SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, JUNE 6, 2005

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
Business Building Room 111

Public Meeting
Board Room
Business Building Room 117

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

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, June 6, 2005.

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
   • Collective Bargaining, pursuant to Government Code Section 54957.6
   • Litigation, pursuant to Government Code Section 54956.9
     Los Angeles Superior Court Case # BC 308734

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (Continued)
   C  Pledge of Allegiance
   D  Installation of Student Trustee
   #1 Approval of Minutes: May 9, 2005

IV. SUPERINTENDENT’S REPORT
   • Interior Architectural Design Program Award
   • 26th Annual Student Photography Show Winners - Professor Larry Jones
     Ken Thompson - Best of Show
     Samuel Frost - Best Color
     David Choo - Best Black and White
     Michaela Kindle - Best Commercial
     Diana Brown - Best Experimental
     Sita Marlier - Best Photo 1 Slide
     David Choo, Honorable Mention, Commercial
     John Milios, Honorable Mention, Black and White

   • Management Association Update/Classified Staff Recognition Award
   • Recognition of Lesley Kawaguchi, outgoing Academic Senate President
   • Update on Santa Monica Airport Campus
   • Budget Update
V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

VIII. CONSENT AGENDA

Annual Recommendations

#2 Authorization to Enter Into Contracts to Execute Term of Continuing Grants
#3 Election of Personnel
#4 Administrative Employment Agreements
#5 Resolution Fixing the Employer’s Contribution Under the Public Employees’ Medical and Hospital Care Act
#6 Destruction of Class 3 Records
#7 Authorization to Transfer Funds for 2005-2006
#8 Year-End Appropriations Transfer
#9 Disposal of Surplus Property
#10 Annual Contracts and Consultants
   A Academic and Student Affairs
   B Continuing and Community Education
   C Auxiliary Services
   D Fiscal
   E Risk Management
   F Marketing, Community Outreach and Recruitment
   G Construction Services
   H Legal Services
   I Human Resources/Personnel Commission Services
#11 Organizational Memberships, 2004-2005

Grants and Contracts

#12 Contracts and Consultants
   A Contracts for Planetarium Lecture, 2005
   B Emeritus College Facilities, Fall 2005
   C Agreements for Arts, Media and Entertainment Career Standards Project
   D Consultant for Personnel Commission
   E Consultants for Marketing and Recruitment
   F Contract for Software Liaison and Training
   G Consultant to Assist Health Benefits Committee

Human Resources

#13 Academic Personnel
#14 Classified Personnel – Establish/Abolish Positions
#15 Classified Personnel – Regular
#16 Classified Personnel – Limited Term
#17 Classified Personnel – Non Merit
Facilities and Fiscal

#18 Facilities
A Agreement for Architectural Services - Drescher Hall Second Elevator
B Agreement for Engineering Services – Telecom/Dispatch Electrical
C Agreement for Engineering Services – Student Activities Boilers
D Change Order No. 7 – Renovation of West Building, SM Airport Campus

#19 Budget Amendments
#20 Budget Transfers
#21 Claim for Damages
#22 Settlement of Claim
#23 Commercial Warrant Register
#24 Payroll Warrant Register
#25 Auxiliary Payment and Purchase Orders
#26 Direct Payments
#27 Purchasing
   A Award of Purchase Orders

IX. CONSENT AGENDA – PULLED ITEMS

X MAJOR ITEMS OF BUSINESS

#28 Superintendent/President Search – Appointment of Facilitator to Search Committee
#29 Consultant for Program Planning and Development

XI. BOARD POLICY

E First Reading – Revision to Board Policy, Sections 1411 and 1412
   Student Trustee, Rights and Responsibilities and Board Authorized Privileges
F First Reading – Proposed Board Policy Section 2109 – Copyright

XII. INFORMATION

XIII. BOARD REPORTS AND COMMENTS

XIV. ADJOURNMENT: There will be a special meeting of the Santa Monica Community College District Board of Trustees on Monday, June 20, 2005 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Wednesday, July 6, 2005 at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.
I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Carole Currey, Chair - Present
Dr. Nancy Greenstein, Vice-Chair - Present
Dr. Susan Aminoff - Present
Dr. Dorothy Ehrhart-Morrison - Present
Dr. Margaret Quiñones - Present
Rob Rader - Present
Herbert Roney - Present

II. CLOSED SESSION

- Collective Bargaining
  pursuant to Government Code Section 54957.6

- Litigation, pursuant to Government Code Section 54956.9
  Los Angeles Superior Court Case # BC 308734

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:04 p.m.

C. PLEDGE OF ALLEGIANCE – Dina Cervantes, outgoing Student Trustee

D. INSTALLATION OF STUDENT TRUSTEE

Board Chair Carole Currey administered the Oath of Allegiance to Belinda Phillips and installed her as Student Trustee.

RECOMMENDATION 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:

May 9 2004 (Regular Meeting)
MOTION MADE BY: Herbert Roney
SECONDED BY: Dorothy Ehrhart-Morrison
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Organizational Functions
IV. SUPERINTENDENT’S REPORT

- Interior Architectural Design Program Award – Professor Denise Travis
- 26th Annual Student Photography Show Winners - Professor Larry Jones
  Ken Thompson - Best of Show
  Samuel Frost - Best Color
  David Choo - Best Black and White
  Michaela Kindle - Best Commercial
  Diana Brown – Best Experimental
  Sita Marlier - Best Photo 1 Slide
  David Choo, Honorable Mention, Commercial
  John Milios, Honorable Mention, Black and White

- Management Association Update/Classified Staff Recognition Award: Karen Sasaki, admissions and records clerk and graduation evaluator who has worked at Santa Monica College for 25 years, was presented the Classified Staff Recognition Award for June by SMC Management Association President Katharine Muller.

- The Board of Trustees recognized and thanked outgoing Academic Senate President, Lesley Kawaguchi for her leadership during the last two years.

- Santa Monica Airport Campus Update: Provost Marvin Martinez reported that construction crews are working 10-hour days on the new Airport Campus for its planned opening July 5. It is expected that Airport Avenue access to the campus will be opened by the City of Santa Monica by July 5.

- Budget Update: The $40 million that Governor Arnold Schwarzenegger put in the May revise of the state’s 2005-06 proposed budget for equalization – an important source of funds for SMC – has been removed by the state Assembly. The Assembly has shifted the funds to noncredit and growth categories, which are not as crucial for SMC. The state Senate’s version of the budget still contains the $40 million for equalization. The proposed budget will now go to a joint state Assembly-Senate budget committee to be ironed out and sent on to both full houses for approval.

- In response to students’ requests, the SMC application is being revised so that the mutual checkbox to receive information from four-year institutions and the military be separated into two boxes.

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT
VII. COMMUNICATIONS AND PUBLIC COMMENTS

Miriam Dyer  
Ivan Gallegos  
Alberta Luna  
Irma Carranza  
Alba Gallegos  
Dina Cervantes  
Susie Shannon  
Ken Mason  
Phil Hendricks  
Paul Rosenstein  
Anne Smith  
Lisa Mohan  
Joye Swan  
Cindy Kelly  
Rob Sullivan  
Shawn Casey O'Brien

Trevor Dilling  
Mado Most  
Marcy Winograd  
Richard Navarette  
Sergio Monteiro  
Jennie Branden  
Justina  
Naomi Snyder  
Julia Wallace  
Laura Villegras  
Christine Kang  
Kelly Hayes-Raitt  
Bob Fitzpatrick  
William Scheding  
Karen Pomer

VIII. CONSENT AGENDA

It is recommended that the Board of Trustees take the action requested on Consent Agenda Recommendations #2-#27.

Recommendations pulled for questions/clarification and returned to Consent Agenda: #3, #6, #10-A, #10-C, #10-D, #11, #12-B, #11-F, #12

Recommendations pulled for abstention: #15, #16

Action on Consent Agenda

MOTION MADE BY: Margaret Quiñones
SECONDED BY: Herbert Roney
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
ABSTAIN: Margaret Quiñones on #15 and #16
RECOMMENDATION NO. 2
Requested Action: Authorization

AUTHORIZATION TO ENTER INTO CONTRACTS
TO EXECUTE TERMS OF CONTINUING GRANTS

Requested Authorization: Thomas J. Donner, Interim Superintendent/President
to enter into contracts on behalf of the Santa Monica Community College
District to execute terms of continuing grants:

Grants: The Professional Development Institute (PDI) for Child Development
Instructors Grant
This grant was accepted by the Board in July 2002 for a total amount
of $1,533,390 over a period of five years. 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 provides professional
development opportunities and mentoring for early childhood
educators and in-home family day care providers.

Comment: This authorization is requested in order to implement the contracts
necessary to comply with terms of the grants for the District to
provide services and training. Authorization includes, but is not
limited to, contracts for services and facilities and payment to
participants, if applicable.

Funding Source: Payments for all services and contracts will be from grant funds
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 3  ELECTION OF PERSONNEL
Requested Action: Approval of the following annual elections/reelections, effective July 1, 2005.

Academic Personnel to the appropriate place on their respective 2003 salary schedules for the period such schedules are effective.

1. Contract and Regular Academic Personnel
2. Academic Hourly, Adult Education, Emeritus College and Substitutes

Classified Personnel to the appropriate place on their respective 2002 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential and other unrepresented personnel except those with individual employment contracts to the appropriate place on their respective 2002 salary schedules for the period such schedules are effective.

Comment: Lists on file in the Human Resources office and attached to the permanent minutes. All academic and classified personnel (including managers and confidentials), need to be re-elected for the upcoming fiscal year for budgetary reasons and payroll processing.

RECOMMENDATION NO. 4  ADMINISTRATIVE EMPLOYMENT AGREEMENTS
Requested Action: Approval of the employment agreements for all current academic administrators in the following positions, effective July 1, 2005:

Dean
Associate Dean
Assistant Dean
Director
Assistant Director

Comment: Administrative employment agreements must be approved annually by the Board of Trustees as required by Education Code Section 72411. The signed agreements will be on file in the Human Resources Office. All academic administrators need to be re-elected for the upcoming fiscal year for budgetary reasons and payroll processing.
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 5  
Requested Action: Adoption

RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

WHEREAS, (1) Government Code Section 22825.6 provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employers' contribution at an amount not less than the amount required under Section 22825 of the Act, and

WHEREAS, (2) Santa Monica Community College District, hereinafter referred to as Public Agency is a local agency contracting under the Act for participation by members of the classified and certificated units;

WHEREAS, (3) Santa Monica Community College District, hereinafter referred to as Public Agency is a local agency contracting under the Act for participation by members of the Special Districts hereinafter referred to as the Board of Trustees and the Personnel Commission; now, therefore be it

RESOLVED, (4) That the employer's contribution for each employee who is a member of and each annuitant who retired from employment which would be covered by the above identified recognized employee organization enrolled in PERS health benefits plans shall be as follows:

$481.85 per month tenthly ($401.54 per month twelvethly), effective August 1, 2005

and that the contribution shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund.

Comment: The base medical benefit amount is to be increased annually in accordance with the benefits article in the contract agreements with CSEA and the SMC Faculty Association, and by Board Resolution covering the Special Districts.
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 6  DESTRUCTION OF CLASS 3 RECORDS

Approve the destruction of class 3 records stored for admissions and records, financial aids, and business services.

Comment: This is an annual recommendation for class 3 records which are disposable records that have been maintained for at least three years. This classification includes such items as enrollment cards, add-drop cards, purchase orders, periodic reports, and attendance records. All data from these source documents has been recorded on a higher classification record that is stored.

RECOMMENDATION NO. 7  AUTHORIZATION TO TRANSFER FUNDS FOR 2005-2006

Authorize Thomas J. Donner, Interim Superintendent/President, to make cash loans between district funds whenever such transfers are needed to cover cash flow and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed $3,000,000.

These authorized transfers are temporary in nature, to be accounted for as loans between funds, and are not to be treated as income or as a contribution from one fund to another.

Any transfers made during the year shall be repaid by no later than fiscal year end. Any transfers within 120 days of year-end may be repaid next year, provided any such intended carry-over is reported to the Board.

A report of transfers made each month is to be provided to the Board in the following month or earlier. Transfers are to be in accordance with legal requirements.

This action and written authorization by the person herein designated may be used by the County Office of Education to permit transfers and repayments.

Comment: This is an annual authorization to allow the District to move money between funds to meet cash flow needs.
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8        YEAR-END APPROPRIATIONS TRANSFER

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2005-2006 to permit the payment of obligations of the district incurred during the year.

Comment: This action is a recurring practice of the County Superintendent of Schools which permits the processing of warrants and liabilities for the District during the closing of the financial records for the fiscal year.

RECOMMENDATION NO. 9        DISPOSAL OF SURPLUS PROPERTY

Disposal of surplus equipment through public auction, private sale (if under $2,500) or other means deemed appropriate as required during fiscal year 2005-2006.

Comment: Education Code Section 81450 defines surplus equipment as equipment no longer required or suitable for college use or equipment that should be disposed of for the purpose of replacement. Surplus equipment is stored in the District warehouse which has limited space. The District periodically needs to dispose of equipment that is in disrepair or is obsolete and is no longer needed.
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 10 ANNUAL CONTRACTS AND CONSULTANTS
Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2005 through June 30, 2006:

10-A ACADEMIC AND STUDENT AFFAIRS

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Retired Senior Volunteer Program (RSVP) of Santa Monica</td>
<td>Placement of 50 older adult volunteers on the SMC campus for a total of 44 weeks</td>
<td>Not to exceed $8,500</td>
<td>2005-2006 District Budget</td>
</tr>
<tr>
<td>2 California Mathematics Diagnostic Project (MDTP)</td>
<td>Allows the District to use copyrighted testing and scoring materials connected with matriculation-related assessment of students.</td>
<td>$2,000</td>
<td>2005-2006 District Budget/Matriculation</td>
</tr>
<tr>
<td>3 Sandi Eisenberg, dba Total Recall Captioning</td>
<td>Real-time captioning services to non-signing deaf and hard of hearing students</td>
<td>Not to exceed $47 per hour, total amount not to exceed $95,000</td>
<td>2005-2006 District Budget/Disabled Students</td>
</tr>
<tr>
<td>4 Rapidtext</td>
<td>Real-time captioning services to non-signing deaf and hard of hearing students</td>
<td>Not to exceed $65 per hour, total amount not to exceed $7,500</td>
<td>2005-2006 District Budget/Disabled Students</td>
</tr>
<tr>
<td>5 Accommodating Ideas</td>
<td>Sign language interpreters for an influx of deaf students at the beginning of each semester and for an on-going need for emergency substitutes</td>
<td>Not to exceed $65 per hour, total amount not to exceed $40,000. Mileage charges will be billed at $.33 per mile</td>
<td>2005-2006 District Budget/Disabled Students</td>
</tr>
<tr>
<td>6 Links</td>
<td>Sign language interpreters for an influx of deaf students at the beginning of each semester and for an on-going need for emergency substitutes</td>
<td>Total amount not to exceed $10,000</td>
<td>2005-2006 District Budget/Disabled Students</td>
</tr>
</tbody>
</table>
## BOARD OF TRUSTEES
Santa Monica Community College District

### CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS**

10-A  ACADEMIC AND STUDENT AFFAIRS (continued)

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Description</th>
<th>Amount</th>
<th>Budget Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Irene Wolt</td>
<td>To provide technical support related to universal access to technology and information, including research of video captioning options, producing captioned media and coordinating captioning projects</td>
<td>$4,525 per month, total not to exceed $54,300</td>
<td>2005-2006 District Budget/Disabled Students</td>
</tr>
</tbody>
</table>
| 8 | Child Care Providers (list on file in the office of the Director of Child Care Services) | To provide child care services for CalWORKS and Pico Partnership recipients.  
Comment: Students are required to be enrolled in at least 6 units for fall and spring, and 3 units for winter and summer. Each student completes a child care contract stating the dates needed, the category of child care and the child care fee. Students can either choose from a list of licensed providers on file or they may find a licensed provider on their own. | Payment rate is consistent with the California Department of Education/Child Development Division maximum reimbursement rate | CalWORKS, City of Santa Monica/ Chancellor's Office (Pico Partnership) |
| 9 | Gregory F. Barattini, International Marketing Consultant | Advertising campaign to promote Santa Monica College for international student enrollment/recruitment | $1,500 per month, plus expenses | 2004-005 District Budget/International Students |
| 10 | Bally Total Fitness | Rental of space and equipment to conduct specific anaerobic exercise classes. The District does not have the equipment necessary for these particular classes. | $60 per student | 2005-06 District Budget  
Costs completely covered by student fees (no cost to District) |
**CONSENT AGENDA: ANNUAL RECOMMENDATIONS**

**RECOMMENDATION NO. 10   ANNUAL CONTRACTS AND CONSULTANTS**

10-A  ACADEMIC AND STUDENT AFFAIRS (continued)

| 11 | Bodies in Motion | Rental of space and equipment for physical education classes.  
Comment: Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities. Appropriate protective gear will be required for students in these classes. | $60 per student for boxing or spinning classes | 2005-06 District Budget  
Costs completely covered by student fees (no cost to District) |
| 12 | Rockreation Climbing Gym | Rental of space and equipment for physical education classes.  
Comment: Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities. Appropriate protective gear will be required for students in these classes. | $100 per student for rock climbing classes | 2005-06 District Budget  
Costs completely covered by student fees (no cost to District) |
| 13 | Spectrum Club | Rental of space and equipment for physical education classes.  
Comment: Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities. Appropriate protective gear will be required for students in these classes. | $50 per student for spinning classes | 2005-06 District Budget  
Costs completely covered by student fees (no cost to District) |
# CONSENT AGENDA: ANNUAL RECOMMENDATIONS

## RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS

### 10-B  CONTINUING AND COMMUNITY EDUCATION

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 The Learning Adventure</td>
<td>Rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated.</td>
<td>Revenue generated by registration fees charged</td>
</tr>
<tr>
<td></td>
<td>Comment: The Learning Adventure offers reading programs for children and adults. The program will be publicized in the Continuing and Community Education Schedule of classes; however, all enrollment is done through The Learning Adventure. The classroom use will not conflict with any District programs.</td>
<td></td>
</tr>
<tr>
<td>2 Institute of Reading Development</td>
<td>Agreement with the Institute of Reading Development for the rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated.</td>
<td>Revenue generated by registration fees charged</td>
</tr>
<tr>
<td></td>
<td>Comment: The Institute of Reading Development offers reading programs for children and adults. The program will be publicized in the Continuing and Community Education schedule of classes; however, all enrollment is done through IRD. The classroom use will not conflict with any District programs.</td>
<td></td>
</tr>
<tr>
<td>3 Gatlin Education</td>
<td>Agreement for online classes to be offered through SMC's Continuing and Community Education Program in exchange for a percentage of the enrollment fees generated.</td>
<td>Revenue generated by registration fees charged</td>
</tr>
<tr>
<td></td>
<td>Comment: Gatlin Services offers online certification programs and provides the course contents and instructors. All programs have been reviewed with the respective department chairs.</td>
<td></td>
</tr>
</tbody>
</table>
**CONSENT AGENDA: ANNUAL RECOMMENDATIONS**

**RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS**

**10-B  CONTINUING AND COMMUNITY EDUCATION (continued)**

<table>
<thead>
<tr>
<th>#</th>
<th>Company</th>
<th>Description</th>
<th>Revenue generated by registration fees charged</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Education Fitness Solutions (EFS)</td>
<td>Agreement for the provision of an online professional certification in personal fitness training in exchange for a percentage of the enrollment fees generated. Comment: EFS is an outgrowth of a collaboration between San Diego State University’s College of Extended Studies, faculty members, industry experts, internship affiliates, colleges/ universities, national organizations and its Board of Advisors. SMC will offer the program which has been reviewed with SMC’s KDR department chair and athletics director.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Thomson Compu taught</td>
<td>Agreement to offer online classes through SMC’s Continuing and Community Education program in exchange for a percentage of the enrollment fees generated. Comment: Thomson Compu taught offers online Real Estate and Home Inspection courses. The course content has been reviewed with the appropriate department chair.</td>
<td></td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS

10-C  AUXILIARY SERVICES

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Norton Medical</td>
<td>Drug testing services to transportation employees pursuant to Board</td>
<td>Not to exceed $1,000</td>
<td>2005-2006 Transportation</td>
</tr>
<tr>
<td>Industries</td>
<td>Policy 3116</td>
<td></td>
<td>Budget</td>
</tr>
<tr>
<td>2 Sherry A. Heaton</td>
<td>Advertising consulting services including the sale of advertising space</td>
<td>25 percent of revenues</td>
<td>2005-2006 Auxiliary</td>
</tr>
<tr>
<td></td>
<td>in the Corsair and special advertising supplements</td>
<td>received</td>
<td>Budget</td>
</tr>
<tr>
<td>3 Nu-Crest Company</td>
<td>Electronic equipment maintenance for Bookstore</td>
<td>Not to exceed $9,000</td>
<td>2005-2006 Auxiliary</td>
</tr>
<tr>
<td>4 Coast Professional</td>
<td>Debt collection service</td>
<td>25 to 35% on all amounts</td>
<td>Amounts collected</td>
</tr>
<tr>
<td></td>
<td>collected</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

10-D  FISCAL

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 MedicWare</td>
<td>Electronic medical records software</td>
<td>Not to exceed $3,000</td>
<td>2005-2006 Health Services</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
</tr>
<tr>
<td>2 School Services of</td>
<td>Special services/legislative advocacy</td>
<td>$3,465 per month plus</td>
<td>2005-2006 Board of Trustees</td>
</tr>
<tr>
<td>California</td>
<td></td>
<td>reimbursement of actual and</td>
<td>Budget</td>
</tr>
<tr>
<td></td>
<td></td>
<td>necessary goods &amp; services</td>
<td></td>
</tr>
<tr>
<td>3 SixTen and Associates</td>
<td>Mandated Cost Claim services</td>
<td>Not to exceed $24,000</td>
<td>State Mandated Cost</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Program reimbursement</td>
</tr>
<tr>
<td>4 Los Angeles County</td>
<td>Computer network services &amp; support; three-year agreement</td>
<td>Not to exceed $10,000 per</td>
<td>2005-2008 Fiscal</td>
</tr>
<tr>
<td>Office of Education</td>
<td></td>
<td>year</td>
<td>Services budgets</td>
</tr>
</tbody>
</table>
## CONSENT AGENDA: ANNUAL RECOMMENDATIONS

### RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS

#### 10-E  RISK MANAGEMENT

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1  Carl Warren &amp; Company</td>
<td>Claims management services for the District’s self-insured property and liability insurance program</td>
<td>Hourly rate basis for an amount not to exceed $30,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>2  Santa Monica Bay Physicians</td>
<td>Industrial injury medical services to District employees</td>
<td>Not to exceed $1,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>3  Paradise Consulting</td>
<td>Tabulation services of the annual Average Vehicle Riders (AVR) survey as required by the City of Santa Monica as part of the District’s Emissions Reduction Plan</td>
<td>Not to exceed $600</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>4  American Scientific Laboratories</td>
<td>Wastewater sampling and testing twice a year as required by the City of Santa Monica</td>
<td>Not to exceed $10,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>5  Gary McGavin</td>
<td>Disaster preparedness consulting &amp; training</td>
<td>Not to exceed $15,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>6  Charish Ergonomics, Inc.</td>
<td>Ergonomic evaluations and counseling to reduce Workers’ Comp claims</td>
<td>Not to exceed $10,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>7  Maureen Sassoon</td>
<td>Safety consulting services to include training, air monitoring lab pick-up, chain-of-custody, lab fees and written reports as necessary to investigate health and safety issues</td>
<td>Not to exceed $25,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>8  Keenan &amp; Associates</td>
<td>Loss control and Worker’s Compensation claim minimization services; bi-weekly hazardous waste inspections; safety training program for Maintenance, Operations and Grounds departments</td>
<td>Not to exceed $3,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS

10-E  RISK MANAGEMENT (continued)

<table>
<thead>
<tr>
<th></th>
<th>Company/Consultant</th>
<th>Description</th>
<th>Cost Limit</th>
<th>Budget Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Center for Health Enhancement (formerly Horizon Health Services)</td>
<td>Physical examinations of District employees to determine if an employee is physically able to wear a respirator during his/her work assignment and/or evaluate employees exposed to formaldehyde, to be in compliance with Title 8 of the California Code</td>
<td>Not to exceed $1,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>10</td>
<td>California Laboratories &amp; Development, Inc.</td>
<td>Testing &amp; hygiene certification for fume hoods in science labs to achieve federal and state compliance</td>
<td>Not to exceed $14,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>11</td>
<td>3E Company</td>
<td>Online training and compliance tracking for chemical hazard communication and injury/illness prevention</td>
<td>Not to exceed $27,500</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>12</td>
<td>Medadent Biomedical Waste</td>
<td>Remove biomedical waste from Health Sciences, Life Sciences &amp; Student Health Office</td>
<td>Not to exceed $6,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>13</td>
<td>California Contract Commercial Designs</td>
<td>Provide emergency evacuation signs as needed</td>
<td>Not to exceed $5,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>14</td>
<td>Environmental Sampling Techniques</td>
<td>Industrial waste water sampling &amp; analysis</td>
<td>Not to exceed $1,200</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>15</td>
<td>Dimensions Unlimited</td>
<td>Maintenance of Hazard Mitigation Plan</td>
<td>Not to exceed $2,000</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
</tbody>
</table>
### CONSENT AGENDA: ANNUAL RECOMMENDATIONS

### RECOMMENDATION NO. 10 ANNUAL CONTRACTS AND CONSULTANTS

#### 10-F MARKETING, COMMUNITY OUTREACH AND RECRUITMENT

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Randy Bellous Productions</td>
<td>Media services</td>
<td>Not to exceed $20,000 plus reimbursable expenses</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>2 Golden Cane Advertising</td>
<td>Advertising services</td>
<td>Not to exceed $53,375 plus reimbursable expenses</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>3 Will Lewis Associates</td>
<td>Advertising services</td>
<td>Not to exceed $45,000 plus reimbursable expenses</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>4 Sergio Ortiz</td>
<td>Media services</td>
<td>Not to exceed $12,000 plus reimbursable expenses</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>5 Peegers Creative Services</td>
<td>Editorial copywriting, photography &amp; student profiles</td>
<td>Not to exceed $20,000 plus reimbursable expenses</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>6 We Search Research</td>
<td>Editorial copywriting; information research &amp; verification</td>
<td>Not to exceed $15,000 plus reimbursable expenses</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>7 KPWR 105 FM Radio</td>
<td>Fall 2005 radio advertising for student recruitment</td>
<td>Not to exceed $80,000</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>8 KROQ 106.7 FM Radio</td>
<td>Fall 2005 radio advertising for student recruitment</td>
<td>Not to exceed $120,000</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>9 LA Weekly newspaper</td>
<td>2005-2006 print advertising for student recruitment</td>
<td>Not to exceed $68,000</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>10 La Opinión newspaper</td>
<td>2005-2006 print advertising for student recruitment</td>
<td>Not to exceed $22,400</td>
<td>2005-2006 Marketing, Matriculation &amp; Financial Aid budgets</td>
</tr>
<tr>
<td>11 SurfSantaMonica. com</td>
<td>Editorial &amp; production services for public outreach communication</td>
<td>Not to exceed $35,000</td>
<td>2005-2006 Marketing budget</td>
</tr>
<tr>
<td>12 Barbara Jacobs</td>
<td>Program coordinating services for Academy of Entertainment &amp; Technology outreach speaker series</td>
<td>Not to exceed $10,000</td>
<td>2005-2006 Marketing budget</td>
</tr>
</tbody>
</table>
**CONSENT AGENDA: ANNUAL RECOMMENDATIONS**

**RECOMMENDATION NO. 10   ANNUAL CONTRACTS AND CONSULTANTS**

**10-G   CONSTRUCTION SERVICES**

<table>
<thead>
<tr>
<th>Provider</th>
<th>Services</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Geolabs-Westlake Village</td>
<td>Geotechnical services</td>
<td>$70 to $200 per hour up to $450 per final report</td>
<td>State Construction Grants/FEMA/Measure U or S/ District Capital Funds</td>
</tr>
<tr>
<td>2 Ellis Environmental</td>
<td>Hazardous material monitoring &amp; testing</td>
<td>$40 to $200 for on-site services &amp; up to $500 per laboratory test</td>
<td>State Construction Grants/FEMA/Measure U or S/ District Capital Funds</td>
</tr>
<tr>
<td>3 Twining Labs</td>
<td>Construction material testing, special inspection services &amp; geotechnical services</td>
<td>$55 to $125 per hour &amp; up to $250 per laboratory test</td>
<td>State Construction Grants/FEMA/Measure U or S/ District Capital Funds</td>
</tr>
<tr>
<td>4 Signet Testing Labs</td>
<td>Construction material testing, special inspection services &amp; geotechnical services</td>
<td>$55 to $135 per hour &amp; up to $500 per laboratory test</td>
<td>State Construction Grants/FEMA/Measure U or S/ District Capital Funds</td>
</tr>
<tr>
<td>5 LPI, Inc.</td>
<td>Construction management, program management &amp; inspection services; two-year agreement with 4.5% increase in fees effective July 1, 2006</td>
<td>$50 to $105 per hour; $5000 per month for Project Management Software development &amp; support</td>
<td>State Construction Grants/FEMA/ District Capital Funds</td>
</tr>
<tr>
<td>6 TOMIT Consulting</td>
<td>Construction project management; two-year agreement with 4.5% increase in fees effective July 1, 2006</td>
<td>$50 to $105 per hour</td>
<td>State Construction Grants/FEMA/ District Capital Funds</td>
</tr>
<tr>
<td>7 Urban Dimensions</td>
<td>Community outreach</td>
<td>Not to exceed $54,000 plus reimbursable expenses</td>
<td>State Construction Grants/FEMA/Measure U or S/ District Capital Funds</td>
</tr>
<tr>
<td>8 IVA Solutions</td>
<td>Security consulting</td>
<td>$55 to $125 per hour plus reimbursable expenses</td>
<td>State Construction Grants/FEMA/Measure U or S/ District Capital Funds</td>
</tr>
</tbody>
</table>
### CONSENT AGENDA: ANNUAL RECOMMENDATIONS

#### RECOMMENDATION NO. 10  ANNUAL CONTRACTS AND CONSULTANTS

10-H  LEGAL SERVICES

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Harrington, Foxx, Dubrow &amp; Canter</td>
<td>Legal defense for District’s self-insured liability program</td>
<td>$160 per hour for attorney services; $75 per hour for paralegal services; plus expenses</td>
<td>2005-2006 Risk Management Budget</td>
</tr>
<tr>
<td>2 Law Offices of Larry Frierson</td>
<td>Collective bargaining &amp; employment relations</td>
<td>$200 per hour for attorney services; $75 per hour for paralegal services; plus expenses</td>
<td>2005-2006 Human Resources Budget</td>
</tr>
<tr>
<td>3 Liebert, Cassidy, Whitmore</td>
<td>Human Resources, Student Services issues</td>
<td>$160 to $260 per hour for attorney services; $95 to $110 per hour for paralegal services; plus expenses</td>
<td>2005-2006 Human Resources Budget</td>
</tr>
<tr>
<td>4 Atkinson, Andelson, Loya, Ruud &amp; Romo</td>
<td>Human Resources, Student Services issues</td>
<td>$135 to $225 per hour for attorney services; $100 per hour for paralegal services; plus expenses</td>
<td>2005-2006 Human Resources Budget</td>
</tr>
<tr>
<td>5 Harding, Larmore, Mullen, Jakle, Kutcher &amp; Kozal</td>
<td>Municipal, land use &amp; CEQA issues</td>
<td>$200 to $323 per hour plus expenses</td>
<td>2005-2006 Business &amp; Administration</td>
</tr>
<tr>
<td>6 Newman, Aaronson, Vanaman</td>
<td>Municipal, land use &amp; CEQA issues</td>
<td>$275 per hour plus expenses</td>
<td>2005-2006 Business &amp; Administration</td>
</tr>
<tr>
<td>7 Public Agency Law Group</td>
<td>Facilities &amp; construction issues</td>
<td>$110 to $340 per hour for attorney services; $90 per hour for paralegal services; plus expenses</td>
<td>2005-2006 Business &amp; Administration/District Capital Funds</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 10 ANNUAL CONTRACTS AND CONSULTANTS

10-1 HUMAN RESOURCES/PERSONNEL COMMISSION SERVICES

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Victoria J. Havassy, Ph.D.</td>
<td>To administer psychological tests to Community College Police Officer candidates and provide the District with a written evaluation of each candidate within ten working days after the administration of each test</td>
<td>$330 per candidate; consultations at $250 per employee; interviews at $250 per employee, testing at $75 per employee, total amount not to exceed $2,000</td>
<td>2005-2006 District Budget/Human Resources</td>
</tr>
<tr>
<td>2 Westfield Investigations</td>
<td>To conduct background investigations for Community College Police Officer candidates and prepare written evaluations for each candidate</td>
<td>$560 per candidate, not to exceed $3,000</td>
<td>2005-2006 District Budget/Human Resources</td>
</tr>
<tr>
<td>3 Esquire Deposition Services</td>
<td>Hearing recorders to record and transcribe disciplinary and/or investigative hearings held by Personnel Commission</td>
<td>$250 for half days; $350 for full days; plus $6.50 per page of transcriptions, plus the cost for shipping and administrative fees.</td>
<td>2005-2006 District Budget/Personnel Commission</td>
</tr>
<tr>
<td>4 Michael Prihar, Esq.</td>
<td>Hearing officer to be used to hear the appeal of a classified employee, review records and prepare reports</td>
<td>$900 per day</td>
<td>2005-2006 District Budget/Personnel Commission</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11  ORGANIZATIONAL MEMBERSHIPS, 2005-2006

It is recommended that the Board of Trustees approve the following organizational memberships for 2005-2006:

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

Board Organizations
American Association of Community Colleges
Association of Community College Trustees
California Association of African American Community College Trustees (CAAAACCT)
California Association of Latino Community College Trustees (CALCCT)
Community College League of California
Community College Leadership Development Initiative Foundation (CCLDIF)
Consortium of Under-Funded Districts
National Association of Latino Elected Officials (NALEO)

District-Wide Organizations
Academic Senate for California Community Colleges
Affirmative Action, Diversity & Equity Consortium-So. Region (AADEC-SR)
Affirmative Action Officers Association (AAOA)
American Association of Higher Education (AAHE)
American Association of University Women (AAUW)
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 of Chief Human Resources Officers/Equal Opportunity Officers (ACHRO)
Association of Community and Continuing Education (ACCE)
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 Arts Advocates
California Association of Public Purchasing Officers, Inc. (CAPPO)
California Association of School Business Officers (CASBO)
California Association of Student Financial Aid Administrators
California Campus Environmental Health and Safety Association
California Colleges for International Education (CCIE)
California Community College Association for Occupational Education (CCCAOE)
California Community College Chief Instructional Officers (CCCCIO)
California Community College Chief Student Services Administrators Association
California Community Colleges Classified Senate (CCCCS)
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 Fashion Association
California Heritage Museum
California Information System Office Association (CISOA)
California Library Authority for System Services
California Newspaper Publishers Association
California Placement Association
California Presenters (2002-03 and 2003-04)
California Resource Recovery Association
California Transit Association
Career Planning and Adult Development Network
CMJ New Music Report
The College Board
College Consortium for International Studies
Color Association of the United States
Communicators for Higher Education
Community College Facility Coalition
Community College Instructional Network
California Community College Statewide CB Database Project (CCLC-OCB)
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)
Directors of Educational Technology/California Higher Education (DETCHE)
Education Mandated Cost Network
English Council of California Two-Year Colleges
Equal Employment Diversity and Equity Consortium/Southern Region
Fulbright Association
Health Services Association of California Community Colleges
Hispanic Association of Colleges and Universities
Honors Transfer Council
Institute of International Education (IIE)
Institute for Supply Management
International Animated Film Society (ASIFA-Hollywood)
International Association for Continuing Education and Training (IACET)
Journalism Association of Community Colleges
KCET-TV
KOCE-TV
Latina Leadership Network
League for Innovation
Learning Resources Network
Liebert, Cassidy, Whitemore/Employment Relations Consortium (ERC)
Los Angeles Area Chamber of Commerce
Los Angeles World Affairs Council
Malibu Chamber of Commerce
Metropolitan Cooperative Library System
Music Association of California Community Colleges (MACCC)
NAFSA Association of International Educators
National Association for the Advancement of Color People (NAACP)
National Association of College Admission Counselors
National Association of Educational Buyers
National Association of Foreign Student Admissions Officers
National Association of Student Employment Administrators (NASEA)
National Association of Student Financial Aid Administrators
National Association for the Education of Young Children
National College Fairs Advisory Committee (NACAC)
National Communication Association
National Community College Hispanic Council
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)
Network of California Community College Foundation
Pacific Association of Community College Registrars and Admissions Officers
Pacific Coast College Health Association
Pacific Council on International Policy
The Presidential Summit (An Association of Community Colleges and Public Universities)
Recording for the Blind and Dyslexic
Research and Planning Group for California Community Colleges
Santa Monica Chamber of Commerce
SESAC (license for public performance of music works)
Society for Human Resource Management
South Bay Police Training Committee
Southern California Consortium for International Studies
Southern California Intersegmental Articulation Council (SCIAC)
Southern 30 Information Exchange Consortium
Western Alliance of Arts Administrators
Western Arts Alliance
Western Association of College Admissions Counselers
Women in Animation

Funding Source: 2005-2006 Departmental Budgets
It is further recommended that the Board of Trustees approve the following 2005-2006 organizational memberships for KCRW:

California Public Radio
California Broadcasters Association
Development Exchanges, Inc.
Integrated Media Association
Major Market Partnership
National Association of Broadcasters
National Public Radio
National Translator Association
Public Radio International
Public Broadcasting Management Association
Public Radio Program Directors
Society of Professional Journalists
Station Resource Group/Public Radio Exchange

Funding Source: 2005-2006 Budget/KCRW
Grants and donations

It is further recommended that the Board of Trustees approve the following 2005-2006 organizational memberships for the Personnel Commission:

California School Personnel Commissioners Association
College and University Professional Association for Human Resources (CUPA-HR)
Cooperative Organizations for the Development of Employee Selection
International Personnel Management Association (IPMA)
Personnel Commissioners Association of Southern California (PCASC)
Southern California Public Management Association – Human Resources
WRIPAC Services – Western Region Items Bank (WRIB)

Funding Source: 2005-2006 Budget/Personnel Commission

It is further recommended that the Board of Trustees approve the following 2005-2006 organizational memberships for Athletics:

California Community College Athletic Academic Advisors Association
California Community College Athletic Directors Association
California Community College Athletes Training Association
California Community College Cross Country + Track & Field Coaches Association
California Community College Fastpitch Softball Coaches Association
California Community College Football Coaches Association
California Community College Men’s Basketball Coaches Association
California Community College Soccer Coaches Association
California Community College Swimming & Diving Coaches Association
California Community College Tennis Coaches Association
California Community College Women’s Basketball Coaches Association
Commission on Athletics
Intercollegiate Tennis Association
National Association of Collegiate Directors of Athletics
National Association of Academic Advisors for Athletics
National Athletes Training Association
Western States Conference

Funding Source: 2005-2006 Budget/Athletics

COMMENT: Total District funds expended for 2004-2005 were approximately $90,000 (excluding KCRW). The same amount is budgeted for 2005-06. This action is for authorization of organizational memberships, although not all memberships are renewed.
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12  CONTRACTS AND CONSULTANTS
Requested Action: Approval/Ratification

12-A CONTRACTS FOR PLANETARIUM LECTURE, 2005

Provider: Dr. Kevin Grazier
Service Fees: $70 per lecture
Term of Contract: May 1 through December 31, 2005
Funding Source: Fees will be covered by donations and sponsors
Service: Dr. Grazier will substitute for Planetarium Director as needed during Friday Night Planetarium Lectures series

12-B EMERITUS COLLEGE FACILITIES, FALL 2005

Provider: Off-Campus Facilities (list on file)
Service Fee: Payment per class session is authorized as stated on the list
Term of Contract: August 29 through December 17, 2005
Funding Source: 2005-06 Budget/Emeritus College
Service: To provide facilities for Emeritus College

12-C AGREEMENTS FOR ARTS, MEDIA AND ENTERTAINMENT CAREER STANDARDS PROJECT

Providers: Kathleen Milness
Services Fee: Not to exceed $20,000
Term of Contract: June 1 through September, 2005
Funding Source: California Department of Education Arts, Media & Entertainment Career Standards Project in the amount of $100,000
Service: Ms. Milnes will recruit participants to provide industry input and coordinate their efforts.
Comment: Santa Monica College receives funding from the California Department of Education to serve as the organizing entity for the development of career content standards for the Arts, Media and Entertainment industry sector. This project will result in the development of public secondary school curriculum content standards for the Arts, Media and Entertainment industry sector.
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS

12-D CONSULTANT SERVICES FOR PERSONNEL COMMISSION

Provider: Company of Experts
Service Fees: $125 per hour plus expenses, but not to exceed the monthly salary of the Director of Classified Personnel position at C step on Salary Schedule, $8,055 per month, not to exceed $25,000 (three months)
Term of Contract: July 3 through September 1, 2005
Funding Source: 2005-06 Budget/Personnel Commission
Service: The Personnel Commission is requesting approval to hire a consultant from the consultant firm, Company of Experts, to provide temporary consultant services to the Personnel Commission Office in the areas of selection, recruitment, classification, training and supervision of the Personnel Commission staff until the position of Director of Classified Personnel is filled.

12-E CONSULTANTS FOR MARKETING AND RECRUITMENT

Provider: We Search Research
Service Fees: Increase of $890 for an amended total not to exceed $15,590 (previously approved amount was $14,700)
Term of Contract: 2004-2005
Service: Editorial copywriting; information research & verification
Comment: Additional services for 2005 catalog, Fall 2005 schedule of classes and end of year events

Provider: Sergio Ortiz
Services Fees: Increase of $3,500 for an amended total not to exceed $10,000 plus reimbursable expenses (previously approved amount was $6,500)
Term of Contract: 2004-2005
Service: Media Services
Comment: Additional services for 2005 catalog, Fall 2005 schedule of classes and end of year events
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12   CONTRACTS AND CONSULTANTS

12-F  CONTRACT FOR SOFTWARE LIAISON AND TRAINING

Provider: Jael Faulcon  
Services Fees: $5,842 per month plus reimbursement of actual & necessary expenses  
Term of Contract: July 1 through December 31, 2005  
Service: Software liaison between the District & Los Angeles County Office of Education (LACOE); staff training on LACOE PeopleSoft system  
Comment: Ms. Faulcon has considerable experience with the LACOE PeopleSoft system

12-G  CONSULTANT TO ASSIST HEALTH BENEFITS COMMITTEE

Provider: Fickewirth and Associates  
Services Fees: Total not to exceed $5,000  
Term of Contract: May 23 through June 30, 2005  
Service: Provide the District’s Benefit Committee with a cost comparison of the District’s current health benefits program and programs provided by LACCD and the Los Angeles Regionalized Insurance Services Authority  
Comment: These services will assist the District’s Benefits Committee in fulfilling its role to contain the cost of the District’s health benefits program while maintaining the quality of the benefits available to the employees, retirees, and eligible dependents.
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13  ACADEMIC PERSONNEL
Requested Action: Approval/Ratification

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

ELECTIONS

ADMINISTRATIVE
Alcala, Celena  Project Manager, Title V  07/01/05 - 06/30/06
  Strengthening Institutions
  (renewal/categorical position/100%)

Cajayon, Felicito Project Manager, Employment Training Panel  07/01/05 - 06/30/06
  (renewal/categorical position/100%)

Girard, Donald  Executive Assistant to Superintendent (Acting)  07/01/05 – 12/31/05

Krentzman, Greg  Project Manager, Launchpad  07/01/05 - 08/31/05
  (renewal/categorical position/100%)

McGrath, Marilyn  Project Manager, Prop. 10  07/01/05 - 06/30/06
  (renewal/categorical position/100%)

Parr, Troy  Project Manager, Employment Training Panel  07/01/05 - 06/30/06
  (renewal/categorical position/75%)

Philipson, Adam  Assistant Director, Madison Theater (Acting)  07/01/05 – 12/31/05

Ryan, Joseph  Project Manager, Copernicus  07/01/05 - 09/30/05
  (renewal/categorical position/100%)

Santos, Sarita  Project Manager, Title V  07/01/05 - 09/30/05
  Preparing Tomorrow's Teachers Today
  (renewal/categorical position/100%)

Yarrish, Julie  Project Manager, Online Services and Support  07/01/05 - 06/30/06

FIRST YEAR CONTRACT
Cue, Jose  Counselor, Santa Monica Airport Campus/Teacher Education  08/23/05
Oifer, Eric  Instructor, Political Science  08/23/05
Phung, Quyen  Instructor, Developmental Mathematics  08/23/05

TEMPORARY HOURLY FACULTY
(List on file in the Office of Humans Resources - Academic)
BOARD OF TRUSTEES
SANTA MONICA COMMUNITY COLLEGE DISTRICT

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14
Requested Action: Approval/Ratification

CLASSIFIED PERSONNEL
ESTABLISH/ABOLISH POSITIONS

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

<table>
<thead>
<tr>
<th>ESTABLISH</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community College Police Officer Trainee (1 position)</td>
<td>06/07/05</td>
</tr>
<tr>
<td>College Police, 12 mos, 40 hrs</td>
<td></td>
</tr>
<tr>
<td>Personnel Specialist I (1 position)</td>
<td>06/07/05</td>
</tr>
<tr>
<td>Human Resources, 12 mos, 40 hrs</td>
<td></td>
</tr>
<tr>
<td>Clerical Assistant II (1 position)</td>
<td>06/07/05</td>
</tr>
<tr>
<td>Personnel Commission, 12 mos, 40 hrs</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ABOLISH</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community College Police Officer (1 position/vacant)</td>
<td>06/07/05</td>
</tr>
<tr>
<td>College Police, 12 mos, 40 hrs</td>
<td></td>
</tr>
</tbody>
</table>
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15  CLASSIFIED PERSONNEL – REGULAR
Requested Action: Approval/Ratification

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

ELECTIONS

REEMPLOYMENT
Chavira, Christina Accounting Specialist, Fiscal Services 05/17/05

PROBATIONARY
Franco, Sandra Admiss & Rec Clerk I, Admissions & Records 05/09/05
Garcia, Renay Admiss & Rec Clerk I, Admissions & Records 05/09/05

ADVANCED STEP PLACEMENT
The employee listed has met the standards for Advanced Step Placement. Salary advance payment is retroactive to initial hire date.
Vargas, Frank, Col Police Dispatcher, College Police Step C 01/31/05

WORKING OUT OF CLASSIFICATION
Bowen, Michelle (ext.) 06/18/05 - 06/30/05
Fr: Personnel Specialist I, Personnel Commission, 12 mos, 40 hrs
To: Acting Personnel Technician, Personnel Commission, 12 mos, 40 hrs

Graupman, Joyce (ext.) 06/18/05 - 06/30/05
Fr: Personnel Specialist I, Personnel Commission, 12 mos, 40 hrs
To: Acting Personnel Technician, Personnel Commission, 12 mos, 40 hrs

SEPARATIONS

RESIGNATION
Kincy, Ellen Admin Asst I, Emeritus 05/04/05
Menendez, Glendy Financial Aid Customer Serv Clk, Financial Aid 05/18/05

The Board hereby accepts immediately the resignation of the above listed personnel to be effective as indicated.
**RECOMMENDATION NO. 16**  
**CLASSIFIED PERSONNEL – LIMITED TERM**

*Requested Action: Approval/Ratification*

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

**ELECTIONS**

<table>
<thead>
<tr>
<th>Position</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROVISIONAL</strong></td>
<td></td>
</tr>
<tr>
<td>Bando, Gloria, Clerical Assistant I, Personnel Commission</td>
<td>05/16/05 - 06/30/05</td>
</tr>
<tr>
<td>Chen, Lie, Registration/Information Clerk, A &amp; R</td>
<td>05/16/05 - 06/30/05</td>
</tr>
<tr>
<td>Ly, Chen, Vocational Tutoring Assistant I, Counseling</td>
<td>05/26/05 - 06/30/05</td>
</tr>
<tr>
<td>Merkurjev, Olga, Instructional Assistant-Math, Mathematics</td>
<td>05/27/05 - 06/30/05</td>
</tr>
<tr>
<td>Seeds, Robert, Personnel Analyst, Personnel Commission</td>
<td>04/25/05 - 06/30/05</td>
</tr>
<tr>
<td><strong>LIMITED TERM</strong></td>
<td></td>
</tr>
<tr>
<td>Baugh, Carolyn, Department Secretary II, TRIO</td>
<td>05/16/05 - 06/30/05</td>
</tr>
<tr>
<td>Bedworth, Sheila, Instructional Assistant, English</td>
<td>04/25/05 - 06/06/05</td>
</tr>
<tr>
<td>Martinez, Ronald A., Instructional Assistant-Math, Mathematics</td>
<td>05/16/05 - 06/30/05</td>
</tr>
<tr>
<td>Thompson, Phyllis, Counseling Aide, African American Center</td>
<td>04/18/05 - 06/30/05</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 17  
CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

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

<table>
<thead>
<tr>
<th>STUDENT EMPLOYEES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CalWORKS Student Assistant</td>
<td>11</td>
</tr>
<tr>
<td>$7.00/hr</td>
<td></td>
</tr>
<tr>
<td>College Student Assistant</td>
<td>165</td>
</tr>
<tr>
<td>$7.00/hr</td>
<td></td>
</tr>
<tr>
<td>College Work-Study Student Assistant</td>
<td>5</td>
</tr>
<tr>
<td>$7.00/hr</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPECIAL SERVICES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Services Specialist I</td>
<td>8</td>
</tr>
<tr>
<td>$27.40/hr</td>
<td></td>
</tr>
<tr>
<td>Community Services Specialist II</td>
<td>1</td>
</tr>
<tr>
<td>$38.00/hr</td>
<td></td>
</tr>
</tbody>
</table>

List(s) available in the Human Resources Office and attached to permanent minutes.
CONSENT AGENDA: FACILITIES & FISCAL

RECOMMENDATION NO. 18   FACILITIES

18-A  AGREEMENT FOR ARCHITECTURAL SERVICES – DRESCHER HALL SECOND ELEVATOR

Agreement with CALDWELL ARCHITECTS for architectural services associated with the Drescher Hall second Elevator project for an amount not to exceed $40,000, plus reimbursable expenses.

Funding Source: Measure U

Comment: This agreement provides for the planning, design and construction administration for the addition of a second elevator to Drescher Hall. A third floor was added to the building in 1994 without any additional elevator capacity. Due to the high volume of use, the elevator is frequently down for repair, making the second and third floors inaccessible to those with disabilities.

18-B  AGREEMENT FOR ENGINEERING SERVICES – TELECOM/DISPATCH ELECTRICAL

Agreement with P2S ENGINEERING for engineering services associated with the Telecom/Dispatch Electrical project for an amount not to exceed $8,500, plus reimbursable expenses.

Funding Source: Measure U/Infrastructure Project Funds

Comment: This agreement provides for the planning, design and construction administration for the upgrading emergency electrical system for the Telecommunications/Network systems and the Police Dispatch area in the Media Center. The growth in computer network systems and security systems on campus has overloaded the electrical system in these areas which has resulted in two separate electrical fires.

18-C  AGREEMENT FOR ENGINEERING SERVICES – STUDENT ACTIVITIES BOILERS

Agreement with F.T. ANDREWS, INC. for engineering services associated with the Student Activities building Hot Water Boiler Replacement project for an amount not to exceed $12,000, plus reimbursable expenses.

Funding Source: State Scheduled Maintenance Grant

Comment: This agreement provides for the planning, design and construction administration for the replacement of the hot water boilers in the student activities basement. These boilers can no longer be kept in working order and do not meet current SCAQMD requirements.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES (continued)

18-D CHANGE ORDER NO. 7 – RENOVATION OF WEST BUILDING, SM AIRPORT (BUNDY) CAMPUS

Change Order No. 7 BERNARDS BROTHERS CONSTRUCTION COMPANY, on the Renovation Of West Building, SM Airport (Bundy) Campus project in the amount of $31,960.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$14,985,000</td>
</tr>
<tr>
<td>Change Order No. 1</td>
<td>6,900</td>
</tr>
<tr>
<td>Change Order No. 2</td>
<td>297,479</td>
</tr>
<tr>
<td>Change Order No. 3</td>
<td>47,659</td>
</tr>
<tr>
<td>Change Order No. 4</td>
<td>137,389</td>
</tr>
<tr>
<td>Change Order No. 5</td>
<td>19,868</td>
</tr>
<tr>
<td>Change Order No. 6</td>
<td>20,523</td>
</tr>
<tr>
<td>Change Order No. 7</td>
<td>31,960</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$15,546,778</td>
</tr>
</tbody>
</table>

Original Contract Time: 240 days
Time Extension Change Order #4: 46 days
Time Extension Change Order #6: 00 days
Current Revised Contract Time: 286 days

Funding Source: Measure U

Comment: Change Order No. 7 provides for additional reinforcing steel for additional portion of block wall, removal of existing abandoned post indicator valves (PIVs) and connection of new fire water line with existing building.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 BUDGET AMENDMENTS

The 2004-05 Adopted Budget will be amended to reflect the following budget adjustments

19-A MATRICULATION (CREDIT)
Granting Agency: State of California
Appropriated Funding: $27,050
Matching Funds: $81,150
Performance Period: July 1, 2004 – June 30, 2005
Budget Augmentation: Income:
8000 State Income $27,050
Expenditures:
4000 Supplies $16,750
5000 Contract services 1,750
6000 Equipment 8,550
Summary: The District qualifies for an additional $27,050 in State appropriations for Matriculation (Credit) Grants. Match is already being made from General Fund expenses.

19-B MATRICULATION (NON-CREDIT)
Granting Agency: State of California
Appropriated Funding: -$4,367
Matching Funds: -$4,367
Performance Period: July 1, 2004 – June 30, 2005
Budget Augmentation: Income:
8000 State Income -$4,367
Expenditures:
2000 Non-Academic -$4,367
Summary: The first Principal Apportionment report reduced funding for Matriculation (Non-Credit) Grant by $4,367.

19-C BOARD FINANCIAL AID ASSISTANCE PROGRAM (BFAP)
Granting Agency: State of California
Appropriated Funding: $1,500
Matching Funds: n/a
Performance Period: July 1, 2004 – June 30, 2005
Budget Augmentation: Income:
8000 State Income $1,500
Expenditures:
5000 Contract services $1,500
Summary: The District qualifies for an additional $1,500 in State appropriations for Board Financial Aid Assistance Program (BFAP).
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20  BUDGET TRANSFERS

20-A  FUND 01.0 – GENERAL FUND - UNRESTRICTED
Period of: April 22, 2005-May 25, 2005

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>13,900</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>19,389</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Svcs/Operating Exp</td>
<td>-66,159</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Bldgs/Equipment</td>
<td>32,870</td>
</tr>
<tr>
<td>7000</td>
<td>Student Payments</td>
<td>0</td>
</tr>
<tr>
<td>Net Total:</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

20-B  FUND 01.3 – GENERAL FUND - RESTRICTED
Period of: April 22, 2005-May 25, 2005

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>-57,909</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>-22,335</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>-34,734</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>51,166</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Svcs/Operating Exp</td>
<td>-17,674</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Bldgs/Equipment</td>
<td>74,379</td>
</tr>
<tr>
<td>7000</td>
<td>Student Payments</td>
<td>-8,107</td>
</tr>
<tr>
<td>Net Total:</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Comment: The Adopted Budget needs to be amended to reflect the totals of the departmental budgets. The change-over to the new computer system used by the Los Angeles County Office of Education resulted in delays in some of the budget adjustments. Only the net amount of the transfers in or out of the object codes is shown. In addition to the budget adjustments, transfers result from requests by managers to adjust budgets to meet changing needs during the course of the year.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21  CLAIMS FOR DAMAGES

Reject the following claims and refer the claims to the District’s claims management firm:

<table>
<thead>
<tr>
<th>Claimant</th>
<th>Date Filed</th>
<th>Amount Claimed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mariana Horta-Cappelli</td>
<td>05/10/05</td>
<td>$1,300</td>
</tr>
</tbody>
</table>

Comment: Ms. Horta-Cappelli alleges a District employee in the Bookstore damaged her laptop by dropping it on the floor.

RECOMMENDATION NO. 22  SETTLEMENT OF CLAIM

As authorized by Board Policy 6213, the Interim Superintendent/President has settled the following claim. The Los Angeles County Office of Education requires Board of Trustees approval of the payment.

<table>
<thead>
<tr>
<th>Claimant</th>
<th>Date Filed</th>
<th>Amount Claimed</th>
<th>Settlement Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hermela Gebremichael</td>
<td>03/21/05</td>
<td>$2,691.27</td>
<td>$2,613.61 for repairs plus not to exceed $700 for car rental</td>
</tr>
</tbody>
</table>

Comment: A District vehicle struck and damaged Ms. Gebremichael's vehicle. The settlement amount includes repairs and reimbursement for car rental. Board Policy 6213 authorizes the Interim Superintendent/President to settle claims for an amount not to exceed $10,000.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23  COMMERCIAL WARRANT REGISTER
Requested Action: Approval

April 1 – April 30, 2005  1536 – 1576  $4,627,812.86

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

RECOMMENDATION NO. 24  PAYROLL WARRANT REGISTER
Requested Action: Approval

April 1 – April 30, 2005  C11 – C2J  $6,876,179.72

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

RECOMMENDATION NO. 25  AUXILIARY PAYMENTS & PURCHASE ORDERS
Requested Action: Approval

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore fund, Trust fund and other Auxiliary funds.

<table>
<thead>
<tr>
<th>Payments</th>
<th>Purchase Orders</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1 – April 30, 2005</td>
<td>$956,976  $3,992</td>
</tr>
</tbody>
</table>

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

RECOMMENDATION NO. 26  DIRECT PAYMENTS
Requested Action: Approval

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.

| April 1 – April 30, 2005 | D000961 – D001175 | $34,021.81 |

44
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 PURCHASING
Requested Action: Approval

27-A AWARD OF PURCHASE ORDERS

Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments are made in accordance with Education Code requirements and allocated to approved budgets. Lists on file in the Purchasing Department.

April 1 – April 30, 2005 $709,786.12
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 28    SUPERINTENDENT/PRESIDENT SEARCH
APPOINTMENT OF FACILITATOR TO SEARCH
COMMITTEE

It is recommended that the Board of Trustees appoint Dr. Lynn Solomita, Interim Vice-President of Human Resources, as facilitator of the Superintendent/President Search Committee.

Comment: The facilitator is a neutral, non-voting, staff position who will work with the consultant to perform the following duties:

- Work with Human Resources, the Public Information Officer and the consultant to finalize recruitment materials and coordinate placement in national and local advertisements
- Work with appropriate college staff to develop a website to post the profile and other information regarding the search
- Work with the Search Consultant and Board Chair to develop, prepare and mail source letters out with brochure
- Maintain weekly contact with consultant through email and telephone
- Prepare log system and prepare files or all applications
- Coordinate and prepare all materials to applicants, semi-finalists and finalists
- Coordinate the process for Search Committee members to review and rank applications
- Prepare agenda and other materials for Search Committee meetings
- Work with consultant to make arrangements for Board interviews and campus visits

The facilitator provides resources and expertise related to processes that the Search Committee will need to carry out its charge. Dr. Solomita has experience in assisting with executive searches at community colleges.

MOTION MADE BY: Margaret Quiñones
SECONDED BY: Herbert Roney
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 29  CONSULTANT FOR PROGRAM PLANNING AND DEVELOPMENT

It is recommended that the Board of Trustees approve an agreement with Dr. Joan Abrahamson for planning and development services for possible programs in emerging transportation technologies.

Amount of contract:  $7,000 per month, plus necessary expenses

Term of Contract:  July 1 - 2005 through June 30, 2006

Funding Source:  2005-06 Budget/Planning and Development

Comment:  Dr. Abrahamson will recruit local, state, and national leaders from transportation and related industries and environmental leaders to serve on an external advisory committee charged with providing options for the college to pursue in developing educational programs to train students for employment in alternative fuel and/or other emerging transportation technologies; will serve as a liaison between the external advisory committee and internal college committees in determining required skills and competencies for employment to assist faculty in defining student learning outcomes for curriculum development; will assist in recruiting industry partners for the programs being developed; and will work with Planning and Development to seek grants and other external funding sources. Dr. Abrahamson previously served in a similar capacity to support the development of the Academy of Entertainment and Technology computer animation and interactive media programs.

MOTION MADE BY:  Margaret Quiñones
SECONDED BY:  Dorothy Ehrhart-Morrison
STUDENT ADVISORY:  Aye
AYES:  7
NOES:  0
BOARD POLICY

INFORMATION ITEM E

FIRST READING - REVISION TO BOARD POLICY
SECTION 1411 STUDENT TRUSTEE RIGHTS
AND RESPONSIBILITIES
AND SECTION 1412, AUTHORIZED PRIVILEGES

Proposed revisions to Board Policy sections 1411, Student Trustee Rights and Responsibilities, and 1412, Authorized Privileges, are presented for a first reading.

BP 1411 Rights and Responsibilities

1. The Student Trustee shall serve a one-year term, commencing June 1st of each year. A person serving as Student Trustee is eligible to serve a second consecutive term, if elected, for a maximum of two one-year terms. A person who serves for less than one term as Student Trustee shall not be barred from being elected to a full term as Student Trustee.

2. The Student Trustee shall have the right and responsibility to attend all public meetings of the Board of Trustees, including those held during summer and winter sessions. The Student Trustee shall not have the right to attend closed sessions unless specifically invited by action of the Board of Trustees to attend closed sessions, but the Student Trustee may not attend closed sessions on personnel or collective bargaining matters.

3. The Student Trustee shall be entitled to mileage allowance for travel within the District to the same extent as regular members of the Board of Trustees for attendance at Board meetings. The Student Trustee is not entitled to the District’s health benefit package.

4. The Student Trustee shall serve as a liaison between the Board of Trustees and the Associated Students Board of Directors. He/she shall attend meetings of the Associated Students Board of Directors as a non-voting member no less than once a month and provide a report to the Board of Trustees. He/she shall also report to the Associated Students Board of Directors on activities and issues concerning the Board of Trustees.

BP 1412 Board Authorized Privileges

The Board of Trustees shall by May 15th of each year, as required by the Education Code, take action to authorize any of the following privileges for the Student Trustee for the coming year:

1. The Student Trustee may make and second motions.

2. The Student Trustee is entitled to an advisory vote which shall be cast before the rest of the Board of Trustees and be recorded as such in the official minutes.

3. The Student Trustee may receive compensation up to the amount prescribed by Education Code Section (see BP 1413). The term of compensation for the Student Trustee shall be from June through May.

Public Comment
Dina Cervantes
BOARD POLICY

INFORMATION ITEM F

FIRST READING – PROPOSED BOARD POLICY
SECTION 2190 - COPYRIGHT

Proposed Board Policy Section 2190, Copyright, is presented for a first reading. The proposed Board Policy was developed by an ad hoc Academic Senate joint committee and approved by the Academic Senate. The policy is in compliance with state and federal laws.

BP 2190 Copyright

Santa Monica College requires that all college personnel and students adhere to the provisions of the United States Copyright Law (Title 17, United States Code) and amendments; the Technology, Education, and Copyright Harmonization (TEACH) Act of 2002; and the Digital Millennium Copyright Act of 1998. These laws apply to anyone at the College who wants to reproduce, alter, perform or post online works that are protected by copyright. Examples of these works include printed materials, sound recordings, video recordings, visual art, computer software, and multimedia.

The District shall inform and educate faculty and staff about their rights and responsibilities regarding the use of copyrighted materials.
ADJOURNMENT: 10:08 p.m.

The meeting was adjourned in memory of Bradford P. Smith, Sandi Burnett’s husband, and Helen Zajchowski, Carol Womack’s mother.

There will be a special meeting of the Santa Monica Community College District Board of Trustees on Monday, June 20, 2005 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Wednesday, July 6, 2005 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.