

**M  
I  
N  
U  
T  
E  
S**



**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/>*

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

## ***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.

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

**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

**RECOMENDATION NO. 1**

**APPROVAL OF MINUTES**

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

September 9, 2002

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

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 27<sup>th</sup> featuring SMC alum Cliff Eidelman
  - Fundraiser for Prop EE on October 7<sup>th</sup> (same night as Board meeting)
  - Emeritus Ribbon-cutting – October 12<sup>th</sup> 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 5<sup>th</sup> 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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

**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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

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.

<b>Budget:</b>	<b>Expenditures</b>	
	1000	1,690
	3000	507
	4000	4,700
	5000	14,913
	7000	35,841
	<b>Income</b>	
8000	57,651	

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

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.



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

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.)

**RECOMMENDATION NO. 4**

**CONTRACTS AND CONSULTANTS** (continued)

**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.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

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.

EFFECTIVE DATE

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.

EFFECTIVE DATE

ESTABLISH

Director of Facilities Planning (new management classification/1 position)  
Facilities, 12 mos, 40 hrs

10/08/02

Funding Source:    Capital Outlay Fund 15



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	October 7, 2002

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

EFFECTIVE

PROVISIONAL

Ito, Hisao, Gallery Installers, Art/Photo	08/19/02 - 12/05/02
Starr, Ellen, Gallery Installers, Art/Photo	08/19/02 - 10/31/02
Willis, David, Gallery Installers, Art/Photo	08/19/02 - 11/06/02

LIMITED TERM

Arinsberg, Toni, Registration/Information Clerk, A & R	09/09/02 - 12/31/02
Augustine, Shiela, Registration/Information Clerk, A & R	09/09/02 - 12/31/02
Barskaya, Galina, Accompanist Performance, Music	08/26/02 - 12/17/02
Berent, Richard, Accompanist Performance, Music	08/26/02 - 12/17/02
Berent, Richard, Accompanist Voice, Music	08/26/02 - 12/17/02
Birman, Yakov, Accompanist Voice, Music	08/26/02 - 12/17/02
Carreon, Guillermo, Bookstore Cashier Clerk, Bookstore	09/23/02 - 12/31/02
Casillas, Josh, Registration/Information Clerk, A & R	09/09/02 - 12/31/02
Centeno, Deborah, Sign Language Inter. III, Dis. Stu. Ctr.	07/01/02 - 12/31/02
Dalton, Dorthea, Registration/Information Clerk, A & R	07/01/02 - 07/31/02
Hashaway, Erma, EOPS Program Spec., EOPS	07/01/02 - 12/31/02
Hearns Jr, Douglas, Registration/Information Clerk, A & R	09/09/02 - 12/31/02
Holmes, Heather, Office Aide, Outreach	08/27/02 - 09/30/02
Jones, Michaelyn, Registration/Information Clerk, A & R	09/09/02 - 12/31/02
Manzanilla, Jose, Bookstore Cashier Clerk, Bookstore	09/23/02 - 12/31/02
Melanio, Noel E., Accompanist Dance, PE	09/12/02 - 12/31/02
Stephenson, John, Toolroom Attendant I, NS-I, Auto/Trades	08/26/02 - 12/20/02

LIMITED TERM (Substitute)

Soury, Sima, Instructional Assistant Math, Math	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	4
College Student Assistant \$7.00/hr	124
College Work-Study Student Assistant \$7.00/hr	163

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	October 7, 2002

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 physicals 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.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	October 7, 2002

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)

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	October 7, 2002

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.

<u>Bidder:</u>	<u>Bid Amount:</u>
Angeles Contractor	\$263,500.00
GAFF Group, Inc.	326,901.00

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.

Original Contract Amount	\$648,000.00
Change Order No. 1	<u>40,152.00</u>
Revised Contract Amount	\$688,152.00

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.

Original Contract Amount	\$645,000.00
Change Order No. 1	<u>1,282.00</u>
Revised Contract Amount	\$646,282.00

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	<u>(757,493.00)</u>
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.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	October 7, 2002

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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	October 7, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

**RECOMMENDATION NO. 19            PURCHASING**

**19-A AWARD OF PURCHASE ORDERS**

<u>Purchase Orders - FY 2002/03</u>	<u>Total</u>
A) P. O. 86290 – 86356	\$1,022,969.47
B) Telephone Orders	\$77,814.53
C) Change Orders	\$9,269.52
D) Auxiliary Orders	\$2,187.02
E) Auxiliary Change Orders	0

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.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

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

**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.

<b>BOARD OF TRUSTEES</b>	<b>ADJOURNMENT</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 7, 2002

**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.