



# MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

TUESDAY, OCTOBER 1, 2024

SMC Board Room  
1900 Pico Boulevard  
Santa Monica, California





IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

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

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

Presenters: Michael Tuitasi, Vice-President, Student Affairs

Denise Henninger, DSPS Manager

Nathalie Laille, DSPS Faculty Coordinator

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

Link to: [DSPS Presentation](#)

IX. CONSENT AGENDA

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

XI.	<b>MAJOR ITEMS OF BUSINESS</b>		
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XIII. **BOARD COMMENTS AND REQUESTS**

XIV. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, November 12, 2024 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be held in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote participation.

#### IV. SUPERINTENDENT'S REPORT

- Enrollment Report, Fall 2024: Total headcount is up 3.65% from last fall; credit FTES are up 2.38% from last fall; non-resident FTES are down 2.15% from last fall.  
Link to: [Enrollment Report](#)
- Latinx/e Heritage Month. A variety of activities are planned to celebrate Latinx/e Heritage Month starting with the kick-off event on September 19, 2024, followed by a series of artistic and cultural events, mixers, lectures, film screenings and workshops.  
Link to: [Latinx/e Heritage Month Flyer](#)
- SMC Democracy Day and National Voter Education Week events:
  - [SMC Democracy Day](#)  
Tuesday, October 8, 2024. 11:15 AM - 12:30 PM  
Humanities & Social Science (HSS 165)
  - [Owning Your Future: Demystifying Civics](#)  
Thursday, October 10, 2024. 11:00 AM - 1:00 PM  
Student Equity Center (Multipurpose Room)
  - [What is Government for? \(And How the Heck is it Supposed to Do All That?\)](#)  
Thursday, October 10, 2024. 7:00 PM - 8:30 PM  
SMC Student Services Center, Orientation Hall (S183)
  - [Owning Your Future: How to take action in your community](#)  
Tuesday, October 22, 2024. 11:00 AM - 1:00 PM  
Student Equity Center (Multipurpose Room)

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**IX. CONSENT AGENDA**

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

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#16.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #3-A (6), 8-E

MOTION MADE BY: Rob Rader  
 SECONDED BY: Sion Roy  
 STUDENT ADVISORY: Vacant  
 AYES: 7  
 NOES: 0

**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 3-A (6) -Ratification of Contracts and Consultants**

MOTION MADE BY: Tom Peters  
 SECONDED BY: Rob Rader  
 STUDENT ADVISORY: Vacant  
 AYES: 7  
 NOES: 0

**Recommendation 8-E - Facilities**

MOTION MADE BY: Rob Rader  
 SECONDED BY: Susan Aminoff  
 STUDENT ADVISORY: Vacant  
 AYES: 7  
 NOES: 0

**RECOMMENDATION NO. 1 APPROVAL OF MINUTES**

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

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

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

CONSENT AGENDA: ACADEMIC AFFAIRS

**RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, FALL 2024**

*Requested Action: Approval/Ratification*

*Requested by: Curriculum Committee*

*Approved by: Jason Beardsley, Vice-President, Academic Affairs*

Course Revisions

ANTHRO 1 Biological Anthropology

ANTHRO 5 Biological Anthropology with Lab

ANTHRO 9 Paleoanthropology

ANTHRO 10 Forensic Anthropology

ANTHRO 11 Introduction to Primatology

DANCE 17 Beginning Tap

DANCE 18 Intermediate Tap

GEOL 3 Introduction to Environmental Geology

GEOL 4 Physical Geology with Lab

GEOL 31 Introduction to Physical Oceanography

GEOL 32 Introduction to Physical Oceanography with Lab

SST 904 Sustainability Assessment



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

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

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

The following contracts are less than the amount specified in Public Contract Code Section 20651, have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

*Authorization: Board Policy Section 6340, Bids and Contracts*

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

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

➤ **NEW CONTRACTS**

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

**#1- #4**

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

*Approved by: Michael Tuitasi, Vice President, Student Affairs*

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**CONSENT AGENDA: CONTRACTS AND CONSULTANTS**

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

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

➤ **NEW CONTRACTS** *(continued)*

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

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

RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS

3-B      APPROVAL OF CONTRACTS AND CONSULTANTS

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

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

*Requested by: Tracie Hunter, Associate Dean, Financial Aid and Scholarships*  
*Approved by: Teresita Rodriguez, VP, Enrollment Development*

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

**RECOMMENDATION NO. 4 ACADEMIC PERSONNEL**

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

ELECTIONS

EFFECTIVE DATE

ADJUNCT FACULTY

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

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

CONSENT AGENDA: HUMAN RESOURCES

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

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

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

	<u>EFFECTIVE DATE</u>
<u>ABOLISH POSITION</u>	
Custodian (1 position) Operations. 12 months, 40 hours, Varied Hours	10/02/2024
<u>ESTABLISH POSITION</u>	
Custodian (1 position) Operations. 12 months, 40 hours, NS-1	10/02/2024
Personnel Technician (1 position) Personnel Commission, 12 months, 40 hours	10/02/2024
<u>CLASSIFICATION SALARY RE-ALLOCATION</u>	
Curriculum Specialist From: Classified Employee Salary Schedule, Range 34 To: Classified Employee Salary Schedule, Range 36 *Effective Date Correction	09/01/2024*
DSPS Specialist From: Classified Employee Salary Schedule, Range 32 To: Classified Employee Salary Schedule, Range 34	10/01/2024
<u>CLASSIFICATION RE-TITLE</u>	
From: Registered Nurse-Health Sciences To: Registered Nurse	10/02/2024
From: Health Assistant To: Student Health and Education Assistant	10/02/2024
From: Theatre Technical Director To: Theater Technical Director	10/02/2024
From: Planetarium Staff Administrator To: Planetarium Coordinator	10/02/2024
<u>NEW CLASSIFICATION</u>	
Digital Marketing Coordinator Classified Employee Salary Schedule, Range 48	10/02/2024

POSITION RE-CLASSIFICATION

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

ELECTIONS

PROBATIONARY/ADVANCED STEP PLACEMENT

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

SUBSTITUTE LIMITED TERM ASSIGNMENT

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

WORKING OUT OF CLASS (PROVISIONAL ASSIGNMENT)

Carter, Thomas 09/16/2024 to 1/17/2025  
From: Lead Theater Technician, SMC Performing Arts Center  
To: Theater Technical Director, SMC Performing Arts Center  
Percentage: More than 50%

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

Ismaily, Siamanto 09/16/2024 to 1/17/2025  
From: Theater Technical Director, SMC Performing Arts Center  
To: Production Manager, Campus Events  
Percentage: More than 50%

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

Stevenson, James 08/26/2024 to 11/30/2024  
From: Academic Records Evaluator, Admissions and Records  
To: EOPS Specialist, EOPS  
Percentage: More than 50%

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

King, Kevin, Electrician, Maintenance 09/30/2024

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: HUMAN RESOURCES

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

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

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

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.

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

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

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

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

STUDENT EMPLOYEES

College Student Assistant, \$17.27/hour (STHP)	88
College Work-Study Student Assistant, \$17.27/hour (FWS)	63
College CalWorks, \$17.27/hour	1

SPECIAL SERVICE

Art Model w/costume \$30.00/hour	1
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BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 1, 2024
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8 FACILITIES**

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

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

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

Funding Source: Measure V and Capital Fund 40

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

**8-B AWARD OF BID –MALIBU FENCING PROJECT**

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

Funding Source: Measure V Bond Fund 42.5

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



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CONSENT AGENDA: FACILITIES AND FISCAL

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

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

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

Funding Source:            State Scheduled Maintenance Fund 40.0

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

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

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

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

Funding Source:            Measure AA Bond Fund 42.4

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

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

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

Payment to:                City of Santa Monica

Amount:                    \$186,307.21

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

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

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

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

**RECOMMENDATION NO. 9 PAYROLL WARRANT REGISTER**

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

Payroll Warrant Register  
 August 2024 C1A – E4C \$13,927,057.49

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

**RECOMMENDATION NO. 10 COMMERCIAL WARRANT REGISTER**

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

Commercial Warrant Register  
 August 2024 744322 through 781160  
  
ACH Numbers  
 August 2024 337392 through 345926  
  
 Total \$15,047,898.91

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

**RECOMMENDATION NO. 11 REISSUE COMMERCIAL WARRANTS**

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

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

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

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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

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

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

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

Purchase Orders issued  
 August 2024 \$9,488.99

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

**RECOMMENDATION NO. 13 ORGANIZATIONAL MEMBERSHIPS**

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

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
October 2024	4	\$2,249.00

Funding Sources: General Fund, Fund 01.0

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

Funding Sources: Restricted Fund, Fund 01.3

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

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CONSENT AGENDA: FACILITIES AND FISCAL

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

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

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

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

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

**RECOMMENDATION NO. 15 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

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

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

**RECOMMENDATION NO. 16 PURCHASING**

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

**16-A AWARD OF PURCHASE ORDERS**

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

August 2024 \$8,104,173.38

**16-B COOPERATIVE PURCHASING AGREEMENTS**

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

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

**INFORMATION ITEM NO. 17****SUBJECT:**     **2024 BUDGET AND LEGISLATIVE UPDATE****SUMMARY:**   David Neben. Partner, Capitol Advisors Group LLC presented a budget and legislative update. The update included the following topics:

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

Link to: [2024 Budget and Legislative Update](#)

BOARD OF TRUSTEES	ACTION
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MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 18**

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

**SUBMITTED BY:**            Superintendent/President

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

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

MOTION MADE BY:            Susan Aminoff  
 SECONDED BY:                Sion Roy  
 STUDENT ADVISORY:        Vacant  
 AYES:                            6  
 NOES:                            0  
 ABSENT:                        1 (Rader)



**BP 6620**

## **Board Policy**

### **Chapter 6 – Business & Fiscal Affairs**

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#### **BP 6620 NAMING OF FACILITIES**

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

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

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

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

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

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

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

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

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*Adopted: August 7, 2000*

*Revised: February 22, 2008; December 4, 2018*

*(Replaces former SMC BP 6350)*

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

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 19**

**SUBJECT:**                    **APPOINTMENTS TO CITIZENS’ BOND OVERSIGHT COMMITTEE**

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

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

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

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

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

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

MOTION MADE BY:    Barry Snell  
 SECONDED BY:        Rob Rader  
 STUDENT ADVISORY:    Vacant  
 AYES:                    6  
 NOES:                    0  
 ABSENT:                1 (Roy)



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

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

SUBJECT: SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2025

SUBMITTED BY: Superintendent/President

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

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

- |  |   |
|--|---|
| <b>January 21, 2025</b> (third Tuesday)            | <b>July 1</b><br>July 15 (hold)                                     |
| <b>February 4</b><br>February 18 (hold)            | <b>August 5</b>   |
| <b>March 4</b><br>March 18<br>Winter Study Session | August 19<br>Closed Session/Superintendent’s Evaluation             |
| <b>April 1</b><br>April 15 (hold)                  | <b>September 9</b> (second Tuesday)<br>Annual Board Self-Assessment |
| <b>May 6</b><br>May 20 (hold)                      | September 23 (hold)   |
| <b>June 3</b><br>June 17 (hold)                    | <b>October 7</b><br>October 21 (hold)                               |
|  | <b>November 4</b><br>November 18 (hold)                             |
|  | <b>December 2</b>   |

MOTION MADE BY: Rob Rader  
 SECONDED BY: Barry Snell  
 STUDENT ADVISORY: Vacant  
 AYES: 7  
 NOES: 0

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

**XII. ANNUAL BOARD SELF-ASSESSMENT**

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

The Board of Trustees discussed and approved the proposed Board of Trustees Annual Goals 2024-2025 and On-Going Priorities.

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

MOTION MADE BY: Rob Rader  
SECONDED BY: Sion Roy  
STUDENT ADVISORY: Vacant  
AYES: 7  
NOES: 0

**XIII. BOARD COMMENTS**

**XIV. ADJOURNMENT** - 8:45 p.m.

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



Santa Monica Community College District  
BOARD OF TRUSTEES

**ANNUAL GOALS 2024-2025 AND ONGOING PRIORITIES**

**PROPOSED ANNUAL GOALS 2024-2025**

**The Future of the College**

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

**Educational Advancement, Quality and Equity**

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

**Student Life**

5. Continue working on the student housing initiative.

**Fiscal Stewardship**

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

## **Facilities**

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

## **Community Relations**

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

## ONGOING BOARD OF TRUSTEES PRIORITIES

### The Future of the College

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

### Educational Advancement, Quality, and Equity

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

### Student Life

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

### Fiscal and Facilities

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

### Community and Government Relationships

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

*Reviewed and Discussed by the Board of Trustees:*

*Approved by the Board of Trustees:*