



# A G E N D A

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

TUESDAY, MARCH 5, 2019

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

Board Room (Business Building Room 117)

5:30 p.m. – Closed Session

7:00 p.m. – Public Meeting

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

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

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

PUBLIC PARTICIPATION  
ADDRESSING THE BOARD OF TRUSTEES

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

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

- Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.
- Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

General Public Comments and Consent Agenda

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

Major Items of Business

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

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

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

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

Reference: Board Policy Section 2350  
Education Code Section 72121.5  
Government Code Sections 54950 et seq

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

## A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, March 5, 2019.

5:30 p.m.      Call to Order  
    Closed Session  
 7:00 p.m.      Public Meeting

### I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER
- ROLL CALL  
 Dr. Margaret Quiñones-Perez, Chair  
 Dr. Nancy Greenstein, Vice-Chair  
 Dr. Susan Aminoff  
 Dr. Louise Jaffe  
 Rob Rader  
 Dr. Sion Roy  
 Barry A. Snell  
 Alexandria Boyd, Student Trustee

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

### II. CLOSED SESSION

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

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)  
 Agency designated representatives:      Sherri Lee-Lewis, Interim Vice-President, Human Resources  
    Robert Myers, Campus Counsel  
 Employee Organization:                              SMC Faculty Association

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(4))  
 Consideration of initiation of litigation (one case)

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

### III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT (if any)

- REVISIONS/SUPPLEMENTAL STAFF REPORTS: A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)  
MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:

**IV. SUPERINTENDENT'S REPORT**

Acknowledgement

- Athletics – Men’s and Women’s Basketball Teams

Updates

- Budget
- Spring 2019 Enrollment
- Equity Summit
- Flex Day, March 14, 2019

**V. PUBLIC COMMENTS**

**VI. ACADEMIC SENATE REPORT**

**VII. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**VIII. CONSENT AGENDA**

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

Approval of Minutes

#1 Approval of Minutes: February 5, 2019 (Regular Meeting) 6

Contracts and Consultants

#2 Approval of Contracts 7  
 A Contract for Field Studies Abroad Programs 7  
 B Amendment of Contract for Outdoor Advertising 8  
 #3 Ratification of Contracts and Consultants 9

Human Resources

#4 Academic Personnel 16  
 #5 Classified Personnel – Regular 17  
 #6 Classified Personnel – Limited Duration 21  
 #7 Classified Personnel – Non Merit 22

**Facilities and Fiscal**

#8	Facilities	
	A	Project Close Out – SMC/KCRW Donor Pavers 23
	B	Project Close Out – AET KCRW Audiovisual and Broadcast Systems 23
	C	Project Close Out – 2019 a4th Street and 1530 Pico Blvd. Demolition Projects 23
	D	Agreement for Planning Services – 2019 Master Plan 24
	E	Agreement for Dark Fiber Optic Network 24
	F	Award of Contract – SMC Central Plant Bypass Project 25
	G	Lease of Modular Building – Capital Construction Management Team 25
	H	Award of Contract for Organizational Assessment of the Maintenance Division – Facilities Management 25
#9	Acceptance of Grants and Budget Augmentation	26
#10	Budget Transfers	28
#11	Ratification of Signatures to Approve Invoices, 2018-2019	29
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**IX. CONSENT AGENDA – Pulled Recommendations**

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

**X. MAJOR ITEMS OF BUSINESS**

#19	Appointment to the Citizens’ Bond Oversight Committee	33
20	Report: SMC Promise Program	34
#21	Contract for Strong Workforce (Regional) for Strategic Enrollment Marketing, Lead Generation and Lead Qualification of Prospects for LA 19	35

**XI. BOARD COMMENTS AND REQUESTS**

**XII. ADJOURNMENT**

The Board of Trustees will hold a special meeting/study session on Tuesday, March 19, 2019 at 5:30 p.m. in Business Building Room 111, Santa Monica College, 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, April 2, 2019 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

**VIII. CONSENT AGENDA**

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

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#18.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

**IX. CONSENT AGENDA – Pulled Recommendations**

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

**RECOMMENDATION NO. 1      APPROVAL OF MINUTES**

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

February 5, 2019 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2 APPROVAL OF CONTRACTS**

**2-A CONTRACTS FOR FIELD STUDIES ABROAD PROGRAMS**

*Requested by: Denise Kinsella, Interim Dean, International Education*

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

Provider/Contract	Term/Amount	Service	Funding Source
Program vendors STA Travel (US) Bonsai Institute (Copenhagen) Danhostel (Copenhagen)	June 19-26, 2019  Field Studies program not to exceed \$84,375 which covers air travel to/from program location, in-country travel, housing, workshops, and some meals abroad for up to 25 students and 2 faculty.	Field Studies Abroad Denmark program to take place in Summer 2019. Up to 25 students will accompany two faculty leaders to study abroad for the 8-day program in Copenhagen, Denmark	Program costs to be paid by student participants  Faculty program costs to be covered in student program price  Scholarships in the amounts of \$500-\$1,500 will be awarded to students through Global Citizenship. Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received.
Program Vendors STA Travel (US) Toucan Education Programs -TEP (Belize)	July 5-20, 2019  Study Abroad program not to exceed \$121,000 which covers, air travel to/from program location, in-country travel, housing, workshops, and some meals abroad for up to 25 students and 2 faculty.	Study Abroad Belize program to take place in Summer 2019. Up to 25 students will accompany two faculty leaders to study abroad for the 16 -day program in Belize.	Program costs to be paid by student participants  Faculty program costs to be covered in student program price  Scholarships in the amounts of \$500-\$2000 will be awarded to students through Global Citizenship. Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 2 APPROVAL OF CONTRACTS** (continued)

2-B AMENDMENT OF CONTRACT FOR OUTDOOR ADVERTISING

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

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

Provider/Contract	Term/Amount	Service	Funding Source
Outfront Media	2018-2019  Increase of \$25,000 to previously approved contract in the amount of \$150,000, total not to exceed \$175,000	This an amendment to a previously approved annual contract for outdoor advertising. The increase is for an additional bus route.	2018-2019 Marketing Budget (100%)

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      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 specified in Public Contract Code Section 20651 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6340, Bids and Contracts

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

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

Provider/Contract		Term/Amount	Service	Funding Source
A	Dr. Karen S. Gunn dba Gunn Consulting Group	March 1, 2019  \$12,000	<p>Dr. Karen S. Gunn will provide consulting services for the Counseling Department as it prepares to relocate to the new Student Services Center in Spring 2019. Consulting services will include planning, program leader consultation, and execution of an all-day department meeting on March 1, 2019 at the Annenberg House that will focus on collaboration, integration, communication, and team building.</p> <p>Additionally, throughout the month of March, Dr. Gunn will develop and facilitate a series of professional development sessions for adjunct counselors and 4C interns related to equity and the counseling skills needed to achieve equity goals.</p> <p>Dr. Gunn has provided professional services to numerous organizations including various SMC departments to enhance their effectiveness, adapt to changing goals and requirements, and create or expand programs.</p>	SSSP Carryover Funds
<p><i>Requested by: Brenda Benson, Senior Administrative Dean, Counseling, Retention and Student Wellness</i></p> <p><i>Approved by: Michael Tuitasi, Vice-President, Student Affairs</i></p>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

Provider/Contract		Term/Amount	Service	Funding Source
B	Jeff Schinske, Professor of Biology Foothill College	March 14, 2019  Honorarium not to exceed \$3,000	Jeff Schinske will deliver lectures on his "Scientist Spotlight" project. The goal will be to utilize this training to close equity gaps in STEM departments at SMC.	Title III STEM Funds
C	National Science Foundation-STEM CORE Expansion and South Orange County Community College District	Subgrant to SMC in the amount of \$20,000	This is a subgrant coming to SMC from South Orange CCD which is the fiscal agent to the NSF STEM CORE Expansion Program. Program activities are to: 1. Recruit cohort(s) of student participants to engage in STEM Core activities. 2. Provide cohort(s) access to accelerated Mathematics to Calculus readiness. 3. Provide access to field trips and other experiential learning opportunities related to STEM. 4. Provide access, information and support to student participants on internship opportunities related to STEM. 5. Provide access to student supportive services to all STEM Core student participants.	National Science Foundation

B and C

*Requested by: Melanie Bocanegra, Associate Dean of STEM and Student Equity*

*Approved by: Jennifer Merlic, Vice-President, Academic Affairs*

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

	Provider/Contract	Term/Amount	Service	Funding Source
D	Cobblestone Applied Research and Evaluation, Inc.	April 1, 2019-September 2019  \$5,000	Cobblestone will produce summaries of each evaluation activity including the student surveys, focus groups, and supervisor survey. These summaries will be submitted to the MUREP MC3I program to be used in the annual report prepared by the program team. In addition, Cobblestone will provide the following evaluation services: <ul style="list-style-type: none"> <li>• Correspond through monthly emails</li> <li>• Create instruments necessary to collect program data, where necessary</li> <li>• Gather, enter, and analyze data received</li> <li>• Keep all participant identifying information strictly confidential</li> <li>• Create summaries of evaluation activities (e.g., student survey summary; focus group summary)</li> </ul>	NASA's Minority University Research and Education Project (MUREP) and Community College Curriculum Improvement (MC3I) grant.
<p><i>Requested by: Cyndi Bendezú Palomino, Project Manager Student Equity &amp; NASA</i>  <i>Approved by: Jennifer Merlic, Vice-President, Academic Affairs</i></p>				
E	Lisa Brand	July 1, 2018 – June 30, 2019  Increase by \$40,000 New total not to exceed \$80,000	Agreement for graphic design and art direction/services for marketing materials specific to the needs of the regional Workforce & Economic Development Strong Workforce Program. The services may include assistance with expeditiously developing various marketing materials for electronic and print distribution to comply with the objectives of the grant; increasing CTE awareness, enrollments, completers, industry recognition.	Strong Workforce <b>Regional</b> Round 2 Year 1

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

	Provider/Contract	Term/Amount	Service	Funding Source
F	Guest Speakers series for CTE – Graphic Design, and IxD Programs	April 1 – May 23, 2019 Not to exceed \$4,450 Antonia Galindo \$500 Near Future Laboratory \$500 Grayson Howe \$200 Sara Amanda Sanchez \$200 Spencer Grobe \$350 Diagram, LLC \$200 Digital Karma \$500 Chris Becker \$500 Playground Vision, LLC \$500 Krishna Thangavelu \$500 ARKO, LLC \$500	The guest speakers will be presenting to Entertainment Technology, Graphic Design and Interaction Design (IxD) classes on creative design, future facing advertising, motion graphics and animation, design research, behavior change, user experience design, wireframing, social media, and continuous innovation strategies	Strong Workforce <b>Local</b> 2018-19
G	Sustainable Technologies Program guest speakers	March 5 – June 11, 2019 Not to exceed \$1,400 Nicole Seyle \$150 Ruben Del Portillo \$150 Thomas Azwell \$250 Ivannia Perez \$150 Ali Ames \$150 Kathleen Ronald \$250 Stephanie Speights \$150 Josh Sanchez \$150	The guest speakers will be presenting to the Sustainable Technologies Program regarding Recycling and Resource Management concepts, best practices in Mandatory Commercial Organics Recycling, Statewide Waste Characterization data, Sustainable Works Business Green Programs, and Sustainability in schools including waste assessment and state mandates. These presentations will provide students with information on state regulations on commercial recycling, organic recycling, green business programs, and sustainability in schools. Students will learn about tools, resources and indicators used to achieve sustainability.	Perkins 01.3 2018-19

E, F, and G

*Requested by: Patricia Burson, Interim Dean, Learning Resources*

*Approved by: Jennifer Merlic, Vice-President, Academic Affairs*

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SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
H	Nicole Finkbeiner, Director, Institutional Relations, OpenStax Rice University	March 10-14, 2019  Not to exceed \$2,500	Nicole Finkbeiner will travel to SMC to conduct workshops on Institutional Flex Day. She will also be meeting with various groups on campus, including Superintendent/President. Jeffery to discuss SMC's partnership in the OpenStax initiative and how to put very high quality open educational resources (OERs) in the hands of SMC students for no or very low cost.	Student Equity and Achievement Program (SEAP)
<i>Requested by: Patricia Burson, Interim Dean, Learning Resources</i>				
<i>Approved by: Jennifer Merlic, Vice-President, Academic Affairs</i>				
I	Cal State Dominguez Hills Graduate School of Social Work	March 1, 2019 – March 1, 2020  No cost to the district	This is a memorandum of Understanding (MOU) with Cal State Dominguez Hills Graduate School of Social Work to provide social work internships for graduate students to work in the Center for Wellness and Wellbeing as well as the Care and Prevention Team.	N/A
<i>Requested by: Susan Fila, Director of Health &amp; Wellbeing</i>				
<i>Approved by: Michael Tuitasi, Vice-President, Student Affairs</i>				
J	Council International Study Abroad Programs (iNext Travel Insurance Vendor) (US)	June 19-26 and July 5-20, 2019  Not to exceed \$7,500	iNext comprehensive travel insurance to cover all participants and faculty members for two summer 2019 study abroad programs during duration of the trips (including travel dates to/from the United States).	Cost of insurance to be paid by student participants
K	International Center for Nonviolent Conflict (ICNC)	April 4, 2019  \$2,000	A livestreamed online workshop for students on Nonviolent Social Movements and social action regarding human rights issues. Co-hosted by Hardy Merriman, President, ICNC and SMC Professor Elham Gheyntanchi, Social Sciences.	Global Citizenship

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SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

Provider/Contract	Term/Amount	Service	Funding Source
L Sara Trail	April 20, 2019 \$2,000	Sara Trail, founder of the Social Justice Sewing Academy, will present an event for students on the use of art to facilitate social justice activism. Followed by a workshop where students will create quilt panels.	Global Citizenship
M Nancy Williams	April 20, 2019 \$1,000	Nancy Williams will create a quilt using the quilt panels created by students at the Social Justice Sewing Academy event. The quilt will be returned to SMC for display.	Global Citizenship
N Patricia Oliva	April 15, 2019 \$1,770	Costume designer Patricia Oliva will design and create 17 costumes for SMC Global Motion Dance Company	Global Citizenship
<i>J, K, L, M and N</i>			
<i>Requested by: Denise Kinsella, Interim Dean, International Education</i>			
<i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>			
O Ellis Environmental	2018-2019 \$20,000	Provide hazardous materials testing, abatement management, indoor air quality, mold testing, chemical lab analysis	District Budget - Risk Management
<i>Requested by: Cynthia Moore, Director, Procurement, Contracts and Logistics</i>			
<i>Approved by: Elaine Polachek, Interim Executive Vice-President</i>			
P Eugene Whitlock	March 19, 2019 Presentation services: \$3,500.00; travel reimbursement not to exceed \$500.00. Total not to exceed \$4,000 including expenses.	Conduct three (3) one-hour workshops for Flex Day. Focus of workshops shall be on equity, inclusivity, and anti-bias goals & impact, specifically in the academic recruitment/committee selection process	2018-2019 EEO Restricted Funds/Human Resources

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

	Provider/Contract	Term/Amount	Service	Funding Source
Q	Sintra Group	Background investigations: \$15,000  Administrative investigations: \$20,000  Not to exceed \$35,000	Perform additional background investigations of police candidates, and investigatory services for an administrative investigation; work to include the preparation and submission of a written report regarding the administrative investigation within the Campus Police. [This request supersedes the agenda item of July 10, 2018.]	2018-2019 District Budget/ Human Resources
<i>P and Q</i> Reviewed by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources Approved by: Sherri Lee-Lewis, Interim Vice President, Human Resources				
R	Goodwin Simon Strategic Research	March – June 2019  Not to exceed \$35,000, plus reimbursable expenses not to exceed \$1,000	Public opinion survey providing a snapshot of public support and engagement to inform master planning efforts; the survey will be augmented with a special focus on those under 35.	2018-2019 District/Auxiliary Funds
Reviewed by: Don Girard, Senior Director, Government Relations/Institutional Communications Approved by: Kathryn E. Jeffery, Superintendent/President				
S	Laduan Smedley	January 2 – June 30, 2019 (Extension of contract)  This extension does not include any increased cost. The previously approved contract was for an amount not to exceed \$30,000, plus reimbursable expenses.	This is an extension of the contract with the consultant who has provided leadership, guidance, and support to staff, operations, and construction projects underway or in planning in the Facilities Planning Department. The extension of the contract is needed for the consultant to finish up on projects.	Capital Outlay Funds
Requested by: Chris Bonvenuto, Chief Director, Business Services Approved by: Elaine Polachek, Interim Executive Vice-President				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 4 ACADEMIC PERSONNEL**

*Requested Action: Approval/Ratification*

*Reviewed by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources*

*Approved by: Sherri Lee- Lewis, Interim Vice President, Human Resources*

ELECTIONS

NEW FULL-TIME FACULTY

Gausman, Jenna, Full-Time Faculty Tenure Track Counselor, Career Services 8/26/2019

INTERIM ADMINISTRATOR (EXTENSION)

Deknatel, Jane, Director, Performing Arts Center 5/1/2019- 6/30/2019

ADJUNCT FACULTY

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: HUMAN RESOURCES

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

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

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

<u>ESTABLISH NEW CLASS DESCRIPTION</u>	<u>EFFECTIVE DATE</u>
Program Specialist Proposed Salary Range: Classified Regular Schedule – Range-34 Comment: The requested establishment of a new class description of Program Specialist is a result of the Personnel Commission's review of the student services area. This new classification is generally a grant-funded position that oversees the general day-to-day operations for a student services program.	03/05/2019

<u>CLASSIFICATION RE-TITLE AND SALARY RE-ALLOCATION</u>	<u>EFFECTIVE DATE</u>
From: Groundskeeper/Gardener Classified Regular Schedule Range -19 To: Grounds Worker Classified Regular Schedule Range -22	03/05/2019
From: Gardener/Equipment Operator Classified Regular Schedule Range -25 To: Grounds Equipment Operator Classified Regular Schedule Range -27	03/05/2019

ELECTIONS

<u>RECLASSIFICATION</u>	<u>EFFECTIVE DATE</u>
Jauregui, Luis From: Student Services Specialist Classified Range- 30 To: Program Specialist Classified Range- 34	03/06/2019
Yahnian, Vanan From: Student Services Specialist Classified Range- 30 To: Program Specialist Classified Range- 34	03/06/2019

CLASSIFICATION RE-TITLE AND SALARY RE-ALLOCATION

Acevedo, Roger	03/06/2019
From: Groundskeeper/Gardener Classified Regular Schedule Range -19	
To: Grounds Worker Classified Regular Schedule Range -22	
Cardenas, Sergio	03/06/2019
From: Gardener/Equipment Operator Classified Regular Schedule Range -25	
To: Grounds Equipment Operator Classified Regular Schedule Range -27	
Chavez, Rick	03/06/2019
From: Gardener/Equipment Operator Classified Regular Schedule Range -25	
To: Grounds Equipment Operator Classified Regular Schedule Range -27	
Gaspar, Beatris	03/06/2019
From: Groundskeeper/Gardener Classified Regular Schedule Range -19	
To: Grounds Worker Classified Regular Schedule Range -22	
Gonzalez, Arturo	03/06/2019
From: Groundskeeper/Gardener Classified Regular Schedule Range -19	
To: Grounds Worker Classified Regular Schedule Range -22	
Hernandez, Ronald	03/06/2019
From: Groundskeeper/Gardener Classified Regular Schedule Range -19	
To: Grounds Worker Classified Regular Schedule Range -22	
Jimenez, Jorge	03/06/2019
From: Groundskeeper/Gardener Classified Regular Schedule Range -19	
To: Grounds Worker Classified Regular Schedule Range -22	
Rodriguez, Rogelio	03/06/2019
From: Gardener/Equipment Operator Classified Regular Schedule Range -25	
To: Grounds Equipment Operator Classified Regular Schedule Range -27	
<u>PROBATIONARY</u>	
Esparza, Eric, Custodian, Operations	03/01/2019

PROBATIONARY/ADVANCE STEP PLACEMENT

Godinez, Marco, Custodian, Operations (Step C)	03/01/2019
Poole, Jaime, Instructional Assistant - English (Step C)	04/01/2019
Ramos Segoviano, Danely, Instructional Assistant - English (Step C)	03/01/2019

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Acevedo, Roger	01/23/2019 - 03/05/2019
From: Groundskeeper/Gardener	
To: Gardener/Equipment Operator	
Percentage: More than 50%	

Acevedo, Roger	03/06/2019 - 06/30/2019
From: Grounds Worker	
To: Grounds Equipment Operator	
Percentage: More than 50%	

Campos, Nahum	02/01/2019 – 06/11/2019
From: Custodian, NS2	
To: Journeyman Trade- Painting	
Percentage: More than 50%	

Chambers, Nicholas	01/16/2019 – 06/30/2019
From: Student Services Clerk	
To: Administrative Assistant II	
Percentage: More than 50%	

Dammer, Michael	01/23/2019 – 06/30/2019
From: Student Services Specialist – A&R	
To: Senior Student Services Specialist – A&R	
Percentage: More than 50%	

Gaspar, Beatris	01/23/2019 - 03/05/2019
From: Groundskeeper/Gardener	
To: Gardener/Equipment Operator	
Percentage: More than 50%	

Gaspar, Beatris	03/06/2019 - 06/30/2019
From: Grounds Worker	
To: Grounds Equipment Operator	
Percentage: More than 50%	

Kuykendall, Alan	10/22/2018 – 01/31/2019
From: Human Resources Specialist	02/01/2019 – 03/15/2019*
To: Human Resources Analyst – Employee & Labor Relations (Confidential)	(*extensions)
Percentage: More than 50%	

Lanz, Mattie	01/21/2019 – 06/30/2019
From: Student Services Clerk	
To: Student Services Specialist – A&R	
Percentage: More than 50%	

Plascencia, Omar 02/19/2019 – 04/05/2019  
From: Journeyman Trade- Electrical  
To: Construction Systems Supervisor  
Percentage: More than 50%

Thomas, Sharon 02/19/2019 – 06/30/2019  
From: Administrative Assistant II  
To: Administrative Assistant III- Confidential  
Percentage: More than 50%

Yancey, Robin 12/10/2018 – 05/01/2019  
From: Student Services Assistant  
To: Student Services Specialist – Welcome Center  
Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (LIMITED TERM)

Hawes, Allyn 02/19/2019 – 06/30/2019  
From: Skilled Maintenance Worker II  
To: Journeyman Trade – Plumbing  
Percentage: 100%

Green, Kennisha 02/19/2019 – 02/28/2019  
From: Disabled Student Services Assistant  
To: Student Services Specialist – DSPS  
Percentage: More than 50%

PROMOTION 03/01/2019  
Green, Kennisha  
From: Disabled Student Services Assistant  
To: Student Services Specialist – DSPS

Henriquez, Fernando 03/01/2019  
From: Custodian, Operation, NS-II  
To: Receiving, Stockroom & Delivery Worker, P, L & C

Williams, Anthony 03/01/2019  
From: Custodian, Operation, NS-II  
To: Lead Custodian, Operation, NS-II

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION  
Lagunas, Crystal, Sign Language Interpreter III, DSC 02/28/2019  
Webb, George, Custodial Operations Supervisor 03/16/2019

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: HUMAN RESOURCES

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

*Requested Action: Approval/Ratification*

*Reviewed by: Sherri Lee-Lewis, Interim Vice-President, Human Resources*

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

ELECTIONS

EFFECTIVE DATE

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

Lucio, Carlos  
 From: Lead Events Technician, SMC Performing Arts 02/04/2019-06/30/2019  
 To: Lead Events Technician, SMC Performing Arts 02/16/2019-06/30/2019

Starnes, Devin  
 From: Interim Director – Facilities Management, Facilities 11/07/2018-03/01/2019  
 To: Interim Director – Facilities Management, Facilities 11/07/2018-12/04/2018  
 To: Interim Director – Facilities Mgnt & Operations, Fac./Maint Adm. 12/05/2018-05/17/2019

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.

Beck, Michael, Customer Services Assistant, Bookstore 02/04/2019-03/08/2019  
 Delete:  
 Moore, Colin, Customer Services Assistant, Bookstore 02/04/2019-03/08/2019  
 Munoz, Maria D., Administrative Asst. I, Superintendent/President’s Office  
 From: 07/02/2018-03/31/2019  
 To: 07/02/2018-05/17/2019

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: HUMAN RESOURCES

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

*Requested Action: Approval/Ratification*

*Reviewed by: Sherri Lee-Lewis, Interim 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, \$13.25/hour (STHP)	91
College Work-Study Student Assistant, \$13.25/hour (FWS)	46
College CalWorks, \$13.25/hour	4

SPECIAL SERVICE

Art Model, \$23.00/hour	14
Community Services Specialist I, \$35.00/hour	1
Community Services Specialist II, \$50.00/hour	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8 FACILITIES**

*Requested by: Charlie Yen, Director, Facilities Planning  
Chris Bonvenuto, Chief Director, Business Services  
Devin Starnes, Interim Director, Facilities Management*

*Approved by: Elaine Polachek, Interim Executive Vice-President*

*Requested Action: Approval/Ratification*

8-A PROJECT CLOSE OUT – SMC/KCRW DONOR PAVERS

Subject to completion of punch list items by OMEGA CONSTRUCTION. authorize the District Representative without further action of the Board of Trustees, to accept the project described as SMC/KCRW DONOR PAVERS as being complete. Upon completion of punch list items by OMEGA CONSTRUCTION the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

8-B PROJECT CLOSE OUT – AET KCRW AUDIOVISUAL AND BROADCAST SYSTEMS

Subject to completion of punch list items by KEY CODE MEDIA authorize the District Representative without further action of the Board of Trustees, to accept the project described as AET KCRW AUDIOVISUAL AND BROADCAST SYSTEMS as being complete. Upon completion of punch list items by KEY CODE MEDIA the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final

8-C PROJECT CLOSE OUT – 2019 14<sup>TH</sup> STREET AND 1530 PICO BLVD. DEMOLITION PROJECTS

Subject to completion of punch list items by Graph Company authorize the District Representative without further action of the Board of Trustees, to accept the project described as 2019 14<sup>TH</sup> STREET AND 1530 PICO BLVD. DEMOLITION PROJECTS as being complete. Upon completion of punch list items by Graph Company the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

**8-D**      **AGREEMENT FOR PLANNING SERVICES – 2019 FACILITIES MASTER PLAN**

Enter into agreement with DLR GROUP for planning services for the 2019 Facilities Master Plan in an amount not to exceed \$745,000 plus \$25,000 in reimbursable expenses.

Funding Source: Measure V

Comment:      The purpose of the 2019 Facilities Master Plan is to create a useful, realistic, and visionary development framework for the Santa Monica College Main Campus that prioritizes needed future facility improvements and defines a successful roadmap for implementation. The 2019 Facilities Master Plan is to align campus development with the goals and objectives of college’s short term and long-term future. The Facilities Master Plan will be created through in-depth data analysis and survey, concept development workshops, and comprehensive engagement with the SMC on-campus communities (Board of Trustees, administrators, faculty, staff, and students) and different off-campus interest groups. The process will be led by the DLR Group team comprising planning and education professionals including a senior associate who is a Santa Monica College alumni and member of the General Advisory Board.

The 2019 Facilities Master Plan also includes the other peripheral studies, which includes Parking and Traffic study, existing Facilities conditions and needs assessment, re-forestation and landscape, and EIR support. These analyses are crucial in understanding SMC student and faculty communities needs and help guiding the development of the college’s development moving forward.

The last comprehensive facilities master plan was completed in 1998 and updated in 2010. This planning process is expected to take 9 to 12 months to complete.

**8-E**      **AGREEMENT FOR DARK FIBER OPTIC NETWORK – EARLY CHILDHOOD LAB SCHOOL (ECLS)**

Enter into agreement with the CITY OF SANTA MONICA to provide dark fiber optic cable between 1802 4<sup>th</sup> Street and 1900 Pico Blvd. Construction/Installation fee not to exceed \$6,000; Connection fee not to exceed \$2,500; Annual Service Fee \$13,720.

Funding Source      Measure V (construction/installation/connection)  
District Budget/Network Services (annual service fee)

Comment:      Dark fiber optic cable is cable that transmits data, voice, and video at the high speeds between the main campus and the satellite campus. The dark fiber optic cable will directly connect the new ECLS site to the SMC network and will enable high speed/low cost voice and data services.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

**8-F**      **AWARD OF CONTRACT – SMC CENTRAL PLANT BYPASS PROJECT**

Award the contract to the lowest responsible bidder PPC Inc. for the SMC CENTRAL PLANT BYPASS PROJECT.

<u>Bidder</u>	<u>Amount</u>
PPC Inc.	\$249,330

Funding Source: Prop 39 Clean Energy Fund and Measures AA

Comment: The project enhances and optimizes the energy consumption of the Campus wide Central Plant system based on the recommendations outlined in the findings provided by SCE (Southern California Edison). The scope of work includes additional piping, mechanical devices and programming work to enable the system run more efficiently. The payback period for the work is estimated to be x years. The project was advertised and solicited through local newspaper and email notifications to potential bidders and one responsive bid was received.

**8-G**      **LEASE OF MODULAR BUILDING – CAPITAL CONSTRUCTION MANAGEMENT TEAM**

Enter into a lease agreement with Mobile Modular Management Corporation for a modular building in the amount of \$1,514.27 per month for 36 months, plus the initial installation work in the amount of \$4,504.40.

Funding Source: Measure V, District Capital Fund

Comment: The leased building will be occupied and used by the Capital Construction Management Team.

**8-H**      **AWARD OF CONTRACT FOR ORGANIZATIONAL ASSESSMENT OF THE MAINTENANCE DIVISION – FACILITIES MANAGEMENT**

Provider: George Reyes  
 Term: March 7 through June 30, 2019  
 Contract Amount: \$32,625.00 plus a not to exceed amount of \$5,792.00 in reimbursable expenses  
 Funding Source: General Fund  
 Comment: The District solicited proposals for the assessment of the Maintenance Division of the Facilities Management Department. This assessment will include maintenance/construction productivity, quality of work and cost effectiveness, as well as an in -depth examination of work procedures, management systems, equipment, training and safety.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*  
*Requested by: Jennifer Merlic, Vice President, Academic Affairs*  
*Reviewed by: Carla Lohr, Controller*  
*Approved by: Christopher M. Bonvenuto, Chief Director, Business Services*

Title of Grant: Promotion of the Humanities Teaching, Learning Resources and Curriculum Development Grant (Humanities Initiatives at Community Colleges)  
Granting Agency: National Endowment for the Humanities  
Augmentation Amount: \$100,000  
Matching Funds: -0-  
Performance Period: January 2, 2019 – December 31, 2021  
Summary:

The National Endowment for Humanities (NEH) is an independent federal agency of the United States that provides grant funds to strengthen humanities education through programs aimed at pre-collegiate and post-secondary levels of study. Santa Monica College’s Art Department will explore the diverse stories of west Los Angeles, using the community’s visual art to move beyond the dominant narrative and incorporate the lesser known stories of color that have helped shape the region. Working collaboratively with students and community organizations, faculty from the Art History program will integrate these stories into their courses as a means for engaging the college’s diverse student population and building community connection. Faculty will house these stories in a digital database. Once established, the digital database will serve as a resource for other humanities programs interested in using visual studies as a means for strengthening learning and promoting engagement.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8100	Federal	\$100,000
Expenditures		
1000	Academic Salaries	\$ 44,500
2000	Non-Academic Salaries	\$ 16,640
3000	Employee Benefits	\$ 9,169
4000	Supplies & Materials	\$ -0-
5000	Other Operating Expenditures	\$ 19,000
6000	Capital Outlay	\$ 1,600
7300	Other Outgo/Indirect	\$ 9,091
7600	Student Aid	\$ -0-
Total		\$100,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*  
*Requested by: Jennifer Merlic, Vice President, Academic Affairs*  
*Reviewed by: Carla Lohr, Controller*  
*Approved by: Christopher M. Bonvenuto, Chief Director, Business Services*

Title of Grant: Solar Photovoltaic Program  
Granting Agency: Edison International via subcontract from Santa Monica College Foundation  
Augmentation Amount: \$50,000  
Matching Funds: -0-  
Performance Period: February 1, 2019 – June 30, 2020  
Summary:

Edison International and its subsidiaries generate and distribute electric power, as well as provide energy services and technologies, including renewable energy.  
Through a subcontract with the Santa Monica College Foundation, Santa Monica College will utilize funding from Edison International to strengthen its Solar Photovoltaic and Energy Efficiency coursework by expanding the existing curriculum to include battery storage concepts and applied learning experiences. Funding from Edison International will enrich the existing curriculum with pertinent hands-on labs that familiarize students with new storage technologies, smart metering opportunities, storage sizing and planning strategies, economic advantages to both utility and consumer, and field methods that ensure safe installation, operation and troubleshooting. In doing so, this project will expand institutional capacity to offer this training through faculty development, curriculum development, and equipment acquisition.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8800	Local	\$ 50,000
Expenditures		
1000	Academic Salaries	\$ 11,800
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 3,304
4000	Supplies & Materials	\$ 2,000
5000	Other Operating Expenditures	\$ 4,340
6000	Capital Outlay	\$ 28,556
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 0
Total		\$ 50,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

*Requested by: Christopher Bonvenuto Chief Director, Business Services*

*Approved by: Elaine Polachek, Interim Executive Vice-President*

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

Period: January 23, 2019 through February 20, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	33,602
3000	Benefits	0
4000	Supplies	20
5000	Contract Services/Operating Exp	-6,358
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-27,264
Net Total:		0

**10-B FUND 01.3 – GENERAL FUND - RESTRICTED**

Period: January 23, 2019 through February 20, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-10,000
2000	Classified/Student Salaries	32,257
3000	Benefits	196
4000	Supplies	-16,000
5000	Contract Services/Operating Exp	-1,630
6000	Sites/Buildings/Equipment	-4,823
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 5, 2019
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 BUDGET TRANSFERS** *(continued)*

10-C FUND 42.3 – REVENUE BOND CONSTRUCTION FUND (MEASURE S)

Period: January 23, 2019 through February 20, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	91,633
6000	Sites/Buildings/Equipment	-91,633
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

**RECOMMENDATION NO. 11 RATIFICATION OF SIGNATURES TO APPROVE INVOICES, 2018-2019**

*Requested Action: Approval/Ratification*  
*Requested by: Christopher Bonvenuto Chief Director, Business Services*  
*Approved by: Elaine Polachek, Interim Executive Vice-President*

Ratification of signatures for the following staff to approve invoices for 2018-2019.

Name/Title
Steve Herbert KCRW Chief Engineer
Eleni Hioureas, Chair English Department
Gary Huff, Chair Early Childhood Education
Walter Meyer, Chair Art Department

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12 COMMERCIAL WARRANT REGISTER**

*Requested by: Chris Bonvenuto, Chief Director of Business Services*  
*Approved by: Elaine Polachek, Interim Executive Vice President*  
*Requested Action: Approval/Ratification*

Commercial Warrant Register  
 January 2019 8302 through 8340 \$10,379,033.99

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

**RECOMMENDATION NO. 13 REPLACEMENT OF EXPIRED WARRANTS**

*Requested by: Carla Lohr, Controller*  
*Approved by: Elaine Polachek, Executive Vice-President*  
*Requested Action: Approval/Ratification*

Warrants not presented to the county treasurer within six months are void; therefore it is requested that LACOE draw a new warrant to replace the following expired warrants.

<u>Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Kathryn E. Jeffery	22778469	2/25/16	\$ 30.56
Kathryn E. Jeffery	22778470	2/25/16	\$109.10
Kathryn E. Jeffery	22778471	2/25/16	\$809.78

**RECOMMENDATION NO. 14 PAYROLL WARRANT REGISTER**

*Requested by: Ian Fraser, Payroll Manager*  
*Approved by: Elaine Polachek, Interim Executive Vice President*  
*Requested Action: Approval/Ratification*

Payroll Warrant Register  
 January 2019 C1F – C2G \$10,576,847.63

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

*Requested by: Mitch Heskell, Dean, Educational Enterprise*  
*Approved by: Elaine Polachek, Interim Executive Vice President*  
*Requested Action: Approval/Ratification*

Auxiliary Operations Payments and Purchase Orders  
 January 2019 Covered by check & voucher numbers: 020029-020403 & 01729-01749

Bookstore fund Payments	\$567,677.98
Other Auxiliary Fund Payments	\$ 42,016.27
Trust and Fiduciary Fund Payments	<u>\$805,769.37</u>
TOTAL	\$1,415,463.62

Purchase Orders issued  
 January 2019 \$197,257.62

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.

**RECOMMENDATION NO. 16 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

*Requested by: Michelle King, Director, Career and Contract Education*  
*Approved by: Dionne Carter, Dean, Noncredit/External Programs*  
*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. 17 ORGANIZATIONAL MEMBERSHIPS**

*Requested by: Chris Bonvenuto, Chief Director of Business Services*  
*Approved by: Elaine Polachek, Interim Executive Vice President*  
*Requested Action: Approval/Ratification*

<u>Organizational Memberships</u>		
March 2019	Number of Memberships	Amount
	2	\$239

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 Santa Monica Community College District	ACTION March 5, 2019
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 18 PURCHASING**

*Requested by: Cynthia Moore, Director of Procurement, Contracts & Logistics*  
*Approved by: Elaine Polachek, Interim Executive Vice President*  
*Requested Action: Approval/Ratification*

18-A AWARD OF PURCHASE ORDERS

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

January 2019

\$88,572,691.35

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

**SUBJECT:** **APPOINTMENT 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 following appointment to the Citizens’ Bond Oversight Committee for a two-year term, 2019-2021.

Heather Anderson, Business Community (representing Malibu)

**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

Following is the status of the CBOC membership upon approval of this appointment:

<u>Name</u>	<u>Term</u>	<u>Constituency</u>
Heather Anderson	2019-21	Local Business/Community (Malibu)
Alfred Bennett	2018-20	Senior Citizens’ Organization
Michael Dubin	2017-19	Business Community/Taxpayers’ Organization
Finley Garrison	2018-19	SMC Student
Jeffery Graham	2018-20	Local Business/Community
Sonya Sultan	2017-19	Local Business/Community

**COMMENT:** An additional appointment will be made at the Board of Trustees meeting in April in compliance with membership requirements (minimum of seven members).

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	March 5, 2019

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 20

**SUBJECT:**                    **REPORT: SMC PROMISE PROGRAM**

SUBMITTED BY:            Vice-President, Enrollment Development

SUMMARY:                While efforts to design a College Promise program at Santa Monica College began in 2016, and components were slowly implemented in the years that followed the initial conceptualization, the first full implementation of what was branded at the SMC Promise was instituted in Fall 2018. The update (Appendix A) provides background on initial efforts, applicable legislation enabling implementation, program design and implementation, student participation demographics and early success data for the first full cohort, as well as lessons learned and plans to expand and enrich the program.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 5, 2019

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 21

**SUBJECT:** CONTRACT FOR STRONG WORKFORCE (REGIONAL) FOR STRATEGIC ENROLLMENT MARKETING, LEAD GENERATION, AND LEAD QUALIFICATION OF PROSPECTS FOR LA 19

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

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the following contract for Strong Workforce (Regional) for Strategic Enrollment Marketing, Lead Generation, and Lead Qualification f Prospects for LA 19

Provider/Contract	Term/Amount	Service	Funding Source
Blackboard Inc.	\$1,500,000  March 20, 2019- June 30, 2020.	Santa Monica College on behalf of the "LA 19 (the 19 community colleges in LA County) solicited proposals to provide strategic enrollment marketing, Lead generation, lead qualifications, lead capture and lead transfer of student prospects for the 19 community colleges in LA County. This regional approach to strategic marketing will focus on marketing the community college brand to prospective students. Santa Monica College is the lead on this project.	01.3 Strong Workforce <b>Regional</b>

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 5, 2019

XI. BOARD COMMENTS

XII. ADJOURNMENT

The Board of Trustees will hold a special meeting/study session on Tuesday, March 19, 2019 at 5:30 p.m. in Business Building Room 111, Santa Monica College, 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, April 2, 2019 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

- Resolution: Community College Month
- Resolution: Support for Sexual Assault Awareness and Prevention Month
- Ballot for CCCT Board of Directors
- Report: Community and Government Relations

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	March 5, 2019

APPENDIX A

INFORMATION ITEM NO. 20

**SUBJECT: REPORT: SMC PROMISE PROGRAM**

While efforts to design a College Promise program at Santa Monica College began in 2016, and components were slowly implemented in the years that followed the initial conceptualization, the first full implementation of what was branded as the SMC Promise was instituted in Fall 2018. The following update provides background on initial efforts, applicable legislation enabling implementation, program design and implementation, student participation demographics and early success data for the first full cohort, as well as lessons learned and plans to expand and enrich the program.

**History of SMC Promise Efforts**

Santa Monica College began its Promise efforts in 2016 with information gathering, including trips led by Superintendent/President, Kathryn E. Jeffery to Washington D.C. and Sacramento. Vice Presidents Teresita Rodriguez and Georgia Lorenz lead teams seeking technical assistance from organizations such as the College Futures Foundation during that time as well. In November 2016, with the assistance of the District’s Grant lead, Laurie McQuay-Peninger, a mini grant proposal was submitted for funding through the College Futures Foundation. This planning grant would have provided resources to dedicated planning for an SMC Promise. In January 2017, the College submitted a full grant proposal for the California College Promise Innovation Grant Program through the California Community College Chancellor’s Office. That grant would have provided the resources to immediately launch an SMC Promise program offering free tuition and other resources. Unfortunately, these were competitive grant programs and while both funding sources found the SMC proposals to meet eligibility criteria and provide sound programming, neither was funded.

While previous grant writing efforts were unsuccessful, these did serve to bring the college together to conceptualize a design for the SMC Promise, to evaluate other College Promise programs and to explore possible other resources to fund the effort. The SMC Foundation was, and continues to be, a strong partner for these efforts.

Despite not having secured the resources to implement a full Promise Program, the College took the first steps in offering services for target populations through the offering of priority enrollment for In-District students and the increases to the First Year Experience Program. SMC did not have the resources to offer free tuition until Assembly Bill 19 was implemented.

**SMC Promise – Eligibility, Process and Implementation**

While Assembly Bill 19 was signed by Governor Brown in 2017, it wasn’t until Summer of 2018 when the state appropriated the resource to support the legislation and that the College could utilize to finally begin the SMC Promise. SMC’s allocation under AB 19 was \$ 1,040,845 for the 2018-19 year.

While touted as a “Free Tuition” program the guidelines provided that AB 19 funds could be used to pay for enrollment and related fees and/or to support students in other ways provided that the students met the following conditions:

- The student had to be a California Resident, for tuition purposes, which would include AB 540 students;
- The student had to be a first year college student;
- The student had to be enrolled in 12 units or more during regular semesters (intersessions could be covered as well, but did not require full-time enrollment);
- The student had to apply for Financial Aid by submitting a FAFSA or California Dream Act application.

With the funding and guidelines known, under the leadership of Enrollment Development, a broad team of SMC faculty, staff, and administrators worked diligently to iron out the details for the SMC Promise launched in Fall 2018, less than a month after the details were known. The Promise advisory group consisted of representatives from Enrollment Development, Information Technology, Marketing, the SMC Foundation, various counseling programs (primarily the Welcome Center and Outreach), Financial Aid, Business Services, the Bookstore, Auxiliary Services, guided pathways leadership, academic affairs and many others.

With so many other Promise programs already in existence, SMC sought to differentiate its program for the maximum benefit of students. While students would be required to meet all the requirements set out above, the allocation of resources evolved through the first two months of the program.

The initial launch offered free tuition and fees plus up to \$400 (\$200 for fall and \$200 for spring) in book vouchers for students receiving the California College Promise grant. The Vice President of Enrollment Development sought confirmation that Student Equity and Achievement Program funds could be allocated toward book vouchers and the initial \$400 maximum for book vouchers evolved into \$1200 (\$500 for fall, \$200 for Winter and \$500 for Spring). The other major change was that what originally began as a local West Los Angeles program open only to students from the West Los Angeles and South Bay regions, was opened to students graduating from any California High School statewide.

### **Marketing / Promotion**

The partnership between Marketing, Outreach, Enrollment Development, IT and Enrollment Services has been truly remarkable in spreading the word quickly about the SMC Promise. The SMC Website can be found at

<http://www.smc.edu/EnrollmentDevelopment/Admissions/FreeTuition/Pages/default.aspx>.

Students are sent a series of nudges via email and through the student portal promoting the program. Students can apply very quickly directly from the website.

Brochures, fliers, rack cards and counter cards, post cards were created by marketing for distribution. The following is an example of the marketing materials that are currently in circulation promoting the program. Outreach counselors have these in the field as they speak with students or are tabling at college fairs. The program is also promoted in the Counselor Handbook produced by Outreach and provided to High School Counselors. Drip campaigns for students and email campaigns for High School administrators and counselors are also part of the promotion.

# Free Enrollment & Up to \$1,200 for Textbooks\*



## FREE ENROLLMENT

**New full-time students** (12 units or more per semester) are eligible for free enrollment and payment of AS, health and student ID fees!

## \$1,200 TEXTBOOK VOUCHERS

SMC wants to help you offset the high cost of textbooks. This unique program helps SMC students like **YOU** achieve your academic goals.

- \$100 for summer session, \$500 for fall semester, \$100 for winter session and \$500 for spring semester.

## WHO IS ELIGIBLE?

- You graduated from **any public or private California high school** in 2018 or 2019 and are directly attending SMC as a first-year student.
- If you graduated in 2018 you are eligible for any term in the 2018-19 academic year. If you graduate in 2019 you are eligible for any term in the 2019-20 academic year.
- You will take 12 units or more per semester.
- You are a California resident or an AB 540 student.

*\* Textbook vouchers for California College Promise Grant qualified students.*

For complete details, visit [smc.edu/freetuition](https://smc.edu/freetuition)



## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

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## **Support Services**

In order to maximize student success, all SMC Promise students are invited to be a part of the First Year Experience (FYE) program. Many students, however, choose another Special Program to be the primary provider of counseling support. Counselors in Outreach, Welcome Center and/or FYE communicate with SMC Promise students inviting them to come in and meet with a counselor and many do. Others are served by other counseling programs because of the student's affiliation with the program. Admission also provides routine nudges regarding enrollment, eligibility, book store vouchers, etc.

This is an area that can be enhanced a great deal in future iterations of the program. The team is looking at data this spring to ascertain what worked and where there is room for improvement and coordination. As the College continues to plan for the implementation of guided pathways, success of this population must be considered and integrated.

## **Conclusions**

At this juncture, most California Community Colleges have either well established Promise programs, such as Long Beach, Pasadena and Santa Barbara, or are in the first or second year of implementation such as Los Angeles and SMC. Many programs are heavily supported by local funds through their Foundations and AB 19 funds have allowed them to expand to a second year promise. Two programs of note: the South Bay Promise (El Camino College) and Pasadena both have second year promise programs and require Promise students to complete 30 units during their first year to qualify for the free tuition/benefits in the second year. This model is under consideration for a second year promise at SMC if funded.

The Governor's budget proposal for 2019-20 has funding to expand AB 19 allocation to include funding for a second year. If those resources come to pass, SMC needs to be poised with how it will be implemented locally. This is a topic to be explored with the advisory group.

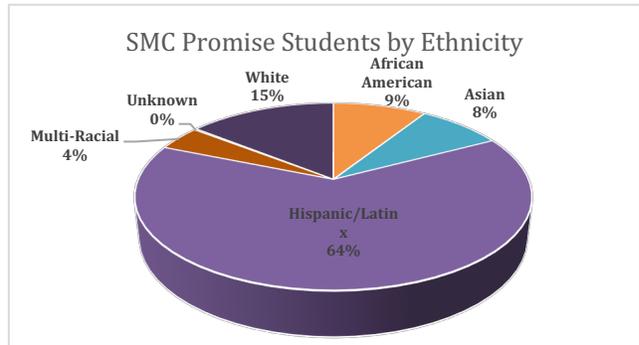
While SMC is in a much earlier stage of implementation than some neighboring institutions, both Los Angeles and El Camino took SMC's lead and expanded their programs to include all High Schools graduates statewide, rather than the more traditional, narrower approach aimed to benefit only local students. SMC continues to be a leader in the state on best practices for student success.

## Fall 2018 Cohort

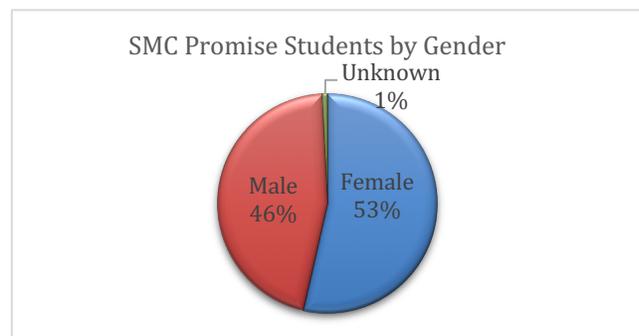
### Participation Data

The inaugural cohort of SMC Promise students began in Fall 2018 with 1698 qualified students from 290 high schools. Of the 1698 students in the first cohort, 1486 (87.5%) received the California College Promise Grant (formerly known as BOGG) and 212 (12.5%) did not. The following tables provide demographic information.

SMC Promise Students by Ethnicity		
Ethnicity	SMC Promise Students by Ethnicity	Pct
African American	154	9.1%
Asian	140	8.2%
Hispanic/Latinx	1084	63.8%
Multi-Racial	73	4.3%
Unknown	4	0.2%
White	243	14.3%
<b>TOTAL</b>	<b>1698</b>	<b>100.0%</b>



SMC Promise Students by Gender		
Gender	SMC Promise Students by Gender	Pct
Female	909	53.5%
Male	777	45.8%
Unknown	12	0.7%
<b>TOTAL</b>	<b>1698</b>	<b>100.0%</b>



SMC Promise students were graduates of 290 California High Schools. The following table shows the participation by high school. Highlighted in yellow are the high schools within Santa Monica College's District boundaries.

HIGH SCHOOL	STUDENTS
PALISADES CHARTER HIGH SCHOOL	125
<b>SANTA MONICA HIGH SCHOOL</b>	<b>120</b>
ALEXANDER HAMILTON HIGH SCHOOL	101
CULVER CITY HIGH SCHOOL	74
VENICE HIGH SCHOOL	67
BEVERLY HILLS HIGH SCHOOL	63
FAIRFAX HIGH SCHOOL	63
UNIVERSITY HIGH SCHOOL	62
LOS ANGELES SENIOR HIGH SCHOOL	46
HOLLYWOOD HIGH SCHOOL	37
ANIMO VENICE CHARTER HS	31
LA CENTER ENRICHED STUDIES	21
EL SEGUNDO HIGH SCHOOL	18
WEST ADAMS PREPARATORY HS	18

HIGH SCHOOL	STUDENTS
TRABUCO HILLS HIGH SCHOOL	2
VIEW PARK PREP HIGH SCHOOL	2
WEST HIGH SCHOOL	2
YOSEMITE HIGH SCHOOL	2
ABRAHAM LINCOLN HIGH SCHOOL	1
ABRAM FRIEDMAN OCC CTR	1
ACALANES HIGH SCHOOL	1
ALLIANCE RENEE & MEYER LUSKIN	1
ANIMO PAT BROWN CHARTER HS	1
ANTELOPE VALLEY LEARNING ACDMY	1
ARLETA HIGH SCHOOL	1
BELL GARDENS SENIOR HS	1
BISHOP ALEMANY HIGH SCHOOL	1
BISHOP ODOWD HIGH SCHOOL	1

BRIGHT STAR SECONDARY ACADEMY	17
ORTHOPAEDIC HOSP MED MAGNET HS	17
WESTCHESTER HIGH SCHOOL	17
NEW WEST CHARTER SCHOOL	16
DOWNTOWN MAGNETS HIGH SCHOOL	15
AMBASSADOR SCHL GLOBAL LDRSHP	13
ANIMO RALPH BUNCHE CHARTER HS	13
F BRAVO MEDICAL MAGNET HS	13
GRANADA HILLS CHARTER HIGH SCH	13
MANUAL ARTS SENIOR HIGH SCHOOL	13
MATH AND SCIENCE COLLEGE PREPARATORY	13
NORTH HOLLYWOOD HIGH SCHOOL	13
Camino Nuevo Dalzell Lance Campus	12
HUNTINGTON PARK HIGH SCHOOL	12
NEW DESIGNS CHARTER SCHOOL	12
ANIMO JACKIE ROBINSON CHRT SCH	11
CITY OF ANGELS SCHOOL	11
<b>SAINT MONICA CATHOLIC HS</b>	<b>11</b>
CALABASAS HIGH SCHOOL	10
EL CAMINO REAL CHARTER HIGH SC	10
INGLEWOOD HIGH SCHOOL	10
BIRMINGHAM COMMUNITY HS	9
FOSHAY LEARNING CENTER	9
JOHN MARSHALL HIGH SCHOOL	9
SANTEE EDUCATION COMPLEX	9
ANIMO INGLEWOOD CHARTER HS	8
CLEVELAND HIGH SCHOOL	8
HELEN BERNSTEIN HIGH SCHOOL	8
LAWNDALE HIGH SCHOOL	8
WALLIS ANNENBERG HIGH SCHOOL	8
ANIMO WATTS COLLGE PREP ACDMY	7
CENTRAL CITY VALUE HIGH SCHOOL	7
LOCKE SENIOR HIGH SCHOOL	7
LOS ANGELES HS OF THE ARTS	7
SUSAN MILLER DORSEY SENIOR HS	7
BISHOP CONATY OUR LADY LORETTO	6
HAWTHORNE HIGH SCHOOL	6
KING DREW MAGNET HS MED/SCI	6

BRENTWOOD SCHOOL	1
BUENA PARK HIGH SCHOOL	1
CABRILLO HIGH SCHOOL	1
CALIFORNIA HIGH SCHOOL	1
CAMINO NUEVO HIGH SCHOOL	1
CANTWELL/SACRED HEART MARY HS	1
CARMEL HIGH SCHOOL	1
CASTRO VALLEY HIGH SCHOOL	1
CENTRAL HIGH SCHOOL EAST/WEST	1
CHADWICK SCHOOL	1
CHATSWORTH HIGH SCHOOL	1
CITY HONORS HIGH SCHOOL	1
CLOVIS NORTH HIGH SCHOOL	1
COALINGA HIGH SCHOOL	1
COAST UNION HIGH SCHOOL	1
COLONY HIGH SCHOOL	1
COMPTON SENIOR HIGH SCHOOL	1
CORNELIA CONNELLY SCHOOL	1
COSUMNES OAKS HIGH SCHOOL	1
CRENSHAW ARTS/TECH CHARTER HS	1
DA VINCI COMMUNICATIONS HIGH SCHOOL	1
DA VINCI SCIENCE HIGH SCHOOL	1
DAVID STARR JORDAN HS	1
DE TOLEDO HIGH SCHOOL	1
DOWNEY HIGH SCHOOL	1
EDWARD R ROYBAL LEARNING CNTR	1
ENGINEERING & TECH ACAD AT THS	1
ENVIRONMENTAL CHARTER HS	1
GARDENA HIGH SCHOOL	1
GEORGE WASHINGTON PREP HS	1
GLEN A WILSON HIGH SCHOOL	1
GOLDEN VALLEY HIGH SCHOOL	1
HANFORD WEST HIGH SCHOOL	1
HARRIS NEWMARK HIGH SCHOOL	1
HAWTHORNE MATH & SCIENCE ACAD	1
HERBERT HOOVER HIGH SCHOOL	1
HIGHLAND HIGH SCHOOL	1
HOLLYWOOD COMMUNITY ADULT SCH	1

LOYOLA HIGH SCHOOL	6
MIRA COSTA HIGH SCHOOL	6
PALOS VERDES HIGH SCHOOL	6
SOUTH EAST HIGH SCHOOL	6
STEM ACADEMY OF HOLLYWOOD	6
USCA	6
AGOURA HIGH SCHOOL	5
BELL HIGH SCHOOL	5
CATHEDRAL HIGH SCHOOL	5
CRENSHAW HIGH SCHOOL	5
DIAMOND RANCH HIGH SCHOOL	5
EXECUTIVE PREPARATORY ACDMY	5
HUNTINGTON PARK INST APLD MED	5
PALOS VERDES PENINSULA HS	5
RESEDA HIGH SCHOOL	5
SYNERGY QUANTUM ACADEMY	5
VALLEY ACADEMY ARTS & SCIENCES	5
WILLIAM HOWARD TAFT HS	5
ALLIANCE GERTZ-RESSLER HIGH SC	4
Alliance Patti And Peter Neuwirth Leader	4
APEX ACADEMY HIGH SCHOOL	4
BELMONT HIGH SCHOOL	4
BENJAMIN FRANKLIN HIGH SCHOOL	4
BIG BEAR HIGH SCHOOL	4
BURBANK SENIOR HIGH SCHOOL	4
DA VINCI DESIGN HIGH SCHOOL	4
FELICITAS GONZALO MENDEZ HS	4
LARCHMONT CHARTER SCHOOL	4
LOYOLA HIGH SCHOOL	4
<b>MALIBU HIGH SCHOOL</b>	<b>4</b>
MAYWOOD ACADEMY HIGH SCHOOL	4
MIGUEL CONTRERAS LRNG COMPLEX	4
SOUTH GATE HIGH SCHOOL	4
USC HYBRID HIGH SCHOOL	4
ACADEMIC LEADERSHIP COMMUNITY	3
ANIMO LEADERSHIP CHARTER HS	3
ANIMO S LOS ANGELES CHARTER HS	3
BISHOP MONTGOMERY HIGH SCHOOL	3
CANOGA PARK HIGH SCHOOL	3

HUMANITAS ACADEMY ART AND TECH	1
IMMACULATE HEART HIGH SCHOOL	1
INDEPENDENCE HIGH SCHOOL	1
IRVINE HIGH SCHOOL	1
JACK LONDON HIGH SCHOOL	1
JAMES A GARFIELD HIGH SCHOOL	1
JAMES LOGAN HIGH SCHOOL	1
JOHN C FREMONT HIGH SCHOOL	1
JOHN F KENNEDY HIGH SCHOOL	1
JOHN W NORTH HIGH SCHOOL	1
JURUPA VALLEY HIGH SCHOOL	1
LA CANADA HIGH SCHOOL	1
LA MIRADA HIGH SCHOOL	1
LA SERNA HIGH SCHOOL	1
LAGUNA BEACH HIGH SCHOOL	1
LAGUNA HILLS HIGH SCHOOL	1
LEUZINGER HIGH SCHOOL	1
LINCOLN HIGH SCHOOL	1
LODI HIGH SCHOOL	1
LONG BEACH POLYTECHNIC HS	1
LOS ANGELES LEADERSHIP ACAD HS	1
LOUISVILLE HIGH SCHOOL	1
MAGNOLIA SCIENCE ACADEMY 2	1
MARCO ANTONIO FIREBAUGH HS	1
MARIA CARRILLO HIGH SCHOOL	1
MARIN CATHOLIC HIGH SCHOOL	1
MARY STAR OF THE SEA HIGH SCH	1
MATER DEI HIGH SCHOOL	1
MIDDLE COLLEGE HIGH SCHOOL	1
MIRUS SECONDARY SCHOOL	1
MORENO VALLEY HIGH SCHOOL	1
NEW COVENANT ACADEMY	1
<b>NEW ROADS SCHOOL</b>	<b>1</b>
NEWBURY PARK HIGH SCHOOL	1
NORDHOFF HIGH SCHOOL	1
NORTHGATE HIGH SCHOOL	1
OPPORTUNITIES LRN-BALDWIN PARK	1
OXNARD HIGH SCHOOL	1
PACIFIC HILLS SCHOOL	1

CANYON CREST ACADEMY	3
EAGLE ROCK HIGH SCHOOL	3
GLENDALE HIGH SCHOOL	3
GREAT OAK HIGH SCHOOL	3
JOHN BURROUGHS HIGH SCHOOL	3
LENNOX MATH SCIENCE TECH ACAD	3
MORNINGSIDE HIGH SCHOOL	3
PALM DESERT HIGH SCHOOL	3
RAMON C CORTINES SCH VIS PERF	3
RISE AT AUGUSTUS HAWKINS HIGH	3
SHERMAN OAKS CTR ENRCHED STDS	3
SOUTH HIGH SCHOOL	3
THOMAS JEFFERSON HIGH SCHOOL	3
UCLA COMMUNITY SCHOOL	3
ULYSSES S GRANT HIGH SCHOOL	3
VAN NUYS HIGH SCHOOL	3
VENICE SKILLS CENTER	3
WILLIAM J PETE KNIGHT HIGH SCH	3
YULA GIRLS HIGH SCHOOL	3
ALLIANCE COLLINS FAMILY COLRDY	2
CALIF VIRTUAL ACAD LOS ANGELES	2
CAPISTRANO CONNECTIONS ACADEMY	2
CENTENNIAL HIGH SCHOOL	2
CHEVIOT HILLS HIGH SCHOOL	2
COMMUNITY HEALTH ADVOCATES SCH	2
CRESCENTA VALLEY HIGH SCHOOL	2
CRITICAL DESIGN AND GAMING SCH	2
DAVIS SENIOR HIGH SCHOOL	2
FOOTHILL HIGH SCHOOL	2
FRIDA KAHLO HIGH SCHOOL	2
HENRY J KAISER HIGH SCHOOL	2
JAMES MONROE HIGH SCHOOL	2
JOHN FRANCIS POLYTECHNIC HIGH	2
JURUPA HILLS HIGH SCHOOL	2
LAUSD/USC MATH SCI TECH SCH	2
LOS ANGELES ACAD ARTS ENTRPRSE	2
LOS ANGELES SCH GLOBAL STUDIES	2
MAGNOLIA SCIENCE ACADEMY 4	2
MATH SCI TECH MAGNT ACD AT RHS	2

PARAMOUNT HIGH SCHOOL	1
PHOENIX CONTINUATION HIGH	1
PHOENIX HIGH SCHOOL	1
PLEASANT GROVE HIGH SCHOOL	1
PROVIDENCE HIGH SCHOOL	1
REDONDO SHORES HIGH SCHOOL	1
REDWOOD HIGH SCHOOL	1
RIM OF THE WORLD HIGH SCHOOL	1
ROBERT FULTON COLLEGE PREP SCH	1
ROBERT LOUIS STEVENSON SCHOOL	1
SAINT BERNARD HIGH SCHOOL	1
SAINT GENEVIEVE HIGH SCHOOL	1
SAINT JOSEPH HIGH SCHOOL	1
SAN ANDREAS HIGH SCHOOL	1
SAN ANTONIO HIGH SCHOOL	1
SAN CLEMENTE HIGH SCHOOL	1
SAN DIEGO BUSINESS	1
SAN GABRIEL HIGH SCHOOL	1
SAN LEANDRO HIGH SCHOOL	1
SAN PEDRO HIGH SCHOOL	1
SANTA CRUZ HIGH SCHOOL	1
SANTA ROSA HIGH SCHOOL	1
SANTIAGO HIGH SCHOOL	1
SCHOOL SOCIAL JUSTICE AT CLC	1
SELMA HIGH SCHOOL	1
SIMI VALLEY HIGH SCHOOL	1
SOCIAL JSTC SCHLS-GLOBAL ISSUE	1
SONORA HIGH SCHOOL	1
SOUTH PASADENA HIGH SCHOOL	1
SOUTH REGION HIGH 9B-VAPA	1
SOUTHWEST HIGH SCHOOL	1
ST MONICA ACADEMY	1
SUMMIT HIGH SCHOOL	1
SUN VALLEY HIGH SCHOOL	1
TAHOE TRUCKEE HIGH SCHOOL	1
TEMESCAL CANYON CONTINUATION	1
TEMPLE CITY HIGH SCHOOL	1
THOMAS JEFFERSON CMTY ADULT SC	1
THOREAU HIGH SCHOOL	1

MONTE VISTA HIGH SCHOOL	2
MONTEBELLO HIGH SCHOOL	2
NEW OPEN WORLD ACADEMY	2
NORTH HIGH SCHOOL	2
NOTRE DAME ACADEMY	2
OAKLAND TECHNICAL HIGH SCHOOL	2
<b>OLYMPIC CONTINUATION HIGH SCH</b>	<b>2</b>
OPTIONS FOR YOUTH SAN GABRIEL	2
ROYAL HIGH SCHOOL	2
SAINT MARYS ACADEMY	2
SCHOOL VISUAL ARTS HUMANITIES	2
SHALHEVET HIGH SCHOOL	2
SOLEDAD ENRICHMENT ACTION CHTR	2
STOCKDALE HIGH SCHOOL	2
THEODORE ROOSEVELT SENIOR HS	2

TORRANCE HIGH SCHOOL	1
TORREY PINES HIGH SCHOOL	1
UPLAND HIGH SCHOOL	1
VENTURA HIGH SCHOOL	1
VILLA PARK HIGH SCHOOL	1
WARREN HIGH SCHOOL	1
WEST RANCH HIGH SCHOOL	1
WESTERN HIGH SCHOOL	1
WESTVIEW SCHOOL	1
WHITNEY YOUNG HIGH SCHOOL	1
WHITTIER HIGH SCHOOL	1
WILLIAM S HART HIGH SCHOOL	1
WILMER AMINA CARTER HS	1
WOODROW WILSON HIGH SCHOOL	1
YOUTHBUILD CHARTER-CENTRAL CA	1
<b>TOTAL</b>	<b>1698</b>

The California College Promise students (n=1486) had their ASB/ID/Health Fees paid by the grant and were eligible for up to \$500 in book store vouchers for Fall 2018. The following table shows the cost of each component for the Fall 2018 term:

Enrollment Fees for NON-California College Promise Students	\$ 132,572.00
Associated Students, Health, Student ID Fees	\$ 87,447.00
Book Vouchers for California College Promise Students	\$ 317,032.00
<b>TOTAL</b>	<b>\$ 537,051.00</b>

The total AB 19 allocation for 2018-2019 is \$ 1,040,845. An additional \$ 1,000,000 for the College's allocation for Student Equity and Achievement Program has been set aside to augment the program as needed.

Data for Winter 2019 and Spring 2019 are not yet final, however, as of the writing of this report, 993 students received SMC Promise funding in Winter 2019 and 1309 have met all requirements for Spring 2019, however students continue to adjust their schedules throughout the term therefore the Spring count is far from final.

### Success Data

With only one full semester of data, trends cannot be reliably assessed and projections cannot be made, but the initial data on student success is very promising. The following data demonstrates that during the first semester of the Fall 2018 SMC Promise, participants out performed their peers who were eligible but did not participate in the program. The reasons for non-participation were varied but the majority did not meet final eligibility criteria such as enrolling and maintaining 12 or more units, or failing to file an application for Financial Aid.

First Semester Average Units			
Ethnicity	SMC Promise Average Units	Non SMCP Average Units	Pct Better (Worse)
African American	13.45	8.78	53%
Asian	13.72	10.16	35%
Hispanic/Latino	13.29	9.45	41%
Multi-Racial	13.24	9.83	35%
Unknown	13.50	6.87	97%
White	13.66	10.30	33%
TOTAL	13.39	9.70	38%

First Semester Course Completion			
Ethnicity	SMC Promise Completion Rate	Non SMCP Course Completion	Pct Better (Worse)
African American	62.9%	49%	29%
Asian	82.6%	77%	7%
Hispanic/Latino	66.7%	57%	17%
Multi-Racial	72.1%	63%	15%
Unknown	88.9%	72%	23%
White	90.6%	80%	14%
TOTAL	71.5%	66%	9%

First Semester GPA			
Ethnicity	SMC Promise 1st Semester GPA	Non SMCP 1st Semester GPA	Pct Better (Worse)
African American	1.91	1.44	33%
Asian	2.93	2.56	14%
Hispanic/Latino	2.12	1.71	24%
Multi-Racial	2.67	2.03	32%
Unknown	2.75	1.80	53%
White	3.35	2.66	26%
TOTAL	2.37	2.06	15%

While the initial data shows that SMC Promise students did better in every category and across all ethnic groups, it is clear that there is much work to be done to close the equity gaps and improve student outcomes.

### **Conclusions**

As highlighted in other areas of this report, the preliminary data is showing early success. As we prepare for a new entering cohort in Fall 2019, as well as a potential second year for the Fall 2018 cohort, deliberate program design is more critical than ever. Student support and follow up are areas that could be enhanced to better support student success. Another opportunity is to engage financial aid more to help students leverage resources on campus to assist in their success and timely completion. Regular monitoring, data analysis, planning and implementation for 2019-20 is underway.