SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, OCTOBER 7, 2002

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

7:00 p.m. - 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/
BOARD OF TRUSTEES
SANTA MONICA COMMUNITY COLLEGE DISTRICT

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, October 7, 2002.

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

I. ORGANIZATIONAL FUNCTIONS
   A Call to Order
   B Roll Call
   C Pledge of Allegiance
   #1 Approval of Minutes: September 9, 2002

II. SUPERINTENDENT'S REPORT

III. ACADEMIC SENATE REPORT

IV. CLASSIFIED SENATE REPORT

V. COMMUNICATIONS OR PUBLIC COMMENTS

VI. BOARD REPORT AND COMMENTS

VII. CONSENT AGENDA

Planning and Development

#2 Acceptance of Grants
#3 Contracts and Consultants
   A Educational Planning Consultant

Academic and Student Affairs

#4 Contracts and Consultants
   A Emeritus College Facilities, Winter 2003
   B Agreement for Respiratory Therapy Program, 2002-2003
   C Consultant for Counseling Department
   D Real-Time Captioning Services (Amendment)
VII. **CONSENT AGENDA** (continued)

**Human Resources**

#5 Consultant for Legal Services  
#6 Academic Personnel  
#7 Classified Personnel – Establish/Abolish Positions  
#8 Classified Personnel – Regular  
#9 Classified Personnel – Limited Duration  
#10 Classified Personnel – Non Merit

**Business and Administration**

#11 Risk Management Agreements  
  A Employee Physicals  
  B Fume Hood Testing  
  C Regulatory Compliance and Safety Program  
#12 Resolution to Participate in Joint Powers Authority for Delinquent Property Tax Revenues (Pulled)  
#13 KCRW  
  A Agreement for Telephone Services  
  B Reimbursement to KCRW Foundation  
  C KCRW Consultant  
#14 Facilities  
  A Award of Bid, Remodel Student Services Bungalows C and E  
  B Amendment to Architectural Services Agreement, Literacy Center Project  
  C Site Survey Agreement, Madison Theater  
  D Change Order No. 1, North Wing Art Building Project  
  E Change Order No. 1, Addition to Student Health and Activities Building  
  F Change Orders No. 3 and 4, Library Expansion and Renovation  
  G Additional Architectural Services – Liberal Arts Building Replacement Project  
  H Facility Planning Agreement  
  I Completion of Extension to Parking Structure C, Phase 1  
  J Completion of Interior Painting, Parking Structure C Project  
#15 Commercial Warrant Register  
#16 Payroll Warrant Register  
#17 Payments from Auxiliary Operations  
#18 Direct Payments  
#19 Purchasing  
  A Award of Purchase Orders  
  B Declaration and Donation of Surplus Equipment  
  C Acceptance of Donations

VIII. **CONSENT AGENDA – Pulled Items**

IX. **MAJOR ITEMS OF BUSINESS**

#20 Resolution in Support of Proposition 47

X. **INFORMATION - No Action Required**

D Submittal of Grants

XII. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, November 4, 2002 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.
I. ORGANIZATIONAL FUNCTIONS

A. **CALL TO ORDER** – 7:00 p.m.

B. **ROLL CALL**

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

C. **PLEDGE OF ALLEGIANCE** – Luis Barrera, Associated Students President

**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:

September 9, 2002

MOTION MADE BY: Margaret Quiñones  
SECONDED BY: Carole Currey  
STUDENT ADVISORY: Aye  
AYES: 7  
NOES: 0

Organizational Functions
II. SUPERINTENDENT’S REPORT

- Superintendent Piedad Robertson introduced Cozetta Wilson, newly-hired Risk Manager.
- SMC’s student loan default rate for 2001-02 has declined to 4.1 percent.
- SMC increased its transfer rate by 32.2% for the UC and 10.4% for CSU, compared to the statewide increase of 9.6% for UC, 5.4% for CSU.
- SMC students captured more than half of all the awards in the college division of the 2002 Los Angeles County Fair Photography Exhibit.

- Events/Activities
  L.A. Chorale Performance at Madison on September 27th featuring SMC alum Cliff Eidelman
  Fundraiser for Prop EE on October 7th (same night as Board meeting)
  Emeritus Ribbon-cutting – October 12th at 2 p.m., 1227 Second Street

- The County of Los Angeles is planning the kick off meeting to be held in October for community college implementation of Peoplesoft

- Congratulations to Lee Peterson, newly-elected president of the Classified Senate

- A resolution is on the agenda for Board of Trustees endorsement of Proposition 47, the statewide Kindergarten-through-University bond act that is on the November 5th ballot. If it passes, SMC will get $4.58 for a new Liberal Arts Building.

- Members of the Personnel Commission, Dolores Press and Joe Metoyer, were recognized. Director of Classified Personnel Jeanne Batey introduced Neville Kenning of the Hay Group, who presented an update on the Reclassification Survey.

- Randy Lawson and Gordon Dossett have agreed to co-chair the Accreditation Committee which will prepare the self-study for the Accreditation visit in spring, 2004.

- Congratulations to Cecile Hanrahan who is being recommended for a counselor position in EOP&S.

- SMC is currently in compliance with the “50 percent law” which requires that at least half of District’s education expenses be allocated for salaries of classroom instructors. SMC is currently at 53.6 percent.

III. SUPERINTENDENT’S REPORT

III. ACADEMIC SENATE REPORT

IV. CLASSIFIED SENATE REPORT

V. PUBLIC COMMENTS
CONSENT AGENDA

It is recommended that the Board of Trustees approve/ratify the Consent Agenda, Recommendations #2–#19.

Recommendation pulled from Consent Agenda (no action taken): #12

Recommendation pulled for abstention: #9 (Nancy Cattell-Luckenbach)

Recommendations pulled for questions and returned to Consent Agenda: #4-C, #7

Recommendation revised and returned to Consent Agenda: #3-A

Action on Consent Agenda

MOTION MADE BY: Dorothy Ehrhart-Morrison
SECONDED BY: Allison Sandera
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
ABSTAIN: Nancy Cattell-Luckenbach on #9
CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2

ACCEPTANCE OF GRANTS

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

Granting Agency: US Department of Education

Requested Funding: $57,651 (first year of a five-year grant totaling $274,985)

Matching Funds: $14,346 (Source: In-kind) for programmatic oversight of the grant.

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

Summary: First year 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 Pell grant recipients.

Budget:

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Consent Agenda
CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3  CONTRACTS AND CONSULTANTS

3-A  EDUCATIONAL PLANNING CONSULTANT

Revision

Motion made by Margaret Quiñones and seconded by Dorothy Ehrhart-Morrison to add Measure U to the funding source.

Student Advisory:  Aye
Ayes: 7
Noes: 0

Agreement with JANE HARMON to provide services related to educational planning for offsite facilities and coordinate inter-district outreach and dialogs for trustees and chief executive officers for the period of October 1, 2002 through June 30, 2003 in the amount of $3,000 per month.

Funding Source:  2002-2003 Planning & Development Budget/Measure U

Comment:  Ms. Harmon will assist the District in planning the relocation of educational programs to offsite facilities. In addition, she will coordinate dialogs between the Board of Trustees and trustees and chief executive officers at other districts, as requested by the Board at its retreat.
CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4  CONTRACTS AND CONSULTANTS

4-A  EMERITUS COLLEGE FACILITIES, WINTER 2003

Authorization of off-campus facilities Emeritus College classes for Winter 2003, January 6, 2003 through Thursday, February 13, 2003; excluding Monday, January 20, 2003. Payment per class session is authorized as stated on the list.

Funding Source: 2002-2003 Budget of Emeritus College

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

4-B  AGREEMENT FOR RESPIRATORY THERAPY PROGRAM

Authorization of an agreement with Gerard W. Frank, MD, to provide supervision, student assessment and bedside rounds for the Respiratory Therapy program during Fall 2002 and Spring 2003, the amount not to exceed $10,000.

Funding Source: 2002-2003 Budget/Health Sciences

Comment: Dr. Frank is affiliated with Santa Monica/UCLA Medical Center. The cost of his services is part of SMC’s responsibility under the partnership agreement with East Los Angeles College. (Dr. Frank is replacing the consultant approved at the June 3, 2002 meeting for the same amount.)
4-C CONSULTANT FOR COUNSELING DEPARTMENT

Authorization of an agreement with Glenn Hirsch, Ph.D. to conduct a day-long workshop for counseling and instructional faculty entitled Helping College Students Succeed, on October 25, 2002 in the amount of $1,500, plus expenses.

Funding Source: FII Grant, Student Enhancement and Educational Research Project

Comment: Dr. Hirsch is the Assistant Director of Counseling and Consulting Services at the University of Minnesota. His presentation will describe an original, integrated model for working with academically troubled college students and teach a process for assessing where to intervene with counseling and in the classroom.

4-D REAL-TIME CAPTIONING SERVICES

Approval of a contract with Rapidtext to provide real-time captioning services to non-signing deaf students during the 2002-2003 academic year, for an amount of $15,000 for the year.

Funding Source: 2002-2003 Budget/Disabled Students

Comment: The contract with Total Recall Realtime Captioning previously approved by the Board was reduced by $15,000 because they were not able to provide the complete captioning services needed by the college. This contract with Rapidtext will allow the college to provide the necessary captioning services.
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5  
CONSULTANTS FOR LEGAL SERVICES, 2002-2003

It is recommended that the Board of Trustees renew the following consultant contract for legal services related to a discrimination/sexual harassment complaint investigation for the period July 1, 2002 through June 30, 2003 on a month-to-month basis with 30-day cancellation notice:

Atkinson, Andelson, Loya, Ruud, Romo  
$135 to $165 per hour for services provided by attorney staff and $100 per hour for services provided by paralegal staff; plus expenses.

RECOMMENDATION NO. 6  
ACADEMIC PERSONNEL

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

ELECTIONS

ADJUNCT  
/List on file in the Office of Human Resources - Academic/

CONTRACT  
Hanrahan, Cecile, Counselor, EOP & S  
10/08/02

RECOMMENDATION NO. 7  
CLASSIFIED PERSONNEL ESTABLISH/ABOLISH POSITIONS

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

ESTABLISH  
Director of Facilities Planning (new management classification/1 position)  
Facilities, 12 mos, 40 hrs  
Funding Source: Capital Outlay Fund 15  
10/08/02
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 8  CLASSIFIED PERSONNEL – REGULAR

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

ELECTIONS

PROBATIONARY
Bender, Nancy, Department Secretary II, Learning Resource Center 10/01/02
Fricano, Vincent, Plumber, Maintenance 09/23/02
Karvia, Nick, Course Materials Buyer, Bookstore 10/01/02
Wilson, Cozetta, Risk Manager, Risk Management 10/01/02

PROMOTIONS
Dever, David 09/19/02
Fr:  Assistant Bookstore Manager, Bookstore, 12 mos., 40 hrs
To:  Bookstore Manager, Bookstore, 12 mos., 40 hrs

PERMANENT EMPLOYEE WITH SUMMER ASSIGNMENT
Brown, Timothy, Stockroom Clerk, Bookstore 08/05/02 - 08/24/02

ADVANCE STEP PLACEMENT
(The employee(s) listed have met the standards for Advanced Step Placement. Salary Advance Placement is retroactive to initial hire date.)
Kelly, Cindy, Clerical Asst. I, College Police Step B 10/30/00

WORKING OUT OF CLASSIFICATION (additional responsibilities)
Fakih, Mohammad, Acad Comp Instr Spec, Acad Comp +2.5% 05/04/02 - 12/31/02

LEAVE OF ABSENCE WITH PAY

MILITARY
Carter, Tom, Events Technician, Events 10/17/02 - 11/03/02

LEAVE OF ABSENCE WITHOUT PAY

PERSONAL
Griskevicius, Agnius, Acad Comp Instr. Spec., Academic Comp 09/23/02 - 12/23/02

SEPARATIONS

RELEASED FROM PROBATIONARY ASSIGNMENT
Frais, Yolanda, Disabled Student Services Spec., Disabled Student Center 09/16/02
Beck, Robert, Lab Tech-Physical Science, Physical Science 09/16/02

RESIGNATION
Boone, Lawrence J., Toolroom Attendant I, Auto/Trades 08/19/02
Richardson, Lee, Department Secretary I, Athletics 08/23/02

The Board hereby accepts immediately the resignation of the above listed personnel to be effective as indicated.

Consent Agenda
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9  
CLASSIFIED PERSONNEL – LIMITED DURATION

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

PROVISIONAL
Ito, Hisao, Gallery Installers, Art/Photo
Starr, Ellen, Gallery Installers, Art/Photo
Willis, David, Gallery Installers, Art/Photo

EFFECTIVE
08/19/02 - 12/05/02
08/19/02 - 10/31/02
08/19/02 - 11/06/02

LIMITED TERM
Arinsberg, Toni, Registration/Information Clerk, A & R
Augustine, Shielia, Registration/Information Clerk, A & R
Barskaya, Galina, Accompanist Performance, Music
Berent, Richard, Accompanist Performance, Music
Berent, Richard, Accompanist Voice, Music
Birman, Yakov, Accompanist Voice, Music
Carreon, Guillermo, Bookstore Cashier Clerk, Bookstore
Casillas, Josh, Registration/Information Clerk, A & R
Centeno, Deborah, Sign Language Inter. Ill, Dis. Stu. Ctr.
Dalton, Dorthea, Registration/Information Clerk, A & R
Hashaway, Erma, EOPS Program Spec., EOPS
Heams Jr, Douglas, Registration/Information Clerk, A & R
Holmes, Heather, Office Aide, Outreach
Jones, Michaeelyn, Registration/Information Clerk, A & R
Manzanilla, Jose, Bookstore Cashier Clerk, Bookstore
Melanio, Noel E., Accompanist Dance, PE
Stephenson, John, Toolroom Attendant I, NS-I, Auto/Trades

EFFECTIVE
09/09/02 - 12/31/02
09/09/02 - 12/31/02
08/26/02 - 12/17/02
08/26/02 - 12/17/02
08/26/02 - 12/17/02
08/26/02 - 12/17/02
09/23/02 - 12/31/02
09/09/02 - 12/31/02
07/01/02 - 12/31/02
07/01/02 - 07/31/02
07/01/02 - 12/31/02
09/09/02 - 12/31/02
08/27/02 - 09/30/02
09/09/02 - 12/31/02
09/23/02 - 12/31/02
09/12/02 - 12/31/02
08/26/02 - 12/20/02

LIMITED TERM (Substitute)
Soury, Sima, Instructional Assistant Math, Math

EFFECTIVE
09/03/02 - 09/20/02

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
CalWORKS Student Assistant
$7.00/hr

College Student Assistant
$7.00/hr

College Work-Study Student Assistant
$7.00/hr
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11        RISK MANAGEMENT AGREEMENTS

11-A  EMPLOYEE PHYSICALS

Agreement with HORIZON HEALTH SERVICES to provide physical examinations of District employees to determine if an employee is physically able to wear a respirator during his/her work assignment and/or to evaluate employees exposed to formaldehyde. Horizon Health Services will bill the District $75 per examination for a total not to exceed $3,000.

Funding Source: 2002-2003 Risk Management Budget

Comment: This agreement will assist the District to be in compliance with requirements of Title 8 of the California Code. Horizon Health Services will provide a written report to the District for each employee examined. This replaces the agreement with St. John’s Hospital approved by the Board in August, 2002. The physicials are provided at The Center for Health Enhancement (formerly called The Center for Health Assessment) which Horizon Health Services bought from St. John’s Hospital.

11-B  FUME HOOD TESTING

Agreement with CALIFORNIA LABORATORIES & DEVELOPMENT, INC. to provide testing and hygiene certification for fume hoods in the Science laboratories for the period ending June 30, 2003 for an amount not to exceed $13,720.

Funding Source: 2002-2003 Risk Management Budget

Comment: Testing and certification is required to achieve federal and state compliance.

11-C  REGULATORY COMPLIANCE & SAFETY PROGRAM

Agreement with KEENAN & ASSOCIATES to conduct a regulatory compliance and safety program as required for the period of September 1, 2002 through July 31, 2007. The District agrees to pay a fee of $10,360 per year.

Funding Source: California Community College Risk Management Association JPA

Comment: Keenan & Associates have developed this program for the members of the Workers’ Compensation Joint Powers Association of which the District is a member.
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 12  PULLED – NO ACTION TAKEN

RESOLUTION TO PARTICIPATE IN JOINT POWERS AUTHORITY FOR DELINQUENT PROPERTY TAX REVENUES

A resolution will be presented to the Board of Trustees to authorize the District to participate in a Joint Powers Authority for Delinquent Taxes. The District will assign its delinquent property tax revenue to the JPA and will receive all taxes due in the current year plus 80% of delinquent fees.

RECOMMENDATION NO. 13  KCRW

13-A AGREEMENT FOR TELEPHONE SERVICES

Agreement with AT&T to provide local and long distance telephone service for KCRW for the period of October 1, 2002 through September 30, 2004.

Funding Source: KCRW Donations

Comment: An analysis of this agreement indicates a potential savings of approximately $6,000 per year for KCRW. KCRW raises funds for all operating and capital expenses of the station.

13-B REIMBURSEMENT TO KCRW FOUNDATION

Reimbursement to the KCRW Foundation of expenses for the purchase of broadcast studio equipment for KCRW in the amount of $40,440.

Funding Source: KCRW Donations

Comment: The purchase of the specialized equipment required a prepayment which the KCRW Foundation made on behalf of the District.

13-C KCRW CONSULTANT

Johanna Cooper: Program services, rendered in the development and production of “CHILDREN OF ABRAHAM.” Services include producing, working on story selection, casting, participation in directing, coordination of music, and assisting in the preparation of the script development of 6 one-hour programs. Payable at $5,000 as third and final payment for post-production coordination services.

Funding Source: In part by NEA Grant (National Endowment of the Arts)
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14       FACILITIES

14-A  AWARD OF BID, REMODEL STUDENT SERVICES BUNGALOWS ‘C’ AND ‘E’

Award of bid for the Remodel Student Services Bungalows ‘C’ and ‘E’ project to the lowest responsive bidder.

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<th>Bidder</th>
<th>Bid Amount</th>
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<tbody>
<tr>
<td>Angeles Contractor</td>
<td>$263,500.00</td>
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<tr>
<td>GAFF Group, Inc.</td>
<td>326,901.00</td>
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</table>

Funding Source: District Capital Outlay Fund

Comment: This project provides for the interior remodel of Student Services Bungalow ‘C’ to accommodate Financial Aid, E.O.P.S. and TRIO functions, and thereby complete the phased relocation of all Student Services operations into what was previously the main campus Administration and Business Services Complex. This project also provides for ADA/disabled access compliance and interior remodel of the Restroom Bungalow ‘E’.

14-B  AMENDMENT TO ARCHITECTURAL SERVICES AGREEMENT, LITERACY CENTER PROJECT

Amend the architectural services agreement with AHT ARCHITECTS for an additional amount not to exceed $17,390.00, plus reimbursable expenses.

Funding Source: District Capital Outlay Fund

Comment: This amendment provides for the redesign of the Literacy Center building floor plans to accommodate owner requested program space revisions and size adjustments.

14-C  SITE SURVEY AGREEMENT – MADISON THEATER

Agreement with KPFF CONSULTING ENGINEERS to provide a ground edited site survey for the Madison Theater project for an amount not to exceed $3,000.

Funding Source: Foundation

Comment: Verifying specific existing elevation information will help minimize grading and elevation conflicts during construction.
RECOMMENDATION NO. 14 FACILITIES (continued)

14-D CHANGE ORDER NO. 1, NORTH WING ART BUILDING PROJECT

Change Order No. 1 with TRIMAX CONSTRUCTION CORP. on the North Wing Art Building project.

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<tr>
<td>Revised Contract Amount</td>
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Funding Source: FEMA/District

Comment: This change order provides for the removal of additional lead base paint and removal of underground asbestos containing pipe. As required by the Division of the State Architect, the grade beam size was increased from 18" depth to 36" and the grade beam was anchored to the existing building foundation.

14-E CHANGE ORDER NO. 1, ADDITION TO STUDENT HEALTH & ACTIVITIES BUILDING

Change Order No. 1 with TRIMAX CONSTRUCTION CORP. on the Addition to Student Health & Activities Building project.

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<td>Change Order No. 1</td>
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<td>Revised Contract Amount</td>
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Funding Source: Auxiliary Services

Comment: Resolving an unforeseen site condition, this change order provides for the removal of “over-pour”, or excess concrete at the footings for the existing building that projected into the area in which new concrete footings for the project addition are to be placed.
RECOMMENDATION NO. 14  FACILITIES (continued)

14-F  CHANGE ORDERS NO. 3 AND 4, LIBRARY EXPANSION & RENOVATION

Change Orders No. 3 and 4 with NIELSEN DILLINGHAM BUILDERS on the Library Expansion & Renovation project.

Original Contract Amount $22,050,000.00
Change Order No. 1 70,640.00
Change Order No. 2 40,135.00
Change Order No. 3 54,040.00
Change Order No. 4 (757,493.00)
Revised Contract Amount $21,457,322.00

Funding Source: Prop T/FEMA/ District Capital Outlay Fund

Comment: Change Order No. 3 provides for the relocation of existing pipes that conflict with new construction, changes to formwork plywood, miscellaneous reinforcing steel changes and changes due to existing site conditions.

Change Order No. 4 provides for the deductions to the contract amount resulting from value engineering efforts that include revised lighting, alternate roofing manufacturer, changes to wood paneling, removal of the skylight/sunshade assembly and replacing it with a flat roof and conventional roofing system. These changes also result in a 60 day reduction in contract time.

14-G  ADDITIONAL ARCHITECTURAL SERVICES – LIBERAL ARTS BUILDING REPLACEMENT PROJECT

Additional services under the agreement with GENSLER for architectural services related to the Liberal Arts Building Replacement project to prepare special reports for the funding request submitted to the Chancellor’s Office and to reconfigure the below-grade portion of the building. The fee for the additional services shall not exceed $3,500 plus reimbursable expenses.

Funding Source: FEMA/Measure U/State

Comment: The additional services are needed to prepare updates for the State Facilities Capital Outlay Grant and to reconfigure the design to reflect changes that have been made to address new master plan parking and traffic flow.

14-H  FACILITY PLANNING AGREEMENT

Agreement with JOHN JALILI as a facilities planning consultant for the year ending June 30, 2003 in the amount of $3,500 per month plus actual and necessary expenses.

Funding Source: District Capital Outlay Fund

Comment: Mr. Jalili will assist the District in facilities planning to update the Facilities Master Plan.
RECOMMENDATION NO. FACILITIES (continued)

14-I COMPLETION OF EXTENSION TO PARKING STRUCTURE 'C', PHASE 1

Subject to completion of punch list items by BOMEL CONSTRUCTION COMPANY, INC., it is recommended that the Board of Trustees authorize the Executive Vice President of Business & Administration, without further action of the Board of Trustees, to accept the project described as EXTENSION TO PARKING STRUCTURE 'C', PHASE 1, as being complete upon BOMEL CONSTRUCTION COMPANY, INC. completion of punch list items. The Executive Vice President of Business & 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 of the final payment is authorized.

14-J COMPLETION OF INTERIOR PAINTING, PARKING STRUCTURE 'C' PROJECT

Subject to completion of punch list items by SOUTHWEST COATINGS, INC., it is recommended that the Board of Trustees authorize the Executive Vice President of Business & Administration, without further action of the Board of Trustees, to accept the project described as INTERIOR PAINTING, PARKING STRUCTURE 'C', as being complete upon SOUTHWEST COATINGS, INC. completion of punchlist items. The Executive Vice President of Business & 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 hereto, upon determination of Final Completion and Final Acceptance of the final payment is authorized.
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 COMMERCIAL WARRANT REGISTER

September 1 – September 30, 2002
4838 - 4857
$5,345,493.45

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

RECOMMENDATION NO. 16 PAYROLL WARRANT REGISTER

September 1 – September 30, 2002
C1B - C2C
$6,182,026.70

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

RECOMMENDATION NO. 17 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.

September 1 – September 30, 2002
85294 – 85788
$4,049,018

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

RECOMMENDATION NO. 18 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.

September 1 – September 30, 2002
D00001 – 00298
$918,109.84

Consent Agenda
CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 19 PURCHASING

19-A AWARD OF PURCHASE ORDERS

<table>
<thead>
<tr>
<th>Purchase Orders - FY 2002/03</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) P. O. 86290 – 86356</td>
<td>$1,022,969.47</td>
</tr>
<tr>
<td>B) Telephone Orders</td>
<td>$77,814.53</td>
</tr>
<tr>
<td>C) Change Orders</td>
<td>$9,269.52</td>
</tr>
<tr>
<td>D) Auxiliary Orders</td>
<td>$2,167.02</td>
</tr>
<tr>
<td>E) Auxiliary Change Orders</td>
<td>0</td>
</tr>
</tbody>
</table>

Comment: Lists of orders placed or amended between August 29, 2002 and September 24, 2002 are part of records on file in Purchasing Department.

19-B DECLARATION AND DONATION OF SURPLUS EQUIPMENT

Declare as surplus the following equipment and authorize the District as part of the recycling program to donate the equipment to the designated organizations:

45 Hewlett Packard computers to ST. JOSEPH’S CENTER

1 Hewlett Packard computer to Faith Presbyterian Church of Torrance

Comment: Because of previous donations, Santa Monica/Malibu Unified School District has no need for surplus computers at this time. St. Joseph’s Center is a charitable organization that works with families in need. They will use the computers to teach computer literacy. Faith Presbyterian Church will use the computer as a web server for its website.

19-C ACCEPTANCE OF DONATIONS

1. **Network Services program**
   Acceptance of donation of three Dell NAS server units for the Network Services program from DELL CORPORATION. The servers will be used by Network Services to provide storage for various needs of the IT department and faculty, staff and computer images for student lab workstations. The donated servers will allow the District to retire old servers that are no longer under warranty and funding does not exist to replace them. This donation is in addition to the three NAS server units previously donated by Dell.

2. **Automotive Department**
   Acceptance of donation of miscellaneous enamel paint to the Automotive Department from INTERNATIONAL SIGN IDENTITIES. The donated paint will be used in the Auto Body program.

Consent Agenda
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20

RESOLUTION IN SUPPORT OF PROPOSITION 47

Whereas, Proposition 47, the Kindergarten-University Public Education Facilities Bond Act of 2002, provides $13 billion in bonds to relieve overcrowding, reduce class size and repair and upgrade California's elementary, middle and high schools, community colleges, and universities; and

Whereas, more than 2.5 million students are enrolled in the California Community Colleges, and enrollment is projected to increase by at least 500,000 students by the year 2010; and

Whereas, without needed building improvements and additions, California's historic policy of access to higher education is seriously threatened; and

Whereas, more than $35 billion per year is contributed to the state's economy through California's three higher education systems, and there is a direct correlation between California's future economic and cultural prosperity and the availability of educational opportunities for its citizens through community colleges and other higher education institutions; and

Whereas, the California Taxpayers' Association supports Proposition 47 because funds must be spent on school construction, not on bureaucracy or wasteful overhead, and projects must comply with strict accountability requirements, including mandatory audits, to safeguard against waste and mismanagement; and

Whereas, Proposition 47 is supported by a large and diverse coalition, including the California Legislature, California Community Colleges Board of Governors, California State PTA, California Teachers Association, California Taxpayers' Association, California Chamber of Commerce, League of Women Voters of California, Californians for Higher Education, California Federation of Teachers, California Building Industry Association, California Business Roundtable, Congress of California Seniors and local educators across the state.

Whereas, then Santa Monica Community College District would receive $4.58 million with the passage of Proposition 47;

Therefore be it resolved, the Santa Monica Community College District Board of Trustees endorses Proposition 47, the Kindergarten-University Public Education Facilities Bond Act of 2002.

MOTION MADE BY: Margaret Quiñones
SECONDED BY: Carole Currey
STUDENT ADVISORY: Ayes
AYES: 7
NOES: 0

Major Items of Business
**INFORMATION ITEM D**

**SUBMITTAL OF GRANTS**

**Title of Grant:** Regional Workforce Development Forum

**Granting Agency:** Hispanic Association of Colleges and Universities (HACU) and US Department of Labor

**Requested Funding:** $30,000

**Matching Funds:** $1,260 Source: WIA/Welfare To Work Funds

**Performance Period:** October 2002 – April 2003

**Summary:** Funding will be used to plan and conduct a two-day workforce development forum for 50 attendees. The goals of the forum are to (in the words of HACU’s RFP):

1) Share information about workforce development opportunities for HSIs;
2) Promote and utilize web-based information technology to increase linkages between HSIs and workforce development organizations;
3) Create a broader awareness of workforce development; and
4) Expand the knowledge base of Hispanic-related research in the workforce development arena.

Four other community colleges (El Camino, Rancho Santiago, CCD, Ventura College and Long Beach City College) will work with SMC to market the forum to representatives from other HSIs, employers and service providers. Workforce Investment Board directors, regional and local Department of Labor staff.

**Title of Grant:** California Documentary Project: “After the Dinner Party”

**Granting Agency:** California Council for the Humanities

**Requested Funding:** $19,465

**Matching Funds:** $19,840 (Source: SMC in-kind)

**Performance Period:** December 2002–2004

**Summary:** After the Dinner Party includes a video installation and oral history of the lives of the people who contributed to the making of Judy Chicago’s The Dinner Party; an exhibition of art made by Dinner Party artists; and an interactive website. As a capstone event, a panel presentation by six humanities experts will examine how these contributions continued to shape the artists’ lives and the contributions that were made to the history of art in California as well as art’s influence on the feminist movement.
ADJOURNMENT – 9:18 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, November 4, 2002 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.