

AGENDA



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY,
DECEMBER 7, 2010

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

6:00 p.m. – Closed Session
7:30 p.m. – Public Meeting
Board Room (Business Building Room 117)

*The complete agenda 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.*

PUBLIC PARTICIPATION

ADDRESSING THE BOARD OF TRUSTEES

Members of the public may address the Board of Trustees by oral presentation **concerning any subject that lies within the jurisdiction of the Board of Trustees** provided the requirements and procedures herein set forth are observed:

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.

Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

General Public Comments and Consent Agenda

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting **before** the Board reaches the Public Comments section in the agenda.
- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

Major Items of Business

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting **before** the Board reaches that specific item in the Major Items of Business in the agenda.
- Five minutes is allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

No action may be taken on items of business not appearing on the agenda

Reference: *Board Policy Section 1570*
 Education Code Section 72121.5
 Government Code Sections 54954.2, 54954.3, 54957.9

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

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, December 7, 2010.

6:00 p.m. – Closed Session

7:30 p.m. – Public Meeting

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

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• Updates:	
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VII. **CONSENT AGENDA**

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

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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**

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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)

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

I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER
- B ROLL CALL
 Judge David Finkel (Ret.), Chair
 Dr. Andrew Walzer, Vice-Chair
 Dr. Susan Aminoff
 Dr. Nancy Greenstein
 Louise Jaffe
 Dr. Margaret Quiñones-Perez
 Rob Rader
 Michael Song, Student Trustee
- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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 Monica's Representative: Lamont Ewell, City Manager

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

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

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. I

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:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

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

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM G

SUBJECT: **TRANSFER PROGRAM**

SUBMITTED BY: Superintendent/President

SUMMARY: The presentation on the SMC Transfer Program will provide 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

<u>SUBJECT:</u>	<u>APPOINTMENT OF PERSONNEL COMMISSIONER</u>
<u>SUBMITTED BY:</u>	Chair and Vice-Chair, Board of Trustees
<u>REQUESTED ACTION:</u>	It is recommended that the Board of Trustees appoint a Santa Monica College Personnel Commissioner for a three-year term that commences December 1, 2010 and expires November 30, 2013.
<u>SUMMARY:</u>	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. The recommendation will be presented at the meeting.
MOTION MADE BY:	
SECONDED BY:	
STUDENT ADVISORY:	
AYES:	
NOES:	

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:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:

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, will present 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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 7, 2010

VII. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #4-#18.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations:

MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

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. 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)

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

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 FI 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.

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

CONSENT AGENDA: GRANTS AND CONTRACTS

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

5-C **AMENDMENT TO AGREEMENT FOR CREDIT CARD PROCESSING**

<i>Requested by:</i>	<i>Chris Bonvenuto, Director, Fiscal Services</i>
<i>Approved by:</i>	<i>Robert Isomoto, Vice President/Business/Administration</i>
 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/Human Resources
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.

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

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 \$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 Approved by: Chui L. Tsang, Superintendent/President				
B	Dowden Associates, Inc.	October 1, 2010 – September 30, 2011 \$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 Approved by: Randal Lawson, Executive Vice-President				

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

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

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

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.

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Human Resources Technician	12/31/10
Human Resources, 12 mos, 40 hrs	
 <u>ESTABLISH</u>	
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

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

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

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

<u>TRANSFER (Per CSEA Agreement, Article 6)</u>	
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	

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

Lisa Moss
From: Administrative Assistant I, Job Development
To: Career Services Advisor, Job Development
Percentage: 100%

10/25/10 - until incumbent returns

INCREASE IN HOURS - TEMPORARY

Fung, Gary
From: Instructional Assistant – Math, Mathematics, 11 mos, 20 hrs
To: Instructional Assistant – Math, Mathematics, 11 mos, 30 hrs

10/18/10 - 11/07/10

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

10/18/10 - 11/07/10

INCREASE IN HOURS – PERMANENT

Fung, Gary
From: Instructional Assistant – Math, Mathematics, 11 mos, 20 hrs
To: Instructional Assistant – Math, Mathematics, 11 mos, 30 hrs

11/08/10

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

11/08/10

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
From: Student Services Specialist, A&R, 12 mos, 40 hrs
To: Student Services Specialist, A&R, 12 mos, 35.5 hrs

11/01/10 – 12/21/10
01/03/11 – 01/31/11

WORK SHIFT (Correction)

Tovar, Hector
From: Athletic Equipment Specialist, Athletics, 11 mos, 40 hrs/NS-I
To: Athletic Equipment Specialist, Athletics, 11 mos, 40 hrs/Varied Hours
Comment: Reflects a correction to the hours

08/04/10

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
Stone, Kimberly, Buyer II, Purchasing, 20+ years
Trump, Kurt J., C. C. Police Sergeant, Campus Police, 23+ years
Williams, Juanita, Human Resources Technician, Human Resources, 13+ years

07/01/11
12/31/10
01/31/11
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, Yadirra, 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, Niritu, 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

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

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, <u>Special tests \$18 to \$3,925 per test & up to \$500 per report</u> , 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, <u>\$15 to \$480 per test & up to \$450 per report</u> , 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, <u>Special tests \$18 to \$3,925 per test & up to \$500 per report</u> , 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.

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

CONSENT AGENDA: FACILITIES AND FISCAL

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

11-B AGREEMENT FOR INSTALLATION OF FIBER OPTIC CABLE – 1516 PICO OFFICE BUILDING

Agreement with CITY OF SANTA MONICA not to exceed \$23,200 for installation of fiber optic cable at the 1516 Pico Blvd. building.

Funding Source: Measure AA

Comment: The District uses the Santa Monica City Net fiber optic network for voice and data connection between campus sites. The recently purchased site at 1516 Pico Boulevard, to be used as the new offices of the SMC Foundation, currently has no high-speed data service. Underground conduit and fiber cable must be installed from the corner of 16th and Pico to the building site. The public contract code allows the District to contract with other public agencies without public bidding. The college's network staff contacted other vendors and the City of Santa Monica was the least cost provider.

11-C 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.

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

CONSENT AGENDA: FACILITIES AND FISCAL

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

11-D **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.

11-E **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-F **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.

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

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 November 18, 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

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

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.

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

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 – October 31, 2010	4252 – 4290	7,357,205.04
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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	CIC – C2D	\$9,933,400.32
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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
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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 Superintendent/President	X	X	X	X	X	X
Randal Lawson Executive Vice-President	X	X	X	X	X	X
Robert Isomoto Vice-President, Business and Administration	X	X		X	X	X
Marcia Wade Vice-President, Human Resources			X	X		
Christopher Bonvenuto Director, Fiscal Services	X	X		X	X	X
George Prather Director of Auxiliary Services				X	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:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

BOARD OF TRUSTEES	Action
Santa Monica Community College District	December 7, 2010

ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 20

SUBJECT:

ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES FOR 2011

20-A REQUESTED ACTION:

It is recommended that the election be held for Chair of the Board of Trustees of the Santa Monica Community College District.

MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

20-B REQUESTED ACTION:

It is recommended that the election be held for Vice-Chair of the Board of Trustees of the Santa Monica Community College District.

MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

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:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

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 FUNCTION I

SUBJECT:

SEATING ARRANGEMENT OF THE BOARD OF TRUSTEES

The Board of Trustees will be 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 will be determined by the drawing of numbers.

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

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**

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

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

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	Intl 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

**SOURCES: UC OFFICE OF THE PRESIDENT
&
THE CALIFORNIA POST SECONDARY EDUCATION COMMISSION**

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

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 ANTONIO 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 SISKIYOU	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 COLLEGE	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			

¹Berkeley City College includes totals for North Piedmont.

²College of Marin includes totals for Indian Valley.

³Folsom 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

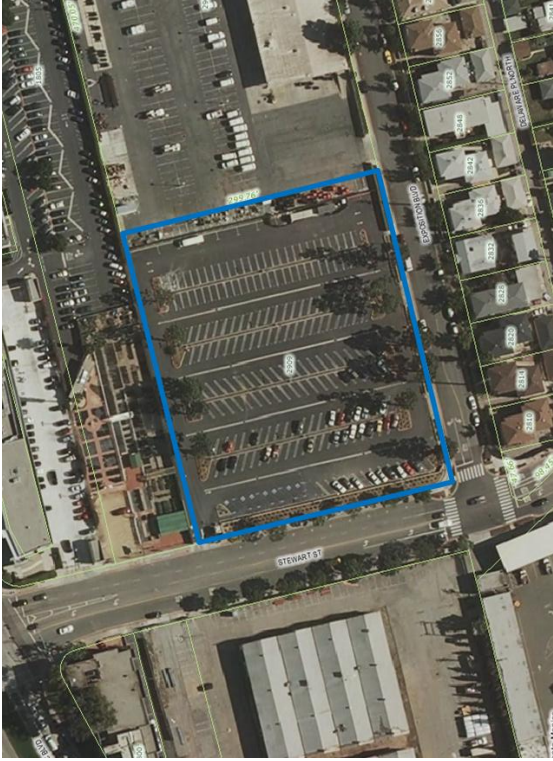
1	SANTA MONICA COLLEGE	1,053
2	DE ANZA COLLEGE	666
3	DIABLO VALLEY COLLEGE	663
4	PASADENA CITY COLLEGE	610
5	SANTA BARBARA CITY COLLEGE	609
6	ORANGE COAST COLLEGE	528
7	RIVERSIDE COLLEGE	382
8	EL CAMINO COLLEGE	377
9	SADDLEBACK COLLEGE	337
10	CITY COLLEGE OF SAN FRANCISCO	324
11	LOS ANGELES PIERCE COLLEGE	319
12	MOUNT SAN ANTONIO COLLEGE	318
13	MOORPARK COLLEGE	312
14	GLENDALE COLLEGE	297
15	SAN DIEGO MESA COLLEGE	291
16	FOOTHILL COLLEGE	285
17	IRVINE VALLEY COLLEGE	262
18	SACRAMENTO CITY COLLEGE	230
19	SANTA ROSA JUNIOR COLLEGE	215
20	SIERRA COLLEGE	205
21	FULLERTON COLLEGE	202
22	CABRILLO COLLEGE	200
23	AMERICAN RIVER COLLEGE	200
24	CERRITOS COLLEGE	197
25	PALOMAR COLLEGE	192
26	MIRACOSTA COLLEGE	180
27	OHLONE COLLEGE	173
28	EAST LOS ANGELES COLLEGE	172
29	GROSSMONT COLLEGE	165
30	COLLEGE OF THE CANYONS	162
31	LOS ANGELES VALLEY COLLEGE	146
32	LANEY COLLEGE	146
33	CHABOT COLLEGE	139
34	COLLEGE OF SAN MATEO	136
35	VENTURA COLLEGE	134
36	SOUTHWESTERN COLLEGE	133
37	MOUNT SAN JACINTO COLLEGE	130
38	WEST VALLEY COLLEGE	124
39	BERKELEY CITY COLLEGE	121
40	SOLANO COLLEGE	115
41	CYPRESS COLLEGE	115
42	LAS POSITAS COLLEGE	111
43	SANTIAGO CANYON COLLEGE	109
44	SAN JOAQUIN DELTA COLLEGE	102
45	LOS ANGELES CITY COLLEGE	101
46	SAN DIEGO CITY COLLEGE	98
47	COLLEGE OF MARIN	97
48	SANTA ANA COLLEGE	95
49	SAN DIEGO MIRAMAR COLLEGE	95
50	LONG BEACH CITY COLLEGE	95
51	GOLDEN WEST COLLEGE	95
52	CITRUS COLLEGE	94
53	FRESNO CITY COLLEGE	86
54	CUESTA COLLEGE	83
55	CHAFFEY COLLEGE	82
56	SKYLINE COLLEGE	81

57	COSUMNES RIVER COLLEGE	78
58	NAPA VALLEY COLLEGE	74
59	ALLAN HANCOCK COLLEGE	74
60	MODESTO JUNIOR COLLEGE	72
61	ANTELOPE VALLEY COLLEGE	68
62	RIO HONDO COLLEGE	65
63	LOS MEDANOS COLLEGE	63
64	CONTRA COSTA COLLEGE	63
65	FOLSOM LAKE COLLEGE	62
66	MONTEREY PENINSULA COLLEGE	55
67	MERCED COLLEGE	54
68	COLLEGE OF THE DESERT	51
69	BAKERSFIELD COLLEGE	48
70	LOS ANGELES HARBOR COLLEGE	46
71	EVERGREEN VALLEY COLLEGE	44
72	COLLEGE OF ALAMEDA	44
73	SHASTA COLLEGE	40
74	VICTOR VALLEY COLLEGE	39
75	CRAFTON HILLS COLLEGE	39
76	CUYAMACA COLLEGE	37
77	WEST LOS ANGELES COLLEGE	36
78	SAN JOSE CITY COLLEGE	36
79	MISSION COLLEGE	36
80	REEDLEY COLLEGE	35
81	BUTTE COLLEGE	35
82	YUBA COLLEGE	34
83	CANADA COLLEGE	34
84	OXNARD COLLEGE	29
85	HARINELL COLLEGE	29
86	SAN BERNARDINO VALLEY COLLEGE	27
87	COLLEGE OF THE SEQUOIAS	25
88	LAKE TAHOE COMMUNITY COLLEGE	23
89	IMPERIAL VALLEY COLLEGE	19
90	LOS ANGELES MISSION COLLEGE	18
91	WOODLAND COLLEGE	17
92	MERRITT COLLEGE	17
93	LOS ANGELES TRADE-TECH COLLEGE	16
94	GAVILLAN COLLEGE	14
95	COLUMBIA COLLEGE	14
96	MENDOCINO COLLEGE	11
97	COOPER MOUNTAIN COLLEGE	9
98	COLLEGE OF THE REDWOODS	9
99	COASTLINE COLLEGE	9
100	CERRO COSO COLLEGE	8
101	PORTERVILLE COLLEGE	7
102	LOS ANGELES SOUTHWEST COLLEGE	7
103	COLLEGE OF THE SISKIYOU	6
104	BARSTOW COLLEGE	6
105	WEST HILLS COLLEGE LEMOORE	5
106	FEATHER RIVER COLLEGE	5
107	WEST HILLS COLLEGE COALINGA	4
108	YAFI COLLEGE	3
109	PALO VERDE COLLEGE	1
110	LASSEN COLLEGE	1
111	COMPTON COMM. ED. CENTER	0

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

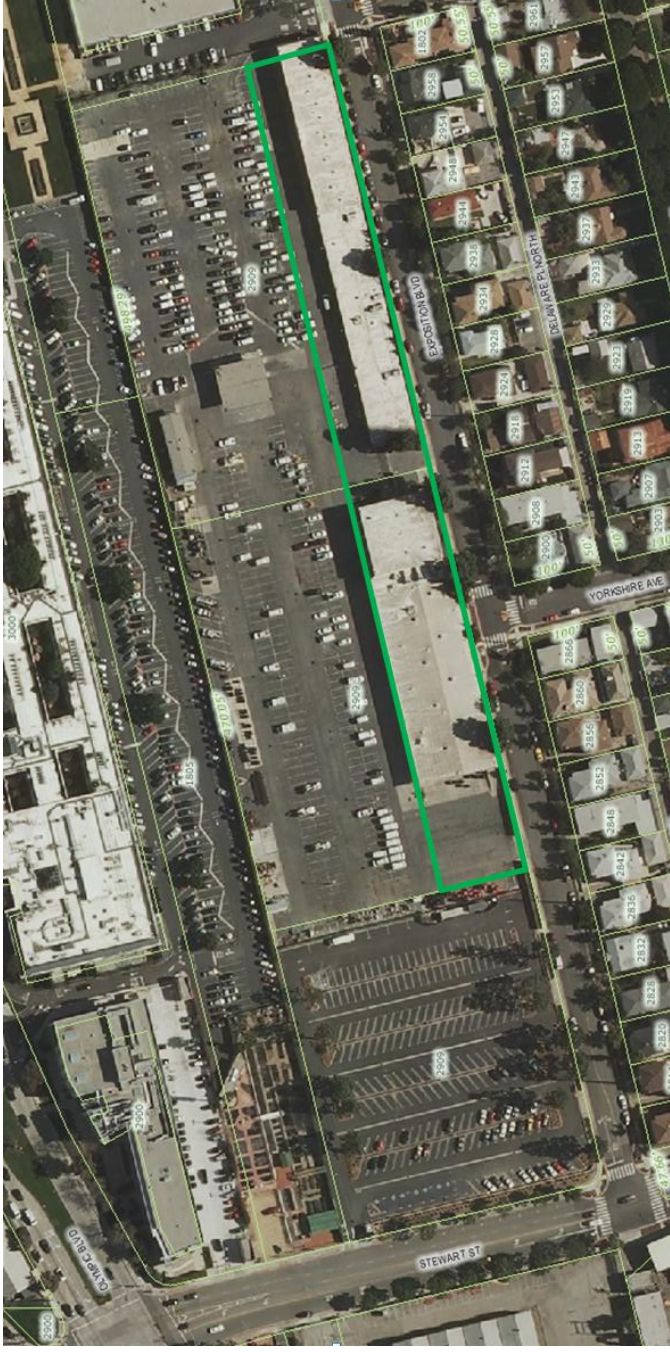
1	SANTA MONICA COLLEGE	1,833	57	LOS ANGELES VALLEY COLLEGE	362
2	DE ANZA COLLEGE	1,509	58	RIO HONDO COLLEGE	357
3	DIABLO VALLEY COLLEGE	1,445	59	SAN DIEGO MIRAMAR COLLEGE	356
4	PASADENA CITY COLLEGE	1,418	60	LOS ANGELES HARBOR COLLEGE	348
5	ORANGE COAST COLLEGE	1,388	61	SHASTA COLLEGE	342
6	EL CAMINO 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	HARINELL 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 SISKIYOU	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



2909
Exposition
West
±2.35 ac
SMC >>>
City >>>
Expo CA

3400, 3500
Airport
Avenue
±2.7 ac
(±3.1 ac)
City >>>
SMC
(lease w/
Purchase
option)



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
<i>Degree/Certificate/Transfer</i>	<i>Vocational/Occupational/Workforce Development</i>	<i>Basic Skills, ESL, and Enhanced Noncredit</i>
1.1 Student Progress and Achievement Rate 1.1a Percent of Students Who Earned at Least 30 Units 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 1.5 Improvement Rates for ESL and Credit Basic Skills Courses 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 measures¹.

1.1: Student Progress and Achievement Rate

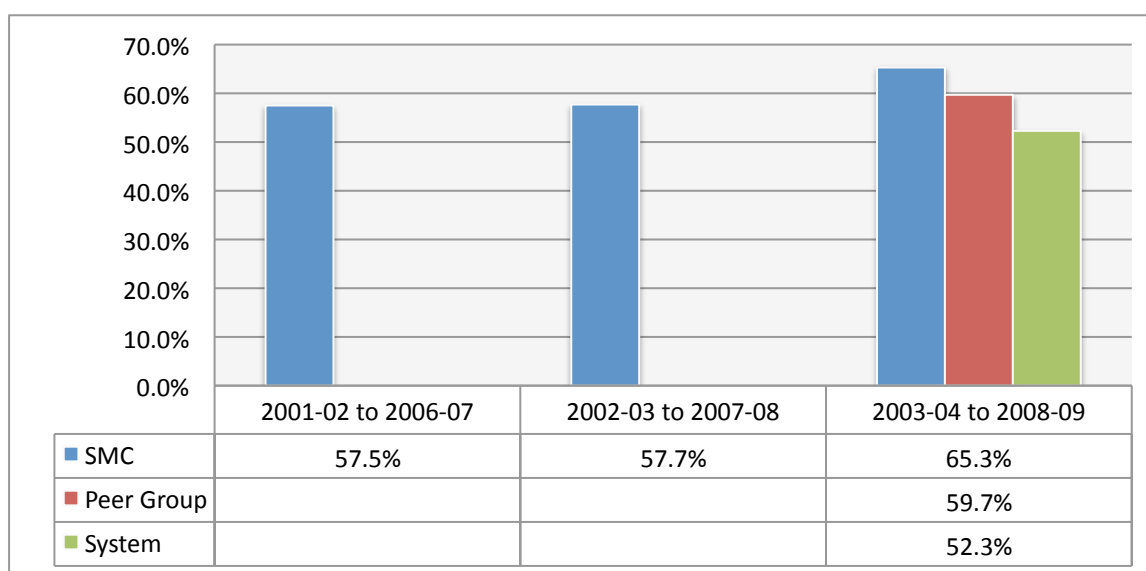
Student Progress and Achievement Rate was calculated by deriving the percent of students in a cohort who achieve one of the following outcomes within six years of initial enrollment:

- 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.

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



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.

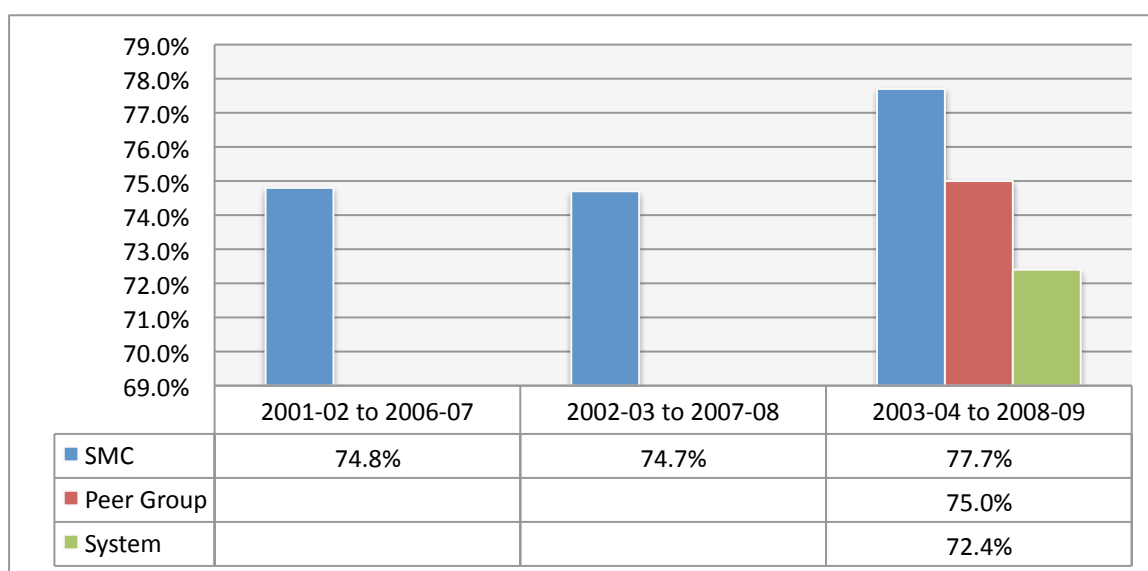
The peer group clusters were formed by putting colleges who score similarly on three environmental variables: percent of students age 25 or older in fall 2005, percent of basic skills fall 2005, and the Bachelor Plus Index. Colleges in the peer group for this indicator include Crafton Hills, Cuesta, De Anza, Diablo Valley, Fullerton, Golden West, Grossmont, LA Pierce, Las Positas, Moorpark, 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



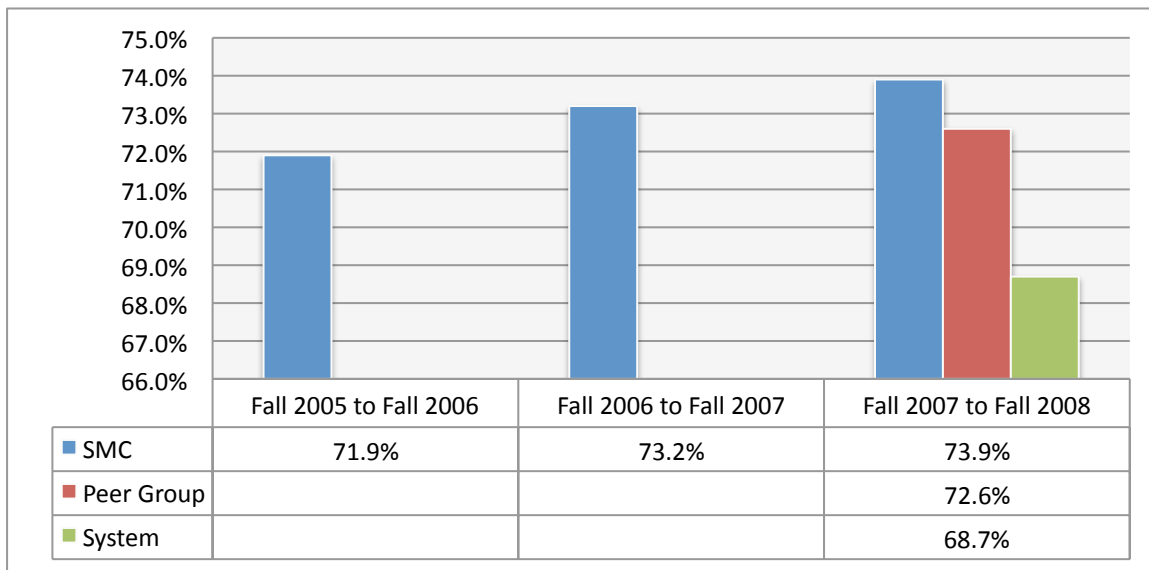
Overall, about three-quarters of students who showed intent to earn a certificate/degree or transfer made progress towards an award or transfer by earning at least 30 units. This measure is a good indicator for progress and success of students as wage studies have documented the positive effects of completing 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



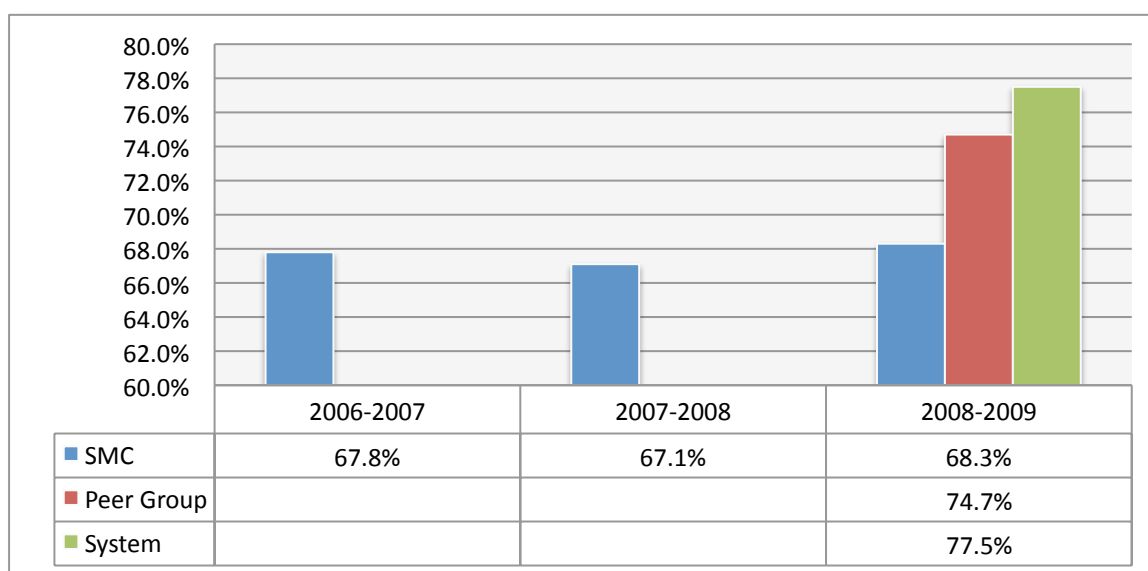
Overall, about three-quarters of first-time students in fall terms persisted to the subsequent term. The Persistence Rate has slightly improved over the last three cohorts.

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



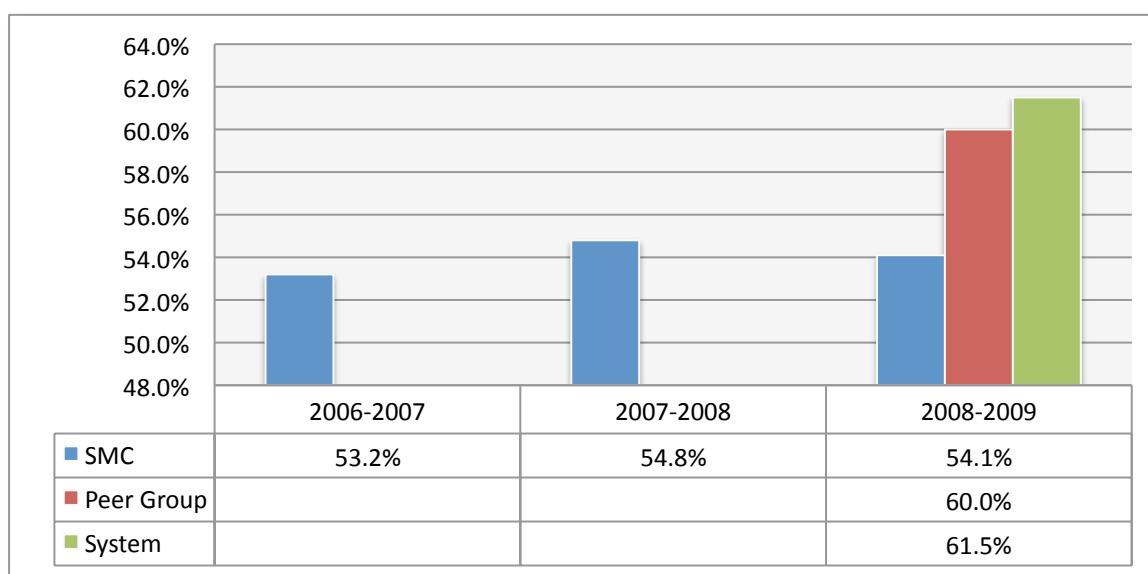
The success rate in CTE courses is approximately 68%. The course success rate has slightly increased from 67.8% in 2006-07 to 68.3% in 2008-09.

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



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 without 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.