SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
MONDAY, DECEMBER 4, 2000

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

5:30 p.m. - Closed Session
Business Building Room 111

7:00 p.m. - Public Meeting
Board Room
Business Building Room 117
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, December 4, 2000.

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

I. ORGANIZATIONAL FUNCTIONS
   A Call to Order
   B Roll Call

II. CLOSED SESSION
   • Pending Litigation pursuant to Government code Section 54656.9
   • Conference with Legal Counsel – Existing Litigation, pursuant to Government Code Section 54956.9
   • Collective Bargaining, pursuant to Government Code Section 54957.6

III. ORGANIZATIONAL FUNCTIONS (Continued)
   C Pledge of Allegiance
   #1 Approval of Minutes: November 13, 2000

IV. SUPERINTENDENT’S REPORT

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

VIII. BOARD REPORT AND COMMENTS

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

Contracts and Grants

#2 Acceptance of Grant

Academic and Student Affairs

#3 Consultant for TTIP Human Resources Fund
#4 Customized Training Program
#5 Community Services/Extension Seminars/Courses, Winter and Spring, 2001
Human Resources

#6 Agreement for Special Services
#7 Academic Personnel
#8 Classified Personnel - Establish/Abolish Positions
#9 Classified Personnel - Regular
#10 Classified Personnel - Temporary
#11 Classified Personnel - Non Merit

Business and Administration

#12 Claim for Damages
#13 Risk Management: Integrated Waste Management Plan
#14 Industrial Injury Treatment Agreement (Extension)
#15 KCRW: Acceptance of Grant
#16 KCRW: License Agreement Renewal
#17 KCRW Consultants
#18-A Facilities: Engineering Services – Replace HVA/C Systems, Letters and Science
#18-B Facilities: Engineering Services – Replace HVA/C Systems, Admissions/Counseling Center
#18-C Facilities: Amendment to Architectural Agreement – 2714 Pico Blvd.
#18-D Facilities: Pool/Natatorium Demolition Project
#19 Commercial Warrant Register
#20 Payroll Warrant Register
#21 Payments from Auxiliary Operations
#22 Direct Payments
#23-A Purchasing: Award of Purchase Orders
#23-B Purchasing: Authorization to Purchase Broadcast Equipment and Supplies
#23-C Purchasing: Award of Bid for Waste Disposal

X. [CONSENT AGENDA – Pulled Items]

XI. MAJOR ITEMS OF BUSINESS

#24 Initial Collective Bargaining Proposal, SMC Faculty Association

XII. BOARD POLICY

#25 Second Reading – Board Policy Section 5000, Curriculum and Instruction

XIII. INFORMATION - No Action Required

D Submittal of Grants

XIV. ADJOURNMENT:
The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, January 8, 2001 at 7 p.m. (5:30 p.m. if there is a closed session) in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.
I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Dorothy Ehrhart-Morrison, Chair - Present
Annette Shamey, Vice-Chair- Present
Nancy Cattell-Luckenbach- Present
Carole Currey- Present
Patrick Nichelson- Present
Herbert Roney- Present
Annie Bird, Student Trustee - Present

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

- Pending Litigation, pursuant to Government Code Section 54956.9
- Conference with Legal Counsel – Existing Litigation, pursuant to Government Code Section 54956.9
  Santa Monica College Faculty Association vs. Santa Monica Community College District, et al., LASC Case No. BC 236666
- Collective Bargaining, pursuant to Government Code Section 54957.6

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:24 p.m.

C. PLEDGE OF ALLEGIANCE – Lantz Simpson

RECOMENDATION NO. 1 APPROVAL OF MINUTES

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

November 13, 2000 (Regular Meeting)

MOTION MADE BY: Carole Currey
SECONDED BY: Herbert Roney
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0

Organizational Functions
IV. SUPERINTENDENT’S REPORT

• Review of December Events:
  ➢ Synapse Dance Theater
  ➢ Theatre Arts Program
  ➢ Musical Theater Workshop
  ➢ Beach Bowl against Citrus College
  ➢ Folklorico de SMC
  ➢ SMC Concert Chorale at First United Methodist Church
  ➢ SMC Jazz Band
  ➢ Holiday Celebration in Library
  ➢ L.A. Master Chorale Chamber Singers at Madison,
  ➢ Annual Student Art Sale in Pete and Susan Barrett Art Gallery, December 12 and 13

• In Sacramento, the Governor is putting together the state budget to be announced in January.

• Happy holidays and thanks to all faculty and staff for a great year.

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

   Alicia Romo
   Lee Peterson
CONSENT AGENDA

It is recommended that the Consent Agenda, Recommendations #2–#23 be approved.

Revisions: #4, #18-D
Recommendation pulled for abstention: #5 (Cattell-Luckenbach)
Recommendation pulled for separate action: #18-C

Action on Consent Agenda (except #18-C)

MOTION MADE BY: Carole Currey
SECONDED BY: Nancy Cattell-Luckenbach
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSTAIN: Cattell-Luckenbach on #5

Action on Recommendation #18-C

MOTION MADE BY: Carole Currey
SECONDED BY: Annette Shamey
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
It is recommended that the Board of Trustees accept the following grant and augment the 2000-2001 budget as indicated:

**Title of Grant:** Middle College High School

- **Project Developer/Dept.** Julie Yarrish
- **Granting Agency:** California Community College Chancellor’s Office
- **Requested Funding:** $150,000
- **Matching Funds** $150,000
- **Performance Period:** FY 2000/01

**Summary:** The proposed funding will support the continued development and implementation of the “Launchpad” program which provides Los Angeles area high school students an opportunity to take college courses to prepare them to enter the Academy of Entertainment & Technology. This is the fourth year of the Launchpad program.

**Budget Augmentation**

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<th>Expenditures</th>
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<td>5000</td>
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**Income**

| 8000 | $150,000 |
CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 3 CONSULTANT FOR TTIP HUMAN RESOURCES FUND

It is recommended that the Board of Trustees authorize a contract with Learning Tree International to provide one week of intensive Windows 2000 training for a maximum of 28 SMC Instructional Technology staff, January 21 through January 26, 2001, for an amount not to exceed $32,628.

Funding Source: TTIP GRANT (Chancellor’s Office)

Comment: Learning Tree International will offer intensive training for the upcoming migration from Windows NT to Windows 2000. The new operating system is vastly changed, and this training program is critical to a successful, smooth transition.

RECOMMENDATION NO. 4 CUSTOMIZED TRAINING PROGRAM

It is recommended that the Board of Trustees ratify the agreement with Computer Based Education (CBE) to provide the facilities and classroom for eligible participants referred to the Office of Workforce and Economic Development, beginning June 2000 through December 2002, for an amount not to exceed $1,250 per participant.

Funding Source: Proceeds from the approved and executed agreement with Community Career Development (CCD).

Comment: At its March 2000 meeting, the Board of Trustees authorized entering into an agreement with CCD to provide facilities, a classroom, and an instructor so that students can receive the final 80 hours of telecommunications training. Currently, there are twelve participants in the class.
CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 5   COMMUNITY SERVICES/EXTENSION SEMINARS/COURSES, WINTER AND SPRING, 2001

It is recommended that the Board of Trustees approve the following seminars/courses for the Santa Monica College Community Services and Extension programs for Winter and Spring, 2001:

WINTER 2001

Kozameh A  Spanish (2) (Emeritus)  18 Hr
Perez-Pena F  French (2) (Emeritus)  18 Hr

EXTENSION

Goldberg B  Intensive ESL Winter  150 Hr
Uchiyama K  Intensive ESL Winter  150 Hr

SPRING 2001

Anthony W  New World Travels  Art of Discount Travel  40%
Arsone S  Poetry  18 Hr
Barnstable C  Audition Techniques & Cold Reading  12 Hr
Modeling for All Types  12 Hr
TV Commercials/Acting Workshop (2)  24 Hr
Barthoff M  Art for Non-Artists (2)  36 Hr
Baumel G E  Gett Security/Bodyguard Serv. CA Security Guard  40%
Binnendyk M  Sculpting the Human Face  21 Hr
Sculpting with Papier Mache  18 Hr
Brutsche J  Watercolor on Location (2)  48 Hr
Cabrera Saldana C  Spanish for Youth (2)  18 Hr
Catanzaro J  Substitute Teacher  40%
Chapman D T  Dollie Chapman, IIDA Design  Fundamentals of Interior Design  40%
Chen C  Beginning Landscape Design  10 Hr
Hardscape Landscaping  8 Hr
Softscape Landscaping  8 Hr
Asian Woodblock Printing  6 Hr
Cherubin J  Poetry for Kids (2)  18 Hr
Crafting the Short Story (2)  36 Hr
Chianis A  Belly Dancing (2)  24 Hr
Chow Y M  Chinese Brush Painting (2)  36 Hr
Christensen C  Notary Public Seminars  Notary Public  40%
Cline K  Introduction to Iyengar Yoga (2)  40%
Copeland R  Kickboxing (2)  30 Hr
Craig-Smith M  Reducing Stress  3 Hr
Day J  Gourmet Herbal Gifts  40%
Exploring the World of Fragrances  40%
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<thead>
<tr>
<th>Name</th>
<th>Course</th>
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<td>Demory D</td>
<td>Creating Your Ideal Career</td>
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<td>Dighero C</td>
<td>Beginning Spanish L1 (2)</td>
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<td>Diamond K</td>
<td>Introduction to Feng Shui</td>
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<td>Dingman E</td>
<td>Professional Floral Design – Basic</td>
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<td>Professional Floral Design – Int/Adv</td>
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<td>Beginning French for Travelers L1</td>
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<td>Beginning French for Travelers L2</td>
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<td>Advanced French Conversation</td>
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<td>Motorcycle Maintenance (2)</td>
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<td>Gale G I S</td>
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<td>Art of Negotiation</td>
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<td>Grant R</td>
<td>Creative Writing for Kids</td>
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<td>Wedding Consultant</td>
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<td>Goode D</td>
<td>Adult Karate (2)</td>
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<td>Youth Karate (2)</td>
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<td>Gordon K</td>
<td>Ballroom Dance L1 (2)</td>
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<td>Gullborg B</td>
<td>Stretch &amp; Slim (2)</td>
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<td>Slow Stretch (2)</td>
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<td>Heisler L</td>
<td>Beginning Yoga (2)</td>
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<td>Heller P</td>
<td>Painting on Glass</td>
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<td>Higa J</td>
<td>What a Way to Go!</td>
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<td>House R</td>
<td>Beginning Spanish L1 (2)</td>
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<td>How to Succeed as a Writer</td>
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<td>Buy a Home at a Discount</td>
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<td>Self Discovery in the Garden</td>
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<td>Jones R L</td>
<td>Basic Photography (4)</td>
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<td>Kapaku O</td>
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<td>Hawaiian Dance L1 (2)</td>
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<td>Hawaiian Dance L2 (2)</td>
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<td>Katz B</td>
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<td>Successful Retirement</td>
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<td>Evelyn Lager</td>
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<td>Write Freelance Articles that Sell</td>
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<td>Good Grief! Its Grammar!</td>
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<td>Gift Wrapping</td>
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<td>Leichner L</td>
<td>Beginning German L1 (2)</td>
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<td>Lemack B</td>
<td>PR for NonProfits</td>
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<td>Levyn K</td>
<td>East/West Coast Swing (2)</td>
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Lieberman A  Beat the Lender  40%
Lipton L  Job Interviews  6 Hr
          Relevant Resumes  6 Hr
          Career Transition Workshop  9 Hr
Longobart R  Green Thumb Bookkeeping Basic Tiling Techniques  50%
Lopez M  Color Print Lab (2)  48 Hr
          Beyond Basic Photography (2)  36 Hr
Mandel R  Beginning Crochet  24 Hr
Mann H  Stand-Up Comedy  18 Hr
          Comedy Writing  18 Hr
Manseau F  Cartooning for Fun  12 Hr
          Basic Drawing for Youth  12 Hr
          Beginning Watercolor (2)  18 Hr
          Intermediate Watercolor (2)  18 Hr
Mansfield W  William Mansfield Seminars Real Estate Appraisal  40%
Marshall G  Home/Studio Demos  6 Hr
McCormick Y  Japanese Flower Arranging  12 Hr
McDonald S  Advanced Black/White Print Lab (2)  40%
Miller N  Rounds, Miller & Assoc. Mail Order Business  40%
          Spring Sing  12 Hr
Mojsin L  Accent Reduction Control  40%
Morgan D  Right Brain Drawing (2)  42 Hr
Nagler J  Grantwriting for Non Profits  40%
Needle R  Beautiful Beads  50%
Nethery B  Beauty Makeover  40%
Nunes J  Exploration in Oils  18 Hr
          Exploration in Pastels  18 Hr
Palen C  Chaos Control Chaos Control Seminar  40%
Pampillo I  Beginning Salsa L1 (2)  40%
          Beginning Salsa L2 (2)  40%
Piscopo M  Portfolio Development  8 Hr
          Business of Photography  12 Hr
Poma W  The Art of Bookmaking (2)  40%
Prestine J  Write a Children’s Picture Book (2)  50%
          Publish a Children’s Book  50%
Railsback S  Sherrie Railsbac Freelance Bookkeeping  50%
          Talk to Anyone  50%
Reck L  Mature Driver’s (2)  16 Hr
Reddick M  Marshall Reddick Seminars Government Foreclosures (2)  40%
Rein L  How to Become a Foster/Foster-to-Adopt Parent  40%
Richardson L G  Lois G. Richardson Women and Investing  40%
Rimmon S  S. Rimmon & Co., Inc. Importing Seminars (3)  50%
Rives J  Pop-Up Books & Cards  40%
Robinson K  Fruits/Flowers in Watercolor (2)  48 Hr
Rose E  Color Magic  40%
Rounds M  Rounds, Miller & Assoc Coaching/Consulting  40%
Russell M. PH.D.  Impact of Adoption  40%
Saxon J  Pop Songwriting (2)  36 Hr
Scherillo R  Beginning Italian L1 (4)  72 Hr
          Intermediate Italian (2)  36 Hr
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<td>Hand Tinting Techniques</td>
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<td>Sheehan M</td>
<td>Pysanka</td>
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<td>Singer D</td>
<td>Tai Chi Chuan (2)</td>
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<td>Violin ensemble for Fun &amp; Joy (2)</td>
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<td>Introduction to Violin for Fun &amp; Joy (2)</td>
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<td>Small I D</td>
<td>I David Small Family Trust</td>
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<td>Song J</td>
<td>Accupressure/Stretch (2)</td>
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<td>Specktor D</td>
<td>Beginning Knitting</td>
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<td>Steinman H M</td>
<td>CBEST Prep &amp; Review</td>
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<td>Stoddard N</td>
<td>Carefree Travel Packing Light &amp; Easy</td>
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<td>Europe On Your Own</td>
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<td>Tarlow E</td>
<td>So. Calif Boat Club, Inc.</td>
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<td>Kayaking (10)</td>
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<td>Sailing (8)</td>
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<td>Beginning Chinese (2)</td>
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<td>Temp S</td>
<td>World of Collage</td>
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<td>Collage &amp; Assemblage</td>
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<td>Thompson P</td>
<td>Creativity Workshop (2)</td>
<td>42 Hr</td>
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<td>Tirr C</td>
<td>Watercolor for Kids</td>
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<td>Unger I</td>
<td>Yoga for a Healthy Back (2)</td>
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<td>Urquhart S</td>
<td>Beginning Japanese (2)</td>
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<td>Valdivia O</td>
<td>Spanish for Absolute Beginners (2)</td>
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<td>Weiss D H</td>
<td>One Day Retreat</td>
<td>8 Hr</td>
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<td>Art of Scrapbooking</td>
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<td>Westerfield D</td>
<td>Westerfield &amp; Associates</td>
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<td>Small Business Bookkeeping</td>
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<td>Tax Workshop</td>
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<td>How to Chose/Buy Personal Computer</td>
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<td>Wheeler J</td>
<td>Drawing the Head with Charcoal</td>
<td>18 Hr</td>
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<td>Painting the Head in Oil</td>
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<td>Video/Digital Camera</td>
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<td>Blueprint Reading</td>
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<td>Winston P</td>
<td>Introduction to Medial Insurance Billing</td>
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</tr>
<tr>
<td>Wyels J</td>
<td>Joyce Gregory Wyels Travel Writing</td>
<td>50%</td>
</tr>
<tr>
<td>Wyllie J</td>
<td>James Wyllie Horsemanship (5)</td>
<td>$180/Student</td>
</tr>
</tbody>
</table>

**EXTENSION**

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>de Elejalde K</td>
<td>Spring Intensive ESL</td>
<td>400 Hr</td>
</tr>
<tr>
<td>di Rende S</td>
<td>Spring Intensive ESL</td>
<td>400 Hr</td>
</tr>
<tr>
<td>Education to Go</td>
<td>On-Line Computer Classes (140)</td>
<td>$29/Student</td>
</tr>
<tr>
<td>Goldberg B</td>
<td>Spring Intensive ESL</td>
<td>400 Hr</td>
</tr>
<tr>
<td>Grillo M A</td>
<td>Private Pilot Ground School</td>
<td>42 Hr</td>
</tr>
<tr>
<td></td>
<td>Instrument Pilot Training</td>
<td>42 Hr</td>
</tr>
<tr>
<td>Hammond C</td>
<td>Computer Instruction (2)</td>
<td>30%</td>
</tr>
<tr>
<td>Hurwit M A</td>
<td>Medical Transcription</td>
<td>45 Hr</td>
</tr>
<tr>
<td>Lev H C</td>
<td>Real Estate Classes (3)</td>
<td>96 Hr</td>
</tr>
<tr>
<td>Levin T</td>
<td>Spring Intensive ESL</td>
<td>400 Hr</td>
</tr>
<tr>
<td>Lowcock F E</td>
<td>Adobe Photoshop (2)</td>
<td>30%</td>
</tr>
<tr>
<td>Miller M E</td>
<td>Computer Baby Steps</td>
<td>30%</td>
</tr>
<tr>
<td>Uchiyama K</td>
<td>Spring Intensive ESL</td>
<td>400 Hr</td>
</tr>
<tr>
<td>Utas R</td>
<td>Computer Instruction (4)</td>
<td>30%</td>
</tr>
<tr>
<td>Vietti F</td>
<td>Spring Intensive ESL</td>
<td>400 Hr</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 AGREEMENT FOR SPECIAL SERVICES

It is recommended that the Board of Trustees approve an agreement for special services with the Law Office of Larry Frierson to provide the District with legal and consulting services regarding employment relations and education law, and representation in labor negotiations, administrative proceedings, and court proceedings as requested by the District. Payment shall be based on an hourly rate of $200 for attorney services and $75 per hour for paralegal services plus reimbursement for any necessary costs and expenses authorized by the District.

Funding Source: District General Fund less State mandated cost recovery

Comment: Mr. Frierson has provided legal services to the SMC in the past and his knowledge of the District will be a benefit.

RECOMMENDATION NO. 7 ACADEMIC PERSONNEL

It is recommended that the following actions be approved for academic personnel. All personnel will be properly elected in accordance with district policies, salary schedules, and appropriate account numbers.

ELECTIONS

HOURLY
(List on file in the Office of Humans Resources - Academic)

LEAVES OF ABSENCE WITH PAY

MEDICAL LEAVE
Angel, Vini M. Instructor, Nursing 11/13/00 to 12/13/00
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 8  CLASSIFIED PERSONNEL
ESTABLISH/ABOLISH POSITIONS

It is recommended that the Board of Trustees establish/abolish the following positions in accordance with District policies and salary schedules.

ESTABLISH

<table>
<thead>
<tr>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Secretary I (1 position) 10/01/00</td>
<td></td>
</tr>
<tr>
<td>Human Resources, 12 mos, 40 hrs</td>
<td></td>
</tr>
<tr>
<td>Educational Computer Specialist (1 position/new classification/categorical funds) 12/05/00 - 06/01/01</td>
<td></td>
</tr>
<tr>
<td>Information Technology, 12 mos, 40 hrs</td>
<td></td>
</tr>
<tr>
<td>Workforce &amp; Economic Development Executive Assistant (1 position/new classification/categorical funds) 12/05/00 - 06/30/01</td>
<td></td>
</tr>
<tr>
<td>Workforce &amp; Economic Development, 12 mos, 40 hrs</td>
<td></td>
</tr>
</tbody>
</table>

ABOLISH

<table>
<thead>
<tr>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Secretary I (1 position) 11/14/00</td>
<td></td>
</tr>
<tr>
<td>Matriculation, 12 mos, 20 hrs</td>
<td></td>
</tr>
<tr>
<td>Comment: Correction to 11/13/00 action.</td>
<td></td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 9  CLASSIFIED PERSONNEL – REGULAR

It is recommended that the following classified employee(s) be approved for employment (Merit System) into authorized positions. All personnel assigned will be elected in accordance with District policies and salary schedules.

### EFFECTIVE DATE

<table>
<thead>
<tr>
<th>PROBATIONARY</th>
<th>Shokravi, Kaveh, Computer Support Specialist, Telecommunications</th>
<th>11/29/00</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROMOTIONS</td>
<td>Carrillo, Michael</td>
<td>09/08/00</td>
</tr>
<tr>
<td></td>
<td>Fr:  Community College Police Trainee, VH-1, College Police</td>
<td></td>
</tr>
<tr>
<td></td>
<td>To:   Community College Police Officer, VH-1, College Police</td>
<td></td>
</tr>
<tr>
<td>TRANSFER/ADMINISTRATIVE</td>
<td>Stallings, Kim</td>
<td>11/15/00</td>
</tr>
<tr>
<td></td>
<td>Fr:  Department Secretary II, Foundation, 12 mos, 40 hrs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>To:   Department Secretary II, Risk Management 12 mos, 40 hrs</td>
<td></td>
</tr>
<tr>
<td>STIPEND – VARIED HOURS DIFFERENTIAL</td>
<td>Philipson, Adam Special Projects Coord, Madison  + VH-1</td>
<td>10/03/00 “ 12/21/00</td>
</tr>
<tr>
<td>WORKING OUT OF CLASSIFICATION (Additional responsibilities)</td>
<td>Goolsby, Jeannette, Dept Secretary II, EOPS  +4%</td>
<td>11/13/00 “ 12/21/00</td>
</tr>
<tr>
<td></td>
<td>01/02/01 “ 03/01/01</td>
<td></td>
</tr>
<tr>
<td>EDUCATIONAL PAY DIFFERENTIAL</td>
<td>Goodnight, Makada, College Police Dispatcher, College Police +1.5%</td>
<td>11/01/00</td>
</tr>
<tr>
<td></td>
<td>Greenberg, Ana, Job Developer, Job Center +1.5%</td>
<td>11/01/00</td>
</tr>
<tr>
<td></td>
<td>Griskevicius, Agnious, Comp Lab Instr Spec, Instr Comp +.75%</td>
<td>11/01/00</td>
</tr>
<tr>
<td></td>
<td>Romo, David, Gardener/Equip Oper, Grounds +1.5%</td>
<td>11/01/00</td>
</tr>
<tr>
<td>EDUCATIONAL PAY DIFFERENTIAL (Mgmt)</td>
<td>Ayers, Phyllis, Environmental Compliance Off, Risk Mgmt +1.5%</td>
<td>11/01/00</td>
</tr>
</tbody>
</table>

LEAVES OF ABSENCE WITH PAY

Verified paid leave in accordance with District and Education Code provisions.

| MEDICAL               | Hudson, Felicia, Custodian NS-2, Operations | 09/28/00 “ 10/31/00 |
|                       | Silva, Al, Plumber, Maintenance (ext)       | 11/01/00 “ 11/07/00 |

| MILITARY              | Carter, Thomas, Auditorium Tech, Events (amended date) | 10/09/00 “ 10/25/00 |


LEAVES OF ABSENCE WITHOUT PAY

**SUSPENSION**
- College Police Dispatcher, Campus Police 3 Days
- Community College Police Officer, Campus Police 3 Days

RECOMMENDATION NO. 10  CLASSIFIED PERSONNEL – TEMPORARY

It is recommended that the following classified employee(s) be approved for temporary employment (Merit System). All personnel assigned will be elected in accordance with District policies and salary schedules.

**ELECTIONS**

**PROVISIONAL**
- Fontaine, Patricia, Accounting Specialist I, Auxiliary Services 11/01/00 “ 03/30/01
- Gleason, Tim J., Groundskeeper, Grounds 11/06/00 “ 01/30/01
- Johnson, Trena, Department Secretary II, Health Science 10/17/00 “ 12/18/00
- Matsumoto-Trejo, Sharon, Clerical Assistant I, LRC Science 11/06/00 “ 03/20/01

**CASUAL** (assignment not to exceed 15 hrs/wk, 15 days/month)
- Gutierrez, Estella, Art Gallery Installer, Art Gallery 11/08/00 “ 12/21/00
- Schreiner, Gregory, Accompanist-Performance, Music 10/29/00 “ 11/05/00

**LIMITED TERM** (Temporary assignment not to exceed 120 working days/fiscal year)
- Acosta, Arlene, Registration/Information Clerk, Office of Schl Rlts. 11/01/00 “ 06/30/01
- Amanuel, Abby, Registration/Information Clerk, Int'l Ed Center 11/02/00 “ 06/30/01
- Baker, Joanna M, Registration/Information Clerk, Int'l Ed Center 11/07/00 “ 06/30/01
- Baker, Tiffany, Registration/Information Clerk, Admissions & Recs. 11/02/00 “ 06/30/01
- Brown, Carla, Registration/Information Clerk, Int'l Ed Center 11/17/00 “ 06/30/01
- Brown, Kahli, Registration/Information Clerk, Office of Schl Rlts. 11/01/00 “ 06/30/01
- Caffrey, Jeffrey, Media Service Technician, Media Center 11/02/00 “ 12/19/00
- DiModica, Antoinine, Department Secretary II, ESL 10/30/00 “ 11/03/00
- Jones, Michaelyn, Registration/Info Clerk, Admissions & Recs. 11/03/00 “ 06/30/01
- Merchant, Erin, Interpreter for Hearing Impaired, Disabled Stu Ctr 11/08/00 “ 12/19/00
- Shinder, Semen, Registration/Information Clerk, Admissions & Rec 11/06/00 “ 06/30/01
- West, Jacqueline, Department Secretary I, Mathematics 11/13/00 “ 03/30/01
RECOMMENDATION NO. 11  CLASSIFIED PERSONNEL - NON MERIT

It is recommended that the following non-merit employee(s) be approved for temporary employment. All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES
College Student Assistant 44
$7.00/hr

FEDERAL/STATE FUNDED STUDENT EMPLOYEES
College Work-Study Student Assistant 38
$7.00/hr

TUTORIAL AIDES
$10.50/hr 2

PROFESSIONAL EXPERTS
Community Services Specialist I 1
$27.40/hr

Workforce and Economic Development - Project Specialist I 1
$3750.00/mo

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

RECOMMENDATION NO. 12  CLAIM FOR DAMAGES

It is recommended that the Board of Trustees reject the claim filed on November 13, 2000 by Andrew J. Stern, attorney at law, for his client Nechama B. Bergoff in the amount of $7,500 and refer the claim to the District’s claims management firm.

Comment: Mr. Stern alleges that his client was injured during a class in the Fitness Center due to improper supervision.

RECOMMENDATION NO. 13  RISK MANAGEMENT: INTEGRATED WASTE MANAGEMENT PLAN

It is recommended that the Board of Trustees approve the filing of the District’s Integrated Waste Management Plan with the California Integrated Waste Management Program Board.

Comment: AB 75 requires that the District adopt and submit an Integrated Waste Management Plan. The purpose of the plan is to divert at least 25% of the solid waste generated by the District from landfill disposal or transformation facilities by January 1, 2002 and by at least 50% by January 1, 2004.

RECOMMENDATION NO. 14  INDUSTRIAL INJURY TREATMENT AGREEMENT (EXTENSION)

It is recommended that the Board of Trustees approve the extension of a service agreement with SANTA MONICA BAY PHYSICIANS to provide industrial injury treatment to District employees for the period of January 1, 2001 through March 31, 2001.

Comment: This is an extension of the agreement approved by the Board of October 2, 2000. This is an interim agreement while the District sends out requests for proposals to clinics in the Santa Monica area. All charges for treatment by Santa Monica Bay Physicians will be billed to the District’s workers’ compensation carrier.
**RECOMMENDATION NO. 15**  
**KCRW: ACCEPTANCE OF GRANT**

It is recommended that the Board of Trustees authorize acceptance of the following grant for KCRW:

<table>
<thead>
<tr>
<th>Title of Grant:</th>
<th>Community Service Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granting Agency:</td>
<td>Corporation for Public Broadcasting</td>
</tr>
<tr>
<td>Awarded Funding:</td>
<td>$902,311</td>
</tr>
<tr>
<td>Matching Funds:</td>
<td>n/a</td>
</tr>
<tr>
<td>Performance Period:</td>
<td>October 1, 2000 – September 30, 2002</td>
</tr>
<tr>
<td>Summary:</td>
<td>Program acquisition, membership dues and fees</td>
</tr>
<tr>
<td>Budget Augmentation:</td>
<td>General Fund Restricted (03)</td>
</tr>
</tbody>
</table>

**Comment:** KCRW uses the CPB grant for National Public Radio’s annual program acquisition, monthly interconnection fees, membership dues, Public Radio Internationa’s annual acquisition and quarterly carriage fees, and production or acquisition of programming.

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**RECOMMENDATION NO. 16**  
**KCRW: LICENSE AGREEMENT RENEWAL**

It is recommended that the Board of Trustees authorize the KCRW license agreement renewal with the U. S. DEPARTMENT OF NAVY for the period ending February 20, 2006 for building space on and road access through the Marine Corps Air-Ground Combat Center at Twenty-nine Palms. License fees shall not exceed $2,000. This license supports the operation of KCRW’s Copper Mountain site.

**Funding Source:** KCRW donations

**Comment:** KCRW raises all operating and capital expenses of the station
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 17 KCRW CONSULTANTS

It is recommended that the Board of Trustees authorize agreements with the following KCRW consultants for the period ending June 30, 2001.

Larry Malizia: Macintosh and Pro Tools support including consultation, repair, maintenance and software and hardware configuration. Payable at $85 per hour for a total not to exceed $7,000.

Catherine (Cathy) Tamkin: Program services as guest host for various programs. Payable at varying rates for a total not to exceed $3,000.

Sam Hall Kaplan: Program services as guest host for various programs. Payable at varying rates for a total not to exceed $6,800.

Funding Source: KCRW donations

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

RECOMMENDATION NO. 18-A FACILITIES: ENGINEERING SERVICES - REPLACE HVA/C SYSTEMS LETTERS & SCIENCE

It is recommended that the Board of Trustees authorize the District to enter into an agreement with DAHL, TAYLOR & ASSOCIATES for engineering services associated with Replace HVA/C Systems Letters & Science Bldg. project for an amount not to exceed $46,000 plus reimbursable expenses.

Funding Source: 99/00 State Scheduled Maintenance/District Capital Fund

Comment: This project is 50% funded by the 1999/2000 State Scheduled Maintenance & Special Repairs Program.
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 18-B FACILITIES: ENGINEERING SERVICES - REPLACE HVA/C SYSTEMS ADMISSIONS/COUNSELING CENTER

It is recommended that the Board of Trustees authorize the District to enter into an agreement with DAHL, TAYLOR & ASSOCIATES for engineering services associated with Replace HVA/C Systems Admissions/Counseling Center project for an amount not to exceed $46,000 plus reimbursable expenses.

Funding Source: 98/99 State Scheduled Maintenance/District Capital Fund

Comment: This project is 50% funded by the 1998/1999 State Scheduled Maintenance & Special Repairs Program.

RECOMMENDATION NO. 18-C FACILITIES: AMENDMENT TO ARCHITECTURAL AGREEMENT - 2714 PICO BLVD.

It is recommended that the Board of Trustees approve an amendment to the agreement for architectural and engineering services with PUGH + SCARPA for an additional amount not to exceed $55,000 plus reimbursable expenses to cover additional meetings, reports, engineering and architectural services for the 2714 Pico Blvd. remodel project.

Funding Source: 1999 COP

Comment: The project had unexpected delays and changes that required coordination with the City of Santa Monica and the contractor.

RECOMMENDATION NO. 18-D FACILITIES: POOL/NATATORIUM DEMOLITION PROJECT

It is recommended that the Board of Trustees reject Kerry Contractors, Inc. protest of the District’s award of the Pool/Natatorium Demolition Project contract to Emma Corporation at the Board of Trustees meeting on November 13, 2000.

Comment: The protest was based on Emma Corporation’s bid not listing subcontractors for specific classifications of work to be performed under the contract. After reviewing Emma Corporation’s response to the bid protest, the District’s counsel has advised that Emma Corporation’s backup documentation supports its bid and its meeting the legal requirements.
RECOMMENDATION NO. 19  COMMERCIAL WARRANT REGISTER

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

October 1 – October 31, 2000  4378 - 4399  $3,327,258.13

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

RECOMMENDATION NO. 20  PAYROLL WARRANT REGISTER

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

October 1 – October 31, 2000  C1C-C – C2D-N  $6,165,439.61

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

RECOMMENDATION NO. 21  PAYMENTS FROM AUXILIARY OPERATIONS

It is recommended that the following Auxiliary Operations payments be ratified. Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments are made in accordance with Education Code requirements and allocated to approved budgets.

October 1 – October 31, 2000  74620 - 75319  $6,450,151

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

RECOMMENDATION NO. 22  DIRECT PAYMENTS

It is recommended that the following direct payments be ratified. Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments are made in accordance with Education Code requirements and allocated to approved budgets. List on file in Business Office.

November 1 – November 30, 2000  D33470 – D33492  $9,791.47
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 23-A PURCHASING: AWARD OF PURCHASE ORDERS

It is recommended that the following purchase orders be approved and payment be authorized upon delivery and acceptance of the items ordered. All orders are placed in accordance with Education Code requirements and allocated to approved budgets.

<table>
<thead>
<tr>
<th>Purchase Orders - FY 2000/01</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>A)  P. O. 75688 – 7811</td>
<td>$1,211,697.73</td>
</tr>
<tr>
<td>B)  Telephone Orders</td>
<td>39,396.35</td>
</tr>
<tr>
<td>C)  Change Orders</td>
<td>76,160.26</td>
</tr>
<tr>
<td>D)  Auxiliary Orders</td>
<td>12,721.43</td>
</tr>
<tr>
<td>E)  Auxiliary Change Orders</td>
<td>800.00</td>
</tr>
</tbody>
</table>

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

RECOMMENDATION NO. 23-B PURCHASING: AUTHORIZATION TO PURCHASE BROADCAST EQUIPMENT AND SUPPLIES

It is recommended that the Board of Trustees authorize the District to purchase additional broadcast equipment and supplies for KCRW using bid 9900-B4 as follows:

HARRIS CORPORATION, INC. $59,889.00

Funding Source: KCRW Donations

Comment: At its January 10, 2000 meeting, the Board of Trustees awarded bid 9900-B4 for multiple purchases of broadcast equipment from various vendors. Pricing was extended through June 30, 2000, and the Board of Trustees authorized additional purchases at its April 3, 2000 meeting. Pricing has now been extended through December 31, 2000. KCRW wants to purchase additional equipment and supplies as back up for their Beverly Hills site.
RECOMMENDATION NO. 23-C  PURCHASING: AWARD OF BID FOR WASTE DISPOSAL

It is recommended that the Board of Trustees approve the award of Bid No. 0001-B1 for refuse pick-up and waste disposal service for the period of January 2, 2001 through December 31, 2001 to the lowest acceptable bidder:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Management</td>
<td>$24,504.00</td>
</tr>
<tr>
<td>BFI</td>
<td>$34,191.12</td>
</tr>
<tr>
<td>Consolidated Disposal, Inc.</td>
<td>$36,540.48</td>
</tr>
</tbody>
</table>

Funding Source: District General Fund

Comment: The agreement may be renewed annually for an additional four years. Bids were solicited through newspaper advertisement and a general mailing.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24 INITIAL COLLECTIVE BARGAINING PROPOSAL SANTA MONICA COLLEGE FACULTY ASSOCIATION

It is recommended that the Board of Trustees acknowledge receipt of the Santa Monica College Faculty Association initial collective bargaining proposal for the 2000-2001 contract and schedule a public hearing for the Board of Trustees meeting on January 8, 2001.

COMMENT: In order to comply with Government Code Section 3547 and current PERB guidelines, the Faculty Association presented the attached proposal for the 2000-2001 contract negotiations for the contract period beginning August, 2001.

MOTION MADE BY: Carole Currey
SECONDED BY: Herbert Roney

PUBLIC COMMENTS
Robert Flores

STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
It is recommended that the Board of Trustees conduct a second reading of and approve Board Policy Section 5000, Curriculum and Instruction.

COMMENT: This section is presented for Board consideration following an comprehensive review and revision process to update the entire Board Policy/Administrative Regulations Manual. A first reading was held on November 13, 2000.

MOTION MADE BY: Carole Currey
SECONDED BY: Nancy Cattell-Luckenbach

PUBLIC COMMENTS
Brian Hutchings

STUDENT ADVISORY: Aye
AYES: 6
NOES: 0

Copies of Board Policy Section 5000 are available at posting locations and in the Office of the Superintendent/President
INFORMATION ITEM D  SUBMITTAL OF GRANTS

Title of Grant:        Tech Prep Innovative Practices
Granting Agency:      Chancellor’s Office, California Community Colleges
Project Developer/Dept.  Nancy Currey, Linda Sinclair and Julie Yarrish
Requested Funding:    $289,081
Matching Funds        N/A
Performance Period:   March 2001 – March 2002
Summary:              The proposed funding will support the development of additional curriculum for the “Launchpad” program in the area of interactive media and a CD ROM focusing on career opportunities.
XIV. **ADJOURNMENT** – 9:16 p.m.

The meeting was adjourned in memory of **Jose Quiñones**, Olga Chao’s father.

There will be a special meeting of the Board of Trustees for the purpose of conducting a public hearing on Monday, December 11, 2000 at 7 p.m. in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

There will be a special meeting of the Board of Trustees on Wednesday, December 20, 2000 at 5:30 p.m. in the Board Room at Santa Monica College. This is the annual organizational meeting of the Board of Trustees. The agenda will include the following organizational functions:

- Election of officers
- Seating of the Board of Trustees
- Election of Trustee Liaisons
- Authorized Signature Resolutions

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, January 8, 2001 at 7 p.m. (5:30 p.m. if there is a closed session) in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.