



# AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

**TUESDAY, MAY 6, 2025**

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

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

This meeting of the Board of Trustees will be held in-person in the Board Room (Business Building Room 117) and via Zoom Webinar to allow for remote attendance.

Additional seating will be available in Business Building Room 111.

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

<https://smc-edu.zoom.us/j/96490163563?pwd=NIJjM0MzTU5RaWtiSnphakVjVTJ0dz09>

Passcode: 887636

5:00 p.m. Public Meeting Convenes

Board Adjourns to Closed Session

6:00 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 DURING MEETINGS OF 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. All public comments will be subject to the general rules set forth below.

- Generally, three minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda and in Major Items of Business. 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.
- 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.
- 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.

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.

### **Instructions for Submitting a Request to Speak at In-Person Meeting**

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 a request card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

#### General Public Comments and Consent Agenda

- The request 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.

#### Major Items of Business

- The request 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.

### **Instructions for Submitting a Request to Speak at Zoom Webinar**

The Zoom webinar format used by the Board of Trustees Zoom meetings ensure public participation and provide an opportunity for the public to directly address the legislative body.

Public participation can occur in one of two ways. Members of the public may speak during the public meeting or they can submit written comments to be shared with the Board of Trustees.

Individuals wishing to speak directly to the Board can do so in one of several ways:

It is recommended that Individuals wishing to speak at a Board of Trustees webinar send an email to Recording Secretary ([Rose\\_Lisa@smc.edu](mailto:Rose_Lisa@smc.edu)) by 4:30 p.m. for the Closed Session beginning at 5:00 p.m. or by 5:30 p.m. for the regular session starting at 6:00 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: General Public Comments, Consent Agenda (indicate number/subject) or Major Items of Business (indicate number/subject)

Alternatively, during the meeting and before public comments have ended, individuals may use the Q&A feature of the Zoom webinar to request to speak.

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 the name used to request to speak to expedite this process.

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

### **Instructions for Submitting Written Comments**

Individuals wishing to submit written comments to be shared with the Board of Trustees are requested to send an email to Recording Secretary ([Rose\\_Lisa@smc.edu](mailto:Rose_Lisa@smc.edu)) by 4:30 p.m. for the Closed Session starting at 5:00 p.m. or by 5:30 p.m. for the regular session starting at 6:00 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 shared

*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 6, 2025

# A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held on Tuesday, May 6, 2025 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Additional seating will be available in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote attendance.

5 p.m.

## I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER  
 Dr. Nancy Greenstein, Chair  
 Dr. Sion Roy, Vice-Chair  
 Dr. Luis Barrera Castañón  
 Anastasia Foster  
 Dr. Margaret Quiñones-Perez  
 Dr. Tom Peters  
 Rob Rader

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

Please click the link below to join the webinar:

<https://smc-edu.zoom.us/j/96490163563?pwd=NIJJM0MzTU5RaWtjSnphakVJVTJOdz09>

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

## II. CLOSED SESSION

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code Section 54957.6): Two Cases
- 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)

6:00 p.m.

**III. PUBLIC SESSION –ORGANIZATIONAL FUNCTIONS**

• LAND ACKNOWLEDGEMENT

We respectfully recognize that the land on which Santa Monica College currently stands is the ancestral unceded territory of the Tongva, Chumash or Gabrielino peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.

• 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**

- Enrollment Update
- Men of Color Action Network (MOCAN) Conference

**V. PUBLIC COMMENTS**

**VI. ACADEMIC SENATE REPORT**

**VII. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**VIII. REPORT ON STUDENT SUCCESS**

Update: SMC's Accounting Diversity Conference

Presenter: Professor of Accounting Ming Lu

*This supports the Board's 2024-2025 Annual Goal: Educational Advancement, Quality, and Equity.*

**IX. CONSENT AGENDA**

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

#1 Approval of Minutes: April 1, 2025 (Regular Meeting) 7  
April 22, 2025 (Special Meeting/Study Session)

**Academic Affairs**

#2 New Courses and Degrees, Spring 2025 8

**Contracts and Consultants**

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**Facilities and Fiscal**

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**X. CONSENT AGENDA** – Pulled Recommendations  
*Recommendations pulled from the Section IX. Consent Agenda to be discussed and voted separately. Depending on time constraints, these items might be carried over to another meeting.*

**XI. MAJOR ITEMS OF BUSINESS**

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**XII. INFORMATION**

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**XIII. BOARD COMMENTS**

**XIV. ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, June 3, 2025 at 6 p.m. (5 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. This meeting will be held in-person and via Zoom Webinar to allow for remote participation.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

**IX. CONSENT AGENDA**

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

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#19.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

**X. 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:

[April 1, 2025 \(Regular Meeting\)](#)

[April 22, 2025 \(Special Meeting/Study Session\)](#)



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, SPRING 2025**

*Requested Action: Approval/Ratification*  
*Requested by: Curriculum Committee*  
*Approved by: Jason Beardsley, Vice-President, Academic Affairs*

New Courses

ART 14 Introduction to Fiber Art

This course introduces historical references, conceptual ideas, and hands-on applications related to Fiber Art. Students in this class will look at composition, along with organizing principles and design elements, as they apply to fiber art and sculpture. Students are invited to experiment with new materials, cutting-edge technology, and critical dialogues to develop their visual vocabulary for creative expression. The class will have regular lectures, practices with workspace organization for exhibitions, and a sense of play in the use of fibers, fabric, and paper for non-representational studio projects. This course is experimental, with an introduction to design, weaving, tufting, felting, and the TC2 loom.

ART 87B Art Mentor Professional Practice

This course is designed for students who are continuing to build an art portfolio for transfer, have taken an interest in entry-level art courses and are on the path to deepening their knowledge of professional practices as an artist. Planning, production and execution of proposed projects, deepening public speaking around artwork, and building out sustainable studio practices will be the main focus. The focus will be on creating ambitious and self-guided artwork, public speaking, writing and a cohesive body of work.

ART 87C Art Mentor Material and Exhibition Studies

You will explore various tools, technologies, and spaces to showcase your work. In this class, you will focus on packaging your work for public display while learning to use different tools and technologies.

SWHS 1 Introduction to Social Work and Human Services

This course provides an introductory overview of social welfare and the societal institutions in the U.S. that structure the provision of social services. It presents a historical perspective on the development of U.S. social work and human services. Special attention is given to current service delivery systems, their policies and procedures, and the tasks of culturally responsive social workers and human service workers within those settings.

SWHS 10 Social Work and Human Services Seminar (Prerequisite: SWHS 1; Corequisite: SWHS 95)

This course provides the student who is participating in a supervised field experience in a community organization, agency, or institution with a weekly class meeting that provides the academic element to the experiential course offering. The application of concepts gained in the prerequisite or corequisite course to the field experience will be emphasized. This course is designed to provide the student with an opportunity to develop skills that would facilitate gaining employment in the human services field.

SWHS 95 Social Work and Human Services Fieldwork (Prerequisite: SWHS 1; Corequisite: SWHS 10)

This course offers the student a supervised field experience in a community organization, agency, or institution, allowing the student to apply knowledge and learn new skills outside of the classroom environment. This course is designed to provide the student with an opportunity to observe, practice, and develop skills that would facilitate gaining employment in the human services field.

### Distance Education

ART 14 Introduction to Fiber Art  
ART 87B Art Mentor Professional Practice  
ART 87C Art Mentor Material and Exhibition Studies  
SWHS 1 Introduction to Social Work and Human Services

### Course Revisions

AHIS 80 History of Exhibition & Display  
AQUA 3 Microbiology and Genetics for Aquaculture  
ART 87A Art Mentor Portfolio  
MCRBIO 1 Fundamentals of Microbiology  
PHOTO 30 Techniques of Lighting: Introduction

### New Program

Social Work and Human Services AA-T

The Associate of Arts for Transfer in Social Work and Human Services involves both academic as well as practical preparation both for transfer and for work in the human services field. The course of study offers students a foundational understanding of the field of social work and human services and the opportunity to acquire skills in interpersonal, analytical and critical thinking skills, problem-solving, and written and verbal communication. Upon completion of the Social Work and Human Services Associate of Arts for Transfer (AA-T), students will have a strong academic foundation in the field and be prepared for upper division baccalaureate study. Completion of the degree indicates that the student will have satisfied the lower division requirements for transfer into a Social Work or Human Services program for many campuses in the California State University system.

### Program Revisions

Architecture and Interior Design Digital Production Certificate of Achievement

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

**3-A      RATIFICATION OF CONTRACTS AND CONSULTANTS**

The following contracts are less than the amount specified in Public Contract Code Section 20651, 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*

➤ NEW CONTRACTS

Provider/Contract		Term/Amount	Service	Funding Source
1	Glendale Community College	February 2025 – June 2026 \$50,642	This subaward Agreement for services is entered into by Santa Monica College and Glendale Community College for the purpose of collaborating on the SMC & GCC SOAR (Strategies for Optimal AI Resilience) grant. Santa Monica College was awarded this grant, which as accepted by the Board of Trustees at its meeting on April 1, 2025, to lead the project as the host institution. In addition, the granting agency has allowed for Glendale Community College (GCC) to be given a subaward of \$50,642 as the partner institution. Select faculty from both institutions will participate in a year-long intensive professional development program during the 2025-2026 academic year, focusing on AI integration in teaching. In Spring 2026, departmental AI coaches will be in place across both institutions. Additionally, an evaluation will be conducted on the effectiveness of these professional development efforts.	Foundation for California Community Colleges Grant
<i>Requested by: Steven Sedky, Associate Dean, CTE</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
2	Ballet Folklorico Flor de Mayo	March 15 – April 25, 2025  \$4,500	Choreographed dances in partnership with PPI partners and SMMUSD/SMC in support of Spring programming celebrating Cesar Chavez and the Cesar Chavez holiday.	Unrestricted General Fund, Public Policy Institute (PPI)
<i>Requested by: Kiersten Elliott, Dean, Academic Affairs and Community Relations</i>				
<i>Approved by: Donald Girard, Senior Director, Governmental Relations/Institutional Communications</i>				
3	Habiba Simjee	March 25, 2025  \$2,500	Speaker and Presenter of “Know Your Rights” training about the KYR & Immigration 101 Workshop: This workshop will cover "Know Your Rights" essentials when encountering immigration enforcement and provide an overview of the various forms of immigration relief that are available.	Restricted General Fund, Student Equity Achievement Program & Dream Resource Liaison Support
4	DJ Keelez & Associates	May 27, 2025  \$1,575	DJ for APIDA (Asian Pacific Islander Desi Americans) Celebration of Graduating Students	Restricted General Fund, Student Equity Achievement Program
5	Julie-Ann Elliston	March 17, 2025  \$750	The consultant will lead a Power of Self-Expression workshop through Zine Making. A zine short for magazine is a small-circulation self-published work of original or appropriated texts and images, usually reproduced via a copy machine. Zines are the product of either a single person or of a very small group and are popularly photocopied into physical prints for circulation.	Restricted General Fund – SEAP Grant

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
6	Maracuya Botanicals LLC	April 29, 2025  \$2,100	Build a Self-Care Bear: A workshop to support your Inner Child. The workshop is designed to bring awareness to participants about the needs of their inner child and what tools they currently have to offer them. We will explore the concept of Adverse Childhood Experiences (ACEs) and their potential long-term impacts on our health, opportunity, and well-being. By incorporating plant teachings and an intentional stuffed animal activity participants are encouraged to connect to and comfort their inner child in a playful setting.	Restricted General Fund, Student Equity Achievement Program & Dream Resource Liaison Support
<p><i>#3, #4, #5 and #6</i>  <i>Requested by: Valeria Garcia, Project Manager, Student Equity Center</i>  <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i></p>				
7	Lakeland Tours/ WorldStrides	June 28 – July 8, 2025  \$59,192.20	Study Abroad Program – France Students will be immersed in the rich history and art that fills the city of Paris. They will visit many museums and learn about imperialism, immigration, migration and diversity. Professor Bennett and Professor Mihaylovich are the lead faculty, with assistance from Worldstrides who is in charge of accommodations, transportation, some meals and safety.	Unrestricted General Fund, Global Citizenship \$12,500 Student Direct Payment \$46,692.20
<p><i>Requested by: Denise Kinsella, Dean, International Education Center</i>  <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i></p>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ **NEW CONTRACTS** *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
8	PPL, Inc	April 15 – June 30, 2025  \$74,000	Executive Search services for two Vice President positions	Unrestricted General Fund, Human Resources
<i>Requested by: Sherri Lee-Lewis, Vice President, Human Resources</i> <i>Approved by: Kathryn E. Jeffery, Superintendent/President</i>				
9	Village Life Education (Kirk Kirkwood)	June 18, 2025  \$1,500	Consultant will be responsible for Math Tutoring Breakout Session to explore effective strategies to engage students in a tutoring environment. Common challenges and misconceptions students face in math will be identified and addressed.	Restricted General Fund, EEO Innovative Best Practices
10	Aurelia Rhymer	June 18, 2025  \$1,500	Consultant will be responsible for providing the Keynote Speech at the Instructional Support Staff Retreat.	Restricted General Fund, EEO Innovative Best Practices
<u>#9 and #10</u> <i>Requested by: Wendi DeMorst, Associate Dean, Student Instructional Support</i> <i>Approved by: Sherri Lee-Lewis, Vice President, Human Resources</i>				
11	Leadership Education for Asian Pacific	May 9, 2025  \$2,500	The consultant will provide a 120-minute workshop titled "Risk Taking: Making Changes Happen" for the APIDAA Employee Resource Group.	Restricted General Fund - EEO IBP Grant Affinity Groups
<i>Requested by: Diana Pennington, Administrative Assistant III-(Confidential)</i> <i>Approved by: Sherri Lee-Lewis, Vice President, Human Resources</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
12	Pollack Peacebuilding Systems, Inc.	April 10 – June 30, 2025  \$12,650	Consultant will provide workshops and coaching sessions for all college employees about foundational leadership and peacebuilding concepts that address interpersonal dynamics, communication barriers, and conflict resolution strategies. The program entails: three (one-hour) presentations; 8 (30 minute) coaching sessions, access to an asynchronous companion course, and pre and post surveys to gather data and assess effectiveness.	Restricted General Fund, Equal Employment Opportunities (EEO) Innovative Best Practices
13	Firefly Event, Inc.	April 15- June 30,2025  \$19,500	Consultant will provide customized teambuilding workshops to multiple departments/ groups to build trust, communication, collaboration, and problem-solving. Departments have been grouped based on job duties, department size, and capacity. The program includes 5 big group (2.5 hour) teambuilding sessions and 1 small group (1.5 hour) teambuilding session.	Restricted General Fund, Equal Employment Opportunities (EEO) Innovative Best Practices
<p><u>#12 and #13</u>  <i>Requested by: Abigail Orosz, Professional Development Coordinator</i>  <i>Approved by: Sherri Lee-Lewis, Vice President, Human Resources</i></p>				
14	Alicia Piller	April 1, 2025  \$500	Consultant will provide a Roundtable Discussion about: Blackness and Intersectional Identities, Global Eco-Feminism, Intergenerational Ties and Community Building as part of the Convex Artist Roundtable.	Unrestricted General Fund, Global Citizenship
15	Donel Williams	April 1, 2025  \$500	Consultant will provide a Roundtable Discussion about: Blackness and Intersectional Identities, Global Eco-Feminism, Intergenerational Ties and Community Building as part of the Convex Artist Roundtable.	Unrestricted General Fund, Global Citizenship
<p><u>#14 and #15</u>  <i>Requested by: Pressian Nicolov, Dean, International Education</i>  <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i></p>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

**3-A**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
16	James LaFourche	April 15 – June 30, 2025  \$1,700	DJ services for three events: 1. Black Student Success Week on April 25, 2025 - \$500  2. Celebration of Graduating Students on June 7, 2025 - \$600  3. Celebration of Graduating Students on June 13, 2025 - \$600	<u>1.</u> and <u>2.</u> Umoja Grant  <u>3.</u> Restricted General Fund, Student Equity Achievement Program (SEAP)
<i>Requested by: Sherri Bradford, Program Faculty Leader for Black Collegians Umoja Community</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>				
17	Smartsheet for Brandfolder	May 15, 2025 – June 30, 2026  Not to exceed \$27,300	Digital asset management software for marketing materials including photos and videos.	2024-2025 & 2025-2026 Unrestricted General Fund, Marketing Budget
<i>Requested by: Rebecca Agonafir, Director, Marketing</i> <i>Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications</i>				

**3-B**      **CONTRACT EDUCATION**

Provider/Contract		Term/Amount	Service	Revenue
1	Novel Prep	Summer 2025 – Spring 2026	Agreement to offer online courses for students of Novel Prep, a California corporation, through a Contract Education program for International Students studying from abroad. Courses will be mutually agreed upon and credit bearing leading to a pathway for transfer. All SMC course prerequisites, academic standards, and student conduct codes will be enforced.	Anticipated Gross Revenue \$2,061,242
<i>Requested by: Teresita Rodriguez, Vice-President, Enrollment Development</i> <i>Approved by: Kathryn E. Jeffery, Superintendent/President</i>				



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3**      **CONTRACTS AND CONSULTANTS**

**3-B**      **INTERNSHIP AGREEMENTS**

Provider/Contract		Term/Amount	Service	Funding Source
1	AltaSea at the Port of Los Angeles	June 23, 2025 – June 22, 2026  The rate of compensation for interns shall be the higher of Institution’s minimum hourly rate (currently \$17.27; increasing to \$17.81 per hour effective July 1, 2025) or the applicable minimum wage in the jurisdiction where the student is employed	The employer/internship agreement with AltaSea at the Port of Los Angeles will provide aquaculture internships to Aquaculture Program students while enrolled in an internship credit course to gain industry experience and earn college credit.	Restricted General Fund, Builder's Initiative grant
2	Heal the Bay	June 23, 2025 - June 22, 2026  The rate of compensation for interns shall be the higher of Institution’s minimum hourly rate (currently \$17.27; increasing to \$17.81 per hour effective July 1, 2025) or the applicable minimum wage in the jurisdiction where the student is employed.	The employer/internship agreement with Heal the Bay will provide aquaculture internships to Aquaculture Program students while enrolled in an internship credit course to gain industry experience and earn college credit.	Restricted General Fund, Builder's Initiative grant
<p><b><u>#1 and #2</u></b>  <i>Requested by: Karol Lu, Ed.D., Project Manager, Aquaculture &amp; Biotechnology</i>  <i>Approved by: Jason Beardsley, Vice-President, Academic Affairs</i></p>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 5 RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES MEDICAL AND HOSPITAL CARE ACT**

*Requested Action: Adoption*

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

*Approved by: Sherri Lee-Lewis, 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 \$1,462.44 per month, plus administrative fees and Contingency Reserve Fund Assessments.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 6      ACADEMIC PERSONNEL**

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

ELECTIONS

EFFECTIVE DATE

Villarama, Rebecca, Full-time Tenure Track Faculty, Physical Sciences, Chemistry      09/02/2025

ADJUNCT FACULTY

Approval/ratification of the hiring of adjunct faculty (List on file in the Office of Human Resources).  
 Adjunct/Part-time faculty are hired as temporary employees and do not have reasonable assurance of employment.

ESTABLISH

Vice-President, Student Success      05/07/2025

SEPARATIONS

RETIREMENT

Laille, Nathalie, Department Coordinator, DSPS (34 years of service)      06/30/2025  
 Rodriguez, Teresita, Vice President, Enrollment Development (25 years of service)      01/31/2026  
 Rothman, Victoria, Full-time Faculty, Counseling (35 years of service)      08/01/2025

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 7 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>ABOLISH POSITION</u>	<u>EFFECTIVE DATE</u>
Shuttle Driver (1 position) Transportation, 11 months, 40 hours	05/07/2025

<u>ESTABLISH POSITION</u>	<u>EFFECTIVE DATE</u>
Case Manager (1 position) Basic Needs, 12 months, 40 hours	05/07/2025
Shuttle Driver (1 position) Transportation, 12 months, 40 hours, Variable Hours Shift	05/07/2025

ELECTIONS

<u>PROMOTION</u>	<u>EFFECTIVE DATE</u>
Carter, Jermaine From: Custodian, Operations To: Lead Custodian, Operations	05/01/2025

<u>WORKING OUT OF CLASS ASSIGNMENT- PROVISIONAL</u>	<u>EFFECTIVE DATE</u>
Bukauskas, Donatas From: Instructional Tutor, Math Department To: Tutoring Coordinator, Math Department	04/01/2025- 06/30/2025
Cardenas, Sergio From: Grounds Worker, Grounds Department To: Grounds Manager, Grounds Department *Date Correction from 03/04/2025 meeting	03/03/2025- 04/11/2025*
Chin, Vina From: Human Resources Analyst-Employee and Labor Relations (Confidential) To: Director of Human Resources, Human Resources *Date Correction from 02/06/2025 meeting	02/05/2025-04/30/2025*
Jimenez, Jorge From: Irrigation Systems Specialist, Grounds Department To: Grounds Manager, Grounds Department	04/14/2025- 06/30/2025 07/01/2025- 08/15/2025
Monzon, Karen From: Human Resources Analyst-Employee and Labor Relations (Confidential) To: Director of Human Resources, Human Resources	05/01/2025- 06/30/2025

WORKING OUT OF CLASS ASSIGNMENT- SUBSTITUTE

Morales, Calixto  
From: Grounds Worker, Grounds Department  
To: Irrigation Systems Specialist, Grounds Department

04/14/2025-06/30/2025  
07/01/2025-08/15/2025

TRANSFER

Franco, Sandra  
From: Enrollment Services Specialist, Admissions & Records  
To: Student Services Specialist, Community & Academic Relations

04/02/2025

Luis, Jaime  
From: Grounds Manager, Grounds Department  
To: Locksmith, Maintenance Department

02/28/2025

LEAVE OF ABSENCE-UNPAID

Gray, Gary, Accompanist-Music Performance, Music Department

06/23/2025- 08/02/2025

SEPARATIONS

39 MONTH REEMPLOYMENT

Cheng, Wen Hsin, Budget Analyst, Fiscal Services

05/01/2025

RETIREMENT

Dawson, Kerry, Kinesiology & Athletics Equipment Specialist, Athletics (36 years)

06/30/2025

Nasr, Waleed, Sr Tech User Support Specialist, Instr. Computing (26 years)

05/29/2025

**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, \$17.27/hour (STHP) 12

College Work-Study Student Assistant, \$17.27/hour (FWS) 5

SPECIAL SERVICE

Art Model, \$27.00/hour 1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9 FACILITIES**

*Requested by: John Greenlee, Director, Facilities Finance  
Terry Kamibayashi, Manager of Facilities Maintenance  
: Charlie Yen, Director of Facilities Planning  
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration  
Requested Action: Approval/Ratification*

**9-A RESOLUTION FOR EMERGENCY REPLACEMENT OF FIRE ALARM MONITORING EQUIPMENT**

The Board of Trustees hereby unanimously resolves the following:

WHEREAS, Fireworks Company, provider of the Fire Alarm Monitoring System, is integral to fire protection of District assets and safety to staff, students, faculty and visitors and the Fireworks Equipment is not functioning as designed that monitors the fire alarm system, and;

WHEREAS, failure to replace the Fireworks Equipment will leave the Fire Alarm System unmonitored placing occupants' safety at risk and possible destruction of District assets, and;

WHEREAS, Public Contract Code Section 20654 provides that public agencies may, with the unanimous approval of the governing board and approval of the county superintendent of schools, contract for the performance of labor and purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life, and;

THEREFORE, BE IT HEREBY RESOLVED, that the Santa Monica Community College District Board of Trustees has determined that these circumstances constitute an emergency condition and request approval from the County Superintendent of Schools to enter into contracts for replacement of the Fireworks Equipment.

**9-B AWARD OF CONTRACT FOR REPLACEMENT OF FIRE ALARM MONITORING EQUIPMENT**

Award of contract to TRL Systems in the amount of \$175,081.00 to replace the existing Fireworks Equipment with new Fireworks Monitoring System. This contract is awarded pursuant to Emergency Contracting Procedures (PCC 20654).

Funding Source: Facilities Fund 40 (Emergency Repairs)

Comment: The scope of work includes the cost for labor hours, as well as all materials, software programming and equipment for replacement.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9 FACILITIES**

*Requested by: John Greenlee, Director of Facilities Finance  
Charlie Yen, Director of Facilities Planning and Construction  
Terry Kamibayashi, Director, Facilities Maintenance*

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

*Requested Action: Approval/Ratification*

**9-C PROJECT CLOSEOUT – CORSAIR STADIUM CONCRETE RESTORATION PROJECT**

Subject to completion of punch list items by GOLDEN SUN FIRM & CO, authorize the District Representative without further action of the Board of Trustees, to accept the project described as CORSAIR STADIUM CONCRETE RESTORATION PROJECT as being complete. Upon completion of punch list items by GOLDEN SUN FIRM & CO, 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.

**9-D PROJECT CLOSEOUT – LIBRARY FLOORING RENOVATION PROJECT**

Subject to completion of punch list items by ROD-WEST FLOOR COVERING LLC, authorize the District Representative without further action of the Board of Trustees, to accept the project described as the LIBRARY FLOORING RENOVATION PROJECT as being complete. Upon completion of punch list items by ROD-WEST FLOOR COVERING LLC, 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.

**9-E AWARD OF BID - SMC PARKING STRUCTURE #3 REPAIRS**

Recommend award of bid in the amount of \$1,809,990 to the lowest responsive bidder, Howard Ridley Co Inc., for the Parking Structure #3 Repair Bid.

Funding Source: Measure V – Bond Fund 42.5  
Comment: 154 contractors notified, 10 job walk attendees, and 4 bids received.

The additional bidders were:

Angelus Waterproofing & Restoration, Inc.	\$2,907,707.00
Golden Sun Enterprise Inc	\$3,982,777.00
Structural Preservation Systems, LLC	\$4,224,194.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*  
*Requested by: Jason Beardsley, Vice President, Academic Affairs*  
*Project Lead: Patricia Ramos, Dean, Academic Affairs*  
*Reviewed by: Kim Tran, Chief Director, Business Services*  
*Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Title of Grant: Strong Workforce Program – Regional Share Round 8: FY 2023-2024  
Granting Agency: California Community Colleges Chancellor’s Office  
Augmentation Amount: \$20,000 (Amended Award \$1,274,051.00)  
Matching Funds: Not Applicable  
Performance Period: July 1, 2023 – June 30, 2025  
Summary: The Strong Workforce Program regional funds require colleges to collectively improve key metrics, including the number of Career Education (CE) enrollments, courses, programs, job placements, and wage gains, while also enhancing the overall quality of CE offerings.  
Santa Monica College will receive additional funding to support its Noncredit Program. These funds will be allocated to the noncredit Certified Nursing Assistant (CNA) pathway, which expands workforce training opportunities for students pursuing careers in healthcare. The CNA program is designed to address the growing demand in the healthcare sector, with a focus on a fast-track, skills-based education. This amendment increases the award by \$20,000, bringing the total of the Strong Workforce Program Regional share round 8 to \$1,274,051.  
Budget Augmentation: Restricted Fund 01.3  
Revenue  
8600 State \$ 20,000  
Expenditures  
1000 Academic Salaries \$  
2000 Non-Academic Salaries \$  
3000 Employee Benefits \$  
4000 Supplies & Materials \$ 10,000  
5000 Other Operating Expenditures \$ 10,000  
6000 Capital Outlay \$  
Total \$ 20,000



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*

*Requested by: Jason Beardsley, Vice President, Academic Affairs*

*Project Lead: Walter Butler, Director, Library and Information Services*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Zero Textbook Cost (ZTC) Degree Grant Program – Impact  
 Granting Agency: California Community College Chancellors Office  
 Augmentation Amount: \$320,000  
 Matching Funds: Not Applicable  
 Performance Period: February 1, 2025 to June 30, 2028  
 Summary:

The 2021 Budget Act appropriated \$115 million in one-time funding to the California Community Colleges for the Zero Textbook Cost Degree Program. The programs’ goal is to develop and implement ZTC degrees and prioritize Open Educational Resources (OER) as a strategy to reduce the overall cost of education for students and decrease the time it takes students to complete degree programs offered by community colleges.

The ZTC grant funding is being released in phases. The District received \$200,000 in fiscal year 2022-2023 for OER/Planning and Implementation and \$600,000 in fiscal year 2023-2024 for the Acceleration phase. The District was allocated funding for the Impact Grant phase which continues program investment for pathways that are unique to each college. The funding will support Economics and our Medical Coding and Billing programs. Funds will be used for stipends, conferences, and supplies/materials.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State		\$320,000
Expenditures		
1000 Academic Salaries		\$150,000
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 50,000
4000 Supplies & Materials		\$ 60,000
5000 Other Operating Expenditures		\$ 60,000
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 0
7600 Student Aid		\$ 0
Total		\$ 320,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*

*Requested by: Jason Beardsley, Vice President, Academic Affairs*

*Project Lead: Walter Butler, Director, Library and Information Services*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Zero Textbook Cost (ZTC) Degree Grant Program- Acceleration II  
 Granting Agency: California Community College Chancellors Office  
 Augmentation Amount: \$280,000  
 Matching Funds: Not Applicable  
 Performance Period: February 1, 2025 to December 31, 2026

Summary: The 2021 Budget Act appropriated \$115 million in one-time funding to the California Community Colleges for the Zero Textbook Cost Degree Program. The program goal is to develop and implement ZTC degrees and prioritize Open Educational Resources (OER) as a strategy to reduce the overall cost of education for students and decrease the time it takes students to complete degree programs offered by community colleges.

The ZTC program funding is being released in phases. The District received \$200,000 in fiscal year 2022-2023 for OER/Planning and Implementation and \$600,000 in fiscal year 2023-2024 for the Acceleration phase. The District applied for funding for the Acceleration II phase which continues program investment for pathways that are unique to SMC. The programs supported by these funds are E-Sports and Aquaculture. Funds will be for stipends, conferences, and supplies/materials.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State		\$280,000
Expenditures		
1000 Academic Salaries		\$150,000
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 50,000
4000 Supplies & Materials		\$ 40,000
5000 Other Operating Expenditures		\$ 40,000
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 0
7600 Student Aid		\$ 0
Total		\$ 280,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*

*Requestor: Teresita Rodriguez, Vice President, Enrollment Development*

*Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarships*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant:	Cal Grant																																									
Granting Agency:	California Student Aid Commission (CSAC)																																									
Augmentation Amount:	\$822,500 (Amended Allocation: \$5,000,000)																																									
Matching Funds:	None																																									
Performance Period:	July 1, 2024 to June 30, 2025																																									
Summary:	<p>Cal Grant is a California specific financial aid allocation for students attending a California Community College. Students apply for Cal Grant funds by submitting a Free Application for Federal Student Aid (FAFSA) or California Dream Act application and by meeting all eligibility, financial, and minimum GPA requirements.</p> <p>Cal Grant funds are awarded to Santa Monica College as students qualify for the program. More students have qualified for Cal Grant than the initial estimate for the adopted budget. This augmentation is for a budget increase to cover the Cal Grant 2024-2025 award year based on current-year disbursements.</p>																																									
Budget Augmentation:	<table> <tr> <td colspan="3">Restricted Fund 74.0</td> </tr> <tr> <td colspan="3">Revenue</td> </tr> <tr> <td>8600</td> <td>State</td> <td>\$822,500</td> </tr> <tr> <td colspan="3">Expenditures</td> </tr> <tr> <td>1000</td> <td>Academic Salary</td> <td>0</td> </tr> <tr> <td>2000</td> <td>Non-Academic Salary</td> <td>0</td> </tr> <tr> <td>3000</td> <td>Employee Benefit</td> <td>0</td> </tr> <tr> <td>4000</td> <td>Supplies &amp; Materials</td> <td>0</td> </tr> <tr> <td>5000</td> <td>Other Operational Expenses</td> <td>0</td> </tr> <tr> <td>6000</td> <td>Capital Outlay</td> <td>0</td> </tr> <tr> <td>7300</td> <td>Other Outgo</td> <td>0</td> </tr> <tr> <td>7500</td> <td>Financial Aid</td> <td>\$ 822,500</td> </tr> <tr> <td>Total</td> <td></td> <td>\$ 822,500</td> </tr> </table>			Restricted Fund 74.0			Revenue			8600	State	\$822,500	Expenditures			1000	Academic Salary	0	2000	Non-Academic Salary	0	3000	Employee Benefit	0	4000	Supplies & Materials	0	5000	Other Operational Expenses	0	6000	Capital Outlay	0	7300	Other Outgo	0	7500	Financial Aid	\$ 822,500	Total		\$ 822,500
Restricted Fund 74.0																																										
Revenue																																										
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6000	Capital Outlay	0																																								
7300	Other Outgo	0																																								
7500	Financial Aid	\$ 822,500																																								
Total		\$ 822,500																																								

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*  
*Requestor: Teresita Rodriguez, Vice President, Enrollment Development*  
*Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarships*  
*Reviewed by: Kim Tran, Chief Director, Business Services*  
*Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

Title of Grant: Direct Loan (Title IV) Returns  
Granting Agency: Department of Education  
Augmentation Amount: \$30,000 (Amended Allocation Fund 74.0 \$40,000)  
\$30,000 (Amended Interfund transfer Fund 01.0 \$40,000)  
Matching Funds: None  
Performance Period: July 1, 2024 to June 30, 2025  
Summary:

The U.S. Department of Education’s federal student loan program makes loans to eligible students to help cover the costs of higher education at a college or career school. Students apply for a federal loan by completing a Free Application for Federal Student Aid (FAFSA) form.  
The District establishes a budget for Title IV school share costs associated with student dropped enrollment. It is estimated that additional budget of \$30,000 is needed to cover the District Title IV school share (and interfund transfers) which is expected to be \$40,000 for this fiscal year.

Budget Augmentation:

Restricted Fund 74.0		
Revenue		
8980	Incoming transfers	\$30,000
Expense		
7506	Financial Aid	\$30,000
Unrestricted Fund 01.0		
Expenditures		
1000	Academic Salary	0
2000	Non-Academic Salary	0
3000	Employee Benefit	0
4000	Supplies & Materials	0
5000	Other Operational Expenses	0
6000	Capital Outlay	0
7300	Other Outgo	\$30,000
7500	Financial Aid	0
Total		\$ 30,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

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 1-31, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	44,734
3000	Benefits	0
4000	Supplies	18,163
5000	Contract Services/Operating Exp	1,045
6000	Sites/Buildings/Equipment	7,499
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-71,441
Net Total:		0

**11-B FUND 01.3 – Restricted Fund**

Period: March 1-31, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	2,096
2000	Classified/Student Salaries	-8,712
3000	Benefits	5,022
4000	Supplies	0
5000	Contract Services/Operating Exp	1,594
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 11    BUDGET TRANSFERS (continued)**

11-C    FUND 40.0 – Capital Projects Fund

Period: March 1-31, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	2,081
5000	Contract Services/Operating Exp	42,938
6000	Sites/Buildings/Equipment	-45,019
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

11-D    FUND 42.5 – Revenue Bond Construction Fund (Measure V)

Period: March 1-31, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	91,289
5000	Contract Services/Operating Exp	5,975
6000	Sites/Buildings/Equipment	-97,264
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 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12 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 2025 C1H- C2I \$15,487,583.77

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

**RECOMMENDATION NO. 13 REISSUE PAYROLL WARRANTS**

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

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>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Elizondo, Joshua Nicholas	6753301	10/09/2020	\$361.07

**RECOMMENDATION NO. 14 COMMERCIAL WARRANT REGISTER**

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

Commercial Warrant Register  
 March 2025 061075 through 109385

ACH Numbers  
 March 2025 412550 through 424012

Total \$16,813,388.54

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 REISSUE COMMERCIAL WARRANTS**

*Requested Action: Approval/Ratification*  
*Requested by: Mitchell Heskell, Dean, Education Enterprise*  
*Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration*

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 list of expired warrants.

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Razi, Nazila H.	860089487	10/21/2022	\$266.00

**RECOMMENDATION NO. 16 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*

Auxiliary Operations Payments and Purchase Orders

March 2025 Covered by check & voucher numbers: 039348-039838 & 04189-04234

Bookstore Fund Payments	\$ 356,548.70
Other Auxiliary Fund Payments	\$ 55,635.66
Trust and Fiduciary Fund Payments	<u>\$ 1,953,441.84</u>
	\$ 2,365,626.20

Purchase Orders issued

March 2025 \$249,589.06

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. Detailed list on file in the Auxiliary Office.

**RECOMMENDATION NO. 17 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>
May 2025	1	\$150.00

Funding Sources: Restricted Fund, Fund 01.3

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.



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 18 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

*Requested Action: Approval/Ratification*  
*Requested by: Scott Silverman, Dean, Noncredit and External Programs*  
*Patricia Ramos, Dean, Academic Affairs*  
*Approved by: Jason Beardsley, 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.

**RECOMMENDATION NO. 19 PURCHASING**

*Requested Action: Approval/Ratification*  
*Requested by: Nyla Cotton, Director of Procurement, Contracts and Logistics*  
*Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration*

19-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 2025 \$5,530,826.83

19-B COOPERATIVE CONTRACTS LIST

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

- Association of Educational Purchasing Agencies (AEPA)/Cal-Save, Contract 024-C, with Flinn Scientific, to 02/28/26, for digital resources and instructional materials science

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 20**

**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 18-24, 2025.

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 particularly during the current public health emergency; 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 contributions 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 18-24, 2025 as Classified School Employees Week in the Santa Monica Community College District.

**COMMENT:**                    Events for Classified School Employees Week are being planned.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 6, 2025
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MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 21**

**SUBJECT:** **FACULTY ASSOCIATION INITIAL COLLECTIVE BARGAINING PROPOSAL FOR NEGOTIATIONS FOR A SUCCESSOR AGREEMENT**

**SUBMITTED BY:** SMC Faculty Association

**REQUESTED ACTION:** It is recommended that the Board of Trustees acknowledge receipt of the following proposal for negotiations for a successor agreement submitted by the SMC Faculty Association.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

May 6, 2025

Board of Trustees  
Santa Monica College  
1900 Pico Boulevard  
Santa Monica, CA 90405

Dear Members of the Board,

In order to comply with Section 3547 of the California Education Code and current PERB guidelines, the Faculty Association presents the following negotiable items for the contract period beginning August 26, 2025.

1. Reorganization of contract form and correction of language for clarity; incorporation of all language settled upon since the prior contract, including but not limited to all Memoranda of Understanding.
2. Compensation and Benefits
  - a. Adjustment and modification of all existing salary and compensation schedules
  - b. Increased reassigned time and compensation for all faculty performing leadership positions
  - c. Adjustment and clarification of step and group advancement policies for all faculty
  - d. Transition the frequency of pay for part-time faculty members from four times per semester to five times per semester
  - e. Payroll Issues
  - f. Overload
  - g. Sick leave
  - h. Adjustments to A6
  - i. Language in Article 25.4.4
  - j. Adjunct health insurance
  - k. Compensation for coaches
  - l. 403b match
  - m. 529 plan
  - n. Full and Adjunct Retiree Rights and Benefits
3. Assignment and Load
  - a. Calendar
  - b. Inclusion of all reassigned time and stipends in the contract
  - c. Class size including, but not limited to, the definition and/or reduction in stated sizes
  - d. Strengthen provisions for Associate Faculty protections
  - e. Enhanced consideration of in-house applicants for full-time faculty positions
  - f. Scheduling
  - g. 6.5.3
  - h. Faculty load
  - i. Non-credit class size and load
  - j. Chairs and Coordinators
  - k. Emeritus issues
  - l. Office hours
  - m. Nursing loads

4. Working Conditions
  - a. Campus health and safety conditions
  - b. Electronic/digital security
  - c. Privacy
5. Leave
  - a. Clarification, expansion and improvement of language and policies governing all leaves
  - b. 17.2.19
  - c. Emergency catastrophic
6. Association Rights
7. Academic Freedom
8. Evaluation Procedures
9. Grievance Procedure
10. BA degree article
11. Distance Education – mentoring and support
12. Any additional subjects within the scope of EERA.

We look forward to productive and mutually satisfying negotiations.

Sincerely,



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Matthew Hotsinpiller, Chief Negotiator



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Peter Morse, President

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 22**

**SUBJECT:**                   **RECEIPT OF PERSONNEL COMMISSION 2025-2026 PROPOSED BUDGET**

**SUBMITTED BY:**           Santa Monica Community College District Personnel Commission

**REQUESTED ACTION:**   It is recommended that the Board of Trustees acknowledge receipt of the 2025-2026 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 the Personnel Commission 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 no later than the appropriate Commission meeting in April.

The Director of the Personnel Commission presented an initial draft of the proposed budget for a first reading at the Personnel Commission meeting on April 16, 2025. A reading of additional revisions to the budget was presented at a subsequent Personnel Commission meeting on April 23, 2025. The Personnel Commission will hold a public hearing on its proposed budget on May 21, 2025, 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.

The Personnel Commission’s budget for fiscal year 2025-2026 reflects an overall 4.5% increase against the prior year’s budget to include:

- Mandatory increases in employee salaries due to step and longevity movement, and in employee and Commissioner benefits.
- Increases in total operating expenses anticipated due to cover legal expenses for multiple disciplinary hearings slated for fiscal year 2025-2026, and annual license fee increase in the contracted NeoGov applicant tracking system.

Budget adjustments for salary and benefits include savings from the elimination of temporary staff for the next fiscal year, reflecting salary savings from a mid-year turnover within non-management classified staff which provided for a backfilled position at a lower salary range. This adjustment resulted in an annual savings of approximately \$96,000. With that, the Personnel Commission requests to add one permanent, part-time Personnel Analyst at an annual cost of approximately \$71,000 to support expected ongoing impacts to Classified staffing in fiscal year 2025-2026.

Education Code 88124 states that a permanent employee who has been demoted, suspended or dismissed may appeal to the Personnel Commission and request a hearing. As multiple hearings of this nature are anticipated during 2025-2026, the Personnel Commission proposes to increase its legal budget line from \$15,000 to \$50,000. Any funds from Legal Fees not spent on hearings will be returned to the general funds at the end of the fiscal year.

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

**PERSONNEL COMMISSION  
 PROPOSED 2025-2026 BUDGET**

Description	Object	2024-25	2025-26	Difference	% Change
Administrative & Management	2110	\$ 513,037.00	\$ 521,795.00	\$ 8,758.00	
Clerical	2120	\$ 778,275.00	\$ 796,847.00	\$ 18,572.00	
Clerical Hourly (Temporary Staff)	2323	11,000.00	0.00	\$ (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	\$ 743,560.00	\$ 776,365.00	\$ 32,805.00	
Benefits (Commissioners)	Various	\$ 103,213.00	\$ 116,604.00	\$ 13,391.00	
<b>Total Salary &amp; Benefits</b>		<b>\$ 2,158,810.00</b>	<b>\$ 2,221,336.00</b>	<b>\$ 62,526.00</b>	
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	\$ 5,500.00	\$ 5,500.00	\$ -	
Repairs & Equipment Maintenance	5650	\$ 400.00	\$ 400.00	\$ -	
Legal	5730	\$ 15,000.00	\$ 50,000.00	\$ 35,000.00	
Off Campus Printing	5820	\$ -	\$ -	\$ -	
Advertising	5830	\$ 6,500.00	\$ 6,500.00	\$ -	
Software Licensing	5840	\$ 18,400.00	\$ 20,400.00	\$ 2,000.00	
Postage	5850	\$ -	\$ -	\$ -	
Other Contract Services	5890	\$ -	\$ -	\$ -	
<b>Total Operating Expenses</b>		<b>\$ 58,546.00</b>	<b>\$ 95,546.00</b>	<b>\$ 37,000.00</b>	
<b>Total Budget</b>		<b>\$ 2,217,356.00</b>	<b>\$ 2,316,882.00</b>	<b>\$ 99,526.00</b>	<b>4.5%</b>

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 23**

**SUBJECT:** **BUNDY CAMPUS MASTER PLAN UPDATE – CONTRACT WITH MITHUN ARCHITECTS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a contract with Mithun Architects for a total amount not to exceed \$25,000 plus expenses to prepare a Vision Framework Plan as a critical component of a proposed 2025 Bundy Campus Master Plan Update.

COMMENT: The Santa Monica College Bundy Campus Master Plan was adopted in 2007. Over the past 18 years, the physical and planning context of the campus has evolved, including changes to circulation, building uses, and parking patterns. The Vision Framework Plan aims to be a concise document that outlines the updated design and planning vision for the Bundy Campus in response to these shifts. The Vision Framework Plan will serve as the backbone of a proposed 2025 Bundy Campus Master Plan Update.

Background to the 2007 Bundy Campus Master Plan. SMC purchased the 10.4-acre Bundy Campus site in December 2001 from BAE Systems and leased the property to the prior owner through February 2003. Upon completing numerous upgrades to the site, the campus opened to students in July 2005 with General Education, Continuing Education, and Non-Credit programs. The 2005 fall session added Early Child Development, Teacher Education, and Nursing classes to the course offerings, along with faculty offices for these disciplines. The 65,260 square foot four-story building also included a multi-purpose room for both college and community use. The 10.4-acre property is entirely in the City of Los Angeles. The property was transferred from the territory of the Los Angeles Community College District to the Santa Monica Community College District in June 2003.

BAE Systems’ use of the property provided vehicular access to the lower portion of the property through a connection to Airport Avenue adjacent to what is now the Cloverfield restaurant and through a gate onto Stewart Avenue into the Mar Vista neighborhood. The lower portion of the property did not have a roadway connection to Centinela Avenue. Neither the City of Los Angeles nor the City of Santa Monica wished to extend use of the existing vehicular access points to SMC. The 2007 Bundy Campus Master Plan was devised to implement a new set of vehicular access points to the property in accordance with an agreement between SMC and the two cities. The Plan also incorporated SMC’s existing uses of the property and provided for a modest expansion of classrooms and parking.

Implementation of the 2007 Bundy Campus Master Plan. In accordance with the Plan, SMC constructed an ingress only driveway from Centinela Avenue onto the campus with a left-turn only signal in the north bound center lane of Centinela Avenue. SMC also moved its connection to Airport Avenue to the southwest corner of the campus providing an exit-only connection to Donald Douglas Loop South and then to Airport Avenue. Additionally, SMC closed the Stewart Avenue gate, except for routine maintenance and for emergency use. To construct the driveway, SMC demolished an existing two-story building facing Centinela Avenue.



The Plan also provided SMC with the authority to construct a second building on site and an underground parking structure. Neither project was implemented as SMC addressed its additional classroom needs and parking needs in other ways.

Subsequent Activities. In 2008, SMC initiated its “Any Line Any Time” program with Big Blue Bus. The program added a public transit line (Line 44) connecting the Bundy Campus to SMC’s Main Campus, including a bus stop on the Bundy Campus. In 2010, SMC entered into an exchange of land agreement with the City of Santa Monica, resulting in an additional 3.1 acres of land entirely within the City of Santa Monica to be added to the Bundy Campus. The exchange traded SMC’s Olympic Shuttle Lot at 1831 Stewart Street for the City’s property at 3400 and 3500 Airport Avenue. In 2012, SMC converted the 3500 Airport Avenue property to parking. In 2024, the Board of Trustees approved the construction of tennis courts and pickleball courts on the 3400 Airport Avenue property, with construction to begin in 2025.

In November 2022, the voters of Santa Monica and Malibu approved Measure SMC, a \$375 million general obligation bond measure that included building affordable student housing on the east parking lot of the Bundy Campus. Subsequent work has included a grant application, a request for proposals for a private development partner, and capacity studies prepared by Mithun Architects in connection with a potential UCLA joint housing project. SMC has been guided in its development of an affordable student housing project by its Student Housing Advisory Committee and by direction from the Board of Trustees.

The future development of the Bundy Campus will also be influenced by the proposed closure of the Santa Monica Airport beginning in 2029 and the planned 2035 opening of a light rail station at either Sepulveda Boulevard or Bundy Boulevard at Exposition Boulevard as the terminus of the proposed Sepulveda Corridor Light Rail project.

The Vision Framework Plan. SMC wishes to update the 2007 Bundy Campus Master Plan. The update begins with the proposed work from Mithun Architect to document SMC’s current vision for the Bundy Campus. SMC will build on Mithun’s work to develop the narrative portion of what will together be the 2025 Bundy Campus Plan Update.

The proposed contract builds on Mithun’s previous studies and knowledge of the Bundy Campus, and tasks Mithun Architects to provide conceptual drawings and project data, a 3-D massing model and visuals, a site plan, program matrix, parking quantities, updated campus mobility, open space, urban design frameworks, and refined cost estimates.

Mithun Architects has significant experience in student housing and planning studies. The Board of Trustees previously authorized a contract with Mithun Architects to provide an initial capacity and massing study of a joint student housing partnership with UCLA on the Bundy Campus at its May 7, 2024 meeting. A capacity refinement study for the joint UCLA project was approved on January 21, 2025, however, work on that contract was halted due to UCLA’s inability to continue with the joint housing proposal.

FUNDING SOURCE: Measure V – Bond Fund 42.5

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 24**

**SUBJECT:**                    **CONTRACT TO PROVIDE COURSE MATERIALS**

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

**REQUESTED ACTION:**    It is recommended that the Board of Trustees approve a 5-year contract with Slingshot, to provide course materials for SMC students, through the SMC bookstore.

**COMMENT:**    The Bookstore has faced significant operational issues since the pandemic. Prior to the pandemic, the Bookstore had annual sales of \$6 million which dropped to below \$2 million during the pandemic. With the use of HEERF funding and Auxiliary Reserves, annual losses were covered with the expectation that post-pandemic sales would return to prior levels. Unfortunately, sales have not returned, and annual sales remain at around \$2 million leading to an annual deficit of approximately \$1 million. Outreach to other community college bookstores finds that this situation is not unique to SMC. Districts are dealing with this issue in diverse ways including backfilling the deficit from the general fund, outsourcing the bookstore, and outsourcing parts of bookstore operations.

Education Enterprise worked with Procurement to examine various models of how to modify Bookstore operations to become financially stable while continuing to support students. The options included:

- Continuing current operations without change: This was deemed not viable due to financial loss.
- Outsource entire bookstore operations: This was deemed not preferable due to effect on students and staff.
- Close the Bookstore: This was deemed not viable as it would prevent students from accessing their book vouchers affecting their success.
- Hybrid model: Outsourcing course material delivery, resulting in savings, while maintaining a physical store for students and preserving easy access to book vouchers.

After careful consideration, it is recommended that a hybrid model of Bookstore operations where the fulfillment of course materials is managed by an outside entity, resulting in reduced cost. An ad hoc committee was convened which included representatives from faculty, CSEA, management and Information Technology, to discuss the recommendation, and they were supportive. The ad hoc committee also presented to Academic Senate and Associated Students, and they were encouraging of the recommendation.

The company recommended to provide course materials to students is Slingshot. Slingshot will offer students two methods of obtaining course materials: All Inclusive and A La Carte. In the All-Inclusive model, the student will pay a set fee of \$32 per credit hour each semester and will receive all course materials required for the class. Several sample course loads have been priced, including STEM, Business and Liberal Arts, comparing current SMC pricing, Amazon pricing and Slingshot a la carte pricing, and in nearly every case the All-Inclusive method was less expensive for the student. Students who are not interested in the All-Inclusive method may choose the A La Carte method where they can select just the materials they want to purchase for the class.

One of the benefits of Slingshot is that students participating in programs that provide book vouchers, such as California Promise and EOPS, will automatically have their vouchers applied and automatically receive their course materials based on the classes they have enrolled in. This approach will ensure that these students are prepared for class on day one, which we believe will improve student success rates. The college will be working with Institutional Research to track the success rates and report back on the results. Students who are not participating in a program with a book voucher will not automatically receive their course materials but will receive email communication to remind them how to order their materials through the All-Inclusive or A La Carte method. Other benefits of Slingshot include receiving their expertise in developing the Bookstore website to increase sales and providing access to their non-course material suppliers (SMC branded items such as hats and shirts) to reduce costs.

The Slingshot partnership with SMC supports Board Goals for equity and inclusion and Improving District finances.

#### Financial Modeling

Financial modeling under the hybrid method uses the following assumptions:

- All-Inclusive method at \$32/credit hour
- No annual growth in enrollment
- Five percent annual growth in student participation
- Ten percent annual growth in non-course material sales
- Attrition of five staff members over the modeling period
- Sixty percent adoption growing to eighty-five percent through the modeling period (this is lower than industry trend)
- OER course enrollment excluded – they still will receive course materials for free through Slingshot.
- Continuing sales of Cosmetology kits

The modeling shows an annual financial breakeven by year four. During that time, a total of \$1.3 million will be needed to maintain the Bookstore using Auxiliary and District funds. The model uses conservative assumptions and there is a potential financial breakeven earlier if we experience higher than projected merchandise sales and/or a higher rate of student participation.

#### Opening of the Bookstore as a Community Space

As the Bookstore will no longer need to stock substantial amounts of inventory under the hybrid model, using a grant from the Associated Students to remodel the area, a portion of the existing Bookstore will become a community space where students can spend time together, study or have a bite to eat until approximately 9:00 pm.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 25**

**SUBJECT:**                   **2024-2025 QUARTERLY BUDGET REPORT AND 311Q**

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

**REQUESTED ACTION:**   Acknowledge receipt of the 2024-2025 Quarterly Budget Report, as of March 31, 2025.  
Link to: [2024-2025 Quarterly Budget Report](#)

**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 6, 2025

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 2024-2025 Education Protection Account (EPA) funds of \$18,811,822 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 our District will receive for 2024-2025 as of P1, is \$19,180,407. Accordingly, the amount of EPA funds as of the recalculation of apportionment for 2023-2024 decreased from the P2 amount of \$16,168,635 to \$15,800,050 or a decrease of <\$368,585>. The entire amount for 2024-2025 less the decrease in 2023-2024 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 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 27**

**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 15<sup>th</sup> 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 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 28**

**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 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 term through June 30, 2026	Adeyemi Suleman, Active in Support of District Patricia Nakao, Local Community, SM Maury Pearl, Local Community, SM
Members with term expiring June 30, 2025 who are eligible to apply for reappointment	Anne Plechner, Local Community/Malibu Elaine Polachek, Local Business/Active in Support of District Katherine Reuter, Local Community/Senior Citizen’s Organization Bruce Sultan, Local Business/Taxpayers’ Organization
Members with terms expiring June 30, 2025 who are not eligible for reappointment (served three terms)	Heather Anderson, Local Community/Malibu Elizabeth Greenwood, Local Business Don Schort, Local Business/Community
Associated Students Representative term expires June 30, 2025	A new representative will be appointed for 2025-2026.

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	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 29**

**SUBJECT:**                    **REVISION TO BOARD POLICY CHAPTER 1 – BP 1100, THE DISTRICT**

**SUBMITTED BY:**            Superintendent/President

**REQUESTED ACTION:**    It is recommended that the Board of Trustees approve a revision to Board Policy Chapter 1, BP 1100, the District.

**SUMMARY:**                    The revision is the addition of the SMC Malibu Campus and the Early Childhood Lab School (ECLS) to the list of campuses and educational centers.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES

NOES:



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**Board Policy**  
Chapter 1 – The District

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**BP 1100 THE SANTA MONICA COMMUNITY COLLEGE DISTRICT**

The District has been named the Santa Monica Community College District and uses the name "Santa Monica College."

These names are the property of the District. No person shall, without the permission of the Board, use these names or the names or other facilities of the District, or any abbreviation of them, to imply, indicate, or otherwise suggest that an organization, product, or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

The Santa Monica Community College District consists of Santa Monica College, its campuses and educational centers.

- [District Offices](#) – 2714 Pico Boulevard, Santa Monica, CA 90405
- [SMC Main Campus](#) – 1900 Pico Boulevard, Santa Monica, CA 90405
- [Airport Arts Campus](#) – 2800 Airport Avenue, Santa Monica, CA 90405
- [Bundy Campus](#) – 3171 S. Bundy Drive, Los Angeles, CA 90066
- [Center for Media & Design](#) – 1660 Stewart Street, Santa Monica, CA 90404
- [Early Childhood Lab School](#) – 1802 4<sup>th</sup> Street, Santa Monica, CA. 90401
- [Emeritus Campus](#) – 1227 2nd Street, Santa Monica, CA 90401
- [Performing Arts Center](#) – 1310 11<sup>th</sup> Street, Santa Monica, CA 90401
- [SMC Malibu Campus](#) -23555 Civic Center Way, Malibu, CA 90265

**Reference:**

Education Code Section 72000(b)

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Adopted: April 6, 2009  
Revised: June 6, 2017  
(Replaces former SMC BP 2100)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 30**

**SUBJECT:**                    **AACU CALL FOR CONSTRUCTIVE ENGAGEMENT**

**SUBMITTED BY:**            Superintendent/President

**REQUESTED ACTION:**    It is recommended that the Board of Trustees support the American Association of Colleges and Universities (AACU) Call for Constructive Engagement and approve that Santa Monica College be represented as a signer on the statement.  
 Link to: [AACU Call for Constructive Engagement](#)

**SUMMARY:**                    The American Association of Colleges and Universities (AACU) is sponsoring a Call for Constructive Engagement and is asking for endorsement from college and university leaders. The statement was updated end of day on April 29<sup>th</sup> and shows signatures of 565 academic leaders.

James Fallows has an article about the evolution of this letter.  
 Link to: [Article](#)

The California Community College League of California has signed on along with California community college presidents/chancellors from Contra Costa, Foothill-DeAnza, Riverside, West Los Angeles, and Santa Barbara. Also on board are several CSU and nearly all UC chancellors and presidents including UCLA.

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

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

**XII. INFORMATION ITEM NO. 31 MEETING OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE, APRIL 16, 2025**

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee (CBOC) was held on Wednesday, April 16, 2025 at 12 p.m. in the Student Services Center (SSC 396) at Santa Monica College, 1900 Pico Blvd, Santa Monica, California.

- I. **CALL TO ORDER** – 12:05 p.m.
2. **ROLL CALL – Members of the Citizens’ Bond Oversight Committee**  
 Anne Plechner, Chair – Absent  
 Elaine Polachek, Vice-Chair – Present  
 Suleman Adeyemi – Present  
 Heather Anderson – Present  
 Elizabeth Greenwood – Present  
 Patricia Nakao – Present  
 Maury Pearl – Present – Just Cause Exemption (Remote)  
 Katherine Reuter – Present  
 Donald Schort – Present  
 Aria Biavar – Present

**CBOC Support Staff Present**

Chris Bonvenuto, Vice President, Business and Administration  
 Don Girard, Senior Director, Government Relations/Institutional Communications  
 John Greenlee, Director of Facilities Finance  
 Yu-Ngok Lo, Assistant Director, Facilities Planning and Construction  
 Olinka Rodriguez, Citizens’ Bond Oversight Committee Coordinator  
 Charlie Yen, Director, Facilities Planning and Construction

3. **APPROVAL OF MINUTES OF CBOC MEETING, JANUARY 22, 2025**  
 Motion was made by Katherine Reuter and seconded by Patricia Nakao to approve the minutes of the Citizens’ Bond Oversight Committee meeting held on January 22, 2025. *Minutes were approved.*
4. **INFORMATION – EXPIRING TERM OF MEMBERS OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE**  
 The term of the following members of the Citizens’ Bond Oversight Committee are expiring effective **June 30, 2025**. They are eligible for reappointment:
  - Anne Plechner
  - Elaine Polachek
  - Katherine Reuter
  - Bruce Sultan

The term of the following members of the Citizens’ Bond Oversight Committee are expiring effective **June 30, 2025**. They are not eligible for reappointment:

- Heather Anderson
- Elizabeth Greenwood
- Don Schort

5. **REPORTS and DISCUSSION**

Bond Projects Website

<https://www.smc.edu/administration/governance/citizens-bond-oversight-committee/index.php>

**A. Bond Construction Projects**

- Art Complex – 14<sup>th</sup> Street/Pico Blvd.  
The steel frame structure is complete, with the exception of the front courtyard area. The exterior framing work continues. The concrete pour on the roof and the interior floors is complete. Natural light from the skylight will illuminate the atrium, which can be used to display art. The lecture hall will hold approximately 150 guests.  
The estimated completion date for this project is December 2025.
- Gender Neutral Restroom Building – Construction will begin in May 2025. The project consists of fully enclosed individual restroom stalls in the Quad at the Main Campus.  
The estimated completion date for this project is December 2026.
- Bundy Campus Tennis/Pickleball Courts – The project received DSA approval and is moving into the bidding phase for the 6 Tennis courts and 6 Pickleball Courts to be located along Airport Ave and Bundy Drive. The estimated completion date for this project is December 2026.

**B. AA and V Budget Summaries and Bond Sales Expense Reports**

The SMC Bond Capital Construction Budget Summary as of March 31, 2025 reports the following:

Measure U Budget:	\$160,000,000
Measure S Budget:	\$143,500,000
Measure AA Budget:	\$295,000,000
Measure V Budget:	\$345,000,000
Interest:	\$49,119,000
Other Funding Received:	\$80,905,840
Other Funding Pending:	<u>\$21,801,703</u>
Total Budget:	\$1,095,326,543
Estimate at Completion:	\$1,095,326,543
Bond Funds Remaining:	\$ 155,660,678

- Measure AA: Total Measure AA Expenditures as of March 31, 2025 were \$291,496,768; total remaining funds are \$3,503,232.
- Measure V: Total Measure V Expenditures as of March 31, 2025 were \$192,838,384; total remaining funds are \$152,161,616.
- The Bond Sales/Expense Report  
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of March 31, 2025.

Total Bond Program:	\$640,000,000
Total Bonds Issued:	\$639,995,829
Total Expenses:	\$484,335,152
Total Available Remaining:	\$155,660,677
Total Unsold Bond:	\$ 4,171

C. SMC Bond Program – Contractor List as of March 31, 2025

D. Contractors List as of March 31, 2025

E. 9-Month Period Ending March 31, 2025

- Measure AA: Total Measure AA Expenditures for the 9-month period ending March 31, 2025 were \$283,087.
- Measure V: Total Measure V Expenditures for the 9-month period ending March 31, 2025 were \$12,927,200.

6. **SCHEDULE OF MEETINGS, 2025-2026**

Wednesdays at 12:00 p.m.

April 16, 2025

July 16, 2025

October 15, 2025

January 21, 2026

7. **ADJOURNMENT** – 12:49 p.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, July 16, 2025 (location to be determined).

Current information on all bond construction projects is available at:

<http://smcbondprojects.com> and at <http://www.smc.edu/CBOC>

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT May 6, 2025
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XIII. BOARD COMMENTS

XIV. ADJOURNMENT

The meeting will be adjourned in memory of former SMC Admissions & Records employee **Malin Bohman**.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, June 3, 2025 at 6 p.m. (5 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. This meeting will be held in-person and via Zoom Webinar to allow for remote attendance.