requesting Dept.: Academic Affairs – Behavioral and Social Sciences/ Fine Arts
Date(s): 1/20/16 – 6/10/16
Financial Terms: No cost to the District

b. Services Received by District or Designee:

- 1. Contractor:** **CERRITOS COLLEGE FOUNDATION**
Services: Contractor will provide technical assistance for recruitment and retention strategies for the Career Advancement Academy.
Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 3/1/16 – 6/30/16
Financial Terms: Cost not to exceed \$10,000
Funded by SB1070 Los Angeles In-Region Investments (Internal No. 12-6468)
- 2. Contractor:** **CREATION WORLD SAFETY**
Services: Contractor will provide a Confined Spaces workshop consisting of two sessions of eight hours of instruction for up to 40 students.

Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 2/1/16 – 6/30/16
Financial Terms: Cost not to exceed \$3,400
Funded by California Community Colleges
Chancellor's Office Career Advancement Academy
Grant

3. **Contractor:** **EMSI**
Services: Contractor will provide onsite training for Career Coach, a web-based tool that helps people find good careers by providing current data on wages, employment, job postings, and associated education and training for our region.

Requesting Dept.: Academic Affairs – Business
Date(s): 2/19/16
Financial Terms: Cost not to exceed \$1,500
Funded by Perkins Grant

4. **Contractor:** **CAREER LADDERS PROJECT**
Services: Contractor will facilitate a three-day Work Based Learning Institute for grant partners in the ECC micro-region including a follow-up workshop at the end of winter.

Requesting Dept.: Student and Community Advancement – Community Advancement – Career Pathways
Date(s): 2/1/16 – 6/30/16
Financial Terms: Cost not to exceed \$6,250
Funded by a sub-agreement from Long Beach
Community College for California Career Pathways
Trust Grant

5. **Contractor:** **INSTITUTE OF READING**
Services: Contractor will offer reading development classes through the El Camino College Community Education Department.

Requesting Dept.: Student and Community Advancement – Community Advancement – Contract and Community Education
Date(s): 3/22/16 – 12/31/16
Financial Terms: Projected gross income \$8,000

6. **Contractor:** MAJOR LEAGUE MUSIC, INC. dba
KIRSCHNER CREATIVE ARTISTS
Services: Contractor will provide trumpet fanfares at commencement ceremony and reception.
Requesting Dept.: Student and Community Advancement – Student Support Services
Date(s): 5/13/16
Financial Terms: Cost not to exceed \$1,250
7. **Contractor:** PACIFIC ASIAN CONSORTIUM IN
EMPLOYMENT (PACE)
Services: Contractor will serve as a fieldwork site for students in two Child Development Practicum classes.
Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 3/22/16 – 6/30/18
Financial Terms: No cost to the District
8. **Contractor:** SANTA MONICA – UCLA MEDICAL CENTER
& ORTHOPAEDIC HOSPITAL
Services: Contractor will provide clinical experience for students enrolled in ECC’s Radiologic Technology program.
Requesting Dept.: Academic Affairs – Health Sciences and Athletics
Date(s): 7/1/15 – 6/30/18 with one optional two-year renewal
Financial Terms: No cost to the District
9. **Contractor:** SOUND CLASH JAMAICA HOUSE
Services: Contractor will screen the film “Jamaica House” followed by question/answer session for Black History Month.
Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 2/9/16
Financial Terms: Cost not to exceed \$1,000
Funded by Student Equity Plan
10. **Contractor:** THOMPSON INFORMATION SERVICES
Services: Contractor will provide six 2-hour training sessions to ECC faculty and staff covering Grant Management, Federal Uniform Guidance, and Fiscal Responsibilities.
Requesting Dept.: Student and Community Advancement – Grants Development and Management
Date(s): 3/22/16 – 5/31/16
Financial Terms: Cost not to exceed \$17,000

11. **Contractor:** TITAN EMPIRE, INC.
Services: Contractor will provide supplemental investigatory services to the Human Resources/Staff & Student Diversity department, as needed.
Requesting Dept.: Human Resources – Staff & Student Diversity
Date(s): 3/11/16 – 6/30/17
Financial Terms: Cost not to exceed \$15,000
12. **Contractor:** UNIVERSITY OF SOUTHERN CALIFORNIA
Services: Contractor’s Center for Urban Education will provide a workshop to faculty and staff focusing on understanding equity and creating equity in the classroom setting.
Requesting Dept.: Academic Affairs – Student Equity
Date(s): 4/15/16
Financial Terms: Cost not to exceed \$5,000
Funded by Student Equity Plan Grant
13. **Contractor:** UNIVERSITYTICKETS, INC.
Services: Contractor will support and enable secure online and in-person purchase of tickets for all public-facing ticketed events sponsored by El Camino College, including but not limited to all sporting events and performing arts venues.
Requesting Dept.: Academic Affairs – Fine Arts – Center for the Arts
Date(s): 3/1/16 – 3/1/18
Financial Terms: Cost not to exceed \$29,133 (cost includes annual on-going per ticket fee of \$0.50 per ticket sold, a one-time start-up fee of \$1,250; and one-time on-site set up and training expenses of \$2,700)
14. **Contractor:** WE JOHNSON MINISTRIES
Services: Contractor will perform gospel songs for entertainment during Taste of Soul for Black History Month.
Requesting Dept.: Academic Affairs – Behavioral and Social Sciences
Date(s): 2/25/16
Financial Terms: Cost not to exceed \$800
Funded by Student Equity Plan Grant

B. CONTRACTS OVER \$87,800

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

a. Services Provided by District or Designee:

None

b. Services Received by District or Designee:

Contractor: LOS ANGELES AIR CONDITIONING, INC.

Services: Contractor will demolish, construct and install new HVAC Units (Fluid Covers) in the PE Building, including, without limitation, procurement, installation, and all related services required by the contract documents. The Contractor’s scope of work includes all labor, materials, equipment or services provided or to be provided by the Contractor. Specific detailed information of the contract’s scope of work is contained in the El Camino Community College District Request for Qualifications & Proposals PE Building Fluid Covers Replacement Project, RFQ/RFP #15-08.

Requesting Dept.: Administrative Services

Date(s): 3/22/16 – 6/30/16

Financial Terms: Cost not to exceed \$317,000
Funded by Scheduled Maintenance

C. PERSONAL SERVICE AGREEMENTS

a. Services Provided by District or Designee:

None

b. Services Received by District or Designee:

1. Contractor: DOUGLAS SPINDLER

Services: Contractor will present to Computer Information System faculty on Windows 10, cyber security, and emerging technologies.

Requesting Dept.: Academic Affairs – Business

Date(s): 4/8/16

- Financial Terms:** Cost not to exceed \$1,000
Funded by Career Technical Education (CTE) Grant
2. **Contractor:** **JAMES MILLER**
Services: Contractor will provide live jazz music entertainment at the 19th Annual EOPs/CalWORKs/CARE Banquet.
Requesting Dept.: Student and Community Advancement – Student Support Services/CalWORKs
Date(s): 4/22/16
Financial Terms: Cost not to exceed \$1,500
Funded by CalWORKs
3. **Contractor:** **KENJUS WATSON**
Services: Contractor will provide professional development training to faculty involved in student equity planning and implementation.
Requesting Dept.: Academic Affairs – Student Equity
Date(s): 4/1/16 – 9/30/16
Financial Terms: Cost not to exceed \$7,000
Funded by Student Equity Plan Grant
4. **Contractor:** **ROBERT H. WATSON**
Services: Contractor will tune the Activities Center piano for use at the Commencement reception.
Requesting Dept.: Student and Community Advancement – Student Support Services
Date(s): 5/12/16
Financial Terms: Cost not to exceed \$125
5. **Contractor:** **SAM BOWNE**
Services: Contractor will present to Computer Information System faculty on cyber security and emerging technologies.
Requesting Dept.: Academic Affairs – Business
Date(s): 4/8/16
Financial Terms: Cost not to exceed \$550
Funded by CTE Grant
6. **Contractor:** **TRACY STRUNK**
Services: Contractor will present to Computer Information System faculty on cyber security and emerging technologies.
Requesting Dept.: Academic Affairs – Business

Date(s): 4/8/16
Financial Terms: Cost not to exceed \$650
Funded by CTE Grant

D. AMENDMENTS

a. Services Provided by District or Designee:

None

b. Services Received by District or Designee:

- 1. Contractor:** CALIFORNIA HOSPITAL MEDICAL CENTER
Services: Contractor will provide ECC students enrolled in Nursing, Radiologic Technology, and Respiratory Therapy programs the benefits of educational facilities for practical experience in clinical services.
Requesting Dept.: Academic Affairs – Health Sciences and Athletics
Date(s): 2/13/14 – 2/12/18 (Date of service change only: Board initially approved on 1/21/14 the term 2/13/14 – 2/12/16)
Financial Terms: No cost to the District
- 2. Contractor:** CALIFORNIA MANUFACTURING TECHNOLOGY CONSULTING
Services: The MOU establishes a framework of cooperation between the District's Business Training Center (BTC) and the contractor to allow both entities to meet their mission and better serve small and medium-sized manufacturers in Southern California.
Requesting Dept.: Student and Community Advancement – Community Advancement – Business Training Center
Date(s): 7/1/15 – 9/30/16 (Date of service change only: Board initially approved on 8/17/15 the term 7/1/15 – 6/30/16)
Financial Terms: No cost to the District
(Agreement# 70NANB15H196)
- 3. Contractor:** EDU, INC.
Services: Contractor will develop virtual campus tours of the partnered Historically Black Colleges and Universities (HBCUs). This amendment will provide virtual campus tours to four additional HBCU schools.

Requesting Dept.: Student and Community Advancement – Counseling and Student Success

Date(s): 1/20/16 – 6/30/16

Financial Terms: Cost not to exceed \$30,394 (Cost increase: Board initially approved on 1/20/16 the cost of \$18,000)
Funded by California Community Colleges
Chancellor's Office HBCU Grant

- 4. Contractor:** **SPHERE XV**
Services: Contractor will provide additional specialized services for E-marketing to a wide range of target markets to promote ECC and its programs via email, texting and other digital media methods; and provide targeted digital follow up with students and potential students to assist in improving student success.

Requesting Dept.: President's Office – Public Relations and Marketing

Date(s): 7/1/15 – 6/30/16

Financial Terms: Cost not to exceed \$27,000 (Cost increase only: Board initially approved on 7/20/15 the cost of \$17,000)

E. BOARD POLICY 3530 (WEAPONS ON CAMPUS) - FIRST READING REVIEW ONLY

As part of the Board policy and procedure review process, it is recommended the Board receive Board Policy 3530 (Weapons on Campus), first reading review only, as shown on Page AS 10.

F. ADMINISTRATIVE PROCEDURE 3530 (WEAPONS ON CAMPUS) - INFORMATIONAL ITEM

Administrative Procedure 3530 (Weapons on Campus) is presented for informational purpose only, as shown on Page AS 11.

REVIEW ONLY
Board Policy 3530

Weapons on Campus

Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials, or as authorized by an official law enforcement agency.

Reference:

Penal Code Section 626.9, 626.10 and 830 et seq.

El Camino College
Adopted: 4/16/01

NEW

Administrative Procedure 3530

Weapons on Campus

Firearms, knives, explosives, or other dangerous objects, including but not limited to any facsimile firearm, knife, or explosive, are prohibited on all District grounds, except as authorized by law.

Activities involving firearms or other weapons conducted under the direction of District officials, or as authorized by an official law enforcement agency shall be reported to the Chief of Campus Police before taking place.

Any person who believes that he or she may properly possess a firearm or other weapon on District grounds must promptly notify the Chief of Campus Police. Duly appointed peace officers, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, who are authorized by law and their respective Department Policies to carry concealed firearms, are exempt from the requirements of this paragraph.

Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 1/2 inches upon the grounds of the District is strictly prohibited, unless the person is authorized to possess such a weapon in the course of his or her District employment, has been permitted by an authorized District employee to have such, or is a duly appointed peace officer who is engaged in the performance of his or her duties.

References:

Penal Code, Sections 626.9, 626.10, and 830 et seq.

G. 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				
P0902182	Sunbelt Rentals, Inc.	Commencement	Other Rentals	\$33,817.08
P0902183	Signature Party Rental	Commencement	Other Rentals	\$13,681.46
P0902211	Digital Combustion Inc.	Fire	Instructional Supplies	\$425.00
P0902221	Grainger	Welding	Repairs Parts And Supplies	\$693.52
P0902267	Full Compass Systems	Ctr for Arts Production	Repairs Parts And Supplies	\$970.99
P0902269	Trusco Manufacturing	Grounds	New Equipment	\$1,506.55
P0902281	CommLine, Inc	Campus Police	New Equipment	\$7,599.99
P0902283	Aardvark Tactical, Inc	Campus Police	New Equipment	\$34,298.34
P0902291	ACCJC	V.P. Academic Affairs	Conferences Mgmt	\$200.00
P0902294	ACCCA	V.P. Academic Affairs	Conferences Mgmt	\$1,000.00
P0902301	Abtech Systems	Technical Services	Repairs Parts And Supplies	\$5,830.82
P0902302	Cutting Edge	Ctr for Arts Production	Other Rentals	\$2,740.00
P0902304	Koho Software, Inc	Information Technology	License Fee/Site Licenses	\$1,499.00
P0902306	CDW-G	Div Office Business	Non-Instruct Supplies	\$609.30
P0902310	California Presenters	Ctr for Arts Instr/Admin	Dues And Memberships	\$125.00
P0902311	BMI	College Events CFA	License Fee/Site Licenses	\$6,333.24
P0902312	SESAC Inc.	College Events CFA	License Fee/Site Licenses	\$1,174.96
P0902315	Wolfram Research	Information Technology	License Fee/Site Licenses	\$16,038.40
P0902316	Tres Hermanas	Transfer Center	Conferences - Student	\$822.25
P0902339	Professional	Fiscal Services	Conferences Classified	\$699.00
P0902341	Dr. Mark R. Crossman	Div Office Fine Arts	Dues And Memberships	\$75.00
P0902342	J.D. Fields Lumber	Div Office Fine Arts	Instructional Supplies	\$896.69
P0902343	Mr. Ryota J. Minei	Music	Instructional Supplies	\$23.02
P0902345	Craig Richey	Ctr for Arts Instr/Admin	Contract Services	\$500.00
P0902348	LaTanya Thomas	Recruitment	Travel Exp - OST Applicants	\$449.96
P0902349	Amazon.Com Corporate	Philosophy	Instructional Supplies	\$78.02
P0902351	Mr. Gary Greco	Recruitment	Travel Exp - OST Applicants	\$600.00
P0902352	Dr. Victor Vilchiz	Recruitment	Travel Exp - OST Applicants	\$551.40
P0902353	Brown & Bigelow, Inc.	Career Center	Non-Instruct Supplies	\$793.46
P0902354	KHL Engineered	Copy Center	Repairs Parts And Supplies	\$460.00
P0902356	Amazon.Com Corporate	Learning Center	Instructional Supplies	\$308.16
P0902357	Bone	Anthropology	Instructional Supplies	\$2,495.40
P0902358	Cambridge Stratford	Learning Center	Instructional Supplies	\$615.29
P0902360	Ward's Natural Science	Life Sciences	Instructional Supplies	\$300.41
P0902361	Carolina Biological	Life Sciences	Instructional Supplies	\$5,674.46
P0902362	Bio Corporation	Life Sciences	Instructional Supplies	\$60.60
P0902366	B & H Photo-Video	English	New Equipmen-Instr.	\$2,513.49
P0902368	Hyland Software, Inc.	Information Technology	Maintenance Contracts	\$1,786.80
P0902370	NCMPR	Public Relations	Conferences Mgmt	\$550.00
P0902372	ACUTA	Information Technology	Dues And Memberships	\$30.00
P0902373	CDW-G	Information Technology	Non-Instruct Supplies	\$914.82
P0902390	Monterey Graphics	Family Consumer	Instructional Supplies	\$54.94
P0902391	L.A. County EMS	Paramedic Academy	Contract Services	\$20,747.81
P0902392	Lincoln	Welding	Instructional Supplies	\$2,790.58
P0902393	PSCFA	Speech Communication	Other Services And Expenses	\$971.00
P0902394	ACS DivCHED	Div Office Nat Sciences	Other Books	\$32.07

P0902396	California Fire	Fire	Dues And Memberships	\$100.00
P0902399	Action Sales & Metal Co.	Welding	Instructional Supplies	\$1,364.90
P0902400	National Fire Protection	Fire	Instructional Supplies	\$343.31
P0902401	Monterey Graphics	Admissions/Recors	Non-Instruct Supplies	\$54.94
P0902402	Hitt Marking Devices	Admissions/Recors	Non-Instruct Supplies	\$40.06
P0902403	American Express Travel	Ed & Community	Transportation/ Mileage	\$211.00
P0902404	American Express Travel	Ed & Community	Transportation/ Mileage	\$211.00
P0902405	Grants Professionals	Grants Dev & Mgmt.	Dues And Memberships	\$209.00
P0902406	Mr. Andrew W. Wolski	Ctr for Arts Production	Other Rentals	\$235.85
P0902407	Art & Commerce	Div Office Fine Arts	Non-Instruct Supplies	\$558.46
P0902408	Bio Rad Laboratories	Life Sciences	Instructional Supplies	\$232.10
P0902409	Amazon.Com Corporate	Grants Dev & Mgmt.	Non-Instruct Supplies	\$107.91
P0902412	American Express Travel	Ctr for Arts Instr/Admin	Travel And Conference	\$300.00
P0902417	Harland Technology	Information Technology	Maintenance Contracts	\$1,698.00
P0902419	Sodexo/C/O UC Davis	Transfer Center	Conferences - Student	\$525.14
P0902425	California Metal-X/CMX	Art Department	Instructional Supplies	\$1,744.00
P0902426	Graphic Chemical	Art Department	Instructional Supplies	\$368.18
P0902434	Liberty Paper	Warehouse	Inventories	\$16,114.56
P0902435	Complete Office	Warehouse	Inventories	\$4,359.13
P0902436	Xerox Corporation	Copy Center	Copiers	\$4,229.20
P0902441	Full Compass Systems	Music	Instructional Supplies	\$54.42
P0902442	Springshare Llc	Div Office Instr.	Publications-Magazines	\$1,235.00
P0902443	R & R Dentsply	Art Department	Instructional Supplies	\$719.74
P0902444	Monterey Graphics	Div Office Fine Arts	Non-Instruct Supplies	\$105.34
P0902448	JRCERT	Rad Tech	Dues And Memberships	\$2,100.00
P0902449	Grainger	Operations	New Equipment	\$284.10
P0902450	Redondo Technology	Physical Education	Instructional Supplies	\$218.00
P0902453	MF Athletic Co Inc	Physical Education	Instructional Supplies	\$3,590.88
P0902454	Freestyle Photographic	Photography	Instructional Supplies	\$537.56
P0902455	Complete Office	Warehouse	Inventories	\$2,110.24
P0902456	Dr. Satish P. Singhal	Facilities/Planning/Servi	Repairs Noninstructional	\$65.00
P0902457	ACCJC	Technology	Aft Contract Committee	\$200.00
P0902462	Highland Hardware	Construction	Instructional Supplies	\$864.09
P0902463	El Camino College	Purchasing	Legal	\$7,678.57
P0902468	Amazon.Com Corporate	Div Office Fine Arts	Instructional Supplies	\$736.94
P0902469	Reactive Metals Studio	Art Department	Instructional Supplies	\$45.10
P0902470	Rio Grande Tool Co.	Art Department	Instructional Supplies	\$245.77
P0902471	Metalliferous Mail Order	Art Department	Instructional Supplies	\$112.19
P0902472	M & R Printing	Art Department	Instructional Supplies	\$150.80
P0902473	ACCCA	Human Resources	Conferences Mgmt	\$325.00
P0902474	McLogan Supply Co.	Art Department	Instructional Supplies	\$781.60
P0902475	CDW-G	Presidents Office	New Equipment	\$175.93
P0902476	Ms. Dena Maloney	Presidents Office	Expense Allowance	\$5,273.02
P0902477	Dell Marketing L. P.	Presidents Office	New Equipment	\$4,550.16
P0902480	Demco	Div Office Instr.	Instructional Supplies	\$250.69
P0902482	R & D Printing	Copy Center	Printing	\$612.58
P0902484	Community College	Div Office Humanities	Non-Instruct Supplies	\$75.00
P0902485	Brodart Co.	Div Office Instr.	Non-Instruct Supplies	\$318.59
P0902488	Amazon.Com Corporate	Presidents Office	Non-Instruct Supplies	\$70.80
P0902489	Intermountain Lock	Facilities/Planning/Servi	Conferences Mgmt	\$40.00
P0902490	ACCJC	Technology	Aft Contract Committee	\$200.00
P0902491	Professional	Fiscal Services	Conferences Mgmt	\$580.00
P0902492	Scantron	Div Office Nat Sciences	Non-Instruct Supplies	\$96.10
P0902494	HealthImpact	Nursing	Dues And Memberships	\$1,758.00

P0902495	Sargent Welch	Physics	Instructional Supplies	\$996.12
P0902504	Card Integrators	District Photo Id Cards	Non-Instruct Supplies	\$604.95
P0902510	Computerland of Silicon	Information Technology	Maintenance Contracts	\$3,200.00
P0902511	New-Yen Enterprises Co.	Div Office Fine Arts	Instructional Supplies	\$958.13
P0902512	Freestyle Photographic	Photography	Instructional Supplies	\$181.39
P0902513	NCMPR	Public Relations	Conferences Mgmt	\$150.00
P0902514	Community College	Public Relations	Conferences Mgmt	\$350.00
P0902515	Torrance Chamber	Public Relations	Conferences Mgmt	\$40.00
P0902516	ACCCA	Public Relations	Conferences Mgmt	\$525.00
P0902517	Gemstone Marketing	Public Relations	Multi Media Advertising	\$299.50
P0902518	Amazon.Com Corporate	Ed & Community	Non-Instruct Supplies	\$54.50
P0902520	CDW-G	Information Technology	Software	\$2,176.73
P0902521	H.W. Wilson	Div Office Instr.	Library Books	\$707.50
P0902523	ACUTA	Information Technology	Conferences Mgmt	\$1,748.00
P0902527	Brodart Co.	Div Office Instr.	Non-Instruct Supplies	\$210.19
P0902529	Rowman	Presidents Office	Non-Instruct Supplies	\$251.10
P0902540	Amazon.Com Corporate	Presidents Office	Non-Instruct Supplies	\$128.60
P0902543	Technical Safety Svs, Inc	Facilities/Planning/Servi	Repairs Noninstructional	\$219.00
P0902547	Grainger	Health,Safety and Risk	Non-Instruct Supplies	\$3,009.80
P0902549	Inglewood Chamber	Public Relations	Conferences Mgmt	\$100.00
P0902551	Boss Litho	Ctr for Arts Promo	Printing	\$1,354.50
P0902552	L.A. Weekly	Ctr for Arts Promo	Multi Media Advertising	\$1,500.00
P0902560	Ms. Debbie E. Turano	Operations	Pest Control	\$92.00
P0902563	Hitt Marking Devices	Student Support	Non-Instruct Supplies	\$73.85
P0902565	Woodcraft	Construction	Instructional Supplies	\$1,743.26
P0902566	JD Squared	Welding	Repairs Parts And Supplies	\$209.42
P0902567	Lee's Tools	Automotive Technology	Instructional Supplies	\$423.12
P0902568	Amazon.Com Corporate	District Photo Id Cards	Non-Instruct Supplies	\$260.51
P0902574	Cal Tech Copier, Inc.	VP-SCA	Repairs Noninstructional	\$325.00
P0902575	Verizon Wireless	Health,Safety and Risk	New Equipment	\$449.21
P0902576	Ms. Dena Maloney	Presidents Office	Expense Allowance	\$428.87
P0902577	Amazon.Com Corporate	Presidents Office	Non-Instruct Supplies	\$152.21
P0902578	Bank of America	Board Of Trustees	Conferences Mgmt	\$659.32
P0902579	Amar Enkhtaivan	VP-SCA	Contract Services	\$250.00
P0902580	Asia-Europe Co., Ltd.	VP-SCA	Contract Services	\$500.00
P0902581	Best Travel to Students	VP-SCA	Contract Services	\$250.00
P0902585	Lee's Tools	Div Office Fine Arts	Instructional Supplies	\$305.18
P0902594	Ergo Desktop	Presidents Office	Non-Instruct Supplies	\$676.90
P0902597	Complete Office	Warehouse	Inventories	\$2,646.52
P0902607	Hilton Concord	Speech Communication	Transportation	\$2,053.00
P0902611	Ms. Nancy A. Adler	Ctr for Arts Production	Non-Instruct Supplies	\$507.92
P0902613	Pocket Nurse	Nursing	Instructional Supplies	\$586.05
P0902615	Redondo Technology	Environmental Tech	Instructional Supplies	\$661.10
P0902616	Staples Advantage	Div Office Business	Instructional Supplies	\$496.73
P0902619	Complete Office	Presidents Office	Non-Instruct Supplies	\$204.60
P0902622	J. W. Pepper & Son, Inc.	Music	Instructional Supplies	\$1,340.63
P0902623	B & H Photo-Video	Music	Instructional Supplies	\$201.89
P0902624	J. W. Pepper & Son, Inc.	Music	Instructional Supplies	\$205.83
P0902625	Lucks Music Library	Music	Instructional Supplies	\$3,003.31
P0902626	Auto Body Toolmart	Automotive Collision	Instructional Supplies	\$438.03
P0902628	McMaster Carr	Cosmetology	Instructional Supplies	\$444.30
P0902629	Hitt Marking Devices	Div Office Fine Arts	Non-Instruct Supplies	\$36.02
P0902632	Amazon.Com Corporate	Physics	Instructional Supplies	\$84.30

P0902633	Eastwind Books of	History	Instructional Supplies	\$585.70
P0902634	California Newsreel	History	Instructional Supplies	\$327.55
P0902637	Oceanside Photo &	Astronomy	Instructional Supplies	\$306.59
P0902640	Carolina Biological	Anthropology	Instructional Supplies	\$246.99
P0902641	Discount School Supply	Childhood Education	Instructional Supplies	\$855.48
P0902645	Southern California	Ed & Community	Dues And Memberships	\$500.00
P0902646	International Smog &	Facilities/Planning/Servi	Repairs Noninstructional	\$240.00
P0902647	Bone	Div Office BSSC	Instructional Supplies	\$2,306.50
P0902648	CDW-G	Div Office Business	Instructional Supplies	\$962.17
P0902656	Thomson Reuters West	Div Office Instr.	Library Books	\$1,464.76
P0902657	VS Athletics	Physical Education	Instructional Supplies	\$1,440.17
P0902658	Amazon.Com Corporate	History	Instructional Supplies	\$170.99
P0902665	Campus Food Services	Technology	Other Services And Expenses	\$407.39
P0902667	Complete Office	Music	Instructional Supplies	\$392.39
P0902668	Sweetwater	Music	Instructional Supplies	\$235.42
P0902669	State of the Art Audio	Instructional Television	Other Services And Expenses	\$159.00
P0902714	Innovative Interfaces,	Div Office Instr.	Publications-Magazines	\$524.90
P0902715	South Coast Air Quality	Rideshare	Filing Fee	\$1,032.62
P0902724	USC Daily Trojan	Ctr for Arts Promo	Multi Media Advertising	\$350.00
P0902725	Torrance Chamber of	Public Relations	Conferences Mgmt	\$40.00
P0902726	Natalie the Notary	Institutional Services	Other Services And Expenses	\$35.00
P0902729	Association for Student	Student Affairs	Dues And Memberships	\$380.00
P0902745	Fast Deer Bus Charter	Transfer Center	Transportation	\$1,250.00
P0902758	Survey Monkey	Staff Development	Non-Instruct Supplies	\$300.00
P901109A	Dell Marketing L. P.	Div Office Fine Arts	Instructional Supplies	\$46.86

Fund 11 Total: 178 \$296,540.80

Fund 12 - Restricted - El Camino

P0902138	Entenmann Rovin Co.	Parking Services	Non-Instruct Supplies	\$1,076.26
P0902152	Discount Two-Way Radio	STCW Basic	Non-Instruct Supplies	\$1,314.55
P0902248	Ace Lawn Mower & Saw	Fire Tech Donations	New Equipment - Instructional	\$1,028.04
P0902249	SCBA SALES & RENTAL	Fire Tech Donations	New Equipment - Instructional	\$9,995.19
P0902274	Adamson Industries, Inc	Parking Services	Non-Instruct Supplies	\$797.06
P0902284	Maneri Sign	Parking Services	Site Improvements	\$316.10
P0902292	Center for Urban	Student Equity	Conferences Faculty	\$8,000.00
P0902293	Santa Clarita Community	Faculty & Staff Diversity	Training	\$150.00
P0902295	EMSI	Career & Tech Ed	Publications/ Periodicals	\$7,500.00
P0902296	A Scooter 4 U, Inc.	DSPS	Repairs Noninstructional	\$429.25
P0902297	Educational Student	Student Equity	Conferences - Student	\$399.00
P0902299	Del Rey Party Rentals	Student Equity	Non-Instruct Supplies	\$2,186.88
P0902300	Fast Deer Bus Charter	Historically Blck	Conferences Other	\$464.00
P0902303	The Sign Language	DSPS	Contract Services	\$450.00
P0902305	Adorama Camera Inc.	CTE Enhancement	New Equipment - Instructional	\$8,287.98
P0902308	Sigmanet	CTE (14-187-006)	New Equipment - Instructional	\$19,366.80
P0902313	National Torch	Fine Arts	New Equipment - Instructional	\$3,830.66
P0902317	Van Lingen Towing	Parking Services	Repairs Non Instr	\$25.00
P0902318	Safeguard - So.	Parking Services	Non-Instruct Supplies	\$542.75
P0902319	Barnes & Nobles	DSPS	Instructional Supplies	\$888.60
P0902320	SVM, LP	EOPS CARE	Transportation Repair	\$7,680.00
P0902321	Pacific Institute	Parking Services	In-Service Training	\$1,108.00
P0902340	American Express Travel	Retail/Hospitality/Touris	Conferences Other	\$160.00
P0902344	Assist Design	Historically Blck	Non-Instruct Supplies	\$1,623.01
P0902350	California Restaurant	Retail/Hospitality/Touris	Special Events-Direct Costs	\$5,000.00

P0902363	Hitt Marking Devices	EOPS	Non-Instruct Supplies	\$89.59
P0902367	Amazon.Com Corporate	VATEA Journalism	New Equipment - Instructional	\$1,228.68
P0902369	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$187.50
P0902371	Monterey Graphics	CalWORKs	Non-Instruct Supplies	\$54.94
P0902374	The Clement Monterey	Community Education	Conferences Mgmt	\$498.44
P0902375	Edtech Team, Inc.	Student Equity	Conferences Faculty	\$956.00
P0902387	Baudville, Inc.	I&T Division	New Equipmen	\$3,725.62
P0902388	Epilog Corporation	I&T Division	Instructional Supplies	\$2,798.57
P0902389	Lee's Tools	I&T Division	New Equipmen-Instr.	\$1,629.54
P0902395	CCS Presentation	Cact CA Employee	New Equipment -	\$542.23
P0902397	Campus Food Services	EOPS CARE	Bus Passes and Food	\$16,000.00
P0902398	Firehouse Medical, Inc.	I&T	New Equipmen-Instr.	\$1,881.34
P0902411	California Restaurant	Retail/Hospitality/Touris	Special Events-Direct Costs	\$2,000.00
P0902413	American Express Travel	Historically Blck	Conferences Other	\$293.00
P0902415	Fast Deer Bus Charter	Student Equity	Transportation	\$862.55
P0902416	Campus Food Services	StudentSuccess	Non-Instruct Supplies	\$399.87
P0902418	Fast Deer Bus Charter	StudentSuccess	Transportation	\$1,350.00
P0902424	ACCEYSan Diego	Community Education	Conferences Mgmt	\$325.00
P0902438	Michael's Transp.	Historically Blck	Conferences Other	\$1,100.00
P0902439	Ms. Lindsey Ludwig	El Camino Language	Non-Instruct Supplies	\$86.00
P0902440	Westhost, Inc.	El Camino Language	Multi Media Advertising	\$26.85
P0902445	Dell Marketing L. P.	StudentSuccess	Non Inst Comp	\$1,003.43
P0902447	Promo Direct	EOPS CARE	Non-Instruct Supplies	\$1,060.86
P0902459	CCLC/A2MEND	Student Equity	Conferences - Student	\$2,000.00
P0902461	Fast Deer Bus Charter	Student Equity	Transportation	\$964.66
P0902464	Museum of	Student Equity	Transportation	\$609.00
P0902466	CDW-G	Student Equity	Non Inst Comp	\$88.77
P0902467	The Apple Store	Student Equity	Non Inst Comp	\$1,974.91
P0902478	A2Mend	Student Equity	Conferences Faculty	\$450.00
P0902479	Institute for	Student Equity	Conferences Faculty	\$796.00
P0902481	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$139.50
P0902483	Public Safety Training	Parking Services	In-Service Training	\$440.00
P0902499	ChefsMart	Natural Sci	New Equipment	\$3,000.34
P0902500	Cal-Ed Optical	Natural Sci	New Equipment	\$28,399.95
P0902501	Amazon.Com Corporate	Business	New Equipment - Instructional	\$2,017.07
P0902506	Campus Food Services	StudentSuccess	In-Service Training	\$40.12
P0902508	Data Blocks	StudentSuccess	License Fee/Site Licenses	\$1,365.00
P0902524	Fast Deer Bus Charter	StudentSuccess	Transportation	\$700.00
P0902525	Mid City Mailing Services	StudentSuccess	Postage	\$1,268.48
P0902526	Boss Litho	StudentSuccess	Printing	\$769.00
P0902528	Accommodating Ideas	DSPS	Contract Services	\$1,269.15
P0902530	Total Recall Captioning,	DSPS	Contract Services	\$270.00
P0902539	Ms. Susan D. Brouillette	DSPS	Repairs Noninstructional	\$256.71
P0902541	Van Lingen Towing	Parking Services	Repairs Non Instr	\$75.00
P0902542	B & H Inglewood Tow	Parking Services	Repairs Non Instr	\$25.00
P0902544	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$1,399.30
P0902550	Office Depot	StudentSuccess	Non Inst Comp	\$980.99
P0902562	American Express Travel	CalWORKs	Conferences Other	\$183.20
P0902564	CDW-G	TANF	New Equipment	\$456.80
P0902571	Campus Food Services	StudentSuccess	In-Service Training	\$275.77
P0902572	Global Printing	StudentSuccess	Non-Instruct Supplies	\$13,016.08
P0902588	Los Angeles Superior	Parking Violations DMV	Other Services And Expenses	\$3,962.50
P0902589	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$204.75
P0902592	NJP Sports, Inc.	Parking Services	Site Improvements	\$216.39

P0902593	California Public Parking	Parking Services	Dues And Memberships	\$135.00
P0902595	South Bay Training	Parking Services	In-Service Training	\$260.00
P0902596	Monterey Graphics	EOPS	Non-Instruct Supplies	\$54.94
P0902598	Ms. Karen Weber	EOPS	Dry Cleaning	\$92.40
P0902599	Enterprise Rentals	Retail/Hospitality/Touris	Conferences Other	\$125.00
P0902601	Carolina Biological	Title III- H S I - STEM	Non-Instruct Supplies	\$658.74
P0902602	VWR International	Title III- H S I - STEM	Non-Instruct Supplies	\$320.07
P0902608	B & H Photo-Video	Art Dept Donations	Non-Instruct Supplies	\$438.14
P0902609	Ice House	SBDC Program Income	Conferences Mgmt	\$1,504.95
P0902610	American Express Travel	SBDC Program Income	Conferences Mgmt	\$398.00
P0902612	Promo Direct	EOPS CARE	Non-Instruct Supplies	\$1,028.95
P0902614	Earl W. Washington	CalWORKs	Contract Services	\$575.00
P0902617	FIRE ETC	Fire Tech Donations	New Equipment - Instructional	\$2,005.60
P0902635	Purple Communications,	DSPS	Contract Services	\$5,762.87
P0902639	Santa Rosa Junior College	Career & Tech Ed	Publications/ Periodicals	\$15,000.00
P0902650	Five Pines Consulting	Title III- H S I - STEM	Contract Services	\$400.00
P0902652	Robert Campbell	Title III- H S I - STEM	Contract Services	\$400.00
P0902660	Development	WPLRC Technical	Other Books	\$6,592.32
P0902664	SJM Industrial Radio	Community Education	Other Rentals	\$693.00
P0902671	SVM, LP	TANF	Other Outgo	\$6,405.00
P0902684	American Express Travel	Retail/Hospitality/Tourist	Conferences Other	\$255.00
P0902685	American Express Travel	Retail/Hospitality/Tourist	Conferences Other	\$198.08
P0902713	Bothwell Automotive, Inc.	Parking Services	Repairs Non Instr	\$277.29
P0902716	Rio Hondo College	Parking Services	In-Service Training	\$30.00
P0902717	San Diego	Parking Services	In-Service Training	\$230.00
P0902718	Riverside County Sheriff	Parking Services	In-Service Training	\$160.00
P0902722	The College Board	StudentSuccess	Non-Instruct Supplies	\$2,580.60
P0902733	Khristal E. Barnett	EOPS CARE	Contract Services	\$350.00
P0902738	Q-20 Entertainment	CalWORKs	Contract Services	\$500.00
P0902750	HVAC Excellence	CTE (14-187-006)	Conferences Other	\$5,772.00
P0902751	Ms. Elaine E. Moore	Historically Bkck	Non-Instruct Supplies	\$222.07
			Fund 12 Total: 110	\$241,758.60

Fund 15 - General Fund -Special Programs

P0902410	FACCC Education	First Year Experience	Conferences Mgmt	\$320.00
P0902446	Dell Marketing L. P.	Ctr for Arts Ticket Office	New Equipment	\$8,773.18
P0902636	Fast Deer Bus Charter	Honors Program	Transportation	\$1,100.00
P0902752	Kellogg West	First Year Experience	Conferences Mgmt	\$638.40
P0902753	Cerritos College	First Year Experience	Conferences Mgmt	\$780.00
			Fund 15 Total: 5	\$11,611.58

Fund 41 - Capital Outlay

P0901887	Interior Services	Classroom&Office	New Equipment - Instructional	\$11,285.17
P0902376	Tandus Flooring, Inc.	Flooring Replacements	Buildings	\$403.10
P0902591	Public Agency Law	Roofing 2011	Legal	\$913.80
			Fund 41 Total: 3	\$12,602.07

Fund 62 - Property & Liability

P0902458	SCCCD JPA	Purchasing	Liability - Self Insurance	\$43,127.00
P0902555	Keenan & Associates	Purchasing	Liability - Self Insurance	\$3,983.81

Fund 62 Total: 2 \$47,110.81

Fund 79 - Auxiliary Services

P0902298	Associated Collegiate	Humanities	Non-Instruct Supplies	\$1,045.00
P0902322	Jeremy Hahn	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0902355	Sheraton Hotel of New	Humanities	Non-Instruct Supplies	\$2,561.73
P0902364	College Media	Humanities	Non-Instruct Supplies	\$870.00
P0902414	NPDA	Fine Arts	Non-Instruct Supplies	\$1,325.00
P0902420	Kevin P. Campa	Fine Arts	Non-Instruct Supplies	\$100.00
P0902421	KCACTF	Fine Arts	Non-Instruct Supplies	\$225.00
P0902422	Sports Chalet Team	Resp Therapy	Non-Instruct Supplies	\$265.62
P0902423	American Express Travel	Humanities	Non-Instruct Supplies	\$2,142.00
P0902486	HI Corporation	Resp Therapy	Non-Instruct Supplies	\$245.25
P0902496	Ms. Patricia Briles	Fine Arts	Non-Instruct Supplies	\$300.00
P0902497	Pacific Graphics	Fine Arts	Non-Instruct Supplies	\$394.90
P0902498	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$1,000.00
P0902502	Artillery Magazine	Fine Arts	Non-Instruct Supplies	\$400.00
P0902503	Kwong Yeung A. Chan	Fine Arts	Non-Instruct Supplies	\$225.00
P0902507	Pacific Graphics	Fine Arts	Non-Instruct Supplies	\$690.00
P0902569	UMOJA Community	Counseling/Student	Non-Instruct Supplies	\$160.00
P0902570	Fast Deer Bus Charter	Counseling/Student	Non-Instruct Supplies	\$814.00
P0902582	Jose Torres Daniel	Fine Arts	Non-Instruct Supplies	\$150.00
P0902600	Monterey Graphics	Student Affairs	Non-Instruct Supplies	\$3,480.01
P0902620	Tiffany R. Haile, Sr.	Fine Arts	Non-Instruct Supplies	\$150.00
P0902631	Sports Chalet Team	Resp Therapy	Non-Instruct Supplies	\$1,450.94
P0902654	Sports Chalet Team	Health Sciences	Non-Instruct Supplies	\$1,571.82
P0902678	Jeremy Boersma	Fine Arts	Non-Instruct Supplies	\$100.00
P0902679	Diane Bohl	Fine Arts	Non-Instruct Supplies	\$100.00
P0902680	Bianca A. Lara	Fine Arts	Non-Instruct Supplies	\$100.00
P0902681	Karen Lawrence	Fine Arts	Non-Instruct Supplies	\$100.00
P0902682	Joseph J. Derthick	Fine Arts	Non-Instruct Supplies	\$250.00
P0902683	Amy L. Wolff	Fine Arts	Non-Instruct Supplies	\$250.00
P0902728	Ms. Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$300.00
P0902730	Chad Jackson	Fine Arts	Non-Instruct Supplies	\$100.00
P0902731	Allyson Bates	Fine Arts	Non-Instruct Supplies	\$100.00
P0902734	Jonathan J. Stehney	Fine Arts	Non-Instruct Supplies	\$150.00
P0902739	Ms. Kate L. McLaughlin	Humanities	Non-Instruct Supplies	\$476.97
P0902756	Ms. Keiko Fukazawa	Fine Arts	Non-Instruct Supplies	\$1,200.00

Fund 79 Total: 35 \$23,793.24

Fund 82 - Scholarships & Trust/Agency

P0902346	Sports Chalet Team	Health Sciences	Fundraising	\$232.71
P0902437	Sports Chalet Team	Health Sciences	Fundraising	\$19,305.00
P0902452	Temeka Inc.	Health Sciences	Fundraising	\$1,082.75
P0902465	CA Dept of Forestry	I&T Division	Fundraising	\$3,080.00
P0902487	CA Dept of Forestry	I&T Division	Fundraising	\$4,280.00
P0902590	Sports Chalet Team	Health Sciences	Fundraising	\$1,851.55
P0902653	Barendt Construction	Health Sciences	Fundraising	\$4,430.85

Fund 82 Total: 7 \$34,262.86

PO Funds Total: 340 667,679.96

Fund 11- Unrestricted - El Camino

B0910856	American Funding	Grants Dev & Mgmt.	License Fee/Site Licenses	\$12,000.00
B0910859	ECCD Petty Cash	Academic Senate	Non-Instruct Supplies	\$35.00
B0910860	Republic Services #902	Fire Academy	Waste Disposal	\$3,000.00
B0910861	E.C.C. Public Information	I&T Div Ofc	Reproduction	\$500.00
B0910863	ECCD Petty Cash	Construction	Instructional Supplies	\$500.00
B0910870	E.C.C. Public Information	Health,Safety and Risk	Reproduction	\$69.75
B0910871	Grainger	Carpenter Shop	Non-Instruct Supplies	\$1,000.00
B0910873	Crenshaw Lumber	Architectural	Instructional Supplies	\$1,500.00
B0910874	Saloncentric	Cosmetology	Instructional Supplies	\$1,500.00
B0910875	Hajoca Corporation	Construction	Instructional Supplies	\$2,000.00
B0910876	Crenshaw Lumber	Environmental Tech	Instructional Supplies	\$1,000.00
B0910883	Light It Up Fire Apparell	Fire Academy	Instructional Supplies	\$1,300.00
B0910885	McMaster Carr	Electronics	Instructional Supplies	\$2,000.00
B0910886	Electronics School	Electronics	Instructional Supplies	\$1,500.00
B0910887	Ricoh USA, Inc	I&T Div Ofc	Copiers	\$650.00
B0910892	Kao USA Inc	Cosmetology	Instructional Supplies	\$665.00
B0910901	Fashion Supplies, Inc.	Family Consumer	Repairs - Instructional	\$950.00
B0910903	Vicenti, Lloyd, Stutzman	Institutional Services	Audit/Accreditation fees	\$43,000.00
B0910908	E.C.C. Public Information	Presidents Office	Other Services And Expenses	\$1,300.45
B0910910	ECCD Petty Cash	Technology	Other Services And Expenses	\$500.00
			Fund 11 Total: 20	\$74,970.20

Fund 12 -Restricted - El Camino

B0910600	Educational Credit Mgmt	BFAP Administration	Contract Services	\$12,000.00
B0910862	E.C.C. Public Information	BFAP Administration	Workshop Sponsorship	\$457.00
B0910865	E.C.C. Public Information	Community Education	Reproduction -	\$1,000.00
B0910867	LA Parent Magazine	Community Education	Multi Media Advertising	\$2,144.00
B0910872	ECCD Petty Cash	Health Services	Non-Instruct Supplies	\$300.00
B0910882	Ricoh USA, Inc	Student Equity	Copiers	\$5,000.00
B0910884	California Health	Fire Tech Donations	Repairs - Instructional	\$2,600.00
B0910905	E.C.C. Public Information	Retail/Hospitality/Touris	Printing	\$50.00
			Fund 12 Total: 8	\$23,551.00

BPO Funds Total: 28 98,521.20

Grand Total POs and BPOs: 368 766,201.16

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

	<u>Page No.</u>
A. Category Budgets and Balances.....	E 2
B. Contract – HMC Architects – Ongoing Architect Services and Project Assignment for the New Competition Pool, Lockers and Classrooms Project.....	E 2
C. Contract Amendment – Allana Buick & Bers – Athletic Education & Fitness Complex Stadium Phase 2 Project.....	E 3
D. Contract Amendment – AMEC E & I, Inc. – Athletic Education & Fitness Complex Stadium Phase 2 Project.....	E 4
E. Contract Amendment – Heider Engineering Services, Inc. – Athletic Education & Fitness Complex Stadium Phase 2 Project.....	E 4
F. Contract Amendment – LPA Architects – Athletic Education & Fitness Complex Stadium Phase 2 Project.....	E 5
G. Contract Amendment – HMC Architects – Competition New Pool, Lockers & Classrooms Project.....	E 5
H. Purchase Orders and Blanket Purchase Orders.....	E 6

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 29, 2016, at the March 2016 Board Meeting.

2002 Measure E Expenditures:

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
Additional Classrooms and Modernization	\$207,166,278	\$165,480,749	\$30,867,707	\$10,817,823
Campus Site Improvements	64,474,958	38,003,545	19,282,694	7,188,719
Energy Efficiency Improvements	2,700,980	2,700,980	0	0
Health and Safety Improvements	129,894,780	126,522,096	771,930	2,600,754
Information Technology and Equipment	24,751,372	16,356,571	0	8,394,801
Physical Education Facilities Improvements	572	572	0	0
Unallocated Interest (1/31/16)	728,726	0	0	0
TOTAL	<u>\$429,717,667</u>	<u>\$349,064,513</u>	<u>\$50,922,331</u>	<u>\$29,002,097</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	<u>205,131,571</u>	<u>0</u>	<u>0</u>	<u>205,131,571</u>
TOTAL	<u>\$350,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$350,000,000</u>

B. CONTRACT – HMC ARCHITECTS – ONGOING ARCHITECT SERVICES AND PROJECT ASSIGNMENT FOR THE NEW COMPETITION POOL, LOCKERS AND CLASSROOMS PROJECT

It is recommended the Board of Trustees ratify the agreement with the above firm to provide Ongoing Architectural Services under which contractor will provide and perform architectural and related design services in connection to the design, bidding and construction of the projects assigned by the District to the contractor under this Agreement. The specific terms and conditions for an assigned project will be as set forth in the project assignment. An agreement for the project

assignments for the New Competition Pool, Lockers and Classrooms Project, approved by the Board of Trustees at its August 17, 2015 meeting is also included herein for ratification. The contractor is providing and performing architectural and related design services for construction of the Competition New Pool, Lockers & Classrooms Project.

Date of Service: Ongoing Services: August 18, 2015 – August 17, 2020

New Competition Pool, Lockers and Classroom Project:
August 18, 2015 – Until Project Completion

Cost: Compensation due the Contractor for Basic Services for each project assignment as set forth in the agreement.

New Competition Pool, Lockers and Classroom Project - \$1,804,045 (including reimbursables)

C. CONTRACT AMENDMENT – ALLANA BUICK & BERS – ATHLETIC EDUCATION & FITNESS COMPLEX STADIUM PHASE 2 PROJECT

It is recommended the Board of Trustees approve the following amendment for additional inspection services.

- | | |
|---|-----------------|
| 1. Amendment is required to finalize inspection services to oversee the waterproofing of decks/slabs and roofs for this project. Contractor is behind approximately four months and therefore the District will have the opportunity to recover all additional inspection money beyond negotiated contract completion date. | <u>\$21,000</u> |
|---|-----------------|

Total Increase in Contract Amount	<u>\$21,000</u>
Original Contract Amount	\$58,800
Prior Changes	21,000
This Contract Amendment Amount	<u>21,000</u>
New Contract Amount	<u>\$100,800</u>

D. CONTRACT AMENDMENT – AMEC E & I, INC. – ATHLETIC EDUCATION & FITNESS COMPLEX STADIUM PHASE 2 PROJECT

It is recommended the Board of Trustees approve the following amendment for additional geotechnical services.

1. Amendment is required due to additional time to complete grading activities around the building, including but not limited to placement and compaction of base material; Contractor is behind approximately four months and therefore the District will have the opportunity to recover all additional inspection money beyond negotiated contract completion date. \$12,000

Total Increase in Contract Amount	<u>\$12,000</u>
Original Contract Amount	\$175,000
Prior Changes	17,500
This Contract Amendment Amount	<u>12,000</u>
New Contract Amount	<u>\$204,500</u>

E. CONTRACT AMENDMENT– HEIDER ENGINEERING SERVICES, INC. – ATHLETIC EDUCATION & FITNESS COMPLEX STADIUM PHASE 2 PROJECT

It is recommended the Board of Trustees approve the following amendment for additional special inspection services.

1. Amendment is required to complete all special inspections required by DSA. Contractor is behind approximately four months and therefore the District will have the opportunity to recover all additional inspection money beyond negotiated contract completion date. \$30,000

Total Increase in Contract Amount	<u>\$30,000</u>
Original Contract Amount	\$325,000
Prior Changes	115,000
This Contract Amendment Amount	<u>30,000</u>
New Contract Amount	<u>\$470,000</u>

F. CONTRACT AMENDMENT– LPA ARCHITECTS – ATHLETIC EDUCATION & FITNESS COMPLEX STADIUM PHASE 2 PROJECT

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

1. Amendment is required for additional construction administration to complete project; Contractor is behind approximately four months and therefore the District will have the opportunity to recover all additional expenses beyond negotiated contract completion date.	<u>\$104,108</u>
 Total Increase in Contract Amount	 <u>\$104,108</u>
 Original Contract Amount	 \$1,972,000
Prior Changes	428,283
This Contract Amendment Amount	<u>104,108</u>
New Contract Amount	<u>\$2,504,391</u>

G. CONTRACT AMENDMENT – HMC ARCHITECTS – COMPETITION NEW POOL, LOCKERS & CLASSROOMS PROJECT

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

1. Architect to provide the project topographic survey and utility location survey via the project team’s civil engineer.	<u>\$16,000</u>
 Total Increase in Contract Amount	 <u>\$16,000</u>
 Original Contract Amount	 \$1,804,045
Prior Changes	0
This Contract Amendment Amount	<u>16,000</u>
New Contract Amount	<u>\$1,820,045</u>

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

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

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 47 Bond Fund-Series 2012C-ECC				
P0900987	Anthem Sports, LLC	Athletic Educ/Fitness	Group II Equipment	\$11,457.69
P0900989	Best Buy for Govt &	Athletic Educ/Fitness	Group II Equipment	\$4,383.96
P0900990	Lowe's	Athletic Educ/Fitness	Group II Equipment	\$2,396.50
P0901454	CCS Presentation	Athletic Educ/Fitness	Group II Equipment	\$13,739.37
P0902377	Industrial High Voltage	Athletic Educ/Fitness	Buildings	\$1,600.00
P0902493	SEWUP/ JPA	Student Services	Insurance	\$312.00
P0902606	Western State Design	Athletic Educ/Fitness	Group II Equipment	\$29,892.53
Fund 47 Total: 7				\$63,782.05
PO Funds Total: 7				\$63,782.05
Fund 47 Bond Fund-Series 2012C-ECC				
B0910825	Power Plus	Lot C Parking Structure	Equipment Rental	\$8,160.00
B0910858	American Reprographics	Architec Planning	Blue Printing-Construction P&S	\$7,000.00
B0910877	Daily Breeze, the	Master Planning	Advertising-Bond Projects	\$10,000.00
B0910891	Sandy Pringle	Lot C Parking Structure	Testing & Inspection	\$295,000.00
B0910893	Leighton Consulting, Inc	Lot C Parking Structure	Testing & Inspection	\$50,000.00
B0910897	JT Engineering	Construction	Architecture & Engineering	\$4,540.00
B0910904	Bomel Construction	Lot C Parking Structure	Buildings	\$17,989,000.00
Fund 47 Total: 7				\$18,363,700.00
BPO Funds Total: 7				\$18,363,700.00
Grand Total POs and BPOs: 14				\$18,427,482.05

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

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A. Employment and Personnel Changes.....	HR 2
B. Temporary Non-Classified Service Employees	HR 11
C. New Classification Specification for Classified Position	HR 16
D. Revised Classification Specification for Supervisor Position.....	HR 19
E. Revised Classification Specification for Classified Position.....	HR 22

A. EMPLOYMENT AND PERSONNEL CHANGES

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1– 40 and 1–18.

Academic Personnel:

1. Retirement – Martha Ansite, full-time instructor of English, Humanities Division, effective May 13, 2016, first day of retirement May 14, 2016 and that a plaque be prepared and presented to her in recognition of her years of service to the District since 1998.
2. Retirement – Anne Cummings, full-time instructor of French, Humanities Division, effective May 13, 2016, first day of retirement May 14, 2016 and that a plaque be prepared and presented to her in recognition of her years of service to the District since 1986.
3. Retirement – Stephen Leonelli, full-time instructor of Biology, Natural Sciences Division, effective May 13, 2016, first day of retirement May 14, 2016 and that a plaque be prepared and presented to him in recognition of his years of service to the District since 1992.
4. Resignation – Bernadette Flameno, full-time Counselor, Counseling & Student Success, effective March 31, 2016.
5. Resignation – Tara A. McCarthy, full-time Counselor, Counseling & Student Success, effective March 11, 2016.
6. Leave of Absence (personal, 100%) – Stephanie Merz, full-time instructor of English, Humanities Division, effective August 25 through December 16, 2016.
7. Employment – Edith L. Gutierrez, Director of EOPS, CARE & CalWORKS, Student Support Services, Range 11, Step 1, Administrator Salary Schedule, effective April 1, 2016.
8. Employment – Gifford Lindheim, full-time instructor of Kinesiology/Head Football Coach, Health Sciences & Athletics Division, Class II, Step 4, Academic Salary Schedule, effective August 25, 2016.
9. Employment – Natalie Koch, full-time temporary instructor of Mathematics, Mathematical Sciences Division, Class II, Step 4, Academic Salary Schedule, effective February 10, 2016 through May 13, 2016.

10. Employment – Christina Watson, full-time temporary instructor of Mathematics, Mathematical Sciences Division, Class II, Step 4, Academic Salary Schedule, effective February 10, 2016 through May 13, 2016.
11. Amend Employment – Lesley Doricely Meza, full-time Counselor, Counseling & Student Success, from Class II, Step 4 to Class III, Step 4, effective January 4, 2016.
12. Pre-Retirement – Kathy A. Morgan, full-time instructor of Nursing, Health Sciences & Athletics Division/Nursing Department, to work a reduced work load of 80% in the Fall 2016 and 80% in the Spring 2017, for five years beginning Fall 2016 through Spring 2021, effective August 25, 2016.
13. Change in Salary – Russell Serr, full-time instructor of Physical Education, Health Sciences & Athletics Division, Class III, Step 24 effective August 25, 2016.
14. Amend Special Assignment – Bruce Tran, part-time instructor of Welding, Industry & Technology Division, to work as SLO Facilitator, to be paid \$47.43 an hour, not to exceed 40 hours or \$1,899, change effective date from January 20, 2016 to January 2, 2016.
15. Amend Special Assignment – Renee Newel, full-time instructor of Welding, Industry & Technology Division, to work as SLO Facilitator, to be paid \$47.43 an hour, not to exceed 40 hours or \$1,899, change effective date from January 20, 2016 to January 15, 2016.
16. Special Assignment – Vicki Blaho, part-time instructor of English, Humanities Division, to participated in the Humanities ESL Consistency Projects, professional development training workshops for the Spring 2016, to be paid \$47.43, not to exceed 8 hours or \$380 per instructor, effective January 14, 2016 through May 13, 2016, in accordance with Agreement, Article 10, Section 9(l).
17. Special Assignment – Daniel Busby, part-time instructor of Music, Fine Arts Division, to work as the Director of Music for the musical “Into the Woods”, to be paid \$63.25 an hour, not to exceed 67 hours or \$4,237.75, effective March 5, 2016 through April 30, 2016, in accordance with Agreement, Article 10, Section 9(l).

18. Special Assignment – Nové Deypalan, part-time instructor of Music, Fine Arts Division, to work as the Director of Music for the musical “Into the Woods”, to be paid \$63.25 an hour, not to exceed 67 hours or \$4,237.75, effective March 5, 2016 through April 30, 2016, in accordance with Agreement, Article 10, Section 9(1).
19. Special Assignment – Anne Farnsworth, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 4.7 hour or \$300, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
20. Special Assignment – Matthew Greif, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 4.7 hour or \$300, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
21. Special Assignment – Dean Koba, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 6.3 hour or \$400, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
22. Special Assignment – Mark Massey, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 4.7 hour or \$300, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
23. Special Assignment – Robert Montes, part-time instructor of Psychology, Behavioral & Social Sciences Division, for substitute assignment for a Psychology class at the Compton Center, to be paid \$92.18 an hour, not to exceed 25.5 hours or \$2,355, effective October 20, 2015 through December 11, 2015, in accordance with Agreement, Article 10, Section 20.
24. Special Assignment – Cynthia Mosqueda, full-time Counselor, Counseling & Student Success, to train Student Equity faculty and staff on best practices for recruitment and retention, to be paid \$63.25 an hour, not to exceed 30 hours or \$1,897.50, effective February 10, 2016 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

25. Special Assignment – Cynthia Mosqueda, full-time Counselor, Counseling & Student Success, to work as Faculty Coordinator for Summer Bridge program and be responsible for recruitment of students, faculty time and effort reports, processing students, and transferring students into appropriate sections once placement scores increase, to be paid \$63.25 an hour, not to exceed 70 hours or \$4,428, effective April 1, 2016 through August 1, 2016, in accordance with Agreement, Article 10, Section 14(a).
26. Special Assignment – Vince Palacios, full-time instructor of Art, Fine Arts Division, to work as SLO Facilitator and support Fine Arts faculty in Student Learning Outcomes, to be paid \$47.43 an hour, not to exceed 40 hours or \$1,898, effective January 20, 2016 through May 13, 2016, in accordance with Agreement, Article 10, Section 14(a).
27. Special Assignment – Ann Patterson, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 7.1 hour or \$450, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
28. Special Assignment – David Sills, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 2.3 hour or \$150, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
29. Special Assignment – Larry Steen, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 2.3 hour or \$150, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
30. Special Assignment – Steven Tyler, part-time instructor of Music, Fine Arts Division, to rehearse and perform for the El Camino College Jazz Festival and master class, to be paid \$63.25 an hour, not to exceed 4.7 hour or \$300, effective April 1 through April 9, 2016, in accordance with Agreement, Article 10, Section 9(1).
31. Amend Special Assignment – The following instructors to participate in the Student Equity Program Professional Development for Basic Acceleration Mathematics (BAM) and General Education Acceleration (GEA), to be paid \$47.43 an hour, change not to exceed 16 hours or \$759 per instructor to not to

exceed 20 hours or \$949, effective February 17, 2016 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(l) & 14(a).

Full-time

Sue Bickford

Susanna Bucher

Lars Kjeseth

Art Martinez

Ambika Silva

Susan Taylor

Part-time

Chris Dean

Jacob Epstein

Natalie Koch

Miguel Ornelas

Juan P. Ortiz

Matsuno Ryan

Elizabeth Schwartz

David Yee

32. Special Assignment – The following full-time instructors to work as student success facilitators, to be paid \$63.25 an hour, not to exceed 64 hour or \$4,048 per instructor, effective February 8, 2016 through May 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Robbie Lee

Poy Sakjirapapong

33. Special Assignment – The following full-time Counselors to assist with the planning and coordination efforts for Counselor Collaborative and Educational Planning to be paid \$63.25 an hour, not to exceed 20 hours or \$1,265 per instructor, effective March 1, 2016 through April 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Griselda Castro

Yamonte Cooper

Maribel Hernandez

Monica Lanier

Janice Pon-Ishikawa

34. Special Assignment – The following instructors to facilitate the Student Equity Program Industry & Technology Faculty Learning Teams, to be paid \$63.25 an hour, not to exceed 30 hours or \$1,897.50 per instructor, effective February 17, 2016 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(l) & 14(a).

Full-time

Steve Cocca

Lee Machperson

Edward Matykiewicz

Part-time

Bruce Tran

35. Special Assignment – The following full-time instructors to facilitate the Student Equity Program Business Faculty Learning Teams, to be paid \$63.25 an hour, not to exceed 30 hours or \$1,897.50 per instructor, effective February 17, 2016 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Monica Chaban
Kurt Hull

36. Special Assignment – The following full-time Faculty Learning Team instructors to participate in Student Equity Reinvention receiving professional development training, to be paid \$47.43 an hour, not to exceed 30 hours or \$1,422.90 per instructor, effective January 4, 2016 through June 30, 2016, in accordance with Agreement, Article 10, Section 14(a).

Behavioral & Social Sciences

John Baranski
Yun Chu
Kristie Daniel DiGregorio
Melissa Fujiwara

Xocoyotzin Herrera
Hong Herrera Thomas
Juli Soden
Daniel Walker

Business

William Harris
Elizabeth Jennison
Philip Lau

Ana Milosevic
Jay Siddiqui

Industry & Technology

Micheal Anderson
Patricia Gebert
Kevin Huben

William Melendez
Merriel Winfree

37. Special Assignment – The following part-time Faculty Learning Team instructors to participate in Student Equity Reinvention receiving professional development training, to be paid \$47.43 an hour, not to exceed 30 hours or \$1,422.90 per instructor, effective January 4, 2016 through June 30, 2016, in accordance with Agreement, Article 10, Section 9(1).

Behavioral & Social Science

Allen Perlstein

Fine Arts

Amy Allen
Jaqueline Freedman

Jennifer La Curan
Elizabeth Russell

Industry & Technology

Richard Lopez

Robert Diaz

38. Special Assignment – The following instructors to prepare and present demonstrations for the Onizuka Space Science Day, to be paid \$50 each, effective March 5, 2016, in accordance with Agreement Article 10, Section 9(l) & 14(a).

Full-time

Bryan Carey

Peter Doucette

Diaa El Danaf

Julienne Gard

Eyal Goldmann

Shimonee Kadakia

Troy Moore

Soshanna Potter

Laura Saldarriaga

Catherine Schult Roman

Satish Singhal

Susan Stolovy

Ryan Turner

Karla Villatoro

Paul Yun

Part-time

Jeanne Bellemin

Rebecca Donegan

Norman Kadomoto

Natalie Koch

Leon Leonardo

Thomas Stewart

39. Special Assignment – The following full-time instructors, to participate on hiring committees at the Compton Educational Center, to be paid \$47.43 an hour not to exceed 20 hour or \$1,000, effective March 1 through June 30, 2016, in accordance with Article 20, Section 6(d).

Patricia Gebert

Andres Moina

Merriel Winfree

40. Employment – The following part-time instructors to be hired as needed for the 2016 spring semester, not to exceed 67% FTE and/or 25 hours per week cumulative employment at El Camino Community College District.

Behavioral & Social Science

Toni Newman

Business

Jacqueline Wang

Counseling

Elena Escobar
Ieisha Smith

Liana Zuno

Fine Arts

Nové Deypalan
Jill Jensen

Holly Sneed

Health Sciences & Athletics

La Faune Gordon

Angela James

Industry & Technology

Steven Hitt

Classified Personnel:

1. Resignation – Claudia Velazquez, Student Services Technician, Range 28, Step F, EOPS/CalWORKs/CARE/Student Support Services Division, Student and Community Advancement Area, effective March 3, 2016, plus accrued vacation.
2. Personal Leave of Absence 20% –Toni Newman, Student Services Technician, Range 28, Step F, Counseling & Student Success Division, Student and Community Advancement Area, effective March 19 through May 7, 2016.
3. Voluntary Change in Classification – Lester Green, Jr., from Lead Custodian, Range 24, Step C, to Utility Worker, Range 23, Step C, Facilities Planning and Services Division, Administrative Services Area, effective March 14, 2016.
4. Promotion – Thurman Brown, from Computer Lab Specialist, Range 36, Step C, to Computer Systems Support Technician, Range 40, Step B, Information Technology Services Division, Administrative Services Area, effective March 1, 2016.
5. Promotion – James Cummins, from Staff Interpreter, Range 34, Step F, to Lead Interpreter Specialist, Range 38, Step E, Special Resource Center/Health Sciences & Athletics Division, Academic Affairs Area, effective April 1, 2016.
6. Promotion – Chuong Vu, from Computer Lab Specialist, Range 36, Step C, to Computer Systems Support Technician, Range 40, Step B, Information Technology Services Division, Administrative Services Area, effective March 1, 2016.

7. Employment – Arwin Agulto, Computer Systems Support Technician, Range 40, Step A, Information Technology Services Division, Administrative Services Area, effective April 4, 2016.
8. Employment – Tuan Hua, Professional Development Assistant, Range 28, Step A, Professional Development/Human Resources Division, Human Resources Area, effective March 14, 2016.
9. Employment – Beth Katz, Research Analyst, Range 47, Step A, Institutional Research & Planning Division, Student and Community Advancement Area, effective March 1, 2016.
10. Employment – Mayra Ochoa, Library Media Technician IV, Range 32, Step A, Learning Resources, Academic Affairs Area, effective April 1, 2016.
11. Employment – Nayeli Oliva, Project Specialist, Range 32, Step A, Student Equity/Academic Affairs Division, Academic Affairs Area, effective April 1, 2016.
12. Employment – Rodolfo Ramos, Senior Network Systems Administrator, Range 49, Step C, Information Technology Services Division, Administrative Services Area, effective March 14, 2016.
13. Extended Employment – Tiffany Miller, Interim Director Career Pathways, Range 11, Step 1 (Administrative Salary Schedule), Community Advancement Division, Student and Community Advancement Area, effective April 1 through September 30, 2016.

Temporary Classified Services Employees – not to exceed 170 days per year, 25 total work hours and/or the equivalent of 67% faculty load per week:

14. Paul Akhigbe – Toolroom/Instructional Equipment Attendant, Range 24, Step A, Industry and Technology Division, Academic Affairs Area, effective February 29 through June 30, 2016.
15. Brittany Hubble – Clerical Assistant, Range 22, Step A, Student Support Services Division, Student and Community Advancement Area, effective March 22, through June 30, 2016.
16. Deron Lewis – Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective March 1 through June 30, 2016.

17. Lamont Peace – Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective February 16 through June 30, 2016.
18. Calvin Shield – Night Custodian, Range 20, Step A, Facilities Planning and Services Division, Administrative Services Area, effective February 29 through June 30, 2016.

B. TEMPORARY, NON-CLASSIFIED SERVICE EMPLOYEES

It is recommended that the Board authorize employment of the following Temporary, Non-Classified Service Employees, subject to funding, not to exceed 170 days per year, 25 total work hours per week and/or the equivalent of 67% faculty load per week, effective March 21 through June 30, 2016, unless otherwise stated, as shown in items 1–15.

Campus Police Aide Series

1. Campus Police Aide II
The following individual is to be responsible for non-hazardous police services to the students, staff and faculty of El Camino College and other departmental duties at the rate of \$13.00 per hour.

Eliana Montelongo

Instructional Aide Series

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

Manuel Beltran, \$11.00 per hour
Erika Gavitt, \$10.00 per hour
Ariel Kimmok, \$11.00 per hour
Ji Lee, \$11.00 per hour
Jorge Rivas, \$11.00 per hour
Thuy Truong, \$11.00 per hour

3. Instructional Aide II

The following individuals are to provide intermediate level tutoring, support services, record maintenance, and other accommodations for students at the rate of \$13.00 per hour.

Amado Guzman (eff. 2/15/16-6/30/16)
William Miller

4. Instructional Aide III

The following individuals are to provide high level tutoring, student assistance, classroom support services, and online support at the rate of \$15.00 per hour.

Michael Thomas
Christopher Wade

Office Aide Series

5. Office Aide III

The following individual is to assist the office staff and faculty with clerical work and support at the rate of \$14.00 per hour.

Wendy Rodriguez

Program Aide Series

6. Program Aide II

The following individual is to assist the staff with basic duties to support the needs of a program, function or office at the rate of \$12.00 per hour effective 2/29/16 to 6/30/16.

Kevin Manjarrez

7. Program Aide III

The following individual is to perform a variety of duties related to the Teacher Preparation Pipeline Program in order to fulfill the grant objective of increasing opportunities for students and industry professionals to be teacher assistants in STEM courses at the rate of \$15.00 per hour.

Mitch Middler

Theater Aide Series

8. Theater Aide I

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

Gabriella In Seong Kim, \$10.00 per hour

Sharmila Abraham, \$11.00 per hour

Jackie Ross, \$11.00 per hour

Assistive Linguistics Professional Series

9. Assistive Linguistics Professional II

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

Jeannine Lersch \$35.00 per hour (eff. 2/20/16-6/30/16)

Cindy Seto, \$42.50 per hour (eff. 2/22/16-6/30/16)

Education Professional Series

10. Education Professional I

The following individual is to provide tutoring services, monitor the Math Study Center, and must possess a Bachelor's degree at the rate of \$22.00 per hour.

Teresa Montebello

The following individual is to be the assistant to the interim tutoring coordinator, provide tutoring services, monitor the Math Study Center, and must possess a Bachelor's degree at the rate of \$28.00 per hour.

David Ramirez-Ortega

11. Education Professional II

The following individual is to instruct the Standards for Training Certification and Watchkeeping (STCW) Tankerman Person-in-Charge class, Community Advancement Division, at the rate of \$40.00 per hour.

Meherwan Irani

Program Professional Series

12. Program Professional II

The following individual is to Coordinate Student Success Center program activities to support career technical education entry level/basic skills in Science, Technology, Engineering and Mathematics at the rate of \$35.00 per hour.

Glen Chapple

13. Program Professional II

The following individual is to conduct interviews for Student Teaching Intern positions, assist potential employees in being hired to work in the Teacher Preparation Pipeline (TTP) program, Community Advancement Division, and coordinate the planning and administration of TPP workshops at the rate of \$37.00 per hour.

Lucas Kellner

Program Professional II

The following individual will assist with coordinating the research, planning, implementation and follow up reporting of various marketing and promotional campaigns; edit and proof online and print publications; and perform other duties as assigned at the rate of \$37.00 per hour, for the Public Relations & Marketing Department.

Joy A. Kennelly

14. Program Professional II

The following individual is to conduct business advising sessions and deliver workshops for the Small Business Development Center at the rate of \$45.00 per hour effective 3/1/16 to 6/30/16.

Michael Dedonato

Training Professional Series

15. Training Professional I

The following individual is to provide training, expertise, leadership and professional services in the Fire Academy program at the rate of \$32.00 per hour.

Brent Pardoen

The following individuals are to provide training, expertise, leadership and professional services in the Police Reserve program at the rate of \$32.00 per hour.

Elias Alvarez
Robin Russell-Saenz

C. NEW CLASSIFICATION SPECIFICATION FOR CLASSIFIED POSITION

It is recommended that the Board of Trustees approved the new classification specifications for the Information Security Specialist as shown on pages 16 – 18.

D. REVISED CLASSIFICATION SPECIFICATION FOR SUPERVISORY POSITION

It is recommended that the Board of Trustees approve the revised classification specifications for Supervisor, Technical Services shown on pages 19 – 21.

E. REVISED CLASSIFICATION SPECIFICATION FOR CLASSIFIED POSITION

It is recommended that the Board of Trustees approve the revised classification specifications for Switchboard Operator/Receptionist shown on pages 22 – 23.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: INFORMATION SECURITY SPECIALIST

BASIC FUNCTION:

Under the direction of a designated supervisor, manager or Director, incumbents assigned to this classification ensure the secure operation of the in-house computer systems, servers, and network connections. Information Security Specialist will assist in detecting, investigating, and defending against information security incidents targeting the College's IT systems and data. This includes checking server and firewall logs, scrutinizing network traffic, establishing and updating virus scans, and troubleshooting. The incumbent will also analyze and resolve security breaches and vulnerability issues in a timely and accurate fashion, and conduct user activity audits where required.

REPRESENTATIVE DUTIES:

Acts as Project Manager on information security projects.

Evaluates new systems and products for security monitoring and response.

Assesses the need for security reconfigurations (minor or significant) and executes them as required.

Monitors and maintains current knowledge of emerging security alerts, issues, threats and trends.

Conducts research on emerging products, services, protocols, and standards in support of security enhancement and development efforts.

Builds and maintains tolls, flags and triggers in order to proactively monitor and respond to emerging threats.

Conducts technical assessments of information security incidents, including malware analysis, packet level analysis, and system level forensic analysis.

Coordinate and provide technical updates to management throughout incident management cycles.

Develops and conduct Security Awareness training for staff and faculty.

Deploys and maintains security systems and corresponding or associated software, including firewalls, intrusion detection systems, cryptography systems and antivirus software.

Recommend, schedule and apply fixes, security patches, disaster recovery procedures, and any other measures required in order to address security breaches.

Develops and implements enforcement policies, procedures and associated plans for system security administration and user system access based on industry-standard best practices.

Designs, implements, and reports on IT Security performance results, audits, and recommendations and end user activity audits.

Performs other related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Design, development, and implementation of software systems, applications, and related products.

Systems planning, security principles, functional shell code fundamentals, and general software management best practices.

Current software protocols, and Internet standards, including TCP/IP, HTML, AJAX, JavaScript, and XML, Regular Expressions, Wiki Markup, SQL, Linux, IOS, Perl, Python, Bash, and PHP programming languages.

Software troubleshooting experience.

Testing, flowcharting, and data mapping tools and procedures.

Demonstrated knowledge of applicable practices and laws relating to data privacy and protections.

Well versed in multiple security technologies such as SIEM; Intrusion Detection Systems; End-point security; Web Proxy/Content Filtering; Active Directory, PKI, Radius, Log Analysis, etc.

Broad knowledge of business-impacting security scenarios and viable methods to detect these scenarios.

ABILITY TO:

Conduct research into security issues and products as required.

Analyze, conceptualize, and problem solve.

Participate in ongoing training and certification to maintain and develop technical skills.

Understand the District's goals and objectives.

Communicate effectively, both orally and in writing.

Apply strong interpersonal and consultative skills.

Prioritize and execute tasks in a high-pressure environment.

Work in a team-oriented, collaborative environment.

Respond to common inquiries or complaints from District staff, regulatory agencies, or members of the business community.

Present information to senior and executive management, public groups, and or board of trustees.

EDUCATION AND EXPERIENCE:

Bachelor's degree in Computer Science, Computer Engineering, IT, or other related field and 3 years of IT security related work experience or additional work experience equivalency as noted below.

Additional related work experience in lieu of education requirement:

Three (3) years related work experience **PLUS** an additional two (2) years for every one year of related college education requirement noted above.

Example: No related college degree = 3 yrs. related work experience **PLUS** another 8 years in lieu of 4-year degree requirement.

LICENSES AND CERTIFICATIONS:

Current valid California Driver's License

WORKING CONDITIONS:

Typical office environment.

Extensive computer work.

Long periods of standing and sitting.

Move from one location to another as needed.

Lift and carry up to 25 pounds.

Classified Salary Range: 49

Board Approved:

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: SUPERVISOR, TECHNICAL SERVICES

BASIC FUNCTION:

Under the general supervision of ~~the Director of~~ Information Technology Services management, this position is responsible for direct consultative support on information technology-based systems primarily in the areas of hardware resources, application software, multimedia, facilities design and network support. Plan, direct, and supervise the operations of the technology support center, Help Desk/Call Center, technical repair and operational support staff. The supervisor provides leadership in technology consulting, project management, resource management and delivery of services.

REPRESENTATIVE DUTIES:

Develop standard specifications for personal computer hardware and software to ensure system and procedural integrity and compatibility.

Develop long-range strategy and plan for the District's personal computer hardware and software, ensuring flexibility to respond to technology changes - maximizing savings on PC hardware acquisitions while minimizing financial and technological risks.

Provide consultative support and services to the user community to ensure problem resolution, system and data access, and optimal system performance.

Review requests for personal computer needs and ensure that acquisitions and replacements are congruent with District-wide personal computer strategy. Provide consulting support for the college's hardware and software needs and develop and implement customer service and support policies and procedures, as well as feedback mechanisms to ensure the highest quality support.

Oversee operations of the Help Desk for personal computer, telecommunications and central operations.

Develop and implement performance measures to ensure customer focused service orientation as well as provide information for systems planning. This includes appropriate tracking and reporting of customer requests and responses, as well as hardware and software performance and reliability.

Develop computer acquisition and replacement program that is compatible with the District's long range personal computer strategy and coordinate with the division's budget preparation process.

Direct the technicians and specialists responsible for personal computer installation, and repairs. Support and oversee the daily operations of the Technical Services Area ~~Unit~~.

Direct the specialists, temporary personnel and student workers assigned to support computer labs and oversee the daily operation of designated computer lab facilities.

Research available products and systems and recommend alternatives to meet identified needs.

Participate in needs assessments and evaluate potential purchases for compatibility with existing systems.

Assist in the development of user documentation, guides, outlines, and technical publications.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Information technology hardware, software, and related systems in an enterprise environment

Educational technology, multimedia environments and delivery systems

Help Desk/Call Center operations and administration

System utilities, features, installation, maintenance procedures and diagnostic techniques

Facilities design and electrical systems integration

Concepts, practices and procedures of supervision and leadership

Data communications processes and network design

Database management

Network security configuration, tools and hardware

ABILITY TO:

Demonstrate interpersonal and communication skills in working with users to interpret and provide appropriate solutions.

Establish departmental priorities, policies and procedures.

Maintain materials, budgets, inventory and technical references.

Develop and maintain cooperative working relationships with others.

Develop plans and budget for support services responsibilities.

Plan, organize and direct the work of others.

Communicate effectively, orally and in writing to assimilate and understand information in a manner consistent with the essential job functions.

Make sound decisions in a manner consistent with the essential job functions.

Lift and carry up to 25 pounds.

Withstand considerable pressure and follow an activity, project, or plan of action from inception through implementation.

Prioritize workload.

Analyze technical problems and do abstract problem solving.

EXPERIENCE/EDUCATION:

Any combination of experience and education that is the equivalent to an Associate degree in a related field and four years of increasingly responsible experience in support center management, microcomputer installations and repairs and supporting computer laboratories;

Experience with implementation and administration of client server/configurations and with Local Area Network and Wide Area Network architecture and implementation, including associated activities is preferred. Supervisory or lead capacity experience is desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License

WORKING CONDITIONS:

May be required to drive to offsite locations.

Extensive computer work.

Use hands, wrists and fingers to operate various office machines.

Interact with a variety of individuals.

Move from one work area to another.

Supervisors Salary Range 35

Revised, Reallocated and Board Approved: September 13, 2004

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: FRONT OFFICE RECEPTIONIST SWITCHBOARD OPERATOR RECEPTIONIST

BASIC FUNCTION:

Under the direction of an assigned supervisor, provide receptionist support for busy front desk. Operate a multiline phone system ~~telephone switchboard~~, assist callers and visitors and general clerical support duties.

REPRESENTATIVE DUTIES:

Operate a multiline phone system ~~telephone switchboard~~; ~~receive and transfer incoming calls~~.

Receive and transfer incoming calls and messages

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

Greet callers and visitors in a professional and pleasant manner, providing information, direction or referring to appropriate parties

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

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

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

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

Perform clerical work such as typing, filing, proofreading, assembling and distributing materials, mailings, labels, etc.

Operate a variety of related office machines and equipment.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Operating a multiline telephone system ~~Operation of a telephone switchboard~~.

Modern office practices, procedure and equipment.

Record-keeping techniques.

Telephone techniques and etiquette.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Operate a multi-line telephone system ~~multiple telephone switchboard.~~

Communicate in a professional and courteous manner

Multi-task

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

Understand and follow oral and written directions.

Type at an acceptable rate of speed.

Establish and maintain cooperative and effective working relationships with others.

Learn the names and locations of the college's various departments, divisions and employees ~~personnel served by the switchboard.~~

Speak clearly and distinctly.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school ~~including or supplemented by course work in office practices~~ and one year of clerical experience including operating a multiline telephone system. ~~switchboard operation.~~

WORKING CONDITIONS:

Typical office setting.

Long periods of sitting.

Hand, wrist and finger dexterity.

Extensive interaction with students, staff and the public.

High volume telephone usage.

Classified Salary Range 21

Revised, Reallocated and Board Approved: September 13, 2004

Revised Title Only: September 28, 2010

Agenda for the El Camino Community College District Board of Trustees
From
Compton Education Center
Keith Curry, Provost

Page No.

A. Compton Center Report..... CC 2

A. COMPTON CENTER REPORT

It is recommended the Board of Trustees receive for information the El Camino College Compton Center Report for the month of March 2016.

1. **Accreditation:** The ECC Compton Center Candidacy Application and Self-Evaluation Report is due to the Accrediting Commission for Community and Junior Colleges (ACCJC) in January 2017. The sixth Accreditation team meeting was held on Friday, March 11, 2016 and featured a presentation from Dr. Deborah Ikeda, President of Clovis Community College. Dr. Ikeda shared the lessons learned from Clovis Community College process towards initial accreditation. In addition, at the Accreditation team meeting we worked on editing the Compton Center Self-Evaluation document. Copies of all the monthly workshop presentations are available online at: <http://www.compton.edu/campusinformation/accreditation/>

In May 2016, we will host two Compton Center Accreditation Forums to discuss the Compton Center draft of the Compton Center Self-Evaluation Report. The first forum will be held on Thursday, May 5, 2016 at 3:00 p.m. in the El Camino College Alondra Room and the second forum will be held on Tuesday, May 10, 2016 at 1:00 p.m. in the Compton Center Student Lounge. At the Compton Center forum on May 10, 2016, we will also recognize the Accreditation Standards team members for their contributions to the Compton Center Self-Evaluation Report.

2. **Molina Medical Management Inc.:** For the past couple of months, we have been working with Molina Medical Management Inc. on the Joint Occupancy Space Agreement and the Health Clinic Services Agreement. Both agreements have been placed on the Compton Community College District March 22, 2016 Board Agenda for approval. The Compton Center Health Center will open in fall 2016. The Health Center will be open year-round on Tuesdays, Wednesdays, and Thursdays. We are working with Molina Medical Management Inc. to identify a date for the grand opening ceremony for some time in September 2016.
3. **2015-2018 El Camino College Compton Center Enrollment Management Plan:** Since spring 2015, we have been working on the 2015-2018 Enrollment Management Plan for the Compton Center. Enrollment at the Compton Center has been declining, for the 2015-2016 fiscal year the Compton Center is now projecting funding of 6,060 (FTES). Which includes borrowing 603 FTES from summer 2016, an increase of 48 FTES (555 FTES) from what was reported during last month's board report.

The strategies to increase enrollment at the Compton Center include implementing the following:

- a. By fall 2015, the Compton Early College High School with Compton Unified School District.
- b. By fall 2016, a Cosmetology Program at the Compton Center.
- c. By fall 2016, increase the course offerings in the Afternoon College Program (formerly called Off-Site classes) at the CEC Partnership High Schools in Compton, Lynwood, and Paramount.
- d. By fall 2016, offer Compton Center Courses at the CEC Partnering Adult Schools in Compton, Lynwood, and Paramount.
- e. By fall 2016, develop an Evening/Weekend Program for Adult and Re-Entry students to earn a Associates of Arts Degree in the following areas:
 - General Studies with an emphasis in Social and Behavioral Sciences.
 - General Studies with an emphasis in Biological and Physical Sciences.
- f. By fall 2017, the Fire Technology Program in collaboration with El Camino College and the City of Compton.

The 2015-2018 El Camino College Compton Center Enrollment Management Plan is available online at:

<http://www.elcamino.edu/administration/board/agendas/2016/CEC%20Enrollment%20Management%20Plan%202015-2018.pdf>.

4. **El Camino College Compton Center Student Equity Plan:** The purpose of the Student Equity Plan is to ensure that all students are adequately served and provides funding to help close the achievement gaps in access and success for certain underrepresented groups. The State has funded the Compton Center \$821,379 to develop services to improve student access, course completion, ESL and basic skills completion, degree and certificate completion, and transfer. Compton Community College District and El Camino College Compton Center have set the following goals:
 - a. Increase the enrollment of males and veterans by improving the proportionality index by 5% by fall 2020.
 - b. Increase course completion by 5% within five years for African Americans, Pacific Islander, and for students who have identified themselves as foster youth and disabled.
 - c. Increase basic skills pathway completion by 5 % within 5 years for African American, Pacific Islander, and identified students with disabilities.
 - d. Increase degree and certificate completion by 5% within five years for Latino and African American students.
 - e. Increase transfer rates by 5% within five years for all student populations at the Compton Center with special emphasis on students with identified disabilities.

- f. Create a community that is inclusive and strives to ensure that all students succeed in achieving their educational goals.

The 2015-2018 El Camino College Compton Center Student Equity Plan is available online at:

http://www.elcamino.edu/administration/board/agendas/2016/CEC_Student_Equity_Plan_2015-2018.pdf

5. **Tri-Cities Adult Education Consortium:** The El Camino College Compton Center is a member of the Tri-Cities Adult Education Consortium. Our partners in the Tri-Cities Adult Education Consortium are Compton Community College District, Compton Unified School District, Lynwood Unified School District, and Paramount Unified School District. Besides the Maintenance of Effort funding, each consortium member is receiving the following allocation for the 2015-2016 year:

- Compton Adult School \$350,000
- El Camino Compton Center/Compton Community College District \$300,000
- Lynnwood Adult School \$320,000
- Paramount Adult School \$300,000
- Consortium Projects \$172,526.25

With these funds the Tri-Cities Adult Education Consortium will expand its joint committee efforts to address workforce oriented professional development, ESL, career centers, job developers, contextualized learning, articulations, pilots for orientation, intake, assessments, counseling and career pathways. One of the priorities for the Tri-Cities Adult Education Consortium is the development of the Health Science and Medical Technology career pathway, which would establish a career pathway for individuals interested in the health care profession. Individuals will have the opportunity to complete the following academic programs: Certified Nursing Assistant, Medical Assistant, Emergency Medical Technician, License Vocational Nurse (LVN), and Registered Nurse (RN) offer by the Tri-Cities Adult Education Consortium members.

6. **Comprehensive Master Plan:** The Compton Center has begun working on our Comprehensive Master Plan for 2017-2022. The Comprehensive Master Plan includes the Educational Master Plan, Facilities Master Plan, Technology Plan, and the Staffing Plan for the Compton Center. We have hired Dr. Cathy Hasson as a consultant to assist with the development of the Educational Master Plan. Dr. Hasson previously assisted the Compton Center with the development of the Compton Center Vision, Mission, and Strategic Initiatives. In the coming week, we will hire an architecture firm to assist us with updating our 2012 Facilities Master Plan. Our goal is to present the Compton Center Comprehensive Master

Plan to the El Camino College Board of Trustees for approval at the November 2016 meeting.

Agenda for the El Camino Community College District Board of Trustees
From
The Office of the President and Board of Trustees
Dena P. Maloney, Superintendent/President

Page No.

- A. California Community College Trustees Board of Directors Election..... Page P/B 2
- B. Closed Session Recommendation Page P/B 2

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. Loren Steck, Monterey CCD
2. Kenneth A. Brown, El Camino CCD
3. *Sally W. Biggin, Redwoods CCD
4. *Louise Jaffe, Santa Monica CCD
5. Andra Hoffman, Los Angeles CCD
6. *Jerry D. Hart, Imperial CCD
7. *Cy Gulassa, Peralta CCD

* Incumbent

B. CLOSED SESSION RECOMMENDATION

It is recommended that the Board approve holding Closed Session at 4:00 p.m. prior to Open Session at 4:30 p.m. beginning with the April 18, 2016 Board meeting.