

# MINUTES



## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING

AUGUST 14, 2006

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

Closed Session  
Business Building Room 111

Public Meeting  
Board Room  
Business Building Room 117

*The minutes may be accessed on the  
Santa Monica College website:*

<http://www.smc.edu/admin/trustees/meetings/>

# MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, August 14, 2006.

The agenda included the following items: (Items for action - recommendations - are listed numerically; items for information are listed alphabetically).

## I. **ORGANIZATIONAL FUNCTIONS**

- A Call to Order
- B Roll Call

## II. **CLOSED SESSION** (*Scheduled for 5:30 p.m.*)

- Conference with Labor Negotiators (Government Code Section 54957.6)  
*Agency Designated Representatives: Robert Sammis, Vice-President, Planning and Development  
Jeff Shimizu, Vice-President, Academic Affairs  
Employee Organization: Santa Monica College Faculty Association*
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)  
*Santa Monica College Faculty Association vs. SMCCD  
Unfair Labor Practice Charge No. LA-CE-4988-E*
- Public Employee: Discipline, Dismissal, Release (Government Code Section 54657)
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)  
*Case SS014193, SMCCD vs. Craig Walter*
- Real Property (Government Code Section 54956.8)
  - Property: 1681 – 26<sup>th</sup> Street, Santa Monica*
  - Agency Negotiator: Chui L. Tsang, Superintendent/President*
  - Negotiating Parties: Chui L. Tsang, Superintendent/President and the Stahl Trust*
  - Under Negotiation: Price and terms of payment*
  
  - Property: 2909 Exposition Blvd., Santa Monica*
  - Agency Negotiator: Chui L. Tsang, Superintendent/President*
  - Negotiating Parties: Chui L. Tsang, Superintendent/President and Verizon*
  - Under Negotiation: Price and terms of payment*
  
  - Property: 23801 Stuart Ranch Road, Malibu*
  - Agency Negotiator: Chui L. Tsang, Superintendent/President*
  - Negotiating Parties: Chui L. Tsang, Superintendent/President and the Yamaguchi Family Trust*
  - Under Negotiation: Price and terms of payment*

II. **CLOSED SESSION** (continued)

- Real Property (Government Code Section 54956.8)
  - Property: 23519 W. Civic Center Way, Malibu
  - Agency Negotiator: Chui L. Tsang, Superintendent/President
  - Negotiating Parties: Chui L. Tsang, Superintendent/President and the County of Los Angeles
  - Under Negotiation: Price and terms of payment

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** (Continued)

- C Pledge of Allegiance
- D Report Out of Closed Session – Board of Trustees Meeting, June 12, 2006
- #I Approval of Minutes: July 12, 2006

IV. **SUPERINTENDENT'S REPORT**

- Management Association Update/Classified Staff Recognition Award
- Updates:
  - Compton College
  - Personnel Commission
  - Shuttle Parking

V. **PRESENTATIONS AND BOARD DISCUSSION**

VI. **ACADEMIC SENATE REPORT**

VII. **COMMUNICATIONS OR PUBLIC COMMENTS**

VIII. **CONSENT AGENDA** (All items considered in one motion unless pulled for discussion or questions)

**Grants and Contracts**

- #2 Contracts and Consultants
  - A Teacher Academy Consultant
  - B Consultant for Title V Grant
  - C Consultant for WIA/JTA Data Entry and Reporting
  - D Consultant for VTEA Environmental Scan
  - E Contract for Maintenance of Transit Shelters
  - F Rental Agreement with Cooper Building for Apparel Training Program
  - G Economic Development Contract
  - H Consultant for Personnel Commission
  - I KCRW Contracts
- #3 Declaration of Withdrawn Books as Surplus

**Human Resources**

- #4 Academic Personnel
- #5 Classified Personnel – Regular
- #6 Classified Personnel – Limited Term
- #7 Classified Personnel – Non Merit

## **Facilities and Fiscal**

- #8 Facilities
  - A Change Orders No. 12 – Theater Arts Renovation
  - B Amendment to Agreement for Architectural Services – Corsair Field Feasibility Study
  - C Change Order No. 6 – Liberal Arts North Building
  - D Change Order No. 21 – Madison Renovation for Music
  - E Change Order No. 22 – Performing Arts Center, Madison
  - F Quarterly Pool Payments Under Joint Use Facilities Agreement
- #9 Budget Transfers
- #10 Claims for Damages
- #11 Authorization of Signatures
- #12 Commercial Warrant Register
- #13 Payroll Warrant Register
- #14 Auxiliary Payment and Purchase Orders
- #15 Direct, Benefit and Student Grant Payments
- #16 Purchasing
  - A Award of Purchase Orders
  - B Award of Contract – Shuttle Service
  - C Award of Contract – Employee Benefits Eligibility Audit Services
  - D Participation in Purchasing Agreements

### IX. **CONSENT AGENDA – Pulled Items**

### X. **MAJOR ITEMS OF BUSINESS**

- E Performing Arts Center and Music Academy (Madison)
- #17 Consultant for Legal Services for Performing Arts Center and Music Academy
  - F Educational Podcasting Pilot Program
- #18 Direction to Staff to Explore Audio Podcasting of Public Meetings of the Board of Trustees
- #19 Cooperative Planning with YWCA on Property at Pico Boulevard and 14<sup>th</sup> Street
- #20 Appointment to Citizens' Bond Oversight Committee

### XI. **BOARD POLICY**

- #21 First Reading – Board Policy Section 4111, Enrollment Priorities

### XII. **INFORMATION**

- G Citizens' Bond Oversight Committee Meeting - July 19, 2006
- H Citizens' Bond Oversight Committee 2005-06 Annual Report

### XIII. **BOARD REPORTS AND COMMENTS**

- XIV. **ADJOURNMENT:** The Board of Trustees will hold a Retreat on Saturday, August 26, 2006 in the Multipurpose Room (Room 123) at the Bundy Campus, 3171 Bundy Drive, Los Angeles.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Wednesday September 13, 2006 at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

**BOARD OF TRUSTEES****REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

August 14, 2006

**I. ORGANIZATIONAL FUNCTIONS**A. CALL TO ORDER – 5:30 p.m.B. ROLL CALL

Dr. Nancy Greenstein, Chair - Present  
Dr. Susan Aminoff, Vice-Chair - Present  
Carole Currey - Present  
Dr. Dorothy Ehrhart-Morrison - Present  
Dr. Margaret Quiñones - Present  
Rob Rader - Present  
Herbert Roney - Present

**II. CLOSED SESSION**

- Conference with Labor Negotiators (Government Code Section 54957.6)  
*Agency Designated Representatives: Robert Sammis, Vice-President, Planning and Development  
Jeff Shimizu, Vice-President, Academic Affairs*  
*Employee Organization: Santa Monica College Faculty Association*
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)  
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Unfair Labor Practice Charge No. LA-CE-4988-E*
- Public Employee: Discipline, Dismissal, Release (Government Code Section 54657)
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*Under Negotiation: Price and terms of payment*

**BOARD OF TRUSTEES****REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

August 14, 2006

**III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** – 7:22 p.m.

- C. PLEDGE OF ALLEGIANCE – Dorothy Ehrhart-Morrison
- D. REPORT OUT OF CLOSED SESSION  
Board of Trustees Meeting – June 12, 2006

The Board of Trustees took action to authorize the Superintendent/President Dr. Chui L. Tsang to enter into an agreement for the Santa Monica Community College District to purchase the property commonly known as 23801 Stuart Ranch Road, Malibu, CA 90265 for a purchase price of \$8,000,000, plus reasonable and customary closing costs. A down payment of \$200,000 is authorized to be deposited into escrow at the time of signing the agreement. At the completion of the 90-day contingency period or earlier, the Board may cancel the purchase of the property with refund of deposit.

This action is consistent with the Trustees' proposition "S" intent to establish a center in Malibu.

**RECOMMENDATION NO. 1 APPROVAL OF MINUTES**

RECOMMENDATION: Approval of the minutes from the following meetings of the Santa Monica Community College District Board of Trustees:

July 12, 2006 (Regular Meeting)

MOTION MADE BY: Herbert Roney  
SECONDED BY: Dorothy Ehrhart-Morrison  
AYES: 7  
NOES: 0

**IV. SUPERINTENDENT'S REPORT**

- Management Association Update/Classified Staff Recognition Award: New SMC Management Association President Al DeSalles named Maria Bonin, articulation/transfer specialist, recipient of the Classified Staff Recognition Award for August.
- Updates:

Compton College: Executive Vice President Randal Lawson reported that Santa Monica College's operation of summer sessions at Compton College was successful and generated much goodwill. It was reported that though final figures are not yet in, it is anticipated that the summer sessions will have generated more than the minimum number of full-time-equivalent students that had been set by SMC.

Personnel Commission: The Personnel Commission has agreed to lift a moratorium placed on creating new classifications and reclassifications because of the Hay Study.

Vice-President Positions: The college is in the process of recruiting for two vice president positions – business and human resources. The goal is to begin the application review process for both positions by the end of September.

Shuttle Parking: The beach shuttle parking will continue into 2007 by arrangement with the City of Santa Monica. The college is making a number of adjustments to the shuttle operation in order to be responsive to neighbor issues. The college's use is on an interim basis while the college seeks to acquire a permanent replacement shuttle site.

**V. PRESENTATIONS AND BOARD DISCUSSION****VI. ACADEMIC SENATE REPORT**

Richard Tahvildaran-Jesswein

**VI. COMMUNICATIONS OR PUBLIC COMMENTS**

Jeff Higley

Nehasi R. Lee

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 14, 2006

CONSENT AGENDA

RECOMMENDATION: The Board of Trustees take the action requested on Consent Agenda Recommendations #2-#16.

Recommendations pulled for questions and returned to Consent Agenda:

#2-F, #8-B, #9-D, #16-B, #16-C

Recommendations pulled for separate action:

#8-B

Action on Consent Agenda (except Recommendation #8-B)

MOTION MADE BY: Herbert Roney

SECONDED BY: Carole Currey

AYES: 7

NOES: 0

Action on Recommendation #8-B)

MOTION MADE BY: Herbert Roney

SECONDED BY: Susan Aminoff

AYES: 6

NOES: 1 (Quiñones)



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2      CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Ratification*

2-A      TEACHER ACADEMY CONSULTANT

Provider:                      Education Gateways LP LLLP (EdGate)  
Amount:                        \$1,875 (additional amount)  
Term of contract:            March 1, 2006 through February 28, 2007  
Funding Source:            Title V Cooperative Grant (Preparing Tomorrow’s Teachers Today) in conjunction with El Camino College and U.S. Department of Education.  
Summary;                      The provider will lead a workshop on customized website and training on state education standards and lesson plan templates for meeting those standards. The Board of Trustees approved the one-year contract with EdGate, a web-based resource library on March 13, 2006 for the amount of \$10,000 for one training workshop. The additional workshop is scheduled for September 15, 2006 and is required for faculty who were unable to attend the first training.

2-B      CONSULTANT FOR TITLE V GRANT

Provider:                      Dr. Jerry Rudmann  
Amount:                        \$1,000  
Term of Contract:            May 18, 2006  
Funding Source:            Title V Grant  
Summary:                      Dr. Rudmann is the Director of Institutional Research at Coastline College and a Professor of Psychology at Irvine Valley College. His work on Student Learning Outcomes in the area of Student Services is exemplary statewide. Dr. Rudmann shared his professional expertise with all student service areas including financial aid, EOPS, admissions, student judiciary affairs and counseling. The one day retreat included writing SLOs and their assessment for college service areas and addressed how student services effects student learning and success.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2**     **CONTRACTS AND CONSULTANTS** *(continued)*

2-C     CONSULTANT FOR WIA/JTA DATA ENTRY AND REPORTING

Provider: Career Planning Center/Marina and West Los Angeles WorkSource Center  
Amount: \$14,266  
Term of Contract: August 14, 2006 – June 30, 2007  
Funding Source: Workforce Investment Act’s Governor’s Discretionary Fund Nurse Education Initiative for Associate Degree Nursing—RN Programs/Fostering Student Success Grant  
Summary: SMC will contract with the Marina/West Los Angeles WorkSource Center, which is managed by the Career Planning Center, to provide data entry and system reporting for students enrolled in SMC’s Nursing Program utilizing the Workforce Investment Act’s Job Training Automation system. The Governor’s Nurse Education Initiative, which funds the college’s Fostering Student Success grant, requires the college to enter all students who receive services in the JTA database. The Chancellor’s Office suggested that grantees contract with their local WorkSource partners for this service, as most community colleges do not have easy access to the JTA system.

2-D     CONSULTANT FOR VTEA ENVIRONMENTAL SCAN

Provider: Stallman Communications  
Amount: \$2,400  
Term: August 24, 2006  
Funding Source: VTEA Funds  
Summary: To facilitate a break-out session on Staff Development day on the findings of the Environmental Scan in a workshop with the Occupational Education Committee.

2-E     CONTRACT FOR MAINTENANCE OF TRANSIT SHELTERS

Provider: CBS OUTDOOR (formerly INFINITY OUTDOOR)  
Amount: CBS Outdoor will pay the District one hundred and eighty five dollars (\$185.00) per shelter per month for the first two years, and one hundred and ninety dollars (\$190.00) per shelter per month for year three, four, and five, for the maximum of six (6) shelters, plus an annual utility payment of three hundred and fifty dollars \$ 350.00 per shelter.  
Term: August 1, 2006 to July 31, 2011  
Summary: The vendor provides bus shelters on Pico Blvd. and Pearl Street for SMC students while they wait for buses. There are currently four shelters. This is the renewal of a contract for the District to maintain these transit shelters.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2**      **CONTRACTS AND CONSULTANTS** *(continued)*

**2-F RENTAL AGREEMENT WITH THE COOPER BUILDING FOR APPAREL TRAINING PROGRAM**

Provider: Cooper Building, Los Angeles

Service: Lease of training space to allow SMC to offer training workshops for individuals working in the apparel industry. The lease will be paid by SMC's Apparel Program via the California Employment Training Panel (ETP).

Amount: Base rent will be \$900 per month, on a month-to-month basis. Additional charges at \$50 per month may be required by SMC, from time to time, to cover air-conditioning, etc.

Funding Source: Santa Monica College Employment Training Grant (Apparel Training Program)

Term: July 1, 2006 to June 30, 2007

Summary: The location will support SMC's efforts to meet its training goals under the ETP program. The Cooper Building is in the heart of the Los Angeles garment district and allows many individuals who work in the industry to easily access SMC's contract education activities. The workshops will cover topics such as Vocational English-as-a Second Language, apparel-related technologies, and garment construction, based on an ETP-approved menu. SMC has trained many apparel industry workers in the past and anticipates many more needing skills training to help their companies remain competitive.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2      CONTRACTS AND CONSULTANTS (continued)**

2-G      ECONOMIC DEVELOPMENT CONTRACT

Contracting Agency:      New Directions, Inc.  
Title of Contract:      Computer Literacy and Job-Search Techniques Training  
Amount of Contract:      \$22,530  
Matching Funding:      N/A  
Performance Period:      August to December 2006  
Summary:      New Directions, Inc., a long-term drug and alcohol treatment center that provides food, shelter and rehabilitation services to homeless veterans, will be contracting with the Office of Workforce and Economic Development to deliver Computer Literacy and Job Search training services. Workshops will be customized to meet the special needs of their homeless veteran population. Training activities will be conducted at New Directions facilities located adjacent to the Los Angeles VA Hospital.

Budget:

Income	8000	\$22,530
Expenditures		
2000 Classified salaries		\$16,416
3000 Benefits		821
5000 Other expenditures		2,953
6000 New equipment		1500
7000 Student Aid		840

2-H      CONSULTANT FOR PERSONNEL COMMISSION

Provider:      Company of Experts  
Amount:      \$8,833 per month  
Performance Period:      July 17 through October 31, 2006  
Funding Source:      2006-07 Personnel Commission Budget  
Summary:      The consultant is assuming the responsibilities of the Director of Classified Personnel until a permanent appointment is made. Services include oversight of Personnel Commission activities and staff and providing other support and/or recommendations to the Personnel Commission.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2**      **CONTRACTS AND CONSULTANTS** *(continued)*

2-1 KCRW CONTRACTS

1. RENTAL SITE FOR KCRW'S ANTENNA

Provider: American Tower Corp  
 Fees: \$1,061.52 rental + utilities usage charges monthly; totaling \$12,738.24 annually; with an annual escalator of 4% for both rental and utilities usage  
 Term: July 1, 2006 through June 30, 2011 (5 year period)  
 Service: Rental of Red Mountain site for KCRW's antenna to broadcast radio programming.

2. MAINTENANCE OF PRIVATE ROAD LEADING TO KCRW'S TRANSMITTER SITE

Provider: Richard Eric King  
 Fees: Annual usage fee, \$2,500; variable fee, for maintenance and repair, not to exceed \$7,500;  
 Grand total, not to exceed \$10,000  
 Term: August 1, 2006 through July 31, 2007  
 Service: Usage, access and maintenance of private road leading to KCRW's transmitter site at South Mountain, above Santa Paula, Ventura County.

3. RENTAL SITE FOR KCRW'S ANTENNA

Provider: Snow Peak Communications  
 Fees: \$250 monthly rental fee; annual total, not to exceed \$3,000.  
 Term: September 1, 2006 through August 31, 2011 (5 year period)  
 Service: Rental of Snow Peak site for KCRW's antenna to broadcast radio programming.

Funding Source: KCRW donations

**RECOMMENDATION NO. 3**      **DECLARATION OF WITHDRAWN BOOKS AS SURPLUS**

*Requested Action: Approval*

Declaration of books officially withdrawn from the library collection as surplus property to be made available to students, staff and community members free of charge.

Comment: Books are withdrawn for a variety of reasons (out of date, in poor condition or no longer appropriate for the collection).

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 4      ACADEMIC PERSONNEL**

All personnel will be properly elected in accordance with district policies, salary schedules, and appropriate account numbers.

EFFECTIVE DATE

ESTABLISH

ADMINISTRATIVE

Project Manager, Distance Education

08/22/06

Comment: This position is categorically funded by the Department of Labor grant for nursing.

ELECTIONS

CONTRACT

Moisan, Asunta

Instructor, Cosmetology

08/22/06

Phillips, Franklyn

Instructor, Art-Ceramics

08/22/06

ADJUNCT

(List on file in the Office of Human Resources - Academic)

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 5**      **CLASSIFIED PERSONNEL – REGULAR**

All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Alternate Media Specialist	08/09/06

ELECTIONS

<u>PROBATIONARY</u>		
Banks, Joe N.	Custodian/NS-II, Operations	07/24/06

<u>PROMOTIONS</u>		
Marchant, Kathleen	Admissions and Records Clerk II, ISC	08/14/06
Pant, Poonam	Admissions and Records Clerk III, Admissions & Records	08/01/06

<u>VOLUNTARY DEMOTION</u>		
Casborn, Edgar		07/11/06
From: Lead Custodian/NS-II, Operations, 12 mos, 40 hrs		
To: Custodian/NS-II, Operations, 12 mos, 40 hrs		

PERMANENT EMPLOYEE WITH LIMITED TERM SUMMER ASSIGNMENT

Beauregard, Stacey	Instructional Assistant, English	07/31/06 - 08/10/06
Cardwell, Ken	Laboratory Technician, Art	08/28/06 - 08/31/06
Cheney, Joyce	Tutoring Coord-Humanities/Reading, English	08/28/06 - 08/31/06
Fredrickson, Don	Accompanist-Performance, Music	08/28/06 - 08/31/06
Gray, Gary	Accompanist-Performance, Music	08/28/06 - 08/31/06
Ha, Kahm	Lab Technician, Physical Science	08/28/06 - 08/31/06
Harris, Paul	Lab Technician-Photo/Fashion	08/28/06 - 08/31/06
Huber, Teresa	Library Assistant II, Library	08/28/06 - 08/31/06
Jackson, Wendy	Library Assistant II, Library	08/28/06 - 08/31/06
Moore, Monica	Instructional Assistant-English, English	07/31/06 - 08/10/06
Moses, Kathy	Athletic Activities Assistant, Athletics	08/28/06 - 08/31/06
Sierra, Peter	Tutoring Coordinator-Foreign Language, LRC	08/28/06 - 08/31/06
Smedding, Jeffrey	Lab Technician-Photo/Fashion	08/28/06 - 08/31/06
Smith, Peter	Music Technical Assistant, Music	08/28/06 - 08/31/06
Williams, Paul	Tutoring Coordinator-Math, Mathematics	08/28/06 - 08/31/06
Willis, Sandra	Tutoring Coordinator-Science, LRC	08/28/06 - 08/31/06
Windish, Marge	Department Secretary I, Music	08/28/06 - 08/31/06

CHANGE IN WORK SHIFT/TEMPORARY

Pant, Poonam	07/01/06 - 07/31/06
Fr: Admissions and Records Clerk II, Admissions & Records, 12 mos, 40 hrs	
To: Admissions and Records Clerk II/NS-I Admissions & Records, 12 mos, 40 hrs	

CHANGE IN WORK SHIFT/PERMANENT

Cohanne, Jonathan

Fr: Admissions and Records Clerk II/NS-I, Admissions & Records, 12 mos, 40 hrs

To: Admissions and Records Clerk II, Admissions & Records, 12 mos, 40 hrs

WORKING OUT OF CLASSIFICATION

Casillas, Joshua 05/22/06 - 06/30/06

Fr: Financial Aid Customer Services Clerk, Financial Aid, 12 mos, 40 hrs

To: Acting Assessment Specialist/NS-I, Matriculation, 12 mos, 40 hrs

Casillas, Joshua 07/01/06 - 09/22/06

Fr: Financial Aid Customer Services Clerk, Financial Aid, 12 mos, 40 hrs

To: Acting Assessment Specialist/NS-I, Matriculation, 12 mos, 40 hrs

Jones, Tiffani 03/15/06 - 06/30/06

Fr: Personnel Specialist I, Personnel Commission, 12 mos, 40hrs

To: Acting Personnel Analyst (50%), Personnel Commission, 12 mos, 40 hrs

Jones, Tiffani 07/01/06 - 12/30/06

Fr: Personnel Specialist I, Personnel Commission, 12 mos, 40hrs

To: Acting Personnel Analyst (50%), Personnel Commission, 12 mos, 40 hrs

Willis, Adriene 05/10/06 - 06/30/06

Fr: Department Secretary II/Confidential, Superintendent/President, 12 mos, 40 hrs

To: Acting Administrative Assistant III/Confidential, Plan and Dev, 12 mos, 40 hrs

Willis, Adriene 07/01/06 - 09/15/06

Fr: Department Secretary II/Confidential, Superintendent/President, 12 mos, 40 hrs

To: Acting Administrative Assistant III/Confidential, Plan and Dev, 12 mos, 40 hrs

ADVANCED STEP PLACEMENT

Cleveland, Dekina Clerical Assistant I, LRC Step C 01/03/06

Plauzoles, Lucien Assistant Bookstore Manager Step C 07/10/06

LEAVES OF ABSENCE WITH PAY

ADMINISTRATIVE

Bates, Cherie, Director of Classified Personnel, Personnel Commission 07/13/06 - 07/25/06

SEPARATIONS

RESIGNATION

Bates, Cherie Director of Classified Personnel, Personnel Commission 07/25/06

Romali, Reagan Associate Vice-President, Fiscal Services, Fiscal Services 07/31/06

The Board hereby accepts immediately the resignation of the above listed personnel to be effective as indicated.



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – LIMITED TERM**

All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules. No limited term assignment shall exceed 120 working days per fiscal year.

ELECTIONS

EFFECTIVE DATE

PROVISIONAL

Badaro, Luiz, Accompanist - Percussion, KDR	07/03/06 - 12/19/06
Beauregard, Stacey, Instructional Assistant-ESL, ESL	07/03/06 - 12/19/06
Bice, Jaimee, Cash Receipts Clerk, Bookstore	07/03/06 - 06/30/07
Bonner, Gary, Accompanist-Dance, Program Development	07/03/06 - 12/19/06
Cadena, Ruben, Cash Receipts Clerk, Bookstore	07/03/06 - 06/30/07
Cummings, Kahul, Accompanist-Percussion, KDR	07/03/06 - 12/19/06
Cummings, Kahul, Accompanist-Percussion, Program Develop	07/03/06 - 12/19/06
Dawson, Rebecca, Cash Receipts Clerk, Bookstore	07/03/06 - 06/30/07
Donaldson, Frank, Stage Construction Technician, Theatre Arts	07/03/06 - 12/22/06
Ellis, Stephen, Vocational Inst. Assistant, Cosmetology	07/03/06 - 12/21/06
Emata, Myrna, Accompanist-Dance, Program Development	07/03/06 - 12/19/06
Erickson, Dela, Art Gallery Installer, Art	07/03/06 - 12/22/06
Evenhuis, John, Instructional Assistant-ESL, ESL	07/03/06 - 12/19/06
Faye, Abdul Aziz, Accompanist-Percussion, KDR	07/03/06 - 12/19/06
Faye, Abdul Aziz, Accompanist-Percussion, Program Develop	07/03/06 - 12/19/06
Georges, William, Theatre Tech Director, Theatre Art	07/01/06 - 08/31/06
Harris, LaTrice, Payroll Specialist, Payroll	07/03/06 - 09/01/06
Harrison, Hubert, Vocational Inst. Assistant-Cosm, Cosmetology	07/03/06 - 12/19/06
Izquierdo, Ruben, Accompanist-Guitar, Emeritus	07/03/06 - 12/19/06
Karasik, Paveil, Instructional Assistant-ESL, ESL	07/03/06 - 12/19/06
LaBarge, Molly, Instructional Assistant-ESL, ESL	07/03/06 - 12/19/06
Lange, Deborah, Cosmetology Assistant-Cosm, Cosmetology	07/03/06 - 12/21/06
Malilli, Fatmira, Accompanist-Dance, Program Development	07/03/06 - 12/19/06
Marchenko, Tamara, Accompanist-Performance, Emeritus	07/03/06 - 12/19/06
Marchenko, Tamara, Accompanist-Voice, Emeritus	07/03/06 - 12/19/06
Merkejur, Olga, Instructional Assistant-ESL, ESL	07/03/06 - 12/19/06
Nelli, Maria, Cash Receipts Clerk, Bookstore	07/03/06 - 06/30/07
Rutledge, Kristie, Costume Design Technician, Campus Events	07/01/06 - 12/21/06
Salinas, Eric, Cash Receipts Clerk, Bookstore	07/03/06 - 06/30/07
Santos, Emmanuel, Personnel Analyst, Personnel Commission	07/01/06 - 11/01/06
Seeds, Robert V, Personnel Analyst, Personnel Commission	07/03/06 - 12/29/06
Smith, Peter, Events Technician, Campus Events	07/01/06 - 12/31/06
Spilny, Valerie, Accompanist-Dance, Program Development	07/03/06 - 12/19/06
Starr, Ellen, Art Gallery Installer, Art	07/03/06 - 12/22/06
Sturgis, Denise, Financial Aid Customer Service Clerk	07/05/06 - 11/14/06
Vento, Victor, Accompanist-Guitar, Emeritus	07/03/06 - 12/19/06
Wheeler, Brennan, Lab Tech-Art, Art	07/03/06 - 12/22/06
Williams, Donnie, Vocational Inst. Assistant-Cosm, Cosmetology	07/03/06 - 12/21/06

## LIMITED TERM

Willis, David, Art Gallery Installer, Art	07/03/06 - 12/22/06
Berent, Richard, Accompanist-Performance, Music	07/03/06 - 12/19/06
Berent, Richard, Accompanist-Voice, Music	07/03/06 - 12/19/06
Bertsch, Robin, Performance Activities Assistant, Campus Events	07/01/06 - 12/31/06
Buchanan, Melody, Cash Receipts Clerk, Bursar's Office	07/01/06 - 06/30/07
Casillas, Ruth, Registration Info/Clerk, Admissions/Records	07/03/06 - 12/29/06
Ellison, Monti, Accompanist - Percussion, KDR	07/03/06 - 12/19/06
Escobar, Donna, Registration Info/Clerk, Matriculation	07/03/06 - 12/19/06
Escobar, James, Registration Info/Clerk, Financial Aid	07/03/06 - 12/29/06
Felder, Ronnie, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Fields, Terrell, Registration Info/Clerk, Financial Aid	07/03/06 - 12/29/06
Gantvoort, Leif, Stage Construction Technician, Theatre Arts	07/01/06 - 08/31/06
Gerhold, Thomas, Accompanist-Performance, Emeritus	07/03/06 - 12/19/06
Gerhold, Thomas, Accompanist-Voice, Emeritus	07/03/06 - 12/19/06
Gerhold, Thomas, Accompanist-Voice, Music	07/03/06 - 12/19/06
Gever, Diyanna, Instructional Assistant-English, English	07/03/06 - 12/19/06
Gonzalez, Antonio, Counseling Aide, Latino Center	07/01/06 - 12/31/06
Gutierrez, Veronica, Counseling Aide, Title V	07/01/06 - 08/12/06
Hayton, Brian, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Hsu, Hung (Cindy) Accompanist-Performance, Music	07/03/06 - 12/19/06
Jackson, Jessie, Counseling Aide, Interdisciplinary Office	07/03/06 - 12/22/06
Leal, Andrea, Registration Info/Clerk, Matriculation	07/03/06 - 12/29/06
Lee, Crystal, Registration info/Clerk, Financial Aid	07/03/06 - 12/29/06
Luthi, Christopher, Accompanist-Voice, Music	07/03/06 - 12/19/06
Murphy, Diane, Registration Info/Clerk, Financial Aid	07/03/06 - 12/29/06
Nakama, Jeff, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Ngo, Ahn-Tuyet, Thi, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Nguyen, Ha Minh, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Parker, Rashad, Counseling Aide, Title V	07/01/06 - 08/12/06
Patterson, Whitney, Registration Info/Clerk, Admissions/Records	07/03/06 - 12/29/06
Quezada, Nancy, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Razon, Nadia, Registration Info/Clerk, Admissions/Records	07/03/06 - 12/29/06
Reed, Jefferey, Accompanist-Percussion, KDR	07/03/06 - 12/19/06
Remstein, Robert, Accompanist-Performance, Emeritus	07/03/06 - 12/19/06
Remstein, Robert, Accompanist-Voice – Emeritus	07/03/06 - 12/19/06
Remstein, Robert, Accompanist-Voice, Music	07/03/06 - 12/19/06
Reza, Jennifer, Registration Info/Clerk, Matriculation	07/03/06 - 12/19/06
Ricks, Keith, Performance Activities Assistant, Campus Events	07/01/06 - 12/31/06
Rubio, Mary, Registration Info/Clerk, Admissions/Records	07/03/06 - 12/29/06
Smith, Fernando, Registration Info/Clerk, Financial Aid	07/03/06 - 12/29/06
Smith, Katherine, Counseling Aide, Interdisciplinary Office	07/03/06 - 12/22/06
Smith, Peter, Events Technician, Campus Events	07/01/06 - 12/31/06
Spencer, Gemini, Registration Info/Clerk, Office of School Relations	07/03/06 - 12/29/06
Sturgis, Denise, Registration Info/Clerk, Admissions/Records	07/03/06 - 12/29/06
Thompson, Phyllis, Counseling Aide, African American Center	07/01/06 - 12/31/06
Thompson, Phyllis, Counseling Aide, Office of School Relations	07/03/06 - 12/29/06
Tolosa, John, Registration Info/Clerk, ISC	07/03/06 - 12/29/06
Vasquez, Farah, Counseling Aide, Title V	07/01/06 - 12/31/06

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 7      CLASSIFIED PERSONNEL - NON MERIT**

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

CalWORKS \$7.00/hr	6
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College Student Assistant \$7.00/hr	287
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SPECIAL SERVICES

Art Model \$14.00/hr	108
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Art Model w/Costume \$17.00/hr	1
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Community Services Specialist I \$27.40/hr	96
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Community Services Specialist II \$38.00/hr	41
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Recreation Director II \$10.59/hr	2
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Tutorial Aide \$10.50	2
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List(s) available in the Human Resources Office and attached to permanent minutes.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8      FACILITIES**

*Requested Action: Approval/Ratification*

8-A      CHANGE ORDER NO. 12 – THEATER ARTS RENOVATION

Change Order No. 12 – TURNER CONSTRUCTION COMPANY on the Theater Arts Renovation project in the amount of \$ 52,456.

Original Contract Amount	\$13,053,000
Previously approved Change Orders I – II	2,181,706
Change Order No. 12	<u>52,456</u>
Revised Contract Amount	\$15,287,162
Original Contract Time	425 days
Previous Time Extensions	264 <u>days</u>
Revised Contract Time	689 days
Time Extension this Change Order No. 12	<u>0 days</u>
Current Revised Contract Time	689 days

Funding Source:            Measure U

Comment:      Change Order No. 12 provides for labor and materials to modify the roof top fall protection system, additional landscape costs at revised tree well locations, the relocation of miscellaneous fixtures and equipment in the main stage to which is in conflict with stage rigging, reconfigure the Stage Manager panel to be portable, change smoke detection devices from beam to “pocket” type, the addition of a sound proof access door from the lighting booth to the lighting gallery above, and the addition of an architectural sheet metal panel at existing basement wall with unsightly finish.

8-B      AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – CORSAIR FIELD FEASIBILITY STUDY

Amend the agreement with CO ARCHITECTS for the Corsair Field Feasibility Study to increase by \$30,500 plus reimbursable expenses.

Funding Source:            Measure S

Comment:      The additional services include structural engineering plus parking and traffic counts. In surveying the Corsair Stadium the architect has recommended further investigation by a structural engineer. Corsair Stadium was built in 1947 and was damaged by the 1994 Northridge Earthquake. If repairs and upgrading the stadium up to current codes are too costly the design team may recommend replacement of the stadium in the feasibility study. The structural engineer will also review the various construction options for underground parking structures. The traffic consultant has recommended additional traffic and parking counts as part of the traffic study.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8**      **FACILITIES** *(continued)*

**8-C**      **CHANGE ORDER NO. 6 – LIBERAL ARTS NORTH BUILDING**

Change Order No. 6 – PINNER CONSTRUCTION COMPANY on the Liberal Arts North Building Project in the amount of \$3,092.

Original Contract Amount	\$9,951,000
Previously Approved Change Orders 1 – 5	35,054
Change Order No. 6	<u>3,092</u>
Revised Contract Amount	\$9,989,146
Original Contract Time	425 days
Current Contract Time	425 days

Funding Source:            Measure U

Comment:      Change Order No. 6 provides for changes to wood doors from particle board to lumber core to comply with LEED requirements, changes to floor sink at roof to be compatible with roofing system, a credit for eliminating two equipment racks and increases to metal stud size at restroom walls to accommodate plumbing piping.

**8-D**      **CHANGE ORDER NO. 21 - MADISON RENOVATION FOR MUSIC**

Change Order No. 21 – FTR INTERNATIONAL on the New Music and Performing Arts Complex, Madison Campus, Music Renovation in the amount of \$ 75,563.

Original Contract Amount	\$30,780,000
Previously approved Change Orders 1 – 20	422,561
Change Order No. 21	<u>75,563</u>
Revised Contract Amount	\$31,278,124
Original Contract Time	670 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	670 days
Time Extension this Change Order No. 21	<u>0 days</u>
Current Revised Contract Time	670 days

Funding Source:            Measure U

Comment:      Change Order No. 21 provides for labor and materials to re-route existing smoke detector conduits due to existing conditions, revisions to above ceiling HVAC equipment lay-out caused changes to ceiling type and configuration, modifications to framing adjacent and above existing balcony framing at New Rehearsal Hall, revise fire-proofing at existing Balcony steel beam to gypsum board, and revise recessed AV wall panel and outlets to surface mount on north side of 4 hour wall to comply with code.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8**     **FACILITIES** *(continued)*

**8-E**     **CHANGE ORDER NO. 22 – PERFORMING ARTS CENTER, MADISON**

Change Order No. 22 – FTR INTERNATIONAL on the Performing Arts Complex, Madison Campus in the amount of \$ 111,051.

Original Contract Amount	\$30,780,000
Previously approved Change Orders 1 – 21	498,124
Change Order No. 22	<u>111,051</u>
Revised Contract Amount	\$31,389,175
Original Contract Time	670 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	670 days
Time Extension this Change Order No. 22	<u>0 days</u>
Current Revised Contract Time	670 days

Funding Source:            Measure U

Comment:     Change Order No. 22 provides for labor and materials to revise stud size at wall between basement level shower and toilet rooms, layout and install natural line from Gas company connection point to project regulator, revise concrete at added slab edge between theater stage and renovation slab, revisions underground water line where it interferes with the slope of the sewer line, and demolition of unforeseen existing 12" concrete paving south of Renovation Building.

**8-F**     **QUARTERLY POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT**

Quarterly payment to the CITY OF SANTA MONICA for the District’s share of maintenance and operation costs of the pool under the terms of the joint Use of Facilities Agreement:

April 1, 2006 – June 30, 2006            \$74,054.97

Funding Source: 2005-2006 District General Fund

Comment:     Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica the District pays a pro rata share based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. The invoice for the 4<sup>th</sup> quarter was received in July.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

9-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period of: April 22, 2006 – May 26, 2007

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-9,392
2000	Classified/Student Salaries	0
3000	Benefits	7,800
4000	Supplies	10,000
5000	Contract Svcs/Operating Exp	-8,408
6000	Sites/Bldgs/Equipment	0
7000	Other Outgoing	0
Net Total:		0

9-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period of: June 24, 2006 – July 28, 2007

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	223,501
2000	Classified/Student Salaries	-32,752
3000	Benefits	-108,107
4000	Supplies	-4,748
5000	Contract Svcs/Operating Exp	-63,072
6000	Sites/Bldgs/Equipment	-30,066
7000	Student Payments	15,244
Net Total:		0

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9**      **BUDGET TRANSFERS** *(continued)*

**9-C**      **FUND 40.0 – CAPITAL PROJECTS FUND**

Period of: June 24, 2006 – July 28, 2007

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	682
5000	Contract Svcs/Operating Exp	15,983
6000	Sites/Bldgs/Equipment	-16,665
7000	Other Outgoing	0
Net Total:		0

**9-D**      **FUND 42.2 – REVENUE BOND CONSTRUCTION FUND MEASURE U**

Period of: June 24, 2006 – July 28, 2007

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Svcs/Operating Exp	0
6000	Sites/Bldgs/Equipment	3,383,366
7000	Other Outgoing	-3,383,366
Net Total:		0

Comment: The Adopted Budget needs to be amended to reflect the totals of the departmental budgets. The current system of the Los Angeles County Office of Education requires Board approvals each month for the budget adjustments that in the past would be done with an annual adjustment. Only the net amount of the transfers in or out of the object codes is shown. In addition to the budget adjustments, transfers result from requests by managers to adjust budgets to meet changing needs during the course of the year.



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 CLAIMS FOR DAMAGES**

*Requested Action: Approval/Ratification*

Reject the following claims and refer the claims to the District’s claims management firm:

<u>Claimant</u>	<u>Date Filed</u>	<u>Amount of Claim</u>
Parivash Haroni	06/30/06	Unknown
Comment:	The claimant alleges the Cosmetology table she was lying on broke, causing her to fall and hit her head.	
Enrique Sanchez	07/26/06	\$2,861.37
Comment:	The claimant alleges his automobile was damaged by a District vehicle on July 3, 2006 in the AET parking lot.	

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 11 AUTHORIZATION OF SIGNATURES**

*Requested Action: Approval/Ratification*

I. Union Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on Union Bank accounts as indicated:

District Clearing Account:

Chui L. Tsang  
Randal Lawson

Community Services Account:

Chui L. Tsang  
Randal Lawson

Bursar's Office Cash Account:

Chui L. Tsang  
Randal Lawson

Bursar's Office Credit Card Account:

Chui L. Tsang  
Randal Lawson

Authorization for the District to use a stamp signature for Chui L. Tsang when two signatures are required.

Authorization that Randal Lawson be designated as the primary contact for Union Bank.

Comment: Union Bank requires specific action to designate signatories instead of the previous blanket authorization.

2. U.S. Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on U.S. Bank accounts as indicated:

Revolving Cash Account:

Chui L. Tsang  
Randal Lawson

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12      COMMERCIAL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

June 1 – June 30, 2006	2114-2156	\$8,407,035.23
July 1 – July 31, 2006	2158-2196	\$6,491,941.36

Comment: The detailed commercial warrant documents are on file in the Accounting Department.

**RECOMMENDATION NO. 13      PAYROLL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

June 1 – June 30, 2006	CIK – C2L	\$7,476,807.14
July 1 – July 31, 2006	CIL – HIA	\$6,714,287.07

Comment: The detailed payroll register documents are on file in the Accounting Department.

**RECOMMENDATION NO. 14      AUXILIARY PAYMENTS and PURCHASE ORDERS**

*Requested Action: Approval/Ratification*

All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Other Auxiliary Funds.

	Payments	Purchase Orders
June 1, 2006 – June 30, 2006	\$1,144,801	\$180,378

Comment: The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

**RECOMMENDATION NO. 15      DIRECT, BENEFIT & STUDENT GRANT PAYMENTS**

*Requested Action: Approval/Ratification*

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approved budgets. List on file in Business Office.

June 1 – June 30, 2006	D001619 – D001810	\$1,326,169.56
	B000667 – B000734	\$1,629,972.78
	ST00069 – ST00076	\$4,298.97
July 1 – July 31, 2006	D001811 – D001927	\$362,253.40
	D000001 – D000019	
	B000001 – B000060	\$391,844.24
	ST00077 – ST00102	\$9,693.68

D – Direct Payments

B – Benefit Payments (health insurance, retirement, etc.)

ST – Student Grant Payments

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 PURCHASING**

*Requested Action: Approval/Ratification*

16-A AWARD OF PURCHASE ORDERS

Establish purchase orders and authorize payments to all vendors upon delivery and acceptance of services or goods ordered. All purchases and payments are made in accordance with Education Code requirements and allocated to approved budgets. Lists of vendors on file in the Purchasing Department

June 1 – June 30, 2006	\$ 297,571.71
July 1 – July 31, 2006	3,865,536.90

16-B AWARD OF CONTRACT – SHUTTLE SERVICE

Award a contract to Fast Deer Bus Charter, Inc. for the period of August 28, 2006 through June 30, 2007 year one with exercisable options each year, for 4 years thereafter.

- The shuttle services shall not exceed \$193,100, year one
- The shuttle services shall not exceed \$202,765.50, option year two
- The shuttle services shall not exceed \$212,912.41, option year three
- The shuttle services shall not exceed \$223,558.58, option year four
- The shuttle services shall not exceed \$234,736.98, option year five

Funding Source: 2006-07 Transportation Budget

Comment: This shuttle service supplements the college’s internal fleet for inter-campus service with the addition of two 32-passenger buses that run between Bundy and the main campus – one bus operates 7:30 a.m.–10:30 p.m., one bus operates 5:30 p.m.–10:30 p.m., This is in addition to the college owned bus running from Bundy to the main campus 7:30 a.m.–5:30 p.m.

Proposals were solicited through a formal Request for Proposals by advertising and interest list mailing.

16-C AWARD OF CONTRACT – EMPLOYEE BENEFITS ELIGIBILITY AUDIT SERVICES

Award a contract to Benefit Service Center for employee benefit eligibility audit services for the period of August 21, 2006 through January 31, 2007. The fee shall not exceed \$4,523.

Funding Source: 2006-07 Business and Administration (02) Budget

Comment: Formal Request for Proposals were solicited through advertising and interest list mailing.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	August 14, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16** **PURCHASING** *(continued)*

16-D PARTICIPATION IN PURCHASING AGREEMENTS

Authorize the use of the following competitively bid agreements and the awards of purchase:

- (1) State of California Department of General Services' California Multiple Awards Schedule (CMAS) contract #3-04-00-0486A from 12/21/04-8/23/06 with NEC United Solutions, Inc. for computer server maintenance service for MIS and the Library.

Authorize the award of a purchase order to NEC United Solutions, Inc. for the annual CISCO Smartnet server maintenance for MIS and Library servers in the amount not to exceed \$114,706.00.

Funding Source: 2006-2007 Network Services Budget

- (2) State of California Department of General Services' California Multiple Awards Schedule (CMAS) contract #3-94-70-0013 from 12/01/98-08/31/06 with Oracle Corporation for software maintenance and license support.

Authorize the award of a purchase order to Oracle Corporation for the annual campus-wide license use and support maintenance in the amount not to exceed \$159,102.39.

Funding Source: 2006-2007 MIS Services Budget

- (3) Western States Contracting Alliances and the State of Minnesota Contract #A63309 with Hewlett-Packard Company for technical support. This contract allows for public education entities in the State of California to place orders under this competitively bid contract and obtain additional educational customer discounts.

Authorize the award of a purchase order to Hewlett-Packard Company for the annual maintenance services in the amount not to exceed \$74,772.

Funding Source: 2006-2007 MIS Services Budget

Comment: Public Contracts Code Section 20652 allows the District to purchase through other public agencies without advertising for bid. There are significant cost savings to the district by joining in purchasing agreement with other agencies.

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	August 14, 2006

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM E**

**SUBJECT: PERFORMING ARTS CENTER AND MUSIC ACADEMY (MADISON); CONSTRUCTION UPDATE; TRANSITIONAL DEVELOPMENT PLAN; FORMATION OF AN INDEPENDENT NON-PROFIT ENTITY; FIRST-YEAR OPERATING PLANS; FIRST-YEAR PERFORMANCE SEASON; INTERIM AND LONG-TERM OPERATING PLANS**

SUBMITTED BY: Superintendent/President

INFORMATION: At the July 12, 2006 Board meeting, the Board of Trustees received a comprehensive report from the Superintendent/ President on the new Performing Arts Center and Music Academy (Madison) project, including an update on project construction, project fundraising, sponsorship activities, planning efforts to transition from a developmental phase to the long-term operational phase, and planning efforts for first-year presentations and art education activities.

The Performing Arts Center and Music Academy (Madison) is SMC’s comprehensive new teaching, exhibit and performance facility for the arts, arts education programs, and performing arts departments of SMC.

The complex includes a state-of-the-art 541-seat multi-purpose main stage theater, a 4,000-square foot art gallery, a 99-seat classroom/rehearsal space, a flexible multi-purpose room, 29 practice rooms, a complete music academy with specialized classrooms and offices, and on-site parking for 301 cars.

In approving this project, the Board has indicated its intent to present programs and performances that reflect the cultural diversity, the multiplicity of interests, and the full range of ages that characterize the students of SMC and the residents of the region.

In order to accelerate the full use of the center, given the current financial constraints of the College, the Board of Trustees at the July 12, 2006, meeting indicated support to form a non-profit organizational entity to promote, operate, finance, and endow this new educational and cultural center. An action item for this purpose follows this report (Recommendations No. 17).

The board for this new non-profit is proposed to include SMC's Superintendent/President and representation from the Board of Trustees. Other members may include those with production expertise and industry connections to the performing arts industries, an ability to attract strong artistic talent, or the capability to build a sizable donor base. The full board will be established over time.

An operating plan was presented at the July 12 meeting that included actions for the short term, intermediate term, and long term. The operating plan is reproduced below. A document that provide greater detail about the planning for the first year operations and the first year performance series is provided as Appendix A. An updated capital budget for the Performance Arts Center and Music Academy is provided as Appendix B.

#### SHORT TERM

- Establish a new 501c3 to operate and finance facility, responsible for preparing an annual workplan with Board of Trustees approval
- Use private funds to support operational staffing needs
- Secure opening season grant funding
- Secure "Angel" opening season support funding
- Establish naming opportunity levels and ticket pricing levels
- Produce and present the opening season (main stage presenting series, free arts education dress rehearsals, ticketed children's programming, small hall emerging artist series), using raised funds to meet staffing and presentation expenses
- Secure other producing partners for the opening season
- Secure other non-profit and commercial rentals

#### INTERMEDIATE TERM

- Build active board
- Secure naming opportunity gifts to build endowment
- Secure sponsorship revenue
- Secure producing relationships with partner organizations
- Begin reducing SMC developmental phase support
- Build membership base
- Produce and present follow-on seasons
- Maintain other activities

#### LONG TERM

- Secure operational partnerships to extend season
- Secure new revenue streams through consortium-building activities
- Secure new revenue streams through project participation agreements
- Continue board development and build endowment
- End SMC developmental phase support
- Produce and present follow-on seasons
- Maintain other activities

Appendices A and B are available electronically.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	August 14, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 17**

**SUBJECT:**                    **CONSULTANT FOR LEGAL SERVICES FOR PERFORMING ARTS CENTER AND MUSIC ACADEMY (MADISON)**

SUBMITTED BY:                Chair, Board of Trustees

REQUESTED ACTION:        It is recommended that the Board of Trustees approve the following consultant contract for legal services:

Provider:                        Donaldson & Hart

Amount:                         \$3,500 flat fee for fixed fee services; \$325 to \$495 per hour for attorney services; \$150 per hour for paralegal services; plus expenses.

Performance Period:        July 1, 2006 – June 30, 2007

Funding Source:              2006-2007 Business and Administration Budget

SUMMARY:                    This action provides the legal structure to form an independent organization to promote, operate, finance, and endow SMC's Performing Arts Center and Music Academy (Madison). With an operating entity in place, the operations of the new center can be self-sufficient. Michael Donaldson has extensive experience in providing counsel to performing arts non-profits. The provider will form a 501(c)(3) for the Performing Arts Center and Music Academy of Santa Monica College and provide legal assistance for ongoing operations at the theater. Fixed fee services include preparation and submission of all documentation to incorporate, apply for tax exempt status, and prepare bylaws. Other services include legal assistance for ongoing operations at the theater.

MOTION MADE BY:                Herbert Roney  
 SECONDED BY:                    Rob Rader  
 AYES:                                 6  
 NOES:                                0  
 ABSENT:                             1(Quiñones)



<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	August 14, 2006

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM F**

**SUBJECT:** **EDUCATIONAL PODCASTING PILOT PROGRAM**

**SUBMITTED BY:** Superintendent/President

**INFORMATION:** SMC launched its first ever podcasting and iPod pilot program during the summer session. With the intent to better understand and measure the potential of this new media as a supplemental teaching and learning tool, we targeted a group of 25 incoming freshmen and two faculty members in the Summer Bridge Learning Community program. An enhanced curriculum plan was designed by the faculty and technical support provided by the Media Center team. Using funds from the Title V First Year Institute grant, ipods were purchased and loaned to the students who in turn downloaded instructional content for use in and outside of the classroom. Students also had an opportunity to produce their own video podcasts and present them in class. This presentation will provide a glimpse of their experiences and feedback with a summary survey report to follow.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	August 14, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 18**

**SUBJECT:** **DIRECTION TO STAFF TO EXPLORE AUDIO PODCASTING OF PUBLIC MEETINGS OF THE BOARD OF TRUSTEES**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees direct staff to explore the possibility of providing audio podcasting of public meetings of the Board of Trustees to be made available via the SMC web-based podcasting site.

SUMMARY: The college will officially launch a web-based podcasting site in early fall called Santa Monica College on iTunes U. Apple Computer will host and run "iTunes U" to enable SMC to make educational materials and other content available to members of the college community and the general public. It is possible that audio recordings of the SMC Board of Trustees public meetings to be encoded and posted on the site as audio podcasts.

MOTION MADE BY: Margaret Quiñones  
 SECONDED BY: Rob Rader  
 AYES: 7  
 NOES: 0

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	August 14, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 19**

**SUBJECT:** **COOPERATIVE PLANNING WITH YWCA ON PROPERTY AT PICO BOULEVARD AND 14<sup>TH</sup> STREET**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees authorize staff to submit a joint letter with the YWCA to the City of Santa Monica requesting a specific plan be considered for development of the college-owned property located at Pico Boulevard and 14<sup>th</sup> Street.

SUMMARY: In May 2006, the Board of Trustees authorized college representatives to work with the YWCA to explore the feasibility of a joint project on the Pico Boulevard/14<sup>th</sup> Street site. Currently, the vision includes subsidized housing for YWCA program participants, such as women leaving the emancipated minor program; market rate housing for SMC students, such as foreign students; program space and local serving retail. An emphasis for YWCA program participants can include enrollment at SMC.

Representatives of the City of Santa Monica, YWCA and Santa Monica College are meeting to explore the varied options, other uses, ramifications of partnerships and land use, and for the YWCA fundraising. If the partners decide to move forward with a project, they may want to do a “specific” plan with the City for the site. It is permissible to provide a letter to the City Planning Department requesting a specific plan without detail. This request will then begin the process expediting it if the organizations decide to move forward. This letter does not commit any of the organizations to the project and has no fiscal implications.

MOTION MADE BY: Herbert Roney  
 SECONDED BY: Rob Rader  
 AYES: 6  
 NOES: 0  
 ABSENT: 1 (Quiñones)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	August 14, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 20**

**SUBJECT:**                    **APPOINTMENTS TO CITIZENS’ BOND OVERSIGHT COMMITTEE**

SUBMITTED BY:                Chair, Board of Trustees

REQUESTED ACTION:        It is recommended that the Board of Trustees approve the reappointment of Clarence Chapman to the Citizens’ Bond Oversight Committee for a two-year term, 2006-2008.

It is recommended that the Board of Trustees appoint Lorraine Sanchez, a Sunset Park resident, to the Citizens’ Bond Oversight Committee for a two-year term, 2006-2008.

SUMMARY                        The Board of Trustees appointed three new members to the Citizens’ Bond Oversight Committee at the meeting on June 12, 2006 to be in compliance with Education Code Section 15282. There were several applications submitted by residents of Sunset Park to be considered for appointment by the Board.

MOTION MADE BY:                Carole Currey  
 SECONDED BY:                    Rob Rader  
 AYES:                                 6  
 NOES:                                0  
 ABSENT:                            1 (Quiñones)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	August 14, 2006

BOARD POLICY

**RECOMMENDATION NO. 21**

**SUBJECT:** **FIRST READING – BOARD POLICY SECTION 4111 – ENROLLMENT PRIORITIES**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of Board Policy Section 4111 – Enrollment Priorities (revised).

SUMMARY: The revised policy is a result of the Participatory Governance Policy review process and has been approved by the Academic Senate and senior administrative staff.

**BP 4111 Enrollment Priorities**

~~Students enrolled as of the first day of the term receive a continuing student enrollment priority date to enroll for the following semester. Units completed, grade point average, academic and progress probation and those factors specified by state regulation will be utilized in computing the student’s priority date of enrollment.~~

Enrollment priorities are contingent upon degree and transfer articulation standards as well as unit completion, as related to meeting said standards. The District will extend priority consideration to students with special needs, including but not limited to student participating in approved programs authorized to receive “support services” as outlined in Title V and California Education Code or certain District programs.

Detailed procedures will be maintained in Admissions and Records.

Reference: Title 5, Sections 58108  
Education Code Sections 70901 and 84500

*Adopted: 5/7/2001*

BOARD DIRECTION: The Board directed staff to review the language of the proposed revision, rewrite if necessary, and resubmit it for a first reading.

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	August 14, 2006

**INFORMATION ITEM G**

**CITIZENS' BOND OVERSIGHT COMMITTEE MEETING – JULY 19, 2006**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, July 19, 2006 in Drescher Hall Room 300-E (the Loft), Santa Monica College, 1900 Pico Boulevard, Santa Monica College.

**1. CALL TO ORDER - 8:06 a.m.**

**2. ROLL CALL**

Linda Sullivan, Chair - Present  
 Clarence Chapman – Present  
 Ralph Erickson - Present  
 Veronica Lopez - Absent  
 Eleanore Meyer – Present  
 Belinda Phillips - Present  
 Sylvia Rose - Present  
 Irma Vargas – Present  
 Allen Weiss – Present

Others Present:

Greg Brown, Director of Facilities and Planning  
 Lisa Rose, Committee Coordinator  
 Charlie Yen, Director, Events and Contracts

**3. APPROVAL OF MINUTES**

Motion was made by Allen Weiss and seconded by Clarence Chapman to approve the minutes of the Citizens' Bond Oversight Committee meeting of April 19, 2006. Approved with three abstentions (Erickson, Phillips, Rose).

**4. REAPPOINTMENT AND APPOINTMENT OF MEMBERS, 2006-2008**

The following members of the committee have been reappointed/appointed for a two-year term (2006-08):

Clarence Chapman  
 Belinda Phillips  
 Sylvia Rose  
 Ralph Erickson

**5. ELECTION OF OFFICERS FOR 2006-08**

- Election of Chair, 2006-08. Motion was made by Irma Vargas and seconded by Allen Weiss to elect Linda Sullivan Chair for 2006-08. *Unanimous action.*
- Election of Vice-Chair, 2006-08. Motion was made by Linda Sullivan and seconded by Allen Weiss to elect Irma Vargas Vice-Chair for 2006-08. *Unanimous action.*

**6. REPORTS and DISCUSSION** (reports enclosed)

Measure U AND S Construction Projects

- Two Measure U projects are in progress and are near completion – Theater Arts Renovation, (H), Liberal Arts North (I), Liberal Arts South (K) and Performing Arts Center (2) will be open for classes in Fall 2007.
- Upcoming Measure S projects include Athletics Fields Phase I (John Adams Field Renovation ), Athletics Fields phase II (Corsair field and underground parking). This project will address the concerns of the college and the community to help correct a historical parking deficiency on the campus. A possible remodel of the stadium area might be included in the feasibility study.
- Smaller projects in the planning stages include North Quad Plaza (M) and Infrastructure (Q) relocating the computer center to Drescher Hall.
- Future larger projects include the Student Services Building (O) which is currently being reviewed by the State for funding.
- Measure S includes \$25 million for Malibu Site acquisition and facility (6). The college is in negotiations on property in Malibu (in the Civic Center area).

Measure U and S Budget and Projects Expenditure Report

- Revised reports were distributed at the meeting (attached to minutes)
- A new column is included in the budget report – other money received
- Total expenditures for Measures U and S as of July 1, 2006 – \$123,535 (report attached to minutes)

Shuttle Parking

- The city has extended the shuttle parking at the beach to December, 2006.
- Egress access at the Bundy site has been extended to February, 2007. If there is progress on the traffic signal at Bundy Drive, then egress will be extended until July, 2007.
- It will be three to four years before the college will have more on-site parking. The college is trying to address the issue of shuttle parking in the interim.

Annual Report, 2005-06 (Draft): Motion was made by Allen Weiss and seconded by Irma Vargas to approve the Annual Report. *Unanimous action.*

**7. PUBLIC COMMENTS** - None

**8. ADJOURNMENT**

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, October 18, 2006 at 8 a.m. (*location to be determined*). There will be a tour of several SMC off-campus locations following the meeting.

**BOARD OF TRUSTEES**

Santa Monica Community College District

**INFORMATION**

August 14, 2006

**INFORMATION ITEM H****CITIZENS' BOND OVERSIGHT COMMITTEE  
2005-06 ANNUAL REPORT**

Submitted to the  
Santa Monica Community College District

**BOARD OF TRUSTEES**

Dr. Nancy Greenstein, Chair  
Dr. Susan Aminoff, Vice-Chair  
Carole Currey,  
Dr. Dorothy Ehrhart-Morrison  
Dr. Margaret Quiñones  
Rob Rader  
Herbert Roney

**CITIZENS' BOND OVERSIGHT COMMITTEE  
2005-2006**

Linda Sullivan, Chair  
Paul Leoni, Vice-Chair  
Clarence Chapman  
Veronica Lopez  
Eleanore Meyer  
Ed Moosbrugger  
James Mount  
Herb Reich  
Herb Rose  
Irma Vargas  
Pierce Watson  
Joe Weichman  
Allen Weiss

John Jalili, Committee Advisor  
Lisa Rose, Committee Coordinator

*Approved by Citizens' Bond Oversight Committee  
July 19, 2006*





Santa Monica Community College District  
**Citizens' Bond Oversight Committee**

**ANNUAL REPORT, 2005-2006**

**STATEMENT OF COMPLIANCE**

This Annual Report is submitted to the Board of Trustees by the Santa Monica Community College District Citizens' Bond Oversight Committee.

1. The Committee advises that, to the best of its knowledge, the Santa Monica Community College District is in compliance with the requirements in Article XIII A, Section 1(b)(3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in **Measure U** and no funds were used for any teacher or administrative salaries or other operating expenses as prohibited by Article XIII A, Section 1(b)(3)(a) of the California Constitution.
  
2. The Committee advises that, to the best of its knowledge, the Santa Monica Community College District is in compliance with the requirements in Article XIII A, Section 1(b)(3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in **Measure S** and no funds were used for any teacher or administrative salaries or other operating expenses as prohibited by Article XIII A, Section 1(b)(3)(a) of the California Constitution.

Respectfully Submitted: Linda Sullivan, Chair  
Citizens' Bond Oversight Committee

Date: July 19, 2006



Santa Monica Community College District  
**Citizens' Bond Oversight Committee**

**ANNUAL REPORT, 2005-2006**

**SUMMARY OF THE CITIZENS' BOND OVERSIGHT COMMITTEE**  
**PROCEEDINGS AND ACTIVITIES**  
**2005-06**

**Meetings of the Citizens' Bond Oversight Committee**

The Committee conducts its meetings in accordance with provisions of the Ralph M. Brown Public Meetings Act, Government Code Sections 54950 *et seq.* Meeting notices and agendas are sent to members of the Committee within the required period of time and are also posted at eight SMC campus locations and satellite sites. Meeting notices, agendas, minutes and all documents and reports received by the Committee members are a matter of public record and made available on the SMC website:

([www.smc.edu/admin/trustees/CitizensBondOversightCommittee/default.htm](http://www.smc.edu/admin/trustees/CitizensBondOversightCommittee/default.htm))

Meetings, 2005-06

July 20, 2005

Information and Discussion Items:

- Reappointment of six members, 2005-07
- Board of Trustees action to issue General Obligation Bonds
- Capital Outlay Program – Bond Projects
- Measure U/Measure S Projects Expenditure Reports
- Measure U/Measure S Construction Projects Timeline

Action taken:

- Approval of Annual Report, 2004-05

October 19, 2005

Information and Discussion Items:

- Measure U/Measure S Construction Projects Timeline
- Measure U/Measure S Projects Expenditure Reports

January 18, 2006

Information and Discussion Items:

- Measure U Construction Projects Timeline and Projects Expenditure Report
- Measure S Construction Projects Timeline and Projects Expenditure Report

April 19, 2006

Information and Discussion Items:

- Terms of Citizens' Bond Oversight Committee Members
- Measure U Construction Projects Timeline and Projects Expenditure Report
- Measure S Construction Projects Timeline and Projects Expenditure Report

The Annual Report includes the following reports, (as of June 30, 2006)

- Capital Outlay Program – Bond Projects
- Measure U Construction Projects Timeline and Projects Expenditure Report
- Measure S Construction Projects Timeline and Projects Expenditure Report

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 14, 2006

XIII. **ADJOURNMENT** – 10:12 p.m.

The meeting was adjourned in memory of **Nata Barajas**, sister of Emerita Felix; **Tomio (Tom) Furuyama**, father of Ron Furuyama, and **Mrs. Nguyen**, mother of Suong Nguyen, Ha Nguyen, Lan Nguyen and Cindy Ngo.

The Board of Trustees will hold a Retreat on Saturday, August 26, 2006 in the Multipurpose Room (Room 123) at the Bundy Campus, 3171 Bundy Drive, Los Angeles.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Wednesday**, September 13, 2006 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.