



# MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

TUESDAY, JANUARY 21, 2025

SMC Board Room  
1900 Pico Boulevard  
Santa Monica, California



BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	January 21, 2025

# MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, January 21, 2025 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. The meeting was also conducted via Zoom Webinar to allow for remote participation.

## I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 4:30 p.m.  
 Dr. Nancy Greenstein, Chair  
 Dr. Sion Roy, Vice-Chair  
 Anastasia Foster  
 Dr. Margaret Quiñones-Perez  
 Dr. Tom Peters  
 Rob Rader

## II. CLOSED SESSION

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code Section 54957.6): Two Cases
- CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)  
 Agency designated representatives: Sherri Lee-Lewis, Vice-President, Human Resources  
 Robert Myers, Campus Counsel  
 Employee Organizations: SMC Faculty Association  
 CSEA Chapter 36  
 SMC Police Officers Association
- EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

## III. PUBLIC SESSION –ORGANIZATIONAL FUNCTIONS – 6 p.m.

- LAND ACKNOWLEDGEMENT  
 We respectfully recognize that the land on which Santa Monica College currently stands is the ancestral unceded territory of the Tongva, Chumash or Gabrielino peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.
- OPENING REMARKS BY BOARD CHAIR NANCY GREENSTEIN  
 The Palisades fire impacts many in our communities, particularly in Malibu. Our students, faculty and staff come from the region. In addition to the Palisades fire, some are impacted by the Eaton fire. Our hearts go out to those who lost or have damaged homes, lost businesses, places of employment, schools, churches, temple and community landmarks. SMC cares. Outreach was undertaken to contact the students and employees in the impacted areas regarding status and provide services. The college wanted to do more and undertook a large project to assist the community. There will be a report shortly describing the efforts and the outcomes. Let's also thank and think about the important work of the firefighters and emergency personnel diligently working to protect life and property throughout the disaster.

- PLEDGE OF ALLEGIANCE – Captain Kevin Kilgore, SMC Police Department
- CLOSED SESSION REPORT: The Board of Trustees in closed session voted to accept a recommendation from the Superintendent/President to suspend the employment of one classified employee for 15 calendar days, beginning January 22, 2025.  
 AYES: 5  
 NOES: 0  
 ABSENT: 1 (Roy)
- REVISIONS/SUPPLEMENTAL STAFF REPORTS: A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)

Addition to Recommendation No. 4 - Academic Personnel

MOTION MADE BY: Margaret Quiñones-Perez  
 SECONDED BY: Tom Peters  
 STUDENT ADVISORY: Vacant  
 AYES: 6  
 NOES: 0

**IV. SUPERINTENDENT'S REPORT**

**V. PUBLIC COMMENTS**

Elisa Meyer  
 Steph Anderson

**VI. ACADEMIC SENATE REPORT**

**VII. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**VIII. CONSENT AGENDA**

#1 Approval of Minutes: December 12, 2024 (Regular Meeting)

Academic Affairs

#2 New Courses and Degrees, Fall 2024

Contracts and Consultants

#3-A Ratification of Contracts and Consultants

Human Resources

- #4 Academic Personnel
- #5 Classified Personnel – Regular
- #6 Classified Personnel – Limited Duration
- #7 Classified Personnel – Non Merit

## **Facilities and Fiscal**

- #8 Facilities
- #9 Acceptance of Grants and Budget Augmentation
- #10 Budget Transfers
- #11 Payroll Warrant Register
- #12 Commercial Warrant Register
- #13 Auxiliary Payments and Purchase Orders
- #14 Organizational Memberships
- #15 Providers for Community and Contract Education
- #16 Purchasing

### **IX. CONSENT AGENDA – Pulled Recommendations**

### **X. MAJOR ITEMS OF BUSINESS**

- #17 Contract with Mithun Architects
- #18 Resolution to Prepare Agreement with UCLA for Joint Affordable Student Housing
- #19 Sabbaticals, 2025-2026
- #20 Information: Filling the Vacancy on the Board of Trustees

### **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, February 4, 2025 at 6 p.m. (5 p.m. if there is a closed session) in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. This meeting will be held in-person and via Zoom Webinar to allow for remote participation.

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#### IV. SUPERINTENDENT'S REPORT

##### **SMC Activities Related to the Palisades Fire**

This report is a compilation of actions taken by Santa Monica College staff, departments and special work teams in response to the devastating fires that begun in Los Angeles on January 7, 2025. Information by area of responsibility provided steps taken to minimize impacts, ensure the safety of faculty, staff and students, and participate in recovery and relief efforts. The following SMC staff provided summaries in their respective areas of responsibility:

- Bob Myers: Mapping
- Captain Kevin Kilgore: Campus Police
- Jason Beardsley: Impact on Winter 2025 Session
- Lizzy Moore and Kiersten Elliott: Donations and SMC Cares events
- Rob Rudolph: Inquiries from the community, insurance workshops
- Don Girard: Communications
- Sherri Lee-Lewis: Outreach and assistance to staff
- Chris Bonvenuto: Maintenance and Operations

Link to: [SMC's Response to Regional Fire Disaster](#)

##### **Enrollment Update**

Winter enrollment as of January 21, 2025: Total headcount is up 4.63 percent from last winter; Credit FTES are up 8.84% percent from last winter; Non-resident FTES are up 0.72 percent from last winter.

Spring 2025 enrollment as of January 21, 2025: Total spring headcount is up 19.25 percent from last spring; credit FTES are up 18.76% percent from last spring; Non-resident FTEs are down 3.13% percent from last spring.

Spring Outreach and Recruitment activities include SMC events; NACAC Fairs in the United States; and international recruitments in Mexico, Columbia, Indonesia, Malaysia, Brazil, Taiwan, Hong Kong, China, United Arab Emirates, and India.

Link to: [Enrollment Report](#)

##### **Governor's Proposed 2025-2026 Budget Update**

Release of the Governor's proposed 2025-2026 budget is the beginning of the State budget process. Things can and will change between now and the May Revise. There is no change to the hold harmless provision, so SMC will not receive any new unrestricted funding in the 2025-26 proposed budget. The Board will need to implement immediate and wide-reaching reductions as declines in non-resident FTES coupled with increasing costs and no additional unrestricted funding places the District in financial insecurity. The second quarter budget update will be presented at the Board of Trustees meeting on February 4, 2025.

Link to presentation: [Governor's Budget, 2025-2026](#)

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**IX. CONSENT AGENDA**

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

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#16.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #8-A

MOTION MADE BY: Margaret Quiñones-Perez  
 SECONDED BY: Tom Peters  
 STUDENT ADVISORY: Vacant  
 AYES: 6  
 NOES: 0

**X. CONSENT AGENDA – Pulled Recommendations**

**Recommendation No. 8-A -Facilities, Award of Contract, Gender Neutral Restroom Building**

MOTION MADE BY: Anastasia Foster  
 SECONDED BY: Margaret Quiñones-Perez  
 STUDENT ADVISORY: Vacant  
 AYES: 6  
 NOES: 0

**RECOMMENDATION NO. 1 APPROVAL OF MINUTES**

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

[December 12, 2024 \(Regular Meeting\)](#)

CONSENT AGENDA: ACADEMIC AFFAIRS**RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, FALL 2024**

*Requested Action: Approval/Ratification*

*Requested by: Curriculum Committee*

*Approved by: Jason Beardsley, Vice-President, Academic Affairs*

**New Courses****ARC 45 Designing Spaces: Enhancing the Human Experience**

In this course, we will explore how architecture and design research intersect with immersive and augmented reality, enriching the design process. Students will delve into fundamental principles of spatial design and strategies for creating spaces augmented with interactive and storytelling elements. Using real world projects, students will develop the competencies needed to create multi-modal, user-centric spatial experiences.

**BUS 12 Success Skills for First-Time Manager**

This course is a survey of entry-level, first-time management concepts, theories, and principles with a focus on a manager's job responsibilities and the role that managers play in planning, organizing, leading and motivating teams, and controlling organizations. Career and educational pathways include organizational development as applied to retail management across a variety of industries.

**CHEM 55 Introduction to Chemical Instrumentation**

This laboratory course will introduce students to instrumentation commonly used in chemistry research in preparation for careers in chemical analysis, manufacturing, and quality assurance. The course explores the basic principles for qualitative and quantitative analysis, the basic principles of chromatographic and spectroscopic techniques, and the strengths and limitations of analytical methods and instrumentation. The lectures will discuss the theory and techniques that relate to the experiments that are performed, including High-Performance Liquid Chromatography (HPLC), Gas Chromatography–Mass Spectrometry (GC-MS), Infrared Spectroscopy (IR), Ultraviolet–Visible Spectroscopy (UV-vis), and various methods of analysis and separation of mixtures. Emphasis will be placed upon understanding the fundamental principles of analytical instrumentation, data acquisition and analysis, and scientific communication.

**CIS 2 Computer Skills for Virtual Assistants**

This course will offer a comprehensive overview of administrative responsibilities within virtual and hybrid professional settings. Students will acquire knowledge of project management, applicable technology and automation tools, ethics, and data and equipment security. Through a combination of information and virtual work experiences, students will gain theoretical and practical skills.

**CS 4 Copiloting with Artificial Intelligence Tools**

This course is designed for non-technical students interested in gaining a comprehensive understanding of generative artificial intelligence and its impact on society. It covers the history of artificial intelligence, ethical considerations, prompt engineering, productivity applications, and everyday use cases. Students will explore how artificial intelligence technologies influence various aspects of daily life and the workplace, including privacy, security, decision-making, and creativity.



### CS 82D Generative Artificial Intelligence Fundamentals

Generative Artificial Intelligence (Gen AI) is a branch of artificial intelligence (AI) that focuses on creating new content, such as text, images, and code. It uses machine learning models to analyze massive datasets of existing content and learn the underlying patterns and relationships. In this course, students will gain a thorough understanding of the fundamental concepts of generative AI, including neural networks, large language models (LLMs), and various generative models such as transformer-based models. Students will also evaluate the performance of these models.

### CS 315 Cloud Compliance

Cloud compliance is the practice of ensuring that cloud-hosted data and services conform to applicable laws, regulations, standards, and guidelines that dictate security and privacy in cloud computing. Compliance includes understanding and effective implementation of the frameworks and controls that dictate the protection and management of data in the cloud. This course provides a comprehensive understanding of the necessary frameworks and practices to maintain compliance. Students will explore regulatory requirements across different sectors and learn how to implement effective controls through regulations, contracts, standards, and audit tools.

### CS 335 Cloud Infrastructure As Code

Infrastructure as Code (IaC) is the practice of using coding and automation tools to manage, provision, and deploy infrastructure resources within a cloud environment. This approach enhances the efficiency and reliability of managing cloud servers, networking components, and storage. In this course, students will learn how to provision and manage cloud infrastructure using the AWS Cloud Development Kit (CDK) and the AWS Software Development Kit (SDK). Both Python and shell scripting will be used to automate cloud tasks and enforce cloud resource policies and standards. Students will learn how to enforce policies and standards for cloud resources and implement rollback procedures to recover from service failures using version-controlled infrastructure code.

### ETH ST 9 Introduction to Native American Studies

This course introduces students to the interdisciplinary field of Native American Studies and to the experiences and expressions of Indigenous communities primarily in the United States of America. The course explores historical and contemporary topics important to Native American tribal nations, including their cultures, philosophies, creative expressions, and lived experiences, emphasizing Native American voices and perspectives. The course will cover subjects that may include the racialization of Native Americans, the acknowledgment of treaty rights and sovereignty, traditional ecological knowledge, the role Native Americans have played in U.S. history, and contemporary challenges.

### IXD 320 History and Practice of Interaction Design

This course serves as an overview of historical methods, approaches and practices of interaction design, including mechanical, electrical, and analog and digital electronic systems. The students will follow the development of modern tendencies in interaction design and formulate opinions about their causes and possible paths for future developments. The students will also examine the current applications of interaction design across industries and disciplines.

### IXD 420 Design for Social Innovation

In this course students explore a comprehensive toolkit for how to approach complex social issues with creative problem solving. Through this course students will recognize and demonstrate the principles, methods, and practices of designing impactful solutions that focus on positive social change. Using a blend of theoretical learning, practical application, and project work, students will apply the skills and mindset needed to address social challenges creatively and ethically.

### IXD 440 Interaction Design Studio 3

In this course, students work on a client-based project with the intent of creating a project that creates social impact. Students will research, analyze, conceptualize, design, and prototype work to serve this community need. Special attention will be paid to elements of service design, accessibility, and human factors.

### PRO CR 70 Yoga Teacher Training Essentials

This course introduces the fundamental concepts of yoga necessary to further personal practice and to instruct beginning-level yoga classes. This course investigates and develops an in-depth understanding of the eight limbs of yoga, with a specific focus on the yamas, niyamas, asanas, and pranayama as a foundation for teaching yoga. This course covers the history and philosophy of yoga, introduction to Sanskrit, asana classification, types of yoga, yoga sutras, and basic alignment principles. This course is intended for students completing the Yoga Teacher Training Certificate Program.

### PRO CR 71 Yoga Teacher Training Progressive Methodologies

This course provides students with the class blueprint and teaching tools to develop and implement yoga classes for all skill levels. This course focuses students on instructional methods, sequencing, verbal and non-verbal communication strategies, student learning styles, meditation, asana progressions and regressions, physical adjustments, energetic anatomy, lifestyle and ethics for yoga teachers, and the business of yoga. This course is intended for students completing the Yoga Teacher Training 200 Hour Certification Program.

### PRO CR 72 Yoga Teaching Practicum

Students seeking to complete the Yoga 200-hour Teacher Training Certificate will gain experience through practical application and supervised practice of lead yoga instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

### PRO CR 73 Anatomy & Physiology for Yoga Teachers

Students will learn the principles of human anatomy, physiology, and biomechanics as they relate to teaching yoga postures in private & group settings.

### PRO CR 90 Introduction to Applied Kinesiology and Anatomy

Students learn applied Kinesiology and anatomy by examining the anatomical structure and function of the musculoskeletal system as it relates to human movement and exercise. Muscular analysis and practical application, including strengthening and flexibility exercises for each muscle will be emphasized. Students will also study physiological and biomechanical principles.

### PRO CR 91 Pilates Teaching Methodology and Principles

In this course students will focus on the methods, principles, and industry standards of teaching and developing Pilates training programs. Students will also learn the history, benefits, assessment tools, and goals of Pilates training.

### PRO CR 92 Pilates Mat Instructor Training

Students will learn to safely and effectively instruct Pilates Mat exercises using Pilates principles for all skill levels and accommodations for various health conditions.

### PRO CR 93 Pilates Mat Teaching Practicum

Students seeking to complete the Pilates Mat Instructor Certificate will gain experience through practical application and supervised practice of lead instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

#### PRO CR 94 Pilates Reformer Instructor Training

Students will learn to safely and effectively instruct Pilates Reformer exercises using Pilates principles for all skill levels and accommodations for various health conditions.

#### PRO CR 95 Pilates Reformer Teaching Practicum

Students seeking to complete the Pilates Reformer Instructor Certificate will gain experience through practical application and supervised practice of lead instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

#### PRO CR 96 Pilates Apparatus Instructor Training

Students will learn to safely and effectively instruct Pilates Apparatus exercises using the Pilates principles. This will include the Cadillac Trapeze Table, Chair, Ladder Barrel and Spine Corrector, for all skill levels and accommodations for various health conditions.

#### PRO CR 97 Pilates Apparatus Teaching Practicum

Students seeking to complete the Pilates Apparatus Instructor Certificate will gain experience through the practical application and supervised practice of lead instructional techniques. They will assist faculty in administration, classroom management, teaching techniques, and instruction.

#### Distance Education

ARC 45 Designing Spaces: Enhancing the Human Experience

BUS 12 Success Skills for First-Time Manager

CIS 2 Computer Skills for Virtual Assistants

CS 4 Copiloting with Artificial Intelligence Tools

CS 82D Generative Artificial Intelligence Fundamentals

CS 315 Cloud Compliance

CS 335 Cloud Infrastructure As Code

ETH ST 9 Introduction to Native American Studies

IXD 320 History and Practice of Interaction Design

IXD 420 Design for Social Innovation

IXD 440 Interaction Design Studio 3

#### Global Citizenship

ETH ST 9 Introduction to Native American Studies

#### Course Revisions

BIOL 31 Fundamentals of Biotechnology 2: From Genes to Proteins

CIS 50 Internet, HTML, and Web Design

CIS 51 HTML5, CSS3, and Accessibility

CIS 54 Web Development and Scripting

CIS 59A Dreamweaver I 8. CIS 67 WordPress

CS 87A Python Programming

CS 87B Advanced Python Programming

ENGL 59 Lesbian and Gay Literature

ETH ST 6 Introduction to Chicana/o/x and Latina/o/x Studies

ETH ST 7 Introduction to African American and Black Studies

ETH ST 8 Introduction to Asian American Studies

IXD 310 Interaction Design Studio 1

IXD 330 Interaction Design Studio 2

IXD 360 Product Design

IXD 410 Project Management for Design

IXD 460 Programming Design Systems

IXD 470 Interaction Design Senior Studio

PHOTO 21 Alternative Photographic Processes

PHOTO 30 Techniques of Lighting: Introduction  
PHOTO 37 Advanced Black and White Printing Techniques  
PHOTO 39 Beginning Photoshop  
PHOTO 42 Advanced Photoshop  
PHOTO 50 Basic Color Printing  
PHOTO 70 Intro to Video for Photographers  
PHOTO 71 Intro to Video Editing for Photographers  
PHOTO 72 Video for Commercial Photographers

### New Programs

#### Artificial Intelligence Department Certificate

As the impact of artificial intelligence expands to many different fields, foundational skills and familiarity with artificial intelligence systems are skillsets that are in increasing demand in various industry sectors today. The Department Certificate in Artificial Intelligence is suited for students in any field interested in learning about the applications of artificial intelligence and the ethical considerations when adopting artificial intelligence technologies and generative artificial intelligence.

#### Applied Artificial Intelligence Certificate of Achievement

As the impact of artificial intelligence expands to many different fields, foundational skills and familiarity with artificial intelligence systems are skillsets that are in increasing demand in various industry sectors today. The Certificate of Completion in Applied Artificial Intelligence is suited for students in any field interested in learning about the applications of artificial intelligence and the ethical considerations when adopting artificial intelligence technologies, generative artificial intelligence and chatbots. This certificate provides the foundational knowledge and practical skills to pursue careers in artificial intelligence development, data science, or prompt engineering.

#### Cloud Computing Bachelor of Science *(pending approval of the Cloud's Bachelor's Degree by the Chancellor's Office)*

Cloud computing is a major technology disrupter, changing countless industries. Cloud Computing delivers computing resources over the internet, replacing the reliance on local information technology infrastructure. Its impact has been profound, reshaping businesses' IT infrastructure due to its remarkable benefits in terms of flexibility, scalability, and cost-effectiveness. A degree in Cloud Computing offers an exceptional opportunity in response to the soaring demand in IT for cloud computing professionals. With organizations rapidly embracing cloud solutions, there is a significant need for skilled experts in cloud architecture, development, operations, security, and management. This is a four-year program with the lower division Cloud Computing Associates degree courses providing students with the skills necessary to enter the upper division courses in this exciting field.

#### Pilates Apparatus Teacher Training Certificate of Achievement

The Pilates Apparatus Teacher Certificate prepares students to safely utilize the complete repertoire of Pilates Apparatus equipment. Upon completion, students will be able to lead group classes, one-on-one private and semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings and private studios. The program emphasizes principles, techniques, assessment tools, history, and movement theory behind Pilates training, as well as applied kinesiology and anatomy. Students will learn to safely and effectively instruct using the equipment. Students are required to participate in Pilates sessions, observe classes, and fulfill student teaching hours. This program prepares students for the National Pilates Certification Exam, (NPCP).

#### Pilates Mat Teacher Training Certificate of Achievement

The Pilates Mat Teacher Training Certificate prepares students to safely and effectively teach mat Pilates. Upon completion, students will be able to lead classes, private and semi-private training sessions at health clubs, fitness and community centers, corporate settings and private studios. The program emphasizes principles, techniques, assessment tools, history, and movement theory behind Pilates training. Applied kinesiology and anatomy are required. Students are required to participate in Pilates sessions, observe classes, and fulfill student teaching hours. This program prepares students for the National Pilates Certification Exam, (NPCP).

#### Pilates Reformer Teacher Training Certificate of Achievement

The Pilates Reformer Teacher Training Certificate program prepares students to instruct others on the Pilates Reformer. Students will learn to safely and effectively instruct using the reformer. Upon completion, students will be able to lead classes, private and semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings and private studios. The program emphasizes principles, techniques, assessment tools, history, and movement theory behind Pilates reformer training. Applied kinesiology and anatomy are required. Students are required to participate in Pilates sessions, observe classes, and fulfill student teaching hours. This program prepares students for the National Pilates Certification Exam, (NPCP).

#### Pilates Comprehensive Teacher Training Certificate of Achievement

Pilates Comprehensive Teacher Certificate prepares students to instruct the complete repertoire of Pilates Mat, Reformer, and Apparatus equipment exercises in group classes and one-on-one private or semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings, or private studios. The program includes instruction in the principles, techniques, teaching skills, history, movement theory behind Pilates training, and applied kinesiology and anatomy. Students are required to complete and document personal Pilates sessions, observation hours, and student teaching hours. In this course, students will focus on the methods, principles, and industry standards of teaching and developing Pilates training programs. Students will also learn the history, benefits, assessment tools, and goals of Pilates training. Students can learn to safely and effectively instruct Pilates Reformer Equipment exercises using Pilates principles for all skill levels and accommodations for various health conditions. This program enables students to be prepared to take the National Pilates Certification Exam, (NPCP).

#### Strategic Management Practices for New Managers Certificate of Achievement

The Strategic Management Practices for New Managers certificate program aims to provide a pipeline of skilled managerial candidates for local retail, hospitality, and tourism employers. Upon completing the program, students will have the skills to work in an industry that will support their upward social and economic mobility while enhancing their career paths.

#### Yoga Teacher Training - 200 Hour Certificate of Achievement

Yoga teachers design and instruct yoga classes for participants of various ability levels. They ensure through diligent planning, intelligent sequencing, and the inclusion of appropriate posture progressions that each class experience is safe, effective and enjoyable for all participants. This program fulfills the requirement for the 200-hour registered yoga teacher (RYT) credentials with Yoga Alliance and covers a wide range of topics from the history and philosophy of yoga, to basic alignment principles and teaching methodologies.

#### Program Revisions

Interaction Design Bachelor of Science

Photography AS/Certificate of Achievement

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3**      **CONTRACTS AND CONSULTANTS**

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS**

The following contracts are less than the amount specified in Public Contract Code Section 20651, have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

*Authorization: Board Policy Section 6340, Bids and Contracts*

*Approved by Board of Trustees: 9/8/2008; revised 12/4/2018*

*Reference Education Code Sections 71028, 81641 et seq, 81655, 81656; Public Contract Code Sections 201650 et seq, and 10115*

➤ NEW CONTRACTS

Provider/Contract		Term/Amount	Service	Funding Source
1	Brand IQ	December 2, 2024- June 30, 2025  \$50,000	BECAP: Brand IQ specializes in project management, facilitation, and organizational development. Their services will include: <ul style="list-style-type: none"> <li>• Facilitate BECAP Faculty Steering Committee meetings and sub-committees.</li> <li>• Provide strategic project coordination to ensure the smooth execution of BECAP's goals.</li> <li>• Help to build relationships among education and industry stakeholders and ensuring effective communication.</li> <li>• Manage stakeholder engagement and addressing potential risks or obstacles in the project.</li> </ul>	Restricted General Fund, Strong Workforce Program
2	3 Gens Consulting, LLC	January 1- December 31, 2025  \$50,000	Consultant will be responsible for external relations and communications convening to connect and scale partnerships with community leaders, organizations, and stakeholders toward strengthened awareness, engagement, and enrollment in SMC's Homeless Services Work program.	Restricted General Fund, LAHSA-Certificate of Homeless Service Work

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3**      **CONTRACTS AND CONSULTANTS**

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS**

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
3	Lesar Development Consultants	February 1 – July 15, 2025  \$ 24,765	Consultant will be responsible for producing original report and slide deck focused on the homeless services workforce gaps and how the homeless service work certificate program is well placed to support these gaps. The focus is SMC's Homeless Service Work Program and the LA County Homeless Services niche sector.	Restricted General Fund, LAHSA-Certificate of Homeless Service Work
4	Santa Monica Chamber of Commerce	November 20, 2024- June 30, 2025  \$50,000	Consultant will provide relationship building with local business and industry to better align our Career Education (CE) student journey in entering the workforce. Scope includes: Outreach to chamber members in the Hospitality/Retail & Yoga industry to identify hiring and training needs, Career Education Advisory Board.	Restricted General Fund, Strong Workforce Local Share
<p><b><u>#1 - #4</u></b>  <i>Requested by: Patricia Ramos, Dean, Academic Affairs</i>  <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i></p>				
5	Ethiopian Legacy Professional Development & Consulting Firm	December 5, 2024- June 30 2025  \$5,000	Consultant will develop and deliver a series of workshops in three areas of career development tailored to SMC Biotechnology students.	Restricted General Fund, Keck Grant
<p><i>Requested by: Karol Lu, Project Manager, Biotech and Aquaculture</i>  <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i></p>				

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

**3-A      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

➤ NEW CONTRACTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
6	Maya Ackerman	January 24, 2025 \$4,000	Dr. Maya Ackerman, a globally recognized expert in AI and creativity, will deliver the opening keynote at the Online Teaching Winter Institute.	Unrestricted General Fund, Distance Education
7	Norma Jones	January 24, 2025 \$3,400	Dr. Norma Jones, a Communications Studies faculty member and AI Workgroup Lead at Antelope Valley College, will deliver a closing keynote and lead an afternoon workshop at the Online Teaching Winter Institute.	Unrestricted General Fund, Distance Education
<p><u>#6-#7</u>  <i>Requested by: Tammara Whitaker, Associate Dean, Online Services and Support</i>  <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i></p>				
8	Purpose Based, LLC	November 21, 2024 \$1,500	The consultant will lead a workshop on Making Purpose-Aligned Decisions to build students' resilience, retention, and transfer readiness.	Restricted General Fund, UMOJA Grant
<p><i>Requested by: Sherri Bradford, Program Faculty Leader for Black Collegians Umoja Community</i>  <i>Approved by: Michael V. Tuitasi, Vice President, Student Affairs</i></p>				



Provider/Contract		Term/Amount	Service	Funding Source
9	Gecko Labs	January 18, 2025 – January 17, 2026  \$57,000	One year renewal of Gecko Chat+Bot (aka “Pearl Chatbot”) and Visit module. is an artificial intelligence-driven chat and bot system that helps answer queries from current and prospective students across multiple channels, including live chat on the web, text. The “Visit” module allows inter-departmental collaboration to facilitate student and guest registration for events such as Open House, Enrollment Labs, Onboarding Seminars, Campus Tours, VIP Welcome Days, Commencement, etc.	Restricted General Fund, SEAP
10	Stellic	March 15, 2025 - March 14, 2028  \$105,150	Licensing of Stellic’s Explore (Transfer) Module to add to SMC’s environment. The Explore module will empower select SMC personnel and Evaluators to create and manage internal transfer equivalencies and articulation rules directly within Stellic. Optical character recognition and AI will facilitate auto-evaluation based on articulation rules. Credits will then be posted to students’ official degree audits within minutes, ensuring timely evaluations, accuracy, and transparency in academic planning, and supporting student success.	Restricted General Fund, SEAP
<p><u>#9-#10</u>  Requested by: Esau Tovar, Dean, Enrollment Services  Approved by: Teresita Rodriguez, Vice President, Enrollment Development</p>				

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

**3-A      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
11 UCLA Department of David Geffen School of Medicine	January 2025 – January 2027	Authorize the Superintendent/ President to enter into a Memorandum of Understanding between UCLA and Santa Monica College for a Summer Health Professions Education Program to build awareness of the program for students who have demonstrated an interest in serving under-represented communities by pursuing health professions including medicine, nursing and dentistry.	No cost to the District
<p><i>Requested by: Tracy Beidleman, Director, Grants, SMC Foundation</i>  <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i></p>			
12 Santa Monica College Foundation (SMCF)	January 27- June 30, 2025  \$350,000 provided from donations to the SMC Foundation for students impacted by the fires.	This is to approve the process of awarding SMC Foundation fire relief donations in support of students who were impacted by the recent California fires. While SMC Foundation will collect the donations and determine the award amount, the awarding and disbursement of funds will be processed through the SMC Financial Aid & Scholarships office. The funds to support affected students will be sent to the District for distribution.	Donations to SMC Foundation
<p><i>Requested by: Tracie Hunter, Associate Dean, Financial Aid &amp; Scholarships</i>  <i>Lizzy Moore, Dean, Institutional Advancement</i>  <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i></p>			

BOARD OF TRUSTEES Santa Monica Community College District	ACTION January 21, 2025
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CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 4      ACADEMIC PERSONNEL**

*Requested Action: Approval/Ratification*  
*Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources*  
*Approved by: Sherri Lee- Lewis, Vice President, Human Resources*

ELECTIONS

EFFECTIVE DATE

ACADEMIC ADMINISTRATORS

Williams, Eric, Associate Dean, Health Sciences 01/22/2025

INTERIM ACADEMIC ADMINISTRATORS

Briskey, Thomas, Assistant Athletic Director 50% 01/22/2025 – 02/26/2025

ADJUNCT FACULTY

Approval/ratification of the hiring of adjunct faculty (List on file in the Office of Human Resources).  
 Adjunct/Part-time faculty are hired as temporary employees and do not have reasonable assurance of employment.

LIMITED RETIREMENT

Chen, Thomas, Full-time Faculty, Life Sciences  
 Comment: Reducing percentage of work assignment to 66.7% commencing Fall 2025 – Spring 2030

SEPARATION

DECEASED

Nauli, Sehat, Professor, Physical Sciences Department 1/14/2025

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 5 CLASSIFIED PERSONNEL - REGULAR**

*Requested Action: Approval/Ratification*  
*Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources*  
*Approved by: Sherri Lee- Lewis, Vice President, Human Resources*

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

<u>ABOLISH POSITION</u>	<u>EFFECTIVE DATE</u>
Music Technician Assistant (1 positions) Music Department, 11 months, 36 hours, Varied Hours	04/01/2019

Theater Arts Operations Assistant (1 positions) Theatre Department, 12 months, 40 hours	01/22/2025
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<u>ESTABLISH POSITION</u>	<u>EFFECTIVE DATE</u>
Music Technician Assistant (1 positions) Music Department, 12 months, 36 hours, Varied Hours	04/01/2019

Theater Arts Operations Assistant (1 positions) Theatre Department, 12 months, 40 hours, Varied Hours	01/22/2025
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Human Resources Technician (3 positions) Human Resources, 12 months, 40 hours	01/22/2025
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<u>CLASSIFICATION TITLE CHANGE</u>	<u>EFFECTIVE DATE</u>
From: Curriculum Specialist To: Curriculum and Degree Audit Specialist	01/22/2025

<u>NEW CLASSIFICATION</u>	<u>EFFECTIVE DATE</u>
Case Manager Range 44, Classified Employees Salary Schedule	01/22/2025

ELECTIONS

<u>CLASSIFICATION TITLE CHANGE</u>	<u>EFFECTIVE DATE</u>
Demski, Rachel From: Curriculum Specialist, Academic Affairs To: Curriculum and Degree Audit Specialist, Academic Affairs	01/22/2025

<u>POSITION RECLASSIFICATION</u>	<u>EFFECTIVE DATE</u>
Noguera, Dawn From: Human Resources Specialist, Range 34 (Classified Employees Salary Schedule) To: Human Resources Technician, Range 38 (Classified Employees Salary Schedule)	01/01/2025

INCREASE IN WORK CALENDAR /PERMANENT

Smith, Peter 04/01/2019

From: Music Technician Assistant, 11 mos, 36 hours, Varied Hours

To: Music Technician Assistant, 12 mos, 36 hours, Varied Hours

PROBATIONARY/ADVANCE STEP PLACEMENT

Arnold, Elijah H., Custodian, Operations (Step B) 01/03/2025

Clements, Victor, Custodian, Operations (Step C) 01/06/2025

Cueva, Maribel, Custodian, Operations (Step B) 01/06/2025

Humphrey, Mamie, Custodian, Operations, Step C) 01/03/2025

Lefler, Lindsay, Theater Arts Operations Assistant, Theatre Arts (Step C) 01/06/2025

Olivares, Mario, Administrative Clerk, Learning Resource Lab (Step C) 01/16/2025

Ross, Marcus D., Custodian, Operations (Step C) 01/13/2025

Sertao, Henrique, Information Technology Support Specialist, IT, (Step C) 01/16/2025

PROMOTION

Ismaily, Siamanto 01/22/2025

From: Theater Technical Director, Campus Events

To: Production Manager, Campus Events

Mendoza, David 01/06/2025

From: Administrative Assistant I, Academic Program Development (50%) & Photo/Fashion (50%)

To: Administrative Assistant II, Emeritus

ADMINISTRATIVE TRANSFER- SHIFT CHANGE

Locke, Ghared O. 01/23/2025

From: Custodian, Operations, NS-II

To: Custodian, Operations, Day Shift

TRANSFER – SHIFT CHANGE

Augustine, Dominique K. 11/18/2024

From: Custodian, Operations, NS-I

To: Custodian, Operations, NS-II

INTERNAL LIMITED TERM ASSIGNMENT

DiGregorio, Anisha 12/05/2024 – 12/23/2024

From: Human Resources Specialist 01/02/2025 – 02/13/2025\*

To: Human Resources Technician

\*Extended Assignment

Hernandez, Sandra 09/03/2024 – 12/20/2024

From: Administrative Assistant II 12/21/2024– 01/06/2025\*

To: Financial Aid & Scholarship Specialist

\*Extended Assignment

Noguera, Dawn 12/05/2024 – 12/13/2024\*

From: Human Resources Specialist

To: Human Resources Technician

\*Extended Assignment

Ramirez, Saul 07/01/2024 – 12/13/2024

From: Skilled Maintenance Worker II 12/14/2024 – 02/28/2025\*

To: Locksmith

\*Extended Assignment

Willoughby, Debra From: Human Resources Specialist To: Human Resources Technician *Extended Assignment	12/05/2024 – 12/23/2024 01/02/2025 – 02/13/2025*
 <u>WORKING OUT OF CLASSIFICATION (LIMITED TEM)- SUBSTITUTE</u>	
De La Torre, Aaron From: EOPS Specialist To: EOPS/CARE Supervisor *Extended Assignment	11/01/2024 – 12/12/2024 12/13/2024 – 06/30/2025*
Gallego, Luis From: Receiving, Stockroom, and Delivery Worker To: Administrative Assistant II	12/09/2024 – 03/31/2025
Landa, Jennifer From: Workforce and Economic Development Project Specialist To: Program Coordinator, Workforce and Economic Development *Extended Assignment	09/01/2024 – 12/20/2024 12/21/2024 – 01/04/2025*
Luna, Gilbert From: Skilled Maintenance Worker II To: Plumber *Extended Assignment	08/29/2024 – 12/12/2024 12/13/2024 – 01/13/2025*
Stevenson, James From: Academic Records Evaluator To: EOPS Specialist *Extended Assignment	08/06/2024 – 11/30/2024 12/01/2024 – 12/23/2024* 01/02/2025 – 01/08/2025*
 <u>WORKING OUT OF CLASSIFICATION (PROVISIONAL)- SUBSTITUTE</u>	
Davis-Ludlow, Eloisa From: Student Services Assistant To: Enrollment Services Specialist	12/01/2024 – 04/07/2025
 <u>WORKING OUT OF CLASS ASSIGNMENT- PROVISIONAL</u>	
Lee, Angela From: Administrative Assistant I To: Human Resources Specialist	01/01/2025 – 05/06/2025
 <u>LEAVE OF ABSENCE – UNPAID</u>	
Casillas, Ruth Program Coordinator-Workforce and Economic Development *Extension	09/16/2024 – 12/31/2024 01/01/2025 – 06/30/2025*
Locke, Debra EOPS/CARE Supervisor *Extension	07/01/2024 – 12/31/2024 01/01/2025 – 06/30/2025*

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Requested Action: Approval/Ratification*  
*Reviewed by: Tre’Shawn Hall-Baker, Dean, Human Resources*  
*Approved by: Sherri Lee- Lewis, Vice President, Human Resources*

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

ELECTIONS EFFECTIVE DATE

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

Chan, Oliver, Accompanist -Music, Music	01/01/2025-06/30/2025
Jimenez-Oporto, Gabriela, Student Services Clerk, International Educ Center	
From:	12/14/2024-01/02/2025
To:	01/02/2025-02/28/2025
Martinez, Paul G., Theater Arts Operations Assistant, Theatre Arts	
From:	07/01/2024-11/29/2024
To:	07/01/2024-12/23/2024
McNaughton, Joellen R., Accompanist -Music Performance, Music	01/01/2025-06/30/2025
McNaughton, Joellen R., Accompanist -Music, Music	01/01/2025-06/30/2025
Nesteruk, Gary, Accompanist -Music, Music	01/01/2025-06/30/2025
Norris, Christopher M., Theater Tech Specialist, Performing Arts Ctr	
Payne, Ariel, Lab Tech – Photography, Photo & Fashion	
From:	07/01/2024-09/07/2024
To:	07/01/2024-02/14/2025
Tan, Barry, Accompanist -Music, Music	01/01/2025-06/30/2025
Wild, Brian J., Theater Tech Specialist, Performing Arts Ctr	12/16/2024-06/30/2025

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 H., Bookstore Clerk/Cashier, Bookstore	01/02/2025-06/30/2025
Chan, Oliver, Accompanist -Music Performance, Music	01/01/2025-06/30/2025
Chang, Tony W., Bookstore Cashier/ Clerk, Bookstore	01/02/2025-06/30/2025
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	01/02/2025-06/30/2025
Gary, Jon O., Student Services Assistant, Outreach	01/13/2025-04/10/2025
Lopez, Jose C., Bookstore Cashier/ Clerk, Bookstore	01/02/2025-06/30/2025
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	01/02/2025-06/30/2025
Miles, Erik, Bookstore Cashier/ Clerk, Bookstore	01/02/2025-06/30/2025
Nesteruk, Gary, Accompanist -Music Performance, Music	01/01/2025-06/30/2025
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	01/02/2025-06/30/2025
Padilla, Julianna, Student Services Clerk, Financial Aid & Scholarships	
From:	07/01/2024-12/31/2024
To:	07/01/2024-06/30/2025
Thielking, Alan , Bookstore Cashier/ Clerk, Bookstore	01/02/2025-06/30/2025
Tan, Barry, Accompanist -Music Performance, Music	01/01/2025-06/30/2025

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL – NON MERIT**

*Requested Action: Approval/Ratification*  
*Reviewed by: Tre’Shawn Hall-Baker, Dean, Human Resources*  
*Approved by: Sherri Lee- Lewis, Vice President, Human Resources*

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

STUDENT EMPLOYEES

College Student Assistant, \$17.27/hour (STHP)	25
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SPECIAL SERVICE

Art Model, \$27.00/hour	37
Art Model with Costume, \$30.00/hour	24
Community Services Specialist I, \$35.00/hour	5
Community Services Specialist II, \$50.00/hour	15



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8 FACILITIES**

Requested by: John Greenlee, Director, Facilities Finance  
Terry Kamibayashi, Manager of Facilities Maintenance  
: Charlie Yen, Director of Facilities Planning  
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration  
Requested Action: Approval/Ratification

**8-A AWARD OF CONTRACT – GENDER-NEUTRAL RESTROOM BUILDING**

Award of contract to Reyes Electrical Contractor, Inc. (dba Reyes Engineering Corp.) the lowest responsible and responsive bidder for the GENDER NEUTRAL RESTROOM BUILDING.

<u>Bidder(s)</u>	<u>Total Bid Amount</u>
*SS+K Construction Inc.	\$2,500,000.00
Reyes Electrical Contractor, Inc. (dba Reyes Engineering Corp.)	\$4,377,197.49
MCM Construction, Inc.	\$4,481,000.00

Funding Source: Measure V

Comment: This project consists of the construction of a new gender-neutral restroom building at the Quad area south of the Theater Arts building.

It is recommended that the Board authorize staff to contract with Reyes Electrical Contractor, Inc. (dba Reyes Engineering Corp.) , the lowest responsible and responsive bidder determined from the list above. The award shall be finalized upon the review and verification of all the requirements as outlined in the contract documents and the successful execution of the contract.

\*A written Notice of Withdrawal was received from the apparent lowest bidder, SS+K Construction Inc. acknowledging that the bid price was submitted in good faith, however due to an unintentional and substantial arithmetical error, they requested to withdraw their bid.

**8-B EXTENSION OF PROPERTY LEASE AGREEMENT AT 2800 AIRPORT AVENUE (CERAMICS BUILDING)**

Authorize the Superintendent/President or designee to execute a 1-year extension option under the Lease Agreement with the City of Santa Monica for approximately 3,800 square feet of space at 2800 Airport Avenue in Santa Monica, CA, for use as Art classrooms and Art lab activities (Ceramics Building) at a cost of \$8,997 a month.

Funding Source: Facilities Fund 40.0

Comment: The existing triple-net Lease Agreement originated in April 2023 and is set to expire March 31, 2025. The agreement allows for three 1-year extensions. SMC will be exercising the first 1-year option for a new maturity date of March 31, 2026 to allow for the continuation of ceramics classes and labs while the new Art Complex is being constructed. SMC intends to terminate the lease once the new Art Complex is complete at the end of 2026. The current rent is \$8,652 per month and the agreement allows for an annual increase of 4%.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION January 21, 2025
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8**      **FACILITIES** *(continued)*

**8-C**      **NEW AGREEMENT FOR ARCHITECT SERVICES FOR CORSAIR STADIUM PAINTING PROJECT**

Lewis Schoeplein Architects have been selected to provide architectural services for the Corsair Stadium Painting Project. The total fee is \$5,000.

Funding Source: Measure AA - Bond Fund 42.4

Comment:      Lewis Schoeplein Architects is a new architect firm that was recently added to the SMC pool of eligible architects. This firm was selected based on the reasonable fee.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Jason Beardsley, Vice President, Academic Affairs*

*Grant Manager: Patricia Ramos, Dean, Academic Affairs*

*Reviewed by: Kim Tran, Chief Director, Business Services*

*Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Title of Grant: Strong Workforce Program – Regional Share Round 9: FY 2024-2025  
 Granting Agency: California Community Colleges Chancellor’s Office  
 Augmentation Amount: \$86,682 (Total Award: \$1,077,182)  
 Matching Funds: Not Applicable  
 Performance Period: July 1, 2024 – June 30, 2026  
 Summary: The Strong Workforce Program regional funds require colleges to collectively increase metrics that include the quantity of Career Education (CE) enrollments, courses, programs, job placement, and wage gains while also improving the quality of career education.

Santa Monica Community College was approved to participate in six regional projects encompassing diverse initiatives. The projects are Career Pathways Partnership, Job Placement & Employment Success, Noncredit Career Pathways, Blue Economy and Climate Action Pathways (BECAP), CTE Faculty Academy-Industry to Classroom Project, and Game Design/Gaming Technology/Esports. The funding augmentation is based on the final award amount, which increased from \$990,500 to \$1,077,182 per the Master Agreement signed on December 16, 2024. The additional funds will be used for contracted services and equipment.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State	\$	86,682
Expenditures		
1000 Academic Salaries	\$	0
2000 Non-Academic Salaries	\$	0
3000 Employee Benefits	\$	0
4000 Supplies & Materials	\$	0
5000 Other Operating Expenditures	\$	61,682
6000 Capital Outlay	\$	25,000
7300 Other Outgo/Indirect	\$	0
7500 Student Aid	\$	0
Total	\$	86,682

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Jason Beardsley, Vice President, Academic Affairs*

*Grant Manager: Eric Williams, Associate Dean, Health Sciences (Interim)*

*Reviewed by: Kim Tran, Chief Director, Business Services*

*Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Title of Grant: Nursing Enrollment Growth and Retention  
Granting Agency: California Community Colleges Chancellor's Office  
Augmentation Amounts: \$ 15,907 (Amended award \$197,306)  
Matching Funds: Not Applicable  
Performance Period: August 1, 2024 to June 30, 2026  
Summary: In 2007, Education Code section 78261 (SB 139, Scott) was enacted to establish the California Community Colleges Nursing Enrollment Growth and Retention Program to facilitate both the expansion of the Associate Degree in Nursing (ADN)/Registered Nurse (RN) programs and to improve completion rates in those programs. These Growth and Retention grants provide funds to local community college ADN/RN nursing programs to assist in developing activities to increase the capacity of the nursing program, reduce attrition, increase enrollment, and increase the number of students who graduate and pass the National Council Licensure Exam. The funding can be used to expand enrollment, provide diagnostic assessments, develop and offer pre-entry coursework to prospective nursing students, and provide supportive services. Supportive services include tutoring, case management, mentoring, counseling, and developing alternative delivery models such as part-time, evening, weekend, and summer programs. The amended award amount from \$181,399 to \$197,306 is based on additional funding available for the grant from the Chancellor's Office memorandum dated on December 19, 2024.

Budget Augmentation:	Restricted Fund 01.3		
	Revenue		
	8600 State	\$	15,907
	Expenditures		
	1000 Academic Salaries	\$	0
	2000 Non-Academic Salaries	\$	0
	3000 Employee Benefits	\$	0
	4000 Supplies & Materials	\$	15,907
	5000 Other Operating Expenditures	\$	0
	6000 Capital Outlay	\$	0
	7300 Other Outgo/Indirect	\$	0
	7500 Student Aid	\$	0
	Total	\$	15,907

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*  
*Requestor: Donald Girard, Senior Director, Government Relations & Institutional Communications*  
*Program Manager: Elise Lawrence, KCRW*  
*Reviewed by: Kim Tran, Chief Director, Business Services*  
*Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Title of Grant: Radio Community Service Grant  
Granting Agency: The Corporation for Public Broadcasting (CPB)  
Augmentation Amount: \$134,800 (Amended Award Amount \$1,372,965)  
Matching Funds: Not Applicable  
Performance Period: October 1, 2024 – September 30, 2026  
Summary: CPB distributes community service grants to noncommercial public television and radio stations that provide significant public service programming to their communities. Community service grants help stations expand the quality and scope of their work in education, news, public affairs, or other programming. This amendment will increase the award by \$134,800 to \$1,372,965, aligning with the final Service Grant Agreement dated October 1, 2024. The additional funds will support radio station programming.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8800	Local	\$ 134,800
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 134,800
6000	Capital Outlay	\$ 0
7300	Other Outgo	\$ 0
7600	Student Aid	\$ 0
Total		\$ 134,800

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requestor: Teresita Rodriguez, Vice President, Enrollment Development*

*Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarships*

*Reviewed by: Kim Tran, Chief Director, Business Services*

*Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Title of Grant: SFRF Emergency Financial Aid Assistance  
 Granting Agency: California Community College Chancellors Office (CCCCO)  
 Augmentation Amount: (\$3,531) (Amended Amount \$2,834,221)  
 Matching Funds: Not applicable  
 Performance Period: July 1, 2022 to October 4, 2024  
 Summary:

The American Rescue Plan Act established the Coronavirus State Fiscal Recovery Fund (SFRF) Emergency Financial Assistance Grants for California Community College Students program. The SFRF Emergency Financial Assistance Grants program is a \$250 million one-time fund to provide emergency financial assistance grants for low-income students enrolled at the California community colleges, who have been disproportionately impacted by the COVID-19 public health emergency. The emergency financial assistance grants are expected to enable students facing financial hardship due to the pandemic to remain enrolled in the current term or re-enroll in the subsequent term.

The SFRF Emergency Financial Aid Assistance is decreased due to the remaining funds not being awarded to students by October 4, 2024. Any funds not disbursed by this date must be returned to the Department of Finance.

Budget Augmentation:	Restricted Fund 74.0	
	Revenue	
	8150 Federal	(\$3,531)
	Expenditures	
	1000 Academic Salary	0
	2000 Non-Academic Salary	0
	3000 Employee Benefit	0
	4000 Supplies & Materials	0
	5000 Other Operational Expenses	0
	6000 Capital Outlay	0
	7300 Other Outgo	0
	7500 Financial Aid	(\$3,531)
	Total	(\$3,531)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

*Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

**-A FUND 01.0 – GENERAL FUND - UNRESTRICTED**

Period: November 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-7,400
2000	Classified/Student Salaries	40,482
3000	Benefits	0
4000	Supplies	-11,797
5000	Contract Services/Operating Exp	77,327
6000	Sites/Buildings/Equipment	22,302
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-120,914
Net Total:		0

**-B FUND 01.3 – Restricted Fund**

Period: November 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	42,850
2000	Classified/Student Salaries	-26,215
3000	Benefits	21,359
4000	Supplies	3,911
5000	Contract Services/Operating Exp	-51,505
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	9,600
7900	Contingency Reserve	0
Net Total:		0

-C FUND 40.0 – Capital Projects Fund  
 Period: November 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	-6,685
5000	Contract Services/Operating Exp	60,179
6000	Sites/Buildings/Equipment	-53,494
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

-D FUND 42.5 – Revenue Bond Construction Fund (Measure V)  
 Period: November 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	-19,732
5000	Contract Services/Operating Exp	27,428
6000	Sites/Buildings/Equipment	-7,696
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	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 Santa Monica Community College District	ACTION January 21, 2025
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 11 PAYROLL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

*Requested by: Ian Fraser, Payroll Manager*

*Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration*

Payroll Warrant Register

November 2024 C1D– C2E \$17,546,936.97

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

**RECOMMENDATION NO. 12 COMMERCIAL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

*Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Commercial Warrant Register

November 2024 879793 through 922407

ACH Numbers

November 2024 368498 through 377464

Total \$8,890,881.24

Commercial Warrant Register

December 2024 924378 through 924432

ACH Numbers

December 2024 378786 through 388960

Total \$12,475,690.16

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION January 21, 2025
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

*Requested Action: Approval/Ratification*

*Requested by: Mitch Heskell, Dean, Educational Enterprise*

*Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration*

Auxiliary Operations Payments and Purchase Orders

November 2024 Covered by check & voucher numbers: 038441-038709 & 04003-04027

Bookstore Fund Payments	\$ 269,549.71
Other Auxiliary Fund Payments	\$ 152,327.87
Trust and Fiduciary Fund Payments	<u>\$ 860,955.84</u>
	\$ 1,282,833.42

Purchase Orders issued

November 2024 \$3,914.19

Comment: All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds. List on file in Auxiliary Services.

**RECOMMENDATION NO. 14 ORGANIZATIONAL MEMBERSHIPS**

*Requested Action: Approval/Ratification*

*Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
January 2025	2	\$12,560

Funding Sources: General Fund, Fund 01.0

Comment: The list of organizational memberships is on file in the Offices of the Superintendent/President and Fiscal Services. The Los Angeles County Office of Education requires monthly approval of the list on file.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	January 21, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

*Requested Action: Approval/Ratification*  
*Requested by: Scott Silverman, Dean, Noncredit and External Programs*  
*Patricia Ramos, Dean, Academic Affairs*  
*Approved by: Jason Beardsley, Interim Vice-President, Academic Affairs*

Authorization of payment for delivery of seminars and courses for SMC Community and Contract Education. The list of providers is on file in the office of Community and Contract Education. Payment per class is authorized as stated on the list on file.

**RECOMMENDATION NO. 16 PURCHASING**

*Requested Action: Approval/Ratification*  
*Requested by: Nyla Cotton, Director of Procurement, Contracts and Logistics*  
*Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration*

**16-A AWARD OF PURCHASE ORDERS**

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

November 2024 \$1,903,446.06

**16-B COOPERATIVE PURCHASING AGREEMENTS**

The annual award of competitive and piggyback contracts bid through various state and local agencies allows SMC to leverage buying power through strategic sourcing and achieved commodity and services as well as reduce administrative cost. These indirect (MRO) contracts are targeted to the products and services which SMC routinely purchases. Leveraging the aggregate buying power and strategic sourcing is a process that moves SMC away from numerous individual procurements to a broader aggregate approach, allowing SMC to achieve savings ranging from 20 to 65 percent.

- Foundation for California Community Colleges (FCCC), Contract 00003750, with Evident Scientific, to 08/31/2025, for clinical research, educational, and high-end research microscopes and microscope systems.
- State of California (CMAS) Contract 4-23-08-1032 with Computer Comforts, Incorporated, to 04/18/2028, for Computer workstations, Office furniture
- NASPO VALUEPOINT Contract 00318, with E.F. Johnson Company, L3 Harris Technologies, and Tait, to 12/31/2026, for Public Safety Communications Products, Services and Solutions

BOARD OF TRUSTEES Santa Monica Community College District	ACTION January 21, 2025
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**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 17**

**SUBJECT:**                    **CONTRACT WITH MITHUN ARCHITECTS**

**SUBMITTED BY:**            Superintendent/President

**REQUESTED ACTION:**    It is recommended that the Board of Trustees approve a contract with Mithun Architects for a total amount not to exceed \$15,000 plus expenses to provide a capacity refinement study for a potential SMC/UCLA student housing project at the Bundy Campus.

**COMMENT:**                    The Board of Trustees previously authorized a contract with Mithun Architects to provide an initial capacity and massing study of a joint student housing partnership with UCLA on the City of Los Angeles portion of SMC’s Bundy Campus at its May 7, 2024 meeting. The study determined that the eastern portion of the Bundy Campus could support a project of approximately 1,500 beds, in different apartment style configurations of two rooms/four beds, two rooms/six beds, and three rooms/six beds. The study identified use of the first floor of the existing Bundy building as a component of academic and residential support services for the student housing project.

At its August 17, 2024 meeting, the Board toured a number of UCLA-operated student housing buildings on the UCLA campus. SMC and UCLA staff have subsequently determined that a project of 750 beds in an apartment style configuration of four rooms/two beds, a kitchen and two bathrooms provides superior cost benefits and reduces risk.

The proposed contract tasks Mithun Architects to provide conceptual drawings and project data, preliminary 3-D drawings, a site plan, program matrix, parking quantities, and refined cost estimates. The site plan will preserve portions of the east parking lot for future uses.

A UCLA housing partnership has multiple benefits for SMC, including UCLA’s experienced development and operational management capabilities, significant reduction of vacancy risk to SMC, and community with UCLA students.

Mithun Architects has significant experience in student housing and planning studies. Funding for this study is from general obligation bonds and the Capital Outlay Fund, to provide for related planning requirements in the anticipated development of a facilities master plan for the campus.

**FUNDING SOURCE:**        General Obligation and Capital Outlay Funds

MOTION MADE BY:            Margaret Quiñones-Perez  
 SECONDED BY:                Tom Peters  
 STUDENT ADVISORY:        Vacant  
 AYES:                            6  
 NOES:                            0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION January 21, 2025
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**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 18**

**SUBJECT:**                   **RESOLUTION TO PREPARE AGREEMENT WITH UCLA FOR JOINT AFFORDABLE STUDENT HOUSING**

**SUBMITTED BY:**           Superintendent/President

**REQUESTED ACTION:**   It is recommended that the Board of Trustees authorize the Superintendent/President to negotiate on behalf of the Santa Monica Community College District (“SMC”) with the University of California, Los Angeles (“UCLA”) the terms and conditions necessary to enter into an Intersegmental Affordable Student Housing Project Agreement (“Agreement”), including (1) appropriate legal instrument to allow joint use of SMC real property; (2) project description; (3) project development; (4) project funding by means of a Public/Private Partnership (“P3”); (5) financial terms; (6) operation and management; (7) legal and regulatory compliance; and (8) other issues as deemed necessary.

**COMMENT:**                   The Board of Trustees has identified the following strategic objectives for an SMC affordable student housing project:

- Increase student retention
- Provide cost effective housing and basic needs and concerns for student’s financial viability
- Support financial viability (break-even) for SMC
- Improve financial accessibility for students

A student survey in 2023 confirmed the need and demand for student housing at all rent levels.

The Board of Trustees has identified the east parking lot of the Bundy Campus as an appropriate location for affordable student housing dorms. The site is on the City of Los Angeles side of the Bundy Campus.

Board of Trustees actions in 2023 have led to SMC applying for state-funded affordable housing grant funds; a Request for Qualifications process to identify potential Public/Private Partnership (“P3”) firms; and in late 2023, an offer by UCLA to consider a joint UCLA/SMC affordable housing project on the Bundy Campus to be operated by UCLA Housing and Hospitality.

A UCLA housing partnership has multiple benefits for SMC, including UCLA’s experienced development and operational management capabilities, significant reduction of vacancy risk to SMC, and community with UCLA students.

This past year, SMC in consultation with UCLA, completed a capacity and programming study of the Bundy site prepared by Mithun Architects. The Board of Trustees also convened a public study session to tour apartment-style dorms at the UCLA campus in August 2024.

UCLA and the University of California’s Chancellor’s Office have recently worked through several changes in personnel in top leadership, have reviewed the housing opportunities the Bundy Campus site offers, have reviewed UCLA’s financial capacity, and have indicated their support to proceed with the work outlined in the resolution above and further described below.

SMC’s Housing Advisory Committee has met regularly, most recently to review and be consulted on the UCLA proposal described below. Members of the committee have individually expressed support of the project. No member has expressed opposition.

The District expresses much appreciation for the work of Volz Company in advising and guiding the college in student housing development, financing, and operations throughout this journey.

Real Property: Creating an appropriate legal instrument to allow joint use of a portion of the east side parking lot of the Bundy Campus for construction of student dorms and conversion of the first floor of the Bundy Campus to residential support services, for a term to be determined.

Project Description: Approximately 750 student beds, in apartment-style configuration, primarily four rooms/two beds with a kitchen and two bathrooms. 50% of the beds for UCLA students, 50% of the beds for SMC students. Provision for wrap-around academic and student support services. Affordability levels for UCLA beds to be determined by UCLA; affordability levels for SMC students to be determined by SMC. SMC will have the option to contribute Measure SMC funds to the construction of SMC beds to achieve Board-determined affordability criteria.

Project Development: SMC and UCLA will determine responsibilities for design, construction, and timelines in coordination with the P3 partner.

Project Funding by Means of a P3 Partner: SMC and UCLA will determine which of the functions typically provided by a P3 partner will instead be handled by UCLA. SMC and UCLA will determine the process of selecting a P3 partner. SMC intends to recommend the three firms identified in its P3 qualifications process for UCLA’s consideration.

Financial Terms, Operation, and Management: SMC and UCLA will determine responsibilities and criteria for each of these areas. SMC and UCLA both have access to the work done by the Riverside Community College District and the University of California, Riverside, in preparing and approving an intersegmental affordable student housing agreement in June of last year.

Legal and Regulatory Compliance: UCLA will be responsible for building and safety approvals and CEQA.

The Board of Trustees will be provided with monthly updates throughout the negotiation phase, with the intent to bring forward an intersegmental affordable student housing agreement for Board of Trustees consideration and action.

Link to: [Student Housing Update](#)

MOTION MADE BY:	Margaret Quiñones-Perez
SECONDED BY:	Anastasia Foster
STUDENT ADVISORY:	Vacant
AYES:	5
NOES:	0
ABSTAIN:	1 (Rob Rader)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION January 21, 2025
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**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 19**

**SUBJECT:**                    **SABBATICALS, 2025-2026**

**SUBMITTED BY:**            Superintendent/President

**REQUESTED ACTION:**    It is recommended that the Board of Trustees approve the following sabbaticals for 2025-2026.

Fall 2025  
Alex Ibaracki, ESL  
Andrew Nestler, Math  
Vicki Rothman, Counseling

Spring 2026  
Steph Anderson, Psychology  
Robert Armstrong, Fashion  
Aurélie Chevant, French  
George Davison, English  
Carlson Hatton, Art  
Maxim Safioulline, Interaction Design

**COMMENT:**                    Article 17.13 of the SMC Faculty Association contract states that the District fund a minimum of eight semesters of sabbatical leaves. The Academic Senate Joint Sabbaticals Committee forwarded 12 sabbaticals for 2025-2026 for consideration by the Board of Trustees. Given the current budget situation, the Board of Trustees requested that the Committee prioritize the applications and select nine semesters of sabbaticals to forward to the Board for approval.

MOTION MADE BY:            Margaret Quiñones-Perez  
SECONDED BY:                Tom Peters  
STUDENT ADVISORY:        Vacant  
AYES:                            6  
NOES:                            0

**INFORMATION ITEM NO. 20****SUBJECT:** **FILLING THE VACANCY ON THE BOARD OF TRUSTEES****SUBMITTED BY:** Chair, Board of Trustees**UPDATE:** An update was provided on the process to fill the vacancy on the Board of Trustees.**SUMMARY:** Barry Snell submitted his resignation from the Board of Trustees, effective December 11, 2024. The Los Angeles County Office of Education provides options for filling the vacancy, which includes a provisional appointment within 60 days of filing of the resignation.

At its regular meeting on December 12, 2024, the Board of Trustees approved a recommendation to fill the vacancy on the Board of Trustees by appointing a person to serve as trustee until the next regularly scheduled election (November 2026).

Board Chair Nancy Greenstein, Vice-Chair Sion Roy, and Trustee Margaret Quiñones-Perez were appointed to serve on the ad hoc committee to screen applications and select finalists for further consideration. The deadline for submitting applications was January 10, 2025. Seven applications have been submitted by the following community members:

- Patrick Acosta
- Dr. Luis Barrera Castañón
- Kera Blades
- Zach Bruhnke
- Dr. Karen S. Gunn
- Patricia Nakao
- Peter R. Taffae

The applications will be posted on the SMC website.

The Board of Trustees will appoint a trustee at its regular meeting on February 4, 2025.



BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT January 21, 2025
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XII. BOARD COMMENTS

XIII. ADJOURNMENT – 9:20 p.m.

The meeting was adjourned in memory of SMC Chemistry Professor and former Chair of the Physical Sciences Department **Sehat Nauli**; and SMC Music Department member (voice) **Gale Ann Oliver**.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, February 4, 2025 at 6 p.m. (5 p.m. if there is a closed session) in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. This meeting will be held in-person and via Zoom Webinar to allow for remote participation.