

# M - N U T R E S



## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

JULY 5, 2016

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

Board Room (Business Building Room 117)

*\*Pursuant to Section 54953 of the Brown Act, Trustee Susan Aminoff participated in the meeting telephonically from this location. This agenda was posted at that location, which was accessible to the public.*

*Teleconference Location:*  
808 Columbia Avenue  
New York City, New York 10025

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

<b>BOARD OF TRUSTEES</b>  SANTA MONICA COMMUNITY COLLEGE DISTRICT	<b>REGULAR MEETING</b>  July 5, 2016
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## **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, July 5, 2016.

**I. ORGANIZATIONAL FUNCTIONS**

- CALL TO ORDER – 5:31 p.m.
- ROLL CALL
  - Dr. Louise Jaffe, Chair - Present
  - Dr. Andrew Walzer, Vice-Chair - Present
  - Dr. Susan Aminoff – Participated telephonically
  - Dr. Nancy Greenstein - Present
  - Dr. Margaret Quiñones-Perez - Present
  - Rob Rader - Present
  - Barry Snell - Present
  - Laura Zwicker, Student Trustee – Present (for Public Session)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
  - Peter Morse

**II. CLOSED SESSION - 5:35 p.m.**

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives:     Marcia Wade, Vice-President, Human Resources

Robert Myers, Campus Counsel

Employee Organization:

SMC Faculty Association

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

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)

1. C.W. Driver, Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC567227.

2. Ruiz v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC525390.

**III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:05 p.m.**

- PLEDGE OF ALLEGIANCE – Laura Zwicker, Student Trustee
- CLOSED SESSION REPORT – None
- RECOGNITION
  - Posthumous recognition of student athlete Evelyn Alvarado, Women’s Track Team

- **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: Rob Rader  
SECONDED BY: Andrew Walzer  
STUDENT ADVISORY: Aye  
AYES: 7  
NOES: 0

IV. **PUBLIC COMMENTS**

David Burak  
Nancy Morse  
Kathy Knight  
Clare Thomas  
Denny Zane  
Shari David

V. **MAJOR ITEMS OF BUSINESS**

- #1 Five-Year Construction Plan 2016-2017 through 2021-2022
- #2 Resolution for the Order of Bond Election Under Sections 15100 and 15120 of the Education Code and Specification of the Election Order

VI. **SUPERINTENDENT'S REPORT**

VII. **ACADEMIC SENATE REPORT**

VIII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

IX. **MAJOR ITEMS OF BUSINESS** *(continued)*

- 3 Grants Office Annual Report, 2015-2016
- #4 Appointments to Citizens' Bond Oversight Committee
- #5 Second Reading and Approval— Board Policy Sections 1210, 1220 and 1280

X. **CONSENT AGENDA**

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

**Approval of Minutes**

- #6 Approval of Minutes: June 7, 2016 (Regular Meeting)  
June 21, 2016 (Special Meeting)

**Academic Affairs**

- #7 New Courses and Degrees, Spring 2016

**Contracts and Consultants**

- #8 Annual Contracts and Consultants
- #9 Ratification of Contracts and Consultants

**Human Resources**

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

**Facilities and Fiscal**

- #14 Facilities
  - A Change Order No. 20 – AET Campus and Parking Structure A
  - B Change Order No. 12 - Performing Arts Center East Wing
  - C Change Order No. 10 – Health, PE, Fitness, Dance and Central Plant
  - D Change Order No. 1 – Connection of Existing Facilities to Central Plant Loop
  - E Change Order No. 3 – Group 2 Switchgear Replacement
  - F Award of Bid – Quad Tree Replacement
  - G Award of Bid – Sump Pump and Sewer Line Replacement
  - H Pool Payments Under Joint Use Facilities Agreement
- #15 Acceptance of Grants and Budget Augmentation
- #16 Budget Transfers
- #17 Commercial Warrant Register
- #18 Payroll Warrant Register
- #19 Auxiliary Payments and Purchase Orders
- #20 Providers for Community and Contract Education
- #21 Organizational Memberships
- #22 Purchasing
  - A Purchasing Agreements
  - B Award of Contract
  - C Award of Purchase Orders
  - D Award of Competitive Contracts

XI. ***CONSENT AGENDA – Pulled Recommendations***

XII. ***BOARD COMMENTS AND REQUESTS***

XIII. ***ADJOURNMENT***

There will be a special meeting/study session of the Board of Trustees on Tuesday, July 26, 2016 at 5:30 p.m. in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, August 2, 2016** 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.

- APPENDIX A Grants Office Annual Report, 2015-2016
- APPENDIX B 2016-2017 Annual Contracts and Consultants

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5 2016

**VI. SUPERINTENDENT’S REPORT**

- College Activities since Board of Trustees meeting in June 2016
  - Commencement 2016 with the largest graduating class of 5,000 students was well attended.
  - Celebrate America on June 25<sup>th</sup> had over 6,000 attendees
  - Fourth of July Parade featured the Emeritus College band on the second level of a double-decker bus. SMC was well represented with members of the Board, administration, staff and students.
- Enrollment: The college continues to experience a decrease in enrollment demand. Still 55 days away from the start of the fall semester, strategies in the areas outreach, marketing and scheduling are being implemented to increase enrollment.

- State Budget

On Monday, June 27, 2016, Governor Jerry Brown signed SB 826, the 2016-17 Budget Act, and a number of trailer bills to implement the budget. Overall, the enacted State Budget focuses on investing more in education, supporting programs in fighting poverty and homelessness, and stays the course of increasing reserves and paying down debt. The economy has now finished its seventh year of expansion, two years longer than the average recovery. This budget prepares the next recession by increasing the Rainy Day Fund by \$3.3B, to a total balance of \$6.7B and limiting new ongoing spending obligations. Proposition 98 funding is expected to grow to \$71.9B in 2016-17. This represents an increase of \$24.6B or 52 % in five years.

For the November election, the two propositions of the 17 on the ballot of most interest to the community colleges are:

- Prop 51, Kindergarten-Community College Public Education Facilities Bond
- Prop 55, California Children’s Education and Healthcare Protection Act.

- Continued Welcoming Events for the Superintendent/President were held at:
  - Business Department
  - Emeritus College

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	July 5, 2016

**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 1**

**SUBJECT:** **FIVE-YEAR CONSTRUCTION PLAN 2016-2017 THROUGH 2021-2022**

**SUBMITTED BY:** Vice President, Business and Administration

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the filing of the Five-Year Construction Plan, 2016-2017 through 2021-2022 with the State Chancellor’s Office.

Five Year Plan Project Listing: See attached listing  
 Final Project Proposal (FPP): Art Complex

**FUNDING SOURCE** Local Bonds; State Capital Funds; District Capital Funds

**COMMENT:** The Five Year Construction Plan identifies all potential future projects, including those in which the State may be asked to provide funding. The District selects projects that are expected to have the greatest possibility of state funding to be developed into an IPP. If the state approves the IPP, then the project can be developed into an FPP the following year.

These projects follow the 1998 Facilities Master Plan and the Career and Educational Facilities Master Plan 2010 Update. A new 2016 master plan update process has begun as part of the District’s ongoing planning..

**Math/Science Addition (Approved FPP):** The proposed project would consolidate and increase laboratory capacity for Mathematics and Science programs by constructing a new building addition that will be connected to the existing Science building at Santa Monica College. The Mathematics department is one of the largest academic programs at Santa Monica College and is growing beyond what can be reasonably accommodated for students within existing facilities. Currently, Math and Science programs are forced to offer instruction in classrooms and laboratories located within a number of different buildings on campus, many of which are located across campus from each other. The proposed project would construct a 69,565 ASF addition to the existing Science building that will provide 15,815 ASF classroom lecture space, 41,387 ASF laboratory space, 8,069 ASF office space, 2,320 ASF library space, and 1,974 ASF of other support space. The new facility would result in consolidation of the Mathematics, Earth Science, Life Science, and Physical Science programs into a single complex. The project would include demolition of the existing Letters & Science building, Liberal Arts building, and Library Village/Math Complex Portables as a secondary effect. *The state has approved this project and it is awaiting the passage November bond measure for funding.*

**Art Complex Replacement (Pending FPP):** The Art Complex at Santa Monica College was originally constructed in 1952. Although the building had a minor renovation of space in 2002, the Art program is currently split between the main campus and satellite Airport site. The proposed project would construct a new building to replace the existing Art Complex and fine arts space at the Airport campus. Building systems, infrastructure and space distribution within the existing Art Complex at Santa Monica College no longer meets the needs of the program. A replacement building will allow the College to construct a functionally efficient building for the Art program and allow the program to function in a single location with dedicated space. The existing Art Complex will be demolished and fine arts space at the Airport Campus will be inactivated as a secondary effect of the proposed project.

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

Santa Monica CCD

No.	Project	Occupancy	Total Cost	Source	Schedule of Funds							
					2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	
1	Math/Science Addition 8,681	2020/2021			Santa Monica College							
		\$40,088,000	State		(P)(W)	(C)(E)						
		\$38,937,000	NonState		\$2,594,000	\$37,494,000						
2	Art Complex Replacement	2021/2022			Santa Monica College							
		\$8,551,000	State		(P)(W)	(C)(E)						
		\$8,551,000	NonState		\$620,000	\$7,931,000						
3	Media and Technology Complex - Acad				Academy of Entertainment & Technology Center 37,383 2016/2017							
		\$91,919,056	NonState									
4	East Wing Renovation - Perf. Arts Cam				Santa Monica College 8,555 2016/2017							
		\$23,016,844	NonState									
5	Replacement Health, Fitness, P.E. & C				Santa Monica College 29,762							
		\$50,481,474	NonState		2016/2017							
6	Environmental Performance - Central P				Santa Monica College							
		\$9,491,271	NonState									
7	Student Services Building				Santa Monica College							
		\$109,862,122	NonState		(E)							
					\$9,063,625							
8	Malibu Center				Santa Monica College 16,621 2017/2018							
		\$26,775,991	(C) (E)		NonState	\$19,307,935	\$750,000					
9	Early Childhood Education Center				Santa Monica College							
		\$13,176,578	NonState		(C) (E)							
					\$11,359,485	\$650,000						
10	Drescher Hall Modernization & Pico Pro				Santa Monica College							
		\$2,442,585	NonState		(P) (W)	(C) (E)						
					\$30,533	\$201,513	\$2,009,026	\$201,513				



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	July 5, 2016

**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 2**

**SUBJECT:**                    **RESOLUTION FOR THE ORDER OF BOND ELECTION UNDER SECTIONS 15100 AND 15120 OF THE EDUCATION CODE AND SPECIFICATION OF THE ELECTION ORDER**

**SUBMITTED BY:**            Superintendent/President

**REQUESTED ACTION:**    It is recommended that the Board of Trustees approve the following resolution calling for an election authorizing the issuance of general obligations bonds of the District at an election to be held November 8, 2016.

**WHEREAS**, Santa Monica Community College District (the “**District**”) offers local students the highest rate of transfers to four-year universities and preparation for skilled careers, and by repairing and upgrading classrooms and facilities, the District can continue to increase opportunities for local students to earn college credits, certifications and job skills at a reasonable price; and

**WHEREAS**, certain facilities of the District are outdated, deteriorating and require improvements and repairs such as upgrades in wiring/electrical systems and gas and sewer lines, meeting handicapped accessibility and earthquake safety requirements and fixing plumbing and leaky roofs; and

**WHEREAS**, the District wishes to provide additional funding for the improvement, construction, equipping and furnishing of District facilities, to ensure that students have modern, safe and efficient classrooms and indoor and outdoor laboratories and that they have access to technology necessary for them to compete for good careers; and

**WHEREAS**, in the judgment of the Board of Trustees of the District (the “**Board**”), it is advisable to call an election to submit to the electors of the District the question of whether bonds of the District shall be issued and sold for the purpose of funding the construction, reconstruction, rehabilitation and replacement of District facilities, including the furnishing or equipping of District facilities, or the acquisition or lease of real property for District facilities and paying costs incident thereto; and

**WHEREAS**, pursuant to the provisions of Proposition 39, adopted by the voters of the State of California (the “**State**”) on November 7, 2000 (“**Proposition 39**”), comprising Article XIII A, Section 1, paragraph (b) of the California Constitution (“**Article XIII A**”), the District may incur bonded indebtedness upon the vote of fifty-five percent (55%) or more of the qualified electors of the District voting on the proposition; and

**WHEREAS**, pursuant to California Education Code (“**Education Code**”) Section 15264 *et seq.* (the “**Act**”), the Board is specifically authorized, upon approval by two-thirds (2/3) of the members of the Board, to submit to the electorate of the District the question of whether bonds of the District shall be issued and sold for specified purposes pursuant to paragraph (3) of said subdivision (b) of Section 1 of Article XIII A and subdivision (b) of Section 18 of Article XVI of the California Constitution; and

**WHEREAS**, the Board desires to make certain findings to be applicable to the within election order and to establish compliance with Proposition 39 and the applicable requirements of the Education Code and the Elections Code of the State (the "**Elections Code**"), as further specified herein; and

**WHEREAS**, pursuant to Section 10403 *et seq.* of the Elections Code, the Board now deems it appropriate and necessary to request consolidation of the election authorized hereby (the "**Election**") with any and all other elections to be held on November 8, 2016, and to request the Registrar of Voters (the "**Registrar of Voters**") of the County of Los Angeles (the "**County**") to perform certain election services for the District; and

**WHEREAS**, the proposed Bond Measure (defined below) to be considered at the Election includes requirements for strict accountability, including establishment of a Citizen's Oversight Committee and independent annual financial and performance audits to insure all bond proceeds are used effectively and as promised, with no funds going towards administrator's salaries or pensions;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

**Section 1. Call for Election.** The Board hereby orders an election and submits to the electors of the District the question of whether general obligation bonds of the District shall be issued and sold in one or more series from time to time in the aggregate principal amount not to exceed \$345,000,000 for the purpose of raising money for construction, reconstruction, rehabilitation and replacement of District facilities, including the furnishing or equipping of District facilities, or the acquisition or lease of real property for District facilities and paying costs incident thereto, as set forth more fully in a ballot proposition approved pursuant to Section 4 below.

**Section 2. Order of Election.** This Resolution shall stand as the order to the Registrar of Voters to call the Election within the boundaries of the District on November 8, 2016. The Registrar of Voters is hereby requested, pursuant to Section 5322 of the Education Code, to take all steps to call and hold the Election in accordance with law and these specifications.

**Section 3. Election Date and Consolidation.** The date of the Election shall be November 8, 2016, and the Election shall be held solely within the boundaries of the District. Pursuant to Section 15121 of the Education Code and Part 3 (commencing with Section 10400) of Division 10 of the Elections Code, the Board of Supervisors of the County is requested to order consolidation of the school bond election ordered herein with such other elections as may be held on the same day in the same territory or in territory that is in part the same.

**Section 4. Purpose of Election; Ballot Proposition.** The purpose of the Election shall be for the voters of the District to vote on a proposition, a full copy of which is attached hereto as **Exhibit A** (the "**Bond Measure**"), containing the question of whether the District shall issue the Bonds for the purposes stated therein, together with the accountability requirements of Article XIII A and the requirements of Section 15272 of the Act. The Registrar of Voters is hereby requested to reprint **Exhibit A** hereof in its entirety in the voter information pamphlet to be distributed to voters. As required by Elections Code Section 13247, the abbreviated form of the Bond Measure to appear on the ballot appears below and is attached hereto as **Exhibit B**:

**“SANTA MONICA COLLEGE CLASSROOM REPAIR, CAREER TRAINING, HIGHER EDUCATION ACCESS MEASURE. To improve local access to affordable higher education for high school graduates/ adults/ veterans; improve education/ career training in math, science, writing, arts, business; shall Santa Monica Community College District issue \$345,000,000 in bonds at legal rates, with citizens oversight/ annual audits, to repair, upgrade, construct, modernize, equip facilities for technology, science/ biotech, college readiness; repair aging, leaky classrooms, remove asbestos, upgrade disabled access, seismic and campus safety?”**

The District’s Superintendent/President, Vice President, Business/Administration (or any of their respective designees) is hereby authorized and directed to make any changes to the text of the proposition or its abbreviated form as required to comply with the intent of this Resolution, the requirements of election officials, and requirements of law.

**Section 5. The Bonds.** (i) The maturity of any bonds issued pursuant to the Bond Measure and under Chapter 1.5, Part 10, Division 1, Title 1 of the Education Code (commencing with Section 15264), as amended, and Article XIII A shall not exceed twenty-five (25) years and shall bear or accrete interest at a rate not to exceed the maximum legal interest rate per annum, and (ii) the maturity of any bonds issued pursuant to the Bond Measure and under Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, as amended, applicable provisions of the Education Code and Article XIII A of the California Constitution shall not exceed forty (40) years, or, in the case of bonds, the interest on which is compounded, twenty-five (25) years, and shall bear or accrete interest at a rate not to exceed the maximum legal interest rate per annum.

**Section 6. Authority for Election.** The authority for ordering the Election is contained in the Act, Article XIII A, Section 1, paragraph (b), subsection (3) of the California Constitution, and Section 53506 *et seq.* of the California Government Code. The authority for the specification of this election order is contained in Education Code Section 5322.

**Section 7. School Facilities Projects.** A list of the specific capital projects (the “**Projects**”) to be funded from the proceeds of the Bonds is set forth in **Exhibit A** (the “**Project List**”). As required by Article XIII A, the Board hereby certifies that it has evaluated safety, class-size reduction and information technology needs of the District in developing the list of capital projects set forth in **Exhibit A**. The District understands that the costs of administering the Election, managing construction projects and costs of issuance of the Bonds shall be lawful charges against proceeds of sale of the Bonds.

**Section 8. Covenants of the Board Upon Approval of the Bonds by the Electorate.** As required by Article XIII A and Section 15278 of the Act, if fifty-five percent (55%) or more of the voters of the District voting on the Bond Measure approve the Bond Measure, the Board shall:

- (a) Use the bond proceeds only for the purposes of construction, reconstruction, rehabilitation, or replacement of District facilities, including the furnishing and equipping of District facilities, or the acquisition or lease of real property for District facilities, as specifically set forth in **Exhibit A**, and not for any other purpose, including teacher and administrator salaries/pensions and other District operating expenses;
- (b) Conduct an annual, independent performance audit to ensure that the Bond proceeds have been expended only on the capital projects listed in **Exhibit A** until all of the Bond proceeds have been expended;
- (c) Conduct an annual, independent financial audit of the proceeds from the sale of the Bonds until all of those proceeds have been expended for capital projects listed in **Exhibit A**;

(d) Establish and appoint members to an independent citizens' oversight committee in accordance with Sections 15278, 15280, and 15282 of the Act, which may consist of some or all of the citizens' oversight committee members currently sitting; and

(e) Limit the amount of bonds issued pursuant to the Bond Measure so that the tax rate on taxable property located within the District required to repay such bonds will not, based on the District's reasonable expectations at the date of issuance, exceed \$25 per \$100,000 of assessed value.

**Section 9. Delivery of this Resolution.** The Secretary to this Board is hereby authorized and directed to send or hand-deliver a completed and certified copy of this Resolution to each of the Superintendent of Schools of the County, the Executive Officer-Clerk of the Board of Supervisors of the County and the Registrar of Voters no later than August 12, 2016.

**Section 10. Tax Rate Statement; Ballot Arguments.** Any one of the Superintendent/President of the District, the President of the Board, or their designees, is hereby authorized to execute the Tax Rate Statement attached hereto as **Exhibit C** and any other required documents and to perform all acts necessary to place the Bond Measure on the ballot. The Tax Rate Statement shall be delivered to the Registrar of Voters on or before August 12, 2016. Any member of the Board is hereby authorized to act as an author of or signer to any ballot argument prepared in connection with the Election, including a rebuttal argument.

**Section 11. Consolidation of Election; Election Services.** Pursuant to Section 5303 of the Education Code and Section 10002 of the Elections Code, the Board of Supervisors is requested to permit the Registrar of Voters, or other appropriate officials of the County, to render all services necessary in connection with the Election including, but not limited to, publication of a Formal Notice of School Bond Election pursuant to Education Code Section 5363 and related law, the mailing of the sample ballot and tax rate statement (described in Section 9401 of the Elections Code), the opportunity to submit ballot arguments in connection with the Election, the canvassing and certification of the returns of the Election, and other ballot requirements pursuant to Education Code Section 15123, for which services the District agrees to reimburse the County as required by law.

**Section 12. Reimbursement of Qualified Project Expenditures.** The Board presently intends and reasonably expects to have tax-exempt obligations (the "**Obligations**") issued on its behalf no later than 18 months of (i) the date of the expenditure of moneys, if any, made with respect to the Projects outlined in the Project List or (ii) the date upon which the Project for which expenditures are to be reimbursed is placed in service or abandoned, whichever is later (but in no event more than 3 years after the date the original expenditure of such moneys is paid), and to allocate an amount of the proceeds thereof not to exceed \$10,000,000 to reimbursable expenditures in connection with the Projects, as may be qualified under the provisions of Section 1.150-2 of the Treasury Regulations of the Internal Revenue Service (the "**Reimbursable Expenditures**"). All of the Reimbursable Expenditures covered by this Section were paid not earlier than 60 days prior to the date of this Resolution or constitute preliminary expenditures within the meaning of Section 1.150-2 of the Treasury Regulations. The Board intends to allocate within 30 days after the date of issue of the Obligations, the proceeds therefrom to reimburse the District for the Reimbursable Expenditures. With respect to the proceeds of the Obligations allocated to reimburse the District for prior expenditures, the Board hereby covenants not to employ an abusive device under Treasury Regulation Section 1.148-10, including using within one year of the reimbursement allocation, the funds corresponding to the proceeds of the Obligations in a manner that results in the creation of replacement proceeds, as defined in Treasury Regulation Section 1.148-1, of the Obligations or another issue of tax-exempt obligations.

The above provisions are made solely for the purpose of establishing compliance with the requirements of said Section 1.150-2 of the Treasury Regulations. This provision does not bind the District or the Board to make any expenditure, incur any indebtedness, or proceed with the financing, acquisition or construction of the Projects.

**Section 13. Bond Counsel.** The Board hereby approves the retention of Norton Rose Fulbright US LLP as bond counsel in connection with the Election and subsequent issuances of bonds thereunder, pursuant to a contract to be entered into by the District.

**Section 14. Effective Date.** This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Trustees of the Santa Monica Community College District at a regular meeting thereof held on the 5th day of July, 2016, at Santa Monica, California, at which a quorum of the Board of Trustees was present and acting throughout, by the following vote.

MOTION MADE BY: Barry Snell  
SECONDED BY: Andrew Walzer  
STUDENT ADVISORY: Aye  
AYES: 7  
NOES: 0

## EXHIBIT A

### FULL TEXT BALLOT PROPOSITION OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT BOND MEASURE ELECTION FOR NOVEMBER 8, 2016

**SANTA MONICA COLLEGE CLASSROOM REPAIR, CAREER TRAINING, HIGHER EDUCATION ACCESS MEASURE.** To improve local access to affordable higher education for high school graduates/ adults/ veterans; improve education/ career training in math, science, writing, arts, business; shall Santa Monica Community College District issue \$345,000,000 in bonds at legal rates, with citizens oversight/ annual audits, to repair, upgrade, construct, modernize, equip facilities for technology, science/ biotech, college readiness; repair aging, leaky classrooms, remove asbestos, upgrade disabled access, seismic and campus safety?

#### PROJECT LIST

The Board of Trustees of the Santa Monica Community College District certifies that it has evaluated the District's urgent and critical capital needs, including school and student safety issues, enrollment trends, class size reduction, overcrowding, energy efficiency and computer technology, seismic safety requirements, and aging, outdated or deteriorating school buildings in developing the scope of projects to be funded. In developing the scope of projects, the District has prioritized the key health and safety and sustainability needs so that the most critical school site needs are addressed. The Board conducted an evaluation at all District sites and received input in developing the scope of projects to be funded. In approving this Project List, the Board of Trustees determines that the District should:

Adhere to specific **COMMUNITY ACCOUNTABILITY** safeguards such as these:

- (a) All bond expenditures are subject to review by a Citizens Oversight Committee which reports to the public, as provided in Education Code Section 15278 *et seq.*
- (b) The District will involve faculty, staff and students in curriculum development at financed facilities throughout the life of the bond construction program.
- (c) The District will provide an opportunity for input from community and neighborhood residents during the development of projects to be funded by this bond measure.
- (d) The District will apply energy-saving and sustainability standards to all repairs and improvements.
- (e) The District will enter into or extend Cooperative Use Agreements with the City of Santa Monica, the City of Malibu and the Santa Monica-Malibu Unified School District in order to make the most efficient use of bond funds whenever feasible.

The Project List includes the following types of projects:

All \$345 million of bond proceeds will be spent within the Cities of Santa Monica and Malibu or at sites that share a boundary and are contiguous with the Cities of Santa Monica or Malibu.

None of the bond proceeds can be taken away by the State of California.

All projects funded by bond proceeds will be available for educational and public uses authorized in this Project List.

Replacement safety and modernization projects were identified by means of an independent facilities assessment. Replacement projects and projects to meet new educational needs have been presented to and approved by the District Board of Trustees and are included as priority items in the District's Capital Improvement Plan on file with the State Chancellor's Office.

The items proposed for financing in whole or in part with the proceeds of the District's general obligation bonds include the following capital projects at any or all District facilities:

- provide facilities, classrooms and/or equipment for career education programs in such fields as nursing, computer technology, new media, early childhood education, business, graphic design and other occupations in more than 80 fields of study;
- development and implementation of facilities master plans and related requirements such as environmental impact reports and soils testing, architectural, engineering and similar planning costs;
- demolition of temporary and/or obsolete and unsafe facilities;
- installation and/or upgrading of emergency lighting, fire alarm and security systems;
- installation, upgrade or repair of roadways, walkways, grounds, parking lots and garages;
- entrance improvements; upgrade facilities to comply with Federal mandated Americans with Disabilities Act (ADA) handicap accessibility requirements and State of California seismic standards;
- signage for safety and public information;
- upgrade and/or construction of new and existing restrooms;
- installation, repair and/or replacement of heating, air conditioning and ventilation systems; upgrade of facilities for energy efficiency and to reduce fire risks;
- repair and replacement of worn-out and leaky roofs, windows, walls, doors and drinking fountains;
- installation of wiring and electrical systems to safely accommodate computers, technology and other electrical devices and needs;
- resurfacing or replacing hard courts, turf and irrigation systems and campus landscaping;
- building new and/or renovating existing athletic laboratories and lockers;
- upgrading or replacing inadequate libraries, and administrative spaces;
- installing interior and exterior painting and floor covering; installing covered walkways; construction of various forms of storage and support spaces;
- replacing water and sewer lines and other plumbing systems;
- financing/refinancing of real property leases; financing/refinancing of previously approved bond-financed projects;
- acquiring related furnishings and equipment for all renovation, improvement and/or new and existing construction project components;

- the relocation and/or acquisition of temporary facilities during the renovation, improvement and/or new construction of project components as necessary to maintain education programs in operation during construction;
- acquiring, refinancing and/or entering into arrangements for the use and/or joint use of real property for existing and future classrooms, student services, child care and/or other uses; making site improvements, building infrastructure and/or constructing additional facilities for the purpose of expanding instructional programs to meet future educational demands of District students.

## **SAFETY AND MODERNIZATION PROJECTS**

**Science and Math Extension.** Santa Monica College is renowned for its science and allied health programs; however, the existing labs for Life, Physical and Earth Sciences are at capacity; also, the current facility for the Math Department consists of temporary trailers and lacks the infrastructure for smart classrooms or support for the use of modern technology for instructional use. Consolidating Math and Science programs into a new Science Extension building supports interdisciplinary interaction. The building extension would qualify for up to \$40 million in State funding, which requires a local match. The building will contain an upgraded planetarium and a community lab for all ages, including a nutrition and culinary lab in support of the College's nutrition program.

**Replacement of Temporary Classrooms.** Bond proceeds would be used to replace the 1994 temporary trailer Math Village classroom complex with permanent First Year Experience classrooms, student support study space and instructional support labs. These trailers were rushed into service following the 1994 Northridge Earthquake and have exceeded their time of usable service. Additionally, proceeds would be used to replace the 1984 modular English as a Second Language classroom building. This modular building lacks fire sprinklers, is poorly ventilated and has also exceeded its time of usable service.

**Upgrading, Renovation or Replacement of Two 1950's Buildings.** The 1952 Liberal Arts building has the poorest Facility Condition Index rating on the College's main campus, lacks fire sprinklers and does not have an elevator. The 1952 Letters & Science building has the second poorest Facility Condition Index rating on the main campus, and also lacks both fire sprinklers and an elevator.

**Renovation of Business Building.** The 1981 Business Building is overdue for renovation. The building houses a large number of computer classrooms and labs.

**Replacement of Campus Police Station.** The current police facility is antiquated and undersized. Applying bond proceeds to the replacement, construction, renovation and relocation of the campus police station and including a public space for community and neighborhood use will improve public and campus safety.

**Upgrading, Renovation or Replacement of Art Building.** An upgraded, renovated or newly constructed art structure will replace aging building systems and improve space distribution for the many disciplines within the Art Department. The College is eligible to receive up to \$10 million in State funding for this project, which requires a local match.

**Landscaping/ Water Conservation Improvements and Completing Pico Boulevard Frontage Improvements.** Applying bond proceeds for landscaping improvements, including landscaping improvements to complete the main campus Pico Boulevard frontage, will improve water conservation through water reclamation and installation of drought resistant landscaping.



**Completing Master Plan Improvements at the Santa Monica College Performing Arts Center Campus.** Construction at the Performing Arts Center campus has proceeded in phases, in coordination with available funding. The first phase added the Broad Stage and the Edge Second Space theaters. The second phase has added an East Wing rehearsal hall and music performance labs. The final phase, to be funded from bond proceeds, will include an underground three-level parking structure to replace most of the existing surface parking, along with an above-ground art gallery and green-space plaza. The theaters at the Performing Arts Center are among the most heavily used theaters in Los Angeles County.

**Designing and Installing an Outdoor Classroom.** The design, construction, installation and improvement of a venue for outdoor plays and class lectures.

**Converting Library Interiors.** Conversion of existing Library floor space used for book stacks to construct and install additional student study areas, tutoring and collaborative learning spaces that will support student success.

**Making Environmental Performance Improvements.** Bond funds will be used to upgrade District facilities to achieve energy or resource use efficiency and water conservation and achieve sustainability for District operations.

**Upgrading Technology Infrastructure.** Bond proceeds will be applied to renovate, replace, upgrade, acquire, install and integrate major site, building and utility systems, equipment and related infrastructure, including lighting, electrical, wiring and related infrastructure for modern technology, classroom instructional technology, communications and security technology (including security cameras and monitoring systems), data, voice, public address and audio-visual communication, energy efficiency, management monitoring systems, networks, fixtures, controls and equipment, cable infrastructure, network expansion, wireless access points and other communications and administrative systems.

#### **COMMUNITY JOINT USE PROJECTS**

**Providing for a Joint Use Project with the City of Santa Monica.** The College will provide up to \$20 million in bond funds for the expansion of the City of Santa Monica's Memorial Park to accommodate soccer and/or other field sports for use by College students and the general public.

**Providing for a Joint Use Project with the Santa Monica-Malibu Unified School District.** The Johns Adams Middle School Auditorium, adjacent to the College's main campus, has suffered earthquake damage and is no longer in service. The College will make available bond funds as needed to assist the School District in renovating or replacing the auditorium with a seating capacity of approximately 750, for joint use.

**Providing for City of Malibu Infrastructure and Community Educational Facilities.** The College will provide up to \$25 million in funding enhancements to its instructional presence in Malibu in partnership with the City of Malibu.

#### **ADDITIONAL CONDITIONS**

The allocation of bond proceeds may be affected by the District's receipt of State matching funds and the final costs of each project. In the absence of State matching funds, which the District will aggressively pursue to reduce the District's share of the costs of the projects, the District may undertake fewer than all of the projects listed above. Some projects may be undertaken as joint use projects in cooperation with other local public or non-profit agencies.

Necessary site preparation/ restoration may occur in connection with new construction, renovation or remodeling, including ingress and egress, removing, replacing or installing irrigation, storm drain, and utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property. Proceeds of the bonds may be used to pay or reimburse the District for the costs of District staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the specific purposes identified herein.

NO ADMINISTRATOR SALARIES. PROCEEDS FROM THE SALE OF THE BONDS AUTHORIZED BY THIS PROPOSITION SHALL BE USED ONLY FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, REHABILITATION, OR REPLACEMENT OF DISTRICT FACILITIES, INCLUDING THE FURNISHING AND EQUIPPING OF FACILITIES, AND NOT FOR ANY OTHER PURPOSE, INCLUDING TEACHER AND ADMINISTRATOR SALARIES OR PENSIONS OR OTHER OPERATING EXPENSES.

FISCAL ACCOUNTABILITY. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (EDUCATION CODE SECTION 15278 *ET SEQ.*) TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATIVES OF A *BONA FIDE* TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.

## EXHIBIT B

### SHORT FORM OF BOND MEASURE

**SANTA MONICA COLLEGE CLASSROOM REPAIR, CAREER TRAINING, HIGHER EDUCATION ACCESS MEASURE.** To improve local access to affordable higher education for high school graduates/ adults/ veterans; improve education/ career training in math, science, writing, arts, business; shall Santa Monica Community College District issue \$345,000,000 in bonds at legal rates, with citizens oversight/ annual audits, to repair, upgrade, construct, modernize, equip facilities for technology, science/ biotech, college readiness; repair aging, leaky classrooms, remove asbestos, upgrade disabled access, seismic and campus safety?

**EXHIBIT C**

**TAX RATE STATEMENT CONCERNING MEASURE \_\_\_  
TAX RATE STATEMENT  
REGARDING PROPOSED  
\$345,000,000  
SANTA MONICA COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BONDS**

An election will be held in Santa Monica Community College District (the "District") on November 8, 2016, for the purpose of submitting to the electors of the District the question of issuing bonds of the District in the principal amount of \$345 million. If such bonds are authorized and sold, the principal thereof and interest thereon will be payable from the proceeds of taxes levied on the taxable property in the District. The following information regarding tax rates is given to comply with Section 9401 of the California Elections Code. This information is based upon the best estimates and projections presently available from official sources, upon experience within the District and other demonstrable factors.

Based upon the foregoing and projections of the assessed valuations of taxable property in the District, and assuming the entire debt service on the bonds will be paid through property taxation:

1. The best estimate from official sources of the tax rate that would be required to be levied to fund the bond issue during the first fiscal year after the first sale of the bonds, based on estimated assessed valuations available at the time of the filing of this statement, or on a projection based on experience within the District or other demonstrable factors, is \$18 per \$100,000 of assessed valuation of all property to be taxed in the year 2019-20.

2. The best estimate from official sources of the tax rate that would be required to be levied to fund the bond issue during the first fiscal year after the last sale of the bonds and an estimate of the year in which that rate will apply, based on estimated assessed valuations available at the time of the filing of this statement, or on a projection based on experience within the District or other demonstrable factors, is \$25 per \$100,000 of assessed valuation of all property to be taxed in the year 2025-26.

3. The best estimate from official sources of the highest tax rate that would be required to be levied to fund the bond issue and an estimate of the year in which that rate will apply, based on estimated assessed valuations available at the time of the filing of this statement, or on a projection based on experience within the District or other demonstrable factors, is \$25 per \$100,000 of assessed valuation of all property to be taxed in the year 2021-22.

Attention of voters is directed to the fact that the foregoing information is based upon projections and estimates. The actual timing of sales of the bonds and the amount to be sold at any time will be governed by the needs of the District and other factors. The actual interest rates at which the bonds will be sold, which will not exceed the maximum permitted by law, will depend upon the bond market at the time of sale. The actual assessed valuations in future years will depend upon the value of property within the District as determined in the assessment and the equalization process. Therefore, the actual tax rates and the years in which those tax rates will be applicable may vary from those presently estimated and stated above.

The District estimates, based on current assumptions, that total debt service on the bonds would be \$722,483,675.

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	July 5, 2016

**INFORMATION ITEM 3**

**SUBJECT:** **GRANTS OFFICE ANNUAL REPORT, 2015-2016**

**SUBMITTED BY:** Vice-President, Academic Affairs

**SUMMARY:** In 2015-2016, SMC managed nearly \$5 million in grant funds through 28 grant projects funded by local, state, and federal organizations, both public and private, all of which were supportive of College’s mission, goals, institutional learning outcomes, and/or strategic initiatives and aligned with the priorities of the Board of Trustees. This included 13 new awards, valued at nearly \$2.4 million in additional revenue, with more than \$930,000 to benefit 2015-2016 directly. Each of these awards reflects innovation across campus, including an oral history project organized by the History and Film departments to share the perspective of Korean Americans during the Los Angeles Riots building around the story of an SMC student who was the only Korean American to die during the Riots and a new partnership with NASA to provide additional applied learning experiences for SMC’s STEM students. The following graphs provide an historical comparison with past years’ successes:

*The full report is included in Appendix A*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 4**

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

**SUBMITTED BY:** Chair and Vice-Chair  
Board of Trustees

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the re-appointment of current members to the Citizens' Bond Oversight Committee, for a second two-year term, 2016-2018.

Jeffrey Graham  
Katherine Reuter

It is recommended that the Board of Trustees approve the appointment of the SMC student representative to the Citizens' Bond Oversight Committee, for a one-year term, 2016-2017:

Zavanna Negron

**SUMMARY:** 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

Other applications received will be reviewed and additional appointments may be made at a future meeting of the Board of Trustees.

MOTION MADE BY: Nancy Greenstein  
 SECONDED BY: Margaret Quiñones-Perez  
 STUDENT ADVISORY: Aye  
 AYES: 6  
 NOES: 0  
 ABSENT: 1 (Aminoff)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 5**

**SUBJECT:** **SECOND READING AND APPROVAL: BOARD POLICY SECTION 1000 – BYLAWS OF THE BOARD**  
**BP 1210, POWERS AND RESPONSIBILITIES**  
**BP 1220, BOARD OF TRUSTEES POLICIES**  
**BP 1280, EVALUATION OF THE SUPERINTENDENT/PRESIDENT**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees conduct a second reading of and approve revised Board Policies in Section 1000 – Bylaws of the Board of Trustees:  
BP 1210, Powers and Responsibilities  
BP 1220, Board of Trustees Policies  
BP 1280, Evaluation of the Superintendent/President

**COMMENT:** Board Policies 1210 and 1220: The College’s accrediting agency, ACCJC, has revised the standards that guide the college’s self-evaluation report, developed as part of the process of its accreditation reaffirmation. Some of those changes, reviewed in conjunction with board policies, resulted in the identification of needed revisions to board policies.

- Board Policy 1210 Powers and Responsibilities: Changes to the wording of Standard IV.C.5 asks whether the college’s governing board establishes policies consistent with the college mission “to ensure the quality, integrity, and improvement of student learning programs and services and the resources to support them.” The proposed revision to BP 1210 addresses that question.
- Board Policy 1220, Board of Trustees Policies: ACCJC has also added emphasis on tying the college’s policies and processes to the college’s mission. The change to BP 1220, Board of Trustees Policies, confirms that polices are developed and implemented in accordance with the college’s Vision, Mission, Supporting Goals and Institutional Learning Outcomes.

Board Policy 1280, Evaluation of the Superintendent/President: The proposed revision (delete date of June 1<sup>st</sup>) to bring the policy in line with the current Superintendent’s contract.

**MOTION MADE BY:** Rob Rader  
**SECONDED BY:** Nancy Greenstein  
**STUDENT ADVISORY:** Aye  
**AYES:** 6  
**NOES:** 0  
**ABSENT:** 1 (Aminoff)

## **Section 1000 – Bylaws of the Board of Trustees**

### **BP 1210 Powers and Responsibilities**

The Board of Trustees of the Santa Monica Community College District derives its powers from the Constitution of the State of California (Article IX; Section 14), and laws enacted by the Legislature of the State of California (Education Code).

The Board of Trustees has the Power(s) and Responsibility:

1. to determine the educational program of the Santa Monica Community College District and to ensure the quality, integrity, and improvement of student learning programs and services and the resources necessary to support them.
2. to hire, evaluate and terminate the Superintendent/President.
3. to make rules and regulations for the operation of the District; generally it delegates that authority to the Superintendent/President, retaining the right to review rules and regulations for harmony with Board of Trustees policies.
4. to call or cause to call the elections for certain purposes among the voters of the District.
5. to hold and convey property for the use and benefit of the District.
6. to impose the authorization of eminent domain.
7. to contract for goods and services necessary for the operation of the District.
8. to be fiscally independent from the County Department of Education for the purpose of processing payroll, retirement and payment of expenditures, or of causing special assessments to be levied on property within the District.
9. to fix and prescribe duties to be performed by employees of the District.
10. to establish its own procedures.
11. to sue and be sued.
12. to appraise and review its actions and policies.

Reference: Education Code Sections 5304, 72000, 72400

*Reviewed and Adopted: 5/1/2000*

## **Section 1000 – Bylaws of the Board of Trustees**

### **BP 1220 Board of Trustees Policies**

The Board of Trustees shall be the policy-making body of the Santa Monica Community College District and shall establish general policies governing the operations of the college in accordance with its Vision, Mission, Supporting Goals, and Institutional Learning Outcomes. Implicit in the adoption of policies is the understanding that the Superintendent/President is delegated the authority to carry them out. The policies adopted by the Board of Trustees are consistent with the provisions of the law, but do not encompass all laws relating to the District's activities.

The Board of Trustees shall determine the general scope and nature of the operation of the District, but shall not make specific administrative regulations, unless:

1. law requires the Board of Trustees to do so, or
2. a particular matter is of such magnitude that the Superintendent/President should not bear the responsibility alone and needs specific action of the Board of Trustees on such matter.

The Board of Trustees shall seek the recommendation of the Superintendent/President prior to adopting, amending, repealing, or suspending any policy. The formal adoption of policies shall be recorded in the minutes of the Board of Trustees. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

The bylaws and the policies of the Board of Trustees shall be subject to adoption, amendment, or repeal only upon the affirmative vote of four or more members of the Board of Trustees at a meeting held subsequent to a meeting in which the proposed amendment has been submitted in writing. However, revisions of a technical nature that do not affect the intent of the bylaws may be adopted, amended, or repealed at a meeting in which the proposal has been submitted in writing.

The bylaws and the policies of the Board of Trustees shall be subject to temporary suspension upon the affirmative vote of four or more members of the Board of Trustees.

The Board of Trustees does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent/President. Adoption and amendment of such adopted regulations shall be by the same procedure as that specified for policies.

The Board of Trustees reserves the right to review and direct revisions of administrative regulations should they, in the judgment of the Board, be inconsistent with the policies adopted by the Board.

Reference: Education Code Section 72000

*Reviewed and Adopted: 5/1/2000*



## **Section 1000 – Bylaws of the Board of Trustees**

### **BP 1280 Evaluation of the Superintendent/President**

The Board of Trustees shall hold an annual evaluation of the Superintendent/President ~~by June 1<sup>st</sup>~~ 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

#### Annual Performance Criteria

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

*Reviewed and Adopted: 5/1/2000*

*Revised 12/1/2003, 5/6/2014*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

**X. 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 #6-#22.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #8, #11, #14-D, #14-H

MOTION MADE BY: Rob Rader  
 SECONDED BY: Barry Snell  
 STUDENT ADVISORY: Aye  
 AYES: 6  
 NOES: 0  
 ABSENT: 1 (Aminoff)

**XI. CONSENT AGENDA – Pulled Recommendations**

Recommendation No. 8: 2016-2017 Annual Contracts and Consultants

MOTION MADE BY: Rob Rader  
 SECONDED BY: Nancy Greenstein  
 STUDENT ADVISORY: Aye  
 AYES: 6  
 NOES: 0  
 ABSENT: 1 (Aminoff)

Recommendation No. 11: Classified Personnel, Regular

MOTION MADE BY: Nancy Greenstein  
 SECONDED BY: Rob Rader  
 STUDENT ADVISORY: Aye  
 AYES: 6  
 NOES: 0  
 ABSENT: 1 (Aminoff)

Recommendation No 14: Facilities

#14-D: Change Order No. 1 – Connection of Existing Facilities to Central Plant Loop

MOTION MADE BY: Rob Rader  
 SECONDED BY: Barry Snell  
 STUDENT ADVISORY: Aye  
 AYES: 5  
 NOES: 0  
 ABSENT: 2 (Aminoff, Quiñones-Perez)

#14-H: Pool Payments Under Joint Use Facilities Agreement

MOTION MADE BY: Rob Rader  
SECONDED BY: Andrew Walzer  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSENT: 1 (Aminoff)

**RECOMMENDATION NO. 6**      **APPROVAL OF MINUTES**

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

June 7, 2016 (Regular Board of Trustees Meeting)  
June 21, 2016 (Special Meeting/Closed Session)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 7      NEW COURSES, SPRING 2016**

*Requested Action: Approval/Ratification*

*Requested by: Curriculum Committee*

*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*

New Courses

ENGR 1 Introduction to Engineering

ENGR 11 Engineering Graphics and Design

ENGR 21 Circuit Analysis

ENGR 22 Circuit Analysis Lab

GEOL 10 / ASTRON 10 Exploration of the Solar System

KIN PE 34C Advanced Intermediate Karate

[ANY DISCIPLINE] 99 Applied Learning in [ANY DISCIPLINE] (NOTE: this course is being proposed as a "template" for ANY discipline.)

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2016 through June 30, 2017, unless otherwise indicated.*

The list of contracts is thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents before being presented to the Board for approval. The following annual contracts are primarily renewals of existing contracts.

- A Academic Affairs
- B Community and Contract Education
- C Construction/Facilities Services
- D Enrollment Development/Information Technology
- E Fiscal/Advocacy/ Government Relations and Institutional Communications
- F Human Resources/Personnel Commission
- G KCRW
- H Legal Services
- I Public Affairs
- J Marketing, Community Outreach, Recruitment and Web/Social Media
- K Risk Management
- L Student Affairs

*The full list of Annual Contracts and Consultants is included in Appendix B*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS**

Approved by: Kathryn E. Jeffery, 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	iContact	November 1, 2016- June 30, 2017  Not to exceed \$3,480.25	Email Marketing Services for design and external mailing of SMC in Focus, the College's bi-monthly newsletter to members of the community affiliated boards and community support groups. Services and features include message creation, strategic support, and analysis of email campaigns.	Community and Academic Relations Budget (100%)

Requested by: Kiersten Elliott, Dean Community and Academic Relations

Approved by: Don Girard, Senior Director, Government Relations & Institutional Communications

B	Quick Caption  Comment: This annual contract was previously approved by the Board of Trustees on July 7, 2015. This is a revision in hourly rates and minimum amounts charged.	2015-2016  1) 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	2015-2016 District Budget/ Disabled Students
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Requested by: Stephanie Schlatter, Director, DSPS

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
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CONSENT AGENDA: GRANTS AND CONTRACTS**RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
C	On Course Contact: Jonathan Brennan	August 8 and 9, 2016  Not to exceed: \$9,000	The consultant will conduct a two day-long On Course workshop. As many as 50 SMC faculty members will be able to participate in the event, which is focused on learner-centered education. Participants in the workshop will also receive access to digital samples of how other educators, across multiple disciplines, have employed the same strategies. The honorarium will cover all pre-event calls, preparation, travel, 50 On Course workbooks, and the workshops.	Title V
D	Center for Higher Education Enterprise  Contact: Dr. Terrell Strayhorn	August 1, 2016  Not to exceed \$3,000	The consultant will conduct a workshop centered on Culturally Responsive Teaching. As many as 40 SMC faculty members will be able to participate in the event, which is focused on cultural navigation in the classroom and belonging as a means to engage students and increase retention. In part, Dr. Strayhorn will discuss practical ways to demystify college and decode higher education expectations and requirements. The honorarium will cover all pre-event calls, preparation, travel, and the workshop.	Title V
E	Sam Glikzman	August 2, 2015  Not to exceed: \$1,800	Mr. Glikzman, will conduct a hands-on workshop with SMC Faculty Members at the Faculty Summer Institute. This workshop will be focused on how to successfully use technology in the classroom. The consultant will be presenting a lecture focused on the using Mobile Devices in Education. All FSI faculty will complete the workshop with an introductory/welcoming video for one class.	Title V

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

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

	Provider/Contract	Term/Amount	Service	Funding Source
F	Academic Success Press, Inc  Contact: Paul Nolting	August 3, 2016  Not to exceed: \$2,500	The objective of this day-long workshop is to maintain academic standards while guiding students in strategies that increase critical thinking. Participants will also learn how to encourage students to come to faculty office hours and how to support struggling students in order to retain students their course.	Title V
G	Vital Smarts	August 4, 2016  Not to exceed: \$5,000	Crucial Accountability is a workshop that teaches a step-by-step process for enhancing accountability, improving performance, and ensuring execution. Faculty Summer Institute participants will learn how to talk to students about violated expectations in a way that solves problems while improving effectiveness. Faculty have submitted their own experiences to discuss during the workshop.	Title V
H	Dr. Carlos Gutierrez	August 11, 2016  Not to exceed: \$1,800	Day long workshop at Faculty Summer Institute on August 11, 2016. Workshops will be focused on a) pedagogical strategies to engage students in asking critical questions; and b) how faculty members can facilitate diverse student populations to enter STEM fields.	Title V

C, D, E, F G, and H

*Requested by: Roberto Gonzalez, Dean of Student Success under Title V, Center for Teaching Excellence*

*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

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

Provider/Contract	Term/Amount	Service	Funding Source
I PromaxBDA	June 7, 2016 – August 18, 2017  PromaxBDA will provide \$30,000 to the District for support of Promo Pathway-Cohort 5	PromaxBDA, an industry trade organization and SMC industry partner for Promo Pathway Program, coordinates employer engagement, and student support services. Their financial support allows for coordination of joint marketing, recruitment, internships, job placements and one-on-one creative coaching.	Non-Profit PromaxBDA
<i>Requested by: Patricia Ramos, Dean, Workforce and Economic Development</i>			
<i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			
J Snapchat	2015-2016  Not to exceed: \$195	Paid outreach on Snapchat to increase engagement for graduation.	2015-2016 Community and Academic Relations Budget
<i>Requested by: Regina Ip, Web/Social Media Manager</i>			
<i>Approved by: Don Girard, Senior Director, Government Relations and Institutional Communications</i>			

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 10 ACADEMIC PERSONNEL**

*Requested Action: Approval/Ratification*

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

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

AMENDMENT TO SUPERINTENDENT/PRESIDENT'S CONTRACT

It is agreed by and between the Santa Monica Community College District (District), acting through its Board of Trustees, and Kathryn E. Jeffery, Superintendent/President (President) that the President's contract be amended as follows, effective July 1, 2016:

1. Section 2 is revised to read as follows:
  2. Term: The term of this Agreement is extended one year through June 30, 2020.

Comment: The Board of Trustees conducted the evaluation of the Superintendent/President at a special meeting on June 21, 2016 and recommends that Dr. Kathryn E. Jeffery's contract be extended one year through June 30, 2020.

SABBATICALS AND FELLOWSHIP, SPRING 2017

Sabbaticals

Victoria Rothman, Counseling

Marc Trujillo, Art

Jae Young Lee, Dance

Fellowship

Siel Ju, English

ELECTIONS

FACULTY

Chan, Nicole, Graphic Design Instructor

02/13/2017

Comment: Postponed start date of Fall 2016 to Spring 2017

INTERIM ADMINISTRATOR (Correction)

Heskel, Mitch, Dean, Education Enterprise

07/01/2016 – 06/30/2017

Comment: Date corrected from Board action in June

INTERIM PROJECT MANAGER

Manyweather, Laura, Adult Education Programs

07/06/2016 – 06/30/2017

ADJUNCT FACULTY

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

SEPARATIONS

RESCISSION OF RETIREMENT

Lancaster, William, Design Technology

Comment: Rescinded retirement date of July 29, 2016

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL - REGULAR**

*Requested Action: Approval/Ratification*

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

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

ESTABLISH NEW CLASS DESCRIPTION AND SALARY ALLOCATION

EFFECTIVE DATE

Campus Emergency and Safety Facilitator 07/06/16  
 Range 41 on the Classified Salary Schedule

Classification Re-Title and Salary Re-allocation

From: Accounting Specialist II 07/06/16  
 Classified Salary Schedule – Range 28  
 To: Accounting Specialist  
 Classified Salary Schedule – Range 30

ESTABLISH

Student Services Clerk- Bilingual (1 position) 07/06/16  
 WIOA-AEFLA & AEBG, 11 months, 40 hours, Varied Hours

ELECTIONS

PROBATIONARY/ADVANCE STEP PLACEMENT

Bruce, Jerome, Shuttle Driver, Transportation (Step B) 07/01/16  
 Oliva, Mark A., Laboratory Technician- Life Science, Life Science (Step C) 07/11/16

PROBATIONARY

Bhatia, Rupinder K., Director of Management Information Systems 07/25/16  
 Devine Jr., Robert L., Receiving, Stockroom & Delivery Worker, Bookstore 06/27/16  
 Sanchez, Christopher, Information Systems Administrator, Network Services 07/18/16

PROMOTION

Fong, Yim “Fai” 07/05/16  
 From: Programmer Analyst III, Information Technology  
 To: Programmer Analyst IV, Information Technology

RECLASSIFICATION (PERSONNEL COMMISSION PROCESS)

Albano, Rosa 07/06/16  
 From: Accounting Specialist II, Bookstore  
 To: Accounting Specialist, Bookstore

Barragan, Maria C. 07/06/16  
 From: Accounting Specialist II, Auxiliary Services  
 To: Accounting Specialist, Auxiliary Services

Cardenas, Estela 07/06/16  
 From: Accounting Specialist II, Fiscal Services  
 To: Accounting Specialist, Fiscal Services

Mendoza, Antonio 07/06/16  
 From: Accounting Specialist II, Fiscal Services  
 To: Accounting Specialist, Fiscal Services

Shabazz, Ishmael From: Network Administrator, Network Services To: Network Engineer, Network Services	07/01/16
Tigner, Christine From: Accounting Specialist II, Fiscal Services To: Accounting Specialist, Fiscal Services	07/06/16
Tyus, Tonya From: Accounting Specialist II, Fiscal Services To: Accounting Specialist, Fiscal Services	07/06/16
Vu, Nhuhoa (Nina), Accounting Specialist II, From: Accounting Specialist II, Auxiliary Services To: Accounting Specialist, Auxiliary Services	07/06/16
 <u>WORKING OUT OF CLASSIFICATION (PROVISIONAL)</u>	
Prong, Ben From: Multimedia Specialist- AET To: Information Systems Administrator, 100%	07/01 – 10/01/16
 <u>STIPEND</u>	
Cadena, Ruben, CC Police Officer, College Police +5% Comment: Fire Life Safety Coordinator (Access Control & Surveillance Cameras)	07/01 – 06/30/17
Cadena, Ruben, CC Police Officer, College Police +2.5% Comment: Rangemaster (Vehicle Maintenance)	07/01 – 06/30/17
Echeverria, Alberto, CC Police Officer, College Police +5% Comment: Motorcycle Officer	07/01– 06/30/17
Samano, Summer, CC Police Officer, College Police +5% Comment: Training Coordinator	07/01– 06/30/17
 <u>LEAVES OF ABSENCE- UNPAID</u>	
Johnson, Jaclyn, Athletic Equipment Specialist, Athletics Comment: Jaclyn will be on an unpaid leave from her classified assignment while working as the Interim Assistant Athletic Director.	07/01/16 - 06/30/17
 <u>SEPARATION</u>	
<u>LAST DAY OF PAID SERVICE</u>	
 <u>RELEASED</u>	
Goldstein, Jasmin, Athletic Equipment Specialist, Athletics	06/29/16
 <u>RESIGNATION</u>	
Demski, Rachel, Administrative Assistant II, Community & Academic Relations	06/17/16
Sheikh, Hammad A., Instructional Assistant – Math	07/05/16
 <u>RETIREMENT</u>	
Jauregui, Roberto, Warehouse/Mailroom Supervisor (29 years)	07/08/16
Cobb, Roger, Lab Tech – Life Science, Life Science (35 years)	07/27/26
Parish, Teri, Athletic Trainer, Athletics (36 years)	06/30/16

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Requested Action: Approval/Ratification*

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

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

**ELECTIONS**

**EFFECTIVE DATE**

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

Abrahamyan, Levon, Accompanist-Dance, Music	07/01/2016-12/30/2016
Amerian, Thomas S., Theatre Technical Specialist, SMC Performing Arts	06/27/2016-06/30/2016
Blair, Lauren, Costume Designer, SMC Performing Arts	07/01/2016-12/31/2016
Brown, Carla, Student Services Clerk, Bursar’s Office	06/20/2016-06/24/2016
Brundage, Kirk, Accompanist-Dance, Music	07/01/2016-12/30/2016
Carbone, John, Accompanist-Dance, Music	07/01/2016-12/30/2016
Carr III, Anthony V., Theatre Tech Specialist, SMC Performing Arts	06/17/2016-06/30/2016
Dorhan-Sheeran, Patrick, Accompanist-Dance, Music	07/01/2016-12/30/2016
Gerhold, Thomas, Accompanist-Performance, Emeritus	07/01/2016-12/30/2016
Lemke, Connie, Student Services Clerk, Bursar’s Office	06/20/2016-06/24/2016
Lundin, Ayla D., Theatre Technical Specialist, SMC Performing Arts	06/10/2016-06/30/2016
Marchi, Alif E., Theatre Technical Specialist, SMC Performing Arts	06/22/2016-06/30/2016
Muradyan, Ruzan, Accompanist-Dance, Music	07/01/2016-12/30/2016
Nesteurk, Gary, Accompanist-Performance, Emeritus	07/01/2016-12/30/2016
Osipova, Yelena, Accompanist-Dance, Music	07/01/2016-12/30/2016
Plotkin, Alla, Accompanist-Dance, Music	07/01/2016-12/30/2016
Soro, Gnenemon, Accompanist-Dance, Music	07/01/2016-12/30/2016
Sow, Malik, Accompanist-Dance, Music	07/01/2016-12/30/2016
Waite, Timothy A., Theatre Tech Specialist, SMC Performing Arts	06/08/2016-06/30/2016
Walker, Frederick, Accompanist-Dance, Music	07/01/2016-12/30/2016

**PROVISIONAL EXTENDED**

Blair, Lauren, Costume Designer, SMC Performing Arts	07/01/2015-06/30/2016
Nikol, Tomislav, Graphic Designer, Marketing	02/16/2016-06/30/2016
Snyder, John, Theatre Technical Specialist, SMC Performing Arts	07/01/2015-08/10/2016

**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	06/01/2016-06/30/2016
Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Austin, Harald, Student Services Clerk, Bursar's Office	06/20/2016-06/24/2016
Bae, Daniel, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Bae, Daniel, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Camp, Monique, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Camp, Monique, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Chambers, Nicholas L., Instructional Asst. – Learning Disabilities, DSPS	06/27/2016-12/15/2016
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Eichen, John, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Exum, Ellen, Bookstore Sales Clerk, Bookstore	07/01/2016-07/01/2016
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Graham-Howard, Kimi K., Student Services Clerk, Bursar's Office	06/20/2016-06/24/2016
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Jones, Jennifer, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Jones, Jennifer, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Juarez Jr., Jorge, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Juarez Jr., Jorge, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Kayinamura, Firmin, Bookstore Sales Clerk, Bookstore	07/01/2016-07/01/2016
Lemon, Curly, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Lopez, Jose C., Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Lopez, Jose C., Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Lopez, Veronica, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Mehrazer, Saman, Bookstore Clerk/ Cashier, Bookstore	06/01/2016-06/30/2016
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Navarro, Yadira, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Navarro, Yadira, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Naylor, Marisa, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Naylor, Marisa, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016

Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Robles Jr., Jose, Bookstore Sales Clerk, Bookstore	07/01/2016-07/01/2016
Shaw, Phyllis, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Shaw, Phyllis, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Torrence, Antoinette, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Torrence, Antoinette, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	06/01/2016-06/30/2016
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	07/01/2016-07/01/2016

**LIMITED TERM - CORRECTIONS:**

Drozek, Michelle M., Student Services Clerk, Academic Affairs	05/17/2016-08/15/2016
Ito, Sun, Student Services Clerk, SSSP Grant	04/29/2016-06/30/2016

**LIMITED TERM EXTENSION**

Estwick, Kevin, Instructional Asst. –English, ENGLISH	04/04/2016-06/30/2016
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**RECOMMENDATION NO. 13 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)	2
College Work-Study Student Assistant, \$10.00/hour (FWS)	3

**SPECIAL SERVICE**

Recreation Director II, \$10.59/hour	7
Recreation Director / Day Camp III, \$85.00/hour	2
Art Model, \$23.00/hour	1
Community Services Specialist II, \$50.00/hour	13

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 FACILITIES**

14-A CHANGE ORDER NO. 20 – AET CAMPUS AND PARKING STRUCTURE A

Change Order No. 20 – C.W. Driver on the AET Campus portion of the project in the amount of \$51,286.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 2,517,798
Previously Approved Change Orders (AET Parking Structure A)	\$ 647,836
Change Order No. 20 – AET Campus	\$ <u>51,286</u>
Revised Contract Amount	\$62,376,920

Change Order No. 20 for the AET Campus & AET Parking Structure A project may result in a change to the contract length.

Funding Source: Measure AA

Comment:

Change Order No. 20 for AET Campus includes the following:

- Labor and material cost to increase isolated slab thicknesses at Building B, Level 3 to accommodate electrical floor boxes;
- Install a metal stud framed enclosure around HVAC opening on the roof of Building D;
- Install added ductwork in Building D due to relocation of existing exhaust fan;
- Install new feeder and circuit breaker for the existing elevator due to short in existing wiring;
- Install added door frame, door, and hardware at mechanical well at Building B;
- Install new epoxy anchors as necessary to frame wall and accommodate existing conditions;
- Remove lead paint at Building D to allow for installation of new window.



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 FACILITIES** *(continued)*

14-B CHANGE ORDER NO. 12 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 12 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$67,455.

Original Contract Amount	\$18,378,000
Previously Approved Change Orders	\$ 1,169,251
Change Order No. 12	\$ <u>67,455</u>
Revised Contract Amount	\$19,614,706

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

Funding Source: Measure AA

- Comment: Change Order No. 12 includes the following:
- Labor and material for additional exterior framing around the mechanical platform;
  - Additional fireproofing at gridline 1, elevator shaft and mechanical shaft;
  - Revised gusset plate attachment detail where the gusset plate attaches to the Nana Wall tube steel at gridline 5;
  - Widening of concrete curb along gridline 11 to accommodate the widened wall in the Music Hall;
  - Provide signage for the Edge Second Space on the new entrance canopy;
  - Additional waterproofing behind the retaining walls not shown on original drawings;
  - Add perforated painted metal panel at the monument sign as required for ventilation for the LED sign.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 FACILITIES** *(continued)*

14-C CHANGE ORDER NO. 10 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 10 – BERNARDS BROS. on the Health, PE, Fitness, Dance and Central Plant project in the amount of \$78,438.

Original Contract Amount	\$39,556,000
Previously Approved Change Orders	\$ 955,535
Change Order No. 10	<u>\$ 78,438</u>
Revised Contract Amount	\$40,589,973

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

Funding Source: Measure AA

- Comment: Change Order No. 10 includes the following:
- Labor and material cost to temporarily re-route the existing water line supplying HSS building via the demolished P.E. building;
  - Revise and upsize existing storm drain piping and drains south of Pavilion;
  - Excavate recently installed 70' of 8" storm drain pipe and reinstall the 8" line, backfill and compact at the correct elevation in order to tie into the site storm drain line;
  - Provide high density fireproofing in lieu of specified medium density fireproofing;
  - Provide Branch Circuit number changes to comply with LEED;
  - Supply and install additional washer (WA-1) and Dryer (DR-1) as requested by the college.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 FACILITIES** *(continued)*

**14-D CHANGE ORDER NO. 1 – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT LOOP**

Change Order No. 1 – SJ AMOROSO on the Connection of Existing Facilities to Central Plant Loop project in the amount of \$97,678.

Original Contract Amount	\$8,087,000
Previously Approved Change Orders	\$0
Change Order No. 1	<u>\$97,678</u>
Revised Contract Amount	\$8,184,678

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

Funding Source: Measure AA

Comment: Change Order No. 1 includes the following:

- Labor and material cost for abatement of Business Building roof including removal, transport and disposal of asbestos roofing materials greater than 1%.

**14-E CHANGE ORDER NO. 3 – GROUP 2 SWITCHGEAR REPLACEMENT**

Change Order No. 3 –Robnett Electric, Inc. on Group 2 Switchgear Replacement project for \$1,519.

Original Contract Amount -	\$1,018,100
Previously Approved Change Orders	\$ 19,706
Change Order No. 3	<u>\$1,519</u>
Revised Contract Amount	\$1,039,325

Funding Source: State Scheduled Maintenance Funding

Comment: Change Order No. 3 for Robnett Electric Inc. includes compensation for additional time required to schedule switchgear replacement during campus summer break with least interruption to College staff and students.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 FACILITIES** *(continued)*

14-F AWARD OF BID – QUAD TREE REPLACEMENT

Award the bid to JMB SERVICES for an amount not to exceed \$37,235 to replace the tree in the Quad in front of Theatre Arts. Bids received (include monthly maintenance for one year):

<u>Bidder</u>	<u>Amount</u>
JMB Services	\$37,235
Dash	\$91,750

Funding Source: District Capital Outlay Fund

Comment: The coral tree on the Quad in front of the Theatre Arts building was diseased and had to be removed. We have had problems with coral trees and will be replacing it with another large signature tree, a Magnolia. The cost includes monthly maintenance for one year to ensure proper growth and establishment. The higher bidder was determined to be non-responsive.

14-G AWARD OF BID - SUMP PUMP AND SEWER LINE REPLACEMENT

Award the bid to RAMONA, INC. to replace sump pumps at the Broad Stage and to repair the sewers at the Receiving and Maintenance, Campus Police, and Outreach Buildings. Bids received include alternates for sewer repair in other buildings.

<u>Bidder</u>	<u>Amount</u>
Ramona, Inc.	\$245,000
Mehta Mechanical Co.	\$274,851

Funding Source: State Physical Plant Block Grant and District Capital Outlay Fund

Comment: The contractor will replace two sewer sump pumps at the Broad Stage. This bid includes the replacement of the existing clay sewer pipes with a continuous high-density polyethylene (HDPE) pipe. Pipes will be replaced at the Receiving and Maintenance, Campus Police and Outreach Buildings.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

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

14-H POOL PAYMENTS UNDER JOINT USE FACILITIES AGREEMENT

Payment to: City of Santa Monica  
Amount: \$311,869.09  
Funding Source: 2015-2016 District Capital Funds  
Comment: In January 2016 Santa Monica Swim Center went under a major renovation to replace the deck, re-plaster both pools, and upgrade the locker rooms to meet ADA requirements. 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. This fee represents 23.75% of total cost of the Pool Renovation project.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Georgia Lorenz, Vice-President, Academic Affairs*

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

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

**Title of Grant:** Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM)

**Granting Agency:** National Science Foundation

**Award Amount:** \$649,718

**Matching Funds:** Not applicable

**Performance Period:** July 1, 2016 – June 30, 2020

**Summary:** Through the STEM Scholars Program, Santa Monica College will increase the number of community college students pursuing advanced degrees/careers in STEM, while increasing institutional capacity to support low-income, traditionally underrepresented students enrolled in STEM programs. This project will utilize a multidisciplinary approach to address the unique academic and student support needs of community college students, while providing an average of 36 scholarships per year for a total of 144 scholarships during the next four years.

**Budget:** Restricted Fund 01.3

<b>Revenue</b>		
8100	Federal	\$649,718
<b>Expenditures</b>		
1000	Academic Salaries	\$155,235
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 35,237
4000	Supplies & Materials	\$ 1,889
5000	Other Operating Expenditures	\$ 29,200
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 22,157
7500	Student Aid	\$406,000
<b>Total</b>		<b>\$649,718</b>

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

Title of Grant: **Enrollment Growth and Retention/Attrition Reduction for Associate Degree Nursing**  
Granting Agency: California Community Colleges Chancellor's Office/Workforce and Economic Development Division  
Augmentation Amount: \$154,000  
Matching Funds: N/A  
Performance Period: July 1, 2016 – June 30, 2017

Summary: These funds will help sustain and enhance institutional capacity to serve 10 additional nursing students beyond the current base of 30 students and to improve student retention and completion in the Nursing Program. For more than a decade, Santa Monica College has been the recipient of Enrollment Growth and Retention funding, which has allowed the College's Nursing Program to develop and implement an array of student success interventions to support student success. This new funding will help continue many of these interventions and support new activities, including curriculum review and revision and the use of effective teaching and learning practices.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600	State	\$ 154,000
Expenditures		
1000	Academic Salaries	\$ 76,440
2000	Non-Academic Salaries	\$ 15,150
3000	Employee Benefits	\$ 25,645
4000	Supplies and Materials	\$ 20,942
5000	Other Operating Expenditures	\$ 9,900
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 5,923
7600	Student Aid	\$ 0
Total		\$ 154,000

**RECOMMENDATION NO. 15 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

**Title of Grant:** **Assessment, Remediation, and Retention for Associate Degree (RN) Nursing Programs**  
**Granting Agency:** California Community Colleges Chancellor's Office/Workforce and Economic Development Division  
**Augmentation Amount:** \$114,000  
**Matching Funds:** N/A  
**Performance Period:** July 1, 2016 – June 30, 2017

**Summary:** These funds will support the Nursing Program's ongoing efforts to improve student success and achieve a retention rate that meets or exceeds state goals. While the program has struggled in the past to achieve an 85 percent retention and on-time completion rate, the program has seen significant improvements since it implemented a merit based multi-criteria selection strategy and other retention activities. This funding will continue to support many of these activities, while further promoting student success by engaging faculty in a comprehensive review and revision of the Nursing Program curriculum, an activity which the program believes will strengthen the teaching and learning environment.

**Budget Augmentation:** Restricted Fund 01.3

Revenue		
8600	State	\$ 114,000
Expenditures		
1000	Academic Salaries	\$ 55,040
2000	Non-Academic Salaries	\$ 15,150
3000	Employee Benefits	\$ 19,653
4000	Supplies and Materials	\$ 4,273
5000	Other Operating Expenditures	\$ 15,500
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 4,384
7600	Student Aid	\$ 0
Total		\$ 114,000



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 BUDGET TRANSFERS**

*Requested by: Chris Bonvenuto, Chief Director of Business Services*

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

*Requested Action: Approval/Ratification*

16-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: May 25, 2016 thru June 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	4,470
2000	Classified/Student Salaries	64,338
3000	Benefits	0
4000	Supplies	12,272
5000	Contract Services/Operating Exp	84,519
6000	Sites/Buildings/Equipment	39,983
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-205,582
Net Total:		0

16-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: May 25, 2016 thru June 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-41,928
2000	Classified/Student Salaries	31,388
3000	Benefits	11,500
4000	Supplies	8,330
5000	Contract Services/Operating Exp	-75,180
6000	Sites/Buildings/Equipment	24,882
7100/7699	Other Outgo/Student Payments	41,000
7900	Contingency Reserve	0
Net Total:		0

Comment: The Adopted Budget needs to be amended to reflect the totals of the departmental budgets. The current system of the Los Angeles County Office of Education requires Board approvals each month for budget adjustments. Only the net amount of the transfers in or out of the object codes is shown. In addition to the budget adjustments, transfers result from requests by managers to adjust budgets to meet changing needs during the course of the year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 17 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  
 May 1 - 31, 2016                      6990 through 7030                      \$15,025,808.33

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

**RECOMMENDATION NO. 18 PAYROLL WARRANT REGISTER**

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

Payroll Warrant Register  
 May 1-31, 2016                      C1J - C2K                      \$12,208,013.52

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

**RECOMMENDATION NO. 19 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

*Requested by: Mitch Hesel, Dean (Interim), Educational Enterprise*  
*Approved by: Robert G. Isomoto, Vice-President, Business/Administration*  
*Requested Action: Approval/Ratification*

Auxiliary Operations Payments and Purchase Orders  
 May 1 – 31, 2016  
 Covered by check & voucher numbers: 008616-008890 & 00774-00814

Bookstore fund Payments	\$396,757.38
Other Auxiliary Fund Payments	\$ 69,879.20
Trust and Fiduciary Fund Payment	<u>\$349,458.42</u>
TOTAL	\$816,095.00

Purchase Orders issued                      \$ 66,737.57  
 May 1 – 31, 2016

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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 20 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.

**RECOMMENDATION NO. 21 ORGANIZATIONAL MEMBERSHIPS**

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

Organizational Memberships

July 1, 2016	Number of Memberships	Amount
	5	\$10,285.00

Funding Sources: Departmental Budgets

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 22 PURCHASING**

*Requested by: Cynthia Moore, Director of Purchasing*

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

*Requested Action: Approval/Ratification*

22-A PURCHASING AGREEMENTS

- 1) Authorize the award of purchase orders from approved department budgets using National Joint Powers Alliance competitively bid contract awarded 120215-LFF to Life Fitness for Exercise, Fitness, Rehabilitation Equipment with related Accessories, Services, Installation and Supplies to January 19, 2020.

22-B AWARD OF CONTRACT

Provider: TourCoach Charter and Tours

Amount: \$139,290.81

Funding Source: General Fund Transportation Budget

Summary: Renewal of Bid 1314003SF Shuttle Transportation Services (year 3); 128 days for evening shuttle route and airport arts shuttle route and 7 days for PAC shuttle route if needed (includes 3% increase to current rates)

22-C AWARD OF PURCHASE ORDERS

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

May 1 – 31, 2016

\$ 107, 929, 729.19

22-D AWARD OF COMPETITIVE CONTRACTS

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

1. Educational & Institutional Cooperative Purchasing, Contract CNR-01394, with PPG Paints to 04/30/21 for paints and specialty finishes

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 5, 2016

XII. BOARD COMMENTS

XIII. ADJOURNMENT – 10:18 p.m.

The meeting was adjourned in memory of **Evelyn Alvarado**, SMC student-athlete who was on the Woman’s Track Team.

There will be a special meeting/study session of the Board of Trustees on Tuesday, July 26, 2016 at 5:30 p.m. in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, August 2, 2016** 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:

Major Items of Business

- Board Goals and Priorities, 2016-2017
- Report: Workforce and Economic Development

Information

- Distance Education Report
- Minutes of Citizens’ Bond Oversight Committee Meeting, July 20, 2016

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	July 5, 2016

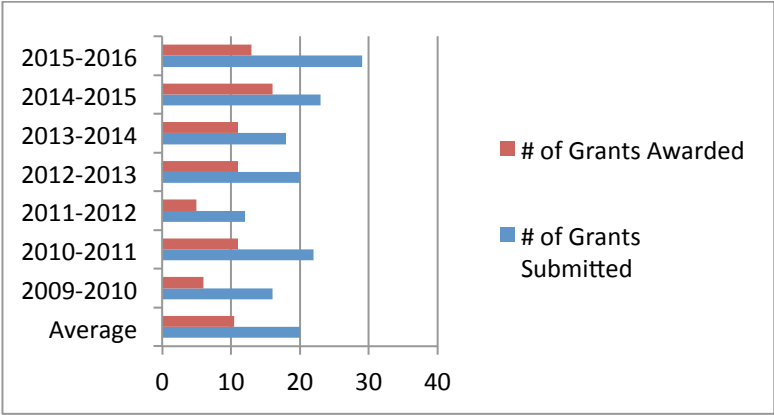
**APPENDIX A**

**SUBJECT: GRANTS OFFICE ANNUAL REPORT, 2015-2016**

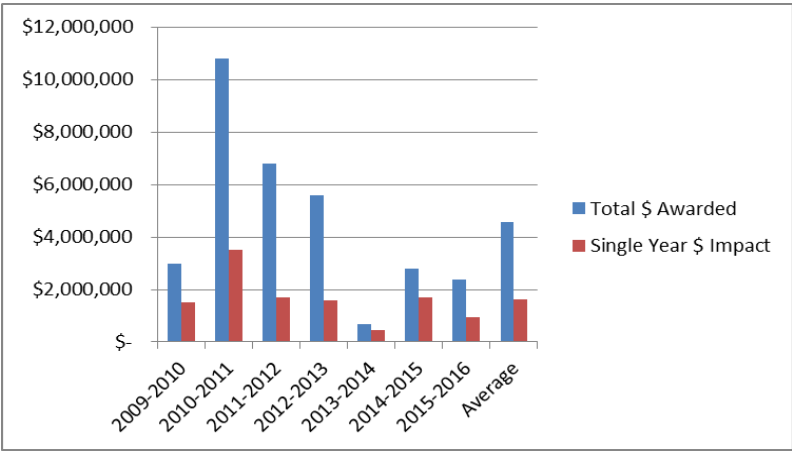
**Overview**

In 2015-2016, SMC managed nearly \$5 million in grant funds through 28 grant projects funded by local, state, and federal organizations, both public and private, all of which were supportive of College’s mission, goals, institutional learning outcomes, and/or strategic initiatives and aligned with the priorities of the Board of Trustees. This included 13 new awards, valued at nearly \$2.4 million in additional revenue, with more than \$930,000 to benefit 2015-2016 directly. Each of these awards reflects innovation across campus, including an oral history project organized by the History and Film departments to share the perspective of Korean Americans during the Los Angeles Riots building around the story of an SMC student who was the only Korean American to die during the Riots and a new partnership with NASA to provide additional applied learning experiences for SMC’s STEM students. The following graphs provide an historical comparison with past years’ successes:

**Figure 1: Grants Awarded/Submitted Since 2009-2010**



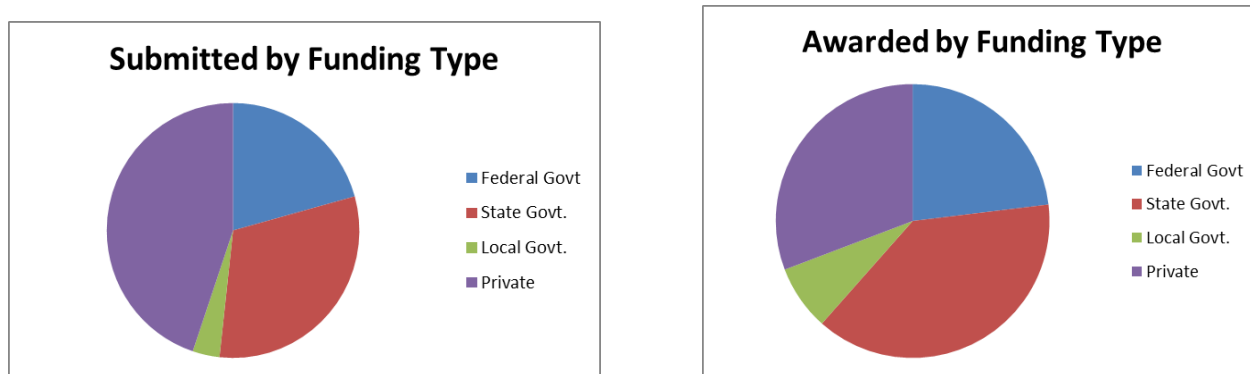
**Figure 2: Grant Award Totals Cumulative/Single Year Impact Since 2009-2010**



**Grants by Funding Source**

Of the 29 proposals submitted to support Santa Monica College’s mission during the 2015-2016 academic year, 24 were submitted by the College, while three proposals were submitted by other organizations and included Santa Monica College as a collaborative partner, including a successful proposal submitted by Stanford University to the U.S. Department of Education’s Institute of Education Sciences. The majority of these grants were written and submitted by the Grants Office in collaboration with the programs and departments that will manage and implement them. However, the Office of Workforce and Economic Development was instrumental in securing a new grant award from JP Morgan Chase in partnership with Los Angeles City College and in support of the LA HI-TECH program. These grants were also developed with significant support from the Santa Monica College Foundation, specifically the 13 private grants, which supported the cost of a prospect research database that can be used to identify potential funding sources. The following graph provides an overview of grants submitted and awarded by funding source:

**Figure 3: Grants Submitted/Awarded by Funding Type (2015-2016)**

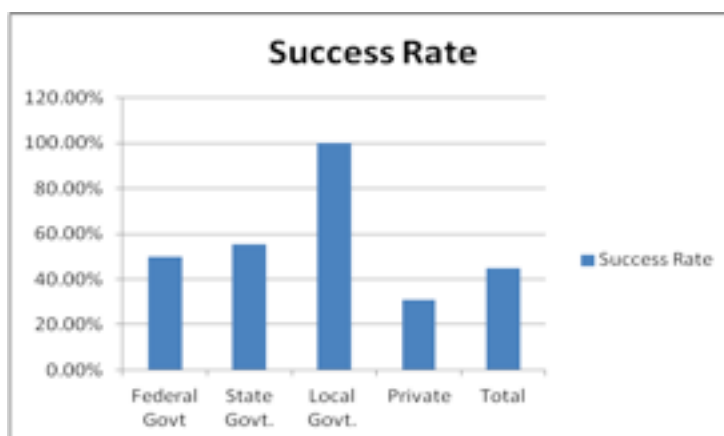


**Success Rate**

The success of the Grants Office can be measured in many different manners, including such outputs as number of grants submitted, the number of grants awarded, the amount of funding awarded, and the number of grants awarded that directly support student, faculty, program, and institutional needs and priorities. In addition, success can be measured by the number of grants awarded compared to the number of grants submitted – the success rate – although success is dependent on many factors, including quality of the proposal, quality of the proposed project, fiscal factors, geographic interests, previous history with the funding source, reputation of the institution, among other factors. Consistently high success rates generally mean that an institution pursued only those grants for which it knew it had a high likelihood of receiving (particularly for public grants) and/or there was a significant investment of time during the grant planning process to research the prospect and develop a mutually beneficial relationship (for private grants). While each of these decisions can have a positive impact on the overall success rate, they can also hinder creativity, reduce the total number of proposals submitted, and place a greater value on success and security than on opportunity and risk. Finding an appropriate balance is ideal, particularly if time is not a limiting factor.

In 2015-2106, of the 29 proposals submitted by or on behalf of the college, 13 were funded, yielding a success rate of 44.83 percent. This rate is lower than in years past, largely because 13 of the 29 proposals submitted were to private foundations/corporations with which the College had limited, if any, previous interactions. However, each of these negative responses is an opportunity to follow-up with the funding entity, learn more about its priorities and interests, and raise awareness of the College’s mission, program, services, and students. The following chart provides an overview of the success rate by source of funding.

**Figure 4: Success Rate by Funding Type (2015-2016)**



### **Significant Accomplishments**

- Santa Monica College submitted more grants to support a single academic year than in any previous year and submitted more private grants to support a single academic year than in any previous year in large part due to additional grant writing support funded in part by the Santa Monica College Foundation;
- Santa Monica College received its first ever grant from CalHumanities to fund a unique faculty driven project that directly connects students with the culture and history of the local community;
- SMC also received its first grant award from the U.S. Department of Health and Human Services/Substance Abuse and Mental Health Services Administration grant to promote student, faculty, and staff wellness;
- The College was selected to participate in the California Community College Pathway to Law School Initiative;
- The Office of Workforce and Economic Development helped secure a significant private grant from JP Morgan Chase (the first for the College) through its work with the LA HI-TECH project; and
- The College, through the Santa Monica College Foundation, reconnected fiscally with Providence St. John's Health Center through a gift for the Guardian Scholars Program.

### **Alignment with Institutional Mission, Goals, Initiatives, and Outcomes**

The Grants Office is diligent in its efforts to ensure that all grant-funded projects work to achieve the college's mission, as well as one or more of SMC's strategic initiatives, institutional learning outcomes, and supporting goals. The following table provides a breakdown of grants submitted and awarded to support the 2015-2016 academic year and their relation to institutional goals and objectives. Many of these grants support more than one outcome, and thus the total adds to more than the number of awards.



Area of Focus	Number of Grants Submitted/Awarded by Funding Source									
	Private		Local		State		Federal		Total (duplicated)	
	Submitted	Awarded	Submitted	Awarded	Submitted	Awarded	Submitted	Awarded	Submitted	Awarded
<b>ILO #1: Personal Attributes</b>	8	4	1	1	4	2	4	2	17	9
<b>ILO #2: Academic Skills</b>	6	1	1	1	7	5	4	1	18	8
<b>ILO #3: Global Citizenship</b>	-	-	-	-	1	1	-	-	1	1
<b>ILO #4: Sustainability</b>	-	-	-	-	1	1	-	-	1	1
<b>ILO #5: Authentic Engagement</b>	7	2	-	-	6	4	-	-	13	6
<b>Supporting Goal #1: Innovative/ Responsive Learning Environment</b>	6	1	-	-	7	5	2	1	15	7
<b>Supporting Goal #2: Supportive Learning Environment</b>	8	4	1	1	3	-	4	2	16	7
<b>Strategic Initiative #1: GRIT</b>	2	-	-	-	-	-	1	1	3	1
<b>Strategic Initiative #2: I3</b>	-	-	-	-	-	-	-	-	-	-
<b>Strategic Initiative, CTE</b>	6	1	-	-	4	3	-	-	10	4
<b>Strategic Initiative, Basic Skills</b>	1	-	-	-	-	-	-	-	1	-
<b>TOTAL (duplicated)</b>	44	13	3	3	33	21	15	7	95	44

### **Alignment with Board of Trustees Priorities**

Each grant submitted in support of 2015-2016 supports at least one of the Goals and Priorities of the SMC Board of Trustees as established in 2014-2015, the year during which nearly all of these grants were written and submitted. The following table provides an overview of this alignment, identifying the Board Priority with which each grant most closely aligns, although some grants align with multiple priorities, particularly those that foster student equity or CTE program development in an innovative manner.

**Figure 6: Grants Submitted/Awarded by Type & Alignment with Board Priorities (2015-2016)**

Board Priority (focusing on 2014-2015 priorities)	Number of Grants Submitted/Awarded by Funding Source									
	Private		Local		State		Federal		Total	
	Submitted	Awarded	Submitted	Awarded	Submitted	Awarded	Submitted	Awarded	Submitted	Awarded
<b>Board Priority #1 –</b> Support a Culture of Evidence	-	-	-	-	-	-	1	1	1	1
<b>Board Priority #2 –</b> Reduce the Student Equity Gap	6	2	1	1	4	1	4	1	15	5
<b>Board Priority #3 –</b> Strengthen and Promote Workforce/ CTE Programs and Pathways	6	1	-	-	4	3	-	-	10	4
<b>Board Priority #4 –</b> Support I3 and Other Innovative Practices	-	-	-	-	-	-	1	1	1	1
<b>Board Priority #12 –</b> Foster Community and Government Relations	1	1	-	-	1	1	-	-	2	2
<b>Total</b>	13	4	1	1	9	5	6	3	29	13

The submission of these grants in direct support of institutional learning outcomes, supporting goals, and strategic initiatives also helped the college’s Board of Trustees achieve its 10<sup>th</sup> Priority, to pursue and obtain appropriate external funding. The following list provides a summary of all active grant-funded projects, both new and continuing, for 2015-2016 and how they relate to the Board of Trustee’s Goals and Priorities. It should be noted that many of these grants support more than one of these outcomes; however, for the purposes of this report, projects are listed under their primary area of emphasis.

**Board Goal: Educational Advancement and Quality**

**Board Priority #1: Support a culture of evidence that fosters the use of rigorous methodology to monitor and improve institutional effectiveness and student progress.**

- **NEW for 2015-2016** – Institute of Education Sciences (\$46,484, U.S. Department of Education through a subcontract with Stanford University): SMC will partner with Stanford University to research the efficacy of Success Navigator. Maral Hyeler is the grant lead.

**Board Priority #2: Institutionalize initiatives that are effective in reducing the student equity gap, improving basic skills mastery in mathematics and English by, for example, deepening outreach into high schools and expanding Summer JAMS and First Year Experience to include the development of pathways to transfer.**

Student Success/Special Populations—Low Income, First Generation Students

- **NEW for 2015-2016** - Pico Promise (\$166,347 – City of Santa Monica): This project is an expansion of the former Pico Partnership on the Move Program that was previously funded by the City of Santa Monica’s Community Development Grants Program. The Pico Promise program offers instructional and student support assistance to low-income students from the Santa Monica-Malibu School District, specifically the Pico Neighborhood, so that they may achieve their academic and/or career goals. Audrey Sandoval served as the grant’s Project Manager. (This project also supports the Board’s third Goal, Community and Government Relationships, Priority #14, to strengthen and expand programs and partnerships that serve SMMUSD students.)

Innovative Programs that Support Student Success/Special Populations—Foster Youth

- **NEW for 2015-2016** – Providence St. John’s Health Center (\$15,000): This grant will support targeted mental health services, including wellness workshops and one-on-one counseling, for students participating in the Guardian Scholars Program, which provides instructional and student support services to students who are or once were in foster care. Debra Locke is the program coordinator.
- Guardian Scholars Implementation Grant (\$48,000 – Stuart Foundation via subcontract award from Loyola Marymount University): SMC is collaborating with Loyola Marymount University and the University of California, Los Angeles, to develop and implement a Guardian Scholars Program. The Guardian Scholars program will support students who are or once were in foster care. Debra Locke is the program coordinator.
- Guardian Scholars Program (\$20,000 – S. Mark Taper Foundation): Santa Monica College received its first S. Mark Taper Foundation grant to expand and enhance the capacity of the Guardian Scholars Program to provide instructional and student support services to students who are or once were in foster care. Debra Locke is the program coordinator.
- Guardian Scholars Program (Sidney Stern Memorial Trust: These funds have helped to expand and enhance the capacity of the Guardian Scholars Program to provide instructional and student support services to students who are or once were in foster care. The SMC Foundation received these funds on behalf of the College. No new funding was offered in 2015-2016; instead the College is continuing to spend down these funds. Debra Locke is the program coordinator.

#### Student Equity/Special Populations – Science, Technology, Engineering, and Mathematics (STEM)

- **NEW for 2015-2016** – Minority College Curriculum Improvement Program (\$250,000 – NASA): This is Santa Monica College’s third NASA-funded grant to support STEM teaching and learning at Santa Monica College. This three-year grant award will strengthen STEM curriculum through an interdisciplinary approach that addresses challenges to access, skill development, persistence/completion, and employment in STEM occupations, particularly as they relate to the NASA mission and goals. This project will involve multiple hands-on learning experiences for students through partnerships with UCLA, University of Southern California, Jet Propulsion Laboratory, and Arizona State University.
- **NEW for 2015-2016**—STEM Scholarship Program (\$25,000 – Edison Corporate Contributions, awarded to the Santa Monica College Foundation): These funds provide financial assistance to students participating in the Science and Research Initiative. Melanie Bocanegra works in collaboration with STEM faculty to distribute these funds via the Santa Monica College Foundation.
- HSI STEM and Articulation Program Grant (\$1,133,015 – U.S. Department of Education and delivered in collaboration with the University of California, Los Angeles): The purpose of this grant is to promote STEM degrees and careers among Latino and other underrepresented student populations in STEM, including underrepresented minority students, but also women and low-income, first generation students in general. This will be accomplished through the SMC/UCLA Science and Research Initiative, which includes an array of student support and instructional services, such as counseling, advising, transfer planning, mentoring, and increased involvement in applied learning activities. Melanie Bocanegra serves as Project Director. (This five-year grant award ends September 30, 2016, although a new STEM proposal to the U.S. Department of Education is pending.)

- STEM Resources Grant (\$20,000 – Kenneth T. and Eileen Norris Foundation awarded to the Santa Monica College Foundation): These funds will buy math and science textbooks that low-income students may check-out and use during the semester to help reduce the total cost of education. Melanie Bocanegra is working with the Santa Monica College Foundation to carry out this project. (This grant was awarded in 2014-2015, but the College is still spending down the award.)

#### Political Science/Law

- **NEW for 2015-2016** – Community College Pathway to Law School Initiative (State Bar of California): Santa Monica College was selected to participate in a statewide initiative that will develop a pathway from community college to law school for low-income students traditionally underrepresented in the law profession. Through this pathway, students who successfully complete the pathway at the community college will receive guaranteed admission to one of the participating law schools. This project focuses on diversifying the legal profession and includes new curriculum development, student support, and outreach services. Edna Chavarry is working with Vicenta Arrizon from Counseling and Christina Gabler from Political Science.

#### Basic Skill Improvement

- Adult Education and Family Literacy Act Funding (\$246,655, California Department of Education): This renewable project will strengthen existing non-credit ESL and English Literacy Civics programming through the addition of tutoring and counseling, increased use of technology, and development of vocational ESL classes. SMC will work to build a non-credit ESL program that feeds into for-credit coursework and provides opportunities for non-native English language learners to obtain the skills they need to pursue postsecondary education.

#### Student Success/Special Populations—High School Outreach/College Prep and Access

- Upward Bound (\$250,000 – U.S. Dept. of Education): This TRIO grant targets low-income, potential first generation college students from Venice and Crenshaw high schools, providing academic assistance, college planning and assistance, and counseling/mentoring support. The Project Manager for Upward Bound is Bonita Cooper.
- Student Support Services (U.S. Dept. of Education): Funding for this award cycle ended September 30, 2015. Unfortunately, Santa Monica College was not granted a new award, and thus this program ended at the end of Fall Semester 2015. Students in the program were successfully transitioned to other college student support programs, such as the Latino Center, the Black Collegians Center, EOPS/Guardian Scholars, and others.

**Board Priority #3: Strengthen and promote workforce/career technical programs and pathways, such as EMERGE and the rebranding of the Academy of Entertainment and Technology, and improve CTE completion rates.**

#### Multidisciplinary CTE Initiatives

- SB1070 Career Technical Education Pathways Program (\$48,000, California Community Colleges Chancellor's Office): The intent of the SB1070 grant to continue, expand, and regionalize the best practices achieved thus far by the Career Technical Education Pathways Program. The Chancellor's Office agreed to fund two grants in Los Angeles County, and Santa Monica College partnered with Rio Hondo College (and 7 other colleges) to submit an application on behalf of the nine "Ring Colleges" located outside of the LACCD. The nine "Ring Colleges" have shared information from their SB70 collaborative/CTE Transitions efforts and selected key talent to guide the consortium in the development of a steering committee in order to develop a two-year plan to implement sustainable policies/practices on a regional landscape. This project is managed by the Office of Workforce and Economic Development, although Rio Hondo College is the fiscal agent for the funding from the CCCC.

- Career Technical Education Enhancement Fund (\$452,316, California Community Colleges Chancellor's Office): The purpose of the CTE Enhancement Fund is to develop, enhance, retool, and expand quality CTE offerings that build upon existing community college capacity to respond to regional labor market needs. These funds are provided by the Chancellor's Office through a pass-through with Rancho Santiago Community College District.

#### Health Sciences (including Nursing and Allied Health)

- **NEW for 2015-2016**—Enrollment Growth for ADN to RN Programs (\$106,787 – California Community Colleges Chancellor's Office): The purpose of this grant is to increase student enrollment in SMC's Nursing Program by 10 students and improve student retention rates through an array of instructional and student support services. Ida Danzey is the Project Director.
- **NEW for 2015-2016** – Assessment, Remediation, and Retention Grant for ADN to RN Programs (\$114,000 – California Community Colleges Chancellor's Office): This funding from the Chancellor's Office was awarded to implement new programming and/or maintain existing programming in support of Nursing student success, including tutoring, counseling, skill development activities, and professional development for faculty. Ida Danzey is the Project Director.

#### ICTE

- **NEW for 2015-2016** – JP Morgan Chase (\$50,000): This grant award in partnership with Los Angeles City College will fund student support services at high schools participating in the West Hub of the LA HI-TECH grant. The Office of Workforce and Economic Development facilitated this opportunity and will manage this three-year grant award totaling \$150,000.
- California Career Pathways Trust (\$673,750 – California Department of Education): Santa Monica College is working in collaboration with Pasadena City College as the fiscal agent to implement the LA HI-TECH grant. This project will develop a robust career pathway in ICTE and expand SMC's opportunities for collaboration with local and regional high schools, specifically in the area of ICTE. Frank Dawson is the program administrator.

#### Sustainable Technologies

- **NEW for 2015-2016** – Prop 39 Program Improvement Fund (\$9,048 – California Energy Commission): The purpose of this project is to strengthen SMC's Solar PV Installation Program through the purchase of new equipment to stimulate real world work experiences and the provision of training to complement the for-credit curriculum, including 1) LEED Green Associate Certification training (including faculty pay and student assistance to help cover the cost of exam fees and materials); and 2) Living Building Challenge, which is a green building rating that far exceeds the goals set by the USGBC through their LEED Rating System. Vicki Drake is the project lead.
- Prop 39 Program Improvement Fund (\$6,263 – California Energy Commission): The purpose of this project is to strengthen SMC's Solar PV Installation Program through the purchase of new equipment to enhance safety and increase relevance to workplace standards. Vicki Drake is the project lead.

- Advanced Technological Education Program (\$67,303 – National Science Foundation): Through this project, SMC will further the development and enhancement of the Solar PV Installation Program by addressing gaps that are preventing students from completing the program and obtaining employment in the field. Specifically, these gaps include insufficient knowledge of math and science upon entry to the program and limited work-based learning experiences prior to completion. SMC will develop contextualized math and science modules to support the content courses and expand the availability of work-based learning opportunities through internships and other partnerships with industry. High school outreach and increased awareness of career opportunities in this industry are also key components. Stuart Cooley is the Principal Investigator, while Steve Paik is Co-Principal Investigator.

#### Early Childhood Education/Education

- Early Start Pathway (\$452,034 – Los Angeles Universal Preschool): The purpose of this project is to develop/deliver a 2+2+2 program in Early Childhood Education in partnership with SMMUSD and CSU Dominguez Hills with the intent to increase the number of qualified early childhood education professionals with a baccalaureate degree. Laura Manson is the principal investigator on this project. (This long-standing partnership with LAUP will end on June 30, 2016.)
- Child Development Training Consortium Grant (\$7,500 – state funded): This ongoing project provides tuition, books, mentoring, and professional development activities for ECE students. Laura Manson serves as the lead.

#### **Board Priority #4: Support I3 and other innovative practices that address student need and increase student success.**

#### Innovation through Faculty/Staff/Student Professional Development and Training

- **NEW for 2015-2016** – Campus-Based Suicide Prevention Project (\$102,000 – U.S. Department of Health and Human Services/Substance Abuse & Mental Health Services Administration): This multi-year federally funded initiative builds upon previous college efforts to develop and deliver mental health prevention and early intervention services to support students campus-wide, targeting specifically students who are underserved and/or at-risk of mental illness, including veterans, disabled students, African American, low-income, and first generation. Sandra Rowe is the Project Director with support from Todd Adamson as Project Manager.
- Title V Developing Hispanic Serving Institutions Grant (\$649,859 – U.S. Department of Education): The purpose of this project is to develop a Teaching and Learning Center at SMC that will foster and support the use of best practices in both student support and instructional delivery across campus through an array of professional development activities. This project previously supported the Board priority to “promote professional development activities for all classified and academic staff, including adjunct faculty.” Edna Chavarry is the Project Manager of this five year grant.

## **Board Goal: Community and Government Relationships**

**Board Priority #12: Foster community and government relationships and partnerships in fulfillment of SMC's vision and mission.**

### Cultural Heritage

- **NEW for 2015-2016** – Community Stories Program (\$10,000 – CalHumanities): This project will build upon Santa Monica College's personal connection with the Los Angeles Riots and the Korean American community to develop an oral history/film project that shares the Korean American experience and perspective during the Los Angeles Riots. The only Korean American to die during the Riots was a Santa Monica College student. This project will tell his story, as well as the stories of many others who were present during that time. Professor Sang Chi from the History Department is working with Walt Louie in the Design Technology Department to develop and implement this program.

### Community Connections

- **NEW for 2015-2016** – Community Stories Program (\$1,000 – Wells Fargo): This grant provided \$1,000 in recognition of the good work that the Alumni Program is carrying out to connect Santa Monica College's students, faculty, and programs with its alumni and community advocates. The grant itself does not have specific goals and outcomes, but is included here to recognize both the efforts of the Alumni Program and the support of Wells Fargo.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	July 5, 2016

APPENDIX B

**RECOMMENDATION NO. 8    2016-2017 ANNUAL CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2016 through June 30, 2017, unless otherwise indicated.*

The list of contracts is thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents before being presented to the Board for approval. The following annual contracts are primarily renewals of existing contracts.

- A Academic Affairs
- B Community and Contract Education
- C Construction/Facilities Services
- D Enrollment Development/Information Technology
- E Fiscal/Advocacy/ Government Relations and Institutional Communications
- F Human Resources/Personnel Commission
- G KCRW
- H Legal Services
- I Public Affairs
- J Marketing, Community Outreach, Recruitment and Web/Social Media
- K Risk Management
- L Student Affairs



BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS

8-A ACADEMIC AFFAIRS

*Requested by: Erica LeBlanc, Dean of Academic Affairs  
 Ida Danzey, Associate Dean, Health Sciences  
 Gita Runkle, Associate Dean, Emeritus College*

*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*

FACILITIES FOR INSTRUCTION

Provider	Service	Amount	Funding Source
1. List of providers on file in the office of Emeritus College	Off-campus facilities for Emeritus College	Payment per class is authorized as stated on the list	2016-2017 District Budget/ Emeritus College
2. List of providers on file in the Health Sciences office	Affiliation agreements between the Santa Monica College and the providers for the use of health facilities by SMC students in connection with the District's nursing program. The list is on file in the Health Sciences Office.	No charge to the District	2016-2017 District Budget/ Health Sciences

LIBRARY VENDOR

Provider	Service	Amount	Funding Source
3. Baker and Taylor	Provider of library books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.	Not to exceed \$100,000	2016-2017 California State Lottery Grant
4. CCLC (Community College Library Consortium)	Provider of Library Databases and Electronic Books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.	Not to exceed \$150,000	2016-2017 California State Lottery Grant.

MALIBU CENTER

Provider	Service	Amount	Funding Source
5. SMMUSD Webster Elementary School	Reimbursement to SMMUSD for personnel services needed for SMC classes at Webster Elementary School	Not to exceed \$6,000	2016-2017 District Malibu Center

8-A ACADEMIC AFFAIRS (continued)

WORK STUDY AGREEMENTS

Provider	Service	Amount	Funding Source
<p>6. Work Study Agreements with UCLA, CSUN and LMU.</p>	<p>These are renewal agreements that allow university work-study students to be placed at Santa Monica College. The District pays the percentage of the students' wages as indicated. Peer tutors have worked in English, Social Science, Math, Modern Language, Science, or Supplemental Instruction.</p>	<p><u>UCLA</u> SMC's Matching Share of payroll expense: assessed at 50% (fifty percent ) of the gross WSP wage earned for all undergraduate students and which is 30% (thirty percent) for all graduate students. Note: UCLA's WSP appropriation pays the remaining fifty percent (50%) for all programs except for the Graduate work study program which is thirty percent (30%) of payroll expense. B. Administrative Fee: assessed at 15% (returning agencies) and 15% (ASUCLA) of the gross WSP wage earned. C. Misc. Charges: a. Worker's Compensation b. Medicare c. Unemployment insurance.</p> <p><u>CSUN</u> SMC's matching share of payroll expense: assessed at 25% (twenty-five percent) Off-Campus Agency/FICA Administrative Surcharge: 20% (twenty percent) Auxiliary Administrative Surcharge: 18% (eighteen percent)</p> <p><u>LMU</u> SMC's matching share of payroll expense: assessed at 75% (seventy-five percent) of students total earnings with no additional charges.</p>	<p>2016-2017 Budget/ Academic Affairs (District's share)</p>

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-B COMMUNITY AND CONTRACT EDUCATION

*Requested by: Patricia Ramos, Dean, Workforce and Development*

*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*

The contracts are needed to support infrastructure needs (e.g., the program’s web-based registration system and off-site locations) as well as content providers (e.g., Institute for Reading Development). For the contracts where no dollar amount is indicated (#1-#9), the amount is based on a percentage of the enrollment fees generated.

Funding Source: Contracts for Community and Contract Education (C&CE) are fully-funded by revenues generated through class enrollments.

Provider	Service
1. Augusoft Inc.	Annual maintenance agreement for Lumens Software used by Community and Contract Education for online registration and Paypal for credit card transactions.  Not to exceed \$20,000
2. Collette Vacations	Approval of agreement with Collette Vacations for advertising educational tour packages in the Community and Contract Education website. Collette Vacations will pay SMC 10 percent of the tour fare.
3. Getty Images	Approval of agreement with Getty Images for quality marketing images for Community and Contract Education website and marketing materials.
4. Course Horse	Agreement to offer selected courses from Community Education on CourseHorse’s website to serve as a marketing tool to increase enrollment and publicity for the program.  Comment: Community Ed will pay CourseHorse a percentage of course fees only when students register through the CourseHorse site. Community Education will utilize this site for a select few courses that need additional registration to meet the minimum to run.
5. Diablo Valley College	Agreement to establish an affiliation between Diablo Valley College Community Ed Academy Support Center and SMC Community Ed. The yearly payment will cover the cost of Academy support for SMC Community Education in becoming a CISCO Networking Center.  Not to exceed \$550/year
6. DDI (Development Dimensions International)	Agreement for training curriculum to be offered through SMC’s Community and Contract Education Program

8-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

Provider	Service
7. Distance Learning Company	Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
8. Education Fitness Solutions	<p>Agreement for the provision of an online professional certification in personal fitness training in exchange for a percentage of the enrollment fees generated.</p> <p>Comment: EFS is an outgrowth of collaboration between San Diego State University’s College of Extended Studies, faculty members, industry experts, internship affiliated, colleges/universities, national organizations and its Board of Advisors. SMC will offer the program that has been reviewed with SMC’s KDR department chair and athletics director.</p>
9. Education to Go	Agreement to offer online classes through SMC’s Community and Contract Education program in exchange for a percentage of the enrollment fees generated.
10. G. Bruce Smith	<p>Agreement to provide publicity services and produce materials for content marketing for various social media and online outlets under the direction of the Program Coordinator.</p> <p>Not to exceed \$9000</p>
11. Gatlin Education	<p>Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.</p> <p>Comment: Gatlin Services offers online certification programs and provides the course contents and instructors. All programs have been reviewed with the respective department chairs.</p>
12. Good Times Travel	Approval of agreement with Good Times Travel for advertising educational tour packages in the Community and Contract Education website. Good Times travel will pay a percentage of the each tour registration.
13. Institute of Reading Development	<p>Agreement with the Institute of Reading Development for the rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated.</p> <p>Comment: The Institute of Reading Development offers reading programs for children and adults. The program will be publicized in the Community and Contract Education schedule of classes and website; however, all enrollments are done through IRD.</p>

8-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

Provider	Service
14. Thornhill Publishing	<p>Agreement with Thornhill Publishing to provide Paralegal Certification Training through SMC’s Contract Education program in exchange for a percentage of the enrollment fees generated.</p> <p>Comment: Thornhill Publishing offers an 11 month (400 hour) Professional Paralegal Academy for adults. The program will be publicized in the Community and Contract Education schedule of classes and website.</p>
15. Learning Resources Network	LERN Yearly Membership \$695
16. Lisa Brand Design	<p>Agreement for graphic design and art direction/services for marketing materials that are specific to the needs of Community Education and Workforce &amp; Economic Development.</p> <p>Not to exceed \$1,000</p> <p>Comment: The services may include assistance with expeditiously developing various marketing material for electronic and print distribution.</p>
17. Market Motive	Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
18. NABCEP	Consultant service for delivery of seminars and courses for SMC Community and Contract Education courses
19. Natalie Kilpatrick	Agreement with Natalie Kilpatrick to Training through SMC’s Contract Education program in exchange for a percentage of the enrollment fees generated.
20. OMCP- Online Marketing Certified Professional	<p>Agreement to provide prepaid OMCA Exam Vouchers for SMC Community Education Students who complete Social Media Marketing Practitioner Certification through Market Motive.</p> <p>Not to exceed \$4,000/year</p>
21. Siba Media	<p>Agreement with SIBA Media to provide a film training program . Community &amp; Contract Education will receive \$200 per registered student.</p> <p>Comment: SIBA Media offers a film training program. The program will be publicized in the Community and Contract Education schedule of classes and on the website.</p>

8-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

Provider	Service
22. SimpliLearn	Agreement for online classes to be offered through SMC's Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
23. Trend Offset Printing	Agreement for printing services for all Community Education and Professional Development catalogs.
24. Voices for All	Agreement with Voices for All to offer training through SMC's Contract Education program in exchange for a percentage of the enrollment fees generated.
25. We Search Research	Editorial copywriting; information research and verifications.  Not to exceed \$5,500
26. West LA Extension	Agreement to offer joint community education classes through SMC's Community and Contract Education program in exchange for a percentage of the enrollment fees charged.
27. CRM Learning	Purchase order to purchase videos for Customer Service Academy curriculum through Community Education
28. Complete Book.com	Purchase order to purchase videos for Customer Service Academy curriculum books through Community Education
29. SMC Bookstore	Purchase order to purchase books for Community Education courses.
30. List of providers on file in the Office of Community and Contract Education	Payment for delivery of seminars and courses for SMC Community and Contract Education courses. Payment per class is authorized as stated on the list.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 5, 2016

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-C CONSTRUCTION/FACILITIES SERVICES

*Requested by: Greg Brown, Director of Facilities and Planning  
Bruce Wyban, Chief Director, Facilities Management (Acting)*  
*Approved by: Robert Isomoto, Vice President of Business and Administration*

The following one-year agreements for Construction/Facilities Services are all renewals of existing contracts for services.

Provider	Services	Amount	Funding Source
1. ARC	Reprographic Services for large format building plans and construction documents	Not to exceed \$70,000	State Construction Grants/Measure AA, U or S/ District Capital Funds
2. EEG Services	The consultant will provide soils management services, including the preparation of a Soils Management Plan, testing, oversight and coordination with permitting agencies.	\$75 to \$185 per hour, not to exceed \$145,000, plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, U or S/ District Capital Funds
3. Cannon	The consultant will provide professional and land surveying services in support of planned projects at Santa Monica College specifically identifying the position and alignment of underground utilities	Not to exceed \$95,000	Measure AA
4. M6 Consulting, Inc.	The consultant will provide coordination of the District's efforts to obtain entitlements to construct a Malibu Campus.	\$150 per hour, not to exceed \$66,000, plus reimbursable expenses.	Measure AA
5. MDC Engineers	Security and Electrical engineering services for new building systems.	\$40 to \$180 per hour plus reimbursable expenses, not to exceed \$190,000	State Construction Grants/Measure AA, U or S/District Capital Funds

8-C CONSTRUCTION/FACILITIES SERVICES *(continued)*

The following two-year agreements are for Construction/Facilities Services are renewals of existing contracts for the following projects:, Academy of Entertainment and Technology, Replacement of Health/PE/Fitness and Performing Arts East Wing.

Provider	Services	Amount	Funding Source
6. Hilltop Securities Inc.	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). Also provide financial advisory for general obligation bonds and Certificates of Participation to the District.	Not to exceed \$40,000	Measure U, S, AA, District Capital Outlay Fund
7. JL Inspection, Inc.	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.	\$95 per hour plus reimbursable expenses	Measure AA
8. Foundation for California Community Colleges	Annual license fee for state facilities planning program (FUSION)	Not to exceed \$20,000	District Capital Funds
9. Alma Strategies	Capital Outlay Planning, Space Utilization Study	\$80 to \$195 per hour, not to exceed \$85,000, plus reimbursable expenses.	District Capital Funds



8-C CONSTRUCTION/FACILITIES SERVICES *(continued)*

Provider	Services	Amount	Funding Source
10. Lea Associates Property Economics	Property appraisal services	Appraisal services not to exceed \$10,000 plus reimbursable expenses and any additional services not to exceed \$375 per hour	Measure AA and District Capital Funds

The following two-year agreements are for Construction/Facilities Services are renewals of existing contracts for the following projects:, Academy of Entertainment and Technology, Replacement of Health/PE/Fitness, Performing Arts East Wing & Student Services Building.

Provider	Services	Amount	Funding Source
11. Twining Laboratories	The consultant will provide construction and material testing and special inspection services.	\$89 - \$285 per hour, Special Tests \$25 - \$6,200 per test and up to \$600 per report, plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, U or S/District Capital Funds
12. Ellis Environmental	The consultant will provide hazardous material monitoring and testing.	\$40 - \$120 per hour, \$15 to \$480 per report plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, U or S/District Capital Funds
13. Geolabs Westlake Village	Geotechnical Services	\$75 to \$165 per hour, Special Tests \$18 to \$4,000 per test and up to \$550 per report, plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, U or S/District Capital Funds

8-C      CONSTRUCTION/FACILITIES SERVICES/RENTAL *(continued)*

Provider	Services	Amount	Funding Source
14. Santa Monica Airport, City of Santa Monica	<p>Month-to-month rental of 2800 Airport Blvd., Santa Monica, CA (Airport Campus).</p> <p>Comment: 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, Section 1945.)</p>	\$32,116.25 per month	2015-2016 Unrestricted General Fund

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY

ENROLLMENT DEVELOPMENT

*Requested by: Hannah Lawler, Dean, Institutional Research  
Kelley Brayton, Dean, International Education  
Esau Tovar, Interim Dean, Enrollment Services*

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

Provider	Service	Amount	Funding Source
1. Credentials Solutions	The company will provide services for the online ordering and electronic processing of transcripts. This is an optional service for students.	No cost to the District. A small convenience fee is charged to the requestor.	User Fees
2. National Student Clearinghouse	The company will provide services for the automated processing of enrollment and degree verifications.	No cost to the District. A small convenience fee is charged to the requestor.	User Fees
3. Viatron	Imaging software and electronic forms maintenance agreement	Not to Exceed \$45,000	SSSP
4. CCC Technology Center	Participation in the use/licensing of CCCApply (online admission application)	No cost to the District.	NA
5. College Scheduler (Civitas)	Licensing of the company's "Schedule Planner" application used by students and staff to design best-fit course schedules.	\$20,000 for annual license; plus up to \$4,000 in customizations that may be requested.	SSSP
6. Lexmark	Software maintenance and support of Perceptive Intelligent Capture for Transcripts (September 15, 2016 to September 14, 2017)	Not to exceed \$25,000	SSSP
7. Tableau	Business intelligence software maintenance and support	Not to exceed \$55,000	SSSP

8. Skillbuilders	The company will provide support and maintenance for MyEdPlan and the Prep2Test application.	Not to exceed \$20,000	SSSP
9. TargetX	Software maintenance and support for CRM platform.	Not to exceed \$60,000	SSSP
10. Salesforce Foundation	Software maintenance and support—Enterprise Edition.	Not to exceed \$20,000	SSSP
11. Blackboard ConenctEd	Blackboard Connect basic service (Emergency, Attendance, Outreach) 24x7x365 Support: Unlimited for 36,000 units	\$56,500	District Budget/ Enrollment Development
12. Screen Magic	Software maintenance, support, and 2-way SMS messaging service through TargetX—Enterprise Edition	Not to exceed \$16,000	SSSP
13. Ellucian Company L.P.	Banner Annual Maintenance/Software License, including Needs Analysis for 2016-2017	\$40,063	2016-2017 BFAP
14. Ellucian Company L.P.	Banner Financial Aid Remote consulting services	Not to exceed \$12,903 (@ \$187/hr.)	2016-2017 District Budget/ Financial Aid
15. Ellucian Company L.P.	UC4 Applications Manager by Automatic: Annual license Fee	\$16,613	2015-2016 BFAP
16. Work Study Agreement with Santa Monica-Malibu Unified School District.  (Five year contract will expire June 30, 2019.)	SMCCD will provide students eligible for the Federal Work Study Program to work as reading/math tutors at three of the SMMUSD schools – Grant Elementary School, Will Rogers learning Community, and pre-kindergarten child care facility and sixth graders at John Adams Middle School.	The rate of compensation is \$10.00 per hour, which will be the current rate of pay for student workers—as of July 1, 2016.	Federal Work Study Program
12. Academic-works Scholarship Software	Scholarship Processing Software	\$12,200.35 annual maintenance.	2016-2017 BFAP

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-D ENROLLMENT DEVELOPMENT (continued)

Provider	Service	Amount	Funding Source
13. Chancellor's Office of the California Community Colleges (COCCC)	To facilitate compliance by community college districts with the information reporting requirements of the Student-Right-To-Know Act (SRTK). Enables online submission of mandatory reporting.	\$3,900	2015-2016 District Budget/ Institutional Research
14. Production Transcripts	Transcription services for focus groups and interviews conducted for research studies.	Not to exceed \$1,200	2015-2016 District Budget/ Institutional Research
15. Survey Gizmo	Web-based survey tool service.	\$1,431	2015-2016 District Budget/ Institutional Research
16. Ascension Agencies	Accident/illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students.	No cost to the District. Students will pay \$100 per month for insurance coverage.	Student Insurance Fees
17. Collaborative Institutional Training Initiative (CITI)	The CITI Program will provide customized web-based training on conducting ethical research with human subjects for researchers requesting Institutional Review Board (IRB) approval to conduct research with SMC students and employees.	\$2,500	2015-2016 District Budget/ Institutional Research

8-D ENROLLMENT DEVELOPMENT (continued)

Provider	Service	Amount	Funding Source
18. International Education Advising Centers  (A full list of Educational Advising partners is available in IEC)	Introduce SMC to prospective students, hold college fairs, arrange seminars for visiting SMC staff to meet prospective students, help prepare applications, collect and remit fees from students to SMC.	The total for educational advising contracts not to exceed \$300,000 (one-time costs of \$500-\$900 per enrolled student in good standing)	2016-2017 District Budget/ International Education
19.	SMC International Education Center Recruitment and processing		2016-2017 District Budget/ International Education
Education.Global	Web Advertising	No Charge	
iXplore University (renewal)	e-brochure/web advertisement	\$5,000	
Study in the USA (renewal)	Print and web ads/profiles	\$19,375	
FSA Atlas (Renewal)	Document Management/ Services Integration	\$6,046	
Mezun	Web/webinar/seminar advertising/recruiting	\$4,725	
Center for Global Advancement of Community Colleges	Web/webinar/seminar Advertising/recruiting Highlighting 2 + 2 programs	\$2,500	

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

*Requested by: Information Technology Team*

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

Provider	Service	Amount	Funding Source
1. City of Santa Monica	Access to Santa Monica City owned high-speed data network to connect SMC campuses with the main SMC campus (lease agreement)	\$58,475	2015-16 District Budget/ Information Technology
2. City of Santa Monica	Santa Monica City maintained Wide Area Network (iNet) network equipment (maintenance)	\$5,910	2015-16 District Budget/ Information Technology
3. USC - Internet Service Department	Annual internet services agreement renewal to serve as the College backup and load balancing internet service provider	\$10,692	2015-16 District Budget/ Information Technology

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS

*Requested by: Chris Bonvenuto, Chief Director, Business Services  
Don Girard, Senior Director, Government Relations/Institutional Communications*  
*Approved by: Robert Isomoto, Vice President of Business and Administration*

The following contracts for Fiscal/Advocacy are all renewals of existing contracts.

Provider	Service	Amount	Funding Source
1. Bond Logistix	Perform arbitrage rebate calculations and private use compliance calculations. Issue arbitrage rebate reports and private usage reports on all general obligation bonds and Certificates of Participation as required by the Internal Revenue Service..	Not to exceed \$15,000 per calculation/report	Measure S, T, U, AA, the Capital Outlay Fund
2. First Southwest Company	Provide financial advisory, 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).	Not to exceed \$60,000	Measure U, S, AA, District Capital Outlay Fund
3. Los Angeles County Office of Education	PeopleSoft Financial System and HRS System; i.e., general ledger, accounts payable, employee database, inventory, purchasing, 1099 reporting, payroll, retirements, PC budget, training and downloadable reports.	Not to exceed \$250,000	2016-2017 District/Fiscal Services Budget
4. Vavrenek, Trine, Day & Co., LLP	Audit of District basic operations, grants, federal financial aid programs, radio station for the Corporation of Public Broadcasting	Not to exceed \$120,500 plus reimbursable expenses	2016-2017 District/Board of Trustees Budget



RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS *(continued)*

Provider	Service	Amount	Funding Source
5. Strategic Education Services (SES)	Lobbying and advocacy services on budget issues, legislation affecting the District, issues before the CCC Chancellor's Office and Board of Governors, and represent the District with the Governor's Office, and other state agencies that work with postsecondary educational institutions.	Not to exceed \$62,000 plus expenses	2016-2017 District/ Board of Trustees Budget
6. School Services of California, Inc.	Provide current resources in the form of bi-weekly updates on State financial and legislative matters, to assist the District with budget and cash flow analysis and projection. Includes 15 hours of business research and planning services.	Not to exceed \$7,500 plus expenses	2016-2017 District Business Administration Budget
7. Urban Dimensions <i>(Dennis Zane)</i>	Urban Dimensions will continue to provide advocacy to identify additional transportation funds at state and federal levels; and assist the college with business activities and relations with the City of Santa Monica and other governmental agencies.	Not to exceed \$60,000 plus expenses.	2016-2017 District Transportation Budget
8. The California Statewide Delinquent Tax Finance Authority	This is a joint powers authority that finances delinquent taxes owed allowing for the District to receive the revenue from those taxes before they are collected from the taxpayer.	Fees are paid from the financing of the taxes and are not passed on to the District	Fees are paid from the financing of the taxes and are not passed on to the District
9. Credentials Order Processing Services, Inc.	The company provides services for the online ordering and shipping of student parking decals as well as the printing of all parking decals sold on campus.	Fees include \$2.50 per decal ordered mailed to student (including printing, processing and mailing); \$.75 for printed decals sold on campus.	2016-2017 District/Parking Budget

RECOMMENDATION NO. 8      2016-2017 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-E      FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS *(continued)*

Provider	Service	Amount	Funding Source
10. Total Compensation Systems, Inc.	Actuarial services related to retiree benefit liability calculations as required by GASB 45.	Not to exceed \$12,500 per report including on site presentations if necessary.	2016-2017 District/Fiscal Services Budget
11. The Network Inc.	In accordance with Board Policy 6116, the Network Inc. will maintain a Fraud Alert Hotline which utilizing both phone access and a website provides an anonymous reporting system.	Not to exceed \$8,500	2016-2017 District/Fiscal Services Budget
12. Norton Medical Industries	Drug testing services to transportation employees pursuant to Board Policy 3116	Not to exceed \$1,500	2016-2017 Auxiliary Budget

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-F HUMAN RESOURCES/PERSONNEL COMMISSION

*Requested by: Sherri Lee-Lewis, Dean, Human Resources*

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

Provider	Service	Amount	Funding Source
1. Dr. Gina Gallivan (aka: Psychological Consulting Services, Inc.)	To administer psychological tests to Community College Police Officer candidates and provide the District with a written evaluation of each candidate within ten working days after the administration of each test; Provide Fitness for Duty examinations for Police Officers if necessary.  [Licensed Clinical Psychologist, Board Certified in Police and Public Safety Psychology since August 1998.]	Pre-employment \$400 per candidate; Fitness for Duty: \$350/hour (4-5 hours) includes interview, testing, follow-up calls, report if necessary; Debriefing \$350/hour per event (individual or group); Telephone consultation: \$350/hour or \$450/hour (9pm-5am).  Not to exceed \$10,000	2016-2017 District Budget/ Human Resources
2. Dr. Paul Lane, Ph.D.	Psychological fitness for duty testing on designated employees (not Police Officer candidates) as directed by the Office of Human Resources; Results of tests and recommendations for fitness for duty based on testing to be transmitted to the VP of HR within two (2) weeks of the final testing session of each designated employee.	\$200 per hour for testing and reports.  Not to exceed \$6,500	2016-2017 District Budget/ Human Resources
3. Los Angeles County of Education (LACOE)	Employee Assistance program (EASE) for eligible Santa Monica College employees. (Service is free to employees)	\$10,200	2016-2017 District Budget/ Human Resources

8-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

Provider	Service	Amount	Funding Source
4. PeopleAdmin	Upgraded software of fully hosted basis to automate the acceptance and processing of academic employment applications; allow tracking of applications, facilitates real time reporting to assist in attaining EEO and diversity goals.	\$24,408 Annual Maintenance Fee	2016-2017 District Budget/ Human Resources
5. SCCCD ERC (Liebert Cassidy Whitmore)	Southern California Community College Districts Employment Relations Consortium – training workshops to member institutions.	Not to exceed \$3,400	2016-2017 District Budget/ Human Resources
6. ViaTRON	Scanning of active and inactive personnel files	Not to exceed \$10,100	2016-2017 District Budget/ Human Resources
7. MorphoTrust (formerly Identix, Inc.)	Annual Maintenance of LiveScan Fingerprinting System in use of Campus Police	\$2,722.98	2016-2017 District Budget/ Human Resources
8. Brentview Medical Clinic	Provide Chest X-rays to current District employees who evidence positive TB test result as required by law.	X-rays to be charged at \$35.00 per employee. Not to exceed \$2,500	2016-2017 District Budget/ Human Resources
9. Scantron	Provider of approx. 50,000 forms used for student evaluations of faculty	Not to exceed \$4,300	2016-2017 District Budget/ Human Resources
10. LawRoom	One year of training in sexual harassment for approximately 160 seats	Not to exceed \$2,250	2016-2017 District Budget/ Human Resources
11. Hudson HR Services, LLC	Training of SMC managers through workshops focused on a variety of management issues, and may include subjects such as recognition of collective bargaining agreement violations and proper response, workplace harassment prevention, training, workplace communication, etc.	\$125 per hour for preparation and presentation. Not to exceed \$7,500	2016-2017 District Budget/ Human Resources

8-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

Provider	Service	Amount	Funding Source
12. Shaw HR Consulting	Specialized assessment and training on FEHA/ADA Disability Interactive Process Coordination and Facilitation to include: Fitness for Duty Management; Customized Training for Benefits Team	\$175 per hour plus mileage billed at current IRS tax rate per mile and pre- authorized expenses.  Not to exceed \$3,000.	2016-2017 District Budget/ Human Resources
13. Keenen and Associates	Keenan and Associates will act as Broker in securing one or more group annuity contracts for District’s Health Reimbursement Accounts (for the management group and the classified group); conduct periodic meetings to review the status of its HRA; inform the District of any changes affecting the program, assist the District with the implementation of the HRA; provide on-going consultation to District with respect to the HRA; and will assist the District in providing educational programs about the HRA to employees.	The carrier shall pay a renewal commission of 0.75% on the deposits, and an “asset trailer” of 0.9% accumulated assets in the group annuity contract. Keenan and MidAmerica shall receive half of the total commissions paid by the annuity carrier. Keenan shall also receive \$2.00 per active employee per quarter of the Administrative Fee (\$7.00 per active Employee per quarter) paid by the District to MidAmerica.	2016-2017 District Budget/ Human Resources
14. MidAmerica Administrative Solutions, Inc.	MidAmerica, is the exclusive provider of administrative services and technical support for the Keenan HRA Program. The District engaged MidAmerica to provide technical support and administrative services in conjunction with its HRA Program.	Administrative Fee: \$7.00 per active Employment per quarter. Estimated Cost:\$3,600/ quarter Distribution Fee: \$7.00 for each claim processed up to an annual maximum of\$42.00. Estimated Cost: \$520/ quarter taxes on fees paid: Approximately \$500. (All fees paid by the employer) and shall continue year to year thereafter unless and until terminated by either party upon written notice. Not to exceed: \$17,000	2016-2017 District Budget/ Human Resources

8-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

Provider	Service	Amount	Funding Source
15. Sintra Group	Performs background investigation services and preparation of written evaluations for each candidate applying for the positions of Police Officer, Community College Officer, and Community College Police Trainee.	Not to exceed \$15,000 plus expenses.  Term from January 1, 2017 through December 30, 2018.	2016-2017 District Budget/ Human Resources
16. Total Recall Captioning	The Consultant will provide for a designated class a team of two Service Providers capable of providing real time captioning services to faculty.	On-site Teamed Service Provider -\$160/hour. On-site Single Service Provider - \$60/hour. Remove Services: \$75/hour	2015-2016 Human Resources/ ADA Accommodation
17. First Pacific Exchange (dba Navigate HCR)	Navigate HCR ("NHCR") is the developer and exclusive owner of an Affordable Care Act ("ACA") management information system known as HCR Toolbox. This system will enable the District to track payroll, HRIS, time and attendance as well as benefits administration and is designed to comply with current and subsequent regulations of the ACA.	Not to exceed \$25,000	2016-2017 District Budget/ Human Resources
18. Hearing Officer for Personnel Commission	Personnel Commission hearing officer to hear classified employee discipline appeals, review records and prepare reports.	Not to exceed \$10,000	2016-2017 District Budget/ Personnel Commission
19. Liebert, Cassidy, Whitmore	Personnel training, advice to Director of Classified Personnel	\$190 to \$295 per hour for attorney services; \$75 to \$150 per hour for paralegal services; plus expenses	2016-2017 District Budget/ Personnel Commission

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-G KCRW

*Requested by: Jennifer Ferro, Director, Radio Station KCRW*

*Approved by: Don Girard, Government Relations/Institutional Communications*

The following contracts for KCRW are all renewals of existing contracts and are funded by CPB Grant money and KCRW Donations.

Provider	Service	Amount
1. American Public Media	<p>Affiliation/Service fee: Period July 1, 2016 through June 30, 2017</p> <p>Program Acquisition: Not limited to MARKETPLACE, BBC Streaming, etc.</p> <p>Automatic renewal of PIJ/PIN Partner Station Agreement: KCRW's Usage of APM's Public Insight Network database used on editorial side to find sources for show. Period: March 1, 2017 -February 28, 2018.</p> <p>Studio usage/engineering time/ISDN lines for various KCRW programs.</p>	<p>Payable upon billing; Not to exceed \$13,632 Affiliation/Service Fee.</p> <p>Not to exceed \$118,389 Program Acquisition.</p> <p>Not to exceed \$5,000 PIJ/PIN Partner Station Agreement.</p> <p>Not to exceed \$5,000</p>
2. Public Radio Exchange/PRX	<p>Institutional Membership Fee Period: January 1, 2016 through June 30, 2017. Payable in advance</p> <p>Program Acquisition: Annual Fees for THE MOTH RADIO HOUR, THIS AMERICAN LIFE, and other programs to be determined. Payable in advance Period: July 1, 2016 through June 30, 2017</p>	<p>Payable upon billing: Not to exceed: \$4,500 Institutional Membership</p> <p>Not to exceed: \$26,500 Program Acquisition</p>
3. Public Radio International	<p>Institutional Membership Fee Period: July 1, 2016 through June 30, 2017</p> <p>Program Acquisition: Quarterly fees for THE WORLD, etc.</p> <p>Studio usage/engineering time/ISDN Lines for various KCRW programs</p> <p>Audiographics Report(s): TTP</p>	<p>Payable upon billing; Not to exceed \$105,097 Membership</p> <p>Not to exceed: \$87,720 Program Acquisition</p> <p>Not to exceed: \$5,000 Studio usage et al</p> <p>Not to exceed \$4,000</p>

8-G KCRW (continued)

Provider	Service	Amount
4. WNYC	<p>Program Acquisition: Quarterly fees for THE NEW YORKER RADIO HOUR, etc.</p> <p>Unplanned for fees, such as additional programming.</p>	<p>Payable upon billing: Not to exceed: \$7,961.54</p> <p>Not to exceed: \$1,000.00</p>
5. City of Los Angeles/ Department of Water and Power	<p>Continuing usage of Department's Briarcrest water tank site for KCRW to maintain and operate a radio antenna facility. License fee, payable upon billing, in advance. Period: May 1, 2017 through April 30, 2018</p>	<p>Annual Administrative License Fee, not to exceed \$600</p>
6. National Public Radio CPB 2016 Funds Final Quarter	<p>Program Acquisition: Final Quarter Payment, CPB Period: July 1, 2016 through September 30, 2016</p> <p>Program Acquisition: Final Quarter Payment, Digital Services, Bandwidth, overages: CPB FY 2016 Period: July 1, 2016 through September 30, 2016</p>	<p>Not to exceed: \$231,761</p> <p>\$28,200</p>
7. National Public Radio: CPB FY 17 Funds	<p>Institutional Membership Fee, Period: October 1, 2016 through September 30, 2017</p> <p>Program Acquisition: NPR News Package; HD: NPR Programs iTunes usage, based on volume; Studio Usage/Engineering time And ISDN lines; Digital Services, includes streaming And bandwidth overages Payable upon quarterly billing.</p> <p>Satellite Interconnect Fees: Annual + Monthly Interconnect Fee</p>	<p>Payable upon quarterly billing, Not to exceed: \$13,350.</p> <p>Not to exceed: \$950,515 \$3,260 \$4,000 \$15,000 \$113,850 \$1,552.82 \$1,236</p> <p>Not to exceed: \$35,500.</p>



8-G KCRW (continued)

<p>8. List of providers on file at KCRW</p>	<p>Various Site rentals/road access for KCRW transmitters:</p> <p>American Tower Corp: Red Mountain Continuation of First Amendment To Lease Agreement, #WE801623 Period: June 1, 2016 through May 31, 2021</p> <p>ATC Watertown, LLC: San Miguel Formerly Richland Towers</p> <p>Borrego Springs</p> <p>Collins Communications</p> <p>Community Radio: transmitter site For KDRW, Santa Barbara</p> <p>Crown Castle: Mojave, CA</p> <p>Lazer Broadcast KCRW Transmitter: South Mountain, Santa Paula, CA. New 3 Year Contract, Term: July 1, 2016 through June 30, 2019 With 1 Additional term of 3 years Renewal, July 1, 2016 through June 30, 2022</p> <p>Annual Escalator, not to exceed 3% Rental and Utilities fees.</p> <p>Mountain Investments: Bald Mountain Amendment #4: July 1, 2016 through June 30, 2020, with 4% annual increase.</p> <p>Mountain Investments: Copper Mountain</p> <p>Mountain Investments: Indio Peak</p> <p>Rincon Broadcasting, LLC/Point Broadcasting Period: July 1, 2016 through June 30, 2017 Annual escalator, not to exceed 3%, Commencing each January 1<sup>st</sup>.</p> <p>Snow Peak Period: July 1, 2016 through August 31, 2016 New contract: September 1, 2016 through August 31, 2021</p> <p>Vertical Bridge CC FM, LLC Formerly iHeartMedia (VB purchased iHeart's transmitter sites)</p> <p>Richard E. King: usage/access, repair/ Maintenance of private road leading to KCRW transmitter site at South Mountain, above Santa Paula, Ventura County</p>	<p>Annual Totals not to exceed:</p> <p>\$21,449</p> <p>\$10,067.16</p> <p>\$3,933.82</p> <p>\$29,006.56</p> <p>\$30,228.24</p> <p>\$13,444</p> <p>\$13,550</p> <p>\$15,313</p> <p>\$18,700</p> <p>\$34,121.14</p> <p>\$10,872</p> <p>\$4,896</p> <p>\$122,833</p> <p>Annual usage fee: \$2,575. Variable fee, for Maintenance/repair: Not to exceed \$7,425. For twelve month period.</p>
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Provider	Service	Amount
9. List of providers on file at KCRW	<p>Miscellaneous goods and services, including but not limited to, Office/Engineering supplies, Utilities; Broadcast Liability Insurance; Short-term equipment rental; Maintenance Agreements/Services; Other Contract Services; Legal services; broadcast engineering and computer equipment for new building, as needed.</p> <p>Others: Unknown at this time. These expenses, to be reimbursed by KCRW Foundation, Inc.</p>	<p>Payment is authorized as stated on the list on file at KCRW.</p> <p>Not to exceed \$1,615,000</p>

ACCEPTANCE OF DONATIONS/GRANTS/FUNDING

10. City of Santa Monica	<p>Year 2 of 3: City of Santa Monica Professional Services Agreement, Contract #10074 (CCS). Period: July 1, 2016 through June 30, 2017</p> <p>For KCRW to broadcast City Council meetings.</p>	<p>Payable upon billing, in monthly installments of \$7,416.25</p> <p>Annual Fee, not to exceed: \$88,995</p>
11. Corporation for Public Broadcasting	<p>Acceptance of CPB FY 17 Funds, For period: 10-1-16 through 9-30-18</p> <p>Comprised of two grants: 1. Community Service Grant; 2. National Program Production and Acquisition Grant.</p> <p>To be expended for programs, services and related expenses from American Public Media, National Public Radio, Public Radio Exchange, Public Radio International, WNYC Any expenses, over the grant amount that is offered and accepted, will be reimbursed by KCRW Foundation, Inc., upon billing.</p>	<p>TBD: Approximately, \$1,206,947 This figure, is based on CPB FY 2016 grant.</p>
12. Memberships	<p>Institutional Memberships: National Public Radio Public Radio Exchange Public Radio International</p> <p>California Broadcasters Association Greater Public/Public Media Development And Marketing Conference Public Broadcasting Managers Association Public Radio Program Directors So. California Broadcasting Association</p>	<p>Payable upon billing, From CPB (CSG) funds</p> <p>Payable upon billing, From KCRW donations</p>

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-H LEGAL SERVICES

*Requested by: Greg Brown, Director, Facilities and Planning  
 Don Girard, Senior Director, Government Relations/Institutional Communications  
 Robert Myers, Campus Counsel  
 Marcia Wade, Vice-President, Human Resources  
 Charlie Yen, Director, Contracts*

*Approved by: Kathryn E. Jeffery, Superintendent/President*

The following contracts for Legal Services are all renewals of existing contracts and services. The District uses the legal firms for personnel, facilities, fiscal issues; bond counsel, risk management, and legal services required by the Board on an as-needed basis.

1. Harding, Larmore, Mullen, Jakle, Kutcher and Kozal	Municipal, land use and CEQA issues	\$200 to \$385 per hour plus expenses	2016-2017 Business and Administration Capital Outlay Fund Bond Measures AA, U and S funds
2. Nixon Peabody LLP	Provide legal services associated with tax compliance.	\$225 to \$650 per hour, plus reimbursement of actual and necessary expenses	2016-2017 Business and Administration Budget; Bond Measures AA, U and S funds; District Capital Outlay Fund
3. Norton Rose Fulbright US, LLP	1) Provide legal services associated with real property acquisition and Joint Powers Authority (JPA) agreement between the District and the City of Malibu, (2) Provide bond counsel, (3) Provide legal counsel for facilities contract related issues.	\$225 to \$650 per hour, plus reimbursement of actual and necessary expenses	2016-2017 Business and Administration Budget; Bond Measures AA, U and S funds; District Capital Outlay Funds
4. Fagen Friedman & Fulfroost	Provide legal advice and representation principally in the area of labor-management issues.	\$120 to \$265 per hour, plus costs and expenses in performing legal services.	2016-2017 District Budget/Business and Administration

RECOMMENDATION NO. 8      2016-2017 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-H      LEGAL SERVICES *(continued)*

Provider	Service	Amount	Funding Source
5. Newman, Aaronson, Vanaman	Robert Myers of Newman Aaronson Vanaman is providing the services of campus counsel. The responsibilities of campus counsel include coordinating of all litigation against the College, overseeing regulatory compliance, coordinating and reducing all outside legal services, and providing day-to-day legal services to the College to reduce legal exposure and liability.	\$100 to \$375 per hour plus expenses	2016-2017 Business and Administration Capital Outlay Fund Bond Measures U and S funds

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8     2016-2017 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-I     PUBLIC AFFAIRS

*Requested by: Kiersten Elliott, Dean, Community and Academic Relations  
Grace Smith, Public Information Officer*

*Approved by: Don Girard, Senior Director, Government Relations & Institutional Communications*

Provider/Contract	Service	Amount	Funding Source
1. Andes Translations	Consultant will translate published articles in Spanish publications from Spanish to English, for the Public Information Office and for dissemination to the campus and external community.	Not to exceed \$1,500	Public Affairs, District Budget (100%)
2. Sarah Spitz	Consultant will provide copyediting and writing support for news, features, profiles and brochures to be used across a number of communication channels.	Not to exceed \$14,000	Public Affairs, District Budget (100%)
3. Amy Williams Photography	Consultants will provide photography services to support news releases, newsletters and other digital marketing content for Public Information Office. Includes pre- and post-production and art direction.	Not to exceed \$3,000	Public Affairs, District Budget (100%)
4. We Search Research	Consultant will provide editorial copywriting and research support for Public Information Office, highlighting College programs, initiatives and individuals, to expand external communication and media outreach efforts.	Not to exceed \$11,000	Public Affairs, District Budget (100%)

8-I PUBLIC AFFAIRS *(continued)*

Provider/Contract	Service	Amount	Funding Source
5. Chopper Films, LLC	Consultants will provide photography services to support news releases, newsletters and other digital marketing content for Public Information Office. Includes pre- and post-production and art direction.	Not to exceed \$9,000	Public Affairs, District Budget (100%)
6. Susan L. Wampler Communications	Consultant will provide copyediting and writing support for news, features, profiles and brochures to be used across a number of communication channels.	Not to exceed \$6,000	Public Affairs, District Budget (100%)
7. Cision	Cision Media hosted database and email distribution service tool. Media Database North America; influencer data; editorial calendar; email distribution; on concurrent user, 5 usernames	Not to exceed \$5,000	Public Affairs, District Budget (100%)

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-J MARKETING ,COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA

*Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications*

*Approved by: Kathryn E. Jeffery, Superintendent/President*

The following contracts for Marketing, Community Outreach, Recruitment and Web and Social Media, are all renewals of existing contracts and services.

Provider	Service	Amount	Funding Source
1. Randy Bellous Productions	Media services (Brochure photography, including pre-production and art direction)	Not to exceed \$22,000 plus reimbursable expenses	2016-2017 Marketing Budget
2. Golden Cane Advertising (Gregg Lewis)	Advertising services (outdoor and print production and placement; electronic media production and supervision; strategic and creative direction; copywriting); online design and branding for institutional advancement (alumni)	Not to exceed \$92,000 plus reimbursable expenses	2016-2017 Marketing Budget
3. We Search Research	Editorial copywriting; information research & verification for schedule of classes and college catalog	Not to exceed \$27,000 plus reimbursable expenses	2016-2017 Marketing Budget
4. KPWR 105.9 FM Radio	Fall 2016, Spring 2017, Summer 2017 radio advertising and internet/text messaging for student recruitment	Not to exceed \$200,000	2016-2017 Marketing Budget
5. KROQ 106.7 FM Radio	Fall 2016, Spring 2017, Summer 2017 radio advertising and internet/text messaging for student recruitment	Not to exceed \$250,000	2016-2017 Marketing Budget
6. Clear Channel KISS 102.7 FM Radio	Fall 2016, Spring 2017, Summer 2017 radio advertising and internet/text messaging for student recruitment	Not to exceed \$160,000	2016-2017 Marketing Budget
7. SantaMonica Closeup.com	Media services (Brochure photography, including pre-production and art direction)	Not to exceed \$7,000 plus reimbursable expenses	2016-2017 Marketing Budget

8. Santa Monica Daily Press	2016-2017 print advertising for college advancement; student recruitment, and community outreach	Not to exceed \$38,000	2016-2017 Marketing Budget
9. Theo Jemison	2017 graduation webcast, photo booth, and highlight video services, for alumni development	Not to exceed \$38,000 plus reimbursable expenses	2016-2017 Marketing Budget
10. La Opinión newspaper	2016-2017 print advertising for student recruitment	Not to exceed \$15,000	2016-2017 Marketing Budget
11. Los Angeles Sentinel	2016-2017 print advertising for student recruitment	Not to exceed \$5,000	2016-2017 Marketing Budget
12. SurfSanta Monica.com	2016-2017 advertising for student recruitment	Not to exceed \$12,000	2016-2017 Marketing Budget
13. Facebook	2016-2017 web advertising (banner) for student recruitment	Not to exceed \$3,000	2016-2017 Web & Social Media Budget
14. Twitter	2016-2017 web advertising (search) for student recruitment	Not to exceed \$3,000	2016-2017 Web & Social Media Budget
15. Snapchat	2016-2017 web outreach to increase engagement for college advancement, student recruitment and community outreach	Not to exceed \$2,000	2016-2017 Web & Social Media Budget
16. Andrew Tonkovich	2016-2017 editorial, publicity and related professional services to produce Santa Monica Review twice yearly	Not to exceed \$10,000 plus reimbursable expenses	2016-2017 Auxiliary Budget, Santa Monica Review Program Revenues
17. Douglas Wadle	Establish a master calendar for events at the SMC Performing Arts Center.	Not to exceed \$28,000 plus reimbursable expenses	2016-2017 Auxiliary Budget, SMC Performing Arts Center Program Revenues
18. Big Blue Bus	2016-2017 outdoor advertising for student recruitment	Not to exceed \$165,000	2016-2017 Marketing Budget
19. Outfront Media	2016-2017 outdoor advertising for student recruitment (CBS Outdoor is the provider for the MTA bus system)	Not to exceed \$150,000	2016-2017 Marketing Budget

#18 and 19: Comment: Outdoor advertising (advertising on the sides and back of buses) is an important component of SMC's student recruitment efforts.



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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-K RISK MANAGEMENT

*Requested by: Risk Management Office*

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

Provider	Service	Amount	Funding Source
1. Weck Labs	Environmental sampling and analysis as required by local, state and Federal regulations	Not to exceed \$2,000	2016-2017 Risk Management Budget
2. Keenan and Associates	Property and Casualty Claims Administration Services Agreement: Claims management services for the District's self-insured property and liability insurance program.	Not to exceed \$42,000	2016-2017 Risk Management Budget
3. Keenan and Associates	To provide loss control services not included in the PIPS Workers Compensation Program.	Not to exceed \$51,000	2016-2017 Risk Management Budget
4. Clean Harbors	Provides hazardous waste management and disposal services.	Not to exceed \$95,000	2016-2017 Risk Management Budget
5. Dr. Maureen Sassoon	To provide Industrial Hygiene related consultation services such as air monitoring for asbestos abatement projects, chemicals, noise levels, lab analysis, reports, training, and other health and safety issues to include training, surveys and written reports.	Not to Exceed \$5,000	2016-2017 Risk Management Budget
6. Student Insurance Agency	Accident and Injury Insurance Coverage for Domestic Students and Student Athletes Enrolled and attending regular scheduled classes/ practices. Coverage includes: Mandatory BASIC; Mandatory SCAT; Mandatory STUCAT.	Not to Exceed \$170,000	2016-2017 Risk Management Budget

8-K RISK MANAGEMENT (continued)

Provider	Service	Amount	Funding Source
7. Brentview Medical	Provides industrial injury medical services for new claims and other medical employment related services as needed.	\$4,000	2016-2017 Risk Management Budget
8. Midway Industrial Health Care Services	Provides industrial injury medical services for new claims and other medical employment related services as needed.	\$4,000	2016-2017 Risk Management Budget
9. Ellis Environmental	Provide hazardous materials testing, abatement management, indoor air quality, mold testing, chemical lab analysis	\$10,000	2016-2017 Risk Management Budget

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RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-L STUDENT AFFAIRS

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

PROFESSIONAL SERVICES – CAREER SERVICES CENTER

Provider	Service	Amount	Funding Source
1. College Central Network	Provide functionality to collect, enter and approve job postings, search resumes, and refer them to prospective employers and to generate reports about students, alumni, employers and job postings.	\$1,000	2016-2017 District Budget/ Career Services Center
2. Bridges.com	Online Career Exploration program. Helps students learn about careers, education, income and some self-assessment. Helps students to both explore and plan for future careers and college majors.	\$1,850	2016-2017 District Budget/ Career Services Center

PROFESSIONAL SERVICES-CAMPUS/ALUMNI RELATIONS

Provider	Service	Amount	Funding Source
3. Marie Laffia and Mark Morale	Consultant shall provide visual communication campaign strategies for the Office of Campus and Alumni Relations.	Not to exceed: \$15,000	2016-2017 District Budget/ Campus and Alumni Relations
4. Snap! Mobile LLC dba Amplo	Company to provide a custom crowdfunding platform integrated into Alumni website to provide fundraising channel for alumni that captures donor data.	Annual fee of \$5,000	2015-2017 District Budget/ Campus and Alumni Relations

RECOMMENDATION NO. 8 2016-2017 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-L STUDENT AFFAIRS *(continued)*

PROFESSIONAL SERVICES-CRISIS PREVENTION TEAM

Provider	Service	Amount	Funding Source
5. Maxient	Annual Service Fee for conduct management software used by Student Judicial Affairs and the Crisis Prevention Team	Not to exceed: \$9,000	2016-2017 District Budget/ Crisis Prevention Team

PROFESSIONAL SERVICES – CAMPUS POLICE

Provider	Service	Amount	Funding Source
6. Contemporary Service Corporation	Blanket Purchase order on file to provide unarmed security for last minute events requiring supplemental security	Not to exceed: \$20,000	2016--2017 District Budget

ATHLETICS

Provider	Service	Amount	Funding Source
7. Kaiser Permanente	Santa Monica Community College District will provide a learning environment conducive to educating the residents in the ACGME competency areas.	Not to exceed: N/A	2016—2017
8. WellnessMart.com	Provide athletic-related pre-participation physical exams for up to 150 student athletes during the academic year 2015-2016.	\$35.00 per physical Not to exceed \$6,000	2016-2017 District Budget/ Athletics

8-L STUDENT AFFAIRS *(continued)*

CHILD CARE AND RELATED SERVICES

Provider	Service	Amount	Funding Source
<p>9. Child Care Providers (list on file in the office of the Director of Child Care Services)</p>	<p>To provide child care services for CalWORKS and Pico Partnership recipients.                      Comment: Students are required to be enrolled in at least 6 units for fall and spring, and 3 units for winter and summer. Each contract is determined by the number of units a student is enrolled in, if they are working, and the age of the child.</p>	<p>The reimbursement ceiling rate is consistent with the Regional Market rate.</p>	<p>2016-2017 CalWORKS, City of Santa Monica/Chancellor’s Office</p>
<p>10. Participating Agencies: Santa Monica-Malibu Unified School District (SMMUSD) and Santa Monica Community College District (SMCCD)</p>	<p>Memorandum of Understanding (MOU) for Santa Monica Preschool Collaborative to provide staff for full day/full year child care and development services up to 108 children under the age of six. Services will be delivered in two sites: John Adams Child Development Center and Washington West Preschool. SMMUSD will be the operational agent for the Collaborative and will be responsible for staffing, management and oversight of the centers.</p>	<p>\$114,750</p>	<p>2016-2017 District Budget</p>

8-L STUDENT AFFAIRS (continued)

PROFESSIONAL SERVICES – STUDENT HEALTH SERVICES

Provider	Service	Amount	Funding Source
<p>11. Saint John’s Multispecialty Medical Group, dba: The Doctors of Saint John’s (formerly Peak Medical)</p>	<p>Services of one or more physicians who are specialists in Family Practice and who are uniquely qualified to provide comprehensive personal health care to college students. Provision of one licensed Medical Doctor (MD) for a maximum 10 hours per week and/or, on an as needed basis only, one licensed Nurse Practitioner (NP) for a maximum 8 hours per week to provide medical and preventive health services to the students of the college.</p>	<p>Fee: \$120/hour of patient care scheduled for the physician. A monthly stipend of \$2,500 per month as remuneration for the medical directorship in addition to the hourly patient care services fee.</p> <p>Fee for the Nurse Practitioner is \$90/hour. Amount not to exceed \$5,000.</p> <p>Contractor will invoice for hours on a monthly basis and College will remit payment within 30 days.</p>	<p>2016-2017 District Budget/ Health Services</p>

8-L STUDENT AFFAIRS *(continued)*

SUSTAINABILITY

Provider	Service	Amount	Funding Source
12. Paradise Consulting	Provides support in administering the South Coast Air Quality Management District survey, provides summary Average Vehicle Ridership calculations and provides survey information for the Mandated Trip Reduction Plan for the City of Santa Monica.	Not to exceed: \$4,000	2016-2017 District Budget/ Sustainability
13. Right Click, DBA Ride Amigos	Provider of an online survey tool used for calculating Average Vehicle Ridership included in the annual Mandated Trip Reduction Plan for the City of Santa Monica and a monthly sustainable commuter online reporting system for all District employees.	Not to exceed: \$13,000	2016-2017 District Budget/ Sustainability
14. REV	Provides 6 months of group and individual consulting services to create 5-year Sustainability action plan, reduce waste, water, energy, and to improve employee and student engagement.	Not to exceed: \$5,500	2016-2017 District Budget/ Sustainability