

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, April 4, 2023 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER - 5:05 p.m.
Barry Snell, Chair - Present
Dr. Margaret Quiñones-Perez, Vice-Chair - Present
Dr. Susan Aminoff - Present
Dr. Nancy Greenstein - Present
Dr. Tom Peters - Present
Rob Rader – Excused Absence
Dr. Sion Roy - Present
Catalina Fuentes Aguirre, Student Trustee - Absent
- 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 Gabrielino peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.
- PLEDGE OF ALLEGIANCE – Nick Mata, Dean, Special Programs
- CLOSED SESSION REPORT -None
- REVISIONS/SUPPLEMENTAL STAFF REPORTS: -None

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS

Zoë Muntaner

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: RISING and Dream Programs
Presenters: Michael Tuitasi, Vice-President, Student Affairs
Nick Mata, Dean of Special Programs
Presentation: [DREAM and RISING Programs](#)

The RISING (Re-entering Incarcerated and System Impacted Navigating Greatness) Program provides support services to formerly incarcerated and system impacted students enrolling at Santa Monica College. The RISING Program is committed to empowering students with the successful transition into college after incarceration. RISING supports the enrollment, retention, graduation, and transfer of system impacted and formerly incarcerated students and aims to support the academic, social, and emotional well-being of participants by providing services that are focused on access, equity and inclusion.

<https://www.smc.edu/student-support/rising/>

The DREAM Program: The Santa Monica College DREAM Program provides support services to undocumented students.

- Increase personal growth, development, and retention of DREAM students through academic, career, and personal counseling
- Assist in applying for the California Dream Act/Financial Aid and scholarships
- Provide workshops relative to undocumented students and their families.

Outreach, Onboarding and Student Engagement

<https://www.smc.edu/student-support/dream/>

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: March 7, 2023 (Regular Meeting)
March 21, 2023 (Special Meeting/Board Study Session)
- #5 Resolution: Adopt Findings Pursuant to Government Code Section 54953

Contracts and Consultants

#3-A Ratification of Contracts and Consultants

Academic Affairs

#4 New Courses and Degrees, Spring 2023

Acceptance of Donations

#5 KCRW Foundation Donations of Equipment to SMCCD

Human Resources

- #6 Academic Personnel
- #7 Classified Personnel – Regular
- #8 Classified Personnel – Limited Duration
- #9 Classified Personnel – Non Merit

Facilities and Fiscal

- #10 Facilities
- #11 Acceptance of Grants and Budget Augmentation
- #12 Budget Transfers
- #13 Payroll Warrant Register
- #14 Commercial Warrant Register
- #15 Auxiliary Payments and Purchase Orders
- #16 Reissue Commercial Warrants
- #17 Organizational Memberships
- #18 Providers for Community and Contract Education
- #19 Authorization of Signature to Approve Invoices, 2022-2023
- #20 Purchasing

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

- XI. **MAJOR ITEMS OF BUSINESS**
 - #21 Information Item: Student Housing Grant Study Session and Discussion
 - #22 Resolution: Community College Month
 - #23 Resolution: Sexual Assault Awareness and Prevention Month
 - #24 Collective Bargaining Agreement Between SMCCD and the SMC Faculty Association
 - #25 Information Item: Proposed Salary Schedule Adjustments for Academic Administrators and Classified Managers, and Additional Holiday for Academic Administrators, Classified Managers and Classified Confidential Employees
 - #26 Increase of Student Health Fee
 - #27 Modification of Agreement with Big Blue Bus for 2022-2023 and Extension to 2023-2024
 - #28 Ballot for CCCT Board of Directors

- 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, May 2, 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	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 4, 2023

IV. SUPERINTENDENT'S REPORT

Sexual Assault Awareness Month (SAAM)

Lisa Winter, Assistant Director, Human Resources, Compliance and Title IX, provided an overview of the SAAM report and related activities. The resolution is included in the agenda (Recommendation No. 23 in Major Items of Business) for Board approval.

[SAAM Report and Activities](#)

Enrollment Update

Teresita Rodriguez, Vice-President, Enrollment Development, reported that as of April 4, 2023:

- Total Spring headcount is up 0.2.57% from last spring
- Spring Credit FTES is down 0.33 percent from last spring
2022-23 Annual decline currently -4.72%
- Spring non-resident fees are slowly recovering and are up 9.61% from last spring
2022-23 Annual increase currently +4.24%

The [Enrollment Update](#) includes upcoming enrollment activities and commencement 2023 events.

Spring Professional Development Day, March 16, 2023

Dr. Lea Hald and Donnell Swanson, representing the Professional Development Committee and the Classified Professional Development Committee respectively, reported on the Spring 2023 Professional Development Day held on March 16, 2023. Attendance for the morning session was strong with about 340 in-person attendees. The keynote speaker was Ruben Canedo, and workshops on community building and finding a sustainable work-life balance were provided throughout the day

Link to: [Spring 2023 Professional Development Day](#) presentation

SMC Malibu Campus Ribbon Cutting and Open House, April 22, 2023

Alice Meyering, Associate Dean of the SMC Malibu Campus, announced that the Ribbon Cutting Ceremony for the SMC Malibu Campus will be held on April 22, 2023 at 10 a.m. to be followed by a public open house and tour 12:30 – 2:30 p.m.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 4, 2023

IX. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#20.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #3-A (5)

MOTION MADE BY: Tom Peters
 SECONDED BY: Sion Roy
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: Rob Rader

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 3-A Ratification of Contracts and Consultants - (5) Matika Wilber

MOTION MADE BY: Tom Peters
 SECONDED BY: Nancy Greenstein
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: Rob Rader

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

- [March 7, 2023](#) (Regular Meeting)
- [March 21, 2023](#) (Special Meeting/Board Study Session)

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

Requested Action: Approval
Reviewed by: Robert M. Myers, Campus Counsel

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

1. On September 14, 2021, the Board of Trustees adopted a “RESOLUTION DECLARING THAT ONGOING EMERGENCY CONDITIONS EXIST AT SANTA MONICA COLLEGE AND FINDING THAT IN-PERSON MEETINGS UNDER THE BROWN ACT WOULD PRESENT IMMEDIATE 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 Santa Monica Community College District	ACTION April 4, 2023
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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 Risk Strategies Management	Fall 2023 – Summer 2024 No cost to the District. Students will pay \$177 per month for insurance coverage	Accident/illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students. This contract will supersede the contract with Relation Insurance approved at the June 2022 Board of Trustees meeting.	Student Insurance Fees
<i>Requested by: Pressian Nicolov, Dean, International Education</i>			
<i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>			
2 Karen S. Gunn Consulting Group	April and May 2023 Not to exceed \$6,500	Dr. Karen Gunn will conduct two day-long workshops for the Management 101 Series. Dr. Gunn will provide a professional development session on Emotional Intelligence.	Unrestricted General Fund
<i>Requested by: Tre'Shawn Hall-Baker, Dean, Human Resources</i>			
<i>Approved by: Sherri Lee-Lewis, Vice-President, Human Resources</i>			

BOARD OF TRUSTEES Santa Monica Community College District	ACTION April 4, 2023
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

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

➤ NEW CONTRACTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
3 PPL, INC	March 1 – November 30, 2023 Not to Exceed \$82,000	Consulting firm to provide executive recruitment searches, suggest advertisers, including list-serves and on-line recruitment resources, screen resumes and match potential candidates for executive positions to be reviewed by the SMC screening committee.	Unrestricted General Fund
<i>Requested by: Sherri Lee-Lewis, Vice-President, Human Resources Approved by: Dr. Kathryn Jeffery, Superintendent/President</i>			
4 New Leaf California LLC	March 16 – June 30, 2023 Not to Exceed \$41,420	Consulting firm to assist with revamping the existing employee onboarding program(s), including but not limited to completing a needs analysis, gathering and sharing information, amending/creating curriculum as necessary.	Restricted General Fund – EEO Best Practices
<i>Requested by: Cyrus Fernandez, Human Resources Professional Development Coordinator Approved by: Sherri Lee-Lewis, Vice-President, Human Resources</i>			
5 Matika Wilbur,	May 8, 2023 \$8,000	Matika Wilbur, SMC Artist in Residence for this academic year will deliver closing remarks on the Broad Stage followed by a book signing in the Barrett Gallery. Tickets will be free for SMC students & \$20 for everyone else. All proceeds from ticket and book sales will go to the newly formed indigenous scholarship fund.	Global Citizenship and Academic Affairs Equity Funds.
<i>Submitted by: Walter Meyer, Art Department Chair Approved by: Dione Carter, Dean, Academic Affairs Jason Beardsley, Vice-President, Academic Affairs</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 4 NEW COURSES AND DEGREES, SPRING 2023

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

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

New Courses

ART 21C Figure Drawing for Portfolio Development

The figure continues to be one of the most important and enduring subjects for art. This course provides advanced instruction in drawing the human figure from the live model for students building a portfolio of figure drawings. This course focuses on in-depth study of the human figure through drawing. A broad range of materials will be utilized, including the use of color with continued emphasis on observation, anatomy, and spatial structure. In order to help students build a portfolio of figure drawings for transfer or to help find work in one of the many fields that require figure drawing, this course moves beyond observation and emphasizes creative, conceptual, & theoretical development.

ART 900 Introduction to Create Space Equipment and Materials

This course introduces and surveys create space equipment and materials that are available in the SMC Art Department. Create spaces like those that exist in the art department are sometimes called makerspaces and are affiliated with maker culture, and entrepreneurial skills that accelerate maker tinkering. Through readings, discussion, and hands-on building, students will get an overview of the tools available and the different problems they might solve along with an introduction to the software programs that drive each of the machines.

ART 902 3D Design Output

This course will be an introduction to additive and subtractive 3D output machines and their utilization in Art and industry. Students will utilize existing data files and learn to format them to create physical objects using the machines found in the SMC Art Department. Both subtractive (3D Routers) and additive (3D Printers) will be covered noting the advantages and shortcomings of each.

ART 904 Laser Cutting & Engraving

This course will be an introduction to the use of laser cutting technology for both cutting and engraving for art and industry. Students will utilize existing files and format them to cut and/or engrave on a variety of materials including wood and poster board. This course is for those who have designs and ideas and want to learn how to use a laser cutter to implement them and those who want to work in this growing area of custom consumer products.

DANCE 78 Dance Study Tour

This course provides a study travel/tour of dance schools, dance resources, and dance performances in a selected city. Students will be introduced to one of the dance capitals of the world, attend master classes, panel discussions, company rehearsals, performances, and network with current professionals. Students will also gain an overview of historical influences and current practices in the field, as well as develop a unique research project pertinent to the tour. Additionally, students will have the opportunity to attend university transfer sites and related arts events.

Course Revisions

ESL 10G Multiple Skills Preparation: Listening, Speaking, and Grammar
ESL 19B English Fundamentals 2
ESL 20A Advanced Grammar Workshop
ESL 28 Academic Vocabulary Skills
CS 82B Principles of Data Science
PSYCH 8 Community Psychology

Emergency Distance Education to Fully Online

CHNESE 2 Elementary Chinese 2
GERMAN 2 Elementary German II
PERSIN 1 Elementary Persian I
RUSS 1 Elementary Russian I

Distance Education

ART 900 Introduction to Create Space Equipment and Materials
ART 902 3D Design Output
ART 904 Laser Cutting & Engraving
PSYCH 8 Community Psychology

New Program

Enterprise Service Clerk Certificate of Achievement

This program will prepare students to acquire computer and office skills needed to apply for service clerk entry-level jobs in various offices in educational institutions and other city and state government facilities. Students will learn Introduction to Computers, Microsoft Office programs, and Records Management and Filing skills.

ESL Department Certificate

The ESL Department Certificate program is designed to prepare English Language learners (ELLs) for the academic rigor of transfer-level English (English 1 or English 1+28). Students completing this certificate have achieved academic English reading and writing skills at an advanced, post-secondary level. To earn a certificate, students must complete the required courses as listed with a minimum grade of "C." 100% of course work must be completed at Santa Monica College.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: ACCEPTANCE OF DONATIONS

RECOMMENDATION NO. 5 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>October 2022:</u>	
JVC LCD Monitor (2)	\$ 6,085.01
LG IPS Monitor (1)	\$ 576.48
Electro-Voice Powered Speaker (2)	\$ 3,041.91
Flexible Waveguide connector (1)	\$ 373.31
<u>November 2022:</u>	
Amcrest 4MP Outdoor Camera (1)	\$ 555.65
<u>December 2022:</u>	
Newtec M6100 Modulator (1)	\$ 5,000.00
Myat COAX cable (1)	\$ 485.10
Apple laptop (2)	\$ 3,290.82
Microsoft laptops (2)	<u>\$ 3,205.38</u>
<u>TOTAL DONATIONS: October – December 2022</u>	\$22,613.66

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 ACADEMIC PERSONNEL

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

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
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NEW FULL-TIME FACULTY

Salter, Jessie, Full-Time/Tenure Track Instructor, Life Science, Zoology	08/28/2023
Hunter, Kelly, Full-Time//Tenure Track Instructor, Physical Science, General/Introductory Chemistry	08/28/2023
Rush Mosley, Keena, Full-Time/Tenure Track Instructor, Early Childhood Education	08/28/2023

INTERIM ACADEMIC ADMINISTRATOR

Fila, Susan, Dean, Health and Well-Being, Student Affairs	04/17/2023
Jauregui, Luis, Project Manager, Non-Credit Education	04/05/2023

LONG-TERM SUBSTITUTE

Inabu, Tiffany, Full-time Faculty Counselor, Associated Students (AS)	04/17/2023- 06/13/2023
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ADJUNCT FACULTY

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

ESTABLISHMENT

Project Manager, Learning-Aligned Employment Program (LAEP), Workforce and Economic Development	04/05/2023
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL - REGULAR

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

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

<u>ESTABLISH NEW CLASSIFICATION</u>	<u>EFFECTIVE DATE</u>
Senior Financial Aid and Scholarships Specialist Classified Employee Salary Schedule, Range 35	04/05/2023

<u>CLASSIFICATION SALARY REALLOCATION</u>	<u>EFFECTIVE DATE</u>
Web Content Developer From: Classified Employee Salary Schedule, Range 27 To: Classified Employee Salary Schedule, Range 36	04/01/2023

<u>POSITION INCREASE IN WORK CALENDAR /PERMANENT</u>	<u>EFFECTIVE DATE</u>
From: Library Assistant, 11 mos, 40 hours To: Library Assistant, 12 mos, 40 hours (3 positions)	04/01/2023

<u>ABOLISH POSITIONS</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant I (1 position) Art Department, 12 months, 20 hours	04/05/2023
Administrative Assistant II (2 positions) Community & Academic Relations, 12 months, 40 hours	04/01/2023
Program Specialist (1 position) Upwardbound, 11 months, 30 hours	04/05/2023

<u>ESTABLISH POSITIONS</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant I (1 position) Art Department, 12 months, 40 hours	04/05/2023
Administrative Assistant II (2 positions) Community & Academic Relations, 12 months, 40 hours, Varied Hours	04/01/2023
Director of Management Information Systems (1 position) MIS, 12 months, 40 hours	04/05/2023
Instructional Designer (1 position) Distance Education, 12 months, 40 hours	04/05/2023

Stage Construction Technician- Lighting (1 position) 04/05/2023
Theatre Arts, 12 months, 40 hours, Varied Hours

Student Services Specialist (1 position) 04/05/2023
Office of Student Life, 12 months, 40 hours

ELECTIONS

INCREASE IN WORK CALENDAR /PERMANENT

Benavidez, Isaac 04/01/2023
From: Library Assistant, 11 mos, 40 hours
To: Library Assistant, 12 mos, 40 hours

Lowe, Erica 04/01/2023
From: Library Assistant, 11 mos, 40 hours
To: Library Assistant, 12 mos, 40 hours

Metzger, Joseph 04/01/2023
From: Library Assistant, 11 mos, 40 hours
To: Library Assistant, 12 mos, 40 hours

VOLUNTARY TRANSFER

Cardwell, Kenneth 04/01/2023
From: Laboratory Technician-Art, Art Department, 11 mos, 40 hours
To: Laboratory Technician-Art, Art Department, 12 mos, 40 hours

Gino, Ana 04/17/2023
From: Disabled Student Services Assistant, DSC (range 21)
To: Student Services Clerk, International Education Center (range 21)

CHANGE IN WORK SHIFT- PERMANENT

Marcial, Christina 04/01/2023
From: Administrative Assistant II, Community & Academic Relations, 12 months, 40 hours
To: Administrative Assistant II, Community & Academic Relations, 12 months, 40 hours, Varied Hours

PROBATIONARY/ADVANCE STEP PLACEMENT

Austin, Harald, Health Assistant, Health Office, (Step C) 04/03/2023
Bates, Daisha, Student Services Assistant, Admissions and Records (Step C) 04/03/2023
Mock, Hannah, Administrative Asst II, Community & Academic Relations, (Step C) 04/17/2023
Velasquez, Ana, Health Assistant, Health Office, (Step C) 03/16/2023
Wilson, Jazmine, Administrative Assistant II, Facilities Operations, (Step C) 04/03/2023

PROBATIONARY

Locke, Ghared, Custodian, Operations 04/03/2023
Lee, Angela, Administrative Assistant I, Human Resources 04/03/2023
*Date correction

PROMOTION/ADVANCE STEP PLACEMENT

Valentine, Angela 03/27/2023
From: Disabled Student Services Assistant, DSC
To: Administrative Assistant II, CMD (Step C)

PROMOTION

Kuykendall, Alan 04/05/2023
From: Human Resources Analyst- Employee & Labor Relations Confidential
To: Assistant Director of Human Resources – Employee & Labor Relations

Lopez, Vanessa 04/03/2023
From: Student Services Clerk, Admissions and Records
To: Student Services Assistant, Admissions and Records

Prieto, Fabio 04/03/2023
From: Student Services Specialist, Navigating Pathway To Success
To: EOPS Specialist, EOPS

Reid, Maisha 03/16/2023
From: Student Services Clerk, Admissions and Records
To: EOPS Specialist, EOPS

WORKING OUT OF CLASSIFICATION (LIMITED-TERM SUBSTITUTE)

Jimenez, Jorge 03/06/2023 to 06/30/2023
From: Grounds Equipment Operator
To: Irrigation Specialist
Percentage: More than 50%

SEPARATIONS

LAST DAY OF PAID SERVICE

LEAVE OF ABSENCE - UNPAID

Jauregui, Luis, Program Specialist, Non-Credit Education 04/05/2023 to 12/31/2023

39 MONTH REEMPLOYMENT

Bohman, Alice Malin E., Administrative Assistant II, Enrollment Services 02/06/2023*
*Date Correction

RESIGNATION

Avella, Jocelyn, Administrative Assistant II, Counseling 04/13/2023
Guido, Fernanda, Disabled Student Services Assistant, DSC 03/31/2023

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 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.

Belcher-Williams, Patricia, Events Assistant, SMC Performing Arts	03/15/2023-06/30/2023
Castaneda, Leticia, Theatre Technical Specialist, SMC Performing Arts	
From:	07/01/2022-06/30/2023
To:	07/01/2022-02/27/2023
Fregoso, Nancy, Theatre Technical Specialist, SMC Performing Arts	
From:	07/01/2022-06/30/2023
To:	07/01/2022-02/27/2023
Graham, Kimi, Student Services Clerk, Risk Management	
From:	01/11/2023-06/30/2023
To:	03/01/2023-06/30/2023
Lutz, Morgan B., Theatre Technical Specialist, SMC Performing Arts	
From:	01/02/2023-06/30/2023
To:	01/02/2023-02/27/2023
Nandawula, Joan, Student Services Clerk, International Student Center	
From:	12/08/2022-02/21/2023
To:	12/08/2022-06/30/2023
Velasquez, Ana, Student Services Clerk, Risk Management	
From:	02/01/2023-06/30/2023
To:	02/01/2023-03/15/2023

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

Hoch, Marilyn ,Instructional Assistant -ESL, ESL	
From:	01/01/2023-06/30/2023
To:	01/01/2023-02/16/2023
Pang, Mabel, Laboratory Technician -Life Science, Life Science	03/08/2023-06/30/2023

BOARD OF TRUSTEES Santa Monica Community College District	ACTION April 4, 2023
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 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)	41
College Work-Study Student Assistant, \$15.96/hour (FWS)	31

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 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*

10 A AMENDMENT TO AGREEMENT FOR ARCHITECT SERVICES – 2020 FACILITIES MASTER PLAN

Amendment No. 2 – DLR Group for the 2020 Facilities Master Plan in the amount of \$60,000.

Original Contract Amount	\$ 745,000
Amendment No. 1	\$ 0
Amendment No. 2	<u>\$ 60,000</u>
Revised Contract Amount	\$ 805,000

Total Amendments represents 8% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 2 includes the re-evaluation of the current facilities needs of the post COVID pandemic era, parking sufficiency at Bundy Campus for student housing and tennis/pickleball courts, impact of closure of Airport Art Campus, and complete the 2020 Facilities Master Plan.

10-B TIME EXTENSION TO AGREEMENT FOR CONSTRUCTION MANAGEMENT SERVICES

Time Extension – Vanir, Inc. on Construction Management Services for a two-month extension to the contract length.

Comment: The District is in the process of procuring a new firm for the Bond Program and Construction Management Services. To ensure a smooth transition and minimize the disruption of the ongoing projects under construction, the time extension adds two months to the contract length of the current Program and Construction Management service contract the District has with Vanir, Inc., from June 1, 2023 to July 31, 2023. There is no financial impact to the District.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION April 4, 2023
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 FACILITIES (continued)

10-C AMENDMENT TO AGREEMENT FOR ARCHITECT SERVICES –MALIBU CAMPUS

Amendment No. 11 – QDG Architecture for the Malibu Center and Sheriff Substation Project Phase 3 in the amount of \$48,000.

Original Contract Amount	\$ 1,285,300
Amendment No. 1	\$ 123,000
Amendment No. 2	\$ 174,700
Amendment No. 3 (name change)	\$ 0
Amendment No. 4	\$ 332,588
Amendment No. 5	\$ 290,000
Amendment No. 6	\$ 395,477
Amendment No. 7	\$ 18,400
Amendment No. 8	\$ 32,850
Amendment No. 9	\$ 152,105
Amendment No. 10	\$ 10,700
<u>Amendment No. 11</u>	<u>\$ 48,000</u>
Revised Contract Amount	\$ 2,863,120

Total Amendments represents 122.8% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 11 includes the architectural and engineering services for the SMC MALIBU CENTER AND SHERIFF SUBSTATION PROJECT PHASE 3, which includes utilities connections to the City of Malibu Labor Exchange permanent location, reconfiguration of ADA parking spaces, re-slurry and re-strip parking lot, additional barrier at top of terrace wall for the Sheriff, and additional safety guardrails at second floor lecture room.

10-D PROJECT CLOSE OUT – ECLS SHADE STRUCTURE PROJECT

Subject to completion of punch list items by SHADE STRUCTURES INC. (dba USA Shade), authorize the District Representative without further action of the Board of Trustees, to accept the project described as ECLS SHADE STRUCTURE PROJECT as being complete. Upon completion of punch list items by SHADE STRUCTURES INC., the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

Comment: This project included the installation of four large outdoor shade structures at the Early Childhood Learning School.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 FACILITIES (continued)

10-E SMC PAINTING PROJECT

Award of bid to lowest responsive bidder in the amount of \$173,000 to Color New Co. for interior painting at Main Campus gymnasium, bookstore, cafeteria and Broad Stage Theater wall.

Funding Source: State Scheduled Maintenance Fund 40.0

Comment: 15 contractors attended the mandatory job walk and 5 bids were received.

The bids were:

\$173,000	Color New Co.
\$223,000	Yoda Painting
\$271,000	Perfection Painting Corp
\$334,448	AJ Fistes Corp
\$578,000	Pacific Contractors Group

10-F AMENDMENT NO. 1 TO AGREEMENT FOR ARCHITECT SERVICES FOR SCHEDULED MAINTENANCE

SVA Architects Inc. will be extending its services in connection with the 2021-2022 Scheduled Maintenance projects from January 19, 2023 to January 19, 2024. There will be no change to fees or scope of work.

Funding Source: State Scheduled Maintenance Funding (Fund 40.0)

Comment: The original contract for SVA was approved by the Board of Trustees on January 18, 2022 and had a maturity date of January 19, 2023. This amendment adds 12 months to the existing contract length to complete all services required; there is no financial impact.

10-G AMENDMENT NO. 1 TO AGREEMENT FOR ARCHITECT SERVICES AT EARLY CHILDHOOD LEARNING SCHOOL

SVA Architects will provide additional architectural and engineering services for the Early Childhood Lab School to include a Fencing and Gate Project in the amount not to exceed \$25,000. The term of the existing contract will be extended to June 30, 2024.

Funding Source: Bond Funds (Measure V)

Comment: The scope of the original project included only the Shade Structures but has been expanded to include fencing and gates. The original contract was \$20,000; the new total be \$45,000. SVA is part of the pre-selected group of eligible architect firms used by the District.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

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: Local and Systemwide Technology and Data Security (Ongoing)
 Granting Agency: California Community College Chancellor’s Office
 Augmentation Amount: \$100,000
 Matching Funds: NA
 Performance Period: February 1, 2023 to no specified end date
 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.

The award for \$50,000 in one-time funding was approved at the December 2022 Board meeting. Santa Monica College will use ongoing funding to improve cybersecurity controls prioritized by an information security assessment.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8600 State		\$ 100,000
Expenditures		
1000 Academic Salaries		\$ 0
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 0
4000 Supplies & Materials		\$ 0
5000 Other Operating Expenditures		\$ 100,000
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect		\$ 0
7600 Student Aid		\$ 0
Total		\$100,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification
Requestor: Michael Tuitasi, Vice President, Student Affairs
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Rising Scholars Network Program 2.0 Grant
Granting Agency: California Community Colleges Chancellor’s Office on behalf of the Community Colleges Board of Governors
Augmentation Amount: \$382,500 (Year 1 \$76,500, Year 2 \$153,000, Year 3 \$153,000)
Matching Funds: Not Applicable
Performance Period: January 1, 2023 to July 31, 2025
Summary: The purpose of the grant is to support formerly incarcerated and justice-involved students to achieve their educational goal at Santa Monica College.

Through a competitive process, Santa Monica College was selected to participate in the statewide Rising Scholars Network of programs. The program at SMC is called RISING (Reentering Incarcerated and System Impacted Navigating Greatness). Funding from this grant will support wrap-around services to include outreach and recruitment for participants, academic, transfer, financial aid and career counseling, RISING peer mentors, program supplies and materials, and student aid for textbooks.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State		\$ 382,500
Expenditures		
1000 Academic Salaries		\$242,760
2000 Non-Academic Salaries		\$ 36,628
3000 Employee Benefits		\$ 61,788
4000 Supplies & Materials		\$ 14,966
5000 Other Operating Expenditures		\$ 5,000
7600 Student Aid		\$ 21,358
Total		\$ 382,500

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-C ACCEPTANCE OF GRANTS AND BUDGET DECREASE

Requested Action: Approval/Ratification

Requestor: Michael Tuitasi, Vice President, Student

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Student Equity and Achievement Program (SEAP)
 Granting Agency: California Community Colleges Chancellor's Office (CCCCO)
 Augmentation Amount: \$464,513 (Amended Total: \$9,735,824)
 Matching Funds: Not Applicable
 Performance Period: July 1, 2022 to June 30, 2024
 Summary:

Funds for the Student Equity and Achievement (SEA) Program support the California Community Colleges in implementing activities and practices pursuant to the California Community Colleges Guided Pathways Grant Program and activities and practices that advance the systemwide goal to eliminate achievement gaps for students from traditionally under-represented groups.

The 2022 State budget for the Student Equity and Achievement Program was increased by 5%. The CCCCCO is distributing the funding increase on the P1 schedule. The additional funding will be used to support the priorities of the student equity plan and to advance equity efforts across the college.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State		\$ 464,513
Expenditures		
1000 Academic Salaries		\$ 160,000
2000 Non-Academic Salaries		\$ 70,000
3000 Employee Benefits		\$ 60,000
4000 Supplies & Materials		\$ 13,000
5000 Other Operating Expenditures		\$ 100,000
6000 Capital Outlay		\$ 0
7300 Other Outgo/Indirect (ACA)		\$ 0
7600 Student Aid		\$ 61,513
Total		\$ 464,513

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

12-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: February 1-28, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	71,991
3000	Benefits	0
4000	Supplies	-36,154
5000	Contract Services/Operating Exp	-593,539
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	557,702
Net Total:		0

12-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: February 1-28, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	84,992
2000	Classified/Student Salaries	0
3000	Benefits	9,018
4000	Supplies	-94,605
5000	Contract Services/Operating Exp	595
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION April 4, 2023
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 **BUDGET TRANSFERS** *(continued)*

12-C FUND 40.0 – Capital Projects Fund

Period: February 1-28, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	2,070
5000	Contract Services/Operating Exp	75,939
6000	Sites/Buildings/Equipment	-78,009
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	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 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
February 2023 C1G – C2H \$15,162,012.72

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

RECOMMENDATION NO. 14 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register
February 2023 834243 through 878054

ACH Numbers
February 2023 137381 through 147051

Total \$11,900,059.89

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

RECOMMENDATION NO. 15 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
February 2023 Covered by check & voucher numbers: 031975-032206 & 03109-03127

Bookstore Fund Payments	\$ 423,159.48
Other Auxiliary Fund Payments	\$ 48,779.00
Trust and Fiduciary Fund Payments	<u>\$ 463,864.15</u>
	\$ 935,802.63

Purchase Orders Issued
February 2023 \$18,586.65

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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO.16 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>
Gross, Elizabeth Mary	25862978	05/04/20	\$ 283.50
Herbert, Steven	21830527	01/06/15	\$ 30.00
Liang, Zhiye	25802998	03/23/20	\$3,711.00
Ortega, Olga	20115909	10/13/12	\$ 115.00
Tsai, Alfred Yao-Yu	24828728	10/01/18	\$ 147.00

RECOMMENDATION NO. 17 ORGANIZATIONAL MEMBERSHIPS

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

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
April 2023	2	\$1,398

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
April 2023	1	\$250

Funding Sources: Restricted Fund, Fund 01.3

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

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

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

RECOMMENDATION NO. 19 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
Luis Jauregui, Project Manager, Non-Credit Education
Alan Kuykendall, Assistant Director of Human Resources – Employee & Labor Relations

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. 20 PURCHASING

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

20-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.

February 2023 \$1,193,895.42

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	April 4, 2023

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 21

SUBJECT: **STUDENT HOUSING GRANT STUDY SESSION AND DISCUSSION**

SUBMITTED BY: Superintendent/President

PRESENTATION: The presentation and discussion continued, led by Ann Volz, President of Volz Company; Peter Mitsakos, Principal Architect, West Edge Architects; and Bobby Khushal, Director, ALMA Strategies. Volz Company is conducting the feasibility study for Santa Monica College on-campus student housing; West Edge Architects is providing the project level drawings to accompany the state student housing grant application; and ALMA Strategies is compiling and submitting the state student housing grant application on behalf of SMC.

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

1. State Grant Updates
2. Total Cost of Ownership
3. Next Steps

The discussion held at the Board Study Session on March 21, 2023 provided an overview (strategic objectives, planning process, student and stakeholder feedback, and the grant scoring rubric); an analysis of demand based on a student survey and the market; and concept development for both grant-funded student housing and additional capacity for future housing.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION April 4, 2023
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

SUBJECT: **RESOLUTION: COMMUNITY COLLEGE MONTH**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition of Community College month.

WHEREAS, the month of April has been proclaimed National Community College Month in recognition of the vital role the nation's community colleges play in providing broad access to higher education, serving nearly half of the nation's college students; and

WHEREAS, Santa Monica College serves students with a broad array of educational services including transfer education, two-year degree programs, a bachelor of science degree in Interaction Design, career preparation, basic skills education, continuing education and lifelong learning in a variety of delivery methods including on-line education; and

WHEREAS, Santa Monica College, as an institution of higher education, provides for the understanding and learning needed to foster a livable and sustainable world; and

WHEREAS, Santa Monica College provides for the formation of global citizenship through knowledge of people, customs, and cultures in regions of the world beyond one's own; and

WHEREAS, Santa Monica College supports the diversity of its students, faculty and staff; and

WHEREAS, Santa Monica College is and will continue to be a safe environment for all students and personnel; and

WHEREAS, Santa Monica College enjoys a special partnership with business, industry and government that benefits the regional economy by providing educational opportunities for new and current employees; and

WHEREAS, Santa Monica College is devoted to positive community relations and is a rich resource for the community including cultural programming, educational and career counseling and special events; and

WHEREAS, Santa Monica College has demonstrated that daily it fulfills its vision based upon "Changing Lives in the Global Community through Excellence in Education;" and

WHEREAS, Santa Monica College realizes its success in providing educational and cultural opportunities to the college community because of the excellence of its faculty and staff, and

WHEREAS, Santa Monica College has been a proud part of this tradition since 1929, being recognized locally and internationally as an outstanding institution of higher education; and

THEREFORE, BE IT RESOLVED that the Santa Monica Community College District observe and celebrate National Community College Month during the month of April 2023.

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Tom Peters
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: Rob Rader

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 4, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23

SUBJECT: **RESOLUTION: SEXUAL ASSAULT AWARENESS MONTH**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in support of the goals and ideals of Sexual Assault Awareness Month and, declare April as “Sexual Assault Awareness Month” and April 26, 2023 as “Denim Day” at the Santa Monica Community College District.

WHEREAS, April is nationally recognized as “Sexual Assault Awareness Month,” and Peace Over Violence has declared April 26, 2023, as “Denim Day” in Los Angeles County; and

WHEREAS, both events draw attention to the fact that sexual assault and sexual violence, including rape, domestic violence, dating violence, stalking and sexual exploitation remain serious issues; and

WHEREAS, sexual violence is traumatizing, difficult to discuss, and harmful attitudes about rape, sexual violence, and abuse of power allow these crimes to persist and allow victims/survivors to be re-victimized; and

WHEREAS, systems of oppression give greater social power to some people over others based on race, religion, age, ethnicity, ability, gender, gender identity, sexual orientation, and social and economic groups; and

WHEREAS, every 68 seconds, someone in the United States is sexually assaulted, approximately 1 in 5 women and 1 in 40 men have experienced completed or attempted rape during their lifetime; and nationwide 81% of women and 43% of men reported experiencing some form of sexual harassment and/or assault in their lifetime; and

WHEREAS, according to the United States Department of Justice (DOJ) individuals between the ages of 18 to 24 are at significant risk of sexual assault, and individuals under the age of 18 account for about 44% of all reported assaults; and

WHEREAS, female college students aged 18 to 24 are 3 times more likely to be sexually assaulted than women in general. And male college students aged 18 to 24, are 78% more likely than non-students to be sexually assaulted; and

WHEREAS, on a typical day, domestic violence hotlines nationwide receive more than 20,000 phone calls. The presence of a gun in a domestic violence situation increases the risk of homicide by 500%; and

WHEREAS, 1 in 10 women and 1 in 50 men have experienced stalking by an intimate partner during their lifetime; and

WHEREAS, sexual violence disproportionately impacts Black, Indigenous People of Color (BIPOC) and LGTBQ+ communities; and

WHEREAS, while 80% of rapes are reported by women who identify as white, sexual violence disproportionately impacts women of color, sexual minority women (i.e., bisexual, lesbian, queer), trans women, and women with disabilities, and routinely goes unreported and thus under-addressed; and

WHEREAS, CDC's National Intimate Partner and Sexual Violence Survey (NISVS) found women and racial and ethnic minority groups experience a higher burden of sexual violence; and

WHEREAS, NISVS found that within the LGBTQ+ community, transgender people and bisexual women face the most alarming rates of sexual violence. Association of American Universities (AAU), Report on the AAU Campus Climate Survey on Sexual Assault and Sexual Misconduct found 23.1% of transgender, genderqueer, nonconforming (TGQN) college students have been sexually assaulted, compared to 18% of non-TGQN women, and 4% of non-TGQN men. The assaults are higher for LGBTQ+ people of color; and

WHEREAS, people with disabilities have a greater risk of experiencing sexual violence than those without a disability. NISVS found 2 in 5 female victims/survivors of rape have a disability, and nearly 1 in 4 male victims/survivors who experienced sexual violence have a disability at the time of the victimization; and

WHEREAS, Victims/survivors of sex trafficking are exploited through force, fraud, or coercion for the purposes of commercial sex. It is an estimated \$150 billion industry. Victims/survivors are female and male, from all races, ethnicities, sexual orientations, gender identities, and income levels. It routinely goes unreported and thus under-addressed; and

WHEREAS, recent estimates put the lifetime cost of sexual assault at \$122,461 per survivor, including medical costs, lost productivity, criminal justice activities, and other costs; and

WHEREAS, now more than ever, screens and technology connect us with romantic partners, friends and family, co-workers, and strangers alike. For too long, sexual harassment, cyberbullying, sexual abuse, and exploitation have come to be expected as typical and unavoidable behaviors online; and

WHEREAS, in addition to the immediate physical costs, sexual violence is traumatizing, difficult to discuss and has associated consequences that may include post-traumatic stress disorder, substance abuse, depression, homelessness, safety concerns, eating disorders, and suicide. According to a national survey this is experienced by 4 out of 5 rape victims/survivors, and from the DOJ, 38% of victims/survivors of sexual violence also experience increased work or school problems and female victims/survivors sustain injuries 3 times more often than male victims/survivors; and

WHEREAS, rape victims/survivors are 13 times more likely to attempt suicide than are people who have not been victims of a crime, and domestic victimization is correlated with a higher rate of depression and suicidal behavior; and

WHEREAS, all forms of sexual violence are unacceptable, whether committed by a stranger, family member, or acquaintance of the victim; and

WHEREAS, "Sexual Assault Awareness Month" and "Denim Day" were also instituted to call attention to misconceptions and misinformation about rape and other forms of sexual assault, and the problem that many in society remain disturbingly uninformed with respect to issues of sexual assault including forcible rape; and

WHEREAS, "Sexual Assault Awareness Month" and "Denim Day" provides a special opportunity to educate everyone about sexual violence and to encourage the prevention of sexual assault, the improved treatment of its survivors, and the prosecution of its perpetrators; and

WHEREAS, free, confidential help is available to all victims/survivors of sexual violence through such organizations as the Rape Treatment Center at UCLA Santa Monica Medical Center, Peace Over Violence, the Peoples Concern, Center for the Pacific Asian Family, Jenesse Center, National Sexual Assault Hotline (RAINN), National Human Trafficking Hotline and more than 1,000 sexual assault service providers across the nation; and

WHEREAS, with proper education on this matter, there is compelling evidence that we can be successful in reducing incidents of this alarming and psychologically damaging crime; and

WHEREAS, working towards a future without sexual violence means individuals, advocates, allies, and the Santa Monica Community College District community must change if we are to respond to a complex and layered reality that centers on the needs of those survivors most marginalized, silenced and unseen as prevention demands equity and respect.

NOW, THEREFORE BE IT RESOLVED that the Santa Monica Community College District supports the goals and ideals of “Sexual Assault Awareness Month,” and hereby proclaims the month of April 2023 as “Sexual Assault Awareness Month,” and designates April 26, 2023, as “Denim Day,” the District also:

- Recognizes that “Sexual Assault Awareness Month,” provides a special opportunity to educate people about sexual violence, encourages the prevention of sexual assault, and has improved treatment of its victims/survivors, and the prosecution of its perpetrators; and
- Recognizes national and community organizations, health professionals, private-sector supporters and advocates, and applauds their work in promoting awareness about sexual violence by providing information and treatment to its survivors, and education in our community about the true impact of sexual violence; and
- Recognizes that activism has increased public awareness and safety, and supports law enforcement in their hard work to bring cases to justice that results in the successful prosecution and incarceration of its perpetrators, and
- Urges everyone to wear denim on April 26, 2023, to help communicate the message that there is “no excuse and never an invitation to rape.”

MOTION MADE BY: Sion Roy
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Absent
AYES: 6
NOES: 0
ABSENT: Rob Rader

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24

SUBJECT: **COLLECTIVE BARGAINING AGREEMENT BETWEEN SMCCD AND THE SMC FACULTY ASSOCIATION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees ratify the collective bargaining agreement with the Santa Monica College Faculty Association for a term beginning July 1, 2022 and ending August 22, 2025.

The major provisions of the agreement include:

- For academic year 2022-2023, all salary schedules shall be increased 7.0%.
- For academic year 2023-2024, all salary schedules shall be increased by 75% of COLA
- For academic year 2024-2025, all salary schedules shall be increased by 75% of COLA

- Faculty members shall receive longevity (categorized as “special compensation” for CalSTRS retirement reporting purposes) upon attaining 16 years, 21 years, and 26 years of service to Santa Monica College.

- The District shall provide \$75,000 (\$15,000 increase) towards professional development of faculty 2022-2025.

Link to: [SMC Faculty Association 2022-2025 Contract-All Negotiated Articles](#)

MOTION MADE BY: Margaret Quiñones-Perez
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: Rob Rader

Estimated Cost Impact of SMCFA Contract for Fiscal Years 2022-23 (7.0%), 2023-24 (75% of COLA), 2024-25 (75% of COLA) Plus Longevity Increase			
	2022-23	2023-24	2024-25
Salary Increase	6,281,314	5,898,720	2,806,287
Longevity Increase	424,420	678,605	847,553
Total Estimated Salary Increase	6,705,734	6,577,325	3,653,840
Retirement	1,047,425	1,039,833	592,743
Medicare	97,233	95,372	52,980
SUI	33,529	13,154	7,307
Workers' Compensation	133,363	130,809	72,667
Total Estimated Salary and Benefit Increase	8,017,284	7,856,493	4,379,537
Professional Development	15,000	-	-
Total Projected Cost	8,032,284	7,856,493	4,379,537
2022-2023	8,032,284	8,032,284	8,032,284
2023-2024	-	7,856,493	7,856,493
2024-2025	-	-	4,379,537
Total Three Year Cost	8,032,284	15,888,777	20,268,314
			44,189,375

**Projected increase: 23-24 = 6.098%; 24-25 = 2.655%*

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION April 4, 2023
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 25

SUBJECT: **PROPOSED SALARY SCHEDULE ADJUSTMENTS FOR ACADEMIC ADMINISTRATORS AND CLASSIFIED MANAGERS, AND ADDITIONAL HOLIDAY FOR ADMINISTRATORS, CLASSIFIED MANAGERS AND CONFIDENTIAL EMPLOYEES**

SUBMITTED BY: Superintendent/President

DISCUSSION: The following proposed salary adjustments for academic administrators and classified managers were presented as an information/discussion item by the Board of Trustees with the intent of presenting a recommendation for Board action at the meeting at its meeting on May 2, 2023.

- For academic year 2022-2023, all salary schedules shall be increased 7.0%.
- For academic year 2023-2024, all salary schedules shall be increased by 75% of COLA.
- For academic year 2024-2025, all salary schedules shall be increased by 75% of COLA.

Academic Administrators shall receive the same longevity provided to the faculty (categorized as “special compensation” for CalSTRS retirement reporting purposes) upon attaining 16 years, 21 years, and 26 years of service to Santa Monica College.

Academic Administrators and Classified Managers will receive a one-time payment/bonus of \$3,000.

In addition, it is the proposed that Cesar Chavez Day be observed as a holiday for academic administrators, classified managers and classified confidential employees, effective 2023-2024 fiscal year.

**Estimated Cost Impact of Academic Administrators, Classified Administrators and Classified Managers
2022-23 (7.0%), 2023-24 (75% of COLA), 2024-25 (75% of COLA) Plus Longevity Increase and \$3,000 One-time
Pay**

	2022-23	2023-24	2024-25
Salary Increase	1,125,822	1,061,898	497,249
Longevity Increase - Academic Managers	34,443	66,836	87,820
One-time Pay - \$3,000	309,000	-	-
Total Salary Increase	1,469,265	1,128,734	585,069
Retirement	271,064	275,533	145,912
OASDI	64,110	47,045	23,534
Medicare	21,305	16,366	8,485
SUI	7,347	2,257	1,170
Workers' Compensation	29,220	22,448	11,636
Total Projected Cost	1,862,311	1,492,383	775,806
2022-2023	1,862,311	1,525,931	1,525,931
2023-2024	-	1,492,383	1,492,383
2024-2025	-	-	775,806
Total Three Year Cost	1,862,311	3,018,314	3,794,120
			8,674,745

**Projected increase: 23-24 = 6.098%; 24-25 = 2.655%*

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 26

SUBJECT: **INCREASE OF STUDENT HEALTH FEE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve an increase to the Student Health Fee to the maximum amount, as follows: Summer term 2023 fees will increase from \$20 to \$22; Fall 2023 and Spring 2024 fees will increase from \$23 to \$26.

SUMMARY: Beginning Summer 2023 term and Fall 2023 semester, the California Community College Chancellor’s Office has increased the maximum fee for Student Health Services. The fee will increase to \$26 (Fall and Spring semesters) and \$22 (Winter and Summer terms).

Education Code sections 76355, 76360, and 76361 authorize the governing board of a community college district to charge health, parking services, and transportation services fees and increase those fees by the same percentage as the increase in the Implicit Price Deflator for State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce.

The table below reflects the maximum semester, summer, intersession, and quarter fees that may be charged.

Fiscal Year 2023-2024 Maximum Fees

Fee	Semester	Summer	Intersession ^[1]	Quarter Term
Health Services	\$26.00	\$22.00	\$22.00	\$22.00

^[1] Intersession of at least four weeks.

The recommendation for the fee increase is based on the increase in the cost of health services and additional services and resources provided to SMC students in the areas of:

- Basic Needs
- Mental Health Services and Resources
- Student Health Services and Resources
- Online Services

In addition, based on fiscal calculations from 2021-2022 The Health Services budget showed a loss in revenue. The increase in the Health Fee will help cover the deficit.

Fee Proposal (Starting Summer 2023)				
Fee	Current Semester	Proposed for Fall 2023	Current Intersession	Proposed for Summer 2023
Health Services	\$23.00	\$26.00	\$20.00	\$22.00

The Student Health Center and Center for Wellness and Wellbeing both provide direct intervention, outreach, and training/education to students, faculty and staff. Below is a list of services.

Services provided in the Student Health Center:

- Nursing assessment and physicals
- Administering First Aid
- Campus Emergency Response and assess need for Paramedics
- Blood pressure and pulse monitoring
- Vision tests
- Tuberculosis testing and referrals
- Administration of oral and topical over-the-counter medications
- Administration of immunizations for Measles, Mumps, Rubella, Tetanus, Diphtheria, Pertussis, Hepatitis B and others
- COVID 19 testing and referrals
- Facilitating monthly gynecological examinations including STI testing completed by a local Federally Qualified Health Center
- Instruction and distribution of contraceptives
- Providing for anonymous/confidential HIV testing, done by a local Federally Qualified Health Center
- Self-weight monitoring and instructions on how to calculate Body Mass Index or BMI
- Referrals to health care providers and/or low cost health care clinics
- One-on-one information on health insurance, including MediCal and MediCal expansion and referrals to local agencies that help with the application process
- Acting as first point of medical contact for International Students and provide medical referrals
- Explaining insurance claims and billing procedures to International Students
- Providing low cost prescription medications when prescribed by SMC Nurse Practitioner &/or Physician
- Collaborating with Los Angeles County Public Health regarding communicable diseases that impact our students, faculty and staff
- Servicing walk-in clients that have questions, request band aids, sanitary pads or tampons, condoms, directions, masks, etc.
- Partnership with SMC nursing students who provide outreach on campus for their community education course

Services provided in the Center for Wellness and Wellbeing:

- Therapists and trainees working in the main Center as well as embedded in other programs (Guardian Scholars, Black Collegians, Latino Center, and DSPS)
- Therapists, which will be placed on satellite campus sites and in STEM
- Community partners embedded in Veterans Resource Center, Pico Partnership, The Center for Wellness and Wellbeing, and Health Services
- Crisis intervention
- Short-term individual and collateral therapy using evidence based practices
- Community referrals

- 24/7 Emotional Support Line
- Screening in Student Health and other areas using the Mindkare kiosk, which screens for depression, anxiety, and other conditions
- Telephonic Interpreters
- Workshops on mindfulness, anger management, social interaction, test anxiety, and many more
- Mental Health First Aid, which is an 8-hour certification course on how to understand the signs of someone dealing with a mental health crisis and intervention techniques
- Active Minds student club focusing on destigmatizing mental health
- Suicide prevention events such as Send Silence packing
- Mental health awareness activities and events (i.e. Paws for healing dogs during finals week)
- Eating disorder awareness week events
- Worked with HR to include the board approved Suicide Prevention and Postvention Plan for all new faculty and staff hires

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Tom Peters
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: Rob Rader

BOARD OF TRUSTEES Santa Monica Community College District	ACTION April 4, 2023
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 27

SUBJECT: **MODIFICATION OF AGREEMENT WITH BIG BLUE BUS FOR 2022-2023 AND EXTENSION TO 2023-2024**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the SMC Superintendent/President to execute an agreement modifying SMC’s existing agreement with the City of Santa Monica Big Blue Bus for the current fiscal year and extending the agreement one additional year for amounts and terms as follows:

2022-2023 – \$500,000
2023-2024 – \$639,000

SUMMARY:

The Board of Trustees approved the existing three-year contract on July 7, 2020. The amount for Year 3 of the contract (2022-2023, the current fiscal year) was \$1,258,000.

Recently, Big Blue Bus and SMC engaged in discussions on the importance of continuing the Any Line, Any Time program. Due to the permanent elimination of many onsite classes resulting in a reduced number of students, staff, and faculty physically attending SMC campuses, and with BBB staff evaluating ridership trends for the first six months of the current fiscal year, the parties have agreed to a new financial structure that will benefit both organizations.

The modification and extension were authorized by the Santa Monica City Council at its March 21, 2023, meeting. The agreement may be terminated without cause by either party by giving 30 days written notice.

This will be the 15th and 16th year of the Any Line, Any Time program. For reference, the cost of the program for each of years one through five was \$1,219,480; in year six was \$1,317,040, an increase of 8 percent; in year seven was \$1,356,551.20, an increase of 3%; in year eight was \$1,404,030.49, an increase of 3.5%; in year nine was \$1,453,171.56, an increase of 3.5%; in year ten, funding was flat, at \$1,453,171.56; in year 11 was \$1,504,032.56, an increase of 3.5%; and in year 12 was \$1,556,673.70, an increase of 3.5%. In year 13 (2020-2021), funding was \$500,000 reflecting decreased ridership; and in year 14 (2021-2022), funding was \$1,258,000 in anticipation of return to ground.

The District will realize savings of \$758,000 in the current fiscal year due to the renegotiation of the contract.

FUNDING SOURCE: Funding will be from the 2022-2023 and 2023-2024 District/Transportation Budget

MOTION MADE BY: Susan Aminoff
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Absent
AYES: 6
NOES: 0
ABSENT: Rob Rader

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	April 4, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 28

SUBJECT: **BALLOT FOR CCCT BOARD OF DIRECTORS**

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

REQUESTED ACTION: It is recommended that the Board of Trustees prepare its ballot for the California Community College Trustees (CCCT) Board of Directors. The following proposed ballot reflects trustees’ input indicated in **bold**.

1. **Barry Snell, Santa Monica CCD ***
 2. Mary Strobridge, San Luis Obispo County CCD
 3. **Loren Steck, Monterey Peninsula CCD ***
 4. **Suzanne Lee Chan, Ohlone CCD ***
 5. **Marisa Perez, Cerritos CCD ***
 6. Marcia Milchiker, South Orange County CCD
 7. **Deana Olivares-Lambert, Chaffey CCD**
 8. **Barbara Dunsheath, North Orange County CCD ***
 9. **Jonathan Abboud, Santa Barbara CCD**
 10. Hortencia Armendariz, Imperial CCD
 11. Roberto Rodriguez, Palomar CCD
 12. **Carmen Ramirez, Merced CCD ***
 13. Milton Richards, Yosemite CCD
 14. Michael Rives, Antelope Valley CCD
 15. **Andra Hoffman, Los Angeles CCD ***
 16. Gregory Hanna, Siskiyou CCD
- * Incumbent

COMMENT: There are nine seats up for re-election on the CCCT Board of Directors with seven incumbents running. Each member community college has one vote for each of the vacancies.

MOTION MADE BY: Margaret Quiñones-Perez
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: Rob Rader

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 4, 2023

XIII. BOARD COMMENTS

XIV. ADJOURNMENT – 9:28 p.m.

The meeting was adjourned the meeting in memory of **Kenneth A. Brown**, El Camino Community College District Trustee and immediate past president of the CCCT Board of Directors.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, May 2, 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.