

A G E N D A



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

**TUESDAY,
JULY 7, 2009**

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

5:30 p.m. – Call to Order
Closed Session

7:00 p.m. – Public Meeting
Board Room (Business Building Room 117)

*The complete agenda 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.*

PUBLIC PARTICIPATION

ADDRESSING THE BOARD OF TRUSTEES

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

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

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

Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

General Public Comments and Consent Agenda

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

Major Items of Business

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

Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

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

Reference: *Board Policy Section 1570*
 Education Code Section 72121.5
 Government Code Sections 54954.2, 54954.3, 54957.9

V. **ACADEMIC SENATE REPORT**

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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 Board will hold a Study Session on Saturday, August 1, 2009 at the SMC Bundy Campus.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, August 4, 2009** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

July 7, 2009

I. ORGANIZATIONAL FUNCTIONSA CALL TO ORDERB ROLL CALL

Louise Jaffe, Chair
David Finkel, Superior Court Judge (Ret.), Vice-Chair
Dr. Susan Aminoff
Dr. Nancy Greenstein
Dr. Margaret Quiñones-Perez
Rob Rader
Dr. Andrew Walzer
Seth Smith, Student Trustee

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, Campus Counsel

Employee Organization: *CSEA, Chapter 36*

Public Employee Discipline/Dismissal/Release (*Government Code Section 54957*)Real Property (*Government Code Section 54956.8*)

Property Address: 919 Santa Monica Blvd., Santa Monica, California 90404

Under Negotiation: 45 days of Due Diligence Period, 15 days of escrow from the end of
the Due Diligence Period

Owner of Record: Per Public Record

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONSD PLEDGE OF ALLEGIANCEE CLOSED SESSION REPORT (if any)F PUBLIC COMMENTS

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	July 7, 2009

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM G

SUBJECT: **OVERVIEW OF 2008-2009 GRANT-FUNDED PROJECTS**

SUBMITTED BY: Superintendent/President

SUMMARY: In 2008-2009, SMC managed approximately \$5 million in 28 grant projects funded by local, state, and federal agencies (not including carry over funds). This total includes any project that is proposal driven, performance or outcome-based, and competitive. It does not include such categorically-funded programs as EOPS or Disabled Students Programs and Services. It also does not include Tech Prep, Dual Enrollment, or the various fee-for-service workforce training contracts awarded to Workforce and Economic Development.

In 2008-2009, the college received 12 new awards, valued at about \$3.6 million in new money, with \$1.8 million to benefit 2008-2009 directly. These projects were developed and written by the Grants Office, Workforce and Economic Development, and/or the TRIO Program. In total, the college submitted 21 proposals, achieving a success rate of 57 percent; however, this included three applications to private funding sources that were not funded. SMC's public grant success rate was 67%. One of the goals of the Grants Office is to increase private grant making in an effort to reduce reliance on public funds, decrease the amount of time spent of accountability and compliance, and increase the diversity of projects funded through grants. Private grants will enable the college to pursue smaller, more targeted projects to address our strategic initiatives.

The attached report prepared by Laurie McQuay-Peninger, Director of Grants, (see Addendum A) provides an overview of the 2008-2009 grant-funded projects by Institutional Learning Outcome, Strategic Initiative, and/or Supporting Goal, as well as the annual award total and the funding source.

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION July 7, 2009
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM H

SUBJECT: **TRANSFER PROGRAM**

SUBMITTED BY: Superintendent/President

SUMMARY: The presentation on the SMC Transfer Program will provide some of the most recent transfer statistics, along with some analysis on how the budget crisis might affect the transfer in the future, particularly for SMC students wanting to attend the UC and CSU. A comparison will be provided with the budget crisis of 2003, and how that crisis affected transfer numbers.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 7, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **CONTRACT WITH BIG BLUE BUS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a contract with the Big Blue Bus for 2009-10.

SUMMARY: At its April 14, 2008 meeting, the Board of Trustees approved a recommendation to endorse the Associated Students, Santa Monica College, and Big Blue Bus Transportation Initiative. This program provides a system-wide pass for all current SMC students and staff with ID to ride the Big Blue Bus “any time, any line” at no charge. The program replaces SMC’s former shuttle service and incorporates the line improvements to SMC’s campuses that have been added in recent years, including the Crosstown Ride, the Sunset Ride, the new Line 6 to Mar Vista, and an extension of Line 1 from UCLA to the main campus. The Board approved entering into a contract with Big Blue Bus for the amount of \$1,219,480.

In approving the contract, the Board relied on a commitment from the Associated Students to contribute \$428,051 to the program, made available by an Associated Students action to increase the voluntary A.S. membership fee. The Board also endorsed a plan to adjust the Student ID fee and the Student parking fee to provide \$371,429 to offset the balance of the increased cost. Lastly, the Board endorsed a maintenance of effort amount of \$420,000 from SMC’s General Fund to provide the remaining funding. The cost for the 2009-10 BBB program is unchanged, at \$1,219,480.

Within the past few weeks, representatives from the Associated Students have indicated interest in providing an additional amount for the program, up to \$200,000, to assist the college with the budget crisis. The A.S. will next meet in August.

Following is a summary of the funding sources and costs:

\$371,429	SMC 2009-10 General Fund – Offset by ongoing SMC revenue from ID & parking
\$428,051	SMC 2009-10 General Fund – Offset by A.S. maintenance of effort payment
\$420,000	SMC 2009-10 General Fund – Maintenance of Effort (May be reduced by A.S. contribution)
\$1,219,480	Total for 2009-2010 BBB “Any Line, Any Time” Program

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 7, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **APPOINTMENTS TO CITIZENS' BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Trustee Nancy Greenstein

REQUESTED ACTION: It is recommended that the Board of Trustees approve the appointment of members to the Citizens' Bond Oversight Committee, for two-year terms, 2009-2011.

Deborah Arvesen (incumbent) – Local community (Sunset Park), local business

Clarence Chapman (previous member) – Taxpayer's organization, local community (Malibu)

Paul Leoni (incumbent) – Local business

Bruce Sultan – Local business, SMC support organization (Associates)

SUMMARY: The bylaws state that the Citizens' Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees as required by Government Code Sections 54950-54962 and Education Code Sections 15278, 15280 and 15282, with at least:

Category

1. one representative of the business community within the District
2. one person active in a senior citizens' organization
3. one person active in a bona fide taxpayers' organization
4. one student who is currently enrolled at SMC
5. one person active in the support and organization of the District
6. additional appointees to represent the communities of Santa Monica and Malibu

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 7, 2009

ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 3

SUBJECT: **AUTHORIZED SIGNATURE RESOLUTION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the following Santa Monica College administrator to sign District documents as indicated.

Name/Title	Warrants	Orders for Salary Payment	Notices of Employment	Contracts	Auxiliary Warrants	Purchase Orders
Robert Isomoto Vice-President, Business and Administration	X	X		X	X	X

It is further recommended that this revised "Certification of Signatures" be completed and filed with the County Superintendent of Schools. The signatures shall be considered valid through December 31, 2009.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 7, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **SECOND READING AND APPROVAL**
BOARD POLICY SECTIONS
3123, WORKPLACE/CAMPUS VIOLENCE AND
ANTI-BULLYING
3124, ANTI-NEPOTISM

SUBMITTED BY: Superintendent/President

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

- A 3123, Workplace/Campus Violence and Anti-Bullying Policy
- B 3124, Anti-Nepotism

COMMENT: Revisions suggested during the first reading at the June 2nd Board of Trustees meeting have been incorporated.

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

#4-A

BP 3123 Workplace/Campus Violence and Anti-Bullying (Revision)

Santa Monica College prohibits workplace and campus violence and strongly promotes civility in the workplace. The District is committed to maintaining a safe, collegial environment in which fear, intimidation and bullying will not be tolerated. Treating others with civility and respect and refusing to perpetuate or tolerate bullying behavior are expected performance standards of administrators, management, faculty, staff, volunteers and students as well as vendors, independent contractors and visitors to the College.

Verbal, written and/or emotional or physical abuse, threats, intimidation, or violence against others will be considered a violation of the community of mutual respect ~~and an ethical lifestyle that are~~ as an integral part of the goals, objectives and mission of the Santa Monica Community College District.

“Bullying” is any habitually cruel, hostile behavior perpetrated upon individuals or groups for the purpose of intimidation. This behavior may result in physical and/or emotional distress to the target of such acts and has the potential to lead to violent outcomes.

Passive bystander support of bullying will not be tolerated. Employee witnesses to acts of bullying must take responsible action to report such acts to the District. Other witnesses should take responsible action to report such acts to the District.

Complaints should be forwarded to the Superintendent/ President or Designee. Upon conclusion of an investigation of a complaint, and if the complaint is found to be valid, the District will ensure that remedial action is taken. Anyone who files a complaint in which he/she knowingly makes a false accusation may be subject to appropriate discipline.

This policy will be published in college publications (e.g. Website, catalog).

#4-B

BP 3124 Anti-Nepotism (New)

The Santa Monica Community College District's standards for employment decisions such as hiring, promoting, reappointing, evaluating, awarding salary, disciplining, and terminating employees are based upon an individual's qualifications for the position, ability, and performance. The District attempts to avoid favoritism, the appearance of favoritism, and conflicts of interest in employment, and reserves the right to take action in accordance with existing employee collective bargaining agreements when relationships or associations of employees negatively affect the District's mission and goals.

Employees and applicants for employment shall not be denied employment or advancement opportunities because of their status as a family or household member of another employee. However, no person shall be employed, promoted, or transferred to a position in a department where ~~they~~ he/she would be the immediate supervisor of or receive direct supervision from a:

- spouse, domestic partner, or co-habitant;
- child, including adopted, in-laws and step- or half-parent;
- grandchild, including adopted, in-laws and step- or half-grandparent;
- sibling, including in-laws and step- or half-; or
- any other member of the employee's household whether or not related by blood or marriage;
- children and family members of siblings and spouses.

A person serving in a supervisory position may not participate in decisions regarding hiring, reappointment, placement, scheduling, evaluation, rate of pay, salary increases, promotion, monetary awards, or other personal interest for a relative or household member employed by the District, even when the supervisor is not in the direct line of authority. For purposes of this policy, an elected position such as department chair, faculty leader or faculty coordinator shall be considered a "supervisory position".

To avoid the risk of sexual harassment or any appearance of impropriety, employees shall not be allowed to retain supervisory responsibilities over subordinate employees whom they are dating.

A supervisor who becomes involved in a relationship covered by this policy shall notify the Superintendent/President or designee within 10 working days after the start of this relationship.

Upon receiving notification of such a relationship, the Superintendent/President or Designee shall take action to remedy the situation. Such action may include reassignment, transfer or acceptance of voluntary resignation for one of the parties.

Reference:

California Education Code Section 70902

SMC Rules and Regulations of Classified Service Merit Rule 7.1.4

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 7, 2009

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 #5-#22

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

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

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.

RECOMMENDATION NO. 5 APPROVAL OF MINUTES

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

- June 2, 2009 (Regular Board of Trustees Meeting)
- June 23, 2009 (Special Meeting)

