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

**REGULAR MEETING
MONDAY, MAY 1, 2000**

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District is was held in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California, on Monday, May 1, 2000.

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

- Collective Bargaining, pursuant to Government Code Section 54957.6
CSEA Chapter 36
- Public Employee Discipline/Dismissal/Release, pursuant to Government Code Section 54957

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (Continued)

- C Pledge of Allegiance
- #1 Approval of Minutes: April 3, 2000
April 24, 2000 (special meeting)

IV. SUPERINTENDENT'S REPORT

- Associated Students Recognition Awards
Aline Mohymont, Student
Harvey L. Stromberg, Faculty
Eddie Gladney, Staff
- Pam Schuetz, Outgoing Student Trustee

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

- D Written communication and request to address the Board of Trustees from Randy M. Stein regarding concerns about the Business Building.

VIII. BOARD REPORT AND COMMENTS

IX. **CONSENT AGENDA**

Contracts and Grants

- #2 Acceptance of Grants
- #3 Planetarium Series, Spring/Summer, 2000
- #4 Acceptance of In-Kind Donation

Academic and Student Affairs

- #5 Consultant Contract for Academy of Entertainment and Technology
- #6 Consultant Contract for International Business Program
- #7 Consultant Contract for Staff Development Workshops for Library
- #8 Consultant Contract for Writing Assistants Program
- #9 Consultant Contract for Student Support Services
- #10 Consultant Contract for title VI-A and VI-B Grants
- #11 Contract with Connections for Children
- #12 Contract with UCLA Center for the Study of Community Colleges
- #13 Contract for Clinical Affiliation
- #14 Facilities for Off-Campus Emeritus College Classes, Summer and Fall, 2000
- #15 Community Services/Extension Seminars/Courses, Summer, 2000

Human Resources

- #16 2000-2001 Sabbaticals
- #17 Personnel Commission Proposed 2000-2001 Budget
- #18 Consultant Contract for Management Retreat
- #19 Consultant Contract for Professional Development
- #20 Academic Personnel
- #21 Classified Personnel – Establish/Abolish Positions
- #22 Classified Personnel – Regular
- #23 Classified Personnel – Temporary
- #24 Classified Personnel – Non Merit

Business and Administration

- #25 KCRW Consultants
- #26 Emergency Contract Award – Fire Alarm System
- #27 Risk Management Consultants
- #28-A Facilities: Amendment to Agreement for Architectural Services - Earthquake Repair and Addition to Library Project
- #28-B Facilities: Amendment to Agreement for Architectural Services – Madison Art Gallery
- #29 Commercial Warrant Register
- #30 Payroll Warrant Register
- #31 Payments from Auxiliary Operations
- #32 Direct Payments
- #33-A Purchasing: Award of Purchase Orders
- #33-B Purchasing: Authorization to Participate in Purchase Agreement

X. **CONSENT AGENDA – Pulled Items**

XI. **MAJOR ITEMS OF BUSINESS**

- #34 Naming of Ilona Jo Katz Board Room
- #35 Classified Employees Week
- #36 Selection of Personnel Commissioner
- #37 Schedule of Board of Trustees Meetings, 2000-2001
- #38 Annual Authorization of Privileges for Student Trustee
- #39 Discussion on Initiatives for Public Education

XII. **BOARD POLICY**

- #40 Second Reading – Board Policy
 - Section 1000, Bylaws of the Board of Trustees
 - Section 2000, Administration and Public Relations
- #41 First Reading – Board Policy
 - Section 7000, Grounds and Facilities

XIII. **INFORMATION - No Action Required**

- E Grant Submittals
- F 1999-2000 Quarterly Budget Report
- G Review of District Investments

- XIV. **ADJOURNMENT:** There will be a special meeting (closed session) on Monday, May 15, 2000 at 5:30 p.m. in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, June 5, 2000 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.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Dorothy Ehrhart-Morrison, Chair - Present
Annette Shamey, Vice-Chair - Present

Nancy Cattell - Present
Carole Currey - Present
Patrick Nichelson - Present
Herbert Roney - Present

Pam Schuetz, Student Trustee – Present (for Public Session)

II. CLOSED SESSION

- Collective Bargaining, pursuant to Government Code Section 54957.6
CSEA Chapter 36
- Public Employee Discipline/Dismissal/Release, pursuant to Government
Code Section 54957

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:00 p.m.

C. PLEDGE OF ALLEGIANCE – Tony Prestby, Classified Senate President

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

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:

April 3, 2000

MOTION MADE BY: Herbert Roney
 SECONDED BY: Carole Currey
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

April 24, 2000 (special meeting)

MOTION MADE BY: Carole Currey
 SECONDED BY: Herbert Roney
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

IV. SUPERINTENDENT'S REPORT

- The newly-elected members of the Associated Students Board of Directors were introduced.
- The Respiratory Therapy Partnership Program with East Los Angeles College had its first accreditation visit, and the program was praised for its many strengths.
- A report on the General Advisory Board was presented by Alan Glick, outgoing president.
- Associated Students Recognition Awards were presented to student Aline Mohymont, classified staff member Eddie Gladney and faculty member Harvey L. Stromberg.
- Pam Schuetz was recognized for her service as Student Trustee, October, 1999 through May, 2000.

XI. MAJOR ITEMS OF BUSINESS (Out of Order)

Superintendent/President Piedad Robertson suggested Recommendations #34, #36 and #39 be moved up on the agenda. There was consensus by the Board to take action on those recommendations at this time.

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

Carli Buchanan
Lee Peterson
Randy Stein

VIII. BOARD REPORT AND COMMENTS

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

IX. CONSENT AGENDA

It is recommended that the Consent Agenda, Recommendations #2–#33 be approved.

Revisions to Recommendations: #2, #19, #20

Recommendations pulled for separate action: None

Action on Consent Agenda

MOTION MADE BY: Herbert Roney
SECONDED BY: Annette Shamey
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

CONSENT AGENDA: CONTRACTS AND GRANTS

RECOMMENDATION NO. 2 ACCEPTANCE OF GRANTS

It is recommended that the Board of Trustees accept the following grants

Title of Grant: **Teacher Training and Reading Development Partnerships (TRDP)**

Granting Agency: Chancellor's Office, California Community Colleges

Requested Funding: \$250,000 (first year of a five year grant)

Matching Funds: \$28,125 (Source: SMC In-kind)

Performance Period: June 30, 2000 – June 30, 2001

Summary: In partnership with West Los Angeles College and California State University, Los Angeles, the goals of SMC's proposed TRDP project include:

- encouraging high school and college students to pursue a career in teaching,
- improving articulation of courses and clarifying financial aid options between the community colleges and the CSUs, and
- developing a reading tutor program which will place SMC/WLA students in LAUSD elementary schools (grades K-3) as reading tutors.

Title of Grant: **Pico Partnership/On-the-Move Program (Year Three)**

Granting Agency: City of Santa Monica

Requested Funding: \$188,944

Matching Funds: \$134,609 (Source: SMC in-kind contributions and federal college work study funds)

Performance Period: July 1, 1999 – June 30, 2000

Summary: In its third year of funding from the City of Santa Monica, the Pico Partnership Program/On-the-Move project provides counseling services or program participants who also receive child care assistance, personal and academic counseling, employment and career services, tutoring, financial aid assistance and book vouchers under the grant.

Budget Augmentation

Revenue	
8820	\$188,944
Expenditures	
1000	\$ 24,595
2000	129,345
7000	35,004
TOTAL	\$188,945

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: CONTRACTS AND GRANTS

RECOMMENDATION NO. 3 PLANETARIUM LECTURE SERIES, SPRING/SUMMER, 2000

It is recommended that the Board of Trustees the following Planetarium Lecture Series for Spring and Summer, 2000:

April 28	The Universe's Biggest Blast	Joshua Bloom	\$120.00
May 19	Mapping the Earth in 3D	Mike Kobrick	\$120.00
June 30	California's Spaceport	Brian Webb	\$120.00
July 28	Apollo Incognito	Chris Butler	\$120.00

Funding Source: Fees will be covered by tickets sales

RECOMMENDATION NO. 4 ACCEPTANCE OF IN-KIND DONATION

It is recommended that the Board of Trustees accept with gratitude the following in-kind donation made through the SMC Foundation Office:

<u>Donor</u>	<u>Donated Items</u>	<u>Designation</u>
Hyzone Corporation	Assorted Art Supplies Paper, Equipment and Furniture	Academy of Entertainment and Technology

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 5 CONSULTANT CONTRACT FOR ACADEMY OF ENTERTAINMENT AND TECHNOLOGY

It is recommended that the Board of Trustees approve contracts for the following consultants who provided services for the Academy of Entertainment and Technology during the period May 5 - May 25, 2000, in an amount not to exceed \$600 for each contract:

- 1) Genee Pytlewski
- 2) Andrea Bell

Funding Source: The Virtual Multimedia/Entertainment Center Grant

Comment: The scope of the contracts includes the creation of several designs for the Academy of Entertainment and Technology website. The design options will reflect the Academy's focus on technology and design, feature links to SMC ONLINE.org and provide navigation links to the various AET and SMC web pages. One design will be selected, and the designers will deliver a Photoshop file and web page of the selected design.

RECOMMENDATION NO. 6 CONSULTANT CONTRACT FOR INTERNATIONAL BUSINESS PROGRAM

It is recommended that the Board of Trustees ratify a contract for Glenn A. Doolittle, Jr., who provided consultant services to the International Business Program, for an amount of \$1,000.

Funding Source: The Title VI-B Grant

Comment: The consultant completed an external evaluation of U.S. Department of Educational Title VI-B, International Business Education Program, Year One.

RECOMMENDATION NO. 7 CONSULTANT CONTRACT FOR STAFF DEVELOPMENT WORKSHOPS FOR LIBRARY

It is recommended that the Board of Trustees ratify a consultant contract with the Center for Dispute Resolution to facilitate staff development workshops for the Library for an amount not to exceed \$10,000 plus expenses, for the period through June 30, 2000.

Funding Source: Staff Development Funds

Comment: The Center for Dispute Resolution will provide intervention for the Library to promote team-work and productivity.

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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RRECOMMENDATION NO. 8 CONSULTANT CONTRACT FOR WRITING ASSISTANTS PROGRAM

It is recommended that the Board of Trustees approve the following consultant contracts not to exceed \$150 each for services they will render on May 12, 2000:

- Ashton Betancourt
- Tiffany Hong
- Anne Marie Kooistra
- Judy Olson
- Sharon Sekhon

Funding Source: District Funds (Partnership for Excellence)

Comment: The consultants will be scoring English, History, and Philosophy essays as part of the Writing Assistants Program evaluation.

RECOMMENDATION NO. 9 CONSULTANT CONTRACT FOR STUDENT SUPPORT SERVICES

It is recommended that the Board of Trustees approve the following consultant contract with William B. Clarke to facilitate a staff training workshop (8 hrs.) on May 15, 2000 for the staff of the Student Support Services office, for an amount not to exceed \$650.00.

Funding Source: TRIO

Comment: This training for staff of the Student Support Services office is specifically connected with the TRIO/SSS office and is designed to improve services and activities.

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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RRECOMMENDATION NO. 10 CONSULTANT CONTRACT FOR TITLE VI-A AND VI-B GRANTS

It is recommended that the Board of Trustees approve a consultant contract with Cristina Venegas in an amount not to exceed \$5400 for the period of May 1, 2000 through June 30, 2000. Dr. Venegas will assist in the planning and implementation of various projects associated with the Title VI-A and Title VI-B grants, including the proposed International Institute and Global Media Studies Center.

Funding Source: Title VI-B Grant

Comment: In accordance with the objectives of the Title VI-A and Title VI-B grants, the International Institute will have its initial development in coordination with the Academy of Entertainment and Technology. The Global Media Studies Center, which is intended to support the language component of the International Institute, is being developed through the Modern Language Lab. Dr. Venegas has extensive international experience in the areas of film history, theory, and criticism. Her specific responsibilities will include assisting Academy faculty in incorporating international elements into the existing curriculum and developing industry-specific seminars and workshops, conducting research for marketing and promotional activities, and investigating additional funding sources to support these projects.

RECOMMENDATION NO. 11 CONTRACT WITH CONNECTIONS FOR CHILDREN

It is recommended that the Board of Trustees approve a contract with *Connections For Children* in the amount of \$30,138 for the period of May 1, 2000 through December 31, 2001 to provide services to support the "Careers in Child Care" child care training project grant. Services will include recruitment of participants, introductory workshops for participants, assistance to placement supervisors in mentoring participants, assistance to sites in developing permanent job placements, and workshops for child care teachers.

Funding Source: "Careers in Child Care" Child Care Training Project Grant

Comment: This subcontract with Connections For Children, a childcare resource and referral agency, is included in the scope of activities for this grant as approved by the Board of Trustees at the April 2000 meeting. The grant project addresses the education, sustained employment, and childcare needs of Welfare to Work recipients by providing career-oriented instruction and family entrepreneurial training that will lead to their employment as associate teachers or family childcare providers

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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RRECOMMENDATION NO. 12 CONTRACT WITH UCLA CENTER FOR THE STUDY OF COMMUNITY COLLEGES

It is recommended that the Board of Trustees approve an augmentation to the consultant contract with the UCLA Center for the Study of Community Colleges in an amount not to exceed \$1,025 for the 1999-2000 academic year. This augmentation will fund the expenses incurred by Carol Kozeracki, the organization's lead researcher, to participate in Santa Monica College's presentation of transfer research methodology and findings at the May 2000 National Institute of Staff and Organizational Development (NISOD) conference to be held in Austin, Texas.

Funding Source: Chancellor's Office Transfer Research Grant

Comment: In November 1999, the Board of Trustees approved a \$13,248 consultant contract with the UCLA Center for the Study of Community Colleges to assist in conducting focus groups at UCLA, CSUN, USC, LMU, Pepperdine, and Mt. St. Mary's College to build upon our previous transfer research by gaining more information about the needs of our transfer students upon leaving the community college environment.

RECOMMENDATION NO. 13 CONTRACT FOR CLINICAL AFFILIATION

It is recommended that the Board of Trustees authorize a clinical affiliation contract to house off-campus classes for the Health Sciences Nursing program at Advantage Home & Health Services.

Funding Source: No District expense

Comment: This agreement allows students enrolled in the Health Sciences Nursing program to receive needed clinical training at this community health facility.

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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RRECOMMENDATION NO. 14 FACILITIES FOR OFF-CAMPUS EMERITUS COLLEGE CLASSES, SUMMER AND FALL, 2000

It is recommended that the Board of Trustees authorize contracts for facilities to house off-campus Emeritus College classes for Summer 2000, (June 19, 2000 through July 28, 2000) and Fall, 2000 (August 28, 2000 through December 15, 2000). It is further recommended that payment per class session be authorized for those facilities for which there is a charge.

Comment: The college uses off-campus facilities in Santa Monica to hold Emeritus College classes. The facilities are used from 1 to 8 times per week, for 6 to 16 weeks depending on the facility and the class. There is no charge for the majority of facilities. The list of facilities is on file in the Emeritus College Office and Business Services Office.

RECOMMENDATION NO. 15 COMMUNITY SERVICES/EXTENSION SEMINARS/COURSES, SUMMER, 2000

It is recommended that the Board of Trustees approve the following seminars/courses for the Santa Monica College Community Services and Extension programs for Summer, 2000.

Funding Source: All costs will be covered by the registration fees charged.

Comment: The hourly rate of pay for community services instructors is \$27.40. The hourly rate of pay for extension instructors is \$38.00. Percentage instructors receive the indicated percentage of the net registration fee as paid by the participants. Dollar amount indicates a fixed payment agreement between Santa Monica College District and instructors.

Anthony W		
New Worlds Travel	Art of Discount Travel	40%
Arson S	Poetry	18 Hr
Barnstable P	Modeling For All Types	12 Hr
	TV Commercials/Acting Workshop	12 Hr
Barthoff M	Art for Non-Artists	18 Hr
Baumel G		
Gett Security/		
Bodyguard Serv.	CA Security Guard	40%
Benveniste R	Writing From Our Lives	18 Hr
Binnendyk M	Sculpting the Human Face	21 Hr
	Sculpting with Papier Mache	21 Hr
Bracamonte L	Spanish – Emeritus (2)	30 Hr
Brutsche J	Watercolor on Location	24 Hr
Cabrera Saldana C E	Spanish for Young People	9 Hr

Catanzaro J	Substitute Teacher	40%
Chapman D		
Dollie Chapman,		
IIDA Design	Fundamentals of Interior Design	40%
Chen C	Beginning Landscape Design	10 Hr
	Landscape (Hardscape)	9 Hr
	Landscape (Softscape)	9 Hr
Chianis A	Belly Dancing	12 Hr
Chow Y M	Chinese Brush Painting	18 Hr
Christensen C		
Notary Public Seminars	Notary Public Seminar/Exam	40%
Cline K	Introduction to Iyengar Yoga	40%
Copeland R	Kickboxing	15 Hr
Corliss E	Volleyball Camp	45%
Craig-Smith M	Reducing Stress	3 Hr
Cunningham M		
Mary Cunningham	Infant/Child CPR	40%
	CPR/BLS Medical Providers/Public	40%
Dee D	Yoga for a Healthy Back	40%
Diamond K	Feng Shui	40%
Dighero C	Beginning Spanish L1	50%
	Intermediate Spanish L1	50%
Dingman E	Professional Floral Design-Basic	15 Hr
Drach M	Beginning French for Travelers	40%
Duvall G		
Gran Design	Motorcycle Maintenance	40%
	Bicycle Repair (2)	40%
Gale G	Hollywood Metro Tour	6 Hr
	Metro Art Tour	6 Hr
Gentry H P	Summer Seafood Splash	10 Hr
Georgen P	Art of Negotiations	40%
Giannone V		
Creative Weddings	Wedding Consultant	40%
Gill H	Stocks: Understanding the Market	50%
Goode D	Adult/Child Karate	15 Hr
Gullborg B	Stretch & Slim	40%
	Slow Stretch	40%
Hanson P	Going Into Business	40%
Hanson-Weiss C	Children & Violence (7-10)	12 Hr
	Art of Scrapbooking	3 Hr
	Reframing the Past-Picture the Present	10.5 Hr
Heller P	Painting on Glass	18 Hr
Heisler L	Beginning Yoga	40%
House R	Beginning Spanish L1	50%
	Beginning Spanish L2	50%
Jensen J		
Jensen Publications	How to Succeed as a Writer	40%
Jones R L	Beyond Basic Photography	40%
	Basic Photography (2)	36 Hr
Kapaku O		
Okima Kapaku Kawika	Hawaiian Dance	40%
Katz H	Preventing Construction Defects/Litigation	50%

Kaufman W	Don't Take It Personally	40%
Kazuko	Japanese Calligraphy	15 Hr
Kozameh A	Spanish – Emeritus (2)	30 Hr
Lager E		
Evelyn Lager	Good Grief! Its Grammar!	50%
	Write Freelance Articles	40%
Leddel J	Spectular Gift Wrapping	40%
Leichner L	Beginning German L1	18 Hr
Lemack B	PR for Non Profits	40%
Levyn K	East/West Coast Swing	40%
Lieberman A	Beat the Lender	40%
Lipton L	Career Transition Workshop	9 Hr
	Relevant Resumes	6 Hr
Longobart R		
Green Thumb		
Bookkeeping	Basic Tiling Techniques	50%
	Basic Home Repair	50%
Lopez M	Color Printing	24 Hr
	Black/White Print Lab	24 Hr
Lowe T	Still Life Comp in Watercolor	18 Hr
Mann H	Standup Comedy	18 Hr
Manseau F	Cartooning for Fun (7-12)	12 Hr
Mansfield W		
William Mansfield		
Seminars	Real Estate Appraisal	40%
Marshall G	Home Studio Demo's	6 Hr
McCormick Y	Japanese Floral Design	10 Hr
McDonald S	Advanced Black/White Print Lab	40%
McMullen R J	Basketball Camp	45%
Miller N		
Rounds, Miller & Assoc.	E-Tailing & Mail Order Business	40%
Mojsin L	Accent Reduction	40%
Morgan D	Right Brain Drawing	21 Hr
Morgan Weiss S	Summer Sing	12 Hr
Nunes J	Exploration in Oils	18 Hr
Palen C		
Chaos Control	Chaos Control	40%
Pampillo I	Beginning Salsa L1	40%
	Beginning Salsa L2	40%
Pawinski L	Basketball Camp – Girls	45%
Perez-Pena F	French – Emeritus	15 Hr
	Spanish – Emeritus	15 Hr
Pilic G	Spanish for Absolute Beginners	40%
Piscopo M	Business of Photography	12 Hr
	Portfolio Development	8 Hr
Reck L	Mature Drivers Improvement	8 Hr
Richardson L G		
Lois G. Richardson	Women & Investing	40%
Rimmon S		
S. Rimmon & Co., Inc	Importing/Exporting-An Introduction	50%
Rives J	Pop-Up Books and Cards	40%
Robinson K	Fruits/Flowers in Watercolor	20 Hr

Rose E	Color Power	3 Hr
Rounds M		
Rounds, Miller & Assoc.	Coaching and Consulting	40%
Saxon J	Pop Songwriting	18 Hr
Scherillo R	Beginning Italian L1	18 Hr
	Beginning Italian L2	18 Hr
	Intermediate Italian L2	18 Hr
Shamel A	Black/White Print Lab	24 Hr
Sheehan M	Pysanka	7 Hr
Singer D	Tai Chi Ch'uan	40%
Song J	Accupressure/Stretch for Couples	9 Hr
Specktor D	Beginning Knitting	18 Hr
	Texture Square Knitting	12 Hr
	Color Knitting	6 Hr
Temp S	Color-Theory & Practice	18 Hr
	Enter the World of Collage	18 Hr
Thacker C	Gourmet Foods for Summer	48 Hr
	Fresh Fruit Desserts	10 Hr
	Summer Harvest	10 Hr
	Pizza, Polenta & Pasta	10 Hr
Thomson P	Creativity Workshop	21 Hr
Tarlow E		
So. Calif Boat Club, Inc.	Rowing	\$105/Student
	Sailing	\$118/Student
	Kayaking	\$60/Student
Urquhart S	Beginning Japanese	18 Hr
Val-Essen I	Bring Out the Best	3 Hr
Westerfield D		
David Westerfield & Assoc.	Books for Small Business	50%
	How to Chose/Buy a Personal Computer	50%
Wheeler J	Draw the Head with Charcoal	18 Hr
Wickland G	Video/Digital Camera	12 Hr
Windish G	Blueprint Reading	40%
Wyllie J		
James Wyllie	Horsemanship	\$180/Student

EXTENSION INSTRUCTORS

Clark L L	I V Therapy	12 Hr
de Elejalde K	Summer Intensive ESL	200 Hr
diRende S	Summer Intensive ESL	200 Hr
Education to Go	On Line Computer Classes	\$29/Student
Goldberg B	Summer Intensive ESL	200 Hr
Hammond C	Beginning Word	30%
	Beginning Excel	30%
	Beginning Computer Skills	30%
Hurwit M A	Medical Transcription	48 Hr
Lev H C	Real Estate Principles	45 Hr
	Real Estate Exam Review	6 Hr
Levin T	Summer Intensive ESL	200 Hr
Lowcock F	Adobe Photoshop L1	30%
Utas R	Navigating the Internet	30%
Valdivia O	Navigating the Internet (Spanish)	30%
Vietti F	Summer Intensive ESL	200 Hr

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 16 2000-2001 SABBATICALS

It is recommended that the Board of trustees approve one-semester sabbaticals for the following full-time faculty for 2000-2001:

SABBATICALS, ONE SEMESTER

Gordon Dossett, English	Spring 2001
Donald Emery, Art	Fall 2000
Tina Feiger, Counseling	Fall, 2000
Gary Fouts, Astronomy	Spring, 2001
Eileen Rabach, Economics	Spring 2001
Walt Sakai, Life Sciences	Fall 2000
Michael Soldatenko, History	Spring 2001
Rhoda Tuit, Music	Spring 2001

ALTERNATE

Kay Azuma, Anatomy/Physiology

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 17

PERSONNEL COMMISSION PROPOSED
2000-2001 BUDGET

It is recommended that the Board of Trustees review the 2000-2001 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District's regular budget process.

It is further recommended that the Personnel Commission budget be approved and submitted to the County for its approval.

COMMENT: Education Code 88073 requires the Personnel Commission to adopt a budget no later than May 30 of each year and that the Personnel Commission consider the views of the Board of Trustees prior to adoption of its budget

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 18 CONSULTANT CONTRACT FOR MANAGEMENT RETREAT

It is recommended that the Board of Trustees approve a contract with the Center for Dispute Resolution to plan and implement a management retreat to be held at the West Coast Long Beach Hotel, July 21-23, 2000, for the amount of \$14,000, plus expenses.

Funding Source: District Funds

Comment: The Santa Monica College Management Association has been discussing the need for management training that is suitable for both classified and academic managers. To respond to this need, a retreat is being planned for the fourth weekend in July. The two-day retreat will be attended by 83 managers and confidential employees

Ken Cloke and Joan Goldsmith from the Center for Dispute Resolution, will plan and implement the management retreat. The agenda for the retreat will be developed after meeting with individual senior staff members and management leaders. They will develop and lead workshops on team building, conflict resolution, and collaboration. A follow-up meeting will be held with senior staff the day after the retreat.

RECOMMENDATION NO. 19 CONSULTANT CONTRACT FOR PROFESSIONAL DEVELOPMENT

It is recommended that the Board of Trustees authorize the following consultant contract for Social Sciences Department for an amount of \$300.

WANDA TEAYS for one workshop Thursday, May 5, 2000 on enhancing critical thinking in social science courses.

Funding Source: AB 1725 Professional Development Funds

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 20

ACADEMIC PERSONNEL

It is recommended that the following actions be approved for academic personnel. All personnel will be properly elected in accordance with district policies, salary schedules, and appropriate account numbers.

EFFECTIVE DATE

ELECTIONS

ADMINISTRATIVE

Trives, Toni	Director, International Recruitment and Outreach	05/02/00
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CONTRACT

Casillas-Viramontes, Lydia	Counselor, International Students	08/22/00
Kravitz, Margaret	Counselor, International Students	08/22/00
Martin, James	Instructor, Music	08/22/00
Massey, Robert	Instructor, Sociology (Race Relations)	08/22/00

HOURLY

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

LEAVES OF ABSENCE

MEDICAL LEAVE

Bowles, John E.	Instructor, Mathematics	03/14/00 " 04/30/00
Shimizu, Jeffery	Office of Instruction	04/07/00 " 04/19/00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 21 CLASSIFIED PERSONNEL
ESTABLISH/ABOLISH POSITIONS

It is recommended that the Board of Trustees establish/abolish the following positions in accordance with District policies and salary schedule.

	<u>EFFECTIVE DATE</u>
ESTABLISH: Computer lab Instr Specialist (one position) Instructional Computing, 12 mos, 40 hrs	05/02/00
ABOLISH: Radio Operations Manager KCRW, 12 months, 40 hrs Comment: Position vacant.	05/02/00

RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL - REGULAR

It is recommended that the following classified employee(s) be approved 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>PROBATIONARY</u>	
DuPree, Jared, Instr Asst-Math	03/27/00
Isles, Manuel, Transportation Asst, Transportation	03/28/00
Redd-Walker, Beverly, Admin Asst I, Madison	01/11/00
<u>PROMOTIONS</u>	
Ferro, Jennifer	04/11/00
Fr: Radio Operations Mgr, KCRW, 12 mos, 40 hrs	
To: Acting Radio Broadcasting Asst Director, KCRW, 12 mos, 40 hrs	

WORKING OUT OF CLASSIFICATION

Harris, Craig (ext)	02/16/00 " 05/15/00
Fr: Carpenter, Maintenance, 12 mos, 40 hrs	
To: Acting Construction Systems Supervisor, Maintenance, 12 mos, 40 hrs	

McKeever, Kathlyne	03/06/00 " 04/17/00
Fr: Community Services Asst, Comm Svcs, 12 mos, 40 hrs	
To: Comm Svcs Operations Tech, Comm Svcs, 12 mos, 40 hrs	

WORKING OUT OF CLASSIFICATION (Additional Responsibilities)

Engfer, Mark, Telecom Tech II, Telecomm, +6.25%	03/18/00 " 06/30/00
Greenfield, Cynthia, Adm & Rec Clk II, Adm (16 hrs/wk), +7-1/2%	11/22/99 " 12/21/99
Greenfield, Cynthia, Adm & Rec Clk II, Adm (16 hrs/wk) , +7-1/2%	01/03/00 " 02/18/00
Levine, Steve, Media Svcs Coord, Media Ctr, +5%	08/16/99 " 09/13/99
Ornelas, Louie, CC Pol Officer, Coll Police, + 5%	02/01/00 " 04/30/00

PERMANENT EMPLOYEES WITH TEMPORARY ASSIGNMENTS

Monzon, Karen, Reg/Info Clerk, Admissions	02/29/00 “ 06/30/00
Samargis, John, Photographer, Wkforce & Econ Development	04/03/00 “ 04/04/00

LEAVES OF ABSENCE WITH PAY Verified paid leave in accordance with District and Education Code provisions.

MEDICAL/WITH PAY

Agard, C Sasha, Admin Asst I, College Police	03/24/00 “ 03/31/00
Barton, Willis, Adm/Rec Clk I, Admissions (Ext)	03/30/00 “ 04/23/00
Bowen, Michelle, Per Spec II, HR	04/04/00 “ 06/16/00
Hagerty, Patrick, Comm Svcs Oper Tech, Comm Svcs	02/28/00 “ 05/02/00
Siefert, Alexandra, Acct Spec II, Accting	03/16/00 “ 03/31/00
Zelaya, Donna, Dept Sec I, Operations (Ext)	04/01/00 “ 07/28/00

LEAVES OF ABSENCE WITHOUT PAY

PERSONAL

Goines, Sydney, Dept Secretary I, Women’s Ctr	03/06/00 “ 03/23/00
Keil, John, Parking Sec Officer, College Police	04/17/00 “ 06/13/00
Johnson, Jan, Adm/Rec Clk II, Admissions	08/28/00 “ 12/21/00

SEPARATIONS

RESIGNATION

Hagerty, Patrick, Comm Svcs Oper Tech, Comm Svcs	05/02/00
Quinn, Alvin, Custodian, Operations	04/21/00
Valdivia, M. Lissette, Prog Coordinator, Emeritus College	04/15/00
Wells, Bobby, Custodian NS-2, Operations	04/21/00
Williams, Denise, College Police Dispatcher, College Police	04/30/00

DISABILITY RETIREMENT

Schweiger, Kathleen, Library Asst II, Library	04/15/00
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RETIREMENT

Szurley, Janina, Health Asst, Health Svcs	04/28/00
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The Board hereby accepts immediately the resignation and retirement of the above listed personnel to be effective as indicated.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 23 CLASSIFIED PERSONNEL - TEMPORARY

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

PROVISIONAL (assignment not to exceed 90 working days)

Bennett, Carlotta, Registration Clerk - Community Svcs./Contr.	04/25/00 " 06/30/00
Flores, Maria, Library Assistant II – Library	04/19/00 " 06/30/00
Jimenez, Yvette, Registration Clerk – Student Life	03/28/00 " 04/24/00
Lopez, Cynthia R. Registration Clerk – Student Life	03/27/00 " 04/24/00
Lynch, Nancy B., Dept. Secretary I – Personnel Commission	04/17/00 " 06/30/00
Matthews, John, Radio Programming Tech I – KCRW	04/01/00 " 06/30/00
Padilla, Edith, Registration Clerk – Student Life	03/28/00 " 04/24/00
Rogers, Cheryle, Clerical Asst. I – Science/LRC	02/28/00 " 03/06/00
Williams, Dana O, Registration Clerk – Student Life	03/27/00 " 04/24/00

CASUAL (assignment not to exceed 15 hrs/wk, 15 days/month)

Jones, Lena, Counseling Aide, Collegian Center	04/21/00 " 06/30/00
Marquez, Francisca, Counseling Aide, Latino Center	03/29/00 " 06/13/00
Morie-Sisti, Brenda T., Music Technical Asst. – Music	03/24/00 " 05/19/00
Padron, Karla, Counseling Aide – Pico Partnership	03/29/00 " 06/30/00
Nam, Taek-Cheor (David), Counseling Aide – Transfer/Counseling	04/21/00 " 06/30/00
Nguyen, Quynh-Mai, Counseling Aide – Office of School Relations	04/04/00 " 06/30/00
Rabuy, Maria L, Counseling Aide - Student Life	04/19/00 " 06/30/00
Sims, Yvette C., Counseling Aide, Collegian Center	04/21/00 " 06/30/00

TEMPORARY (Limited Term: assignment not to exceed 120 working days/fiscal year)

Anderson, Jane, Dept. Secretary II - CalWorks	03/07/00 " 06/30/00
Bennett, Carlote, Dept. Secretary I - Community Services	04/13/00 " 04/17/00
Boustani, Ramin, Instructional Asst. – Math	03/29/00 " 06/30/00
Cano, Reina, Counseling Aide – Office of School Relations	03/29/00 " 06/30/00
Monroe, DeShawn, Counseling Aide – Student Support Services	03/24/00 " 06/30/00
Kincy, Ellen R, Dept. Secretary II - Disabled Student Center	04/24/00 " 05/30/00
Lee, Esther Kim, Registration Clerk – Financial Aid Office	04/19/00 " 06/30/00
Martinez-Contreras, Rosaura, Reg.&Enrlmnt Coord.-Ofc. Sch. Rel.	01/03/00 " 06/30/00
Schreiner, Gregory, Accompanist-Music - Community Services	03/19/00 " 03/19/00
Shinder, Isif, Instructional Asst.-Math – Matriculation	04/21/00 " 06/15/00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 24 CLASSIFIED PERSONNEL - NON MERIT

It is recommended that the following non-merit employee(s) be approved 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 \$6.19/hr	48
Tutorial Aide \$10.50/hr	4

FEDERAL/STATE FUNDED STUDENT EMPLOYEES

College Work-Study Student Assistant \$6.19/hr	19
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PROFESSIONAL EXPERTS

Art Model \$14.00/hr	1
Art Model w/costume \$17.00/hr	
Community Services Specialist I \$27.40/hr	5
Community Services Specialist II \$38.00/hr	2
Workforce and Economic Development Project Specialist II \$2291.50/mo	1

VOLUNTEERS	8
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List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 25 KCRW CONSULTANTS

It is recommended that the Board of Trustees authorize agreements with the following KCRW consultants for the period ending June 30, 2000.

Edward Goldman: Program services for "Art Talk" for a total not to exceed \$5,200 plus actual and necessary expenses not to exceed \$700.

Paul Holdengraber: Program service. Guest Host "POLITICS OF CULTURE." Payable at \$100 per program; total not to exceed \$100.

Eddie Lazarus: Program service. Guest Host "LEFT, RIGHT AND CENTER." Payable at \$100 per program; total not to exceed \$100.

Funding Source: California Arts Council Grant/KCRW donations

Comment: KCRW raises all operating and capital expenses of the station.

RECOMMENDATION NO. 26 EMERGENCY CONTRACT AWARD – FIRE ALARM SYSTEM

It is recommended that the Board of Trustees approve an emergency contract for time and materials to design and install a replacement fire alarm system at 2714 Pico Blvd. that meets or exceeds current code requirements for the City of Santa Monica, Department of State Architect (DSA), and American with Disabilities Act (ADA) for an amount not to exceed \$45,000.

Funding Source: C.O.P for Facility

Comment: The existing system could not be upgraded and brought into compliance as originally believed. The system must be replaced immediately since construction is in progress and there are occupants in the building.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 27

RISK MANAGEMENT CONSULTANTS

It is recommended that the Board of Trustees authorize agreement with the following Risk Management consultants for the period ending June 30, 2000.

- (1) Paradise Consulting: Tabulation of mandated annual Average Vehicle Ridership Survey results for the fiscal year ending June 30, 2000 for a fee not to exceed \$400.
- (2) Maureen Sassoon: Site visit to investigate indoor air quality in the Technology and Business buildings. Services to include air monitoring, lab pick-up, chain-of-custody, lab fees and written report for a fee not to exceed \$2,500.
- (3) Maureen Sassoon: Site visit to investigate indoor air quality in the Media Center. Services to include air monitoring, lab pick-up, chain-of-custody, lab fees, written report and computer analysis of potential environmental emissions from surrounding community for a fee not to exceed \$1,220.

Funding Source: District General Fund

Comment: (1) 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.

(2) and (3) Dr. Maureen Sassoon has more than 20 years professional experience in the field of occupational health and safety. She has worked in both public and private sector businesses prior to forming her own business. Her professional qualifications include a Master of Public Health in Health Education, a Master of Science in Environmental & Occupational Health and a Doctor of Public Administration, as well as certifications as a Registered Environmental Assessor, a Registered Environmental Health Specialist and a Certified Industrial Hygienist.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 28-A FACILITIES: AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES - EARTHQUAKE REPAIR AND ADDITION TO LIBRARY PROJECT

It is recommended that the Board of Trustees approve and amendment to the agreement for architectural services, Earthquake Repair and Addition to Library project with ANSHEN + ALLEN for an amount not to exceed \$30,000 plus reimbursable expenses. Services to include the revised analysis of near source earthquake factors.

Funding Source: FEMA/Prop T

Comment: The review of the geological basis for design of the library project has been revised to reflect two earthquake faults running through Santa Monica, thereby changing the near source factors effecting the structural design of the library project.

RECOMMENDATION NO. 28-B FACILITIES: AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES - MADISON ART GALLERY

It is recommended that the Board of Trustees authorize an amendment to the agreement for architectural services, Madison Art Gallery project, with RENZO ZECCHETTO ARCHITECTS for an additional amount not to exceed \$6,000.

Funding Source: District General Fund

Comment: After submittal of the project to the Department of State Architect, DSA required structural redesign which necessitated additional engineering and architectural services.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 29

COMMERCIAL WARRANT REGISTER

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

March 1 – March 31, 2000	4229 - 4251	\$3,870,882.83
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Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 30

PAYROLL WARRANT REGISTER

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

March 1 – March 31, 2000	XX061 – C21	\$3,306,210.69
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Comment: The detailed payroll register documents are on file in the Accounting Department.

RECOMMENDATION NO. 31

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.

March 1 – March 31, 2000	71255 – 21959	\$3,973,485.00
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Comment: The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

RECOMMENDATION NO. 32

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.

April 1 – April 30, 2000	D32169 – D32323	\$16,735.73
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BOARD OF TRUSTEES	Action
Santa Monica Community College District	May 1, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 33-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 99/2000</u>	<u>Total</u>
A) P. O. 71960 – 72108	\$679,726.79
B) Telephone Orders	80,176.02
C) Change Orders	121,491.70
D) Auxiliary Orders	25,165.11
E) Auxiliary Change Orders	20,900.00

Comment: Lists are part of records on file in Purchasing Department

RECOMMENDATION NO. 33-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. 3-99-70-0885B with AMERITCH COMPANY for the purchase of computer equipment through June 30, 2000.

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.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 34

NAMING OF ILONA JO KATZ BOARD ROOM

It is recommended that the Board of Trustees officially rename the Board Room to the **Ilona Jo Katz Board Room** in recognition of Ilona's many years of dedicated and outstanding service to Santa Monica College and the community.

MOTION MADE BY: Carole Currey
 SECONDED BY: Herbert Roney
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 35

CLASSIFIED EMPLOYEES WEEK

It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified Employees Week, May 21-27, 2000.

WHEREAS, classified school employees provide valuable services to the school and students of the Santa Monica Community College District; and

WHEREAS, classified school employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified school employees play a vital role in providing for the welfare and safety of Santa Monica Community College District's students; and

WHEREAS, classified school employees employed by the Santa Monica Community College District strive for excellence in all areas relative to the educational community;

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified school employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 21-27, 2000 as Classified School Employees Week in the Santa Monica Community College District.

MOTION MADE BY: Carole Currey
 SECONDED BY: Herbert Roney

Public Comment
 Lee Peterson

STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 36

SELECTION OF PERSONNEL COMMISSIONER

It is recommended that the Board of Trustees select a candidate from the following nominees to be recommended to the California Community Colleges Chancellor's Office for appointment to the SMC Personnel Commission. The person nominated to the Personnel Commission will serve a three-year term that began on December 1, 1999.

Margaret Henry
Dolores Press

Comment: Allan Shatkin resigned from the Personnel Commission, effective January 10, 2000. In order to fill the vacancy created by Mr. Shatkin's resignation, the Board of Trustees authorized the Superintendent/President to create a Personnel Commission Screening Committee to screen applications, review the candidate questions prior to the actual interview, interview a select group of applicants and recommend two nominees to the Board of Trustees.

MOTION MADE BY: Nancy Cattell
SECONDED BY: Herbert Roney

Nomination

A motion was made by Nancy Cattell and seconded by Herbert Roney to nominate **Dolores Press** for appointment to the SMC Personnel Commission.

STUDENT ADVISORY: Aye
AYES: 6
NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 37

SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2000-2001

It is recommended that the Board of Trustees adopt the following schedule of meetings of the Board of Trustees, July, 2000 through September, 2001. **Regular** meetings are scheduled on the first Monday of each month, unless otherwise noted. Regular board meetings are held in the Board Room (Business Building Room 117) at 7:00 p.m. (5:30 p.m. if there is a closed session scheduled).

The third Monday of each month, unless otherwise noted, has been reserved for special meetings, seminars and/or workshops.

July 10, 2000 (second Monday)

July 17 - Summer Retreat* (all day)

Evaluation of Superintendent/President and Board Self-Evaluation

August 7

August 21

September 11 (second Monday) 2000-2001 Budget Public Hearing and Adoption
(two-thirds vote required)

September 18

October 2

October 16

November 6

November 20

December 4 – *Organizational meeting*

December 18

January 8, 2001 (second Monday)

January 27 – **Recommended date for Board Retreat****

February 5

February 20 (Tuesday)

March 5

March 19

April 2

April 16

May 7

May 21

June 4 – Tentative 2000-2001 Budget (two-thirds vote required)
June 18

July 2

July 16 - Summer Retreat (all day)
Evaluation of Superintendent/President and Board Self-Evaluation

August 6
August 16

September 10 (second Monday) 2000-2001 Budget Public Hearing and Adoption
(two-thirds vote required)
September 18

*** Evaluation of Superintendent and Board Self-Evaluation**

The Board of Trustees shall hold an annual evaluation of the Superintendent/President and an annual self-evaluation on the third Monday of July (July 17, 2000) or on a mutually agreed upon date.

****Board Retreat**

The Board of Trustees shall hold an annual Board retreat between the second Saturday in January (January 13, 2001) and the second Saturday in February (February 10, 2001). Possible dates in 2000 are January 13, 20, 27, February 3, 9.

Dates to take into consideration when scheduling the annual Board Retreat, 2001:

Martin Luther King Day (holiday), Monday, January 15

College Holiday: Friday, February 9

CCCT Trustee Orientation Workshop/Legislative Conference, January 19-22

Recommended date is January 27.

MOTION MADE BY:	Carole Currey
SECONDED BY:	Herbert Roney
STUDENT ADVISORY:	Aye
AYES:	6
NOES:	0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 38

ANNUAL AUTHORIZATION OF PRIVILEGES FOR
STUDENT TRUSTEE

It is recommended that the Board of Trustees authorize the continuation of privileges for the student trustee in accordance with Board Policy and Education Code Section 72023.5.

1. The student trustee may make and second motions.
2. The student trustee is entitled to an advisory vote which shall be recorded as such in the official minutes.
3. The student trustee may receive compensation up to the amount prescribed by Education Code Section 72425 and Board Policy. The term of compensation for the student trustee shall run from June through May.

COMMENT: Education Code Section 72023.5 states that Board action to determine the privileges of the student trustee is required each year by May 15th for the succeeding year.

Rights and responsibilities dealing with term, closed sessions and conference attendance are included in Board Policy.

MOTION MADE BY: Annette Shamey
 SECONDED BY: Carole Currey
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 39 INITIATIVE FOR PUBLIC EDUCATION (SUBSTITUTE)

It is recommended that the Board of Trustees direct staff to implement the following actions regarding the *Initiatives for Public Education: Endowing Lifelong Learning for the Santa Monica Community*.

1. Meet with the community, representatives of the City of Santa Monica, and representatives of the Santa Monica-Unified School District concerning the proposals contained in the Staff Report entitled "Initiatives for Public Education: Endowing Lifelong Learning for the Santa Monica Community."
2. Incorporate community and agency discussion into the document entitled "Initiatives for Public Education: Endowing Lifelong Learning for the Santa Monica Community" and return the document to the Board of Trustees prior to widespread circulation.
3. Request legal counsel to prepare an opinion setting forth the legal instruments available to ensure ongoing municipal support for public education.
4. Provide periodic reports to the Board on the proposals so that the Board can provide additional direction to staff.

Comment: The staff report shall address:

- A new joint powers educational authority for the City of Santa Monica, Santa Monica-Malibu Unified School District and Santa Monica College.
- A new 7.5 acre sports park at the Santa Monica Airport.
- Expanded arts, music and science programs for Santa Monica High School.
- Institutional revitalization leading to restoration of earthquake damaged public education facilities and improved access to Santa Monica College programs for residents.
- New workforce training programs for Santa Monica residents and businesses.
- New local revenue commitments to programs at the Unified schools, the College and for preschool children.

MOTION MADE BY: Annette Shamey
 SECONDED BY: Nancy Cattell

Public Comments

Susan McCarthy	Ellen Brennan	Karen Comegys
Marsha Moutrie	Michael Tarbot	Dolores Press
Ken Genser	Judy Abdo	Charles Donaldson
Murray Kane	Ralph Mecher	Ralph Vidal
Pam O'Connor	Carli Buchanan	Brian Hutchings
Paul Rosenstein	Phil Hendricks	Maggie Hall
Linda Sullivan	Lee Finch	
Patricia Hoffman	Lee Peterson	

STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

BOARD POLICY

RECOMMENDATION NO. 40

SECOND READING AND APPROVAL – BOARD POLICY
SECTION 1000, BYLAWS OF THE BOARD OF TRUSTEES
SECTION 2000, ADMINISTRATION AND PUBLIC RELATIONS

It is recommended that the Board of Trustees conduct a second reading and approve Section 1000, Bylaws of the Board of Trustees, and Section 2000, Administration and Public Relations.

COMMENT: These sections were presented to the Board for a first reading on April 3, 2000. Suggested revisions have been incorporated.

MOTION MADE BY: Carole Currey
 SECONDED BY: Nancy Cattell

Public Comment
 Lee Peterson

STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

Copies of Board Policy Sections 1000 and 2000 are available at posting locations and in the Office of the Superintendent/President

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

BOARD POLICY

RECOMMENDATION NO. 41

FIRST READING – BOARD POLICY
SECTION 7000, GROUNDS AND FACILITIES

It is recommended that the Board of Trustees conduct a first reading of the Board Policy Section 7000, Grounds and Facilities.

COMMENT: This section is presented for Board consideration following an comprehensive review and revision process to update the entire Board Policy/Administrative Regulations Manual.

MOTION MADE BY: Carole Currey
 SECONDED BY: Nancy Cattell
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

*Copies of Board Policy Section 7000 are available
 at posting locations and in the Office of the Superintendent/President*

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

INFORMATION ITEM E

GRANT SUBMITTALS

Title of Grant: **Job Development Incentive Training Fund: Hotel Consortium**

Granting Agency: Chancellor's Office, California Community Colleges

Requested Funding: \$299,729

Matching Funds: \$437,142 (Source: \$98,996 from SMC in-kind and \$338,146 from members of the Hotel Consortium)

Performance Period: July 1, 2000 – June 30, 2001

Summary: The Restaurant Consortium grant represents a collaboration between the Office of Workforce and Economic Development and nine Santa Monica area hotels. This grant addresses two strategic priority areas: Workplace Literacy and Business & Workforce Performance Improvement. This will be accomplished through the achievement of two key objectives: 1) Training in five areas – English and Spanish as second languages, customer service, management skills, safety and compliance, and computer business skills; and 2) the creation of employment opportunities, including residents on public assistance.

Title of Grant: **Job Development Incentive Training Fund: Restaurant Consortium**

Granting Agency: Chancellor's Office, California Community Colleges

Requested Funding: \$299,906

Matching Funds: \$348,277 (Source: \$98,996 from SMC in-kind match and \$249,281 from members of the Hotel Consortium)

Performance Period: July 1, 2000 – June 30, 2001

Summary: The Restaurant Consortium grant represents a collaboration between the Office of Workforce and Economic Development and nineteen Santa Monica area restaurants. This grant addresses two strategic priority areas: Workplace Literacy and Business & Workforce Performance Improvement. This project focuses on 1) training for English and Spanish as second languages, customer service, management skills safety and compliance, and food and beverage proper handling; and 2) the creation of employment opportunities, including residents on public assistance.

Title of Grant: **A Model for Job Placement and Training of Community College Graduates with Developmental Disabilities**

Granting Agency: State Center for Developmental Disabilities

Requested Funding: \$133,311

Matching Funds: N/A

Performance Period: One year: September 2000 – August 2001

Summary: SMC's Disabled Student Services (DSS) will develop a model community college program for job placement and pre- and post-employment training for individuals with disabilities.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	May 1, 2000

INFORMATION ITEM F 1999-2000 QUARTERLY BUDGET REPORT

GENERAL FUND BUDGET SUMMARY
(AS OF April 30, 2000)

Beginning Balance	\$ 4,498,714
Income	96,075,590
Total Funds Available	100,574,304
Less: Expenses & Transfers	96,523,454
Ending Balance	\$ 4,050,850

Comment: On a quarterly basis Business Services provides to the Board of Trustees a complete set of financial statements for all funds along with the quarterly 311Q report required by the Chancellor's Office. The third quarter report reflects the Fall and Winter activities of the College and the recent salary adjustments are reflected in the projections in the General Fund. The District is in the process of reviewing General Fund expenditures in order to increase the reserves to the required 5% level.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	May 1, 2000

INFORMATION ITEM G

REVIEW OF DISTRICT INVESTMENTS

The attached statement shows the status of District investments as of March 31, 2000 and is presented for Board review. The report provides information required by California Government Code §53646. The investment portfolio is in compliance with District investment policy and will allow the District Trust Fund to meet expenditure requirements for the next six months. All investments are in government securities and high investment grade bonds and notes.

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2000

ADJOURNMENT – 11:46 p.m.

The meeting was adjourned in memory of **Trustee Ilona Jo Katz** and **Ronny Akutagawa**, brother of Terry Johnson, Administrative Assistant in Academic Affairs.

There will be a special meeting (closed session) on Monday, May 15, 2000 at 5:30 p.m. in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, June 5, 2000 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.