

M I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

TUESDAY,
JUNE 1, 2010

Santa Monica College
Board Room (Business Building Room 117)
1900 Pico Boulevard
Santa Monica, California

*The complete minutes may be accessed on the
Santa Monica College website:*

<http://www.smc.edu/admin/trustees/meetings/>

Written requests for disability-related modifications or accommodations, including for auxiliary aids or services that are needed in order to participate in the Board meeting are to be directed to the Office of the Superintendent/President as soon in advance of the meeting as possible.

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 Tuesday, June 1, 2010.

5:30 p.m. Public Session

31st Annual Student Photography Awards

Professor Larry Jones

Eva Fayman – Best of Show

John Hietter – Best Color

Matthew Anderson – Best of Photo I

Jarrad Rosson – Best Black & White

Gerald Fontejon – Best Manipulated

Joaquin Romero – Best Figure Study

Richard Lee Fisher – Best Alternative Process

Michael Price – Honorable Mention

John Murray – Honorable Mention

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 – 5:55 p.m.
- B Roll Call
- C Public Comments on Closed Session Items - None

II. **CLOSED SESSION**

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*

Robert Myers, Campus Counsel

Employee Organization: *CSEA, Chapter 36*

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*

Robert Myers, Campus Counsel

Employee Organization: *Santa Monica College Faculty Association*

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

II. **CLOSED SESSION** (continued)

REAL PROPERTY (Government Code Section 54956.8)

Property Address: 1510 Pico Boulevard, Santa Monica, CA 90405

College Negotiators: Dr. Chui L. Tsang

Property Representative: Grace Cheng Braun, WISE & Healthy Aging

REAL PROPERTY (Government Code Section 54956.8)

Property Address: 1516 Pico Boulevard, Santa Monica, CA 90405

College Negotiators: Dr. Chui L. Tsang

Property Representative: Robert Kronovet, Kronovet Realty Company

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

D Pledge of Allegiance – Michael Song, Student Trustee

E Closed Session Report - None

F Installation of Student Trustee

G Public Comments

IV. **SUPERINTENDENT'S REPORT**

- Management Association Update

- Updates:

 - State Budget

 - Graduation-Related Activities

 - June 26 – Celebrate America

- Associated Students Report

- Acknowledgements

 - Women's Tennis Team

 - First Annual Global Citizenship Research Symposium and Tournament Awards

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

H Update: GASB 45 Actuarial Study Assumptions

I Update: Campus Sustainability

#1 Revision to General Education Requirements for the Associate in Arts Degree

#2 2009-2010 Tentative Budget

#3 A Resolution Supporting an Economic Boycott of Arizona Until Such Time
as SB 1070 is Repealed

#4 Five-Year Construction Plan, 2011-2012

VII. **CONSENT AGENDA**

*Any recommendation pulled from the Consent Agenda will be held and discussed in
Section VIII, Consent Agenda – Pulled Recommendations*

Approval of Minutes

#5 Approval of Minutes: May 4, 2010 (Regular Meeting)

Annual Recommendations

- #6 Election of Personnel
- #7 Resolution Fixing the Employer's Contribution Under the Public Employees' Medical and Hospital Care Act
- #8 Destruction of Class 3 Records
- #9 Year-End Appropriations Transfers
- #10 Disposal of Surplus Property
- #11 Authorization of Signatures, 2010-2011
- #12 Organization Memberships, 2010-2011

Grants and Contracts

- #13 Acceptance of Grants
- #14 Contract for Distance Education Provider
- #15 Contract for Online Curriculum Development
- #16 Contract for Library Vendor
- #17 Contracts for Career and Technical Education Strategic Planning Retreat
- #18 Contracts for Marketing
- #19 Contract for Student Health Services
- #20 Ratification of Contracts and Consultants

Human Resources

- #21 Academic Personnel
- #22 Classified Personnel – Regular
- #23 Classified Personnel – Limited Duration
- #24 Classified Personnel – Non Merit

Facilities and Fiscal

- #25 Resolution – Cash Borrowing from the County Treasury
- #26 Facilities
 - A Award of Bid – Digital Learning Studio
 - B Amendment to Agreement for Architectural Services – Digital Learning Studio
 - C Change Order No. 7 – Bundy Northeast Driveway
 - D Agreement for Architectural Services – Bundy West Building Classroom Completion
 - E Change Order No. 7 – Student Services and Administration Building – Phase I
- #27 Budget Transfers
- #28 Budget Augmentation
- #29 Commercial Warrant Register
- #30 Payroll Warrant Register
- #31 Auxiliary Payments and Purchase Orders
- #32 Direct, Benefit and Student Grant Payments
- #33 Purchasing
 - A Award of Purchase Orders
 - B Award of Purchase Order – Public Safety Communication Equipment
 - C Award of Purchase Order – Hewlett Packard Maintenance Contract
 - D Award of Purchase Order – Digital Signage
 - E Purchase Agreements and Authorization of Purchase Orders
 - F Declaration and Donation of Surplus Computer Equipment

VIII. **CONSENT AGENDA – Pulled Recommendations**

Recommendations pulled from the Section VII. Consent Agenda to be discussed and voted separately. Depending on time constraints, these items might be carried over to another meeting.

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, July 6, 2010** 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.

APPENDIX A: 2010-2011 Tentative Budget

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

June 1, 2010

I. ORGANIZATIONAL FUNCTIONS

A CALL TO ORDER – 5:55 p.m.

B ROLL CALL

Judge David Finkel (Ret.), Chair - Present

Dr. Andrew Walzer, Vice-Chair - Present

Dr. Susan Aminoff - Present

Dr. Nancy Greenstein - Present

Louise Jaffe - Present

Dr. Margaret Quiñones-Perez - Present

Rob Rader - Present

Michael Song, Incoming Student Trustee – Present (for Public Session)

C PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*

Robert Myers, Campus Counsel

Employee Organization:

CSEA, Chapter 36

CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

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Employee Organization:

Santa Monica College Faculty Association

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

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Property Representative: Grace Cheng Braun, WISE & Healthy Aging

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Property Address: 1516 Pico Boulevard, Santa Monica, CA 90405

College Negotiators: Dr. Chui L. Tsang and Charlie Yen

Property Representative: Robert Kronovet, Kronovet Realty Company

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS - 7:02 p.m.

D PLEDGE OF ALLEGIANCE – Michael Song, Student Trustee

E CLOSED SESSION REPORT - None

F INSTALLATION OF STUDENT TRUSTEE

Board Vice-Chair Andrew Walzer administered the Oath of Allegiance to Michael Song and installed him as Student Trustee.

G PUBLIC COMMENTS

Zina Josephs
Samia Bano

IV. SUPERINTENDENT’S REPORT

- Acknowledgements
 - SMC women’s tennis team for its 2010 Western States Conference championship and strong showing in state finals
 - Student winners of the recent Global Citizenship Research Symposium and Tournament
- Update
 - Management Association Update: Outgoing Management Association President Erica LeBlanc reported that Associate Dean of Financial Aid/Scholarships Steve Myrow and his team won the “Applause Award” for May. Public Information Officer Bruce Smith in May won the “Community Builder Award,” the second given in the academic year. Erica, who will be succeeded by Dean of Campus Security, Student Health and Safety Al Vasquez July 1, was acknowledged by the Board for her service with a certificate of appreciation. Judy Neveau is the Management Association President-Elect for 2010-2011; Lisa Rose and Regina Jennings continue as secretary and treasurer, respectively.
 - State Budget: The tentative budget is based on Governor Arnold Schwarzenegger’s revised May budget and the latest projections from Sacramento. The revised May budget projects a \$19 billion state deficit and calls for deep cuts in social services. However, his proposed community college budget did not change from his original proposal unveiled in January and he has changed his position on cutting CalGrants.

It is expected that changes will occur before a final SMC budget is adopted in September. Some changes will likely be the result of revised state revenue projections and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.
- Graduation Related Activities:
 - June 12th Annual Scholarship Ceremony, 3 p.m., Cafeteria
Black Collegians, 7 p.m, LAX Hilton
 - June 15th Pre-Graduation Reception at 4:30 p.m, B111
Graduation, 6 p.m., Corsair Field

BOARD OF TRUSTEES

SANTA MONICA COMMUNITY COLLEGE DISTRICT

REGULAR MEETING

June 1, 2010

IV. SUPERINTENDENT'S REPORT *(continued)*

- Celebrate America: SMC's popular Independence Day festival, "Celebrate America," will be revamped this year and will include such new highlights as a global food fair and picnic on the Quad, giveaways, and a KCRW disc jockey. The fireworks display will once again be launched by Pyro Spectaculars at Corsair Field. Picnicking will not be permitted on Corsair Field because of the new artificial turf.
- Associated Students Report: Outgoing Associated Students President Cameron Henton reported on the accomplishments of the Associated Students in 2009-2010, which included upgrading the Cayton Center computer lab, replacing chairs, providing \$200,000 in funding to various activities, increasing the presence of students on committees, increasing grants and scholarships, raising awareness about alternatives to textbooks, the student leadership academy, increasing sustainability efforts, and pursuing a campus-wide rideshare program.

V. ACADEMIC SENATE REPORT

Eric Oifer, Academic Senate President

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	June 1, 2010

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM H

SUBJECT: **UPDATE: GASB 45 ACTUARIAL STUDY ASSUMPTIONS**

SUBMITTED BY: Superintendent/President

SUMMARY: The report was presented by Geoffrey L. Kischuk, FSA, FCA, MAAA, President of Total Compensation Systems. The Governmental Accounting Standards Board requires a comprehensive actuarial evaluation of retiree benefits be performed every two years; the last full evaluation was performed for the District May 1, 2008. Total Compensation Systems, Inc. (TCS) has been contracted by the District to perform a current actuarial study to meet the GASB requirement. Mr. Kischuk will be presenting information relating to the current GASB 45 actuarial study with an emphasis on the assumptions used in the actuarial study and how they are arrived at.

Total Compensation Systems, Inc. (TCS) has specialized in health actuarial services for California school employers for more than twenty years. During that time, they have performed retiree health valuations for more than 350 districts and municipalities, including Santa Monica College since 2006.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	June 1, 2010

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM I

SUBJECT: **UPDATE: CAMPUS SUSTAINABILITY**

SUBMITTED BY: Superintendent/President

SUMMARY:

Programs

Clean and Green Campaign

This year the Clean and Green Campaign supported the Global Citizenship campus-wide water theme by distributing over 5,000 refillable stainless steel water bottles to students, faculty and staff during various campus events such as VIP Welcome Day, lectures, and Earth Week festivities. Additionally, the committee worked with the DPAC College Services Subcommittee and Associated Students on increasing campus water refilling stations in support of the recently passed AS policy banning water bottles at AS sponsored events.

American College and University President's Climate Commitment (ACUPCC)

Thus far, SMC has met all of the ACUPCC requirements on schedule and is in good standing. The ACUPCC task force recently launched the SMC Greenhouse Gas Inventory which provides a comprehensive summary of SMC's carbon footprint. The College's carbon footprint per full-time equivalent student is less than half of our ACUPCC peers, demonstrating SMC's strong commitment to sustainability. The largest component of our carbon footprint is student and employee commuting to campus. According to a recent traffic study in connection with the 2010 Facilities Master Plan, SMC has a daily trip rate that is 15 percent below the daily trip rate of comparable colleges and 21 percent below the morning peak hour rate. The next largest emission source is purchased energy. SMC's carbon emissions from purchased energy are about half of the national average. With regard to emissions on a square foot basis, SMC operates its facilities year round both day and evening serving about 26,000 FTES, yet SMC emissions are only a small fraction more than peer colleges that operate with far fewer students (the peer average FTES is 11,000). Other carbon emissions include college-funded travel including conferences and meetings, international student recruitment, study abroad, athletics, and mileage reimbursements. Next year the committee will begin the process of creating SMC's Climate Action Plan that will include targets, timelines and policy recommendations for additional reductions. Instead of comparing SMC to our ACUPCC peers, with such disparate characteristics such as student population and square footage, the Climate Action Plan will allow us to measure our progress against this baseline and will be a useful tool in quantifying SMC's commitment to sustainability.

SMC Culture Garden

Club Grow, an ICC club heading up the garden planning, recently completed a two-year plan for design and maintenance of the proposed SMC Culture and Learning Garden. They have recently gained additional support from DPAC and CSEA and are currently working with all constituencies to determine a realistic and seasonally appropriate date for breaking ground.

Policies

Zero Waste Events Board Policy

This year the Board of Trustees passed the Zero Waste Events Policy. Currently the Zero Waste Team meets every other Friday and is focusing on implementation and education to support the policy. This year the committee submitted a proposal to the Associated Students for a one-year trial service with Crown disposal to provide a bin and pick up specifically for compostables. This waste stream goes directly to a composting landfill and is used on Crown Disposal owned farms. Crown donates produce to SMC sustainability events illustrating a “full circle” approach to waste management.

Institutionalizing Sustainability

Accreditation commendation

Sustainability was a part of our recent accreditation report and was highlighted by the accreditation team who included our accomplishments in this area on the list of commendations in the exit interview.

Incorporating sustainability into existing campus programs

Sustainability is being utilized as an educational and marketing tool by many programs campus-wide, including providing Green Campus Tours for VIP Welcome Day, workshops for the Young Collegians programs, and tours and activities for the Connect for Success program (middle school program for disadvantaged youth).

Center for Environmental and Urban Studies (CEUS)

The CEUS continues to be a hub of sustainability on campus, providing critical support for environmental programs including the American College and University President’s Climate Commitment (ACUPCC), Sustainable Works Student Greening Program, internships, work study, resource library, and career and transfer program information.

Sustainability in Higher Ed Conference (June 2010)

SMC will be represented on two panels during the upcoming conference and is sending a team of approximately 10 representatives.

Curriculum

Environmental Affairs Committee

This academic senate joint committee is focusing on integrating sustainability across the curriculum. It is currently working on updating the CEUS website, creating a “greening the curriculum” resource page in concert with current web update efforts.

New AAs and courses

SMC continues to broaden its green curriculum offerings including the new Environmental Science and Environmental Studies A.A. degrees and new environmental courses in disciplines like automotive technology and economics.

Sustainable Technologies Program (STP)

The Sustainable Technologies Program is a proposed academic program that combines traditional Career Technical Education with rigorous academic standards that allow students to pursue related fields in four year and advanced degree programs while finding work in the emerging Green Collar economy. The STP program includes proposed academic tracks in Energy Efficiency, Water Efficiency, Sustainable Business Consulting, Renewable Energies and Logistics.

Currently the locally and state-approved PV Solar Installers program has met with great success and is anticipated to grow as job offerings and marketing for the program increase:

Term	Total Enrollments	Retained	Percent Retained	Offerings
Fall 2009	21	14	67	PV1 (1)
Spring 2010	43	43	100%	PV1 (2 / 8 week)
	22	20	91%	PV2 (1)
Summer 2010				PV1 (1 / 8 week)
Fall 2010				PV1 (2 8 week)
				PV2 (2 8 week)
				PV3 (1)

Sustainable Works Student Greening Program

- Goals doubled over the past two years
- Successful partnership between City and College
- Graduating approximately 450 students per year
- Generating over 1000 hours of community service

Facilities

- Incorporation of LEED standards into all new building projects. Facilities planning managers including input from the environmental community and experts whenever possible.
- Recently ranked 3rd out of 199 in waste minimization category for the nationwide Recyclmania competition.
- Utilizing broad support from facilities and grounds, with exceptional staff and leadership in both departments.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **REVISION TO GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN ARTS DEGREE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a revision to the general education requirements for the Associate in Arts degree was approved by the Curriculum Committee and the Academic Senate that will allow students to fulfill the requirements for the degree by choosing one of the following three options:

1. SMC AA general education pattern
2. The Intersegmental General Education Transfer Curriculum, including one global citizenship course
3. The CSU General Education Certification Pattern, with one global citizenship course

COMMENT: Currently, students must utilize the SMC general education pattern to obtain an Associate in Arts degree. This revision allows students to utilize the transfer pattern they are already completing for the purposes of transfer towards the local Associate in Arts degree requirements. Recently, the "Student Transfer Achievement Reform Act," SB 1440 sponsored by Padilla, was proposed to ease transfer to and completion of Bachelor's degrees at the CSU. The proposed legislation requires the California Community Colleges to grant an Associate's degree for transfer which must include completion of the CSUGE or IGETC requirements. By changing the General Education pattern locally, SMC will already meet this requirement for all existing Associate in Arts degrees.

MOTION MADE BY: Rob Rader
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSTAIN: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **2010-2011 TENTATIVE BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2010-2011 Tentative Budgets (Appendix A).

The Santa Monica Community College District Proposed Budget for fiscal year 2010-2011 is comprised of the following nine funds:

General Fund Unrestricted	\$151,038,535
General Fund Restricted	<u>\$23,950,248</u>
<i>Total General Fund</i>	\$174,988,783
Special Reserve Fund (Capital)	\$8,648,989
Earthquake Fund	\$3,095,515
Bond Fund: Measure U	\$22,669,241
Bond Fund: Measure S	\$59,038,170
Bond Fund: Measure AA	\$96,330,201
Bond Interest & Redemption Fund	\$33,187,766
Student Financial Aid Fund	\$24,137,615
Auxiliary Operations	<u>\$4,719,500</u>
<i>Total Other Restricted</i>	\$251,826,997

**TOTAL PROPOSED
TENTATIVE BUDGET \$426,815,780**

COMMENT: This is the recommended tentative budget for acceptance. It reflects the best information currently available. It is expected that changes will occur between now and the Adopted Budget. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

MOTION MADE BY: Rob Rader
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Abstain
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **A RESOLUTION SUPPORTING AN ECONOMIC BOYCOTT OF ARIZONA UNTIL SUCH TIME AS SB 1070 IS REPEALED**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution supporting an economic boycott of Arizona until such time as SB 1070 is repealed:

WHEREAS, the Santa Monica Community College District has historically supported policies that prohibit discrimination based on race, ethnicity, national origin, religion, sexual orientation, and disability; and

WHEREAS, on April 23, 2010, Arizona Governor Jan Brewer signed Senate Bill 1070 (Support Our Law Enforcement and Safe Neighborhoods Act), requiring all local law enforcement to investigate a person's immigration status when there is a reasonable suspicion that the person is in the Country unlawfully, regardless of whether that person is suspected of a crime; and

WHEREAS, SB 1070 permits the arrest of a person, without a warrant, if there is suspicion that the person has committed a public offense; and

WHEREAS, SB 1070 does not prohibit law enforcement officers from relying on race, ethnicity, national origin or language to determine who to investigate; and

WHEREAS, SB 1070 encourages racial profiling and violates Fourteenth Amendment guarantees of due process and equal protection for U.S. citizens, legal residents and visitors who are detained for suspicion of being in the Country unlawfully; and

WHEREAS, SB 1070 seriously undermines the U.S. Constitution which grants Congress the exclusive power over immigration matters; and

WHEREAS, an economic boycott will strongly convey that the Santa Monica Community College District disagrees with the provisions of SB 1070; and

WHEREAS, on May 11, 2010, Arizona Governor Jan Brewer signed House Bill 2281 which prohibits Arizona school districts and charter schools from offering ethnic studies programs, further condoning ethnic bigotry and discrimination in the administration of Arizona's laws;

NOW, THEREFORE, BE IT RESOLVED that by adoption of this Resolution, the Santa Monica Community College District shall refrain from conducting business with the State of Arizona including participating in any conventions or other business that requires District resources, unless SB 1070 (Support Our Law Enforcement and Safe Neighborhoods Act) and HB 2281 are repealed.

MOTION MADE BY:	Rob Rader	<u>PUBLIC COMMENTS</u>
SECONDED BY:	Andrew Walzer	Nate Brown
STUDENT ADVISORY:	No	Rafael Noel Lopez
AYES:	7	Nati Vazquez
NOES:	0	

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **FIVE-YEAR CONSTRUCTION PLAN 2012-2013**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the filing of the Five Year Construction Plan, 2012-2013 including Initial Project Proposals and Final Project Proposals, with the State Chancellors Office.

Five Year Plan Priority Listing: See following page

Initial Project Proposals (IPP): Career Advancement and Opportunity Center (Bundy)

Final Project Proposal (FPP): No new proposals

COMMENT: The Five Year Construction plan identifies all potential future projects especially those that may be eligible for state matching funds. The District selects projects expected to have the greatest possibility of state funding to be developed into an IPP. If the state approves the IPP then the project can be developed into an FPP the following year.

The projects are listed in order of priority for state funding purposes only. Projects that are more likely to receive state funding are ranked higher. This does not necessarily reflect overall District priority rankings for these projects.

The projects are the same as presented last year and there are only minor changes to align the projects with the draft Facilities Master Plan and updated project budgets. These projects follow the 1998 Facilities Master Plan and 2010 Draft Facilities Master Plan Update.

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Nancy Greenstein
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 1 (Quiñones-Perez)
 ABSTAIN: 1 (Rader)

No.	Project Occupancy			Schedule of Funds				
ASF	Total Cost Source	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
1 Student Services and Administration Building				Status: FPP Approved				
16,118	2012/2013	(C)		(E)				
	\$17,256,000 State	\$15,935,000		\$ 453,000				
	\$78,207,595 Non-State	\$57,717,597		\$3,911,000				
2 Replacement Math and Science Extension Building				Status: FPP Approved				
29,831	2016/2017			(P)(W)		(C)(E)		
	\$40,134,000 State			\$2,756,000		\$37,378,000		
	\$68,259,000 Non-State			\$4,731,000		\$63,528,000		
3 Early Childhood Education Center				Status: IPP Approved				
11,399	2014/2015			(P)(W)		(C)(E)		
	\$4,422,000 State			\$357,000		\$4,065,000		
	\$4,422,000 Non-State			\$357,000		\$4,065,000		
4 Career Opportunity and Advancement Center – Bundy Campus				Status: IPP Submitting				
18,931	2015/2016			(P)(W)		(C)(E)		
	\$12,007,000 State			\$1,564,718		\$10,441,665		
	\$32,384,000 Non-State			\$1,564,718		\$30,819,000		
5 Bundy Classroom Completion								
6,500	2011/2012	(P)(W)(C)(E)						
	\$3,221,000	\$3,221,000						
6 Media and Technology Complex – Academy Site								
	2013/2014	(W)	(C)	(E)				
	\$64,186,591 Non-State	\$3,446,083	\$46,641,883	\$6,147,346				
7 Technology – Information Technology Relocation								
	2013/2014	(P)	(W)	(C, E)				
	\$13,287,218 Non-State	\$563,344	\$665,547	\$10,972,990				
8 Replacement Health, Fitness, P.E., Dance Building including Central Plant								
18,616	2012/2013	(P)(W)	(C)	(E)				
	\$39,958,369 Non-State	\$3,590,443	\$30,638,500	\$2,350,000				
9 Madison Site East Wing Seismic Upgrade								
6,820	2012/2013	(P)(W)	(C)	(E)				
	\$12,292,000 Non-State	\$1,280,257	\$10,515,273	\$400,000				
10 Environmental Performance – Building Retrofits for Chilled Water from Central Plant								
	2012/2013		(P)(W)	(C, E)				
	\$4,882,119 Non-State		\$447,919	\$4,434,198				
11 Drescher Hall - Academic Modernization, Bookstore Relocation and Modernization, Pico Promenade and Transit Plaza								
	2014/2015		(P)	(W)	(C)	(E)		
	\$44,904,844 Non-State		\$1,188,520	\$1,677,324	\$39,639,040	\$2,400,000		
12 Malibu Center								
16,705	2014/2015	(A)	(P)	(W)	(C)	(E)		
	\$23,520,091 Non-State	\$4,369,665	\$617,890	784,997	\$15,481,500	\$625,000		
13 Corsair Stadium Seismic Upgrade								
	2015/2016				(P)(W)	(C)	(E)	
	\$11,203,000 Non-State				\$1,038,000	\$10,120,000	\$45,000	

A – PROPERTY ACQUISITION; P – PRELIMINARY PLANS; W – WORKING DRAWINGS; C – CONSTRUCTION; E – EQUIPMENT

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

VII. CONSENT AGENDA

Any recommendation pulled from the Consent Agenda will be held and discussed in Section VIII, Consent Agenda – Pulled Recommendations

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #5-#33.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #14, #16, #17-D, #18-A/B, #20, #21, #22, #26-E

Vote on Consent Agenda, Excluding #14, #16, #17-D, #18-A/B, #20, #21, #22, #26-E

MOTION MADE BY: David Finkel
 SECONDED BY: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

VIII. CONSENT AGENDA – Pulled Recommendations

#14 – Acceptance of Grants – Career Technical Education Community Collaborative

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Nancy Greenstein
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSTAIN: 1 (Quiñones-Perez)

#16 - Contract for Library Vendor

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSTAIN: 1 (Quiñones-Perez)

#17-D - Contracts for Career and Technical Education (CTE) Strategy Planning Retreat

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

VIII. CONSENT AGENDA – Pulled Recommendations (continued)

#18-A/B - Contracts for Marketing

MOTION MADE BY: Rob Rader
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

#20 - Ratification of Contracts and Consultants

Public Comment

Mitra Moassessi

Motion on A, B, C, D., E, F. and H

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

Motion on G amended as follows:

Approval of payment to the Los Angeles Lakers, Inc. with the request that the Laker Girls not attend Celebrate America.

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Margaret Quiñones-Perez
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 2 (Greenstein, Rader)

#21 – Academic Personnel

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

#22 – Classified Personnel

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

VIII. CONSENT AGENDA – Pulled Recommendations *(continued)*

#26-E – Facilities, Change Order No. 7 – Student Services and Administration Building
MOTION MADE BY: David Finkel
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

RECOMMENDATION NO. 5 APPROVAL OF MINUTES

Approval of the minutes of the following meeting of the Santa Monica Community College District Board of Trustees:

May 4, 2010 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 6 ELECTION OF PERSONNEL

Requested Action: Approval of the following annual elections/reelections, effective July 1, 2010

Approved by: Marcia Wade, Vice-President, Human Resources

Academic Personnel: Declare salary schedules indefinite for 2010-2011 and place academic personnel to the appropriate place on their respective salary schedules for the 2010-2011 fiscal year.

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

Classified Personnel: Declare salary schedules indefinite for 2010-2011 and place classified personnel to the appropriate place on their respective 2010 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2010-2011 and place unrepresented personnel to the appropriate place on their respective 2010 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2010:

- Executive Vice-President
- Vice-President
- Senior Director, Government Relations/Institutional Communications
- Dean
- Associate Dean
- Director

Comment: Lists on file in the Human Resources office and attached to the permanent minutes. All academic and classified personnel (including managers and confidentials), are required by the Los Angeles County Office of Education re-elected for the upcoming fiscal year for budgetary reasons and payroll processing.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 7 **RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

Requested Action: *Adoption*
Reviewed by: *Sherri Lee-Lewis, Dean, Human Resources*
Approved by: *Marcia Wade, Vice-President, Human Resources*

WHEREAS, (1) Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and

WHEREAS, (2) SANTA MONICA COLLEGE, hereinafter referred to as Special District is a contracting agency under the Act for participation by members of the Board of Trustees now, therefore be it

RESOLVED, That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of \$569.32 per month, plus administrative fees and Contingency Reserve Fund Assessments.

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.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 DESTRUCTION OF CLASS 3 RECORDS

Requested Action: Approval
Approved by: Randal Lawson, Executive Vice-President
Teresita Rodriguez, Vice-President, Enrollment Development
Marcia Wade, Vice-President, Human Resources

Approve the destruction of class 3 records (older than three years) stored for Admissions and Records, Financial Aid, Business Services, Human Resources and Personnel Commission.

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. This also includes such items for the Human Resources and the Personnel Commission as recruitment and examination records for classified personnel. All data from these source documents has been recorded on a higher classification record that is stored.

RECOMMENDATION NO. 9 YEAR-END APPROPRIATIONS TRANSFERS

Requested Action: Approval
Requested by: Chris Bonvenuto, Director, Fiscal Services
Approved by: Bob Isomoto, Vice President of Business and Administration

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 2010-2011 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. 10 DISPOSAL OF SURPLUS PROPERTY

Requested Action: Approval
Approved by: Randal Lawson, Executive Vice-President

Disposal of surplus equipment through public auction, private sale (if under \$2,500) or other means deemed appropriate as required during fiscal year 2010-2011.

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.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 AUTHORIZATION OF SIGNATURES, 2010-2011

Requested Action: Approval

Approved by: Randal Lawson, Executive Vice-President

Union Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on Union Bank accounts for 2010-2011 as indicated.

District Clearing Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto
Christopher M. Bonvenuto

Bursar's Office Credit Card Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto
Christopher M. Bonvenuto

Community Services Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto
Christopher M. Bonvenuto

Cal B and C Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto
Christopher M. Bonvenuto

Bursar's Office Cash Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto
Christopher M. Bonvenuto

Revolving Cash Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto
Christopher M. Bonvenuto

Authorization for the District to use a stamp signature for Chui L. Tsang when two signatures are required. Two signatures are required on all checks that are more than \$500.

Authorization that Randal Lawson be designated as the primary contact for Union Bank.

Comment: Union Bank requires specific action to designate signatories instead of the previous blanket authorization.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 12 ORGANIZATIONAL MEMBERSHIPS, 2010-2011

Requested Action: Approval

*Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications
 Robert Isomoto, Vice-President, Business/Administration
 Teresita Rodriguez, Vice-President, Enrollment Development
 Dori MacDonald, Director of Classified Personnel
 Jeff Shimizu, Vice-President, Academic Affairs
 Michael Tuitasi, Vice-President, Student Affairs
 Chui L. Tsang, Superintendent/President
 Marcia Wade, Vice-President, Human Resources*

Approved by: Randal Lawson, Executive Vice-President

Approval of the list of Organizational Memberships, 2010-2011 (List on file in the Offices of the Superintendent/President and Fiscal Services):

- Accreditation
- Board Organizations
- District-wide Organizations
- KCRW
- Personnel Commission
- Athletics

Funding Sources: Departmental Budgets

Comment:: Total District funds expended for 2009-2010 were approximately \$140,000 (excluding KCRW). Approximately the same amount is budgeted for 2010-2011.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 ACCEPTANCE OF GRANTS

Title of Grant: TRAINING FOR HEALTH INFORMATION TECHNOLOGY

Requested Action: Approval/Ratification
Requested by Laurie McQuay-Peninger, Director, Grants
Approved by: Jeff Shimizu, Vice President, Academic Affairs

Program Title: American Recovery and Reinvestment Act of 2009: Information Technology Professionals in Health Care: Community College Consortia to Educate Information Technology Professionals in Health Care

Award Amount: \$682,644 (two years)

Funding Source: U.S. Department of Health and Human Services

Performance Period: July 1, 2010 – June 30, 2012

Award Summary: For the past three years, Santa Monica College’s CSIS and Health Sciences departments have been working with the Grants Office to identify funding resources to identify and address the workforce needs of the emerging electronic health records system. As a result of these efforts, SMC has entered into a partnership with Los Rios Community College District to develop and implement a Health Information Technology training program in west Los Angeles County. Los Rios Community College District will serve as the fiscal agent for this award, and SMC will contract with LRCCD.

Through the Los Rios HITECH Community College Consortium, SMC, under the leadership of the CSIS Department, will work with 13 other community colleges in the southwest region to train more than 2000 professionals per year (150 students per year per institution) for employment in the HIT industry in the southwest region. While SMC will utilize grant funds to offer short-term non-credit courses, CSIS and Health Sciences faculty will develop an accredited HIT Program over the next two years that will continue to offer both non-credit and credit programming after the award period ends.

Budget: Revenue:
(first year) U.S. Department of Health and Human Services \$341,621

Expenditures		
1000	Instructional Salaries	180,800
2000	Non-Instructional Services	4,500
3000	Employee Benefits	56,075
4000	Supplies and Materials	3,450
5000	Contracted Services	5,252
6000	Equipment	32,150
7000	Indirect Costs	59,394
	Total	\$341,621

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 ACCEPTANCE OF GRANTS *(continued)*

Title of Grant: **Career Technical Education Community Collaborative Program III**
Requested Action: *Approval/Ratification*
Requested by: *Patricia Ramos, Dean, Dean Workforce and Economic Development*
Approved by: *Jeff Shimizu, Vice President, Academic Affairs*

Granting Agency: Chancellor’s Office of the California Community Colleges

Appropriated Funding: \$310,000

Matching Funds: \$31,000

Performance Period: February 1, 2010 – March 31, 2012 (release of funds delayed)

Summary: The Project is designed to optimize the efficiency and effectiveness of the three entities: the CTE Community Collaborative, SMC and SMMUSD. The established working relationships and the academic foundation in place and the project will continue and strengthen its work in Career Exploration/Development for middle school, Articulation, Career Pathways, Placement Services, and CTE Professional Development in seven industry sectors. The project will increase the capacity of faculty, advisors and administrators in aligning the emerging job trends with certificate and degree programs, career planning and counseling, and workforce readiness preparation. The end result of this project is to drive awareness of trends occurring in the focus industries, green initiatives, and entrepreneurial education while enhancing student and teacher.

Budget: Restricted fund 01.3

Revenue		
8000	State	\$310,000
Expenditures		
1000	Instructional Salaries	\$ 94,456
2000	Non-Instructional Salaries	123,627
3000	Employees Benefits	34,398
4000	Supplies & Materials	5,614
5000	Contracted Services	39,998
6000	Equipment	0
7000	Indirect Costs	11,907

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 14 CONTRACT FOR DISTANCE EDUCATION PROVIDER

Requested Action: Approval/Ratification
Requested by Julie Yarrish, Associate Dean, Online Services and Support
Approved by: Jeff Shimizu, Vice President, Academic Affairs

Provider: eCollege (provider of services to SMC's Distance Education Program)

Amount of Contract: Contract year 1 (July 1, 2010 – June 30, 2011) - \$775,000
Contract year 2 (July 1, 2011 – June 30, 2012) - \$794,000
Contract year 3 (July 1, 2012 – June 30, 2013) - \$813,000

Term of Contract: The proposed contract will take effect July 1, 2010 and run for a three-year period expiring on June 30, 2013. There will be a one-year extension option available. The three-year agreement provides for unlimited course seats.

Funding Source: District Budget/Distance Education

Summary: This contract replaces an existing contract that had a limit on the number of seats and an option for renewal. This renegotiated contract resulted in a savings of \$168,000 over the three-year term. The generated savings will fund additional curriculum software, CurricUNET, (Recommendation No. 15).

Over the course of the past 18 months, the Academic Senate Joint Distance Education Committee undertook an evaluation of course management systems. After an exhaustive review, comparing the support and features deemed essential by online faculty and the costs associated with selecting and switching to an alternate program, the committee recommended to DPAC that the college stay with the current platform provided by eCollege. DPAC, in turn, affirmed this recommendation.

This newly negotiated, three-year licensing agreement provides an annual license with unlimited course seats (eliminating the per-seat pricing variations) and substantially reduces the annual cost to the district. The contract also provides continued support for the use of eCompanion by on-ground faculty, formalized training to support online faculty, and reporting mechanisms that provide an evaluation of student and faculty success.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 15 CONTRACT FOR ONLINE CURRICULUM DEVELOPMENT

Requested Action: Approval/Ratification
Requested by: Georgia Lorenz, Dean, Instructional Services
Approved by: Jeff Shimizu, Vice President, Academic Affairs

Provider: Governet, provider of CurricUNET to SMC for online curriculum and program development and maintenance

Amount of Contract: Contract year 1 (July 1, 2010 – July 1, 2011) - \$46,500 (one-time software)
Contract year 2 (July 1, 2011 – July 1, 2012) - \$12,000 (maintenance)
Contract year 3 (July 1, 2012 – July 1, 2013) - \$12,000 (maintenance)

Term of Contract: July 1, 2010 - July 1, 2013 (renewable after a three-year period)

Funding Source: District Budget (savings generated by renegotiated contract with eCollege, see Recommendation No. 14)

Summary: Adoption of the online CurricUNET system will confer benefits to the college in several ways. First and foremost CurricUNET creates a virtually paperless, automated system that dramatically improves the curriculum development process such that faculty energy can be spent on the substantive aspects of curriculum rather than on the forms, processes, and regulations. The system promises to reduce the time to implementation of innovative new courses by streamlining the process. The Chancellor’s Office has adopted CurricUNET, and as a result all of the college’s curriculum reporting will be automated and immediate. This will shorten the time it takes to have new programs and courses approved. The system will assist the college in insuring that all publications of curriculum documents are consistent. Adoption of this software also responds to an accreditation recommendation that the college’s curriculum system be moved to an online environment.

The members of the Curriculum Committee, leaders from several Academic Senate Joint Committees, the Department Chairs and the MIS department were all invited to a demonstration of the software and support the college entering into this contract.

The proposed contract reflects discounts afforded to all California Community Colleges. The college have been given \$10,000 reduction in the initial set-up costs and \$3,000 reduction in the annual upgrade and support costs. More than 70 California Community Colleges and the Chancellor’s Office are CurricUNET clients. After polling several email list serves of various groups involved in curriculum development across the state, it is clear that CurricUNET meets this need far better than other options.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 16 CONTRACT FOR LIBRARY VENDOR

Requested Action: Approval/Ratification
Requested by Mona Martin, Dean, Library
Approved by: Jeff Shimizu, Vice President, Academic Affairs

Provider: Baker and Taylor

Amount: Not to exceed \$150,000

Term of Contract: 2010-2011 Academic year

Funding Source: California State Lottery Grant

Summary: The Library has an in-house computer program that interfaces with Baker and Taylor’s online database and it enables staff to automatically upload MARC (machine readable cataloging) records into Library’s automation system. This allows library users to see items that are on order and creates order records for library staff to track the item from moment of order until book is on the shelf. This program is not compatible with other book vendors. Baker and Taylor provides SMC Library with a discount of 10–20 percent on most books, their inventory is larger than other book vendors, and their delivery time is excellent. Library staff is already trained in using Baker and Taylor’s online ordering system.

Approval of a vendor for the purchase of library books without taking estimates or advertising for bids is permissible under Public Contract Code 20118.3 and Education Code 81651:

“The governing board of any school district may purchase supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals in any amount needed for the operation of the schools of the district without taking estimates of advertising for bids.”

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 17 CONTRACTS FOR CAREER AND TECHNICAL EDUCATION (CTE) STRATEGIC PLANNING RETREAT

Requested Action: Approval/Ratification
Requested by: Patricia Ramos, Dean Workforce and Economic Development
Approved by: Jeff Shimizu, Vice-President, Academic Affairs

The following contracts are for a two-day, college-wide Career and Technical Education (CTE) strategic planning retreat for faculty, staff and administrators. Discussions will include regional economic data, report on the status of programs and creating a strategic plan for CTE programs in the future.

	Provider/Contract	Term/Amount	Service	Funding Source
A	Los Rios Community College	March 18, 2010 Not to exceed \$1,609	Presentation on how to contextualize CTE Curriculum at Professional Development Flex Day: 2 seminars introducing strategies for teaching in context and integration of basic skills with CTE across academic disciplines. Includes presentation and resource materials.	Perkins IV –New Program Development
B	Le Merigot Hotel	June 17 – June 18, 2010 Not to exceed \$7,500	Le Merigot Hotel will be the venue for the college-wide Strategic Planning Retreat for faculty, staff and administrators. The cost includes the meeting room rental, audio/visual and conference equipment usage for two days. Le Merigot is an SMC Workforce Development partner.	Perkins IV –New Program Development
C	EMSI (Economic Modeling Specialist Incorporated)	June 11 – June 30, 2010 Not to exceed \$12,000	EMSI will provide a customized regional economic scan with SMC and a CTE institutional programs report, including an executive summary Power Point presentation.	Perkins IV –New Program Development
D	Kitty O’Doherty	June 17 –18, 2010 Not to exceed \$5,250	The consultant will facilitate the CTE Strategic Planning Retreat. She will plan and prepare the EMSI scan report and agendas, and create written reports for outcomes of planning sessions.	Perkins IV –New Program Development

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 CONTRACTS FOR MARKETING

Requested Action: *Approval/Ratification*
 Requested by: *Donald Girard, Senior Director, Government Relations/Institutional Communications*
 Approved by: *Randal Lawson, Executive Vice-President*

18-A REDUCTIONS TO EXISTING CONTRACTS, 2009-2010

The following items (A through C) reflect a reduction of \$133,000 in existing contracts for radio and print advertising for student recruitment:

	Provider/Contract	Term/Amount	Service	Funding Source
A	KPWR 105.9 FM Radio	Reduce contract amount approved August 4, 2009 for 2009-10 from \$180,000 to \$130,000. New amount reflects savings from reduced Summer 2010 radio advertising.	Fiscal year 2009-10 radio advertising and internet/text messaging for student recruitment	2009-2010 Marketing Budget
B	KROQ 106.7 FM Radio	Reduce contract amount approved August 4, 2009 for 2009-10 from \$220,000 to \$180,000. New amount reflects savings from reduced Summer 2010 radio advertising.	Fiscal year 2009-10 radio advertising and internet/text messaging for student recruitment	2009-2010 Marketing Budget
C	LA Weekly newspaper	Reduce contract amount approved July 7, 2009 for 2009-10 from \$43,000 to \$0. New amount reflects savings from reduced Summer 2010 print advertising.	Fiscal year 2009-10 print advertising for student recruitment	2009-2010 Marketing Budget

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 CONTRACTS FOR MARKETING *(continued)*

18-B RATIFICATION OF AUGMENTED CONTRACTS FOR INSTITUTIONAL ADVANCEMENT

The following items (D through F) reflect an increase of \$65,000 in outdoor bus placard advertising for institutional advancement and alumni relations, for a net savings for the District of \$68,000. Item F is a vendor change only.

D	Big Blue Bus	Increase contract amount approved July 7, 2009 for 2009-10 from \$62,000 to \$87,000. Increased amount extends SMC outdoor branding campaign locally.	Fiscal year 2009-10 outdoor advertising for institutional advancement	2009-2010 Marketing Budget
E	CBS Outdoor	For FY 2009-10 in the amount not to exceed \$40,000. CBS Outdoor is the advertising service provider for the MTA bus system. This contract extends SMC outdoor branding campaign regionally. This contract includes the cost of printing the bus placards.	Fiscal year 2009-10 outdoor advertising for institutional advancement	2009-2010 Marketing Budget
F	Golden Cane Advertising	This is a substitute vendor for services approved July 7, 2009 for 2009-10 for not to exceed \$30,000 for online design and branding for student recruitment and institutional advancement (alumni). The previously approved vendor (Fluid Design) is no longer in business. There is no increase in cost for this contract.	Fiscal year 2009-10 online design and branding for institutional advancement (alumni)	Source: 2009-2010 Marketing Budget

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 19 CONTRACT FOR STUDENT HEALTH SERVICES

Requested Action: Approval/Ratification
Requested by: Health Services
Approved by: Mike Tuitasi, Vice-President, Student Affairs

Provider: Peak Medical

Amount: \$2,000 monthly stipend for medical director services and \$120 per hour for patient care and related administrative meeting attendance

Term of Contract: July 1, 2009 – June 30, 2010

Service: One licensed physician to act as medical director for the College’s Student Health Services to provide for the examination and treatment of students in the Health Services Office; Health Services staff access to a physician for consultation and advice during Health Services Office operating hours; and a provision for administrative meetings, as needed, with Health Services staff.

Funding Source: 2009-2010 District Budget/Health Services

Comment: The contract with Peak Medical for 2009-2010 was approved by the Board of Trustees on August 4, 2009 with a not to exceed amount of \$40,000. The expenditures for these student health services exceed \$40,000, therefore it is necessary to amend the contract to pay for services rendered during this academic year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 20 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Chui L. Tsang, Superintendent/President

The following contracts for goods, services, equipment and rental of facilities, and acceptance of grants in the amount of \$50,000 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6255, Delegation to Enter Into and Amend Contracts

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

	Provider/Contract	Term/Amount	Service	Funding Source
A	William B. Clarke and Associates	June – August 2010 \$2,000 for two days (one day for each program), total \$4,000	Independent program file audit and consultation on compliance with Department of Education rules and regulations.	TRIO Upward Bound TRIO Student Support Services
<i>Requested by: Darrell Goode, Director of TRIO Programs</i>				
<i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i>				
B	HR&A Advisors, Inc.	June – August 2010 \$6,000	To assist the District in exploring possibilities and strategies for student housing	District Budget/ Government Relations/ Institutional Communications
C	Tricia Allen	May 27, 2010 Not to exceed \$800	Speaker on Polynesian Tattoo Art at Asian Pacific Islander Event	AANAPISI Grant
<i>Requested by: Judy Neveau, Director, Community Relations</i>				
<i>Approved by: Chui L. Tsang, Superintendent/President</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 20 RATIFICATION OF CONTRACTS AND CONSULTANTS

(continued)

The following contracts are for this year's Celebrate America which will be held in two event arenas, including a picnic and global food fair at SMC's Fountain Quad and fireworks and entertainment at SMC's Corsair Stadium, both with live music. All costs are covered by sponsorships and donations.

Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications

Approved by: Chui L. Tsang, Superintendent/President

D	Pyro Spectaculars – Fireworks	June 26, 2010 \$17,500	Fireworks for Celebrate America, 2010	Sponsorships and Donations
E	J. D. Hall Band	June 26, 2010 \$1,000	Music entertainment for Celebrate America, 2010	Sponsorships and Donations
F	Dan Wilcox (KCRW DJ)	June 26, 2010 \$500	Music entertainment for Celebrate America, 2010	Sponsorships and Donations
G	Los Angeles Lakers Inc. – Laker Girls* *Laker Girls will be asked not to attend event	June 26, 2010 \$875	Photo event for Celebrate America, 2010	Sponsorships and Donations
H	Denise Flachbart	June 26, 2010 \$3,000	Production services for Celebrate America, 2010	Sponsorships and Donations

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 21 ACADEMIC PERSONNEL

Requested Action: *Approval/Ratification*
Reviewed by: *Sherry Lee-Lewis, Dean, Human Resources*
Approved by: *Marcia Wade, Vice-President, Human Resources*

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

ABOLISH

Dean, Resource and Program Development (vacant) 6/2/2010

ESTABLISH

Dean, Institutional Development 6/2/2010

ELECTIONS

CONTRACT

Michele King, Acting Director, SBDC 7/01/10 – 8/27/10

PROJECT MANAGERS (Extension)

Genevieve Bertone, Sustainability Coordination	7/01/10 – 6/30/11
Bonita Cooper, Upward Bound	7/01/10 – 6/30/11
Maral Hyeler, Dual Enrollment/Tech Prep/Malibu	7/01/10 – 6/30/11
Jerome Jenkins, Men’s Basketball	7/01/10 – 6/30/11
Regina Jennings, API Grant (AAPIA)	7/01/10 – 6/30/11
Maria Leon-Vasquez, Workforce Development	7/01/10 – 6/30/11
Cynthia Lopez, Supplemental Instruction	7/01/10 – 6/30/11
Dawn Murphy, Nursing Initiatives (50%)	7/01/10 – 6/30/11
Sandra Sanchez, Workforce Development	7/01/10 – 6/30/11

Adjunct Faculty

Approval/ratification of the hiring of adjunct faculty.
(List on file in the Office of Human Resources)

SEPARATIONS

UNPAID LEAVE OF ABSENCE

Amy Dworsky – to work 55% of contract 8/30/10 – 6/30/11

RESCIND ELECTION - PROBATIONARY

Brown, Patricia, Counselor 08/30/10

RETIREMENT

Patricia Brown, Dean Human Resources (hired 8/05/1996) 8/01/10

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL - REGULAR

Requested Action: *Approval/Ratification*
 Reviewed by: *Sherri Lee-Lewis, Dean, Human Resources*
 Approved by: *Marcia Wade, Vice-President, Human Resources*

All personnel assigned into authorized positions will be abolished, established, and elected to employment (merit system) in accordance with district policies and salary schedules.

ABOLISH EFFECTIVE DATE

Administrative Assistant I (1 position) Workforce & Economic Development, 12 months/40 hours	06/06/10
Career Services Advisor (1 position) CalWORKS, 12 months/40 hours	06/02/10

ESTABLISH

Student Services Clerk (1 position) CalWORKS, 12 months/40 hours	06/02/10
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ELECTIONS

PROBATIONARY

Banuelos, Daniel, Groundskeeper/Gardener, Grounds	05/17/10
Pasek, Victoria R. Student Services Assistant, A&R	05/17/10
Albano, Rosa, Accounting Specialist II, Bookstore	06/01/10
Daza-Whitfield, Martha, Student Services Clerk, Psychological Services	06/01/10
Haro, Irma, Accounting Specialist II, Auxiliary Services	05/26/10
Kuykendall, Alan S., Payroll Specialist, Payroll	06/01/10
Melton, Brandi, Student Services Clerk, ISC	06/07/10
Padilla, Omar, Student Services Clerk, ISC	06/07/10
Trice, Candice, Student Services Clerk, ISC	06/07/10

ADVANCED STEP PLACEMENT

Pasek, Victoria R. Student Services Assistant, A&R, Step C	05/17/10
Haro, Irma, Accounting Specialist II, Auxiliary Services, Step C	05/26/10
Albano, Rosa, Accounting Specialist II, Bookstore, Step C	06/01/10

TRANSFER (ADMINISTRATIVE)

Sallovitz, Linda	06/07/10
From: Administrative Assistant I, Workforce & Economic Dev., 12 mos/40 hrs	
To: Administrative Assistant I, Psychology and Communications Departments, 12 mos/40 hrs	

PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT (revision)

Heyman, Laurie

04/01/10 – 7/1/10

From: Administrative Assistant III, Confidential, Human Resources

To: HR Analyst, Employee and Labor Relations, Confidential (50 percent)

REEMPLOYMENT

Smith, Darrell A. Custodian/NS-II, Operations

05/17/10

RECLASSIFICATIONS (thru Personnel Commission Process)

Hershon, Robert

06/01/10

From: Academic Computing Laboratory Technician, AET, 12 mos, 40 hrs

To: Multimedia Specialist - AET, 12 mos, 40 hrs

SEPARATIONS

RESIGNATION

Lewis, Angela, Laboratory Technician- Life Sciences, Life Sciences

06/11/10

Velasco, Ulises D. Administrative Clerk, Personnel Commission

06/04/10

Wong, Julian, Laboratory Technician- Chemistry, Physical Science

06/11/10

RETIREMENT

Gettleman, Carl, Academic Computing Inst. Spec., Academic Comp. (19+ Years)

07/06/10

Hill, Edith, Buyer II, Purchasing (28+ Years)

06/26/10

Siefert, Alexandra, Accounting Specialist II, Auxiliary Svcs. (24+ years) (change in date) 05/13/10

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 23 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources

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

PROVISIONAL: Temporary personnel who meet minimum qualifications and are assigned to work 90 working days; who have not come from an eligibility list.

Amari, Elaine, Instructional Assistant-ESL, ESL	06/21/10-10/26/10
Browne, Lance, Receiving, Stockroom & Delivery Wkr, Receiving	05/03/10-09/08/10
Escovedo, Lainie, Instructional Assistant-ESL, ESL	05/24/10-09/29/10
Marmalefsky, Ron, Personnel Analyst, Personnel Commission	05/04/10-09/09/10
Meserve, Pamela, Registration/Information Clerk, Matriculation	05/04/10-09/09/10
Snyder, Jeffrey R, Administrative Assistant II, WED	05/17/10-09/22/10
Spielberg, Barbara, Administrative Clerk, Cosmetology	05/03/10-09/08/10
Yano, Danny, Receiving, Stockroom & Delivery Wkr, Receiving	05/03/10-09/08/10

LIMITED TERM: Positions established to perform duties not expected to exceed 6 months in one Fiscal Year or positions established to replace temporarily absent employees; all appointments are made from eligibility lists or former employees in good standing.

Aviles, Wendy, Disabled Student Services Assistant, DSC	05/19/10-06/30/10
Samuels, Nahalia, Disabled Student Services Assistant, DSC	05/19/10-06/30/10

RECOMMENDATION NO. 24 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources

All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

STUDENT EMPLOYEES

College Student Assistant, \$8.00/hr (STHP)	19
College Work-Study Student Assistant, \$8.00/hr (FWS)	12

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 25 RESOLUTION – CASH BORROWING FROM
THE COUNTY TREASURY**

Requested Action: *Adoption of Resolution*
Requested by: *Christopher M. Bonvenuto, Director of Fiscal Services*
Approved by: *Bob Isomoto, Vice President of Business and Administration*

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the Los Angeles County Treasurer, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$50,000,000
- 2) For Fiscal Year 2010-2011
- 3) Shall not exceed 85 percent of the anticipated revenues accruing to the District.
- 4) Shall not be made prior to the first day of the fiscal year or after the last Monday in April of the 2010-2011 fiscal year.
- 5) Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this resolution to authorize the request to the Los Angeles County Treasurer to make temporary transfer of funds, if so deemed appropriate during the 2010-2011 fiscal year by the Superintendent/President, to ensure that the District can meet its financial obligations.

COMMENT: The State practice of deferring General Apportionment payments to deal with State cash flow issues could result in the District not receiving an adequate cash payment from the State in five of the twelve months of the fiscal year. While the District is in a fairly solid cash position Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2010-2011 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 FACILITIES

Requested Action: Approval/Ratification
Requested by: Greg Brown, Director, Facilities Planning
JC Keurjian, Chief Director, Facilities Management
Approved by: Robert G. Isomoto, Vice-President, Business/Administration

26-A AWARD OF BID – DIGITAL LEARNING STUDIO

Award the bid to the lowest responsive bidder for the Digital Learning Studio project:

Graph Co.	\$64,500
Construction Systems, Inc.	99,240

Funding Source: US Department of Education Grant

Comment: The Digital Learning Studio is an environment that will be created to allow instructors and students the opportunity to use interactive technologies (SMART interactive boards, remote clickers and videoconferencing), employ collaborative seating arrangements and explore new pedagogical methods. The goal of the project will be to enhance student engagement and improve learning success for Basic Skills students.

Letters and Science room 152 has been selected as a site development location for a Digital Learning Studio as part of the Asian American and Pacific Islander Achievement project. The two-year pilot project is grant funded through the U.S. Department of Education’s Asian American and Native American Pacific Islander Serving Institutions Program. AAPIA serves 300 students and is designed to increase the retention, graduation, and transfer rates of Asian American, Pacific Islander, and low-income students who have had significant challenges in their scholastic and personal experiences. This two-year pilot project includes six major components: 1) Assessment and Placement; 2) General Education and Academic Skills Development; 3) Student Support Services; 4) Asian Library Resources Development; 5) Empowering Learning through Smart Classroom Technology; and 6) Faculty Development.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 **FACILITIES** (continued)

26-B **AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – DIGITAL LEARNING STUDIO**

Amend the agreement with Ralph Mechur Architects for planning, design and construction administration for the Digital Learning Studio for \$1,500 plus reimbursable expenses.

Original Contract	\$4,500
This Amendment	<u>\$1,500</u>
Contract to Date	\$6,000

Funding Source: U.S. Department of Education Grant

Comment: The additional services requested are for the development of a project manual. The District does not have a standard project manual for this size of project, so the additional services were needed to edit District’s standard documents to work with this project.

26-C **CHANGE ORDER NO. 7– BUNDY NORTHEAST DRIVEWAY**

Change Order No. 7 – PIMA CORPORATION on the Bundy Northeast Driveway project in the amount of \$10,842:

Original Contract Amount	\$2,464,600
Previously Approved Change Orders	145,533
Change Order No. 7	<u>10,842</u>
Revised Contract Amount	\$2,620,975
Original Contract Time	300 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	300 days
Non-Compensable Time Extension this Change Order	<u>182 days</u>
Current Revised Contract Time	482 days

Funding Source: Measure S

Comment: Change Order No. 7 provides for Removal of 16" to 18" thick concrete (instead of 6" to 8" thick as indicated on plan) at the existing bus pad and relocation of the sidewalk drain and pavement marking at Bundy Drive curb ramp. This is the final change order for this project.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 **FACILITIES** *(continued)*

26-D AGREEMENT FOR ARCHITECTURAL SERVICES – BUNDY WEST BUILDING CLASSROOM COMPLETION

Agreement with Morris Architects for programming, planning, working drawings and construction administration for the Bundy West Building Classroom Completion for \$282,065 plus reimbursable expenses.

Funding Source: Measure AA

Comment: When the west building at the Bundy Campus was opened in 2005, the program for two areas on the first and fourth floors was not yet determined. There is approximately 6,500 square feet of usable space that has not yet been built out.

With another round of construction soon to start with Measure AA projects, the college will need additional classroom and office space for those programs that will need to be relocated during the construction process. The Bundy space offers an opportunity to quickly convert vacant space. The college should be able to add five new classrooms and about 1,000 square feet of office space in the building.

Morris Architects is a nationally recognized firm that uses advanced design technology and specializes in education, civic, entertainment and hospitality industries. Two of the key people now with Morris were on the original Bundy Campus design team.

The process to solicit architects began with mailings to 115 local firms, newspaper advertisements and web announcements. The District received 72 architect proposals, which is a record number. The initial submittals were screened and 24 firms were deemed qualified. Then a screening committee of faculty, classified staff and administrators selected four architects as finalists to be interviewed. The final selection panel included staff directly involved with the programs at the Bundy Campus.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 **FACILITIES** *(continued)*

26-E CHANGE ORDER NO. 7– STUDENT SERVICES AND ADMINISTRATION BUILDING –PHASE I

Change Order No. 7 – MINCO CONSTRUCTION, INC on the Student Services and Administration Building - Phase I project in the credit amount of \$32,000:

Original Contract Amount	\$7,977,000
Previously Approved Change Orders	<u>72,274</u>
Previous Total	\$8,049,274
Change Order No. 7	<u>(32,000)</u>
Revised Contract Amount	\$8,017,274
Original Contract Time	406 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	406 days
Non-Compensable Time Extension this Change Order	<u>93 days</u>
Current Revised Contract Time	499 days

Funding Source: Measure U

Comment: Change Order No. 7 provides for changes in extent and layout of future garage due to revision of bottom of footing elevations due to impact of revised NGA seismic criteria, additional surveyor's work to calculate and re-set bench marks, routing sewer line by adding 20 feet of pipe line and adding (2) clean outs and demolition of trees adjacent to Admission Complex Building as required for sewer routing. Also includes credit for revision of bottom of excavation rough grade elevation and unused portion of water, demolition not done and back charges for over time and re-inspections. This is the final change order for this Phase I of this project.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 BUDGET TRANSFERS

Requested Action: *Approval/Ratification*
 Requested by: *Chris Bonvenuto, Director, Fiscal Services*
 Approved by: *Robert G. Isomoto, Vice-President, Business/Administration*

27-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: April 21, 2010 thru May 18, 2010

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	5,093
3000	Benefits	-5,093
4000	Supplies	0
5000	Contract Services/Operating Exp	0
6000	Sites/Buildings/Equipment	0
7000	Other Outgo/Student Payments	0
Net Total:		0

27-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: April 21, 2010 thru May 18, 2010

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-82,220
2000	Classified/Student Salaries	-58,586
3000	Benefits	-110,123
4000	Supplies	-35,744
5000	Contract Services/Operating Exp	200,386
6000	Sites/Buildings/Equipment	110,683
7000	Other Outgo/Student Payments	-24,396
Net Total:		0

Comment: The Adopted Budget needs to be amended to reflect the totals of the departmental budgets. The current system of the Los Angeles County Office of Education requires Board approvals each month for 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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 31 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested Action: Approval/Ratification
Requested by: George Prather, Director of Auxiliary Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Other Auxiliary Funds.

	Payments	Purchase Orders
April 1 – April 30, 2010	\$1,397,824.43	\$58,777.49

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

RECOMMENDATION NO. 32 DIRECT, BENEFIT AND STUDENT GRANT PAYMENTS

Requested Action: Approval/Ratification
Requested by: Robin Quaile, Accounts Payable Supervisor
Approved by: Robert G. Isomoto, Vice-President, Business/Administration

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, 2010	
D001549 – D001733	\$2,957,692.40
B000547 – B000617	\$ 206,038.82

D – Direct Payments
B – Benefit Payments (Health Insurance, Retirement, etc.)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 33 PURCHASING

Requested Action: Approval/Ratification
Requested by: Cynthia Moore, Director, Purchasing
Approved by: Robert G. Isomoto, Vice-President, Business/Administration

33-A AWARD OF PURCHASE ORDERS

Establish purchase orders and authorize payments to all vendors upon delivery and acceptance of services or goods ordered. All purchases and payments are made in accordance with Education Code requirements and allocated to approve budgets. Lists of vendors on file in the Purchasing Department.

April 1 – April 30, 2010 \$571,328.83

33-B AWARD OF PURCHASE ORDER – PUBLIC SAFETY COMMUNICATION EQUIPMENT

Award of Purchase Order in the amount of \$147,080.92 to VISION COMMUNICATION, INC.

Funding Source: General Fund-Campus Police

Reference: Los Angeles County Contract 43070 with Motorola Inc for Public Safety Communication Equipment. Vision Communication, Inc. is the single authorized distributor for Motorola Buy/Sell Model program.

Comments: The Public Contract Code Section 20653 allows for public education entities in the State of California to place orders under competitively bid contracts without advertising. There are significant cost savings to the District by joining in purchasing agreements with other agencies.

33-C AWARD OF PURCHASE ORDER – HEWLETT PACKARD MAINTENANCE CONTRACT

Award of Purchase Order in the amount of \$101,524.03 for Hewlett Packard Maintenance Contract Renewal under contract WSCAIII Master Price Agreement # B27164.

Funding Source: Management Information Systems

Comments: The Public Contract Code Section 20652 allows for public education entities in the State of California to place orders under competitively bid contracts without advertising. There are significant costs savings to the District by joining in purchasing agreements with other agencies.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 1, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 32 **PURCHASING** *(continued)*

33-D **AWARD OF PURCHASE ORDER – DIGITAL SIGNAGE**

Award of Purchase Order for Digital Signage system to Nexus under CMAS competitively bid contract agreement #3-03-70-0163S/3-09-70-0163AF for the amount of \$155,276.40.

Funding Source: Measure S

Comment: The Digital Signage system allows the College to provide up-to-date information to the student body, and it also serves as part of an emergency notification network to the college community. The Public Contract Code Section 20652 allows for public education entities in the State of California to place orders under competitively bid contracts without advertising. There are significant cost savings to the District by joining in purchasing agreements with other agencies.

33-E **PURCHASE AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS**

Authorize the awards of purchase orders from approved department budgets against the following competitive bid agreements not to exceed legal dollar threshold limits:

- 1) Glendale Unified School District, Contract # P-13 08/09 with Apple Computers to 11/05/2013 for Computer Equipment, Software, Peripherals and Service
- 2) State of California/WSCA Contract # B27160 with Dell Marketing L.P. to 8/31/2014 for Computer Equipment, Software, Peripherals and Service
- 3) State of California/WSCA Contract # B27164 with Hewlett Packard Company to 8/31/2014 for Computer Equipment, Software, Peripherals and Service
- 4) State of California (CMAS), Contract # 3-94-70-0032 with IBM Corporation to 12/31/2012 for Computer Equipment, Software, Peripherals and Service
- 5) U.S. Communities for the County of Fairfax VA. Contract# RQ09-997736-42B to 4/30/13 with Insight Public Sector, Inc. for Technology Products/Equipment, Section A and Technology Services/Solutions
- 6) U.S. Communities for the County of Fairfax VA. Contract # RQ09-997736-42C to 4/30/13 with Tech Depot for Technology Products/Equipment, Section A
- 7) State of California (CMAS), Contract #-03-70-2023A with Commercial Data System, Inc. to 5/31/2012 for Oracle Corporation for Software, License Support and Maintenance.
- 8) Ed Buy for the Los Angeles County Office of Education (LACOE), Contract # PEPPM 518983 to 12/31/2010 with Plato Inc. for educational and instructional technology for teaching

- 9) State of California Contract # M010370 to ongoing with CCS Presentation Systems Inc. for Classroom Audio-Visual Equipment and Mitsubishi Brand included.
- 10) U.S. Communities for the County of Los Angeles, Contract #MA-IS-43272-6 with Graybar Electric Company, Inc to 1/31/2011 for Electrical Heating, Ventilation and supplies
- 11) Western States Contracting Alliance (WSCA) for the State of Nevada, Contract # 7066 to 11/30/2011 with Grainger Industrial Supplies for Industrial Supplies and Equipment, Janitorial Supplies and Equipment.
- 12) Western States Contracting Alliance(WSCA) for the State of California, Contract # 7-09-79-02 to 7/30/12 with Waxie Enterprises, Inc. for Janitorial Supplies
- 13) Western States Contracting Alliance (WSCA) for the State of California, Contract IS-06-84-01 to 11/30/2011 with Empire Safety and Supply for Safety Supplies
- 14) US Communities for the County of Maricopa, AZ, Contract #5091 to 11/30/2011 with Home Depot Supply, Inc. for Maintenance and Hardware Supplies
- 15) US Communities for the Wichita School District, Contract # 08-44-685 to 1/31/2011 with Virco Inc. for Classroom Furniture and Equipment.
- 16) State of California (CMAS), Contract # 4-09-0087A to 12/31/2013 with ALLSTEEL Inc. for Office Furnishings Systems, seating, files and Architectural Interiors.
- 17) State of California (CMAS) Contract # 4-06-01-0098B to 12/31/10 with KI (Kruger Commercial Inc) for Office Furnishings Systems, seating, files and Architectural Interiors.
- 18) State of California (CMAS) Contract # 4-09-71-0091A to 3/31/2013 with Contract Office Group Inc. for Haworth Office Furnishing Systems, seating files and Architectural Interiors.
- 19) Foundation for the California Community College Contract bid #05-001 to 9/21/1011 with Office Depot for Office and Classroom Supplies
- 20) EdBuy for the Los Angeles County Office of Education (LACOE), Contract # 08/09-1383 to 4/13/2011 for Corporate Express for Office Supplies
- 21) Western States Contracting Alliance (WSCA) for the State of CA, Contract # 07-08-99-5 to 11/13/2012 with Pitney Bowes Inc. for Mailroom Equipment and Maintenance/
- 22) Western States Contracting Alliance (WSCA) for the State of Utah, Contract #MA-454/MSA5-06-99-04 to 5/31/2011 with Nexus IS, Inc. for network communication equipment and maintenance.
- 23) California State University Contract #701/09/047 to 5/31/2011 with Human Scale for Ergonomic Office Furniture.
- 24) University of California/California State University Contract # 60119 to 8/31/2011 with Steelcase for Office Furnishings Systems, seating, files and Architectural Interiors.
- 25) California Higher Education Consortium Agreement # CHEC to 4/1/2011 with Ergogenesis LLC for Ergonomic Furnishing.

- 26) State of California Master Service Agreement Contract 05-06-99-01 to 10/18/2011 with US Bank for PCARD Program.
- 27) Western States Contracting Alliance (WSCA) for the State of Nevada to 12/21/2012 with NAPA Auto Parts for Auto parts and supplies.
- 28) California State University Contract # 60512 to 12/31/2011 with Apple Computer for I-Tune Applications
- 29) California State University Contract # 60511 50 12/31/2011 with Google for Google Appliances
- 30) California State University Contract # 70422 to 12/21/2011 with IBM for Consulting Services
- 31) California State University Contract # 60515 to 11/30/2011 with Xerox for Digital Color Copiers and Services
- 32) University of California/California State University Contract # 50727 to 9/17/2010 with Nestles Water for Bottle Waters, Products, Supplies and Filtration Systems
- 33) California State University Contract # 60316 to 4/30/2011 with Airgas for Laboratory, Industrial, Medical and Specialty Gases
- 34) California State University Contract # 80370 to 1/1/2011 with Hirsch Pipe for Plumbing Supplies
- 35) California State University Contract # 50861 to 4/30/2011 with Praxair for Laboratory Gases
- 36) California State University Contract # 460073 to 12/31/2010 with VWR Scientific for General Laboratory Supplies
- 37) California State University Contract # 90428 to 10/13/2011 with Royal Paper Supply for Janitorial Paper Products
- 38) California State University Contract # 1924 to Ongoing with PlanetBids for On-Line Bid/Vendor Management, Contract Management and Insurance Certificate Management Services Software Services
- 39) California State University Contract # 90365 to 8/31/2011 with Mission Lien for Uniform Rentals and Sales.
- 40) State of California Master Contract I-10-23-20 to 9/30/2010 with Downtown Ford Sales, Coalinga Motors, Elk Grove Auto Group, Hoblit Dodge Chrysler Jeep and Folsom Lake Ford for Trucks, Vans and Utility Vehicles.
- 41) State of California Master Contract I-10-23-11 to 9/30/2010 with Visalia Honda, Wondress Fleet Group and Coalinga Motors for Hybrid Vehicles.
- 42) EdBuy for the Los Angeles County Office of Education (LACOE), Contract # to 4/13/2011 to Xpedex for Cut Paper Supplies.
- 43) US Communities for Dallas County TX, Master Agreement 2007-118-3034 to 12/31/2012 with Zep Manufacturing for Cleaning Chemicals and Supplies.

44) State of California (CMAS) Agreement to 10/31/2012 to Simplex/Grinnel for Fire Alarm Testing/Fire Suppression Services

Comment: The Public Contracts Code Section 20652 allows for public education entities in the State of California to place orders under these competitively bid contracts without advertising. There are significant cost savings to the District by joining in purchasing agreements with other agencies.

33-F DECLARATION AND DONATION OF SURPLUS COMPUTER EQUIPMENT

Declare as surplus miscellaneous computers and monitors and authorize the District to donate them to the Santa Monica-Malibu Unified School District because they have been determined to be of insufficient value to defray the cost to sell.

Comment: This action is in accordance with SMC Board Policy 6531 and Education Code section 81452.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 1, 2010

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT** – June 2, 2010 at 12:15 a.m.

The meeting was adjourned in memory of **Lida Beasley**, retired SMC music professor.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 6, 2010** 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 agenda for the next meeting will include the following:

1. Report: 2009-10 Grant Funded Projects
2. Report: Facilities Master Plan Update
3. Appointments to Citizens' Bond Oversight Committee
4. Annual Recommendations: Contracts and Consultants

