Denise Lara, Senior Office Assistant  
Enrique Daly, Carpenter  
Harold Sherburne, Carpenter  
Carly Dobbs, Carpenter-Supervisor  
Eduin Patino, Electrician  
Jeffrey Diecan, Electrician  
Manuel Verdejo, Electrician  
Mar Jan Vucic, Electrician  
Dan Sarge, Gardener  
Edmer Peraza, Gardener  
Enrique Bruci, Gardener  
Enrique Pignierra, Gardener  
Fernando Guzman, Gardener  
Hilaro Valdez, Gardener  
Jesus Ortiz, Gardener  
Roxendo Perral, Gardener  
Vincent Nieto, Gardener  
Gabriela Arguelles, Gardener-Supervisor  
Carlos Hernandez, HVAC Tech  
Johnny Pearson, HVAC Tech  
Max Marquez, HVAC Tech  
Leroy Caldwell, Lead Electrician  
Tom Carrillos, Lead HVAC  
Emiliano Tell, Lead Painter  
Alfonse Arriaga, Locksmith  
Daniel Guardado, Maintenance Assistant  
Dara Chop, Maintenance Assistant  
Edith Cortes, Maintenance Assistant  
Filiberto Barajas, Maintenance Assistant  
George Geja, Maintenance Assistant  
Michael Reyes, Maintenance Assistant  
Sergio Perez, Maintenance Assistant  
Baulioflo Barra, Mechanic  
Edgar Cruz, Painter  
Hector Abel, Painter  
James Owen, Painter  
Mario Toledo, Painter  
Christopher Holbert, Plumber  
James Colman, Plumber  
Javier Caro, Plumber  
Marcio Guardado, Plumber  
Benjamin Almeida, Stock Control Aide  
Regis Bell, Stock Control Assistant  
Richard Rosales, Stock Control Assistant  
Luis Velasquez, Stock Control Supervisor

OPERATIONS

Robert Burns, Operations Manager  
Aldo Beltran, A-Shift Supervisor  
Alex Almeida, B-Shift Supervisor  
Brenda Johnson, B-Shift Supervisor  
Ricardo Rodriguez, A-Shift Supervisor  
Aleka Wrotten, Custodian  
Alfredo Garcia, Custodian  
Antonio Bramlett, Custodian  
Darren Johnson, Custodian  
David Lopez, Custodian  
Demond Walker, Custodian  
DeShawn Smith, Custodian  
Eduardo Gonzalez, Custodian  
Enrique Preciado, Custodian  
Erna Bell, Custodian  
Eric Lopez, Custodian  
Eugene Thomas, Custodian  
Freddy Valenzuela, Custodian  
Graham Jackson, Custodian  
Herman Gavin, Custodian  
Isaac Flores, Custodian  
Javier Brindis, Custodian  
Jesse Gonzalez, Custodian

Spring 2016

EAST LOS ANGELES COLLEGE

Build a team, build a campus.

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Plant Facilities & Operations  
Reprographics/Mailroom  
Sheriffs Department/Campus Safety  
Future Projects

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Administrative Services  
College Bookstore  
Event Management  
Fiscal/Payroll/Personnel  
Information Technology

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For more information, please visit our website: www.elac.edu
East Success Continues with Growth!
by Dr. Ann Tomlinson

East Los Angeles College (ELAC) is experiencing unprecedented change and growth in our student population, employees, and campus infrastructure. New buildings have been constructed and old buildings have been renovated to meet the growing needs of our faculty, staff, and students. Although financial resources have grown to record levels, the pent up needs of the campus have outpaced the actual funds available.

To meet the twin expectations of new buildings and technologies, your Administrative Services Team has carefully managed the financial resources available, using bond money and other financial resources to support student success by financing technologically advanced smart classrooms, key card access, the central plant, and necessary classroom equipment. New buildings and technology require intensive training and maintenance as well as a team that is up to the challenge. This resulted in the hiring of a record number of exceptional classified staff in facilities, IT, and in other key areas.

Making room for our new East LA family has resulted in reopening the ELAC Corporate Center. I am very proud of our receiving team who stepped up to the challenge by relocating some ten offices.

I hope you will join me in celebrating your Administrative Services Team coming together to meet the growing needs of faculty, staff, and students as well as new challenges.

Sheriff Department

Since early 2000, East Los Angeles College has had a partnership with the LA County Sheriffs Department to have a permanent station on campus to manage the safety and security of the campus community. The department is staffed 24/7 with Deputies, Security Officers as well as cadets during day.

Some of their responsibilities include patrolling the campus, South Gate and Corporate Center, assisting with emergencies and injuries, escort services for students and employees, providing support during campus events, and maintaining/reporting crime statistics which are posted on the ELAC website as required by Federal law.

The Sheriffs Office is located in 85-104, on the south west end of the stadium. You can contact them at (323) 265-8800.

Future Projects at ELAC

As the campus continues to develop and grow through 2016 and beyond, there are several projects to be undertaken by the Administrative Services Division. Some of these projects include:

- Upgrading college core switches.
- Replacing the existing F9 modulars with new customized modulars.
- Replacing the Weingart Stadium track with a state-of-the-art polyurethane track.
- Opening of the Campus Center/Bookstore during Spring 2016.
- Completion of the Library and Assessment Center at South Gate.
- Relocation of the Financial Aid Department in the E1 Student Services Building.
- Upgrades to the emergency alert system including new speakers and strobes in key locations.
- Upgrading campus wireless network and security camera systems.
- Upgrade of audio/visual systems in E7.
- Deployment of Mathematica software to the Library, Learning Center and Math lab.
- Upgrading college core switches.
- Opening of the Math & Science Complex in Spring 2017.
2015-2016 Fiscal Year Highlights:

- 55 film/commercial shoots in over 100 days of production
- Over 30 large (1,000+) community events including 21 high school and middle school graduations
- Over the years East Los Angeles College has become a popular location for film jobs and commercial photo shoots. Facilities such as the 20,000 seat football stadium, the 2,000 seat newly renovated auditorium or the Olympic size swimming pool have been used in various television shows such as Celebrity Apprentice, Dancing with the Stars, The Mentalist and True Crime as well as feature films such as Forrest Gump and the upcoming Batman vs Superman: Dawn of Justice.
- The college also plays host to several large community events each year. These events allow the campus to open its doors to local groups hosting workshops, plays, concerts, graduations and other events aimed at bringing the community together.

Fiscal/Payroll/Personnel

Recently relocated to G1-104/107, the Fiscal Office services over 20,000 students every semester, assisting them with paying for fees, purchasing parking permits, clearing holds and the distribution of funds such as financial aid and scholarships.

Our Payroll/Personnel Office is located off campus at the recently renovated Corporate Center. They are responsible for the hiring process on campus, working with the departments looking to hire as well as with the Personnel Commission to ensure that the regulations are adhered to and the process flows smoothly. They arrange interviews, assist with payroll and benefits issues, issues for employees and occasionally offer training on various District policies.

The 2015-2016 fiscal year has seen the hiring of 3 full-time faculty, 10 part-time faculty and 3 Classified Staff.

The Payroll/Personnel Office is located at 1055 Corporate Center Drive, Monterey Park, CA 91754.
Plant Facilities & Operations

The maintenance and improvement of the college buildings and grounds falls squarely on the Plant Facilities and Maintenance & Operations Departments. With approximately 88 acres on the main campus, as well as the South Gate and Corporate Center, there is a constant flow of work orders and projects that keep the staff functioning seven days a week.

2015-2016 Fiscal Year Highlights:

- 9 new staff hired this fiscal year
- Launched new Facilities Helpdesk and closed 2,220 work orders
- Opening of largest building per sq. ft. in the LACCD (E3)
- Renovation of Auditorium
- Landscape beautification and drought tolerance upgrades
- Monthly safety meetings and annual trainings on sexual harassment and other job related issues
- Developed “Needs Assessment List” to address issues such as health and safety, scheduled maintenance, and other concerns
- Replace the air conditioning in the P1 Building
- Processed 340 purchase orders and 131 Facilities Orders/contracts

Corporate Center receives a facelift

While the campus population continues to grow, the need for office space has become a top priority for the Administrative Services Division. As such, the recently unused Corporate Center property was targeted for renovation to relocate various departments off campus and make room for office space. The Plant Facilities and Information Technology departments took the lead in working with contractors as well as managing the work necessary to open Corporate Center quickly. The site received new carpeting, paint, updated the air and plumbing systems and received an entirely new network backbone which included 70 new computers, wireless internet, closed circuit television, and connection to the college network and services. There were a total of 15 relocations of various departments to corporate center as well as moves that were made on the main campus. We would like to send out a tremendous thank you to the ELAC Receiving, Maintenance and Operations, Facilities Office staff and Information Technology staff for their dedication and effort to this time critical project.

Information Technology

The Information Technology (IT) Department is responsible for the network infrastructure and security, academic computer labs and smart classroom technology, wireless internet, campus/District accounts and all other technology based services and equipment on the main campus and at the South Gate Educational Center and Corporate Center off sites.

The department currently supports approximately 3,400 computer systems, 48 academic computer labs, 206 smart/semi-smart classrooms, 300 wireless access points as well as 250 network switches and over 265 servers which run a variety of systems on the Administrative and Academic networks and keep the campus functioning seven days a week.

2015-2016 Fiscal Year Highlights:

- Installation of new network switches in E7 Technology Building with new 1GBs switches.
- Purchased new hi-definition projectors to replace the existing projectors in E7. Installation in progress.
- Installation of a new virtual computer environment in the Student Success computer labs.
- Development of a state-of-the-art data center which will replace the existing two server rooms.
- Installed ten new smart classrooms and upgraded four existing rooms at the South Gate Educational Center.
- Opening of Corporate Center off site, including a network infrastructure, deployment of 70 new computers, wireless internet, and a video security system.
- Upgraded the college website to be mobile ready.

Helpdesk Tickets Submitted FY 2015-16

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<thead>
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<th>Area</th>
<th>Qty</th>
<th>Percentage</th>
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<tr>
<td>Academic</td>
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<tr>
<td>Administrative</td>
<td>3,452</td>
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<tr>
<td>Phones/Faxes</td>
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<tr>
<td>Web Presence</td>
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<tr>
<td>Card Access</td>
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<td>4.7%</td>
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<tr>
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<td>100%</td>
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