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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, JULY 1, 2002

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

6:00 p.m. - Closed Session
Business Building Room 111

7:00 p.m. - Public Meeting
Board Room
Business Building Room 117

PUBLIC PARTICIPATION
ADDRESSING THE BOARD OF TRUSTEES

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

2. No uncivil or disorderly conduct shall be permitted at any Board of Trustees meeting. Persistence in displaying such conduct shall be grounds for summary termination and/or removal of the person from the meeting by the Chair.
3. No oral presentation shall include charges or complaints against any employee of the District, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify the individual. Charges or complaints against employees shall be submitted to the Board of Trustees under provisions of Board Policy Section 9421. Any employee against whom charges or complaints are to be made must be given 24 hours advanced notice and may request any such charges or complaints are heard in closed session.
4. Exceptions: This policy does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District is scheduled to be held in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California, on Monday, July 1, 2002.

6:00 p.m. – Closed Session
7:00 p.m. – Public Meeting

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

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| A Call to Order | 1 |
| B Roll Call | |
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| • Public Employee: Employment, Discipline, Dismissal, Release Pursuant to Government Code Section 54957 | |
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III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (Continued) | |
| C Pledge of Allegiance | 1 |
| #1 Approval of Minutes: June 3, 2002 | |
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IV. SUPERINTENDENT'S REPORT | |
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V. ACADEMIC SENATE REPORT | |
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VI. CLASSIFIED SENATE REPORT | |
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VII. COMMUNICATIONS OR PUBLIC COMMENTS | |
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VIII. BOARD REPORT AND COMMENTS | |
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IX. CONSENT AGENDA <i>(All items considered in one motion unless pulled for discussion later in the meeting)</i> | |

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XIII.	<i>ADJOURNMENT:</i>	
	The Board of Trustees will hold a Retreat on Friday, July 26, 2002 at Santa Monica College in Business Building Room 111, 1900 Pico Boulevard, Santa Monica. A closed session for the purpose of evaluating the Superintendent/President will be held on Saturday, July 27, 2002 in the Board Room.	
	The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, August 5, 2002 at 7 p.m. (5:30 p.m. if there is a closed session) at the Santa Monica College Academy of Entertainment and Technology, 1660 Stewart Street, Santa Monica, California.	

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	REGULAR MEETING July 1, 2002
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I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 6:00 p.m.

B. ROLL CALL

Dr. Patrick Nicholson, Chair
Herbert Roney, Vice-Chair
Dr. Nancy Cattell-Luckenbach
Carole Currey
Dr. Dorothy Ehrhart-Morrison
Dr. Margaret Quiñones
Annette Shamey
Allison Sandera, Student Trustee

II. CLOSED SESSION

- Public Employee: Employment, Discipline, Dismissal, Release Pursuant to Government Code Section 54957

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

C. PLEDGE OF ALLEGIANCE – Trustees Nancy Cattell-Luckenbach

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

ORGANIZATIONAL FUNCTIONS

RECOMENDATION NO. 1

APPROVAL OF MINUTES

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

June 3, 2002 (Regular Meeting)

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA

It is recommended that the Board of Trustees approve/ratify the Consent Agenda, Recommendations #2–#20.

Recommendations pulled for separate action:

Action on Consent Agenda

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 ACCEPTANCE OF GRANTS

Title of Grant: Industry Driven Regional Collaborative (IDRC): American Airlines and American Eagle Collaborative

Granting Agency: Chancellor's Office, California Community Colleges

Confirmed Funding (pending availability of funds) \$257,304 (first year of a two year \$527,690 grant)

Matching Funds: \$258,819 (Source: American Airlines & American Eagle)

Performance Period: July 2002 – June 2003 (Year 1)

Summary: This IDRC grant is for a partnership project between SMC's Office of Workforce and Economic Development, American Airlines and American Eagle to conduct skills upgrade training for 170 front-line American and Eagle managers in: *Emergency Management of Terrorism, Conflict Management, Team Leadership, Diversity and Sensitivity Training and Employee Motivation.*

The project addresses the need for a Management Development training program for American and Eagle managers that will enhance their skill in more effectively addressing air passengers' safety and security concerns in a post-September 11-business environment.

Title of Grant: Industry Driven Regional Collaborative (IDRC): Santa Monica Hospitality Group

Granting Agency: Chancellor's Office, California Community Colleges

Confirmed Funding (pending availability of funds) \$588,598 (two-year grant)

Matching Funds \$361,572 (Source: Santa Monica Hospitality Group)

Performance Period: July 1, 2002 - June 30, 2003 (Year 1)

Summary: This IDRC grant seeks funding to provide post-employment training for the hotel industry to support the two strategic priorities of Business Workforce and Economic Performance Improvement and Workforce Literacy in the following areas: 1) development of an Inter-hotel Emergency Plan; 2) CPR & DART Certification; 3) Leadership in a Crisis Training; and 4) Emergency English & Spanish.

Comment: Both of these grants have been awarded to the college with notification to not begin implementation until funding is confirmed by the Chancellor's Office.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

Title of Grant: Professional Development Institute for Early Childhood Educators

Granting Agency: Prop. 10 Commission: Children and Families First, Community Developed Initiatives

Requested Funding: \$1,533,930 (five year grant)

Matching Funds: \$164,033

Performance Period: June 2002 – May 2007

Summary: The proposed project is a collaborative effort on behalf of the college, the Santa Monica-Malibu Unified School District, Connections for Children, St. John’s Child and Family Development Center and the Santa Monica Child Care and Early Education Task Force. The grant will provide professional development opportunities and mentoring for early childhood educators and in-home family day care providers.

Title of Grant: Teacher Training and Reading Development Partnerships (TRDP)

Granting Agency: Chancellor’s Office, California Community Colleges

Requested Funding: \$275,000 (third year of a five year grant)

Matching Funds: N/A

Performance Period: June 30, 2002 – June 30, 2003

Summary:

- 400 college students have attended special classes, workshops, focused counseling, and club activities
- 175 local elementary students received tutoring in reading by SMC/TRDP tutors
- 286 students enrolled in 3 new courses: ENGL 93: Tutoring Elementary Students in Reading; ENGL 94: Fieldwork, Tutoring Elementary Students in Reading; MATH 41: Mathematics for Elementary School Teachers
- 75 feeder high schools will receive an engaging five-minute video presentation that was produced to recruit high school students

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

Title of Grant: Tech Prep Innovative Practices

Granting Agency: Chancellor's Office, California Community Colleges

Project Developer/Dept. Katharine Muller

Requested Funding: \$123,892 (2nd year funding)

Matching Funds N/A

Performance Period: June 2002 – March 2003

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 for up to 24 students.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

3-A TEACHER AND READING DEVELOPMENT PARTNERSHIP (TRDP)

Terry Marre to provide on-site supervision of 45 students enrolled in ENGL 94, Tutoring K-3rd Grade Elementary Students in Reading. The period of the contract is July 1, 2002 through June 30, 2003 for an amount not to exceed \$15,000.

Comment: Mr. Marre taught developmental reading at SMC for 32 years. He will act as a liaison between the College and the elementary schools to ensure the success of this aspect of the TRDP grant.

Francie Goodrich to provide on-site supervision of 30 students enrolled in ENGL 94, Tutoring K-3rd Grade Elementary Students in Reading. The period of the contract is July 1, 2002 through June 30, 2003 for an amount not to exceed \$10,000.

Comment: Ms. Goodrich has ten years of teaching experience and is a language arts specialist; she is currently training college students to tutor elementary school students for the Santa Monica Boys and Girls Clubs. She will act as a liaison between the College and the elementary schools to ensure the success of this aspect of the TRDP grant.

Laurie Cook Johnson to provide on-site supervision of 15 students enrolled in ENGL 94, Tutoring K-3rd Grade Elementary Students in Reading. The period of the contract is July 1, 2002 through August 31, 2002 for an amount not to exceed \$5,000.

Funding Source: Teacher and Reading Development Partnership (TRDP) Grant

Comment: Ms. Johnson has supervised and trained CSU and UC students, and was a teacher with the Los Angeles Unified School District for over twenty-five years. She will act as a liaison between the College and the elementary schools to ensure the success of this aspect of the TRDP grant.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS (continued)

3-B CONSULTANT FOR CENTER FOR ENVIRONMENTAL AND URBAN STUDIES

DENNIS ZANE, D.B.A. URBAN DIMENSIONS, Planning and Development consultant in the amount of \$2,918 per month for the period of July 2, 2002 through December 2, 2002 to assist the District with the development of the Center for Environmental and Urban Studies.

Funding Source: 2002-2003 Budget/Planning and Development

Comment: Mr. Zane will assist the District in Coordinating the Advisory Board committee for the new Center for Environmental and Urban Studies. His duties will also include coordinating the public lecture series for the Environmental and Urban Studies Courses, internship development and work experience opportunities for students at the local, State and Federal levels. He will be responsible for the raising of funds and donations at all levels to support the programmatic needs of the Center.

3-C CONSULTANT FOR OFFICE OF WORKFORCE AND ECONOMIC DEVELOPMENT

Consultant contract with Daniel Ehrler to provide a variety of services to the Office of Workforce and Economic Development such as outreach to local industry clusters in manufacturing, information technology and health-related industries as well as business referrals, marketing, and resource development in the amount of \$2,850 per month for the period of July 2, 2002 to December 2, 2002.

Funding Source: 2002-2003 Budget/Office of Planning & Development

Comment: Mr. Daniel Ehrler served as the Executive Director of the Santa Monica Chamber of Commerce during the past five years. He brings years of experience in the field of business and industry and contacts/networks needed to establish new collaboratives and partnerships with local and regional industry clusters to support the training needs of the workforce.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4

CONTRACTS AND CONSULTANTS

4-A DISTANCE EDUCATION SERVICES

Renewal of agreement with eCollege to provide services to the Distance Education program for 2002-2003 and 2003-2004. The terms of the agreement include the purchase of an annual site license with an indicated number of seats. Should SMC over-enroll the number of seats in any given year, SMC shall indicate the appropriate license level renewal for the following year that will cover the over-enrollment, as well as the projected numbers for that year.

The terms of the site license are as follows:

2,500 seats annually	\$150,000	(\$60 per seat)
3,000 seats annually	\$165,000	(\$55 per seat)
3,500 seats annually	\$175,000	(\$50 per seat)
4,000 seats annually	\$200,000	(\$50 per seat)
4,500 seats annually	\$220,000	(\$50 per seat)
5,000 seats annually	\$250,000	(\$50 per seat)

For the first year of the agreement, 2002-2003, SMC would commit to a 3,500 seat site license.

Funding Source: One-Time Block Grant (2000-2001 "rollover"), Title III Grant, Chancellor's Office Telecommunications and Technology Infrastructure Program Grant

Comment: SMC purchased a 3,500-seat site license for the 2001-2002 academic year, during which 4,941 seats were taken by 3,820 students. eCollege has developed eCompanion, a limited version of its online software designed specifically to augment traditional classroom information, resources, and lectures. This package has been offered to SMC at no cost, contingent upon renewal of the existing agreement with a commitment of a minimum of 2,500 seats annually. (In 2001-2002, SMC purchased Prometheus courseware to replace the "homegrown" Virtual Office Hours program. Prometheus was recently purchased by Blackboard, which has offered to provide a limited, short-term contract for one year before discontinuing Prometheus in favor of its own very expensive courseware package. The eCompanion software and services package is comparable to that of Prometheus.)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 CONTRACTS AND CONSULTANTS (Continued)

4-B FACILITIES FOR WISE SENIOR SERVICES CARE 4 CAREGIVERS, SUMMER 2002

Authorization of off-campus facilities for WISE/SMC Care 4 Caregivers to provide Yoga and Internet classes, June 24-August 6, 2002. Payment per class session is authorized as stated on the list.

Funding Source: Wise Senior Services Grant, Care 4 Caregivers Grant

Comment: The Board of Trustees accepted the WISE Care 4 Caregivers Grant in the amount \$19,797 at its meeting on April 1, 2002. The list of facilities is on file in the Office of Academic Affairs and Community Services.

4-C EMERITUS COLLEGE FACILITIES, FALL, 2002

Off-campus Emeritus College classes for the Fall 2002 session. Payment per class session is stated on the list kept on file in the Academic Affairs and Emeritus College offices.

Funding Source: 2002-2003 Budget/Emeritus College

Comment: The list of facilities is on file in the offices of Academic Affairs and Emeritus College.

4-D TELECOMMUNICATIONS SERVICES

Renewal of agreement with DELONG & ASSOCIATES to act on behalf of the District in the evaluation and cost analysis of telecommunications services for the period of July 1, 2002 through June 30, 2003. Professional fees will be 30% of the first year documented and verified specific projects savings realized. Should a specific project require capital investment, 20% of that cost will be deducted from the first year savings.

Funding Source: 2002-2003 Budget/Telecommunications Cost Savings

Comment: This telecommunications management firm currently acts on behalf of the District in the evaluation and analysis of telecommunications systems and makes recommendations on decreasing costs and operating more efficiently. District savings for 2001-2002 totaled \$73,500.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 CONTRACTS AND CONSULTANTS (Continued)

4-E AUTHORIZED CHILD CARE CENTER LICENSEE

Authorization of Deyna Hearn, Director EOPS, to serve has the Santa Monica Community College District Child Care Center's Licensee.

Comment: The Department of Social Services-Licensing Division requires that a specific person be named and appointed to serve as the Santa Monica Community College Child Care Center Licensee. It is mandatory that the Licensee attends and completes two licensing workshops (2 to 3 hours in duration). This requirement is now part of the license application process. A Child Care Center operations license will not be issued until DSS receives a copy of the Board's minutes approving a named licensee, and the licensee completing the two mandatory licensing workshops.

4-F AGREEMENT FOR ATHLETE PHYSICALS

Agreement with PEAK HEALTH MEDICAL GROUP to provide physicals for SMC athletes for the period of July 1, 2002 through June 30, 2003, for a fee of \$60 per hour.

Funding Source: 2002/2003 Auxiliary Budget/Athletics

Comment: This is a continuation of an agreement with Peak Health Medical Group to provide athlete physicals on an as-needed basis.

4-G REAL-TIME CAPTIONING SERVICES

Sandi Eisenberg dba Total Recall Realtime Captioning to provide real-time captioning services to non-signing deaf and hard of hearing students during summer session, 2002, at a rate not to exceed \$47 per hour, total amount not to exceed \$7,000.

Funding Source: 2002-2003 Budget/Disabled Students

Comment: The District meets the needs of non-signing deaf students by providing real-time captioning services.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 CONTRACTS AND CONSULTANTS (Continued)

4-H SIGN LANGUAGE INTERPRETERS

Accommodating Ideas to provide sign language interpreters on an as-needed basis for the summer session, 2002 in an amount not to exceed \$15,000. The hourly rates will not exceed \$65 per hour; mileage charges will be billed at \$.33 per mile.

Funding Source: 2002-2003 Budget/Disabled Students

Comment: The College meets the needs of deaf students by providing sign language interpreters in a timely manner. The College is constantly hiring hourly interpreters, but an influx of deaf students at the beginning of each semester creates a need for additional interpreters. Throughout the year, there is an on-going need for emergency substitutes.

4-I CONSULTANTS FOR DISABLED STUDENTS

1. Irene Wolt will provide technical support related to universal access to technology and information from July 1, 2002 through August 16, 2002 for an amount not to exceed \$6,820 (\$960 per week for 7 weeks, plus travel not to exceed \$100).

Comment: The recently amended Section 508 requires that electronic and information technology purchased or used must be accessible for use by persons with disabilities. The consultant will provide technical support related to universal access to technology and information. Her responsibilities will include researching video captioning options, producing captioned media and coordinating captioning projects. She will prepare and coordinate production of information in alternate formats, including Braille, electronic text and large-print.

2. Tracey Ziegler will assist Disabled Student Services in obtaining electronic text (e-text) for students with disabilities who need to be provided with textbooks in alternate format, as required by California state legislation AB422. The consultant will be paid at the rate of \$27.50 per hour, for the period of July 1, 2002 through August 16, 2002. Total cost will not exceed \$550.

Comment: These consultant services will be necessary until the statewide Alternate Text Production Center is operational. The consultant will contact textbook publishers via e-mail, phone, fax and/or mail with initial request. She will continually follow-up on status of requests to ensure timely delivery of materials, ensure that electronic text materials are requested in format consistent with students accessibility needs and coordinate with Disabled Students Services staff to ensure delivery and security of copyrighted materials.

Funding Source: 2002-2003 Budget/Disabled Students

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 5 NEW AND REVISED COURSES

The following new and substantively revised courses and certificate requirements have been approved by the academic departments, the Academic Senate, the Academic Senate Joint Curriculum Committee and all appropriate administrators.

- CIS 36V/OIS 6A:Voice Recognition, Beginning
- CIS 38: Introduction to PowerPoint
- CS 61: Microsoft SQL Server
- CS 68: Oracle Database Administrator
- CS 84: Programming with XML
- Early Childhood Education 10: Developing Literacy
- Education 11: Service-Learning Pedagogy
- Emergency Management 22: GIS in Disaster Management
- English 81A: The Paragraph—Plus
- English 81B: The Basic Essay—Plus
- English 81C: The Basic College Essay
- English 83A: Reading and Vocabulary 1
- English 83B: Reading and Vocabulary 2
- English 83C: Reading and Vocabulary 3
- ET 24A: Introduction to 3D Digital Animation
- ET 26: 3D Digital Character Set-Up and Animation
- ET 30A: 3D Digital Animation Project 1
- ET 30B: 3D Digital Animation Project 2
- ET 58: Motion Graphics 1
- ET 64: Introduction to Digital Effects
- HD 30: Life Transitions and Adjustment
- Library 15: Incorporating Info Competency into the Curriculum
- Nursing 15: Nursing Fundamentals
- Nursing 15L: Nursing Fundamentals Laboratory
- Nursing 20: Introduction to Medical-Surgical Nursing
- Nursing 20L: Introduction to Medical-Surgical Nursing
- Nursing 25: Psychiatric – Mental Health Nursing
- Nursing 25L: Psychiatric – Mental Health Nursing
- Nutrition 07: Food and Culture in America
- Nutrition 09: Nutrition Education and Counseling
- PE 09B: Intermediate Basketball
- PE 51A: Surfing

- New Program/Certificate/Degree Approval
- A. A. Degree – Women’s Studies
- Emergency Management – Department Certificate of Completion
- Nutrition and Wellness Program

BOARD OF TRUSTEES Santa Monica Community College District	ACTION July 1, 2002
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6

CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
CONTRACT – ADOPTION OF RESOLUTION OF INTENTION

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies in the Public Employees' Retirement System, making their employees members of said System, and sets forth the procedure by which participation may be accomplished; and

WHEREAS, one of the steps required in the procedure is the adoption by the governing body of the public agency of a resolution giving notice of intention to approve a contract for such participation of said agency in the Public Employees' Retirement System, which resolution shall contain a summary of the major provisions of the proposed retirement plan, and

WHEREAS, attached is a summary of the major provisions of the proposed plan;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the above agency gives, and it does hereby give notice of intention to approve a contract between said governing body and the Board of Administration of the Public Employees' Retirement System, providing for participation of said agency in said retirement system, a copy of said contract and a copy of the summary of the major provisions of the proposed plan being attached hereto, as an "Exhibit", and by this reference made a part hereof.

Funding Source: 2002-2003 Budget

Comment: The current collective bargaining contract provides that the District will implement a safety retirement program for college police officers. This resolution is required by PERS in order to begin implementing the safety retirement. Program.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 ACADEMIC PERSONNEL

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

EFFECTIVE DATE

ELECTIONS

ADMINISTRATIVE

Berman, Diane	Project Manager, International Studies	07/01/02 - 06/30/03
McGrath, Marilyn	Project Manager, Early Childhood (Prop 10 Grant)	08/20/02 - 06/30/03
Yarrish, Julie	Project Manager, Online Services	07/01/02 - 06/30/03

CONTRACT

Lewis, Brandon	Instructor, Archeology	08/20/02
Markarian, Edward	Instructor, English/Reading	08/20/02
Resnick, Wai-Peng (Jenny)	Instructor, Accounting	08/20/02
Rodas, Brian	Instructor, Mathematics/Cross Level	08/20/02
Simpson, Lantz	Instructor, English/Composition/Literature	08/20/02

ADJUNCT

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

LEAVE OF ABSENCE WITH PAY

REDUCTION IN ASSIGNMENT

Dworsky, Amy	Counselor, Counseling Services	08/19/02 - 06/27/03
Comment: Ms. Dworsky requests a reduction of her assignment to 60%.		

LEAVE OF ABSENCE WITHOUT PAY

PERSONAL

Del Valle, Patricia	Counselor, Latino Center	08/19/02 - 12/17/02
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SEPARATIONS

RESIGNATION

Buszek, Maria	Instructor, Art History	06/18/2002
Van Allen, Phillip	Instructor, Academy/Interactive	06/18/2002

RETIREMENT

Theiss, Nina	Instructor, English	06/18/2002
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The Board hereby accepts immediately the resignation/retirement of the above listed personnel to be effective as indicated.

Chao, Olga	07/01/01
Fr: Administrative Assistant I, Planning and Development, 12 mos, 40 hrs	
To: Administrative Assistant II, Planning and Development, 12 mos, 40 hrs	
Godbold, Cecil	07/01/01
Fr: Reprographics Operator I, Media Center, 12 mos, 40 hrs	
To: Reprographics Operator II, Media Center, 12 mos, 40 hrs	
Hernandez, Ron	07/01/01
Fr: Grounds Caretaker, Grounds, 12 mos, 40 hrs	
To: Groundskeeper, Grounds, 12 mos, 40 hrs	
Jara, Anna	07/01/01
Fr: Department Secretary I, International Students Center, 12 mos, 40 hrs	
To: Department Secretary II, International Students Center, 12 mos, 40 hrs	
Ozaeta, Miguel	07/01/01
Fr: Reprographics Operator I, Media Center, 12 mos, 40 hrs	
To: Reprographics Operator II, Media Center, 12 mos, 40 hrs	
Remonde, Lucita	07/01/01
Fr: Accounting Specialist II, Auxillary Services, 12 mos, 40 hrs	
To: Accountant, Auxillary Services, 12 mos, 40 hrs	
Tesdahl, Edie	07/01/01
Fr: Department Secretary II, Business Dept., 12 mos, 40 hrs	
To: Department Secretary III, Business Dept., 12 mos, 40 hrs	

LEAVE OF ABSENCE WITHOUT PAY

PERSONAL

Leung, Doris P., Financial Aid Tech, Financial Aid	05/31/02 - 08/23/02
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SEPARATIONS

RESIGNATION

Adkins, Jerry, Custodian, Operations	06/30/02
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 CLASSIFIED PERSONNEL – LIMITED TERM

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

<u>ELECTIONS</u>	<u>EFFECTIVE</u>
<u>PROVISIONAL</u>	
Hammond, Judy, Instructional Asst.-ESL, ESL	05/15/02 - 05/29/02
Ito, Hisao, Gallery Installer, Art	05/28/02 - 06/30/02
Ito, Hisao, Gallery Installer, Photo	05/28/02 - 06/30/02
Jett, Cheth, Cosmetology Asst., Cosmetology	04/22/02 - 06/18/02
Lam, Chin, Instructional Asst.-ESL	05/29/02 - 06/18/02
Remstein, Robert, Accompanist-Performance, Emeritus	01/07/02 - 05/15/02
Starr, Ellen, Gallery Installer, Art	04/17/02 - 06/30/02
Starr, Ellen, Gallery Installer, Photo	04/17/02 - 06/30/02
Willis, David, Gallery Installer, Art	04/24/02 - 06/30/02
Willis, David, Gallery Installer, Photo	04/24/02 - 06/30/02
<u>LIMITED TERM</u>	
Smason, Sharon, Nursing Lab Coordinator, Health Science (ext)	05/01/02 - 06/30/02

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL - NON MERIT

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

College Student Assistant \$7.00/hr	26
College Work-Study Student Assistant \$7.00/hr	31

SPECIAL SERVICES

Junior Counselors/Day Camp	6
Stipend - \$299/month (10 th grade) \$399/month (11 th grade) \$499/month (12 th grade)	
Recreation Director/Day Camp I \$55.00/dy	15
Recreation Director/Day Camp II \$70.00/dy	1
Recreation Director/Day Camp III \$85.00/dy	1

List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION
ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **CONTRACTS AND CONSULTANTS**

11-A WORKER'S COMPENSATION AGREEMENT

KEENAN & ASSOCIATES to provide loss control and Worker's Compensation claim minimization services including ergonomic assessments, safety training, accident investigation and safety inspections for a total not to exceed \$3,000.

Funding Source: 2002-2003 Risk Management Budget

Comment: The services are designed to minimize Worker's Compensation claims.

11-B SAFETY TRAINING AGREEMENT

KEENAN & ASSOCIATES to provide a comprehensive safety training program for the Maintenance, Operations and Grounds departments for a total not to exceed \$31,000. Topics include, among others, asbestos awareness, bloodborne pathogens, battery maintenance, chemical exposure, machine guarding, and working with compressed gases and portable powered tools.

Funding Source: 2002-2003 Risk Management Budget

Comment: Program to include 45 training sessions as well as consultation as needed to evaluate needs and monitor progress.

11-C BOILER TESTING AGREEMENT

AIR TESTING to provide Source testing of boilers to achieve compliance with South Coast Air Quality Management District Rule 1146.1 for a total not to exceed \$3,700.

Funding Source: 2002-2003 Risk Management Budget

Comment: The District is required to comply with SCAQMD rules to operate boilers.

11-D AGREEMENT FOR PREPARATION OF SCAQMD COMPLIANCE DOCUMENTATION

SIERRA ENGINEERING SERVICES to prepare the SCAQMD application documents for the existing non-permitted boilers in the main campus for a total not to Exceed \$2,450.

Funding Source: 2002-2003 Risk Management Budget

Comment: The District is requirement to submit to the SCAQMD applications for permits to operate boilers and to conduct and maintain records of an audit of compliance with all applicable SCAQMD regulations.

11-E HAZARDOUS WASTE REMOVAL AGREEMENTS

LIGHTING RESOURCES, INC. to provide disposal of mercury contaminated lamps for an amount not to exceed \$1,000.

EXPRESS OIL to provide disposal of petroleum products for an amount not to exceed \$1000.

Funding Source: 2002-2003 Risk Management Budget

Comment: These agreement ensure that the District is in compliance with all laws regarding the removal of hazardous waste materials.

11-F AGREEMENT FOR INSPECTION AND MAINTENANCE OF FIRE PROTECTION EQUIPMENT

ECHO FIRE PROTECTION to provide inspection and preventative maintenance of the fire protection equipment in the Automotive Department for an amount not to exceed \$1,350.

Funding Source: 2002-2003 Risk Management Budget

Comment: This service is mandated by OSHA.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION
ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 12 **KCRW CONTRACTS AND CONSULTANTS**

Sasha Anawalt: Program Services, "THEATRE TALK," specializing in Dance reviews. Payable at \$100 per exclusive original program and \$50 per non-exclusive program for a total not to exceed \$1,000.

Louis Fantasia: Program services, "THEATRE TALK;" commentaries for KCRW; program services and guest host, "POLITICS OF CULTURE." Payable at \$100 per original exclusive program, "THEATRE TALK;" and \$100 per program, for "POLITICS OF CULTURE;" for a total not to exceed \$4,000.

Sam Hall Kaplan: Program services, "CITY OBSERVED;" guest Host on "POLITICS OF CULTURE" and for special programming. Payable at \$100 per exclusive original program, \$50 per non-exclusive program, \$100 as Guest Host for "POLITICS OF CULTURE;" payable at varying rates, as Guest Host for special programming; not to exceed \$6,800.

Sandra Tsing Loh: Program services, "THE LOH LIFE" commentaries for KCRW; Guest Host on "POLITICS OF CULTURE;" Guest Host on special programming. Payable at \$150 for each exclusive program, "THE LOH LIFE;" payable at \$100 per program, "POLITICS OF CULTURE;" payable at varying rates for special programming; not to exceed \$8,500.

Elvis Mitchell: Program services, "THE TREATMENT." Payable at \$2,400 per month; not to exceed \$18,000.

Joe Morgenstern: Program services, "POLITICS OF CULTURE;" payable at \$100 per program; film review commentaries payable at \$100 per program of film review commentary; not to exceed \$6,800.

Edmund Newton: Program services, "THEATRE TALK" commentaries for KCRW. Payable at \$100 per original exclusive program and \$50 for each non-exclusive program; not to exceed \$3,000.

Ed Parker, Jr: For design/artwork services as needed. Payable upon projects' completion and invoicing; not to exceed \$4,000.

Sandep Rahi, dba Burning Box: For design/artwork services as needed. not to exceed \$10,000.

Edward Goldman: Program services, "ARTTALK;" Guest Host for "POLITICS OF CULTURE." Payable at \$100 per exclusive original program for "ARTTALK;" \$100 per program for "POLITICS OF CULTURE;" and \$50 per non-exclusive program of "ARTTALK." Total not to exceed \$6,800. This is funded in part by CAC Organizational Support Grant.

Jennie Webb: Program services, "THEATRE TALK;" as Guest Host for "POLITICS OF CULTURE" and other special programming. Payable at \$100 per program, "THEATRE TALK" and "POLITICS OF CULTURE;" payable at varying rates for special programming; not to exceed \$3,000.

Garth Wilson, dba Zero Overhead: For design/artwork services; not to exceed \$21,000.

The above consultant agreements are funded in part by the California Arts Council Organizational Support Grant.

Frances Anderton: Program Services, anchoring and producing services on "POLITICS OF CULTURE," specializing in subjects related to Design and Architecture. Payable at \$1,000 per program for a total not to exceed \$12,000.

Jason Bentley, dba Secret Technology, Inc: Program services, "METROPOLIS." Payable at \$200 per program for a total not to exceed \$40,000.

Kellie Briley: Community ascertainment and research pertaining to KCRW station FCC compliance issues; additional research projects as requested by KCRW. Payable at \$200 per quarter for a total not to exceed \$800.

Gary Calamar, dba Gary Calamar, Inc: Program services, "THE OPEN ROAD;" as Guest Host for other KCRW music programs. Payable at \$100 per program for "THE OPEN ROAD" and at varying rates for other KCRW music programs for a total not to exceed \$7,000.

Christopher Caldwell: Program services, Guest Host, "LEFT, RIGHT & CENTER " and "POLITICS OF CULTURE." Payable \$100 per program for a total not to exceed \$4,000.

Raul Campos: Program services, "NOCTURNA;" as Guest Host for other KCRW music programs. Payable at \$75 per program, "NOCTURNA" and at varying rates for other music programs for a total not to exceed \$7,000.

Brad Cleaver, dba A PROMPT: Computer services payable at \$1,500 per month for a total not to exceed \$18,000.

Greg DaPonte dba GLD Productions: Program services, Guest Host for various KCRW music programs. Payable at varying rates per program for a total not to exceed \$1,000.

Sara Davidson: Program services, Guest Host, for "POLITICS OF CULTURE." Payable at \$100 per program for a total not to exceed \$1,000.

David Frum: Program services, "LEFT, RIGHT & CENTER;" Guest Host on "POLITICS OF CULTURE;" Guest Host on special programming. Payable at \$100 per program, "LEFT, RIGHT & CENTER;" and "POLITICS OF CULTURE;" payable at varying rates as Guest Host on special programming for a total not to exceed \$6,800.

Arianna Huffington, dba Christabella, Inc: Program services, "LEFT, RIGHT & CENTER;" Guest Host on "POLITICS OF CULTURE;" and on special programming. Payable at \$100 per program for "LEFT, RIGHT & CENTER" and "POLITICS OF CULTURE;" payable at varying rates as Guest Host on special programming; not to exceed \$6,800.

Evan Kleiman: Program services, "GOOD FOOD." Payable at \$1,000 per month; not to exceed \$12,000.

Eric J. Lawrence: Program services, as Guest Host for various music programs. Payable at varying rates per program; not to exceed \$800.

Andrea Leonard: Program services, "MORNING GLORY; as Guest Host on other KCRW music programs. Payable at \$75 per program, "MORNING GLORY;" payable at varying rates for other music programs; not to exceed \$6,000.

Gregg Lewis, dba Golden Cane Advertising: For advertising/production services and special projects. Base retainer of \$4,000 each month; reimbursable expenses not to exceed \$3,000 for a 12 (twelve) month period of time; total, not to exceed \$52,000.

Will Lewis Associates: Consulting services for KCRW in relation to station fundraising campaigns, direct mail membership and programming development, audience research analysis, writing grant proposals; and additional broadcasting program award applications. Payable at \$6,666.67 per month; not to exceed \$73,334.

Anne Litt: Program services, "WEEKEND BECOMES ECLECTIC;" as Guest Host for other KCRW music programs. Payable at \$125 per program, "WEEKEND BECOMES ECLECTIC;" payable at varying rates for other music programs; not to exceed \$17,000.

Larry Malizia: For computer services. Payable at \$85 per hour; not to exceed \$7,000.

Matthew Miller: Program services, "LEFT, RIGHT & CENTER;" Guest Host on "POLITICS OF CULTURE;" Guest Host on special programming. Payable at \$100 per program, "LEFT, RIGHT & CENTER" and "POLITICS OF CULTURE;" payable at varying rates as Guest Host on special programming; not to exceed \$6,800.

Candace Moyer: Promotional support for KCRW's music projects, "KCRW PRESENTS," "SOUNDS ECLECTIC," etc. Payable at \$1,500 per month; not to exceed \$19,000.

Christelle Nahas: For tape/cassette dubbing services, as needed and authorized by KCRW. Total not to exceed \$4,500.

Kevin Ponthier: Program services, as Guest Host for KCRW music programs. Payable at varying rates per program; not to exceed \$1,200.

Liza Richardson, dba Mad Doll Productions: Program services, "THE DROP;" as Guest Host for other KCRW music programs. Payable at \$125 per program, "THE DROP;" and at varying rates for other music programs; not to exceed \$9,000.

Robert Scheer: Program services, "LEFT, RIGHT & CENTER;" Guest Host on "POLITICS OF CULTURE" and other special programming. Payable at \$100 per program, "LEFT, RIGHT & CENTER" and "POLITICS OF CULTURE;" payable at varying rates as Guest Host on special programming; not to exceed \$6,800.

Thomas Schnabel, dba Toucano Productions: Program services, "CAFE LA;" as Guest Host for other music programs. Payable at \$120 per program, "CAFE LA;" payable at varying rates for other music programs; not to exceed \$8,500.

Kristina Semel: Program services, Guest Host for various music programs. Payable at varying rates for music programs; not to exceed \$1,000.

Catherine Tamkin: Program services, as Guest Host for various music programs. Payable at varying rates for music programs; not to exceed \$3,000.

Garth Trinidad: Program services, "CHOCOLATE CITY;" as Guest Host for other KCRW music programs. Payable at \$75 per program, "CHOCOLATE CITY;" payable at varying rates for other music programs; not to exceed \$20,000.

Robert Werne: Program services, Guest Host for music programs. Payable at varying rates for music programs; not to exceed \$1,000.

Robert Werne: Board operations services for music programs, as needed and authorized. Payable at \$17.60 per hour; not to exceed \$1,500.

The following KCRW consultant agreements are for fundraising projects and are funded in part by the California Arts Council Organizational Support Grant.

Ed Parker, Jr: For design/artwork services as needed for fundraising; not to exceed \$12,000.

Sandep Rahi, dba Burning Box: For design/artwork services as needed for fundraising; not to exceed \$5,000.

Garth Wilson, dba Zero Overhead: For design/artwork services as needed for fundraising; not to exceed \$49,000.

Funding Source: KCRW donations and Grants

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

RECOMMENDATION NO. 13

KCRW SITES LEASES, 2002-03

American Tower Corp: For lease #WE 802304 for South Mountain, CA site for the period of July 2002 through June 30, 2003 and subject to renewal of additional one year period. Payable quarterly in advance, at \$3000 per quarter; not to exceed \$12,000.

Collins Communications: For Laguna Peak, CA site for five (5) year period commencing July 2002 through June 2007. Payable at \$1616.16 per month; with an annual CPI increase, commencing January 1 of each and every year; not to exceed \$20,000 annually.

Fisher Wireless Services, Inc: For Indio Hill, CA site for five (5) year period commencing August 1, 2002 through July 30, 2007. Payable at \$1000 per month; not to exceed \$12,000 annually.

COMMENT: Funding Sources--KCRW raises its own Operating and Capital funding from donations and grants.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14 CLAIMS FOR DAMAGES

Reject the following claims and refer the claims to the District's claims management firm

<u>Claimant</u>	<u>Date Filed</u>	<u>Amount of Claim</u>
1. Joseph Y. Avrahamy for his client Irina Y. Skobeleva	5/30/02	\$750,000
Comment: The claimant is alleging the District failed to properly maintain the dance floor covering, resulting in an injury to her right knee.		
2. Frank G. King for his client Regina Sarfarty	6/6/02	\$30,000
Comment: The claimant is alleging the District failed to provide adequate warning of the metal protrusion on the ground outside the doorway to the Business Building, which caused her to trip.		
3. Monica Nichelson	6/13/02	\$100
Comment: The claimant is alleging injury to her right foot during a Community Services class.		
4. Margaret Bednarski	6/13/02	\$230.71
Comment: The claimant is requesting reimbursement for payment of damages that occurred during an SMC student film shoot.		
5. Julian Martin	6/14/02	Unknown
Comment: The claimant alleges that his car was struck and damaged by a District electric cart on campus.		
6. David A. Hoffer for his client Irina A. Voronkova	6/20/02	\$5,105.75
Comment: The claimant alleges that her car was struck and damaged by a District vehicle in the Madison parking lot.		
7. The Board of Trustees does not grant Doris Williams permission to present a late claim under the California Government Code.		
Comment: Tort claims must be filed in a timely manner in accordance with the Government Code. The filing of a complaint with CSEA and the District about a co-worker's actions does not replace or preclude the required tort claim if monetary damages are now being sought.		

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES

15-A AWARD OF BID, INTERIOR PAINTING, PARKING STRUCTURE 'C'

Award the bid for the Interior Painting, Parking Structure 'C' project to the lowest responsive bidder.

<u>Bidder:</u>	<u>Bid Amount:</u>
Southwest Coatings	\$ 47,500
Painting & Decor LTD	56,870
Web Painting & Wallcover	78,900
Fix Painting	91,000
Prime Painting	97,100
Andy's Painting	99,000
Ionic Construction Company	170,870

Funding Source: Prop 98 Energy Conservation Grant

Comment: This project provides for the white painting of interior ceilings and beams to increase artificial and natural light illumination levels within Parking Structure 'C' for improved visibility, security and energy efficiency.

15-B AWARD OF BID, ACADEMY OF ENTERTAINMENT & TECHNOLOGY ROOM 123 REMODEL

Award the bid for the, ACADEMY OF ENTERTAINMENT & TECHNOLOGY ROOM 123 REMODEL to the lowest responsive bidder.

<u>Bidder:</u>	<u>Bid Amount:</u>
Gaff Group	\$255,629
Construction Systems	278,500
Trimax Construction Corp.	346,000

Funding Source: Tech Prep Launchpad Interactive Grant/Foundation/Capital Outlay

Comment: This project provides for the conversion of Academy of Entertainment & Technology Room 123 from storage to a 24-student station computer design classroom supported by 6 editing bays and a service/storage room.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES (Continued)

15-C CHANGE ORDER NO. 4, EXTENSION TO PARKING STRUCTURE 'C'

Change Order No. 4 with BOMEL CONSTRUCTION CO. on the Extension to Parking Structure 'C' project.

Original Contract Amount	\$5,289,000
Change Orders No. 1-3	146,622
Change Order No. 4	<u>24,320</u>
Revised Contract Amount	\$5,459,942

Funding Source: FEMA/C.O.P. for Parking

Comment: This change order provides for changes to miscellaneous steel connections, re-routing of existing drain lines, additional demolition and rework at existing structure due to existing conditions; owner requested changes to irrigation controllers; provide ADA compliant grates, and provide tamper resistant fire extinguisher cabinets. This change order also provides for a (\$4,150) credit for unused portion of reinforcing steel allowance and (\$17,500) credit for substitution of decorative grills.

15-D CHANGE ORDER NO. 1, LIBRARY EXPANSION AND REMODEL

Change Order No. 1 with NIELSEN DILLINGHAM BUILDERS on the Library Expansion & Remodel project.

Original Contract Amount	\$22,050,000
Change Order No. 1	<u>70,640</u>
Revised Contract Amount	\$22,120,640

Funding Source: Prop T/FEMA/Capital Outlay

Comment: This change order provides for 3,532 additional linear feet of epoxy injection repair to existing Library Building floors and roof deck. Work is to repair cracks not visible during preparation of Contract Documents and uncovered during demolition operations. Work was done at a unit rate provided by Contractor at time of Bid.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES (Continued)

15-E CHANGE ORDER NO. 1, ASBESTOS ABATEMENT/FLOORING AND WINDOW REPLACEMENT, GYM

Change Order No. 1 with KARCHER ENVIRONMENTAL, INC. on the Asbestos Abatement/Flooring & Window Replacement, Gym project.

Original Contract Amount	\$41,427.00
Change Order No. 1	<u>1,983.00</u>
Revised Contract Amount	\$43,410.00

Funding Source: 98/99 State hazardous Substance Removal Program

Comment: This change order provides for the addition of ADA access compliant ramps at existing entrance doors to new hardwood flooring installation.

15-F AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES, PHYSICAL EDUCATION AND ATHLETICS OFFICE RELOCATION

Amendment of the agreement with CALDWELL ARCHITECTS for additional structural engineering consulting services associated with the Physical Education and Athletics Office Relocation project for an additional amount not to exceed \$30,000, plus reimbursable expenses.

Funding Source: Measure U

Comment: This amendment provides for additional structural engineering services associated with the preparation of a Division of the State Architect required dynamic seismic analysis of the West portion of the Gymnasium Building that is to be the site for the proposed Physical Education and Athletics Office Relocation project.

15-G AMENDMENT TO AGREEMENT FOR CIVIL ENGINEERING SERVICES, EXTENSION TO PARKING STRUCTURE 'C', PHASE 2

Amendment to the agreement with PSOMAS for additional civil engineering services associated with the Extension to Parking Structure 'C' project for an additional amount no to exceed \$10,600, plus reimbursable expenses.

Funding Source: FEMA/C.O.P. for Parking

Comment: This amendment provides for additional engineering services to prepare construction documents for the Phase 2 work aspects of grading, drainage, and parking lot improvements associated with the development of the Northwest Auto Court area.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES (Continued)

15-H CONSTRUCTION ESCROW PAYMENT - REMODEL NORTH WING, ART BUILDING

The retention payment due to TRIMAX CONSTRUCTION, INC for the Remodel, North Wing, Art Building project to be paid into an escrow account held by Union Bank Of California pursuant to Public Contracts Code Section 22300.

Comment: Trimax Construction, Inc. has requested to exercise its right to use this process as provided by law.

15-I CONSTRUCTION ESCROW PAYMENT - ADDITION TO STUDENT ACTIVITIES BUILDING

The retention payment due to TRIMAX CONSTRUCTION, INC for the Addition to Student Activities Building project to be paid into an escrow account held by Union Bank Of California pursuant to Public Contracts Code Section 22300.

Comment: Trimax Construction, Inc. has requested to exercise its right to use this process as provided by law.

15-J COMPLETION OF EXTENSION TO PARKING STRUCTURE 'C'

Subject to completion of punch list items by BOMEL CONSTRUCTION CO., it is recommended that the Board of Trustees authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as Extension To Parking Structure 'C' as being complete upon BOMEL CONSTRUCTION, INC, completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES (Continued)

15-K COMPLETION OF ABR/ACCESS RAMPS, AIRPORT CAMPUS

Subject to completion of punch list items by CONSTRUCTION SYSTEMS, INC., it is recommended that the Board of Trustees authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as Abr/Access Ramps, Airport Campus as being complete upon CONSTRUCTION SYSTEMS, INC. completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

15-L COMPLETION OF ASBESTOS ABATEMENT/FLOORING & WINDOW REPLACEMENT, GYM

Subject to completion of punch list items by KARCHER ENVIRONMENTAL, INC., it is recommended that the Board of Trustees authorize the Executive Vice president of Business and Administration, without further action of the Board of Trustees, to accept the project described as Asbestos Abatement/Flooring & Window Replacement, Gym as being complete upon KARCHER ENVIRONMENTAL, INC. completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

15-M CONSTRUCTION COST ESTIMATING AGREEMENT – MADISON THEATER

Agreement with DAVIS LANGDON ADAMSON to provide construction cost estimating services for the Madison Theater project in three stages:

Schematic Design Stage	\$7,000
Design Development Stage	\$11,000
Construction Document Stage	\$14,000
TOTAL	\$32,000

Funding Source: Foundation

Comment: This agreement provides the District with an independent construction cost estimate for the project and will also track costs during the project.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES (Continued)

15-N INTERIOR DESIGN AGREEMENT – LIBRARY EXPANSION AND REMODEL

Agreement with CAROL CAMBIANICA to provide interior design services for the Library Expansion and Remodel project for an amount not to exceed \$9,000 plus reimbursable expenses.

Funding Source: Prop T/ FEMA/Capital Outlay

Comment: Ms. Cambianica will assist the District in the review of existing furniture and the selection of new furniture for the Library project.

15-O FACILITY RENTAL AGREEMENT

Agreement with AB CELLULAR LA LLC dba AT&T WIRELESS for the lease of space on the roof of Drescher Hall for the placement of wireless communication equipment. AT&T Wireless shall pay the District the amount of \$2,500 per month for a five-year period commencing with the installation of the equipment.

Comment: This is rental income for the District.

15-P INSTALLATION COORDINATING SERVICES – PHOTOVOLTAIC SYSTEM

Agreement with JOEL DAVIDSON to coordinate the installation of the photovoltaic system on the Eco House and provide two educational slide presentations on the system at no cost to the District.

Comment: Mr. Davidson, has worked at all levels in the Photovoltaic industry for over 20 years and in the building industry for over 30 years. He has extensive experience the system design and engineering and has been a solar energy consultant to municipal governments, utility companies and businesses.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER

May 1 – May 31, 2002	4753 - 4777	\$6,339,429.39
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Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 17 PAYROLL WARRANT REGISTER

April 1 – April 30, 2002	C1L – C2J	\$8,746,916.24
May 1 – May 31, 2002	C1J – C2KI	\$9,581,284.64

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

RECOMMENDATION NO. 18 PAYMENTS FROM AUXILIARY OPERATIONS

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 in the Bookstore fund, Trust fund and other Auxiliary funds.

May 1 – May 31, 2002	83836 – 84165	\$802,113
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Comment: The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

RECOMMENDATION NO. 19 DIRECT PAYMENTS

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.

May1 – May 31, 2002	D36693-B – D36879	\$126,043.78
June 1 – June 30, 2002	D36880 – D37115	\$958,915.01

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 1, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 20 PURCHASING

20-A AWARD OF PURCHASE ORDERS

It is recommended that the following purchase orders be ratified 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.

<u>Purchase Orders - FY 2001/02</u>	<u>Total</u>
A) P. O. 82619 – 82775	\$822,350.97
B) Telephone Orders	\$43,321.44
C) Change Orders	\$78,731.82
D) Auxiliary Orders	\$1,118.34
E) Auxiliary Change Orders	0

Comment: Lists of orders placed or amended between May 21 and June 20, 2002 are part of records on file in Purchasing Department

20-B DECLARATION AND DONATION OF SURPLUS EQUIPMENT

Declare as surplus the following equipment and authorize the District to donate the equipment to the designated organization:

50 plastic and wooden tablet arm chairs to SAINT CECILIA SCHOOL in Los Angeles

250 plastic tablet arm chairs to MORNINGSIDE HIGH SCHOOL in Inglewood

400 plastic and wooden tablet arm chairs and miscellaneous computer equipment to CLUB PEGUEROS, INC., a charitable organization helping communities in Los Angeles and Mexico

3 electric carts to the Santa Monica/Malibu Unified School District to be used for parts

Comment: The above organizations contacted the District and requested the donations

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21

RESOLUTION – MASTER PLAN FOR EDUCATION

The Legislative Joint Committee to Develop a Master Plan for Education prepared a draft entitled *The California Master Plan for Education* and requested comments regarding their recommendations.

It is recommended that the Board of Trustees adopt the following resolution in response to the Legislative Joint Committee’s request:

Recommendation 9

Whereas, qualified community college faculty members are crucial to the success of community colleges,

Now, Therefore, Be It Resolved that the State should take action to increase the capability of California community colleges to attract, hire and develop academically qualified faculty members who also have knowledge and understanding about teaching and learning.

Recommendation 12

Whereas, a major objective of California Community Colleges is to transfer students to four-year institutions and to prepare students for careers,

Now, Therefore, Be It Resolved that California Community Colleges, CSU and UC should collaborate to strengthen the programs in community colleges that prepared students to transfer and to ensure that those courses are acceptable for transfer credit at all campuses of the California State University and University of California.

Further, the community colleges should enhance their career and technical programs that lead to occupational certificates and occupational associate degrees, and CSU and UC should enhance the quality of professional programs that prepare students to enter professional careers with a set of competencies they will need to succeed.

Recommendation 20

Whereas, effective teaching and learning can be achieved only in suitable facilities,

Now, Therefore, Be It Resolved that the State should guarantee suitable learning environments for all students including classrooms, facilities and buildings.

Recommendation 24

Whereas, the success of California's higher education depends on collaboration between the three systems (community colleges, California State University and University of California,

Now, Therefore, Be It Resolved that the Legislature should mandate the development of transparent and sustainable articulation transfer processes to provide students with clear curriculum guidance on the transition between and among two- and four- year colleges and universities.

Recommendation 37.5

Whereas, a possible assessment of the value and need for restructuring local districts is needed, and

Whereas, two issues that were not addressed are the representation of local boards on the Board of Governors and the role of the Consultation Council in the development of policy recommendations, and

Whereas, the actions of the Board of Governors and the recommendations of the Consultation council have significant impact on the ability of locally-elected Boards of Trustees to govern their districts,

Now, Therefore, Be It Resolved, that the representation of local trustees on the Board of Governors be increased from two to one-half the membership of the Board of Governors, with representation from multi-campus and single college districts, from rural and urban districts, and from geographically distributed districts. With this representation, the Board of Governors will more effectively hear the diverse implications of proposed statewide decisions on local districts before those decisions are made.

Further, in addition to the current Consultation Council of Associations which tends to evaluate recommendations on the basis of how they might affect the individual associations, there be formed a parallel Council of Districts to review policy recommendations from the perspective of how such policies might affect the 72 local community college districts. The 'voice' of the associations is heard very clearly at both the Chancellor's Office and the Board of Governors. The "voice" of the local districts is not. A Council of Districts would balance the input, and ultimately lead to better state policy making.

Recommendation 45.3

Whereas, community colleges have not been adequately funded by the State,

Now, Therefore, Be It Resolved, that the Legislature should approve a ballot initiative to amend the constitutional provisions governing the property tax, to authorize community colleges districts to propose for 55 percent approval by the electorate, a property tax override for the exclusive use of the public schools or community colleges. This tax override is not a replacement for the State's responsibility to provide equalize funding for community college.

Recommendation 49.3

Whereas, state budget funding has created large numbers of unfunded full-time equivalent students (FTE's),

Now, Therefore, Be It Resolved, that State policy should be changed to allow additional fee revenue collected by community colleges to remain with each colleges, without a general fund offset, whichever fiscal conditions compel fees to be increased, and there shall be no offset for any fee revenue collected from students for which the State is unable to pay the community college apportionment for those students.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

ORGANIZATIONAL MEMBERSHIPS, 2002-2003

It is recommended that the Board of Trustees approve the following organizational memberships for 2002-2003:

Accreditation

- Accrediting Commission for Community and Junior Colleges
- American Medical Association
- Commission on Allied Health, Education and Accreditation
- Council for Higher Education Accreditation (CHEA)
- National League of Nursing (NLN)

Board Organizations

- American Association of Community Colleges
- Association of Community College Trustees
- Community College League of California

District-Wide Organizations

- Academic Senate for California Community Colleges
- Affirmative Action, Diversity & Equity Consortium-So. Region (AADEC-SR)
- Affirmative Action Officers Association (AAOA)
- American Anthropological Association
- American Association of Higher Education (AAHE)
- American Council of Education (ACE)
- American Mathematical Association of Two-Year Colleges
- American Society of Composers, Authors and Publishers
- AMIDEAST
- Arts Advocates
- Associate Degree Nursing Program, Southern California Directors
- Association for Institutional Research (AIR)
- Association of International Education Administrators (AIEA)
- Association of Performing Arts Presenters
- Broadcast Education Association (BEA)
- Broadcast Music, Inc. (BMI)
- California Association for Institutional Research (CAIR)
- California Association of School Business Officers (CASBO)
- California Association of Student Financial Aid Administrators
- California Campus Environmental Health and Safety Association
- California Chamber of Commerce
- California Colleges for International Education (CCIE)
- California Community College Association for Occupational Education (CCCAOE)
- California Community College Athletic Directors Association
- California Community College Chief Instructional Officers (CCCCIO)
- California Community Colleges Counselors Association (CCCCA)
- California Community College Student Affairs Association (CCCSAA)
- California Community College Transfer Center Director's Association

California Community Colleges Student Financial Aid Administrators Association
California Cooperative Education Association
California Court Reporters Association
California Fashion Association
California Heritage Museum
California Library Authority for System Services
California Newspaper Publishers Association
California Placement Association
Career Planning and Adult Development Network
CMJ New Music Report
College Consortium for International Studies
Color Association of the United States
Commission on Athletics
Community College Facility Coalition
Community College Funding Working Group
Community College Instructional Network
Community Colleges Leadership Development Initiative (CCLDI)
Community College Public Relations Organization
Consortium for North American Higher Education Collaboration (CONAHEC)
Consortium of Southern California Colleges & Universities (CSCCU)
Council for Advancement and Support of Education (CASE)
Council for Adult and Experiential Learning
Council of Chief Librarians
Council for Opportunity in Education (COE)
Council for Resource Development (CRD)
Education Mandated Cost Network
English Council of California Two-Year Colleges
Fulbright Association
Health Services Association of California Community Colleges
Hispanic Association of Colleges and Universities
Honors Transfer Council
Innovative Users Group
Institute of International Education (IIE)
International Animated Film Society (ASIFA-Hollywood)
International Association for Continuing Education and Training (IACET)
Journalism Association of Community Colleges
KCET-TV
KOCE-TV
LA SIGGRAPH
Latina Leadership Network
League for Innovation in the Community College
Learning Resources Network
Los Angeles Area Chamber of Commerce
Los Angeles World Affairs Council
Metropolitan Cooperative Library System
Music Association of California Community Colleges (MACCC)
NAFSA Association of International Educators
National Alliance of Business
National Association for the Advancement of Color People (NAACP)
National Association of College Admission Counselors
National Association of College and University Food Services (NACUFS)
National Association of Foreign Student Admissions Officers
National Association of Latino Elected Officials (NALEO)
National Association of Photoshop Professionals
National Association of Student Employment Administrators (NASEA)

National Association of Student Financial Aid Administrators
 National College Fairs Advisory Committee (NACAC)
 National Communication Association
 National Council for Marketing and Public Relations
 National Council on Research and Planning (NCRP)
 National Endowment for the Arts (NEA)
 National Endowment for Humanities (NEH)
 National Institute for Staff & Organizational Development (NISOD)
 National League for Nursing
 Network of California Community College Foundation
 Pacific Association of Community College Registrars and Admissions Officers
 Pacific Coast College Health Association
 The Presidential Summit (An Association of Community Colleges and Public Universities)
 Professionals in Human Resources Association (PIHRA)
 Recording for the Blind and Dyslexic
 Research and Planning Group for California Community Colleges
 Santa Monica Historical Society Museum
 Santa Monica Sister City Association
 SESAC (license for public performance of music works)
 Southern California Consortium for International Studies
 Southern California Intersegmental Articulation Council (SCIAC)
 Southern 30 Information Exchange Consortium
 WASC/Senior College Commission, Association of Senior Colleges and Universities
 Western Alliance of Arts Administrators
 Western Arts Alliance
 Western Association of College Admissions Counselors
 Western Region Item Bank
 Western States Conference
 Westside Council of Chambers of Commerce

- Santa Monica Chamber of Commerce
- West Los Angeles Chamber of Commerce
- Century City Chamber of Commerce
- West Hollywood Chamber of Commerce
- Hollywood Chamber of Commerce
- Wilshire Chamber of Commerce
- Malibu Chamber of Commerce
- Pacific Palisades Chamber of Commerce
- Westchester/LAX/Marina del Rey Chamber of Commerce
- Culver City Chamber of Commerce
- Beverly Hills Chamber of Commerce

 Women in Animation

Funding Source: 2002-2003 Budget/Memberships

It is further recommended that the Board of Trustees approve the following 2002-2003 Organizational memberships for KCRW:

California Public Radio
Major Market Partnership
National Association of Broadcasters
National Public Radio
National Translator Association
Public Radio International
Public Broadcasting Management Association
Public Radio Program Directors

Funding Source: 2002-2003 Budget/KCRW
Grants and donations

It is further recommended that the Board of Trustees approve the following 2002-2003 Organizational memberships for the Personnel Commission:

California School Personnel Commissioners Association
International Personnel Management Association (IPMA)
Employers Group
Personnel Commissioners Association of Southern California (PCASC)

Funding Source: 2002-2003 Budget/Personnel Commission

COMMENT: Total District funds expended for 2001-2002 were approximately \$80,000. Approximately 45 organizational memberships were deleted from the 2001-2002 list.

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 1, 2002

INFORMATION ITEM D SUBMITTAL OF GRANTS

Title of Grant: Child Care Access Means Parents In School (CCAMPIS)

Granting Agency: US Department of Education

Requested Funding: \$57,651

Matching Funds: \$14,346 (Source: SMC In-kind)

Performance Period: September 1, 2002 – August 31, 2003 (Year one of a potential four-year grant)

Summary: Funding amount is based on 1% of SMC's 2000/01 Federal Pell Grant disbursements (\$5,765,115). Funds will be used to provide child care vouchers to low income students who are eligible for Pell grants.

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT July 1, 2002
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ADJOURNMENT

The meeting will be adjourned in memory of Pat Young, retired SMC football coach.

The Board of Trustees will hold a Retreat on Friday, July 26, 2002 at Santa Monica College in Business Building Room 111, 1900 Pico Boulevard, Santa Monica. A closed session for the purpose of evaluating the Superintendent/President will be held on Saturday, July 27, 2002 in the Board Room.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, August 5, 2002 at 7 p.m. (5:30 p.m. if there is a closed session) at the Santa Monica College Academy of Entertainment and Technology, 1660 Stewart Street, Santa Monica, California.