In This Issue
Student Laptop Rentals ........... 2
Career Workshops .................. 2
ELAC Cheerleading
   Tryouts.......................... 3
Husky Sports....................... 4
Amusement Park.................... 4
Sexual Assault Awareness
   Month Activities............... 5
Academic Senate
   Conference/Tuition............. 6
Volunteers Needed for
   For Football Study Hall ....... 7
Professional Development........ 7
Library Workshops
   For Faculty..................... 8
Purchasing Deadlines............ 8
Transfer Center Events......... 10

Bulletin submission info
Requests for Weekly Bulletin
must be submitted to Catalina
“Cathy” Medina in the
President’s Office, no later
than Wednesday, 12:00 noon
(week prior). You may submit
your request in person, or
e-mail at medinac@elac.edu

East Los Angeles College
1301 Avenida Cesar Chavez
Monterey Park, CA  91754

EAST LOS ANGELES COLLEGE FOUNDATION

President’s Seventh Annual Gala

Tuesday, April 27, 2010
The Millennium Biltmore Hotel
6:00 p.m. Reception
7:00 p.m. Dinner

The way we were…
The way we will be!

Our new challenge is to raise $325,000 which will be matched with
Title V Federal Endowment funds made possible through the Engineering
Transfer Pathway Cooperative Grant, Green Science and Technology
Curriculum Gant, and the Partnership for the Academic Literacy Grant.

Join us in this challenge.
Be a part of the Legacy!
Attention All Students

Borrow a Laptop — It’s Free!

Laptops will be available at:

Student Activities, G8-119 (main campus)
and
South Gate Campus

Borrowing requires signing a Laptop Agreement Form.

For details, see the above locations or
call 323-265-8742

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Spring '10 Career Workshops

**Internship Information**
Thurs, April 29\textsuperscript{th} 4pm - 6pm

**Health Professions**
Thurs, May 13\textsuperscript{th} 4pm – 6pm

**Teaching Professions**
Tues, April 13\textsuperscript{th} 10am - 12pm

**Undecided Major**
Wed, April 14\textsuperscript{th} 10am - 12pm

**Resume**
Thur, April 15\textsuperscript{th} 4pm - 6pm
Tues, May 11\textsuperscript{th} 10am - 12pm
Wed, May 12\textsuperscript{th} 10am - 12pm

Workshops held in E7 - 313
Sign up at Career & Job Services
Bungalow A-4
(323) 415 - 4126
ELAC
Cheerleading

Tryouts/Auditions

Wednesday, April 14, 2010
Learn/Practice

Friday, April 16, 2010
Practice/Audition
3:00pm – 7:00pm

East Los Angeles College
E-9, 117
WPE Dept.

MUST ATTEND BOTH DAYS

Requirements: 2.0 GPA, Full Time Student, Cartwheel +

Bring:
1st day: Copy of last Grades, Self Wallet Picture, Letter of Recommendation, Blk/blue Pen,
1st & 2nd Day: Black tight shorts, White tight tang top, Rubber sole shoes, Hair Pony Tail, Make up,
No tattoos, No stickers, No acrylic nails, No hair extensions.

More Info:
Instructor Zepeda
323) 265-8650 Ext. 8429
lopeze@elac.edu
Amusement park tickets sold for all faculty, staff, and students at the Student Activities Office G8-119. **Tickets sold on a cash basis only, except for faculty and classified staff who are able to write checks with proper ID.** Tickets are sold between the hours of 8:00 am ~ 7:30 pm, M-TH and until 3:30 pm on Friday. If you have any questions, please call ext. 3795.

**AMC AND REGAL THEATRE TICKETS (UNRESTRICTED)**

Now available at the Student Activities Office, G8-119 on a cash basis only. Faculty and staff can pay by check with employee ID. Any questions, please call ext. 3795.

**ALL MOVIE TICKETS ARE UNRESTRICTED!**

- **AMC ~ $8.50 /ea. Flat Rate**
- **Regal ~ $8.50 /ea.**
- **Theatres Flat Rate**
Sexual Assault Awareness Month Activities
Coordinated by the ELAC Violence Intervention Team
Contact Tiffany Rice, Ph.D. at ricetm@elac.edu for more information

Instructors, please consider providing extra credit for student participation at these important events!

**Common Sense Self-Defense**
Thursday, April 8th, 12:30-1:15 in Women’s Gym E9-103.
Safety tips discussion from Marilyn Ladd.

**What is Sexual Assault and What Are Your Legal Rights?**
Tuesday, April 13th, 12:00-1:00 in H7-101.
Presented by Erin Dabbs, J.D., Harriett Buhai Center for Family Law. Refreshments sponsored by ASU.

**Ultimate Power: Enemy Within the Ranks**
Thursday, April 15th, 12:00-1:00 in H7-101.
Presented by Linda Fischer, Ed.D., University of Southern California.
Dr. Fischer will discuss her experience with sexual assault and harassment in the military.

**Sexual Assault Training for Student Athletes**
Friday, April 16th, 9:00-10:30 am in C1.

**Sexual Assault Film Screening and Discussion**
Tuesday, April 20th, 12:00-1:30 in H7-101.
Facilitated by East Los Angeles Women’s Center. Refreshments sponsored by ASU.

**Denim Day, and Campus and Community Resource Fair**
Wednesday, April 21st, 11:00-2:00 in front of E7.
Refreshments sponsored by ASU.

**ELAC’s Second Annual Take Back the Night: Candlelight March, Open Mic Poetry, and Survivor Speakout**
Thursday, April 22nd, 6:00-8:30 pm in H6-102.
Facilitated by East Los Angeles Women’s Center. Refreshments sponsored by ASU.

**Reporting Sexual Assault**
Tuesday, April 27th, 12:00-1:00 in H7-101.
Presented by Deputy Frank Velasco, LA County Sheriff’s Department. Refreshments sponsored by ASU.

**Free Rapid HIV Testing**
Sponsored by East LA Women’s Center. Testing at ELAC Student Health Center, G8-111.
Every Wednesday in April from 12:00-6:00.

**“Jeans for Justice” Project**
Write your personal statement on denim to show that you stand against sexual assault.
Tuesday, April 13th, 1:00-1:30, H7-101 // Tuesday, April 20th, 1:30-2:00, H7-101
Thursday, April 22nd, 8:00-8:30 pm, H6-102 // Tuesday, April 27th, 1:00-1:30, H7-101

**Violence Intervention Team Tabling (in front of E3)**
Tuesday, April 6th from 12:00-2:00 // Wednesday, April 7th from 4:00-6:00 // Monday, April 12th from 12:00-2:00
Tuesday, April 13th from 4:00-6:00 // Tuesday, April 20th from 12:00-2:00 // Wednesday, April 21st from 11:00-2:00
Wednesday, April 28th from 12:00-2:00

**Ongoing event throughout the month of April**
Wish List Drive to benefit Los Angeles House of Ruth. Donation bins in President’s Office (D7A), Women’s PE (E9-112), and Men’s Gym (C1-135). Contact Marilyn Ladd at 323-265-8920 for more information.
CONFERENCE ATTENDANCE

**Full Time Faculty:** Up to $500 maximum conference reimbursement. If funds permit, up to a second $500 reimbursement may be possible.

**Adjunct Faculty:** Prorated upon percentage of a full time assignment.

**TO INSURE APPROVAL AND TIMELY REIMBURSEMENT, PLEASE SUBMIT YOUR REQUEST AS EARLY AS POSSIBLE AND FOLLOW THE APPLICATION PROCEDURE.**

**APPLICATION PROCEDURE:**

- Obtain Conference Attendance Packet from the ELAC website. Please see below.
- Complete LACCD and ELAC Request for Conference Attendance forms and attach conference brochure or Internet flyer. Brochure or flyer **MUST** include all of the following in as few pages as possible:
  - Name of Conference
  - Description of Conference
  - Registration Fees
  - Conference Date(s)
  - Conference Location
- Obtain the signature of your Department Chair.
- Return completed packet to the Office of Academic Affairs, A6.
- If your request is not returned to you, it has been approved. Please do not submit receipts until asked to do so.

TUITION REIMBURSEMENT

**Full Time Faculty:** Up to $500 maximum tuition reimbursement for the first semester/quarter. If funds permit and you qualify, up to a maximum reimbursement of $2,000 per academic year.

**Adjunct Faculty:** Prorated upon percentage of a full time assignment.

**TO INSURE APPROVAL AND TIMELY REIMBURSEMENT, PLEASE FOLLOW THE APPLICATION PROCEDURE.**

**APPLICATION PROCEDURE:**

- Obtain Tuition Reimbursement Packet from the ELAC website. Please see below.
- Carefully review ELAC Tuition Reimbursement Policy.
- Observe Timeline: Applications must be submitted NO earlier than 30 days prior to the start date and NO later than the end of the second week of classes.
- Complete the LACCD and ELAC Tuition Reimbursement forms and attach proof of tuition costs. (Tuition fees do not need to be paid at the time of application).
- Return completed packet to the Office of Academic Affairs, A6.
- You will be informed in writing of the status of your request.

**Website:** [www.elac.edu](http://www.elac.edu), Faculty & Staff, Online Forms: New! Conference/Tuition Documents, Online Forms: Conference Attendance and/or Tuition Reimbursement.

**Hard Copy Documents:** Academic Affairs, A6.

For Questions Concerning Conference Attendance or Tuition Reimbursement, contact Lydia Rudametkin at 323.265.8630, [rudamel@elac.edu](mailto:rudamel@elac.edu), C2-8.
Volunteers Needed For Football Study Hall

We need students and faculty to help take roll and oversee study hall period

When: Tuesdays 12:10-1:25pm
Thursdays & Fridays 12-3pm

Where: B & C Bungalows

Start Date: March 22, 2010

If you are interested in volunteering, please contact:
Coach Cain at 323.265.8950 or cainld@elac.edu

PROFESSIONAL DEVELOPMENT WORKSHOPS

“GOT TECHNOLOGY?”
RECEIVE FLEX CREDIT WHILE LEARNING HOW TO USE TECHNOLOGY TO ENHANCE STUDENT LEARNING.
Everyone is welcome!

<table>
<thead>
<tr>
<th>THURSDAY, APRIL 8</th>
<th>12:30 pm – 1:30 pm</th>
<th>USING SOCIAL NETWORKS AS EDUCATIONAL NETWORKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>E7-406</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THURSDAY, APRIL 22</td>
<td>12:30 pm – 1:30 pm</td>
<td>LEARNING STYLES AND TECHNOLOGY</td>
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<tr>
<td>E7-406</td>
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</tbody>
</table>
What’s cooking in the Library?

Library Workshops for Faculty

Menu

Date & Time

Tuesday, 4/27/2010

Time: 12:15 – 1:15 p.m.

Location

Temporary Library Classroom (C1-128)

Appetizer

Books
Collection development updates

Entrée

Library Credit Courses
1-unit CSU/UC transferable courses:
Library Science 101 and 102

Dessert

Library Online Tutorial
Self-paced library research tutorial

Library Workshops
Overview of the library’s information competency workshops

Library Research Guides
Customized online research guides for courses or course assignments

Reservations

Please RSVP to Amy Guy via email at guyal@elac.edu or by calling (323) 267-3775 by Monday, March 22, 2010.

For more information on library services and resources visit our website at http://library.elac.edu.

Please suggest other topics you would like us to address.
**PURCHASING DEADLINES 2009-2010**

In order to ensure delivery and payment of goods and services within the FY **2009-2010**, the following purchasing deadlines have been established including Specially Funded Programs.

<table>
<thead>
<tr>
<th>DOCUMENT</th>
<th>Unrestricted General Fund DEADLINE</th>
<th>Specially Funded Programs DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase Requisition&lt;br&gt;(Over $78,500 require formal bids)</td>
<td>March 18</td>
<td>April 21</td>
</tr>
<tr>
<td>Purchase Orders Limit to $78,500&lt;br&gt;(Requires three quotes)</td>
<td>March 18</td>
<td>May 19</td>
</tr>
<tr>
<td>Short Term Agreements&lt;br&gt;(Limit to $5,000)</td>
<td>March 18</td>
<td>May 19</td>
</tr>
<tr>
<td>Authorizations to Pay (Library)</td>
<td>March 18</td>
<td>May 19</td>
</tr>
<tr>
<td>Request for Contracts</td>
<td>March 18</td>
<td>April 21</td>
</tr>
<tr>
<td>Conference Attendance / Request to Travel</td>
<td>March 18</td>
<td>May 19</td>
</tr>
<tr>
<td>Postage</td>
<td>March 18</td>
<td>June 2</td>
</tr>
<tr>
<td>Purchase Orders LESS THAN $2,500&lt;br&gt;(<strong>No Quotes Required</strong>)</td>
<td>March 18</td>
<td>May 19</td>
</tr>
<tr>
<td>File Travel Expense Claim /Reimbursements&lt;br&gt;Due to President’s Office</td>
<td>May 19</td>
<td>May 19</td>
</tr>
<tr>
<td>Purchase Orders between $2,501 and $5,000&lt;br&gt;(<strong>Requires three unofficial quotes</strong>)</td>
<td>March 18</td>
<td>May 19</td>
</tr>
<tr>
<td>BTA (Budget Transfer Authorization)&lt;br&gt;Requiring Board Action&lt;br&gt;Bookstore Purchase Orders</td>
<td>May 19</td>
<td>May 19</td>
</tr>
<tr>
<td>Purchase Orders and Contracts&lt;br&gt;(<strong>Plant Facilities only</strong>)</td>
<td>May 19</td>
<td>May 19</td>
</tr>
<tr>
<td>Cafeteria and Child Development Food Orders</td>
<td>June 10</td>
<td>June 10</td>
</tr>
<tr>
<td>Facilities Order Forms Limit to $30,000&lt;br&gt;(<strong>Plant Facilities only</strong>)</td>
<td>June 10</td>
<td>June 10</td>
</tr>
<tr>
<td>Revolving Fund Reimbursements Limited to $250 only</td>
<td>May 19</td>
<td>June 14</td>
</tr>
<tr>
<td>BTA (Budget Transfer Authorization) and processed on Campus</td>
<td>June 15</td>
<td>June 15</td>
</tr>
</tbody>
</table>
Transfer Center Spring Events

Workshops

Steps to Transfer
April 14th
12:00 – 1:30 p.m.
E7 313

USC Norman Topping Scholarship Workshop
(For those who applied to USC for fall 2010)
April 6th
12:00 – 1:30 p.m.
E3 112

Congratulatory Admissions Workshop
What to do next?
May 12th
12:00 – 1:30 p.m.
E7 313

Representative Visits

A monthly calendar of their visits is available in the Transfer Center A-8. Schedule an appointment to meet with a College or University representative at the Transfer Center (323) 265-8623.

Transfer Student Reception

Wednesday, May 26th 2010
Drop in from
12:00 - 7:00 p.m.
E7 - 313

Special recognition for those who are transferring to a four year college or University

ELAC Transfer Achievement Award for all participants

Special cord to be worn on graduation day for transfer students

To participate, please bring your CSU, UC, or Private University acceptance letter(s) to the Transfer Center located in the A - 8 bungalow between April 22nd and May 21st. You will receive an official invitation to the reception at the Transfer Center.