



AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, MAY 4, 2021

Via Zoom Webinar

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

<https://www.smc.edu/administration/governance/board-of-trustees/meetings.php>

5 p.m. Public Meeting Convenes

Board Adjourns to Closed Session

6 p.m. Public Meeting Reconvenes

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 DURING A ZOOM WEBINAR

During the COVID-19 (Coronavirus) Global Pandemic, the Board of Trustees will be conducting virtual meetings using Zoom Webinar.

Virtual meetings have been authorized by Executive Order N-25-20 issued by Governor Gavin Newsom and dated March 12, 2020, to reduce and minimize the risk of infection by “limiting attendance at public assemblies, conferences, or other mass events.” Zoom meetings will ensure public participation while at the same time complying with Governor’s Stay at Home executive order and Los Angeles County’s Safer at Home order.

Public participation can occur in one of two ways. Members of the public can submit written comments to be read during the public meeting or they may speak during the Zoom meeting. All public comments will be subject to the general rules set forth below.

PUBLIC COMMENTS

Instructions for Submitting Written Comments

Individuals wishing to submit written comments to be read at the Board of Trustees meeting shall send an email to Recording Secretary (Rose_Lisa@smc.edu) by 4:30 p.m. for the Closed Session starting at 5 p.m. or by 5:30 p.m. for the regular session starting at 6 p.m. The email should contain the following information:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item (Item V for general comments or Consent Agenda (Item VIII)); for other items indicate the topic or specific item number
- Comment to be read

Instructions for Participating in Public Meetings by Zoom Webinar

Individuals wishing to speak at a Board of Trustees meeting shall send an email to Recording Secretary (Rose_Lisa@smc.edu) by 4:30 p.m. for the Closed Session beginning at 5 p.m. or by 5:30 p.m. for the regular session starting at 6 p.m. The email should contain the subject line “Board Meeting Comments” and include the following information in the body of the email:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item (Item V for general comments or Consent Agenda (Item VIII)); for other items indicate the topic or specific item number

When it is time for the speakers to address the board, their name will be called and the microphone on their Zoom account will be activated. A speaker’s Zoom Profile should match their real name to expedite this process.

After the comment has been given, the microphone for the speaker’s Zoom profile will be muted.

General Public Comment Rules

- Generally, each speaker may be allowed a maximum of three minutes 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.
- 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.

General Public Comments and Consent Agenda

- Generally, each speaker may be allowed a maximum of three minutes 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

- Generally, each speaker may be allowed a maximum of three minutes per topic 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: Time limits do not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

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	May 4, 2021

AGENDA

A meeting of the Board of Trustees of the Santa Monica Community College District will be held on Tuesday, May 4, 2021. The meeting will be conducted via Zoom Webinar.

5 p.m.

I. ORGANIZATIONAL FUNCTIONS

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

The public may join the meeting via Zoom Webinar with the following information:

Please click the link below to join the webinar:

<https://cccconfer.zoom.us/j/96490163563?pwd=NIJlM0MzTU5RaWtjSnphakVJVTJOdz09>

Passcode: 887636

Or iPhone one-tap :

US: +16699006833,,96490163563#,,,,*887636# or +13462487799,,96490163563#,,,,*887636#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or

+1 301 715 8592 or +1 312 626 6799

Webinar ID: 964 9016 3563

Passcode: 887636

In the event participation in the Board of Trustees meeting reaches Zoom Webinar capacity, the meeting will be streamed live on the SMC Youtube channel

at: <https://www.youtube.com/user/4SantaMonicaCollege/videos>

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

- CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 Agency designated representatives: Sherri Lee-Lewis, Vice-President, Human Resources
 Robert Myers, Campus Counsel
 Employee Organizations: SMC Faculty Association
 CSEA Chapter 36
 SMC Police Officers Association
- EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8):
 Property: 1825 Pearl Street, Santa Monica, California 90405
 Agency Negotiator: Christopher Bonvenuto, Vice-President, Business/Administration
 Under Negotiation: Price

6 p.m.

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

Updates

- COVID-19
 - Information Sessions
 - Vaccine Pop-Up Clinic
 - Return to Work on Campus
 - President's Task Force
- Summer/Fall 2021 Enrollment

Recognition and Acknowledgement

- Corsair Wins 14 JACC (Journalism Association of Community Colleges) Statewide Awards during its Spring 2021 JACC State Publication Contest, Awards Ceremony held Saturday, March 30, 2021
- SMC Accounting Diversity Conference, April 19-21, 2021
- Santa Monica NextGen Leadership Program, a partnership with Chamber of Commerce, April 24, 2021
- SMC Debate Tournament, April 25, 2021
- Black Student Success Week Virtual Advocacy Day, April 29, 2021
- Police Department Employee of the Year Awards, April 29, 2021
- Joshua Elizondo, Student Trustee, 2020-2021

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

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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.

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XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday June 1, 2021 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4, 2021

VIII. CONSENT AGENDA

Any recommendation pulled from the Consent Agenda will be held and discussed in Section IX, 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 meeting of the Santa Monica Community College District Board of Trustees:

April 6, 2021 (Regular Meeting)

CONSENT AGENDA: ACADEMIC AFFAIRS**RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, SPRING 2021***Requested Action: Approval/Ratification**Requested by: Curriculum Committee**Approved by: Jennifer Merlic, Vice-President, Academic Affairs*New Courses

ECE 921 Parenting: Together in Nature

In this family playgroup experience, parents will learn about the social, emotional, physical, and cognitive development of young children, the importance of play, and strategies that support a strong foundation for future learning, within the context of nature-based experiences with their child. Parents will learn to create safe, healthy, and inclusive environments from which to observe and interact with their child. In addition, they will share ideas, resources, and information while participating with other families in informal discussion groups. The skills learned in this class promote positive parenting attitudes and healthy parent-child relationships.

(Note: this is a noncredit course)

MUSIC 27/ECE 81 Music for Early Childhood Education

This course is an introduction to teaching music classes for children ages infancy through age 6 in a group setting. Various music teaching techniques and teaching materials will be explored.

Note: The following courses comprise the new curriculum that SMC faculty have developed to form the basis for an independently-accredited SMC Respiratory Care Associate's Degree program. Currently, the RC program is accredited by the Commission on Accreditation of Respiratory Care (CoARC) via a consortium with East Los Angeles College for which ELAC holds the accreditation. Spurred by CoARC's decision not to accredit new A.S. programs in the future, SMC applied for independent accreditation and is in the final stages of securing such. A Virtual Site Visit by CoARC is being planned now and should occur within the next few months.

RC 1 Fundamentals of Respiratory Care

This course introduces students to the fundamentals of respiratory care practice, including credential mechanisms, organization of respiratory care services, theory of modalities performed by respiratory care practitioners (RCPs) in various settings, and the various patient populations RCPs work with. Basics of patient assessment and evidence-based practice protocols are introduced.

RC 1L Applied Fundamentals of Respiratory Care

This course provides hands-on practice of the fundamentals of patient assessment, medical records, and infection control. The basic application of respiratory care modalities performed by respiratory care practitioners are introduced. Patient assessment skills and monitoring are applied to the delivery of floor care modalities. Ethics, Respiratory Care tracking software, HIPAA computer modules and hospital medical requirements are completed to prepare the student for entry to clinical experience.

RC 2 Integrated Respiratory Physiology and Pathophysiology I

This course focuses on the physiology of the cardiopulmonary system from a clinical perspective, including basic anatomy, pulmonary ventilation, diffusion of gases, blood gas transport and acid-base status.

RC 2L Applied Integrated Respiratory Physiology and Pathophysiology I

This course presents the applied physiology, etiology, pathophysiology, diagnosis and treatment of cardiopulmonary diseases such as asthma, chronic obstructive pulmonary disease, pulmonary embolism, pneumonia, atelectasis, interstitial lung disease, etc.

RC 3 Respiratory Care Therapeutics

This course presents the basic concepts and principles in oxygen supply systems and administration, humidity and aerosol therapy, lung expansion therapy and airway clearance techniques.

RC 3L Applied Respiratory Care Therapeutics

This course provides hands-on practice and supervised clinical experience at local area hospitals with the purpose of practicing the assessment of need, administration, monitoring and reevaluation of respiratory care therapeutics (oxygen therapy, lung expansion therapy, aerosol therapy, lung expansion therapy, airway clearance modalities, and humidity therapy). Technical skills, knowledge and attitude are practiced. The student is assessed in competency of therapeutic delivery, assessment of need, assessment outcome, monitoring and evaluation of therapy.

RC 4 Physician Interaction I

This course provides direct physician interaction and student involvement in the clinical and nonclinical settings. The course will focus on the ability to present patient respiratory assessments, SBAR and assessment of need, assessment of outcome, recognize adverse effects and make recommendations of respiratory care therapeutics to a physician.

RC 5 Integrated Respiratory Physiology and Pathophysiology II

This course presents the integrated physiology, pathophysiology, diagnosis and treatment of cardiopulmonary diseases and injuries such as adult respiratory distress syndrome (ARDS), pulmonary edema, chest trauma, smoke inhalation, thermal injuries, communicable diseases, and sleep apnea.

RC 5L Applied Integrated Respiratory Physiology and Pathophysiology II

This course presents the applied physiology, etiology, pathophysiology, diagnosis, and treatment of cardiopulmonary diseases such as adult respiratory distress syndrome (ARDS), pulmonary edema, chest trauma, smoke inhalation, thermal injuries, communicable diseases, sleep apnea, etc.

RC 6 Airway Management

This course covers the essentials of routine artificial airway care in the acute care setting. Conditions that lead to airway damage are discussed as well as techniques used to prevent them. Emphasis is placed on maintaining and troubleshooting artificial airways and preventing ventilator associated events.

RC 6L Applied Airway Management

This course provides hands-on skills in a lab setting and supervised clinical experience at local area hospitals with the purpose of gaining experience in establishing and maintaining a patent airway. Technical skills, knowledge and attitudes on emergency airway and airway management are practiced. The student is assessed in competencies assisting with endotracheal intubation and surgical and percutaneous tracheostomy procedures, securing and maintaining a patent airway.

RC 7 Introduction to Mechanical Ventilation

This course covers the assessment of need, initiation, monitoring and assessment of outcome for patients requiring noninvasive and invasive mechanical ventilation. Evidence-based research is used to guide the selection of the correct interface and mode of ventilation for a particular condition requiring NIV. Basic modes of mechanical ventilation are introduced.

RC 7L Applied Introduction to Mechanical Ventilation

This course provides supervised clinical experience at local area hospitals with the purpose of gaining experience in the application of noninvasive and invasive mechanical ventilation in the acute care setting. This introductory course in mechanical ventilation provides practice in technical skills of mechanical ventilation such as the initiation, ventilator set-up and monitoring and noninvasive ventilation.

RC 8 Physician Interaction II

This course provides direct physician interaction and student involvement in clinical and nonclinical settings. The course will focus on the ability to present case studies coherently and efficiently to a physician. Topics covered include initiation of noninvasive and invasive mechanical ventilation, airway management, and chest x-ray review.

RC 9 Intermediate Mechanical Ventilation

This course covers highly sophisticated and complex modern mechanical ventilators. Operational differences, mechanism of action, and taxonomy of the modes of commonly used mechanical ventilators is covered. The course also looks at innovations such closed-loop control of ventilation and the future of the ICU ventilator. Emphasis is placed on understanding the effects of positive pressure ventilation on various physiological systems and how to minimize adverse effects and identification of patient-ventilator asynchrony and strategies to correct it.

RC 9L Applied Intermediate Mechanical Ventilation

This course provides hands-on skills in the lab setting and supervised clinical experience at local area hospitals with the purpose of gaining experience in the application of mechanical ventilation in the acute care setting. This course provides practice in recognizing and correcting patient-ventilator interactions that cause asynchrony and physiological effects of positive pressure ventilation. In addition, the course explores innovations in mechanical ventilation. Emphasis is placed on evaluating features and capabilities of various mechanical ventilators.

RC 10 Advanced Life Support and ICU Monitoring

This course covers the essentials of invasive and noninvasive monitoring devices. Pulse oximetry, capnography, volumetric capnography and transcutaneous monitoring are covered as well as cardiovascular monitoring using invasive and indwelling catheters. The course also covers drugs used in the application of critical care and advanced life support.

RC 10L Applied Advanced Life Support and ICU Monitoring

This course provides hands-on skills and supervised clinical experience at local area hospitals with the purpose of gaining experience in the initiation, monitoring and troubleshooting of noninvasive monitoring devices, hemodynamic monitoring and arterial sampling measurement and interpretation in the acute care setting. This course also provides examples of application of medications frequently used in advanced life support and in the intensive care unit (ICU).

RC 11 Advanced Mechanical Ventilation

This course presents conventional and unconventional strategies of mechanical ventilation to minimize lung injury. Emphasis is placed on the ARDSnet protocol and airway pressure release ventilation. The concepts of the "baby lung" and assessment of esophageal pressure, stress index, driving pressure and P-SILI are highlighted. Salvage therapies for ARDS are also discussed. In addition, conventional and unconventional strategies of the gradual or abrupt discontinuation of mechanical ventilation are covered.

RC 11L Applied Advanced Mechanical Ventilation

This course provides hands-on skills in lab setting and supervised clinical experience at local area hospitals with the purpose of gaining experience in applying evidence-based medicine to advanced concepts in mechanical ventilation. Emphasis is placed on recognizing acute lung injury, acute respiratory distress, and minimizing iatrogenic ventilator induced lung injury. In addition, practice in weaning and discontinuation of mechanical ventilation is covered.

RC 12 Physician Interaction III

This course provides direct physician interaction and student involvement in the clinical and nonclinical settings. The course will prepare students to present case studies coherently and efficiently to a physician. The topics covered include lung protective strategies, weaning and liberation from mechanical ventilation. In addition, noninvasive and invasive monitoring, capnography, pulse oximetry, transcutaneous and hemodynamic monitoring are also covered.

RC 13 Neonatal and Pediatric Respiratory Care

This course presents prenatal development, high risk pregnancy and normal labor and delivery. Assessment of the newborn and pediatric patient, neonatal and pediatric diseases and disorders are described with an emphasis on the respiratory care interventions, techniques, and equipment used in neonatal and pediatric patient care. The use of noninvasive and invasive mechanical ventilation and strategies to reduce the likelihood of ventilator induced lung injury are also discussed.

RC 13L Applied Neonatal and Pediatric Respiratory Care

This course presents hands-on application of neonatal-pediatric respiratory care, physical assessment, neutral thermal environment and management of common respiratory diseases/conditions. Application of technical skills used to assess need, initial setup, and monitoring of neonatal and pediatric patient requiring noninvasive and invasive mechanical ventilation are also covered.

RC 14 Outpatient Respiratory Care

This course covers pulmonary function testing (PFT), sleep lab, pulmonary rehabilitation, and respiratory care in alternative settings. Emphasis is placed on indication for PFT and cardiopulmonary rehabilitation. Respiratory care in alternative settings is covered as it pertains to the scope of practice of respiratory care practitioners.

RC 14L Applied Outpatient Respiratory Care

This course presents hands-on application of outpatient pulmonary care services such as pulmonary function tests, sleep labs, pulmonary rehabilitation and in alternative settings such as physician offices and home care. In addition, supervised clinical experience at local area hospitals is provided. Clinical rotations in pulmonary function lab, pulmonary rehabilitation and sleep lab will be provided.

RC 15 Respiratory Disease Management

This course explores career opportunities for respiratory care practitioners in the acute care setting and beyond as a respiratory disease manager or navigator. The course covers the health system requirements, practitioner knowledge base, technical skills in case management, patient-education, and self-management, essential tools required to function and succeed as pulmonary disease manager, including the implementation of protocol-directed respiratory care.

RC 15L Applied Respiratory Disease Management

This course presents hands-on application skills required for a respiratory care practitioner (RCP) to function in the role of respiratory disease manager (navigator). Emphasis is placed on the design, review and implementation of respiratory care protocols using principles of evidence-based medicine. In addition, this course provides supervised clinical experience at local area hospitals. The emphasis of the clinical rotation is implementation of protocol-directed respiratory care, and the role of the RCP as disease manager in a hospital setting.

RC 16 Transition to Independent Practice

This course provides supervised clinical experience at local area hospitals. This course facilitates students' successful transition to clinical practice. The student practices civic professionalism, patient education, decision-making, advanced-level respiratory care skills and leadership skills essential to patient care requiring respiratory therapeutics and ventilator management. Readiness to enter the workforce is strengthened as the student gains self-confidence and independence by developing time management skills as the student assumes the role of a practicing Respiratory Care Practitioner.

RC 17 Physician Interaction IV

This course provides direct physician interaction and student involvement in the clinical and nonclinical settings. The course focuses on the implementation of physician-ordered respiratory care protocols, respiratory disease management and the interaction between the Respiratory Care Practitioner (RCP) and the physician in the outpatient care setting. Lastly, with the physician in the role of a mentor, the course covers the technical skills, personal attributes, overview of health care financing and action planning required for successful transition to independent practice

RC 18 Computer Assisted Clinical Simulations

This course helps prepare students for National Board for Respiratory Examinations using computer assisted clinical simulations.

Approved for Online in an Emergency Context Only

- VAR PE 54W Varsity Tennis for Women
- VAR PE 56V Varsity Track and Field for Men
- VAR PE 56W Varsity Track and Field for Women
- VAR PE 57V Varsity Volleyball for Men
- VAR PE 57W Varsity Volleyball for Women
- VAR PE 59W Varsity Beach Volleyball for Women

Distance Education

- AHIS 6 Latin American Art History 2
- ECE 921 Parenting: Together in Nature
- PHILOS 6 Philosophy of Science

Global Citizenship

- AHIS 3 Western Art History III

New Programs

Cloud Computing AS/Certificate of Achievement

This certificate provides students with the industry skills to understand, build and maintain applications for the cloud. These skills include the technical principles of the hardware and software requirements to run systems in the cloud including storage, database management, and software systems, while maintaining secure access.

Digital Marketing Certificate of Achievement

The digital revolution in the business sector has led to an ever-increasing demand for skilled digital marketing professionals. Our program trains students to understand and develop various digital marketing channels, such as search-engine optimization (SEO), search engine marketing (SEM), social media marketing, pay per click (PPC) advertising, affiliate marketing, email marketing and content marketing, and how these channels relate to the customer experience. Students use digital marketing applications and tools to create effective content and a dynamic web presence to drive brand awareness and generate leads, as well as measure and track online performance.

Respiratory Care AS

Respiratory Care Practitioners are healthcare professionals that specialize in providing optimal cardiopulmonary care to patients with disorders such as asthma, pneumonia, COPD and infants with immature lungs, etc. Santa Monica College's Respiratory Care Program is a two-year, Associate of Sciences Degree program accredited by the Commission on Accreditation for Respiratory Care (CoARC). Through transforming competency-based medical education curriculum, the program prepares the respiratory care practitioner of the future to possess great medical knowledge, apply it, and be clinically competent to provide high quality care in challenging settings likely to be encountered upon entry into practice.

The SMC Respiratory Care Associate Degree program incorporates the latest respiratory equipment, high-fidelity simulators, skills laboratory and clinical experience at top-rated clinical sites in the Greater Los Angeles area. The program prepares students for National Board for Respiratory Care's (NBRC) board exams and earn the Registered Respiratory Therapist (RRT) credential, required for licensure in California. To earn the RRT credential, graduates must pass the Therapist Multiple Choice Exam (TMC) at the high threshold and the Clinical Simulation Exam (CSE).

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 3 **EQUAL OPPORTUNITY FUND MULTIPLE METHOD ALLOCATION MODEL CERTIFICATION FORM, FISCAL YEAR 2020-2021**

Requested Action: Approval/Ratification

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

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

It is recommended that the Board of Trustees certify that the Santa Monica Community College District met Multiple Method #1 (Mandatory for Funding): District’s EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance Reports for prior year; and met at least 8 out of 8 of the remaining Multiple Methods:

- SMC’s EEO Advisory Committee has met in excess of the minimum required meetings during fiscal year 2020-2021.
- Santa Monica College’s current EEO Plan can be found at https://www.smc.edu/administration/human-resources/documents/EEO_Documents/EEO-Plan.pdf ; The EEO Plan is required to be updated every 3 years; it was approved on August 4, 2020 by the Board of Trustees.
- The EEO Expenditure Report for FY 2019-2020 was submitted to the Chancellor’s Office on 08/05/2020.
- SMC meets 9 out of 9 Multiple Methods.

Purpose

The purpose of implementing the Multiple Method model was to increase compliance with legal EEO requirements and provide our students with the educational benefits of a diverse workforce.

Background

Each year the California Community Colleges Chancellor’s Office supports EEO and diversity training and education through a state-wide funding mechanism. The funding process requires completion of a certification form from each district requesting funding for EEO and diversity work. The funding can be used for training, publication of EEO/diversity materials, conference attendance, speakers, supplies, job fair exhibition fees, etc. As a result of the District’s adherence to the EEO Multiple Methods program, the District was awarded \$50,000 for each of the fiscal years 2017-2018, 2018-2019, 2019-2020, and 2020-2021. It is important to note that in the past, the Chancellor’s Office has notified districts to expect the annual state funding allocation to continue to vary from year to year, and due to the impact of the Covid-19 on the state budget, we expect this year’s allocation to be less than \$50,000.

Regulatory Source and Impact

“Education Code section 87100 and title 5 require the community colleges to have a richly diverse workforce that addresses the needs of our diverse student populations. Attaining a diverse workforce requires focusing on equal employment opportunities to eliminate barriers in employment, such as lack of focused outreach, a non-welcoming culture, and implicit and explicit bias. Eliminating these barriers requires a proactive, intentional effort by colleges. It also requires various institutional disciplines, such as a review of job descriptions to avoid exclusionary effect, analysis of significant underrepresentation and adverse impact to ensure recruitment efforts and hiring processes are not unintentionally discriminatory, and effective training of committee members to self-regulate unconscious bias.” 2016 EEO and Diversity Best Practices Handbook. <http://extranet.cccco.edu/Divisions/Legal/EEO.aspx>

The Chancellor's Office Equal Employment Opportunity and Diversity Advisory Committee and the Legal Affairs Division identified nine best-practice areas for success in promoting EEO. These serve as the multiple methods for reallocating the EEO Fund. In order to qualify for EEO funds, districts are required to demonstrate compliance with Multiple Method #1, and at least 6 of the remaining 8 Multiple Methods. The certification form requires districts to report the various activities being implemented to promote Equal Employment Opportunity for each of the following 9 Multiple Methods.

Mandatory for Funding

1. District's EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance Reports for prior year.

Pre-Hiring

2. Board policies and adopted resolutions
3. Incentives for hard-to-hire areas/disciplines
4. Focused outreach and publications

Hiring

5. Procedures for addressing diversity throughout hiring steps and levels
6. Consistent and ongoing training for hiring committees

Post-Hiring

7. Professional development focused on diversity
8. Diversity incorporated into criteria for employee evaluation and tenure review
9. Grow-Your-Own programs

Summary.

Santa Monica College meets 9 out of 9 Multiple Methods, and therefore would qualify for EEO funding in the next fiscal year.

CONSENT AGENDA:**RECOMMENDATION NO. 4****RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT***Requested Action: Adoption**Reviewed by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources**Approved by: Sherri Lee-Lewis, Interim Vice-President, Human Resources*

WHEREAS, (1) Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and

WHEREAS, (2) SANTA MONICA COLLEGE, hereinafter referred to as Special District is a contracting agency under the Act for participation by members of the Board of Trustees now, therefore be it

RESOLVED, That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of \$1,161,48 per month, plus administrative fees and Contingency Reserve Fund Assessments.

Comment: The base medical benefit amount is to be increased annually in accordance with the benefits article in the contract agreements with CSEA, the SMC Faculty Association, and the SMC Police Officers Association and by Board Resolution covering the Special Districts.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 ACADEMIC PERSONNEL

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

ESTABLISH
 Project Manager, Student Equity Center

EFFECTIVE DATE
 05/05/2021

ELECTION

ADJUNCT FACULTY

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

RETIREMENTS

Fukuhara, Gail, Counseling (32 years of service)	06/15/2021
Vick, Barbara, Child Care Center (34 years of service)	06/16/2021

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification
Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources
Approved by: Sherri Lee- Lewis, 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>PROMOTION</u>	<u>EFFECTIVE DATE</u>
Gutierrez, Hector	05/05/2021
From: Grounds and Equipment Operator, Weekend Shift	
To: Grounds Supervisor, Regular Shift	

Juarez, Elease	05/05/2021
From: Campus Store Assistant Manager, Campus Bookstore	
To: Campus Store Manager, Campus Bookstore	

<u>WORKING OUT OF CLASSIFICATION (PROVISIONAL)</u>	
Dawson, Kerry	3/15/2021 to 7/16/2021
From: Athletic Activities Assistant, Variable Hours	
To: Athletic and Kinesiology Equipment Specialist, Variable Hours	
Percentage: Less than 50%	

Gutierrez, Hector	
From: Grounds and Equipment Operator, Weekend Shift	01/11/2021 - 03/11/2021
To: Grounds Supervisor, Regular Shift	03/12/2021 - 04/16/2021*
Percentage: More than 50%	04/17/2021 - 05/04/2021*
*revised end date for the extension of working out of class assignment	

Hull, Chelsea	
From: Instructional Assistant – English, English Dept., 20 hrs, Variable Shift	2/22/2021 to 4/30/2021
To: Tutoring Coordinator – English and Humanities, 40 hours, Regular Shift	5/1/2021 to 5/31/2021*
Percentage: More than 50%	
*extension of working out of class assignment	

Juarez, Elease	
From: Campus Store Assistant Manager, Campus Bookstore	9/1/2020 to 1/6/2021
To: Campus Store Manager, Campus Bookstore	1/7/2021 to 2/15/2021*
Percentage: More than 50%	
*extension of working out of class assignment	

Villa, Claudia	3/15/2021 to 7/16/2021
From: Athletic Activities Assistant, Variable Hours	
To: Athletic and Kinesiology Equipment Specialist, Variable Hours	
Percentage: Less than 50%	

WORKING OUT OF CLASSIFICATION (LIMITED-TERM ASSIGNMENT) - SUBSTITUTE

Hernandez Solis, Edgar

3/10/2021 to 6/30/2021

Customer Service Assistant, Campus Bookstore

Accounting Specialist, Campus Bookstore

Percentage: More than 50%

CHANGE IN WORK SHIFT/TEMPORARY

Rosales, Mauricio

02/18/2020 – 12/31/2021

From: Grounds Worker, Grounds, 12 mos, 40 hrs/Day

To: Grounds Worker, Grounds, 12 mos, 40 hrs./NS-I

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
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PROVISIONAL: Temporary personnel who meet minimum qualifications and are assigned to work 90 working days; who have not come from an eligibility list.

Ashby, DeAnna, Student Services Clerk, Financial Aid	
From:	09/09/2020-02/28/2021
	09/09/2020-04/19/2021
Lopez, Vanessa, Student Services Clerk, Cashier’s Office	
From:	01/01/2021-06/30/2021
To:	01/01/2021-03/30/2021
To:	01/01/2021-04/16/2021
To:	04/16/2021-06/30/2021
Zarkades, Zoe, Tutoring Coordinator – Modern Languages, LRC	
From:	02/01/2021-04/01/2021
To:	02/01/2021-05/30/2021

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.

Ashby, DeAnna, Student Services Clerk, Financial Aid	
From:	09/09/2020-02/28/2021
To:	09/09/2020-04/19/2021
Mendoza, Jack M., Student Services Clerk, Financial Aid	
From:	09/29/2020-02/28/2021
To:	09/29/2020-04/20/2021

RECOMMENDATION NO. 8 CLASSIFIED PERSONNEL – NON MERIT

Requested Action: Approval/Ratification
Reviewed by: Tre’Shawn Hall-Baker, Dean, Human Resources
Approved by: Sherri Lee- Lewis, 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, \$15.00/hour (STHP)	14
College Work-Study Student Assistant, \$15.00/hour (FWS)	3

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 FACILITIES

*Requested by: John Greenlee, Director, Facilities Finance
Devin Starnes, Director of Facilities Management
: Charlie Yen, Director of Facilities Planning
Kim Tran, Chief Director, Business Services
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration
Requested Action: Approval/Ratification*

9-A ARCHITECT AND ENGINEERING SERVICES - COSMETOLOGY RENOVATION

Architectural and Engineering Services with Rachlin Partners for Cosmetology Casework Replacement specifications and drawings to bid replacement of all Cosmetology millwork and sinks.

Contract Amount \$ 12,520

Funding Source: Strong Workforce Funds

9-B AWARD OF BID - SMC 2714 PICO ROOFING PROJECT

Recommend award of bid to Best Contracting Services, Inc. for roof replacement and abatement at District Offices 2714 Pico Blvd.

Contract Amount \$ 496,700

Funding Source: State Scheduled Maintenance Funds (Fund 40.0)

Comment: 9 bidders attended the mandatory job walk and one bid was received.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requestor: Donald Girard, Senior Director, Government Relations & Institutional Communications

Reviewed by: Kim Tran, Chief Director, Business Services

Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: American Rescue Plan Act Stabilization Grant
Granting Agency: The Corporation for Public Broadcasting (CPB) through funds provided under the American Rescue Plan Act (ARPA)
Augmentation Amount: \$581,544
Matching Funds: Not Applicable
Performance Period: April 15, 2021 with no expenditure end date
Summary: The Corporation for Public Broadcasting distributes community service grants (CSGs) to noncommercial public television and radio stations that provide significant public service programming to their communities. CSGs help stations expand the quality and scope of their work, whether in educational, news, public affairs or other programming. \$175 million of emergency stabilization funds for public media was included in the American Rescue Plan Act (ARPA), which was signed into law on March 11, 2021. Stabilization funding is being provided to public telecommunications entities to maintain programming and services and to prevent, prepare for, and respond to coronavirus services to preserve small and rural stations threatened by declines in non-Federal revenues. KCRW through the Corporation for Public Broadcasting received \$581,544 in funding. Funds will be used for programming costs.

Budget Augmentation:	Restricted Fund 01.3	
	Revenue	
	8800 Local	\$581,544
	Expenditures	
	1000 Academic Salaries	0
	2000 Non-Academic Salaries	0
	3000 Employee Benefits	0
	4000 Supplies & Materials	0
	5000 Other Operating Expenditures	\$581,544
	6000 Capital Outlay	0
	7300 Other Outgo	0
	7600 Student Aid	0
	Total	\$581,544

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requested by: Jennifer Merlic, Vice President, Academic Affairs
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: ETP COVID-19 Rapid Reemployment and Retraining Pilot
Granting Agency: State of California, Employment Training Panel (ETP)
Award Amount: \$200,000 (Reimbursement of training cost, total not to exceed)
Matching Funds: Not applicable
Performance Period: December 14, 2020 – December 13, 2022
Summary:

ETP is a workforce training and economic development program that is administered by the State of California’s Employment Training Panel (ETP), a component of the Employment Development Department (EDD). The ETP program assists employers in strengthening their competitive edge by providing funds to offset the costs of job skills training necessary to maintain high-performance workplaces. Santa Monica College was awarded \$200,000 for the COVID-19 Rapid Reemployment and Retraining Pilot program designed to support employers in responding to and rebuilding their workforce as business normalizes and recovers in a post-COVID environment.

Budget: Restricted Fund 01.3

Revenue		
8600	State	\$200,000
Expenditures		
1000	Academic Salaries	0
2000	Non-Academic Salaries	\$ 60,000
3000	Employee Benefit	\$ 9,000
4000	Supplies & Materials	\$ 1,000
5000	Other Operating Expenditures	\$130,000
6000	Capital Outlay	0
7300	Other Outgo/Indirect	0
7600	Student Aid	0
Total		\$200,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Teresita Rodriguez, Vice President, Enrollment Development

Reviewed by: Kim Tran, Chief Director, Business Services

Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Immediate Action Budget Package - Emergency Financial Assistance to Low-Income Community College Students

Granting Agency: California Community College Chancellor’s Office

Augmentation Amount: \$1,928,481

Matching Funds: Not Applicable

Performance Period: March 24, 2021 to no specified end date, encourage rapid disbursement

Summary: Senate Bill 85 amends the Budget Act of 2020 allowing one-time local assistance funds that provide funding for immediate COVID-19 response and relief efforts where California community college and students need it most. Santa Monica College was awarded \$1,928,481 for emergency financial aid grants to students to address students’ emergency financial needs for expenses related to the COVID-19 disruption. These funds must prioritize grants to students who are low income by meeting the California College Promise Grant (CCPG) eligibility requirements, and who are California residents or exempt from paying non-resident tuition. Students also must be currently enrolled in at least 6 units, and earned a minimum 2.0 GPA in one of the last 3 semesters or a student who is receiving additional support services through the Disability Student Services Program.

The Financial Aid Office is working to disburse the Emergency Financial Aid Grants to students based on financial need. Some of the determining factors for distribution are unmet financial need, current enrollment, and residency status. Students can self-certify their emergency needs.

Budget Augmentation: Financial Aid Fund 74.0

Revenue		
8600	State	\$1,928,481
Expenditure		
1000	Academic Salaries	0
2000	Non-Academic Salaries	0
3000	Employee Benefits	0
4000	Supplies & Materials	0
5000	Other Operating Expenditures	0
6000	Capital Outlay	0
7000	Other Outlay – Direct Aid to Students	\$1,928,481
Total		\$1,928,481

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requestor: Michael Tuitasi, Vice President, Student Affairs

Reviewed by: Kim Tran, Chief Director, Business Services

Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: California Work Opportunity and Responsibility to Kids (CalWorks)
 Granting Agency: California Community Colleges Chancellor's Office (CCCCO)
 Augmentation Amount: \$14,024; (Original fiscal year 2019-2020 Award: \$350,254)
 Matching Funds: Not Applicable
 Performance Period: July 1, 2020 – June 30, 2021
 Summary:

CalWorks funds are used within the California Community College system as part of a larger effort to help students receiving public assistance or those in transition off of welfare to achieve long-term self-sufficiency. CalWorks funding helps students obtain access to vital services including work study, job placement, curriculum development and skills training. Due to the Corona virus pandemic impacting the ability of the EOPS program to spend budget as initially anticipated, the Chancellor's Office has allowed ending fiscal year 2019-2020 ending balances to carryover into fiscal year 2020-2021. Carryover balances will primarily be used for student workstudy payroll.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8600	State	\$ 14,024
Expenditures		
1000	Academic Salaries	0
2000	Non-Academic Salaries	\$ 13,775
3000	Employee Benefits	\$ 249
4000	Supplies & Materials	0
5000	Other Operating Expenditures	0
6000	Capital Outlay	0
7300	Other Outgo	0
7600	Student Aid	0
Total		\$ 14,024

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-E ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requestor: Michael Tuitasi, Vice President, Student Affairs

Reviewed by: Kim Tran, Chief Director, Business Services

Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: 2021 Immediate Action Budget Package – CalFresh Outreach
 Granting Agency: California Community Colleges Chancellors Office
 Augmentation Amount: \$50,070
 Matching Funds: Not Applicable
 Performance Period: March 24, 2021 – no specific spending deadline, for rapid disbursement
 Summary: Senate Bill 85 amends the Budget Act of 2020 allowing one-time assistance funds that provide for immediate COVID-19 response and relief efforts where College Community College and students need it most. Santa Monica College received funding to support campus efforts to increase student applications in the CalFresh Program. Funds will be used to host CalFresh sign-up events, support application assistance, including hiring staff to assist students applying for CalFresh and understanding how to use CalFresh benefits.

Budget Augmentation:	Restricted Fund 01.3	
	Revenue	
	8600 State	\$50,070
	Expenditures	
	1000 Academic Salaries	0
	2000 Non-Academic Salaries	\$40,827
	3000 Employee Benefits	\$ 9,243
	4000 Supplies & Materials	0
	5000 Other Operating Expenditures	0
	6000 Capital Outlay	0
	7300 Other Outgo/Indirect	0
	7600 Student Aid	0
	Total	\$50,070

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-F ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requestor: Michael Tuitasi, Vice President, Student Affairs

Reviewed by: Kim Tran, Chief Director, Business Services

Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Extended Opportunity Programs and Services (EOPS)
 Granting Agency: California Community Colleges Chancellor’s Office (CCCCO)
 Augmentation Amount: \$610 (Original fiscal year 2019-2020 Award Amount: \$1,308,990)
 Matching Funds: Not Applicable
 Performance Period: July 1, 2020 – June 30, 2021
 Summary:

Extended Opportunity Programs and Services (EOPS) is a state funded retention and support program. EOPS aims to identify and assist students who are affected by social, economic, educational, or language disadvantages by offering counseling, tutoring, book assistance, etc. Due to the COVID-19 pandemic, EOPS fiscal year 2019-2020 unspent balances were allowed to carryover to be spent in fiscal year 2020-2021. The unspent balance of \$610 was not submitted for Board approval at the time of the adopted budget. The carryover balance of \$610 is reflected on the Student Services Automated Reporting for Community Colleges (SSARCC) as available carryover budget for fiscal year 2020-2021. These funds will primarily be used for counseling services.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8600	State	\$ 610
Expenditures		
1000	Academic Salaries	\$ 610
2000	Non-Academic Salaries	0
3000	Employee Benefits	0
4000	Supplies & Materials	0
5000	Other Operating Expenditures	0
6000	Capital Outlay	0
7300	Other Outgo	0
7600	Student Aid	0
Total		\$ 610

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 4, 2021
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 BUDGET TRANSFERS

Requested Action: Approval/Ratification

Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

11-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: March 24 through April 21, 2021

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	-57,118
3000	Benefits	0
4000	Supplies	-27,760
5000	Contract Services/Operating Exp	108,475
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-23,597
Net Total:		0

11-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: March 24 through April 21, 2021

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-291,692
2000	Classified/Student Salaries	-11,643
3000	Benefits	-166,774
4000	Supplies	-10,336,614
5000	Contract Services/Operating Exp	-5,637,107
6000	Sites/Buildings/Equipment	-4,638,054
7100/7699	Other Outgo/Student Payments	21,081,884
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 4, 2021
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 BUDGET TRANSFERS (continued)

11-C FUND 40.0 – CAPITAL PROJECTS FUND
Period: March 24 through April 21, 2021

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	4,400
5000	Contract Services/Operating Exp	0
6000	Sites/Buildings/Equipment	-4,400
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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 COMMERCIAL WARRANT REGISTER

Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Commercial Warrant Register
 March 2021 9358 through 9402 \$15,527,787.54

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

RECOMMENDATION NO. 13 PAYROLL WARRANT REGISTER

Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

Payroll Warrant Register
 March 2021 C1H – C2I \$11,459,595.28

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested Action: Approval/Ratification

Requested by: Mitch Heskell, Dean, Educational Enterprise

Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified.

Auxiliary Operations Payments and Purchase Orders

March 2021 Covered by check & voucher numbers: 027149-027252 & 02292-02303

Bookstore Fund Payments	\$ 262,951.34
Other Auxiliary Fund Payments	\$ 17,069.32
Trust and Fiduciary Fund Payments	<u>\$ 371,837.30</u>
	\$ 651,857.96

Purchase Orders issued

March 2021 \$ 0

Comment: 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.15 REISSUE COMMERCIAL WARRANTS

Requested by: Mitchell Heskell, Dean Education Enterprise

Approved by: Chris Bonvenuto, Vice-President Business and Administration

Requested Action: Approval/Ratification

Warrants not presented to the Los Angeles County Treasurer within six months are void. Therefore, it is requested that LACOE draw a new warrant to replace the following expired warrants:

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Dong, Tiffany	24825232	10/01/18	\$ 128.00
Hinkfus, Samantha	24088320	10/04/17	\$ 506.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 ORGANIZATIONAL MEMBERSHIPS

Requested Action: Approval/Ratification

Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
April 2021	5	\$2,972.50

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

RECOMMENDATION NO. 17 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification

*Requested by: Scott Silverman, Interim Dean, Noncredit and External Programs
Patricia Ramos, Dean, Academic Affairs*

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

Authorization of payment for delivery of seminars and courses for SMC Community and Contract Education. The list of providers is on file in the office of Community and Contract Education. Payment per class is authorized as stated on the list on file.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 PURCHASING

Requested Action: Approval/Ratification
Requested by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

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.

March 2021 \$1,310,792.37

18-B AWARD OF BID - KCRW TRANSMITTERS PROJECT

Recommend award of bid to Nautel Maine, Inc. for replacement of two transmitters at Briarcrest site.

Contract Amount \$ 160,259.40

Funding Source: KCRW Auxiliary Fund

Comment: This is for the replacement of KCRW-FM’s 18 year old radio transmitter equipment at the station’s main transmitter site (2555 Briarcrest Road, Beverly Hills 90210, near Mulholland Drive and between Coldwater Canyon Avenue and Laurel Canyon Boulevard). While operational, there is a high cost to maintain its operation. Current technology will enable a stronger signal and enable multiple streams via HD.

154 vendors notified, two bids were received. The additional bid was submitted by Broadcasters General Store in the amount of \$179,924.69.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4, 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

SUBJECT: **CLASSIFIED SCHOOL EMPLOYEES WEEK**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified School Employees Week, May 16-22, 2021.

WHEREAS, classified employees provide valuable services to the College and students of the Santa Monica Community College District; and

WHEREAS, classified employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified employees play a vital role in providing for the welfare and safety of Santa Monica Community College District's students; and

WHEREAS, classified employees employed by the Santa Monica Community College District strive for excellence in all areas relative to their workplace,

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 16-22, 2021 as Classified School Employees Week in the Santa Monica Community College District.

COMMENT: Virtual activities are planned for Classified School Employees Week again this year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4, 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20

SUBJECT: **RESOLUTION: COMMITMENT TO DIVERSITY, EQUITY AND INCLUSION**

SUBMITTED BY: Superintendent/President

WHEREAS, Santa Monica Community College District’s Mission Statement asserts that Santa Monica College is a welcoming and inclusive equity-minded, anti-racist learning environment where diverse students are supported to pursue and attain student success. Santa Monica California Community College District provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment; and

WHEREAS, the diverse student population of the Santa Monica Community College District is one of its greatest assets and closely reflects the diverse population of California, as 38% of its students are Latinx, 31% are White, 9% are Asian, 7% are Black; 4% are multi-racial, less than 1% are Native American, less than 1% are Pacific Islander, and the rest are unreported.

WHEREAS, diversity enriches the educational experience through the exchange of different ideas, beliefs, experiences, and perspectives; promotes personal growth because it challenges stereotypes, preconceptions, and bias; encourages critical thinking; and helps people learn to communicate effectively with others of varied backgrounds; and

WHEREAS, diversity strengthens communities; prepares students to become globally responsible citizens in an increasingly complex, global society; fosters mutual respect and teamwork; helps build communities whose members are judged by the quality of their character and contributions; enhances the nation’s and the state’s economic competitiveness because it brings together individuals from varied and different backgrounds and cultures into the workplace; and

WHEREAS, there are significant equity gaps in completion rates among student populations, and the Vision for Success calls on the system to integrate equity throughout all efforts to increase student success and to eliminate those equity gaps by the year 2026-27; and

WHEREAS, Santa Monica Community College District has adopted local Vision for Success goals centered on improving students success; and

WHEREAS, faculty and staff diversity is a driver for the educational achievement and the social mobility of students; documented by established peer reviewed literature that affirms that students who benefit from a racial and ethnic diverse faculty are better prepared for leadership, citizenship, and professional competitiveness; and

WHEREAS, recognizing the importance of faculty and staff as key drivers of student success, the Board of Governors of the California Community Colleges has adopted the Diversity, Equity and Inclusion Integration Plan, consisting of 68 hiring, recruitment and retention strategies to address the lack of diversity among full-time and part time faculty, classified staff and educational administrators. The Board of Governors also adopted title 5 regulation changes acknowledging that racism, discrimination, and biases exist and the goal is to eradicate them from our system and embrace diversity; and

WHEREAS, Santa Monica Community College District is a public California Community College District, and accepts the responsibility to address the needs of the diverse institutions and populations within its service area; and

WHEREAS, Santa Monica Community College District has taken the following actions to support diversity, equity and inclusion: such as those listed below:

- Students: efforts to include the student voice to inform Board policies and actions related to faculty and staff diversity
- Board Policies: statements by the board in support of diversity, equity and inclusion
- Human Resources: identify actions to address underrepresentation in current staffing
- Equal Employment Opportunity Plan: actions related to faculty and staff diversity supported by national, state and local data
- Equity Plans: district board to review and update the Equity Plans with the goal of infusing actions to uplift the most vulnerable and socially disadvantaged students in our system
- Professional development: efforts to support increased cultural competencies among staff and faculty and understand implicit bias
- Campus climate and curriculum: campus dialogue, audit of classroom climate and action plans to create inclusive classrooms and anti-racist curriculum

NOW THEREFORE BE IT RESOLVED, that we, the Santa Monica Community College District Board of Trustees, hereby reaffirm strongly our support for diversity in faculty and staff hiring; diversity among faculty, students, staff and programs; and expect everyone in the [Community College District] community, through their roles and responsibilities, to implement the District's diversity initiatives and maintain a climate of respect, civility, anti-racism, and inclusion as part of the institution's commitment to educational excellence; and be it further

RESOLVED that Santa Monica Community College District Board of Trustees will support and implement the recommendations from the California Community Colleges Chancellor's Office Vision for Success Diversity, Equity and Inclusion Task Force Report dated April 24, 2020, and biannually provide implicit bias and cultural competency training; and be it further

RESOLVED, the Santa Monica Community College District Board of Trustees shall publicly review, on an annual basis, the District's compliance with the California Education Code Equal Employment Opportunity standards and Chancellor's Office Certification Form that incorporates multiple methods to address diversity, including, but not limited to, board policies and adopted resolutions; incentives for hard-to-hire areas/disciplines; focused outreach and publications; procedures for addressing diversity throughout hiring steps and levels; consistent and ongoing training for hiring committees; professional development focused on diversity; diversity incorporated into criteria for employee evaluation and tenure review; grow-your-own programs; an analysis of why staff leave the district; and the make-up of hiring committees.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4, 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21

SUBJECT: **RESOLUTION FOR THE SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES TO REAFFIRM THE IMPORTANCE OF THE ROLE OF THE STUDENT TRUSTEE**

SUBMITTED BY: Student Trustee Joshua Elizondo

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution reaffirming the importance of the role of the Student Trustee.

WHEREAS, Santa Monica College Board Policy 2015, states that the Board of Trustees shall include one non-voting student member “The Student Trustee” who shall be seated with the Board while recognized as a full member of the Board at meetings, and

WHEREAS, the student trustee is elected by the student body with the specific goal of representing the voice of students in their district while carrying out the regular duties of a trustee and may be granted an advisory vote among the Board of Trustees in accordance with Board Policy 2015, and

WHEREAS, the Santa Monica College District believes in the importance of the role of a student trustee and values their perspective.

THEREFORE, BE IT RESOLVED on May 4, 2021 that the Santa Monica Community College District Board of Trustees reaffirms the importance of the role of the student trustee.

RESOLVED, that the Board of Trustees of the Santa Monica College District commits to continue its support of future student trustees.

Reference: Education Code Section 72023.5

Reference: SMC Board Policy 2015

COMMENT: The intention of this resolution is to complement the annual authorization of privileges for the Student Trustee. It differs in that, while the two actions serve similar goals, this resolution is to distinctly reaffirm the importance of the role of the Student Trustee.

Education Code Section 72023.5 states that Board authorization to determine the privileges of the student trustee is required each year by May 15th for the succeeding year. The authorization includes (1) the student trustee to make and second motions, (2) the student trustee is entitled to an advisory vote, and (3) the student may receive compensation up to the amount prescribed in Education Code Section 72425 and Board Policy 2015 for the term of June through May. There is a Chancellor’s Office opinion dated May 23, 2001 that indicates districts cannot impose more restrictions than those found in Education Code 72023.5.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4, 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

SUBJECT: **ANNUAL AUTHORIZATION OF PRIVILEGES FOR THE STUDENT TRUSTEE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the continuation of privileges for the student trustee in accordance with Board Policy 2015 and Education Code Section 72023.5.

1. The student trustee may make and second motions.
2. The Student Trustee is entitled to an advisory vote which shall be cast before the rest of the Board of Trustees and be recorded as such in the official minutes. The vote shall not be included in determining the vote required to carry any measure before the Board.
3. The student trustee may receive compensation up to the amount prescribed by Education Code Section 72425 and Board Policy. The term of compensation for the student trustee shall run from June through May.

SUMMARY: Education Code Section 72023.5 states that Board action to determine the privileges of the student trustee is required each year by May 15th for the succeeding year.

Rights and responsibilities dealing with term, closed sessions and conference attendance are included in Board Policy 2015.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4, 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23

SUBJECT: **RECEIPT OF PERSONNEL COMMISSION 2021-2022 PROPOSED BUDGET**

SUBMITTED BY: Personnel Commission

REQUESTED ACTION: It is recommended that the Board of Trustees acknowledge receipt of the 2021-2022 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District’s regular budget process.

SUMMARY: In accordance with Merit Rule 2.4, the Director of Classified Personnel shall prepare and submit to the Personnel Commission a proposed operating budget for the Commission for the next ensuing fiscal year. The budget shall be submitted for a first reading not later than the appropriate Commission meeting in April.

The Director of Classified Personnel presented an initial draft of the proposed budget for a first reading at the Personnel Commission meeting on April 21, 2021. The Personnel Commission will hold a public hearing on its proposed budget on May 19, 2021, at which time it will fully consider all comments and suggestions that may be offered by District administration, the Board, or other concerned persons or organizations.

During the past year, the Personnel Commission approved revisions for 21 classifications. While salary data from external market surveys the Personnel Commission conducted during these reviews was posted, all applicable salary increases were placed on hold until salary freezes for classified personnel were lifted. The Board of Trustees approved an early end to furloughs and salary freezes at its previous meeting on April 6, 2021. CSEA has requested that it now move forward with recommendations for salary increases that have been on hold throughout this past year. The District has indicated there is no objection to this action. These recommendations are included on the consent agenda for this meeting. Classifications used in the Personnel Commission were part of this past year’s cyclical studies; therefore, the Personnel Commission budget for fiscal year 2021-2022 has been impacted by this recent decision.

The Personnel Commission budget for fiscal year 2021-2022 reflects the following adjustments against the prior year’s budget:

- 10.8% increase in total salary and benefits due to the following changes:
 - Mandatory 10.86% increase in employee benefits (Annual increase \$49,199)
 - Mandatory step and column increases in salary (Annual increase \$27,805)
 - Pending salary reallocations approved from cyclical classification studies (Annual increase \$75,872)

There are no overall increases anticipated during the next fiscal year for Total Operating Expenses, although a few line items have been adjusted to reflect changes needed for remote testing.

Overall, the Personnel Commission is requesting a 10.4% increase to its budget for fiscal year 2021-2022.

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

PERSONNEL COMMISSION BUDGET 2021-2022

Description	Object	2020/2021	2021/2022	Difference	% Change
Administrative & Management	2110	\$377,414.00	\$413,433.00	\$36,019.00	9.5%
Clerical	2120	\$523,098.00	\$590,754.00	\$67,656.00	12.9%
Clerical Hourly (Temporary Staff)	2323	11,000.00	11,000.00	\$-	
Clerical Overtime	2324	2,000.00	2,000.00	\$-	
Personnel Commissioners	2380	7,725.00	7,725.00	\$-	
Other Classified Hourly	2393	0.00	0.00	\$-	
Benefits (Staff)	Various	\$453,228.00	\$502,427.00	\$49,199.00	10.9%
Benefits (Commissioners)	Various	\$82,990.00	\$87,163.00	\$4,173.00	5%
Total Salary & Benefits		\$1,457,455.00	\$1,614,502.00	\$157,047.00	10.8%
Supplies	4550	\$4,396.00	\$4,396.00	\$-	
Mileage	5210	\$150.00	\$150.00	\$-	
Conf./Training/Staff Development	5220	\$6,200.00	\$6,200.00	\$-	
Meeting Reimbursements	5241	\$-	\$-	\$-	
Meals/Catering for Raters	5242	\$2,000.00	\$2,000.00	\$-	
Dues & Memberships	5310	\$3,500.00	\$5,500.00	\$2,000.00	
Repairs & Equipment Maintenance	5650	\$400.00	\$400.00	\$-	
Legal	5730	\$20,000.00	\$15,000.00	\$(5,000.00)	
Off Campus Printing	5820	\$-	\$-	\$-	
Advertising	5830	\$6,500.00	\$6,500.00	\$-	
Software Licensing	5840	\$11,400.00	\$14,400.00	\$3,000.00	
Postage	5850	\$-	\$-	\$-	
Other Contract Services	5890	\$-	\$-	\$-	
Total Operating Expenses		\$54,546.00	\$54,546.00	\$0.00	0.0%
Total Budget		\$1,512,001.00	\$1,669,048.00	\$157,047.00	10.4%

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION May 4, 2021
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 24

SUBJECT: SMC FOUNDATION ACTIVITIES, 2020-2021

SUBMITTED BY: Senior Director, Institutional Communications/Government Relations
SMC Foundation

SUMMARY: March 20, 2021 marked the one-year anniversary of SMC Foundation’s Meal Project, a series of free food programs that work hand-in-hand with SMC’s Department of Health and Human Services to provide basic needs support to students who are impacted by food insecurity. Defined by the limited or uncertain availability of nutritionally adequate and safe foods or the ability to acquire such foods in a socially acceptable manner, food insecurity is silent, without identity, and is often faceless among college students. While there is no nationally representative data of college students impacted by such severe and chronic hunger, the existing literature reveals that one in three college students experienced food insecurity before the coronavirus disease-2019 (COVID-19) crisis.

The presentation will include: data results from a recent survey addressing students who are currently enrolled in SMC’s food programs presented by Institutional Research; an update on enrolling students for CalFresh benefits (Health and Wellbeing); the student experience (Basic Needs student representative), and how the collective efforts of the District enabled a successful fundraising campaign to support the program (SMC Foundation).

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 4, 2021
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25

SUBJECT: **2020-2021 QUARTERLY BUDGET REPORT AND 311Q**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: Acknowledge receipt of the 2020-2021 Quarterly Budget Report, as of March 31, 2021 (Appendix A).

COMMENT: The Board of Trustees is presented on a quarterly basis with a set of financial statements for the general fund along with the quarterly 311Q report required by the Chancellor’s Office.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 4, 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 26

SUBJECT: **ADOPTION OF EDUCATION PROTECTION ACCOUNT (EPA - PROP 55, AN EXTENSION OF PROP 30) EXPENDITURE PLAN**

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the plan to expend the 2020-2021 Education Protection Account (EPA) funds of \$22,330,826 on instructional salaries.

SUMMARY: Proposition 55, The California Children’s Education and Health Care Protection Act of 2016, which was an extension of Proposition 30, temporarily raises the income tax rate for upper-income-earners (over \$250,000 for single filers, over \$500,000 for joint filers, and over \$340,000 for heads of households) through 2030-2031 to fund the State’s Educational Protection Account which provides funding for local school districts and community colleges.

Under Proposition 55, Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in an open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided by the EPA have been properly disbursed and expended as required by law.

This recommendation is submitted to comply with Proposition 55 provisions requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA that SMCCD will receive for 2020-2021, as of P1, is \$22,383,520. Accordingly, the amount of EPA funds as of the recalculation of apportionment for 2019-2020 decreased from the P2 amount of \$10,071,579 to \$10,018,885 or a decrease of <\$52,694>. The entire amount for 2020-2021 less the decrease in 2019-2020 funding will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations and will be offset by a decrease in apportionment funding received by the State.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 4 2021

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 27

SUBJECT: **PROCESS TO APPOINT MEMBERS OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees commence the application process (1) to fill vacancies on the Citizens’ Bond Oversight Committee (CBOC) caused by the expiring terms of current members, effective July 1, 2021, and (2) to possibly appoint additional members to serve on the Citizens’ Bond Oversight Committee.

SUMMARY: The Government Code and Education Code require that the Citizens’ Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees, with at least:

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 Citizens’ Bond Oversight Committee membership:

Members with continuing terms through June 30, 2022	Alfred Barrett, Senior Citizens’ Organization
Members with terms expiring June 30, 2021 who are not eligible for reappointment (served three terms)	Michael Dubin, Local Business Community/Taxpayers’ Organization Sonya Sultan Local Community/Business
Members with terms expiring June 30, 2021 who are eligible to apply for reappointment	Patrick Acosta, Local Community/Business Heather Anderson, Local Community (Malibu) Elizabeth Greenwood, Local Community/ Business Donald Schort, Local Community/Business
Associated Students Representative term expires June 30, 2021.	A new representative will be appointed for 2021-2022.

The Committee meets quarterly (July, October, January and April) and reviews quarterly expenditure reports produced by the District to ensure that (a) bond proceeds are expended only for the purposes set forth in the ballot measure; (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses; (c) bond proceeds are maximized. Members of the Citizens' Bond Oversight Committee shall serve for no more than three consecutive terms (Education Code Section 15282.)

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

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT May 4, 2021
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XII. BOARD COMMENTS

XIII. ADJOURNMENT

The meeting will be adjourned in memory of **Dr. William S. King**, retired SMC Math professor; and **Marge Verge**, wife of longtime SMC professor Art Verge and mother of Mark Verge.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, June 1, 2021 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

Major Items of Business

The agenda for the next meeting will include the following:

1. Tentative 2021-2022 Budget
2. Five-Year Construction Plan
3. Annual Recommendations, Consultants and Contracts