Santa Monica Community College District
Board of Trustees

Regular Meeting
Monday, January 10, 2000

Santa Monica College
Academy of Entertainment and Technology
1660 Stewart Street
Santa Monica, California

5:00 p.m. - Closed Session
Academy Conference Room
Room 234
(Second Floor Distance Education Room)

7:00 p.m. - Public Meeting
Room 235
(Second Floor Screening Room)

Public Participation
Addressing the Board of Trustees

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

2. No uncivil or disorderly conduct shall be permitted at any Board of Trustees meeting. Persistence in displaying such conduct shall be grounds for summary termination and/or removal of the person from the meeting by the Chair.

3. No oral presentation shall include charges or complaints against any employee of the District, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify the individual. Charges or complaints against employees shall be submitted to the Board of Trustees under provisions of Board Policy Section 9421. Any employee against whom charges or complaints are to be made must be given 24 hours advanced notice and may request any such charges or complaints are heard in closed session.

4. Exceptions: This policy does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

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

Reference: Board Policy Section 8231
Education Code Section 72121.5
Government Code Sections 54954.2, 54954.3, 54957.9
A g e n d a

A meeting of the Board of Trustees of the Santa Monica Community College District is scheduled to be held in the Santa Monica College Academy of Entertainment and Technology, 1660 Stewart Street, Santa Monica, California, on Monday, January 10, 2000.

5:00 p.m. – Closed Session
7:00 p.m. – Public Meeting

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

I.  ORGANIZATIONAL FUNCTIONS

A  Call to Order
B  Roll Call

II.  CLOSED SESSION  (Scheduled for 5:00 p.m.)

Collective Bargaining, pursuant to Government Code Section 54957.6
Personnel, pursuant to Government Code Section 54957

III.  ORGANIZATIONAL FUNCTIONS  (Continued)

C  Pledge of Allegiance
#1  Approval of Minutes: December 6, 1999

IV.  SUPERINTENDENT'S REPORT

Presentations and Discussion
• Distance Education
• International Trade

V.  ACADEMIC SENATE REPORT

VI.  CLASSIFIED SENATE REPORT

VII.  COMMUNICATIONS OR PUBLIC COMMENTS

D  Written communication from Randy M. Stein requesting an investigation of what appears to be a potentially serious health and comfort issue in the Business Building.

VIII.  BOARD REPORT AND COMMENTS

IX.  CONSENT AGENDA  
(All items considered in one motion unless pulled for discussion later in the meeting)

Contracts and Grants

#2  Acceptance of Grants
#3  Contract with Education Alliance
#4  Agreement for Marketing Survey

Page No.
1
2
4
7
7
## Contracts for Lecture Series

### Academic and Students Affairs

- **#6** Course Approval
- **#7** Saturday Science Academy
- **#8** Customized Training Program
- **#9** Job Training Partnership Act (JTPA) Agreement
- **#10** Amendment to Consultant Agreement for Telecommunication Services
- **#11** Contract with eCollege.Com
- **#12** Payment to eCollege.Com
- **#13** Consultant Contracts - Emeritus College
- **#14** Off-Campus Facilities - Emeritus College
- **#15** Consultant Contract for ESL
- **#16** Community Services/Extension Seminars/Courses, Winter/Spring 2000

### Human Resources

- **#17** Academic Personnel
- **#18** Contract for Interim Athletic Director
- **#19** Classified Personnel - Regular
- **#20** Classified Personnel - Temporary
- **#21** Classified Personnel - Non Merit

### Business and Administration

- **#22** KCRW: Consultants
- **#23-A** Facilities: Scheduled Maintenance and Special Repairs Program
- **#23-B** Facilities: Shuttle Lots - CPI Increase on Annual Lease
- **#23-C** Facilities: Mechanical Engineering Services, Replace Boilers
- **#23-D** Facilities: Mechanical Engineering Services, Replace Air Handling Motor, Technology Building
- **#23-E** Facilities: Mechanical Engineering Services, Replace Air Handling Coil, Technology Building
- **#23-F** Facilities: Reduction of Contract Retention - Earthquake Replacement Science Building
- **#23-G** Facilities: Architectural Services, Library Electrical Load Center
- **#23-H** Facilities: Completion of Hazard Mitigation Project, Various Buildings
- **#24** Commercial Warrant Register
- **#25** Payroll Warrant Register
- **#26** Payments from Auxiliary Operations
- **#27** Direct Payments
- **#28-A** Purchasing: Award of Purchase Orders
- **#28-B** Purchasing: Award of Bid for Broadcast Equipment and Supplies

### CONSENT AGENDA – Pulled Items

**XI. MAJOR ITEMS OF BUSINESS**

- **#29** Nomination to CCCT Board of Directors
- **#30** Public Hearing - CSEA Chapter 36 Initial Proposal
- **#31** SMCCD Initial Proposal to CSEA Chapter 36
- **#32** 2000-2001 Nonresident Tuition Rate
- **#33** Resolution Electing to be Subject to Section 22873 of the Public Employees’ Medical and Hospital Care Act
XII. INFORMATION - No Action Required

E  Grant Submittals

XIII. ADJOURNMENT: A special meeting (closed session) of the Board of Trustees is tentatively scheduled for Monday, January 31, 2000 to review and discuss the Factfinding report. The time is yet to be determined.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, February 7, 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.
C. **PLEDGE OF ALLEGIANCE**  - Katharine Muller

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*Organizational Functions • page 1*

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**BOARD OF TRUSTEES**  
Santa Monica Community College District  

| Action  
| January 10, 2000 |

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**ORGANIZATIONAL FUNCTIONS**

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**RECOMMENDATION NO. 1 APPROVAL OF MINUTES**

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

December 6, 1999

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

It is recommended that the Consent Agenda, Recommendations #2–#28 be approved.

Recommendations pulled for separate action:

Action on Consent Agenda

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:
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: 1999/00 Application for CalWORKs and TANF Funding

Granting Agency: California Community College Chancellor’s Office

Requested Funding: $725,967

- CalWORKs allocation: $581,866;
- TANF allocation: $144,081

Matching Funds: N/A

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

Summary: Funding provides CalWORKs program services for fiscal year 1999/2000 including work-study/child care for CalWORKs recipients. Funding also supports the program coordination, counseling and case management; curriculum redesign and job development activities.

Budget Augmentation:

Income:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Action</th>
<th>State Revenues (CalWORKS)</th>
<th>State Revenues (TANF)</th>
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<td>80000</td>
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Expenditures:

CALWORKS

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TANF

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<td>20000</td>
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Title of Grant: Careers in Child Care Project
Granting Agency: Department of Social Services
Requested Funding: $576,584
Matching Funds: N/A
Performance Period: January 1, 2000 – January 1, 2002
Summary: In partnership with Connections for Children, funding will be used to provide CalWORKs students with 24 units of instruction (child development, English and basic skills); job preparation workshops; case management services; and student job placement services (as associate teachers or teachers) in Child Development programs.

Budget Augmentation: Income:

<table>
<thead>
<tr>
<th>Year 1</th>
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<tbody>
<tr>
<td>$281,163 (Year 1)</td>
<td>$295,421 (Year 2)</td>
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<td>Total: $576,584</td>
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Expenditures:

<table>
<thead>
<tr>
<th>Year 1</th>
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</table>

Title of Grant: Fund for Instructional Improvement
“Student Success Project”
Granting Agency: Chancellor’s Office, California Community Colleges
Requested Funding: $82,480 (first year of a two year research grant)
Matching Funds: $44,032 (SMC In-kind: Matriculation Augmentation funded counselors)
Performance Period: January 2000 – December 2000 (first of a two year research grant)
Summary: The proposed research project will validate the results from an initial student success study conducted by Santa Monica College. This study explores the use of modified orientation, collaborative learning in the classroom, intensive counseling/monitoring, student success classes, and increasing students’ connection with the college through academic and social activities as methods for achieving higher success and persistence and a lower rate of first-time college students who end up on probation.

Budget Augmentation: Income:
80000 State Revenues $82,480

Expenditures:

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**CONSENT AGENDA: CONTRACTS AND GRANTS**

**RECOMMENDATION NO. 3 CONTRACT WITH EDUCATION ALLIANCE**

It is recommended that the Board of Trustees authorize the extension of the contract with Education Alliance for services to be provided January 1–31, 2000 for an amount of $4,000, plus expenses.

Funding Source: District

Comment: The Education Alliance is the consulting firm that has worked with SMC staff to develop a uniform set of Board Policies, Administrative Regulations, and Department Procedures. The work of the consultant will be completed by January 31, 2000.

**RECOMMENDATION NO. 4 AGREEMENT FOR MARKETING SURVEY**

It is recommended that the Board of Trustees authorize the District to enter into an agreement with Fairbank, Maslin, Maullin and Associates, Opinion Research and Public Policy Analysis, to conduct a marketing survey for the Santa Monica Community College District. The estimated cost of conducting the research is $28,000, which includes all staff and subcontractor time, consultation with the client, development of the survey instrument, sample selection, conduct of 500 telephone interviews, data processing, data analysis, written report preparation and verbal presentation of results.

Funding Source: Auxiliary

Comment: The purpose of this survey is to determine public attitudes towards the
college, its programs, and its role in the community; and to get public input to help the college set its priorities with respect to the College’s facilities master plan.

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### Board of Trustees
Santa Monica Community College District

**Action**
January 10, 2000

### Consent Agenda: Contracts and Grants

**Recommendations No. 5**
Contracts for Lecture Series

It is recommended that the Board of Trustees authorize the following contracts for Spring 2000 lecture series, not to exceed $120.00 each.

**Planetary Lectures - Not to exceed $120.00 each**

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<th>Speaker</th>
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<tr>
<td>January 28</td>
<td>Galileo, Cassini, &amp; Beyond</td>
<td>Randii Wessen</td>
</tr>
<tr>
<td>March 24</td>
<td>The Tsunami Threat</td>
<td>Costas Synolakis</td>
</tr>
<tr>
<td>April 28</td>
<td>The Universe’s Biggest Blasts</td>
<td>Joshua Bloom</td>
</tr>
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</table>

Funding Source: Tickets sales

**Art Lectures - 50% of ticket sales**

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<th>Speaker</th>
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<tbody>
<tr>
<td>March 3</td>
<td>Salvador Dali</td>
<td>Mario Semere</td>
</tr>
<tr>
<td>May 12</td>
<td>Edvard Munch</td>
<td>Mario Semere</td>
</tr>
</tbody>
</table>

Funding Source: Ticket sales

**Afternoon Theater for Children**

Jim Gamble Puppets
Carnival of the Animals
March 4 (2 shows) $1,200.00

Minikin Puppet Productions Aesop's Fables
April 22 (2 shows) $500.00

Funding Source: Ticket sales
It is recommended that the Board of Trustees approve the following courses:

Anthropology 35S: Archaeological Field Techniques
Architecture 10A: Architectural Design I
Architecture 10B: Design Communication I
Architecture 11A: Architectural Design II
Architecture 70: Architectural Portfolio Development
Biology 46C: Natural History & Marine Biology-Galapagos Islands
Biology 46D: Conservation Biology in Southwest China
Business 28: Integrated Marketing Communications
Business 55: Southern California's International Connections
Child Development 51: The Reggio Approach
CIS 52: Web Page Design with FrontPage 2000
CIS 54: Web Page Development and Scripting
Dance 55C: Modern Dance Staging Techniques
Economics 55: So. California's International Connections
Economics 80: Overview of the Global Economy
ET 34: Web Animation Using Flash
ET 61: The History of Animation
ET 72: Career Exploration—Animation and Interactive Media
Geography 23: Intermediate Geography Information Systems
Geology 5: Earth History
Geology 35W: Field Studies—East Mojave
History 30: History and Literature of Contemporary Africa
Journalism 22: Photography for Publication
Library 10: A – Z: Information Sources: Selected Disciplines
Nursing 16: Physical Assessment

Comment: All of the above courses have been approved by the academic departments, the Academic Senate, the Joint Curriculum Committee, and all appropriate administrators. It is a state law that the Board of Trustees must approve all courses no matter what internal process is used for course approval. This list represents courses in the 1999-2000 academic year that went through the aforementioned approval process and is now being presented to the Board of Trustees for final approval.
successful Saturday Science Academy that has received national media attention for its success in increasing the performance of students from underrepresented populations in mathematics and science. Last year’s offering in the Santa Monica College Weekend Science Academy formed the basis for the successful application renewal of the Chancellor’s Office Underrepresented Student Science Access Grant. 20 students participated in last year’s winter session program. CEA will interview, select, and provide teaching assistants for a biology class to be taught as part of this program at SMC.

RECOMMENDATION NO. 8  CUSTOMIZED TRAINING PROGRAM

It is recommended that the Board of Trustees approve entering into a contract with the Advanced Computing Institute (ACI) for Santa Monica College to provide job-specific skills training and job placement services for eligible participants referred to the Office of Workforce & Economic Development, for the period of January 2000 through February 2001.

Comment: The Office of Workforce & Economic Development will provide for 176 participants a seven-week training program that includes computer applications training and direct placement services. Staff will determine participants' "referral eligibility," prepare, maintain, and submit for review all case management files and appropriate documentation, and conduct all site visits associated with this agreement. Referred participants will be Korean Nationals and funding will come from a contract that the ACI has with the Government of South Korea. ACI will pay the college up to $807,935 to provide these services.

BOARD OF TRUSTEES
Santa Monica Community College District

Action
January 10, 2000

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 9  JOB TRAINING PARTNERSHIP ACT (JTPA) AGREEMENT

It is recommended that the Board of Trustees authorize entering into an agreement Community Career Development, Inc. (CCD) a One-Stop Service Center to provide telecommunication training services for eligible JTPA participants referred to the Office of Workforce & Economic Development for the period January 11, 2000 through June 30, 2000.

Comment: The Office of Workforce & Economic Development will "outstation" staff at the Contractor's facility, determine participants' "referral," prepare, maintain, and submit for review all case management files and appropriate documentation; work to provide on-the-job-training and direct placement opportunities for classes of 10-12 participants referred to the Office of Workforce & Economic Development; and conduct all site visits associated with this Agreement. Referred participants will be either Title IIA or Title III eligible and funding will come from the contract that the CCD has with the City of Los Angeles. The college will receive an amount not to exceed $5,800 per participant.

RECOMMENDATION NO. 10  AMENDMENT TO CONSULTANT AGREEMENT FOR TELECOMMUNICATIONS SERVICES

It is recommended that the Board of Trustees ratify an amendment to the agreement for consultant services with DELONG & ASSOCIATES for the period of July 1, 1999 through June 30, 2000. Additional services provided include telecommunications project management including design, implementation and cost control of voice and data projects that involve outside service providers such as GTE, long distance companies and Internet services. Billing for these
additional services at $100 per hour for a total not to exceed $12,000.

Funding Source: District Funds

Comment: This telecommunications management firm currently acts on behalf of the District in the evaluation and analysis of telecommunications systems and makes recommendations on decreasing costs and operating more efficiently. This amendment will expand the services to include design, implementation and cost control.

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BOARD OF TRUSTEES
Santa Monica Community College District

Action
January 10, 2000

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

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RECOMMENDATION NO. 11 CONTRACT WITH eCOLLEGE.COM

It is recommended that the Board of Trustees approve an augmentation to Santa Monica College's three-year contract with eCollege.com in the amount of $30,000 to cover the projected cost of additional services through June 2000. These services include onsite training for faculty and administrators, materials for faculty, and the conversion of additional classes.

Funding Source: Title III Grant, Virtual Multimedia Entertainment Center Grant, eCollege SMC Online Business Degree Grant

Comment: In January 1999, Santa Monica College entered into a three-year contract with eCollege.com. This augmentation, funded entirely through grants, covers the costs of converting additional SMC classes into online offerings and providing the training and materials necessary to support the conversion.

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RECOMMENDATION NO. 12 PAYMENT TO eCOLLEGE.COM

It is recommended that the Board of Trustees authorize payment in the amount of $14,265 to eCollege.com for the per student technology fee charged for Santa Monica College students enrolled in Fall 1999 online classes.

Funding Source: District funds

Comment: eCollege.com charges a technology fee of $27 per resident student and $307 per nonresident student for enrollment in each online classes. This amount of $14,265 reflects the enrollment of 119 resident and 36 nonresident Santa Monica College students in online classes offered through eCollege.com. The cost is covered by the apportionment received for resident students and nonresident student tuition. (Current California regulations do not permit districts to require students to pay a separate technology fee in addition to enrollment fees or nonresident tuition.)
RECOMMENDATION NO. 13  CONSULTANT CONTRACTS - EMERITUS COLLEGE

It is recommended that the Board of Trustees approve the following consultant contracts for Emeritus College:

Jenifer Dunkin, Ph.D. will participate in the Emeritus College Staff Development Day activities on March 7, 2000, for an amount of $100.00. Dr. Dunkin is a specialist in Geriatric Psychology.

Arlene Cartozian, will participate in the Emeritus College Staff Development Day activities on March 7, 2000, for an amount of $50.00. Ms. Cartozian is a specialist in Drawing From the Right Side of the Brain.

Chris Chrisman will present a workshop for tax preparation volunteers in January through April, 2000, in the amount not to exceed $100.00 for expenses. Fifteen volunteers will be trained at each session.

Fan Yihong will provide a 1 hour lecture each on January 12 and 19, 2000, in the amount not to exceed $200.00. Ms. Yihong is visiting from the Department of Education Policy, Research and Administration, School of Education at the University of Massachusetts, Amherst.

Funding Source: District Funds.

RECOMMENDATION NO. 14  OFF-CAMPUS FACILITIES - EMERITUS COLLEGE

It is recommended that the Board of Trustees authorize contracts for facilities to house off-campus Emeritus College classes for Winter, January 3rd through February 10th, 2000. It is further recommended that payment per class session be authorized as stated on the list on file with Emeritus College.

RECOMMENDATION NO. 15  CONSULTANT CONTRACT FOR ESL

It is recommended that the Board of Trustees approve a consultant contract with Nancy Wambach in an amount not to exceed $2500.00, including expenses, for services to assist the College in the Chancellor's Office approval process for validation of an ESL essay assessment instrument.

Funding Source: Matriculation Funds.

Comment: Ms. Wambach will assist ESL faculty members in rubric development and will provide training in holistic scoring, using actual exam papers.

RECOMMENDATION NO. 16  COMMUNITY SERVICES/EXTENSION SEMINARS/COURSES, WINTER/SPRING 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 Winter/Spring, 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.

SPRING 2000

Anthony W
New World Travels  Art of Discount Travel  40%
Arsene S  Poetry  18 Hr
Baumel G E
Gett Security/Bodguard Serv.  California Security Guard  40%
Barnstable P L  TV Commercials/Acting Workshop  12 Hr
Barthoff M  Art for Non-Artists (2)  36 Hr
Benveniste R J  The Writer's Journey (2)  36 Hr
Writing From Our Lives (2)  36 Hr

Binnendyk M  Sculpting with Papier Mache  21 Hr
Sculpting the Human Face  21 Hr
Bracamonte L  Spanish/French Conversation  96 Hr
Brutsche J  Watercolor on Location (2)  48 Hr
Carey M L  Beginning Yoga (2)  40%
Meditation  40%
Catanzaro J  Substitute Teacher  40%
Chapman D T  Dollie Chapman, IIDA Design  Fundamentals of Interior Design  40%
Chen C L  Beginning Landscaping  10 Hr
Landscape (Softscape)  9 Hr
Chianis A D  Belly Dancing (2)  24 Hr
Chow Y M  Chinese Brush Painting (2)  36 Hr
Christensen C  Notary Public Seminars  Notary Public Seminar/Exam  40%
Copeland R  Kickboxing (2)  30 Hr
Corwin S  Native Art Techniques  18 Hr
Craig-Smith M  Reducing Stress-Self Hypnosis  3 Hr
Cunningham T  Infant/Child CPR  40%
CPR/Medical Providers  40%
Day J G  Gourmet Herbal Gifts  40%
Demory D  Creating Your Ideal Career  40%
Diamond K  Introduction to Feng Shui  40%
Dighero C A  Beginning Spanish L1 (2)  50%
Intermediate Spanish L1  50%
Intermediate Spanish L2  50%
Dingman E W  Professional Floral Design – Basic  15 Hr
Professional Floral Design – Inter/Adv  15 Hr
Beginning French for Travelers L1  40%  Beginning French
for Travelers L2  40%  Sound of French
Drach M  Pronunciation  40%
Duvall G  Bicycle Repair (2)  40%  Motorcycle
Gran Design  40%
Fergus J  Meet Right Person  50%
Frischer C S  CSA Publishing  Collections Made Easy  40%
Gale G I S  Downtown Art Tour  6 Hr  Metro Tour

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<td>40%</td>
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<tr>
<td></td>
<td>Going into Business</td>
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<tr>
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<td>Small Business Records</td>
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<tr>
<td>Heller P</td>
<td>Painting on Glass</td>
<td>18 Hr</td>
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<tr>
<td>Hill J</td>
<td>Improve Travel Photography</td>
<td>6 Hr</td>
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<tr>
<td>House R E</td>
<td>Beginning Spanish L1 (2)</td>
<td>50%</td>
</tr>
<tr>
<td></td>
<td>Beginning Spanish L2 (2)</td>
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<tr>
<td>Ivanjack K</td>
<td>Youth Choral Singing</td>
<td>9 Hr</td>
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<tr>
<td>Ivanova O</td>
<td>Beginning Russian L1/L2</td>
<td>36 Hr</td>
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<tr>
<td>Jensen J</td>
<td>How to Succeed as a Writer</td>
<td>40%</td>
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<td>Buy a Home at a Discount</td>
<td>40%</td>
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<tr>
<td>Jones R L</td>
<td>Basic Photography (4)</td>
<td>40%</td>
</tr>
<tr>
<td>Kapaku O</td>
<td>Hawaiian Dance (2)</td>
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<tr>
<td>Okima Kapaku Kawika</td>
<td>How to Succeed as a Writer</td>
<td>40%</td>
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<td>Katz B</td>
<td>Forgiveness</td>
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<td>Katz H</td>
<td>Home Remodeling</td>
<td>50%</td>
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<tr>
<td>Kaufman B</td>
<td>Don't Take It Personnally</td>
<td>40%</td>
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<tr>
<td>Kazuko</td>
<td>Japanese Calligraphy</td>
<td>15 Hr</td>
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<tr>
<td>Kottra J C</td>
<td>Successful Retirement</td>
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<tr>
<td>Lager E B</td>
<td>Gift Wrapping</td>
<td>40%</td>
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<tr>
<td>Evelyn Lager</td>
<td>Write Freelance Articles that Sell</td>
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<tr>
<td></td>
<td>Good Grief! It’s Grammar!</td>
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<tr>
<td>Leddell J</td>
<td>Gift Wrapping</td>
<td>40%</td>
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<td>Leichner L</td>
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<td>36 Hr</td>
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<td>Lemack B</td>
<td>PR for Non Profits</td>
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<td>Levyn K</td>
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<td>Lewis J</td>
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<td>40%</td>
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<td>Lieberman A J</td>
<td>Beat the Lender</td>
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<td>Job Interviews</td>
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<td>Longobart R D</td>
<td>Beat the Lender</td>
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<td>Lopez M</td>
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<td>36 Hr</td>
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<td>Color Print Lab (2)</td>
<td>48 Hr</td>
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Lowe T L                                            Still Life Composition in Watercolor (2)                 36 Hr
Malphus M L                                      Power Lunch 101                                                      40%
Cool Courtesy                                           40%
Early Etiquette                                          40%
Mann H                                          Comedy Writing                                                        18 Hr
Standup Comedy                                               18 Hr
Manseau F J                                      Youth Drawing                                                           12 Hr
Cartooning for Fun                                         12 Hr
Mansfield W                                              William Mansfield Seminars          Appraisal                                                                   40%
Marshall G                                          Home-Studio Demos                                               6 Hr
McCormick Y                                      Ikebana, Japanese Floral Design                           15 Hr
Miller N                                              Mail Order Business                                               40%
Mojsin L                                         Accent Reduction for Professionals                       40%
Morgan D                                       Right Brain Drawing (2)                                                      42 Hr
Morgen S W                                     Spring Sings                                                              12 Hr
Nethery B                                         Beauty Make-Over/40                                                      40%
Nunes J L                                            Exploration in Pastels                                               18 Hr
Exploration in Oils                                                   21 Hr
Palen C R                                      The Home Manager                                                        40%
Chaos Control                                               40%
Pampillo I                                         Beginning Salsa L1 (2)                                                      40%
Beginning Salsa L2 (2)                                                40%
Parker J                                         Understanding Dreams                                                      40%
Perez-Pena F                                    Spanish/French                                                         96 Hr
Piscopo M                                        Business of Photography                                         12 Hr
Portfolio Development                                              8 Hr
Prestine J S                                Write a Children’s Picture Book                              50%
Find a Publisher                                               50%
Preston B                                         Expressively Speaking                                               40%
Railsback S L                        Sherrie Railsback                                         Freelance Bookkeeper                                               50%
How to Talk to Anyone                                               50%
Reck L W                                         Mature Drivers Improvement (2)                              16 Hr
Reddick M E                                      Government Foreclosures (2)                                             40%
Richardson L G                                      Women and Investing                                                  40%
Rimmon S D                                    Imposing (3)                                                              50%
S. Rimmon & Co., Inc.                    Assertiveness                                                      50%
Robbins J                                         Voice-Overs                                                          40%
Robinson K                                     Fruits & Flowers in Watercolor (2)                          48 Hr
Rose E                                            Color Power                                                             40%
Rounds M                                    Consulting                                               40%
Rounds, Miller & Assoc.                          Consulting                                               40%
Russell M, PH.D.                                          Impact of Adoption                                               40%
Saxon J K                                    Yes, You Can Write a Song                                            18 Hr
Scherillo R                                    Beginning Italian L1                                               18 Hr
Beginning Italian L2                                               18 Hr
Intermediate Italian L1                                               18 Hr
Intermediate Italian L2                                               18 Hr
Shamel A M                                       Black/White Print Lab (2)                                         48 Hr
Singer D L                                         Tai Chi Ch’uan (2)                                                     40%
Small I D
  I. David Small                                    Family Trust                                                              50%
Song J                                            Acupressure/Stretch                                                     9 Hr
Specktor D                                        Beginning Knitting                                                     18 Hr
Stoddard                                           Carefree Travel Packing Light                                             40%
Suen L                                            Beginning Chinese L1/L2 (2)                                          36 Hr
Tarlow E
So. Calif Boat Club, Inc.                             Sailing (6)                                                      $118/Student Kayaking
  (4)                                                            $60/Student
Temp S A                                         ColorTheory & Practice                                               18 Hr     World of
  Collage                                                                     18 Hr
Thacker C L                                       Culinary Classes (3)                                                30 Hr     Cooking
  Basics                                                                  48 Hr
 Thomson P D                                      Creativity Workshop                                             21 Hr
Unger I E                                          Yoga for a Healthy Back (2)                                      40%
Urquhart S                                        Beginning Japanese L1/L2 (2)                                   36 Hr
Val-Essen I                                        Bring Out the Best                                               3 Hr
Weiss C                                          Art of Scrapbooking                                               4 Hr
Westerfield D R
Westerfield & Associates                        Books for Small Business                                         50%
  Tax Workshop                                           40%
    How to Chose/Buy a Personal Computer 50%
Wheeler J J                                     Drawing the Head with Charcoal                                  18 Hr
    Painting the Head in Oil                                  18 Hr
Wickland G                                        Video/Digital Camera                                           12 Hr
Wyels J G                                         Travel Writing                                                 50%
Wyllie J                                          Horsemanship (6)                                         $180/Student
  James Wyllie
Bronstein M                                       Spring Intensive ESL                                               400 Hr
Clark L L                                         I V Therapy (2)                                                            24 Hr
de Elejalde K                                      Spring Intensive ESL                                               400 Hr
DiRende S                                        Spring Intensive ESL                                               400 Hr
Education to Go                                On Line Computer Classes (92)                 $29/Student
    $29/Student
Grillo M A                                         Private Pilot Ground School                                  42 Hr
Hammond C                                          Introduction to Excel                                              30%
    Intermediate Excel                                         30%
    Microsoft Word                                               30%
    Intermediate Word                                            30%
Hurwit M A                                     Medical Transcription                                           50 Hr
   Lev H C                                           Real Estate Exam Review                                       6 Hr
    Real Estate Principles                                        45 Hr
    Real Estate Practice                                         45 Hr
    Legal Aspects-Real Estate                                   45 Hr
    Levin T                                       Spring Intensive ESL                                               400 Hr
    Lowcock F E                                        Adobe Photoshop (3)                                         30%
    Miller M E                                          Computer Baby Steps (2)                                         30%
http://www.smc.edu/admin/trustees/meetings/2000/agenda011000/agenda.htm (19 of 34)
CONSENT AGENDA:

ACTION

January 10, 2000

BOARD OF TRUSTEES

Santa Monica Community College District

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 17 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.

ELECTIONS

HOURLY

(List on file in the Human Resources - Academic)

PLACEMENT OF ADMINISTRATIVE POSITION ON SALARY SCHEDULE

Executive Vice-President

Range XIII, Step 6 ($121,778) 07/6/99

Academic Administrative Salary Schedule

LEAVES OF ABSENCE

MEDICAL LEAVE

Dobbs, Clifton III Counselor 12/14/99 “ 01/14/00

SEPARATIONS

RESIGNATION

Bridges, Avie J. Director of Athletics 12/31/99

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

RECOMMENDATION NO. 18 CONTRACT FOR INTERIM ATHLETIC DIRECTOR

It is recommended that the Board of Trustees authorize a contract with Terry Marre to provide services as interim athletic director at the rate of $5,500 per month for the period of January 11 through March 31, 2000.

Comment: Terry Marre will provide interim leadership for the SMC athletic program until the Director of Athletics position is permanently filled.
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 19 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.

PROBATIONARY

Carlos, Ismael, Comm College Police Trainee, College Police
Coleman, Sarah, Financial Aid Tech, Financial Aid
Nguyen, Trung, Comm College Police Trainee, College Police
Paulson, Robert, Multimedia Comp Lab Specialist, AET
Philipson, Adam, Dept Secretary, 20 hrs/wk, 12 mos, Plan/Dev
Rankin-Scales, Vivian, Dept Secretary I, Art
Santoya, David, Multimedia Comp Lab Specialist, AET
Seldon, Stuart, Multimedia Comp Lab Specialist, AET

REINSTATEMENT

Romano, Jere, Comm College Police Officer, College Police

STIPEND

Oseguera, Ismenia, Custodian, Operations (varied hours) 5%

MEDICAL/WITH PAY

Athanism, Helen, Personnel Analyst II, Personnel Commission
Dick-Pineiro, Florence, Cash Receipts Clk, Aux Business
Gire, Richard, Auto/Toolrm Coordinator, Auto/Trades
Estrada, Teresa, Custodian NS-2, Operations
Garcia, Kathleen, Custodian NS-2, Operations
Gaines, Sydney, Dept Sec I, Women’s Ctr
Martin, Sonya, Mgr-Personnel Commission, Personnel Comm
Preston, Patricia, Immigration Coordinator, Intl Education Ctr
Sawyer, Nelson, Lead Bkstore Oper Asst, Bkstore(reduce 4 hrs/day)
Stevenson, Ron, Custodian NS-2, Operations

MEDICAL/WITHOUT PAY

Dick-Pineiro, Florance, Cash Receipts Clk, Aux Business

39-MONTH REEMPLOYMENT LIST (MEDICAL LAY-OFF)

Quaintance, Keith, Lab Tech-Art, Art

SEPARATIONS

RESIGNATION FOR PURPOSES OF RETIREMENT

King, William, Media Resources Asst. II, LRC/Library

DISMISSAL

Takara, Mindy, International Education Assistant, International Ed.
The Board hereby accepts immediately the resignation/retirement of the above listed personnel to be effective as indicated.

<table>
<thead>
<tr>
<th>Personnel Name</th>
<th>Position/Department</th>
<th>Appointment Dates</th>
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<tbody>
<tr>
<td>Wamsley, Bruce</td>
<td>Metalworker/Welder, Maintenance</td>
<td>11/8/99</td>
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<tr>
<td>Anderson, Jane</td>
<td>Department Secretary I, Library</td>
<td>12/14/99 “ 01/31/00</td>
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<tr>
<td>Brownlie-Gillispie, Tutoring</td>
<td>Coordinator-Bus, Business</td>
<td>12/01/99 “ 02/28/00</td>
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<tr>
<td>Martinez, Rosaura</td>
<td>Reg. &amp; Enrll Coordinator, Office of Schl Rlts.</td>
<td>01/03/00 “ 03/03/00</td>
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<td>Alvarez, Marlon</td>
<td>Community Outreach Aide, Office of Schl Rlts.</td>
<td>01/03/00 “ 06/30/00</td>
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<td>Alvarado, Claudia</td>
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<td>01/03/00 “ 06/30/00</td>
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<td>01/03/00 “ 02/11/00</td>
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http://www.smc.edu/admin/trustees/meetings/2000/agenda011000/agenda.htm (22 of 34)
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**TEMPORARY** (Limited Term: assignment not to exceed 120 working days/fiscal year)

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<td>Registration/Info Clerk, Office of School Relations</td>
<td>Greenfield, Julie</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of Schol Rlts.</td>
<td>Hauser, Abbe</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Relations</td>
<td>Jones, Tia</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Instructional Asst.-Math, Mathematics</td>
<td>Khorsandravan, Shahryar</td>
<td>12/02/99</td>
<td>02/11/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Rlts.</td>
<td>Marrow, Letesha</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Department Secretary I, Risk Management</td>
<td>McLeod, Judith</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Relations</td>
<td>Ng, Mark</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Relations</td>
<td>Nieto, Bahman</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Rlts.</td>
<td>Nieto, Genoveva</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Rlts.</td>
<td>Rodriguez, Zaida</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Relations</td>
<td>Silva, Rita</td>
<td>11/22/99</td>
<td>12/31/99</td>
</tr>
</tbody>
</table>

**TEMPORARY** (cont’d)

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration/Info Clerk, Office of School Relations</td>
<td>Silva, Rita</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Relations</td>
<td>Spencer, Sonja</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
<tr>
<td>Registration/Info Clerk, Office of School Rlts.</td>
<td>Yamauchi, Caren</td>
<td>01/03/00</td>
<td>06/30/00</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 21  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 (28)
$6.19/hr

FEDERAL/STATE FUNDED STUDENT EMPLOYEES
College Work-Study Student Assistant (13)
$6.19/hr

PHYSICAL EDUCATION DEPARTMENT EMPLOYEES
Recreation Director II
$8.12/hr.

PROFESSIONAL EXPERTS

CalWorks Project Specialist
Ehrlich, Rosina 01/01/2000 – 06/30/2000
Yanez, Mercedes 01/18/2000 – 06/30/2000

Workforce and Economic Development Project Specialist - $3,750/mo
Garcia, Dennis 01/11/2000 – 06/30/2000

PROFESSIONAL EXPERTS
Art Model (1)
$14.00/hr

Community Services Specialist I (2)
$27.40/hr

Community Services Specialist II (1)
$38.00/hr

List(s) available in the Human Resources Office and attached to permanent minutes.
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 22  KCRW: CONSULTANTS

It is recommended that the Board of Trustees authorize an agreement with the following consultant for KCRW for the period of January 1, 2000 through June 30, 2000.

1492 TECHNOLOGIES: For consulting services regarding specific projects in planning KCRW’s website needs; offering long-term strategy, applications development and custom solutions. Basic retainer of $300 per month, for a total not to exceed $2,000.

Funding Source: KCRW donations

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

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 23-A  FACILITIES: SCHEDULED MAINTENANCE AND SPECIAL REPAIRS PROGRAM

It is recommended that the Board of Trustees approve the filing of the Scheduled Maintenance and Special Repairs Program 2000-01 through 2004-05 with the State Chancellor’s Office.

<table>
<thead>
<tr>
<th>District</th>
<th>Project Description</th>
<th>1999-00 Amount</th>
<th>2000-01 Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Replace Exhaust Fan Unit, Cosmetology/Bus. Bldg.*</td>
<td>$ 54,030</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Replace Clearstory Window Assemblies, Art Building</td>
<td>$116,320</td>
<td>123,135</td>
</tr>
<tr>
<td>3</td>
<td>Roof Replacement, Student Activities Building</td>
<td>131,550</td>
<td>142,630</td>
</tr>
<tr>
<td>4</td>
<td>Replace HV System, Madison Multi-Purpose Room*</td>
<td>65,040</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Replace Electrical Panels, Various Buildings*</td>
<td>253,820</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Replace Air handler Motors/Bearings, Various Buildings*</td>
<td>101,030</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Replace Emergency Lighting, Various Buildings*</td>
<td>81,560</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Replace Air Handler Coll, Media Center*</td>
<td>46,980</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Replace Storm Drains at Gym and Music Buildings*</td>
<td>136,160</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Replacement of Door Assemblies, Gymnasium</td>
<td>58,550</td>
<td>66,645</td>
</tr>
<tr>
<td>11</td>
<td>Replacement of Door Assemblies, Art &amp; Stu. Activ. Bldgs.</td>
<td>61,952</td>
<td>62,931</td>
</tr>
<tr>
<td>12</td>
<td>Replace Floor Covering, Letters &amp; Science Building</td>
<td>46,526</td>
<td>47,547</td>
</tr>
</tbody>
</table>

GRAND TOTAL DISTRICT AMOUNT For 2000-01 $1,181,508

Comment: The priority categories are established by the State Chancellor’s Office and the District identifies its projects that fit into those categories. The projects indicated with * are new for 2000-01.

RECOMMENDATION NO. 23-B  FACILITIES: SHUTTLE LOTS - CPI INCREASE ON ANNUAL LEASE
It is recommended that the Board of Trustees authorize the District to increase the month-to-month lease with the CITY OF SANTA MONICA for the Airport Shuttle Lots to $5,219.40, an increase of $419.40, effective December 1, 1999.

Funding Source: FEMA

Comment: The City of Santa Monica charges the District for the use of the shuttle parking lots at the Santa Monica Airport. This is the first increase since the 1994 Northridge earthquake. The District is reimbursed by FEMA as part of the earthquake recovery.

BOARD OF TRUSTEES
Santa Monica Community College District  Action
January 10, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

- RECOMMENDATION NO. 23-C  FACILITIES: MECHANICAL ENGINEERING SERVICES, REPLACE BOILERS, GYMNASIUM

It is recommended that the Board of Trustees authorize the District to enter into an agreement with KHALIFEH & ASSOCIATES for mechanical engineering services associated with the Replacement of Boilers, Gymnasium project for an amount not to exceed $39,650, plus reimbursables.

Funding Source: State Scheduled Maintenance Program/District

Comment: This project is 50% funded by the 1999-2000 State Scheduled Maintenance & Special Repairs Program

- RECOMMENDATION NO. 23-D  FACILITIES: MECHANICAL ENGINEERING SERVICES, REPLACE AIR HANDLER MOTOR, TECHNOLOGY BUILDING

It is recommended that the Board of Trustees authorize the District to enter into an agreement with KHALIFEH & ASSOCIATES for mechanical engineering services associated with the Replacement of Air Handler Motor, Technology Building project for an amount not to exceed $1,200, plus reimbursables.

Funding Source: State Scheduled Maintenance Program/District

Comment: This project is 50% funded by the 1999-2000 State Scheduled Maintenance & Special Repairs Program

BOARD OF TRUSTEES
Santa Monica Community College District  Action
January 10, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

-
SERVICES, REPLACE AIR HANDLER COIL, TECHNOLOGY BUILDING

It is recommended that the Board of Trustees authorize the District to enter into an agreement with KHALIFEH & ASSOCIATES for mechanical engineering services associated with the Replacement of Air Handler Coil, Technology Building project for an amount not to exceed $5,700, plus reimbursables.

**Funding Source:** State Scheduled Maintenance Program/District

**Comment:** This project is 50% funded by the 1990-2000 State Scheduled Maintenance & Special Repairs Program

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RECOMMENDATION NO. 23-F  FACILITIES: REDUCTION OF CONTRACT RETENTION – EARTHQUAKE REPLACEMENT SCIENCE BUILDING

It is recommended that the Board of Trustees authorize the District to reduce the contract retention from 5.85% to 2.5% on the Earthquake Replacement Science Building project.

**Funding Source:** FEMA and Prop T

**Comment:** The District has taken occupancy of the building and the contractor is making required progress toward completion of punch list items.

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BOARD OF TRUSTEES  
Santa Monica Community College District  
January 10, 2000

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

**RECOMMENDATION NO. 23-G**  FACILITIES: ARCHITECTURAL SERVICES, LIBRARY ELECTRICAL LOAD CENTER

It is recommended that the Board of Trustees authorize the District to enter into an agreement with ANSHEN + ALLEN for architectural services associated with the Library Electrical Load Center project for an amount not to exceed $30,000, plus reimbursables.

**Funding Source:** State Scheduled Maintenance Program/District

**Comment:** This agreement will provide for the design development and preparation of bid documents for the proposed Electrical Load Center, Phase 1 work to be situated west of the Library. The existing Library electrical load center does not have the capacity to feed the proposed Library Addition. This load center will provide electrical service for the existing Library, Media Center, Library Addition, PE Shower & Locker Bldg., Gymnasium and PE Bungalows. This load center will also have the potential expandable capacity to feed future master plan projects in the central campus area and the refeed of existing central and south campus buildings as the need arises.

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**RECOMMENDATION NO. 23-H**  FACILITIES: COMPLETION OF HAZARD MITIGATION PROJECT, VARIOUS BUILDINGS

Subject to completion of punch list items by PACIFIC GENERAL, it is recommended that the Board of Trustees authorize the Executive Vice President, without further action of the Board of Trustees, to accept the project described
as Hazard Mitigation Project, Various Buildings, as being completed upon PACIFIC GENERAL's completion of punch list items. The date of Final Completion and Final Acceptance shall be determined by the Executive Vice President. Subject to the foregoing and in accordance with and in strict compliance with all applicable provisions and requirements of the contract document relating thereto upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 24      COMMERCIAL WARRANT REGISTER

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

November 1 – November 30, 1999  4155 – 4172  $5,131,528.32

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

RECOMMENDATION NO. 25      PAYROLL WARRANT REGISTER

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

November 1 – November 30, 1999  301-C – C2E-N  $5,636,141.39

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

RECOMMENDATION NO. 26      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.

November 1 - November 30, 1999  69381 - 59821  $3,146,598

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

December 1 – December 31, 1999           D31657– D31714                $23,624.75

RECOMMENDATION NO. 28-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.

<table>
<thead>
<tr>
<th>Purchase Orders - FY 99/2000</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>A)  P. O. 71546 - 71668</td>
<td>839,951.22</td>
</tr>
<tr>
<td>B)  Telephone Orders</td>
<td>103,655.45</td>
</tr>
<tr>
<td>C)  Change Orders</td>
<td>109,805.24</td>
</tr>
<tr>
<td>D)  Auxiliary Orders</td>
<td>15,485.93</td>
</tr>
<tr>
<td>E)  Auxiliary Change Orders</td>
<td>13,430.45</td>
</tr>
</tbody>
</table>

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

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 28-B  PURCHASING: AWARD OF BID FOR BROADCAST EQUIPMENT AND SUPPLIES

It is recommended that the Board of Trustees award bid 99000-B4 for Broadcast Equipment and supplies to the lowest responsive bidders as follows:

Broadcast Supply Worldwide, Inc.  $16,659.68
Harris Corporation, Inc.         $72,068.04
RF Specialties, Inc.             $15,499.24
Talley Communications, Inc.      $2,077.36
Western Technical Services, Inc. $2,860.61

TOTAL: $109,164.93

Funding Source: National Telecommunications and Information Administration Public Telecommunications Facilities Program

Comment: This is a Federal grant awarded to KCRW to purchase the equipment for the remote transmitter serving the Palm Springs area. Bids were solicited for this specialized equipment through newspaper advertisements and a mailing.
RECOMMENDATION NO. 29 NOMINATION TO CCCT BOARD OF DIRECTORS

It is recommended that the Board of Trustees nominate Carole Currey for re-election to the California Community College Trustees (CCCT) Board of Directors.

COMMENT: Nominations for membership on the CCCT Board will be accepted in the CCLC office from January 1 through February 15, 2000. The election of members of the CCCT Board will take place between March 10 and April 25. Ten persons will be elected to the board this year; the ten candidates to receive the most votes will serve two-year terms. The election results will be announced by May 1, 2000.

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

- 

RECOMMENDATION NO. 30 PUBLIC HEARING - CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36 INITIAL PROPOSAL

It is recommended that the Board of Trustees conduct a public hearing to provide the public an opportunity to respond to the initial proposal of the California School Employees Association (CSEA) Chapter 36 for contract negotiations.

COMMENT: California School Employees Association Chapter 36 presented its initial proposal at a meeting of the Board of Trustees on December 6, 1999. According to the Educational Employment Relations Act, the Board must allow for the public to respond prior to the Board adopting its initial position.

PUBLIC HEARING CONVENED:

MOTION MADE BY: 
SECONDED BY: 
STUDENT ADVISORY: 
RECOMMENDATION NO. 31  SMCCD INITIAL PROPOSAL TO CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36

It is recommended that the Board of Trustees present the Santa Monica Community College District’s initial proposal to the California School Employees Association (Chapter 36) for a successor collective bargaining agreement.

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

RECOMMENDATION NO. 32  2000-2001 NONRESIDENT TUITION RATE

It is recommended that for 2000-2001 the Board of Trustees adopt the rate of $130 per unit per semester for nonresident tuition based upon the new statewide average cost of education.
It is further recommended that the Board of Trustees adopt a $20 per semester unit capital outlay recovery surcharge for nonresident tuition to be charged to nonresident students who are both citizens and residents of a foreign country.

Comment: This action is the first increase in the basic nonresident tuition rate in the last four years. The rate for nonresident students has been $125 per unit. The new rate for 2000-2001 of $130 is the new statewide average cost of education as calculated by the Chancellor’s Office. The $20 capital surcharge is based upon the average capital cost for the Santa Monica Community College District in 1998-99 and reflects a three dollar per unit increase for capital expenditures.

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

BOARD OF TRUSTEES
Santa Monica Community College District
Action
January 10, 2000

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 33
RESOLUTION ELECTING TO BE SUBJECT TO SECTION 22873 OF THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT

WHEREAS, Government Code Section 22850 and/or 22850.3 provides the benefits of the Public Employees’ Medical and Hospital Care Act to employees of local agencies contracting with the Public Employees Retirement System; and

WHEREAS, Santa Monica Community College District, hereinafter referred to as Contracting Agency, is a local agency contracting with the Public Employee’s Retirement System under the Act; and

WHEREAS, The Contracting Agency desires to obtain for its employees and annuitants the benefit of Section 22873 and to accept the liabilities and obligations of a contracting agency under the Section; now, therefore, be it

RESOLVED, That the Contracting Agency elect, and its does hereby elect, to the subject to the provisions of Section 22873 of the Government Code.

Comment: Legislation has passed which allows domestic partners to register with the Secretary of State and be eligible to enroll in CalPERS health plans. This resolution will permit the District to begin to enroll domestic partners in its health insurance plans.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:
RECOMMENDATION NO. 34       INSTITUTIONAL MEMBERSHIPS, 1999-2000

It is recommended that the Board of Trustees approve the following institutional memberships for 1999-2000:

Affirmative Action, Diversity & Equity Consortium-So. Region (AADEC-SR)
Council for Resource Development (CRD)
KCET-TV
KOCE-TV
National College Fairs Advisory Committee (NACAC)
National Council for Research on Women
National Council for Opportunity in Education (COE)
Town Hall Los Angeles
West Los Angeles Chamber of Commerce

Funding Source: District funds

Comment: Institutional memberships are submitted to the Board for approval twice a year (June and January). These memberships were requested after the annual approval in June, 1999.

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

RECOMMENDATION NO. 35       ACADEMIC MANAGERS, CLASSIFIED ADMINISTRATORS, CLASSIFIED MANAGERS AND CLASSIFIED CONFIDENTIAL EMPLOYEES SALARY SCHEDULES, 2000

It is recommended that the salary schedules for academic managers, classified administrators, classified managers and confidential employees be increased by two percent (2%) effective January 1, 2000.

MOTION MADE BY:
INFORMATION ITEM E  GRANT SUBMITTALS

Title of Grant: Center for International Trade Development
Granting Agency: California Community Colleges Chancellor’s Office
Requested Funding: $178,875 (first year of a five year grant)
Matching Funds: $179,788 (SMC in-kind and contributions from the Alameda Corridor Project and the Los Angeles Transportation Foundation)
Performance Period: July 1, 2000 - June 30, 2001 (first year of a five year grant)
Summary: The proposed CITD will provide Los Angeles area businesses training, counseling, and referral services. Funding will be used to develop curriculum, provide internship opportunities for faculty, and work with other CITDs throughout the state.

ADJOURNMENT

A special meeting (closed session) of the Board of Trustees is tentatively scheduled for Monday, January 31, 2000 to review and discuss the Factfinding report. The time is yet to be determined.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, February 7, 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.