

MINUTES



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, AUGUST 1, 2005

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
Business Building Room 111

Public Meeting
Board Room
Business Building Room 117

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

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 August 1, 2005.

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

I. ORGANIZATIONAL FUNCTIONS

- A Call to Order
- B Roll Call

II. CLOSED SESSION

- Collective Bargaining, *pursuant to Government Code Section 54957.6*
- Real Property located at 1681 26th Street, Santa Monica
pursuant to Government Code Section 54956.8

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (Continued)

- C Pledge of Allegiance
- #1 Approval of Minutes: July 6, 2005
July 25, 2005

IV. SUPERINTENDENT'S REPORT

- Management Association Update/Classified Staff Recognition Award
- Enrollment Update
- Budget Update

V. PRESENTATIONS AND BOARD DISCUSSION

- Board of Governors Meeting

VI. ACADEMIC SENATE REPORT

VII. CLASSIFIED SENATE REPORT

VIII. COMMUNICATIONS OR PUBLIC COMMENTS

IX. **CONSENT AGENDA**

Grants and Contracts

- #2 Annual KCRW Contracts
- #3 Contracts and Consultants
 - A Contract Education
 - B Sustainable Works
 - C Emeritus College Facilities, Fall 2005
 - D Contract for Marketing Services
 - E Agreements for Arts, Media and Entertainment Career Standards Project
 - F Contract for Benefit Payment Reconciliation
 - G Contract for Arbitrage Rebate Compliance Services
 - H Contract for Credit Card Processing Services
 - I Contract for Legal Services

Academic and Student Affairs

- #4 New Certificate Programs

Human Resources

- #5 Academic Personnel
- #6 Classified Personnel – Establish Positions
- #7 Classified Personnel – Regular
- #8 Classified Personnel – Limited Term
- #9 Classified Personnel – Non Merit

Facilities and Fiscal

- #10 Facilities
 - A Change Order No. 8 – Renovation of West Building, Bundy Campus
 - B Project Completion – Renovation of West Building, Bundy Campus
 - C Change Order No. 2 – Site Improvements at Bundy Campus, Phase 3
 - D Change Order No. 2 – Theater Arts Renovation
 - E Agreement for Consulting Services – Capital Outlay Program
- #11 Budget Transfers
- #12 Budget Augmentation for Restricted General Fund
- #13 Commercial Warrant Register
- #14 Payroll Warrant Register
- #15 Auxiliary Payment and Purchase Orders
- #16 Direct Payments
- #17 Purchasing
 - A Award of Purchase Orders
 - B Participation in Purchase Agreements
 - C Declaration and donation of Surplus Equipment

X. **CONSENT AGENDA – Pulled Items**

XI. **MAJOR ITEMS OF BUSINESS**

- D Collective Bargaining Agreement with CSEA, Chapter 36
- #18 Ratification of Collective Bargaining Agreement with CSEA, Chapter 36
 - E Academic Administrators, Classified Administrators, Classified Managers and Classified Confidential Employees Salary Increase
- #19 Academic Administrators, Classified Administrators, Classified Managers and Classified Confidential Employees Salary Schedules, 2005-06
 - F Temporary Classified Employees Salary Increase
- #20 Temporary Classified Employees Salary Schedules, 2005-2006
- #21 Appointment of ACCT Voting Delegate

XII. **BOARD REPORTS AND COMMENTS**

- XIII. **ADJOURNMENT:** There will be a Board of Trustees Retreat on Saturday, August 27, 2005 at the Santa Monica College Bundy Campus, 3171 Bundy Drive, Los Angeles, California.

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

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

August 1, 2005

I. ORGANIZATIONAL FUNCTIONS

- A. CALL TO ORDER – 5:30 p.m.
- B. ROLL CALL

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

II. CLOSED SESSION

- Collective Bargaining
pursuant to Government Code Section 54957.6
- Real Property located at 1681 26th Street, Santa Monica
pursuant to Government Code Section 54956.8

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS –7:35 p.m.

- C. PLEDGE OF ALLEGIANCE – Bernie Rosenloecher, CSEA Vice-President

RECOMMENDATION NO. I APPROVAL OF MINUTES

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

July 6, 2005 (Regular Meeting)

MOTION MADE BY: Dorothy Ehrhart-Morrison
SECONDED BY: Nancy Greenstein

Rob Rader requested that the minutes be revised to include a more detailed statement in Recommendation 21. It was agreed by the makers of the motion to pull approval of the minutes.

July 25, 2005 (Special Meeting)

MOTION MADE BY: Herbert Roney
SECONDED BY: Margaret Quiñones
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSTAIN: 1 (Nancy Greenstein)

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

August 1, 2005

IV. SUPERINTENDENT'S REPORT

- Relay for Life: Tom Donner and the Board of Trustees thanked SMC staff and students for their work in support of the American Cancer Society's Relay for Life event held at the college July 23 and 24. The event raised more than \$173,000 to assist with cancer research.
- Management Association Update/Classified Staff Recognition Award: Brant Looney, System Administrator at the Academy of Entertainment and Technology was presented the Classified Staff Recognition Award for August by SMC Management Association President Katharine Muller.
- Enrollment Update: Vice President of Academic Affairs Jeff Shimizu reported that as of August 1st the college had enrolled 6,444 full-time equivalent students for the fall semester, 299 more than the number enrolled on the same date last year. Full enrollment recovery back to the level of 2002-03 continues to be a challenge because of a shortage of classrooms at high-demand times. The college is canceling low-enrolled class sections and adding high-demand course sections such as basic English and math; is doubling the high school dual-enrollment offering; and is also increasing online courses.
- Budget Update: Tom Donner reported that California community colleges have done very well with the state budget, an assessment he made after a California Community Colleges Chancellor's Office briefing held Monday. Although equalization funds for SMC will not be as high as originally estimated, the budget news is generally good.

V. ACADEMIC SENATE REPORT**VI. COMMUNICATIONS OR PUBLIC COMMENTS**

Bernie Rosenloecher
Sasha Agard
Ross Johnson
Peggy Shannon
Claire O'Connell
Jabe Bruton
Tron Burdick
Willis Barton
Michael Baetz

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA

It is recommended that the Board of Trustees take the action requested on Consent Agenda Recommendations #2-#17.

Recommendations pulled for questions and returned to the Consent Agenda: #10-B, #10-C

Action on Consent Agenda

MOTION MADE BY: Herbert Roney
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 2 ANNUAL KCRW CONTRACTS

Action: Approval/Ratification

Annual contracts and consultants for KCRW for the period of July 1, 2005 through June 30, 2006, unless otherwise indicated (see #59).

	Provider	Service	Amount
1.	Frances Anderton	Program services, "Politics of Culture"	\$660 per program, total not to exceed \$19,000.
2.	Jason Bentley dba Secret Technology, Inc	Program services, "Metropolis"	\$200 per program, total not to exceed \$48,000
3.	Anthony D. Blankley	Program services "Left, Right & Center"; guest host "Politics of Culture"; guest host on special projects Program services, "Left Right + Center"	\$100 per program, total not to exceed \$6,800
4.	Kellie Briley	Community ascertainment and research pertaining to FCC compliance	\$200 per quarter, total not to exceed \$800
5.	Claude Brodesser	Program services, "The Business"	\$500 per program, total not to exceed \$29,000
6.	Gary Calamar dba Gary Calamar, Inc	Program services, "The Open Road; guest host services, various programs	\$200 per program "The Open Road" varying rates for other programs, total not to exceed \$15,000
7.	Raul Campos	Program services, "Nocturna"; guest host various music programs	\$120 per program "Nocturna"; varying rates for music programs, total not to exceed \$30,000
8.	Perri Chasin	Program services, "Final Curtain."	\$500 per program "Final Curtain"; KCRW office actual and necessary production expenses to be reimbursed, not to exceed \$2,000 for a twelve month period. Grand total, not to exceed \$10,000.
9.	Arthur Cohen dba Whole Stations Solutions	Radio demographics data gathering and detailed analysis reporting services as needed by KCRW.	Payable at \$6,000 per report, upon completion and invoicing; total not to exceed \$30,000.
10.	Greg DaPonte dba GLD Productions	Program services, various music programs	Varying rates, total not to exceed \$750

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 2 ANNUAL KCRW CONTRACTS

	Provider	Service	Amount
11.	John J. Davis	Broadcast feasibility studies; FCC application preparation as needed and authorized by KCRW.	Total not to exceed \$8,000
12.	Dickstein Shapiro Morin Oshinsky, LLP	Legal services pertaining to FCC issues	Not to exceed \$30,000
13.	Chris Douridas	Program services, "New Ground"; guest host various music programs	\$200 per program "New Ground"; varying rates for music programs, total not to exceed \$12,000
14.	Mark Feinberg dba Mt. Washington Woodworks	For woodworking/cabinetry services as authorized by KCRW studios for various projects.	50% of fee per project to be paid in advance, 50% to be paid upon completion; total not to exceed \$7,500
15.	Chris Henschen dba Frameworks	For photography services as needed and authorized by KCRW for various projects.	Payable at varying rates for various projects; total not to exceed \$3,500
16.	Edward Goldman	Program services "ArtTalk"; guest host "Politics of Culture"; special program services as needed	\$200 per program "ArtTalk"; \$250 per program "Politics of Culture"; varying rates for special program services; total not to exceed \$17,000
17.	Patricia Halloran	Program services Guest Host of various music programs.	Payable at varying rates; total not to exceed \$3,000
18.	Celia Hirschman dba Downtown Marketing	Program services "On the Beat;" guest host "Politics of Culture"; special program services as needed	\$250 per program; varying rates for special services; total not to exceed \$17,000
19.	Arianna Huffington dba Christabella, Inc.	Program services "Left, Right & Center"; guest host "Politics of Culture"; guest host on special projects	\$100 per program, varying rates for special projects, total not to exceed \$6,800
20.	Michael Rey dba Intersection Studios	For Art Direction, design, camera ready art; production supervision services, including expenses; for KCRW's publication works, including but not limited to, "THE GUIDE."	Payable upon project(s)' completion and invoicing; total not to exceed \$36,000.
21.	Tom King dba Tom King Communications	Broadcast engineering services	\$500 per month; \$45 per hour for authorized work on outside projects; Grand total, for SFY 2005/2006, not to exceed \$13,000

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 2 ANNUAL KCRW CONTRACTS

	Provider	Service	Amount
22.	David Kipen	Program services "Overbooked"; special program services as needed	\$250 per program; varying rates for special services; total not to exceed \$17,000
23.	Evan Kleiman	Program services "Good Food"	\$3,000 per month, total not to exceed \$40,000
24.	Eric J. Lawrence	Guest Host, various programs	Varying rates, total not to exceed \$3,000
25.	Will Lewis dba Will Lewis Associates	Fundraising, membership, program development, audience research, grant writing and applications	\$7,598.67 per month, total not to exceed \$91,184.04
26.	Kevin Lincoln	Guest host, various programs	Varying rates, total not to exceed \$3,500
27.	Anne Litt	Program services "Weekend Becomes Eclectic"; guest host, various music programs	\$200 per program, varying rates for music programs, total not to exceed \$25,000
28.	Rob Long	Program services "Martini Shot"; special program services as needed	\$250 per program; varying rates for special services; total not to exceed \$17,000
29.	Matthew Miller	Program services "Left, Right & Center"; guest host "Politics of Culture" and special programs	\$100 per program, varying rates for special programs, total not to exceed \$6,800
30.	Elvis Mitchell	Program services "The Treatment"	\$3,000 per month, total not to exceed \$40,000
31.	Joe Morgenstern	Weekly film reviews; guest host "Politics of Culture"; special program services as needed	\$250 per film program; varying rates for special services; total not to exceed \$17,000
32.	Jason Moskovitz	Promotional support services "KCRW Presents" and "Sounds Eclectic" and special projects	\$750 per month, varying rates for special projects, total not to exceed \$14,500
33.	Candace Moyer	Promotional support services "KCRW Presents" and "Sounds Eclectic" and special projects	\$17 per hour; total not to exceed \$3,500
34.	Daniel N. Neil	Program services "A Road Less Traveled"; special program services as needed	\$250 per program; varying rates for special programs, total not to exceed \$17,000

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 2 ANNUAL KCRW CONTRACTS

	Provider	Service	Amount
35.	Diana Nyad	Program Services, "The Score"; special program services as needed	Payable at \$250 per original, exclusive program; varying rates for special services; total not to exceed \$17,000.
36.	Ed Parker, Jr.	Design/artwork services as needed.	Payable upon projects' completion and invoicing; not to exceed \$6,000.
37.	Vy Pham	Promotional support services "KCRW Presents" and "Sounds Eclectic" and special projects	\$1,500 per month, varying rates for special projects, total not to exceed \$21,000.
38.	Kevin Ponthier	Program services as Guest Host for various music programs	Varying rates for music programs, total not to exceed \$1,000
39.	Sandep Rahi dba Burning Box	Design & art work	Total not to exceed \$10,000
40.	Liza Richardson Db a Mad Doll Corp	Program Services, "The Drop/The Drop Plus" and other Music programs.	\$200 per program, "The Drop/The Drop Plus;" varying rates for other programs; not to exceed \$19,000.
41.	Abraham Rivera	For design/artwork as needed.	Payable at varying rates, based on complexity of project, upon projects' completion and invoicing; not to exceed \$6,000.
42.	Robert Scheer	Program services "Left, Right & Center"; guest host "Politics of Culture" and special programs	\$100 per program, varying rates for special programs, total not to exceed \$6,800
43.	Thomas Schnabel dba Toucano Productions	Program Services, "Cafe La," Guest Host, for other music programs.	Payable at \$200 per program, "Café LA;" varying rates for other music programs; not to exceed \$15,000.
44.	Scott Silva	Program services, guest host for various music programs	Varying rates, total not to exceed \$7,000
45.	Jessica Spaulding	For tape/cassette dubbing services, as needed and authorized by KCRW.	\$5 per tape; not to exceed \$6,000.
46.	Catherine Tamkin	Program services, Guest Host for various music programs.	Varying rates for music programs, total not to exceed \$3,000

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 2 ANNUAL KCRW CONTRACTS

47.	James C. Taylor	Program services, "Theatre Talk" weekly commentary; special program services as needed	\$250 per program; varying rates for special services; total not to exceed \$17,000.
48.	Garth Trinidad	Program services, "Chocolate City;" Guest Host for other music programs.	\$200 per program, "Chocolate City;" varying rates for other music programs; total not to exceed \$15,000.
49.	Robert Werne	Program services, Guest Host for various music programs.	Varying rates for various music programs; total not to exceed \$500
50.	Robert Werne	Board operations services for music programs, as needed and authorized.	\$17.60 per hour; not to exceed \$750.
51.	David Wilson	Landscape design, installation & maintenance as needed	\$100 per month plus reimbursable expenses not to exceed \$2,000; total not to exceed \$3,200
52.	Garth Wilson dba Orange Soda Pop	Design/artwork services	Total not to exceed \$21,000
53.	Marc Porter Zasada	Program services "Urban Man"; special program services as needed	\$250 per original, exclusive program; varying rates for special services; total not to exceed \$17,000
54.	Ed Parker, Jr.	Design/artwork services for fundraising projects	Total not to exceed \$8,000
55.	Sandep Rahi dba Burning Box	Design/artwork services for fundraising projects	Total not to exceed \$15,000
56.	Abraham Rivera	Design/artwork services for fundraising projects	Total not to exceed \$8,000
57.	Garth Wilson dba Orange Soda Pop	Design/artwork services for fundraising projects	Total not to exceed \$50,000
58.	Alchemy Communications, Inc	Virtual Web hosting services	Total not to exceed \$78,000
59.	Carrier Communications	Lease of communication site on Bald Mountain near Gorman, CA for the period of December 1, 2004 through November 30, 2009.	\$750 per month for the first year; thereafter until expiration monthly lease to increase 4% of the previous year

Funding Source: KCRW Donations and Grants

Comment: KCRW raises funds for all operating and capital expenses of the station.

in the industries, many workers face the possibility of being laid off or terminated due to their inability to meet the high-performance demands of their job classifications.

SMC will work collaboratively with companies such as International Furniture Manufacturing, Genesis Forwarding Services, Kastle Systems, and La Monica's Pizza Dough Company to conduct the re-training activities. The project will service 514 workers within a two-year period.

Budget:	Income	
	8000	\$ 500,122
	Expenditures	
	1000 Academic Salaries	\$ 23,958
	2000 Classified Salaries	114,000
	3000 Benefits	10,995
	4000 Supplies	11,084
	5000 Other	315,836
	6000 Equipment	4,245
	7000 Other outgo	20,004

Title of Contract: Contract Education Photoshop Workshops

Contracting Agency: Malibu Dream Girl Company

Amount of Award: \$2,200

Performance Period: August 1, 2005 – September 16, 2005

Summary: The Malibu Dream Girl Company will be contracting with Santa Monica College (SMC) to deliver training services to upgrade the skills of their fashion designers. The workshops will cover Photoshop modules that have been customized to meet the needs of 4 company employees. The contract will last 5 weeks and will require SMC to provide a total of 20 instructional hours.

The Workforce and Economic Development department has expanded its corporate training efforts as part of a new program year strategy. The availability of departmental equipment and instructional resources allowed the staff to secure this corporate training activity.

Budget:	Income (fiscal year 2005-06):	
	8000	\$2,200
	Expenditures	
	2000 Classified Salaries	\$760
	3000 Benefits	38
	4000 Supplies	0
	5000 Other	1,314
	6000 Equipment	0
	7000 Other out go	\$88

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 3 **CONTRACTS AND CONSULTANTS**

Action: *Approval/Ratification*

3-B SUSTAINABLE WORKS

Provider: Sustainable Works (formerly the Green Team Project)

Service Fee: No cost to the District beyond the use of college facilities

Term of Contract: 2005-06 Fiscal Year

Funding Source: Not applicable

Services: SMC to provide staff office space located at the Center for Environmental and Urban Studies, 1744 Pearl Street in exchange for a variety of services provided to SMC students and staff in support of promoting sustainable practices and reducing environmental impacts.

Comment: This action renews and updates an agreement first established in the 2002-2003 fiscal year. Sustainable Works is a project of Community Partners, a non-profit public benefit corporation. The City of Santa Monica contributes the costs of staff salaries, phone services, computer hardware, support of various City departments, and web page hosting. SMC provides office space, internet access, a fax line, and access (paid for by Sustainable Works) to staff parking permits and reprographics services. Sustainable Works processes 150-250 SMC students per semester through its 8-week program, trains 20-25 SMC student crew leaders, assists 30-40 SMC faculty members per semester, and links 150-250 SMC students each semester to local community services organizations.

3-C EMERITUS COLLEGE FACILITIES, FALL 2005

Provider: Off-Campus Facilities (list on file)

Service Fees: Payment per class session is authorized as stated on the list.

Term of Contract: August 29, 2005 through December 17, 2005

Funding Source: 2005-2006 Budget/Emeritus College

Service: To provide facilities for Emeritus College classes

3-D CONTRACT FOR MARKETING SERVICES

Provider: Jerry Hamby, dba Broadband Media

Service Fees: Not to exceed \$5,000

Term of Contract: August 1, 2005 through June 30, 2006

Funding Source: District Budget/Marketing

Service: Consulting services for marketing to prepare for new web design including convergence and searching issues

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS (continued)

3-E AGREEMENTS FOR ARTS, MEDIA AND ENTERTAINMENT CAREER STANDARDS PROJECT

Year One, 2004-2005

- 1) Contract with the California Department of Education for Santa Monica College to serve as the organizing entity for the development of career content standards for the Arts, Media and Entertainment industry sector in the amount of \$100,000, originally approved September 8, 2004, for the period June 1, 2004 through May 31, 2005, has been extended to September 30, 2005.
- 2) Increase consultant contract with Kathleen Milnes from \$15,000 to \$20,000, for the period August 10, 2004 through September 30, 2005.
- 3) Increase contract with the California Arts Project, under the Foundation for California State Universities at San Bernardino, from \$15,000 to \$33,000, for the period August 10, 2004 through September 30, 2005.

Year Two, 2005-2006

- 4) Contract with the California Department of Education for Santa Monica College to serve as the organizing entity for the development of career content standards for the Arts, Media and Entertainment industry sector in the amount of \$30,000 for the period May 21, 2005 through June 30, 2006.

Budget:		
1000	Academic Salaries	In Kind
2000	Classified Salaries	In Kind
3000	Benefits	In Kind
4000	Books and Supplies	824
5000	Services	28,023
	Indirect	1,153
	Total	\$30,000

- 5) Contract with Kathleen Milnes to provide consultant services for the California Department of Education Arts, Media and Entertainment Career Standards Project, for an amount not to exceed \$11,520 for the period of May 21, 2005, through June 30, 2006.
- 6) Contract with the California Arts Project, under the Foundation for California State Universities at San Bernardino in the amount of \$16,503 to coordinate and deliver workshops to high schools in California on the implementation of the new Arts, Media and Entertainment Curriculum, for the period May 21, 2005 through June 30, 2006.

Funding Source: California Department of Education Arts, Media and Entertainment Career Standards Project

Comment: This project will result in the development of public secondary school Curriculum content standards for the Arts, Media and Entertainment Industry sector.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 3 **CONTRACTS AND CONSULTANTS** *(continued)*

3-F **CONTRACT FOR BENEFIT PAYMENT RECONCILIATION**

Provider: Conrad and Associates, L.L.P.

Service Fees: \$95 to \$175 per hour for a total not to exceed \$35,000

Term of Contract: May 1, 2005 through December 31, 2005

Funding Source: 2005-2006 Fiscal Services Budget

Service: Conrad & Associates will audit payments for all employee benefits for the period of June 1, 2003 through April 30, 2005 and recommend procedures to reconcile the accounts on a go-forward basis

Comment: This benefit audit with assessment and reconciliation was recommended in the June 30, 2004 annual audit

3-G **CONTRACT FOR ARBITRAGE REBATE COMPLIANCE SERVICES**

Provider: Hawkins, Delafield & Wood, L.L.P.

Service Fees: Total not to exceed \$2,250

Term of Contract: July 7, 2005 through October 31, 2005

Funding Source: 2005-2006 Fiscal Services Budget

Service: Hawkins, Delafield & Wood will conduct an arbitrage rebate calculation on the District's participation in the 2004-05 Los Angeles County Schools Pooled Financing Program Tax and Revenue Anticipation Notes (TRANs) to determine if the District owes fees to the Internal Revenue Service.

Comment: The Los Angeles County Schools Pooled Financing Program TRANs provides loans for cash flow needs not met internally by schools and community colleges in Los Angeles County. The calculation will provide the information for the tax form that is required to report any income that exceeds the interest cost of the loans.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS *(continued)*

3-H CONTRACT FOR CREDIT CARD PROCESSING SERVICES

Provider: EPOS Corporation
Service Fees: 2.25% of charged or debited transaction
Term of Contract: August 1, 2005 through December 31, 2008
Funding Source: Fiscal Services Budget
Service: Hardware and software for the District's processing of telephone and internet credit card payments of enrollment fees
Comment: Credit card companies have instituted the Cardholder Information Security Program (CISP) with strict security requirements to protect credit card users. The hardware and software currently used by the District is not in compliance with these new requirements. EPOS is a validated CISP-compliant service provider.

3-I CONTRACT FOR LEGAL SERVICES

Provider: Law Firm of Karen Meyers
Service Fees: \$195 per hour, not to exceed \$20,000
Term of Contract: July 1, 2005 through June 30, 2006
Funding Source: District Budget/Human Resources
Comment: These services are necessary for the District to proceed in the investigation of several employee complaints

RECOMMENDATION NO. 4 NEW CERTIFICATE PROGRAMS

Action: Approval/Ratification

The following new certificate programs were approved by the academic departments, the Academic Senate, the Academic Senate Joint Curriculum Committee and all appropriate administrators in spring, 2005. These will be submitted to the Chancellor's Office for approval.

Database Applications Developer
Website Software Specialist

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 **ACADEMIC PERSONNEL**

Action: Approval/Ratification

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

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
TEMPORARY HOURLY FACULTY (List on file in the Office of Human Resources - Academic)	08/01/05

RECOMMENDATION NO. 6 **CLASSIFIED PERSONNEL**
ESTABLISH/ABOLISH POSITIONS

Action: Approval/Ratification

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Clerical Assistant I (1 position) Media Center, 12 mos, 20 hrs	08/01/05
Athletic Trainer II/VH I (1 position) – Correction 12 mos, 20 hrs	

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL – REGULAR

Action: Approval/Ratification

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

ELECTIONS EFFECTIVE DATE

PERMANENT EMPLOYEE WITH LIMITED TERM SUMMER ASSIGNMENT
 Cardwell, Ken, Laboratory Technician-Art, Art 08/22/05 - 08/31/05

CHANGE IN WORKSHIFT/PERMANENT
 Martin, Samuel (correction/shift) 07/01/05
 Fr: Custodian/Day, Operations, 12 mos, 40 hrs
 To: Custodian/NS-II, Operations, 12 mos, 40 hrs

Quinn, Alvin (correction/shift) 07/01/05
 Fr: Custodian/Day, Operations, 12 mos, 40 hrs
 To: Custodian/NS-II, Operations, 12 mos, 40 hrs

STIPEND
 Ornelas, Louie, Comm Coll Police Officer, College Police +5.0% 06/27/05
 Romano, Jere, Comm Coll Police Officer, College Police +5.0% 06/27/05
 Comment: Training Officer Duties

VOLUNTARY DEMOTION
 Prestby, Anthony 08/01/05
 Fr: Public Programs Office Coordinator, 12 mos, 40 hrs
 To: EOPS Program Specialist, 12 mos, 40 hrs

SEPARATIONS

RESIGNATION
 Ross, Nancy Instructional Assistant-Learning Disabilities, DSC 06/30/05
 Wolf, Debora Financial Aid Technician, Financial Aid 08/02/05

DECEASED
 Dunn, Mel Custodian/NS-II 07/06/05

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 **CLASSIFIED PERSONNEL – LIMITED TERM**

Action: Approval/Ratification

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

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
<u>PROVISIONAL</u>	
Brown, Carla, Registration Enrollment Coordinator, Prog. Dev.	07/01/05 - 12/20/05
Enaiho-Wilson, Patricia, Vocational Instr. Asst.-Cosm, Cosm.	06/20/05 - 06/30/05
Enaiho-Wilson, Patricia, Vocational Instr. Asst.-Cosm, Cosm.	07/01/05 - 12/20/05
Erickson, Dela, Art Gallery Installer, Art	06/20/05 - 06/30/05
Gothold, Julia, Administrative Assistant II, Madison Theater	07/01/05 - 12/31/05
Harrison, Hubert, Vocational Instr. Asst.-Cosm, Cosme.	07/01/05 - 12/20/05
Jackson, Sheralun, Registration Enrollment Coordinator, Prog. Dev.	07/01/05 - 12/20/05
Jauregui, Mario A., Registration/Information Clerk, Admiss and Rec	07/01/05 - 12/22/05
Ly, Carole, Vocational Tutoring Assistant I, Counseling	07/01/05 - 12/30/05
Lynch, Sandra, Vocational Instr. Asst.-Cosm, Cosm.	06/20/05 - 06/30/05
Lynch, Sandra, Vocational Instr. Asst.-Cosm, Cosm.	07/01/05 - 12/20/05
Mahlanza, Paula, Vocational Instr. Asst.-Cosm, Cosm.	06/20/05 - 06/30/05
Mahlanza, Paula, Vocational Instr. Asst.-Cosm, Cosm.	07/01/05 - 12/20/05
Martin, Humberto, Events Technician/VH-I, Events	07/01/05 - 10/31/05
Ortiz, Stuart, Counseling Aide, Counseling	07/01/05 - 12/30/05
Smitiwitya, Ida, Bookstore Clerk/Cashier, Bookstore	07/01/05 - 06/30/06
Soleymannia, Farbot, Counseling Aide, Welcome Center	06/20/05 - 06/30/05
Starr, Ellen, Art Gallery Installer, Art	06/20/05 - 06/30/05
Viramontes, Angel, Registration/Information Clerk, Matriculation	06/14/05 - 06/30/05
Viramontes, Angel, Registration/Information Clerk, Matriculation	07/01/05 - 09/02/05
Ware, Michelle, Personnel Specialist I, Personnel Commission	06/20/05 - 06/30/05
Ware, Michelle, Personnel Specialist I, Personnel Commission	07/01/05 - 08/31/05
Wheeler, Brennan, Laboratory Technician-Art, Art	07/01/05 - 12/20/05
Willis, David, Art Gallery Installer, Art	06/20/05 - 06/30/05
<u>LIMITED TERM</u>	
Arias, Estela, Registration/Information Clerk, Program Development	06/01/05 - 06/30/05
Arias, Estela, Registration/Information Clerk, Program Development	07/01/05 - 12/20/05
Baugh, Carolyn, Department Secretary II, TRIO	07/01/05 - 12/31/05
Bedworth, Sheila, Instructional Assistant-English, TRIO	07/01/05 - 08/12/05
Bertsch, Robyn, Performance Activities Assistant, Campus Events	07/01/05 - 12/31/05
Duboise, Monique, Counseling Aide, EOP & S	07/01/05 - 12/31/05
Evans, Vernon, Counseling Aide, EOP & S	07/01/05 - 12/31/05
Fletcher, Gerald, Registration/Information Clerk, Program Dev	06/01/05 - 06/30/05
Fletcher, Gerald, Registration/Information Clerk, Program Dev	07/01/05 - 12/20/05
Franco, Jose, Registration/Information Clerk, Admissions and Rec	05/24/05 - 06/30/05

LIMITED TERM (continued)

Garcia, Irene, Registration/Information Clerk, Program Development	06/01/05 - 06/30/05
Garcia, Irene, Registration/Information Clerk, Program Development	07/01/05 - 12/20/05
Gomez, Tiffany, Registration/Information Clerk, Program Dev	06/01/05 - 06/30/05
Gomez, Tiffany, Registration/Information Clerk, Program Dev	07/01/05 - 12/20/05
Harris, Pheather, Counseling Aide, EOP & S	07/01/05 - 12/31/05
Johnson, Cydni, Counseling Aide, Interdisciplinary Office	07/01/05 - 12/20/05
Menjivar, Raul, Counseling Aide, EOP & S	07/01/05 - 12/31/05
Munoz, Andres, Registration/Information Clerk, Program Dev	06/01/05 - 06/30/05
Munoz, Andres, Registration/Information Clerk, Program Dev	07/01/05 - 12/20/05
Ricks, Keith, Performance Activities Assistant, Campus Events	07/01/05 - 12/31/05
Riojas, Jessica, Admissions and Records Clerk I, Emeritus	06/28/05 - 06/30/05
Riojas, Jessica, Admissions and Records Clerk I, Emeritus	07/01/05 - 12/20/05
Smith, Katherine T., Counseling Aide, Interdisciplinary Office	06/05/05 - 06/30/05
Smith, Katherine T., Counseling Aide, Interdisciplinary Office	07/01/05 - 12/20/05
Soofer, Tova, Counseling Aide, EOP & S	07/01/05 - 12/31/05
Thomas, Tamorah, Department Secretary I, Academic Senate	06/20/05 - 06/30/05
Thomas, Tamorah, Department Secretary I, Academic Senate	07/01/05 - 12/20/05
Thomas, Tamorah, Registration/Information Clerk, Program Dev	06/01/05 - 06/30/05
Thomas, Tamorah, Registration/Information Clerk, Program Dev	07/01/05 - 12/20/05
Tseng, Roberta, Counseling Aide, Counseling	07/01/05 - 12/30/05

RECOMMENDATION NO. 9

CLASSIFIED PERSONNEL - NON MERIT

Action: Approval/Ratification

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

CalWORKS	4
\$7.00/hr	
College Student Assistant	223
\$7.00/hr	
College Work-Study Student Assistant	1
\$7.00/hr	

SPECIAL SERVICES

Art Model	52
\$14.00/hr	
Art Model w/Costume	3
\$17.00/hr	

List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 FACILITIES

Action: Approval/Ratification

10-A CHANGE ORDER NO. 8 – RENOVATION OF WEST BUILDING, BUNDY CAMPUS

Change Order No. 9 BERNARDS BROTHERS CONSTRUCTION COMPANY on the Renovation Of West Building, Bundy Campus project in the amount of \$101,229.

Original Contract Amount	\$ 14,985,000
Change Order No. 1	6,900
Change Order No. 2	297,479
Change Order No. 3	47,659
Change Order No. 4	137,389
Change Order No. 5	19,868
Change Order No. 6	20,523
Change Order No. 7	31,960
Change Order No. 8	<u>101,229</u>
Revised Contract Amount	\$15,736,351

Original Contract Time	240 days
Time Extension Change Order #4	46 days
Time Extension Change Order #6	<u>00 days</u>
Current Revised Contract Time	286 days

Funding Source: Measure U

Comment: Change Order No. 8 provides for labor and materials to patch existing holes through roof slab, modify metal panels and flashing exterior building canopies, replace existing metal panel siding per owner request, remove and replace existing metal studs, remove abandoned sump pump, replace existing exterior doors and frames, add fire alarm devices, trouble shoot and repair existing natural gas regulator and valves, and provide differential pressure testing of duct smoke detectors.

10-B PROJECT COMPLETION – RENOVATION OF WEST BUILDING, BUNDY CAMPUS

The Board of Trustees hereby accepts the RENOVATION OF THE WEST BUILDING as substantially complete and accepted for occupancy by the District. Subject to completion of punch list items by BERNARDS BROTHERS, INC., the Board of Trustees authorize the Interim Superintendent/President, without further action of the Board of Trustees, to accept the project described as RENOVATION OF WEST BUILDING, BUNDY CAMPUS as being complete upon BERNARD BROTHERS, INC. completion of punch list items. The Interim Superintendent/President shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 **FACILITIES** (continued)

10-C CHANGE ORDER NO. 2 – SITE IMPROVEMENTS AT BUNDY CAMPUS – PHASE 3

Change Order No. 2 BERNARDS BROTHERS CONSTRUCTION COMPANY. on the Site Improvements at Bundy Campus – Phase 3 project in the amount of \$187,763

Original Contract Amount	\$ 1,659,000
Change Order No. 1	22,104
Change Order No. 2	<u>187,763</u>
Revised Contract Amount	\$1,868,867
Original Contract Time	90 days
Current Revised Contract Time	90 days

Funding Source: Measure U

Comment: Change Order No. 2 provides for the remediation of saturated soils due to unusually severe and heavy rainfall. Work includes all labor, material and equipment to excavate to sound (dry) material, back fill and re-compact as per the recommendations of the soils engineer.

10-D CHANGE ORDER NO. 2 – THEATRE ARTS RENOVATION

Change Order No. 2 - TURNER CONSTRUCTION COMPANY on the Theatre Arts Renovation Project in the amount of \$299,049

Original Contract Amount	\$ 13,053,000
Change Order No. 1	5,160
Change Order No. 2	<u>299,049</u>
Revised Contract Amount	\$13,357,209
Original Contract Time	425 days
Tim Extension Change Order No. 2	44 days
Current Revised Contract Time	469 days

Funding Source: Measure U

Comment: Change Order No. 2 provides for the removal of soil including the costs to back fill with lean concrete, additional reinforcing steel at stair walls, providing a slurry coat and striping for temporary staff parking, credits for sump pumps that were not required, sound rated door assemblies and additional code required fireproofing. This change order also provides for a time extension of 44 days due to unusually severe weather and removal of soil.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 **FACILITIES** (continued)

10-E AGREEMENT FOR CONSULTING SERVICES – CAPITAL OUTLAY PROGRAM

Amend the agreement with CCS GROUP for consulting services related to the District's Capital Outlay Program for an amount not to exceed \$85,000 plus reimbursable expenses for the period August 1, 2005 through June 30, 2006.

Funding Source: Measure S, U

Comment: The CCS Group works with the District to prepare capital outlay funding requests to the state and assists in the preparation of a variety of reports required by the Chancellor's Office including the yearly Five-Year Construction Plan and the Space Inventory.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 BUDGET TRANSFERS

Action: Approval/Ratification

FUND 01.0 – GENERAL FUND - UNRESTRICTED

Budget Transfers: June 18-30, 2005 for fiscal year 2004-2005

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-3,216
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	350
5000	Contract Svcs/Operating Exp	2,866
6000	Sites/Bldgs/Equipment	0
7000	Other Outgo	0
Net Total:		0

FUND 01.3 – GENERAL FUND - RESTRICTED

Budget Transfers: June 18-30, 2005 for fiscal year 2004-2005:

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	84,171
2000	Classified/Student Salaries	2,776
3000	Benefits	-13,502
4000	Supplies	-171,764
5000	Contract Svcs/Operating Exp	64,312
6000	Sites/Bldgs/Equipment	68,957
7000	Other Outgo	-34,950
Net Total:		0

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 BUDGET TRANSFERS

FUND 40.0 – GENERAL FUND - UNRESTRICTED

Budget Transfers: June 18-30, 2005 for fiscal year 2004-2005:

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	711
5000	Contract Svcs/Operating Exp	-711
6000	Sites/Bldgs/Equipment	0
7000	Other Outgo	0
Net Total:		0

FUND 42.2 – GENERAL FUND - RESTRICTED

Budget Transfers: June 18-30, 2005 for fiscal year 2004-2005:

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Svcs/Operating Exp	127,000
6000	Sites/Bldgs/Equipment	-127,000
7000	Other Outgo	0
Net Total:		0

Comment: The Adopted Budget for Fiscal Year 2004-2005 needs to be amended to reflect the totals of the departmental budgets. The change-over to the new computer system used by the Los Angeles County Office of Education resulted in delays in some of the budget adjustments. Only the net amount of the transfers in or out of the object codes is shown. In addition to the budget adjustments, transfers result from requests by managers to adjust budgets to meet changing needs during the course of the year.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12

Action: Approval/Ratification

BUDGET AUGMENTATION FOR RESTRICTED GENERAL FUND

MEASURE U FUND 42.2

Requested Funding:	\$3,500,000						
Performance Period:	July 1, 2004 – June 30, 2005						
Action:	To ratify the increase in appropriation of Measure U Fund 42.2 for the 2004-05 fiscal year.						
	This increase was needed to cover expenditures for June invoices to contractors. A temporary cash loan from Measure S Fund 42.3 will be authorized up to \$3,500,000 which will be repaid upon the issuance of the approved Measure U bonds.						
Budget Augmentation:	<table> <tr> <td>Income:</td> <td>8000 Income</td> <td>\$3,500,000</td> </tr> <tr> <td>Expenditures:</td> <td>6000 Capital Outlay</td> <td>\$3,500,000</td> </tr> </table>	Income:	8000 Income	\$3,500,000	Expenditures:	6000 Capital Outlay	\$3,500,000
Income:	8000 Income	\$3,500,000					
Expenditures:	6000 Capital Outlay	\$3,500,000					

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 1, 2005

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 COMMERCIAL WARRANT REGISTER

Action: Approval/Ratification

June 1 – June 30, 2005	1620 – 1662	\$11,668,173.30
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Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 14 PAYROLL WARRANT REGISTER

Action: Approval/Ratification

June 1 – June 30, 2005	CIK – C2I	\$7,076,944.98
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Comment: The detailed payroll register documents are on file in the Accounting Department.

RECOMMENDATION NO. 15 AUXILIARY PAYMENTS & PURCHASE ORDERS

Action: Approval/Ratification

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

	Payments	Purchase Orders
June 1 – June 30, 2005	\$2,865,042	\$9,269

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

RECOMMENDATION NO. 16 DIRECT PAYMENTS

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 approved budgets. List on file in Business Office.

June 1 – June 30, 2005	D001345 – D001539	\$398,374.24
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 1, 2005

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM D

COLLECTIVE BARGAINING AGREEMENT WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36

The Santa Monica Community College District has reached agreement with the California School Employees Association (CSEA) Chapter 36, on a collective bargaining contract. The term of the contract shall be from January 1, 2003 through December 2006. The contract was unanimously ratified by the CSEA membership on July 20, 2005. The District is required to disclose costs related to approval of the collective bargaining agreement as follows:

1. Benefits: Shall remain in effect for the duration of the contract. The Benefits Committee shall continue to meet and explore health plans that will provide employees with adequate benefits and decrease the District's costs for benefits. CSEA agrees that it will continue to participate in the Benefits Committee in a good faith effort towards these goals.
2. Salary: The salary schedules shall be increased as follows: (1) 2 percent, effective January 1, 2005; (2) 3.5 percent effective January 1, 2006.
3. Holiday: The District shall provide one additional paid holiday to be called "Caesar Chavez Day." The date of the holiday shall be Monday of the District's Spring Break. For eleven month employees, the holiday shall be the District flex day in May.

	2004-2005	2005-2006	2006-2007
Salaries and Related Benefits *2% raise effective 1/1/05	\$ 310,420	\$ 620,840	\$ 620,840
Salaries and Related Benefits *3.5% raise effective 1/1/06 contract expires 12/31/06		543,235	1,086,470
Cost of Cesar Chavez Holiday (classified full time divided by 252 working days)		86,158	89,174
	\$310,420	\$ 1,250,233	\$1,796,484

*NOTE: these numbers are estimates

GRAND TOTAL: \$ 3,357,137

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 1, 2005

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 18 **RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36**

It is recommended that the Board of Trustees ratify the collective bargaining agreement with the California School Employees Association (CSEA) Chapter 36 for the term of January 1, 2005 through December 31, 2006.

Comment: The contract was unanimously ratified by the CSEA membership on July 20, 2005.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 1, 2005

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM E

ACADEMIC ADMINISTRATORS, CLASSIFIED ADMINISTRATORS, CLASSIFIED MANAGERS AND CLASSIFIED CONFIDENTIAL EMPLOYEES SALARY INCREASE

The Santa Monica Community College District is required to disclose costs related to the increase in salaries for academic administrators (including the Superintendent/President), classified administrators, classified managers and confidential employees as follows:

	<u>2004-2005</u>	<u>2005-2006</u>	<u>2006-2007</u>
Salaries and Related Benefits *2% raise effective 1/1/05	\$ 173,889	\$ 347,779	\$ 347,779
Salaries and Related Benefits *3.5% raise effective 1/1/06-12/31/06		304,397	608,613
Cost of Cesar Chavez Holiday (full time divided by 252 working days)		10,457	10,823
	<u>\$ 173,889</u>	<u>\$ 662,543</u>	<u>\$ 967,215</u>
		GRAND TOTAL:	<u><u>\$ 1,803,647</u></u>
Health Benefit Costs includes academic and classified managers, confidentials		\$ 184,547.00	\$ 334,848.00

*NOTE: these numbers are estimates

RECOMMENDATION NO. 19

ACADEMIC ADMINISTRATORS, CLASSIFIED ADMINISTRATORS, CLASSIFIED MANAGERS AND CLASSIFIED CONFIDENTIAL EMPLOYEES SALARY SCHEDULES, 2005-2006

It is recommended that the salary schedules for academic administrators (including the Superintendent/President), classified administrators, classified managers and confidential employees be increased as follows:

- 2 percent effective January 1, 2005
- 3.5 percent, effective January 1, 2006

Comment: This salary increase is parallel to the salary increase for employees represented by CSEA.

MOTION MADE BY: Margaret Quiñones
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 1, 2005
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20 TEMPORARY CLASSIFIED EMPLOYEES SALARY SCHEDULES, 2005-2006

It is recommended that the salary schedules for temporary classified employees be increased as follows:

- 2 percent effective August 1, 2005
- 3.5 percent, effective January 1, 2006

Comment: This salary increase is parallel to the salary increase for regular classified employees' however, it is not retroactive for temporary employees.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 1, 2005

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21 APPOINTMENT OF ACCT VOTING DELEGATE

It is recommended that the Board of Trustees appoint Trustee Dorothy Ehrhart-Morrison as the voting delegate to represent Santa Monica College at the Association of Community College Trustees (ACCT) Annual Convention in Seattle, Washington, September 7-10, 2005.

Comment: SMMCD is entitled to two voting delegates (the chief executive officers and nonvoting members of the Board are not eligible). Trustee Dorothy Ehrhart-Morrison will be attending this convention.

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

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2005

ADJOURNMENT – 9:22 p.m.

The meeting was adjourned in memory of **Andy Campbell**, retired SMC police chief; **Mel Dunn**, Operations Department night shift II custodian, and **Audrey Green**, retired SMC secretary.

There will be a Board of Trustees Retreat on Saturday, August 27, 2005 at the Santa Monica College Bundy Campus, 3171 Bundy Drive, Los Angeles, California.

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