



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, DECEMBER 13, 2022

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Via Zoom Conference

The complete minutes may be accessed on the
Santa Monica College website:
<https://www.smc.edu/administration/governance/board-of-trustees/meetings.php>

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District held on Tuesday, December 13, 2022. The meeting was conducted via Zoom Webinar.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 5:03 p.m.
Barry Snell, Vice-Chair - Present
Dr. Susan Aminoff - Present
Dr. Nancy Greenstein - Present
Dr. Tom Peters - Present
Dr. Margaret Quiñones-Perez - Present
Rob Rader- Present
Dr. Sion Roy – Excused Absence
Catalina Fuentes Aguirre, Student Trustee
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

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)

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 Gabrieliño peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.
- PLEDGE OF ALLEGIANCE – Trustee Tom Peters
- CLOSED SESSION REPORT - None
- ANNUAL ORGANIZATIONAL FUNCTIONS
#1 Election of Officers of the Board of Trustees, 2023
#2 Designation of Board Representative to LACSTA
#3 Authorized Signature Resolution

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS

Kamyar Vazir

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: Student Equity Plan (SEP) 2.0 (*See Major Items of Business, Recommendation No. 28*)

Presenter: Dr. Maria Muñoz, Interim Dean of Equity, Pathways and Inclusion

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

#4 Approval of Minutes: November 1, 2022 (Regular Meeting)
December 7, 2022 (Special Meeting)

#5 Resolution: Adopt Findings Pursuant to Government Code Section 54953

Contracts and Consultants

#6-A Ratification of Contracts and Consultants

#6-B Approval of Contracts and Consultants

Acceptance of Donations

#7 KCRW Foundation Donations of Equipment to SMCCD

Academic and Student Affairs

#8 Submission of City of Santa Monica Human Services Grant Program Application
For the Pico Partnership Program, 2023-2027

Human Resources

#9 Academic Personnel

#10 Classified Personnel – Regular

#11 Classified Personnel – Limited Duration

#12 Classified Personnel – Non Merit

Facilities and Fiscal

#13 Facilities

#14 Acceptance of Grants and Budget Augmentation

#15 Budget Transfers

#16 Commercial Warrant Register

#17 Payroll Warrant Register

#18 Reissue Payroll Warrants

#19 Auxiliary Payments and Purchase Orders

#20 Reissue Commercial Warrants

#21 Organizational Memberships

#22 Authorization of Signatures to Approve Invoices, 2022-2023

#23 Providers for Community and Contract Education

#24 Purchasing

A Award of Purchase Orders

X. CONSENT AGENDA – Pulled Recommendations

XI. MAJOR ITEMS OF BUSINESS

- #25-A Public Hearing – Lease Agreement with Dish Wireless, L.L.C., Permission to Install, Own, Operate, and Maintain a Cell Site on the Rooftop and within the Drescher Hall Building
- #25-B Lease Agreement with Dish Wireless, L.L.C., Permission to Install, Own, Operate, and Maintain a Cell Site on the Rooftop and within the Drescher Hall Building
- #26 Sabbaticals, 2023-2024
- #27 Additional Baccalaureate Degree Program
- #28 SMC 2022-2025 Student Equity Plan 2.0 Summary Report, Inquiry Phase
- #29 First Reading, Board Policy Chapter 3, General Institution – BP 3410, Nondiscrimination

XII. INFORMATION

- #30 Citizens’ Bond Oversight Committee Meeting. October 19, 2022

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, January 17, 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	December 13, 2022

III. ANNUAL ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 1

SUBJECT: ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES, 2023

1-A REQUESTED ACTION: It is recommended that Barry Snell be elected Chair of the Board of Trustees of the Santa Monica Community College District for 2023.

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

1-B REQUESTED ACTION: It is recommended that Margaret Quiñones-Perez be elected Vice-Chair of the Board of Trustees of the Santa Monica Community College District for 2023.

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: 1 (Roy)

1-C REQUESTED ACTION: It is recommended that Superintendent/President Kathryn E. Jeffery be elected Secretary to the Board of Trustees; Vice-President of Business/Administration Christopher Bonvenuto be elected Assistant Secretary to the Board of Trustees; and Coordinator, District/Board of Trustees Office Lisa Rose, be elected Recording Secretary to the Board of Trustees for 2023.

COMMENT: In accordance with Board Policy 2210, the officers and auxiliary personnel of the Board of Trustees of the Santa Monica Community College District shall consist of a chair, vice-chair, secretary, assistant secretary and recording secretary.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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III. ANNUAL ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 2

SUBJECT: **DESIGNATION OF SMCCD BOARD OF TRUSTEES REPRESENTATIVE TO THE LOS ANGELES COUNTY SCHOOL TRUSTEES ORGANIZATION (LACSTA)**

REQUESTED ACTION: It is recommended that the Board of Trustees designate Trustee Tom Peters as the Board of Trustees representative to the Los Angeles County School Trustees Organization (LACSTA).

COMMENT: The role of the representative is to vote on all LACSTA matters and communicate between the LACSTA Executive Board, LACSTA and the local Board.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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III. ANNUAL ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 3

SUBJECT: **AUTHORIZED SIGNATURE RESOLUTION**

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the following Santa Monica College administrators to sign District documents as indicated.

Name/Title	Orders for Salary Payment	Notices of Employment	District Warrants	District Contracts	District Purchase Orders	Auxiliary Warrants	Auxiliary Contracts	Auxiliary Purchase Orders
Kathryn E. Jeffery Superintendent/President	X	X	X	X	X	X	X	X
Sherri Lee-Lewis Vice-President, Human Resources		X		X				
Christopher Bonvenuto Vice-President, Business/Administration	X		X	X	X	X	X	X
Mitchell Heskel Dean, Education Enterprise						X	X	X
David Dever Director of Auxiliary Services						X	X	X
Ngan Kim Tran Chief Director, Business Services			X	X	X			
Veronica Diaz Director, Budget			X	X	X			
Nyla Cotton, Director Procurement, Contracts and Logistics				X	X			
Irma Haro Controller			X					
Cherry Aquino Accounts Payable Supervisor			X					

It is further recommended that the "Certification of Signatures" be completed and filed with the County Superintendent of Schools. The signatures shall be considered valid for the period of December 13, 2022 through December 15, 2023

COMMENT: The County Superintendent of Schools requires that the Certification of Signatures be approved at the annual organizational meeting of the Board of Trustees which is held within a 15-day period that commences with the date upon which a governing board member elected takes office.

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 13, 2022

IV. SUPERINTENDENT'S REPORT

Updates:

- Winter-Spring Transition
As part of the Winter-Spring 2023 transition, a masking matrix was developed to guide and inform our community when masks are required and when they are not. The CDC and LA County Public Health currently use community transmission rates as well as measuring vaccination percentages, hospitalization, bed capacity etc. to come up with a three-tiered Community Level model. The SMC Emergency Operations Team looked at this method as well as earlier public health measuring methods and decided to base its decisions on community transmission which provides for continuity of instruction without major disruptions to the classroom learning environment. The matrix was shared with the various constituency groups for feedback. A glossary and FAQs were added to help understand the guiding principles of the matrix. LA County has indicated that it may go back to a mandatory indoor masking by the end of the month, and it is projected that due to the surge, community transmission levels will be high and the Winter Semester will start with indoor masking. The college is moving forward with various events on campus including resource fairs and community events.

Santa Monica College had a total of 125 confirmed positive cases on and off campus within the last 4 weeks, 80 were students and 45 faculty/staff. It is very crucial, especially this year, that everyone gets vaccinated with the flu vaccine. Los Angeles hospitals are strained by a very bad flu season, COVID 19 surge, and RSV cases. The SMC Health Center continues to offer flu vaccines Monday through Thursday, 8 am-3 pm. Primarily by appointments, some walk-ins are also accepted. SMC continues to hold weekly COVID-19 clinics, offering vaccines and bivalent boosters to students and staff/faculty, every Thursday, 11 am-7 pm, in front of the Core Performance Center.

- 2022 Title IX Student Leadership Program: The report highlighted the institutional importance of this program at SMC and the student contributions as Title IX leaders.
Link to: [2022 Title IX Student Leadership Program Report](#)
- 2022 Santa Monica and Malibu Election Results Related to SMC: The report acknowledged the re-election of trustees Nancy Greenstein, Sion Roy and Barry Snell and the election of new Trustee Tom Peters. The voters approved SMC's \$375 million bond measure designed to fund the replacement of obsolete classrooms and instructional labs, improve access to career training programs, improvements to the college's veteran success center, campus police and facilities to support hybrid in-person and online learning. Additionally, the measure will partially fund campus housing for homeless and qualified low-income students with priority for local families and individuals. The measure received 58% yes votes with 55% required for passage. This is the sixth bond for Santa Monica College in the last 30 years, starting in 1992.
- Giving Thanks(giving): The third annual Giving Thanks(giving) took place on November 22-23. The purpose of this event is to support SMC students with basic needs and to ensure food security. 1,460 students were served over the two days. 162 volunteers gave out groceries on Tuesday and hot turkey dinners and vegetarian meals on Wednesday. Lyft rides were also provided to 186 students with distance ranging from .2 to 28 miles.
View Video [here](#)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 13, 2022

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 #4-#24.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #8

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

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 8 -Submission of City of Santa Monica Human Resources Grant Program Application for the Pico Partnership Program, 2023-2027

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Roy)

RECOMMENDATION NO. 4 APPROVAL OF MINUTES

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

- [November 1, 2022 \(Regular Meeting\)](#)
- [December 7, 2022 \(Special Meeting\)](#)

RECOMMENDATION NO. 5 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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 6 CONTRACTS AND CONSULTANTS

6-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	MOU with UCLA	2022-2023 X-rays to be charged at \$50 per student. Not to exceed \$3,500	Provide Chest X-rays to current District students who evidence positive TB test result as required by law.	2022-2023 Health Services Budget
<i>Submitted by: Kasiani Gountoumas, Supervisor, Health Services Center</i>				
<i>Approved by Michael Tuitasi, Vice President, Student Affairs</i>				
2	Denise Frohman, Nuyorican Words LLC	October 11, 2022 \$3,500	Denise Frohman is a poet and performer from New York City. As a Pew Fellow and Baldwin-Emerson Fellow, her work has appeared in The New York Times, The Breakbeat Poets, ESPNW, and elsewhere. The Pride Center brought Denise to campus to create programming that celebrates LGBTQIA History Month and National Coming Out Day. Denise provided a keynote and performance of her poetry to 100+ SMC students, staff, and faculty. Denise provided an excellent keynote and performance that brought together our community and uplifted the experiences of many.	Full Amount of contract \$4,500 <ul style="list-style-type: none"> • The Associates: \$1,000 • LGBTQ Funding \$3,500
<i>Submitted by: Thomas Bui, Interim Associate Dean of Student Life</i>				
<i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 6 **CONTRACTS AND CONSULTANTS**

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

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
3	Collaborative Brain Trust (CBT)	December 2022 – March 2023 Not to exceed \$30,000, plus expenses	<p>Santa Monica College will be experiencing executive turnover which will result in the vacancy of critical leadership positions. The Superintendent/President has requested the assistance of CBT in reviewing the current organizational structure and undertaking a process to more effectively deploy leadership talent in the future.</p> <p>Scope of work will include:</p> <ul style="list-style-type: none"> • Conducting a conversation with the Superintendent/President to clarify goals for and process of organizational review. • Conduct individual telephone conversations with key stakeholders to discuss the organizational review and their participation in a retreat to begin the process. • Conduct a brief survey of key stakeholders to assess their opinions of the current College structure. • Develop a plan for a key stakeholder retreat designed to receive input for the organizational structure for the future of the College. • Provide Superintendent/ President with summary of the retreat including potential organizational structure recommendations. • As needed provide support for communication to the organization and the Board of Trustees. 	Unrestricted General Fund
<p><i>Requested by: Chris Bonvenuto, Vice-President, Business Administration</i> <i>Approved by: Dr. Kathryn E. Jeffery, Superintendent/President</i></p>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

6-A RATIFICATION OF CONTRACTS AND CONSULTANTS

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
4 BMTX, Inc dba BM Technologies Inc	January 27, 2023 – January 16, 2024 Not to Exceed \$62,500	Maintenance and support fees for Student ID and Financial Aid Card refund management services and paper check disbursements.	General Fund
<i>Requested by: Mitch Heskell, Dean of Education Enterprise</i> <i>Approved by: Chris Bonvenuto, Vice President, Business and Administration</i>			

➤ AMENDMENT TO PREVIOUSLY APPROVED CONTRACTS

Provider/Contract	Term/Amount	Service	Funding Source
5 Ellucian Company L.P.	2022-2023 \$53,674 Note: This item was previously approved in June 2022 for incorrectly stated award year 2021-2022	Banner Annual Maintenance/ Software License, including Needs Analysis for 2022-2023	BFAP 2022-2023
6 ISSM (Ellucian) (Renewal)	2022-2023 \$8,102 Note: This item was previously approved in June 2022 for the amount of \$8,100	Document Management/ Services Integration	2022-2023 District Budget/ International Education
<i>Requested by: Tracie Hunter, Associate Dean, Financial Aid</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

6-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.

➤ NEW CONTRACT

Provider/Contract		Term/Amount	Service	Funding Source
7	TargetX	January 1, 2023 - December 31, 2025 Total Cost for contract not to exceed \$153,900 over three years	This request seeks authorization approval for a three-year contract for the TargetX Recruitment Suite package so that cost savings may be achieved on the total cost of the contract, compared to annual renewal alone. TargetX is used by SMC to deliver routine email-based campaigns to tens of thousands of contacts (prospective, new, and continuing students) with no monthly/annual quotas or deliverability limitations. Payments will be made on an annual basis.	Student Equity and Achievement Program

Requested by: Esau Tovar, Dean, Enrollment Services

Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: ACCEPTANCE OF DONATIONS

RECOMMENDATION NO. 7 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>July 2022:</u>	
Adderlink KVM Transmitter (1)	\$ 1,498.30
Adderlink KVM Receiver (1)	\$ 1,498.30
Dektec portable ASI adapter (1)	\$ 974.84
<u>August 2022:</u>	
Woodrow '55 Instrument Amplifier Pedal (1)	\$ 399.00
<u>Sept 2022:</u>	
Inovonics Justin HR Radio Time Alignment Processor (1)	\$ 3,706.08
<u>TOTAL DONATIONS: July – Sept 2022</u>	<u>\$ 8,076.52</u>

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 8 SUBMISSION OF CITY OF SANTA MONICA HUMAN SERVICES GRANT PROGRAM APPLICATION FOR THE PICO PARTNERSHIP PROGRAM, 2023-2027

Requested Action: Approval/Ratification

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

It is recommended that the Board of Trustees approve the submission of the City of Santa Monica Human Services Grant Program application in Fall 2022.

Comment: The Santa Monica College Pico Partnership program will be applying for renewal of funding from the City of Santa Monica's Human Services Grants Program for the 2023-2027 grant cycle. While Pico Partnership has been successful in serving youth from the Pico neighborhood for decades, this grant renewal application is an opportunity to expand the program to meet the demands of the local community and strengthen the existing partnerships with community stakeholders, including Santa Monica Malibu Unified School District. The City of Santa Monica released the request for proposal on September 28, 2022, with an application deadline of January 18, 2023. The grant application requires that each entity submitting an application have approval to submit by its governing board.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 ACADEMIC PERSONNEL

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

ESTABLISH ELECTIONS

Dean, Health and Wellbeing, Student Affairs

EFFECTIVE DATES

12/7/2022

ELECTIONS

Academic Administrator

Meyering, Alice, Associate Dean, Malibu	01/01/2023
Whitaker, Tammara, Associate Dean, Online Services and Support	12/14/2022

Long-Term Substitute

Deuel, Erika, Full-time Faculty, DSPS Acquired Brain Injury (ABI)	02/13/2023- 06/13/2023
Mayorga, Ariyn, Full-time Faculty, Health Sciences	02/13/2023- 06/13/2023

Interim Academic Administrator

Salgado, Guadalupe, Associate Dean, Emeritus, Academic Affairs	01/03/2023-06/30/2023
King, Sasha, Dean, Academic Affairs	01/01/2023-06/30/2023

Interim Academic Administrator– Extensions

DeMorst, Wendi, Associate Dean, Student Instructional Support, Academic Affairs	07/01/2022-06/30/2023
Silverman, Scott, Dean, Noncredit and External Programs, Academic Affairs	07/01/2022-06/30/2023
Whitaker, Tammara, Associate Dean, Online Service, Academic Affairs	07/01/2022-12/13/2022
Mata, Nick, Dean, Special Programs, Student Affairs	07/01/2022-02/28/2023
Bui, Thomas, Associate Dean, Student Life, Student Affairs	07/01/2022-02/28/2023

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	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 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.

SALARY REALLOCATION

From: Enterprise Business Supervisor Classified Management Salary Schedule, Range M12	12/01/2022
To: Enterprise Business Supervisor Classified Management Salary Schedule, Range M14	

ESTABLISH NEW CLASSIFICATION

Instructional Designer, Online Services and Support, Academic Affairs Classified Employee Salary Schedule, Range 51	12/07/2022
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Senior Campus Safety Officer Classified Employee Salary Schedule, Range 28	12/07/2022
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ESTABLISH POSITION

EOPS Specialist (1 position) EOPS, 12 months, 40 hours	12/07/2022
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Human Resources Specialist (1 position) Human Resources, 12 months, 40 hours	12/07/2022
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Instructional Computer Lab Technician – Digital Photography (1 position) Photography Department, 12 months, 40 hours, Varied Hours	12/07/2022
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Student Services Assistant (1 position) Financial Aid & Scholarships, 12 months, 40 hours	12/07/2022
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ABOLISH POSITION

Student Services Clerk (1 position) Financial Aid & Scholarships, 12 months, 40 hours	12/07/2022
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POSITION INCREASE IN WORK CALENDAR /PERMANENT

From: Health Assistant, 11 months, 20 hours (1 position)	12/01/2022
To: Health Assistant, 12 months, 20 hours (1 position)	

ELECTIONS

PROMOTION

Wheeler, D. Brennan 12/01/2022
From: Laboratory Technician - Art
To: Lead Laboratory Technician - Art

Marcial, Christina 01/03/2023
From: Administrative Assistant I, 12 months, 20 hours, Art Department
To: Administrative Assistant II, 12 months, 40 hours, Community & Academic Relations

PROBATIONARY/ADVANCE STEP PLACEMENT

Rodriguez, Demi, Administrative Assistant II, Human Resources (Step C) 12/05/2022
Spencer, Cheryl, Administrative Assistant II, Supplemental Instruction (Step C) 12/01/2022

PROBATIONARY

Escobar, Robert, Custodian, Operations 01/03/2023

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Adeyemi, LaTrina 01/03/2023
From: Custodian, Operations, NS-II
To: Custodian, Operations, Variable Hours

INCREASE IN WORK CALENDAR /PERMANENT

Vargas, Alexandra 12/01/2022
From: Health Assistant, 11 months, 20 hours
To: Health Assistant, 12 months, 20 hours

WORKING OUT OF CLASSIFICATION (LIMITED-TERM SUBSTITUTE)

DiGregorio, Anisha 11/02/2022 to 11/30/2022
From: Administrative Assistant I
To: Human Resources Specialist
Percentage: More than 50%

Zetina, Marco 10/15/2022 to 04/15/2023
From: Custodian
To: Lead Custodian
Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (LIMITED TERM)

Hightower, LaToya 10/17/2022 to 02/22/2023*
From: Student Services Clerk
To: Student Services Assistant
Percentage: More than 50%
*End date correction

WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

DiGregorio, Anisha 07/01/2022 to 09/30/2022
From: Administrative Assistant I 10/01/2022 to 11/01/2022*
To: Human Resources Specialist
*Extended Dates
Percentage: More than 50%

Melichar, Jeffrey

10/17/2022 to 02/22/2023*

From: Student Services Clerk

To: Student Services Assistant

Percentage: More than 50%

*End date correction

CSEA EDUCATIONAL PAY DIFFERENTIAL

Hudson, Gayle, Community College Parking Enforcement Officer	1.5%	12/01/2022
Luna, Leonardo, HVAC Mechanic	.75%	12/01/2022

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Delton, Tanysha, Administrative Assistant II, Academic Affairs	11/18/2022
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Fuller, Christina, EOPS Specialist, EOPS	10/31/2022
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Samuels, Nahalia, Disabled Student Services Assistant	11/02/2022
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Meyering, Alice, Program Coordinator - Community & Contract Education	12/31/2022
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Comment: Alice has accepted the position of Associate Dean, Malibu

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

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

Dugan, Murat C., Custodian, Operations	11/16/2022- 12/19/2022
Nandawula, Joan, Student Services Clerk, International Educ Center	12/08/2022- 02/21/2023
Schallert, Jennifer, Costume Designer, Theatre Arts	11/06/2022- 12/31/2022
Spencer, Cheryl L., Administrative Assistant II, Counseling & Transfer Services	
From:	08/29/2022- 12/30/2022
To:	08/29/2022- 11/30/2022
Stemmer, Joe R., Events Assistant, SMC Performing Arts	11/06/2022- 06/30/2023

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.

Fuqua, Lynne, DSPS Specialist, DSC	12/05/2022- 06/30/2023
Hudson Sr., Michael E., HR Analyst E & L Relations (Confidential), HR	01/03/2023--06/30/2023
Morrison, Tatiana, Administrative Assistant II, Personnel Commission	
From:	07/01/2022- 12/31/2022
To:	07/01/2022- 10/31/2022
Morrison, Tatiana, Personnel Technician, Personnel Commission	11/01/2022- 12/23/2022
Pacheco, Wendy, Enterprise Business Services Clerk, Cashier’s Office	08/16/2022- 12/23/2022
Tan, Barry H., Accompanist-Music Performance, Music	11/06/2022- 06/30/2023

SUBSTITUTE - LIMITED TERM: Positions established to replace temporarily absent employees. Substitute limited-term appointment may be made for the duration of the absence of a regular employee but need not be for the full duration of the absence.

Bice, Angela, Administrative Asst. II, Academic & Community Relations	
From: 20 hours week	09/01/2022- 12/01/2022
To: 20 hours week	09/01/2022- 02/09/2023
Marcial, Christina, Administrative Asst. II, Academic & Community Relations	
From: 40 hours week	07/01/2022- 08/31/2022
To: 20 hours week	09/01/2022- 12/01/2022
To: 20 hours week	09/01/2022- 02/09/2023
Pacheco, Wendy, Enterprise Business Services Clerk, Cashier’s Office	
From:	07/01/2022- 09/30/2022
To:	07/01/2022- 10/31/2022
To:	07/01/2022- 08/15/2022

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 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)	23
College Work-Study Student Assistant, \$15.96/hour (FWS)	16
College CalWORKS, \$15,00/hour	2

SPECIAL SERVICE

Community Services Specialist I, \$35.00/hour	1
Community Services Specialist II, \$50.00/hour	6

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 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

13-A DISTRICT STANDARDS – BUILDING MATERIALS

It is recommended that the Board of Trustees adopt the following building materials as District standards.

PRODUCT	MANUFACTURER/MODEL/SERIES
DOOR HARDWARE	
Key System	Schlage
Locks	Schlage
Panic Hardware (Push Bar)	Von Duprin
ELECTRICAL	
Lighting Back Up Inverters	Myers
Lighting Control System	AcuityBrands
MECHANICAL	
BMS Controls Systems	Automated Logic Corporation Controls
HVAC Units	Carrier
PLUMBING	
Flush Valves	Sloan
Faucets	Chicago
FIRE ALARM	
Fire Alarm System	EST Edwards Fire Alarm
ELEVATOR	
Elevators	Kone
SECURITY	
Access Control System Controller	Identiv/Hirsch Velocity System
Access Control Door Controller	Identiv/Hirsch MX Controller
Digital Video Recorder	Identiv Velocity Vision
AUDIOVISUAL	
Control and Processing Equipment	Extron

BUILDING FINISH	
Paint	Sherwin Williams
Flooring Products	Shaw
OTHERS	
Clock	Sitesync IQ Wireless clock management system

Comment: The District Standards created under California Public Contract Code Section 3400 allows the Santa Monica College to purchase materials and equipment to match existing equipment in use by the College. Santa Monica Community College has the option to call for a designated material, product or service by specific brand or trade name to match existing College products in use on a particular public capital improvement project either completed or during completion.

13-B CHANGE ORDER NO. 1 - SHADE STRUCTURES INC, DBA USA SHADE

Increase contract to address additional requirements for purchase & installation of four DSA shade structures on the Early Childhood Learning School Campus under piggyback bid EC2021/22 #140 by Fullerton Joint Union High School District.

Original Contract Amount	\$100,325.17
Change Order No. 1	<u>\$ 9,699.95</u>
Revised Contract Amount	\$110,025.12

Funding Source: Scheduled Maintenance Fund 40

Comment: The change order is to include additional rental equipment for installation of footings.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14-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: Perkins V – The Strengthening Career and Technical Education for the 21st Century Act

Granting Agency: California Community Colleges Chancellor’s Office

Augmentation Amount: \$198,867 (Amended Award: \$1,221,253)

Matching Funds: Not applicable

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

Summary: Perkins V requires that funds be used to develop more fully the academic knowledge, technical and employability skills of secondary education students and postsecondary education students who elect to enroll in Career and Technical Education (CTE) programs. The California Community College Chancellor’s Office is making additional Perkins V funds available to all 72 California Community College districts for investments in career technical education (CTE) programs that will contribute to closing equity gaps in one or more postsecondary core indicators. Districts and colleges are encouraged to invest the additional funds in programs identified in their Comprehensive Local Needs Assessment (CLNA) or in one or more of activities that prepare students for jobs within the regional labor market. Santa Monica College will be investing funds in professional development, CTE teacher recruitment and retention, capacity building, and competency-based education.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600	State	\$ 198,867
Expenditures		
1000	Academic Salaries	\$ 50,000
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 15,000
4000	Supplies & Materials	\$ 2,000
5000	Other Operating Expenditures	\$ 95,000
6000	Capital Outlay	\$ 26,924
7300	Other Outgo/Indirect	\$ 9,943
7600	Student Aid	\$ 0
Total		\$ 198,867

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

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: Conference: Professional Development to Foster Equity in STEM

Granting Agency: National Science Foundation

Amount: \$85,385

Matching Funds: Not Applicable

Performance Period: February 1, 2023 – January 31, 2024

Summary: The National Science Foundation (NSF) is an independent federal agency created by Congress to promote the progress of science, to advance the national health, prosperity and welfare.

Santa Monica College applied for funding to host a statewide NSF Conference at Santa Monica College (SMC) focusing on the potential of faculty professional development in STEM to close equity gaps for underrepresented students, including Black and Latinx students.

SMC will host a one-day virtual conference in partnership with the California Community Colleges' Success Network (3CSN) that will present research on equity-focused STEM faculty professional development that have been shown to reduce or close equity gaps for historically marginalized communities. Grant funding will used for planning committee reassigned time and stipends, as well as for the project manager salary. Funds will be spent to hire speakers, an external evaluator, develop program materials and for webinar technology services.

Budget Augmentation:

Restricted Fund 01.3		
Federal: 8100		\$ 85,385
Expenditures		
1000 Academic Salaries		\$ 23,100
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 8,085
4000 Supplies & Materials		\$ 0
5000 Other Operating Expenditures		\$ 46,438
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 7,762
7600 Student Aid		\$ 0
Total		\$ 85,385

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14-C 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: Emergency Financial Assistance Supplemental (EFAS)
 Granting Agency: California Community College Chancellor’s Office
 Augmentation Amount: \$494,353
 Matching Funds: NA
 Performance Period: July 1, 2022 to June 30, 2023
 Summary:

The Emergency Financial Assistance Supplemental grant provides students with additional financial aid to help offset the total cost of community college attendance and successful on-time completion.

Grants may be awarded to students currently enrolled in at least six semester units, or the quarter equivalent, demonstrates an emergency financial need, qualifies as low-income by meeting the requirements to receive a California College Promise Grant (CCPG), has earned a grade point average of at least 2.0 or is a disabled student who is receiving support through a community college’s disabled students’ programs and services, and meets all of the requirements for an exemption from paying nonresident tuition pursuant to section 68130.5 of the California Education Code.

Budget Augmentation:

Restricted Fund 74.0		
Revenue		
8600 Other State		\$ 494,353
Expenditures		
1000 Academic Salaries		\$ 0
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 0
4000 Supplies & Materials		\$ 0
5000 Other Operating Expenditures		\$ 0
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 0
7500 Student Aid		\$ 494,353
Total		\$ 494,353

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requestor: Marc Drescher, Chief Director, Information Technology

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Systemwide Technology and Data Security
 Granting Agency: California Community College Chancellor’s Office
 Augmentation Amount: \$50,000 One-time Funding
 Matching Funds: NA
 Performance Period: September 1, 2022 to June 30, 2023
 Summary: In recognition of persistent college and district security risks and efforts to improve data security oversight, fraud mitigation, and online learning quality, the 2022 Budget Act, through AB 178 and AB 182, provides \$75 million in one-time and \$25 million in ongoing funds toward the implementation of local and systemwide technology and data security efforts.

Santa Monica College will use funding to improve cybersecurity controls prioritized by an information security assessment.

Budget Augmentation:	Restricted Fund 01.3	
	Revenue	
	8600 State	\$ 50,000
	Expenditures	
	1000 Academic Salaries	\$ 0
	2000 Non-Academic Salaries	\$ 0
	3000 Employee Benefits	\$ 0
	4000 Supplies & Materials	\$ 0
	5000 Other Operating Expenditures	\$ 50,000
	6000 Capital Outlay	\$ 0
	7300 Other Outgo/Indirect	\$ 0
	7600 Student Aid	\$ 0
	Total	\$ 50,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

15-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: October 1-31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	10,465
3000	Benefits	0
4000	Supplies	43,579
5000	Contract Services/Operating Exp	-27,246
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-26,798
Net Total:		0

15-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: October 1-31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-2,100
2000	Classified/Student Salaries	2,100
3000	Benefits	0
4000	Supplies	66,665
5000	Contract Services/Operating Exp	-157,720
6000	Sites/Buildings/Equipment	91,060
7100/7699	Other Outgo/Student Payments	-5
7900	Contingency Reserve	0
Net Total:		0

15-C FUND 40.0 – CAPITAL PROJECTS FUND

Period: October 1-31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	110,537
6000	Sites/Buildings/Equipment	-110,537
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER

Requested Action: Approval/Ratification

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

Commercial Warrant Register

October 2022 651697 through 700277

ACH Numbers

October 2022 96810 through 106169

Total \$15,594,892.54

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

RECOMMENDATION NO. 17 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

October 2022 C1C – C2D \$13,229,908.84

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

RECOMMENDATION NO. 18 REISSUE PAYROLL WARRANTS

Requested Action: Approval/Ratification

Requested by: Ian Fraser, Payroll Manager

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

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

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Santiago, Grace	W5412105	10/31/2017	\$3,692.52
Santiago, Grace	W6277775	07/19/2019	\$2,357.11
Santiago, Grace	W6290228	08/05/2019	\$2,357.11
Santiago, Grace	W6347697	09/30/2019	\$4,054.19
Santiago, Grace	W6506413	01/31/2020	\$3,112.53
Santiago, Grace	W6586585	03/31/2020	\$4,527.98
Zamorano, Cristobal	W5139346	04/10/2017	\$ 226.94

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 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

October 2022 Covered by check & voucher numbers: 030851-031184 & 02980-03011

Bookstore Fund Payments	\$ 335,536.86
Other Auxiliary Fund Payments	\$ 71,146.34
Trust and Fiduciary Fund Payments	<u>\$ 448,699.69</u>
	\$ 855,382.89

Purchase Orders issued

October 2022 \$ 15,030.94

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.20 REISSUE COMMERCIAL WARRANTS

Requested by: Mitchell Heskell, Dean Education Enterprise

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

Requested Action: Approval/Ratification

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

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Zamorano Astudillo, Cristobal	22575047	11/19/15	\$36.00
Zamorano Astudillo, Cristobal	23287004	10/04/16	\$312.00
Zamorano Astudillo, Cristobal	23136007	07/27/16	\$282.00
Zamorano Astudillo, Cristobal	23937069	07/18/17	\$276.00

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 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>
December 2022	5	\$16,579

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
December 2022	1	\$1,009

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. 22 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2022-2023

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 2022-2023:

Name/Title
Alice Meyering, Associate Dean, Malibu
Guadalupe Salgado, Interim Associate Dean, Emeritus, Academic Affairs

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. 23 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.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 PURCHASING

Requested Action: Approval/Ratification

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

24-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.

October 2022	\$5,560,234.46
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25-A

SUBJECT: **PUBLIC HEARING - LEASE AGREEMENT WITH DISH WIRELESS, L.L.C. PERMISSION TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE ON THE ROOFTOP AND WITHIN THE DRESCHER HALL BUILDING**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the approval of a lease agreement to dedicate property to DISH Wireless, L.L.C. to install, own, operate and maintain a cell site on the rooftop and within the Drescher Hall Building.

OPEN PUBLIC HEARING: 8:03 p.m.
MOTION MADE BY: Susan Aminoff
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Roy)

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 8:04 p.m.
MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Roy)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25-B

SUBJECT: **LEASE AGREEMENT WITH DISH WIRELESS, L.L.C. PERMISSION TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE ON THE ROOFTOP AND WITHIN THE DRESCHER HALL BUILDING**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve a lease agreement to dedicate property to DISH Wireless, L.L.C. to install, own, operate and maintain a cell site on the rooftop and within the Drescher Hall Building.

COMMENT: DISH will lease (i) approximately one hundred (100) square feet of space for the installation and use of antennas, radios and/ or nodes (the “Antenna Space”); (ii) approximately fifty (50) square feet of space for the installation and use communications equipment (the “Equipment Space”); and (iii) additional space for the installation and use of wires, cables, fiber/T-1, conduits, pipes running between and among the Equipment Space, Antenna Space and/or public right of way, and to all necessary electrical, fiber and telephone utility (the “Cable Space”). The Antenna Space, the Equipment Space and the Cable Space will be located exclusively on the rooftop and within the Drescher Hall Building at 1900 Pico Boulevard, Santa Monica, Los Angeles County, California.

The term shall be for five (5) years and shall automatically be extended for two (2) additional five (5) year terms.

Annual rental of thirty-six thousand and no/100 Dollars (\$36,000.00) to be paid in equal monthly installments. Commencing on the first (1st) annual anniversary of the commencement date, and on each annual anniversary of the commencement date thereafter, the annual rental shall be increased by three percent (3%).

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Margaret Quiñones-Perez
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Roy)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13 2022
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 26

SUBJECT: **SABBATICALS, 2023-2024**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees request that the Academic Senate Joint Sabbaticals Committee forward eight sabbaticals for 2023-2024 to the Board of Trustees for approval.

BACKGROUND: The Academic Senate Joint Sabbaticals Committee has recommended the following sabbaticals for 2023-2024.

Fall 2023

- Luis Andrade, Communication Studies
- Stephanie Amerian, History
- Alex Bene, Mathematics
- Cynthia Gonzalez, Life Science
- Christyanne Melendez, Earth Science
- Catherine Miller, Early Childhood Education
- Andrew Nestler, Mathematics
- Jean Paik-Schoenberg, English
- Lee Pritchard, English
- Brian Rajski, English
- Jeremiah Selvey, Music
- Yukiko Tsuboi, Modern Languages
- Vanessa Van Wormer, Dance

Spring 2024

- Timothy Dong, Physical Science
- George Davison, English
- Josh Kanin, Film Studies
- Angie Misaghi, English
- Matt Musselman, Mathematics
- Bridgette Robinson, English
- Vicki Rothman, Counseling

Article 17.13 of the SMC Faculty Association contract states that the District fund a minimum of eight semesters of sabbatical leaves. Given the current budget situation, it is recommended that the Board of Trustees request that the Academic Senate Joint Sabbaticals Committee prioritize the applications and select eight semesters of sabbaticals to forward to the Board for approval.

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Margaret Quiñones-Perez
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 1 (Peters)
 ABSENT: 1 (Roy)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	December 13, 2022

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 27

SUBJECT: **ADDITIONAL BACCALAUREATE DEGREE PROGRAM**

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: Interim Vice President Jason Beardsley has met with Academic Senate leadership, Academic Senate, Career Education committee leadership, and Chair of Computer Science and Information Systems Howard Stahl to develop a proposal for a second bachelor's degree program for SMC following passage of AB 927. An update on the development of the second bachelor's degree proposal for SMC was provided at the meeting.

Link to: [Cloud Computing Baccalaureate Program](#)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13, 2022
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 28

SUBJECT: **SMC 2022-2025 STUDENT EQUITY PLAN 2.0 SUMMARY REPORT, INQUIRY PHASE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees accept the SMC Student Equity Plan 2.0 Summary Report, Inquiry Phase.

BACKGROUND: The Student Equity Plan (SEP) 2.0 embraces a focus on racial equity, acknowledges the racial inequities students face are rooted in cultural and structural practices, processes, and policies of institutions and are not a “student problem”, and prioritizes an equity-minded, inquiry-based process to better understand and address racial equity gaps.

The Santa Monica College 2022-2025 Student Equity Plan 2.0 (SEP 2.0) will be developed in phases. The phases are: 1) Inquiry, 2) Action Planning, and 3) Implementation and Evaluation. The focus of this summary report is on the preliminary work done over the Spring-Summer 2022 to begin the inquiry phase of the SEP 2.0. The preliminary work was guided by a structural evaluation template provided by the Chancellor’s Office. In Spring 2022, the Division of Equity, Pathways and Inclusion began coordinating a cross-hierarchical and cross-functional approach to build SMC’s SEP 2.0. The goal is to ensure that the diverse voices, unique contributions and experiences of all employee groups are reflected in the development of the SEP 2.0. Structuring the development of the plan in this way ensures that equity becomes “everyone’s work”. In other words, “equity becomes everyone’s responsibility and multiple campus stakeholders collectively share leadership for equity”.

Link to: [Student Equity Plan \(SEP\) 2.0](#)

MOTION MADE BY: Margaret Quiñones-Perez
 SECONDED BY: Tom Peters
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Roy)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 13 2022
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 29

SUBJECT: **FIRST READING, BOARD POLICY CHAPTER 3, GENERAL INSTITUTION - BP 3410, NONDISCRIMINATION**

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.

COMMENT: Revised Board Policy 310 Nondiscrimination, reflects the League's content and is in line with other community colleges' BP 3410. It was reviewed and approved by Senior Staff, Superintendent/President and the Board's Subcommittee.

MOTION MADE BY: Rob Rader
 SECONDED BY: Margaret Quiñones-Perez
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Roy)



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 he/she/they is 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 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.

References:

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

XIII. INFORMATION ITEM NO. 30**SUBJECT: CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, OCTOBER 19, 2022****SUBMITTED BY:** Vice-President, Business and Administration

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee (CBOC) was held on Wednesday, October 19, 2022. The meeting was conducted via Zoom Conference.

1. **CALL TO ORDER** – 12:01 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 – Present

CBOC Support Staff Present
 Chris Bonvenuto, Vice President, Business and Administration
 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, July 20, 2022**
 Motion was made by Elaine Polachek and seconded by Bruce Sultan to approve the minutes of the Citizens' Bond Oversight Committee meeting held on July 20, 2022. Minutes were approved.
4. **ELECTION OF CHAIR AND VICE-CHAIR, 2023-2024**
 Elizabeth Greenwood and Bruce Sultan were unanimously elected Chair and Vice-Chair respectively for 2023-2024.
5. **CITIZENS' BOND OVERSIGHT COMMITTEE ANNUAL REPORT, 2021-2022**
 The CBOC Annual Report, 2021-2022 was unanimously approved.
<https://www.smc.edu/administration/governance/citizens-bond-oversight-committee/documents/Annual-Report-CBOC-2021-2022.pdf>
6. **REPORTS and DISCUSSION**

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

A. Bond Construction Projects

- Malibu Campus: The building has an open and industrial design concept, and it is almost complete with the façade and roof installed. The grand room will double as an emergency hub with the latest technology. The landscaping will be irrigated using Malibu’s reclaimed water system. The Sheriff’s Department will occupy the building when the County and City issue a permit for the communication tower.
The estimated completion date is November 2022.
- The Math/Science Project: The contractor is finishing the interior courtyard, the grand staircase, roofing system, exterior framing, and enclosure installation, on the eastside of the building. The structural steel is about 90% completed. Student Labs include: Anatomy, Archaeology, Astronomy, Geography, Geology, Geospatial, Genetics/Molecular, Organic Chemistry, Physical Anthropology, Physics, and Mathematics (computer).
The estimated completion date for this project is July 2024.
- New Art Building on Pico Boulevard and 14th received DSA approval.
Project is currently with the State for Review.
The estimated completion date for this project is August 2024.

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

The SMC Bond Capital Construction Budget Summary as of September 30, 2022 reports the following:

Measure S Budget:	\$0
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:	\$220,967,113

- Measure S: Total Measure S remaining funds are \$0.
- Measure AA: Total Measure AA Expenditures as of September 30, 2022 were \$292,302,532; total remaining funds are \$2,693,297.
- Measure V: Total Measure V Expenditures as of September 30, 2022 were \$126,726,184; total remaining funds are \$218,273,816.
- The Bond Sales/Expense Report
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of September 30, 2022.

Total Bond Program:	\$640,000,000
Total Bonds Issued:	\$639,995,829
Total Expenses:	\$419,028,716
Total Available Remaining:	\$220,967,113
Total Unsold Bond:	\$ 4,171

C. SMC Bond Program – Contractor List as of September 30, 2022

D. Contractors List as of September 30, 2022

7. **SCHEDULE OF MEETINGS, 2022-2023**

Wednesdays at 12:00 p.m.

October 19, 2022

January 25, 2023

April 19, 2023

July 19, 2023

8. **ADJOURNMENT** – 1:07 p.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on

Wednesday, January 25, 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	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 13, 2022

XIII. BOARD COMMENTS

XIV. ADJOURNMENT – 10:10 p.m.

The meeting was adjourned in memory of **Diane Gross**, retired faculty member in Business and CSIS departments; **Elise Laille**, mother of Nathalie Laille, DSPS Faculty Coordinator; **Pedro Lopez**, father of Jose Hernandez, Associate Dean of Outreach, Onboarding and Success Initiatives.; **Betty Phillips**, mother of Daniel Phillips, Director of Safety and Risk Management; **Georgina Rodriguez**, mother of Teresita Rodriguez, Vice-President, Enrollment Development; and **Nani Vigil**, retired Sign Language Interpreter III.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, January 17, 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.