



AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

OCTOBER 1, 2024

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 participation.

In-person attendees will be seated 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=NIJlM0MzTU5RaWtjSnphakVJVTJlOdz09>

Passcode: 887636

4:30 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 read during the public meeting.

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 the Recording Secretary (Rose_Lisa@smc.edu) by 4:00 p.m. for the Closed Session beginning at 4:30 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 the Board of Trustees are requested to send an email to the Recording Secretary (Rose_Lisa@smc.edu) by 4:00 p.m. for the Closed Session starting at 4:30 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)

*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	October 1, 2024

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, October 1, 2024 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote participation.

4:30 p.m.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER
 Dr. Margaret Quiñones-Perez, Chair
 Dr. Nancy Greenstein, Vice-Chair
 Dr. Susan Aminoff
 Dr. Tom Peters
 Rob Rader
 Dr. Sion Roy
 Barry Snell

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

Please click the link below to join the webinar:

<https://cccconfer.zoom.us/j/96490163563?pwd=NIJjM0MzTU5RaWtiSnphakVJTjOdz09>

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

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

- 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 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 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 54954.2(b)(2))

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

IV. SUPERINTENDENT'S REPORT

- Enrollment Report
- Latinx/e Heritage Month
- SMC Democracy Day

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. REPORT ON STUDENT SUCCESS – CENTER FOR STUDENTS WITH DISABILITIES (DSPS)

Update: DSPS student success data and DSPS efforts to support students, faculty, and staff.

Presenters: Michael Tuitasi, Vice-President, Student Affairs
Denise Henninger, DSPS Manager
Nathalie Laille, DSPS Faculty Coordinator

Summary: SMC's robust DSPS program plays an important role in supporting students' academic endeavors and closing the equity gap. By providing personalized accommodations and an individualized approach, DSPS ensures that students with disabilities have equal access to educational programs and activities. Additionally, the program fosters an inclusive environment through workshops and training sessions for faculty and staff, promoting awareness and best practices for supporting diverse learners. This holistic approach enhances the academic experience for students and strengthens the overall SMC community by encouraging collaboration and understanding among all stakeholders.

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: September 10, 2024 (Regular Meeting)	7
	<u>Academic Affairs</u>	
	#2 New Courses and Degrees, Fall 2024	8
	<u>Contracts and Consultants</u>	
	#3-A Ratification of Contracts and Consultants	9
	#3-B Approval of Contracts and Consultants	11
	<u>Human Resources</u>	
	#4 Academic Personnel	12
	#5 Classified Personnel – Regular	13
	#6 Classified Personnel – Limited Duration	15
	#7 Classified Personnel – Non Merit	15
	<u>Facilities and Fiscal</u>	
	#8 Facilities	16
	#9 Payroll Warrant Register	18
	#10 Commercial Warrant Register	18
	#11 Reissue Commercial Warrants	18
	#12 Auxiliary Payments and Purchase Orders	19
	#13 Organizational Memberships	19
	#14 Authorization of Signatures to Approve Invoices, 2024-2025	20
	#15 Providers for Community and Contract Education	20
	#16 Purchasing	20
X.	CONSENT AGENDA – Pulled Recommendations	
	<i>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.</i>	
XI.	MAJOR ITEMS OF BUSINESS	
	#17 Information: 2024 Budget and Legislative Update	21
	#18 First Reading of Board Policy 6620, Naming of Facilities	22
	#19 Appointments to Citizens’ Bond Oversight Committee	24
	#20 Schedule of Board of Trustees Meetings, 2025	25
XII.	ANNUAL BOARD SELF-ASSESSMENT	26
	#21 Proposed Board of Trustees Goals 2024-2025 and On-Going Priorities	
XIII.	BOARD COMMENTS AND REQUESTS	
XIV.	ADJOURNMENT	
	The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, November 12, 2024 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be held in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote participation.	

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 1, 2024

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-#16.

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:

[September 10, 2024 \(Regular Meeting\)](#)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, FALL 2024

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

- Course Revisions
- ANTHRO 1 Biological Anthropology
- ANTHRO 5 Biological Anthropology with Lab
- ANTHRO 9 Paleoanthropology
- ANTHRO 10 Forensic Anthropology
- ANTHRO 11 Introduction to Primatology
- DANCE 17 Beginning Tap
- DANCE 18 Intermediate Tap
- GEOL 3 Introduction to Environmental Geology
- GEOL 4 Physical Geology with Lab
- GEOL 31 Introduction to Physical Oceanography
- GEOL 32 Introduction to Physical Oceanography with Lab
- SST 904 Sustainability Assessment

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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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 Sonic K-9 Inc. - Yamila Guerra	September 19, 2024 \$2,000	Musical and dance journey through Latin culture speaking engagement & performance.	Restricted Fund, Student Equity Achievement Program
2 Deborah Draper	September 11, 2024 \$1,000	Deborah Draper will share her multi-faceted career in advertising, later leading to researching and uncovering untold stories and bringing them to the screen.	Restricted Fund, Student Equity Achievement Program
3 Julio Salgado	September 25, 2024 \$1,500	Consultant will provide a poster creation workshop about immigration and queerness.	Restricted Fund, Student Equity Achievement Program
4 Prieto, LLC	October 17, 2024 \$2,500	Consultant will provide writing workshops about nurturing and inclusive space for participants to explore their creativity, develop their writing skills, and discover the transformative power of self-expression.	Restricted Fund, Culturally Responsive Pedagogy Grant

#1- #4

Requested by: Valeria Garcia, Project Manager, Student Equity Center

Approved by: Michael Tuitasi, Vice President, Student Affairs

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

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

➤ **NEW CONTRACTS** *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
5	WorldStrides	January 4-14, 2025 - \$71,400	SMC will offer a faculty lead, 10 day study abroad program for students to Japan during the winter term. WorldStrides will plan the travel schedule which will include in-country transportation, organizing and scheduling events and location visits, purchasing tickets and hiring guides as needed, and providing certain meals.	Student participation fees
<i>Requested by: Denise Kinsella, Associate Dean, International Education</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>				
6	Frank Harris III	September 20, 2024 \$5,000	Data and Equity Focused Math PLC Professional Development Workshop	Unrestricted General Fund
<i>Requested by: Sasha King, Dean, Academic Affairs (Interim)</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

3-B APPROVAL OF CONTRACTS AND CONSULTANTS

The following contracts are greater than the amount specified in Public Contract Code Section 20651 and are presented to the Board of Trustees for approval.

Provider/Contract		Term/Amount	Service	Funding Source
1	Ellucian Company L.P. Campus Logic	3-year contract period: November 1 2024 – October 31, 2027 Year 1: \$205,488 (2025) Year 2: \$217,817 (2026) Year 3: \$230,886 (2027)	2025-2027 Student Forms and award letter – Campus Communicator Processing software. This software is used by the FAO to process student financial aid files by utilizing electronic document submission to contribute to a paperless office and allow staff to process appeals and verification files electronically.	Unrestricted General Fund
<i>Requested by: Tracie Hunter, Associate Dean, Financial Aid and Scholarships</i> <i>Approved by: Teresita Rodriguez, VP, Enrollment Development</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4 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

ADJUNCT FACULTY

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 1, 2024

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 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>EFFECTIVE DATE</u>
<u>ABOLISH POSITION</u>	
Custodian (1 position) Operations. 12 months, 40 hours, Varied Hours	10/02/2024
<u>ESTABLISH POSITION</u>	
Custodian (1 position) Operations. 12 months, 40 hours, NS-1	10/02/2024
Personnel Technician (1 position) Personnel Commission, 12 months, 40 hours	10/02/2024
<u>CLASSIFICATION SALARY RE-ALLOCATION</u>	
Curriculum Specialist From: Classified Employee Salary Schedule, Range 34 To: Classified Employee Salary Schedule, Range 36 *Effective Date Correction	09/01/2024*
DSPS Specialist From: Classified Employee Salary Schedule, Range 32 To: Classified Employee Salary Schedule, Range 34	10/01/2024
<u>CLASSIFICATION RE-TITLE</u>	
From: Registered Nurse-Health Sciences To: Registered Nurse	10/02/2024
From: Health Assistant To: Student Health and Education Assistant	10/02/2024
From: Theatre Technical Director To: Theater Technical Director	10/02/2024
From: Planetarium Staff Administrator To: Planetarium Coordinator	10/02/2024
<u>NEW CLASSIFICATION</u>	
Digital Marketing Coordinator Classified Employee Salary Schedule, Range 48	10/02/2024

POSITION RE-CLASSIFICATION

Ng, Jonathan 10/02/2024
From: Senior Graphic Designer, Classified Employee Salary Schedule, Range 45
To: Digital Marketing Coordinator, Classified Employee Salary Schedule, Range 48

ELECTIONS

PROBATIONARY/ADVANCED STEP PLACEMENT

Diaz, Lorraine, Instructional Tutor-Math, Math (Step C) 10/01/2024
Mohammadi, Kiyana, Disabled Student Services Assistant, DSPS (Step C) 10/01/2024
Rocha, Daniel, Instructional Tutor-Math, Black Collegians & Latin X Center (Step B) 10/01/2024
Simplis, Kirkprecha, Disabled Student Services Assistant, DSPS (Step C) 09/16/2024
Ta, Ryan Instructional Tutor-Math, Math (Step C) 10/16/2024

SUBSTITUTE LIMITED TERM ASSIGNMENT

Samano, Mario 08/26/2024 to 10/21/2024
From: HVAC Mechanic
To: Facilities Maintenance Supervisor
Percentage: More than 50%
Comment: Assignment correction from September 2024 BOT Agenda

WORKING OUT OF CLASS (PROVISIONAL ASSIGNMENT)

Carter, Thomas 9/16/2024 to 1/17/2025
From: Lead Theater Technician, SMC Performing Arts Center
To: Theater Technical Director, SMC Performing Arts Center
Percentage: More than 50%

Hernandez, Sandra 9/03/2024 to 12/20/2024
From: Administrative Assistant II, Financial Aid
To: Financial Aid and Scholarships Specialist, Financial Aid & Scholarship
Percentage: More than 50%

Ismaily, Siamanto 9/16/2024 to 1/17/2025
From: Theater Technical Director, SMC Performing Arts Center
To: Production Manager, Campus Events
Percentage: More than 50%

Luna, Gilbert 08/29/2024 to 11/01/2024
From: Skilled Maintenance Worker II, Maintenance
To: Plumber, Maintenance
Percentage: More than 50%

Stevenson, James 8/26/2024 to 11/30/2024
From: Academic Records Evaluator, Admissions and Records
To: EOPS Specialist, EOPS
Percentage: More than 50%

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 1, 2024

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

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

Olson, Spencer E., Graphic Designer, Marketing	09/16/2024--12/31/2024
Pabst, Ester A., Bookstore Cashier/ Clerk, Bookstore	
From:	07/01/2024- 12/23/2024
To:	07/01/2024- 08/31/2024

RECOMMENDATION NO. 7 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)	88
College Work-Study Student Assistant, \$17.27/hour (FWS)	63
College CalWorks, \$17.27/hour	1

SPECIAL SERVICE

Art Model w/costume \$30.00/hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 1, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 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*

8-A AGREEMENT FOR ENVIRONMENTAL TESTING SERVICES – BOND AND SCHEDULED MAINTENANCE PROJECTS

Agreement with ELLIS ENVIRONMENTAL MANAGEMENT INC for Environmental Consulting and Hazardous Testing Services for new Bond and Scheduled Maintenance Projects, including stadium and P-3 repairs, for an amount not to exceed \$50,000.

Funding Source: Measure V and Capital Fund 40

Comment: Services will include the required testing for Asbestos, Lead and PCBs, plus monitoring of any required remediation.

8-B AWARD OF BID –MALIBU FENCING PROJECT

Recommend award of bid for \$22,695.00 to the lowest responsive bidder, EverFence Corporation, for installing a fence at the Malibu Campus.

Funding Source: Measure V Bond Fund 42.5

Comment: This project is to install fencing to prevent unauthorized personnel access to assets installed on the roof such as HVAC, Boilers, Antennae’s and other site critical equipment. 52 vendors were notified, 4 vendors attended the job walk, and two responsive bids were received. Fencing will be installed within 15 days of signed agreement. The additional bidders were as follows: Golden West Fence. \$24,894.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 1, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

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

8-C **AWARD OF BID – LIBRARY FLOORING RENOVATION PROJECT**

Recommend award of bid for \$118,274.24 to the lowest responsive bidder, Rod-West Floor Covering LLC, for Library Flooring Renovation Services.

Funding Source: State Scheduled Maintenance Fund 40.0

Comment: This project will replace all existing flooring in the Library that can no longer be maintained. The replacement flooring will be a combination of Carpet Tiles and for areas prone to staining and heavy use, Hybrid LVT. 72 vendors were notified, 8 vendors attended the job walk, and 4 responsive bids were received. Work will be scheduled during winter holiday. The additional bidders were as follows:

Dash Construction Company, Inc	\$175,007.82
Progressive Surface Solutions LLC	\$210,000.00
ProSpectra Contract Flooring	\$345,711.28

8-D **AWARD OF BID – SMC CORSAIR STADIUM CONCRETE RESTORATION**

Recommend award of bid for \$317,675.00 to the lowest responsive bidder, Golden Sun Firm Co., for Corsair Stadium Concrete Restoration.

Funding Source: Measure AA Bond Fund 42.4

Comment: This project will restore areas of spalling concrete and surface cracks to protect the stadium from more costly structural repairs in the future. 79 contractors were notified, 8 contractors attended the job walk, and 5 bids were received. The additional bidders were as follows:

Zuma Construction Group Inc	\$348,411.00
Harbor Coating & Restoration	\$417,730.00
MLC Constructors Inc	\$480,844.00
Pro-Ex Construction, Inc.	\$545,000.00

8-E **POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT**

Payment to: City of Santa Monica

Amount: \$186,307.21

For the Period: January 1, 2024 – June 30, 2024 (6 months)

Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of the expenses of the pool based on the number of hours the District uses the pool compared to the total hours of pool use by all parties. Besides the daily expenses, utilities, and lifeguard charges, this payment also includes SMC’s pro rata share of annual maintenance. This payment is for the 6 months, January 1 to June 30, 2024.

The total annual payments for the 12 months 2023-2024 are \$341,711 as opposed to \$305,574 in fiscal year 2022-2023. The increase this year is due to rising utility costs and additional usage by SMC.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 1, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 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
 August 2024 C1A – E4C \$13,927,057.49

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

RECOMMENDATION NO. 10 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register
 August 2024 744322 through 781160

ACH Numbers
 August 2024 337392 through 345926

Total \$15,047,898.91

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

RECOMMENDATION NO. 11 REISSUE COMMERCIAL WARRANTS

Requested by: Mitchell Heskell, Dean Education Enterprise
Approved by: Chris Bonvenuto, Vice-President Business and Administration
Requested Action: Approval/Ratification

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

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Aragon, Manuel	859627742	03/29/22	\$55.50
Yin, Feng	24829111	10/01/18	\$730.00
Yin, Feng	25186764	03/26/19	\$1,100.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 1, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested Action: Approval/Ratification
Requested by: Mitch Heskel, Dean, Educational Enterprise
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

Auxiliary Operations Payments and Purchase Orders
 August 2024 Covered by check & voucher numbers: 037375-037676 & 03839-03878

Bookstore Fund Payments	\$ 189,733.67
Other Auxiliary Fund Payments	\$ 80,925.40
Trust and Fiduciary Fund Payments	<u>\$ 878,630.09</u>
	\$ 1,149,289.16

Purchase Orders issued
 August 2024 \$9,488.99

Comment: All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds.

RECOMMENDATION NO. 13 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>
October 2024	4	\$2,249.00

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
October 2024	1	\$200.00

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	October 1, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2024-2025

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

Authorization of signatures for the following staff members to approve invoices for 2024-2025:

Name/Title
Siamanto Ismaily, Production Manager, Facilities Programming (WOC)

Comment: To comply with Education Code Sections 85232 and 85233 and the Los Angeles County Office of Education (LACOE), the Board of Trustees is required to authorize signatures of those persons who approve invoices. The auditing system at LACOE reviews each phase of the payment process including the authorized signatures approved by the Board.

RECOMMENDATION NO. 15 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 of 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. 16 PURCHASING

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

16-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.

August 2024 \$8,104,173.38

16-B COOPERATIVE PURCHASING AGREEMENTS

Public Contract Code 20118 gives the district the authority to purchase through another public agency but must follow all terms and condition set forth by the bid of such agency. This is commonly referred to as piggybacking. The annual award of piggyback-allowed contracts bid through various state and local agencies allows SMC to purchase without advertising for bids, if it is determined it to be in the best interests of the district. The district is recommending participation in the following piggyback-allowed bids, as listed below during the 2024-25 fiscal year. The agreements are valid for the entire fiscal year with the exception of those notes with their respective expirations.

- Educational & Institutional Cooperative Purchasing, Contract CNR-01459, with VWR, to 06/30/2028, for science & health laboratory supplies/equipment

BOARD OF TRUSTEES Santa Monica Community College District	REGULAR MEETING October 1, 2024
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INFORMATION ITEM NO. 17

SUBJECT: **2024 BUDGET AND LEGISLATIVE UPDATE**

SUMMARY: David Deben. Partner, Capitol Advisors Group LLC will present a budget and legislative update. The update will include the following topics:

- Budget Act 2024 Progression
- SB 108 Budget Bill Junior and sb 155 Higher Education Trailer Bill
- Prop 98 Suspension - CTA/Governor Deal vs Legislature
- CCC Major Budget Proposals in 2024 Budget Act
- CCC Major Policy Updates in 2024 Trailer Bills
- SB 895 (Roth) Update
- AB 247 – Prop 2 – Education Facilities Bond
- Other Legislation of Note
- Looking Forward to 2025

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 18

SUBJECT: **FIRST READING: BOARD POLICY 6620, NAMING OF FACILITIES**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of Board Policy 6620, Naming of Facilities.

SUMMARY: Proposed Board Policy 6620, Naming of Facilities, updates the language to reflect the District’s current practice in the consideration of naming of District buildings, definable portions of building and District grounds. An ad hoc committee of the Board worked with the Superintendent/President and the Vice-President of Business/Administration to develop the policy. The policy and corresponding administrative regulation have been reviewed by Campus Counsel.

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



BP 6620

Board Policy

Chapter 6 – Business & Fiscal Affairs

BP 6620 NAMING OF FACILITIES

~~The Board of Trustees retains authority for naming all District-owned facilities and properties.~~

~~Each proposal for naming a District facility or property shall be considered on its own merits. No commitment for naming shall be made prior to Board approval of the proposed name.~~

~~The Superintendent/President shall develop procedures to support this policy including naming recommendations submitted by the District's Auxiliary/Foundation Organizations.~~

The District may name District buildings, definable portions of buildings and District grounds including but not limited to foyers, wings, classrooms, conference rooms, labs, offices, studios, auditoria, theaters, dining commons, campuses, plazas, courtyards, quads, gardens, fountains, bell or clock towers, gates, artwork, athletic fields and facilities, campus entries, trees and other plantings, benches, plaques, bricks or tiles in honor of persons or entities. The naming must be consistent with the District's role as a public institution and shall reflect the District's and community's values. Due to their unique ability to generate a significant contribution, the naming of a campus or building may only be considered if accompanied by a significant contribution to the District or in cases where an individual's service to the District was without equal. The Board of Trustees shall have the final responsibility for the naming of facilities.

Each proposal for naming a District facility shall be considered on its own merits. A financial gift does not automatically result in the naming of a building and no commitment to naming shall be made prior to Board approval of the proposed naming.

All proposals for naming a District facility shall comply with the following criteria:

- Proposals may honor people or organizations who have supported the college through a gift of funds.
- Proposals may honor people who have supported the college through exemplary service.
- Persons currently in publicly elected office or currently employed by the District cannot be considered.

All proposals for naming shall be submitted to the Board of Trustees by the Superintendent/President, following an appropriate nomination and review process as outlined in Administrative Regulation 6620.

Adopted: August 7, 2000

Revised: February 22, 2008; December 4, 2018

(Replaces former SMC BP 6350)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 1, 2024

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

SUBJECT: APPOINTMENTS TO CITIZENS’ BOND OVERSIGHT COMMITTEE

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

REQUESTED ACTION: It is recommended that the Board of Trustees approve the appointment of the following members to the Citizens’ Bond Oversight Committee.

<u>Name</u>	<u>Term</u>	<u>Constituency</u>
Patricia Nakao	2024-2026	Local community
Maury Pearl	2024-2026	Local community
Aria Biavar	2024-2025	SMC Student

SUMMARY: At its meeting on May 7, 2024, the Board of Trustees approved the process to fill vacancies on the Citizen’s Bond Oversight Committee caused by the expiring term of a current member and to possibly appoint additional members. Six applications were received, and two appointments were approved at the July Board meeting. The Board Chair and Vice-Chair are recommending the additional appointments of Patricia Nakao, Maury Pearl and student representative Aria Biavar.

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

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

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

BOARD OF TRUSTEES Santa Monica Community College District	REGULAR MEETING October 1, 2024
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INFORMATION ITEM NO. 20

SUBJECT: SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2025

REQUESTED ACTION: It is recommended that the Board of Trustees approve the schedule of Board Trustees meetings for 2025.

SUMMARY: Regular meetings (in bold) are scheduled on the first Tuesday of the month, except when indicated otherwise. Generally, the third Tuesday of the month is held for special meetings or workshops.

- | | |
|--|---|
| January 21, 2025 (third Tuesday) | July 1
July 15 (hold) |
| February 4
February 18 (hold) | August 5 |
| March 4
March 18
Winter Study Session | August 19
Closed Session/Superintendent’s Evaluation |
| April 1
April 15 (hold) | September 9 (second Tuesday)
Annual Board Self-Assessment |
| May 6
May 20 (hold) | October 7
October 21 (hold) |
| June 3
June 17 (hold) | November 4
November 18 (hold) |
| | December 2 |

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 1, 2024

XII. ANNUAL BOARD SELF-ASSESSMENT

RECOMMENDATION NO. 21– PROPOSED BOARD OF TRUSTEES ANNUAL GOALS 2024-2025 AND ON-GOING PRIORITIES

It is recommended that the Board of Trustees discuss and approve the proposed Board of Trustees Annual Goals 2024-2025 and Continuing Priorities (see page 27).

Comment: The proposed Board of Trustees Annual Goals for 2024-2025 was prepared by an ad hoc committee of the Board of Trustees for review and discussion.

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

XIII. BOARD COMMENTS

XIV. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, November 12, 2024 at 6 p.m. (5 p.m. if there is a closed session) in the SMC Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. The meeting will also be conducted via Zoom Webinar for members of the public to participate remotely.



Santa Monica Community College District
BOARD OF TRUSTEES

ANNUAL GOALS 2024-2025 AND ONGOING PRIORITIES

PROPOSED ANNUAL GOALS 2024-2025

The Future of the College

1. Complete an Educational Master Education Plan that includes lessons-learned from COVID, challenges and opportunities presented by the economic and demographic landscape, and current and projected revenue and enrollment.
 - Complete SMC Educational Master Plan by December 31, 2024
 - Adopt a strategic plan for SMC based on the Educational Master Plan
2. Increase enrollment by 5%.

Educational Advancement, Quality and Equity

3. Continue to decrease equity gaps, using appropriate data and controls including on measuring the effects of interventions, and increase:
 - Successful enrollment for first-time applicants;
 - Persistence from first term of enrollment to subsequent term;
 - Course success in equitized gateway courses;
 - Transfer level English and transfer level Math successful course completion in Year One;
 - Units successfully completed in Year One; and
 - Completion for Vision For Success and Student Centered Funding Formula (SCFF) for all populations (Bachelor Degrees, Transfers, AAs, ADTs, Chancellor's Office Certificates).
4. Obtain approval from CCC Chancellor's Office and ACCJC for SMC's Cloud Computing Baccalaureate application proposal.

Student Life

5. Continue working on the student housing initiative.

Fiscal Stewardship

6. Reduce the structural budget deficit by \$5,000,000.
7. Stabilize the fiscal structure of SMC and meet the requirement for a 5% fund balance.
8. Work with state and federal allies and legislators to increase and stabilize funding and the SCFF at a level that sustains the work of the College.

Facilities

9. Update and complete the Facilities Master Plan to support the vision for SMC's future.

Community Relations

10. Simplify online and in-person enrollment including for high school students, using appropriate data and controls including on measuring the effects of interventions.
11. Conduct a meeting of the Board of Trustees at the SMC Malibu Campus.

ONGOING BOARD OF TRUSTEES PRIORITIES

The Future of the College

1. Develop new programs and partnerships that support the strategic vision and plan for the future of the College.

Educational Advancement, Quality, and Equity

2. Hire and support a diverse and innovative faculty and staff, while seeking to increase the percentage of full-time faculty over time.
3. Ensure a supportive, inclusive, and collegial environment for students and staff.
4. Support participatory governance in College decision-making.

Student Life

5. Infuse anti-racist, equity-minded academic and non-academic support in all areas of the College.
6. Implement initiatives that overcome barriers based on students' financial resources and unmet basic needs.
7. Devote resources to assist students with personal circumstances that negatively affect student success.

Fiscal and Facilities

8. Seek opportunities for improved revenue generation, cost control, re-organization, and enrollment management to ensure a sustainable budget and efficient operations.
9. Continue commitment to environmental sustainability in light of the continuing climate crisis.

Community and Government Relationships

10. Improve special programs that serve local students by increasing College readiness and success.
11. Continue support of the Emeritus Program.
12. Continue support of the Malibu Campus.

Reviewed and Discussed by the Board of Trustees:

Approved by the Board of Trustees: