SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

MONDAY,
MARCH 2, 2009

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

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

Written requests for disability-related modifications or accommodations, including for
auxiliary aids or services that are needed in order to participate in the Board meeting
are to be directed to the Office of the Superintendent/President as soon in advance
of the meeting as possible.
A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, March 2, 2009.

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 Labor Negotiators (Government Code Section 54957.6)
     Agency designated representatives: Marcia Wade, Vice-President, Human Resources
     Robert Myers, District Counsel
     Employee Organization: CSEA, Chapter 36

   • Conference with Legal Counsel – Existing Litigation
     (Subdivision (a) of Government Code Section 54956.9)
     Name of case: Jimenez v. Santa Monica Community College District, Los Angeles Superior Court, Case Number BC390540

   • Public Employee Discipline/Dismissal/Release (Government Code Section 54957)

   • Real Property (Government Code Section 54956.8)
     Property Address: 2909 Exposition Blvd., Santa Monica, CA 90404
     Under Negotiation: 90 days of Due Diligence Period, 30 days escrow from the end of the Due Diligence Period.
     Owner of Record: Verizon California Inc., a California corporation.

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS
   D Pledge of Allegiance
   E Closed Session Report (if any)
   F Public Comments
IV. SUPERINTENDENT’S REPORT

- Associated Students Update – David Chun
- Updates:
  - Accreditation/Statewide Issues
  - Budget
  - Spring Semester
  - Expo Line
  - Big Blue Bus

V. ACADEMIC SENATE REPORT

VI. MAJOR ITEMS OF BUSINESS

G Information: Actuarial Study of Retiree Health Liabilities
H Information: Government and Community Relations
#1 First Reading – Board Policy Sections 2100, 2621, 6223, and 6230
#2 Second Reading – Board Policy Sections 1230 and 2470

VII. CONSENT AGENDA

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

Approval of Minutes
#3 Approval of Minutes: February 2, 2009 (Regular Meeting)
February 28, 2009 (Study Session)

Grants and Contracts
#4 Acceptance of Grants and Budget Augmentation
#5 Ratification of Contracts and Consultants

Human Resources

#6 Academic Personnel
#7 Classified Personnel – Regular
#8 Approval of MOU with CSEA
#9 Classified Personnel – Limited Duration
#10 Classified Personnel – Non Merit

Facilities and Fiscal

#11 Facilities
  11-A Change Order No. 10 – Re-Bid Campus Quad
  11-B Change Order No. 1 – Student Services and Administration Building Phase I – Site Preparation
  11-C Substitution of Subcontractor – Students Services and Administration Building Phase I, Site Preparation
  11-D Substitution of Subcontractor – Students Services and Administration Building Phase I, Site Preparation
Facilities and Fiscal (continued)

#11 Facilities (continued)
11-E Change Order No. 3 – John Adams Middle School Field Renovation and Lighting
11-F Change Order No. 1 – Energy Services Contract
11-G Change Order No. 1 – Revised Bundy Northeast Driveway
1-H Amendment to Agreement for Architectural Services – Bundy Traffic Signal and NE Driveway

#12 Budget Transfers
#13 Budget Augmentation/Reduction
#14 Commercial Warrant Register
#15 Payroll Warrant Register
#16 Auxiliary Payments and Purchase Orders
#17 Direct, Benefit and Student Grant Payments
#18 Purchasing
18-A Award of Purchase Orders
18-B Award of Purchase Order – Theater Lighting Equipment for the Broad Stage at the SMC Performing Arts Center

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 COMMENTS AND REQUESTS

X. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, April 6, 2009 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 – 5:31 p.m.

B ROLL CALL
Louise Jaffe, Chair - Present
David Finkel, Superior Court Judge (Ret.), Vice-Chair - Present
Dr. Susan Aminoff - Present
Dr. Nancy Greenstein - Present
Dr. Margaret Quiñones-Perez - Present
Rob Rader - Present
Dr. Andrew Walzer - Present
Cameron Henton, Student Trustee – Present (for public session)

C PUBLIC COMMENTS ON CLOSED SESSION ITEMS -None

II. CLOSED SESSION

• Conference with Labor Negotiators (Government Code Section 54957.6)
  Agency designated representatives: Marcia Wade, Vice-President, Human Resources
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  Property Address: 2909 Exposition Blvd., Santa Monica, CA 90404
  Under Negotiation: 90 days of Due Diligence Period, 30 days escrow from the end of
  the Due Diligence Period.
  Owner of Record: Verizon California Inc., a California corporation.
III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:01 p.m.

D  CLOSED SESSION REPORT
The Board of Trustees, in closed session, voted to release one academic administrator and authorized the Superintendent/President, or his designee, to provide the academic administrator with notice on or before March 15, 2009, that his employment will not be renewed at the conclusion of the 2008-2009 fiscal year.

The roll call vote was as follows:
Ayes - 7 (Jaffe, Finkel, Aminoff, Greenstein, Quiñones-Perez, Rader and Walzer)
Noes – 0

The Board also accepted a recommendation to suspend without pay for a period of fourteen work days one classified bargaining unit employee. The suspension will be implemented effective March 3, 2009.

The roll call vote was as follows:
Ayes - 7 (Jaffe, Finkel, Aminoff, Greenstein, Quiñones-Perez, Rader and Walzer)
Noes – 0

The Board approved a settlement agreement in Jimenez et al. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC390540, and authorized the Superintendent/President to execute documents necessary to effectuate the settlement. As required by the Brown Act, the substance of the agreement is payment of $75,000 to plaintiffs and their attorney and non-monetary agreements concerning District policy and training.

The roll call vote was as follows:
Ayes - 7 (Jaffe, Finkel, Aminoff, Greenstein, Quiñones-Perez, Rader and Walzer)
Noes – 0

E  PLEDGE OF ALLEGIANCE
Teresita Rodriguez

F  PUBLIC COMMENTS
Mary Harper
IV. SUPERINTENDENT’S REPORT

Associated Students Update
Associated Students President David Chun reported that the organization has achieved several major accomplishments in the past several months, including:

- A.S. has allocated $100,000 for scholarships, most of it designated to help students, particularly students from underrepresented populations, to participate in SMC Study Abroad experiences. But scholarships are also available to such groups as outstanding student employees and disabled students.
- A.S. has subsidized the Big Blue Bus-SMC “Any Line, Any Time” program that allows SMC students and employees to ride any Big Blue Bus for free.
- A.S. has established a new board position, director of sustainability, who is working on a “zero waste” program for A.S. activities. The organization has also adopted a new policy on zero waste.
- A.S. has sponsored 30-plus events since the beginning of the school year, ranging from a Day of the Dead festival to free feasts.
- A.S. allocated $60,000 for the campaign to support Measure AA, the $295 million SMC bond measure passed by Santa Monica-Malibu voters in November 2008.

Accreditation/Statewide Issues
A federal government-initiated push for accountability in higher education has created a “troubling trend” in the California community colleges that have gone through accreditation in the past five years. The Western Association of Schools and Colleges, the accrediting agency for California’s community colleges, has issued 41 formal sanctions. In the rest of the nation, five other accrediting commissions have issued sanctions to just 15 of 756 community colleges. The District will continue to monitor this trend.

Budget
The college is facing a gloomy budget picture because of the state budget crisis. Despite the state’s recently enacted 2008-09 budget corrections and the 2009-10 budget bill, community colleges and state-funded institutions still face uncertainties because of several statewide ballot measures that go to voters in May. Depending on the outcome of the vote, the state’s fiscal situation could change significantly, including a mandated state-spending cap. One bright light on the horizon is the recently passed federal stimulus package that is expected to generate $5.5 billion to California for K-12 and higher education. However, it is not known how that money will trickle down because Governor Arnold Schwarzenegger has the discretion to disburse those funds as he sees fit.
**Spring Semester**
The current semester's enrollment is at an all-time high. The overall fill rate for classes is 91 percent, and faculty members were commended for accommodating more students than required by their contract. The college has been able to maintain costs by trimming some sections of some classes.

**Expo Line**
The college is continuing to monitor and take action on the proposed Exposition Corridor Transit Project Phase 2, a proposed commuter light-rail service from the Westside of Los Angeles to Santa Monica, including a stop near SMC, at 17th Street either at Olympic Boulevard or Colorado Avenue. The Board had directed that the college support the Colorado Avenue location, and the college has organized two rallies to support the light-rail extension service to Santa Monica – one at Tuesday’s Santa Monica City Council meeting and one at a meeting of the Exposition Metro Line Construction Authority. Buses have been rented to transport as many as 100 students and faculty members to attend the meetings.

**Big Blue Bus**
Big Blue Bus officials have reported that since the spring semester began two weeks ago, ridership has reached a record high.

V. **ACADEMIC SENATE REPORT**

_Eric Oifer_
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM G

SUBJECT: ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES

SUBMITTED BY: Superintendent/President

SUMMARY: The Actuarial Study of Retiree Health Liabilities was presented by Total Compensation Systems, Inc.

INFORMATION ITEM H

SUBJECT: COMMUNITY AND GOVERNMENT RELATIONS

SUBMITTED BY: Superintendent/President

SUMMARY: Don Girard, Senior Director of Government Relations and Institutional Communication introduced a presentation on activities in the area of community and government relations. Community Relations Director Judy Neveau reported on the large number of offerings of cultural events, lectures and other special programs sponsored by the college this semester.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: FIRST READING – BOARD POLICY SECTIONS

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of the following Board Policy Sections:

A. BP 2100 Santa Monica Community College District
   New policy, legally advised

B. BP 2621 Alcoholic Beverages at Public Events
   Revision of existing policy to reflect change in legislation

C. BP 6223 Personal Use of District Property
   New policy, legally advised

D. BP 6230 Claims Against the District
   Revision of existing policy, legally advised

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Revisions suggested during the first reading will be incorporated into the Board policies which will be submitted for a second reading at the next meeting.
**#1-A**

**BP 2100  Santa Monica Community College District** (new)

The District has been named the Santa Monica Community College District and uses the name "Santa Monica College."

These names are the property of the District. No person shall, without the permission of the Board, use these names or the names or other facilities of the District, or any abbreviation of them, to imply, indicate or otherwise suggest that an organization, product or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

Reference: *Education Code Section 72000(b)*

**#1-B**

**BP 2621  Alcoholic Beverages at Fundraisers Public Events**

Alcoholic beverages may be served at non-student events on the Santa Monica College campus or on District-owned property, provided that the event is to benefit a non-profit entity, such as the SMC Foundation. (Event “specifically excludes all athletic contests or games sponsored by the college.”)

Alcoholic beverages may be served pursuant to a license or permit obtained for special events held at the facilities of the Santa Monica Community College District. Special events include festivals, shows, private parties, concerts, theatrical productions and other events held on the premises of Santa Monica College, pursuant to a license or permit, and for which the principal attendees are members of the general public or invited guests and not students of the College.

Reference: *Business and Professions Code Section 25608*

*Reviewed and Adopted: 5/1/2000*
BP 6223  **Personal Use of District Property** (new)

District property, including vehicles, tools, equipment, materials, supplies and recyclable/discardable items, may not be used for personal use.

- No District employee shall use the District or College names, facilities, property or staff position in selling a commercial product or in promoting service to gain financial or material advantage.

- The use of District facilities or property for the sale of any publications or merchandise, or for the conduct of business ventures of any kind to the benefit of any individual, group, or organization not under direct control of the College, shall be prohibited unless specifically authorized by the Board of Trustees.

- Incidental personal use of telephones, copiers, fax machines and related equipment shall be kept to a minimum.

- District property shall not be loaned to persons not employed by or enrolled in the District.

- District property shall only be removed from District premises with proper authorization.

Reference: Education Code Section 70902
BP 6230    Claims Against the District *(revised)*

Any and all claims for money or damages against the District must be presented to and acted upon in accordance with the procedures set forth in administrative regulations. Compliance with these procedures is a prerequisite to any court action, unless the claim is governed by statutes or regulations which expressly free the claimant from the obligation to comply with this policy and the claims procedure set forth in Government Code Section 900, et seq. This policy is intended to apply retroactively to any existing causes of action and/or claims for money and/or damages.

Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.

Claims must be presented according to this policy as a prerequisite to filing suit against the District.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

1. Claims for money or damages relating to a cause of action for death or for injury to person, personal property or growing crops shall be presented to the Governing Board not later than six (6) months after the accrual of the cause of action. (Government Code Sections 905, 911.2)

2. Claims for money or damages as authorized in Government Code Section 905 and not included in paragraph 1 above shall be filed not later than one year from the date the cause of action accrues. (Government Code Sections 905, 911.2)

3. Claims for money or damages specifically excepted from Government Code Section 905, including, but not limited to, claims by public employees for fees, salaries, wage, mileage or other expenses and allowances, shall be filed not later than six months after the accrual of the cause of action. (Government Code Sections 905, 911.2, 935)

The designated place for service of claims, lawsuits or other types of legal process upon the District is: Recording Secretary to the Board of Trustees, 2714 Pico Boulevard, Suite 320, Santa Monica, California 90405.

The Vice-President of Business and Administration is authorized to settle claims for an amount not to exceed $10,000.

Reference: Education Code Section 72502; Government Code Sections 900 et seq.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: SECOND READING – BOARD POLICY
A - SECTION 1230, CODE OF ETHICS (Revised)
B – SECTION 2470, POLITICAL ACTIVITY (New)

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a second reading and approve the following Board Policy Sections:

BP 1230 – Code of Ethics: The Accrediting Commission for Community and Junior Colleges adopted standards that required that the Board’s Code of Ethics include a clearly defined policy for dealing with behavior that violates its code. This added language complies with the template provided through the Community College League of California (CCLC) Policy and Procedures Subscription Service. Revisions suggested at the first reading have been incorporated (underlined).

BP 2470 – Political Activity: This new policy for employees is consistent with a provision in BP 1230. The policy has been approved by the District Planning and Advisory Council.

#2-A Board Policy Section 1230, Code of Ethics (as revised)

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

#2-B Board Policy Section 2470, Political Activity

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
Santa Monica College is committed to the principle that higher education and lifelong learning should be available to every person who can benefit. Given this basic condition, the activities and deliberations of the Board of Trustees will be guided by this code of ethics.

The Board of Trustees:

- has as its basic function the establishment of the policies by which the District is to be administered.
- holds the Superintendent/President accountable for the administration of the educational program and the conduct of District business.
- is made up of individuals who will strive to work with fellow Board members in a spirit of harmony and cooperation even when values and beliefs are divergent.
- is a unit of authority; Board members have no individual authority outside of official meetings.
- assures the orderly operation of the District by encouraging employees to make use of appropriate procedures before bringing their concerns to the Board.
- has the authority and responsibility to encourage the administration, faculty and staff to be original and creative in responding to the needs of the college community.

A Member of the Board of Trustees:

- supports and assists in fostering the most effective relations between the college and the community.
- never uses his/her position for material gain.
- shall not use District funds, services, supplies or equipment to urge the passage or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the Board of Trustees. Initiative or referendum measures may be drafted on an area of legitimate interest to the District. The Board may by resolution express the Board's position on ballot measures. Public resources may be used only for informational efforts regarding ballot measures.
- shall not use or permit others to use public resources for personal purposes or any other purpose not authorized by law.
- devotes time, thought, and study for effective participation and contribution in the decision-making process of the Board.
- complies with pertinent laws and regulations that deliberations in closed session are confidential and not for public discussion or disclosure.
- makes decisions only after all facts have been presented and discussed. Statements or promises as to how one will vote prior to regular meetings are inappropriate.
- abides by majority decisions of the Board.
- participates in state and national community college trustees' associations and in educational conferences, workshops, and training sessions offered by local, state, and national organizations to enhance his/her potential as a Board member.

The Superintendent/President and Board Chair are authorized to consult with legal counsel when they become aware of or are informed about actual or perceived violations of pertinent laws and regulations, including but not limited to conflict of interest, open and public meetings, confidentiality of closed session information, and use of public resources. Violations of law may be referred to the District Attorney or Attorney General as provided for in law.

Violations of the Board's Code of Ethics will be addressed by the Chair of the Board, who will first discuss the violation with the trustee to reach a resolution. If resolution is not achieved and further action is deemed necessary, the Chair may appoint an ad hoc committee to examine the matter and recommend further courses of action to the Board. Sanctions may include a recommendation to the Board for censure of the trustee. If the Chair of the Board is perceived to have violated the code, the Board Vice-Chair is authorized to pursue resolution.

Reference: Education Code Sections 7054, 7056; Government Code Sections 8314, 54963; Penal Code Section 424
#2-B

BP 2470 Political Activity (New)

No community college district funds, services, supplies, or equipment shall be used for the purpose of urging the support or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the governing board of the district.

Reference: Education Code Sections 7054, 7056; Government Code Sections 8314, 54963; Penal Code Section 424
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-#18.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations:

MOTION MADE BY: David Finkel
SECONDED BY: Rob Rader
STUDENT ADVISORY: Ayes
AYES: 7
NOES: 0

VIII. CONSENT AGENDA – Pulled Recommendations

Recommendations pulled from the Section VII, Consent Agenda to be discussed and voted on separately. #3, #5, #6, #8, #11-E, #11-F, #11-H, #13-A

RECOMMENDATION NO. 3 APPROVAL OF MINUTES

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

February 2, 2009 (Regular Board of Trustees Meeting), excluding #5-D
February 28, 2009 (Board Study Session)
 Consent Agenda – Pulled Recommendations

Recommendation No. 3: Approval of Minutes (February 2, 2009) (Except for #5-D)
MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: David Finkel
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. 5: Ratification of Contracts and Consultants
MOTION MADE BY: David Finkel
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. 6: Academic Personnel
MOTION MADE BY: David Finkel
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. 8: Approval of MOU with CSEA
MOTION MADE BY: Rob Rader
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. 11-E: Change Order No. 3 – John Adams Middle School Field Renovation and Lighting
MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. 11-F: Change Order No. 1 – Energy Services Contract
MOTION MADE BY: Rob Rader
SECONDED BY: David Finkel
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
Recommendation No. 11-H: Amendment to Agreement for Architectural Services – Bundy Traffic Signal and NE Driveway (as amended)

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSTAIN: 1 (Rader)

Recommendation No. 13-A: Budget Augmentation (Associate Degree in Nursing to BSN/MSN)

MOTION MADE BY: Rob Rader
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 4  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Reviewed by: Laurie McQuay-Peninger, Director of Grants
Approved by: Jeff Shimizu, Vice-President, Academic Affairs
Requested Action: Approval/Ratification

Title of Grant: Community College – Opportunities for Education Abroad (CC-OEA)

Granting Agency: College of the Canyons/California Colleges for International Education/U.S. Department of State

Award Amount: $6,500
Matching Funds: $0
Performance Period: March 15 – September 15, 2009

Summary: As outlined in the Request for Proposals, the purpose of the CC-OEA institutional planning grant is to develop or augment an education study abroad program in Central or South America that will include at least one class in agriculture, eco-tourism, hospitality, hotel management, or public health. In response, SMC has proposed to pair the college’s Health Sciences Department with its Cultural Anthropology Program to develop a study abroad experience for students in “traditional” career/technical education programs, while helping to expand SMC’s presence in Merida, Mexico. Specifically, SMC will pair “Global Health and Healing Practices” (taught by Eve Adler) with either “Peoples and Power in Latin America” or “Sex, Gender, and Culture” (taught by Eric Minzenberg). This experience will also include service learning. A tentative travel date of Winter Session 2010 is set.

Budget Augmentation: Restricted fund 01.3

Income
8189 Other Federal Revenue $ 6,500 (through a local pass-through)

Expenditures
1000 Academic $ 1,000
4000 Supplies/Materials 1,500
5000 Other Operating Expenses 4,000
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 5 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Chui L. Tsang, Superintendent/President
Requested Action: Ratification

The following contracts for goods, services, equipment and rental of facilities, and acceptance of grants in the amount of $50,000 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6255, Delegation to Enter Into and Amend Contracts
Approved by Board of Trustees: 9/8/08
Reference: Education Code Sections 81655, 81656

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
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<tbody>
<tr>
<td>Mamak Khadem</td>
<td>March 12, 2009 Not to exceed $1,700</td>
<td>To provide a musical program during the Iranian Heritage project event.</td>
<td>Global Citizenship Fund</td>
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<td>Parvin Abyaneh</td>
<td>March 12, 2009 Not to exceed $300</td>
<td>To provide a lecture at the Iranian Heritage project event.</td>
<td>Global Citizenship Fund</td>
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<td>May Ellen Schubel</td>
<td>March 2 – April 30, 2009 $2,000</td>
<td>To provide assessment training to Personnel Commission staff.</td>
<td>Personnel Commission</td>
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<td>Hawaii Association for College Admission Counseling</td>
<td>2008-09 $30</td>
<td>Organizational Membership</td>
<td>District Funds/ Outreach and Recruitment</td>
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<td>Jim Gamble Puppets</td>
<td>April 25, 2009 $500</td>
<td>Perform “The Wonderful World of Puppets” during Picnic at the Quad, a Family Event</td>
<td>Sponsorship</td>
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<td>The Animal Guys (Paul Hahn and David Riherd)</td>
<td>April 25, 2009 $520</td>
<td>Presentation of Wildlife Education during Picnic at the Quad, a Family Event</td>
<td>Sponsorship</td>
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6  ACADEMIC PERSONNEL
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources
Requested Action: Approval/Ratification

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

ELECTION (Amend start date)
Sanchez, Sandra, Acting Project Manager, Workforce Development 01/28/09

REIMBURSEMENT OF EXPENSES
Hawk, Jeanine
Relocation expenses, not to exceed $3,000
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7  CLASSIFIED PERSONNEL – REGULAR
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources
Requested Action: Approval/Ratification

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.

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

ESTABLISH
Instructional Assistant – Mathematics (2 positions) 03/03/09
Mathematics, 11 mos, 20 hrs

ELECTIONS

PROBATIONARY
Keil Jr., John J., Registered Nurse- Health Services, Health Services 03/02/09
Monique, Zaviaire, Administrative Assistant II, SMC Performing Arts 02/17/09
Nematollahi, Ramin, Administrative Assistant II, ISC 02/17/09
Pedone, Linda, Disabled Student Services Asst., DSC 02/09/09
Robillard, Sandra L., Administrative Assistant II, Facilities 02/17/09
Westlund, Joan, Disabled Student Services Asst., DSC 02/17/09

PROMOTION
Abel, Andrew, Lead Custodian, Operations 03/01/09

ADVANCE STEP PLACEMENT
Robillard, Sandra L., Administrative Assistant II, Facilities Step C 02/17/09

SEPARATIONS

RESIGNATION
Bravo, Lissette, Administrative Clerk, Personnel Commission 02/20/09
Ikkanda, Travis, Lab. Technician – Life Science, Life Science 02/24/09

RECOMMENDATION NO. 8  APPROVAL OF MOU WITH CSEA

Agreement was reached between the Santa Monica Community College District and CSEA Chapter 36 on January 26, 2009 on the following Memorandum of Understanding regarding parking on campus during the construction of the Students Services/Administration complex.
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into by and between the Santa Monica Community College District (the "District") and California School Employees Association Chapter 36 ("CSEA") as of this 26th day of January, 2009.

WHEREAS, the District will be undertaking construction of a new student services/administration complex, which will include approximately 500 parking spaces available to District employees (the "Construction");

WHEREAS, to accommodate the Construction, the District will temporarily close portions of the parking lot commonly known as "lot #1";

WHEREAS, CSEA has requested to bargain over the District’s decision to close portions of lot #1; and

WHEREAS, the District and CSEA disagree as to whether the District has a duty to bargain, but in order to resolve this dispute the parties have reached agreement regarding the availability of parking for unit members while the Construction is underway.

NOW THEREFORE in consideration of the mutual covenants and promises set forth herein, the parties agree as follows:

1. While Construction is underway:

   a. Limited term employees of the District may park in the lot commonly known as "lot # 6" but not elsewhere on the main campus.

   b. The District shall not issue staff parking permits for student workers.

   c. The District may maintain “Special” parking spaces for the President, Senior Staff, Board of Trustees, City of Santa Monica Swim Complex staff, District vehicles, and vendors.

   d. Contractors and employees of the District’s construction management who work in the construction management trailers may use the three existing parking spaces reserved for them only. Once those spaces are taken, such contractors and employees must use lot # 6 and shall not park elsewhere on the main campus other than the Construction area.

   e. If the District makes additional parking available behind Drescher Hall, such parking shall either be unrestricted staff parking, or the District will make an equivalent number of unrestricted staff parking spaces available in lot #’s 3, 4, or 5 or elsewhere on the contiguous portion of the main campus.
f. The District will add ten full-size parking spaces to lot #6.

g. The District shall assign a parking enforcement officer ("PEO") to lot #6, whose normal working hours through the Spring 2009 semester shall be 7:00 a.m. to 10 p.m., Monday through Thursday, and 7:00 a.m. to 5 p.m. on Friday (the "Hours of Operation"). The parties may revisit the Hours of Operation at the conclusion of the Spring 2009 semester. The District shall provide the PEO with a kiosk, and shall provide notice to unit members of the hours during which a PEO shall be assigned to lot #6.

h. Lot #6 shall be illuminated after dark until one hour following the conclusion of the Hours of Operation.

i. The District's student/staff escort service shall be available for lot #6.

2. This MOU shall not establish or be deemed to establish any precedent with respect to parking, and notwithstanding the provisions of Article 10.2.7 of the collective bargaining agreement between the parties, this MOU may not be presented or considered as evidence of past practice or considered as relevant evidence in interpreting or applying the terms of the collective bargaining agreement. Except as set forth in this paragraph, this MOU shall not be deemed to modify or waive any of the parties' existing rights under the collective bargaining agreement or under applicable law with respect to parking. The parties expressly agree that this section 2 is a material provision of the MOU, and that the parties would not have entered into this MOU without this section 2.

3. This Memorandum of Understanding shall be effective upon full ratification by both parties.

[Signature for District]

1/26/09

For the District

[Signature for CSEA]

For CSEA
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9  CLASSIFIED PERSONNEL – LIMITED DURATION

Reviewed by:  Sherri Lee-Lewis, Dean, Human Resources
Approved by:  Marcia Wade, Vice-President, Human Resources
Requested Action:  Approval/Ratification

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

PROVISIONAL: Temporary personnel who meet minimum qualifications and are assigned to work 90 working days; who have not come from an eligibility list.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown, Ashley</td>
<td>Counseling Aide, Psychological Services</td>
<td>02/17/09</td>
<td>06/16/09</td>
</tr>
<tr>
<td>Ferguson, Eric</td>
<td>Theatre Technical Specialist, SMC Performing Arts</td>
<td>02/05/09</td>
<td>06/16/09</td>
</tr>
<tr>
<td>Hunter, Nadia</td>
<td>Registration/Info Clerk, Matriculation</td>
<td>02/02/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Kinn, Danielle</td>
<td>Theatre Technical Specialist, SMC Performing Arts</td>
<td>02/05/09</td>
<td>06/16/09</td>
</tr>
<tr>
<td>Reed, Thadeus</td>
<td>Theatre Technical Specialist, SMC Performing Arts</td>
<td>01/30/09</td>
<td>06/09/09</td>
</tr>
<tr>
<td>Smith, Ferman</td>
<td>Theatre Technical Specialist, SMC Performing Arts</td>
<td>02/05/09</td>
<td>06/16/09</td>
</tr>
<tr>
<td>Spencer, Gemini</td>
<td>Counseling Aide, Welcome Center</td>
<td>02/02/09</td>
<td>06/12/09</td>
</tr>
<tr>
<td>Tittle, Toby</td>
<td>Theatre Technical Specialist, SMC Performing Arts</td>
<td>02/05/09</td>
<td>06/16/09</td>
</tr>
</tbody>
</table>

LIMITED TERM: Positions established to perform duties not expected to exceed 6 months in one Fiscal Year or positions established to replace temporarily absent employees; all appointments are made from eligibility lists or former employees in good standing.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benone, Jordana</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Capri, Lynn</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Cho, Yoona</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Colton, Patricia</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Flaherty, Lanny M</td>
<td>Lab Tech-Biological Science, Life Science</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Fletcher, Gerald</td>
<td>Registration/Info Clerk, Program Development</td>
<td>01/05/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Garcia, Irene</td>
<td>Registration/Info Clerk, Program Development</td>
<td>01/05/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Hayduk, Cheryl</td>
<td>Instructional Assistant-English, English</td>
<td>02/24/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Holmblad, Kristi</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Ibarra, Charleen</td>
<td>Administrative Assistant I, Latino Center</td>
<td>02/02/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Jackson, Sheralynn</td>
<td>Registration/Info Clerk, Program Development</td>
<td>01/05/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Knight, Wendy</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Malden, Carla</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Nason, Nancy</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Rhoads, Margaret</td>
<td>Instructional Assistant, Learning Disabilities</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Schwarz, Virginia</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Stenthouse, Brent</td>
<td>Instructional Assistant-English, English</td>
<td>02/19/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Szklarek, Dina</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Velaquez, Victor</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
<tr>
<td>Woldt, Lisa</td>
<td>Instructional Assistant-English, English</td>
<td>02/17/09</td>
<td>06/30/09</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10  CLASSIFIED PERSONNEL - NON MERIT
Reviewed by:  Sherri Lee-Lewis, Dean, Human Resources
Approved by:  Marcia Wade, Vice-President, Human Resources
Requested Action:  Approval/Ratification

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
CalWORKS  00
$8.00/hr

College Student Assistant  34
$8.00/hr (STHP)

College Work-Study Student Assistant  27
$8.00/hr (FWS)

Community Services Specialist I  04
$35.00/hr

Community Services Specialist II  04
$50.00/hr
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 FACILITIES

Requested by: Greg Brown, Director of Facilities and Planning
Approved by: Jeanine Hawk, Vice-President, Business and Administration
Requested Action: Approval/Ratification

11-A CHANGE ORDER NO. 10 – RE-BID CAMPUS QUAD

Change Order No. 10 - TRIMAX CONSTRUCTION CORP. on the Re-Bid Campus Quad project in the amount of $111,763:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$8,709,500</td>
</tr>
<tr>
<td>Previously approved Change Orders 1-9</td>
<td>967,146</td>
</tr>
<tr>
<td>Change Order No. 10</td>
<td>111,763</td>
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<tr>
<td>Revised Contract Amount</td>
<td>$9,788,409</td>
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<tr>
<td>Original Contract Time</td>
<td>360 days</td>
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<tr>
<td>Previous Time Extensions</td>
<td>0 days</td>
</tr>
<tr>
<td>Revised Contract Time</td>
<td>360 days</td>
</tr>
<tr>
<td>Time Extension this Change Order</td>
<td>0 days</td>
</tr>
<tr>
<td>Current Revised Contract Time</td>
<td>360 days</td>
</tr>
</tbody>
</table>

Funding Source: Measure U

Comment: Change Order No. 10 provides for revised planting at the Theater Arts building, costs associated with discovery of an existing buried concrete slab and abandoned piping, cost to provide a wave suppressor at the north fountain, revise finish grade at Sunken Plaza, relocate one (1) emergency phone, additional landscaping and irrigation at the north fountain, re-design of loading dock gate, rescheduled underground utility work at loading dock.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 FACILITIES

11-B CHANGE ORDER NO. 1 – STUDENT SERVICES AND ADMINISTRATION BUILDING PHASE I - SITE PREPARATION

Change Order No. 1 – MINCO CONSTRUCTION on the Student Services and Administration Building Phase I – Site Preparation project in the amount of $4,961:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$7,977,000</td>
</tr>
<tr>
<td>Previously Approved Change Orders</td>
<td>0</td>
</tr>
<tr>
<td>Change Order No. 1</td>
<td>4,961</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$7,981,961</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Time</td>
<td>406 days</td>
</tr>
<tr>
<td>Previous Time Extensions</td>
<td>0 days</td>
</tr>
<tr>
<td>Revised Contract Time</td>
<td>406 days</td>
</tr>
<tr>
<td>Time Extension this Change Order</td>
<td>0 days</td>
</tr>
<tr>
<td>Current Revised Contract Time</td>
<td>406 days</td>
</tr>
</tbody>
</table>

Funding Source: Measure U

Comment: Change Order No. 1 provides for raising the height of the east construction fence to ten feet on the east side that borders residential housing.

11-C SUBSTITUTION OF SUBCONTRACTOR – STUDENT SERVICES AND ADMINISTRATION BUILDING PHASE I - SITE PREPARATION

MINCO CONSTRUCTION, general contractor for the STUDENT SERVICES AND ADMINISTRATION BUILDING PHASE I – SITE PREPARATION project requests the following subcontractor substitution:

ASBESTOS ABATEMENT: From listed sub-contractor CST ENVIRONMENTAL, INC, Brea, CA to J & J ENVIRONMENTAL CONSTRUCTION CORP, Whittier, CA.

Comment: The listed sub-contractor could not enter into a contract.

11-D SUBSTITUTION OF SUBCONTRACTOR – STUDENT SERVICES AND ADMINISTRATION BUILDING PHASE I - SITE PREPARATION

MINCO CONSTRUCTION, general contractor for the STUDENT SERVICES AND ADMINISTRATION BUILDING PHASE I – SITE PREPARATION project requests the following subcontractor substitution:

DEMOLITION: From listed sub-contractor CST ENVIRONMENTAL, INC, Brea, CA to MINCO CONSTRUCTION, Gardena, CA.

Comment: The listed sub-contractor could not enter into a contract.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11    FACILITIES

11-E  CHANGE ORDER NO. 3 – JOHN ADAMS MIDDLE SCHOOL FIELD RENOVATION AND LIGHTING

Change Order No. 3 – BYROM-DAVEY, INC. on the John Adams Middle School Field Renovation and Lighting project in the amount of $1,911:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$1,307,243</td>
</tr>
<tr>
<td>Previously Approved Change Orders 1-2</td>
<td>102,468</td>
</tr>
<tr>
<td>Change Order No. 3</td>
<td>1,911</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$1,411,622</td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Time</td>
<td>120 days</td>
</tr>
<tr>
<td>Previous Time Extensions</td>
<td>0 days</td>
</tr>
<tr>
<td>Revised Contract Time</td>
<td>120 days</td>
</tr>
<tr>
<td>Time Extension this Change Order</td>
<td>0 days</td>
</tr>
<tr>
<td>Current Revised Contract Time</td>
<td>120 days</td>
</tr>
</tbody>
</table>

Funding Source: Measure S

Comment: Change Order No. 3 provides for the addition of steel security plates at gate hardware, the addition of a drywell at the pitcher's warm-up area, and credit for work not performed at the direction of the College.

11-F  CHANGE ORDER NO. 1 – ENERGY SERVICES CONTRACT

Change Order No. 1 – CHEVRON ENERGY SOLUTIONS on the Energy Services project in the amount of $420,209:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$7,044,300</td>
</tr>
<tr>
<td>Previously Approved Change Orders</td>
<td>0</td>
</tr>
<tr>
<td>Change Order No. 1</td>
<td>420,209</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$7,464,509</td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Completion Date</td>
<td>September 11, 2009</td>
</tr>
<tr>
<td>Revised Contract Completion Date</td>
<td>October 31, 2009</td>
</tr>
</tbody>
</table>

Funding Source: State Schedule Maintenance Grant and District Capital Funds

Comment: Change Order No. 1 provides for the replacement of old air conditioning units on the Math Complex with new energy efficient units. At the time of the original contract the state had not yet released the schedule maintenance funds.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 112 FACILITIES

11-G CHANGE ORDER NO. 1 – REVISED BUNDY NORTHEAST DRIVEWAY

Change Order No. 1 – PIMA CORPORATION on the Revised Bundy Northeast Driveway project in the amount of $46,524:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$2,464,600</td>
</tr>
<tr>
<td>Previously approved Change Orders</td>
<td>0</td>
</tr>
<tr>
<td>Change Order No. 1</td>
<td>46,524</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$2,511,124</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Time</td>
<td>300 days</td>
</tr>
<tr>
<td>Previous Time Extensions</td>
<td>0 days</td>
</tr>
<tr>
<td>Revised Contract Time</td>
<td>300 days</td>
</tr>
<tr>
<td>Time Extension this Change Order</td>
<td>0 days</td>
</tr>
<tr>
<td>Current Revised Contract Time</td>
<td>300 days</td>
</tr>
</tbody>
</table>

Funding Source: Measure S

Comment: Change Order No. 1 provides for removal and replacement of existing asphalt, removal of asbestos pipe discovered during grading operations, and addition of eight car charger pedestals, signs and posts, and transformer.

11-H AMENDMENT #5 TO AGREEMENT FOR ARCHITECTURAL SERVICES – BUNDY TRAFFIC SIGNAL AND NE DRIVEWAY

Amend the agreement with tBP ARCHITECTS for the Bundy Traffic Signal and NE Driveway project for $3,000 plus reimbursable expenses.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract</td>
<td>$ 279,331</td>
</tr>
<tr>
<td>Amendment #1</td>
<td>166,235</td>
</tr>
<tr>
<td>Amendment #2</td>
<td>28,500</td>
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<tr>
<td>Amendment #3</td>
<td>95,039</td>
</tr>
<tr>
<td>Amendment #4</td>
<td>18,750</td>
</tr>
<tr>
<td>Amendment #5</td>
<td>3,000</td>
</tr>
<tr>
<td>Total to Date</td>
<td>$ 590,885</td>
</tr>
</tbody>
</table>

Funding Source: Measure S

Comment: Due to the required widening of Bundy Drive a small portion of this project is within the City of Santa Monica. The college has completed the expected review process with the Santa Monica Civil Engineering Department. At the end of the process we were then directed for further review to the Building & Safety Department. This department has different submittal requirements and the architect and consultants must prepare a new set of documents for submittal.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12  BUDGET TRANSFERS

12-A  FUND 01.0 – GENERAL FUND – UNRESTRICTED
Period: January 21, 2009 through February 11, 2009

<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>-3,326</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
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<tr>
<td>4000</td>
<td>Supplies</td>
<td>6,895</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>-25,230</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>70,114</td>
</tr>
<tr>
<td>7000</td>
<td>Other Outgo/Student Payments</td>
<td>-48,453</td>
</tr>
<tr>
<td>Net Total:</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

12-B  FUND 01.3 – GENERAL FUND - RESTRICTED
Period: January 21, 2009 through February 11, 2009

<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>-9,152</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>28,947</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
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<tr>
<td>4000</td>
<td>Supplies</td>
<td>5,512</td>
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<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>-1,671</td>
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<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>-12,965</td>
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<tr>
<td>7000</td>
<td>Other Outgo/Student Payments</td>
<td>1,048</td>
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<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. 13 BUDGET AUGMENTATION/REDUCTION

13-A ASSOCIATE DEGREE IN NURSING TO BSN/MSN

Granting Agency: California Community Colleges Chancellor’s Office
Appropriated Funding: $50,000 Augmentation
Matching Funds: $0
Performance Period: July 1, 2008 – June 30, 2009
Summary The Chancellor’s Office approved an augmentation by $50,000 to the Associate Degree in Nursing to BSN/MSN grant to develop a comprehensive, fully accessible ADN to MSN program with a concentration on Nurse Education.

Budget Augmentation:
- Revenue: 8000 Revenue $50,000
- Expenditures:
  - 1000 Academic Salaries 37,800
  - 3000 Benefits 10,200
  - 7000 Indirect Costs 2,000

13-B COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (CARE)

Granting Agency: State of California
Appropriated Funding: $2,370
Matching Funds: $0
Performance Period: July 1, 2008 – June 30, 2009
Summary The District qualifies for an additional $2,370 in CARE funding, the source of these funds is a reallocation by the Chancellor’s office of unused CARE funds from Districts statewide.

Budget Augmentation:
- Revenue: 8000 State Revenue $2,370
- Expenditures:
  - 7000 Student Aid $2,370
## 13-C COMMUNITY COLLEGE CalWORKS

<table>
<thead>
<tr>
<th>Granting Agency:</th>
<th>Los Angeles County Department of Public Social Services (DPSS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriated Funding:</td>
<td>($8,694) Reduction</td>
</tr>
<tr>
<td>Performance Period:</td>
<td>July 1, 2008 – June 30, 2009</td>
</tr>
<tr>
<td>Summary</td>
<td>The District has been informed by the Department of Public Social Services, that due to budget constraints at the County level, our County CalWORKS program contract would be reduced mid-year effective December 31, 2008 by 10.71%.</td>
</tr>
</tbody>
</table>

### Budget Augmentation:

<table>
<thead>
<tr>
<th>Revenue:</th>
<th>$ (8,694)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures:</td>
<td></td>
</tr>
<tr>
<td>1000 Academic Salaries</td>
<td>(7,128)</td>
</tr>
<tr>
<td>3000 Benefits</td>
<td>(1,932)</td>
</tr>
<tr>
<td>4000 Supplies</td>
<td>652</td>
</tr>
<tr>
<td>7000 Indirect Costs</td>
<td>(286)</td>
</tr>
</tbody>
</table>

## 13-D CAREERS IN CHILD CARE PROGRAM

<table>
<thead>
<tr>
<th>Granting Agency:</th>
<th>Los Angeles County Department of Public Social Services (DPSS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriated Funding:</td>
<td>($79,890) Reduction</td>
</tr>
<tr>
<td>Performance Period:</td>
<td>July 1, 2008 – December 31, 2008</td>
</tr>
<tr>
<td>Summary</td>
<td>The District has been informed by the Department of Public Social Services, that due to budget constraints at the County level, our Careers in Child Care Training Program contract would be terminated mid-year effective December 31, 2008. This was the third year of a three year contract that offered supplemental funding to our CalWORKs program for CalWORKs students who were interested in pursuing careers in the child care field. The contract provided $160,000 to SMC on an annual basis and funded critical support services including counseling and tutoring. Similar contracts at approximately ten other Los Angeles area community colleges were also terminated mid-year.</td>
</tr>
</tbody>
</table>

### Budget Reduction:

<table>
<thead>
<tr>
<th>Revenue:</th>
<th>$ (79,890)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures:</td>
<td></td>
</tr>
<tr>
<td>1000 Academic Salaries</td>
<td>(47,080)</td>
</tr>
<tr>
<td>2000 Clerical/Classified</td>
<td>(19,082)</td>
</tr>
<tr>
<td>3000 Benefits</td>
<td>(9,033)</td>
</tr>
<tr>
<td>5240 Field Trips</td>
<td>(2,051)</td>
</tr>
<tr>
<td>7000 Indirect Costs</td>
<td>(2,647)</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14  COMMERCIAL WARRANT REGISTER
Requested by: Robin Quaile, Accounts Payable Supervisor
Approved by: Jeanine Hawk, Vice-President, Business and Administration
Requested Action: Approval/Ratification


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

RECOMMENDATION NO. 15  PAYROLL WARRANT REGISTER
Requested by: Ian Fraser, Payroll Manager
Approved by: Jeanine Hawk, Vice-President, Business and Administration
Requested Action: Approval/Ratification

January 1 – January 31, 2009  CIF – C2G  $6,384,223.50

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

RECOMMENDATION NO. 16  AUXILIARY PAYMENTS & PURCHASE ORDERS
Requested by: George Prather, Director of Auxiliary Services
Approved by: Jeanine Hawk, Vice-President, Business and Administration
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.

January 1 – January 31, 2009  Payments  $1,646,480.52  Purchase Orders  $28,317.44

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

RECOMMENDATION NO. 17  DIRECT, BENEFIT & STUDENT GRANT PAYMENTS
Requested by: Robin Quaile, Accounts Payable Supervisor
Approved by: Jeanine Hawk, Vice President, Business/Administration
Requested Action: Approval/Ratification

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

January 1 – January 31, 2009
D001150 – D001305 $ 776,556.74
B000331 – B000398 2,404,891.93
ST00110 – ST00111 92.00

D – Direct Payments
B – Benefit Payments (health insurance, retirement, etc.)
ST – Student Grant Payments
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 PURCHASING
Requested by: Keith Webster, Director, Purchasing
Approved by: Jeanine Hawk, Vice-President, Business and Administration
Requested Action: Approval/Ratification

18-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 approve budgets. Lists of vendors on file in the Purchasing Department

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 1 – December 31, 2008</td>
<td>$1,011,401.65</td>
</tr>
<tr>
<td>January 1 – January 31, 2009</td>
<td>$590,926.59</td>
</tr>
</tbody>
</table>

18-B AWARD OF PURCHASE ORDERS-THEATER LIGHTING EQUIPMENT FOR THE BROAD STAGE AND THE SMC PERFORMING ARTS CENTER

Award of Purchase Orders for Theater Lighting Equipment for the Broad Stage at the SMC Performing Arts Center to the three (3) vendors listed below, which are the lowest responsive bidders, for specific items requested.

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angstrom Stage Lighting</td>
<td>$135,577.53</td>
</tr>
<tr>
<td>Production Resource Group</td>
<td>48,900.45</td>
</tr>
<tr>
<td>SECOA, Inc</td>
<td>8,322.58</td>
</tr>
</tbody>
</table>

Funding Source: Madison Site; Measure S Funds

Comment: Bids were solicited by newspaper advertising in compliance with Education Code 81641 and the Bid was conducted in accordance with Public Contracts Code 20651.
IX. **BOARD COMMENTS AND REQUESTS**

X. **ADJOURNMENT** – 9:58 p.m.

The meeting adjourned in memory of **Gloria Mae Williams Brown**, mother of Eric Williams, faculty member in Health Sciences; **Reva Greenstein**, mother of trustee Nancy Greenstein; **Richard Smith**, father of Carole McCaskill, faculty member in Health Sciences; and **Salvatore Veas**, father of Sal Veas, faculty member in Business.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Monday, April 6, 2009** 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.

The agenda for the next meeting will include the following:

- Ballot for CCCT Board of Directors
- Resolution for Community College Month
- Report: Enrollment and Enrollment Development
- Report: District Investments