

M I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING

SEPTEMBER 13, 2006

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
Business Building Room 111

Public Meeting
Board Room
Business Building Room 117

*The minutes may be accessed on the
Santa Monica College website:*
<http://www.smc.edu/admin/trustees/meetings/>

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Wednesday, September 13, 2006.

5:30 p.m. – Closed Session

7:00 p.m. – Public Meeting

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

I. ORGANIZATIONAL FUNCTIONS

- A Call to Order
- B Roll Call

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

- Conference with Labor Negotiators (Government Code Section 54957.6)
Agency Designated Representatives: Jeff Shimizu, Vice-President, Academic Affairs
Employee Organization: Santa Monica College Faculty Association
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)
Santa Monica College Faculty Association vs. SMCCD
Unfair Labor Practice Charge No. LA-CE-4988-E
- Conference with Legal Counsel – Anticipated Litigation (significant exposure to litigation pursuant to Government Code Section 54656.9): *One case*
- Public Employee: Discipline, Dismissal, Release (Government Code Section 54657)
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)
Case SS014193, SMCCD vs. Craig Walter
- Real Property (Government Code Section 54956.8)
 - Property: 1681 – 26th Street, Santa Monica*
 - Agency Negotiator: Chui L. Tsang, Superintendent/President*
 - Negotiating Parties: Chui L. Tsang, Superintendent/President, and the Stahl Trust*
 - Under Negotiation: Price and terms of payment*

 - Property: 2909 Exposition Blvd., Santa Monica*
 - Agency Negotiator: Chui L. Tsang, Superintendent/President*
 - Negotiating Parties: Chui L. Tsang, Superintendent/President, and Verizon*
 - Under Negotiation: Price and terms of payment*

 - Property: 23801 Stuart Ranch Road, Malibu*
 - Agency Negotiator: Chui L. Tsang, Superintendent/President*
 - Negotiating Parties: Chui L. Tsang, Superintendent/President, and the Yamaguchi Family Trust*
 - Under Negotiation: Price and terms of payment*

II. **CLOSED SESSION** (continued)

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

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

- C Pledge of Allegiance
- #1 Approval of Minutes: August 14, 2006 (Regular Meeting)
August 26, 2006 (Retreat)

IV. **SUPERINTENDENT'S REPORT**

- Management Association Update/Classified Staff Recognition Award
- Updates:
 - Podcasting of Board of Trustees Meetings
 - Enrollment
 - Shuttle Parking

V. **PRESENTATIONS AND BOARD DISCUSSION**

- Meeting of the Board of Governors
- Malibu JPA Meeting

VI. **ACADEMIC SENATE REPORT**

VII. **COMMUNICATIONS OR PUBLIC COMMENTS**

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

Grants and Contracts

- #2 Acceptance of Grants and Budget Augmentation
- #3 Contracts and Consultants
 - A Planetarium Lecture Series
 - B Consultant for Strategic Planning
 - C Contract for Facility Use – Kinesiology/Dance
 - D Consultant for VTEA Environmental Scan (Amendment)
 - E Contract for Voice Communication Service
 - ~~F Nurse Practitioner~~ PULLED – No Action Taken
 - G Payment to Consultant for Health Care Benefit Services

Human Resources

- #4 Academic Personnel
- #5 Classified Personnel – Establish/Abolish Positions
- #6 Classified Personnel – Regular
- #7 Classified Personnel – Limited Term
- #8 Classified Personnel – Non Merit

Facilities and Fiscal

- #9 Facilities
 - A Project Closeout – Theater Arts Renovation
 - B Amendment to Agreement for Architectural Services – Liberal Arts North Building
 - C Change Order No. 7 – Liberal Arts North Building
 - D Reduction in Retention Amount – Liberal Arts North Building
 - E Change Order No. 23 – Madison Renovation for Music
 - F Change Order No. 24 – New Music and Performing Arts Complex, Madison
 - G Amendment to Agreement for Architectural Services – Campus Quad
 - H Agreement for Architectural Services – Campus Signage
 - I Agreement for Engineering Services – Boiler Replacement, Counseling
- #10 Commercial Warrant Register
- #11 Auxiliary Payment and Purchase Orders
- #12 Direct, Benefit and Student Grant Payments
- #13 Purchasing
 - A Award of Purchase Orders
 - B Award of Contract –Off Site Shuttle Service
 - C Declaration and Donation of Surplus Textbooks and Computer Equipment

IX. CONSENT AGENDA – Pulled Items

X. MAJOR ITEMS OF BUSINESS

- D Adult High School Diploma Program
- #14 Public Hearing, 2006-2007 Budget
- #15 Adoption of 2006-2007 Budget
- #16 Resolution in Support of SB 840

XII. INFORMATION

- E Schedule of Board of Trustees Meetings, 2007

XIII. BOARD REPORTS AND COMMENTS

- XIV. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, October 9, 2006 at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

September 13, 2006

I. ORGANIZATIONAL FUNCTIONSA. CALL TO ORDER – 5:30 p.m.B. ROLL CALL

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

II. CLOSED SESSION

- Conference with Labor Negotiators (Government Code Section 54957.6)
Agency Designated Representatives: Jeff Shimizu, Vice-President, Academic Affairs
Employee Organization: Santa Monica College Faculty Association
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)
Santa Monica College Faculty Association vs. SMCCD
Unfair Labor Practice Charge No. LA-CE-4988-E
- Public Employee: Discipline, Dismissal, Release (Government Code Section 54657)
- Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9)
SMCCD vs. Craig Walter, Case SS014193
- Conference with Legal Counsel – Anticipated Litigation (significant exposure to litigation pursuant to Government Code Section 54656.9): *One case*

II. CLOSED SESSION (Continued)

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 - Property: 23801 Stuart Ranch Road, Malibu
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 - Under Negotiation: Price and terms of payment

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:45 p.m.

- C. PLEDGE OF ALLEGIANCE – Trustee Dorothy Ehrhart-Morrison

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

August 14, 2006 (Regular Meeting)

August 26, 2006 (Retreat)

MOTION MADE BY: Herbert Roney
SECONDED BY: Carole Currey
AYES: 7
NOES: 0

IV. SUPERINTENDENT'S REPORT

- Management Association Update/Classified Staff Recognition Award: New SMC Management Association President Al DeSalles named Reprographic Operators Warren Cancilla and Cecil Godbold recipients of the Classified Staff Recognition Award for September.
- Updates:
 - Podcasting of Board of Trustees Meetings: Media and Graphics Services Manager Al DeSalles reported that the District is making progress with “iTunesU” to provide web-based podcasting of meetings of the Board of Trustees. It is anticipated to launch this on-line access by the end of September.
 - Enrollment: SMC officials reported that the college’s enrollment is down by 3.5 percent, as measured in full-time-equivalent-students, this fall compared to fall 2005, and that great strides have been made and aggressive efforts are continuing to attract and retain students.
 - Shuttle Parking: Provost Marvin Martinez reported that SMC is working diligently on SMC’s parking issues, both in the short and long term. Responding to Ocean Park neighborhood concerns, the college has made changes in its beach shuttle parking.

V. PRESENTATIONS AND BOARD DISCUSSION

- Meeting of the Board of Governors – September 11-12, 2006
- Meeting of the Malibu JPA – September 12, 2006

VI. ACADEMIC SENATE REPORT

Richard Tahvildaran-Jesswein

VII. COMMUNICATIONS OR PUBLIC COMMENTSPrior to closed session

Mark Stemock
Rob Negrón
Phil Hendricks
Peggy Rhoads

Following Academic Senate Report

Lesley Kawaguchi
Tim Brown
Ronald Burke
Tito Sicilia
Connie Moreno
Carl Olsen
Tony Dolz
Mitra Moassessi
Lantz Simpson

BOARD OF TRUSTEES**ACTION**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

September 13, 2006

CONSENT AGENDA

RECOMMENDATION: The Board of Trustees take the action requested on Consent Agenda Recommendations #2-#13.

Recommendation pulled from Consent Agenda (no action taken): #3-F Contracts and Consultants
Nurse Practitioner

Recommendations pulled for questions and returned to Consent Agenda: #2, #3-B, #3-G, #6, #9-B,
#9-D, #9-E, #9-F, #13-B

Action on Consent Agenda

MOTION MADE BY: Dorothy Ehrhart-Morrison
SECONDED BY: Carole Currey
AYES: 7
NOES: 0

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 2 **ACCEPTANCE OF GRANTS AND BUDGET**
Requested Action: Approval/Ratification **AUGMENTATION**

Title of Grant: **Title V Developing Hispanic Serving Institutions Cooperative Grant—“Supporting Student Success in Pre-Transfer Mathematics”**

Granting Agency: U.S. Department of Education

Total Grant Award: \$3.5 million over 5 years (\$700,000 per year)

Matching Funds: Not Applicable

Performance Period: October 1, 2006 – September 30, 2011

Summary: Santa Monica College will partner with El Camino College to implement this five-year Title V Cooperative Project designed to improve student success in developmental math courses. This grant has three primary components, including 1) Transforming the culture of mathematics through course cohorts, under the direction of ECC; 2) Creating a pre-collegiate level math center to facilitate the implementation of math/English learning communities, led by SMC; and 3) Improving supplemental instruction in pre-collegiate mathematics through a pre-service teaching experience for Education majors, facilitated by both ECC and SMC. This grant will provide capital funds to construct a math/English lab at Bundy and endowment money for the Santa Monica College Foundation.

Budget Augmentation: Income: (2006-2007)

	8000	\$700,000
	Expenditures (2006-2007) :	
	1000 Academic Salaries	\$ 93,236
	2000 Classified Salaries	26,850
	3000 Benefits	26,637
	4000 Supplies	1,800
	5000 Other Expenditures	331,590
	6000 New Equipment	219,887

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

Requested Action: Approval/Ratification

3-A PLANETARIUM LECTURE SERIES, 2006-07

Provider: Forest W. Fisher
 Title of Lecture: Mars Reconnaissance Orbiter: Aerobraking at Mars
 Amount: \$120
 Date: September 29, 2006

Provider: Dr. Richard Zurek
 Title of Lecture: Mars Reconnaissance Orbiter: Initial Science Results
 Amount: \$120
 Date: October 27, 2006

Provider: Dr. Andrew J. Booth
 Title of Lecture: On the Fringes: What's an Interferometer, and
 Why Does NASA Want to Build Them?
 Amount: \$120
 Date: November 17, 2006

Funding Source: Fees will be covered by tickets sales

3-B CONSULTANT FOR STRATEGIC PLANNING

Provider: Mithrandir's Ltd. L.P.
 Amount: Not to exceed \$40,000, plus necessary expenses
 Term of Contract: August 23, 2006 – August 24, 2007
 Funding Source: District Budget/Academic Affairs

Summary: William Reckmeyer and Lois Lund of Mithrandir's Ltd. L.P. will provide guidance and assistance in developing and initiating a strategic planning process for Santa Monica College. The District Planning and Advisory Council unanimously recommended Dr. Reckmeyer and Ms. Lund for this role because of their demonstrated success in similar efforts for other California community colleges.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS (continued)

3-C CONTRACT FOR FACILITY USE – KINESIOLOGY/DANCE

Provider: Krav Maga National Training Center, Los Angeles
Amount: \$50 per student
Term of Contract: Spring Semester, 2007
Funding Source: Costs completely covered by student fees (no cost to District)
Summary: Rental of space and equipment for physical education self-defense classes. Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities. Appropriate protective gear will be required for students in these classes.

3-D CONSULTANT FOR VTEA ENVIRONMENTAL SCAN (Amendment)

Provider: Stallman Communications
Amount: \$400 (not to exceed) for travel
Term of Contract: August 24, 2006
Funding Source: 2006-07 **V**ocational and **T**echnical **E**ducation **A**ct (VTEA) Funds
Summary: A contract was approved at the August Board of Trustees meeting with the consultant to facilitate a break-out session on Staff Development Day on the findings of the Environmental Scan. This is an amendment to the recommendation which should have included travel expenses.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS (continued)

3-E CONTRACT FOR VOICE COMMUNICATION SERVICE

Provider: The NTI Group, Inc.
Amount: \$32,000 for 180,000 message units (including support fee)
Term of Contract: August 21, 2006 through June 30, 2007
Funding Source: District Budget – Admissions & Records
Summary: This service enables staff to record, schedule, send, and track thousands of voice messages. The service will be used to improve student communication throughout the enrollment management process, providing opportunities to improve outreach and retention services through targeted messages, by telephone, to students.

3-F ~~NURSE PRACTITIONER PULLED – NO ACTION TAKEN~~

~~Provider: Peak Health Medical Group
Fees: \$88.50 per hour, contractor will invoice for hours on a monthly basis and SMC will remit payment within 30 days.
Term of Contract: September 1, 2006 – June 29, 2007
Funding Source: Health Services Fee (restricted)
Service: Santa Monica College through its Student Health services provides medical and preventive health care for its students which will include, but will not be limited to, the provision of a minimum of one licensed Family Nurse Practitioner (FNP).~~

3-G PAYMENT TO CONSULTANT FOR HEALTH CARE BENEFITS SERVICES

Provider: Fickwirthe and Associates
Fee: \$8,005.00
Performance Date: Services rendered during the month of July, 2006
Funding Source: District Budget
Service: The contract with Fickwirthe and Associates to provide services to the Benefits Committee was approved December 5, 2005 for the period through June 30, 2005. This payment is for services rendered beyond the term of the contract.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 **CLASSIFIED PERSONNEL**
ESTABLISH/ABOLISH POSITIONS

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

	<u>EFFECTIVE DATE</u>
<u>ESTABLISH</u>	
Employee Benefits Assistant (1 position) Human Resources, 12 mos, 40 hrs	09/07/06
Instructional Assistant-Mathematics (1 position) Mathematics, 11 mos, 30 hrs	09/07/06
Instructional Assistant-Mathematics (1 position) Mathematics, 11 mos, 30 hrs	09/07/06
<u>ABOLISH</u>	
Instructional Assistant-Mathematics (1 position) Mathematics, 11 mos, 20 hrs	09/07/06
Instructional Assistant-Mathematics (1 position) Mathematics, 11 mos, 20 hrs	09/07/06
Instructional Assistant-Mathematics (1 position) Mathematics, 11 mos, 20 hrs	09/07/06

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – REGULAR

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

EFFECTIVE DATE

ELECTIONS

PROBATIONARY

Jansen, Michael	Lab. Technician - Physical Science, Physical Science	08/21/06
Rider, Brianna	Lab. Technician - Biological Science, Life Science	08/28/06

PERMANENT EMPLOYEE WITH LIMITED-TERM SUMMER ASSIGNMENT

Graham, Carmen	Department Secretary II, Trio	08/01/06 - 08/31/06
Drinot, Luz-Maria	Department Secretary II, African American Ctr	08/01/06 - 08/26/06
Lemons, Brad	Lab.Tech-Broadcasting, Communications	08/28/06 - 08/31/06
Brown, Timothy C.	Van Driver, Transportation	07/31/06 - 08/11/06

WORKING OUT OF CLASSIFICATION

Bonvenuto, Chris	08/01/06 – 12/15/06
Fr: Accounting Manager, Fiscal Services, 12 mos, 40 hrs	
To: Acting Associate Vice-President, Fiscal Services (65%), 12 mos, 40 hrs.	

Looney, Brant C.	07/01/06 – 11/09/06
Fr: Systems Administrator, AET, 12 mos, 40 hrs	
To: Acting Entertainment Services Manager, AET, 12 mos, 40 hrs.	

Martin, Ray	07/01/06 - 11/03/06
Fr: Telecommunication Technician II, Telecommunications, 12 mos, 40 hrs	
To: Acting Computer Network Analyst/VH-I, Network Services, 12 mos, 40 hrs	

Rojas, Dan	07/01/06 - 11/03/06
Fr: Computer Network Analyst/VH-I, Network Services, 12 mos, 40 hrs	
To: Acting Network Systems Manager/VH-I, Network Services, 12 mos, 40 hrs	

Sher, Brian	07/01/06 - 11/03/06
Fr: Computer Network Analyst/VH-I, Network Services, 12 mos, 40 hrs	
To: Acting Systems Administrator/VH-I, Network Services, 12 mos, 40 hrs	

LEAVES OF ABSENCE WITHOUT PAY

PERSONAL

Fierro, Yolanda	Parking Security Officer, Campus Police	08/01/06 - 08/31/06
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 **CLASSIFIED PERSONNEL – REGULAR** (continued)

SEPARATIONS

RESIGNATION

Bastian, Amy M.	Radio Subs. Svcs. Coordinator, KCRW	08/11/06
Chavira, Cristina	Accounting Specialist II, Fiscal Services	08/31/06
Hearns, Douglas	Department Secretary II, Personnel Commission	08/14/06
Kinney, Janine	Personnel Specialist I, Human Resources	08/21/06
Lau, Tiffanie	Instructional Assistant-Learning Disabilities, DSPS	08/21/06
Leung, Howard	Accountant, Fiscal Services	08/25/06

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

RECOMMENDATION NO. 7 **CLASSIFIED PERSONNEL – LIMITED TERM**

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

EFFECTIVE DATE

ELECTIONS

PROVISIONAL (Substitute)

Jarret, Gabriel, Sign Lang Interpreter Trainee, Disabled Students Ctr	07/01/06 - 12/31/06
Root, Jerrold, Theatre Tech Director, Theatre Arts	07/01/06 - 12/21/06
Hill, Sherri, Sign Language Interpreter II, Disabled Students Center	07/01/06 - 12/21/06
Holtstein, Stephanie, Sign Lang Interpreter III, Disabled Students Ctr	07/01/06 - 12/29/06
Montes, John, Van Driver, Transportation	07/01/06 - 08/10/06
LaCrosse, Naomi, Sign Lang Interpreter II, Disabled Students Ctr	07/01/06 - 12/31/06
Cerna, Mario, Sign Lang Interp Trainee, Disabled Students Ctr	07/01/06 - 12/31/06
Hasal, Amber, Sign Lang Interp Trainee, Disabled Students Ctr	07/01/06 - 12/31/06
Hein, Mark, Sign Lang Interpreter Trainee, Disabled Students Ctr	07/01/06 - 12/31/06
Neely, Tynesha, Sign Lang Interpreter Trainee, Dis Students Ctr	07/01/06 - 12/31/06
Curtis-Larson, Janet, Sign Lang Interp Trainee, Dis Students Ctr	07/01/06 - 12/31/06
Matlow, Stepanie, Sign Lang Interpreter Trainee, Dis Students Ctr	07/01/06 - 12/31/06
Scandlyn, David, Mult-Computer Lab Specialist, AET	08/28/06 - 12/31/06
Ghafyar, Maryam, Department Secretary I, Health Science	08/28/06 - 09/28/06

LIMITED TERM

Davis, Alisa, Sign Lang Interpreter Trainee, Disabled Students Ctr	07/01/06 - 12/31/06
Callanan, Maria, Counseling Aide, Disabled Students Center	07/01/06 - 12/31/06
Serratos, Monica, Counseling Aide, Student Life	08/21/06 - 06/15/07
Sussman-Schecht, Dena, Sign Lang Interpreter II, Dis Students Ctr	07/01/06 - 12/31/06
Vasquez, Farah, Counseling Aide, Disabled Students Center	07/01/06 - 12/31/06
Baker, Karen, Department Secretary II, Personnel Commission	08/28/06 - 12/31/06
Mangus, Ed, Lab Assistant-Photography, Community Services	07/01/06 - 12/31/06
Gutierrez, Veronica, Counseling Aide, Title V	08/28/06 - 12/31/06

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 CLASSIFIED PERSONNEL - NON MERIT

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

ELECTIONS

STUDENT EMPLOYEES

CalWORKS \$7.00/hr	03
College Student Assistant \$7.00/hr	69
College Work-Study Student Assistant \$7.00/hr	57

SPECIAL SERVICES

Art Model \$14.00/hr	64
Community Services Specialist I \$27.40/hr	8
Community Services Specialist II \$38.00/hr	4

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

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 FACILITIES

Requested Action: Approval/Ratification

9-A PROJECT CLOSEOUT – THEATRE ARTS RENOVATION

Subject to completion of punch list items by TURNER CONSTRUCTION COMPANY, authorize the Executive Vice President, without further action of the Board of Trustees, to accept the project described as THEATRE ARTS RENOVATION as being complete upon Turner Construction Company completion of punch list items. The Executive Vice President 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.

9-B AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – LIBERAL ARTS NORTH BUILDING

Amend the agreement with GENSLER for the Liberal Arts North to increase by \$58,680 plus reimbursable expenses.

Funding Source: Measure U

Comment: The additional services are required since Gensler’s contract ended June 30, 2006 and the building was not complete. The revised contract will continue until project closeout. The District may seek reimbursement of these additional charges from the contractor.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

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

9-C CHANGE ORDER NO. 7 – LIBERAL ARTS NORTH BUILDING

Change Order No. 7 – PINNER CONSTRUCTION COMPANY on the Liberal Arts North Building Project in the amount of \$ 20,166

Original Contract Amount	\$9,951,000
Previously Approved Change Orders 1 – 6	38,146
Change Order No. 7	<u>20,166</u>
Revised Contract Amount	\$ 10,009,312
Original Contract Time	425 days
Current Contract Time	425 days

Funding Source: Measure U

Comment: Change Order No. 7 provides for the revision of hardware to delete VIP type hardware and replace with campus standard finish electronic hardware. This change order includes a credit for the use of aluminum in lieu of wood blinds.

9-D REDUCTION IN RETENTION AMOUNT – LIBERAL ARTS NORTH BUILDING

Reduce the retention amount held from PINNER CONSTRUCTION COMPANY for the Liberal Arts North project from 10% to 5% of the contract amount.

Funding Source: Measure U

Comment: The public contract code gives the District the option of reducing the retention amount held from the contractor when the project is substantially completed.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

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

9-E CHANGE ORDER NO. 23 - MADISON RENOVATION FOR MUSIC

Change Order No. 23 – FTR INTERNATIONAL on the New Music and Performing Arts Complex, Madison Campus in the amount of \$ 10,000

Original Contract Amount	\$30,780,000
Previously approved Change Orders 1 – 22	609,175
Change Order No. 23	<u>10,000</u>
Revised Contract Amount	\$31,399,175
Original Contract Time	670 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	670 days
Time Extension this Change Order No. 23	<u>0 days</u>
Current Revised Contract Time	670 days

Funding Source: Measure U

Comment: Change Order No. 23 provides for the changes to Renovation Building light fixtures.

9-F CHANGE ORDER NO. 24 – NEW MUSIC AND PERFORMING ARTS COMPLEX (MADISON)

Change Order No. 24 – FTR INTERNATIONAL on the New Music and Performing Arts Complex, Madison Campus in the amount of \$ 71,416

Original Contract Amount	\$30,780,000
Previously approved Change Orders 1 – 23	498,124
Change Order No. 24	<u>71,416</u>
Revised Contract Amount	\$31,470,591
Original Contract Time	670 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	670 days
Time Extension this Change Order No. 24	<u>0 days</u>
Current Revised Contract Time	670 days

Funding Source: Measure S

Comment: Change Order No. 24 provides for (1) labor and materials to lower under floor plenum to provide clearances due to existing site conditions; (2) removing existing concrete slab and replace with new concrete to allow installation of underground electrical conduits, and (3) removing unforeseen existing abandoned underground high voltage conduits to install a new transformer.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

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

9-G AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – CAMPUS QUAD

Amend the agreement with tBP ARCHITECTS for the Campus Quad project to increase by \$110,000 plus reimbursable expenses.

Funding Source: Measure U

Comment: The additional services include the Bookstore Courtyard, additional landscape areas to the west of Liberal Arts, and construction phasing to avoid disruption of pedestrian access. The Bookstore Courtyard was added to do the positive reaction to the new outdoor dining area recently added as part of Theater Arts.

9-H AGREEMENT FOR ARCHITECTURAL SERVICES – CAMPUS SIGNAGE

Agreement with tBP ARCHITECTS for the Campus Signage for 88,275.000 plus reimbursable expenses.

Total Fee	\$126,790
Less Credit for Bundy Driveway Signage	\$ 12,515
Less Credit for Campus Quad Signage	<u>-\$ 26,000</u>
Revised Fee	\$ 88,275

Funding Source: Measure U

Comment: The services include a master planning study and signage design for all college sites. Signage services that were already part of the Bundy Driveway and Quad projects are being combined into one project to maintain a consistent look among all sites. Lack of campus signage has been a continual complaint from students.

9-I AGREEMENT FOR ENGINEERING SERVICES – BOILER REPLACEMENT, COUNSELING

Agreement with P2S ENGINEERING for the Boiler Replacement, Counseling Building project for \$16,500 plus reimbursable expenses.

Funding Source: State Scheduled Maintenance Funds

Comment: These boilers no longer meet SCAQMD requirements for emissions and must be replaced.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 COMMERCIAL WARRANT REGISTER

Requested Action: Approval/Ratification

August 1 – August 31, 2006 2198 - 2242 \$9,711,889.75

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

RECOMMENDATION NO. 11 AUXILIARY PAYMENTS and PURCHASE ORDERS

Requested Action: Approval/Ratification

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Other Auxiliary Funds.

	Payments	Purchase Orders
July 1 – July 31, 2006	\$543,848	\$365,752

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

RECOMMENDATION NO. 12 DIRECT, BENEFIT & STUDENT GRANT PAYMENTS

Requested Action: Approval/Ratification

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

August 1 – August 31, 2006	D000020 – D000133	\$1,917,593.56
	B000061 – B000108	\$1,613,207.37
	ST00041 – ST00040	\$10,308.23

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

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 13, 2006

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 PURCHASING

13-A AWARD OF PURCHASE ORDERS

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

August 1 – August 31, 2006

\$1,397,257.01

13-B AWARD OF CONTRACT – OFF SITE SHUTTLE SERVICE

Award a contract to Santa Monica Big Blue Bus for the period of July 1, 2006 through June 30, 2007. The shuttle services shall not exceed \$500,000

Funding Source: 2006-07 Transportation Budget

Comment: Award recommended in accordance with Public Contract Code 20652 for issuing a purchase order to a public agency without bidding.

13-C DECLARATION AND DONATION OF SURPLUS TEXTBOOKS AND COMPUTER EQUIPMENT

- (1) Declare as surplus miscellaneous textbooks and authorize the District to donate the textbooks to the Good Shepherd Shelter for Battered Women because they have been determined to be of insufficient value to defray the cost to sell.
- (2) Declare as surplus miscellaneous computers and authorize the District to donate the computers to the Riordan Foundation and SMMUSD because they have been determined to be of insufficient value to defray the cost to sell.

Comment: This action is in accordance with SMC Board Policy 6531 and Education Code section 81452.

BOARD OF TRUSTEES**INFORMATION**

Santa Monica Community College District

September 13, 2006

MAJOR ITEMS OF BUSINESS**INFORMATION ITEM D****SUBJECT:** **ADULT HIGH SCHOOL DIPLOMA PROGRAM****SUBMITTED BY:** Superintendent/President

SUMMARY: This presentation provided an overview of the current Adult High School Diploma programs currently offered by the California Community Colleges and the status of progress made by SMC toward implementing a similar program.

Presenters: Erica LeBlanc, Assistant Dean, Continuing Education
Lee Finch, Counselor

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 13, 2006

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 14

SUBJECT: **PUBLIC HEARING, 2006-2007 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2006-2007 budget.

OPEN PUBLIC HEARING:	10:09 p.m.
MOTION MADE BY:	Carole Currey
SECONDED BY:	Susan Aminoff
AYES:	7
NOES:	0
 PUBLIC COMMENTS:	 None
 CLOSE PUBLIC HEARING:	 10:10 p.m.
MOTION MADE BY:	Carole Currey
SECONDED BY:	Herbert Roney
AYES:	7
NOES:	0

RECOMMENDATION NO. 15

SUBJECT: **ADOPTION OF 2006-2007 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2006-2007 budget as stated in the following pages detailing the various funds of the District.

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2006-2007 comprises the following nine funds:

General Fund Unrestricted	\$134,659,339
General Fund Restricted	<u>\$26,575,202</u>
<i>Total General Fund</i>	\$161,234,541
 Special Reserve Fund (Capital)	 \$17,592,625
Earthquake Fund	\$3,094,515
Bond Fund: Measure U	\$34,537,162
Bond Fund: Measure S	\$35,760,058
Bond Interest & Redemption Fund	\$19,605,528
Student Financial Aid Fund	\$13,703,093
Auxiliary Operations	<u>\$5,707,100</u>
<i>Total Other Restricted</i>	\$130,000,081
TOTAL PROPOSED ADOPTED BUDGET	\$291,234,622

MOTION MADE BY: Rob Rader
 SECONDED BY: Herbert Roney
 AYES: 7
 NOES: 0

SANTA MONICA COMMUNITY COLLEGE DISTRICT 2006-2007 ADOPTED BUDGET NARRATIVE

The 2005-2006 fiscal year closed with an Unrestricted General Fund ending balance estimated at \$8,385,633. The adopted budget for 2006-2007 projects an ending Unrestricted General Fund balance of \$7,389,879 (5.81%), which is reflected in the Reserve for Contingencies. It is important to note that the District has a structural operational deficit of <\$3,502,689>.

The adopted budget also includes the tentative agreement reached between the District and the Faculty Association – a 3.5% salary increase, effective Spring 2006, an additional 1% effective Fall 2006 and a one-time off schedule payment of 3.0% of 2005-2006 salary expenditures related to faculty positions.

GENERAL FUND

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted. The federal revenue levels for 2006-2007 are projected at the 2005-2006 rate, as notification has not been received regarding all of the 2006-2007 funding.

The California Community College System budget provides for a District growth of 3.10% and includes a Cost of Living Adjustment (COLA) of 5.92%. COLA is applied only to about 75% of the SMC General Fund revenue. This adopted budget includes projected FTES growth for 2006-2007 of 500 FTES, resulting in \$2,183,540 of growth revenue. This growth revenue would be achieved through a combination of borrowing FTES from Summer 2007 (at a level similar to that of prior years) and reporting the FTES generated through the Summer 2006 instructional services agreement with the Compton Community College District as growth. It should be noted that this is but one of several scenarios regarding the Compton FTES, and discussions of the various scenarios will continue.

The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General Revenue. The figures in the adopted budget are based on estimates from the Chancellor's Office adjusted by the District's enrollment projections. If actual receipts of either property taxes or enrollment fees differ from projections, principal apportionment funding will be adjusted to keep the formula constant. The enrollment fee will be reduced in Spring 2007 from \$26 per unit to \$20 per unit. This reduction does not affect the District's overall State General Revenue, but has resulted in a reduction of estimated enrollment fee revenue and an increase in estimated principal apportionment revenue.

It is important to keep in mind that there are two elements of the 2006-07 budget that are strictly one-time in nature. The equalization funding SMC anticipates to receive in the amount of \$3,172,562 is **one-time funding only**, and it will not become part of base revenue in the following year. This is very different from our original expectation of on-going revenue from equalization that would roll into our base. A second source of revenue, a **one-time block grant** of \$1,897,860, is also anticipated. It is important to note that these sources of funding are **one-time in nature**, will not roll into our base next year, and thus should not be used to fund ongoing expenditures.

The State Lottery revenues are paid each year according to the annual enrollment figures. Since Santa Monica College generated FTES is projected to be flat, the Lottery revenue is projected to be flat.

Partnership for Excellence (PFE) funding ended in the 2005-2006 fiscal year, but previous funding has been permanently rolled into the base. In the revenue account titled "Other State Revenue" the District has placed the estimated 2006-2007 revenue for part-time faculty compensation, health insurance, and office hours.

Local revenue figures reflect the State Chancellor's Office projection of property taxes of \$14,981,012. This is a combination of property tax shift, homeowner's exemption, secured taxes, unsecured taxes, supplemental taxes, and prior years' taxes. Intensive ESL revenue comes from special classes for international students. The capital surcharge for non-resident students is shown in Fund 40.0.

General Fund Unrestricted Expenditures (01.0)

The expenditure projections reflect appropriate step, column and longevity increases for all qualified employees. They include the previously noted incorporation of the tentative agreement between the District and Faculty Association, as well as a one-time off schedule payment to non-faculty employees equal to, on a percentage basis, the one-time payment to the faculty. The expenditures reflect the hiring of approved new faculty positions, replacement managers and administrators, replacement classified staff members, and new classified staff members to support the FTES goals of the college.

The expenditure budget also reflects increases in advertising, counseling, and hourly instruction to reflect the District's efforts to achieve increased FTES. There are also increased operational expenditures associated with rising energy costs.

The Contracts/Services line item in the adopted budget includes: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 22%, Other Contract Services (i.e. Pest Control, Child Care Collaborative) 14%, Repairs of Equipment 13%, Advertising (targeted to increase FTES) 12%, Bank Fees and Bad Debt 7%, Postage and Delivery Services 7%, Off Campus Printing 5%, Consultants 5%, Conferences and Training 3%, Legal Services (including Personnel Commission) 3%, LACOE Contracts (i.e. PeopleSoft, HRS) 2%, Memberships and Dues 1%, Audit 1%, and Other Services (i.e. Software Licensing, Mileage, Professional Growth, Fingerprinting, Board Meetings, Field Trips) 5%. Also included is the estimated one-time \$1,100,000 expenditure for the services of faculty and the use of facilities at Compton Community College District.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State and Local sources. The restricted lottery revenue is by law allocated to the purchase of instructional materials. All grants that do not end by June 30, 2006 will be carried over to the 2006-2007 budget.

When received, new grants will be presented to the Board of Trustees for approval and the District's budget will be augmented to reflect the increase.

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Expenditures Fund. State funding for capital projects and required expenditure matches to State funding for scheduled maintenance/physical plant and special repair projects and architectural barrier removal are reflected in this fund. The non-resident capital charge is a revenue source to this fund. Those funds are used to cover the installment payments for the AET Certificate of Participation and any District required expenditure matches for scheduled maintenance/physical plant and special repair projects and architectural barrier removal.

Also included in this fund is the Earthquake Redevelopment Revenue from the City of Santa Monica for the replacement of the earthquake damaged Liberal Arts building. These funds are combined with State funds for the Liberal Arts Project.

All capital expenditures and revenue in the Special Reserve Fund, as well as Fund 41.0, Fund 42.1, Fund 42.2, and 42.3 reflect the total expenditure allocation and the total revenue for all projects, and are not limited to the current year, thus resulting in a zero ending balance. Money in these funds may not be transferred into the general fund.

Earthquake Fund (41.0)

This fund reflects the FEMA and OES funding received and expended as a result of the damage incurred at Santa Monica College due to the 1994 Northridge Earthquake. These funds are for the Liberal Arts Replacement Project, the District's last earthquake project.

Bond Fund Measure U (42.2)

This fund reflects the revenue from the sale of bonds approved by Measure U and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure U.

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved by Measure S in November, 2004 and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved by Measure S.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the Los Angeles County Treasurer's Office and reflects the receipt of property tax revenue due to voted indebtedness for bond issues and the payment of interest on those bonds plus the redemption of the bonds that mature within the 2006-2007 fiscal year. This information is provided by the Los Angeles County Treasurer's Office through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid programs (PELL, SEOG, EOPS and Cal Grants). Transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, namely the bookstore, the food and vending concessions, and College expenditures in programs such as Athletics, Music, Theatre Arts, the *Corsair* student newspaper and transportation.

CONCLUSION

This is the recommended budget for adoption. It reflects the best information currently available. It is expected that changes will occur during the year. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated information.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 13, 2006

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 16

SUBJECT: RESOLUTION IN SUPPORT OF SENATE BILL 840

SUBMITTED BY: Trustee Rob Rader

REQUESTED ACTION: It is recommended that the Board of Trustees adopt a resolution expressing support for Senate Bill (SB) 840, the California Health Insurance Reliability Act and urging the Governor to support SB 840.

WHEREAS Santa Monica College has a large unfunded liability of approximately \$77 million in connection with its retirees' health care costs;

WHEREAS SMC's health care costs for current and future employees are expected to rise approximately 10 percent per year for the foreseeable future;

WHEREAS such health care cost increases have become a serious impediment in adopting an operating budget and a major source of friction in collective bargaining;

WHEREAS health insurance is a significant employee benefit at SMC and improves SMC's ability to attract, recruit and retain classified employees, faculty and administrators;

WHEREAS health insurance facilitates a health work force which leads to improved productivity and a more satisfying workplace;

WHEREAS SB 840 would initiate a "single-payer" health system in California, thereby broadening coverage, improving the spreading of risk and increasing the risk pool, while diminishing adverse selection;

WHEREAS SB 840 would control administrative costs, use state purchasing power to lower expenses and reduce fraud;

WHEREAS SB 840 would continue to allow all patients to freely choose their doctors;

WHEREAS annual savings for employers are projected at \$300 to \$2,000 per employee;

NOW, THEREFORE, BE IT RESOLVED: The Santa Monica Community College District Board of Trustees urges the Governor to sign SB 840 into law.

MOTION MADE BY: Rob Rader
 SECONDED BY: Susan Aminoff
 AYES: 5
 NOES: 1 (Currey)
 ABSENT: 1 (Quiñones)

BOARD OF TRUSTEES

Santa Monica Community College District

INFORMATION

September 13, 2006

INFORMATION ITEM E**SUBJECT:** **SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2007****SUBMITTED BY:** Superintendent/President**SUMMARY:** A draft of the schedule of Board Trustees meetings for 2007 is presented for review. The schedule of meetings will be presented to the Board of Trustees for approval at the meeting on October 9, 2006.

Regular meetings are scheduled on the second Monday of the month, except when adjusted for holidays and/or meetings of the Board of Governors (July, September). Winter and summer Board Retreats are held on a Saturday. The fourth Monday of the month is held for special meetings or workshops.

January 8, 2007January 22 (*hold*)**February 12**February 26 (*hold*)**Winter Retreat**Select a date:

Saturdays

February 24

March 3, 10

March 12March 26 (*hold*)**April 9**April 23 (*hold*)**May 14**May 28 (*hold*)**June 11** (*second Monday*)June 25 (*hold*)**July 2** (*first Monday*)*(Board of Governors meets July 9 and 10) Alternate date to consider: July 11 (second Wednesday)*July 23 (*hold*)**August 13)**August 28 (*hold*)**Summer Retreat**Select a date

Saturdays

August 18, 25

September 4 (*first Tuesday*)*(Board of Governors meets September 10 and 11; Rosh Hashanah September 13 begins at sundown the day before (second Wednesday)*September 25 (*hold*)**October 8** (*second Monday*)October 23 (*hold*)**November 12**November 27 (*hold*)**December 10**

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 13, 2006

XIII. ADJOURNMENT: 1107 p.m.

The meeting was adjourned in memory of **Albert Ogata**, father of Darryl Keith Ogata, Director of International Programs; **Connie Bice**, mother of Dennis Bice, Warehouse and Mail Services Supervisor.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, October 9, 2006 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.