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

**REGULAR MEETING  
MONDAY, MARCH 5, 2001**

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

**5:30 p.m. - Closed Session  
Business Building Room 111**

**7:00 p.m. - Public Meeting  
Board Room  
Business Building Room 117**

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

SANTA MONICA COMMUNITY COLLEGE DISTRICT

March 5, 2001

***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, March 5, 2001.

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**

- Public Employee Discipline, Dismissal, Release, pursuant to Government Code Section 54657

**III. ORGANIZATIONAL FUNCTIONS (Continued)**

- C Pledge of Allegiance
- #1 Approval of Minutes: February 12, 2001  
February 26, 2001 (Special Meeting/Dialog)

**IV. SUPERINTENDENT'S REPORT**

- Associated Students Recognition Awards  
David Phillips, Faculty Member
- Partnership for Excellence

**V. ACADEMIC SENATE REPORT****VI. CLASSIFIED SENATE REPORT****VII. COMMUNICATIONS OR PUBLIC COMMENTS****VIII. BOARD REPORT AND COMMENTS****IX. CONSENT AGENDA****Contracts and Grants**

- #2 Acceptance of Grants

**Academic and Student Affairs**

- #3 Contract for Distance Education Program
- #4 Community Services/Extension Seminars/Courses, Spring, 2001
- #5 Payment to Medical Advisor for Respiratory Therapy Program
- #6 Consultant Contract – Disabled Students (Amendment)

Human Resources

- #7 Consultants – Professional Development
- #8 Classified Personnel - Regular
- #9 Classified Personnel – Limited Term
- #10 Classified Personnel - Non Merit

Business and Administration

- #11 Claim for Damages
- #12 Industrial Injury Treatment Agreement
- #13 KCRW: Change of Contract Name
- #14 Risk Management Consultant
- #15-A Facilities: Award of Bid, Digital Art Lab
- #15-B Facilities: Agreement for Geo-Technical Services, Extension to Parking Structure C Project
- #15-C Facilities: Agreement for Testing & Inspection, Extension to Parking Structure C Extension Project
- #15-D Facilities: Agreement for Geo-Technical Services, Library Remodel and Expansion Project
- #15-E Facilities: Agreement for Testing and Inspection, Library Remodel and Expansion Project
- #15-F Facilities: Agreement for Environmental Assessment – Extension to Parking Structure C
- #15-G Facilities: Pool/Natatorium Demolition – Change Order No. 1
- #15-H Facilities: Completion of Pool/Natatorium Demolition
- #15-I Facilities: Change of Contract Name
- #15-J Facilities: Earthquake Replacement Science Bldg. – Settlement of Change Order Requests
- #15-K Facilities: Amendment to Agreement for Architectural Services – Extension to Parking Structure C
- #16 Commercial Warrant Register
- #17 Payroll Warrant Register
- #18 Payments from Auxiliary Operations
- #19 Direct Payments
- #20-A Purchasing: Award of Purchase Orders
- #20-B Purchasing: Authorization to Participate in Purchase Agreement

X. **CONSENT AGENDA – Pulled Items**

XI. **INFORMATON ITEMS**

- D Submittal of Grants

- XII. **ADJOURNMENT:** There will be a special Board of Trustees Meeting/Dialog with the SMC Academic Senate on Monday, March 26, 2001 at 4:30 p.m. at Santa Monica College, Madison Site, Room 120, 1310 – 11<sup>th</sup> Street, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, April 2, 2001 at 7 p.m. (5:30 p.m. if there is a closed session) in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

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| <b>BOARD OF TRUSTEES</b>                | <b>REGULAR MEETING</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001          |

I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Annette Shamey, -Chair - Present  
Patrick Nicholson, Vice-Chair - Present

Nancy Cattell-Luckenbach - Present  
Carole Currey - Present  
Dorothy Ehrhart-Morrison - Present  
Dr. Margaret Quiñones, Ed.D. - Present  
Herbert Roney - Present

Annie Bird, Student Trustee - Present

II. CLOSED SESSION

- Public Employee Discipline, Dismissal, Release, pursuant to Government Code Section 54657

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:09 p.m.

C. PLEDGE OF ALLEGIANCE – Judy Schwartz

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| <b>BOARD OF TRUSTEES</b>                | <b>REGULAR MEETING</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001          |

I. ORGANIZATIONAL FUNCTIONS

RECOMENDATION NO. 1                      APPROVAL OF MINUTES

It is recommended that the minutes from the following meetings of the Santa Monica Community College District Board of Trustees be approved:

February 12, 2001 (Regular Meeting)

MOTION MADE BY:                      Dorothy Ehrhart-Morrison  
 SECONDED BY:                            Annie Bird  
 STUDENT ADVISORY:                    Aye  
 AYES:    7  
 NOES:    0

February 26, 2001 (Special Meeting/Dialog)

MOTION MADE BY:                      Herbert Roney  
 SECONDED BY:                            Nancy Cattell-Luckenbach  
 STUDENT ADVISORY:                    Aye  
 AYES:    7  
 NOES:    0

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

IV. SUPERINTENDENT'S REPORT

- Associated Students Recognition Awards  
David Phillips – Faculty Member
- Partnership for Excellence Report – Judy Schwartz
- Vice-President Robert Adams introduced Mary Blanding, the Executive Director of the Center for Education Achievement, who works collaboratively with the college and Charles Drew Medical Center to offer the Saturday Science Academy.

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

Phil Hendricks

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA

It is recommended that the Consent Agenda, Recommendations #2–#20 be approved.

Public Comments

Phil Hendricks

Recommendations pulled for separate action: #10

Action on Balance of Consent Agenda

MOTION MADE BY: Margaret Quiñones  
 SECONDED BY: Herbert Roney  
 STUDENT ADVISORY: Aye  
 AYES: 7  
 NOES: 0

Recommendation No. 10 - Proposed Amendment

Motion was made by Margaret Quiñones and seconded by Annie Bird to pull “Workforce and Economic Development – Project Specialist II” from Recommendation No. 10.

AYES: 1 (Quiñones)  
 NOES: 6 (Cattell-Luckenbach, Currey, Ehrhart-Morrison, Nichelson, Roney, Shamey)  
 STUDENT ADVISORY: Aye

Action on Recommendation No. 10

MOTION MADE BY: Carole Currey  
 SECONDED BY: Herbert Roney  
 AYES: 6 (Cattell-Luckenbach, Currey, Ehrhart-Morrison, Nichelson, Roney, Shamey)  
 NOES: 1 (Quiñones)  
 STUDENT ADVISORY: No

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: CONTRACTS AND GRANTS

RECOMMENDATION NO. 2                      ACCEPTANCE OF GRANTS

It is recommended that the Board of Trustees accept/ratify the following grant and augment the 2000-2001 budget as indicated:

**Title of Grant:**                      **Tech Prep Innovative Practices**

Granting Agency:                      California Department of Education/CCCCO

Requested Funding:                      \$289,081 (first year funding of a three-year grant totaling \$466,070)

Matching Funds                      N/A

Performance Period:                      March 1, 2001 – February 28, 2002

Summary:                      The proposed funding will support the development of additional curriculum for the “Launchpad” program in the area of interactive media and a CD ROM focusing on career opportunities for up to 24 students.

|                      |              |           |
|----------------------|--------------|-----------|
| Budget Augmentation: | Expenditures |           |
|                      | 1000         | \$5,940   |
|                      | 2000         | \$50,705  |
|                      | 3000         | \$10,926  |
|                      | 4000         | \$28,626  |
|                      | 5000         | \$18,623  |
|                      | 6000         | \$160,495 |
|                      | 7000         | 13,766    |
|                      | Income       |           |
|                      | 8000         | \$289,081 |



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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA:                      ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 3              CONTRACT FOR DISTANCE EDUCATION PROGRAM

It is recommended that the Board of Trustees ratify an augmentation to Santa Monica College's three-year contract with eCollege.com in the amount not to exceed \$50,000 to cover additional services necessary to augment, enhance and expand the SMC Virtual Campus. These services include onsite training for faculty and administrators, the continuance of the Website domain (SMCONLINE.org), materials for faculty and conversion of additional classes for 2000-2001 academic year.

Funding Source:                      Title III, Virtual Multimedia Center and Business Degree Online Grants

Comment:                                In January 1999, Santa Monica College entered into a three-year contract with eCollege.com. This augmentation covers conversion of additional classes, faculty training and materials and domain registration.

RECOMMENDATION NO. 4              COMMUNITY SERVICES/EXTENSION SEMINARS/COURSES, SPRING, 2001

It is recommended that the Board of Trustees approve the following seminars/courses for the Santa Monica College Community Services and Extension programs for Spring, 2001:

Bermudez, Ed                              Smog Certification                      60%

Funding Source:                      Class and Registration Fees

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA:                      ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 5              PAYMENT TO MEDICAL ADVISOR FOR RESPIRATORY THERAPY PROGRAM

It is recommended that the Board of Trustees approve/ratify a contract with the UCLA Department of Medicine as reimbursement for the services of Paul E. Bellamy, M.D., who serves as medical advisor for the joint Santa Monica College/East Los Angeles College Respiratory Therapy Program, payment not to exceed \$5,000 during the Spring 2001 semester.

Funding Source:                      2000-2001 Budget: Health Sciences Department

Comment:                                Dr. Bellamy is Chief of Pulmonary and Critical Care Medicine at UCLA, and his role of advisor includes regular contact with SMC students. The cost of his services is part of SMC's responsibility under the partnership agreement with East Los Angeles College.

RECOMMENDATION NO. 6              CONSULTANT CONTRACT - DISABLED STUDENTS (AMENDMENT)

It is recommended that the Board of Trustees approve an amendment to the contract with Accommodating Ideas to provide sign language interpreting services for the 2000-2001 academic year, for an additional amount of \$50,000, total not to exceed \$70,000 per year. The hourly rates will not exceed \$60.00 per hour; mileage charges will be billed at \$.33 per mile.

Funding Source:                      2000-2001 Budget: Disabled Students Programs and Services

Comment:                                The college is obligated to meet the needs of deaf students by providing sign language interpreters in a timely manner. There has been an increase in the number of interpreting hours needed for the Spring 2001 semester. The contract was previously approved by the Board for an amount not to exceed \$20,000 to meet the needs for additional interpreting services.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| Santa Monica Community College District | March 5, 2001 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7

CONSULTANTS – PROFESSIONAL DEVELOPMENT

It is recommended that the Board of Trustees authorize the following consultant contracts for Classified Staff Development Day, Thursday, March 8, 2001:

NORINE DRESSER will provide a diversity workshop on “How to communicate in a diverse and multicultural environment” for a fee of \$500.00.

DEONE KANNE will provide a workshop on CPR for a fee of \$260.

MARCIE BERNSTEIN will provide a workshop on CPR for a fee of \$260.

DEBRA JACOBS will provide a workshop on Pain Management/Ergonomics for a fee \$400.

The Los Angeles County Office of Education will provide a custodial workshop for a fee of \$3,000.

Funding Source: Staff Development Grant under AB 1725.

Comment: The subcommittee of the professional development committee developed the program and selected the consultants for Classified Staff Development Day.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| Santa Monica Community College District | March 5, 2001 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8

CLASSIFIED PERSONNEL – REGULAR

It is recommended that the following classified employee(s) be approved/ratified for employment (Merit System) into authorized positions. All personnel assigned will be elected in accordance with District policies and salary schedules.

|  | <u>EFFECTIVE DATE</u>        |
|--|------------------------------|
| <u>ELECTIONS</u>   |                              |
| <u>PROBATIONARY</u>  |                              |
| Simmons, Kelly, Dept Sec II, Modern Languages                      | 02/05/01                     |
| <u>PROMOTION</u>   |                              |
| Cardenas, Consuelo   | 02/26/01                     |
| Fr: Admin Asst I, Emeritus, 12 mos, 40 hrs                         |                              |
| To: Admin Asst II, Info Mgmt, 12 mos, 40 hrs                       |                              |
| <u>CHANGE IN WORKSHIFT/PERMANENT</u>                               |                              |
| Dupree, Jarad  | 02/12/01                     |
| Fr: Instr Asst-Math, NS-1, Math, 11 mos, 20 hrs                    |                              |
| To: Instr Asst- Math, Day, Math, 11 mos, 20 hrs                    |                              |
| Kolbly, J Joseph   | 02/12/01                     |
| Fr: Instr Asst-Math, Day, Math, 11 mos, 20 hrs                     |                              |
| To: Instr Asst-Math, NS-1, Math, 11 mos, 20 hrs                    |                              |
| <u>PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT</u>              |                              |
| Evans, Carol, Acting Events Manager, Events                        | 01/22/01 " 02/02/01          |
| Johnston, Steve, Acting Electrician I, Maintenance                 | 02/01/01 " 04/30/01          |
| <u>WORKING OUT OF CLASSIFICATION (Additional responsibilities)</u> |                              |
| McKeever, Kathlyne, Comm Svcs Asst, Comm Svcs                      | + 7-1/2% 03/03/01 " 03/31/01 |
| Wilkie, Christine, Media Svcs Tech, AET/Distance Ed                | + 16% 01/05/01 " 06/30/01    |
| Williams, Don, Skilled Maint Wker, Maintenance                     | + 7-1/2% 08/28/00 " 09/12/00 |

LEAVES OF ABSENCE WITH PAY

Verified paid leave in accordance with District and Education Code provisions.

MEDICAL

|  |                     |
|--|---------------------|
| Adams, Deborah, Payroll Specialist, Payroll        | 01/22/01 " 02/13/01 |
| Johnson, Rasheda, Custodian NS-2, Operations       | 01/19/01 " 02/08/01 |
| Preston, Patricia, Immigration Coord, Intl Stu Ctr | 01/16/01 " 01/31/01 |
| Saunders, Danielle, Library Asst III, Library      | 01/08/01 " 05/10/01 |

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| Santa Monica Community College District | March 5, 2001 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9

CLASSIFIED PERSONNEL – LIMITED TERM

It is recommended that the following classified employee(s) be approved/ratified for temporary employment (Merit System). All personnel assigned will be elected in accordance with District policies and salary schedules.

EFFECTIVE DATE

ELECTIONS

PROVISIONAL

|   |                     |
|---|---------------------|
| Arroyo, Monica, Office Aide, Human Resources                        | 02/15/01 “ 06/30/01 |
| Ballard, Dora, Accompanist - Performance, Emeritus College          | 01/02/01 “ 06/30/01 |
| Brown, Timothy C., Van Driver, Transportation                       | 02/12/01 “ 05/12/01 |
| Feria-Jurenka, Gabriela, Vocational Instr. Assistant, Cosmetology   | 02/12/01 “ 06/30/01 |
| Gerhold, Thomas, Accompanist - Performance, Emeritus College        | 01/02/01 “ 06/30/01 |
| Gerhold, Thomas, Accompanist - Voice, Emeritus College              | 01/02/01 “ 06/30/01 |
| Gerhold, Thomas, Accompanist - Voice, Music                         | 02/12/01 “ 06/12/01 |
| Gleason, Tim, Groundskeeper, Grounds                                | 02/01/01 “ 03/26/01 |
| Haston, Claire, Instr. Assistant - English, Student Success Program | 02/15/01 “ 03/30/01 |
| Holmes, Heather, Office Aide, Student Affairs                       | 02/12/01 “ 06/30/01 |
| Kangarlou, Monique, Vocational Instr. Assistant, Cosmetology        | 02/12/01 “ 03/08/01 |
| Kepler, Jocelyn, Vocational Instr. Assistant Cosmetology            | 02/12/01 “ 03/08/01 |
| Levy, Charles, Vocational Instr. Assistant, Cosmetology             | 02/12/01 “ 03/08/01 |
| Lopez, Maria, Office Aide, Academic Affairs                         | 02/12/01 “ 06/30/01 |
| Mayer, Jon, Accompanist - Performance, Music                        | 02/12/01 “ 06/12/01 |
| Park, Ko Eun, Accompanist - Voice, Music                            | 02/14/01 “ 06/12/01 |
| Ramirez, Hilda, Office Aide, Academic Affairs                       | 02/12/01 “ 06/30/01 |
| Shilian, David, Multi Media Comp Support Spec., AET                 | 02/12/01 “ 06/20/01 |
| Solis, Angelica, Clerical Assistant II, Scholarship                 | 12/19/00 “ 02/26/01 |
| Vento, Victor, Accompanist - Performance, Emeritus College          | 01/02/01 “ 06/30/01 |

LIMITED TERM (Temporary assignment not to exceed 120 working days/fiscal year)

|  |                     |
|--|---------------------|
| Berent, Richard, Accompanist - Performance, Music                | 02/12/01 “ 06/12/01 |
| Boodparset, Sutivavade, Counseling Aide, Black Collegian Program | 02/12/01 “ 06/30/01 |
| Douglas, Gwendolyn, Registration/Info Clerk, Admissions & Recs.  | 02/15/01 “ 06/30/01 |
| Gonzalez, Antonio, Counseling Aide, Latino Center                | 02/14/01 “ 06/30/01 |
| Gottesman, Judith, Accompanist - Performance, Emeritus College   | 01/02/01 “ 06/30/01 |
| Gutierrez, Veronica, Counseling Aide, Latino Center              | 02/12/01 “ 06/30/01 |
| Henry, Valerie, Bookstore Clerk/Cashier, Bookstore               | 02/01/01 “ 06/30/01 |

LIMITED TERM (Substitute)

|   |                     |
|---|---------------------|
| Herron, Meridith, Admissions & Records Clk II, Admissions & Recs. | 01/24/01 “ 02/28/01 |
| Moss, Lisa, Department Secretary I, Personnel Commission          | 01/31/01 “ 06/30/01 |
| Nam, Taek Cheor, Counseling Aide, Transfer Counseling Ctr         | 02/12/01 “ 06/30/01 |
| Preciado, Erika, Counseling Aide, Latino Center                   | 02/12/01 “ 06/30/01 |
| Rezapour, Mehrnoosh, Counseling Aide, Transfer Counseling Ctr     | 02/12/01 “ 06/30/01 |
| Serratos, Monica, Counseling Aide, Student Life                   | 02/12/01 “ 06/30/01 |
| Venezia, Rachael, Bookstore Clerk/Cashier, Bookstore              | 01/31/01            |

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| Santa Monica Community College District | March 5, 2001 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10

CLASSIFIED PERSONNEL - NON MERIT

It is recommended that the following non-merit employee(s) be approved/ratified for temporary employment. All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

|  |     |
|--|-----|
| College Student Assistant<br>\$7.00/hr | 109 |
|--|-----|

FEDERAL/STATE FUNDED STUDENT EMPLOYEES

|   |    |
|---|----|
| College Work-Study Student Assistant<br>\$7.00/hr | 56 |
|---|----|

|   |   |
|---|---|
| CalWORKS Student Assistant<br>\$7.00/hr | 4 |
|---|---|

|                                     |   |
|-------------------------------------|---|
| <u>TUTORIAL AIDES</u><br>\$10.50/hr | 2 |
|-------------------------------------|---|

PROFESSIONAL EXPERTS

|   |   |
|---|---|
| Community Services Specialist I<br>\$27.40/hr | 4 |
|---|---|

|  |   |
|--|---|
| Workforce and Economic Development - Project Specialist II<br>\$4583.00/mo | 1 |
|--|---|

|                   |   |
|-------------------|---|
| <u>VOLUNTEERS</u> | 9 |
|-------------------|---|

List(s) available in the Human Resources Office and attached to permanent minutes.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11                      CLAIM FOR DAMAGES

It is recommended that the Board of Trustees deny the timely application to present the late claim filed on February 15, 2001 by Jennifer Wyatt, for an unknown amount, and refer the claim to the District's claims management firm.

Comment:        Ms. Wyatt alleges that she was injured when she slipped on, and fell down wet concrete stairs coming out the Business Building on February 23, 2000, due to inadequate maintenance of the friction guards on the stairs.

RECOMMENDATION NO. 12                      INDUSTRIAL INJURY TREATMENT AGREEMENT

It is recommended that the Board of Trustees authorize the District to enter into a service agreement with SANTA MONICA BAY PHYSICIANS to provide industrial injury treatment to District employees for the period of April 1, 2001 through June 30, 2001.

Funding Source:        District's Workers' Compensation Carrier

Comment:        The District used a Request for Proposals process to select Santa Monica Bay Physicans to provide industrial injury treatment. All charges for treatment will be billed to the District's workers' compensation carrier.

RECOMMENDATION NO. 13                      KCRW: CHANGE OF CONTRACT NAME

It is recommended that the Board of Trustees authorize the District to change the KCRW contract with GTE Mobilnet to the new company name of Crown Castle GT Company LLC for the rental of the communication tower site at Mojave, California.

Comment:        The above name change is necessitated by a corporate merger. The District does not anticipate any impact on services or cost.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14                      RISK MANAGEMENT CONSULTANT

It is recommended that the Board of Trustees authorize the District to enter into an agreement with PARADISE CONSULTING for tabulating the mandated annual Average Vehicle Ridership Survey results for the fiscal year ending June 30, 2001 for a fee not to exceed \$400.

Funding Source:            2000-2001 Budget for Risk Management

Comment:            Linda Paradise has helped employers to comply with the South Coast Air Quality Management District’s Trip Reduction Regulation since its inception in 1990. Ms. Paradise assisted the City of Santa Monica in developing a related program in 1994 and currently has many Santa Monica clients who utilize her services to prepare incentive programs, compute and analyze survey results in a format acceptable to the City of Santa Monica and provide trip reduction marketing services.

RECOMMENDATION NO. 15-A                      FACILITIES: AWARD OF BID, DIGITAL ART LAB

It is recommended that the Board of Trustees award the bid for Digital Art Lab project to the lowest responsive bidder.

| <u>Bidder:</u>           | <u>Bid Amount:</u> |
|--------------------------|--------------------|
| Gaff Group               | \$ 90,413.00       |
| Procon Development       | 108,300.00         |
| T & J Field Construction | 124,669.00         |
| L.A. Builders, Inc.      | 169,400.00         |
| Martec Construction      | 172,454.04         |

Funding Sources:            Capital Outlay Fund  
Instructional Equipment Block Grant

Comment:            This construction agreement will provide for the conversion of the former Art Gallery space into new 30-student station Digital Art Lab and 24-student station Design Classroom.



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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15-B                      FACILITIES: AGREEMENT FOR GEO-TECHNICAL SERVICES, EXTENSION TO PARKING STRUCTURE C PROJECT

It is recommended that the Board of Trustees authorize the District to enter into an agreement with GEOLABS-WESTLAKE VIALLAGE for geo-technical services associated with the Extension to Parking Structure C project for an amount not to exceed \$26,000, plus reimbursable expenses.

Funding Sources:            1999 Certificates of Participation/FEMA

Comment:            This agreement will provide for the geo-technical services associated with the Extension to Parking Structure C project.

RECOMMENDATION NO. 15-C                      FACILITIES: AGREEMENT FOR TESTING & INSPECTION, EXTENSION TO PARKING STRUCTURE C EXTENSION PROJECT

It is recommended that the Board of Trustees authorize the District to enter into an agreement with TWINING LABORATORIES for testing and inspection services associated with the Extension to Parking Structure C project for an amount not to exceed \$168,000, plus reimbursable expenses.

Funding source:            1999 Certificates of Participation/FEMA

Comment:            This agreement provides for the Testing & Inspection required by the Division of the State Architect (DSA) for materials and assemblies being supplied during the construction of the Extension to Parking Structure C project.

RECOMMENDATION NO. 15-D                      FACILITIES: AGREEMENT FOR GEO-TECHNICAL SERVICES, LIBRARY REMODEL AND EXPANSION PROJECT

It is recommended that the Board of Trustees authorize the District to enter into an agreement with GEOLABS-WESTLAKE VILLAGE for geo-technical services associated with the Library Remodel and Expansion project for an amount not to exceed \$13,000, plus reimbursable expenses.

Funding Source:            Prop T/FEMA/State Capital Outlay

Comment:            This agreement will provide for the geo-technical services associated with the Library Remodel and Expansion project.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15-E                      FACILITIES: AGREEMENT FOR TESTING & INSPECTION, LIBRARY REMODEL AND EXPANSION

It is recommended that the Board of Trustees authorize the District to enter into an agreement with TWINING LABORATORIES for testing and inspection services associated with the Library Remodel and Expansion project for an amount not to exceed \$308,000, plus reimbursable expenses.

Funding source:                      Prop T/FEMA/State Capital Outlay

Comment:                      This agreement provides for the Testing & Inspection required by the Division of the State Architect (DSA) for materials and assemblies being supplied during the construction of the Library Remodel and Expansion project.

RECOMMENDATION NO. 15-F                      FACILITIES: AGREEMENT FOR ENVIRONMENTAL ASSESSMENT – EXTENSION TO PARKING STRUCTURE C

It is recommended that the Board of Trustees authorize the District to amend the following agreements for the period of December 1, 2000 through April 30, 2001 to provide an Environmental Assessment to meet NEPA (National Environmental Protection Act) requirements for the FEMA review of the Extension to Parking Structure C project.

KAKU ASSOCIATES for an additional amount of \$1,400 for an amended total not to exceed \$16,400 plus reimbursable expenses to provide an additional intersection study and update the traffic study for the project.

PCR ENVIRONMENTAL to incorporate the additional traffic information and finalize an Environmental Assessment. Amendment of date only, no additional fees.

Funding Source:                      1999 Certificates of Participation

Comment:                      The City of Santa Monica approved the Environmental Impact Report for the addition to Parking Structure C. However, FEMA has requested additional review for NEPA because the California standard did not use the methodology desired by FEMA. The amendments to the contracts provide additional processing required by FEMA.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15-G                      FACILITIES: POOL/NATATORIUM DEMOLITION - CHANGE ORDER NO. 1

It is recommended that the Board of Trustees approve Change Order No. 1 for the Pool/Natorium Demolition project with EMMA CORP.

|                          |               |
|--------------------------|---------------|
| Original Contract Amount | \$146,000     |
| Change Order No. 1       | <u>10,961</u> |
| Revised Contract Amount  | \$156,961     |

Funding Source:            FEMA/1999 Certificates of Participation

Comment:            Change Order No. 1 provides for removal of asbestos pipe insulation and HVAC duct insulation from the Natatorium building and asbestos pipe embedded in the concrete pool deck. These conditions were discovered during demolition.

RECOMMENDATION NO. 15-H                      FACILITIES: COMPLETION OF POOL/NATATORIUM DEMOLITION

Subject to completion of punch list items by EMMA CORP., it is recommended that the Board of Trustees authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as POOL/NATATORIUM DEMOLITION as being complete upon EMMA CORP's. completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

RECOMMENDATION NO. 15-I                      FACILITIES: CHANGE OF CONTRACT NAME

It is recommended that the Board of Trustees authorize the District to change the contract with Lee Paul to the new company name of LPI, Inc. for construction inspection and administration. The effective date of the name change is March 1, 2001.

Comment:            The above name change is necessitated by a corporate merger. The District does not anticipate any impact on services or cost.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15-J

FACILITIES: EARTHQUAKE REPLACEMENT SCIENCE BLDG. -  
SETTLEMENT OF CHANGE ORDER REQUESTS

It is recommended that the Board of Trustees approve final payment of \$1,060,000 to Pozzo Construction Co. as full and complete settlement of all outstanding change order requests.

Funding Source: Prop T

Comment This action closes the Earthquake Replacement Science Bldg. Project and settles all outstanding claims.

RECOMMENDATION NO. 15-K

FACILITIES: AMENDMENT TO AGREEMENT FOR  
ARCHITECTURAL SERVICES - EXTENSION TO PARKING  
STRUCTURE C

It is recommended that the Board of Trustees ratify/approve an amendment to the agreement with GENSLER for architectural services related to the Extension to Parking Structure C project for an additional amount not to exceed \$40,000 plus reimbursable expenses.

Funding Source: 1999 Certificate of Participation

Comment: Additional services have been required for presentations before the Santa Monica City Planning Commission, Architectural Review Board and City Council as well as owner requested changes in lighting.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 16                      COMMERCIAL WARRANT REGISTER

It is recommended that the Board of Trustees approve the Commercial Warrant register for the following period:

January 1 – January 31, 2001                      4431 - 4450                      \$3,635,379.20

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

RECOMMENDATION NO. 17                      PAYROLL WARRANT REGISTER

It is recommended that the Board of Trustees approve the Payroll Warrant register for the following period:

January 1 – January 31, 2001                      C1F-C – C2G-C                      \$1,822,175.16

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

RECOMMENDATION NO. 18                      PAYMENTS FROM AUXILIARY OPERATIONS

It is recommended that the following Auxiliary Operations payments be ratified. Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments are made in accordance with Education Code requirements and allocated to approved budgets.

January 1 – January 31, 2001                      76271 - 76898                      \$1,407,824

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

RECOMMENDATION NO. 19                      DIRECT PAYMENTS

It is recommended that the following direct payments be ratified. Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments are made in accordance with Education Code requirements and allocated to approved budgets. List on file in Business Office.

February 1 – February 28, 2001                      D33936 – D33980                      \$31,810.11

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 20-A

PURCHASING: AWARD OF PURCHASE ORDERS

It is recommended that the following purchase orders be approved and payment be authorized upon delivery and acceptance of the items ordered. All orders are placed in accordance with Education Code requirements and allocated to approved budgets.

| <u>Purchase Orders - FY 2000/01</u> | <u>Total</u> |
|-------------------------------------|--------------|
| A) P. O. 75940 – 76059              | \$611,819.39 |
| B) Telephone Orders                 | 46,222.97    |
| C) Change Orders                    | 88,797.50    |
| D) Auxiliary Orders                 | 38,097.50    |
| E) Auxiliary Change Orders          | 2,000.00     |

Comment: Lists of orders placed or amended between December 18, 2000 and January 29, 2001 are part of records on file in Purchasing Department

RECOMMENDATION NO. 20-B

PURCHASING: AUTHORIZATION TO PARTICIPATE IN PURCHASE AGREEMENT

It is recommended that the Board of Trustees approve the use of the Department of General Services' CMAS (California Multiple Awards Schedule) Contract No. 3-99-00-0167C with DELL MARKETING L.P. for the purchase of computer equipment through October 31, 2002.

Comment: Public Contract Code §20652 allows the District to purchase through other public agencies without advertising for bid. Public Contract Code §12110 authorizes the Department of General Services to purchase data processing or telecommunications goods and services for other public agencies

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| <b>BOARD OF TRUSTEES</b>                | <b>INFORMATION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001      |

INFORMATION ITEM D

SUBMITTAL OF GRANTS

**Title of Grant:** **Summer Undergraduate Research Fellowship (SURF) Program**

Granting Agency: National Institute of Standards and Technology (NIST)

Requested Funding: \$54,800

Matching Funds: N/A

Performance Period: 5/1/01 – 5/24/02

Summary: SURF is designed to increase NIST's role in the training of future generations of scientists and engineers and to increase the involvement of women and minorities in science, mathematics and engineering.

Funding will support 10-week summer internships for eight SMC students who are majoring in chemistry, physics, mathematics or computer science. Students will work in various NIST research laboratories (located in the Gaithersburg, MD area) under the direct guidance of NIST scientists.

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| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | March 5, 2001 |

ADJOURNMENT – 9:27 p.m.

The meeting was adjourned in memory of **Raymond Fenchio**, former SMC police officer; **Deirdre O’Donoghue**, producer of KCRW program *SNAP*, and **Gloria Searcy**, mother of Stacie Searcy-Ernsdorf.

There will be a special Board of Trustees Meeting/Dialog with the SMC Academic Senate on Monday, March 26, 2001 at 4:30 p.m. at Santa Monica College, Madison Site, Room 120, 1310 – 11<sup>th</sup> Street, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, April 2, 2001 at 7 p.m. (5:30 p.m. if there is a closed session) in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.