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**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**MONDAY,  
DECEMBER 11, 2006**

**Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California**

**5:30 p.m. – Closed Session  
Board Room (Business Building Room 117)**

**7:00 p.m. – Public Meeting  
Board Room (Business Building Room 117)**

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

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

**PUBLIC PARTICIPATION**  
**ADDRESSING THE BOARD OF TRUSTEES**

Members of the public may address the Board of Trustees by oral presentation **concerning any subject that lies within the jurisdiction of the Board of Trustees** provided the requirements and procedures herein set forth are observed:

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.

General Public Comments and Consent Agenda

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting **before** the Board reaches the Public Comments section in the agenda.
- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

Major Items of Business

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting **before** the Board reaches that specific item in the Major Items of Business in the agenda.
- Five minutes is allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

No action may be taken on items of business not appearing on the agenda

Reference:            *Board Policy Section 1570*  
                             *Education Code Section 72121.5*  
                             *Government Code Sections 54954.2, 54954.3, 54957.9*

**A G E N D A**

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, December 11, 2006.

5:30 p.m. – Closed Session

7:00 p.m. – Public Meeting

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

**I. ORGANIZATIONAL FUNCTIONS**Page No.

- A Call to Order
- B Roll Call

I

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

- Conference with Labor Negotiators (Government Code Section 54957.6)  
*Agency Designated Representatives: Sherri Lee-Lewis, Associate Vice-President, Human Resources*  
*Employee Organization: CSEA Chapter 36*
- 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-5017-E*
- Real Property (Government Code Section 54956.8)  
*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: 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 Welcome to New Members of the Board of Trustees
- #1 Approval of Minutes: November 20, 2006 (Regular Meeting)

**IV. SUPERINTENDENT'S REPORT**

- Management Association Update/Classified Staff Recognition Award
- SB 361: Impact on Santa Monica College

- V. **PRESENTATIONS AND BOARD DISCUSSION**
  - CCLC Annual Convention
  - Vocational Education Presentation
- VII. **ACADEMIC SENATE REPORT**
- VIII. **COMMUNICATIONS OR PUBLIC COMMENTS**
- IX. **CONSENT AGENDA** *(All items considered in one motion unless pulled for discussion or questions)*

**Grants and Contracts**

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	B	Legal Services (Amendment) 8
	C	Legal Services 8
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	F	Consultant for Human Resources 9
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	E	Agreement for Architectural Services – Shuttle Replacement Parking Lot 17
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- X. **CONSENT AGENDA – Pulled Items**

XI. **MAJOR ITEMS OF BUSINESS**

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XII. **INFORMATION**

XIII. **BOARD COMMENTS AND REQUESTS**

XIV. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, January 8, 2007 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

December 11, 2006

**I. ORGANIZATIONAL FUNCTIONS**

- A. CALL TO ORDER – 5:30 p.m.
- B. ROLL CALL  
 Dr. Nancy Greenstein, Chair  
 Dr. Susan Aminoff, Vice-Chair  
 David Finkel  
 Louise Jaffe  
 Dr. Margaret Quiñones  
 Rob Rader  
 Dr. Andrew Walzer  
 Brittany Salone, Student Trustee

**II. CLOSED SESSION**

- Conference with Labor Negotiators (Government Code Section 54957.6)  
*Agency Designated Representatives: Sherri Lee-Lewis, Associate Vice-President, Human Resources Employee Organization: CSEA Chapter 36*
- 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-5017-E*
- Real Property (Government Code Section 54956.8)  
*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: 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**

- C. PLEDGE OF ALLEGIANCE
- D. WELCOME TO NEW MEMBERS OF THE BOARD OF TRUSTEES

**RECOMMENDATION NO. I****APPROVAL OF MINUTES**

Approval of the minutes from the regular meeting of the Santa Monica Community College District Board of Trustees held on November 20, 2006.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

<b>BOARD OF TRUSTEES</b> SANTA MONICA COMMUNITY COLLEGE DISTRICT	<b>ACTION</b> December 11, 2006
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CONSENT AGENDA

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

Recommendations pulled for separate action:

Action on Consent Agenda

MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2      CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Ratification*

**2-A      CONSULTANT FOR THEATRE ARTS PROGRAM**

Provider: Ronald Eckerman  
Amount: \$5,000  
Term of Contract: Fall Semester, 2006  
Funding Source: District Funds Departmental Budget  
Services Provided: Mr. Eckerman provided designs for sets, sound and lighting for the production of Amadeus. Services were required due to the medical leave of the full-time Theatre Technical Director.

**2-B      LEGAL SERVICES (Amendment)**

Provider: Harrington, Foxx, Dubrow & Canter  
Amount: \$165 per hour for attorney services  
Term of Contract: 2006-2007  
Funding Source: 2006-2007 Risk Management budget  
Services Provided: Legal defense for District's self-insured liability program  
Comment: The amount previously approved of \$160 per hour for attorney services needs to be amended to reflect the correct amount of \$165 per hour.

**2-C      LEGAL SERVICES**

Provider: Tyre Kamins Katz Granof & Menes  
Amount: \$5,754.50 (attorney's fees), \$55 (costs), total of \$5,809.50  
Term of Contract: July 1 through October 31, 2006  
Funding Source: District Funds  
Services Provided: The services covered were necessarily incurred by Jim Keeshen, an instructor at the Academy of Entertainment and Technology, in connection with the lawsuit before the District Keeshen adv. Manttari, LASC Case No. BC 56729. The District had agreed to defend and indemnify Mr. Keeshen in this lawsuit initiated by student Des Manttari alleging discrimination.



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

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

2-D      CONTRACT FOR AVERAGE VEHICLE RIDERS SURVEY (AMENDMENT)

Provider: Paradise Consulting  
 Term: September 1, 2006 – August 31, 2007  
 Amount: Not to exceed \$4,000  
 Funding Source: 2006-2007 Risk Management Budget  
 Services provided: This contract was approved in June, 2006 for tabulation services of the annual Average Vehicle Riders (AVR) survey as required by the City of Santa Monica as part of the District’s Emissions Reduction Plan and preparation of Ordinance 1604 plan. The amendment is needed because the scope of the contract has been increased. The consultant will (1) assist with employees in clean air commute including vanpool referral and formation, carpool matchlists, biking information, transit pass schedules, (2) prepare quarterly newsletters and (3) plan in-house events.

2-E      CONSULTANT FOR PERSONNEL COMMISSION

Provider: Michael Prihar, Esq.  
 Amount: \$1,000 per day, plus expenses, not to exceed \$5,000  
 Term of Contract: February 1 through June 30, 2007  
 Funding Source: 2006-07 Personnel Commission Budget  
 Services Provided: Hearing officer to hear appeals of classified employees, review records and prepare reports.

2-F      CONSULTANT FOR HUMAN RESOURCES

Provider: ELS Group  
 Amount: \$18,000, plus travel expenses and miscellaneous administrative costs.  
 Term of Contract: December 1, 2006 through June 30, 2007  
 Funding Source: Staff Diversity Funds  
 Services Provided: Recruitment of Vice-President, Business and Administration and Vice-President, Human Resources. Specific services include but are not limited to assisting staff with announcements and communications, outreach and recruitment to develop a diverse, well experienced and qualified pool of candidates, and reference checks.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

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

2-G      KCRW CONTRACTS AND CONSULTANTS

Provider: I.S. Marketing, LLC  
 Fees: \$2,900 per month; total not to exceed \$29,000.  
 Effective dates: July 1, 2006 thru April 30, 2007  
 Service: For all aspects of marketing KCRW programs THE BUSINESS and THE TREATMENT for network and nationwide distribution including, but not limited to design/development of on-line support page for outside stations.  
 Funding Source: KCRW donations

2-H      ACCEPTANCE OF KCRW GRANT

Title of Grant: Corporation for Public Broadcasting Grant  
 Granting Agency: Corporation for Public Broadcasting  
 Approved Funding: \$1,209,172  
 Matching Funds: N/A  
 Performance Period: October 1, 2006 – September 30, 2007  
 Summary:

2-I      AUTHORIZATION OF PAYMENTS FOR KCRW

Payment to: American Public Media  
 Amount: Membership fees not to exceed \$15,000. Carriage fees for \$90,000; it may exceed this amount.  
 Service provided: Program acquisition  
 Effective dates: July 1, 2006 – June 30, 2007  
 Funding Source: Corporation for Public Broadcasting and KCRW donations

Payment to: National Public Radio  
 Amount: Membership fees not to exceed \$8,080.  
 Studio usage/ISDN lines/engineering time, not to exceed \$10,000  
 Program Acquisition, includes but is not limited to, News Services, Car Talk not to exceed \$1,330,052.  
 Annual Interconnect fee for above programs not to exceed \$6,900.  
 Monthly Interconnect fees for satellite/channel uplink/downlink, not to exceed \$21,500.

Service provided: Program acquisition  
 Effective dates: July 1, 2006 – June 30, 2007  
 Funding Source: Corporation for Public Broadcasting and KCRW donations

Payment to: Public Radio International  
 Amount: Institutional membership fees not to exceed \$90,000.  
 Carriage fees not to exceed \$112,000.  
 Service provided: Program acquisition.  
 Effective dates: July 1, 2006 – June 30, 2007  
 Funding Source: Corporation for Public Broadcasting and KCRW donations

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 3      ACADEMIC PERSONNEL**

*Requested Action: Approval/Ratification*

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

EFFECTIVE DATE

ELECTIONS

ADJUNCT

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

ADMINISTRATIVE

Lee-Lewis, Sherri (Extension)	Acting Associate Vice President, Human Resources	06/30/07
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SEPARATION

Gonzalez, John	Dean, Instructional Services/Occupational Education	12/21/06
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**RECOMMENDATION NO. 4      CLASSIFIED PERSONNEL**  
**ESTABLISH/ABOLISH POSITIONS**

*Requested Action: Approval/Ratification*

The following positions will be established/abolished in accordance with District policies and salary schedules.

EFFECTIVE DATE

ESTABLISH

Multimedia Specialist (2 positions) Media Center, 12 mos, 40 hrs	12/12/06
Administrative Assistant III (1 position) Enrollment Development 12 mos., 40 hrs.	12/12/06

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: HUMAN RESOURCES

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

*Requested Action: Approval/Ratification*

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

ELECTIONS EFFECTIVE DATE

<u>PROMOTIONS MANAGEMENT</u>		
Rojas, Dan	Network Systems Manager, Network Services	11/17/06
<u>PROBATIONARY</u>		
Felder, Ronnie	Admissions and Records Clerk I, A & R	11/13/06
Sydney, Karen S.	Admissions and Records Clerk II/NS-I, A & R	11/13/06
Cadena, Ruben	Community College Police Trainee, Campus Police	12/07/06

<u>PROMOTIONS</u>		
Sher, Brian	Systems Administrator, Network Services	11/22/06

<u>INCREASE IN HOURS/PERMANENT</u>		
Esmaeilli, Akram		11/27/06
Fr:	Instructional Assistant-Math, Mathematics, 11 mos, 20 hrs	
To:	Instructional Assistant-Math, Mathematics, 11 mos, 30 hrs	

SEPARATIONS

<u>RETIREMENT</u>		
Banks, Anne S.	Insurance Program Coordinator, Risk Management	12/30/06

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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: HUMAN RESOURCES

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

*Requested Action: Approval/Ratification*

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

Barber, Niki, Counseling Aide, Disabled Students Center	11/06/06 - 12/22/06
Bates, Bryan, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Blanchard, Keith, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Brown, Carla, Personnel Clerk I, Human Resources	12/04/06 - 12/21/06
Gervais, Jennifer, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Gragg, David, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Harris, LaTrice, Payroll Specialist, Fiscal Services (ext)	10/11/06 - 01/11/07
Krawczyk, Shelly, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Malolli, Fatmira, Accompanist-Voice, Program Development	09/18/06 - 01/17/07
McDonald, Alonzo, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Mitchell, Ian, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Ory, Robert, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06
Robinson, Dewain, Stage Construction Technician, Theatre Arts	07/01/06 - 12/22/06

LIMITED TERM

Duran, Mia, Counseling Aide, EOP & S (ext)	10/16/06 - 12/31/06
Gomez, Rachel, Registration Information Clerk, Admissions & Rec	12/04/06 - 12/31/06
Moore, Victoria, Registration Information Clerk, Admissions & Rec	12/04/06 - 12/31/06

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 7**      **CLASSIFIED PERSONNEL - NON MERIT**  
*Requested Action: Approval/Ratification*      **SALARY SCHEDULE 2006**

It is recommended that the non-merit salary schedule be increased in the following classifications as indicated to be effective January 1, 2007.

<u>Student Employee</u>	
CalWORKS	\$8.00/hr
College Student Assistant	\$8.00/hr
College Work-Study Student Assistant	\$8.00/hr
<u>Art Model</u>	
Art Model	\$18.00/hr
Art Model w/Costume	\$21.00/hr

Comment: This increase is necessary for the college to remain comparatively competitive with outside agencies allowing Santa Monica College to attract and maintain employees, particularly art models for Art classes, Emeritus College classes, Community Services classes and the Academy of Entertainment and Technology. The California minimum wage will increase January 1, 2007 to \$7.50 per hour; to \$8.00 per hour effective January 1, 2008. The last salary survey conducted by the Office of Human Resources was in 1999. The current survey confirms the recommended rates of compensation from other agencies at the rate of \$18.00 per hour for Art Models and \$21.00 per hour for Art Model w/Costume.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 8**      **CLASSIFIED PERSONNEL - NON MERIT**

*Requested Action: Approval/Ratification*

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	6
\$7.00/hr	
College Student Assistant	29
\$7.00/hr	
College Work-Study Student Assistant	51
\$7.00/hr	

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	December 11, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9**      **FACILITIES**

*Requested Action: Approval/Ratification*

9-A CHANGE ORDER NO. 30 – MUSIC AND PERFORMING ARTS COMPLEX, MADISON

Change Order No. 30 – FTR INTERNATIONAL on the New Music and Performing Arts Complex, Madison Campus in the amount of \$ 206,928.

Original Contract Amount	\$30,780,000
Previously approved Change Orders 1 – 29	1,355,608
Change Order No. 30	<u>206,928</u>
Revised Contract Amount	\$ 32,342,536
Original Contract Time	670 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	670 days
Time Extension this Change Order No. 30	<u>0 days</u>
Current Revised Contract Time	670 days

Funding Source: Measure S

Comment: Change Order No. 30 provides for labor and materials to revise the skylight system to add control dampers, operators and power, miscellaneous door revisions to doors including change from a single to double door, changed door thickness, and revisions to door hardware to accommodate project requirements. This change order also includes the provision for power to automatic smoke detectors for smoke containments screens at elevator doors, corrections to concrete elevations at vestibule 104, wrap exhaust duct from elevator equipment room to roof with 1-hr rated 3M fire barrier wrap, additional curbs, gutters and sidewalk beyond the scope of contract work at new driveways per city's approved layout, install concrete bases for light poles and bollards and provide concrete bases for (5) additional security camera poles.



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9 FACILITIES** *(continued)*

9-B REDUCTION OF RETENTION AMOUNT – MUSIC AND PERFORMING ARTS COMPLEX, MADISON

Reduce the retention amount held from FTR INTERNATIONAL, INC. for the New Music and Performing Arts Complex, Madison Campus project from 10 percent to 5 percent of the contract amount.

Funding Source: Measure S, U

Comment: The public contract code gives the District the option of reducing the retention amount held from the contractor when the project is 50 percent completed. The District holds back 10 percent from all payments made to the contractor to pay for claims or disputes with subcontractors. The retention amount is reduced to 5 percent at 50 percent completion of the project and to 0 when the project is complete.

9-C AGREEMENT FOR ARCHITECTURAL SERVICES – BUNDY WEST BUILDING TUTORING CENTER

Agreement with tBP ARCHITECTS for the Bundy West Building Tutoring Center for \$162,300 plus reimbursable expenses.

Funding Source: Title V Grant

Comment: The District has received a federal grant to renovate an unused area in the Bundy Campus West Building into a Math and English tutoring area. tBP is the architect for the original renovation of the West Building.

9-D AGREEMENT FOR ARCHITECTURAL SERVICES – DRESCHER HALL THIRD FLOOR RENOVATION

Agreement with tBP ARCHITECTS for the Drescher Hall Third Floor Renovation for \$522,500 plus reimbursable expenses.

Funding Source: Measure U

Comment: The area being vacated by the relocation of Information Technology will be renovated for a Superintendent/President’s and administrative offices as suggested by DPAC. This remodeling will require the upgrading of the fire alarm system of the entire building, which is included in this fee.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9      FACILITIES** *(continued)*

9-E      AGREEMENT FOR ARCHITECTURAL SERVICES – SHUTTLE REPLACEMENT PARKING LOT

Agreement with NAC Architecture for the Shuttle Replacement Parking Lot for \$56,350 plus reimbursable expenses.

Funding Source: Measure U

Comment:      The property at 2909 Exposition Blvd. will need minor renovation in order to accommodate the replacement shuttle parking lot. Due to the need to open the lot as soon as possible, address access requirements and outreach efforts with the neighbors, the architectural contracts need to be prepared before the holidays so architectural work can commence as soon as the sale is completed. The architectural contracts will not be executed until the property is sold to the District.

9-F      AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES – BUNDY CAMPUS MASTER PLAN

Amend the agreement with CHRISTOPHER JOESPH & ASSOCIATES for the Bundy Campus Master Plan Environmental Impact Report to increase by \$53,000 plus reimbursable expenses.

Funding Source: Measure U

Comment:      A contract extension required because the project has passed its original contract completion date. The project took longer than expected because of the additional traffic and related environmental studies that were needed.

9-G      AGREEMENT FOR CONSULTING SERVICES – ENVIRONMENTAL SURVEYS

Agreement with HAZARD MANAGEMENT CONSULTANTS for environmental consulting not to exceed \$5,000 plus reimbursable expenses.

Funding Source: Measure S, U

Comment:      This consultant will assist the District in reviewing environmental and hazardous material surveys that are required to be prepared for various facility projects.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

**10-A DISABLED STUDENTS PROGRAM & SERVICES (DSPS)**

Granting Agency:	State of California	
Appropriated Funding:	\$304,034 Augmentation (bringing the total from \$1,179,995 to \$1,477,029)	
Matching Funds:	N/A	
Performance Period:	July 1, 2006 – June 30, 2007	
Budget Augmentation:	Income:	
	8000 Income	\$ 304,034
	Expenditures:	
	1000 Academic Salaries	\$ 182,155
	2000 Classified Salaries	\$29,653
	3000 Benefits	\$63,542
	4000 Books & Supplies	\$3,684
	5000 Operating Expense	\$24,000
	6000 Equipment	\$1,000

Summary: Santa Monica College receives additional funds from the Chancellor's Office for the DSPS allocation.

**RECOMMENDATION NO. 11 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

**11-A FUND 01.0 – GENERAL FUND - UNRESTRICTED**

Period of: October 21, 2006 – November 16, 2006

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	44,483
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	719
5000	Contract Svcs/Operating Exp	-48,795
6000	Sites/Bldgs/Equipment	3,593
7000	Other Outgo/Student Payments	0
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 budget adjustments. 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	December 11, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12**      **COMMERCIAL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

November 1 – November 30, 2006                      2326-2360                      \$7,651,157.33

Comment:      The detailed Commercial Warrant documents are on file in the Accounting Department.

**RECOMMENDATION NO. 13**      **PAYROLL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

November 1 – November 30, 2006                      CID-C2E                      \$7,750,576.86

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

**RECOMMENDATION NO. 14**      **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.

November 1 – November 30, 2006	D000020 – D000133	\$523,773.33
	B000061 – B000108	\$1,124,375.45
	ST00041 – ST00040	\$0

*D – Direct Payments  
B – Benefit Payments (health insurance, retirement, etc.)  
ST – Student Grant Payments*

**RECOMMENDATION NO. 15**      **AUXILIARY PAYMENTS & 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.

November 1, 2006 – June 30, 2007	Payments	Purchase Orders
	\$561,432	\$7,622

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

**RECOMMENDATION NO. 16**      **PURCHASING**

*Requested Action: Approval/Ratification*

14-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

November 1 – November 30, 2006    \$492,823.26

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 17**

**SUBJECT:**                                **RESOLUTION IN SUPPORT OF THE DREAM ACT**

SUBMITTED BY:                                Superintendent/President

REQUESTED ACTION:                                It is recommended that the Board of Trustees approve the following resolution to support the DREAM (Development, Relief and Education for Alien Minor) Act.

SUMMARY:    The CCCT (California Community College Trustees) acted to support the resolution and is requesting similar support by all community college districts so staff can report on California action at the AACCT/ACCT National Legislative Seminar in Washington, D.C. in February 2007.

- MOTION MADE BY:
- SECONDED BY:
- STUDENT ADVISORY:
- AYES:
- NOES:

## **RESOLUTION IN SUPPORT OF THE DREAM ACT**

WHEREAS, the DREAM (Development, Relief and Education for Alien Minors) Act was introduced in 2003 and re-introduced last year in the U.S. Congress;

WHEREAS, the DREAM Act would permit certain immigrant students who have grown up in the United States to apply for temporary legal status and eventually obtain permanent status and become eligible for citizenship if they attend college or serve in the United States military;

WHEREAS, the DREAM Act would eliminate a federal provision that penalizes states that provide in-state tuition without regard to immigration status;

WHEREAS, the DREAM Act would have a life-changing impact on students who qualify, dramatically increasing their future earnings and human capital while significantly reducing criminal justice and social services costs to taxpayers;

WHEREAS, the Dream Act recognizes that students who have graduated from a state high school should be able to pay in-state fees at public universities and colleges;

WHEREAS, California is one of ten states that provides in-state college and university fees to be paid by students who have been educated in a California high school for three years, graduated from a California school and met college admission standards;

WHEREAS, the Santa Monica Community College Board of Trustees recognizes that the investment made in these students' college education will be repaid through a stronger economy;

WHEREAS, denying these hard-working students the opportunity to enter the American work force sends all immigrant students a contradictory message about the importance of graduating from high school and results in a waste of human potential and of an investment the states have already made into their K-12 and college educations;

THEREFORE, BE IT RESOLVED that the Santa Monica Community College District Board of Trustees feels that it is important for this district to continue encouraging students, regardless of immigration status, to strive to gain a higher education; and

BE IT FURTHER RESOLVED, that the Santa Monica Community College District Board of Trustees encourages all California and U.S. Senators and Representatives to fully support legislation to enact the federal Dream Act in the coming legislative session.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 18**

**SUBJECT:**                               **RESOLUTION TO ENTER INTO AN ENERGY SERVICE CONTRACT**

**SUBMITTED BY:**                       Superintendent/President

**REQUESTED ACTION:**               It is recommended that the Board of Trustees approve the following resolution to enter into an Energy Service Contract.

WHEREAS California Government Code Section 4217.10 to 4217.18, authorizes the District Board of Trustees to enter into an Energy Service Contract for the implementation of energy related improvements if the District Board of Trustees finds that it is in the best interest of the District to enter into such Energy Service Contract and that the anticipated cost to District for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in absence of those purchases; and

WHEREAS The cost to the District for the Energy Service Contract by and between the District and Chevron Energy Solutions for the implementation of certain energy measures for thermal or electrical energy or conservation services will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in absence of the implementation of the improvements under the Energy Service Contract.

NOW, THEREFORE, the District Board of Trustees adopts the following resolution:

“The District Board finds that (1) it is in the best interest of the Santa Monica Community College District to enter into an Energy Service Contract with Chevron Energy Solutions for the implementation of certain energy related improvements to District facilities, and (2) the anticipated cost to District for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in absence of those purchases. Therefore, the District Board hereby authorizes the District to execute the Energy Service Contract by and between the District and Chevron Energy Solutions Company, a division of Chevron U.S.A., Inc. for the implementation of certain energy related improvements to District facilities in accordance with these findings and California Government Code Section 4217.10 to 4217.18.”

COMMENT: The will permit the District to enter into contract and have the energy conservation and alternative energy projects to be brought to construction more rapidly and efficiently, which will reduce future energy budget and decrease the pollutions to the environment.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 19**

**SUBJECT:** **CONTRACT WITH CHEVRON ENERGY SOLUTIONS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the District to enter into the following Energy Service Contract:

Provider: Chevron Energy Solutions

Services Provided: Chevron Energy Solutions will provide high-efficiency lighting upgrade, emergency lighting upgrade, heating hot water boiler replacement, energy management system upgrade, roof repair, and fire life safety system upgrade to the Business Building, Pavilion, Academy of Entertainment and Technology, Counseling, Music Building, Parking Structure "C", ESL Building, and Airport Campus

Amount: \$1,018,356.00

Funding Source: Schedule Maintenance, District Capital Funds, Measure S

COMMENT: Chevron Energy Solutions is an energy services company that will provide the District with "turn-key" operations that include evaluation, design, engineering, project management, construction, and rebate redemptions for the energy conservation projects. Chevron Energy Solutions is highly recommended by other community colleges in the State of California for its team performance, timely project delivery, and quality results.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 20**

**SUBJECT:**                               **RESOLUTION OF THE BOARD OF TRUSTEES  
OF WITHDRAWAL FROM THE SCHOOLS EXCESS  
LIABILITY FUND JPA**

SUBMITTED BY:                       Superintendent/President

REQUESTED ACTION:               It is recommended that the Board of Trustees approve the following resolution for the District to withdraw from the Schools Excess Liability Fund (SELF) JPA, effective July 1, 2007.

WHEREAS, California school districts need to maintain fiscally stable excess liability coverage to protect their agency against unforeseen liability claims; and

The SMCCD presently has \$5,000,000 in liability limits through its membership in the Statewide Association of Community Colleges Joint Powers Authority; and

The SMCCD desires to seek alternative quotations for additional limits of liability and

In order for the SMCCD to be able to make an informed decision on this matter it must give notice of withdrawal to the Schools Excess Liability Fund Joint Powers Authority by December 31, 2006.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Santa Monica Community College District notifies the Schools Excess Liability Fund Joint Powers Authority of its intent to withdraw from that Joint Powers Authority effective July 1, 2007.

SUMMARY:                               The District is a member of the SELF JPA for excess emergency insurance beyond what is covered by the SWACC JPA for excess liability insurance. The recommendation to give notice to SELF to withdraw from the JPA will allow the District's risk management /insurance consultants to negotiate a new excess insurance contract.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	December 11, 2006

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 21**

**SUBJECT:**                                **ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES**

**A. REQUESTED ACTION:**            It is recommended that the election be held for Chair of the Board of Trustees of the Santa Monica Community College District.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

**B. REQUESTED ACTION:**            It is recommended that the election be held for Vice-Chair of the Board of Trustees of the Santa Monica Community College District.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

**C. REQUESTED ACTION:**            It is recommended that Superintendent/President Chui L. Tsang be elected Secretary to the Board of Trustees; Executive Vice-President Randal Lawson, be elected Assistant Secretary to the Board of Trustees; and Coordinator, District/Board of Trustees Office Lisa Rose, be elected Recording Secretary to the Board of Trustees

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

**COMMENT:**                                In accordance with Board Policy 1170, the officers and auxiliary personnel of the Board of Trustees of the Santa Monica Community College District shall consist of a chair, vice-chair, secretary, assistant secretary and recording secretary.

**INFORMATION ITEM E**

**SUBJECT:**                                **SEATING OF THE BOARD OF TRUSTEES**

The Board of Trustees will be seated by drawing numbers, with the Board Chair in the middle, the Vice-Chair to the right of the Chair, the Superintendent to the right of the Vice-Chair, and the Student Trustee in the designated Student Trustee position.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	December 5, 2005

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 22**

**SUBJECT:** **AUTHORIZED SIGNATURE RESOLUTIONS**

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the following Santa Monica College administrators to sign District documents as indicated.

Name/Title	Warrants	Orders for Salary Payment	Notices of Employment	Contracts	Auxiliary Warrants	Purchase Orders
Dr. Chui L. Tsang Superintendent/President	X	X	X	X	X	X
Randal Lawson Executive Vice-President	X	X	X	X	X	X
Chris Bonvenuto Acting Associate Vice-President, Fiscal Services	X	X		X	X	X
Sherri Lee-Lewis Dean, Human Resources Acting Associate Vice-President, Human Resources			X			
Patricia Brown Dean, Human Resources			X			
George Prather Director of Auxiliary Services					X	
Keith Webster Director of Purchasing						X

It is further recommended that the "Certification of Signatures" be completed and filed with the County Superintendent of Schools. The signatures shall be considered valid for the period of December 12, 2006 through December 31, 2007.

**COMMENT:** The County Superintendent of Schools requires that the Certification of Signatures be approved at the annual organizational meeting of the Board of Trustees which is held within a 15-day period that commences with the date upon which a governing board member elected takes office.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 11, 2006

**XIII. ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, January 8, 2007 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.