SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

MONDAY,
JANUARY 14, 2008

Santa Monica College
Board Room (Business Building Room 117)
1900 Pico Boulevard
Santa Monica, California

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 Monday, January 14, 2008.

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
   C  Public Comments on Closed Session Items

II. CLOSED SESSION
   • Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9)
     SMC Faculty Association and Odemaris Valdivia
   • Public Employee – Evaluation, pursuant to Government Code Section 54957
     Evaluation of the Superintendent/President

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS
   D  Pledge of Allegiance
   E  Closed Session Report
   F  Public Comments

IV. SUPERINTENDENT’S REPORT
   • Management Association Update
   • Updates:
     – Focus the Nation Day
     – Schedule of Reports for Board of Trustees
     – Human Resources Training Sessions
     – California Employment Training Panel (ETP)
     – Community Outreach/Meetings – Student Services Building

V. ACADEMIC SENATE REPORT

VI. MAJOR ITEMS OF BUSINESS
   G  State Budget Update and Legislative Report
   #1 Nomination to CCCT Board of Directors
   #2 2008-2009 Nonresident Tuition Rate
VII. **CONSENT AGENDA**

**Approval of Minutes**
#3 Approval of Minutes – December 10, 2007 (Regular Meeting)

**Grants and Contracts**
#4 Acceptance of Grants and Budget Augmentation
#5 Contracts and Consultants
  5-A Subcontractual Agreement with External Evaluator for LAUP Grant
  5-B Workshop Facilitator for LAUP Project Kickoff
  5-C Amendment to Agreement for Distance Education Services
  5-D Consortium for Respiratory Therapy Program
  5-E Consultant for Flex Day
  5-F Consultant for Risk Management
  5-G Agreement for Professional Services
  5-H Agreement for Mediation Services
  5-I Agreement for Arbitration Services
  5-J Agreement for FERPA Training
  5-K Renewal of Agreement for Kaiser Health Maintenance Plan
  5-L KCRW Consultants
#6 Organizational Memberships, 2007-2008
#7 2008-2009 College Calendar
#8 New Non-Credit Continuing Education Courses and Adult High School Certificate

**Human Resources**
#9 Academic Personnel
#10 Classified Personnel – Regular
#11 Classified Personnel – Limited Duration
#12 Classified Personnel – Non Merit

**Facilities and Fiscal**
#13 Facilities
  13-A Change Order No. 11 – Liberal Arts South Building
  13-B Construction Escrow Agreement – Campus Quad
  13-C Agreement for Engineering Services – Theatre Arts Mezzanine
  13-D Amendment to Agreement for Architectural Services – Liberal Arts North Building
  13-E Amendment to Agreement for Architectural Services – Bundy Northeast Driveway
  13-F Amendment to Consulting Agreement – State Capital Outlay Projects
#14 Budget Transfers
#15 Auxiliary Payments and Purchase Orders
#16 Purchasing
  16-A Award of Purchase Orders
  16-B Award of Bid for Madison Theater Lighting
  16-C Purchasing Agreements and Authorization of Purchase Orders
VIII. **CONSENT AGENDA – Pulled Recommendations**
Recommendations pulled from the Section VII. Consent Agenda to be discussed and voted on separately. Depending on time constraints, these items might be carried over to another meeting.

IX. **BOARD POLICY**

#17 Board Policy: First Reading of Board Policy 6350 – Naming of College Facilities

X. **INFORMATION**

H Board Discussion: Ad Hoc Subcommittee Recommendations

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Monday, February 11, 2008** 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.
I. ORGANIZATIONAL FUNCTIONS

A  CALL TO ORDER

B  ROLL CALL
   Rob Rader, Chair
   Louise Jaffe, Vice-Chair
   Dr. Susan Aminoff
   Judge David Finkel (Ret.)
   Dr. Nancy Greenstein
   Dr. Margaret Quiñones-Perez
   Dr. Andrew Walzer
   Adel Morad, Student Trustee

C  PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

• Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9)

• Public Employee – Evaluation, pursuant to Government Code Section 54957
  Evaluation of the Superintendent/President

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

D  PLEDGE OF ALLEGIANCE

E  CLOSED SESSION REPORT
   Board of Trustees Chair Rob Rader reported that in closed session, the Board approved a settlement agreement between Odemaris Valdivia and the college in exchange for the withdrawal of a complaint and a dismissal of a grievance. The agreement calls for Valdivia to be moved retroactively from salary step 9 to step 12 of the faculty schedule, effective the fall semester of 2007; Valdivia will be compensated within 30 days of the signing of the settlement agreement; and the Faculty Association and college will negotiate clarifying language for Appendix C-2 of the faculty agreement with the college – specifically, paragraph 5 having to do with “vocational experience.”

F  PUBLIC COMMENTS
   Afram Chukro
   Zina Josephs
   Marlon “AAngel” Tett
IV. SUPERINTENDENT’S REPORT

Management Association Update: Mona Martin, President-Elect of the Management Association President Kiersten Elliott announced that Mona Martin, dean of learning resources, and Lisa Rose, District/Board of Trustees executive coordinator, were the recipients of December’s “Above and Beyond” awards.

- Updates:
  - Associated Students Director Luis Suarez reported that Focus the Nation Day will be held on January 31, 2008 in the Amphitheater, 8 a.m to 5 p.m. Focus the Nation Day is a national teach-in on global warming solutions, and SMC is one of more than 1,000 colleges and universities nationwide participating in the event.
  - Schedule of Reports for Board of Trustees: A tentative schedule of reports for Board of Trustees meetings was reviewed and discussed.
  - Human Resources Training Sessions: Vice President of Human Resources Marcy Wade reported that the Human Resources department has begun a year-long process of providing sexual harassment prevention training to employees. To comply with federal law, the department already held five such sessions in the fall, reaching 65 managers and 30 department chairs so far. The HR department will continue to have sessions throughout the remainder of this school year and will also offer such training to other employees, including student workers.
  - California Employment Training Panel (ETP): Chito Cajayon, Dean of Workforce and Economic development, reported that the college has received a second California Employment Training Panel grant to train workers in manufacturing and in logistics, which is the fast-growing field of the worldwide movement of goods and services. The $250,000 grant will target training of 250 employees in such areas as program and project management and computer skills.
  - Community Outreach/Meetings – Student Services Building: Don Girard, Senior Director of Government Relations/Institutional Communications, reported that the college is currently circulating an environmental document on the Student Services Replacement, Bookstore Modernization and Pico Improvements Project. Girard said the college held two community presentations on the proposed project, publicizing both widely through mailings to neighbors and through local newspapers. The environmental document is expected to come to the Board for a vote in February, he said.

V. ACADEMIC SENATE REPORT

Richard Tahvildaran-Jesswein
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM G

SUBJECT: STATE BUDGET UPDATE/LEGISLATIVE REPORT

SUBMITTED BY: Superintendent/President

SUMMARY: Officials presented a gloomy picture of the state budget that will affect SMC in the current fiscal year and in 2008-09. Dale Shimasaki of Strategic Education Services, SMC's Sacramento lobbyist, noted that Governor Arnold Schwarzenegger has proposed a $40 million cut to community colleges this year and a $483 million reduction in 2008-09. The governor's budget for 2008-09 would eliminate any cost-of-living allowance (COLA) increase, would provide funds for 1 percent growth and would cut categorical programs – such as Disabled Student Services and EOPS – by 10.9 percent.

There is some good news in the governor's budget: for example, there is no cut in general apportionment funds and the one percent limit on growth funds does not impact SMC because the college's enrollment is stable. Nevertheless, in anticipation of state cuts this year, the college will begin an immediate review to identify a $400,000 reduction in spending in the current SMC budget.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: NOMINATION TO CCCT BOARD OF DIRECTORS

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: The Board of Trustees nominate a trustee for election to the California Community College Trustees (CCCT) Board of Directors.

BACKGROUND: Nominations for membership on the CCCT Board of Directors will be accepted in the CCLC office from January 1 through February 15, 2008. Each district may nominate members of its board, but only one trustee per district may serve on the board.

The election of members of the CCCT Board will take place between March 10 and April 25, 2008. 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 at the CCCT annual conference in May, 2008, and newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 4, 2008.

NOMINATION: Motion was made by Susan Aminoff and seconded by Nancy Greenstein to nominate Andrew Walzer for election to the CCCT Board of Directors.

The nomination was approved by acclamation.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: 2008-2009 NONRESIDENT TUITION RATE

SUBMITTED BY: Superintendent/President

RECOMMENDATION: The Board of Trustees adopt the rate of $164 per unit per semester for nonresident tuition for 2008-2009. This is the minimum amount the District is permitted to charge in accordance with California Community Colleges Chancellor’s Office calculation guidelines. It represents a $6 per semester unit increase for the nonresident tuition rate from the 2007-2008 approved rate, but is significantly below the 2008-2009 statewide average rate of $181 per unit.

It is further recommended that the Board of Trustees adopt a $31 per semester unit capital outlay recovery surcharge for 2008-2009 to be charged to nonresident students who are both citizens and residents of a foreign country. This represents a $4 per semester unit increase for the capital outlay surcharge from the 2007-2008 approved surcharge, but is significantly below the $65 per semester unit rate that the District is approved to charge under Chancellor’s Office calculation guidelines.

BACKGROUND: Education Section 76140 authorizes a district to charge a nonresident tuition fee in the event it chooses to admit nonresident students. It also authorizes districts to charge a capital outlay recovery surcharge to nonresident students who are both citizens and residents of a foreign country so that districts may recover a prorata share of their capital outlay expenditures.

MOTION MADE BY: Louise Jaffe
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Abstain
AYES: 5
NOES: 0
ABSTAIN: 1 (Walzer)
ABSENT: 1 (Quiñones-Perez)
VII. CONSENT AGENDA

Any recommendation pulled from the Consent Agenda will be held and discussed in Section VIII, Consent Agenda – Pulled Recommendations

RECOMMENDATION:
The Board of Trustees take the action requested on Consent Agenda Recommendations #3-#16

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #5-C #5-D, #5-F #5-K, #8, #9, #13-D, #13-E, #13-F, #16-C

MOTION MADE BY: David Finkel
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

VIII. CONSENT AGENDA – Pulled Recommendations

Recommendations pulled from the Section VII, Consent Agenda were discussed and voted on separately.

RECOMMENDATION NO. 5-C – AMENDMENT TO AGREEMENT FOR DISTANCE EDUCATION SERVICES

MOTION MADE BY: Susan Aminoff
SECONDED BY: David Finkel
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSTENTION: Andrew Walzer
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 5-D – CONSORTIUM FOR RESPIRATORY THERAPY PROGRAM

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)
VIII. CONSENT AGENDA – Pulled Recommendations (continued)

RECOMMENDATION NO. 5-F – CONSULTANT FOR RISK MANAGEMENT

MOTION MADE BY: David Finkel
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Abstain
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 5-K – RENEWAL OF AGREEMENT FOR KAISER HEALTH MAINTENANCE PLAN

MOTION MADE BY: David Finkel
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 8 – NEW NON-CREDIT CONTINUING EDUCATION COURSES AND ADULT HIGH SCHOOL CERTIFICATE

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Andrew Walzer
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 9 – ACADEMIC PERSONNEL

MOTION MADE BY: Andrew Walzer
SECONDED BY: David Finkel
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)
VIII. **CONSENT AGENDA – Pulled Recommendations** (continued)

RECOMMENDATION NO. 13-D – AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – LIBERAL ARTS REPLACEMENT NORTH BUILDING

MOTION MADE BY: Rob Rader  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 13-E – AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – BUNDY NORTHEAST DRIVEWAY

MOTION MADE BY: Louise Jaffe  
SECONDED BY: David Finkel  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 13-F – AMENDMENT TO AGREEMENT – STATE CAPITAL OUTLAY PROJECTS

MOTION MADE BY: Rob Rader  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSENT: 1 (Quiñones-Perez)

RECOMMENDATION NO. 16-C – PURCHASING AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS

MOTION MADE BY: David Finkel  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSENT: 1 (Quiñones-Perez)
VII. CONSENT AGENDA

RECOMMENDATION NO. 3   APPROVAL OF MINUTES

Approval of the minutes of the following meeting of the Santa Monica Community College District Board of Trustees:

December 10, 2007 (Regular Board of Trustees Meeting)
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 4  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION
Requested Action: Approval/Ratification

Title of Grant: ARCHES Aurora Project

Granting Agency: University of California, Riverside, through an MOU with Foothill-De Anza Community College District

Award Amount: $3,000

Matching Funds: Not applicable


Summary: The ARCHES project will work closely with SMC’s existing Copernicus project to address the critical need for qualified, credentialed math and science teachers. Through a subaward from UCR, SMC faculty will develop a Chemistry and Education learning community that includes fieldwork experience, team teaching, and student collaboration. The goal is to recruit 18 students to participate in the learning community.

Budget Augmentation: Restricted fund 01.3

Income

<table>
<thead>
<tr>
<th>Income</th>
<th>State</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>8000</td>
<td></td>
<td>3,000</td>
</tr>
</tbody>
</table>

Expenditures

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Instructional Salaries</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td></td>
<td>2,000</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>250</td>
</tr>
<tr>
<td>4000</td>
<td>Books and Supplies</td>
<td>750</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 4   ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION (continued)

Title of Grant: Logistics and Manufacturing Re-Training Program (ETP)
Organization: California Employment Training Panel (ETP)
Funding Amount: $250,586
Matching Funding: N/A
Summary: The California Employment Training Panel (ETP) will be contracting with Santa Monica College (SMC) to deliver re-training programs to workers in the logistics and manufacturing industries. The contract will provide customized skills training workshops at local companies who have workers that have inadequate/oultdated job skills and competencies. As a result of limited internal training capacities and trends occurring in these industries, many workers face the possibility of lay-off or termination.

SMC will work collaboratively with companies such as Performance Team (3PL), Eagle Logistics, and Alliance Shippers to conduct the re-training activities. The project will serve 253 workers within the two-year period.

Budget:
Income:

| 8000 | $250,586 |

Expenditures

| 1000 Salaries | 0 |
| 2000 Classified Salaries | 96,000 |
| 3000 Benefits | 4,800 |
| 4000 Supplies | 8,090 |
| 5000 Other | 111,796 |
| 6000 Equipment | 5,900 |
| 7000 Other outgo | 24,000 |
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 5  CONTRACTS AND CONSULTANTS
Requested Action: Approval/Ratification

5-A  SUBCONTRACTUAL AGREEMENT WITH EXTERNAL EVALUATOR FOR LAUP GRANT

Consultant: Vital Research
Amount of Contract: $15,000
Funding Source: Los Angeles Universal Preschool/Early Start Pathway for Early Childhood Education
Summary of Services: As part of the Los Angeles Universal Preschool Early Start Pathway Grant, SMC is required to hire an external evaluator to assist with the evaluation of the grant. Vital Research is well-known in the Southern California region for their evaluation of early childhood education projects. They are currently serving as the evaluator for three other LAUP grant-funded projects, which will facilitate the evaluation process and provide an economy of scale.

5-B  WORKSHOP FACILITATOR FOR LAUP PROJECT KICKOFF

Consultant: Mandy Jenkins
Amount of Contract: Not to exceed $800 (includes necessary expenses):
Term of Contract: December 14, 2007
Funding Source: Los Angeles Universal Preschool/Early Start Pathway for Early Childhood Education
Summary of Services: As a presenter during the LAUP Project Kickoff on December 14, 2007, Ms. Jenkins helped facilitate the meeting and gave a presentation on the need for ECE professionals in California and the career opportunities available.
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 5  CONTRACTS AND CONSULTANTS (continued)

5-C  AMENDMENT TO AGREEMENT FOR DISTANCE EDUCATION SERVICES

Provider: eCollege (provider of services to SMC’s Distance Education Program)
Amount of Contract: $752,000 to $950,000, depending on the annual seat count (16,000 to 21,000 seats)
Term of Contract: Extension of the annual site license – based on the anticipated number of enrollments or “seats” – by two years with an option for a third year. Santa Monica College entered into the current three-year contract in 2005 and it is due to expire in June 2008. This amendment will extend that period through June 2010 with an option for a third year (through June 2011).
Funding Source: District Budget/Distance Education
Summary: For each year of the contract, SMC guarantees the number of enrollment “seats” for the site license. The annual contract amount is based on the “per seat” amount cost multiplied by the guaranteed seat amount. This amendment has been reviewed and recommended by the Academic Senate Distance Education Committee.

5-D  CONSORTIUM FOR RESPIRATORY THERAPY PROGRAM

Consortium: Los Angeles Community College District for East Los Angeles College (ELAC) and Santa Monica College.
Term: July 1, 2007 through June 30, 2012
Summary: The purpose of the agreement is to renew the partnership between the Respiratory Therapy education programs of ELAC and SMC, pursuant to which ELAC or SMC, as applicable, to grant an Associate Degree to its respective students who succeed in completing the specific program and general education requirements of the ELAC/SMC accredited Respiratory Therapy program. Students from both colleges may take classes at ELAC and SMC and receive credit from their respective college.

The agreement defines the collaborative roles of each member of the consortium and describes governance, lines of authority, and degree-granting responsibilities. Instructors must be employees of the college district that collects the apportionment for its student enrollment. SMC is responsible for providing one full-time faculty member and the current level of hourly faculty support to augment instruction at SMC and ELAC as needed; dedicating sufficient funds for 10 hours per week in salaries for clerical support personnel; and providing required supplies and equipment for an introductory RT course taught on the SMC campus.
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 5 CONTRACTS AND CONSULTANTS (continued)

5-E CONSULTANT FOR FLEX DAY
Provider: Mark Morgan Roberge
Amount of Contract: $1,200 plus expenses
Term of Contract: March 7, 2008 (tentative)
Funding Source: Basic Skills Initiative
Summary: Mr. Roberge will present materials and information on curricular and articulation issues related to Generation 1.5, bringing together English and ESL faculty and students as well as high school ESL and Language Arts programs. This is in an effort to expand on the IMPAC initiative to strengthen ties between secondary schools and community colleges serving English Language Learners.

5-F CONSULTANT FOR RISK MANAGEMENT
Provider: Dr. Alex Charish
Amount of Contract: $10,000
Term of Contract: January 2 – June 30, 2008
Funding Source: 2007-08 Risk Management Budget
Summary: To provide ergonomic training, ergonomic assessments, training tapes and written programs.

5-G AGREEMENT FOR PROFESSIONAL SERVICES
Provider: Professional School Services
Amount of Contract: $600 per day, plus housing allowance
Funding Source: 2007-08 District Budget, Business/Administration
Summary: This will continue services provided by Victor Hanson as Interim Chief Business Officer.

5-H AGREEMENT FOR MEDIATION SERVICES
Provider: OC Mediation
Amount of Payment: $225 per hour, not to exceed $1,000
Date: December 20, 2007
Funding Source: 2007-08 District Budget/Human Resources
Summary: Mediation services were provided related to a personnel issue.
<table>
<thead>
<tr>
<th><strong>CONSENT AGENDA: GRANTS AND CONTRACTS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RECOMMENDATION NO. 5 CONTRACTS AND CONSULTANTS (continued)</strong></td>
</tr>
<tr>
<td><strong>5-I AGREEMENT FOR ARBITRATION SERVICES</strong></td>
</tr>
<tr>
<td>Provider: Doug Collins</td>
</tr>
<tr>
<td>Amount of Payment: $800</td>
</tr>
<tr>
<td>Date: January 7, 2008</td>
</tr>
<tr>
<td>Funding Source: 2007-08 District Budget/Human Resources</td>
</tr>
<tr>
<td>Summary: Arbitration services were provided related to a personnel issue.</td>
</tr>
<tr>
<td><strong>5-J AGREEMENT FOR FERPA TRAINING</strong></td>
</tr>
<tr>
<td>Provider: John Snodgrass</td>
</tr>
<tr>
<td>Amount: Not to exceed $500 (including fee and travel expenses)</td>
</tr>
<tr>
<td>Date: January 18, 2008</td>
</tr>
<tr>
<td>Service: Two hour in-person training for Enrollment Development and Student Affairs staff on the Family Educational Rights &amp; Privacy Act (FERPA) guidelines and regulations on the privacy of student records and information. In addition to the in-person training, a CD of the presentation which will include all training materials for future use by SMC will be provided.</td>
</tr>
<tr>
<td>Funding Source: District Budget/Matriculation</td>
</tr>
<tr>
<td><strong>5-K RENEWAL OF AGREEMENT FOR KAISER HEALTH MAINTENANCE PLAN</strong></td>
</tr>
<tr>
<td>Provider: Kaiser Permanente</td>
</tr>
<tr>
<td>Amount: $340.59 per month ($408.71 per month tenthly)</td>
</tr>
<tr>
<td>Effective Dates: January 1, 2008 through December 31, 2008</td>
</tr>
<tr>
<td>Funding Source: District Funds/Health Benefits</td>
</tr>
<tr>
<td>Summary: Article 10.5 – Fringe Benefits for Hourly Employees in the Faculty Association contract states that the District shall contribute an amount equal to the single party Kaiser Health Maintenance Plan premium not under PERS.</td>
</tr>
</tbody>
</table>
**CONSENT AGENDA: GRANTS AND CONTRACTS**

**RECOMMENDATION NO. 5  ** CONTRACTS AND CONSULTANTS *(continued)*

**5-L KCRW CONTRACTS AND CONSULTANTS**

<table>
<thead>
<tr>
<th>Provider</th>
<th>Fees</th>
<th>Effective dates</th>
<th>Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bateman Productions</td>
<td>Invoice #2570, dated 12-2-07, amount of $438.75</td>
<td>November and December 2007</td>
<td>Web Interactive development for KCRW Pledge Drive</td>
</tr>
<tr>
<td></td>
<td>Invoice #2573, dated 11-6-08, amount of $1,397.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dickstein Shapiro, LLP</td>
<td>Payable at varying rates, not to exceed $70,000.</td>
<td>July 1, 2007 through June 30, 2008</td>
<td>Legal services, specialization in FCC related matters.</td>
</tr>
<tr>
<td>Digitaria Interactive, Inc</td>
<td>Varies from $0.21-$0.37/GB; total commitment, of $21,000 per month;</td>
<td>Jan 15, 2008 thru Jan 14, 2009</td>
<td>Flash Streaming-Live &amp; On-demand; Flash Progressive Download,</td>
</tr>
<tr>
<td></td>
<td>Grand total, $252,000.</td>
<td></td>
<td>Windows Media Streaming-Live &amp; On-demand, MP3 Streaming,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Quicktime Streaming</td>
</tr>
<tr>
<td>Evan Kleiman</td>
<td>$4,000 per month; not to exceed $45,000. New rate to start</td>
<td>July 1, 2007 through June 30, 2008</td>
<td>Program Services, Host, “GOOD FOOD.”</td>
</tr>
<tr>
<td>Limelight Networks, Inc</td>
<td>Monthly rate of $5,410.00; not to exceed $64,920.</td>
<td>Jan 1, 2008 thru Dec 31, 2008</td>
<td>For KCRW/SMC to assume Agreement with Limelight Networks, Inc.,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>from KCRW Foundation, Inc. For bandwidth services. Agreement started January 9, 2006.</td>
</tr>
<tr>
<td>Santa Barbara Metropolitan</td>
<td>$200/ad/month; first deposit of $3,000 due prior to April 15, 2008.</td>
<td>Period: April 2008, Nova Tail;</td>
<td>KCRW bus promotion in Santa Barbara</td>
</tr>
<tr>
<td>Transit District</td>
<td>All other payments due by the first of each and every month, prior to</td>
<td>Period: May 2008, Nova Tail;</td>
<td></td>
</tr>
<tr>
<td></td>
<td>the month of service. Grand total, not to exceed: $8,600.</td>
<td>Period: May 2008, 40' Tail;</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Period: June 2008, 40' Tail</td>
<td></td>
</tr>
</tbody>
</table>
### CONSENT AGENDA: GRANTS AND CONTRACTS

#### RECOMMENDATION NO. 5  CONTRACTS AND CONSULTANTS (continued)

#### 5-L  KCRW CONTRACTS AND CONSULTANTS (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Fees</th>
<th>Effective dates</th>
<th>Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Palatine Recordings</td>
<td>$130 for one program</td>
<td>November 26, 2007</td>
<td>Studio usage/ISDN lines/engineering time. For 11-26-07 POLITICS OF CULTURE interview with Taylor Clark.</td>
</tr>
<tr>
<td>Kevin Roderick</td>
<td>$250 per program; total of $1,250.</td>
<td>June 2007</td>
<td>KCRW commentator, LA OBSERVED</td>
</tr>
<tr>
<td>Greg Rorabaugh</td>
<td>$150.00, a one-time payment</td>
<td>December 19, 2007</td>
<td>Yamaha C5 piano tuning service to concert pitch (A440) for Carol King appearance on KCRW.</td>
</tr>
<tr>
<td>Garth Wilson DBA: Orange Soda Pop Amendment A</td>
<td>Payable at varying rates; upon projects’ completion and invoicing; annual total, not to exceed $51,000.</td>
<td>July 1, 2007 thru June 30, 2008</td>
<td>Design/artwork services as needed.</td>
</tr>
</tbody>
</table>

#### Funding Source: KCRW donations
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 6  ORGANIZATIONAL MEMBERSHIPS, 2007-2008
Requested Action: Approval

Approval of the following organizational memberships for 2007-2008:

- Association for the Advancement of Sustainability in Higher Education ((AASHE)
- Asian Pacific Americans in Higher Education (APAHE)

RECOMMENDATION NO. 7  2008-09 COLLEGE CALENDAR
Requested Action: Approval

Approval of the 2008-09 College Calendar

- Summer Session (six weeks): June 16 - July 25, 2009
- Summer Session (eight weeks) June 16 - August 8, 2008
- Fall Flex Week: August 19-22, 2008
- Fall Semester: August 25 - December 16, 2008
- Winter Session: January 5 - February 12, 2009
- Spring Semester: February 17 - June 16, 2009

Institutional Flex Days: August 21, 2008

11 Legal Holidays

5 College Holidays
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 NEW NON-CREDIT CONTINUING EDUCATION COURSES AND ADULT HIGH SCHOOL CERTIFICATE

Requested Action: Approval/Ratification

Non-Credit-Continuing Education Courses

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 900:</td>
<td>CAHSEE Math Prep</td>
<td>ECON 900</td>
<td>Economics.</td>
</tr>
<tr>
<td>MATH 901</td>
<td>Applied Mathematics</td>
<td>GOVT 900</td>
<td>American Government</td>
</tr>
<tr>
<td>MATH 902</td>
<td>Arithmetic 1A</td>
<td>HIST 900</td>
<td>World History 1A</td>
</tr>
<tr>
<td>MATH 903</td>
<td>Arithmetic 1B</td>
<td>HIST 901</td>
<td>World History 1B.</td>
</tr>
<tr>
<td>MATH 904</td>
<td>Algebra 1A</td>
<td>HIST 902</td>
<td>United States History 1A</td>
</tr>
<tr>
<td>MATH 905</td>
<td>Algebra 1B</td>
<td>HIST 903</td>
<td>United States History 1B</td>
</tr>
<tr>
<td>MATH 906</td>
<td>Geometry 1A</td>
<td>LSCI 900</td>
<td>Life Science 1A</td>
</tr>
<tr>
<td>MATH 907</td>
<td>Geometry 1B</td>
<td>LSCI 901</td>
<td>Life Science 1B</td>
</tr>
</tbody>
</table>

Comment: The above courses have been approved by the Curriculum Committee and the Academic Senate.

Certificate Title: Noncredit Certificate of Competency in Secondary Basic Skills (Adult High School Diploma)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 900</td>
<td>Economics</td>
<td>HIST 902</td>
<td>United States History 1A</td>
</tr>
<tr>
<td>ENGL 900</td>
<td>CAHSEE English Language Arts Preparation</td>
<td>HIST 903</td>
<td>United States History 1B</td>
</tr>
<tr>
<td>ENGL 909</td>
<td>English 9A/B</td>
<td>LSCI 900</td>
<td>Life Science 1A</td>
</tr>
<tr>
<td>ENGL 910</td>
<td>English 10A/B</td>
<td>LSCI 901</td>
<td>Life Science 1B</td>
</tr>
<tr>
<td>ENGL 911</td>
<td>English 11A/B</td>
<td>MATH 900</td>
<td>CAHSEE Mathematics Preparation</td>
</tr>
<tr>
<td>ENGL 912</td>
<td>English 12A/B</td>
<td>MATH 901</td>
<td>Applied Mathematics</td>
</tr>
<tr>
<td>GEOG 900</td>
<td>World Geography 1A</td>
<td>MATH 902</td>
<td>Arithmetic 1A</td>
</tr>
<tr>
<td>GEOG 901</td>
<td>World Geography 1B</td>
<td>MATH 903</td>
<td>Arithmetic 1B</td>
</tr>
<tr>
<td>GOVT 900</td>
<td>American Government</td>
<td>MATH 904</td>
<td>Algebra 1A</td>
</tr>
<tr>
<td>HIST 900</td>
<td>World History 1A</td>
<td>MATH 905</td>
<td>Algebra 1B</td>
</tr>
<tr>
<td>HIST 901</td>
<td>World History 1B</td>
<td>MATH 906</td>
<td>Geometry 1A</td>
</tr>
</tbody>
</table>

Comment: This program will be individualized to meet the unique needs of each student. Based on their high school transcript and other records, students will enroll in the specific courses needed make-up high school level unit deficiencies and/or to prepare for and pass the English Language Arts and/or Mathematics portions of the California High School Exit Examination. Upon completion of the needed courses and, as needed, passage of either or both parts of the CAHSEE, students will be awarded a high school diploma and will have the requisite skills needed to succeed in Santa Monica College’s credit and transfer programs.
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9   ACADEMIC PERSONNEL
Requested Action: Approval/Ratification

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

NEW FACULTY POSITIONS FOR FALL 2008

- Accounting
- Anthropology - Cultural
- Biology - Majors/Microbiology
- Chemistry
- English - Basic Skills Writing
- English - Developmental/Transfer
- English - Reading
- Mathematics - Basic Skills Developmental
- Music - Piano/Fundamentals
- Nursing - Medical Surgical
- Psychological Counselor (Categorically Funded)

SEPARATION

RESIGNATION

Martinez, Marvin
Vice-President, Planning and Development

01/11/08
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10  CLASSIFIED PERSONNEL – REGULAR

Approval/ratification of the establishment of classified positions, and other actions involving classified personnel including hiring, promoting, changing work shifts, working out of classification, and advanced step placements. All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

ELECTIONS

PROMOTIONS

Ponce, Alvin, Payroll Specialist, Payroll 01/15/08
Willis, Adriene, Insurance Program Specialist, Risk Management 01/09/08

REINSTATEMENT

Siegel, Barbara, Administrative Assistant I, Workforce/Economic Development 12/10/07

PERMANENT EMPLOYEE WITH TEMPORARY ASSIGNMENT

Levine, Stephen 12/10/07 – 06/10/08
Fr: Media Services Coordinator, Media Ctr/Graphics Ctr
To: Media & Reprographics Services Manager, Media Ctr/Graphics Ctr

WORKING OUT OF CLASSIFICATION

Guzman, Jose 01/02/08 – 05/06/08
Fr: Administrative Clerk, Personnel Commission
To: Personnel Specialist, Personnel Commission

Levine, Stephen (ext) 10/24/07 – 12/07/07
Fr: Media Services Coordinator, Media Ctr/Graphics Ctr
To: Media & Reprographics Services Manager, Media Ctr/Graphics Ctr 50%

Monzon, Karen 01/02/08 – 05/06/08
Fr: Personnel Specialist, Personnel Commission
To: Personnel Technician, Personnel Commission

INCREASE IN HOURS/PERMANENT

Salcedo, Ramon 01/15/08
Fr: Academic Comp. Ins. Spec./NS-I, Instructional Computing, 12 Mos, 34 Hrs
To: Academic Comp. Ins. Spec./NS-I, Instructional Computing, 12 Mos, 35 Hrs

CLASS TITLE CHANGE

Definition (Merit Rule 1.2): A definite descriptive title or name applied to a class and to all positions of the class (even though there be but one). The class title is to be as descriptive as possible of the duties assigned to the class.

From: Journeyman Trade- Pipefitter
To: Irrigation Systems Specialist
Comment: List of individuals under new class on file with the Office of Human Resources.
CHANGE IN WORK SHIFT/TEMPORARY

Ferrill, Matthew
Fr: Library Assistant/NS-I, Library, 11 mos, 40 hrs
To: Library Assistant/Day, Library, 11 mos, 40 hrs
01/02/08 – 06/30/08

Sealana, Aurora
Fr: Lead Library Assistant/Day, Library, 11 mos, 40 hrs
To: Lead Library Assistant/NS-I, Library, 11 mos, 40 hrs
01/02/08 – 06/30/08

ESTABLISH

Sign Language Interpreter III (3 positions)
Disabled Student Center, 11 Mos, 20 Hrs/VH
01/15/08

Sign Language Interpreter II (2 positions)
Disabled Student Center, 11 Mos, 20 Hrs/VH
01/15/08

CC Police Officer (1 position)
Campus Police, 12 Mos, 40 Hrs/VH
12/08/07

SEPARATIONS

RESIGNATION
Siegel, Barbara, Administrative Assistant III, Personnel Commission
12/09/07
Sugianto, Bambang, Telecomm Technician I, Telecommunications
01/01/08
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11  CLASSIFIED PERSONNEL – LIMITED DURATION

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

ELECTIONS

PROVISIONAL
Badaro, Luiz, Accompanist-Percussion, Program Dev 01/02/08-06/30/08
Chegwidden, Davis, Accompanist-percussion, Program Dev 01/02/08-06/30/08
Cummings, Kahlil, Accompanist-Percussion, Program Dev 01/02/08-06/30/08
Hoh, James, Laboratory Technician-Science, Physical Science 01/14/08-06/30/08
Ibarra, Charlee, Administrative Assistant I, Communications 01/03/08-06/30/08
Ikkanada, Travis, Lab Technician-Bio Science, Life Science 01/08/08-02/29/08
Malolli, Fatmira, Accompanist-Dance, Program Development 01/02/08-06/30/08
Melton, Betty, Administrative Assistant I, Modern Language 01/02/08-06/30/08
Meyering, Alice, Administrative Assistant II, Health Science 12/17/07-04/30/08
Mosher, Judith, Instructional Assistant-Math, Math 01/02/08-02/07/08
Ordan, Cindy, Administrative Assistant I, Purchasing 12/13/07-04/11/08
Player, Theresa, Admin Asst III-Conf, Human Resources 12/04/07-04/17/08
Sanchez, Luisa, Administrative Assistant I, Student Life 01/02/08-06/30/08
Savory, Donna, Administrative Clerk, Pers Commission 12/19/07-06/30/08
Smith, Nadaley, Cash Receipts Clerk, Bursar’s Office 01/02/08-06/30/08
Sow, Malik, Accompanist-Percussion, Program Development 01/02/08-06/30/08
Spielberg, Barbara, Administrative Assistant II, Library 12/10/07-02/29/08
Spiva Jr, Derrick, Accompanist-Percussion, Program Dev 01/02/08-06/30/08
Veliz, Juan, Cosmetology Assistant, Cosmetology 01/02/08-06/30/08
Weaver, Andrew, Athletic Equipment Specialist, Athletics 12/19/07-02/28/08
Wong, Julian, Lab Technician-Science, Physical Science 01/05/08-06/30/08

LIMITED TERM
Arias, Estela, Registration/Info Clerk, Program Development 01/02/08-06/30/08
Buchanan, Melody, Cash Receipts Clerk, Bursar’s Office 01/02/08-06/30/08
Fletcher, Gerald, Registration/Info Clerk, Program Dev 01/02/08-06/30/08
Garcia, Irene, Registration/Info Clerk, Program Development 01/02/08-06/30/08
Gomez, Tiffany, Registration/Info Clerk, Program Dev 01/02/08-06/30/08
Jackson, Sheralynn, Registration/Info Clk, Program Dev 01/02/08-06/30/08
Michael Marjanen, Cash Receipts Clerk, Bursar’s Office 12/05/07-06/30/08
Ritz, Beauty, Registration/Info Clerk, Financial Aide 12/03/07-06/30/08
Rose, Gary, Director of Maintenance 01/10/08-03/31/08
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12  CLASSIFIED PERSONNEL - NON MERIT

Approval/ratification of hiring of the following non-merit employee(s) 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.

STUDENT EMPLOYEES
CalWORKS 00
$8.00/hr

College Student Assistant 27
$8.00/hr (STHP)

College Work-Study Student Assistant 25
$8.00/hr (FWS)

SPECIAL SERVICES
Art Model 104
$18.00/hr

Art Model with costume 21
$21.00/hr

Professional Expert/Summer Day Camp 01
Recreation Director/Day Camp II
$70/daily

Tutorial Aide
$10.50

Community Services Specialist I 60
$35.00/hr

Community Services Specialist II 38
$50.00/hr
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13  FACILITIES
Requested Action: Approval/Ratification

13-A  CHANGE ORDER NO. 11 - LIBERAL ARTS SOUTH BUILDING

Change Order No. 11 – PINNER CONSTRUCTION COMPANY on the Liberal Arts South Building Project in the amount of $ 22,370

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$13,195,000</td>
</tr>
<tr>
<td>Previously Approved Change Orders 1-10</td>
<td>367,181</td>
</tr>
<tr>
<td>Change Order No. 11</td>
<td>22,370</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$13,584,551</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Time</td>
<td>425 days</td>
</tr>
<tr>
<td>Previous Time Extensions</td>
<td>0 days</td>
</tr>
<tr>
<td>Revised Contract Time</td>
<td>425 days</td>
</tr>
<tr>
<td>Time Extension this Change Order No. 11</td>
<td>0 days</td>
</tr>
<tr>
<td>Current Revised Contract Time</td>
<td>425 days</td>
</tr>
</tbody>
</table>

Funding Source: State Capital Outlay Funds, City of Santa Monica Earthquake Redevelopment, Measure U

Comment: Change Order No. 11 provides for changes to the finish hardware schedule, changing lock sets to the campus standard lock sets, added window operators at manually operated windows and minor changes to ductwork sizes due to ceiling heights.

13-B  CONSTRUCTION ESCROW AGREEMENT – CAMPUS QUAD

Pursuant to Section 22300 of the Public Contract Code, retention due the Contractor, Trimax Construction Corp. to be paid into an escrow account held by Union Bank of California.

Funding Source: Measure U

Comment: Trimax Construction Corp. has requested to exercise its right under the Public Contract Code to have the retention portion of their payments placed in an escrow account until principal and interest earned is released by the District.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13  FACILITIES (continued)

13-C  AGREEMENT FOR ENGINEERING SERVICES – THEATRE ARTS MEZZANINE

Agreement with P2S ENGINEERING for the Theatre Arts Mezzanine not to exceed $10,500 plus reimbursable expenses.

Funding Source: Measure U

Comment: The Theater Arts Mezzanine is a metal storage deck that will create a second level over the shop area for storage of sets and props. The department has limited storage and will be losing the storage area they have below the Amphitheater building when the Student Services project starts. Due to the size of the unit, it requires approval by the Division of State Architect (DSA). A licensed engineer must review and submit the drawings to DSA.

13-D  AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – LIBERAL ARTS REPLACEMENT NORTH BUILDING

Amend the agreement with GENSLER for the Earthquake Replacement Liberal Arts North Building for an additional $84,500 plus reimbursable expenses.

Funding Source: State Capital Outlay Funds, City of Santa Monica Earthquake Redevelopment, Measure U

Comment: This amendment covers additional work through October 31, 2006 due to contractor delays on this project.

13-E  AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – BUNDY NORTHEAST DRIVEWAY

Amend the agreement with tBP ARCHITECTURE for the Bundy Northeast Driveway project for an additional $95,039 plus reimbursable expenses.

Funding Source: Measure S

Comment: As part of the recent approval by the Mar Vista Community Council and the City of Los Angeles for the new traffic signal, the City is asking that the District move all bus traffic to the north side of the property. This requires designing a new bus stop, a bus lane and relocation of existing parking spaces.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES (continued)

13-F AMENDMENT TO CONSULTING AGREEMENT – STATE CAPITAL OUTLAY PROJECTS

Amend the agreement with CCS Group for the State Capital Outlay projects for an additional $50,000 plus reimbursable expenses.

Funding Source: Measures S, U

Comment: CCS Group provides services to assist the District in obtaining state capital outlay funding for projects. The District currently has approved funds for the Student Services project and is working on funding proposals for several other projects. CCS will assist in developing a Final Project Proposal (FPP) due this July to the state for the Child Development Center.

The IPP (Initial Project Proposal) has been submitted and approved by the state. The next step is the Final Project Proposal (FPP) which is due in July. If the FPP is successful and there is state money available then funding for the project would start in the 2010/11 year.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14  BUDGET TRANSFERS

14-A  FUND 01.0 – GENERAL FUND - UNRESTRICTED
Period of: November 27, 2007 – December 18, 2007

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>15,000</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>28,210</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>12,104</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>22,131</td>
</tr>
<tr>
<td>7000</td>
<td>Other Outgo/Student Payments</td>
<td>-77,445</td>
</tr>
<tr>
<td>Net Total:</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

14-B  FUND 01.3 – GENERAL FUND - RESTRICTED
Period of: November 27, 2007 – December 18, 2007

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>-8,457</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>-9,955</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>19,799</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>-1,387</td>
</tr>
<tr>
<td>7000</td>
<td>Other Outgo/Student Payments</td>
<td>0</td>
</tr>
<tr>
<td>Net Total:</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Comment: The Adopted Budget needs to be amended to reflect the totals of the departmental budgets. The current system of the Los Angeles County Office of Education requires Board approvals each month for budget adjustments. Only the net amount of the transfers in or out of the object codes is shown. In addition to the budget adjustments, transfers result from requests by managers to adjust budgets to meet changing needs during the course of the year.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15  AUXILIARY PAYMENTS & 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.

<table>
<thead>
<tr>
<th>Payments</th>
<th>Purchase Orders</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 1 – November 30, 2007</td>
<td>$1,635,777</td>
</tr>
</tbody>
</table>

Comment: The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 PURCHASING
Requested Action: Approval/Ratification

16-A AWARD OF PURCHASE ORDERS

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

November 1 – November 30, 2007 $500,654.54
December 1 – December 31, 2007 $488,480.89

16-B AWARD OF BID FOR MADISON THEATER LIGHTING

Award of bid KS080107 for theater lighting for the Madison Theater to the lowest acceptable bidder, Angstrom Lighting Company, in the amount of $230,888.03.

Comment: Bids were solicited through advertisement and mailing. This procurement will be paid from the Facilities Department budget.

16-C PURCHASING AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS

Authorize the award of purchase orders against the following competitive bid contract for an amount not to exceed the contract ceiling amount from the department approved budget.

I. The State of California Multiple Award Schedule (CMAS) Contract 3-03-70-0163S with Nexus IS, Inc. Company for Cisco Network Lan Edge. This contract allows public education entities in the State of California to place orders under this contract without further competitive bidding per PCC 10298 and 10299 (b).

Funding Source: 2007-2008 Capital Projects Fund

Comment: The Public Contract Code Section 20652 allows for the public education entities in the State of California to place orders under these competitively bid contracts without advertising. There are significant cost savings to the district by joining in purchasing agreements with other agencies.
BOARD POLICY

RECOMMENDATION NO. 17

SUBJECT: BOARD POLICY: FIRST READING OF BOARD POLICY 6350 – NAMING OF COLLEGE FACILITIES - RECOGNITION

SUBMITTED BY: Superintendent/President

SUMMARY: It is recommended that the Board of Trustees conduct a first reading of a revision to Board Policy 6350 – Naming of College Facilities – Recognition.

BP 6350  Naming of College Facilities – Recognition

A District facility may be named in honor of an individual if he/she has made a significant contribution to the District through gifts and/or service.

The Board of Trustees may recognize gifts of significant monetary value or service from individuals, corporations, and foundations to the Santa Monica College Foundation District's Auxiliary/Foundation Organizations or to the Santa Monica Community College District by naming college facilities in honor of the donor.

Reference: Education Code Sections 72670, 72674

COMMENT: This revision updates Board Policy 6350 to include the activities of all the District’s Auxiliary/Foundation Organizations. At the present time, these organizations are the Santa Monica College Foundation, The KCRW Foundation, Inc.; and the Madison Project.

MOTION MADE BY: David Finkel
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)
X. INFORMATION ITEM H

SUBJECT: BOARD DISCUSSION: AD HOC SUBCOMMITTEE RECOMMENDATIONS

SUBMITTED BY: Ad Hoc Subcommittee
Trustees Louise Jaffe, Margaret Quiñones-Perez, and Andrew Walzer

SUMMARY: An ad hoc subcommittee of the Board of Trustees was formed to review and make recommendations on Board of Trustees procedures and functions. The remaining subcommittee recommendations were discussed and revised as follows by the Board.

How can we improve agenda planning and public meetings?

- We recommend: Establish a protocol for trustees who have items they wish to have agendized. Per current Board Policy, the Board Chair sets the agenda in collaboration with the President. If the Chair and President do not wish to agendize the item, the individual trustee may bring up their issue during Board Comments to determine if a Board majority is willing to agendize the item. If a majority of the Board wishes to agendize the item, the item will then be agendized as soon as possible with the caveat that adequate prep time will be allowed for staff to prepare a report. The committee believes that agendized items should always include a staff report.

How can the Board best monitor and evaluate the effectiveness and quality of the college's educational programs?

- The Board will receive updates on major academic initiatives such as basic skills, SLOs, etc.

- The Superintendent/President will annually provide the Board with summative data for enrollment, retention, transfer, graduation, and completion rates. The Board would like these reports to also include historical data.

What is the role of the Chair of the Board?

- Continue to review Board policies relevant to the functioning of the Board and amend or comply. For example, BP1260 states that the Board Chair is seated in the middle, the Vice Chair is seated to the left of the Chair, and the Superintendent is seated to the right of the Chair. The committee recommends that the Board adjusts seating to be in compliance with Board Policy 1260 beginning with the appointment of the next Board Chair.
What is the appropriate role for an individual trustee?

• The Committee recommends that individual trustees not actively participate in or involve themselves unless invited in college governance committees and meetings.

• If individual trustees wish to meet privately with stakeholder representatives or groups, as a courtesy and to improve communications, please disclose these meetings to the full Board and President. (On a monthly basis, trustees can send the Board Secretary a listing of meetings they have had to be included in the Thursday packet.)

• Trustees must never disclose closed session confidential information.

• Individual trustees who wish to assume a more active advocacy role will be encouraged to work closely with the President and Chair to do so.

• Trustees are encouraged to attend conferences and trainings.

How should trustees deal with community members and the media?

• Requests from the media may be referred to our public information officer Bruce Smith, or, trustees may contact Bruce for information and guidance prior to speaking with the media.

• Let the President and Chair know if and when you have been contacted by members of the press or if a constituent has brought an issue to your attention.

• The Board Secretary will remind trustees to submit monthly listings of their activities on campus and in the community relevant to their role as a trustee and ambassador for SMC. These listings will be shared with all trustees and the President in the Thursday packet so that everyone knows who is involved with and has relationships with different organizations.

How can we improve the usefulness of the board policy manual?

• If the Board so desires, schedule a special study session on the Board Policy manual.

• Update Board policies monthly or as needed.

• Consider adding a Board Policy for succession rotation for the positions of Chair and Vice-Chair.

COMMENT: A subset of the recommendations developed by the subcommittee was reviewed and discussed by the Board at its meeting on November 6, 2007. This list is the remainder of the recommendations.
XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT: 10:55 p.m.

The meeting was adjourned in memory of Bob Gabriel, a member of the SMC Associates and long-time supporter of Santa Monica College; Hazel A. Peters, mother of Hazel Peters, Nursing Skills Lab Project Manager and Dave Trager, husband of Phyllis Trager, Earth Science Department Secretary.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, February 11, 2008 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.