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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

APRIL 1, 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	April 1, 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, April 1, 2014.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 5:30 p.m.
- 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
 Barry Snell - Present
 Dr. Andrew Walzer - Present
 Mr. Jesse A. Ramirez, Student Trustee – Present (for public session)
- 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

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 Police Officers Association

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

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- PLEDGE OF ALLEGIANCE - Rachel Aylsworth
- CLOSED SESSION REPORT - None

III. **PUBLIC COMMENTS**

Nancy Morse
Betty Hiroto
Andrée Marks
Sharon Croskery
Barbara Van Arsdell
Jabe Bruton
Taynara Costa-Mara

V. **SUPERINTENDENT'S REPORT**

- Student Success and Support Program (SSSP) Guidelines
- Budget Update
- Transportation Update

VI. **ACADEMIC SENATE REPORT**

VII. **MAJOR ITEMS OF BUSINESS**

- #1 Resolution for Community College Month
- #2 Ballot for CCCT Board of Directors
- #3 Resolution in Support of SB 850 Community College District, Baccalaureate Degree Pilot Program
- #4 Santa Monica Big Blue Bus Three-Year Contract 2014-2017
- 5 Information: The Broad Stage
- #6 Resolution Requesting The Board of Supervisors of the County of Los Angeles to Levy an *Ad Valorem* Tax in Anticipation of a Sale of General Obligation Bonds of the District
- #7 First Reading – Revisions to Board Policy Section 1270, Board Self-Evaluation, and Section 1280, Evaluation of the Superintendent/President

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

- #8 Approval of Minutes: March 4, 2014 (Regular Meeting)

Grants and Contracts

- #9 Ratification of Contracts and Consultants

Human Resources

- #10 SMCCCD Calendar, 2016-2017
- #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. 4 – Information Technology Relocation
- B Change Order No. 1 – Academy of Entertainment and Technology
- C Agreement for Project Inspection Services
- D Agreement for Project Inspection Services
- E Agreement for Architectural Services – 1914 14th Street Warehouse
- F Amendment to Agreement for Architectural Services – Health, PE, Fitness, Dance, and Central Plant
- G Reject All Bids – Exterior Signage
- H Award of Bid for Parking Lot Restriping/Repainting
- I Pool Payment Under Joint Use Facilities Agreement
- J Agreement for Engineering Services – 1510 Pico Blvd.

#16 Budget Transfers

#17 Acceptance of Grant and Budget Augmentation

#18 Budget Decrease

#19 Budget Augmentation

#20 Commercial Warrant Register

#21 Payroll Warrant Register

#22 Auxiliary Payments and Purchase Orders

#23 Reissue of Payroll Warrant

#23 Purchasing

- A Award of Purchase Orders

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. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, May 6, 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
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V. SUPERINTENDENT'S REPORT

- Student Success and Support Program (SSSP) Guidelines: SSSP (formerly Matriculation) is a program that promotes and sustains the efforts of students to be successful in their educational endeavors. The Chancellor's Office is allocating additional funding for SSSP and has released guidelines on supportable activities. Those student-direct activities include admissions, orientation, assessment and testing, counseling and follow up. The funding is a 40/60 split - 40% based on headcount and 60% based on services provided (touch points). The statewide funding for SSSP for 2014-2015 is estimated at \$50 million, about \$3.5-\$4 million for SMC. Funding requires a three-to-one match.
- Budget Update: Discussion throughout the state regarding the budget is focused on the growth rate of 3 percent and whether it is too high. More information about the budget will be available next month.
- Transportation Update: Denny Zane reported that his efforts have been concentrated in the following areas: Finding new money for Any Line Any Time, working with Expo to ensure accessibility for SMC students, and Cap and Trade program. Cap and Trade is a new program that is designed to reduce greenhouse gases from multiple sources and will potentially provide for a new source of funds to achieve transportation and environmental objectives.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 1, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **RESOLUTION FOR COMMUNITY COLLEGE MONTH**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition of Community College month.

WHEREAS, the month of April has been proclaimed National Community College Month in recognition of the vital role the nation's community colleges play in providing broad access to higher education, serving nearly half of the nation's college students; and

WHEREAS, Santa Monica College serves students with a broad array of educational services including transfer education, two-year degree programs, career preparation, basic skills education, continuing education and lifelong learning in a variety of delivery methods including on-line education; and

WHEREAS, Santa Monica College, as an institution of higher education, provides for the understanding and learning needed to foster a livable and sustainable world; and

WHEREAS, Santa Monica College provides for the formation of global citizenship through knowledge of people, customs, and cultures in regions of the world beyond one's own; and

WHEREAS, Santa Monica College supports the diversity of its students, faculty and staff; and

WHEREAS, Santa Monica College enjoys a special partnership with business, industry and government that benefits the regional economy by providing educational opportunities for new and current employees; and

WHEREAS, Santa Monica College is devoted to positive community relations and is a rich resource for the community including cultural programming, educational and career counseling and special events; and

WHEREAS, Santa Monica College has demonstrated that daily it fulfills its vision based upon "Changing Lives in the Global Community through Excellence in Education;" and

WHEREAS, Santa Monica College realizes its success in providing educational and cultural opportunities to the college community because of the excellence of its faculty and staff, and the support of its community, and

WHEREAS, Santa Monica College has been a proud part of this tradition since 1929, being recognized locally and internationally as an outstanding institution of higher education; and

THEREFORE BE IT RESOLVED that the Santa Monica Community College District observe and celebrate National Community College Month during the month of April, 2014.

MOTION MADE BY: Rob Rader
 SECONDED BY: Nancy Greenstein
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **BALLOT FOR CCCT BOARD OF DIRECTORS**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees prepare its ballot for the California Community College Trustees (CCCT) Board of Directors. Names listed in **bold** are recommended by the Board's CCCT Board of Directors Election task force.

- Richard Watters, Ohlone CCD
- *Paul Gomez, Chaffey CCD**
- Adrienne Grey, West Valley-Mission CCD
- Jeffery Lease, San Jose-Evergreen CCD
- Brent Hastey, Yuba CCD
- Pam Haynes, Los Rios CCD**
- Nathan Miller, Riverside CCD
- *Jim Moreno, Coast CCD
- Donna Ziel, Cabrillo CCD
- Lorrie A. Denson, Victor Valley CCD
- Stephen P. Blum, Ventura CCD**
- *Laura Casas, Foothill-DeAnza CCD**
- *Stephan Castellanos, San Joaquin Delta CCD**
- *Nancy C. Chadwick, Palomar CCD**

* Incumbent

COMMENT: There are seven three-year vacancies and one one-year vacancy on the CCCT Board of Directors. Each member community college has one vote for each of the vacancies.

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

Motion to cast a vote for Jim Moreno:

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 3 (Jaffe, Rader, Walzer)
 NOES: 3 (Aminoff, Greenstein, Quiñones-Perez)
 ABSTAIN: 1 (Snell)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: RESOLUTION IN SUPPORT OF SB 850 COMMUNITY COLLEGE DISTRICTS, BACCALAUREATE DEGREE PILOT PROGRAM

WHEREAS, the Public Policy Institute of California (PPIC) recently reported that the State of California will fall one million college graduates short of employer demand by the year 2025 if nothing is done to increase the State’s current production of baccalaureate degree holders; and

WHEREAS, every person deserves the opportunity to pursue the baccalaureate at an institution that is convenient, accessible, and affordable; and

WHEREAS, the lack of sufficient capacity of California’s public universities to meet this need compels students to enroll in high-cost, for-profit institutions that are of questionable quality and have poor success rates; and

WHEREAS, twenty-one states in the nation have already authorized community colleges to offer baccalaureate degrees in selected fields; and

WHEREAS, authorizing California’s community colleges to offer baccalaureate degrees would increase access for underserved populations, benefit the state economy, remove barriers to completion, and compensate for the lack of public university capacity in certain fields; and

WHEREAS, the California Community Colleges BaccaLaureate Study Group, convened in 2013 by Chancellor Brice Harris, concluded that “the offering of baccaLaureates by the California Community Colleges merits serious review and discussion;”

NOW, THEREFORE BE IT RESOLVED that the Santa Monica College District Board of Trustees supports SB 850 which would allow select community colleges to offer baccalaureate degrees on a voluntary basis as part of an eight-year pilot program.

MOTION MADE BY: Rob Rader
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 1, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **SANTA MONICA BIG BLUE BUS THREE-YEAR CONTRACT, 2014-2017**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a three-year contract, 2014-2017, with Santa Monica Big Blue Bus, as follows:

- 2014-2015 – \$1,356,551.20 (3% increase)
- 2015-2016 – \$1,404,030.49 (3.5% increase)
- 2016-2017 – \$1,453,171.56 (3.5% increase)

SUMMARY: SMC staff recommends entering into the proposed three-year agreement to provide for sustained financial planning for both SMC and Big Blue Bus. This program provides a system-wide pass for all current SMC students and staff with identification to ride the Big Blue Bus any time, any line, at no charge to the rider. This will be the seventh, eighth, and ninth year of the Any Line, Any Time program. SMC and the City of Santa Monica have engaged in discussion on the importance of program continuation and the appropriate level of financial support given the significant increase in the number of students utilizing the service. Big Blue Bus has proposed an agreement for reimbursement for transit services to be provided in fiscal year 2014-2015 with an increase of 3 percent (\$39,511.20) over the current year rate; an increase of 3.5 percent (\$47,479.29) in fiscal year 2015-2016; and an increase of 3.5 percent (\$49,141.07) in fiscal year 2016-2017. The cost of the program for each of years one through five was \$1,219,480; this current year, the cost increased 8 percent and was \$1,317,040.

The success of the program is easily measured through the consistent increase in ridership over the past two years, with over 2.8 million trips made by SMC students and staff last year, a 10 percent increase from the prior year.

FUNDING SOURCE: Funding will be from the 2014-2015, 2015-2016, and 2016-2017 District/Transportation Budget with an offset that is anticipated to be provided by the Associated Students of approximately 50 percent.

Public Comment
Taynara Costa-Moura

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	April 1, 2014

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 5

SUBJECT: **THE BROAD STAGE**

SUBMITTED BY: Senior Director, Government Relations/Institutional Communications

In 2013-14, the Broad Stage at the Santa Monica College Performing Arts Center is celebrating its sixth year. The success shows in three main areas: Academic programs, and District Operations and Rental programs, and the Presenting Organization, Madison Project. And although there is often competition to secure available dates on the Broad Stage, the cooperation among its constituents has been remarkable.

Academic Programs

The Broad Stage has afforded many invaluable opportunities for the music and dance departments to showcase their students at a world-class venue. The SMC Orchestra and the SMC Wind Ensemble each perform twice per semester, and there are regular performances by various SMC Jazz groups. And coming up is the biennial fully-staged opera performance, *Luisa Fernanda*. This year’s opera is directed by new faculty member Janelle Di Stefano, and the SMC Orchestra will be in the pit led by Department Chair James Martin. For Dance, Global Motion and Synapse each perform three times per semester, to sold-out houses.

But just as important, the venue and the music program itself have attracted, through the Applied Music Program, performance-worthy students, who get one-on-one training and a chance to perform on the Broad Stage. Many of these students go on to conservatories for further study. This is a great attraction to higher-caliber performing arts students in area high schools. To foster this program, we bring student performers from Santa Monica High School to perform with various SMC music groups, which demonstrates the quality of our programs. The Applied Music program is a major success for SMC.

District Operations and Rental Program

Since the opening of the Broad Stage in 2008, the District has built an important program of rentals, which has met all of its goals, and helps provide the routine maintenance the venue requires.

Presenting Programs – Madison Project

Over the past six years Madison Project has risen to astonishing success, with attendance increasing each season. Among the most noteworthy of our 200 performances this season will be our back-to-back runs of *A Midsummer Night’s Dream*, and *Man in a Case*, starring the great Baryshnikov. We have launched a new jazz initiative to bring jazz and blues to the Westside. And we have broken ground this season with our first Spanish-language performances of Shakespeare’s *Henry VIII*, and performances as diverse as La Santa Cecilia, The Klezmatics, Fatumata Diawara, an emerging young artist from Mali, Carlos Nunez, and the great Arturo Sandoval and his big band, whom we were fortunate to present just as he was receiving his Presidential Medal. And of course, the world premiere last spring of the opera *Dulce Rosa*, based on a story by Isabelle Allende, and led by Maestro Plácido Domingo, was a sensation.

As education programs are core to our mission, we are continuing with our program of student matinees, in which we bring nearly 10,000 students to world class performances. Most of these children have never been to a theater. And we are working closely with SMC faculty and students by providing master classes in classical music, jazz and dance, to name a few. SMC students recently had the great benefit of working with the great cellist, Lynn Harrell, and the great jazz vocalist, Kurt Elling. In the past we conducted tap dance classes Savion Glover, and Tango classes with Antonio Lysy.

We have developed a new, fully-funded program called Family Circle, in which we bring families from underserved communities to the Broad Stage for performances and educational opportunities. We provide transportation, meals and tickets to five families to six performances over the season. The participating families have bonded with each other, and with our staff. We have already received funding to significantly expand and improve this program next season.

Since our beginnings in 2006 we have largely met our financial goals. But this season, similar to what many other theaters have experienced, we have seen challenges in ticket sales. We believe this is a result of several factors: Competition in the market place – from other venues but also from Netflix and the wide accessibility of top rate television programming; and we may have expanded a bit too much, and may have inundated our patrons with too many performances, without sufficient funds available for marketing. In addition, our endowment investments have underperformed the market. As a result of these factors, we may show a deficit at June 30, 2014.

But we plan to learn from this year, and have eliminated some staff positions, continue to pursue private funding with multi-year commitments, and have begun to invest the endowment in a more balanced manner. We are also exploring ways to significantly increase our endowment to provide a more stable financial environment.

But our success has been one of collaboration and partnership with the college – the faculty, board and administration. And we are deeply grateful.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **RESOLUTION REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO LEVY AN *AD VALOREM* TAX IN ANTICIPATION OF A SALE OF EXISTING VOTER-APPROVED GENERAL OBLIGATION BONDS OF THE DISTRICT**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution requesting the Board of Supervisors of the County of Los Angeles to levy and *ad valorem* tax in anticipation of a sale of general obligation bonds of the District previously approved by the voters.

SUMMARY: The County of Los Angeles County now requires this notification of the District’s intent to offer bonds for sale next fiscal year, and it must be approved before June 30, 2014. This resolution was not previously required by the County and has been reviewed by the District’s bond counsel. Additional items as part of the process to actually sell the bonds will be coming later in the fall.

WHEREAS, Santa Monica Community College District, Los Angeles County, California (the “District”) has \$195,000,000 of authorized but unissued general obligation bonds (the “Bonds”) under an election conducted within the District on November 4, 2008; and

WHEREAS, the Board of Trustees of the District (the “Governing Board”) has determined that the capital needs of the District require the issuance of some or all of the Bonds on a date during the 2014-15 fiscal year; and

WHEREAS, pursuant to Section 15252 of the Education Code, the District is authorized to request the board of supervisors of the county, the superintendent of schools for which has jurisdiction over the District, to order a levy of *ad valorem* taxes within the District, as necessary to pay estimated debt service on the Bonds; and

WHEREAS, the Los Angeles County Superintendent of Schools has jurisdiction over the District, and the Board of Supervisors of the County of Los Angeles (the “County Board”) is therefore authorized to take action in this regard; and

WHEREAS, this Governing Board hereby informs the County Board of its intention that \$115,000,000 aggregate principal amount of Bonds be issued during the 2014-15 fiscal year, and requests that the County Assessor of the County of Los Angeles levy an *ad valorem* tax to pay debt service thereon; and

WHEREAS, this Governing Board has caused to be prepared, and has reviewed, a debt service estimate (the “Debt Service Estimate”) for the necessary repayment of the Bonds;

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Trustees of the Santa Monica Community College District as follows:

SECTION 1. Recitals. The Governing Board hereby determines that the foregoing recitals are true and correct.

SECTION 2. Estimated Debt Service on General Obligation Bonds of the District. The Governing Board hereby authorizes the Superintendent/President of the District to submit a certified copy of this Resolution, together with the Debt Service Estimate, to the County Board for purpose of effecting a levy for the 2014-15 fiscal year. The Governing Board certifies that it anticipates the issuance of the Bonds in the aggregate principal amount of \$115,000,000.

SECTION 3. Request to County for Levy. The County Assessor is hereby requested to effect the levy described in Section 2 hereof.

SECTION 4. Effective Date. This Resolution shall take effect immediately upon its adoption.

MOTION MADE BY: Rob Rader
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **FIRST READING – REVISIONS TO BOARD POLICY SECTION 1270, BOARD SELF-EVALUATION AND SECTION 1280, EVALUATION OF THE SUPERINTENDENT/PRESIDENT**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of Board Policy Section 1270, Board Self-Evaluation, and Section 1280, Evaluation of the Superintendent/President.

SUMMARY: The proposed revisions reflect the Board’s current practices in conducting its Self-Evaluation and the Evaluation of the Superintendent/President, as follows:

BP 1270, Board Self-Evaluation

- The evaluation of the Superintendent and the Board Self-Evaluation are no longer scheduled at the same meeting.

BP 1280, Evaluation of the Superintendent/President

- The annual evaluation is held in the spring (May) to be completed by June 1st.

Board Policy 1270

MOTION MADE BY: Rob Rader
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

Board Policy 1280

MOTION MADE BY: Rob Rader
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

ARTICLE 1200 ROLE OF THE BOARD OF TRUSTEES

BP 1270 Board Self-Evaluation

The Board of Trustees shall hold an annual self-evaluation ~~in conjunction with the valuation of the Superintendent~~ as part of the summer Study Session on a mutually agreed upon date.

Purpose

No less than once a year the Board shall evaluate the functioning, strengths and weaknesses of the Board and identify specific functions working well and those needing improvement.

Methodology

The methodology will be determined by the Board of Trustees each year based on the priorities of the institution.

- ~~• Each Board member prior to the evaluation shall submit to the Chair of the Board of Trustees the completed evaluation form regarding the strengths and weaknesses of the Board as perceived by the individual Board member. The Board Chair shall summarize this input and present it to the Board of Trustees for consideration during the Board's annual assessment of itself.~~
- ~~• During the evaluation of the Superintendent/President, the Board may also informally review the functioning and operation of the Board as a whole and make an interim evaluation of itself.~~

Elements of Consideration

- To assess the strengths and weaknesses of the Board as a whole.
- To determine the effectiveness of the performance of the trustees in achieving the District's goals.
- To determine the effectiveness of the policies established by the Board.
- To assess accomplishments relative to the *Vision, Mission and Goals* of the District.

The results of the discussion will provide the basis for the Board to develop its Goals and Priorities to address the needs of the college for the next year.

BP 1280 Evaluation of the Superintendent/President

The Board of Trustees shall hold an annual evaluation of the Superintendent/President ~~as part of the summer Study Session~~ by June 1st each year at a special meeting scheduled on a mutually agreed upon date.

Each member of the Board will individually rate the Superintendent's performance on the following criteria:

Standard Leadership Criteria

- Educational Advancement and Quality
- Fiscal Health and Internal Operations
- Community and Government Relations (Local/State/National)
- Facilities and Sustainability
- Partnership with the Board of Trustees Relations
- ~~• Institutional Leadership~~
- ~~• Constituency Building~~

Annual Performance Criteria

The performance criteria will be drawn each year from goals and ~~objectives~~ objectives-priorities identified by the Board of Trustees.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 1, 2014

VIII. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #8-#24.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #9-A, #9-B, #9-F, #15-G, #19-A/B, #23

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. #9 - Ratification of Contracts and Consultants

#9-A

Motion Made By: Louise Jaffe
 Seconded By: Andrew Walzer
 Student Advisory: Aye
 Ayes: 7
 Noes: 0

#9-B

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

#9-F

Motion Made By: Rob Rader
 Seconded By: Louise Jaffe
 Student Advisory: Aye
 Ayes: 6
 Noes: 0
 Absent: 1 (Walzer)

Recommendation No. #15-G – Facilities: Reject All Bids, Exterior Signage

Motion Made By: Louise Jaffe
Seconded By: Nancy Greenstein
Student Advisory: Aye
Ayes: 6
Noes: 0
Absent: 1 (Walzer)

Recommendation No. #19-A/B – Budget Augmentation

Motion Made By: Rob Rader
Seconded By: Nancy Greenstein
Student Advisory: Aye
Ayes: 7
Noes: 0

Recommendation No. #23 – Reissue of Payroll Warrant

Motion Made By: Nancy Greenstein
Seconded By: Rob Rader
Student Advisory: Aye
Ayes: 7
Noes: 0

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 8 APPROVAL OF MINUTES

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

March 4, 2014 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Chui L. Tsang, Superintendent/President

Requested Action: Ratification

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

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

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

Provider/Contract	Term/Amount	Service	Funding Source
A Richard Ludt (\$100) Joseph Rasmussen (\$300) Stephanie Barger (\$250) Myesha Morrison (\$150) Daniel Gruner (\$150) Adam Holt (\$150) Constance Hornig (\$250)	March 11, 2014 – May 31, 2014	These guest speakers will be presenting to Recycling Resource Management (RRM) classes on industry-based standards for RRM including construction and demolition waste, organics recycling, legislation, packaging, ordinances, industry job trends, and plastic pollution. These lectures provide students important insight into industry best practices, providing them direct exposure to experts in the field; and help to animate the curriculum using practical, real world experience to contextualize the RRM concepts and learning outcomes.	Perkins IV (CTEA) - (100%)
<p>Requested by: Patricia Ramos, Dean, Workforce & Economic Development Approved by: Jeff Shimizu, Vice President, Academic Affairs</p>			
B Sue Bickford (\$500) Lars Kjeseth (\$500)	March 28, 2014 May 9, 2014 Not to exceed \$500 (each)	This is an amendment to the dates of service for the consultant agreements approved by the Board on March 1, 2014.	Student Success/Basic Skills Grant (100%)
<p>Requested by: Roberto Gonzalez, Dean, Student Success Initiatives Approved by: Jeff Shimizu, Vice President, Academic Affairs</p>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

C	<p>The following facilitators will lead workshops for the Summer Faculty Institute coordinated by the Center for Teaching Excellence.</p> <p>Funding Source: Title V Grant (100%)</p>		
	Provider/Contract	Term/Amount	Service
	<p>The Center for Culturally Responsive Teaching and Learning</p> <p>(Facilitator: Dr. Sharroky Hollie)</p>	<p>August 11, 2014</p> <p>Not to exceed \$3,000</p>	<p>Dr. Hollie, will conduct a hands-on workshop with SMC faculty members. This workshop will be focused on culturally and linguistically responsive teaching. Faculty will be introduced to strategies that validate and affirm all students across disciplines. Dr. Hollie will provide sample activities for faculty to implement quickly in the classroom.</p>
	<p>WestEd, Strategic Literacy Initiative</p> <p>(Facilitator: Lilit Haroyan)</p>	<p>August 13, 2014</p> <p>Not to exceed \$2,000</p>	<p>The consultant will conduct a day long workshop with faculty members focused on Reading Apprenticeship, which is a research-based instructional framework. Reading Apprenticeship emphasizes students' engagement and achievement not only in literacy, but also in learning across all academic disciplines. Faculty will have the opportunity to select either a STEM or Humanities workshop.</p>
<p><i>Requested by: Edna Chavarry, Project Manager, The Center for Teaching Excellence</i></p> <p><i>Approved by: Jeff Shimizu, Vice President, Academic Affairs</i></p>			

	Provider/Contract	Term/Amount	Service	Funding Source
D	<p>Dr. Bruce E. Shapiro (Director, Biological Network Modeling Center, California Institute of Technology)</p>	<p>April 14 – May 16, 2014</p> <p>Amount: \$1,800</p>	<p>Dr. Shapiro will prepare, in presentation MathML format, a collection of approximately 250 mathematics problems encompassing one or more equations each as part of the Prep2Test app. MathML code is necessary to help the college meet Section 508 compliance standards in the app.</p>	<p>Student Success and Support Programs 2013-2014</p>
<p><i>Requested by: Kiersten Elliott, Dean, Enrollment Services</i></p> <p><i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
E	Bennett-Streb and Associates	April 2 - June 30, 2014 Amount: \$20,000	Bennett-Streb and Associates will conduct an organizational review and analysis of the Government Relations and Institutional Communications department to reflect growth of responsibilities of its Senior Director and address new opportunities under the current environment. In particular, the scope of work will look at organizational structure, clarifying current roles within the department, determine new positions needed, clarify interdependency between all roles, address overlap and hand off, create and/or revise job descriptions for existing and new positions, provide for succession planning, and provide a current assessment of competencies to meet department goals.	District Budget/ Government Relations and Institutional Communications
<i>Approved by: Don Girard, Senior Director, Government Relations and Institutional Communications</i>				
F	Mountain Investments for Copper Mountain, near Twentynine Palms, California.	Monthly Rental fee: \$1,026.43 per month, commencing April 1, 2014, with annual CPI increase, each and every April 1st.	Site Rental for KCRW for antenna	KCRW Foundation reimbursement to the District
<i>Requested by: Jennifer Ferro, Director, KCRW</i>				
<i>Approved by: Don Girard, Senior Director, Government Relations and Institutional Communications</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

G	<p>The following speakers are for activities planned by Psychological Services for National Mental Health Awareness Month in May for students, staff and faculty. The speakers will be compensated through the Student Mental Health Grant funded by the Mental Health Services Act, the Chancellor’s Office, and the Community College Foundation.</p> <p>Funding Source: Student Mental Health Grant</p>
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Provider/Contract	Term/Amount	Service
Lisa Ford-Berry	May 22, 2014 Amount: \$1,500	Lisa Ford-Berry is a mother whose son committed suicide on his 17 th birthday as a result of being bullied. She raises awareness of peer abuse.
Daryl Rowe, Ph.D.	May 22, 2014 Amount: \$500	Daryl Rowe is a licensed psychologist and Professor of Psychology at the Graduate School of Education and Psychology, Pepperdine University and current President of the Association of Black Psychologists. The topic of his presentation is "Emotional Emancipation: Addressing the Legacy of Historical Trauma Among Persons of African Ancestry."
Dr. Carol Tavis	May 6, 2014 Amount: \$500	Dr. Carol Tavis has a Ph.D. from the University of Michigan and is a writer, teacher and lecturer devoted to educating the public about psychological science. The title of her presentation is "Self-Justification in Everyday Life: What Cognitive Dissonance theory reveals about cheating, justice, love, prejudice...and why we'd rather be wrong than change."

Requested by: Brenda Benson, Dean, Counseling and Retention
Approved by: Mike Tuitasi, Vice-President, Student Affairs

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

H	The following speakers/panelists are for the Eco-feminism conference on April 26, 2014. Funding Source: The Global Citizenship District Fund Mini-Grant for a total of \$3,000.	
	Provider/Contract	Amount
	Jollene Leid, AF3IRM	\$500
	Jill Stein, former Green Party Presidential Candidate	\$300
	Martha Arguello Mary Baldwin Lori Baralt Alejandra Castillo Roberta Brodsky Connors Francesca De La Rosa Francesca Geurrini Arlene Hopkins Jollene Leid Joann Lo Mary MacVean Artista J. Marchioni Jane Paul Lydia Ponce Temachtia Quetzalcoatl Nita Rubio Rebecca Ruvalcaba Anastasia Sonkin Sarah Spitz Kabira Stokes Mary Liz Thompson Belinda Waymouth Maryam Zar	\$100 each
		Eco-feminism conference Afternoon Keynote speaker
		Eco-feminism conference Morning Keynote speaker/"Global Citizenship" panel moderator
		Eco-feminism conference "Women and Food" panelists, moderators and other participants
<i>Requested by: Kelley Brayton, Dean, International Education</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>		

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 SMCCD CALENDAR, 2016-2017

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

Approval of SMCCD Calendar, 2016-2017
(Calendar included in Appendix A)

Comment: The calendar has been approved by the Calendar Committee which includes administrators, Faculty Association representatives and CSEA representatives.

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

New Full-Time Contract Faculty

Ahlqvist, Pontus, Physics	08/26/14
Amerian, Stephanie, US History	08/26/14
Espinosa, Andrew, English Composition	08/26/14
Ju, Siel, English Composition	08/26/14
Moreno, Marisol, US History	08/26/14
Rajski, Brian, English Composition	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	April 1, 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

ABOLISH

Information System Administrator (1position) 04/01/14
Network Services, 12 mos, 40 hrs

ESTABLISH

Financial Aid System Specialist (1position) 04/01/14
Financial Aid, 12 mos, 40 hrs

Information System Administrator (2 positions) 04/01/14
Network Services, 12 mos, 40 hrs, Varied Hours

Network Administrator (1position) 04/01/14
Network Services, 12 mos, 40 hrs, Varied Hours

Administrative Clerk (1 position) 04/01/14
Alumni Office, 11 mos, 40 hrs

SALARY REALLOCATION

Director of Facilities Planning 04/01/14
From: Range 23-Management
To: Range 34-Management

SALARY RETITLE AND REALLOCATION

From: Chief Director, Facilities Management, Range 12-Administrator 04/01/14
To: Director of Facilities Management, Range 30-Management

NEW CLASS DESCRIPTION AND SALARY ALLOCATION

Assistant Director of Facilities Planning 04/01/14
Range 22-Management

ELECTIONS

EFFECTIVE DATE

CLASSIFIED MANAGEMENT

Bonvenuto, Christopher, Chief Director, Business Services 04/18/14

PROMOTION

Young, Chris, Sr. Student Services Specialist- Admissions and Records 03/10/14

PROBATIONARY

Go, Christine, Instructional Assistant- Learning Disabilities, DSC	03/10/14
Gordon, Sean, CC Police Officer, Campus Police	03/24/14
Jones II, Michael, Custodian, Operations	03/17/14
Luis, Jaime, Groundskeeper/Gardener, Grounds	04/16/14

PROBATIONARY WITH ADVANCE STEP PLACEMENT

Dampier, Lolita, Accounting Specialist II, Accounts Payable/Fiscal (Step C)	03/31/14
Davis, Drew, Film Production Coordinator, Communication (Step C)	03/03/14
Demetro, Marcy, Instructional Assistant- Learning Disabilities, DSC (Step C)	03/10/14

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Hawes, Allyn	
To: Journeyman Trade – Plumber, 100%	02/24 – 06/25/14
From: Skilled Maintenance Worker II	
Lopez-Hernandez, Mario	02/24 – 06/25/14
To: Lead Custodian, 100%	
From: Custodian	

WORKING OUT OF CLASSIFICATION (PROVISIONAL) – Extension

Qualey, Patrick	
To: Journeyman Trade – Carpentry, 100%	03/01 – 04/11/14
From: Skilled Maintenance Worker	
Sheaffer, Carl	
To: Painter, 100%	03/01 – 04/11/14
From: Skilled Maintenance Worker	

SEPARATION

LAST DAY OF PAY SERVICE

RETIREMENT

Stewart, Ruth, Administrative Assistant I, TRIO Program	05/30/14
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RESIGNATION

McKenzie, Darren, Student Services Clerk, A & R	03/13/14
Price, Bryant, Custodian, Operations	03/14/14

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 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

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

Heywood, Scot K., Theatre Technical Specialist, SMC Performing Arts	04/07/14-06/30/14
Poliner, Amy N., Theatre Technical Specialist, SMC Performing Arts	03/24/14-06/30/14
Bukauskas, Donatas, Instructional Assistant - Math, Math	02/25/14-08/25/14

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.

Harvey, Joy Lynn, Instructional Assistant - ESL, ESL	03/17/14-09/16/14
Leslie, Siena R., Instructional Assistant - ESL, ESL	03/14/14-09/12/14
Williams, Juanita, Human Resources Technician, Human Resources	03/24/14-03/28/14

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)	66
College Work-Study Student Assistant, \$8.00/hour (FWS)	54

SPECIAL SERVICE

Community Services Specialist II, \$50hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 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. 4 – INFORMATION TECHNOLOGY RELOCATION

Change Order No. 4 – BERNARDS BROS. on the Information Technology Relocation project in the amount of \$76,093.

Original Contract Amount	\$ 12,392,000
Previously Approved Change Orders	\$ 118,262
Change Order No. 4	\$ 76,093
Revised Contract Amount	\$ 12,586,355

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

Funding Source: Measure AA

Comment: Change Order No. 4 provides labor and material for changes caused by unforeseen underground obstructions and adjustments to the concrete structure reinforcing to comply with Department of State Architect (DSA) requirements. Additional exploratory excavation was performed to further locate utilities and avoid unanticipated utility service interruptions to the college.

15-B CHANGE ORDER NO. 1 – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY

Change Order No. 1 – C.W. Driver on the Academy of Entertainment and Technology project in the amount of \$23,067.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders	\$ 0
Change Order No. 1	\$ 23,067
Revised Contract Amount	\$59,183,067

These change orders results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 1 includes labor, material, and equipment cost to removal and dispose of all rigid duct and flexible insulation wrap on the 1st and 2nd floor of the existing building, and the credit for the back-charges for inspector when contractor was not prepared for scheduled inspections.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 FACILITIES *(continued)*

15-C AGREEMENT FOR PROJECT INSPECTION SERVICES

Agreement with Rango Inspections for inspection services at \$95 per hour, plus reimbursable expenses for the period of April 1, 2014 to June 30, 2016 for DSA Certified Class 1 inspection services.

Funding Source: Measure AA

Comment: This firm will provide DSA Certified Class 1 inspection services for the Information Technology relocation project and various other projects during the term of the contract.

15-D AGREEMENT FOR PROJECT INSPECTION SERVICES

Agreement with All Group Engineering, Inc. for inspection services at \$95 per hour, plus reimbursable expenses for the period of April 1, 2014 to June 30, 2016 for DSA Certified Class 1 inspection services.

Funding Source: Measure AA

Comment: This firm will provide DSA Certified Class 1 inspection services for the Performing Arts Center East Wing project and various other projects during the term of the contract.

15-E AGREEMENT FOR ARCHITECTURAL SERVICES – 1914 14th STREET WAREHOUSE

Agreement with Gwynne Pugh Urban Studios for architectural services for the 1914 14th Street Warehouse not to exceed \$60,000 plus reimbursable expenses.

Funding Source: Measure AA

Comment: This project will convert the building at 1914 14th Street into a District warehouse including bookstore receiving and storage for Facilities and Theatre Arts.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 FACILITIES *(continued)*

15- F AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Amend the agreement with GENSLER for the Health, PC, Fitness, Dance and Central Plant for \$4,500.

Original Contract Amount	\$3,589,000
Amendment 1	\$ 675,000
Amendment 2	\$ 198,000
Amendment 3	\$ 4,500
Total to Date	\$4,475,500

Funding Source: Measure AA, S

Comment: The Grounds Department updated some of the college landscape and irrigation standards since the original design was completed.

15-G REJECT ALL BIDS – EXTERIOR SIGNAGE

Reject all bids for the Exterior Signage Project.

Sign Excellence	\$ 378,855
Omega Construction	\$ 417,524
A Good Sign & Graphics	\$ 418,500
Trimax Construction	\$ 741,000

Funding Source: Measure AA

Comment: The District will make changes to this project and re-bid in the future.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 FACILITIES (continued)

15-H AWARD OF BID FOR PARKING LOT RESTRIPING/REPAINTING

Award of bid to Interstate Striping & Signs, Inc. in the amount of \$24,000 for parking lot restriping/repainting in main campus lots 3 and 4 and at Bundy campus curbs/speed bumps, April 14 through June 20, 2014.

Funding Source: 2013-2014 Capital Funds 40.0

15-I POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT

Payment to: City of Santa Monica
Amount: \$93,727.56
For the Period: October 1, 2013 –December 31, 2013 (3 months)
Funding Source: 2013-2014 District General Fund
Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. College paid the City of Santa Monica \$91,947.28 for the same period last year.

15-J AGREEMENT FOR ENGINEERING SERVICES – 1510 PICO BLVD.

Agreement with MDC ENGINEERS for engineering services for 1510 Pico Blvd. not to exceed \$6,000 plus reimbursable expenses.

Funding Source: Measure AA

Comment: Electrical engineering services are required in order to provide more electrical circuits for a computer testing room.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 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: February 20, 2014 to March 19, 2014

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	-3,147
3000	Benefits	0
4000	Supplies	25,226
5000	Contract Services/Operating Exp	37,967
6000	Sites/Buildings/Equipment	-53,588
7000	Other Outgo/Student Payments	-6,458
Net Total:		0

16-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: February 20, 2014 to March 19, 2014

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-9,924
2000	Classified/Student Salaries	18,404
3000	Benefits	-3,010
4000	Supplies	-5,195
5000	Contract Services/Operating Exp	4,064
6000	Sites/Buildings/Equipment	-4,339
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	April 1, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Reviewed by: Joanne Gilden, Acting Director, Fiscal Services

Approved by: Robert G. Isomoto, Vice President, Business/Administration

Title of Grant: Computer Literacy Training
 Granting Agency: LAUP
 Award Amount: \$9,565
 Matching Funds: Not applicable
 Performance Period: February 3, 2014 – June 30, 2014
 Summary:

Santa Monica College- Early Childhood Education department will provide 4 beginner-level Computer Literacy Training workshops for Early Childhood / Education students and professionals. Each workshop will have 10-15 participants.

Budget: Restricted Fund 01.3
 Revenue (2013 – 2014)
 8800 Other Local \$9,565
 Expenditures
 1000 Academic Salaries \$6,600
 3000 Employee Benefits \$1,725
 4000 Supplies & Materials \$1,240

RECOMMENDATION NO. 18 BUDGET DECREASE

Requested Action: Approval/Ratification

Reviewed by: Joanne Gilden, Acting Director, Fiscal Services

Approved by: Robert G. Isomoto, Vice President, Business/Administration

18-A BASIC SKILLS 2013-2014

Granting Agency: State of California
 Appropriated Funding: (\$ 23,477)
 Matching Funds: None
 Performance Period: July 1, 2013 – June 30, 2014

Summary: The District has received notice for a Basic Skills funding decrease per 2013-2014 First Principal Apportionment issued by the Chancellor's office dated 02/24/2014.

Budget Augmentation: Revenue
 8600 State Revenue (\$23,477)
 Expenditures:
 2000 Classified Salaries (\$23,477)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 COMMERCIAL WARRANT REGISTER

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

February 1 – February 28, 2014 5884 through 5918 \$ 14,123,079.53

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

RECOMMENDATION NO. 21 PAYROLL WARRANT REGISTER

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

February 1 – February 28, 2014 C1G – C2H \$9,234,832.40

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

RECOMMENDATION NO. 22 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
February 1 – February 28, 2014	\$1,169,069.41	\$46,584.80

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

RECOMMENDATION NO. 23 REISSUE OF PAYROLL WARRANT

Warrants not presented to the county treasurer within six (6) months after being issued are void; therefore, it is requested that LACOE draw a new warrant to replace the following expired void warrant for TRANSPORTATION INCENTIVE, Yolanda Fierro:

<u>Warrant Number</u>	<u>Date</u>	<u>Amount</u>
17308607	6/26/09	\$25.00

Comment: The warrants are beyond the four (4) year limitation.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 1, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 PURCHASING

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

24-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

February 1 – February 28, 2014

\$60,880,643.43

RECOMMENDATION NO. 25 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested by: Michelle King, Director, Career and Contract Education
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

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.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 1, 2014

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT – 9:32 p.m.

The meeting was adjourned in memory of **John Bowles**, long-time SMC math professor, and **Robert Milton Myers**, father of Campus Counsel Robert Myers.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, May 6, 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:

- Annual Authorization of Privileges for Student Trustee
- Resolution for Classified School Employees Week
- Process to Appoint Members to the Citizens’ Bond Oversight Committee
- Personnel Commission Budget, 2014-2015
- 2013-2014 Quarterly Budget Report and 311Q
- Report: Institutional Effectiveness/Dashboard/Scorecard
- Information: Citizens’ Bond Oversight Committee meeting, April 16, 2014