

M - I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

FEBRUARY 4, 2014

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
(Business Building Room 111)

Regular Public Meeting
Board Room (Business Building Room 117)

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 4, 2014

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, February 4, 2014.

I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER – 5:30 p.m.

- B ROLL CALL
 Dr. Susan Aminoff, Chair - Present
 Rob Rader, Vice-Chair - Present
 Dr. Nancy Greenstein - Present
 Dr. Louise Jaffe - Present
 Dr. Margaret Quiñones-Perez - Present
 Dr. Andrew Walzer - Present
 Mr. Jesse A. Ramirez, Student Trustee – Present (for public session)

- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 Agency designated representatives: Marcia Wade, Vice-President, Human Resources
 Robert Myers, Campus Counsel
 Employee Organization: CSEA, Chapter 36

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 Agency designated representatives: Marcia Wade, Vice-President, Human Resources
 Robert Myers, Campus Counsel
 Employee Organization: Santa Monica College Faculty Association

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

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

- D PLEDGE OF ALLEGIANCE – Jere Romano

- E CLOSED SESSION REPORT
 #1 The Board of Trustees took action in closed session to accept a recommendation from the Superintendent/President to suspend the employment of a classified employee for ten (10) working days, effective February 5, 2014.
 Roll call vote – *Unanimously approved*

E CLOSED SESSION REPORT (*continued*)

- #2 The Board of Trustees took action in closed session to accept a recommendation from the Superintendent/President to suspend the employment of a classified employee for thirty (30) working days, effective February 5, 2014.
Roll call vote – *Unanimously approved*

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

- Acknowledgements:
 - SMC Campus Police Sergeant **Jere Romano** named *Officer of the Year* by the Elks Lodge
 - SMC's "The Old Lady Shows Her Medals" chosen for Kennedy Center Regional Festival, February 12-15, 2014, Los Angeles Theater Center
 - KCRW Update, including Madeleine Brand's "Press Play"
- Updates:
 - Governor's Proposed State Budget

V. ***PUBLIC COMMENTS*** - None

VI. ***ACADEMIC SENATE REPORT***

VII. ***MAJOR ITEMS OF BUSINESS***

- #1-A Selection and Appointment of Trustee
- #1-B Installation of Newly-Appointed Trustee
- #2 Receipt of 2012-2013 Audit Reports
 - 3 Information: Emergency Preparedness Update
- #4 First Reading – Board Policy Section 2216, Whistleblower Protection
- #5 2013-2014 Quarterly Budget Report and 311Q Report

VIII. ***CONSENT AGENDA***

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

Approval of Minutes

- #6 Approval of Minutes: January 14, 2014 (Regular Meeting)

Grants and Contracts

- #7 Acceptance of Grants and Budget Augmentation
- #8 Revised Subcontractual Agreement for Community Based Job Training Grant
- #9 Contract for Energy Monitoring System
- #10 Ratification of Contracts and Consultants

Human Resources

- #11 Academic Personnel
- #12 Classified Personnel – Regular
- #13 Classified Personnel – Limited Duration
- #14 Classified Personnel – Non Merit

Facilities and Fiscal

- #15 Facilities
 - A Change Order No. 2 – Information Technology Relocation
 - B Change Order No. 2 – Bundy Parking Lot 2
 - C Amendment to Agreement for Civil Engineering Services – Donald Douglas Loop
 - D Agreement for Electrical Switchgear Upgrade – Student Activities Building
- #16 Budget Transfers
- #17 Commercial Warrant Register
- #18 Payroll Warrant Register
- #19 Auxiliary Payments and Purchase Orders
- #20- Purchasing
 - A Award of Purchase Orders
 - B Award of Contracts

IX. **CONSENT AGENDA – Pulled Recommendations**

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

X. **INFORMATION ITEM**

- 21 Citizens’ Bond Oversight Committee Meeting, January 22, 2014

XI. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

The Board of Trustees will hold a Study Session on Tuesday, February 18, 2014 at 5:30 p.m. in the SMC Skybox, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, March 4, 2014** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 4, 2014

IV. SUPERINTENDENT'S REPORT

- Acknowledgements:
 - SMC Campus Police Sergeant **Jere Romano** named *Officer of the Year* by the Elks Lodge
 - SMC's "The Old Lady Shows Her Medals" chosen for Kennedy Center Regional Festival, February 12-15, 2014, Los Angeles Theater Center
 - KCRW Update, including Madeleine Brand's "Press Play"

- Updates:

State Budget

Although the community college system will more than likely meet its access goal for 2013-2014, there is concern at the State Chancellor's Office that the system may not be able to achieve its access target for 2014-2015. In particular, the districts in the bay area are not growing in enrollment. The Chancellor's Office will be seeking possible alternatives for the Governor's proposed 3% Access funds for 2014-2015.

The education trailer bill was released last week, and it lays the foundation for the shift away from FTES funding to funding based on need.

- 1) The bill defines how to calculate each district's proportionate share of the need for access based on certain factors. "Need" as determined by:
 - a. Basic Skills and Remedial Education
 - b. Workforce Development and Training
 - c. Transfer to Four Year Universities
 - d. Age of Community, Statistical Abnormalities, Other
- 2) The trailer bill also defines the "Access Gap" which is the variance between each district's proportionate need and its current proportional level of access. The Department of Finance has suggested a formula for distributing growth dollars, but the Board of Governors is tasked with developing an apportionment growth formula to prioritize districts with the greatest unmet needs. There is a statewide task force which will be working on a recommended formula.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1-A

SUBJECT: **SELECTION AND APPOINTMENT OF TRUSTEE**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: Nominations will be considered by Board of Trustees to fill the vacancy on the Board. The successful candidate will serve until the next regularly scheduled election (November, 2014).

The applicants are:
 Linda Fetters
 Robert Kronovet
 Maria Loya
 Mel Poteshman
 Barry Snell

MOTION TO OPEN NOMINATIONS – 7:26 p.m.

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

NOMINATIONS: Margaret Quiñones-Perez nominated Maria Loya
 Louise Jaffe nominated Barry Snell
 Jesse Ramirez nominated Linda Fetters

Discussion

MOTION TO CLOSE NOMINATIONS – 7:45 p.m.

MOTION MADE BY: Rob Rader
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0

ROLL CALL VOTE FOR NOMINEES

Susan Aminoff	Barry Snell
Nancy Greenstein	Barry Snell
Louise Jaffe	Barry Snell
Margaret Quiñones-Perez	Maria Loya
Rob Rader	Barry Snell
Andrew Walzer	Maria Loya
Jesse Ramirez, Student Trustee	Maria Loya (Advisory Vote)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1-A

SUBJECT: **SELECTION AND APPOINTMENT OF TRUSTEE** *(continued)*

COMMENT: A majority vote (four votes not including the student trustee advisory vote) is required to approve an appointment. In the event no nominee receives sufficient votes, the process can begin again with a new round of nominations.

RECOMMENDATION NO. 1-B

SUBJECT: **INSTALLATION OF NEWLY-APPOINTED TRUSTEE**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: Board Chair Susan Aminoff administered the Oath of Allegiance for Public Officers and installed Barry A. Snell, newly-appointed member of the Santa Monica Community College District Board of Trustees, to serve a term until the next regularly scheduled Board election in November, 2014.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **RECEIPT OF AUDIT REPORTS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge receipt of the 2012-2013 Audit Report of the Financial and Related Statements of the Santa Monica Community College District and the Proposition 39 Financial and Performance Audits prepared by the District's contracted independent auditor Vicente, Lloyd & Stutzman, LLP.

COMMENT: The Auditor's opinion is that the basic financial statements present fairly, in all material respects, the financial position of the Santa Monica Community College District as of June 30, 2013. The Board's Audit Task Force comprising Trustees Rob Rader and Louise Jaffe reviewed and discussed the reports with the auditors and fiscal staff to prepare for the presentation of the audit to the Board.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 4, 2014

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 3

SUBJECT: **EMERGENCY PREPAREDNESS UPDATE**

SUBMITTED BY: Vice-President, Student Affairs

SUMMARY: Numerous activities have transpired in the area of Emergency Preparedness at Santa Monica College. The Emergency Preparedness groups have met regularly, with discussion focused upon the three primary areas of concern identified by the college community after the June 7, 2013 shooting incident: communication, security of facilities, and training. The Emergency Preparedness Task Force has completed its work and will be forwarding recommendations to the Superintendent/President. A major accomplishment has been the purchase, installation, and testing of the District's centralized emergency alarm/notification system. Campus infrastructure and facilities, policies and procedures, and plans for ongoing training continue to be assessed and reviewed.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **FIRST READING - BOARD POLICY SECTION 2116, WHISTLEBLOWER PROTECTION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of Board Policy Sections 2116, Whistleblower Protection.

SUMMARY: Board Policy Section 2116, Whistleblower Protection, following approval by the Academic Senate and the DPAC Human Resources Subcommittee, was forwarded to the District Planning and Advisory Council where it was unanimously approved.

BP 2116 Whistleblower Protection

The Superintendent/President shall establish procedures regarding the reporting and investigation of suspected improper activities by District employees and the protection from retaliation of those who make such reports in good faith and/or participate in the investigation of such reports. Good faith is a sincere and reasonable belief or motive that is not characterized by malice or foreknowledge that the report is false.

For the purposes of this policy and any implementing regulations, "improper activity" refers to any activity by the District or one of its employees that (a) violates a state or federal law or regulation, including but not limited to corruption, malfeasance, bribery, theft of government property, fraudulent claims, fraud, coercion, conversion, malicious prosecution, misuse of government property, or willful omission to perform duty, or (b) is economically wasteful or involves gross misconduct, incompetency, or inefficiency.

The regulations established by the Superintendent/President shall provide for the following:

1. Individuals may report suspected incidents of improper activities without fear of retaliation.
2. Reports are investigated thoroughly and promptly.
3. Remedies are applied when allegations regarding improper activities are verified.
4. Protections are provided to and retaliation is prohibited against employees or applicants for employment who, in good faith, report suspected improper activities or participate in the investigation of such reports.
5. Protections are provided to and retaliation is prohibited against employees who refuse to obey an illegal order.
6. District employees shall not directly or indirectly use or attempt to use the official authority or influence of his or her position for the purpose of interfering with the right of an individual or entity to make a report of a suspected improper activity to the District or to other non-District authorities.
7. Employees who violate this policy shall be subject to discipline up to and including termination.

References: Education Code Sections 87160-87164, Labor Code Section 1102.5, Government Code Section 53296, Private Attorney General Act of 2004 (Labor Code Section 2698), Board Policy 6116 (Reporting Fraud, Waste or Abuse)

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **2013-2014 QUARTERLY BUDGET REPORT AND 311Q REPORT**

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees acknowledge receipt of the 2013-2014 Quarterly Report and the 311Q report, as of December 31, 2013 (see Appendix B).

COMMENT: The Board of Trustees is presented a quarterly budget report with the 311Q report required by the Chancellor’s Office. This report summarizes the financial statements of the District’s Unrestricted General Fund for review by the Chancellor’s Office.

MOTION MADE BY: Andrew Walzer

SECONDED BY: Rob Rader

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 4, 2014

VIII. CONSENT AGENDA

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

RECOMMENDATION: Approve Consent Agenda, Recommendations #6-#20.

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

Action on Consent Agenda, except for Recommendation #12

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

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 12 – Classified Personnel

Motion Made By: Louise Jaffe
 Seconded By: Rob Rader
 Student Advisory: Absent
 Ayes: 6
 Noes: 0
 Abstain: 1 (Quiñones-Perez)

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 6 APPROVAL OF MINUTES

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

January 14, 2014 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 7-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Reviewed by: Laurie McQuay-Peninger, Director, Grants

Approved by: Randal Lawson, Executive Vice President

Title of Grant: Project SERV

Granting Agency: U.S. Department of Education

Award Amount: \$66,249

Matching Funds: Not applicable

Performance Period: December 23, 2013 – June 23, 2014

Summary: The Project SERV Program provides emergency response support to educational institutions that experience a traumatic event to meet acute needs and restore the learning environment. These funds will reimburse the college for the cost of crisis counseling provided by Crisis Care Network in the days and weeks following the June 7, 2013 shooting incident on campus. While the award period begins December 23, 2013, the Department recognizes that this is a reimbursement grant and that no new services will be offered.

Budget Augmentation: Restricted fund 01.3
Revenue (2013-2014)

8100 Federal	\$ 66,249
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Expenditures

1000 Academic Salaries	\$ 0
2000 Non-Academic Salaries	0
3000 Employee Benefits	0
4000 Supplies and Materials	0
5000 Other Operating Expenditures	66,249
6000 Capital Outlay	0
Total	\$ 66,249

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 7-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requested by: Sasha King, Director, Small Business Development Center

Approved by: Jeff Shimizu, Vice President, Academic Affairs

Title of Grant: Small Business Development Center (SBDC)

Granting Agency: Small Business Administration (SBA)
Long Beach Community College Lead Center (LBCC)

Award Amount: \$300,000 (fiscal year 2013-2014)

Matching Funds: 50% Cash Match
50% In Kind, inclusive of donations to the SBDC

Performance Period: January 1, 2014 – December 31, 2014

Summary: SMC has been receiving the Small Business Development Center (SBDC) Grant since 2006 and has been again awarded a one-year grant that involves the united efforts between Santa Monica College (SMC), the SBA, LBCC and local business/industry partners. The collaboration will deploy short-term training activities and small business one-on-one free consulting that will enable individuals to learn entrepreneurship and become more viable candidates for business financing. This service is available for any community member who has a business idea and needs assistance to develop small business ownership, or business owners who needs start-up or expansion assistance and consultation.

- Facilitate information exchange between the industry and education/training system
- Provide assistance and coordination support for regional recruitment and job placement activities
- Establish the platform for shared resources
- Conduct data analyses on hiring and skills trends
- Widen education menus at local community colleges
- Provide short-term training activities for job-specific competencies

Budget Augmentation:

Restricted Fund 01.3

Revenue

8100	Federal Revenue	\$300,000
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Expenditures

1000	Academic Salary	\$115,650
2000	Non-Academic Salary	130,347
3000	Employee Benefits	29,781
4000	Supplies and Materials	3,689
5000	Other Operational Expenses	5,200
7000	Other Outlay	15,333
	Total Expenditures:	\$300,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 REVISED SUBCONTRACTUAL AGREEMENT FOR COMMUNITY BASED JOB TRAINING GRANT

Requested Action: Approval/Ratification

Reviewed by: Patricia Ramos, Dean, Workforce and Economic Development

Approved by: Jeff Shimizu, Vice President, Academic Affairs

Title of Grant: Community Based Job Training Grant in Recycling and Resource Management

Granting Agency: Department of Labor Education and Training Administration

Subcontractor: Jewish Vocational Services Los Angeles (JVS)

Revised Contract: \$122,107 (*no-cost extension*)

Performance Period: January 1, 2014 – June 30, 2014

Summary: The Board of Trustees accepted the Community Based Job Training Grant (\$4.87 million) and approved Santa Monica College (SMC) as the lead agency in this large consortium in Recycling and Resource Management to place participants in emerging green jobs related to this training.

On August 6, 2013, the Board of Trustees approved JVS to provide training and job readiness activities for approximately 422 students to support the overall success of this multiple-partner grant program managed by SMC. The amount approved was for \$400,000 through the extended performance period of the grant (July 1, 2012–December 31, 2013).

In December 2013, SMC received another no-cost extension from the Department of Labor to redirect the unused grant funds for job placement activities. The revision has also been approved and supported by the DOL grant officer. The focus of the no-cost extension is on job placement activities. The aim is to make 30-31 job placements per month in order to reach the goal of 422 placements by the end June 2014. JVS will track student job placements, increase incumbent worker tracking for reporting advancement and salary raises. They will have résumé workshops, individual and group résumé review for specific job opportunities and increased job referrals via weekly email blast. JVS will follow up with HR and hiring managers for employer feedback.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 CONTRACT FOR ENERGY MONITORING SYSTEM

Requested Action: Approval/Ratification

Reviewed by: Genevieve Bertone, Director of Sustainability

Approved by: Randy Lawson, Executive Vice President

Provider: Sunbelt Controls

Term: January – June, 2014

Amount: \$52,000

Service: Sunbelt Controls will augment the current District software to provide an Energy Monitoring System (EMS) that will chart the energy consumption at the Science Building and the Center for Environmental and Urban Studies. The dashboard will translate energy consumption into environmental data. The augmented software will have a student portal that will be used for student assignments in unit conversions, metrics and power measurements. Students, particularly those in science classes, will be able to interact with the data to investigate how dashboard measures were created, allowing them to understand the real world applications of scientific data and draw connections between concepts reviewed in the classroom and their own lives.

Funding Source: STEM Grant (100%)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 10 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Chui L. Tsang, Superintendent/President

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

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

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

Provider/Contract		Term/Amount	Service	Funding Source
A	Community Partners: Sustainable Works – Environmental Education and Action	February 1, 2014 - June 30, 2014 Not to exceed \$7,500	Sustainable Works will (1) conduct a six-week Green Living Workshop for 25-30 students at Santa Monica High School and Venice High School, providing a trained instructor to facilitate sustainable topic specific meetings at these schools; (2) provide a Sustainable Works Workbook to each participating student to support the pathways model of providing environmental education starting at the K-12 level and encouraging students to continue on in higher education; and (3) will also provide information on SMC's Sustainable Technologies Program and build relationships with these high schools on behalf of SMC.	Perkins IV (CTEA) (100%)
<i>Requested by: Patricia Ramos, Dean, Workforce and Economic Development</i>				
<i>Approved by: Jeff Shimizu, Vice President, Academic Affairs</i>				
B	SixTen and Associates	February 2, 2014 – June 30, 2014 Not to exceed \$25,000	Contract to provide claim preparation services for State Mandated reports, 2001-2011.	General Fund
<i>Requested by: Fiscal Services</i>				
<i>Approved by: Robert Isomoto, Vice-President, Business/Administration</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 10 **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
C On Course (Facilitator: Deb Poesé)	August 5, 2014 Not to exceed \$3,950	The consultant will conduct a day-long workshop with faculty members focused on learner-centered principles and strategies. Faculty will then engage in developing a specific plan to implement one or more of the strategies to their own instruction. Participants in the workshop will also receive access to digital samples of how other educators, across multiple disciplines, have employed the same strategies.	Title V (100%)

Requested by: Edna Chavarry, Project Manager, The Center for Teaching Excellence
Approved by: Jeff Shimizu, Vice President, Academic Affairs

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

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

ELECTION

EFFECTIVE DATE

Administrator

Mata, Nick, Director, Special Programs

02/18/14

New Full-Time Contract Faculty Positions

Donahue, Nathaniel, Art History

08/26/14

Driscoll, Brian, Music

08/26/14

ADJUNCT FACULTY

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

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

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

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Health Assistant (1 position) Health Services, 12 mos, 40 hrs	02/04/14

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Chief Director of Business Services (1 position) Fiscal Services, Management	02/04/14
Network Services Support Analyst (1 position) Academic Computing, 12 mos, 40 hrs, VH1	02/04/14
Health Assistant (1 position) Health Services, 11 mos, 40 hrs	02/04/14

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
<u>PROBATION WITH ADVANCE STEP PLACEMENT</u>	
Casillas, Ruth, W&E Development Project Assistant, Workforce/Economic Development (Step C)	01/17/14
Franco, Mario A. W&E Development Project Assistant, Workforce/Economic Development (Step C)	01/17/14
Landa, Jennifer, W&E Development Project Assistant, Workforce/Economic Development (Step C)	01/17/14
Leahy, Ann M., Administrative Assistant II, Admissions and Records (Step B)	02/03/14
Meza, Katarina H., IA-English, English (Step B)	01/29/14
Mintie, Ann T., Laboratory Technician – Life Science, Life Science (Step C)	01/14/14

<u>ADDITIONAL ASSIGNMENT ADDED – PERMANENT</u>	
Glaves, Paige, Administrative Secretary, Academic Senate	01/31/14

<u>WORKING OUT OF CLASSIFICATION – PROVISIONAL</u>	
Chavira, Christina, Accounts Payable Supervisor, Fiscal Services (100%)	01/06/14 – 05/09/14
Dickson II, Christopher, St. Services Specialist – International, ISC (50%)	01/02/14 – 05/07/14
Johnson, Glenda, St. Services Specialist – International, ISC (50%)	01/02/14 – 05/07/14

<u>BILINGUAL STIPEND</u>	
Vaccaro, Maria Belen, Latino Center/AACC Bilingual 2	09/13/13

SEPARATIONS

<u>LEAVE OF ABSENCE - UNPAID</u>	
Chon, Jane, Instructional Assistant - English, English	01/01/14 – 06/20/14

<u>RETIREMENT</u>	
Bickerton, Barbara, Administrative Assistant I, Community Services (23 years)	04/01/2014

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

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

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

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

Chen, Connie P., Student Services Clerk, Financial Aid	01/13/14-07/11/14
Epstein, Rebecca L., Student Services Assistant, DSPS	10/15/13-02/17/14

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	02/03/14-03/06/14
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Arenas, Leyla, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Bae, Daniel, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Baza, Paul, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Boyd, Tishonna, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Brazier, Quiniece, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Caceres, Karla, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Camp, Monique, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Devine, Robert, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Dittmar, James, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Friha, Mohammed, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Ganzon, Emmanuelle, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Green, Kennisha L., Disabled Student Services Assistant, DSC	01/06/14-02/13/14
Hardister III, Harold, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Hrast, Tanja, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Jackson, Sheldon, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Juarez, Jorge, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Lagunas, Crystal, Sign Language Interpreter III, DSC	01/13/14-02/13/14

Lam, Albert, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Laurance, Marisa, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Lemon, Curly, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Lopez, Jose, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Mengistu, Zewdeneh, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Navarro, Yadira, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Naylor, Marisa, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Noble, Robert, Student Services Assistant, Counseling	01/07/14-06/30/14
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Olufade, Dayo, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Ponce, Adolph, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Portillo, William, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Redhouse, Joshua, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Sanchez, Oscar, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Santamaria, Bladimir E, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Swaim, Nancy, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Torrance, Antoinette, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Valadez, Jorge, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Walker, Terence, Bookstore Clerk/Cashier, Bookstore	01/27/14-03/06/14
Yapkowitz, David, Bookstore Clerk/Cashier, Bookstore	02/03/14-03/06/14
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	02/03/13-03/06/14
Zhang, Olivia, Bookstore Clerk/Cashier, Bookstore	02/03/13-03/06/14

RECOMMENDATION NO. 14 CLASSIFIED PERSONNEL - NON MERIT

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

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

STUDENT EMPLOYEES

College Student Assistant, \$8.00/hour (STHP)	10
College Work-Study Student Assistant, \$8.00/hour (FWS)	9

SPECIAL SERVICE

Art Models, \$18.00/hour	90
Community Services Specialist I, \$35.00/hour	55
Community Services Specialist II, \$50.00/hour	7
Recreation Leading Director II, \$10.59/hour	3

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 FACILITIES

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

15-A CHANGE ORDER NO. 2 – INFORMATION TECHNOLOGY RELOCATION

Change Order No. 2 – BERNARDS BROS. on the Information Technology Relocation project in the amount of \$71.

Original Contract Amount	\$12,392,000
Previously Approved Change Orders	38,897
Change Order No. 2	<u>71</u>
Revised Contract Amount	\$12,430,968

This change order results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 2 provides for the labor and material to add reinforcement bars at a utility opening and under the moving partition wall per structural engineer’s request and to relocate an existing camera that would be blocked by the new construction. Change Order No. 2 also includes a credit for cost of tests and inspections exceeding eight hours per day or performed on weekends/holidays.

15-B CHANGE ORDER NO. 2 – BUNDY PARKING LOT 2

Change Order No. 2 – PUB CONSTRUCTION on the Bundy Parking Lot 2 project in the amount of \$6,094.

Original Contract Amount	\$1,128,000
Previously Approved Change Orders	8,736
Change Order No. 2	<u>6,094</u>
Revised Contract Amount	\$1,142,830

This change order results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 2 includes labor and material costs for the replacement of an asphalt walkway adjacent to the new entrance, upsize and relocation of an irrigation controller, connection of existing control valves along the main driveway to the new controller, installation of irrometer soil moisture sensors and control modules, round valve boxes at quick coupler locations, and labor and material to install one cane bolt on double drive gate to accommodate for site conditions.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 **FACILITIES** *(continued)*

15-C AMENDMENT TO AGREEMENT FOR CIVIL ENGINEERING SERVICES – DONALD DOUGLAS LOOP SOUTH

Amend agreement with MK ENGINEERING GROUP, INC. for civil engineering services for the Donald Douglas Loop South project to \$47,140 from \$38,000 plus reimbursable expenses.

Funding Source: Measure S

Comment: This item, which is to replace temporary roadway between the Bundy Campus and Airport Avenue known as Donald Douglas Loop South, was originally approved at the December meeting. The increase in fees is to add landscaping and street/walkway lighting to the project.

15-D AGREEMENT FOR ELECTRICAL SWITCHGEAR UPGRADE, STUDENT ACTIVITIES BUILDING

Agreement with Robnett Electric for Electrical Switchgear Upgrade, Student Activities Building in the amount of \$147,200 for the period March 2014-May 2014.

Funding Source: State Scheduled Maintenance, District Capital Funds

Comment: This project is a maintenance upgrade of the existing electrical switchgear serving the Student Activities Building. This equipment is more than 25 years old and no longer reliable. The state is now funding scheduled maintenance projects with a 50% match from the district.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 BUDGET TRANSFERS

Requested by: Veronica Diaz, Acting Director, Fiscal Services
Approved by: Bob G. Isomoto, Vice President, Business/Administration
Requested Action: Approval/Ratification

16-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
 Period December 21, 2013 to January 22, 2014

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	8,492
3000	Benefits	0
4000	Supplies	2,963
5000	Contract Services/Operating Exp	313,134
6000	Sites/Buildings/Equipment	0
7000	Other Outgo/Student Payments	-324,589
Net Total:		0

16-B FUND 01.3 – GENERAL FUND - RESTRICTED
 Period December 21, 2013 to January 22, 2014

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-4,235
2000	Classified/Student Salaries	4,235
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	0
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	February 4, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 COMMERCIAL WARRANT REGISTER

Requested by: Veronica Diaz, Acting Director, Fiscal Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

December 1 – December 31, 2013 5804 through 5838 \$ 6,156,632.89

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

RECOMMENDATION NO. 18 PAYROLL WARRANT REGISTER

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

December 1 – December 31, 2013 C1E – C2F \$10,608,880.03

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

RECOMMENDATION NO. 19 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

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

	Payments	Purchase Orders
December 1 – December 31, 2013	\$654,573.69	\$69,461.28

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 4, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 PURCHASING

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

20-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 approved budgets. Lists of vendors on file in the Purchasing Department.

December 1 – December 31, 2013 \$1,762,113.87

20-B PURCHASE AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS

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

1. Foundation for Community Colleges (FCCC), Contract CB13-013, with Krueger International, to 09/30/16, for furniture and fixtures applications.
2. Foundation for Community Colleges (FCCC), Contract CB13-014, with Haworth, to 09/30/16, for furniture and fixtures applications.
3. Foundation for Community Colleges (FCCC), Contract CB13-015, with Steelcase, to 09/30/16, for furniture and fixtures applications.
4. City of Santa Ana, Contract 09-055, Enterprise Fleet Services for Leasing of Vehicles, Expiration January 2016.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 4, 2014

INFORMATION ITEM 21 CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING, JANUARY 22, 2014

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee was held on Wednesday, January 22, 2014 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:01 a.m.

2. ROLL CALL

- Corin Kahn, Chair – Present
- Barry Snell, Vice-Chair – Absent
- Heather Anderson – Present
- Michael Dubin - Present
- Ty Moura - Absent
- Katherine Reuter – Present
- Sion Roy –Present
- Sonya Sultan – Absent
- Sam Zivi – Present

Others Present:

- Sarah Banta, Senior Associate, Vicenti Lloyd & Stutzman, LLP
- Greg Brown, Director of Facilities and Planning
- Joanne Gilden, Accounting Manager
- Don Girard, Senior Director, Government Relations/Institutional Communications
- Bob Isomoto, Vice-President, Business/Administration
- Lisa Rose, Citizens’ Bond Oversight Committee Coordinator
- Charlie Yen, Director, Contracts

3. APPROVAL OF MINUTES – October 16, 2013

Motion was made by Katherine Reuter and seconded by Michael Dubin to approve the minutes of Citizen’s Bond Oversight Committee meeting on October 16, 2013. *The minutes were approved by acclamation.*

4. CONFLICT OF INTEREST FORMS

Members were reminded to sign and submit their Conflict of Interest forms for 2014.

5. CITIZENS’ BOND OVERSIGHT COMMITTEE ANNUAL REPORT, 2012-2013

Motion was made by Sion Roy and seconded by Michael Dubin to approve the 2012-2013 Annual Report. *The Annual Report was approved by acclamation.*

6. **REPORTS and DISCUSSION**

7.

2012-2013 Prop 39 Financial Audit and Performance Audit Reports

Sara Banta, representing the District's auditing firm of Vicenti Lloyd & Stutzman, LLP provided an overview of the 2012-2013 Prop. 39 Financial Audit and Performance Audit Reports. The Auditor indicated that there were no instances of noncompliance in both audits and did not identify any exceptions or deficiencies. Both audits will be presented to the Board of Trustees along with the District's Audit Report at the Board meeting on February 4, 2014.

SMC Bond Construction Projects Update

- Two projects are in construction. (1) Information Technology Relocation, a two-story extension to the Media Center that consolidates all technology functions into one area; and (2) the Academy of Entertainment and Technology (AET) project which includes the renovation of the existing building, a new building for KCRW and a parking structure.
- Two projects are currently awaiting DSA approval. (1) East Wing at the Performing Arts Center; and (2) the Health/PE/Fitness/Dance Center.
- Malibu Campus: Plans have been submitted to the Division of the State Architect (DSA) and the City of Malibu for review. The District is also working with the County of Los Angeles since the property is within its jurisdiction. At the same time, the District is preparing the Environmental Impact Report (EIR).
- Student Services Building: Morris Architects is preparing the design for the building to respond to changes in student services needs. A conceptual design was presented to the Board of Trustees in December 2013. A rendering of the building will be presented at the next meeting of the Citizens' Bond Oversight Committee (April).
- The College is working with the City of Santa Monica on the Early Childhood Development/Childcare project to be located at the Civic Center.

Measure U, S and AA and Bond Sales Expenses Reports (reports included with agenda)

- Measure U: Total Measure U expenditures last period were \$180,872; total remaining funds are \$17,918,145;
- Measure S: Total expenditures last period were \$425,668; total remaining funds are \$69,447,047.
- Measure AA: Total expenditures last period were \$4,141,757; total remaining funds are \$240,605,403.
- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of June 30, 2013.

Total Bond	\$598,500,000
Total Available	\$383,496,730
Total Expenses as of 12-31-13	\$270,529,404
Total Available Remaining	\$112,967,326
Total Unsold Bond	\$215,003,270
- The *SMC Bond Construction Program Contractor List* as of December 31, 2013 was presented for information.
- Current information on all bond construction projects is available at:
<http://smcbondprogram.com/>

7. **SCHEDULE OF MEETINGS, 2013-2014**

Wednesdays at 8 a.m.

April 16, 2014

8. **ADJOURNMENT** – 9:07 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 16, 2014 at 8 a.m. in Drescher Hall 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 4, 2014

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT - 9:45 p.m.

The meeting was adjourned in memory of **Betty Mueller**, a community leader who was a strong and steadfast supporter of Santa Monica College and public education.

The Board of Trustees will hold a Study Session on Tuesday, February 18, 2014 at 5:30 p.m. in the SMC Skybox, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, March 4, 2014** at 7 p.m. (5:30 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.

The agenda for the next meeting will include the following:

1. Report: Strategic Initiatives – GRIT and I³