# M I N U T E S

SANTA MONICA COMMUNITY COLLEGE DISTRICT
## BOARD OF TRUSTEES

## TUESDAY, DECEMBER 7, 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.*

| BOARD OF TRUSTEES | REGULAR MEETING |
|---|---|
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | December 7, 2010 |

# *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, December 7, 2010.

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 – 6:06 p.m.

    B   Roll Call

    C   Public Comments on Closed Session Items

II. ***CLOSED SESSION***

III. ***PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS***

    D   Pledge of Allegiance

    E   Closed Session Report (if any)

    #1   Resolution of the Board of Trustees of the Santa Monica Community College District Seating Board Members in Accordance with Education Code Sections 5326 and 5328

    F   Public Comments

IV. ***SUPERINTENDENT'S REPORT***

- Management Association Update
- Updates:
  - Winter and Spring 2010 Enrollment
  - SMC Foundation
  - Holiday Greetings
    - Holiday Luncheon on December 9, 2010

V. ***ACADEMIC SENATE REPORT***

VI. ***MAJOR ITEMS OF BUSINESS***

    G   Report: Transfer Program

    #2   Appointment of Personnel Commissioner

    #3   Real Estate Agreements for the Exchange of Properties with the City of Santa Monica

    H   Discussion: Accountability Reporting for Community Colleges

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_**
#4    Approval of Minutes:  November 2, 2010 (Regular Meeting)

**_Grants and Contracts_**

#5    Contracts and Consultants
     5-A    Contract for Software – International Education
     5-B    Amendment to Agreement – Thomas Brown and Associates
     5-C    Amendment to Agreement for Credit Card Processing
#6    Ratification of Contracts and Consultants

**_Human Resources_**

#7    Academic Personnel
#8    Classified Personnel – Regular
#9    Classified Personnel – Limited Duration
#10    Classified Personnel – Non Merit

**_Facilities and Fiscal_**

#11   Facilities
     11-A   Amendment to 2010-2011 Annual Contracts and Consultants
     11-B   Amendment to Agreement for Architectural Services, Performing
             Arts Center East Wing
     11-C   Agreement for Building Commissioning Services for LEED Certification of
             Health/PE/Fitness/Dance and Central Plant
     11-D   Amendment to Agreement for Architectural Services – Students Services
             Entry Garden
     11-E   Award of Contract – Roof Replacement, 1734 Pearl Street
#12   Budget Reduction/Augmentations
#13   Budget Transfers
#14   Commercial Warrant Register
#15   Payroll Warrant Register
#16   Auxiliary Payments and Purchase Orders
#17   Direct, Benefit and Student Grant Payments
#18   Purchasing
     18-A   Award of Purchase Orders
     18-B   Award of Purchase Order for 1516 Pico Blvd., Foundation Office

VIII. **_CONSENT AGENDA_** – **_Pulled Recommendations_**
*Recommendations pulled from the Section VII. Consent Agenda to be discussed and voted on
separately. Depending on time constraints, these items might be carried over to another meeting.*

IX. **_ORGANIZATIONAL FUNCTIONS_**

#19   Authorized Signature Resolutions
#20   Election of Officers of the Board of Trustees For 2011
  I    Seating Arrangement of the Board of Trustees

X.  **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, January 11, 2011** 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:**  Transfer Program Report
**Appendix B:**  Expo/City/SMC Land Swap Map
**Appendix C:**  Accountability Reporting for California Community Colleges (ARCC)

## I.     ORGANIZATIONAL FUNCTIONS

A     *CALL TO ORDER* – *6:05 p.m.*

B     *ROLL CALL*
Judge David Finkel (Ret.), Chair - Present
Dr. Andrew Walzer, Vice-Chair - Present
Dr. Susan Aminoff - Present
Dr. Nancy Greenstein – Absent (Excused)
Louise Jaffe - Present
Dr. Margaret Quiñones-Perez - Present
Rob Rader - Present
Michael Song, Student Trustee – Present (for public meeting)

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

• Real Property (Government Code Section 54956.8)
  Property Address: Santa Monica College Olympic Shuttle Lot/3400-3500 Airport Avenue
  Under Negotiation:  Terms and Conditions of Land Swap with City of Santa Monica
  College Negotiators:  Dr. Chui L. Tsang
  City of Santa of Monica's Representative:  Rod Gould, City Manager

## III.     PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS - 7:41 p.m.

D     *PLEDGE OF ALLEGIANCE - Bruce Smith*

E     *CLOSED SESSION REPORT - None*

#1     *RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT SEATING BOARD MEMBERS IN ACCORDANCE WITH EDUCATION CODE SECTIONS 5326 AND 5328*

F     *PUBLIC COMMENTS*

Wanda Solomon          Jennifer Alcaraz
Andrew Nicholls         Nati Vazquez
Tiffany Inabu           Jorge Rosas
Vince Slevin

## IV.  SUPERINTENDENT'S REPORT

- Management Association Report:  Management Association President Al Vasquez acknowledged JoAnn Ortiz for her ten years of service as Director of Institutional Advancement and for her upcoming retirement.  JoAnn will be formally recognized by the Management Association at its next meeting.

- Updates

  – Winter and Spring 2010 Enrollment:  Since the December 1 beginning date for the enrollment cycle is three weeks later than that for Winter and Spring 2009, meaningful enrollment comparison figures were not yet available.  However, course offerings for winter and spring are at the same level as 2010, and a significant number of students are enrolling.

  – SMC Foundation:  JoAnn Ortiz, Executive Director, is retiring effective December 31, 2010.  The Foundation made significant strides under her leadership, including the doubling of its assets from $8 million in 2000 to $16.5 million in 2010; a ten-fold increase in unrestricted annual gifts from $20,000 to $200,000; the creation of the President's Circle, which in the last decade contributed $1.5 million to the Foundation; and the doubling of the number of scholarships, from 300 to 600. Chip Potts, Foundation Associate Director, will serve as interim Director until a permanent replacement is selected.  This is expected to take three to four months.

  – Holiday Greetings – Holiday Luncheon on December 9, 2010


## V.  ACADEMIC SENATE REPORT – Eric Oifer, President

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

MAJOR ITEMS OF BUSINESS

## RECOMMENDATION NO. 1

**SUBJECT:** **A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT SEATING BOARD MEMBERS IN ACCORDANCE WITH EDUCATION CODE SECTIONS 5326 AND 5328**

SUBMITTED BY: Superintendent/President

RESOLUTION: **WHEREAS** , in accordance with California Education Code Section 5326, when the number of candidates for governing board member at large does not exceed the number of offices to be filled at the election, no election need be held and the qualified persons nominated shall be seated at the organizational meeting of the board; and

**WHEREAS**, four offices were scheduled to be filled at the November 2, 2010, election; and

**WHEREAS**, the following individuals and no others were nominated for the four offices: David Finkel, Nancy Greenstein, Louise Jaffe, and Andrew Walzer; and

**WHEREAS**, in accordance with California Education Code Sections 5328, David Finkel, Nancy Greenstein, Louise Jaffe, and Andrew Walzer assume office by Operation of Law to the Santa Monica Community College District Board of Trustees for full term of four years each.

Now, therefore, the Board of Trustees of the Santa Monica Community College District does determine:

1. In accordance with California Education Code Sections 5326 and 5328, David Finkel, Nancy Greenstein, Louise Jaffe, and Andrew Walzer are to be seated as Members of the Board of Trustees for the full term of four (4) years each at the organizational meeting held on December 7, 2010.

2. A qualified person shall administer the Oath of Office prescribed in the Constitution of the State of California to David Finkel, Nancy Greenstein, Louise Jaffe, and Andrew Walzer and shall have them subscribe to it and file it in the office of the Secretary to the Board of Trustees.

MOTION MADE BY: Rob Rader
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Greenstein)

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM G**

**SUBJECT:**              **TRANSFER PROGRAM**

SUBMITTED BY:        Superintendent/President

SUMMARY:              The presentation on the SMC Transfer Program provided some of the most recent transfer statistics, along with some analysis on how the state budget crisis might affect the transfer in the future, particularly for SMC students wanting to attend the UC and CSU.

**Appendix A**: Transfer Program Report

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 2**

**SUBJECT:**          **APPOINTMENT OF PERSONNEL COMMISSIONER**

SUBMITTED BY:          Chair and Vice-Chair, Board of Trustees

REQUESTED ACTION:          It is recommended that the Board of Trustees re-appoint Joy Abbott to Santa Monica College Personnel Commissioner for a three-year term that commences December 1, 2010 and expires November 30, 2013.

SUMMARY:          The process of filling a position on the Personnel Commission requires that two members be appointed by Board of Trustees; two members be appointed by the classified employees of the District; and the fifth member is appointed by the four appointed commissioners. There were six qualified applicants for the Board-appointed position.

PUBLIC COMMENTS
Joseph Metoyer
Dolores Press
Deborah Jansen
Connie Lemke
Bernie Rosenloecher

MOTION MADE BY:          Rob Rader
SECONDED BY:          Susan Aminoff
STUDENT ADVISORY:          Aye
AYES:          6
NOES:          0
ABSENT:          1 (Greenstein)

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 3**

**SUBJECT:**  **REAL ESTATE AGREEMENTS FOR THE EXCHANGE OF PROPERTIES WITH THE CITY OF SANTA MONICA**

SUBMITTED BY:  Superintendent/President

REQUESTED ACTION:  Staff recommends that the Board of Trustees authorize the Superintendent/President to negotiate real estate agreements with the City of Santa Monica for the exchange of real estate interests in land located at 1831 Stewart Street ("Olympic Shuttle Lot") and 3400/3500 Airport Avenue, to assist with the creation of a buffer area adjacent to the proposed Phase 2 Exposition Light Rail Maintenance Facility.

COMMENT:  At its December 8, 2009 meeting, the Board of Trustees authorized the Superintendent/President to explore a land exchange with the City of Santa Monica and the Exposition Construction Authority for the purpose of providing a buffer area next to a proposed rail maintenance yard planned for 2909 Exposition Boulevard.

On Tuesday, November 23, 2010, the City Council unanimously approved a recommendation that provides authority for the City Manager to negotiate and execute an exchange of properties between the College, the City, and Expo for this purpose.

The proposal, developed in cooperation with SMC and Expo, is for SMC to trade its 2.35-acre Olympic Shuttle Lot, acquired in 2007, to the City in exchange for a 25-year lease (with extensions up to 99 years) of approximately 2.71 acres at the Santa Monica airport adjacent to the Bundy campus. The lease includes an option to purchase. The proposal also includes authority to negotiate with the City of Santa Monica regarding acquiring an additional 0.4 acres of the site, bringing the total to approximately 3.1 acres. The City intends to exchange the acquired SMC property with Expo to create a buffer for the neighbors from the proposed Expo Maintenance Facility.

If Expo's activities require SMC to vacate the SMC Parking Lot site before SMC has access to the Airport Residual Land site in 2015, the City will provide interim replacement parking acceptable to the College.

The proposal includes the desire for the City, College, and Expo to make every effort to implement a tri-party exchange of properties through simultaneous closings.

DISCUSSION:    Appraisals have been completed, including a third-party review appraisal, to determine the market value of the SMC Olympic Shuttle Lot and the Airport properties. The SMC Parking Lot is approximately 2.35 acres (102,410 square feet) in size. City and SMC appraisers have determined the SMC Parking Lot's current value to be $150 per square foot. However, the Airport Non-Aviation Land is valued at $130 per square foot. In order to create equivalency between the two sites given the different land values, SMC would need to lease approximately 2.71 acres (118,165 square feet) of Airport Non-Aviation Land or the City would have to compensate SMC for the difference. The equivalency in appraised value is:

A. SMC site = 102,410sf @ $150/sf = $15,361,500
B. Airport site = 118,165sf @ $130/sf = $15,361,500

Approvals related to this land swap are being considered by the City of Santa Monica and SMC under mutually agreeable terms and conditions and in accordance with applicable state and federal law, including CEQA and any Federal Aviation Administration (FAA) rules and regulations. The City and SMC agree to cooperate with respect to the presence on the respective properties of any contaminants or hazardous substances that require environmental remediation under applicable law. Each party will assume responsibility for assuring that all legally responsible parties for any contamination on its respective property remain legally responsible for any required cleanup or remediation.

The Airport Non-Aviation Land has several existing tenants with leases that extend to June 30, 2015. SMC's lease of the Airport Non-Aviation Land will not commence until after all the leases expire. Until June 30, 2015, the City will continue to collect and retain rent from the existing tenants. If Expo's Maintenance Facility activities require SMC to vacate the SMC Parking Lot site before SMC has access to the Airport Residual Land site in 2015, the City will provide interim replacement parking acceptable to the College. If SMC develops the Airport Non-Aviation Land site, SMC agrees to install a landscape buffer that is acceptable to the City and SMC. Existing traffic restrictions along Airport Avenue will not be altered. SMC will be responsible for the demolition of any Airport structures subject to the review and approval of City. If SMC is unable to exercise its option to purchase the Airport Non-Aviation Land site, then at the expiration of the lease, the site will return to the City under terms as yet to be determined.

**Appendix B:** Expo/City/SMC Land Swap Map

MOTION MADE BY:      Susan Aminoff
SECONDED BY:         Louise Jaffe
STUDENT ADVISORY:    Aye
AYES:                6
NOES:                0
ABSENT:              1 (Greenstein)

| BOARD OF TRUSTEES | INFORMATION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

MAJOR ITEMS OF BUSINESS

**DISCUSSION ITEM H**

**SUBJECT:**            **ACCOUNTABILITY REPORTING FOR COMMUNITY COLLEGES**

SUBMITTED BY:        Superintendent/President

SUMMARY:             Teresita Rodriguez, Vice-President of Enrollment Development and
Hannah Alford, Director of Institutional Research, presented an
overview of the Accountability Reporting for Community Colleges
(ARCC).

Accountability Reporting in the Community Colleges (ARCC) contains
seven measures of student progress and achievement as they relate to
the broad mission of the California Community Colleges to support
transfer, degree and certificate completion, and basic skills.   The
measures developed for ARCC reflect a refinement of some of the
measures from previous accountability initiatives, such as the Partnership
for Excellence (PFE), as well as an expansive consultation process with
education scholars and community college practitioners from the field.

The legislation for Accountability Reporting in the Community Colleges
(ARCC) requires that a college's local Board of Trustees annually review
the college's ARCC report.  No action is required by the Board; review
of the narrative, and the selection of material contained in Appendix C,
fulfills this legislative requirement.

**Appendix C:**  ARCC Report

## 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 #4-#18.

Recommendations pulled for separate action and discussed in
Section VIII, Consent Agenda – Pulled Recommendations:          #5-C, #12-A

|  |  |
| --- | --- |
| MOTION MADE BY: | Susan Aminoff |
| SECONDED BY: | Andrew Walzer |
| STUDENT ADVISORY: | Aye |
| AYES: | 6 |
| NOES: | 0 |
| ABSENT: | 1 (Greenstein) |

## VIII.   CONSENT AGENDA – *Pulled Recommendations*

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

Recommendation No. 5-C– Amendment to Agreement for Credit Card Processing
|  |  |
| --- | --- |
| MOTION MADE BY: | Susan Aminoff |
| SECONDED BY: | Louise Jaffe |
| STUDENT ADVISORY: | Aye |
| AYES: | 6 |
| NOES: | 0 |
| ABSENT: | 1 (Greenstein) |

Recommendation No. 12-A– Budget Reduction/Augmentations, CalWORKS Program
|  |  |
| --- | --- |
| MOTION MADE BY: | Susan Aminoff |
| SECONDED BY: | Rob Rader |
| STUDENT ADVISORY: | Aye |
| AYES: | 6 |
| NOES: | 0 |
| ABSENT: | 1 (Greenstein) |

## RECOMMENDATION NO. 4       APPROVAL OF MINUTES

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

November 2, 2010 (Regular Board of Trustees Meeting)

CONSENT AGENDA:  GRANTS AND CONTRACTS

## RECOMMENDATION NO. 5    CONTRACTS AND CONSULTANTS

5-A    CONTRACT FOR SOFTWARE – INTERNATIONAL EDUCATION

*Requested by:*        *Kelley Brayton, Dean, International Education*
*Approved by:*         *Teresita Rodriguez, Vice President, Enrollment Development*


Provider:             FSA Atlas Software License, Maintenance and Professional Services
                      Contract

Amount:               Software License          $31, 850
                      Professional Services       47,880
                      Annual Maintenance           4,778
                      Total                     $84,508


Term of Contract:     January 1 – December 31, 2011


Funding Source:       District Budget/International Educational Center

Summary:              The software provides a mechanism to record enrollment
                      information for F1 status students then electronically transfer
                      the data to the SEVIS system (mandatory immigration reporting
                      system).  The professional services are for the customization of
                      the software to correspond with business practices at SMC, to
                      assist in connecting the software to ISIS and to SEVIS and to
                      train the International Education Center staff in the use of the
                      software.  Because the SEVIS system is generally updated several
                      times each year, the annual maintenance agreement is needed
                      to update FSA Atlas and ensure continued accurate reporting of
                      data to SEVIS.


5-B    AMENDMENT TO AGREEMENT – THOMAS BROWN AND ASSOCIATES

*Requested by:*        *Sandy Chung, Assistant Director, Human Resources*
*Approved by:*         *Marcy Wade, Vice President, Human Resources*


Provider:             Thomas Brown and Associates LLC

Amount:               Not to exceed $51,126 (*no change*)

Term of Contract:     Amendment:  Contract extended through March 17, 2011

Funding Source:       District Budget/Human Resources

Summary:              The contract is being extended through March 17, 2011 in
                      order for a Diversity and Inclusivity presentation to be made at
                      the Professional Development Institutional Flex Day.

CONSENT AGENDA:  GRANTS AND CONTRACTS

## RECOMMENDATION NO. 5     CONTRACTS AND CONSULTANTS *(continued)*

5-C     AMENDMENT TO AGREEMENT FOR CREDIT CARD PROCESSING

*Requested by:*          *Chris Bonvenuto, Director, Fiscal Services*
*Approved by:*           *Robert Isomoto, Vice President/Business/Administration*

Provider:                Official Payments Corporations (OPS)

Amount:                  $2.25% of charged or debited transactions

Term of Contract:        Amendment:   Contract extended until a new Request for Proposal RFP is developed and awarded in April, 2011.

Funding Source:          District Budget/Fiscal

Summary:                 Official Payments Corporation (OPS) is the District's provider of credit card processing services. The contract with OPS expires on December 31, 2010 and needs to be extended until a new Request for Proposal RFP is developed and awarded in April, 2011.  OPS has worked closely with District staff over the years to ensure smooth processing of online and telephone payments for both students and District. The evaluation process will include the vendor's capability to provide PL/SQL based integration tools/API  to ensure the seamless integration with our online enrollment transactions.  Assessment will also include their security readiness, uptime and back office online tools.

CONSENT AGENDA:  GRANTS AND CONTRACTS

## RECOMMENDATION NO. 6     RATIFICATION OF CONTRACTS AND CONSULTANTS

*Approved by:*        *Chui L. Tsang, Superintendent/President*
*Requested Action:    Ratification*

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 | Walch Consulting, LLC | November 1, 2010 - January 31, 2011<br><br>$13,500 | Walch Consulting will assist Santa Monica College and the SMC Foundation in a planning and executive recruitment process that includes (1) developing a position specification to be used in the recruitment for the new SMC Foundation chief executive, (2) formulating an engaging and achievable new vision for the SMC Foundation that supports SMC's goals, and (3) conducting interviews with key stakeholders, potential stakeholders and representatives of other college foundations to develop the new vision, identify effective fundraising and board development strategies, identify potential candidates for the chief executive position, and engage and initiate relationships with potential supporters and leaders. | Business and Administration 2010-11 Budget; Government Relations and Institutional Communications 2010-11 Budget |
| | *Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications*<br>*Approved by:  Chui L. Tsang, Superintendent/President* | | | |
| B | Dowden Associates, Inc. | October 1, 2010 – September 30, 2011<br><br>$10,500 | Renewal agreement for consultant services with Linda Dowden and Associates to provide ongoing assistance to Title V project staff to implement the Title V project. | District Budget/ Grants |
| | *Requested by: Laurie McQuay-Peninger, Director, Grants*<br>*Approved by:  Randal Lawson, Executive Vice-President* | | | |

CONSENT AGENDA:  GRANTS AND CONTRACTS

**RECOMMENDATION NO. 6     RATIFICATION OF CONTRACTS AND CONSULTANTS**
*(continued)*

| | Provider/Contract | Term/Amount | Service | Funding Source |
| --- | --- | --- | --- | --- |
| C | ZMags | December 2010 – November 2011 $3,800 | Provides access to a 12-month, online subscription service consisting of web-based applications and a platform provided by Zmags to upload, produce, host and/or deliver ePublications within the Zmags server environment.  The product will allow the College to reproduce for the web, publications such as viewbooks, college catalog, class schedule an attractive, user-friendly format.  The contract permits 12 active publications each month for 12 months. | District Budget/ Enrollment Development |
| | *Requested by: Teresita Rodriguez, Vice-President, Enrollment Development* *Approved by:  Chui L. Tsang, Superintendent/President* | | | |
| D | The University Corporation - CSU Northridge The University Corporation is a 501(c)(3) auxiliary of the university that accepts all grants/contracts on behalf of the university. | December 1, 2010 – September 30, 2013 $25,000 $  5,000 - 2010-2011 $10,000 - 2012-2013 $10,000 - 2012-2013 | The Center of Excellence for Veteran Student Success (FIPSE) Grant requires external evaluation services.  CSUN will conduct a comprehensive assessment of SMC Veterans Resource Center services and their impact on individual student success. | FIPSE *(Fund for the Improvement of Postsecondary Education)* Grant |
| | *Requested by: Brenda Benson, Dean of Counseling and Retention* *Approved by:  Mike Tuitasi, Vice-President, Student Affairs* | | | |

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

CONSENT AGENDA:  HUMAN RESOURCES

## RECOMMENDATION NO. 7      ACADEMIC PERSONNEL

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

ELECTIONS

Adjunct

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

SEPARATIONS

LEAVE OF ABSENCE (Unpaid)
Sanchez, Sandra, Project Manager, Workforce and Development          11/24/10 - 01/25/11

RESIGNATION
Durdella, Caroline, Dean, Institutional Research          11/09/10

RETIREMENT
Flynn, Kathleen, Counselor (11 years)          02/28/11
Hodson, Howard Kent, Instructor, Life Sciences (38 years)          12/21/10

CONSENT AGENDA:  HUMAN RESOURCES

**RECOMMENDATION NO. 8     CLASSIFIED PERSONNEL – REGULAR**
*Requested Action:     Approval/Ratification*
*Reviewed by:           Sherri Lee-Lewis, Dean, Human Resources*
*Approved by:           Marcia Wade, Vice-President, Human Resources*

Approval/ratification of the establishment of classified positions, and other actions involving classified personnel including hiring, promoting, changing work shifts, working out of classification, and advanced step placements.  All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

ABOLISH                                                                                  EFFECTIVE DATE
Human Resources Technician                                                        12/31/10
Human Resources, 12 mos, 40 hrs

ESTABLISH
Human Resources Specialist                                                        12/31/10
Human Resources, 12 mos, 40 hrs

Research Analyst (1 position)                                                     12/08/10
Institutional Research, 12 mos, 40 hrs

Stage Construction Technician (1 position) (correction)                    11/02/10
Theatre Arts, 12 mos, 40 hrs/Varied Hours
(Correction to reflect the varied hour's schedule)

ELECTIONS

PROBATIONARY
Hayton, Brian, Student Services Clerk, EOP'S                                 11/15/10

PROMOTION
Popadynetz, Wendy, Course Material Buyer, Bookstore                    11/01/10

PERMANENT PART-TIME EMPLOYEE WITH ADDITIONAL PROVISIONAL ASSIGNMENT
Rutledge, Greg, Stage Construction Technician, Theatre Arts, Additional 13 hours     10/18/10-12/11/10

TRANSFER (Per CSEA Agreement, Article 6)
Burns, Lisa                                                                            11/29/10
From:  Administrative Secretary, Academic Senate, 11 mos, 20 hrs
To:      Administrative Secretary, Sustainability Department-CBJT (R&RMP), 12 mos, 40 hrs

PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT
(Working Out of Classification)
Romano, Martha                                                                     12/01/10 – 04/05/11
From:  Administrative Assistant II, Library
To:      Student Services Specialist- Veterans Program, Counseling
Percentage: 100%

Lisa Moss                                                    10/25/10 - until incumbent returns
From:   Administrative Assistant I, Job Development
To:     Career Services Advisor, Job Development
Percentage: 100%

INCREASE IN HOURS - TEMPORARY
Fung, Gary                                                   10/18/10 - 11/07/10
From:   Instructional Assistant – Math, Mathematics, 11 mos, 20 hrs
To:     Instructional Assistant – Math, Mathematics, 11 mos, 30 hrs

Mosher, Judith                                               10/18/10 - 11/07/10
From:   Instructional Assistant – Math, Mathematics, 11 mos, 20 hrs
To:     Instructional Assistant – Math, Mathematics, 11 mos, 30 hrs

INCREASE IN HOURS – PERMANENT
Fung, Gary                                                   11/08/10
From:   Instructional Assistant – Math, Mathematics, 11 mos, 20 hrs
To:     Instructional Assistant – Math, Mathematics, 11 mos, 30 hrs

Mosher, Judith                                               11/08/10
From:   Instructional Assistant – Math, Mathematics, 11 mos, 20 hrs
To:     Instructional Assistant – Math, Mathematics, 11 mos, 30 hrs

Comment    The above increase in hours reflects a redistribution of work load resulting from
           the resignation of two permanent instructional assistants in Math.

VOLUNTARY REDUCTION IN HOURS/TEMPORARY
Cohanne, Jonathan                                            11/01/10 – 12/21/10
From:   Student Services Specialist, A&R, 12 mos, 40 hrs       01/03/11 – 01/31/11
To:     Student Services Specialist, A&R, 12 mos, 35.5 hrs

WORK SHIFT (Correction)
Tovar, Hector                                                08/04/10
From:   Athletic Equipment Specialist, Athletics, 11 mos, 40 hrs/NS-1
To:     Athletic Equipment Specialist, Athletics, 11 mos, 40 hrs/Varied Hours
Comment:  Reflects a correction to the hours

SEPARATIONS

PERSONAL LEAVE OF ABSENCE WITHOUT PAY
Brown, Theodore, Custodian, Operations                       11/30/10–
                                          Pending determination of outside agency
RESIGNATION
Pasek, Victoria, Student Services Assistant, A & R           11/09/10

RETIREMENT
Luu, Trang H., Custodian, Operations, 12+ years              07/01/11
Stone, Kimberly, Buyer II, Purchasing, 20+ years             12/31/10
Trump, Kurt J., C. C. Police Sergeant, Campus Police, 23+ years    01/31/11
Williams, Juanita, Human Resources Technician, Human Resources, 13+ years    12/31/10

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

CONSENT AGENDA:  HUMAN RESOURCES

**RECOMMENDATION NO. 9      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.  No limited term assignment shall exceed 120 working days per fiscal year.

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

| | |
|---|---|
| Alvarado, Vanessa, Library Assistant, Library | 10/12/10-03/02/11 |
| Alvarez, Ana, Library Assistant, Library | 11/08/10-03/30/11 |
| Clark, Jodi, Art Gallery Installer, Art | 11/15/10-04/05/11 |
| Franke, Sandra, Buyer II, Purchasing | 11/29/10-04/15/11 |
| Gutierrez, Walter L, Sign Language Interpreter II, DSC | 11/29/10-06/30/11 |
| Jeff, William, Buyer II, Purchasing | 11/29/10-04/15/11 |
| Leon, Elena, Library Assistant, Library | 11/15/10-04/05/11 |
| Vega, Carmen, Registration/Info Clerk, Bursar's Office | 12/13/10-01/14/11 |

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.

| | |
|---|---|
| Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Abel, Teneka, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Adebowale, Lena, Cash Receipts Clerk, Bursar's Office | 12/13/10-12/22/10 |
| Arenas, Leyla, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Arevalo, Mat, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Askew, Diana, Administrative Asst. II, Off. of Student Judicial Affairs | 11/17/10-01/31/11 |
| Baker, Anthony, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Banks, Nicole, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Barajas Jr, Octavio, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Barchenko, Olga, Cash Receipts Clerk, Bursar's Office | 12/13/10-01/14/11 |
| Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Benvenuto, Arlene, Cash Receipts Clerk, Bursar's Office | 12/13/10-12/22/10 |
| Caceres, Karla, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Cadena, Allison, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Campagna, Victoria, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Chang, Tony, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Chase, Gerald, Registration/Info Clerk, Bursar's Office | 12/13/10-01/14/11 |
| Clark, Jessica, Cash Receipts Clerk, Bursar's Office | 12/13/10-12/22/10 |
| Dear, Kathleen, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Devine, Robert, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |

| | |
|---|---|
| Dittmar, James, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Friedland, Shane, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Getachew, Lily, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Goodlock, Yadira, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Graham-Howard, Kimi, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Grau, Donald, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Gutierrez, Alexis, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Hardister III, Harold, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Hassen, Nuritu, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Hrast, Tanja, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Jackson, Sheldon, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14-11 |
| Jimenez Oaxaca, Jose, Van Driver, Trio | 10/11/10-02/28/11 |
| Juarez, Jorge, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Lam, Albert, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Martin, Esteban, Van Driver, Trio | 10/11/10-02/28/11 |
| McIntosh, Bryan, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Micas, Donna, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Miles, Shadae, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Moges, Aster, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Murray, Jake, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Narayan, Vishal, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Omerigo, Dibiansi, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Pabst, Ester, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Perry, Nakeya, Cash Receipts Clerk, Bursar's Office | 12/13/10-12/22/10 |
| Richardson, Pamela, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Rubin, Cynthia, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Sands, Christopher, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Santamaria, Bladimir, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Smith, Roya. Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Swaim, Nancy, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Thielking, Alan, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Valadez, Jorge, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Walker, Terence, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |
| Yapkowiz, David, Bookstore Clerk/Cashier, Bookstore | 12/13/10-01/14/11 |

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

CONSENT AGENDA:  HUMAN RESOURCES

### RECOMMENDATION NO. 10    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
| | |
|---|---|
| CalWORKS, $8.00/hr | 01 |
| College Student Assistant, $8.00/hr (STHP) | 27 |
| College Work-Study Student Assistant, $8.00/hr (FWS) | 37 |

SPECIAL SERVICE
| | |
|---|---|
| Art Model, $18.00/hr | 39 |
| Community Services Specialist I, $35.00/hr | 33 |
| Community Services Specialist II, $50.00/hr | 10 |

CONSENT AGENDA:  FACILITIES AND FISCAL

## RECOMMENDATION  NO. 11    FACILITIES

*Requested Action:*      Approval/Ratification
*Requested by:*      Greg Brown, Director, Facilities and Planning
*Approved by:*      Robert Isomoto, Vice-President, Business/Administration

11-A    AMENDMENT TO 2010–2011 ANNUAL CONTRACTS AND CONSULTANTS

Amend the following consultant contracts to include "per test" charges. Currently there is only a "per hour" and "per report" expense approved.   Changes from original approval are underlined below:

| Provider | Services | Amount | Funding Source |
|---|---|---|---|
| Twining Labs. | Construction material testing and special inspection services | $75 to $160 per hour, Special tests $18 to $3,925 per test and up to $500 per report, not to exceed $1,800,000 in 3 fiscal years, plus reimbursable expenses and test reports. | State Construction Grants/ Measure AA, U or S/ District Capital Funds |
| Ellis Environmental | Hazardous material monitoring and testing. | $40 to $120 for on site services, $15 to $480 per test and up to $450 per report, not to exceed $150,000 in 3 fiscal years, plus reimbursable expenses and test reports. | State Construction Grants/ Measure AA, U or S/ District Capital Funds |
| Twining Labs. | Geotechnical Services | $75 to $160 per hour, Special tests $18 to $3,925 per test and up to $500 per report, not to exceed $330,000 in 3 fiscal years, plus reimbursable expenses and test reports. | State Construction Grants/ Measure AA, U or S/ District Capital Funds |

Comment:      The amounts for tests and reports were omitted from the original item due to an error.  The overall contracts and the not to exceed amounts are unchanged, since the tests and reports were included in the original do not exceed number but not listed in the original approval item.

CONSENT AGENDA:  FACILITIES AND FISCAL

**RECOMMENDATION  NO. 11     FACILITIES** *(continued)*

11-B    AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – PERFORMING ARTS CENTER EAST WING

Amend the agreement with DLR GROUP/WWCOT for programming, planning, working drawings and construction administration to add additional scope for site planning for the Performing Arts Center site for $21,618 plus reimbursable expenses.

Funding Source:  Measure AA

Comment:    During the planning for the East Wing a number of site issues came up which needed to be addressed.  Some of the issues include the following:  parking, vehicle access and drop-off, pedestrian access, site landscaping and sustainability, suitable spaces for outdoor events, signage, and SMC Art Gallery.   During the planning and construction of the Broad Stage the resources were not available to address all these issues.   It is preferable to provide the site planning now before another new facility is added to the site.

11-C    AGREEMENT FOR BUILDING COMMISSIONING SERVICES FOR LEED CERTIFICATION OF HEALTH/PE/FITNESS/DANCE AND CENTRAL PLANT

Agreement with GLUMAC not to exceed $63,000 plus reimbursable expenses for Building Commissioning Services for the Health/PE/Fitness/Dance and Central Plant.

Funding Source: Measure AA

Comment:    All projects applying for LEED certification need to have an independent third party building commissioning agent. The building commissioning includes testing, verification and adjustment of building mechanical system.

CONSENT AGENDA:  FACILITIES AND FISCAL

**RECOMMENDATION  NO.11     FACILITIES** *(continued)*

11-D    AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – STUDENT SERVICES
ENTRY GARDEN

Amend the agreement with MELÉNDREZ for programming, planning, working drawings and construction administration to add additional scope for the Student Services Entry Garden for $19,000 plus reimbursable expenses.

Funding Source:  Measure S

Comment:      Once the scope of the design of the student organic garden was completed, its effects on the south entry to the new Student Services complex were studied.   New student pedestrian traffic patterns were determined and additional walkways are needed to handle the increased number of students passing through area without disturbing the gardens or adjacent landscaping.  The overall size of the student organic garden has not increased but additional landscaping and walkways have been added to better handle the increased pedestrian traffic.   Due to the increased scope and grading of the site, a civil engineer is required to be added to the team.

11-E    AWARD OF CONTRACT –  ROOF REPLACEMENT, 1734 PEARL STREET

Award of contract for Roof Replacement  at 1734 Pearl Street to Westmore Roofing Company for $13,600.

Funding Source- Maintenance

Comment:      Seventeen firms downloaded the bid documents from PlanetBids and four (4) attended the mandatory job walk.  Only one contractor, Westmore Roofing Company, responded to the bid.

CONSENT AGENDA:  FACILITIES AND FISCAL

**RECOMMENDATION NO. 12        BUDGET REDUCTION/AUGMENTATIONS**
*Requested by:*        *Chris Bonvenuto, Director, Fiscal Services*
*Approved by:*        *Robert G. Isomoto, Vice-President, Business/Administration*
*Requested Action:*    *Approval/Ratification*

12-A    CalWORKs PROGRAM
        Granting Agency:        Chancellor's Office for California Community Colleges
        Appropriated Funding:  ($4,619)
        Performance Period:     July 1, 2010 – June 30, 2011
        Summary:                Reduction in CalWORKs program funding per the Chancellor's Office
                                2010-11 allocation reports dated November 18, 2010.
        Budget Augmentation:

                                Revenue:
                                    8000 State Revenue                    $(4,619)
                                Expenditures:
                                    3000 Benefits                         $(4,619)

12-B    CalWORKs PROGRAM CHILD CARE AND WORK STUDY
        Granting Agency:        Chancellor's Office for California Community Colleges
        Appropriated Funding:  $2,038
        Matching Funds:        none
        Performance Period:     July 1, 2010 – June 30, 2011
        Summary:                The District has qualified for an additional $2,038 in CalWORKs
                                program funding in Child Care and Work Study per the Chancellor's
                                Office 2010-11 allocation reports dated November18, 2010.
        Budget Augmentation:

                                Revenue:
                                    8000 State Revenue                    $2,038
                                Expenditures:
                                    2000 Classified Salaries              $   732
                                    7620 Child Care Reimbursement         $1,306

12-C    TANF PROGRAM
        Granting Agency:        Chancellor's Office for California Community Colleges
        Appropriated Funding:  $1,428
        Matching Funds:        none
        Performance Period:     July 1, 2010 – June 30, 2011
        Summary:                The District has qualified for an additional $1,428 in TANF program
                                funding in per the Chancellor's Office 2010-11 allocation reports dated
                                November 18, 2010.
        Budget Augmentation:

                                Revenue:
                                    8000 State Revenue                    $1,428
                                Expenditures:
                                    2000 Classified Salaries              $1,428

CONSENT AGENDA:  FACILITIES AND FISCAL

## RECOMMENDATION NO. 13     BUDGET TRANSFERS

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

13-A     FUND 01.0 – GENERAL FUND - UNRESTRICTED
         Period: October 20 – November 22, 2010

| Object Code | Description | Net Amount of Transfer |
|---|---|---|
| 1000 | Academic Salaries | 0 |
| 2000 | Classified/Student Salaries | -9,000 |
| 3000 | Benefits | 0 |
| 4000 | Supplies | 12,030 |
| 5000 | Contract Services/Operating Exp | -3,030 |
| 6000 | Sites/Buildings/Equipment | 0 |
| 7000 | Other Outgo/Student Payments | 0 |
| Net Total: | | 0 |

13-B     FUND 01.3 – GENERAL FUND - RESTRICTED
         Period: October 20 – November 22, 2010

| Object Code | Description | Net Amount of Transfer |
|---|---|---|
| 1000 | Academic Salaries | 0 |
| 2000 | Classified/Student Salaries | -6,260 |
| 3000 | Benefits | 0 |
| 4000 | Supplies | -4,008 |
| 5000 | Contract Services/Operating Exp | 10,268 |
| 6000 | Sites/Buildings/Equipment | 0 |
| 7000 | Other Outgo/Student Payments | 0 |
| 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.

CONSENT AGENDA: FACILITIES AND FISCAL

### RECOMMENDATION NO. 14    COMMERCIAL WARRANT REGISTER

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

              October 1 – October31, 2010              4252 – 4290          7,357,205.04

Comment:    The detailed Commercial Warrant documents are on file in the Accounting
              Department.

### RECOMMENDATION NO. 15    PAYROLL WARRANT REGISTER

*Requested by:*        Ian Fraser, Payroll Manager
*Approved by:*         Robert G. Isomoto, Vice-President, Business/Administration
*Requested Action:*    Approval/Ratification

              October 1 – October 31, 2010              C1C – C2D     $9,933,400.32

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

### RECOMMENDATION NO. 16    AUXILIARY PAYMENTS AND PURCHASE ORDERS

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

|  | Payments | Purchase Orders |
| --- | --- | --- |
| September 1 – September 30, 2010 | $3,202,484.01 | $55,490.46 |
| October 1 – October 31, 2010 | $1,532,275.03 | $21,647.01 |

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

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

CONSENT AGENDA:  FACILITIES AND FISCAL

## RECOMMENDATION NO. 17    DIRECT, BENEFIT AND STUDENT GRANT PAYMENTS

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

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 approve budgets.  List on file in Business Office.

October 1 – October 31, 2010
| | |
|---|---|
| D000486 – D000651 | $   557,656.63 |
| B000134 – B000199 | $ 1,317,158.19 |
| ST00038 – ST00041 | $        134.00 |

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

## RECOMMENDATION NO.  18    PURCHASING

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

18-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

October 1, 2010-October 31, 2010        $ 2,995,192.50

18-B    AWARD OF PURCHASE ORDER – FURNITURE FOR 1516 PICO BLVD.,  FOUNDATION OFFICE

Award of Purchase Order for Foundation Furnishings  at 1516 Pico Blvd. to Hayworth c/o Pacifica Office Interiors under Foundation for California Community Colleges Administrative Agreement #CB09-101 (RFP 09-002) for the amount of $89,507.52.

Funding Source: Measure AA

Comment:    Furniture required for the Foundation's new office building located
            at 1516 Pico Blvd.

| BOARD OF TRUSTEES | ACTION |
|---|---|
| Santa Monica Community College District | December 7, 2010 |

ORGANIZATIONAL FUNCTIONS

**RECOMMENDATION NO. 19**

**SUBJECT:**   **AUTHORIZED SIGNATURE RESOLUTIONS**

REQUESTED ACTION:   It is recommended that the Board of Trustees authorize the following Santa Monica College administrators to sign District documents as indicated.

| Name/Title | Warrants | Orders for Salary Payment | Notices of Employment | Contracts | Auxiliary Warrants | Purchase Orders |
|---|---|---|---|---|---|---|
| Dr. Chui L. Tsang<br>Superintendent/President | X | X | X | X | X | X |
| Randal Lawson<br>Executive Vice-President | X | X | X | X | X | X |
| Robert Isomoto<br>Vice-President, Business and Administration | X | X | | X | X | X |
| Marcia Wade<br>Vice-President, Human Resources | | | X | X | | |
| Christopher Bonvenuto<br>Director, Fiscal Services | X | X | | X | X | X |
| George Prather<br>Director of Auxiliary Services | | | | X | X | X |
| Cynthia Moore<br>Director of Purchasing | | | | X | | X |

It is further recommended that the "Certification of Signatures" be completed and filed with the County Superintendent of Schools.  The signatures shall be considered valid for the period of December 8, 2010 through December 31, 2011.

COMMENT:   The County Superintendent of Schools requires that the Certification of Signatures be approved at the annual organizational meeting of the Board of Trustees which is held within a 15-day period that commences with the date upon which a governing board member elected takes office.

MOTION MADE BY:   Louise Jaffe
SECONDED BY:   Andrew Walzer
STUDENT ADVISORY:   Aye
AYES:   6
NOES:   0
ABSENT:   1 (Greenstein)

ORGANIZATIONAL FUNCTIONS

**RECOMMENDATION NO. 20**

**SUBJECT:**                    **ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES FOR 2011**

20-A   REQUESTED ACTION:    It was recommended that  Andrew Walzer be elected Chair of the Board of Trustees of the Santa Monica Community College District.

MOTION MADE BY:   Susan Aminoff
SECONDED BY:        Rob Rader
STUDENT ADVISORY: Aye
AYES:                6
NOES:                0
ABSENT:                1 (Greenstein)

20-B   REQUESTED ACTION:    It was recommended that Margaret Quiñones-Perez be elected Vice-Chair of the Board of Trustees of the Santa Monica Community District.

MOTION MADE BY:   Rob Rader
SECONDED BY:        Andrew Walzer
STUDENT ADVISORY: Aye
AYES:                6
NOES:                0
ABSENT:                1 (Greenstein)

20-C   REQUESTED ACTION:    It is recommended that Superintendent/President Chui L. Tsang be elected Secretary to the Board of Trustees; Executive Vice-President Randal Lawson, be elected Assistant Secretary to the Board of Trustees; and Coordinator, District/Board of Trustees Office Lisa Rose, be elected Recording Secretary to the Board of Trustees.

MOTION MADE BY:   Rob Rader
SECONDED BY:        Andrew Walzer
STUDENT ADVISORY: Aye
AYES:                6
NOES:                0
ABSENT:                1 (Greenstein)

COMMENT:                    In accordance with Board Policy 1170, the officers and auxiliary personnel of the Board of Trustees of the Santa Monica Community College District shall consist of a chair, vice-chair, secretary, assistant secretary and recording secretary.

ORGANIZATIONAL FUNCTIONS

**ORGANIZATIONAL FUNCTION** I

**SUBJECT:**          **SEATING ARRANGEMENT OF THE BOARD OF TRUSTEES**

The Board of Trustees was seated according to Board Policy 1260 with the Board Chair in the middle, the Vice-Chair to the left of the Chair, the Superintendent to the right of the Chair, and the Student Trustee in the designated Student Trustee position. Seating arrangement of other trustees was determined by the drawing of numbers.

## XI.    BOARD COMMENTS AND REQUESTS

## XII.    ADJOURNMENT:  10:38 p.m.

The meeting was adjourned in memory of **Dr. Donald Richardson**, who retired from SMC after teaching music full-time for 44 years; and **Elizabeth Edwards**, attorney, best-selling author, cancer spokeswoman and political wife.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, January 11, 2011** 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:
- Legislative Update
- 2011-2012 Non Resident Tuition Rate

## APPENDIX A

**SUBJECT:**                    **TRANSFER PROGRAM**

SUBMITTED BY:           Dan Nannini, Transfer Center Faculty Leader

This has been the year of transfer awareness, exemplified by three big events.  First, the CSU system closed Spring 2010 admissions, drastically reducing transfer admission by 25% statewide for the academic year 2009-2010.  Second, for the second straight year (2008-9 and 2009-10), the UC system increased their transfer goal by 500 students, and exceeded that goal.  Third, and most visible, the California legislature passed and the governor signed Senate Bill 1440, The Student Transfer Achievement Reform Act.

The CSU has responded to state budget cuts and uncertainty by reducing both freshman and transfer admits.  In 2008-9, the CSU accepted 49,770 California community colleges (CCC ) transfers in total, while accepting 1,011 from SMC, ranking 10th of all California community colleges.  In 2009-10, the CSU accepted 37,647 transfers from California community colleges, 780 from SMC, ranking us 7th of all California community colleges.  These numbers come from CSU Analytic Studies, on the CSU Chancellors website.

For the first time ever, Santa Monica College sent 1,053 students to the University of California in 2009-10.  The second biggest CCC transfer school sent 666.  Although the UC increased their transfers for 2009-10 4%, SMCs transfer numbers went up by 12% for 2009-10.  These numbers were received in an SMC specific report from the UC Office of the President, and posted numbers at the California Postsecondary Education Commission website.  Another innovation this year with UC was the ability for students to get Transfer Admission Guarantees (TAG) online for 2011.  All campuses, except Berkeley and LA, participated in the TAG Program.  For 2010 admission, 81 SMC students submitted 173 TAGS, whereas for 2011, 609 SMC students submitted 2,185.

In years past, I have received transfer numbers from the UC for all California community colleges based on ethnicity.  However, this year, I have only received the numbers for SMC, so we can compare 2008-9 and 2009-10.  In 2008-9, SMC sent 32 African-American transfers to the UC, and 106 Latinos.  In 2009-10, SMC again sent 32 African-Americans, and 114 Hispanics ("Hispanics" is a different ethnic designation for 2009-10, replacing "Latinos").  For the CSU, in 2008-9, SMC sent 72 African-Americans and 242 Mexican-American and other Latinos, and for 2009-10, SMC sent 55 African-Americans and 177 Mexican-American and other Latinos.

SB 1440, The Student Achievement Transfer and Reform Act became law, signed by the governor in late September 2010.  This bill guarantees a place for a CCC transfer student in the CSU system if the student earns a Transfer Associate of Arts at a California community college with a 2.0 GPA.  The AA degree consists of 60 CSU transferable semester units and completion of either the CSU GE or IGETC and a minimum of 18 units in the major.  I think the most important provision of the law requires that the CSU designate a maximum of 60 more units to complete the degree after transfer, for CSU majors that require 120 units to graduate.  I am on the SB 1440 Implementation and Oversight Committee, and we have had one meeting in Sacramento, with many, many more planned.

Santa Monica College continues to transfer the most students to USC.  In Fall 2010, we sent 195 students to USC, and the next highest institution sent 87 students.  In Fall 2009, we sent 173 students.  We also sent the most students to Loyola Marymount University in Fall 2010.  These numbers are provided by the Office of Admission.  In addition, we sent 11 students his Fall 2010 to Columbia University in New York.   Transfer numbers from other private  or out-of-state institutions are inconsistent, or not provided

Additional Questions and Answers regarding transfer:

## How do we collect transfer numbers?  Are these sources accurate?

Most transfer numbers are provided by the CSU or UC system office, or, in the case of private institutions, by the Office of Admissions.   We rely on these entities regarding the accuracy of the numbers.  The definition of a transfer student is up to the receiving institution and 'credit' for the transfer institution can be determined by such factors as last school of attendance prior to transfer or the number of units completed at the transfer institution.

## Do we have an internal process that accurately reflects the number of students who transfer?

No.

## How can we better monitor transfer?

Students that transfer must send official transcripts to the institution that they transfer to. Perhaps using this action to track transfers would be a possibility.  This was done years ago by my predecessor, Brenda Benson, but it requires confirming the enrollment of the SMC student  with the receiving institution.

## Do we have data on students transferring to for profit schools?

Not any clear transfer data.  Some students start at for -profit, come to us, then go back to the for-profit.  According to the data provided by the National Student Clearinghouse, this student would appear as a transfer student.  The real conundrum is that there is no clear definition of a transfer student in the for-profit world.

# SANTA MONICA COLLEGE
## TRANSFERS TO CALIFORNIA STATE UNIVERSITY BY CAMPUS
## FULL YEAR STATISTICS 1994-2010

| YEAR | Bakersfield | Channel Islands | Chico | Dominguez Hills | East Bay | Fresno | Fullerton | Humboldt | Int'l Programs | Long Beach | Los Angeles | Maritime Academy | Monterey Bay | Northridge | Pomona | Sacramento | San Bernardino | San Diego | San Francisco | San Jose | San Luis Obispo | San Marcos | Sonoma | Stanislaus | GRAND TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1994-1995 | 3 | 0 | 6 | 54 | 5 | 1 | 11 | 11 | 0 | 123 | 61 | 0 | 0 | 315 | 34 | 8 | 7 | 19 | 44 | 7 | 10 | 1 | 10 | 2 | 732 |
| 1995-1996 | 0 | 0 | 5 | 74 | 4 | 4 | 14 | 9 | 0 | 120 | 62 | 0 | 5 | 424 | 25 | 0 | 5 | 21 | 49 | 9 | 7 | 3 | 9 | 0 | 849 |
| 1996-1997 | 3 | 0 | 3 | 68 | 3 | 2 | 15 | 11 | 0 | 115 | 96 | 0 | 1 | 416 | 31 | 5 | 7 | 24 | 44 | 8 | 12 | 1 | 6 | 1 | 872 |
| 1997-1998 | 2 | 0 | 2 | 67 | 5 | 2 | 16 | 3 | 0 | 89 | 79 | 0 | 0 | 359 | 41 | 0 | 5 | 10 | 30 | 4 | 5 | 2 | 7 | 1 | 729 |
| 1998-1999 | 2 | 0 | 3 | 64 | 4 | 0 | 15 | 2 | 0 | 99 | 101 | 1 | 4 | 403 | 27 | 5 | 3 | 17 | 32 | 7 | 8 | 2 | 2 | 1 | 802 |
| 1999-2000 | 1 | 0 | 3 | 93 | 2 | 4 | 24 | 4 | 2 | 162 | 99 | 0 | 1 | 449 | 31 | 1 | 4 | 18 | 43 | 12 | 7 | 2 | 2 | 1 | 965 |
| 2000-2001 | 2 | 0 | 3 | 80 | 3 | 1 | 19 | 6 | 0 | 119 | 98 | 1 | 1 | 486 | 34 | 1 | 3 | 16 | 26 | 6 | 4 | 0 | 2 | 0 | 911 |
| 2001-2002 | 2 | 0 | 4 | 60 | 6 | 0 | 24 | 7 | 0 | 145 | 135 | 2 | 5 | 513 | 36 | 4 | 2 | 14 | 30 | 6 | 6 | 4 | 1 | 0 | 1,006 |
| 2002-2003 | 2 | 2 | 0 | 74 | 6 | 2 | 12 | 6 | 0 | 171 | 120 | 0 | 3 | 517 | 26 | 2 | 1 | 15 | 33 | 5 | 3 | 3 | 4 | 4 | 1,011 |
| 2003-2004 | 5 | 4 | 4 | 92 | 3 | 1 | 14 | 8 | 0 | 138 | 159 | 0 | 4 | 595 | 25 | 3 | 1 | 11 | 40 | 7 | 3 | 1 | 2 | 1 | 1,121 |
| 2004-2005 | 4 | 7 | 5 | 97 | 4 | 5 | 23 | 10 | 0 | 170 | 199 | 0 | 3 | 606 | 40 | 6 | 7 | 9 | 46 | 6 | 6 | 2 | 1 | 0 | 1,256 |
| 2005-2006 | 7 | 3 | 5 | 78 | 2 | 2 | 28 | 7 | 0 | 151 | 193 | 1 | 1 | 651 | 46 | 5 | 3 | 21 | 39 | 10 | 7 | 2 | 3 | 1 | 1,266 |
| 2006-2007 | 2 | 2 | 5 | 68 | 0 | 4 | 30 | 9 | 0 | 139 | 148 | 1 | 3 | 576 | 53 | 2 | 3 | 21 | 41 | 7 | 2 | 1 | 2 | 2 | 1,121 |
| 2007-2008 | 3 | 6 | 5 | 75 | 8 | 1 | 25 | 10 | 0 | 143 | 159 | 0 | 8 | 592 | 39 | 6 | 2 | 34 | 48 | 8 | 0 | 1 | 3 | 3 | 1,179 |
| 2008-2009 | 4 | 6 | 3 | 74 | 3 | 1 | 21 | 6 | 0 | 100 | 157 | 1 | 2 | 510 | 41 | 9 | 4 | 15 | 37 | 11 | 1 | 1 | 4 | 0 | 1,011 |
| 2009-2010 | 3 | 1 | 0 | 91 | 3 | 2 | 19 | 2 | 0 | 69 | 91 | 0 | 0 | 401 | 27 | 6 | 2 | 7 | 43 | 3 | 3 | 3 | 2 | 2 | 780 |

SOURCE: CSU CHANCELLOR'S OFFICE

# SANTA MONICA COLLEGE
## TRANSFERS TO THE UNIVERSITY OF CALIFORNIA BY CAMPUS
## FULL YEAR STATISTICS 1994-2010

| YEAR | Berkeley | Davis | Irvine | Los Angeles | Merced | Riverside | San Diego | Santa Barbara | Santa Cruz | GRAND TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|
| 1994-1995 | 62 | 14 | 22 | 401 | - | 17 | 41 | 26 | 25 | 608 |
| 1995-1996 | 92 | 9 | 27 | 415 | - | 16 | 59 | 24 | 24 | 666 |
| 1996-1997 | 76 | 7 | 39 | 371 | - | 20 | 39 | 31 | 20 | 603 |
| 1997-1998 | 78 | 11 | 38 | 466 | - | 11 | 25 | 34 | 17 | 680 |
| 1998-1999 | 70 | 2 | 37 | 423 | - | 21 | 29 | 34 | 18 | 634 |
| 1999-2000 | 76 | 10 | 36 | 497 | - | 22 | 34 | 39 | 23 | 737 |
| 2000-2001 | 84 | 12 | 61 | 426 | - | 21 | 46 | 39 | 20 | 709 |
| 2001-2002 | 87 | 11 | 103 | 557 | - | 38 | 62 | 45 | 35 | 938 |
| 2002-2003 | 109 | 15 | 131 | 447 | - | 37 | 70 | 54 | 32 | 895 |
| 2003-2004 | 91 | 15 | 93 | 529 | - | 26 | 62 | 62 | 22 | 900 |
| 2004-2005 | 96 | 19 | 107 | 534 | - | 35 | 56 | 98 | 29 | 974 |
| 2005-2006 | 100 | 8 | 94 | 515 | 2 | 33 | 79 | 51 | 21 | 903 |
| 2006-2007 | 106 | 12 | 90 | 596 | 3 | 24 | 67 | 62 | 21 | 981 |
| 2007-2008 | 93 | 20 | 81 | 541 | 1 | 35 | 88 | 54 | 22 | 935 |
| 2008-2009 | 91 | 18 | 74 | 516 | 7 | 26 | 110 | 53 | 24 | 919 |
| 2009-2010 | 135 | 30 | 85 | 519 | 8 | 39 | 146 | 78 | 13 | 1,053 |

# California Community College Transfers by Campus to California State University System
## Year 2009-2010

| # | College | Transfers | # | College | Transfers |
|---|---------|-----------|---|---------|-----------|
| 1 | EL CAMINO COLLEGE | 871 | 57 | SAN DIEGO CITY COLLEGE | 272 |
| 2 | ORANGE COAST COLLEGE | 860 | 58 | CABRILLO COLLEGE | 262 |
| 3 | DE ANZA COLLEGE | 843 | 59 | SAN DIEGO MIRAMAR COLLEGE | 261 |
| 4 | LONG BEACH CITY COLLEGE | 813 | 60 | IRVINE VALLEY COLLEGE | 259 |
| 5 | PASADENA CITY COLLEGE | 808 | 61 | MERCED COLLEGE | 259 |
| 6 | DIABLO VALLEY COLLEGE | 782 | 62 | COLLEGE OF THE DESERT | 256 |
| **7** | **SANTA MONICA COLLEGE** | **780** | 63 | COLLEGE OF SAN MATEO | 242 |
| 8 | GROSSMONT COLLEGE | 764 | 64 | FOLSOM LAKE COLLEGE[3] | 229 |
| 9 | MOUNT SAN ANTINIO COLLEGE | 759 | 65 | SKYLINE COLLEGE | 229 |
| 10 | FULLERTON COLLEGE | 756 | 66 | HARTNELL COLLEGE | 228 |
| 11 | PALOMAR COLLEGE | 754 | 67 | FOOTHILL COLLEGE | 227 |
| 12 | BAKERSFIELD COLLEGE | 746 | 68 | ALLAN HANCOCK COLLEGE | 224 |
| 13 | SAN DIEGO MESA COLLEGE | 727 | 69 | SAN BERNARDINO VALLEY COLLEGE | 224 |
| 14 | SIERRA COLLEGE | 724 | 70 | YUBA COLLEGE | 224 |
| 15 | LOS ANGELES PIERCE COLLEGE | 723 | 71 | IMPERIAL VALLEY COLLEGE | 223 |
| 16 | MOORPARK COLLEGE | 706 | 72 | LOS ANGELES VALLEY COLLEGE | 216 |
| 17 | RIVERSIDE COLLEGE | 649 | 73 | SAN JOSE CITY COLLEGE | 197 |
| 18 | BUTTE COLLEGE | 648 | 74 | CUYAMACA COLLEGE | 196 |
| 19 | CITY COLLEGE OF SAN FRANCISCO | 648 | 75 | LOS MEDANOS COLLEGE | 195 |
| 20 | FRESNO CITY COLLEGE | 644 | 76 | VICTOR VALLEY COLLEGE | 190 |
| 21 | AMERICAN RIVER COLLEGE | 615 | 77 | MISSION COLLEGE | 188 |
| 22 | SAN JOAQUIN DELTA COLLEGE | 601 | 78 | COLLEGE OF THE REDWOODS | 187 |
| 23 | CERRITOS COLLEGE | 594 | 79 | LOS ANGELES MISSION COLLEGE | 176 |
| 24 | SANTA ROSA JUNIOR COLLEGE | 581 | 80 | CONTRA COSTA COLLEGE | 175 |
| 25 | SOUTHWESTERN COLLEGE | 576 | 81 | LANEY COLLEGE | 170 |
| 26 | SADDLEBACK COLLEGE | 551 | 82 | CRAFTON HILLS COLLEGE | 163 |
| 27 | MODESTO JUNIOR COLLEGE | 530 | 83 | NAPA VALLEY COLLEGE | 155 |
| 28 | CUESTA COLLEGE | 518 | 84 | OXNARD COLLEGE | 152 |
| 29 | CHAFFEY COLLEGE | 513 | 85 | WEST LOS ANGELES COLLEGE | 141 |
| 30 | GLENDALE COLLEGE | 512 | 86 | MONTEREY PENINSULA COLLEGE | 135 |
| 31 | SACRAMENTO CITY COLLEGE | 498 | 87 | LOS ANGELES SOUTHWEST COLLEGE | 133 |
| 32 | EAST LOS ANGELES COLLEGE | 463 | 88 | LOS ANGELES TRADE-TECH COLLEGE | 123 |
| 33 | ANTELOPE VALLEY COLLEGE | 461 | 89 | GAVILLAN COLLEGE | 118 |
| 34 | COLLEGE OF THE CANYONS | 459 | 90 | COLLEGE OF ALAMEDA | 91 |
| 35 | VENTURA COLLEGE | 444 | 91 | PORTERVILLE COLLEGE | 87 |
| 36 | GOLDEN WEST COLLEGE | 432 | 92 | COLLEGE OF MARIN[2] | 83 |
| 37 | CYPRESS COLLEGE | 418 | 93 | WEST HILLS COLLEGE COALINGA | 78 |
| 38 | MIRACOSTA COLLEGE | 395 | 94 | MERRITT COLLEGE | 76 |
| 39 | CHABOT COLLEGE | 379 | 95 | BERKELEY CITY COLLEGE[1] | 75 |
| 40 | CITRUS COLLEGE | 379 | 96 | MENDOCINO COLLEGE | 72 |
| 41 | REEDLEY COLLEGE | 365 | 97 | TAFT COLLEGE | 71 |
| 42 | SANTA ANA COLLEGE | 363 | 98 | CANADA COLLEGE | 67 |
| 43 | SANTA BARBARA CITY COLLEGE | 351 | 99 | COMPTON COMM. ED. CENTER | 52 |
| 44 | WEST VALLEY COLLEGE | 328 | 100 | COLUMBIA COLLEGE | 50 |
| 45 | LAS POSITAS COLLEGE | 317 | 101 | COASTLINE COLLEGE | 48 |
| 46 | COSUMNES RIVER COLLEGE | 310 | 102 | CERRO COSO COLLEGE | 44 |
| 47 | OHLONE COLLEGE | 306 | 103 | LAKE TAHOE COMMUNITY COLLEGE | 36 |
| 48 | LOS ANGELES HARBOR COLLEGE | 302 | 104 | COLLEGE OF THE SISKIYOUS | 33 |
| 49 | SHASTA COLLEGE | 302 | 105 | WEST HILLS COLLEGE LEMOORE | 30 |
| 50 | LOS ANGELES CITY COLLEGE | 300 | 106 | LASSEN COLLEGE | 29 |
| 51 | MOUNT SAN JACINTO COLLEGE | 293 | 107 | BARSTOW COLLEGE | 24 |
| 52 | RIO HONDO COLEGE | 292 | 108 | COOPER MOUNTAIN COLLEGE | 24 |
| 53 | EVERGREEN VALLEY COLLEGE | 290 | 109 | FEATHER RIVER COLLEGE | 24 |
| 54 | SOLANO COLLEGE | 289 | 110 | PALO VERDE COLLEGE | 7 |
| 55 | SANTIAGO CANYON COLLEGE | 285 | 111 | WOODLAND COLLEGE | 4 |
| 56 | COLLEGE OF THE SEQUOIAS | 276 | | | |

[1]Berkeley City College includes totals for North Peralta.
[2]College of Marin includes totals for Indian Valley.
[3]Folsom Lake College includes totals for Placerville/El Dorado.

Source: CSU Analytic Studies, CSU Chancellor's Website

# California Community College Transfers by Campus to University of California
## Year 2009-2010

| #  | College | | # | College | |
|----|---------|------|-----|---------|----|
| 1 | **SANTA MONICA COLLEGE** | **1,053** | 57 | COSUMNES RIVER COLLEGE | 78 |
| 2 | DE ANZA COLLEGE | 666 | 58 | NAPA VALLEY COLLEGE | 74 |
| 3 | DIABLO VALLEY COLLEGE | 663 | 59 | ALLAN HANCOCK COLLEGE | 74 |
| 4 | PASADENA CITY COLLEGE | 610 | 60 | MODESTO JUNIOR COLLEGE | 72 |
| 5 | SANTA BARBARA CITY COLLEGE | 609 | 61 | ANTELOPE VALLEY COLLEGE | 68 |
| 6 | ORANGE COAST COLLEGE | 528 | 62 | RIO HONDO COLEGE | 65 |
| 7 | RIVERSIDE COLLEGE | 382 | 63 | LOS MEDANOS COLLEGE | 63 |
| 8 | EL CAMINO COLLEGE | 377 | 64 | CONTRA COSTA COLLEGE | 63 |
| 9 | SADDLEBACK COLLEGE | 337 | 65 | FOLSOM LAKE COLLEGE | 62 |
| 10 | CITY COLLEGE OF SAN FRANCISCO | 324 | 66 | MONTEREY PENINSULA COLLEGE | 55 |
| 11 | LOS ANGELES PIERCE COLLEGE | 319 | 67 | MERCED COLLEGE | 54 |
| 12 | MOUNT SAN ANTONIO COLLEGE | 318 | 68 | COLLEGE OF THE DESERT | 51 |
| 13 | MOORPARK COLLEGE | 312 | 69 | BAKERSFIELD COLLEGE | 48 |
| 14 | GLENDALE COLLEGE | 297 | 70 | LOS ANGELES HARBOR COLLEGE | 46 |
| 15 | SAN DIEGO MESA COLLEGE | 291 | 71 | EVERGREEN VALLEY COLLEGE | 44 |
| 16 | FOOTHILL COLLEGE | 285 | 72 | COLLEGE OF ALAMEDA | 44 |
| 17 | IRVINE VALLEY COLLEGE | 262 | 73 | SHASTA COLLEGE | 40 |
| 18 | SACRAMENTO CITY COLLEGE | 230 | 74 | VICTOR VALLEY COLLEGE | 39 |
| 19 | SANTA ROSA JUNIOR COLLEGE | 215 | 75 | CRAFTON HILLS COLLEGE | 39 |
| 20 | SIERRA COLLEGE | 205 | 76 | CUYAMACA COLLEGE | 37 |
| 21 | FULLERTON COLLEGE | 202 | 77 | WEST LOS ANGELES COLLEGE | 36 |
| 22 | CABRILLO COLLEGE | 200 | 78 | SAN JOSE CITY COLLEGE | 36 |
| 23 | AMERICAN RIVER COLLEGE | 200 | 79 | MISSION COLLEGE | 36 |
| 24 | CERRITOS COLLEGE | 197 | 80 | REEDLEY COLLEGE | 35 |
| 25 | PALOMAR COLLEGE | 192 | 81 | BUTTE COLLEGE | 35 |
| 26 | MIRACOSTA COLLEGE | 180 | 82 | YUBA COLLEGE | 34 |
| 27 | OHLONE COLLEGE | 173 | 83 | CANADA COLLEGE | 34 |
| 28 | EAST LOS ANGELES COLLEGE | 172 | 84 | OXNARD COLLEGE | 29 |
| 29 | GROSSMONT COLLEGE | 165 | 85 | HARTNELL COLLEGE | 29 |
| 30 | COLLEGE OF THE CANYONS | 162 | 86 | SAN BERNARDINO VALLEY COLLEGE | 27 |
| 31 | LOS ANGELES VALLEY COLLEGE | 146 | 87 | COLLEGE OF THE SEQUOIAS | 25 |
| 32 | LANEY COLLEGE | 146 | 88 | LAKE TAHOE COMMUNITY COLLEGE | 23 |
| 33 | CHABOT COLLEGE | 139 | 89 | IMPERIAL VALLEY COLLEGE | 19 |
| 34 | COLLEGE OF SAN MATEO | 136 | 90 | LOS ANGELES MISSION COLLEGE | 18 |
| 35 | VENTURA COLLEGE | 134 | 91 | WOODLAND COLLEGE | 17 |
| 36 | SOUTHWESTERN COLLEGE | 133 | 92 | MERRITT COLLEGE | 17 |
| 37 | MOUNT SAN JACINTO COLLEGE | 130 | 93 | LOS ANGELES TRADE-TECH COLLEGE | 16 |
| 38 | WEST VALLEY COLLEGE | 124 | 94 | GAVILLAN COLLEGE | 14 |
| 39 | BERKELEY CITY COLLEGE | 121 | 95 | COLUMBIA COLLEGE | 14 |
| 40 | SOLANO COLLEGE | 115 | 96 | MENDOCINO COLLEGE | 11 |
| 41 | CYPRESS COLLEGE | 115 | 97 | COOPER MOUNTAIN COLLEGE | 9 |
| 42 | LAS POSITAS COLLEGE | 111 | 98 | COLLEGE OF THE REDWOODS | 9 |
| 43 | SANTIAGO CANYON COLLEGE | 109 | 99 | COASTLINE COLLEGE | 9 |
| 44 | SAN JOAQUIN DELTA COLLEGE | 102 | 100 | CERRO COSO COLLEGE | 8 |
| 45 | LOS ANGELES CITY COLLEGE | 101 | 101 | PORTERVILLE COLLEGE | 7 |
| 46 | SAN DIEGO CITY COLLEGE | 98 | 102 | LOS ANGELES SOUTHWEST COLLEGE | 7 |
| 47 | COLLEGE OF MARIN | 97 | 103 | COLLEGE OF THE SISKIYOUS | 6 |
| 48 | SANTA ANA COLLEGE | 95 | 104 | BARSTOW COLLEGE | 6 |
| 49 | SAN DIEGO MIRAMAR COLLEGE | 95 | 105 | WEST HILLS COLLEGE LEMOORE | 5 |
| 50 | LONG BEACH CITY COLLEGE | 95 | 106 | FEATHER RIVER COLLEGE | 5 |
| 51 | GOLDEN WEST COLLEGE | 95 | 107 | WEST HILLS COLLEGE COALINGA | 4 |
| 52 | CITRUS COLLEGE | 94 | 108 | TAFT COLLEGE | 3 |
| 53 | FRESNO CITY COLLEGE | 86 | 109 | PALO VERDE COLLEGE | 1 |
| 54 | CUESTA COLLEGE | 83 | 110 | LASSEN COLLEGE | 1 |
| 55 | CHAFFEY COLLEGE | 82 | 111 | COMPTON COMM. ED. CENTER | 0 |
| 56 | SKYLINE COLLEGE | 81 | | | |

Source: The California Postsecondary Education Commission

# Total Transfers by Campus to the University of California and California State University Systems
## Year 2009-2010

| # | College | Total | | # | College | Total |
|---|---------|-------|---|---|---------|-------|
| 1 | **SANTA MONICA COLLEGE** | **1,833** | | 57 | LOS ANGELES VALLEY COLLEGE | 362 |
| 2 | DE ANZA COLLEGE | 1,509 | | 58 | RIO HONDO COLLEGE | 357 |
| 3 | DIABLO VALLEY COLLEGE | 1,445 | | 59 | SAN DIEGO MIRAMAR COLLEGE | 356 |
| 4 | PASADENA CITY COLLEGE | 1,418 | | 60 | LOS ANGELES HARBOR COLLEGE | 348 |
| 5 | ORANGE COAST COLLEGE | 1,388 | | 61 | SHASTA COLLEGE | 342 |
| 6 | EL CAMINO COLLEGE | 1,248 | | 62 | EVERGREEN VALLEY COLLEGE | 334 |
| 7 | MOUNT SAN ANTONIO COLLEGE | 1,077 | | 63 | LANEY COLLEGE | 316 |
| 8 | LOS ANGELES PIERCE COLLEGE | 1,042 | | 64 | MERCED COLLEGE | 313 |
| 9 | RIVERSIDE COLLEGE | 1,031 | | 65 | SKYLINE COLLEGE | 310 |
| 10 | SAN DIEGO MESA COLLEGE | 1,018 | | 66 | COLLEGE OF THE DESERT | 307 |
| 11 | MOORPARK COLLEGE | 1,018 | | 67 | COLLEGE OF THE SEQUOIAS | 301 |
| 12 | CITY COLLEGE OF SAN FRANCISCO | 972 | | 68 | ALLAN HANCOCK COLLEGE | 298 |
| 13 | SANTA BARBARA CITY COLLEGE | 960 | | 69 | FOLSOM LAKE COLLEGE[3] | 291 |
| 14 | FULLERTON COLLEGE | 958 | | 70 | YUBA COLLEGE | 258 |
| 15 | PALOMAR COLLEGE | 946 | | 71 | LOS MEDANOS COLLEGE | 258 |
| 16 | SIERRA COLLEGE | 929 | | 72 | HARTNELL COLLEGE | 257 |
| 17 | GROSSMONT COLLEGE | 929 | | 73 | SAN BERNARDINO VALLEY COLLEGE | 251 |
| 18 | LONG BEACH CITY COLLEGE | 908 | | 74 | IMPERIAL VALLEY COLLEGE | 242 |
| 19 | SADDLEBACK COLLEGE | 888 | | 75 | CONTRA COSTA COLLEGE | 238 |
| 20 | AMERICAN RIVER COLLEGE | 815 | | 76 | SAN JOSE CITY COLLEGE | 233 |
| 21 | GLENDALE COLLEGE | 809 | | 77 | CUYAMACA COLLEGE | 233 |
| 22 | SANTA ROSA JUNIOR COLLEGE | 796 | | 78 | VICTOR VALLEY COLLEGE | 229 |
| 23 | BAKERSFIELD COLLEGE | 794 | | 79 | NAPA VALLEY COLLEGE | 229 |
| 24 | CERRITOS COLLEGE | 791 | | 80 | MISSION COLLEGE | 224 |
| 25 | FRESNO CITY COLLEGE | 730 | | 81 | CRAFTON HILLS COLLEGE | 202 |
| 26 | SACRAMENTO CITY COLLEGE | 728 | | 82 | COLLEGE OF THE REDWOODS | 196 |
| 27 | SOUTHWESTERN COLLEGE | 709 | | 83 | BERKELEY CITY COLLEGE[1] | 196 |
| 28 | SAN JOAQUIN DELTA COLLEGE | 703 | | 84 | LOS ANGELES MISSION COLLEGE | 194 |
| 29 | BUTTE COLLEGE | 683 | | 85 | MONTEREY PENINSULA COLLEGE | 190 |
| 30 | EAST LOS ANGELES COLLEGE | 635 | | 86 | OXNARD COLLEGE | 181 |
| 31 | COLLEGE OF THE CANYONS | 621 | | 87 | COLLEGE OF MARIN[2] | 180 |
| 32 | MODESTO JUNIOR COLLEGE | 602 | | 88 | WEST LOS ANGELES COLLEGE | 177 |
| 33 | CUESTA COLLEGE | 601 | | 89 | LOS ANGELES SOUTHWEST COLLEGE | 140 |
| 34 | CHAFFEY COLLEGE | 595 | | 90 | LOS ANGELES TRADE-TECH COLLEGE | 139 |
| 35 | VENTURA COLLEGE | 578 | | 91 | COLLEGE OF ALAMEDA | 135 |
| 36 | MIRACOSTA COLLEGE | 575 | | 92 | GAVILLAN COLLEGE | 132 |
| 37 | CYPRESS COLLEGE | 533 | | 93 | CANADA COLLEGE | 101 |
| 38 | ANTELOPE VALLEY COLLEGE | 529 | | 94 | PORTERVILLE COLLEGE | 94 |
| 39 | GOLDEN WEST COLLEGE | 527 | | 95 | MERRITT COLLEGE | 93 |
| 40 | IRVINE VALLEY COLLEGE | 521 | | 96 | MENDOCINO COLLEGE | 83 |
| 41 | CHABOT COLLEGE | 518 | | 97 | WEST HILLS COLLEGE COALINGA | 82 |
| 42 | FOOTHILL COLLEGE | 512 | | 98 | TAFT COLLEGE | 74 |
| 43 | OHLONE COLLEGE | 479 | | 99 | COLUMBIA COLLEGE | 64 |
| 44 | CITRUS COLLEGE | 473 | | 100 | LAKE TAHOE COMMUNITY COLLEGE | 59 |
| 45 | CABRILLO COLLEGE | 462 | | 101 | COASTLINE COLLEGE | 57 |
| 46 | SANTA ANA COLLEGE | 458 | | 102 | COMPTON COMM. ED. CENTER | 52 |
| 47 | WEST VALLEY COLLEGE | 452 | | 103 | CERRO COSO COLLEGE | 52 |
| 48 | LAS POSITAS COLLEGE | 428 | | 104 | COLLEGE OF THE SISKIYOUS | 39 |
| 49 | MOUNT SAN JACINTO COLLEGE | 423 | | 105 | WEST HILLS COLLEGE LEMOORE | 35 |
| 50 | SOLANO COLLEGE | 404 | | 106 | COOPER MOUNTAIN COLLEGE | 33 |
| 51 | LOS ANGELES CITY COLLEGE | 401 | | 107 | LASSEN COLLEGE | 30 |
| 52 | REEDLEY COLLEGE | 400 | | 108 | BARSTOW COLLEGE | 30 |
| 53 | SANTIAGO CANYON COLLEGE | 394 | | 109 | FEATHER RIVER COLLEGE | 29 |
| 54 | COSUMNES RIVER COLLEGE | 388 | | 110 | WOODLAND COLLEGE | 21 |
| 55 | COLLEGE OF SAN MATEO | 378 | | 111 | PALO VERDE COLLEGE | 8 |
| 56 | SAN DIEGO CITY COLLEGE | 370 | | | | |

**CITY COUNCIL CLOSED SESSION**
**EXPO / CITY / SMC**
**LAND SWAP**



**3400, 3500 Airport Avenue**

**±2.7 ac (±3.1 ac)**

**City >>> SMC (lease w/ Purchase option)**

**2909 Exposition West**

**±2.35 ac**

**SMC >>> City >>> Expo CA**

**2909 Exposition South**

**±2.2 ac**

**Expo CA >>> City**

# *Maintaining Our Focus:*

## ACCOUNTABILITY REPORTING FOR CALIFORNIA COMMUNITY COLLEGES (ARCC) 2010 REPORT

**December 2010**
**Office of Institutional Research**

The current document provides a brief description of Santa Monica College's (SMC) performance on the 2010 Accountability Reporting for the California Community Colleges (ARCC) data indicators. The ARCC report contains seven measures of student progress, success, and achievement as they relate to the broad mission of the California Community Colleges to support transfer to a four-year institution, degree and certificate completion, career preparation, and basic skills development. The seven performance measures are categorized into two areas, student progress and achievement and pre-collegiate improvement. Three indicators measuring degree/certificate/transfer and one indicator measuring vocational/occupational/workforce development make up the student progress and achievement area. Three indicators measuring basic skills, ESL, and enhanced non-credit make up the pre-collegiate improvement area (see Table 1).

*Table 1. College-Level Performance Indicators*

| Student Progress and Achievement | | Pre-Collegiate Improvement |
|---|---|---|
| *Degree/Certificate/Transfer* | *Vocational/Occupational/ Workforce Development* | *Basic Skills, ESL, and Enhanced Noncredit* |
| **1.1** Student Progress and Achievement Rate<br><br>**1.1a** Percent of Students Who Earned at Least 30 Units<br><br>**1.2** Persistence Rate | **1.3** Annual Successful Course Completion Rate for Credit Vocational Courses | **1.4** Annual Successful Course Completion Rate for Credit Basic Skills Courses<br><br>**1.5** Improvement Rates for ESL and Credit Basic Skills Courses<br><br>**1.6** Career Development and College Preparation (CDCP) Progress and Achievement Rate |

## *College Performance*

An analyses and description of SMC's performance on the seven indicators for the last three available years of data is discussed in this section. In addition, peer group and system-wide performance averages for six of the seven measures are reported. Currently, the ARCC report only provides peer group and system-wide comparison data for the last available year of data. Peer groupings cluster colleges together that are more alike than different in terms of environmental characteristics demonstrated to have a statistically significant effect in predicting each of the outcome measures. As a result, peer groups vary by measure and may not conform to a college's perception of its peers geographically or historically. It is important to note, that the Chancellor's Office did not intend for the peer groupings to be used as a ranking system among the colleges; the clusters are designed to provide a benchmark for tracking performance across the measures[1].

### *1.1: Student Progress and Achievement Rate*

Student Progress and Achievement Rate was calculated by deriving the percent of students in a cohort who achieve one of the following outcomes within six years of initial enrollment:

- Transferred to a four-year institution;
- Earned an Associate Degree, anywhere in the California Community College (CCC) system;
- Earned a Career Certificate, anywhere in the CCC system;
- Achieved "Transfer Directed" status (successfully completed transferable math and English); or,
- Achieved "Transfer Prepared" status (successfully completed 60 or more transferable units with a minimum GPA of 2.0).

Students who achieved "transfer directed" or "transfer prepared" status may have completed part or all of the units at another CCC. Students in the cohort were first-time students in academic years showing intent to earn a certificate/degree or transfer by earning at least 12 credit units and attempting at least one degree applicable or transferable English or math course, or an advanced CTE (Career Technical Education) course.

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[1] For a more detailed description of the peer group methodology, refer to Appendix A in the complete system-wide report: http://www.cccco.edu/Portals/4/TRIS/research/ARCC/ARCC 2010, March 2010.pdf.
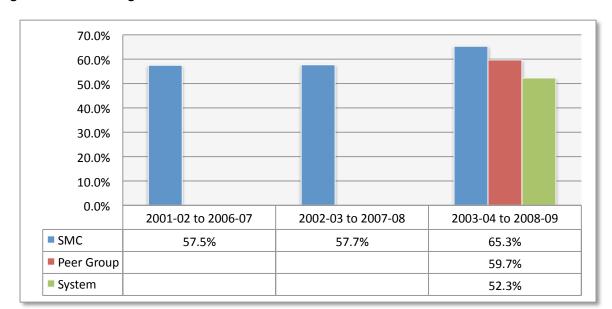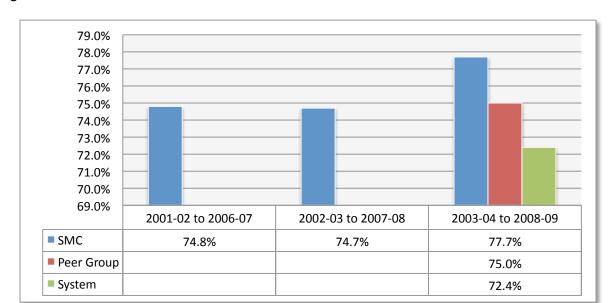
**Figure 1. Student Progress and Achievement Rate**



| | 2001-02 to 2006-07 | 2002-03 to 2007-08 | 2003-04 to 2008-09 |
|---|---|---|---|
| ■ SMC | 57.5% | 57.7% | 65.3% |
| ■ Peer Group | | | 59.7% |
| ■ System | | | 52.3% |

In general, approximately six in ten first-time students who showed intent to earn a certificate/degree or transfer made progress and achieved one of the five outcomes listed above. The trend across cohort years shows an improvement: the rate increased by nearly eight percentage points from 57.5% in 2001-02 to 65.3% in 2003-04. The cause for the improved performance in this area has not been documented; however, the large planned course offering reductions in 2003 and changes in enrollment priorities in 2004 may provide some context for the increase in the Student Progress and Achievement Rate.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: percent of students age 25 or older in fall 2005, percent of basic skills fall 2005, and the Bachelor Plus Index. Colleges in the peer group for this indicator include Crafton Hills, Cuesta, De Anza, Diablo Valley, Fullerton, Golden West, Grossmont, LA Pierce, Las Positas, Moorpork, Orange Coast, Pasadena City, Sacramento City, San Diego Mesa, Santa Barbara City, Sierra, Skyline, and Ventura. The peer group average Student Progress and Achievement Rate in 2003-04 was 59.7%; SMC's performance was 65.3%. SMC outperforms its peer group on this indicator.

The CCC system-wide average Student Progress and Achievement for 2003-04 was 52.3%, lower than SMC's rate of 65.3%. SMC does better on this indicator than the system's average.

*1.1a: Percent of Students Who Earned at Least 30 Units*

The Percent of Students Who Earned at Least 30 Units was calculated by dividing the total number students in a cohort who earned 30 or more credit units in the system within six years of initial enrollment. Students in the cohort were first-time students in academic years showing intent to earn a certificate/degree or transfer by earning at least 12 credit units and attempting at least one degree applicable or transferable English or math course, or an advanced CTE (Career Technical Education) course.

**Figure 2. Percent of Students Who Earned at Least 30 Units**



| | 2001-02 to 2006-07 | 2002-03 to 2007-08 | 2003-04 to 2008-09 |
|---|---|---|---|
| ■ SMC | 74.8% | 74.7% | 77.7% |
| ■ Peer Group | | | 75.0% |
| ■ System | | | 72.4% |

Overall, about three-quarters of students who showed intent to earn a certificate/degree or transfer made progress towards an award or transfer by earning at least 30 units. This measure is a good indicator for progress and success of students as wage studies have documented the positive effects of completing 30 college units on wage earnings. There is a slight increase in performance from 74.8% in 2001-02 to 77.7% in 2003-04.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: student count fall 2005, average unit load fall 2004, and Economic Service Area Index per capita income. Colleges in the peer group for this indicator include American River, DeAnza, Diablo Valley, El Camino, Long Beach City, Moorpark, Mt. San Antonio, Orange Coast, Palomar, Pasadena City, Riverside, Sacramento City, Saddleback, San Francisco City, Santa Ana, and Santa Rosa. SMC performs only slightly better than the peer group average on the Percent of Students Who Earned at Least 30 Units indicator (SMC, 77.7%; Peer group, 75.0%). SMC performs better on the indicator when compared with the system-wide average (72.4%).

*1.2: Persistence Rate*

The Persistence Rate is the percent of first-time students in fall terms who earned six or more units who enrolled in at least one credit course in a subsequent fall term anywhere in the system. The rate excludes students who were exclusively enrolled in Physical Education (PE) courses and those who transferred or received a degree or certificate in their first year.
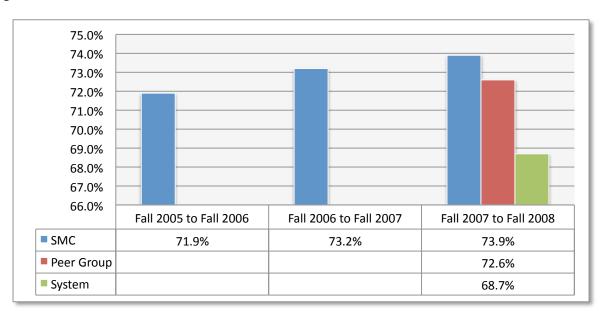
**Figure 3. Persistence Rate**



| | Fall 2005 to Fall 2006 | Fall 2006 to Fall 2007 | Fall 2007 to Fall 2008 |
|---|---|---|---|
| ■ SMC | 71.9% | 73.2% | 73.9% |
| ■ Peer Group | | | 72.6% |
| ■ System | | | 68.7% |

Overall, about three-quarters of first-time students in fall terms persisted to the subsequent term. The Persistence Rate has slightly improved over the last three cohorts.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: percent students age 25 or older fall 2006, student count fall 2006, and Economic Service Area Index household income. Colleges in the peer group for this indicator include American River, Mt. San Antonio, Palomar, Pasadena City, Riverside, San Francisco City, Santa Ana, and Santa Rosa. On average, SMC persists at a similar rate when compared with the peer group average. SMC students persist at a higher rate when compared with the system-wide average (68.7%).

*1.3: Annual Successful Course Completion Rate for Credit Vocational Courses*

The Annual Successful Course Completion Rate for Credit Vocational Courses was calculated by dividing the total number of A, B, C, CR, or P grades by the total number of earned grades, excluding RD (report delayed), in credit Career Technical Education (CTE) courses for the last three academic years. CTE courses were defined as courses with SAM (Student Accountability Model) priority codes A, B, C. Courses with these SAM codes are determined to be clearly occupational. Data for special admit students (those enrolled in K-12 when they took the course) were excluded from the analyses.

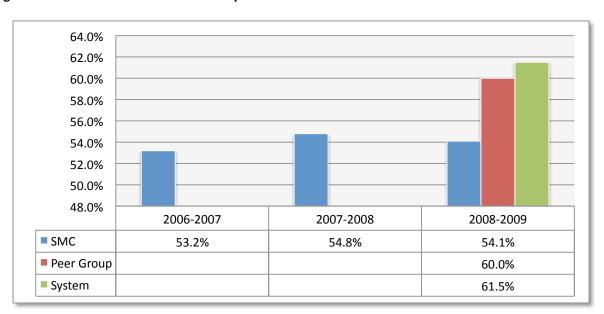**Figure 4. Annual Successful Course Completion Rate for Credit Vocational Courses**



| | 2006-2007 | 2007-2008 | 2008-2009 |
|---|---|---|---|
| ■ SMC | 67.8% | 67.1% | 68.3% |
| ■ Peer Group | | | 74.7% |
| ■ System | | | 77.5% |

The success rate in CTE courses is approximately 68%. The course success rate has slightly increased from 67.8% in 2006-07 to 68.3% in 2008-09.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: percent male fall 2007, percent students age 30 or older fall 2007, and miles to nearest UC campus. Colleges in the peer group for this indicator include Antelope Valley, Chaffey, Citrus, Compton, Copper Mountain, Crafton Hills, Cypress, DeAnza, Desert, Diablo Valley, El Camino, Evergreen Valley, Folsom Lake, Fresno City, Fullerton, Glendale, Golden West, Grossmont, LA Harbor, LA Mission, LA Pierce, LA Valley, Los Medanos, Modesto, Moorpark, Mt. San Jacinto, Orange Coast, Oxnard, Pasadena City, Riverside, Sacramento City, San Diego City, San Diego Mesa, San Joaquin Delta, Santa Barbara City, Solano, Southwestern, Venture, Victor Valley, and Yuba. When compared with both the peer group (74.7%) and system-wide (77.5%) averages, disproportionately fewer students at SMC are successful in their CTE courses (68.3%).

### 1.4: Annual Successful Course Completion Rate for Credit Basic Skills Courses

The Annual Successful Course Completion Rate for Credit Basic Skills Courses was calculated by dividing the total number of A, B, C, CR, or P grades by the total number of earned grades, excluding RD (report delayed), in credit basic skills courses for the last three academic years. Basic skills courses were defined as those that were non-transferable, including courses applicable towards the Associate Degree. Data for special admit students (those enrolled in K-12 when they took the course) were excluded from the analyses.

**Figure 5. Annual Successful Course Completion Rate for Credit Basic Skills Courses**



| | 2006-2007 | 2007-2008 | 2008-2009 |
|---|---|---|---|
| ■ SMC | 53.2% | 54.8% | 54.1% |
| ■ Peer Group | | | 60.0% |
| ■ System | | | 61.5% |

The success rate in basic skills courses is approximately 54%. The course success rate has slightly increased from 53.2% in 2006-07 to 54.1% in 2008-09.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: student count fall 2007, nearest CSU SAT math 75th percentile 2007, and poverty index. Colleges in the peer group for this indicator include Cerritos, Chaffey, East LA, El Camino, Glendale, LA Pierce, Modesto, Mt. San Jacinto, Pasadena City, Rio Hondo, Riverside, and Santa Barbara. When compared with both the peer group (60.0%) and system-wide (61.5%) averages, disproportionately fewer students at SMC are successful in their basic skills courses (54.1%).

A grade distribution analysis found that more than half of all unsuccessful grades in basic skills courses were fail grades (D, F, I, NC, NP). Drop grades (DR or W) accounted for approximately four of ten unsuccessful basic skills grades. The percent of grades that were fail marks has slightly increased over the past three academic years.

*1.5: Improvement Rates for ESL and Credit Basic Skills Courses*

The Improvement Rates for ESL and Credit Basic Skills Courses were calculated by dividing the number of students in the cohort, students who successfully completed (C or better) a basic skills course two or more levels below transfer, who successfully completed a higher-level course in the same discipline within three years by the total number of students in the cohort. Students were counted only once for each discipline, regardless of the number of times they 'improved' through the sequence of courses. Special admit students (those enrolled in K-12 when they took the course) were excluded from the analyses.

**Table 2. Improvement Rates for ESL and Credit Basic Skills Courses**

| | 2004-2005 to 2006-2007 | 2005-2006 to 2007-2008 | 2006-2007 to 2008-2009 | | |
|---|---|---|---|---|---|
| | SMC | SMC | SMC | Peer Group | System-wide |
| **ESL Improvement** | 69.8% | 71.9% | 73.0% | 59.3% | 50.1% |
| **Basic Skills Improvement** | 61.1% | 61.8% | 64.2% | 49.2% | 53.2% |

The ESL Improvement Rate over the last three cohort years was approximately 70%; the rate has increased from 69.8% in 2004-05 to 73.0% in 2006-07. About six in ten basic skills math and English students improved through the sequence. The rate has increased from 61.1% in 2004-05 to 64.2% in 2006-07.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: student count fall 2006, percent students age 20 or older fall 2006, and English Not Spoken Well index. Colleges in the peer group for this indicator include Bakersfield, Cerritos, Chaffey, DeAnza, El Camino, Fresno City, Fullerton, LA Pierce, Long Beach City, Modesto, Mt. San Antonio, Orange Coast, Pasadena City, Riverside, Sacramento City, San Diego City, San Diego Mesa, San Joaquin Delta, Santa Barbara City, and Southwester. SMC (73.0%) outperforms both the peer group (59.3%) and system-wide (50.1%) on the ESL Improvement Rate indicator.

The peer group clusters were formed by putting colleges who score similarly on three environmental variables: percent on financial aid fall 2006, average unit load fall 2006, and selectivity of nearest four-year institution 2006. Colleges in the peer group for this indicator include Alameda, Allan Hancock, American River, Berkeley City, Cerritos, Chabot, Compton, Contra Costa, Cuesta, Cuyamaca, Diablo Valley, El Camino, Folsom Lake, LA Harbor, Laney, Los Medanos, Merritt, Ohlone, San Diego City, San Diego Mesa, San Diego Miramar, Southwest LA, Ventura, and West LA. SMC (64.2%) outperforms both the peer group (49.2%) and system-wide (53.2%) on the Basic Skills Improvement Rate indicator.

*1.6: Career Development and College Preparation (CDCP) Progress and Achievement Rate*

The Career Development and College Preparation Progress and Achievement Rate was added to the ARCC report in 2008 as a result of legislation (SB 361, Scott, Chapter 631, Statutes of 2006) that increased funding for specific noncredit courses. The 2010 ARCC document reports CDCP data for only 37 community colleges/schools of continuing education; therefore, there was no peer grouping for this indicator. Of the seven measures in the ARCC report, the CDCP Progress and Achievement Rate indicator is the least developed. However, performance on this measure should be addressed in discussions of student success.

The CDCP Progress and Achievement Rate was calculated by deriving the percent of students in the cohort who achieved one of the following outcomes within three years:

- Successfully completed a degree-applicable credit course;
- Earned a CDCP certificate, anywhere in the CCC system;
- Transferred to a four-year institution;
- Earned an Associate Degree, anywhere in the California Community College (CCC) system;
- Achieved "Transfer Directed" status (successfully completed transferable math and English); or,
- Achieved "Transfer Prepared" status (successfully completed 60 or more transferable units with a minimum GPA of 2.0).

Students in the cohort were first-time students in academic years who accrued at least eight hours of attendance in a CDCP course within a year and who *did not* enroll in a credit course. This indicator is currently in the development stage and has not been consistently reported for all colleges in previous years.

**Table 3. Career Development and College Preparation (CDCP) Progress and Achievement Rate**

|  | 2004-2005 to 2006-2007 | 2005-2006 to 2007-2008 | 2006-2007 to 2008-2009 |
|---|---|---|---|
| **CDCP Progress and Achievement Rate** | -- | 15.3% | 15.3% |

Data for the 2004-05 cohort were unavailable. Overall, approximately 15% of non-credit first-time students made progress or achieved an outcome within three years of initial enrollment. The rate has not changed over the last two years of observation.

## *Summary*

SMC demonstrates improvement on six of seven performance indicators (Student Progress and Achievement Rate, Percent of Students Who Earned at Least 30 Units, Persistence Rate, Annual Successful Course Completion Rate for Vocational Courses, Annual Successful Course Completion Rates for Basic Skills Courses, and Improvement Rates for ESL and Credit Basic Skills Courses). Performance is steady on the seventh indicator (CDCP Progress and Achievement Rate).

SMC outperforms its peer groups and the state-wide average on four of six performance indicators (Student Progress and Achievement Rate, Percent of Students Who Earned at Least 30 Units, Persistence Rate, and Improvement Rates for ESL and Credit Basic Skills Courses). However, the college performs below the peer group and system-wide averages on the two indicators related to course success (Vocational and Basic Skills Courses). Further analyses should be conducted to identify the factors affecting course success. Peer group and system-wide data for the seventh indicator (CDCP Progress and Achievement Rate) is not available.

While the ARCC report has its value, for example, the ability to compare performance on measures with peer colleges, the report is not with its limitations. The ARCC report currently provides aggregate percentages for the college performance measures. The report does not provide student-level data or counts that were used to calculate percentages; the report is limited in that colleges are unable to customize the data that is useful for the college. Secondly, the ARCC report relies on MIS data for analyses; data accuracy is dependent on how local colleges code their courses. SMC has found errors in MIS codes for its courses (primarily in basic skills and CTE). Lastly, the peer group methodology used in the ARCC group is unstable; peer colleges vary depending on the reporting year for the same indicators. In addition, the Chancellor's Office does not report on the reliability or validity of the statistical models used to group peer colleges.

The ARCC report is aligned with the college's Institutional Effectiveness (IE) Report. Six of the seven ARCC indicators are addressed in the IE report. The ARCC data, however, is reported separately from the college's annual discussion of institutional effectiveness as the legislation for ARCC requires that a college's local Board of Trustees annually review the college's ARCC report. No action is required by the Board; this narrative fulfills this legislative requirement. The ARCC report, when paired with the large, more comprehensive IE report, is intended to stimulate dialogue about local trends, SMC students, our programs and services among various campus constituents. SMC's performance on the ARCC measures is best understood within the context of local conditions. Therefore, the ARCC report is only the beginning point in assessing college performance related to student learning and achievement.

## Appendix: SMC's Response to the ARCC Report and Self-Assessment

The following narrative was submitted to the California Community College Chancellor's Office in response to the college's performance on the ARCC measures. It contextualizes the data by identifying local factors that affect the measures.

### SMC Self-Assessment:

Established in 1929, Santa Monica College serves a diverse population of approximately 51,000 students annually; including California residents, out-of-state, and international students. The college has one of the strongest reputations for transfer in California and transfers the highest number of students in total to the University of California, the University of Southern California, and other four-year universities.
Santa Monica College demonstrates above average performance in relation to the state on five of the seven college performance indicators. These include: student progress and achievement rate, percent of students earning 30 units, fall to fall persistence rate, ESL improvement rate, and the basic skills improvement rate.

With regard to vocational course completion, in-depth analyses of college and state level data reveal substantive differences between the number and type of vocational offerings at SMC and that of the state. As a result, the college examines and assesses its performance on this measure in terms of improvement over time rather than in relation to the state benchmark.

The college also exhibits improved performance over its baseline year in all seven performance indicators. Substantive increases in performance are also observed in the student progress and achievement rate, the percent of students earning 30 units, the fall to fall persistence rate, the ESL improvement rate, and the Basic Skills improvement rate.

SMC's above average performance on the majority of measures is related to its tradition of integrating student support services with instruction. Counseling programs focusing on the first year assist students through the transition to college as well as with proper educational planning to meet future goals. The college offers over 19 specialized counseling programs such as the Latino Center, the African American Collegiate Center, specialized financial aid counselors, and a Scholars program. Above average progress and achievement rates are attributable to the resources invested in student success, high quality instruction and instructional support, and the implementation of innovative and effective student services.

Vocational education and Basic Skills remain areas of focus for SMC. The college is engaged in examining relevant student performance data in an effort to identify gateway courses and provide relevant and effective support services for students.

Positively, the college experienced a nearly three percent increase in the basic skills improvement rate over the baseline year and a nearly one percent improvement in the basic skills successful completion rate. The college is expanding access to instruction for developmental students and addressing student outcomes through various student support and instructional initiatives. Through its student success programs and Institutional Research Office the college is actively engaged in establishing outcomes assessment for the program components that are part of the Basic Skills Initiative. It is anticipated that high coordination, focused attention on these students' needs, and outcomes assessment of the BSI program components will result in improved outcomes for students. As well, the college is participating in the statewide initiative to examine and update course coding processes to ensure accuracy related to ARCC measures in the Basic Skills area.