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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

AUGUST 4, 2015

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

6 p.m. – Closed Session
7 p.m. – Public Meeting

*The complete agenda may be accessed on the
Santa Monica College website:*

<http://www.smc.edu/admin/trustees/meetings/>

*Written requests for disability-related modifications or accommodations,
including for auxiliary aids or services that are needed in order to
participate in the Board meeting are to be directed to the Office of the
Superintendent/President as soon in advance of the meeting as possible.*

PUBLIC PARTICIPATION
ADDRESSING THE BOARD OF TRUSTEES

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

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

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

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

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

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

IV. **SUPERINTENDENT'S REPORT**

Budget Update: Chancellor's Office Budget Workshop

Fall 2015

- Enrollment
- Opening (Flex) Day – August 27, 2015
- VIP Welcome Day – August 28, 2015

V. **ACADEMIC SENATE REPORT**

VI. **PUBLIC COMMENTS**

VII. **REVISIONS/SUPPLEMENTAL STAFF REPORTS:**

A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

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XIII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

XIV. **BOARD COMMENTS AND REQUESTS**

XV. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, September 1, 2015** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **BOARD OF TRUSTEES GOALS AND PRIORITIES, 2015-2016**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees review, revise as necessary and approve the final Board of Trustees Goals and Priorities, 2015-2016:

BOARD OF TRUSTEES GOALS AND PRIORITIES, 2015-2016
Access. Excellence. Equity.

Educational Advancement and Quality

1. Use evidence and rigorous methodology to improve institutional effectiveness and student progress and success.
2. Institutionalize and scale up proven initiatives that increase student success and reduce the student equity gap. Focus on improving throughput for basic skills students and successfully moving more basic skills students into college-level mathematics and English. Improve performance and completion rates, especially for African-American, Latino/a, and other groups of students identified in the equity gap research.
3. Support and hire a diverse adjunct and full time faculty that demonstrates a growth mind-set and continues the tradition of commitment to student success, engagement and equity. Develop and implement a plan to ensure the college progresses over time toward increasing the percentage and net number of full time faculty.
4. Strengthen and promote existing workforce/career technical programs and pathways and improve CTE completion and placement rates. Pursue opportunities to develop new industry-valued CTE programs and regional partnerships.
5. Rebrand the Academy of Entertainment Technology to reflect expanded media and design programs and continue to develop the programs that will occupy the new campus.
6. Develop the curriculum, pathway, and institutional processes necessary to fully implement the new baccalaureate degree offering in Interaction Design.
7. Support research-based innovations and technologies that increase student success and institutional effectiveness.

Fiscal Health and Internal Operations

8. Conduct a comprehensive search process, select a new Superintendent/President, and ensure a smooth leadership transition for the college.
9. Prepare for Accreditation.

10. Ensure the financial health of the College through enrollment development, revenue-generation, and cost control. Pursue and obtain appropriate external funding.
11. Build and maintain a reserve sufficient to protect against unforeseen circumstances.
12. Continue to implement the plan to safeguard post-retirement employee benefits, and develop and implement a plan to fund increasing PERS, STRS, and other benefit obligations.

Community and Government Relationships

13. Strengthen community and government relationships and partnerships in fulfillment of SMC's vision and mission.
14. Ensure the continued success of Emeritus College.
15. Participate in the Cradle to Career Initiative and the Education Collaborative, collaborate with the City of Santa Monica in additional planning for the Early Childhood Education Center, and strengthen and expand programs, pathways, concurrent enrollment and partnerships that serve SMMUSD students.

Facilities and Sustainability

16. Improve maintenance and maintain progress on all SMC facilities construction and transportation projects. Complete AET, PAC East Wing, and systems upgrades projects. Prepare for construction of Student Services, the Malibu Campus, and connections to the Central Plant.
17. Encourage use of Expo and facilitate pedestrian, bicycle, and bus access for students and staff.
18. Examine facilities needs, including maintenance, and future financing options for construction and facilities upgrades.

Discussed at Board Study Session 7/21/2015

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	August 4, 2015

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 2

SUBJECT: **PRESIDENT’S TITLE IX TASK FORCE**

SUBMITTED BY: Vice-President, Student Affairs

SUMMARY:

The subject of sexual violence, sexual assault, and sexual harassment on college and university campuses is a matter of national importance. Over the past months, stories of sexual assault and sexual misconduct have been in the media and in legislation on both a State and national level.

To ensure that the students and employees of Santa Monica College (SMC) are safe and free from gender-based discrimination, sexual harassment, sexual violence and sexual misconduct, Superintendent-President, Dr. Chui L. Tsang asked that a comprehensive review of college policies and services be conducted in order to maintain the highest standards of prevention, response, and reporting.

In Fall 2014, Superintendent-President, Dr. Chui L. Tsang appointed a Task Force to review the District’s current policies, procedures, and practices as they relate to Title IX (Sexual Violence, Sexual Assault, and Sexual Harassment), as well as to recommend necessary improvements to bring the college into compliance with newly enacted laws and regulations.

The group was tasked with the following goals:

- The Task Force will review some of the existing practices, such as the University of California’s (PEAR) Model, and will provide a report to the Superintendent-President with key findings and recommendations.
- These recommendations should address prevention, education, advocacy, and reporting and response. During this process, the Task Force will provide occasional reports to the college community and solicit their input and concerns.
- The Task Force will need to convene regularly and present recommendations to the Superintendent-President so that the college is able to meet the effective dates of the newly enacted laws and regulations.

The Task Force began its efforts in October 2014 and was led by Vice President of Student Affairs, Michael Tuitasi. The Task Force members included students, staff, faculty, management, and a Santa Monica College Trustee.

The full report is available at:

[http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2015/Title%20IX%20Report-July%202015%20\(FINAL\).pdf](http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2015/Title%20IX%20Report-July%202015%20(FINAL).pdf)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 4, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **APPOINTMENT TO CITIZENS' BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Chair Rob Rader

REQUESTED ACTION: The Board Chair and Vice-Chair recommend the appointment of Sharon Barovsky, former mayor of Malibu, to fill the current vacancy representing the community of Malibu on the Citizens' Bond Oversight Committee.

SUMMARY: There were several strong applicants for the Citizens' Bond Oversight Committee. At this time, the Board Chair and Vice-chair recommend filling the current vacancy to represent the community of Malibu. The other applicants will be considered for appointment in the future.

The bylaws state that the Citizens' Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees as required by Government Code Sections 54950-54962 and Education Code Sections 15278, 15280 and 15282, with at least:

Category

1. one representative of the business community within the District
2. one person active in a senior citizens' organization
3. one person active in a bona fide taxpayers' organization
4. one student who is currently enrolled at SMC
5. one person active in the support and organization of the District
6. additional appointees to represent the communities of Santa Monica and Malibu

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 4, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: RENAMING OF ACADEMY OF ENTERTAINMENT AND TECHNOLOGY

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve renaming the Academy of Entertainment and Technology the **SMC Center for Media and Design**.

SUMMARY: This topic was discussed at the Board Study Session in March generating discussion resulting in support for the site name to include either “campus” or “center” in the name. The overwhelming consensus among faculty was that “media” and “design” were the best umbrella terms describing what goes on at the site. Faculty most strongly support rebranding the Academy of Entertainment and Technology to “Center for Media and Design”. This is the name that would appear on a monument sign at the front of the campus and would easily accommodate the name of a major donor at the front of the site name.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT OF ITS INTENTION TO DEDICATE BY LEASE AGREEMENT TO SPRINT PCS ASSETS, L.L.C. PERMISSION TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE ON THE PARKING STRUCTURE OF THE ACADEMY OF ENTERTAINMENT AND TECHNOLOGY**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution of its intention to dedicate property to Sprint PCS Assets, L.L.C. to install, own, operate and maintain a cell site on the parking structure of Academy of Entertainment & Technology; and sets September 1, 2015, at 7:00 pm, as the date and time for a public hearing on the matter.

SUMMARY: This resolution provides the Board of Trustees ability to enter into long-term lease of District’s property.

Education Code section 81310 et seq. authorizes the Governing Board of the District to make such dedication after a properly noticed public hearing, if approved by a two-thirds vote of all its members.

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

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA
MONICA COMMUNITY COLLEGE DISTRICT OF ITS INTENTION TO DEDICATE
BY LEASE AGREEMENT TO SPRINT PCS ASSETS, L.L.C. PERMISSION
TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE
ON THE PARKING STRUCTURE OF ACADEMY OF ENTERTAINMENT & TECHNOLOGY**

WHEREAS, Sprint PCS Assets, L.L.C., a provider for cellular services, has requested that the Santa Monica Community College District dedicate a portion of real property over certain District-owned property to install, own, operate, and maintain a cell site on the parking structure of Academy of Entertainment & Technology, more specifically described in Exhibit A; and,

WHEREAS, such dedication is in the best interest of the District; and,

WHEREAS, Education Code section 81310 et seq. authorizes the Governing Board of the District to make such dedication after a properly noticed public hearing, if approved by a two-thirds vote of all its members; and,

WHEREAS, a public hearing on the question of such dedication will be held at the regularly scheduled Board of Trustees meeting on September 1, 2015, at 7:00 p.m.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of Santa Monica Community College District adopts this resolution of its intention to dedicate the property as described in Exhibit A to Sprint PCS Assets, L.L.C. to install, own, operate and maintain a cell site on the parking structure of Academy of Entertainment & Technology; and sets September 1, 2015, at 7:00 pm, as the date and time for a public hearing on the matter.

BE IT FURTHER RESOLVED, that the Superintendent/President or his/her designee is hereby authorized and requested to take all steps necessary to provide for proper notice of the hearing.

Exhibit A

Premises: (i) approximately two hundred fifty (250) square feet of space in the basement and (ii) approximately two hundred eighty-eight (288) square feet of space on the exterior walls of upper level (Items (i) and (ii) collectively, the "Lease Space") of the parking structure of Academy of Entertainment & Technology located at 1660 Stewart Street, Santa Monica, Los Angeles County, California.

Term: The term shall be for five (5) years and shall automatically be extended for five (5) additional five (5) year terms.

Rent: Annual rental of Thirty Thousand and No/100 Dollars (\$30,000.00) to be paid in equal monthly installments. Commencing on the first (1st) annual anniversary of the Commencement Date, and on each annual anniversary of the Commencement Date thereafter, the annual rental shall be increased by three percent (3%).

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **PUBLIC HEARING AND ADOPTION OF EDUCATION PROTECTION ACCOUNT (EPA-PROP 30) FUNDING AND EXPENDITURES – TO REFLECT THE REVISED AMOUNT IDENTIFIED IN THE SECOND PRINCIPAL APPORTIONMENT (P2)**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing to receive comments on the Santa Monica Community College District’s Education Protection Account (Proposition 30) Funding and Expenditures and to approve the plan to expend the Education Protection Account (EPA) funds of \$18,331,702 on instructional salaries.

SUMMARY: Proposition 30, *The Schools and Local Public Safety Protection Act of 2012* passed in November 2012. This proposition temporarily raises the sales and use tax by .25 cents for four years and raises the income tax rate for high-income earners (\$250,000 for individuals and \$500,000 for couples) for seven years to provide continuing funding for local school districts and community colleges. EPA is created in the General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the funds received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its Internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

This recommendation is submitted to comply with the Chancellor’s Office and with Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA funds that the District will receive increased from \$15,944,670 to \$18,331,702 as of P2 and the entire amount will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations.

PUBLIC HEARING
Public Comments:

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	August 4, 2015

INFORMATION ITEM 7

SUBJECT: **SUPERINTENDENT/PRESIDENT SEARCH PROCESS UPDATE**

SUBMITTED BY: Ralph Andersen & Associates

Outlined below for the Board’s information is a summary of the search process to date and an overview of upcoming activities in the Superintendent/President Search process.

Change in Leadership

As of the last Board meeting on July 21, 2015, Dr. Nicki Harrington has assumed the leadership role for the project and will serve as the Project Director. Dr. Harrington will be present at all Search Committee meetings throughout the recruitment process. Heather Renschler, President/CEO of Ralph Andersen & Associates, will have an expanded and active role in the recruitment process. Stan Arterberry and staff from Ralph Andersen & Associates will serve in a supportive role.

Recruitment Efforts

Recruitment efforts continue in both the educational and non-educational milieu. Individuals with leadership and management experience from a variety of venues, who possess a passion for education, are being recruited and encouraged to apply for the position of Superintendent/President of Santa Monica College.

A number of activities are also underway by the consultants to more fully appreciate the unique attributes of SMC and the opportunities presented by the position. These include a review of the annual report presented by Jeff Shimizu, the recent interview of Chui Tsang, and a campus tour, to name a few.

Advertising

Advertisements have been placed in both hard copy and electronic sources, including both educational and non-educational sources, as outlined in the first Recruitment Update. A second round of advertising will be conducted in August, and the advertising text will be customized for non-educational sources to attract non-traditional applicants “with a passion for education.”

Upcoming Activities

August and September will be heavy recruitment months. A recruitment update will be provided for the Board’s September 1, 2015 meeting. The first meeting of the Search Committee will be held September 17, 2015. The application deadline for priority consideration is September 21, 2015. The Consultant team will review applications that same week in preparation for paper screening by the Committee, which will commence September 28, 2015.

Board Updates

Regular updates will continue to be provided monthly to the Board of Trustees throughout the process. A summary of the complete applicant pool will be included in the report for the October 6, 2015 meeting.

Ralph Andersen & Associates continues its commitment to a comprehensive search process, including a robust, aggressive recruitment process. The Board is encouraged to forward any active leads and/or referrals to the consultants for follow-up.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	August 4, 2015

INFORMATION ITEM 8

SUBJECT: **EMERGENCY PREPAREDNESS UPDATE**

SUBMITTED BY: Vice-President, Student Affairs

SUMMARY: The Emergency Preparedness (EP) Committee meets the third Wednesday of every month. The Committee reviews and implements various components of the District’s Emergency Preparedness Plan. The following work has been conducted by the EP Committee and Infrastructure group since August 2014.

EQUIPMENT

The District has purchased and received three EP trailers to store emergency equipment. Members of the EP team are identifying needed supplies to stock the three trailers. One of the trailers is housed at the Campus Police station on the main campus, and two are placed at the Bundy and Performing Arts locations.

In addition to trailers, Campus Police are looking to purchase one additional Tahoe vehicle for command post duties as well as additional towing capacity to handle the transport for the emergency supply trailers.

Campus Police are also in the process of obtaining a fire training simulator that can be used to train the College-Community Emergency Response Team (C-CERT) and Building Monitors in the use of fire extinguishers to fight fires. The goal is to expand the training to all custodial and maintenance staff as well as expand the number of personnel who are extinguisher trained.

The College has installed 29 evacuation chairs at all campus locations. An online training on evacuation chair usage has been added to the College’s Emergency Preparedness webpage.

<http://www.smc.edu/StudentServices/EmergencyPreparedness/Pages/Building-Evacuation.aspx>

The Automated External Defibrillators (AEDs) have been installed by the SMC Maintenance Department in all Campus occupied locations with the exception of the warehouse on 14th Street. There are 44 AEDs in total that have been positioned and are now being actively monitored by our third party partner, a division of Zoll medical. These devices are available to students, employees, and visitors who are trained in their usage during times of emergency. Each device is checked a minimum of once a month by campus police. AED units are kept in cabinets that when opened will sound an audible alarm. Above each cabinet is signage to alert passersby of the availability of the device. A map identifying the location and placement for all evacuation chairs and AED units is currently being developed by the Maintenance Department.

In addition to EP equipment, the committee is updating emergency supplies that include first aid kits, medication, batteries, flashlights, perishables, drinking water, and radios. This will be completed before the start of fall 2015.

SIMULATIONS & BUILDING MONITORS

On October, 16th, 2014 the District participated in the Great California ShakeOut earthquake simulation drill. This has been the 3rd year that the entire College has participated in a drill in which a full evacuation has been administered. The District will continue to participant in this annual event to ensure that the College community is educated on evacuation procedures. The next ShakeOut is scheduled for Thursday, October 15 at 10:15am.

On Thursday, April 30th the District conducted a "Shelter in Place" simulation at 9:50am and 7:50pm to test the Emergency Notification System. Telecom and Campus Police were able to identify system malfunctions and make appropriate corrections. In addition to these simulations, the District has tested various components of the Emergency Notification System. Telecom continues to revise and improve upon the systems capabilities.

The Emergency Preparedness Committee designates building monitors and then provides training for monitors based on their assignments. To date, all managers have been designated as building monitors and are being trained. However, the goal is to expand the outreach and training to include other individuals who are interested in assisting during emergencies.

TRAININGS

In partnership with the American Red Cross, Santa Monica College had authorized for 84 persons to be trained in CPR and the use of the AEDs. Thus far 64 employees have been trained since April 2015. A 48 person class will be scheduled every semester by the American Red Cross. The SMC Police Department staff will train additional staff members as time permits.

Campus Police will also schedule general EP Trainings for the fall semester. Upon installation of the new fire training system, additional fire safety workshops will also be scheduled.

The EP Committee is working with the Media Center to produce a video to educate students, staff, and faculty on evacuation procedures with an emphasis on the evacuation of persons with disabilities. Other emergency preparedness videos can be produced as needed.

FACILITIES

The following progress has been made on the implementation of surveillance cameras, the automated locking system, and the District's emergency notification system:

- Singlewire upgraded to the latest HW/SW platforms and 2nd server installed to improve performance;
- Expanded the installation of emergency IP speakers;
- Installed new Video Surveillance and Access Control servers/applications;
- Installed electronic door locks in IT/Media center buildings (Other buildings are being prepped and should be online by the end of August 2015. within the next week);
- Upgrade of Voice Print System is schedule for July 27th;
- Installing new radio repeaters/antennas at satellite campuses;
- Installed 21 new Cisco Media Storage Servers that are now operational;
- Installed Cisco Video Surveillance Operations Manager installed that are now operating;
- Installed Cisco Physical Access Manager that are now operating;
- Installed over 160 new Cisco IP cameras that are now recording in and around the following buildings: IT, Media Center, Library, Liberal Arts, Letters and Science, Cafeteria, Bookstore, Bursars, Bundy Campus, Emeritus College, Math Complex, Bike Parking, Admissions Complex, 14th Street Warehouse, 2714 Pico Electronic Door Locking Hardware being installed and tested in IT, Media Center, Liberal Arts, Letters and Science, Cafeteria, Cayton Center, Dispatch Center. In addition, new dispatcher pods, workstations, and video walls have been installed.
- Campus Police staff moved out of a temporary trailer into the newly remodeled Dispatch Center on 7/17/15.

Public Safety projects currently in progress include:

- Upgrade and replacement of Campus Police radio repeater system;
- Upgrade of Voice Print call recording system;
- Upgrade of the full Security Systems is scheduled to be completed in December 2015.
- Upgrade of fire alarm construction has started. Consultants are working night hours on parking structures. Project is scheduled to be completed in March 2016.

HAZARD MITIGATION PLAN

The Hazard Mitigation Plan is a joint plan with the Santa Monica Malibu Unified School District (SMMUSD). The areas of Campus Police, Facilities, Maintenance, and Campus Counsel have been updating the plan in order to meet local, State and Federal standards. We have made significant progress in updating the existing plan and are incorporating the following changes:

- Updating the accuracy of the addresses. Including the addresses of the SMMUSD employees and locations;
- Insuring consistency in terms of grammar;
- Replacing and updating maps and pictures. Media Services has taken additional pictures of new buildings and locations to be included in the plan.

The plan will be presented to the SMC Board of Trustees in October 2015.

The safety of the students and employees at the Santa Monica Community College District remains a high priority. Therefore, the EP Committee will continue to upgrade and improve the Emergency Preparedness equipment, systems, procedures, and trainings for the campus community.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 4, 2015

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 #9-#26.

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

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

IX. CONSENT AGENDA – Pulled Recommendations

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

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 9 APPROVAL OF MINUTES

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

- July 7, 2015 (Regular Board of Trustees Meeting)
- July 21, 2015 (Special Meeting/Study Session)

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

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 10 ACCEPTANCE OF GRANT AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requested by: Melanie Bocanegra, Director, STEM Initiative
Reviewed by: Ferris Kavar, Project Manager CEUS
Approved by: Georgia Lorenz, Vice-President, Academic Affairs

Title of Grant: Community Based Job Training Grant

Granting Agency: Sunbelt Controls

Award Amount: \$52,000

Funding Source: HSI STEM and Articulation

Matching Funds: \$0

Performance Period: July 2015 - June 2016

Summary: 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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 11 STUDY ABROAD SOUTH AFRICA – WINTER 2016

Requested Action: Approval/Ratification

Requested by: Kelley Brayton, Dean, International Education

Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

Provider/Contract	Term/Amount	Service	Funding Source
A African Angel Tours (South Africa)	January-February 2016 (specific departure/ return dates TBD) Not to exceed \$75,000 (final program price TBD, awaiting final quote from vendor) which covers in-country travel, housing, lectures, and some meals	Three-week student study abroad program in South Africa during winter session 2016. 18-25 students will accompany 2 faculty leaders to study at the University of Cape Town and visit the historical and cultural sites in Johannesburg, Kruger National Park, and Cape Town, South Africa. The South Africa program combines a solid background in the history and culture of South Africa and students will experience first-hand the places studied in SMC courses, service learning activities, guest lectures from University of Cape Town, and excursions within the country.	Majority cost of program in- country costs to be paid by student participants through deposits made to Auxiliary account 857. Cost of faculty program costs to be covered in student program price. Scholarships in the amounts of \$500-\$2,500 will be awarded to students through the District Global Citizenship fund (00222). Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received.
B Protea Travel Services (US)	Airline deposit not to exceed \$3,000 (final deposit amount TBD, awaiting final quote from vendor) Remaining airfare balance not to exceed \$50,000 (final airfare amount TBD, awaiting final quote from vendor)	Deposit and final payment of round trip LAX to/from Johannesburg/Cape Town for group of up to 25 students and two faculty for annual winter session study abroad program in South Africa led by SMC faculty.	Global Citizenship fund. Cost to be reimbursed by program participants. Remaining cost of insurance to be paid by student participants through deposits made to Auxiliary account 857 Cost of faculty airline tickets to be covered in student program price.
C Council International Study Programs (iNext Travel Insurance Vendor) (US)	January-February 2016 travel dates only (specific departure/ return dates TBD) Not to exceed \$4,500	iNext comprehensive travel insurance to cover all participants (up to 25 students) and two faculty during duration of the trip (including travel dates to/from the United States).	Cost of insurance to be paid by student participants through deposits made to Auxiliary account 857 Cost of faculty insurance to be covered in student program price.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 12 2015-2016 ANNUAL CONTRACTS AND CONSULTANTS

FISCAL/FACILITIES

Requested by: Greg Brown, Director of Facilities Planning

Approved by: Robert Isomoto, Vice-President, Business and Administration

Provider/Contract	Term/Amount	Service	Funding Source
First Southwest Company	2015-2016 Not to exceed \$40,000	Provide continue disclosure and post-issuance compliance services for all general obligation bonds and Certificates of Participation as required by the Securities and Exchange Commission (SEC). <u>Also provide financial advisory for general obligation bonds and Certificates of Participation to the District.</u> Comment: Previously approved at the July 7, 2015 Board of Trustees meeting. Revision includes additional services.	Measure U, S, AA, District Capital Outlay Fund
JL Inspection, Inc.	2015-2016 \$95 per hour plus reimbursable expenses	The consultant will provide DSA Certified Class 1 inspection services for the AET Campus and Parking Structure A project and various other projects during the term of the contract.	Measure AA

KCRW

Requested by: Cheryl Gee, Radio Station Services Assistant

Approved by: Don Girard, Government Relations/Institutional Communications

Provider/Contract	Term/Amount	Service	Funding Source
List of providers on file at KCRW. Contracts for KCRW are all renewals of existing contracts.	Agreement for one year, commencing July 1, 2015; for rental and utilities; annual escalator, not to exceed 3%, on anniversary of Start Date. Termination notice, must be submitted in writing, at least 90 days, but no longer than 180 days prior to end of Term. Annual totals not to exceed \$10,900.	Various Site rentals/road access for KCRW Transmitters: Rincon Broadcast LLC/Point Broadcasting Lease Agreement for tower usage By KCRW at 6450 West Camino Cielo; Santa Barbara, CA 93105	CPB Grant money and KCRW Donations

BOARD OF TRUSTEES	Action
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 12 2015-2016 ANNUAL CONTRACTS AND CONSULTANTS (*continued*)

RISK MANAGEMENT

Requested by: Risk Management Office

Approved by: Robert Isomoto, Vice-President, Business and Administration

Provider/Contract	Term/Amount	Service	Funding Source
Statewide Association of Community College (SWACC)	2015-2016 \$620,454	The Statewide Association of Community Colleges (SWACC) is a member owned and operated property and liability Joint Powers Authority (JPA). SWACC provides programs and resources to specifically address its community college members' exposure to loss through broad and unique coverages, loss control services, trainings, fiscally responsible self-funding and risk transfer. SWACC represents 46 community college districts and over 600,00 FTES. SMC has been a member of SWACC since 1987.	District Funds

STUDENT AFFAIRS

Requested by: DSPS

Approved by: Mike Tuitasi, Vice-President, Student Affairs

Provider/Contract	Term/Amount	Service	Funding Source
Quick Caption	2015-2016 (2) Not to exceed \$7,200 (2) Not to exceed \$5,000	(1) Consultant will provide real-time captioning services to non-signing deaf and hard of hearing students on an as-needed basis. (2) Consultant will provide real-time captioning services to non-signing deaf and hard of hearing students on an as-needed basis for non-academic activities. \$65 per hour-Single Onsite; \$130 per hour-Team Onsite if assignment is 1.5 hours or longer; Each assignment has a two-hour minimum; \$75 per hour-Remote Comment: Previously approved at the July 7, 2015 Board of Trustees meeting. This is a revision in hourly rates and minimum amounts charged.	2015-2016 District Budget/ Disabled Students

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Jeff Shimizu, Interim 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	SkillBuilders	July 1, 2015 – December 1, 2015. Not to Exceed Amount: \$13,530	Contract extension into fiscal 2015-2016 to allow the completion of the redesign of MyEdPlan—Student version, begun in 2014-2015. The focus of the work is on improving the application and recommend/integrate user experience (UX) / user interface (UI) improvements. Implement approved enhancements, including those in compliance with Section 508 (29 U.S.C. '794 d) of Rehabilitation Act of 1973 and the implementation of current accessibility best practices to ensure a quality user experience with commonly used assistive technologies such as JAWS.	Student Success and Support Program (SSSP)
<p><i>Requested by: Esau Tovar, Interim Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i></p>				
B	Keith Rischer	August 26, 2015 Not to Exceed: \$4,000	The guest speakers will be presenting to the nursing program all clinical reasoning case studies across all m/s and specialty clinical areas of three separate levels of complexity (75 case studies total) plus 15 clinical dilemma case studies that the entire faculty group will have access to.	Enrollment Growth Grant
<p><i>Requested by: Ida Maria Danzey, Associate Dean, Health Sciences Department</i> <i>Approved by: Georgia Lorenz, Vice President, Academic Affairs</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
C Community Stories Program	July 1, 2015 – June 30, 2016 Award amount: \$10,000 Matching funds: \$10,000	SMC’s Community Stories Project, “Saigu Remembered,” will share the Korean American experience during the 1992 Los Angeles riots through the lens of second and third generation Korean Americans...This project will expand SMC’s existing Los Angeles Historical Short Documentary Program. Faculty/student teams will interview various notable figures and screen the film at a wide array of local events.	CalHumanities (with funding from National Endowment for the Humanities) Budget Augmentation
<p><i>Requested by: Laurel McQuay-Peninger, Director, Grants</i> <i>Approved by: Georgia Lorenz, Vice President, Academic Affairs</i></p>			
D Kirkpatrick Enterprises International	July 15, 2015 – December 31, 2015 Not to Exceed: \$26,900	Kirkpatrick Enterprises International (KEI) will provide specialized training to ETP (Employer Training Panel) clients who request specialized training. Classes in Manufacturing Skills (LEAN and Six Sigma) and Continuous Improvement & Quality Control, are approved categories of training for ETP contractors. This contract is the fourth to be executed based on the successful performance of the previous contract.	ETP Contact (July 2014 – June 2016)
E Luxe City Center Hotel	July 23, 2015 Not to exceed \$6,749.08 (Original amount of \$4,500 was approved on July 7, 2015. Increase of \$2,249.08 requested.)	Luxe City Center Hotel will be the venue for the LA HI-TECH Advisory Board Strategic Planning Retreat. Major business/industry partners of LA HI-TECH will convene to discuss their particular roles in aligning workplace competencies with curriculum that will contribute to a vibrant ecosystem that will grow and sustain a technically skilled, entrepreneurial, and competitive workforce for Los Angeles County. The additional cost includes increased attendees, parking, and audio/visual.	LA HI-TECH Funds 2015-2016
<p><i>D and E</i> <i>Requested by: Patricia G. Ramos, Dean, Workforce & Economic Development</i> <i>Approved by: Georgia Lorenz, Vice President, Academic Affairs</i></p>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
F	Dr. Robert E. Land, Associate Professor at California State University, Los Angeles	August 22, 2015 Not to exceed: \$500	Dr. Land will prepare and oversee a norming session for English faculty following the Summer English Academy. Dr. Land's oversight of the assessment process will insure impartiality and lay the groundwork for an assessment strategy for the program. Further, he will give professors an approach to evaluation which can be implemented in subsequent offerings of EA workshops (and perhaps in English Department courses and the Common Essay Exam, an exam given to all B level students).	Equity
<p><i>Requested by: Melanie Bocanegra, Associate Dean, STEM and Equity Initiatives</i> <i>Approved by: Georgia Lorenz, Vice President, Academic Affairs</i></p>				
G	Dr. Mira Pak	August 12, 2015 Not to exceed: \$1,500	Dr. Mira Pak will present to a group of faculty members from various disciplines about how to teach students with divergent skill levels and backgrounds in the same classroom. Dr. Pak will also present to the faculty members about reading comprehension activities and strategies.	Title V
<p><i>Requested by: Roberto Gonzalez, Dean, Student Success</i> <i>Approved by: Georgia Lorenz, Vice President, Academic Affairs</i></p>				
H	Westside Family Health Center	August 27, 2015 Fall 2015 Opening Day \$1,000	<p>The Westside Health Clinic will provide SafeZone training for the SMC faculty and staff at the Fall Opening Flex Day.</p> <p>A panel of approximately five members from the LGBT community will conduct two roundtable discussions and one workshop utilizing the "safe zone" training technique in order to train faculty and staff in issues regarding our LGBT student community.</p> <p>The \$1,000 cost reflects speaker honorariums and the nominal travel expenses from the Westside Family Health Center.</p>	<p>2015-2016 Human Resources/ Professional Development (Faculty)</p> <p>(\$500 paid by PDC funding; \$500 paid by CPD funding)</p>
<p><i>Requested by: Academic Senate Professional Development Committee</i> <i>Approved by: Marcia Wade, Vice President, Human Resources</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
I	CCC Technology Center	August 1, 2015 – June 30, 2016	This agreement between the California Community Colleges Technology Center and Santa Monica College authorizes our participation in the online admission application known as CCCApply. CCCApply was developed for exclusive use of California Community Colleges and it is currently in use at 102 institutions. Participating in CCCApply will also allow us to more easily integrate elements of several educational tools currently under development through the Common Assessment Initiative, Educational Planning Initiative, Online Education Initiative, and eTranscript California.	No cost to SMC. The CCC Chancellor’s Office pays all licensing fees.
J	XAP Corporation in partnership with the CCC Technology Center	August 1, 2015 – June 30, 2016	This agreement between the XAP Corporation and Santa Monica College authorizes our participation in eTranscript California, a statewide electronic transcript exchange supporting the unique request and delivery of electronic transcripts across all of California's postsecondary systems. eTranscript California is recognized as a key initiative to support the work of the Student Success Act of 2012 (SB1456), AB1056, and the CCC Education Planning Initiative (EPI).	No cost to SMC. The CCC Chancellor’s Office pays all licensing fees.
<p><i>I and J</i> <i>Requested by: Esau Tovar, Interim Dean of Enrollment Services, and Lee Johnston, MIS Director</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 13 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
K	Chopper Films, LLC	Not to exceed \$1,350 plus reimbursable expenses	Photography services to support news releases, newsletters and other digital marketing content, including pre- and post-production and art direction.	2014-2015 Public Affairs Budget and/or 2015-2016 Marketing Budget
L	Santa Monica Airport, City of Santa Monica	Month-to-month rental of 2800 Airport Blvd., Santa Monica, CA (Airport Campus). Monthly rent of \$32,116.25 beginning August 1, 2015 \$32,116.25 per month	Santa Monica College began leasing 2800 Airport Avenue, Santa Monica, CA (Airport Campus) from the City of Santa Monica in July 1988. The original lease was for a ten-year period with an option to extend the lease for an additional ten-year period, which the College exercised in July 1998. Since July 1998, the College has continued to occupy the premises pursuant to a month-to-month tenancy created by operation of law. (Civil Code, § 1945.)	2015-2016 Unrestricted General Fund
<i>K and L</i> <i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i> <i>Approved by: Jeff Shimizu, Interim Superintendent/President</i>				
M	Bruce Bishop	2015-2016 Not to exceed \$5,000	Bruce Bishop will provide training sessions and consultation on parliamentary procedure at Associated Students meetings including the Summer Retreat on August 25, 2015.	District Funds
<i>Requested by: Nancy Grass, Interim Dean, Student Life</i> <i>Approved by: Vice-President, Student Affairs</i>				
N	Studio 17	2015-2016 Not to exceed \$2,400	Studio 17 will provide visual communication strategies for SMC Associates and Community Relations.	District Funds/Community Relations
<i>Requested by: Kiersten Elliott, Dean, Community and Academic Affairs</i> <i>Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

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

ABOLISH

Director, SMC Performing Arts Center 8/5/2015

Dean, Campus Security, Student Health and Safety, Chief of Police 9/1/2015

ESTABLISH

Artistic Director, SMC Performing Arts Center 8/5/2015

ELECTION

ADMINISTRATIVE

Burson, Patricia, Interim Director, Library and Information Services Range 6 Step 6 7/1/2015

DeMorst, Wendi, Interim Director, Supplemental Instruction/Tutoring, Range 5, Step 1 8/3/2015

Hausam, Wiley, Artistic Director, SMC Performing Arts Center, Range 8, Step 6 8/5/2015

EXTENSION OF ASSIGNMENT

Tovar, Esau, Interim Dean, Enrollment Services 7/1/2015-6/30/2016

ADMINISTRATIVE SALARY STEP ADJUSTMENT

Associate Dean, Career Technical Education (revised) 7/1/2015

From: Step 3

To: Step 6

Associate Dean, Student Life (Interim) 7/1/2015

From: Step 1

To: Step 5

ADJUNCT FACULTY

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

RETIREMENT

Sakai, Walter, Instructor, Life Science (38 years of service) *(Revised)* 6/30/2015

Prestby, Anthony, Director, Supplemental Instruction (31 years of service) 7/31/2015

Vasquez, Albert, Dean, Campus Security, Student Health and Safety, 8/31/2015

Chief of Police (7 years of service)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

EFFECTIVE DATE

SALARY REALLOCATION

Classification: Human Resources Analyst – Leaves and Benefits 08/01/15

Current Range: Range 40, Classified Salary Schedule

Proposed Range: Range 45, Classified Salary Schedule

Classification: Personnel Analyst 08/01/15

Current Range: Range 40, Classified Salary Schedule

Proposed Range: Range 45, Classified Salary Schedule

ESTABLISH

Administrative Assistant II, Outreach, 40 hours per week 08/05/15

Instructional Assistant – English (2 positions),
English Department, 11 months, 20 hours per week, Varied Hours 08/05/15

Senior Career Services Advisor (1 position)
GRIT, 12 months, 40 hours per week 08/05/15

Academic Computing Instructional Specialist (2 positions)
Academic Computing, 12 months, 40 hours per week, Varied Hours 08/05/15

Administrative Assistant II (1 position)
Outreach and Recruitment, 12 months, 40 hours per week 08/05/15

ABOLISH

Academic Computing Instructional Specialist (1 position)
Academic Computing, 12 months, 40 hours per week, Day 08/05/15

Academic Computing Instructional Specialist (1 position)
Academic Computing, 12 months, 40 hours per week, Night Shift 1/Swing Shift 08/05/15

Laboratory Technician - Photography (1 position)
Photo/Fashion, 11 mos, 20 hrs , Swing Shift 08/31/15

POSITION INCREASE IN WORK CALENDAR /PERMANENT

From: Laboratory Tech. - Broadcasting/Electronic Media, 11 mos, 40 hours, Varied Hours 07/01/15
To: Laboratory Tech. - Broadcasting/Electronic Media, 12 mos, 40 hours, Varied Hours

From: Administrative Assistant I, Music, 11 mos, 40 hours 07/01/15
To: Administrative Assistant I, Music, 12 mos, 40 hours

ELECTIONS

PROBATIONARY

Garcia, Cristina, Student Services Specialist- International Students 08/10/15
La Scalza, Alysha N., Employee Benefits Specialist, Human Resources 07/20/15

PROBATIONARY/ADVANCE STEP PLACEMENT

Ng, Jonathan, Senior Graphic Designer, Marketing (Step B) 07/20/15
Whitaker, Tammara, Sr. Student Services Specialist – Distance Education (Step C) 08/11/15

PROMOTION

Hong, Damhee DeeDee 07/16/15
From: Student Services Assistant, International Student Center
To: Student Services Specialist- International Students, International Student Center

Wu, Vivian 07/16/15
From: Student Services Assistant, International Student Center
To: Student Services Specialist- International Students, International Student Center

Nematollahi, Ramin 08/03/15
From: Administrative Assistant II, Community & Academic Relations
To: Administrative Assistant III- Confidential, Business/Administration

INCREASE IN WORK MONTHS/PERMANENT

Lemons, Bradley 07/01/15
From: Laboratory Tech. - Broadcasting/Electronic Media, 11 mos, 40 hours, Varied Hours
To: Laboratory Tech. - Broadcasting/Electronic Media, 12 mos, 40 hours, Varied Hours

Geller, Lori H. 07/01/15
From: Administrative Assistant I, Music, 11 mos, 40 hours
To: Administrative Assistant I, Music, 12 mos, 40 hours

VOLUNTARY TRANSFER (CHANGE IN WORK SHIFT) - Temporary

Henriquez, Wendy 07/01 12/22/15
From: Custodian, Operations, 12 mos, 40 hours, Day
To: Custodian, Operations, 12 mos, 40 hours, Swing Shift

VOLUNTARY TRANSFER (CHANGE IN WORK SHIFT) - Permanent

Osewe, Samwel 07/13/15
From: Custodian, Operations, 12 mos, 40 hours, Graveyard
To: Custodian, Operations, 12 mos, 40 hours, Swing Shift

Rosales-Rivera, Silvia 07/13/15
From: Custodian, Operations, 12 mos, 40 hours, Graveyard
To: Custodian, Operations, 12 mos, 40 hours, Swing Shift

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Kessler, Mark

08/08 - 12/31/15

To: Chief of Police, 100%

From: Community College Police Sergeant

Saldana, Jorge

To: Lead Custodian, Day Shift, 100%

07/6 – 07/24/15

From: Custodian, Day Shift

Comment: not to exceed 90 working days per fiscal year

CHANGE IN WORK SHIFT/PERMANENT

Courtney, Marguerite

08/31/15

From: Laboratory Technician - Photography – Photo/Fashion, 11 mos, 20 hrs, Swing Shift

To: Laboratory Technician - Photography – Photo/Fashion, 11 mos, 25 hrs, Swing Shift

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Cool, Michael, Supervising Personnel Analyst, Personnel Commission

08/28/15

RETIREMENT

Adshade, Thomas, Community College Parking Enforcement Officer, Campus Police

07/31/15

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 16 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

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

ELECTIONS

EFFECTIVE DATE

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

Alvarez, Sonia, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Arana, Duilian, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Baker, Mark, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Bates, Bryan, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Blair, Lauren, Costume Designer, PAC	7/1/15-12/31/15
Bowen, Breece, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Braden, John, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Brown, Stacey, Administrative Asst I, TRIO	7/1/15-10/1/15
Brummer, Alison, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Castaneda, Leticia, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Danar, Robin, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Forsyth, Phoenix, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Fregoso, Nancy, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Fullard, Anisha, Administrative Clerk, Campus/Alumni Relations	7/1/15-11/4/15
Geller, Francis, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Gurjian, Armineh, Classification and Compensation Manager, Personnel Commission	7/1/15-12/31/15
Herndon, John, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Heywood, Scott, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Howard, Robert, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Jones, Chauncy, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Jones, Samuel, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Klinkenberg, Frans, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Maas, Benjamin, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Mark, Gabriel, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Martin, Esteban, Shuttle Driver, Transportation	7/1/15-12/31/15
McDonald, Alonzo, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Morales III, John, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Morley, Sheldon, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Osborne, Christopher, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Outwater, Hilda, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Newsome, Mary, Sign Language Interpreter III, DSC	6/22/15-6/30/15
Newsome, Mary, Sign Language Interpreter III, DSC	7/1/15-11/4/15
Palmer, John, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Poliner, Amy, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Ramirez, America, Administrative Asst I, A&R	7/1/15-11/4/15
Richardson, Gary, Theatre Technical Specialist, PAC	7/1/15-12/31/15

Root, Jerrold, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Rudolph, Robert, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Snyder, John, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Soto, Anthony, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Stone, Robert, Stage Construction Technician, PAC	7/1/15-12/31/15
Thomas, Adrian, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Tittle, Toby, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Trenholm, John, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Tyler, Lauren, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Watanabe, Atsushi, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Wending, Andrew, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Woropay, Stephanie, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Zawinul, Ivan, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Zibalese, David, Theatre Technical Specialist, PAC	7/1/15-12/31/15
Zimmerman, Eric, Theatre Technical Specialist, PAC	7/1/15-12/31/15

PROVISIONAL EXTENDED

Alvarez, Ana, Library Assistant, Library	6/16/15-7/31/15
Fein, David, Senior Graphic Designer, Marketing	6/10/15-7/17/15
Guerrero, Gloria, Administrative Asst I, TRIO	6/30/15-8/31/15
Martin, Esteban, Shuttle Driver, TRIO	6/30/15-7/14/15
Nikol, Tom, Senior Graphic Designer, Marketing	6/30/15-7/17/15
Ramirez, America, Administrative Clerk, A&R	6/19/15-6/25/15
Romo, Olivia, Student Services Clerk, Library	2/19/15-7/1/15
Sprigg, Rebecca, Buyer II, Purchasing	6/24/15-8/3/15

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	7/1/15-9/21/15
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Ashby, DeAnna, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Bae, Daniel, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Banks, Nichole, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Baza, Paul, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Berent, Richard, Accompanist – Voice, Music	7/1/15-12/31/15
Brown, Stacey, Student Services Clerk, TRIO	3/30/15-6/16/15
Brazier, Quinece, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Camp, Monique, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Cayanan, Nathaniel, Instructional Assistant – ESL, ESL	7/1/15-12/31/15
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Devine, Robert, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Eichen, John, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Graham-Howard, Kimi, Student Services Clerk, Bursars	7/1/15-12/31/15
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Hardister, Harold, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15

Jones, Jennifer, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Juarez, Jorge, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Lam, Albert, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Laurance, Maria, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Lemon, Curly, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Lopez, Jose, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Lucero, Paul, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Mastbaum, Blair, Instructional Assistant – ESL, ESL	7/1/15-12/31/15
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Navarro, Yadira, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Naylor, Marissa, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Nelli, Maria, Cash Receipts Clerk, Bursars	7/1/15-12/31/15
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Palacio, Dee Dee, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Portillo, William, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Shaw, Phyllis, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Shine, Kevin, Cash Receipts Clerk, Bursars	7/1/15-12/31/15
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Thomas, Gabrielle, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Tolentino, Casimiro, Student Services Clerk, Bursars	7/1/15-12/31/15
Torrance, Antoinette, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15
Wilks, Susan, Cash Receipts Clerk, Bursars	7/1/15-12/31/15
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	7/1/15-9/21/15

LIMITED TERM EXTENDED

Cruz, Edwin, Instructional Assistant – Math, Adelante/Black Collegian	6/30/15-8/14/15
Gutierrez, Gustavo, Groundskeeper/Gardener, Grounds	6/24/15-8/18/15
Valdiviezo, Raymond, Administrative Clerk, Cosmetology	6/30/15-10/6/15

RECOMMENDATION NO. 17 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, \$10.00/hour (STHP)	242
College Work-Study Student Assistant, \$10.00/hour (FWS)	0
CalWORKS (\$10.00)	8

SPECIAL SERVICE

Recreation Director II, \$10.59/hour	13
Art Model, \$23.00/hour	53
Art Model w/ Costume, \$26.00/hour	
Community Services Specialist I, \$35.00/hour	48
Community Serviced Specialist II, \$50.00/hour	25

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES

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

18-A AWARD OF BID – FINANCIAL AID RELOCATION

Award the bid to the lowest responsive bidder for the FINANCIAL AID RELOCATION project

<u>Bidder</u>	<u>Amount</u>
Minco Construction	\$1,777,000
2H Construction	\$1,854,000
Axis Construction	\$1,860,000

Funding Source: Measure AA

Comment: This project involves improvements and provision of furniture, fixtures and equipment to a former shop space on the first floor of the Drescher Hall for the temporary relocation of the Financial Aid Office. Once Financial Aid moves to the new Student Services the space will be reused for other office needs.

18-B AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – PERFORMING ARTS CENTER, EAST WING

Amend the agreement with DLR GROUP for the Performing Arts Center East Wing for an amount not to exceed \$100,000 plus reimbursable expenses

Original Contract Amount	\$1,086,757
Amendment No. 1	\$21,618
Amendment No. 2	\$162,463
Amendment No. 3	\$59,350
Amendment No. 4	\$1,200
Amendment No. 5	\$25,740
Amendment No. 6	<u>\$100,000</u>
Total To Date	\$1,457,128

Funding Source: Measure AA

Comment: Amendment No. 6 provides for design services for the replacement of the ballasted photovoltaic system shown on DSA approved drawings, with a non-ballasted, positively anchored rack system, necessary due to the manufacturer having increased the safety parameter requirements and will no longer sell the specified system. Also provides for design fees to address contractor requests for information that have resulted in substantial design changes. Some of these fees may be recoverable from the contractor. Amendment No. 6 also provides for as needed design services for future owner requested changes and potential unforeseen conditions and design or construction coordination.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES *(continued)*

18-C CORRECTION TO AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – MALIBU CAMPUS

Amendment to the agreement with QUATRO DESIGN GROUP for architectural services for the Malibu Campus approved July 7, 2015.

(1) Substitute the name “QDG Incorporated, dba as QDG Architecture” for the name “Quatro Design Group” wherever it appears in the contract; and

(2) QDG Incorporated, dba as QDG Architecture, hereby unconditionally assumes, and agrees to be bound by, all obligations and liabilities of Quatro Design Group under or relating to the Contract.

Funding Source: Measure AA

Comment: A typographical error listed QDC Architecture. The correct name is QDG Architecture.

18-D CORRECTION TO AMENDMENT NO. 6 TO AGREEMENT FOR ARCHITECTURAL SERVICES – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Amendment to the agreement with GENSLER for the Health, PC, Fitness, Dance and Central Plant for an amount not to exceed \$150,000 plus reimbursable expense approved July 7, 2015.

Original Contract Amount	\$3,589,000
Amendment No. 1	\$675,000
Amendment No. 2	\$198,000
Amendment No. 3	\$4,500
Amendment No. 4	\$8,400
Amendment No. 5	\$29,500
Amendment No. 6	<u>\$150,000</u>
Total to Date	\$4,654,400

Funding Source: Measure AA, S

Comment: There was a typographical error in the total. It was listed as \$4,663,400 in the original item. The correct amount is \$4,654,400.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES *(continued)*

18 -E AMENDMENT NO. 3 TO AGREEMENT FOR ENGINEERING SERVICES- ENERGY MANAGEMENT SYSTEMS (EMS) PROJECT

Amendment to the agreement with Base Architecture Planning & Engineering Inc. for Engineering Services for Prop. 39 Energy Management Systems (EMS) Project.

Original Contract Amount	\$40,774
Amendment No 1 (plus reimbursables)	\$180,000
Amendment No 2	\$15,950
Amendment No 3	\$12,895
Revised Contract Amount:	\$249,619

Funding Source: District Capital Funds

Comment: Additional services required to rebid EMS project consisting of a total of fifteen (15 Buildings (10 base bid plus 5 alternates). Prepare documents to include specifications and reports reflecting design-build methodology for a complete turnkey project including component replacement, programming and verification of system programming and Prop 39 compliance.

18-F BUILDERS RISK INSURANCE RENEWAL AND EXTENSION - AET CAMPUS AND INFORMATION TECHNOLOGY RELOCATION

Renew and extend the Builder's Risk Insurance with Increased Value Endorsement for the AET Campus and Information Technology Projects with WESTCHESTER SURPLUS LINES INSURANCE COMPANY placed through the ARTHUR J. GALLAGHER & CO. INSURANCE BROKERS OF CALIFORNIA, INC. for an amount not to exceed \$70,632.

Funding Source: Measure AA

Comment: The District is providing insurance for these projects in lieu of contractor provided insurance. Several projects started during the same period of time were covered under these policies. The policies had a time limit and must be extended until all projects are fully complete. Replacement values have also been updated. The District reviews insurance coverage for each project to determine if the contractor provided insurance or an owner provided insurance would be more economical. Builder's risk covers damage from hazards such as fire and earthquake during construction.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 **FACILITIES** *(continued)*

18-G AMENDMENT NO. 2 TO AGREEMENT FOR CONSULTING SERVICES - MALIBU CAMPUS

Amend the agreement with M6 CONSULTING for the Malibu Campus for an amount not to exceed \$10,000 plus reimbursable expense.

Original Contract Amount	\$ 50,000
Amendment No. 1	100,000
Amendment No. 2	<u>10,000</u>
Total to Date	\$ 160,000

Funding Source: Measures AA, S

Comment: Additional services were needed to complete the preparation of the Draft Environmental Impact Report.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 BUDGET TRANSFERS

Requested by: Chris Bonvenuto, Chief Director of Business Services
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration
 Requested Action: Approval/Ratification

19-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: June 25, 2015 thru June 30, 2015

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	837,318
2000	Classified/Student Salaries	-853,780
3000	Benefits	-797,596
4000	Supplies	-148,653
5000	Contract Services/Operating Exp	-1,481,347
6000	Sites/Buildings/Equipment	-60,890
7000	Other Outgo/Student Payments	2,504,948
Net Total:		0

19-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: June 25, 2015 thru June 30, 2015

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	48,745
2000	Classified/Student Salaries	-8,215
3000	Benefits	33,583
4000	Supplies	39,829
5000	Contract Services/Operating Exp	-43,757
6000	Sites/Buildings/Equipment	-68,777
7000	Other Outgo/Student Payments	-1408
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	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Reviewed by: Christopher M. Bonvenuto, Chief Director, Business Services

Approved by: Bob Isomoto, Vice President, Business and Administration

Title of Grant: Student Success and Support Program (SSSP-Credit)

Granting Agency: State of California

Award Amount: \$120,000

Matching Funds: \$240,000

Performance Period: July 1, 2015 – December 31, 2015

Summary: The District qualifies for an additional \$120,000 in 2014-15 Student Success and Support Program (SSSP-Credit) per letter from the Chancellor’s office dated May, 20, 2015. The additional funds are targeted towards the purchase of a college transcript data capture software solution to enable content integration with our degree audit program and MyEdPlan.

Budget Augmentation:	Restricted Fund 01.3	
	Revenue (2015 – 2016)	
	8600 State	\$ 120,000
	Expenditures	
	5000 Other Operating Expenditures	\$ 120,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 COMMERCIAL WARRANT REGISTER

Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Commercial Warrant Register

June 1 – 30, 2015	6538 through 6580	\$8,766,919.40
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Comment: The detailed Commercial Warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 22 PAYROLL WARRANT REGISTER

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

Payroll Warrant Register

June 1 – June 30, 2015	C1K – C2L	\$11,780,919.61
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Comment: The detailed payroll register documents are on file in the Accounting Department.

RECOMMENDATION NO. 23 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: David Dever, Acting Director of Auxiliary Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Auxiliary Operations Payments and Purchase Orders

June 1 – 30, 2015	Payments	Purchase Orders
	\$747,397.25	\$8,349.94

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 ORGANIZATIONAL MEMBERSHIPS, 2015-2016

Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Robert Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Organizational Memberships, 2015 – 2016

August 2015	Number of Memberships	Amount
District	13	\$ 46,535.00
KCRW	3	\$121,381.54

Funding Sources: Departmental Budgets

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

RECOMMENDATION NO. 25 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested by: Michelle King, Director, Career and Contract Education
Approved by: Georgia Lorenz, Vice-President, Academic Affairs
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 on file.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 4, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 PURCHASING

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

26-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.

June 1 – June 30, 2015 \$4,079,811.89

26-B AWARD OF Bid – DATA CENTER EQUIPMENT REFRESH PROJECT

Award the bid to the lowest responsive, responsive bidder for the Data Center Refresh project.

<u>Bidder</u>	<u>Amount</u>
Nexus	\$683,449.79
CDWG	\$766,175.43

Funding Source : Measure AA

Comment: The Data Center Refresh project provides the College with a sustainable technology infrastructure and computer resources required to efficiently deliver key electronic academic and administrative services. This project consists of powerful Blade Servers, over ten times faster than legacy hardware, along with Blade Enclosures and Network Platform Components with the advanced capabilities required to efficiently manage, monitor and connect the system to the enterprise. In concert with the new Data Center’s redundant power and environmental controls, this new system will simplify system maintenance and add additional hardware redundancies and significantly improve overall service availability.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	August 4, 2015

INFORMATION ITEM 27 CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING – JULY 15, 2015

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee was held on Wednesday, July 15, 2015 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:02 a.m.

2. ROLL CALL

- Michael Dubin – Present
- Jeffrey Graham - Present
- Katherine Reuter – Present
- Sion Roy –Present
- Sonya Sultan – Present
- Sam Zivi – Present

Others Present:

- Chris Bonvenuto, Chief Director, Business Services
- Greg Brown, Director of Facilities Planning
- Lisa Rose, Citizens’ Bond Oversight Committee Coordinator
- Charlie Yen, Director, Contracts
- Emil Zordilla, Assistant Director of Facilities Planning

2. APPROVAL OF MINUTES

The minutes of the Citizens’ Bond Oversight Committee meeting of April 15, 2015 were unanimously approved.

3. ELECTION OF CHAIR AND VICE-CHAIR, 2015-2017

Jeffrey Graham and Sion Roy were unanimously elected Chair and Vice-Chair, respectively, of the Citizens’ Bond Oversight Committee, 2015-2017.

4. REAPPOINTMENT OF MEMBERS TO THE CITIZENS’ BOND OVERSIGHT COMMITTEE

At its meeting on July 1, 2014, the SMCCD Board of Trustees reappointed the following members to the Citizens’ Bond Oversight Committee, for a two-year term, 2015-2017:

- Michael Dubin
- Sion Roy
- Sonya Sultan

Note: The SMC Associated Students will recommend a student representative in September.

5. REPORTS and DISCUSSION

SMC Bond Construction Projects Update: Greg Brown presented a visual overview of the following bond construction projects:

- Health/P.E./Fitness/Central Plant Project: Excavation and foundation. The project is expected to be completed by the end of 2016.

- Academy of Entertainment and Technology: New parking structure, KCRW Building and academic building. The project is expected to be completed by August 2016.
- Both phases of the Information Technology building project have been completed.
- Student Services Building: The design stage for this project has been completed and sent to the Division of State Architect (DSA) for review. They will start plan check on August 13th. Construction is expected to start early 2016.
- The Early Childhood Education Center is a cooperative project with the City of Santa Monica. The College went through the full process with several agencies (Architectural Review Board, Planning Commission and SM City Council) for approval of the project. Once the plans are completed by the architect, they will be submitted to DSA for approval probably towards the end of 2015.
- The College is going through a formal process for the Malibu project. The Environmental Impact Report (EIR) has been published and has a review period of 60 days for public comment. The final EIR will be approved this fall. The plans are almost out of DSA, so the project could start early 2016. It is expected that the City of Malibu will proceed with the sewer system.

State Bond/Local Bond

There has not been a state bond for capital construction since 2006. There is now a signature gathering campaign for a state bond for 2016 which would include funds for community colleges. The Math/Science building has been submitted to the Chancellor’s Office in the College’s five-year construction plan in order to be eligible for state funding if a bond passes.

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

- The SMC Bond Capital Construction Budget Summary as of June 30, 2015 reports the following:

Measure U Budget:	\$160,000,000
Measure S Budget:	\$143,500,000
Measure AA Budget	\$295,000,000
Other Funding Received:	\$ 43,968,930
Other Funding Pending	\$ 53,980,950
Total Budget	\$696,449,880
Estimate at Completion	\$696,449,880
Bond Funds Remaining	\$266,808,527

- Measure U: Total Measure U expenditures last period were \$646,735; total remaining funds are \$14,720,771; no budget variance.
- Measure S: Total expenditures last period were \$1,666,010 total remaining funds are \$63,932,919; no budget variance.
- Measure AA: Total expenditures last period were \$8,869,425; total remaining funds are \$188,154,837; with a budget variance of \$6,269,297 transferred from Drescher–Academic Modernization, Bookstore, Pico Promenade to cover expenses for three other Measure AA projects (Infrastructure & Technology – Information Technology Relocation and Media and Technology Complex – Academy Site).

- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of June 30, 2015.

Total Bond	\$598,500,000
Total Available	\$528,492,559
Total Expenses	\$331,691,473
Total Available Remaining	\$196,801,086
Total Unsold Bond	\$ 70,007,441

- The *SMC Bond Construction Program Contractor List* as of June 30, 2015 was presented for information.
- Current information on all bond construction projects is available at: <http://smcbondprogram.com/>

6. PUBLIC COMMENTS

7. SCHEDULE OF MEETINGS, 2015-2016

Wednesdays at 8 a.m.

July 15, 2015

October 21, 2015

January 20, 2016

April 20, 2016

8. ADJOURNMENT – 9 a.m.

The next meeting of the Citizens’ Bond Oversight Committee will be held on Wednesday, October 21, 2015 at 8 a.m. Drescher Hall 300-E (the Loft) at Santa Monica College.

BOARD OF TRUSTEES Santa Monica Community College District	REGULAR MEETING August 4, 2015
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XI. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, September 1, 2015** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. 2015-2016 Budget – Public Hearing and Adoption
2. Report: Distance Education
3. Schedule of Board of Trustees Meetings, 2016 (Information)