



AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, JUNE 6, 2023

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://cccconfer.zoom.us/j/96490163563?pwd=NIJJM0MzTU5RaWtjSnphakVJVTJOdz09>

Passcode: 887636

5 p.m. Public Meeting Convenes

Board Adjourns to Closed Session

5:30 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 Recording Secretary (Rose_Lisa@smc.edu) by 4:30 p.m. for the Closed Session beginning at 5 p.m. or by 5:00 p.m. for the regular session starting at 5:30 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 read at the Board of Trustees meeting are requested to send an email to Recording Secretary (Rose_Lisa@smc.edu) by 4:30 p.m. for the Closed Session starting at 5 p.m. or by 5:00 p.m. for the regular session starting at 5:30 p.m. The email should contain the following information:

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

*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	June 6, 2023

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, June 6, 2023 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.

5 p.m.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER
Barry Snell, Chair
Dr. Margaret Quiñones-Perez, Vice-Chair
Dr. Susan Aminoff
Dr. Nancy Greenstein
Dr. Tom Peters
Rob Rader
Dr. Sion Roy
Alyssa Arreola, Incoming 2023-2024 Student Trustee

The public may join the meeting via Zoom Webinar with the following information:
Please click the link below to join the webinar:

<https://cccconfer.zoom.us/j/96490163563?pwd=NIJjM0MzTU5RaWtjSnphakVJTjOdz09>

Passcode: 887636

Or iPhone one-tap :

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

Or Telephone:

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

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or
+1 301 715 8592 or +1 312 626 6799

Webinar ID: 964 9016 3563

Passcode: 887636

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

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

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

- CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives: Sherri Lee-Lewis, Vice-President, Human Resources
Robert Myers, Campus Counsel
Employee Organizations: SMC Faculty Association
CSEA Chapter 36
SMC Police Officers Association
- EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

5:30 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)

- INSTALLATION OF STUDENT TRUSTEE

Board Chair Barry Snell will administer the Oath of Allegiance to Alyssa Arreola and install her as Student Trustee for 2023-2024.

- 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

- Graduation and Related Activities
- Enrollment Update
- Public Policy Institute Collaboration
- Acknowledgment and Remembrance of the 10th Anniversary of June 7, 2013 Incident
- Board Chair Barry Snell Re-elected to CCCT Board of Directors

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. REPORT ON STUDENT SUCCESS - EQUITY, GUIDED PATHWAYS, INCLUSION, AND DIVERSITY

Update: Fostering an Equity-Minded Student Success Culture in STEM Through Faculty Development

Presenters: Ciarán Brewster, Ph.D. Principal Investigator, NSF Grant, and Professor of Anthropology
Silvana Carrion-Palomares, Project Manager, NSF Grant
Tram Dang, NSF Grant & Professor of Engineering & Physics
Kristin Lui-Martinez, NSF Grant, Professor of Mathematics

This supports the Board's 2022-2023 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

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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.

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XIV. BOARD COMMENTS AND REQUESTS

XV. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, July 11, 2023 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	June 6, 2023

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-#30.

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 meeting of the Santa Monica Community College District Board of Trustees:

[May 2, 2023 \(Regular Meeting\)](#)

RECOMMENDATION NO. 2 RESOLUTION: ADOPT FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953

Requested Action: Approval

Reviewed by: Robert M. Myers, Campus Counsel

It is recommended that the Board of Trustees adopt the following findings:

1. On September 14, 2021, the Board of Trustees adopted a “RESOLUTION DECLARING THAT ONGOING EMERGENCY CONDITIONS EXIST AT SANTA MONICA COLLEGE AND FINDING THAT IN-PERSON MEETINGS UNDER THE BROWN ACT WOULD PRESENT IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES.”
2. In accordance with Government Code Section 54953(e)(3), the Board of Trustees has reconsidered the circumstances of the state of emergency and determined by majority vote that the state of emergency continues to directly impact the ability of members to meet safely in person.

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 3 DESTRUCTION OF CLASS 3 RECORDS***Requested Action: Approval*

*Approved by: Kathryn E. Jeffery, Superintendent/President
 Christopher Bonvenuto, Vice-President, Business and Administration
 Teresita Rodriguez, Vice-President, Enrollment Development
 Sherri Lee-Lewis, Vice-President, Human Resources*

Approve the destruction of class 3 records (older than three years) stored for Admissions and Records, Financial Aid, Outreach, Assessment, EOP&S, Business Services, Human Resources and Personnel Commission.

Comment: This is an annual recommendation for class 3 records which are disposable records that have been maintained for at least three years. This classification includes such items as enrollment cards, add-drop cards, purchase orders, periodic reports, and attendance records. This also includes such items for the Human Resources and the Personnel Commission as recruitment and examination records for classified personnel. All data from these source documents has been recorded on a higher classification record that is stored.

RECOMMENDATION NO. 4 YEAR-END APPROPRIATIONS TRANSFERS*Requested by: Kim Tran, Chief Director, Business Services**Approved by: Christopher Bonvenuto, Vice-President, Business and Administration**Requested Action: Approval*

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2022-2023 to permit the payment of obligations of the district incurred during the year.

Comment: This action is a recurring practice of the County Superintendent of Schools which permits the processing of warrants and liabilities for the District during the closing of the financial records for the fiscal year.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 6, 2023

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 5 DISPOSAL OF SURPLUS PROPERTY

Requested Action: Approval

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

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2023-2024.

Comment: Education Code Section 81450 defines surplus equipment as equipment no longer required or suitable for college use or equipment that should be disposed of for the purpose of replacement. Surplus equipment is stored in the District warehouse which has limited space. The District periodically needs to dispose of equipment that is in disrepair or is obsolete and is no longer needed by:

- Transfer to other Institutions;
- Transfer to State agencies;
- Sale to other eligible political sub-divisions of the state and other governmental agencies;
- Donation to a public school or public school system;
- Sale by Public or Internet auction

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 6, 2023

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 6 ANNUAL RESOLUTION – CASH BORROWING FROM THE COUNTY TREASURY

Requested by: Kim Tran, Chief Director, Business Services
Approved by: Christopher Bonvenuto, Vice-President, Business and Administration
Requested Action: Approval

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the Los Angeles County Treasurer, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$30,000,000
- 2) For Fiscal Year 2023-2024
- 3) Shall not exceed 85 percent of the anticipated revenues accruing to the District.
- 4) Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the 2023-2024 fiscal year.
- 5) Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this resolution to authorize the request to the Los Angeles County Treasurer to make temporary transfer of funds, if so deemed appropriate during the 2022-2023 fiscal year by the Superintendent/President, to ensure that the District can meet its financial obligations.

Comment: Given the instability inherent in the Apportionment payment process Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2023-2024 fiscal year.

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 7 ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING***Requested by: Kim Tran, Chief Director, Business Services**Approved by: Chris Bonvenuto, Vice-President, Business and Administration**Requested Action: Approval*

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$10,000,000
- 2) For Fiscal Year 2023-2024.
- 3) Shall not exceed 75 percent of any moneys held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$10,000,000.

Comment: Given the instability inherent in the Apportionment payment process, Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2023-2024 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 8 AUTHORIZATION OF SIGNATURES FOR JP MORGAN CHASE BANK, 2023-2024

Requested by: Kim Tran, Chief Director, Business Services
Approved by: Christopher Bonvenuto, Vice-President, Business and Administration
Requested Action: Approval

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on JP Morgan Chase Bank existing and new accounts for 2023-2024.

- 1. District Accounts
 - District Clearing Account
 - Community Services Account
 - Bursar’s Office Cash Account
 - Parking Account
 - Bursar’s Office Credit Card Account
 - Cal B and C Account
 - Revolving Cash Account

Designated Signatories for District Accounts
Kathryn E. Jeffery
Christopher Bonvenuto
Kim Tran

- 2. Auxiliary Services/Associated Students Accounts
 - Associated Students Account
 - Associated Students Money Market Account
 - Associated Students Investment Account
 - Auxiliary Services Accounts
 - Auxiliary Services Money Market Account

Designated Signatories
Kathryn E. Jeffery
Christopher Bonvenuto
Kim Tran
Mitch Heskell
David Dever

Authorization for the District to use one facsimile signature of a designated signatory when two signatures are required. Two signatures are required on all checks for more than \$500.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 9 AUTHORIZATION OF SIGNATURES FOR NONFINANCIAL ACADEMIC AGREEMENTS, 2023-2024

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 nonfinancial academic agreements on behalf of the Santa Monica Community College District for 2023-2024.

Name/Title
Kathryn E. Jeffery, Superintendent/President
Christopher Bonvenuto, Vice-President, Business/Administration
Jason Beardsley, Interim Vice-President, Academic Affairs

Comment: This action authorizes the designated personnel to sign academic agreements that have no financial component.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 10 ANNUAL AUTHORIZATION OF SIGNATURES, 2023-2024

Requested by: Kim Tran, Chief Director, Business Services

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

Requested Action: Approval/Ratification

Authorization of signatures of all academic and classified managers, classified confidential employees, department chairs and program leaders (see following lists) to approve invoices and payments on contracts for the Santa Monica Community College District for 2023-2024.

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 and payments on contracts. The auditing system at LACOE reviews each phase of the payment process including the authorized signatures approved by the Board of Trustees.

Education Code Section 85233 states: “No order on the funds of any district shall be approved by the county superintendent of schools unless the signatures are on file in the Superintendent’s Office and he/she is satisfied that the signatures on the order are those of persons authorized to sign the order.”

SENIOR ADMINISTRATIVE STAFF

- Kathryn E. Jeffery, Superintendent/President
- Jason Beardsley, Vice-President, Academic Affairs (Interim)
- Christopher Bonvenuto, Vice-President, Business and Administration
- Don Girard, Senior Director, Government Relations/Institutional Communications
- Sherril Lee-Lewis, Vice-President, Human Resources
- Teresita Rodriguez, Vice-President, Enrollment Development
- Michael Tuitasi, Vice-President, Student Affairs

DEANS

- Rob Bailis, Artistic Director, The Broad Stage/PAC
- Dione Carter, Academic Affairs
- Kiersten Elliott, Community and Academic Relations
- Tre’Shawn Hall-Baker, Human Resources
- Susan Fila, Health and Well-Being (Interim)
- Mitchell Hesel, Education Enterprise
- Sasha King, Academic Affairs (Interim)
- Hannah Lawler, Institutional Research
- Nick Mata, Special Programs
- Lizzy Moore, SMC Foundation/Institutional Advancement
- Maria Muñoz, Equity, Pathways, and Inclusion (Interim)
- Pressian Nicolov, International Education
- Patricia Ramos, Academic Affairs
- Scott Silverman, Noncredit and External Programs (Interim)
- Esau Tovar, Enrollment Services

ASSOCIATE DEANS

Thomas Bui, Student Life
Wendi DeMorst, Student Instructional Support (Interim)
Jose Hernandez, Outreach, Onboarding/Student Engagement
Tracie Hunter, Financial Aid/Scholarships
Denise Kinsella, International Education
Alice Meyering, SMC Malibu Campus
Guadalupe Salgado, Emeritus (Interim)
Steven Sedky, Associate Dean, Career Technical Education (Interim)
Linda Sullivan, Facilities Programming
Tammara Whitaker, Online Services and Support
Eric Williams, Health Sciences (Interim)

DIRECTORS (Academic)

Walter Butler, Library and Information Services
Reggie Ellis, Athletics
Maral Hyeler, Instructional Services/External Programs
Lina Ladyzhenskaya, Student Judicial Affairs
Deirdre Weaver, Outreach and Onboarding Initiatives
Catherine Weir, International Development

ASSISTANT DIRECTOR

Lydia Ayala, Athletics

PROJECT MANAGERS

Deyadra Blye, Student Care Teams
Silvana Carrion-Palomares, NSF Grant
Shari Davis, Special Assignments (nte 75%)
Jeffrey Gordon, IxD (50%)
Eartha Johnson, Guided Pathways/SEAP
Luis Jauregui, Non-Credit Education
Ferris Kawar, Sustainability
Maria Leon-Vasquez, Workforce Development
Jeannette Lopez, Child Care Access Means Parents in School
Sharlyne Massillon, Basic Needs
Vanan Yahnian, STEM

CLASSIFIED ADMINISTRATORS

Johnnie Adams, Chief of Police
Marc Drescher, Chief Director of Information Technology
Jennifer Ferro, Director, Radio Station KCRW
Matthew Kiaman, Director, Network Services
Carol Long, Director of Classified Personnel
Kim Tran, Chief Director, Business Services

CLASSIFIED MANAGERS

Rebecca Agonafir, Director, Marketing and Communications
Cherry Aquino, Accounts Payable Supervisor
Tracy Beidleman, Director, Grants, SMC Foundation
Dennis Biddle, Assistant Director, Facilities Operations
Chiquita Brown, Campus Police Sergeant
Justin Carter, Custodial Operations Supervisor
Isom Taziwa Chanaiwa, Accounting Manager, SMC Foundation
Nyla Cotton, Director, Procurement, Contracts & Logistics
Lisa Davis, Warehouse and Mail Services Manager
David Dever, Director of Auxiliary Services
Veronica Diaz, Director, Budget
Mark Engfer, Network Communications Manager
Ian Fraser, Payroll Manager
Jaime Gonzalez, Accounting Supervisor (Auxiliary)
Kasiani Gountoumas, Health Center Supervisor (WOC)
Darryl Gray, Custodial Operations Supervisor
John Greenlee, Director of Facilities Finance
Amy Gurjian, Classification and Compensation Manager
Irma Haro, Controller
Denise Henninger, DSPS Manager
Jose G. Hernandez, Admissions and Records Supervisor
Felicia Hudson, Custodial Operations Supervisor
Elease Juarez, Campus Store Manager
Gustavo Kalinec, Enterprise Business Supervisor
Terry Kamibayashi, Asst. Director, Facilities Maintenance
Alan Kuykendall Asst. Director, HR – EE and Labor Relations
Ann Le, Accounting Manager
John Linke, Supervising Personnel Analyst
Wendy Liu, Manager, Management Information Services
Yu-Ngok Lo, Assistant Director, Facilities Planning
Debra Locke, EOPS/CARE Supervisor
Brant Looney, Instructional Technology Services Manager
Stacy Neal, Director, Financial Aid and Scholarships
Mike Newport, KCRW Radio Station Operations Manager
Daniel Phillips, Director, Safety and Risk Management
Jamie Recinos, Campus Store Assistant Manager
Miguel Reyes, Instructional Tech. Services Manager – Ent Technology (WOC)
Mike Roberts, Facilities Maintenance Supervisor
Dan Rojas, Information System Security Officer
Jere Romano, Campus Police Captain
Robert Rudolph, Production Manager, Facilities Programming
Grace Smith, Director of Public Information
Jose Tostado, Construction Maintenance Supervisor
Paul Trautwein, Director of Web and Social Media Strategy
Robert Villanueva, Custodial Operations Supervisor
Bryan Wilson, CC Police Sergeant
Lisa Winter, Asst. Director, HR, Compliance and Title IX
Charlie Yen, Director, Facilities Planning and Construction

CLASSIFIED CONFIDENTIALS

Diana Askew, AA III, V.P. Student Affairs
Leticia Kilian AA IV, Superintendent/President
Diana Pennington, AA III, V.P., Human Resources
Olinka Rodriguez, AA III, Fiscal Services
Lisa Rose, Coordinator, District/Board of Trustees Office
Linda Subias, HR Analyst-Employee/Labor Relations
Rebecca Weiland, AA III, V.P., Academic Affairs

DEPARTMENT AND FACULTY CHAIRS

Walter Meyer, Art
Dana Nasser, Business
Nancy Grass, Communications
Howard Stahl , Computer Science & Information Systems
Debbie Perret, Cosmetology
Sara Nieves- Lucas, Counseling
Mark Tomasic, Dance
Sheila Cordova, Design Technology
Eric Minzenberg, Earth Sciences
Gary Huff, Early Childhood Education
Keith Graziadei ESL
Elisa Meyer, English
Salvador Santana, Faculty Chair, Health Sciences
Amina Khoja, incoming Faculty Chair, Health Sciences
Sang Chi, History
Lydia Strong, Faculty Leader, Athletics
Elaine Roque, Kinesiology/Athletics
Brenda Antrim, Library
Garen Baghdasarian, Life Sciences
Colleen McGraw, Mathematics
Lourdes Arevalo, Modern Languages & Cultures
Brian Driscoll, Music
Josh Sanseri, Photography and Fashion
Jennifer Hsieh, Physical Sciences
Chante DeLoach, Psychology
Christine Schultz, Philosophy and Social Sciences
Perviz Sawoski, Theatre Arts

PROGRAM LEADERS AND OTHERS

Sherri Bradford, Program Leader, Black Collegians Program Umoja Community
Andria Denmon, Life Sciences, Principal Investigator for Grant: National Science Foundation
Expanding the Cell Science and Immunological Testing Workforce by Developing a
Diverse and Inclusive Credentialed Biotechnology Program.
Steve Herbert, Chief Broadcast Engineer, KCRW
Nathalie Laille, Faculty Coordinator, DSPS
Maria Martinez, Adelante Program Leader

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 11 2023-2024 ANNUAL CONTRACTS AND CONSULTANTS

Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2023 through June 30, 2024, unless otherwise indicated.

Contracts for 2023-2024 have been thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents as necessary to meet the Vision, Mission and Goals of the District. Additionally, before being presented to the Board for approval, these contracts have been carefully reviewed by the respective Vice-Presidents to ensure they are financially responsible. The following contracts are primarily renewals of existing contracts.

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

The full list of Annual Contracts and Consultants is included in [Appendix A](#)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS

12-A 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.

➤ NEW CONTRACTS

Provider/Contract		Term/Amount	Service	Funding Source
1	Eide Bailly, LLP	Three Year Contract Fiscal Year 2023-2024 \$144,900 Fiscal Year 2024-2025 \$151,500 Fiscal Year 2025-2026 \$158,675 Shall not exceed: \$455,075	Audit Services for Santa Monica College including the District Audit, Proposition 39 Financial and Performance Audits, and audit required by the Corporation of Public Broadcasting for funding related to KCRW operations.	Unrestricted General Fund Restricted General Fund
<i>Requested by: Kim Tran, Chief Director of Business Services</i> <i>Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration</i>				
2	EAB (Starfish)	Year 1 July 1, 2023 – June 30, 2024 (Title V Grant) Year 2 July 1, 2024 – June 30, 2025 \$160,936 (SEAP) Year 3 = July 1, 2025 – June 30, 2026 \$168,983 (SEAP) Total: \$483,192	Starfish Renewal Starfish by EAB is a retention technology tool that will assist with the implementation of Guided Pathways at scale. The Starfish (GPS) system is currently being used as the college’s main early alert system.	Restricted General Fund, SEAP and Title V
<i>Requested by: Esau Tovar, Dean, Enrollment Services</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS

12-A APPROVAL OF CONTRACTS AND CONSULTANTS *(continued)*

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
3	Blu Fable LLC	July 1, 2023 – June 30, 2026 This is a three - year contract. The cost per year is \$45,830 Total: \$137,490	Videography and video production services for assorted length videos up to two minutes in length, for campus communication pieces related to onboarding and student retention, enrollment FAQs, and student, graduating student, and alumni stories. 92 vendors were notified, received eight proposals for evaluation. Proposals were evaluated for a contractor to provide assorted length videos, editing/filming/creative direction services, and video production services.	Unrestricted General fund
<p><i>Requested by: Kiersten Elliott, Dean, Community and Academic Relations</i> <i>Approved by: Don Girard, Senior Director, Government Relations and Institutional Communications</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS

12-B 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

Study Abroad: Costa Rica, South Africa, and Italy (#1-#6)

Costa Rica-Summer 2023

Provider/Contract	Term/Amount	Service	Funding Source
1 UPEACE- University for Peace	June 21- June 29, 2023 Not to exceed \$45,000 which covers in-country travel, housing, lectures, and some meals in Costa Rica for up to 24 students and two faculty.	Nine-day student study abroad program in Costa Rica during Summer session 2023. 24 students will accompany 2 faculty leaders to study abroad and visit historical and cultural sites in San Jose, Costa Rica. The group will learn about the risk of degrading plastic pollution in the ocean. They will visit Nacientes Palmichal, to understand what it takes to safeguard watershed area that supplies drinking water to San Jose.	Majority cost of program in- country costs to be paid by student participants through deposits made to district account. Cost of faculty program costs to be covered in student program price. Scholarships in the amounts of \$200 will be awarded to students through the District Global Citizenship fund (00222). Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received.
2 Council International Study Programs (iNext Travel Insurance Vendor) (US)	June 21-29, 2023 travel dates (specific departure/return dates TBD) Not to exceed \$4,250	iNext comprehensive travel insurance to cover all participants (up to 24 students) and two faculty during duration of the trip (including travel dates to/from the United States).	Cost of insurance to be paid by student participants Cost of faculty insurance to be covered in student program price

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 **CONTRACTS AND CONSULTANTS** *(continued)*

12-B **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

South Africa-Winter 2024

Provider/Contract	Term/Amount	Service	Funding Source
3 African Angel Tours (South Africa)	Dates TBD (specific departure/return dates TBD) Not to exceed \$75,000 (final program price TBD, awaiting final quote from vendor) which covers in-country travel, housing, lectures, and some meals	Three-week student study abroad program in South Africa during winter session 2024. 18-25 students will accompany two faculty leaders to study at the University of Cape Town and visit the historical and cultural sites in Johannesburg, Kruger National Park, and Cape Town, South Africa. The South Africa program combines a solid background in the history and culture of South Africa and students will experience first-hand the places studied in SMC courses, service-learning activities, guest lectures from University of Cape Town, and excursions within the country.	Majority cost of program in-country costs to be paid by student participants Cost of faculty program costs to be covered in student program price. Scholarships in the amounts of \$500-\$2,500 will be awarded to students through the District Global Citizenship fund (00222). Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received.
4 Protea Travel Services (US)	Airline deposit not to exceed \$3,000 (final deposit amount TBD, awaiting final quote from vendor) Remaining airfare balance not to exceed \$50,000 (final airfare amount TBD, awaiting final quote from vendor)	Deposit and final payment of round trip LAX to/from Johannesburg/ Cape Town for group of up to 25 students and two faculty for annual winter session study abroad program in South Africa led by SMC faculty.	Global Citizenship fund. Cost to be reimbursed by program participants. Remaining cost of insurance to be paid by student participants Cost of faculty airline tickets to be covered in student program price

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 **CONTRACTS AND CONSULTANTS** *(continued)*

12-B **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

South Africa-Winter 2024

Provider/Contract	Term/Amount	Service	Funding Source
5 Council International Study Programs (iNext Travel Insurance Vendor) (US)	January-February 2016 – travel dates only (specific departure/return dates TBD) Not to exceed \$4,500	iNext comprehensive travel insurance to cover all participants (up to 25 students) and two faculty during duration of the trip (including travel dates to/from the United States).	Cost of insurance to be paid by student participants Cost of faculty insurance to be covered in student program price

Florence, Italy-Spring 2024

Provider/Contract	Term/Amount	Service	Funding Source
6 WorldStrides-Educational Travel & Experiences	April 6-13, 2024 Not to exceed \$47,000 which covers in-country travel, housing, lectures, and some meals in Costa Rica for up to 24 students and two faculty.	Eight-day student study abroad program in Italy during Spring session 2024. 18-24 students will accompany 2 faculty leaders to study abroad and visit historical and cultural sites in Florence, Italy. The group will learn about Florence’s history, art, and architecture. The students will take guided walking tours, visit various cathedrals and art galleries, as well as take a train to Pisa among many other learning activities.	Majority cost of program in-country costs to be paid by student participants through deposits made to district account. Cost of faculty program costs to be covered in student program price. Scholarships in the amount of \$500- \$2,500 will be awarded to students through the District Global Citizenship fund (00222). Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received.

#1 - #6

*Requested by: Pressian Nicolov, Dean, International Education, and Global Citizenship
Approved by: Teresita Rodriguez, Vice-President, Enrollment Development*

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 **CONTRACTS AND CONSULTANTS** *(continued)*

12-B **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ **NEW CONTRACTS** *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
7	Ms. Claudia Cardenas	September 2023 - July 2024. 40 hours per week Not to exceed \$45,000	Ms. Claudia Cardenas will serve as full-time Post Graduate Intern to assist the Center for Wellness & Wellbeing staff in working with individual students, conducting group workshops, and providing training and consultation to faculty and staff. Ms. Cardenas graduated with a master’s degree in social work from the University of Southern California. She has previous experience providing mental health services to college students.	Mental Health Grant Funding (100%)
<i>Requested by: Susan Fila, Interim Dean, Health and Wellbeing</i> <i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i>				
8	Valyncia C Raphael-Woodward	May-June 2023 \$1,100	Planning calls and training preparation and delivery for Communications faculty on microaggressions and tools for navigating difficult conversations regarding intersectional identity dynamics.	2022-2023 District Funds/Human Resources
<i>Requested by: Tre’Shawn Hall-Baker, Dean, Human Resources</i> <i>Approved by: Sherri Lee-Lewis, Vice-President, Human Resources</i>				
9	Stacey Jones	June 7 – July 21, 2023 Not to exceed \$28,000	Consultant to update student placement rules and guidelines for AB1705 compliance, work with Information Technology to test the rules for accuracy and advise staff on how to communicate with students impacted by the update.	Restricted General Fund, SEAP
<i>Requested by: Jason Beardsley, Interim Vice President, Academic Affairs</i> <i>Approved by: Dr. Kathryn Jeffery, Superintendent/President</i>				
10	JDA13 Consulting	May 4-5, 2023 \$16,500	Consultant provided training presentations for Equity Center participants in alignment with the equity curriculum, objectives and developed in collaboration with co-leads.	Restricted General Fund, SEAP
<i>Requested by: Maria Muñoz, Interim Dean, Equity, Pathways and Inclusion</i> <i>Approved by: Dr. Kathryn Jeffery, Superintendent/President</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS (continued)

12-B RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
11	Thunderhaus May 4, 2023 \$4,500	Kairyn Kai Potts provided on-campus presentation/workshop and session for SMC students during Pride Center's celebration of Pride.	Restricted General Fund, CCC LGBTQ
12	Saba Harouni Lurie Marriage and Family Therapy Corporation April 26, 2023 \$1,300	Saba Lurie presented a workshop in honor of Denim day, Title: Art + Empowerment in honor of Denim Day.	Restricted General Fund, EPI
13	Channing Gerard Joseph May 4, 2023 \$3,200	Channing Gerard Joseph presented a Public Presentation and a classroom visit to Dr. Westerland's class as a part of Pride Week hosted by the Student Equity Center of Pride.	Restricted General Fund, LGBTQ
14	Kamil Lewis May 11, 2023 \$3,000	Public Presentation for Pride Week hosted by the Student Equity Center's Pride Center.	Restricted General Fund, EPI
15	Dr. Roderick Labrador May 11, 2023 \$500	Ethnic Studies Presentation and lecture for Asian Pacific Heritage Month.	Restricted General Fund, SEAP
16	Michael Dicus May 20, 2023 \$3,525	Screening of Pieces of Us and Dance Workshop.	Restricted General Fund, LGBTQ
<p><u>#11-#16</u> <i>Requested by: Thomas Bui, Interim Associate Dean, Student Life</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i></p>			
17	Emelyn Dela Pena May 18, 2023 \$1,850	Speaker for EOPS staff retreat.	Restricted General Fund, EOPS/Special Programs
<p><i>Requested by: Nick Mata, Dean of Special Programs</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i></p>			

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 **CONTRACTS AND CONSULTANTS** *(continued)*

12-B **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ **NEW CONTRACTS** *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
18	Loma Media, Inc.	May 8 – June 30, 2023 \$5,166	Drone photography for SMC Graduation.	Unrestricted General Fund
<i>Requested by: Kiersten Elliott, Dean of Community and Academic Relations</i>				
<i>Approved by: Donald Girard, Senior Director, Government Relations/Institutional Communications</i>				
19	Armineh Noravian	April 13 – June 30, 2023 \$1,080	Consultant to provide Grant Evaluator Services for National Science Foundation Advanced Technological Education Grant for the Biotech program.	Restricted General Fund, NSF ATE Grant
<i>Requested by: Patricia Ramos, Dean, Academic Affairs</i>				
<i>Approved by: Jason Beardsley, Interim Vice President, Academic Affairs</i>				
20	UniteLA Inc.	April 17 – December 31, 2023 \$23,000	Consultant on behalf of California Community Colleges Success Network (3CSN), will provide services for the HSI STEM Education Program to support grant objectives of disseminating effective practices to the STEM Community.	Restricted General Fund, HSI Stem
<i>Requested by: Silvana Carrion-Palomares, NSF Project Manager</i>				
<i>Approved by: Jason Beardsley, Interim Vice President, Academic Affairs</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS

12-C RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

➤ NEW CONTRACTS *(continued)*

Celebrate America 2023

Requested Action: Approval/Ratification

Requested Action: Linda Sullivan, Associate Dean Facilities Programming

Approved By: Don Girard, Senior Director, Government Relations/Institutional Communications

Approval of the following contracts and consultants for Celebrate America 2023, scheduled for Saturday, July 1, 2023. All activities including entertainment and community picnic will be held on Corsair Field. Westside Crew, a popular 10-piece band based in LA, performs the very best in Old Skool Funk, Top 40, and Latin Soul. Costs overall have increased but will be covered by sponsorships, donations, and rentals. Expect a spectacular fireworks show from the top of Parking Structure 3.

	Provider	Amount	Service	Funding Source
1	Pyro Spectaculars - Fireworks	\$21,850	Fireworks	Sponsors, Donations, and Rentals
2	Westside Crew	\$2,000	Music entertainment	Sponsors, Donations, and Rentals
3	Eddie Jauregui, MC	\$550	Master of Ceremonies	Sponsors, Donations, and Rentals
4	Denise Flachbart	\$3,500	Production services/ Vendor coordination	Sponsors, Donations, and Rentals
5	Field Turf	\$9,000	Maintenance/Repairs to Corsair Field	Sponsors, Donations, and Rentals
6	Sound and Lighting	\$7,000	Sound and lighting	Sponsors, Donations, and Rentals
7	Santa Monica Pier Corporation	\$2,800	Staging	Sponsors, Donations, and Rentals
8	Portable Restrooms/Waste Disposal	\$2,670	Portal restrooms and 300-gallon sink	Sponsors, Donations, and Rentals
9	Event Security	\$9,100	Event security services	Sponsors, Donations, and Rentals
10	SMC Campus Police Overtime	\$11,400	Safety/Security	Sponsors, Donations, and Rentals
11	SMC Grounds Maintenance/ Custodial Overtime	\$9,670	Grounds & custodial cleanup	Sponsors, Donations, and Rentals
12	Event Rentals	\$6,600	Canopies, lighting, tables, linens, chairs	Sponsors, Donations, and Rentals
13	Miscellaneous Rentals and Expendables	\$6,450	Security wands, chalk, hoses, banner tape	Sponsors, Donations, and Rentals

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: ACCEPTANCE OF DONATIONS

RECOMMENDATION NO. 13 KCRW FOUNDATION DONATIONS OF EQUIPMENT TO SMCCD

Requested by: Jennifer Ferro, General Manager, KCRW

Approved by: Don Girard, Government Relations/Institutional Communications

The following are donations of equipment from the KCRW Foundation to the Santa Monica Community College District. In the normal course of business, the KCRW Foundation uses member donations and underwriting revenues to purchase equipment used in operating the Station. The ownership of the assets is transferred to the District and is inventoried and depreciated by the District. This Board action is primarily a recordkeeping action. The assets continue to be used in operating the Station.

Items	Amount
<u>January 2023:</u>	
Microsoft laptops (10)	\$ 16,661.94
Apple laptops (9)	\$ 14,808.65
<u>March 2023:</u>	
Ethernet cable	\$ 313.17
Microsoft laptops with docking stations (5)	\$ 9,612.10
Apple laptops (15)	<u>\$ 24,681.10</u>
<u>TOTAL DONATIONS: January-March 2023</u>	\$ 66,076.96

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION June 6, 2023
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CONSENT AGENDA: ACADEMIC AFFAIRS

INFORMATION ITEM NO. 14 COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) DUAL ENROLLMENT PARTNERSHIP AGREEMENT WITH SMMUSD – COURSE OFFERINGS FOR 2023-2024

Requested by: Maral Hyeler, Director Instructional Services
Approved by: Jason Beardsley, Interim Vice-President, Academic Affairs

The College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreements were originally approved by the Board of Trustees in Fall 2016, 2019 and 2022. The CCAP agreement for 2022-2025 for the Santa Monica/Malibu Unified School District, is available at:

[Santa Monica-Malibu Unified School District](#)

Comment: The course offerings for 2023-2024 are provided for information.
 See [Appendix B](#).

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 15 NEW COURSES AND DEGREES, SPRING 2023

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

New Courses

AHIS 80 History of Exhibition & Display

This course will survey the history of exhibition, collecting & display across time and cultures, examining the various ways cultures have used visual art and imagery for public and private display. The course will survey visual culture beyond fine art and may include, fashion, design, merchandising, and knowledge production. Specific emphasis will be placed on the dynamics of power and placement and trace the roots of contemporary practices of exhibition and display, both in fine art and popular culture.

AQUA 1 Introduction to Aquaculture: History, Ecology and Sustainability

This is an introductory course to the field of aquaculture. Topics include the history and current trends in the field, a review of Biological and ecological concepts relevant to aquaculture with attention to the impact of climate change and other environmental concerns on the sustainability of the industry. With consideration for environmental change, additionally, this course addresses conservation and restoration practices for endangered species.

AQUA 2 Applications in Aquaculture - System Design, Monitoring and Maintenance

This lecture and lab course explores the variety of aquaculture systems, including the design and build phase, monitoring and maintenance, and rearing and husbandry of aquaculture species.

AQUA 3 Microbiology and Genetics for Aquaculture

This course addresses topics in clinical microbiology and genetics relevant to aquaculture and aquarium sciences. With consideration for environmental change, additionally, this course addresses conservation and restoration practices for endangered species.

AQUA 4 Husbandry and Life Support in Aquaculture and Aquarium Science

This course explores production, nutrition, growing and preservation of aquaculture organisms for the food industry as well as for non-food uses of aquaculture products. Additionally, with consideration for environmental change, this course addresses conservation and restoration practices for endangered species.

AQUA 5 Advanced Topics in Aquaculture

This course examines the physical and logistical aspects of starting an aquaculture project, including permitting, site selection, licensing, security, and landing best practices. Additionally, the course will cover concepts of biological security, as well as food production, handling and delivery.

AQUA 10A SCUBA (same as KIN PE 49D)

This lecture & lab (pool and field) course explores the conceptual aspects of SCUBA (Self Contained Underwater Breathing Apparatus) diving, as well as application and knowledge of techniques required for safe open water dives. After completion of this course, students will receive a NAUI (National Association of Underwater Instructors) open-water diving certificate in preparation for the scientific diving course per AAUS (American Academy of Underwater Sciences) standards. This course partially fulfills the requirements of the aquaculture program and is the first of a series of courses that prepare students for advanced recreational, scientific, and/or professional diving. This course also includes NAUI/DAN (Divers Alert Network) Diving First Aid for Professional Divers (DFA Pro) designed for commercial, professional, aquarium and scientific divers, providing first-aid knowledge and skills specific to these work environments. DFA Pro is comprised of information from the Emergency Oxygen for Scuba Diving Injuries, Neurological Assessment, First Aid for Hazardous Marine Life Injuries and CPR HCP courses. It meets U.S. Occupational Safety and Health Administration (OSHA) guidelines for workplace CPR and first aid.

ART 82 Exhibition and Display Production

This course introduces exhibition and display practices through hands-on experience in planning and installing exhibitions and display at Santa Monica College. This course will introduce the basic skills of exhibition production and display including: handling & preparing of art objects, planning and building out exhibition designs, and proper installation. The course will also introduce and explores jobs and careers in the field. Students will have the opportunity to directly participate in the creation of an exhibition and/or display at SMC.

ART 84 Exhibition & Display Implementation, Activation, and Management

This course offers an opportunity to utilize an existing exhibition and display at the college and how to activate it and connect it to the communities it can serve. Students will develop an understanding of and responsibility for exhibition planning, research, operation, and management of exhibition spaces and introduces the creation of educational materials. There will also be opportunities to plan events and coordinate activities around the exhibition/display along with appropriate web content that can be accessed remotely.

BUS 36 Salesforce for your Business

This is an introductory Salesforce course in the context of business. Salesforce is a cloud-based software company that provides businesses with tools that help them find more prospects, close more deals, and provide a higher level of service to their customers. This course will describe how companies use Salesforce. Students will differentiate between various job roles and career paths in the Salesforce ecosystem. This course is a starting point towards Salesforce certification. At the end of this course, students could pursue the next step towards the Salesforce Associate certification.

ECE 919 Reflective Parenting with Infants

This course provides a collaborative and experiential learning environment for parents of infants to connect and support each other while learning new skills. Parents will explore a wide range of topics related to infant development and care while learning evidence-based parenting practices that are associated with positive outcomes for children and families. While developing their capacity for mindfulness and reflection, parents will learn how to engage in warm, sensitive, responsive interactions with their child, which foster secure attachment relationships. Parents of infants experience many joys and challenges. The goal of this course is to decrease parental stress and reactivity and to equip parents with the knowledge and skills they need to increase parent-child attunement and well-being.

ECE 920 Reflective Parenting with Toddlers

This course provides a collaborative and experiential learning environment for parents of toddlers to connect and support each other while learning new skills. Parents will explore a wide range of topics related to toddler development and care while learning evidence-based parenting practices that are associated with positive outcomes for children and families. While developing their capacity for mindfulness and reflection, parents will learn how to nurture and guide their toddler-aged child while providing a safe and engaging learning environment for them to explore. Parenting during the toddler years is a uniquely joyful and challenging experience. The goal of this course is to decrease parental stress and reactivity and to equip parents with the knowledge and skills they need to increase parent-child attunement and well-being.

ENGL 71 Introduction to Creative Writing

This course introduces the craft and practice of creative writing through reading and writing in various genres. Students will explore poetry, fiction, and creative nonfiction in their many forms and sub-genres. This course focuses on the fundamentals of these genres and related forms. Students will generate new pieces and be introduced to the workshop method. In workshop, they will offer constructive and critical feedback. While developing their writing process, students will also learn to apply critiques and revise their original work. The course will introduce students to the critical skill of reading like writers to better understand the craft of creative writing.

ENGL 72 Writing in Fiction

Students will expand and sharpen storytelling skills and gain a deeper understanding of the properties of fiction through writing, revision, reading, discussion, and critique. These activities will sensitize each writer to the techniques of language and rhythm, description and dialogue, and facilitate the exploration of the effects of character, point of view, plot, and sentence structure on narrative fiction.

ENGL 73 Writing in Poetry

This creative writing course focuses on the fundamentals of poetry and related forms. Students will generate new pieces and participate in a peer-to-peer workshop where they will offer constructive and critical feedback. While developing their writing process, students will also learn to apply critique and revise their original work. The course will also include literary analysis to understand better the craft of poetry, publication, and performance.

ENGL 74 Writing in Creative Nonfiction

This course introduces the craft and practice of creative nonfiction, which employs many of the literary strategies and techniques of fiction writing to the telling of true stories. Students will explore CNF subgenres such as memoir, flash and micro-memoir, researched nonfiction, hermit crabs and other borrowed forms, lyric, braided, and other types of personal essays, cultural criticism, travel narratives and even hybrid subgenres. Students will expand and sharpen storytelling skills and gain a deeper understanding of the properties of creative nonfiction through writing, revision, reading, discussion, and critique. By reading and analyzing a range of nonfiction works, students will broaden their understanding of the narrative designs, literary techniques, and opportunities for expression available in creative nonfiction.

GAME 3 Fundamentals of Unreal Engine

This introductory course provides an overview of the 3D real-time creation tool, Unreal Engine, as it may be applied to a variety of disciplines, such as game development, architectural visualization, and filmmaking. Topics covered include 3D objects, materials, lighting, physics, cameras and effects. In addition to the technical skills needed to effectively use the software, students will also be introduced to professional workflows for a range of careers.

Distance Education

AHIS 80 History of Exhibition & Display
AQUA 1 Introduction to Aquaculture: History, Ecology and Sustainability
AQUA 2 Applications in Aquaculture - System Design, Monitoring and Maintenance
AQUA 3 Microbiology and Genetics for Aquaculture
AQUA 4 Husbandry and Life Support in Aquaculture and Aquarium Science
AQUA 5 Advanced Topics in Aquaculture
BUS 36 Salesforce for your Business
ECE 919 Reflective Parenting with Infants
ECE 920 Reflective Parenting with Toddlers
ENGL 53 Latino Literature in the United States
ENGL 71 Introduction to Creative Writing
ENGL 72 Writing in Fiction
ENGL 73 Writing in Poetry
ENGL 74 Writing in Creative Nonfiction
GAME 3 Fundamentals of Unreal Engine

Emergency Distance Education to Fully Online

ENGR 1 Introduction to Engineering
ENGR 21 Circuit Analysis

Course Changes

COUNS 20 Student Success Seminar
CS 42 Digital Logic
DANCE 19A Beginning Ballroom Dance
DANCE 22A Beginning Mexican Dance
DANCE 22B Intermediate Mexican Dance
DANCE 31A Ballet 1A
DANCE 32A Ballet 2A
ECON 6 Contemporary Economic Problems
ECON 88A Independent Studies in Economics
ECON 88B Independent Studies in Economics
ENGL 53 Latino Literature in the United States
ENGL 10 Race and Ethnicity in Literature of the U.S.
ENGL 53 Latino Literature in the United States
ENGL 54 Indigenous Literatures of North America
ENGL 59 Lesbian and Gay Literature
ENGL 7 American Literature 1
ENGL 8 American Literature 2
ESL 922 Conversation and Culture in the U.S.
FILM 20 Beginning Scriptwriting
OFTECH 23 Medical Billing (Medisoft)
PHILOS 10 Bio-Ethics
PHILOS 11 Philosophy of Art and Aesthetics
PHILOS 20 Environmental Ethics (ENVRN 20)
PHILOS 22 Asian Philosophy
PHILOS 23 Philosophy of Religion
POL SC 1 American and California Politics
POL SC 2 Comparative Government and Politics
POL SC 7 International Politics
POL SC 10 Government Internships
POL SC 12 Model United Nations
POL SC 14 Middle East Government and Politics
POL SC 21 Race, Ethnicity, and the Politics of Difference

POL SC 22 Environmental Politics and Policies (same as ENVRN 22)
POL SC 31 Introduction to Public Policy
POL SC 51 Political Philosophy
POL SC 95 Experiential Learning
SOCIOLOGICAL 1 Introduction to Sociology
SOCIOLOGICAL 1 S Introduction to Sociology Service Learning
SOCIOLOGICAL 2 Social Problems
SOCIOLOGICAL 2 S Social Problems -- Service Learning
SOCIOLOGICAL 4 Sociological Analysis
SOCIOLOGICAL 12 Sociology of the Family
SOCIOLOGICAL 30 African Americans in Contemporary Society
SOCIOLOGICAL 31 Latinas/os in Contemporary Society
SOCIOLOGICAL 32 Asian Americans in Contemporary Society
SOCIOLOGICAL 33 Sociology of Sex and Gender
SOCIOLOGICAL 34 Racial and Ethnic Relations in American Society
WGS 10 Introduction to Women's, Gender, and Sexuality Studies
WGS 20 Gender, Feminisms, and Social Movements: A Global Approach
WGS 30 Women, Gender, and Sexuality in Popular Culture
DANCE 20 World Dance Styles and Forms

Global Citizenship

AHIS 80 History of Exhibition & Display
AQUA 1 Introduction to Aquaculture: History, Ecology and Sustainability

New Programs

Aquaculture Level I Certificate of Achievement

This certificate prepares students for entry- and middle-skill work for the burgeoning Blue Economy in Southern California, including the aquaculture industry. The program emphasizes workforce preparation at the interface of global climate change and sustainability. With consideration for environmental change, additionally, this program addresses conservation and restoration practices for endangered species.

Aquaculture Level II Certificate of Achievement

This level II certificate prepares students for higher-skill work for the burgeoning Blue Economy in Southern California, including the aquaculture industry. The program emphasizes workforce preparation at the interface of global climate change and sustainability. With consideration for environmental change, additionally, this program addresses conservation and restoration practices for endangered species.

English AA-T

The Associate in Arts for Transfer degree in English (AA-T) prepares students for professional and transfer institution success. Beyond learning to navigate a constantly changing world, students will enter the job market as sought-after communicators and critical thinkers. Empowered to use language skillfully, students pursuing the English AA-T learn to communicate in nuanced ways beyond socioeconomic and political differences and across boundaries of gender, race, and ethnicity.

The program guides students through a racially, ethnically, and culturally diverse range of literary expression including foundational, emerging, and global voices. Students begin the program with core courses in the discipline to build writing and critical analysis skills. Next, students complete survey courses to develop a broad understanding of a variety of styles, movements, and genres. In addition, students complete elective courses to pursue their interests in classic and contemporary fiction, poetry, prose, drama, film and literature, and creative writing.

Students must complete the following Associate Degree for Transfer requirements:

- Completion of 60 semester units or 90 quarter units of degree-applicable courses,
- Minimum overall grade point average of 2.0,
- Minimum grade of “C” (or “P”) for each course in the major, and
- Completion of IGETC and/or CSU GE-Breadth.

Program Changes

Communication Studies 2.0 AA-T

Computer Programming AS/Certificate of Achievement

Insurance Specialist Certificate of Achievement

Liberal Arts – Arts & Humanities AA

Liberal Arts – Social & Behavioral AA

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 16 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

NEW FULL-TIME TENURE TRACK FACULTY

Alexander, Sterling, Instructor, English	08/28/2023
Baker, Sarah, Instructor, Organic/Introductory Chemistry, Physical Science	08/28/2023
Crawford, Aaron, Instructor Sociology, Philosophy and Social Sciences	08/28/2023
Charles, Victoria, Instructor, Recycling and Resources Management, Earth Science	08/28/2023
Colmer, Ian, Instructor, English	08/28/2023
Deuel, Erika, Instructor- Counseling, DSPS/Acquired Brain Injury (ABI)	08/28/2023
Greenfield, Nathan, CSIS – Transfer Core	08/28/2023
Haradon, Catherine, Instructor, Biological Anthropology, Earth Science	08/28/2023
Kol, Koda, Instructor, CSIS	08/28/2023
Menchaca-Perez, Veronica, Instructor, Respiratory Care, Health Science	08/28/2023
Person, Iman, Instructor, Studio Art	08/28/2023
Rodriguez, Jessica, Instructor, Ethnic Studies, History	08/28/2023
Romero, Alberto, Instructor, Library Technical Services	08/28/2023
Shaw, Trisden, Instructor, Ethnic Studies, History	08/28/2023

NEWLY TENURED FULL-TIME FACULTY

Adams, Jaelyn, Instructor, English	08/28/2023
Allie, Sharon, Instructor, ESL	08/28/2023
Arieff, Diane, Instructor, English	08/28/2023
Allen, Clay, Instructor, English	08/28/2023
Bartesaghi, Simone, Instructor, Film	08/28/2023
Benitez, Kevin, Instructor-Counseling, Veterans	08/28/2023
Chekroun, Julie, Instructor, Communication	08/28/2023
Denmon, Andria, Instructor, Life Sciences	08/28/2023
Eskridge, Brian, Instructor, Kinesiology	08/28/2023
Fox, Nick, Instructor, Communication	08/28/2023
Gausman, Jenna, Instructor- Counseling, Career Services	08/28/2023
Joachim, Sharlene, Instructor, ECE	08/28/2023
Khalil, Nathan, Instructor, Business	08/28/2023
Ledwith, Kelly, Kinesiology	08/28/2023
Livanis, Lula, Instructor, English	08/28/2023
Lopez, Enrique, Instructor, Business	08/28/2023
Mangus, Edward, Instructor, Photo	08/28/2023
Manuel, Samantha, Instructor, Cosmetology	08/28/2023
Monge, Jacqueline, Instructor- Cosmetology	08/28/2023
Nelson, Hannah, Instructor, Photo	08/28/2023
Onugha, Erica, Instructor, English	08/28/2023
Phua, Novita, Instructor, Math	08/28/2023
Strohmaier, Kyle, Instructor, Physical Science	08/28/2023
Susilowati, Sri, Instructor, Dance	08/28/2023
Thing, James, Instructor, Philosophy-Sociology	08/28/2023

INTERIM ACADEMIC ADMINISTRATORS

Beardsley, Jason, Vice President, Academic Affairs	07/01/2023-12/31/2023
DeMorst, Wendi, Associate Dean, Student Instructional Support, Ac. Affairs	07/01/2022-07/31/2023
Fila, Susan, Dean, Health and Wellbeing, Student Affairs	07/01/2023-12/31/2023
King, Sasha, Dean, Academic Affairs	07/01/2023-12/31/2023
Munoz, Maria, Dean, Equity, Pathways, and Inclusion, Academic Affairs	07/01/2023-12/31/2023
Salgado, Guadalupe, Associate Dean, Emeritus	07/01/2023-12/31/2023
Sedky, Steven, Associate Dean, Career Technical Education, Ac. Affairs	06/07/2023-06/30/2024
Silverman, Scott, Dean, Noncredit and External Programs, Ac. Affairs	07/01/2023-07/31/2023
Williams, Eric, Associate Dean, Health Sciences, Academic Affairs	07/01/2023-06/30/2024

PROJECT MANAGERS (continuation of contracts)

Blye, Deyadra, Title V Grant	07/01/2023-06/30/2024
Carrion-Palomares, Silvana, NSF Grant	07/01/2023-06/30/2024
Davis, Shari, Special Assignments (60%)	07/01/2023-06/30/2024
Gordon, Jeffrey, Interaction Design (IxD) (50%)	07/01/2023-06/30/2024
Johnson, Eartha, Guided Pathways, Redesign, and SEAP	07/01/2023-06/30/2024
Jauregui, Luis, Non-Credit Education	07/01/2023-06/30/2024
Kawar, Ferris, Sustainability	07/01/2023-06/30/2024
Leon-Vasquez, Maria, Workforce Development	07/01/2023-06/30/2024
Lopez, Jeanette, CCAMPIS Grant (25%)	07/01/2023-06/30/2024
Massillon, Sharlyne, Basic Needs	07/01/2023-06/30/2024
Yahnian, Vanan, STEM	07/01/2023-06/30/2024

ADJUNCT FACULTY

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

ABOLISH POSITIONS

Director, Academic Computing	06/07/2023
Project Manager, Upward Bound	06/30/2023
Project Manager, LA Hi Tech Student Support 50%	06/07/2023
Project Manager, Hispanic Serving Institution STEM Grant	06/07/2023

SEPARATIONS

RESIGNATION

Lem, Aimee, Project Manager, Pico Partnership Program	06/30/2023
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RETIREMENT

Cooper, Bonita, Project Manager, Upward Bound (15 years of service)	06/30/2023
Smith, Heather, Full-time Faculty, Communication & Media Studies (24 years of service)	07/28/2023

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 17 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.

ESTABLISH NEW CLASSIFICATIONS

EFFECTIVE DATE

Director of Facilities Programming Classified Management Employee Salary Schedule, Range M32	06/06/2023
IT User Support Manager Classified Management Employee Salary Schedule, Range M29	06/06/2023
Director of Sustainability Classified Management Employee Salary Schedule, Range M28	06/06/2023

ABOLISH POSITIONS

Accounting Manager (1 position) Fiscal Services, 12 months, 40 hours	06/06/2023
Child Care Services Supervisor (1 position) Child Care Center, 12 months, 20 hours	06/06/2023
Community College Parking Enforcement Officer (1 position) Campus Police, 12 months, 40 hours, Variable Hours	06/06/2023
Director, Human Resources (1 position) Human Resources, 12 months, 40 hours	06/06/2023
Technology Logistics Manager (1 position) Information Technology, 12 months, 40 hours	06/06/2023

ESTABLISH POSITION

Campus Safety Officer (1 position) Campus Police, 12 months, 40 hours, Variable Hours	06/06/2023
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ESTABLISH TEMPORARY POSITION

Chief Director of Information Technology (1 position) Information Technology, 12 months 40 hours (not to exceed 3 months)	06/07/2023
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ELECTIONS

PROBATIONARY

McCray, Shakita, DSPS Specialist, DSPS 06/01/2023

PROBATIONARY/ADVANCED STEP PLACEMENT

Diaz Maldonado, Patrisia, Disabled Student Services Assistant, DSPS (Step B) 06/01/2023

Cruz, Alexandra, Library Assistant, Library (Step B) 07/16/2023

Gonzalez, Cristina, Disabled Student Services Assistant, DSPS (Step C) 06/01/2023

Madlock, Calvin, Chief Director of Information Technology (Step D) 08/01/2023

Marcopulos, Zoi, Disabled Student Services Assistant, DSPS (Step C) 05/16/2023

Patterson, Sonya, Community College Police Sergeant, Step D 06/07/2023

Pena, Rebecca, Research & Planning Analyst, Institutional Research, (Step B) 05/16/2023

Teague, Kiera, Student Services Specialist, Navigating Pathways (Step C) 06/01/2023

De Los Santos, Marco, Skilled Maintenance Worker II, Maintenance (Step C) 06/01/2023*

*Date correction

VOLUNTARY TRANSFER

De La Torre, Amanda 06/01/2023

From: Student Services Specialist*, Navigating Pathways

To: Student Services Specialist, Student Life

*Y-rated position

PROMOTION

Bruce, Jerome 05/16/2023

From: Shuttle Driver, Transportation, 11 months, 40 hours

To: Transportation Operations Coordinator, 12 months, 40 hours, Varied Hours

Gutierrez, Gustavo 05/16/2023

From: Grounds Worker, Grounds, 12 months, 40 hours

To: Grounds Equipment Operator, 12 months, 40 hours

Limon, Agustin 05/16/2023

From: Campus Safety Officer, Campus Police, 12 months, 40 hours

To: Community College Police Dispatcher, Campus Police, 12 months, 40 hours

POSITION RECLASSIFICATION

O'Neill, Erin 06/01/2023

From: Administrative Assistant I, Classified Employee Salary Schedule Range 26

To: Administrative Assistant II, Classified Employee Salary Schedule, Range 29

WORKING OUT OF CLASSIFICATION (LIMITED-TERM SUBSTITUTE)

Gallego, Luis 06/09/2023 to 07/05/2023

From: Receiving, Stockroom, and Delivery Worker

To: Lead Receiving, Stockroom, and Delivery Worker

Percentage: More than 50%

Gonzalez, Nataly 05/02/2023 to 06/30/2023

From: Student Services Clerk 07/01/2023 to 11/30/2023

To: Program Specialist (Noncredit Initiatives)

Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

Landa, Jennifer 03/20/2023 to 06/18/2023
From: Workforce and Economic Development Project Assistant
To: Program Coordinator - Workforce and Economic Development
Percentage: Less than 50%

Matthew Kiaman 06/01/2023 to 07/31/2023
From: Director of Network Services
To: Chief Director of Information Technology

Rudolph, Robert 06/07/2023 to 06/30/2023*
From: Production Manager
To: Director of Facilities Programming
Percentage: More than 50%
*Date correction

Vargas, Alexandra 03/16/2023 to 06/30/2023
From: Student Services Clerk
To: Student Services Specialist (Scholars Program)

REINSTATEMENT

Boullard, Lanzrea 06/01/2023
From: Lead Custodian, Operations 12 months, 40 hours, NS-11
To: Custodian, Operations, 12 months, 40 hours, NS-11

LEAVE OF ABSENCE – UNPAID

Thomas, Jessica, Instructional Assistant-English 06/19/2023 to 07/29/2023

SEPARATIONS

LAST DAY OF PAID SERVICE

RESIGNATION

Benavides, Jennifer, Instructional Assistant- Learning Disabilities 05/11/2023

RETIREMENT

Colimitras, Kathleen, HR Specialist, Human Resources (10 years) 06/07/2023
McCarroll, Alan, Mail Services Worker II, PCAL (9 years) 05/14/2023
Martin, Raymond, Network Communications Technician II, TSS (33 years) 08/31/2023

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 18 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.

ELECTIONS EFFECTIVE DATE

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

Marcopulos, Zoi, Student Services Clerk, Risk Management	
From:	04/18/2023-06/30/2023
To:	04/18/2023-04/28/2023
Marcopulos, Zoi, Student Services Assistant, DSPS	05/01/2023-05/15/2023

LIMITED TERM: Positions established to perform duties not expected to exceed 6 months in one fiscal year or positions established to replace temporarily absent employees; all appointments are made from eligibility lists or former employees in good standing.

Belay, Johanna N. Student Services Clerk, Auxiliary Services	
From:	07/01/2022- 06/30/2023
To:	07/01/2022-05/15/2023
Pena, Rebecca, Researching & Planning Analyst, Institutional Research	
From:	07/01/2022-06/30/2023
To:	07/01/2022-05/15/2023
Santiago-Amzallag, Cassandra, Administrative Assistant II, Emeritus	05/08/2023 06/30/2023

RECOMMENDATION NO. 19 CLASSIFIED PERSONNEL – NON MERIT

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

All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

STUDENT EMPLOYEES

College Student Assistant, \$15.96/hour (STHP)	21
College Work-Study Student Assistant, \$15.96/hour (FWS)	5

SPECIAL SERVICE

Community Services Specialist II, \$50.00/hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 FACILITIES

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

20-A AWARD OF BID FOR CONSTRUCTION MANAGEMENT SERVICES

Recommend award of bid, not to exceed \$5,323,672 to Vanir Construction Management for construction management services. The scope of work is to provide planning, program management, and project/construction management services for Bond funded projects.

Funding Source: Measure AA (42.4), Measure V (42.5) and Measure SMC

Comment: Services to take place beginning July 1, 2023 for a three-year period with yearly annual review. Total contract services \$5,294,872 with reimbursables not to exceed \$28,800.

16 proposals were received in response to this RFP. All proposals were reviewed and evaluated by a first-round committee and top three finalists were interviewed by a second-round committee.

20-B CONTRACTOR SUBSTITUTION REQUEST – SMC SSC SHADE STRUCTURE PROJECT

Acceptance of The Nazerian Group, Subcontractor Substitution Request on the SMC SSC Shade Structure Project.

Listed Subcontractor	Requested Substitution
Scoutlite Corporation	The Nazerian Group

Comment: The Nazerian Group, the General Contractor for the SMC SSC Shade Structure Project, has requested to substitute their listed subcontractor, Scoutlite Corporation with The Nazerian Group. The General Contractor will self-perform the Glazing portion of the project. Per the General Condition of the contract, the District’s consent to Contractor’s substitution of a listed subcontractor shall not relieve Contractor from its obligation to complete the work within the contract time and for the contract price.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 FACILITIES (continued)

20-C AGREEMENT FOR ARCHITECT SERVICES – ECLS SHADE STRUCTURE

SVA Architects was selected to provide architectural and engineering services for the Early Childhood Lab School additional SHADE STRUCTURES in the amount not to exceed \$25,000.

Architectural and Engineering Fees	\$ 24,500
Reimbursables	\$ 500
Total	\$ 25,000

Funding Source: Bond Funds (Measure V)

Comment: These new shade structures will be for the Toddler area at ECLS. The prior shades structures installed in 2022 were in the Pre-School area. SVA is part of the pre-selected group of eligible architect firms used by the District.

20-D INSTALLATION AND PROGRAMMING OF KEYPAD CARD READERS

Contract with Endeavor in the amount of \$3,932.48 for installation and programming of keypad card readers in CMC Building D Door 130 and 132.

Funding Source: State Scheduled Maintenance Fund

20-E AWARD OF BID FOR HVAC REPLACEMENT PROJECT

Recommend award of bid to lowest responsive bidder in the amount of \$2,380,000 to AC Pros Inc. for HVAC. Replacement at identified buildings on Main Campus, 919 Santa Monica Blvd, Broad Stage, CMD and Bundy campuses.

Funding Source: State Scheduled Maintenance Fund 40.0

Comment: 6 contractors attended the mandatory job walk and 4 bids were received. The additional bids were:

Bon Air Inc	\$2,572,000
KFY United Mechanical Contractors	\$4,658,000
AP Construction Group Inc	\$5,800,000

20-F AWARD OF BID FOR FIRE ALARM TESTING AND PREVENTATIVE MAINTENANCE

Recommend award of bid to lowest responsive bidder in the amount of \$129,308 to TRL Systems Inc for districtwide Edwards systems fire alarm testing and preventative maintenance, year one of a possible five-year contract.

Funding Source: Unrestricted General Fund

Comment: Invitation Only Bid for three perspective bidders, for contractors certified to conduct preventative maintenance for the Edwards Fire Alarm System; additional bids received were:

HCI Systems Inc	\$150,750
ADT Commercial	\$161,802

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 **FACILITIES** *(continued)*

20-G RENEWAL OF CONTRACT FOR DISTRICTWIDE ELEVATOR SERVICES

Recommend award of contract to Excelsior not to exceed \$80,000 for elevator services including monthly preventative maintenance inspection, testing, minor repair, trouble-call service.

Funding Source: Unrestricted General Fund Maintenance

Comment This is year three of a potential five-year contract

20-H AWARD OF BID FOR SMCCD CLASSROOM AV UPGRADE PROJECT

Recommend award of bid for \$287,619.98 to the lowest responsive bidder to Golden Star Technology for SMCCD Classroom AV Upgrade Project.

Funding Source: PPIE (Instructional Equipment) and IEPI funds

Comment 156 vendors were notified, 9 vendors attended the job walk, and we received six bids. The additional bidders were as follows:

Key Code Media	\$324,722.59
Radonich Corp DBA Cal Coast Telecom	\$351,655.00
EIDIM Group, Inc. dba EIDIM AV Technology	\$362,342.53
Conti LLC	\$365,477.41
Avidex Industries, LLC	\$368,876.85

20-I AWARD OF CONTRACT FOR CISCO EQUIPMENT FOR MATH AND SCIENCE BUILDING

Recommend award of contract for \$306,215.38 to the lowest responsive bidder to Axelliant LLC for Cisco Network Switches equipment for the new Math and Science Building.

Funding Source: Measure V (42.5)

Comment 164 vendors were notified and fifteen quotes were received and the top four are listed. The additional bidders were as follows:

Saitech Inc	\$311,649.45
Zones, Inc.	\$311,657.62
Ergotech Controls Inc.	\$327,827.26
Golden Star Technology	\$334,136.47

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 **FACILITIES** *(continued)*

20-J AWARD OF CONTRACT FOR SMCCD CLOUD SECURITY CAMERA UPGRADE PROJECT

Recommend award of contract for \$714,521.99 to the best qualified and responsive contractor to Merjan Enterprises, Inc. dba SOV SECURITY for the SMCCD Cloud Security Camera Upgrade Project.

Funding Source: State Scheduled Maintenance Fund 40.0

Comment 166 vendors were notified. The district received twelve proposals for evaluation. Proposals were evaluated for a contractor to provide cloud security cameras, software, and installation services. All proposals were reviewed and evaluated by a first-round committee and top three finalists were interviewed by a second-round committee.

20-K AWARD OF BID FOR PEST CONTROL SERVICES

Recommend award of bid for \$131,930 to the lowest responsive bidder to Integrated Pest Control Management, Inc. for Pest Control Services.

Funding Source: Unrestricted General Fund

Comment: 41 vendors were notified, 6 vendors attended the job walk, and we received 3 responsive bids. The pest control services will be for five (5) years, each year renewal based on performance. The cost for each year of service is \$26,386. The additional bidders were as follows:

Innovative Pest Management	\$183,700
Hammer Pest Control	\$310,136

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

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

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Zero Textbook Cost (ZTC) Implementation Grant (One time)
 Granting Agency: California Community College Chancellor’s Office
 Augmentation Amount: \$180,000
 Matching Funds: NA
 Performance Period: March 1, 2023 to June 30, 2026.
 Summary:

The Legislature appropriated \$115 million to California Community Colleges in the 2021 Budget Act of one-time funding for the Zero Text Cost Degree Grant program (ZTC). ZTC programs eliminate conventional textbook costs and increase college affordability. Funds are being released in phases. In September of FY 22-23, Santa Monica College received \$20,000 in phase one funding released to community colleges to begin planning and developing a ZTC program.

Funding in the amount of \$180,000 has now been released for the implementation phase providing additional funding to support colleges in locally implementing ZTC programs. Funding will be used for designing, developing, and piloting a ZTC degree following the work completed during the initial phase. The Cloud Computing certificate and associate degree were identified as viable paths for this funding. This work will continue to expand the funding of faculty work in identifying and adapting OER/ZTC material to support the Cloud Computing curriculum. Funds will be used for faculty stipends to develop the program, staff professional development and program supplies.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8600 State		\$ 180,000
Expenditures		
1000 Academic Salaries		\$ 80,000
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 36,000
4000 Supplies & Materials		\$ 25,000
5000 Other Operating Expenditures		\$ 39,000
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 0
7600 Student Aid		\$ 0
Total		\$180,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requestor: Teresita Rodriguez, Vice President, Enrollment Development

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Board Financial Assistance Program – Student Financial Aid Assistance (BFAP-SFAA)

Granting Agency: California Community College Chancellor’s Office

Augmentation Amount: \$52,482 Amended Amount: \$847,329

Matching Funds: NA

Performance Period: July 1, 2022 to June 30, 2023

Summary: BFAP-SFAA provides districts with funds to be used for financial aid professionals, technical, clerical, or temporary help who report in a direct line to the Financial Aid Director. Funding also allows for hardware and software necessary for and solely dedicated to delivering student financial aid. In addition, funds may be used for staff training and outreach materials. The Chancellor’s Office increased the fiscal year 2020-21 award amount by \$52,482 from \$794,847 to \$847,329 on the February 2020-2021 Recalculation Apportionment schedule.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 Other State		\$ 52,482
Expenditures		
1000 Academic Salaries		\$ 0
2000 Non-Academic Salaries		\$ 34,665
3000 Employee Benefits		\$ 17,817
4000 Supplies & Materials		\$ 0
5000 Other Operating Expenditures		\$ 0
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 0
7500 Student Aid		\$ 0
Total		\$ 52,482

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22 BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

22-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: April 1-30, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	14,652
3000	Benefits	0
4000	Supplies	6,770
5000	Contract Services/Operating Exp	73,870
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-95,292
Net Total:		0

22-B FUND 01.3 – Restricted Fund

Period: April 1-30, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	6,437
2000	Classified/Student Salaries	290
3000	Benefits	4,652
4000	Supplies	-8,000
5000	Contract Services/Operating Exp	2,371
6000	Sites/Buildings/Equipment	-2,750
7100/7699	Other Outgo/Student Payments	-3,000
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 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
 April 2023 C1I – C2J \$13,347,794.42

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

RECOMMENDATION NO. 24 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 new warrants to replace the following expired warrants.

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Astudillo Zamorano, Cristobal	W5139346	04/10/2017	\$226.94
Barnes, Corey	W6842641	02/10/2021	\$870.00
Barnes, Corey	W6832974	01/25/2021	\$900.00

RECOMMENDATION NO. 25 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register
 April 2023 938722 through 983741

ACH Numbers
 April 2023 159000 through 169571

Total \$11,677,476.71

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 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

April 2023 Covered by check & voucher numbers: 032549-032743 & 03166-03194

Bookstore Fund Payments	\$ 388,576.02
Other Auxiliary Fund Payments	\$ 67,176.91
Trust and Fiduciary Fund Payments	<u>\$ 754,668.65</u>
	\$ 1,210,421.58

Purchase Orders issued

April 2023 \$36,376.92

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.27 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 new warrants to replace the following expired warrants:

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Mejia, Carol	26057174	10/05/20	\$220.00
Mejia, Carol	25803258	03/23/20	\$21.00
Mejia, Carol	25863857	05/04/20	\$266.00

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 28 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>
June 2023 (FY 2022-2023)	3	\$2,107

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
June 2023 (FY 2023-2024)	4	\$15,680

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
June 2023	1	\$595

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.

RECOMMENDATION NO. 29 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification

Requested by: Scott Silverman, Interim Dean, Noncredit and External Programs

Patricia Ramos, Dean, Academic Affairs

Approved by: 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. 30 PURCHASING

Requested Action: Approval/Ratification

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

30-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.

April 2023

\$2,518,947.72

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 31

SUBJECT: **RESOLUTION AUTHORIZING APPLICATION FOR ROUND THREE AFFORDABLE STUDENT HOUSING GRANT FUNDS FOR CONSIDERATION OF AWARD IN THE 2024-2025 STATE BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt this resolution acknowledging Santa Monica Community College District Board of Trustees’ authorization and support for the District’s Affordable Student Housing Program Round Three Construction Grant application for consideration of award in the 2024-25 state budget. This resolution supports the submittal of the construction grant application that requests Affordable Student Housing Program grant funds pursuant to the Higher Education Trailer Bill, AB 183 (2022); supports a total project cost of \$67,808,000, of which the District is requesting \$51,092,000 (75%) as state funded and \$16,716,000 (25%) as local contribution; and supports the District’s priority Bundy Campus location and capacity to house 291 low-income student beds.

FUNDING SOURCE: AB 183 (2022) Grant Funding; Measure SMC

COMMENT: The 2021-22 California Budget package included the Postsecondary Education Trailer Bill, SB 169 (2021), establishing the Higher Education Student Housing and Capacity Expansion Grant Program as well as codified it in the California Education Code §17200-17203.5. Thereafter, the Affordable Student Housing Grant Program was awarded in the Higher Education Trailer Bill, AB 183 (2022), which also transferred the administration of the program from the Department of Finance to the Chancellor’s Office. The Affordable Student Housing Grant Program provides California Community Colleges the opportunity to apply for student housing grants over a three-year period with three rounds of grant award; and grant applications for Round Three awards must be submitted to the Chancellor’s Office on or before Monday, July 3, 2023.

The Resolution expresses the Board’s priority interest in providing Santa Monica College students with affordable housing opportunities. The District’s Measure SMC bond that passed in 2022 values and prioritizes the ability to provide housing options to assist in a holistic approach to student learning, and the District’s desire to participate in the Affordable Student Housing Grant Program as a means of providing affordable student housing.

Should the Santa Monica Community College District’s application result in an award of Affordable Student Housing grant funds under AB 183, the Board of Trustees commits to fulfill the project terms and conditions as specified in AB 183 legislation, applicable California Education Codes, and Chancellor’s Office guidance.

The Board has discussed and reviewed presentations on affordable student housing and this grant application at each of its prior three meetings. For reference, the links to the presentation documents are:

[Student Housing Grant Updates – May 2, 2023](#)

[Student Housing Grant Updates – April 4, 2023](#)

[Student Housing Grant Updates – March 21, 2023](#)

Ann Volz, President of Volz Company; Peter Mitsakos, Principal Architect, West Edge Architects; and Bobby Khushal, Director, ALMA Strategies will be available by videoconference to provide additional comment and answer questions.

[Affordable Student Housing Grant Application – July 3, 2023](#)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 32

SUBJECT: **2023-2024 TENTATIVE BUDGET**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2023-2024 Tentative Budgets ([Appendix C](#)).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2023-2024 is comprised of the following eight funds:

General Fund Unrestricted	\$246,009,373
General Fund Restricted	<u>\$ 84,928,683</u>
Total General Fund	\$330,938,056
Special Reserve Fund (Capital)	\$ 41,288,805
Bond Fund: Measure AA	\$ 5,263,587
Bond Fund: Measure V	\$198,471,135
Bond Interest & Redemption Fund	\$ 90,531,733
Student Financial Aid Fund	\$ 49,591,719
Scholarship Trust Fund	\$ 45,000
Auxiliary Operations	<u>\$ 2,451,379</u>
Total Other Restricted	\$387,643,358
 TOTAL PROPOSED TENTATIVE BUDGET	 \$718,581,414

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

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2023-2024 TENTATIVE BUDGET NARRATIVE**

GENERAL FUND

The 2022-2023 fiscal year is projected to close with an Unrestricted General Fund ending balance, including Designated Reserves, of \$28,636,562. In 2022-2023, the Board of Trustees approved the settlement of collective bargaining agreements which provided for salary, longevity and stipend increases for members of Santa Monica College Faculty Association (SMCFA), salary increases and one-time pay for members of Classified School Employees Association (CSEA), a me-too provision for members of Santa Monica College Police Officers' Association (SMCPOA), salary and longevity increases and one-time pay for academic administrators and managers, and salary increases and one-time pay for classified administrators, managers and confidential employees.

For the 2023-2024 tentative budget, the District is projecting a increase in revenue of 6.66% or \$13,578,140 and an increase in expenditures of 6.85% or \$14,996,361. The increase in revenue is primarily due to a Cost of Living Allowance (COLA), projected increase in non-resident tuition due to projected increase in full-time equivalent student (FTES), net of the decrease in lottery, prior year apportionment adjustments and HEERF funding which will not repeat in 2023-2024. Expenditures are projected to increase based on approved salary increases for 2023-2024, net of retroactive pay and one-time pay in 2022-2023 that will not repeat in 2023-24. Additionally, the hiring of new employees, step, column and longevity increases, and the increase in benefits will result in an increase in expenditures. The expected return to campus of students and employees is projected to result in increased expenditures in supplies and contracts, utilities and insurance. These changes are projected to result in a structural deficit of <\$15,877,819> and, with the inclusion of one-time items, an overall operating deficit of <\$16,696,267> resulting in an ending Unrestricted Fund Balance of \$11,940,295 or 5.10% of total expenditures and transfers.

It is important to note that the revenue projections contained in the tentative budget are based on District projections of the proposals contained within the May Revise and are extremely preliminary. It is expected that variances, possibly significant in nature, will occur between the tentative and adopted budgets.

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted except some parts of the Auxiliary fund.

The tentative budget reflects the Governor's FY 2023-2024 May Revision proposals including a COLA of 8.22% or \$12,681,216. The tentative budget also reflects a projected increase in enrollment for resident credit FTES of 492.77 FTES or 3.0% from FY 2022-2023 levels.

The largest source of revenue for the District is Apportionment from the State. The revenue sources for Apportionment are a combination of property taxes, enrollment fees, funding from the Education Protection Account and general apportionment funds. The apportionment allocation for each district is calculated through the Student Centered Funding Formula (SCFF). The SCFF calculates Apportionment based on three main factors: base allocation (enrollment), supplemental allocation (number of students receiving financial aid), and the student success allocation (number of student success outcome achieved). The formula stipulates that for the fiscal years of 2018-19 through 2024-2025, the District will be funded at the greater of the amount calculated under the SCFF or at a "Hold Harmless" amount which is equal to the 2017-2018 funding level adjusted for COLA. The 2022-2023 Budget Act extended the revenue protections in a modified form where starting in 2025-2026, districts would continue to receive funding at the greater of the 2024-2025 funding level, without further COLA increases, or the amount calculated under the SCFF.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines, through interest earned on cash and non-resident tuition revenue.

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (91.0% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect hiring of new employees, approved salary increases and appropriate step, column and longevity increases for all qualified employees.

The discretionary section of the expenditure budget (Supplies, Services and Utilities) reflects an increase of 6.28% or \$1,126,830 from FY 2022-2023 projected expenditures mainly as a result of an increase in on-campus presence.

The amount of \$12,575,350 for the Contracts/Services line item in the tentative budget includes: Advertising 17%; Bank Fees and Bad Debt 12%; Repairs of Equipment/Maintenance 9%; Consultants 9%; Other Contract Services 9%; Rent/Lease (including Big Blue Bus) 7%; Software Licensing 6%; Managed Print Services 5%; LACOE Contracts (i.e. HRS, BEST) 4%; Off-Campus Printing 4%; Legal Services (including those for the Personnel Commission) 3%; Postage and Delivery Services 3%; Professional Growth 3%; Conferences and Training 2%; Memberships and Dues 1%; Audit 1%; Recruiting-Students 1% and Other Services – all under 1% of budget per category (e.g. Repairs-Facility, Mileage, Commencement, Fingerprinting, Board Meetings, etc.) 4%.

Linking Budget and Planning

The District Planning and Advisory Council (DPAC) is the District's primary planning body and is responsible for developing the Annual Actions Plans, overseeing long-term planning efforts, reviewing the Vision, Mission, Values and Goals, assessing the Colleges planning process and developing new Strategic Initiatives. For fiscal year 2023-2024, the following action plans have been recommended by DPAC and approved by the Superintendent/President for inclusion in the Tentative Budget:

Develop a Master Plan for Education

Budget: \$185,000 (one-time) to be funded by Unrestricted General Fund

Purpose/Goal of Action Plan: Establish a task force comprised of representatives from all constituencies of the District who will work with Administrators and consultant in developing the District's Master Plan of Education.

Launch The Equity-minded Professional Innovation Center, the EpiCenter, to be a Learning and Professional Development Center for All Employee Groups

Budget: \$415,750 (ongoing) to be funded by Unrestricted General Fund and \$276,250 (ongoing) to be funded by Student Equity and Achievement Program

Purpose/Goal of Action Plan: Support the EpiCenter in its design and implementation of a comprehensive professional development plan for all employee groups, with the outcome to improve student racial equity and sense of belonging on campus.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State, and Local sources. All grants that do not end by June 30, 2024, will be carried over to the FY 2024-2025 budget, if permissible.

The projected ending fund balance is generated from six restricted programs as required by Generally Accepted Accounting Principles: Proposition 20 Lottery, Contract Education, Parking Fees, Community Services, Health and Psychological Services and the SMC Performing Arts Center. These funds are restricted and cannot be used for any other purpose than specified by law or action of the Board of Trustees.

When received, new grants will be presented to the Board of Trustees for approval, and the District's budget will be augmented to reflect the increase.

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Outlay Fund. The major source of revenue for this fund is the reimbursement from State Capital Outlay, RDA pass-thru property tax, and non-resident capital surcharge. These funds are used for capital outlay related projects, District equipment purchases and any required expenditure matches to State capital outlay funding. State funding for capital projects are also accounted for in this fund.

All capital expenditures and revenue in the Special Reserve Fund, as well as Funds 42.4 and 42.5 reflect the total expenditure allocation and the total revenue for all projects and are not limited to the current year, thus resulting in a zero ending balance. These funds are legally restricted and may not be transferred into the unrestricted general fund.

Bond Fund Measure AA (42.4)

This fund reflects the revenue from the sale of bonds approved through Measure AA and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure AA.

Bond Fund Measure V (42.5)

This fund reflects the revenue from the sale of bonds approved through Measure V and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure V.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the County of Los Angeles Department of Auditor-Controller. It reflects the receipt of property tax revenues due to voted indebtedness for bond issues, the payment of interest on those bonds, plus the redemption of the bonds that mature within the 2022-2023 fiscal year. This information is provided by the County of Los Angeles Department of Auditor-Controller through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid programs (PELL, SEOG, Loans, Cal Grants, Santa Monica College Promise, Student Success Completion Grant, Early Action Emergency Student Aid, Disaster Relief Emergency Student Aid and Emergency Financial Aid Grants. The transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs. For FY 2023-2024 award year, the District is expecting to be granted a waiver of the institutional share requirement under the Federal Work Study (FWS) Program and the Federal Supplemental Educational Opportunity Grant (FSEOG) Program.

Scholarship Trust Fund (75.0)

This fund is to account for gifts, donations, bequests, and devises (subject to donor restrictions) which are to be used for scholarships or for grants in aid to students.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, namely the Bookstore, the food and vending concessions, and college expenditures in programs such as Athletics, Music, Theatre Arts, the Corsair student newspaper and transportation.

CONCLUSION

This is the tentative budget recommended for acceptance. It is expected that changes will occur between now and the Adopted Budget. Some changes will be the result of the passage of the State budget, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 33 **RESOLUTION TO ADOPT APPROPRIATIONS LIMIT FOR THE 2023-2024 TENTATIVE BUDGET (GANN LIMIT)**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to adopt the 2023-2024 Gann Appropriations Limit for the Santa Monica Community College District.

WHEREAS, on November 6, 1979, the People of California passed Proposition 4, a constitutional amendment requiring appropriations limits for state and local government units; and

WHEREAS, Senate Bill 1352, Chapter 1205 of 1980, implements Proposition 4, and requires the Board of Trustees to establish by Resolution an appropriation limit each fiscal year beginning with 1981/1982; and

WHEREAS, the Board of Trustees has directed that the appropriations limit for Fiscal year 2023-2024 Tentative Budget be developed in accordance with the provisions of Senate Bill 1352; and

WHEREAS, California Government Code Section 7910 provides that the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit and make other necessary determinations for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or noticed special meeting; and

WHEREAS, the Government Code 7902.1 provides that school districts may increase their appropriations limit under specified circumstances; and

WHEREAS, the documentation used in determining the appropriations limit for the Fiscal Year 2023-2024 Tentative Budget are made in accordance with applicable constitutional and statutory law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby establish the Fiscal Year 2023-2024 Tentative Budget appropriations limit of \$163,206,654;

AND, BE IT FURTHER RESOLVED, that this Board does provide public notice that the calculations and documentation of the Gann Limit for the Fiscal Year 2023-2024 Tentative Budget includes an increase of \$10,635,770 to the calculated appropriations limit pursuant to the provisions of the Government Code Section 7902.1;

PASSED AND ADOPTED by the Board of Trustees of the Santa Monica Community College District on this 6th day of June 2023 by the following vote:

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

Comment: Proposition 4 (November 1979, Special Election) added Article XIII B to the State Constitution to place limitations on the year over year growth of expenditures of State and local governments and is commonly known as the Gann Limit. For Community Colleges, the Gann Limit limits year-to-year expenditure growth from taxpayer funds to changes in inflation and the number of Full-time Equivalent Students served by a District.

In 2021 Assembly Bill 130 (Education omnibus budget trailer bill) resulted in changes to the statutes related to the Gann Limit calculation. For Community Colleges, these changes now require that the Board adopt an appropriations limit that is equal to its appropriation subject to limit. This effectively means that if the District has excess appropriations limit the excess is transferred to the State of California and if the District exceeds its appropriations limit the State of California will transfer its excess limit to the District. For the 2023-2024 Tentative Budget, the District projects it will exceed its appropriations limit by \$10,635,770.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION June 6, 2023
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 34

SUBJECT: **FIVE-YEAR CONSTRUCTION PLAN, FISCAL YEAR 2023-2024 THROUGH FISCAL YEAR 2028-2029**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the filing of the Five-Year Construction Plan, Fiscal Year 2023-2024, through Fiscal Year 2028-2029 with the State Chancellor's Office.

Five Year Plan Project Listing: See attached listing
 Final Project Proposal (FPP): Business Building Replacement
 Initial Project Proposal (IPP): Drescher Hall Replacement Building
 Initial Project Proposal (IPP): Classroom Replacement Building/East Quad
 Pending State Housing Grant Submission: Student Housing Complex

FUNDING SOURCE Local Bonds; State Capital Funds; District Capital Funds; State Housing Grant

COMMENT: State law requires Districts to prepare annually and submit to the California Community College Chancellor's Office (CCCCO) a Five-Year Capital Construction Plan which summarizes current and proposed capital outlay projects. The purpose of the Five-Year Plan is to inform the CCCCCO of the District's capital needs and allow for the District to apply for State funding for specific projects. The District submits projects for potential State funding through an "Initial Project Proposal" (IPP). If the state approves the IPP, then the District will develop a "Final Project Proposal" (FPP) for funding consideration.

The following projects have an approved FPP, an approved IPP, or are pending the submission of an IPP or State Housing Grant. The District only recommends projects for IPP submission that meet the States strict guidelines and are likely candidates to receive funding. These projects were included in the 1998 Facilities Master Plan, the Career and Educational Facilities Master Plan 2010 Update, and/or the draft 2020 Facilities Master Plan.

Math/Science Addition (Approved FPP – State Funding \$39,615,000 – Under Construction): This project will consolidate and increase laboratory capacity for the Mathematics and Science programs by constructing a new building that connects to the existing Science building. The Mathematics department is one of the most extensive academic programs at Santa Monica College and is growing beyond what can be reasonably accommodated for students within existing facilities. Math and Science programs are currently forced to offer classes in classrooms and laboratories located at several different buildings on campus, many of which are located across campus from each other. The proposed project includes a 69,223 ASF addition to the existing Science building that will provide 16,157 ASF classroom lecture spaces, 40,551 ASF laboratory spaces, 8,375 ASF office spaces, 2,215 ASF library spaces, and 1,915 ASF of other support spaces. The new facility would consolidate the Mathematics, Earth

Science, Life Science, and Physical Science programs into a single building. The project includes demolishing the existing Letters & Science building, Liberal Arts building, and Library Village / Math Complex Portables as a secondary effect.

Art Complex Replacement (Approved FPP – State Funding \$10,901,000 – Under Design): The Art Complex at Santa Monica College was initially constructed in 1952 and is experiencing infrastructure issues. Although the building had a minor renovation in 2002, the Art program is currently split between the main campus and Airport Arts campus due to space needs. This project will create a functionally efficient building for the Art program, enabling the program to function in a single location with dedicated space. The project will construct a new building of 21,254 ASF and include 1,738 ASF of classroom lecture spaces, 17,795 ASF of laboratory spaces, and 1,721 ASF of office spaces. The existing Art Complex will be demolished and the fine arts space at the Airport Campus will be inactivated as a secondary effect of the proposed project.

Student Housing Complex (Pending Grant Submission): The proposed project will construct a new affordable student housing complex on Santa Monica College's (SMC) Bundy Campus, 1.9 miles from the main SMC campus. The new student housing complex will have the capacity to house 291 low-income students and will be approximately 45,754 Assignable Square Feet (ASF)/ 68,433 Gross Square Feet (GSF).

Business Replacement (Pending FPP): The Business Building at Santa Monica College was originally constructed in 1980 and received a minor renovation in 1997. The building currently houses multiple departments, including Business, Accounting, Information Technology, Fashion, Cosmetology, and Photography. The existing building no longer meets the various departments' instructional needs and requires significant infrastructure work. This project constructs a new Business Building, modernizing the instructional spaces and creating a design that achieves optimal classroom efficiency.

Drescher Hall Replacement Building (Pending IPP): This project constructs a replacement building for Drescher Hall which was built in the 1960s as a vocational/trades building. The new building will be located on the site where the existing Business building is currently located, which will be offline following occupancy of the Business Replacement project. The existing Drescher Hall does not adequately serve students due to facility deterioration and technological infrastructure shortages. Replacing Drescher Hall with a new building provides instructional benefits to diverse programs such as Astronomy, Biology, English, and Photography. Any major reconstruction effort within the existing building would require structural/seismic upgrades, deeming the complete building replacement a more cost-effective solution. Secondary effects of the proposed project will include demolition of the Drescher Hall following occupancy of the replacement building.

Classroom Replacement Building/East Quad (Pending IPP): The project will construct a new building to replace classroom and office space on campus, including campus police sub-station functions. The proposed building will be located on the site where the existing Student Health and Activities building is. Scope of work will include the development of a new outdoor plaza/classroom area.

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

FIVE YEAR CONSTRUCTION PLAN FISCAL YEAR 2023-2024 THROUGH FISCAL YEAR 2028-2029

Priority	Project Name	Funding Status	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	Occupancy Date	State Funding	District Funding	Total Cost*
1	Math/Science Addition	State Funded	C/E	O						2024/2025	\$39,615,000	\$72,110,835	\$111,725,835
2	Art Complex Replacement	State Funded	C/E	O						2024/2025	\$10,901,000	\$10,625,000	\$21,526,000
3	Student Housing Complex	Housing Grant Preparing	W	C	C/E/O					2025/2026	\$45,211,358	\$14,795,221	\$60,006,580
4	Modular Classroom Replacement Building	Locally Funded	P	W	W	C	C/E	O		2028/2029	\$0	\$70,620,000	\$70,620,000
5	Business Replacement	FPP Preparing			P/W	C	C	C/E	O	2029/2030	\$36,817,911	\$36,817,911	\$73,635,822
6	M&O/Facilities/Modular Classroom Replacement	Locally Funded		P	W	C	C	C/E	O	2029/2030	\$0	\$78,000,000	\$78,000,000
7	Drescher Hall Replacement	IPP Preparing				P/W	W	C	C/E	2030/2031	\$30,260,693	\$30,260,693	\$60,521,386
8	Classroom Replacement Building/East Quad	IPP Preparing				P/W	W	C	C/E	2030/2031	\$21,252,121	\$21,252,120	\$42,504,242
9	Instructional Space/Campus Police on Pearl	Future Project					P	W	C	2031/2032	\$0	\$37,400,000	\$37,400,000
10	Instruction/Administration on Pico	Future Project					P	W	C	2031/2032	\$0	\$47,300,000	\$47,300,000
11	Athletics Support/Stadium Replacement	Future Project					P	W	C	2031/2032	\$0	\$34,359,600	\$34,359,600
12	Amphitheater	Future Project						P	W/C	2031/2032	\$0	\$20,000,000	\$20,000,000
13	Instructional Building on Pico	Future Project						P	W	2033/2034	\$0	\$89,100,000	\$89,100,000

The chart indicates the following phases: (P) Planning, (W) Working Drawings, (C) Construction, (E) Equipment, and (O) Occupancy

*Costs shown are today's dollars

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 6, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 35

SUBJECT: **FIRST READING, BOARD POLICY CHAPTER 3, GENERAL INSTITUTION - BP 3410, NONDISCRIMINATION AND BP 3540, SEXUAL AND OTHER ASSAULTS ON CAMPUS AND IN CAMPUS PROGRAMS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of Board Policy Chapter 3, General Institution, BP 3410, Nondiscrimination and BP 3540, Sexual and Other Assaults on Campus and in Campus Programs.

COMMENT: Revised Board Policy 3410 Nondiscrimination, and BP 3540, Sexual and Other Assaults on Campus and in Campus Programs reflect the League's latest updates (as underlined). They were reviewed by Senior Staff the Superintendent/President, Trustee Susan Aminoff, and the Board Chair and Vice-Chair and approved for submission to the Board of Trustees for a first reading.

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



Board Policy
Chapter 3 – General
Institution

BP 3410 NONDISCRIMINATION

The Santa Monica Community College District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, immigration status, religion, age, sex, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because they are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The District shall not discriminate against a person in hiring, termination, or any term or condition of employment or otherwise penalize a person based upon the person's use of cannabis off the job and away from the workplace unless permitted by California law.

The Superintendent/President shall establish administrative regulations that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, immigration status, religion, age, sex, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because an individual is perceived to have one or more of those characteristics, or because of an individual's association with a person or group with one or more of these actual or perceived characteristics.

Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.;;
Title 5 Sections 53000 et seq. and 59300 et seq.;;
Penal Code Section 422.55;
Government Code Sections 12926.1 and 12940 et seq.;;
Title 2 Sections 10500 et seq.;;
Labor Code Section 1197.5;
ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Standard Catalog Requirements

(Replaces former BP 2410)
Adopted: November 15, 2004
Revised: June 5, 2018, January 17, 2023



Board Policy
Chapter 3 – General
Institution

BP 3540 SEXUAL AND OTHER ASSAULTS ON CAMPUS AND IN CAMPUS PROGRAMS

The Santa Monica Community College District recognizes that sexual assault is a serious issue and will not tolerate acts of sexual assault at District activities or on District property. Any sexual assault or physical abuse or domestic violence, including, but not limited to rape as defined by California law committed by an employee, student, or member of the public that occurs on District property including off-campus grounds or facilities maintained by the District, or at District activities is a violation of District Board policies and administrative regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. Students, faculty, and staff who may be survivors of sexual and other assaults and domestic violence shall be treated with dignity and provided comprehensive assistance.

The Superintendent/President shall establish administrative regulations to ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment (Education Code Section 67385), that educational information about preventing sexual violence is provided and publicized as required by law, and that perpetrators of sexual and other assaults are appropriately punished.

The administrative regulations shall meet the criteria contained in Education Code Sections 67385, 67385.7, and 67386 and 34 Code of Federal Regulations Section 668.46.

References:

Education Code Sections 67382, 67385, 67385.7, and 67386, 67389(a)(1), 67395.7, 67200 et seq.
20 U.S. Code Section 1092(f); The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)
34 Code of Federal Regulations Section 668.46(b)(11) California Penal Code Sections 242, 243, 245, and 261 et seq.
Title IX of the Education Amendments of 1972 (20 U.S. Code Sections 1681 et seq; 29 Code of Federal Regulations, Part 1691)

(Replaces former BP 3122)

Adopted: July 7, 2015

Revised: June 5, 2018

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 6, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 36

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

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

REQUESTED ACTION: It is recommended that the Board of Trustees approve the reappointment of the following members to the Citizens' Bond Oversight Committee, for a two-year term, 2023-2025.

<u>Name</u>	<u>Term</u>	<u>Constituency</u>
Heather Anderson	2023-2025	Local Community (Malibu)
Elizabeth Greenwood	2023-2025	Local Business
Anne Plechner	2023-2025	Local Community/Malibu
Elaine Polachek	2023-2025	Local Business/Active in support of the District
Katherine Reuter	2023-2025	Local Community; Senior Citizens' Organization
Donald Schort	2023-2025	Business Community
Bruce Sultan	2023-2025	Local Business/Taxpayers' Organization
(tbd in August)	2023-2024	SMC Student

SUMMARY: At its meeting on May 2, 2023, the Board of Trustees approved the process to fill vacancies on the Citizen's Bond Oversight Committee caused by the expiring terms of current members and to possibly appoint additional members.

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:

XIII. INFORMATION ITEM NO. 37 MEETING OF THE CITIZENS' BOND OVERSIGHT COMMITTEE, APRIL 19, 2023

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee (CBOC) was held on Wednesday, April 19, 2023. The meeting was conducted via Zoom Conference.

I. CALL TO ORDER – 12:02 p.m.

2. ROLL CALL – Members of the Citizens' Bond Oversight Committee

Elizabeth Greenwood, Chair – Present
 Bruce Sultan, Vice-Chair – Present
 Patrick Acosta – Absent
 Heather Anderson – Present
 Alfred Barrett – Present
 Anne Plechner – Present
 Elaine Polachek – Present
 Katherine Reuter – Present
 Donald Schort – Present
 Joshua Elizondo – Absent

CBOC Support Staff Present

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

3. APPROVAL OF MINUTES OF CBOC MEETING, January 25, 2023

Motion was made by Anne Plechner and seconded by Katherine Reuter to approve the minutes of the Citizens' Bond Oversight Committee meeting held on January 25, 2023. Minutes were approved.

4. INFORMATION – EXPIRING TERMS 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, 2023. They are eligible for reappointment:

- Patrick Acosta
- Heather Anderson
- Elizabeth Greenwood
- Anne Plechner
- Elaine Polachek
- Katherine Reuter
- Don Schort
- Bruce Sultan

5. REPORTS and DISCUSSION

Bond Projects Website

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

A. Bond Construction Projects

- The Math/Science Project: The main staircase is close to completion. The waterproofing, followed by drywall and stucco are the next steps on the 3-story building. The glass panels are being installed throughout the exterior of the building. The estimated completion date for this project is July 2024.
- New Art Building on Pico Boulevard and 14th is preparing to go for Bidding. Construction has not begun. The estimated completion date for this project is December 2025.

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

- Measure AA: Total Measure AA Expenditures as of March 31, 2023 were \$291,148,510; total remaining funds are \$3,847,319.
- Measure V: Total Measure V Expenditures as of March 31, 2023 were \$156,871,938; total remaining funds are \$188,128,062.
- The Bond Sales/Expense Report as of March 31, 2023 for Measure AA and Measure V:

Total Bond Program:	\$640,000,000
Total Bonds Issued:	\$639,995,829
Total Expenses:	\$448,020,448
Total Available Remaining:	\$191,975,381
Total Unsold Bond:	\$ 4,171

- The SMC Bond Capital Construction Budget Summary (All Bond Measures) as of March 31, 2023 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:	\$30,128,991
Other Funding Received:	\$54,694,164
Other Funding Pending:	<u>\$48,013,379</u>
Total Budget:	\$1,076,336,534
Estimate at Completion:	\$1,076,336,534
Bond Funds Remaining:	\$ 191,975,380

*Measure U and Measure S are closed out.

*Measure AA and Measure V are the active bond measures.

C. SMC Bond Program – Contractor List as of March 31, 2023

D. Contractors List as of March 31, 2023

6. SCHEDULE OF MEETINGS, 2023-2024

Wednesdays at 12:00 p.m.

July 19, 2023
October 18, 2023
January 24, 2024
April 17, 2024

7. ADJOURNMENT – 12:50 p.m.

The next meeting of the Citizens’ Bond Oversight Committee will be held on Wednesday, July 19, 2023 (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 June 6, 2023
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XIV. BOARD COMMENTS

XV. ADJOURNMENT

The meeting will be adjourned in memory of **Frederick (Fritz) Jentink**, father of Jo Popadynetz, Course Material Buyer in the Bookstore; **John Morse**, father of Peter Morse, Professor in the SMC Physical Sciences Department and President of the SMC Faculty Association; and **Mario Semere**, retired SMC faculty member in the Art Department.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, July 11, 2023 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.