



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, JUNE 7, 2022

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Via Zoom Conference

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| BOARD OF TRUSTEES | REGULAR MEETING |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 7, 2022 |

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, June 7, 2022. The meeting will be conducted via Zoom Webinar.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 5:03 p.m.
 Dr. Louise Jaffe, Chair - Present
 Barry Snell, Vice-Chair- Present
 Dr. Susan Aminoff- Present
 Dr. Nancy Greenstein- Present
 Dr. Margaret Quiñones-Perez- Present
 Rob Rader- Present
 Dr. Sion Roy- Present
 Catalina Fuentes Aguirre, Incoming Student Trustee, 2022-2023- Present
- 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 – 6:03 p.m.

- REMEMBERING JUNE 7, 2013: The flag on the SMC main campus was at half-mast today to commemorate the horrific and also some heroic events that occurred at SMC nine years ago on June 7th . The Board took a moment to remember the three completely innocent people who are simply going about their daily routines when their lives were viciously cut. The Board paid tribute to the police response for their selfless bravery and professionalism.
- PLEDGE OF ALLEGIANCE – SMCPD Captain Jere Romano
- CLOSED SESSION REPORT - None
- INSTALLATION OF STUDENT TRUSTEE
 Board Chair Louise Jaffe administered the Oath of Allegiance to Catalina Fuentes Aguirre and installed her as Student Trustee for 2022-2023.

- REVISIONS/SUPPLEMENTAL STAFF REPORTS: A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)

MOTION MADE BY: Barry Snell
 SECONDED BY: Sion Roy
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Quiñones-Perez)

- Opening of Bids for the Sale of 1825 Pearl Street, Santa Monica, California 90405 (REAL PROPERTY ASSESSOR'S PARCEL NUMBER 4273-002-900)

In accordance with public notice provided in accordance with law, bids were required to be submitted in a sealed envelope by 4:30 p.m. on June 7, 2022. Bidders were informed that in accordance with the requirements of the Education Code they would be opened at the Board of Trustees meeting beginning at 6:00 p.m.

Mitch Heskell, Dean of Education Enterprise, opened the bids and read the following information from the Mandatory Bid Proposal Form: Name of Bidder; Bid Amount in Figures; and Broker's Commission (not to exceed 5%). In addition, he indicated whether the bid includes the required bid security of \$10,000 by certified check, cashier's check or money order. The minimum bid price must be \$1,300,000.

Following bid opening, staff will review the bid documents and prepare a summary for the Board to be considered later in the meeting (see Recommendation No. 39).

This recommendation was deferred to the Board of Trustees meeting on July 5, 2022.

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS - None

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: [SMC's 5th Annual Diversity Accounting Conference](#)

Presenters: Accounting Professor Ming Lu, Business Department Chair Sal Veas

This supports the Board's 2021-2022 Annual Goal: #2-Educational Advancement, Quality, and Equity, and Ongoing Priority #2, Increase student success and decrease equity gaps

IX. CONSENT AGENDA

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

#1 Approval of Minutes: May 3, 2022 (Regular Meeting)

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

Annual Recommendations

- #3 Destruction of Class 3 Records
- #4 Year-End Appropriations Transfers
- #5 Disposal of Surplus Property
- #6 Authorization of Signatures for JP Morgan Chase Bank, 2022-2023
- #7 Annual Resolution – Cash Borrowing from the County Treasury
- #8 Annual Authorization of Signatures, 2022-2023
- #9 Authorization of Signatures for Nonfinancial Academic Agreements, 2022-2023
- #10 2022-2023 Annual Contracts and Consultants

Academic Affairs

- #11 New Courses and Degrees, Spring 2022
- #12 CCAP Dual enrollment Partnership Agreements, 2022-2025

Contracts and Consultants

- #13-A Ratification of Contracts and Consultants
- #14 KCRW Tower Site Lease Renewal, South Mountain Site, Santa Paula, California

Acceptance of Donations

- #15 KCRW Foundation Donations of Equipment to SMCCD

Human Resources

- #16 Academic Personnel
- #17 Classified Personnel – Regular
- #18 Classified Personnel – Non Merit
- #19 Classified Personnel – Limited Duration

Facilities and Fiscal

- #20 Information Item: Bond Sale Results
- #21 Facilities
- #22 Acceptance of Grants and Budget Augmentation
- #23 Budget Transfers
- #24 Commercial Warrant Register
- #25 Payroll Warrant Register
- #26 Auxiliary Payments and Purchase Orders
- #27 Reissue Commercial Warrants
- #28 Organizational Memberships
- #29 Providers for Community and Contract Education
- #30 Purchasing
 - A Award of Purchase Orders

X. **CONSENT AGENDA** – Pulled Recommendations

XI. **MAJOR ITEMS OF BUSINESS**

- #31 Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds, Establishing Specifications of the Election Order, and Requesting Consolidation with Other Elections Occurring on November 8, 2022
- #32 Renewal of Contract with Proctorio, Inc. for Online Proctoring Services
- #33 2022-2023 Tentative Budget
- #34 Temporary Interfund Cash Borrowing
 - A Public Hearing
 - B Annual Resolution
- #35 Resolution to Adopt Appropriations Limit for the 2022-2023 Tentative Budget (Gann)
- #36 Five-Year Construction Plan, 2022-2023 through 2027-2028 – *Pulled, No Action Taken*

XI. MAJOR ITEMS OF BUSINESS *(continued)*

#37 Board of Trustees Meeting Options

#38 Appointment to Citizens' Bond Oversight Committee

#39 Award of Bid for the Sale of 1825 Pearl Street, Santa Monica, California –
Pulled, No Action Taken

XII. INFORMATION

#40 Meeting of the Citizens' Bond Oversight Committee, April 20, 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, July 5, 2022 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

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IV. SUPERINTENDENT'S REPORT

- COVID-19
The Emergency Operations Team continues to focus on campus safety as a top priority. It looks to current COVID data trends on a daily basis to help guide decisions, and agency information to stay current on any new safety guidelines.

According to CDC Projections, new daily numbers could enter the college into a high ranking in the next couple of weeks which would require transitioning to indoor masking which is already in place at SMC. Currently, there will be no changes to indoor and outdoor masking protocols for summer due to the current increase in LA County COVID cases.

The EOT committees discuss campus safety protocols daily to determine how to continue opening up the campus safely. There were several on-campus events, such as Grad Fest, Open House, and the Transfer Fair, and this week will be the Grad Walk Celebration. Safety supplies such as personal protective equipment and sanitizer are readily available and utilized at these events.

The EOT Leads, along with campus staff, continue to conduct safety walk-throughs to evaluate upcoming campus activities and provide assistance in the development and implementation of COVID safety plans. For those activities, and departments that have a presence on ground, the daily management of safety protocols is critical to maintaining a safe environment. The college continues to move in a direction which opens up the campus in a safe, methodical, and calculated process, and mindful towards campus safety

Vaccination verifications for students are being processed rapidly by a strong team of individuals. 1,883 student vaccination records have been processed for summer enrollment. June 8th is the deadline for vaccination and exemption verifications to be on file for summer or students will be dropped. The campus positivity rate has been increasing over the past four weeks with 17 on campus cases within the last 14 days. The college's healthcare team is working diligently to continue high levels of compliance and to support people who have issues related to COVID 19. Testing is required weekly for students participating in performance groups.

- Graduation and Related Activities
 - [Open House, May 14, 2022](#)
 - [Grad Fest](#) was held on June 2, 2022. The event was an absolute success and graduates enjoyed receiving their free academic regalia (thanks to the Associated Students). Special thanks to the core planning team: Estela Ruezga, Kiersten Elliott, Lizzy Moore, Socrates Manuel, Sandra Franco, Christina Marcial, Angela Bice, Evelyne Pedersen, Yesenia Penate, Jessica Hird, and Esau Tovar.
 - The Student Success award ceremony was held at John Adams Middle School Auditorium on June 2nd. The students were recognized for their academic achievement in persistence and completion.
 - The Undocumented Graduation/Transfer celebration hosted by the DREAM Program was held on June 4th.
 - Grad Walk Event, June 11, 2022, 9 a.m. to 5 p.m. About 970 students are confirmed to attend.

- Virtual Commencement Ceremony, June 16, 2022 at 4 p.m. Assemblymember Richard Bloom is the commencement speaker. Approximately 7,952 degrees and certificates are being granted to 5,215 students. The youngest graduate is 16 years old; the oldest graduate is 98 year old.

- [Enrollment Update](#): Outreach and Onboarding
Enrollment is still in decline as it is nation-wide for a variety of reasons. There are signs of movement, but it is going to take some time for enrollment to recover. Additional efforts are underway to regrow international enrollment resulting in some recovery. On-ground activities are increasing to engage students and help them complete the onboarding process. These include campus tours, enrollment labs, financial aid workshops, transfer workshops, academic department promotions, dances and meals. Outreach to the high schools, the community, and out-of-state recruitment will resume in the fall

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IX. CONSENT AGENDA

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#30.

Recommendations pulled for separate action and discussed in Section X, Consent Agenda: #12, #21

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

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 12 – CCAP Dual Partnership Agreements, 2022-2025

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

Recommendation No. 21 – Facilities

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

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

[May 3, 2022](#) (Regular Meeting)

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

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

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

1. On September 14, 2021, the Board of Trustees adopted a “RESOLUTION DECLARING THAT ONGOING EMERGENCY CONDITIONS EXIST AT SANTA MONICA COLLEGE AND FINDING THAT IN-PERSON MEETINGS UNDER THE BROWN ACT WOULD PRESENT 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.

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 3 DESTRUCTION OF CLASS 3 RECORDS

Requested Action: Approval

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

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

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

RECOMMENDATION NO. 4 YEAR-END APPROPRIATIONS TRANSFERS

Requested by: Kim Tran, Chief Director, Business Services

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

Requested Action: Approval

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2021-2022 to permit the payment of obligations of the district incurred during the year.

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

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 5 DISPOSAL OF SURPLUS PROPERTY***Requested Action: Approval**Approved by: Christopher Bonvenuto, Vice-President, Business and Administration*

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2022-2023.

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

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

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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 6 AUTHORIZATION OF SIGNATURES FOR JP MORGAN CHASE BANK, 2022-2023

Requested by: Kim Tran, Chief Director, Business Services

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

Requested Action: Approval

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on JP Morgan Chase Bank existing and new accounts for 2022-2023.

1. District Accounts

- District Clearing Account
- Community Services Account
- Bursar's Office Cash Account
- Parking Account
- Bursar's Office Credit Card Account
- Cal B and C Account
- Revolving Cash Account

Designated Signatories for District Accounts

- Kathryn E. Jeffery
- Christopher Bonvenuto
- Kim Tran

2. Auxiliary Services/Associated Students Accounts

- Associated Students Account
- Associated Students Money Market Account
- Associated Students Investment Account
- Auxiliary Services Accounts
- Auxiliary Services Money Market Account

Designated Signatories

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

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

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 7 ANNUAL RESOLUTION – CASH BORROWING FROM THE COUNTY TREASURY

Requested by: Kim Tran, Chief Director, Business Services

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

Requested Action: Approval

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

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

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$30,000,000
- 2) For Fiscal Year 2022-2023
- 3) Shall not exceed 85 percent of the anticipated revenues accruing to the District.
- 4) Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the 2022-2023 fiscal year.
- 5) Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

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

Comment: Given the instability inherent in the Apportionment payment process Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2022-2023 fiscal year.

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 ANNUAL AUTHORIZATION OF SIGNATURES, 2022-2023

Requested by: Kim Tran, Chief Director, Business Services

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

Requested Action: Approval/Ratification

Authorization of signatures of all academic and classified managers, classified confidential employees, department chairs and program leaders (see following lists) to approve invoices and payments on contracts for the Santa Monica Community College District for 2022-2023.

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

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

SENIOR ADMINISTRATIVE STAFF

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

DEANS

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

ASSOCIATE DEANS

Thomas Bui, Student Life (Interim)
Wendi DeMorst, Student Instructional Support (Interim)
Susan Fila, Health and Well-Being (Interim)
Jose Hernandez, Outreach, Onboarding/Student Engagement (Interim)
Tracie Hunter, Financial Aid/Scholarships
Denise Kinsella, International Education
Sasha King, Career/Technical Education (Interim)
Linda Sullivan, Facilities Programming
Tammara Whitaker, Online Services and Support (Interim)
Eric Williams, Health Sciences (Interim)

DIRECTORS (Academic)

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

ASSISTANT DIRECTOR

Lydia Ayala, Athletics

PROJECT MANAGERS

Deyadra Blye, Student Care Teams
Nancy Cardenas, LA HI Tech Student Support (50%)
Silvana Carrion-Palomares, NSF Grant
Bonita Cooper, Upward Bound
Carrion-Palomares, Silvana, NSF Grant
Shari Davis, Special Assignments (nte 75%)
Jeffrey Gordon, IxD (50%)
Eartha Johnson, SEAP
Ferris Kawar, Sustainability
Aimee Lem, Pico Partnership (50%)
Maria Leon-Vasquez, Workforce Development
Jeannette Lopez, Child Care Access Means Parents in School
Sharlyne Massillon, Basic Needs
Ashley Mejia, Non-Credit (Adult Education) Programs
Debbie Ostorga, Hispanic Serving Institution STEM Grant
Daniella Washington, Veterans Resources Center Grant (50%)
Vanan Yahnian, STEM

CLASSIFIED ADMINISTRATORS

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

CLASSIFIED MANAGERS/CONFIDENTIALS

Cherry Aquino, Accounts Payable Supervisor
Anthony Barlow, Custodial Operations Supervisor
Tracy Beidelman, Director, Grants, SMC Foundation
Dennis Biddle, Assistant Director, Facilities Operations
Leisa Biggers, Director of Human Resources
Chiquita Brown, Campus Police Sergeant
Justin Carter, Custodial Operations Supervisor
Nyla Cotton, Director, Procurement, Contracts & Logistics
Lisa Davis, Warehouse and Mail Services Manager
David Dever, Director of Auxiliary Services
Veronica Diaz, Director, Budget
Mark Engfer, Network Communications Manager
Ian Fraser, Payroll Manager
Jaime Gonzalez, Accounting Supervisor (Auxiliary)
Darryl Gray, Custodial Operations Supervisor (WOC)
John Greenlee, Director of Facilities Finance
Irma Haro, Controller
Denise Henninger, DSPS Manager
Jose G. Hernandez, Admissions and Records Supervisor
Felicia Hudson, Custodial Operations Supervisor
Michael Hudson, Assistant Director, Human Resources (Temp)
Elise Juarez, Campus Store Manager
Stacey Jones, Assessment Center Supervisor
Terry Kamibayashi, Asst. Director, Facilities Maintenance
Ann Le, Accounting Manager
John Linke, Supervising Personnel Analyst
Wendy Liu, Manager, Management Information Services
Yu-Ngok Lo, Assistant Director, Facilities Planning
Debra Locke, EOPS/CARE Supervisor
Brant Looney, Instructional Technology Services Manager
Stacy Neal, Director, Financial Aid and Scholarships
Mike Newport, KCRW Radio Station Operations Manager
Daniel Phillips, Director, Safety and Risk Management
Jamie Recinos, Campus Store Assistant Manager
Dan Rojas, Information System Security Officer
Jere Romano, Campus Police Captain
Robert Rudolph, Production Manager, Facilities Programming
Grace Smith, Public Information Officer
Devin Starnes, Director, Facilities Management
Jose Tostado, Construction Maintenance Supervisor
Paul Trautwein, Director of Web and Social Media Strategy
Robert Villanueva, Custodial Operations Supervisor
Bryan Wilson, CC Police Sergeant
Lisa Winter, Asst. Director, HR, Compliance/Title IX Administrator
Charlie Yen, Director, Facilities Planning and Construction

CLASSIFIED CONFIDENTIALS

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

DEPARTMENT AND FACULTY CHAIRS

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

PROGRAM LEADERS AND OTHERS

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

RECOMMENDATION NO. 9

AUTHORIZATION OF SIGNATURES FOR NONFINANCIAL ACADEMIC AGREEMENTS, 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 nonfinancial academic agreements on behalf of the Santa Monica Community College District for 2022-2023.

| |
|--|
| Name/Title |
| Kathryn E. Jeffery, Superintendent/President |
| Christopher Bonvenuto, Vice-President, Business/Administration |
| Bradley Lane, Vice-President, Academic Affairs |

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

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 10 2022-2023 ANNUAL CONTRACTS AND CONSULTANTS

Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2022 through June 30, 2023, unless otherwise indicated.

Contracts for 2022-2023 have been thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents as necessary to meet the Vision, Mission and Goals of the District. Additionally, before being presented to the Board for approval, these contracts have been carefully reviewed by the respective Vice-Presidents to ensure they are financially responsible. The following contracts are primarily renewals of existing contracts.

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

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

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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 11 NEW COURSES AND DEGREES, SPRING 2022

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

Approved by: Bradley Lane, Vice-President, Academic Affairs

New Courses

BUS 7C Corporate Sustainability Strategies in Business

This course provides an overview of the United Nations Sustainability Development Goals (SDGs) as they relate to corporations and nonprofit organizations. Students will learn processes to build contemporary sustainability goals into the corporate culture and business model of conventional organizations. This course takes a global perspective, touching on various aspects of the global capitalist economy.

GEOL 6 Environmental Geology with Lab

This course is an introduction to the fundamentals of Environmental Geology with laboratory. Topics include the interactions between and impacts of humans with the environment in a geologic context. This course emphasizes the Earth system and connections between the geosphere, biosphere, atmosphere, and hydrosphere.

DANCE 13 Advanced Hip Hop Dance

This course builds on the fundamental techniques of hip hop dance forms at an advanced level. Attention is placed on dynamic movement qualities, choreography execution, and complex musicality with an emphasis on syncopation, isolations, strength, control, coordination and performance. Improvisation or "freestyling" is emphasized to further develop the individual expression and style indigenous to the form. Critical analysis of hip hop choreography and current trends, along with hip hop dance's cultural significance, history, and origins as an art form, are also emphasized.

MUSIC 44 Mariachi Ensemble

This course provides rehearsal and performance of literature written for mariachi ensembles with emphasis on methods and materials. Musical materials include published arrangements of mariachi repertoire, special arrangements of mariachi music, and contemporary compositions in the mariachi idiom selected according to the ability of the group. Instructor approval and the ability to play an instrument or sing are required.

Global Citizenship

GEOL 6 Environmental Geology with Lab

SPAN 9 The Civilization of Spain

SPAN 20 Latin American Civilization

Emergency Distance Education to Fully Online and/or Hybrid

ANIM 10 Quick-Sketch & Rapid Visualization

ANIM 11 Figure Drawing (Hybrid Only)

BIOL 10 Applied Ecology and Conservation Biology (Hybrid Only)

BIOL 22 Genetics and Molecular Biology (Hybrid Only)

BIOL 23 Organismal and Environmental Biology (Hybrid Only)

COUNS 12H Career Planning

COUNS 15H Job Search Techniques

COUNS 41H Roadmap to College Readiness

COUNS 51 Test Taking/Memory Strategies

COUNS 52 Textbook/Memory Strategies

COUNS 54 Organizing for College Success
COUNS 56 Written Language Strategies
COUNS 59 Textbook Strategies Using Technology
COUNS 910 ABI Connections
COUNS 921 Learning Skills
DANCE 10 Fundamentals of Dance Technique
DANCE 11 Beginning Hip Hop Dance
DANCE 14 Beginning Jazz
DANCE 15 Intermediate Jazz
DANCE 16 Advanced Jazz
DANCE 17 Beginning Tap
DANCE 18 Intermediate Tap
DANCE 21A Beginning Asian Pacific Dance
DANCE 21B Intermediate Asian Pacific Dance
DANCE 24B Intermediate Flamenco Dance
DANCE 41 Contemporary Modern Dance I
DANCE 60 Fundamentals of Choreography: Dance Improvisation
DANCE 61 Fundamentals of Choreography: Composition 1
NUTR 8 Principles of Food with Lab (Hybrid)
PHYSICS 6 General Physics 1 with Lab (Hybrid Only)
PHYSICS 7 General Physics 2 with Lab (Hybrid Only)
PHYSICS 8 Calculus-based General Physics 1 with Lab (Hybrid Only)
PHYSICS 9 Calculus-based General Physics 2 with Lab (Hybrid Only)
PHYSICS 14 Introductory Physics with Lab (Hybrid Only)
PHYSICS 21 Mechanics with Lab (Hybrid Only)
PHYSICS 22 Electricity and Magnetism with Lab (Hybrid Only)
PHYSICS 23 Fluids, Waves, Thermodynamics, Optics with Lab (Hybrid Only)
PHYSICS 24 Modern Physics with Lab (Hybrid Only)
SCI 10 Principles and Practice of Scientific Research
SPAN 3 Intermediate Spanish I
SPAN 4 Intermediate Spanish II
TH ART 10A Voice Development for the Stage
TH ART 10B Advanced Voice Development for the Stage
TH ART 13 Stage Dialects
TH ART 20 Stagecraft (Hybrid Only)
TH ART 23 Projection and Lighting Design (Hybrid Only)
TH ART 28A Beginning Stage Make-Up

Distance Education

BUS 7C Corporate Sustainability Strategies in Business
CHNESE 3 Intermediate Chinese 1
DANCE 13 Advanced Hip Hop Dance
GEOL 6 Environmental Geology with Lab

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION June 7, 2022 |
|--|----------------------------|

CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 12 COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) DUAL ENROLLMENT PARTNERSHIP AGREEMENTS, 2022-2025

The College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreements for 2022-2025 with the Beverly Hills School District, Palisades Charter High School and the Santa Monica-Malibu Unified School District are presented for approval. The course offerings are included in the agreements.

Appendix B: CCAP Agreements are available at the following links:

- [Beverly Hills School District](#)
- [Palisades Charter High School](#)
- [Santa Monica-Malibu Unified School District](#)

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 13 **CONTRACTS AND CONSULTANTS**

13-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 CONTRACT

| Provider/Contract | | Term/Amount | Service | Funding Source |
|--|-------------|---|---|----------------------------------|
| 1 | Cobblestone | October 1, 2021 – September 30, 2022 | | Restricted General Fund, STEM |
| | | \$25,000 | Consultant evaluation of the STEM HSI SLLIC program one-year extension to include local evaluation report and assistance with federal report. | |
| | | \$70,000 | Consultant evaluation of the STEM ESA program evaluation to include local evaluation report and assistance with federal report, year 1 of possible 5 year contract. | |
| <i>Requested by: Vanan Yahnian, Project Manager, STEM</i> <i>Approved by: Bradley Lane, Vice President Academic Affairs</i> | | | | |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 14 **KCRW TOWER SITE LEASE RENEWAL, SOUTH MOUNTAIN SITE, SANTA PAULA, CALIFORNIA**

Requested by: Jennifer Ferro, General Manager, KCRW
Approved by: Don Girard, Government Relations/Institutional Communications

The following is a renewal of an existing lease agreement for KCRW tower site located at South Mountain, Santa Paula, California, which is funded by KCRW Donations and Corporation for Public Broadcasting grant.

| Contract | Amount |
|---|-------------|
| Lazer Broadcasting Corporation Contract term: July 1, 2022 – June 30, 2025 Renewal options: July 1, 2025 – June 30, 2028 Rent \$1,200.78 per month, 3% annual escalation Electricity \$60.00 per month for the lease term, including renewal term. Fiscal year 2022-2023: July 1, 2022 – June 30, 2023 | \$15,129.36 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: ACCEPTANCE OF DONATIONS

RECOMMENDATION NO. 15 KCRW FOUNDATION DONATIONS OF EQUIPMENT TO SMCCD

Requested by: Jennifer Ferro, General Manager, KCRW

Approved by: Don Girard, Government Relations/Institutional Communications

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

| Items | Amount |
|--|---------------------|
| <u>January 2022:</u> | |
| Ubiquiti Network switches for Briarcrest transmitter site (2) | \$ 2,428.26 |
| Multitrack Analog Studio Harness Cables for recording gear (2) | \$ 661.27 |
| Whirlwind Input Passive Mic Splitter | \$ 2,394.77 |
| Laptop rack case for recording gear | \$ 385.43 |
| Universal Audio Apollo Audio interface for recording gear (3) | \$12,479.72 |
| ODYSSEY Performance Battery for Briarcrest generator | \$ 739.05 |
| <u>February 2022:</u> | |
| Shotgun microphone kits for remote recording (2) | \$ 1,029.30 |
| <u>March 2022:</u> | |
| MacBook Pro for recording studio | \$ 3,398.41 |
| Logitech Rally Plus Video Conference Equipment | \$ 2,660.84 |
| HD Radio Modulation Monitor for signal monitoring | \$ 5,480.38 |
| <u>TOTAL DONATIONS: January – March 2022</u> | <u>\$ 31,657.43</u> |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 16 ACADEMIC PERSONNEL

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

ELECTION

ADJUNCT FACULTY

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

NEW FULL-TIME TENURE TRACK FACULTY EFFECTIVE DATE

| | |
|--|------------|
| Chantani, Evelyn, Instructor, Librarian | 08/29/2022 |
| Badillo, Luz, Instructor, Librarian | 08/29/2022 |
| Cardenas, Nancy, Counselor, Counseling and Transfer | 08/29/2022 |
| Garcia, Jessie, Counselor, Counseling and Transfer | 08/29/2022 |
| Lantz, Phillip, Counselor, Counseling and Transfer | 08/29/2022 |
| Washington, Daniella, Counselor, Counseling and Transfer | 08/29/2022 |
| Hamilton, Jessica, Instructor, US History | 08/29/2022 |
| Lopez, Jesus, Instructor, Math | 08/29/2022 |
| Richardson, Adam, Instructor, Math | 08/29/2022 |
| Wang, Jason, Instructor, Math | 08/29/2022 |
| Morrison, Susan, Instructor, Nursing | 08/29/2022 |
| Yamada, Poy, Instructor, Nursing | 08/29/2022 |

NEWLY TENURED FULL-TIME FACULTY

| | |
|---|------------|
| Anderson, Steph, Instructor, Psychology | 08/29/2022 |
| Bishop, Michael, Instructor, CSIS | 08/29/2022 |
| Caggiano, Susan, Instructor, English | 08/29/2022 |
| Cue, Erin, Instructor, Psychology | 08/29/2022 |
| Donoso, Danilo, Instructor, Counseling | 08/29/2022 |
| Elam, Emily, Instructor, Child Development | 08/29/2022 |
| Ellis, Collin, Instructor, Life Sciences | 08/29/2022 |
| Grant, Chris, Instructor, Life Sciences | 08/29/2022 |
| Ishihara, Annie, Instructor, Counselor | 08/29/2022 |
| Johnson, Luke, Instructor, Design Technology | 08/29/2022 |
| Safioulline, Maxim, Instructor, Design Technology | 08/29/2022 |
| Seno, Vicki, Instructor, CSIS | 08/29/2022 |
| Thomas, Joshua, Instructor, Kinesiology | 08/29/2022 |

PROJECT MANAGERS (continuation of contracts)

| | |
|--|-----------------------|
| Blye, Deyadra, Title V Grant | 07/01/2022-06/30/2023 |
| Carrion-Palomares, Silvana, NSF Grant | 07/01/2022-06/30/2023 |
| Cardenas, Nancy, LA HI Tech Student Support (50%) | 07/01/2022-08/19/2022 |
| Cooper, Bonita, Upward Bound | 07/01/2022-08/31/2022 |
| Davis, Shari, Special Assignments (60%) | 07/01/2022-06/30/2023 |
| Gordon, Jeffrey, Interaction Design (IxD) (50%) | 07/01/2022-06/30/2023 |
| Johnson, Eartha, Guided Pathways, Redesign, and SEAP | 07/01/2022-06/30/2023 |

| | |
|--|-----------------------|
| Kawar, Ferris, Sustainability | 07/01/2022-06/30/2023 |
| Lem, Aimee, Pico Promise (50%) | 07/01/2022-06/30/2023 |
| Leon-Vasquez, Maria, Workforce Development | 07/01/2022-06/30/2023 |
| Lopez, Jeanette, CCAMPIS Grant (25%) | 07/01/2022-06/30/2023 |
| Massillon, Sharlyne, Basic Needs | 07/01/2022-06/30/2023 |
| Mejia, Ashley, Non-Credit (Adult Education) Programs | 07/01/2022-06/30/2023 |
| Ostorga, Debbie, STEM (50%) | 07/01/2022-09/30/2022 |
| Yahnian, Vanan, STEM | 07/01/2022-06/30/2023 |

PROJECT MANAGER (Substitute)

| | |
|---------------------------------------|-----------------------|
| Corona, Gabriella, Pico Promise (50%) | 06/20/2022-06/30/2022 |
| Corona, Gabriella, Pico Promise (50%) | 07/01/2022-08/19/2022 |

INTERIM ACADEMIC ADMINISTRATOR

| | |
|---|-----------------------|
| Bui, Thomas, Associate Dean, Student Life, Student Affairs | 07/01/2022-12/31/2022 |
| DeMorst, Wendi, Associate Dean, Student Instructional Support, Ac. Affairs | 07/01/2022-12/31/2022 |
| Fila, Susan, Associate Dean, Health and Wellbeing, Student Affairs | 07/01/2022-12/31/2022 |
| Hernandez, Jose, Associate Dean, Outreach, Onboarding/Student Engagement | 07/01/2022-08/31/2022 |
| Hunt, Steve, Director, Library and Information Services, Ac. Affairs | 07/01/2022-08/31/2022 |
| King, Sasha, Associate Dean, Career, Technical Education (CTE), Ac. Affairs | 07/01/2022-12/31/2022 |
| Mata, Nicholas, Dean, Special Programs, Student Affairs | 07/01/2022-12/31/2022 |
| Munoz, Maria, Dean, Equity, Pathways, and Inclusion, Ac. Affairs | 07/01/2022-06/30/2023 |
| Robinson, Janet, Dean, Counseling, Student Affairs | 07/01/2022-12/31/2022 |
| Silverman, Scott, Dean, Noncredit and External Programs, Ac. Affairs | 07/01/2022-12/31/2022 |
| Whitaker, Tammara, Associate Dean, Online Service, Ac. Affairs | 07/01/2022-08/31/2022 |

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

LEAVE OF ABSENCE – UNPAID

| | |
|--|-----------------------|
| Thomas, Jamie, Full-Time Faculty, Modern Languages | 8/23/2022 – 6/30/2023 |
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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 17 CLASSIFIED PERSONNEL - REGULAR

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

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

NEW CLASSIFICATIONS

Health Sciences Learning Lab Specialist
Classified Employee Salary Schedule, Range 40

Instructional Computer Lab Technician – Design and Media Technology
Classified Employee Salary Schedule, Range 32

ESTABLISH POSITION

Associate Programmer Analyst (1- position)
MIS, 12 months, 40 hours

EFFECTIVE DATE

06/08/2022

Administrative Assistant I (1- position)
Communications & Media Studies, 12 months, 40 hours

06/08/2022

ELECTIONS

RECLASSIFICATION

Kleinman, Janet
From: Administrative Assistant I, Classified Employee Salary Schedule Range 26
To: Administrative Assistant II, Classified Employee Salary Schedule, Range 29

06/01/2022

REINSTATEMENT

Limon Jr., Agustin, Campus Safety Officer, Campus Police

05/16/2022

PROMOTION ADVANCE STEP PLACEMENT

De los Santos, Wilmer M.
From: Skilled Maintenance Worker II, Maintenance
To: Carpenter, Maintenance (Step B)

05/16/2022

Munoz, Andres A.
From: Student Services Assistant, Outreach & Onboarding
To: Outreach & Recruitment Specialist, Outreach & Onboarding (Step C)

05/16/2022

Smith, Grace
From: Public Information Officer, Superintendent/President Office
To: Director of Public Information, Superintendent/President Office (Step C)

06/08/2022

PROMOTION

Poland, Lindsay 06/16/2022

From: Student Services Specialist, Navigating Pathways to Success

To: International Student Services Specialist, Student IEC

Ruff, Ranon 06/01/2022

From: Custodian, Operations

To: Lead Custodian, Operations

Stevenson Jr., James E. 07/01/2022

From: Academic Records Evaluator, Admissions & Records

To: Outreach & Recruitment Specialist, Outreach & Onboarding

PROBATIONARY/ADVANCE STEP PLACEMENT

Fernandez, Cielito, Student Services Assistant, IEC (Step C) 06/16/2022

Gunderson, Michael, Lead Theater Technician, Campus Events (Step C) 05/16/2022

Hernandez, Ileana, Web Services Coordinator, Web & Social Media (Step B) 06/01/2022

Liu, Andrew C., Instructional Assistant- English (Step C) 06/16/2022

Revels, Jasmine R, Instructional Assistant- English (Step C) 06/16/2022

VOLUNTARY TRANSFER

Rodriguez, Olinka 05/16/2022

From: Administrative Assistant III- Confidential, Superintendent/President Office

To: Administrative Assistant III- Confidential, Fiscal Services

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Ruezga, Estela 07/01/2022

From: Senior Academic Records Evaluator, Admissions & Records (range 36)

To: Outreach & Recruitment Specialist, Outreach & Onboarding (range 34)

VOLUNTARY CHANGE IN WORK SHIFT/TEMPORARY

Gutierrez, Hector 04/18/2022 – 07/01/2022

From: Grounds Equipment Operator, Grounds, 12 mos, 40 hrs/Weekend

To: Grounds Equipment Operator, Grounds, 12 mos, 40 hrs/Day

Mendoza, Jesus 03/18/2022 – 06/25/2022

From: Grounds Worker, Grounds, 12 mos, 40 hrs/Weekend

To: Grounds Worker, Grounds, 12 mos, 40 hrs, 40 hrs/Day

SPECIAL SKILLS DIFFERENTIAL

Gino, Ana, Disabled Student Services Assistant, Bilingual, Oral \$35/mo. 05/01/2022

Guido, Fernanda, Disabled Student Services Assistant, Bilingual, Oral \$35/mo. 05/01/2022

CSEA EDUCATIONAL PAY DIFFERENTIAL

Taylor, William-Michael, Outreach & Recruitment Specialist 1.5% 06/01/2022

WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

Klienman, Janet 01/25/2022 - 05/31/2022

From: Administrative Assistant I, Outreach & Onboarding

To: Administrative Assistant II, Outreach & Onboarding

Percentage: More than 50%

Russell, Lorin
From: Instructional Assistant – Learning Disabilities, 50%
To: Student Services Clerk, 100%
Percentage: More than 50%

03/28/2022 - 04/08/2022*
04/18/2022 - 05/12/2022*
*Corrected Assignment Dates

Edgar Hernandez Solis
From: Customer Service Assistant
To: Accounting Specialist
Percentage: More than 50%

04/18/2022 - 05/27/2022*
*Corrected Assignment Dates

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Adams, Raymond, Custodian, Operations
Singha, Samanta, Enrollment Services Specialist, A & R

06/03/2022
07/18/2022

RECOMMENDATION NO. 18 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) | 14 |
| College Work-Study Student Assistant, \$15.96/hour (FWS) | 10 |

SPECIAL SERVICE

| | |
|--|---|
| Community Services Specialist II, \$50.00/hour | 1 |
|--|---|

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 19 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

ELECTIONS EFFECTIVE DATE

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

| | |
|--|------------------------|
| Alvarado, Edwin, Health Services Clerk, Health Services | 05/16/2022--06/30/2022 |
| Cortes, Marla B., Student Services Clerk, Health Services | 05/23/2022--06/30/2022 |
| DeSilva, Shana, Student Services Clerk, Health Services | 05/16/2022--06/30/2022 |
| Deuel, Sean, Theatre Technical Specialist, SMC Performing Arts Center | 06/06/2022--06/30/2022 |
| Elnathan, Hadass, Adm. Assistant I, Art/ Communications/ Media Studies | 05/09/2022- 06/30/2022 |
| Heximer, Baylee, Student Services Clerk, Health Services | 05/19/2022--06/30/2022 |
| Irumva, Landry, Events Assistant, Performing Arts Center | 05/25/2022--06/30/2022 |
| Moody, Mason H., Stage Construction Technician-Sound | 04/25/2022-06/16/2022 |
| Oros, Jasmine, Student Services Assistant, Student Support & Success Program | |
| From: | 03/29/2022- 06/17/2022 |
| To: | 03/29/2022- 06/30/2022 |
| Powell, John W., Theatre Technical Specialist, SMC Performing Arts Center | 06/03/2022--06/30/2022 |
| Ruiz, Freddy, Student Services Clerk, Outreach, Recruitment & Student Engagement | 05/23/2022--06/30/2022 |
| Schuchman, Aaron, Student Services Clerk, Health Services | 05/13/2022--06/30/2022 |
| Strakhov, Kiril, Student Services Clerk, Health Services | 05/09/2022--06/30/2022 |
| Villasenor, Raymond, Student Services Clerk, Outreach, Recruitment & Student Engagement | 05/18/2022--06/30/2022 |
| Zaveri, Zahra, Events Assistant, Performing Arts Center | 05/16/2022--06/30/2022 |

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.

| | |
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| Beck, Michael, Customer Services Assistant, Campus Store | 06/01/2022- 06/30/2022 |
| Brinkley, Tanisha, Customer Services Assistant, Campus Store | 06/01/2022- 06/30/2022 |
| Carter, Ashlie, Customer Services Assistant, Campus Store | 06/01/2022- 06/30/2022 |
| English, Kara, Customer Services Assistant, Campus Store | 06/01/2022- 06/30/2022 |
| Nwonwu, Vergie, Customer Services Assistant, Campus Store | 06/01/2022- 06/30/2022 |
| Zaveri, Zahra, Student Services Clerk, Outreach, Recruitment & Student Engagement | 04/28/2022- 06/30/2022 |

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| BOARD OF TRUSTEES | INFORMATION |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

INFORMATION ITEM NO. 20 BOND SALE RESULTS: MEASURE V 2022 SERIES B and B-1 GENERAL OBLIGATION BONDS

Requested by: John Greenlee, Director, Facilities Finance

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

On April 5, 2022, the Board of Trustees approved the issuance and sale of the District’s Measure V 2022 Series B and B-1 General Obligation Bonds. The following bonds were sold on April 26, 2022, and the transactions closed on May 11, 2022:

\$50,000,000
Santa Monica Community College District
2016 Election, 2022 Series B General Obligation Bonds
(Tax-Exempt)

\$115,000,000
Santa Monica Community College District
2016 Election, 2022 Series B-1 General Obligation Bonds
(Federally Taxable)

The bonds were issued at a True Interest Cost of 4.37%, with an Average Coupon of 4.55%. Total Debt Service will be \$283.7 Million, and the last bond of this series will mature on August 1, 2045.

The original estimate presented to the Board of Trustees in April for the sum of all fees and charges paid to third parties, or costs of issuing bonds, was \$980,525. The actual costs of issuing the bonds was \$951,625.

Despite a challenging market environment, the District was able to secure a low all-in borrowing cost of 4.39% for the 23-year bonds, below the District’s average cost of funds over the past 20 years.

COMMENT:

The law requires that after the bond sale, the District presents the “actual cost information for the sale” at its next public Board of Trustees meeting.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES

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

21-A AGREEMENT FOR ARCHITECT SERVICES – CORSAIR STADIUM REPAIRS

SVA Architects was selected to provide architectural assessment and design related services for the CORSAIR STADIUM REPAIR project in the amount not to exceed \$140,800. The amount includes the services of SVA with consultation from VCA Engineers (VCA), Sierra West Group (SWG), and Allan Buick & Bers (ABB).

Funding Source: Bond Funds (Measure V, AA or S)

Comment: Based on a recent Assessment and Evaluation Report, certain repairs and upgrades are necessary at the Corsair Stadium. Built in 1948, the stadium has experienced deterioration due to age and exposure to coastal conditions. Improvements include repair of certain cracking and spalling concrete, water leaks, and exposed steel reinforcement. SVA is part of the pre-selected group of eligible architect firms used by the District.

21-B AGREEMENT FOR ARCHITECT SERVICES – ECLS SHADE STRUCTURE

SVA Architects was selected to provide architectural and engineering services for the Early Childhood Lab School building’s new SHADE STRUCTURE in the amount not to exceed \$20,000:

| | |
|------------------------------------|---------------|
| Architectural and Engineering Fees | \$ 19,500 |
| Reimbursables | <u>\$ 500</u> |
| Total | \$ 20,000 |

Funding Source: Bond Funds (Measure V)

Comment: SVA is part of the pre-selected group of eligible architect firms used by the District.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES (continued)

21-E AMENDMENT NO. 9 TO AGREEMENT FOR ARCHITECT SERVICES –MALIBU CAMPUS

Amendment No. 9 – QDG Architecture for the Malibu Campus Project in the amount of \$30,421 per month not to exceed \$152,105.

| | |
|-------------------------------|-------------------|
| 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 |
| <u>Amendment No. 9</u> | <u>\$ 152,105</u> |
| Revised Contract Amount | \$2,804,420 |

Total Amendments represents 118% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 9 adds construction administration services on a month to month basis of up to five months to the agreement between the District and the Architect. The current contract with QDG ends on June 30, 2022. However, based on the monthly schedule updated provided by the contractor, the latest anticipated completion date is November, 2022.

QDG was originally contracted with the District in 2012. Over the years, the project has been evolved tremendously, including changes requested by the College, County of Los Angeles, and the Sheriff department. The accumulated 118% amount of QDG’s additional services includes the design of the communication tower, DSA required structure design changes, Sheriff Department requested changes, BSCC requested changes, and the design of adding the lactation room and gender neutral toilet room.

21-F REJECT ALL BIDS, SUMP PUMP REPLACEMENT

Reject all bids for the Sump Pump Replacement Project and authorize the project for re-bid.

Comment: Reject all bids due to the number of irregularities that occurred during the bidding process.

| | |
|---|--------------|
| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES (continued)

21-G RENEWAL OF DISTRICTWIDE FIRE ALARM

Renewal of agreement with TRL Systems is for fire alarm testing, which includes monthly preventative maintenance services and fixed rates for on-call emergency services. This is the fifth and final year of this contract.

| | |
|-----------------|-----------|
| Contract Amount | \$115,758 |
|-----------------|-----------|

Funding Source: Unrestricted General Fund – Maintenance

21-H RENEWAL OF DISTRICTWIDE ELEVATOR SERVICES

Renewal of agreement with Excelsior Elevator is for monthly preventative maintenance service, trouble-calls, service testing and repairs. This is the second year of this contract.

| | |
|-----------------|----------|
| Contract Amount | \$71,676 |
|-----------------|----------|

Funding Source: Unrestricted General Fund- Maintenance

21-I CHANGE ORDER NO. 1 AND NO.2 AIR FLOW SURVEYS AND TESTING FOR COVID-19 VENTILATION ASSESSMENT

Change order No. 1 and 2 to increase contract with Freedom Air Balance for Covid-19 Ventilation Assessment.

| | |
|--------------------------|-----------------|
| Original Contract Amount | \$56,000 |
| Change Order 1 | \$ 7,000 |
| Change Order 2 | <u>\$ 7,000</u> |
| Total | \$70,000 |

Funding Source: Restricted General Fund – Higher Education Emergency Fund

Comment: Change order No. 1 for an additional 40 hours to plan/research of design OSA CFM requirements. Change order No. 2 for 40 hours of back checks/readings after mechanical/controls corrections of HVAC systems.

| | |
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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 **FACILITIES** *(continued)*

21-J CHANGE ORDER NO. 2 - COVID-19 VENTILATION ASSESSMENT

Change order No. 2 to increase contract with Forensic Analytical Consulting Services for the Covid-19 Ventilation Assessment.

| | |
|--------------------------------------|-----------------|
| Original Contract Amount for Phase 1 | \$ 7,500 |
| Change Order No. 1 for Phase 2 | \$62,890 |
| Change Order No. 2 for Phase 2 | <u>\$ 9,500</u> |
| Total | \$79,890 |

Funding Source: Restricted General Fund – Higher Education Emergency Fund

Comment: Increase is for additional qualitative evaluation of airflow in rooms to identify rooms with obvious balancing issues or obstructed supply/return registers as well as equipment needed for six weeks of additional evaluation.

21-K POOL PAYMENTS UNDER JOINT USE FACILITIES AGREEMENT

Payment to: City of Santa Monica
Amount: \$115,052.53
For the Period: July 1, 2021 – December 31, 2021 (6 months)
Funding Source: Facilities Fund 40.0

Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the District uses the pool compared to the total hours of pool use by all parties. Besides the usage, utilities, and lifeguard charges, this payment also includes locker room renovations/ upgrades, tile repair and replacement around the perimeters of both pools, and annual maintenance on boilers. Estimated total annual payment for 2021-22 will be approximately \$250,000 as opposed to historical budgeted amount of \$375,000.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Bradley Lane, 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: Strong Workforce Program – Regional Share Round 4: Fiscal Year 2020-2021

Granting Agency: California Community Colleges Chancellor’s Office

Augmentation Amount: \$45,000 (Amended Total: \$954,500)

Matching Funds: Not applicable

Performance Period: July 1, 2020 – June 30, 2022

Summary: The Strong Workforce Program regional funds require colleges to collectively increase specific metrics that include the quantity of Career Technical Education (CTE) enrollments, courses, programs, job placement, and wage gains while also improving the quality of Career Education (CE).

The Regional consortia voted in February 2022 to reallocate funding to each college for marketing Career Education. Santa Monica College (SMC) was awarded additional funds to sustain and build on the search engine optimization strategy for Career Ed Programs using Google Ads.

Budget Restricted Fund 01.3

| | | | |
|---------------|-----------------------------------|----|-----------|
| Augmentation: | Revenue | | |
| | 8600 State | | \$ 45,000 |
| | Expenditures | | |
| | 1000 Academic Salaries | \$ | 0 |
| | 2000 Non-Academic Salaries | \$ | 0 |
| | 3000 Employee Benefits | \$ | 0 |
| | 4000 Supplies & Materials | \$ | 0 |
| | 5000 Other Operating Expenditures | \$ | 45,000 |
| | 6000 Capital Outlay | \$ | 0 |
| | 7300 Other Outgo/Indirect | \$ | 0 |
| | 7600 Student Aid | \$ | 0 |
| | Total | \$ | 45,000 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Bradley Lane, 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: Advanced Technological Education (ATE) Small Projects
 Granting Agency: National Science Foundation (NSF)
 Augmentation Amount: \$348,925 (Year 1: \$120,763; Year 2: \$112,874; Year 3: \$115,288)
 Matching Funds: Not Applicable
 Performance Period: July 1, 2022, to June 30, 2025

The NSF is an independent agency of the US government that supports fundamental research and education in non-medical fields related to science and engineering. Santa Monica College applied and received funding to develop a proposed project entitled, Expanding the Cell Science and Immunological Testing Workforce by Developing a Diverse and Inclusive Credentialed Biotechnology Program.

Funding from this award will be used to create a diverse and inclusive equity-centered biotechnology technician education program consisting of two stackable certificates focusing on cell science and immunoassay techniques. The emphasis will be placed on increasing access to training and employment for traditionally under-represented populations. Funds from this award will provide release time for the program leads to manage the grant and carry out the proposed activities to compensate the NSF evaluator, student worker, and part-time laboratory technician; to acquire specialized equipment approved by the industry advisory board; and to host workshops related to student recruitment, retention, and completion of the program. The objectives outlined in the proposal are to: (1) Create a diverse and inclusive, equity-centered biotechnology technician certificate program; (2) recruit students from habitually untapped pools of talent into the certificate program; and (3) retain students and confer industry knowledge, preparedness, and technical skills.

Budget Augmentation:

| | | |
|-----------------------------------|--|------------|
| Restricted Fund 01.3 | | |
| Revenue | | |
| 8100 Federal | | \$ 348,925 |
| Expenditures | | |
| 1000 Academic Salaries | | \$ 146,866 |
| 2000 Non-Academic Salaries | | \$ 44,104 |
| 3000 Employee Benefits | | \$ 62,344 |
| 4000 Supplies & Materials | | \$ 13,700 |
| 5000 Other Operating Expenditures | | \$ 41,100 |
| 6000 Capital Outlay | | \$ 10,000 |
| 7300 Other Outgo/Indirect | | \$ 30,811 |
| 7600 Student Aid | | \$ 0 |
| Total | | \$ 348,925 |

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|---|--------------|
| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Sherri Lee-Lewis, Vice President, Human Resources

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Equal Employment Opportunity Funds for Best Practices 2021-2022
 Granting Agency: California Community Colleges Chancellor’s Office
 Augmentation Amount: \$208,333
 Matching Funds: Not Applicable
 Performance Period: February 22, 2022 to June 30, 2023
 Summary:

The 2021 Budget Post Education Trailer Bill (AB 132) appropriated \$20 million in one-time funding for allocation to community college districts to support the implementation of best practices for success in promoting equal employment opportunity for faculty and staff diversity at California Community College’s using the multiple methods model identified by the California Community College’s Equal Employment Opportunity and Diversity Advisory Committee.

Funding will be used to obtain supplies needed to hold job fairs, advertising, books/resource materials for distribution and contracted services for events such as guest speakers.

Budget Augmentation: Restricted Fund 01.3

| | | |
|-----------------------------------|--|------------|
| Revenue | | |
| 8600 | | \$ 208,333 |
| Expenditures | | |
| 1000 Academic Salaries | | \$ 0 |
| 2000 Non-Academic Salaries | | \$ 0 |
| 3000 Employee Benefits | | \$ 0 |
| 4000 Supplies & Materials | | \$ 6,600 |
| 5000 Other Operating Expenditures | | \$ 201,733 |
| 6000 Capital Outlay | | \$ 0 |
| 7300 Other Outgo/Indirect | | \$ 0 |
| 7600 Student Aid | | \$ 0 |
| Total | | \$ 208,333 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Sherri Lee-Lewis, Vice President, Human Resources

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Culturally Competent Faculty Professional Development 2021-2022
 Granting Agency: California Community Colleges Chancellor’s Office
 Augmentation Amount: \$50,435
 Matching Funds: Not Applicable
 Performance Period: March 8, 2022 to June 01, 2023
 Summary:

The 2021 Budget Postsecondary Education Trailer Bill (AB 132) appropriated \$20 million in one-time funding for allocation to community college districts to support a system-wide effort to provide culturally competent professional development, with an emphasis on improving learning outcomes. The DEI (Diversity, Equity, and Inclusion) Integration Plan was adopted by the Board of Governors in September 2019 to advance implementation of system-level strategies to recruit, retain, and support faculty and staff diversity. A core focus of this work has been to create and provide students with an equity-centered, anti-racist learning environment where they can be successful.

Funds will be used to obtain resource materials and books to be distributed at workshops, subscribe to recruitment tool services and hire guest speakers.

Budget Augmentation:

| | | |
|-----------------------------------|--|-----------|
| Restricted Fund 01.3 | | |
| Revenue | | |
| 8600 State | | \$ 50,435 |
| Expenditures | | |
| 1000 Academic Salaries | | \$ 0 |
| 2000 Non-Academic Salaries | | \$ 0 |
| 3000 Employee Benefits | | \$ 0 |
| 4000 Supplies & Materials | | \$ 10,000 |
| 5000 Other Operating Expenditures | | \$ 40,435 |
| 6000 Capital Outlay | | \$ 0 |
| 7300 Other Outgo/Indirect | | \$ 0 |
| 7600 Student Aid | | \$ 0 |
| Total | | \$ 50,435 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22-E ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

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: Basic Needs Services Support Allocations 2021- 2022
 Granting Agency: California Community Colleges Chancellor’s Office (CCCCO)
 Augmentation Amount: \$378,285
 Matching Funds: N/A
 Performance Period: February 1, 2022 – June 30, 2023
 Summary:

Assembly Bill 132 (The Postsecondary Education Trailer Bill) includes \$100M in one time funding to support expanding the availability of basic needs services available to California community college students. The Chancellors Office will distribute this one-time funding in phases, with \$30 million going out in Phase 1. Adequate campus-wide basic needs resources for students can contribute to their academic success and retention. Colleges are strongly encouraged to utilize the Phase 1 funds for planning to pave the way for transforming the current collection of financial aid and basic needs programs into a student-centered support eco-system that shifts the burden of navigation, application, and coordination from students to institutions and maximizes students’ access to and utilization of all available support services.

The College will use these funds for renovation costs for the development of a new centralized Basic Needs one-stop-shop Center, Bodega Marketplace inside the Cafeteria. Bodega Marketplace will reduce barriers to access for services by co-locating services in one centralized and visible location. Partnerships with areas across campus include but are not limited to financial aid, counseling, mental health, other food programs such as Cal Fresh. Partnerships with areas outside of campus include but are not limited to housing agencies, case management agencies, public assistance programs and services.

Budget Augmentation:

| | | |
|----------------------|------------------------------|------------|
| Restricted Fund 01.3 | | |
| Revenue | | |
| 8600 | State | \$ 378,285 |
| 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 | \$ 378,285 |
| 7300 | Other Outgo/Indirect | \$ 0 |
| 7600 | Student Aid | \$ 0 |
| Total | | \$ 378,285 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22-F ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

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: LGBTQ+ Funding 2021-2022
 Granting Agency: California Community Colleges Chancellor’s Office (CCCCO)
 Augmentation Amount: \$176,274
 Matching Funds: Not Applicable
 Performance Period: March 21,2022 to June 30, 2026
 Summary: Assembly Bill 132 provides one-time funding to provide additional support to LGBTQ+ students which is core to the CCCCCO mission for diversity, equity, inclusion, accessibility work and to reduce equity gaps among traditionally underrepresented student groups.

Districts are encouraged to focus on the sustainability of LGBTQ+ student support efforts by ensuring student-centered redesign with LGBQ+ students in mind, prioritizing the build out of critical service delivery infrastructure that addresses the unique needs of LGBTQ+ students, and identifying additional funding sources to sustain the momentum of LGBTQ+ student support in the long term.

With direction from the Pride Center advisory committee, this funding will be used for professional development opportunities, workshops, promotional materials/brochures and programs that increase visibility and awareness. Professional development and LGBTQ+ student engagement will be the focus for use of funds which can include connecting LGBTQ+ students to mental health resources, guest speakers, mentoring programs and support for LGBTQ+ student clubs and events.

| | | |
|----------------------|-----------------------------------|------------|
| Budget Augmentation: | Restricted Fund 01.3 | |
| | Revenue | |
| | 8600 State | \$ 176,274 |
| | Expenditures | |
| | 1000 Academic Salaries | \$ 0 |
| | 2000 Non-Academic Salaries | \$ 0 |
| | 3000 Employee Benefits | \$ 0 |
| | 4000 Supplies & Materials | \$ 25,000 |
| | 5000 Other Operating Expenditures | \$ 151,274 |
| | 6000 Capital Outlay | \$ 0 |
| | 7300 Other Outgo/Indirect | \$ 0 |
| | 7600 Student Aid | \$ 0 |
| | Total | \$ 176,274 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

23-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: April 1, 2022 through April 30, 2022

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | 0 |
| 2000 | Classified/Student Salaries | 12,368 |
| 3000 | Benefits | 0 |
| 4000 | Supplies | -39,450 |
| 5000 | Contract Services/Operating Exp | 164,537 |
| 6000 | Sites/Buildings/Equipment | 0 |
| 7100-7699 | Other Outgo/Student Payments | 0 |
| 7900 | Contingency Reserve | -137,455 |
| Net Total: | | 0 |

23-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: April 1, 2022 through April 30, 2022

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | 21,524 |
| 2000 | Classified/Student Salaries | 70,326 |
| 3000 | Benefits | 8,524 |
| 4000 | Supplies | -24,200 |
| 5000 | Contract Services/Operating Exp | 0 |
| 6000 | Sites/Buildings/Equipment | -76,174 |
| 7100/7699 | Other Outgo/Student Payments | 0 |
| 7900 | Contingency Reserve | 0 |
| Net Total: | | 0 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 BUDGET TRANSFERS *(continued)*

Requested Action: Approval/Ratification

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

23-C FUND 40.0 - CAPITAL PROJECTS FUND

Period: April 1, 2022 through April 30, 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 | 537,639 |
| 6000 | Sites/Buildings/Equipment | -537,639 |
| 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.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 COMMERCIAL WARRANT REGISTER

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

| | |
|------------------------------------|---------------------|
| <u>Commercial Warrant Register</u> | |
| April 2022 | 60217 through 81171 |
| | |
| <u>ACH Numbers</u> | |
| April 2022 | 58793 through 62475 |
| | |
| Total | \$14,690,991.92 |

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

RECOMMENDATION NO. 25 PAYROLL WARRANT REGISTER

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

| | |
|---------------------------------|---------------------------|
| <u>Payroll Warrant Register</u> | |
| April 2022 | C1I – C2J \$12,636,842.02 |

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

RECOMMENDATION NO. 26 AUXILIARY PAYMENTS AND PURCHASE ORDERS

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

| | |
|--|--|
| <u>Auxiliary Operations Payments and Purchase Orders</u> | |
| April 2022 | Covered by check & voucher numbers: 0291083-029312 & 02799-02816 |
| | |
| Bookstore Fund Payments | \$ 212,266.05 |
| Other Auxiliary Fund Payments | \$ 69,775.09 |
| Trust and Fiduciary Fund Payments | <u>\$ 434,504.35</u> |
| | \$ 716,545.49 |
| | |
| <u>Purchase Orders issued</u> | |
| April 2022 | \$ 1,614.07 |

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.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 REISSUE COMMERCIAL WARRANTS

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

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

| <u>Employee Name</u> | <u>Warrant #</u> | <u>Issue Date</u> | <u>Amount</u> |
|----------------------|------------------|-------------------|---------------|
| Tooper, Maya | 25186512 | 3/26/2019 | \$48.50 |
| Tooper, Maya | 25414701 | 7/15/2019 | \$51.50 |

RECOMMENDATION NO. 28 ORGANIZATIONAL MEMBERSHIPS

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

| <u>Organizational Memberships</u> | <u>Number of Memberships</u> | <u>Amount</u> |
|-----------------------------------|------------------------------|---------------|
| June 2022 | 4 | \$43,943 |

Funding Sources: General Fund, Fund 01.0

| <u>Organizational Memberships</u> | <u>Number of Memberships</u> | <u>Amount</u> |
|-----------------------------------|------------------------------|---------------|
| June 2022 | 1 | \$575 |

Funding Sources: Restricted Fund, Fund 01.3

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 29 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

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

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

RECOMMENDATION NO. 30 PURCHASING

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

30-A AWARD OF PURCHASE ORDERS

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

April 2022 \$4,868,841.55

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|---|--------------|
| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 31

SUBJECT: **RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT ORDERING AN ELECTION TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION BONDS, ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER, AND REQUESTING CONSOLIDATION WITH OTHER ELECTIONS OCCURRING ON NOVEMBER 8, 2022**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution calling for an election authorizing the issuance of general obligations bonds of the District at an election to be held November 8, 2022.

WHEREAS, Santa Monica Community College District (the “**District**”) offers local students the highest rate of transfers to four-year universities and preparation for skilled careers, and by repairing and upgrading classrooms and facilities, the District can continue to increase opportunities for local students to earn college credits, certifications and job skills at a reasonable price; and

WHEREAS, certain facilities of the District are outdated, deteriorating and require improvements and repairs such as upgrades in ventilation, wiring/electrical systems and gas and sewer lines, meeting handicapped accessibility and earthquake safety requirements and fixing plumbing and leaky roofs; and

WHEREAS, the District wishes to provide additional funding for the improvement, construction, equipping and furnishing of District facilities, to ensure that students have modern, safe and efficient classrooms and indoor and outdoor laboratories and that they have access to technology necessary for them to compete for good careers; and

WHEREAS, the District wishes to enhance student success and equitable outcomes by adapting existing and new classrooms to offer both in-person and online classes and to incorporate classroom designs in support of student, teacher, and staff interaction; and

WHEREAS, the District wishes to provide and equip lab space for “hands-on” applications and add specialized facilities for faculty to prepare their classes for a hybrid environment; and

WHEREAS, the District seeks to meet its established equity goals by making the cost of higher education more affordable for students by providing on-campus housing, specifically targeted for low-income students; and

WHEREAS, students within the City of Santa Monica, the City of Malibu, and surrounding cities face challenges such as higher than state average monthly rents, limited stock of affordable housing, and inequities for low-income housing; and

WHEREAS, providing a local match to funds available from the State of California for investment in student housing directly responds to community and student need for an increased supply of low-income housing and can reduce students’ total cost of attendance; and

WHEREAS, the Board of Trustees of the District (the “**Board**”), has determined that it is advisable to call an election to submit to the electors of the District the question of whether bonds of the District shall be issued and sold for the purpose of funding the construction, reconstruction, rehabilitation and replacement of District facilities, including the furnishing or equipping of District facilities, or the acquisition or lease of real property for District facilities and paying costs incident thereto; and

WHEREAS, pursuant to the provisions of Proposition 39, adopted by the voters of the State of California (the “**State**”) on November 7, 2000 (“**Proposition 39**”), comprising Article XIII A, Section 1, paragraph (b) of the California Constitution (“**Article XIII A**”), the District may incur bonded indebtedness upon the vote of fifty-five percent (55%) or more of the qualified electors of the District voting on the proposition; and

WHEREAS, pursuant to California Education Code (“**Education Code**”) Section 15264 et seq. (the “**Act**”), the Board is specifically authorized, upon approval by two-thirds (2/3) of the members of the Board, to submit to the electorate of the District the question of whether bonds of the District shall be issued and sold for specified purposes pursuant to paragraph (3) of said subdivision (b) of Section 1 of Article XIII A and subdivision (b) of Section 18 of Article XVI of the California Constitution; and

WHEREAS, the Board desires to make certain findings to be applicable to the within election order and to establish compliance with Proposition 39 and the applicable requirements of the Education Code and the Elections Code of the State (the “**Elections Code**”), as further specified herein; and

WHEREAS, the Board has obtained reasonable and informed projections from experts of assessed property valuations and has determined that, based upon a projection of assessed property valuation, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued will not exceed the maximum tax rate permitted by Section 15270 of the Education Code; and

WHEREAS, Section 9400 et seq. of the Elections Code requires that a tax rate statement be contained in all official materials, including any ballot pamphlet prepared, sponsored or distributed by the District, relating to the election; and

WHEREAS, pursuant to Section 10403 et seq. of the Elections Code, the Board now deems it appropriate and necessary to request consolidation of the election authorized hereby (the “**Election**”) with any and all other elections to be held on November 8, 2022, and to request the Registrar of Voters (the “**Registrar of Voters**”) of the County of Los Angeles (the “**County**”) to perform certain election services for the District; and

WHEREAS, the proposed Bond Measure (defined below) to be considered at the Election includes requirements for strict accountability, including establishment of a Citizen’s Oversight Committee and independent annual financial and performance audits to insure all bond proceeds are used effectively and as promised, with no funds going towards administrator’s salaries or pensions;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

Section 1. Call for Election. The Board hereby orders an election and submits to the electors of the District the question of whether general obligation bonds of the District shall be issued and sold in one or more series from time to time in the aggregate principal amount not to exceed \$375,000,000 for the purpose of raising money for construction, reconstruction, rehabilitation and replacement of District facilities, including the furnishing or equipping of District facilities, or the acquisition or lease of real property for District facilities and paying costs incident thereto, as set forth more fully in a ballot proposition approved pursuant to Section 4 below.

Section 2. Order of Election. This Resolution shall stand as the order to the Registrar of Voters to call the Election within the boundaries of the District on November 8, 2022. The Registrar of Voters is hereby requested, pursuant to Section 5322 of the Education Code, to take all steps to call and hold the Election in accordance with law and these specifications.

Section 3. Election Date and Consolidation. The date of the Election shall be November 8, 2022, and the Election shall be held solely within the boundaries of the District. Pursuant to Section 15121 of the Education Code and Part 3 (commencing with Section 10400) of Division 10 of the Elections Code, the Board of Supervisors of the County is requested to order consolidation of the community college bond election ordered herein with such other elections as may be held on the same day in the same territory or in territory that is in part the same.

Section 4. Purpose of Election; Ballot Proposition. (a) The purpose of the Election shall be for the voters of the District to vote on a proposition, a full copy of which is attached hereto as **Exhibit A** (the “**Bond Measure**”), containing the question of whether the District shall issue the Bonds for the purposes stated therein, together with the accountability requirements of Article XIII A and the requirements of Section 15272 of the Act.

(b) The Registrar of Voters is hereby requested to reprint Exhibit A hereof in its entirety in the voter information pamphlet to be distributed to voters. As required by Elections Code Sections 13119 and 13247, and Education Code Section 15122, the abbreviated form of the Bond Measure to appear on the ballot appears below and is attached hereto as **Exhibit B**:

SANTA MONICA COLLEGE AFFORDABLE HIGHER EDUCATION, CAREER TRAINING, CLASSROOM UPGRADES. To improve access to affordable education for local students, veterans, first-generation college students; provide affordable housing for homeless students; modernize instructional labs for nursing, healthcare, sustainability, media, science career training; repair/upgrade obsolete vocational classrooms/aging facilities, shall Santa Monica Community College District authorize \$375,000,000 in bonds at legal rates, levying 2.5 cents per \$100 assessed valuation, raising \$23,000,000 annually while bonds are outstanding, with citizens oversight, public spending disclosure?

The District’s Superintendent/President, Vice President, Business/Administration (or any of their respective designees) is hereby authorized and directed to make any changes to the text of the proposition or its abbreviated form as required to comply with the intent of this Resolution, the requirements of election officials, and requirements of law.

(c) The Registrar of Voters is hereby requested to reprint **Exhibit A** hereof in its entirety in the voter information pamphlet to be distributed to voters pursuant to Section 13307 of the Elections Code. If the full text of the Ballot Measure is not reprinted in the voter information pamphlet in its entirety, the Registrar of Voters is hereby requested to print, immediately below the impartial analysis of the Ballot Measure, in no less than 10 point boldface type, a legend substantially as follows [Measure designation to be assigned by the Registrar of Voters]:

“The above statement is an impartial analysis of Measure _____. If you desire a copy of the measure, please call the Los Angeles County Registrar of Voters at (800) 815-2666, or the Santa Monica Community College District at (310) 434-4000, and a copy will be mailed at no cost to you. Measure ___ is also available at <http://www.smc.edu/bondmeasure>.”

(d) As required by Section 53410 of the Government Code, a statement in substantially the following form shall be included on the Bond Measure ballot, and the Board covenants to comply with the reporting requirements contained in Section 53411 of the Government Code:

Accountability Measures

As required by Section 53410 of the Government Code, the following accountability measures are hereby made a part of the Bond Measure:

- (i) The specific purpose of the bonds is set forth in the full text of the Bond Measure; and
 - (ii) The proceeds from the sale of the District's bonds will be applied only for the purposes specified in the Bond Measure, and not for any other purpose; and
 - (iii) The proceeds of the bonds will be deposited into a Building Fund to be held by the County Treasurer, as required by the Education Code; and
 - (iv) The Superintendent/President of the District shall cause an annual report to be filed with the Board, the first report to be filed not later than one year after the issuance of the first series of the bonds, which report shall contain pertinent information regarding the amount of funds collected and expended, as well as the status of the projects listed in the Bond Measure, as required by Sections 53410 and 53411 of the Government Code.
- (e) The District hereby requests that the Registrar of Voters include the following statement in the ballot pamphlet, pursuant to Section 15122.5 of the Education Code [Measure designation to be assigned by the Registrar of Voters]:
- “Approval of Measure ___ does not guarantee that the proposed project or projects in the Santa Monica Community College District that are the subject of bonds under Measure ___ will be funded beyond the local revenues generated by Measure ___. The District's proposal for the project or projects may assume the receipt of matching State funds, which could be subject to appropriation by the Legislature or approval of a Statewide bond measure.”
- (f) Pursuant to Section 18, Article XVI and Section 1, Article XIII A of the Constitution of the State, the foregoing Bond Measure shall become effective upon the favorable vote of no less than 55% of those qualified voters voting on the proposition.

Section 5. The Bonds. (a) The maturity of any bonds issued pursuant to the Bond Measure and under Chapter 1.5, Part 10, Division 1, Title 1 of the Education Code (commencing with Section 15264), as amended, and Article XIII A shall not exceed twenty-five (25) years and shall bear or accrete interest at a rate not to exceed the maximum legal interest rate per annum, and (b) the maturity of any bonds issued pursuant to the Bond Measure and under Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, as amended, applicable provisions of the Education Code and Article XIII A of the California Constitution shall not exceed forty (40) years, or, in the case of bonds, the interest on which is compounded, twenty-five (25) years, and shall bear or accrete interest at a rate not to exceed the maximum legal interest rate per annum.

Section 6. Authority for Election. The authority for ordering the Election is contained in the Act, Article XIII A, Section 1, paragraph (b), subsection (3) of the California Constitution, and Section 53506 et seq. of the California Government Code. The authority for the specification of this election order is contained in Education Code Section 5322.

Section 7. District Facilities Projects. A list of the specific capital projects (the “**Projects**”) to be funded from the proceeds of the Bonds is set forth in **Exhibit A** (the “**Project List**”). As required by Article XIII A, the Board hereby certifies that it has evaluated safety, class-size reduction and information technology needs of the District in developing the list of capital projects set forth in **Exhibit A**. The District understands that the costs of administering the Election, managing construction projects and costs of issuance of the Bonds shall be lawful charges against proceeds of sale of the Bonds.

Section 8. Covenants of the Board Upon Approval of the Bonds by the Electorate. As required by Article XIII A and Section 15278 of the Act, if fifty-five percent (55%) or more of the voters of the District voting on the Bond Measure approve the Bond Measure, the Board shall:

(a) Use the bond proceeds only for the purposes of construction, reconstruction, rehabilitation, or replacement of District facilities, including the furnishing and equipping of District facilities, or the acquisition or lease of real property for District facilities, as specifically set forth in **Exhibit A**, and not for any other purpose, including teacher and administrator salaries/pensions and other District operating expenses;

(b) Conduct an annual, independent performance audit to ensure that the Bond proceeds have been expended only on the capital projects listed in **Exhibit A** until all of the Bond proceeds have been expended;

(c) Conduct an annual, independent financial audit of the proceeds from the sale of the Bonds until all of those proceeds have been expended for capital projects listed in **Exhibit A**;

(d) Establish and appoint members to an independent citizens' oversight committee in accordance with Sections 15278, 15280, and 15282 of the Act, which may consist of some or all of the citizens' oversight committee members currently sitting; and

(e) Limit the amount of bonds issued pursuant to the Bond Measure so that the tax rate on taxable property located within the District required to repay such bonds will not, based on the District's reasonable expectations at the date of issuance, exceed \$25 per \$100,000 of assessed value.

Section 9. Delivery of this Resolution. The Secretary to this Board is hereby authorized and directed to send or hand-deliver a completed and certified copy of this Resolution to each of the Superintendent of Schools of the County, the Executive Officer-Clerk of the Board of Supervisors of the County and the Registrar of Voters no later than August 12, 2022.

Section 10. Tax Rate Statement; Ballot Arguments. Any one of the Superintendent/President of the District, the President of the Board, or their designees, is hereby authorized to execute the Tax Rate Statement attached hereto as Exhibit C and any other required documents and to perform all acts necessary to place the Bond Measure on the ballot. The Tax Rate Statement shall be delivered to the Registrar of Voters on or before August 12, 2022. Any member of the Board is hereby authorized to act as an author of or signer to any ballot argument prepared in connection with the Election, including a rebuttal argument.

Section 11. Consolidation of Election; Election Services. Pursuant to Section 5303 of the Education Code and Section 10002 of the Elections Code, the Board of Supervisors is requested to permit the Registrar of Voters, or other appropriate officials of the County, to render all services necessary in connection with the Election including, but not limited to, publication of a Formal Notice of Community College Bond Election pursuant to Education Code Section 5363 and related law, the mailing of the sample ballot and tax rate statement (described in Section 9401 of the Elections Code), the opportunity to submit ballot arguments in connection with the Election, the canvassing and certification of the returns of the Election, and other ballot requirements pursuant to Education Code Section 15123, for which services the District agrees to reimburse the County as required by law.

Section 12. Bond Counsel and Municipal Advisor. The Board hereby approves the retention of Norton Rose Fulbright US LLP as bond counsel and KNN Public Finance, LLC, as Municipal Advisor, pursuant to separate contracts to be entered into by the District.

Section 13. Ratification. All actions heretofore taken by the officers, or their respective designees, employees and agents of the Board and the District in connection with the financing of the facilities on the Project List are hereby ratified and confirmed. The officers and their designees, the employees and agents of the Board and the District are hereby authorized to take any and all actions in connection with the financing of such facilities and as may be necessary and consistent with the purposes of this Resolution.

Section 14. Severability. If any section, subsection, phrase or clause of this Resolution is for any reason found to be invalid, such section, subsection, phrase or clause shall be severed from, and shall not affect the validity of, all remaining portions of this Resolution which can be given effect without the severed portion.

Section 15. Authorization of Further Acts. The members of the Board, Superintendent/ President, Vice President of Business & Administration, any designee thereof, and all other staff or officers of the District are hereby authorized and directed, individually and collectively, to do any and all things necessary or advisable to effectuate the purposes of this Resolution.

Section 16. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Trustees of the Santa Monica Community College District at a regular meeting thereof held on the 7th day of June 2022, at Santa Monica, California, at which a quorum of the Board of Trustees was present and acting throughout, by the following vote.

[Bond Measure Presentation](#)

MOTION MADE BY: Barry Snell
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

EXHIBIT A
FULL TEXT BALLOT PROPOSITION OF THE
SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOND MEASURE ELECTION FOR NOVEMBER 8, 2022

SANTA MONICA COLLEGE AFFORDABLE HIGHER EDUCATION, CAREER TRAINING, CLASSROOM UPGRADES. To improve access to affordable education for local students, veterans, first-generation college students; provide affordable housing for homeless students; modernize instructional labs for nursing, healthcare, sustainability, media, science career training; repair/upgrade obsolete vocational classrooms/aging facilities, shall Santa Monica Community College District authorize \$375,000,000 in bonds at legal rates, levying 2.5 cents per \$100 assessed valuation, raising \$23,000,000 annually while bonds are outstanding, with citizens oversight, public spending disclosure?

PROJECT LIST

The Board of Trustees of the Santa Monica Community College District (the “District”) certifies that it has evaluated the District’s urgent and critical capital needs, including District and student safety issues, enrollment trends, energy efficiency and computer technology, seismic safety requirements, and aging, outdated or deteriorating District buildings in developing the scope of projects to be funded. In developing the scope of projects, the District has prioritized the key health and safety and sustainability needs so that the most critical school site needs are addressed. The Board conducted an evaluation at all District sites and received input in developing the scope of projects to be funded. In approving this Project List, the Board of Trustees determines that the District should:

Adhere to specific **COMMUNITY ACCOUNTABILITY** safeguards such as these:

- (a) All bond expenditures are subject to review by a Citizens Oversight Committee which reports to the public, as provided in Education Code Section 15278 et seq.
- (b) The District will involve faculty, staff and students in curriculum development at financed facilities throughout the life of the bond construction program.
- (c) The District will provide an opportunity for input from community and neighborhood residents during the development of projects to be funded by this bond measure.
- (d) The District will apply energy-saving and sustainability standards to all repairs and improvements.
- (e) The District will enter into or extend Cooperative Use Agreements with the City of Santa Monica, the City of Malibu and the Santa Monica-Malibu Unified School District in order to make the most efficient use of bond funds whenever feasible.

The Project List includes the following types of projects:

All \$375 million of bond proceeds will be spent within the Cities of Santa Monica and Malibu or at sites that share a boundary and are contiguous with the Cities of Santa Monica or Malibu.

None of the bond proceeds can be taken away by the State of California.

All projects funded by bond proceeds will be available for educational and public uses authorized in this Project List.

Replacement safety and modernization projects were identified by means of an independent facilities assessment. Replacement projects and projects to meet new educational needs have been presented to and approved by the District Board of Trustees and are included as priority items in the District's Capital Improvement Plan on file with the State Chancellor's Office.

The items proposed for financing in whole or in part with the proceeds of the District's general obligation bonds include the following capital projects at any or all District facilities:

- provide facilities, classrooms and/or equipment for career education programs in such fields as nursing, respiratory therapy, computer technology, computer science, new media, early childhood education, business, graphic design, photography, film, and other occupations in more than 80 fields of study;
- development and implementation of facilities master plans and related requirements such as environmental impact reports and soils testing, architectural, engineering and similar planning costs;
- demolition of temporary and/or obsolete and unsafe facilities;
- installation and/or upgrading of emergency lighting, fire alarm and security systems;
- installation, upgrade or repair of roadways, walkways, grounds, parking lots and garages;
- entrance improvements; upgrade facilities to comply with Federal mandated Americans with Disabilities Act (ADA) handicap accessibility requirements and State of California seismic standards;
- signage for safety and public information;
- upgrade and/or construction of new and existing restrooms;
- installation, repair and/or replacement of heating, air conditioning and ventilation systems; upgrade of facilities for energy efficiency and to reduce fire risks;
- repair and replacement of worn-out and leaky roofs, windows, walls, doors and drinking fountains;
- installation of wiring and electrical systems to safely accommodate computers, technology and other electrical devices and needs;
- resurfacing or replacing hard courts, turf and irrigation systems and campus landscaping;
- building new and/or renovating existing athletic facilities and lockers;
- upgrading or replacing inadequate libraries, and administrative spaces;
- installing interior and exterior painting and floor covering; installing covered walkways; construction of various forms of storage and support spaces;
- replacing water and sewer lines and other plumbing systems;
- financing/refinancing of real property leases; financing/refinancing of previously approved bond-financed projects;
- acquiring related furnishings and equipment for all renovation, improvement and/or new and existing construction project components;

- the relocation and/or acquisition of temporary facilities during the renovation, improvement and/or new construction of project components as necessary to maintain education programs in operation during construction;
- the construction, reconstruction, rehabilitation, or replacement of District facilities, including the furnishing and equipping of District facilities, or the acquisition or lease of real property for District facilities;
- acquiring, refinancing and/or entering into arrangements for the use and/or joint use of real property for existing and future classrooms, student services, child care and/or other uses; making site improvements, building infrastructure and/or constructing additional facilities for the purpose of expanding instructional programs to meet future educational demands of District students.

SAFETY AND MODERNIZATION PROJECTS

Replacement of a shop-lab building designed to train students for obsolete industrial jobs in the 1950s and 1960s with modern classrooms where students can learn today's career skills. The State has identified the former Technology Building (Drescher Hall) as needing replacement and has placed it in line to receive partial State funding. Replacement facilities will benefit accounting, administration of justice, business, computer science, computer information systems (CIS), cosmetology, photography, fashion design, media studies, and STEM.

Replacement of the Student Activities Building. This 1952 building lacks fire sprinklers and is in poor condition, subject to flooding and utility outages. A replacement building will provide improved and additional resources for the Student Health Center and for student basic needs programs, including food resources and mental health.

Upgrading the Veterans Success Center. SMC's Veterans Success Center provides support to a student's transition from the military to college. The program is currently in temporary quarters.

Expanding the overcrowded Respiratory Therapy program. Additional facilities will also support new pathway programs in Health and in Home Health.

Constructing a Santa Monica College Police Department sub-station. The current police facility is antiquated and undersized. A new facility will improve public and campus safety.

Student Housing. Bond funds will provide a local match to State funds for constructing student housing for full-time students who are homeless or at risk of homelessness. Bond funds may also be used to provide a match to public and private funds for purposes of student housing.

Replacement of Temporary Classrooms. Built in the 1950s, 1970s, and 1990s, these facilities are past their time of usable service.

Landscaping/ Water Conservation Improvements and Completing Pico Boulevard Frontage Improvements. Applying bond proceeds for landscaping improvements, including landscaping improvements to complete the main campus Pico Boulevard frontage, will improve water conservation through water reclamation and installation of drought resistant landscaping.

Converting Library Interiors. Conversion of existing Library floor space used for book stacks to construct and install additional student study areas, tutoring and collaborative learning spaces that will support student success.

Making Environmental Performance Improvements. Bond funds will be used to upgrade District facilities to achieve energy or resource use efficiency and water conservation and achieve sustainability for District operations.

Upgrading Technology Infrastructure. Bond proceeds will be applied to renovate, replace, upgrade, acquire, install and integrate major site, building and utility systems, equipment and related infrastructure, including lighting, electrical, wiring and related infrastructure for modern technology, classroom instructional technology, communications and security technology (including security cameras and monitoring systems), data, voice, public address and audio-visual communication, energy efficiency, management monitoring systems, networks, fixtures, controls and equipment, cable infrastructure, network expansion, wireless access points, enterprise resource planning systems, student information systems, and other communications systems.

COMMUNITY JOINT USE PROJECTS

Providing for a Joint Use Project in the City of Malibu. The Malibu High School Auditorium no longer meets the instructional needs of its students, or the public use needs of the Malibu community. The District will make available bond funds as needed to assist the school district in replacing the auditorium and expanding its use to support media studies and public programs.

Pearl Street Improvements. The District will contribute funding for Pearl Street upgrades to improve public access and public safety, particularly for users of the John Adams Performing Arts Center, the SMC Planetarium, and the SMC Observatory.

ADDITIONAL CONDITIONS

The allocation of bond proceeds may be affected by the District's receipt of State matching funds and the final costs of each project. In the absence of State matching funds, which the District will aggressively pursue to reduce the District's share of the costs of the projects, the District may undertake fewer than all of the projects listed above. Some projects may be undertaken as joint use projects in cooperation with other local public or non-profit agencies.

Necessary site preparation/ restoration may occur in connection with new construction, renovation or remodeling, including ingress and egress, removing, replacing or installing irrigation, storm drain, and utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property. Proceeds of the bonds may be used to pay or reimburse the District for the costs of District staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the specific purposes identified herein.

NO ADMINISTRATOR SALARIES. PROCEEDS FROM THE SALE OF THE BONDS AUTHORIZED BY THIS PROPOSITION SHALL BE USED ONLY FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, REHABILITATION, OR REPLACEMENT OF DISTRICT FACILITIES, INCLUDING THE FURNISHING AND EQUIPPING OF FACILITIES, AND NOT FOR ANY OTHER PURPOSE, INCLUDING TEACHER AND ADMINISTRATOR SALARIES OR PENSIONS OR OTHER OPERATING EXPENSES.

FISCAL ACCOUNTABILITY. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (EDUCATION CODE SECTION 15278 ET SEQ.) TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATIVES OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.

BOND AUTHORIZATION

By approval of Measure ___ by at least 55 percent of the registered voters voting on the measure, the District will be authorized to issue and sell bonds of up to \$375,000,000 in aggregate principal amount at interest rates not in excess of the legal limit and to provide financing for the specific District facilities projects listed in the Project List as set forth above, subject to the accountability requirements specified below. The Bonds may be issued under the provisions of the California Education Code (starting at Section 15100), under the provisions of the California Government Code (starting at Section 53506), or under any other provision of law authorizing the issuance of general obligation bonds by community college districts. The Bonds may be issued in series by the District from time to time, and each series of Bonds shall mature within the legal limitations set forth in the applicable law under which the Bonds are issued.

FUNDS PROTECTED FOR LOCAL USE

Proceeds from the sale of bonds authorized by Measure ___ will be used solely on local projects and will not be subject to appropriation by agencies outside of the District.

ACCOUNTABILITY REQUIREMENTS

The provisions in this section are specifically included in Measure ___ in order that the voters and taxpayers in the District may be assured that their money will be spent wisely. Expenditures to address specific facilities needs of the District will be in compliance with the requirements of Article XIII A, Section 1(b)(3), of the State Constitution and the Strict Accountability in Local School Construction Bonds Act of 2000 (codified at Education Code Sections 15264 and following). The proceeds from the sale of the bonds will be deposited into a Building Fund to be held by the Los Angeles County Treasurer, as required by the California Education Code, and will be used only for the purposes specified in Measure ___ and not for any other purpose.

Evaluation of Needs: The Board has identified detailed facilities needs of the District and has determined which projects to finance from a local bond at this time. The Board hereby certifies that it has evaluated enrollment growth, student safety, class size accommodation, repairs/upgrades to older facilities, and information technology needs in developing the Project List as set forth above.

Independent Citizens' Oversight Committee: The Board shall establish an Independent Citizens' Oversight Committee under Education Code Section 15278 to ensure bond proceeds are expended only on the college facilities projects listed above. The Committee will be established within 60 days of the date when the results of the election appear in the minutes of the Board.

Performance Audits: The Board shall conduct an annual, independent performance audit to ensure that the bond proceeds have been expended only on the college facilities projects listed as set forth above.

Financial Audits: The Board shall conduct an annual, independent financial audit of the bond proceeds until all of those proceeds have been spent for the college facilities projects listed above.

Annual Report: The Superintendent/President of the District is required to cause an annual report to be filed with the Board, the first report to be filed not later than one year after the issuance of the first series of the Bonds, which report shall contain pertinent information regarding the amount of funds collected and expended, as well as the status of the projects listed in Measure ___ as required by Sections 53410 and 53411 of the Government Code.

COMPLETION OF PROJECTS

Completion of the bond projects listed above is subject to the availability of adequate funding to the District. Approval of the Bond Measure does not guarantee that the proposed projects in the District that are the subject of Bonds under the measure will be funded beyond the local revenues generated by the Bond Measure. The District's proposal for the projects may assume the receipt of matching State funds, which could be subject to appropriation by the Legislature or approval of a Statewide bond measure or additional measures. The proceeds from the sale of the Bonds will be used only for the purposes specified in Measure ___, and not for any other purpose.

SCOPE OF PROJECTS

Bond proceeds will be expended to update, repair, replace, renovate, construct, acquire, equip, furnish, rebuild and otherwise improve educational and support facilities within the District. Projects which are described above include all related and incidental costs, including their share of the costs of the election and bond issuance and costs of design, engineering, architectural and other professional services, inspections, site preparation, utilities, landscaping, construction management and other planning, legal, accounting and similar costs, independent annual financial and performance audits, a customary construction contingency, and other costs incidental to and necessary for completion of the listed projects.

Bond proceeds may also be expended to acquire real property (or any interest in real property) for future educational and support facilities and to acquire and install furniture, fixtures and equipment at any classrooms and other educational facilities within the District. The District may alter the scope and nature of any of the specific projects which are described above as required by conditions that arise during the course of design and construction.

Whenever specific items are included in the above list, they are presented to provide examples and are not intended to limit the generality of the broader description of authorized projects. The order in which particular projects are listed is not intended to indicate priority for funding or completion.

EXHIBIT B

SHORT FORM OF BOND MEASURE

SANTA MONICA COLLEGE AFFORDABLE HIGHER EDUCATION, CAREER TRAINING, CLASSROOM UPGRADES. To improve access to affordable education for local students, veterans, first-generation college students; provide affordable housing for homeless students; modernize instructional labs for nursing, healthcare, sustainability, media, science career training; repair/upgrade obsolete vocational classrooms/aging facilities, shall Santa Monica Community College District authorize \$375,000,000 in bonds at legal rates, levying 2.5 cents per \$100 assessed valuation, raising \$23,000,000 annually while bonds are outstanding, with citizens oversight, public spending disclosure?

EXHIBIT C

TAX RATE STATEMENT

SANTA MONICA COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BONDS
MEASURE __

An election will be held in Santa Monica Community College District (the "District") on November 8, 2022 for the purpose of submitting to the electors of the District the question of incurring bonded indebtedness of the District in the principal amount of \$375 million. If such bonds are authorized and sold, the principal thereof and interest thereon will be payable from the proceeds of taxes levied on the taxable property in the District. The following information regarding tax rates is given in compliance with Section 9401 of the California Elections Code. This information is based upon the best estimates and projections presently available from official sources, upon experience within the District and other demonstrable factors.

Based upon the foregoing and projections of the assessed valuations of taxable property in the District, and assuming the entire debt service on the bonds will be paid through property taxation:

1. The best estimate of the average annual tax rate that would be required to be levied to fund the bond issue over the entire duration of the bond debt service, based on assessed valuations available at the time of the filing of this statement, or a projection based on experience within the same jurisdiction or other demonstrable factors is 2.1 cents per \$100 of assessed valuation of all property to be taxed. It is estimated that the final fiscal year in which the tax is anticipated to be collected is 2051-52.

2. The best estimate of the highest tax rate that would be required to be levied to fund the bond issue, and an estimate of the year in which that rate will apply, based on estimated assessed valuations available at the time of the filing of this statement, or a projection based on experience within the same jurisdiction or other demonstrable factors, is 2.5 cents per \$100 of assessed valuation of all property to be taxed and the year is 2029-2030.

3. The best estimate of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold is approximately \$629,504,320.

Attention of voters is directed to the fact that the foregoing information is based upon projections and estimates only. The actual timing of sales of the bonds and the amount to be sold at any time will be governed by the needs of the District and other factors. The actual interest rates at which the bonds will be sold, which will not exceed the maximum permitted by law, will depend upon the bond market at the time of sale. The actual assessed valuations in future years will depend upon the value of property within the District as determined in the assessment and the equalization process. Assessed valuation is not the same as market price of real property. Therefore, the actual tax rates and the years in which those tax rates will be applicable may vary from those presently estimated and stated above.

Voters should note that estimated tax rates are based on the ASSESSED VALUE of taxable property on the County's official tax rolls, not on the property's market value. Property owners should consult their own property tax bills to determine their property's assessed value and any applicable tax exemptions.

Dated: June 7, 2022

Dr. Kathryn E. Jeffery
Superintendent/President
Santa Monica Community College District

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION June 7, 2022 |
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 32

SUBJECT: **RENEWAL OF CONTRACT WITH PROCTORIO, INC. FOR ONLINE PROCTORING SERVICES**

SUBMITTED BY: Vice President, Academic Affairs
Vice President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to renew its contract with Proctorio, Inc. for online proctoring services through June 30, 2023, for a total amount not to exceed \$90,000 to be used only in those STEM class sections for which the schedule of classes advised students of the use of such proctoring prior to any student enrolling in the section.

FUNDING SOURCE: 2021-2022 HEERF/MSI/Academic Affairs
District Budget (Lottery)

SUMMARY: Proctorio is an online exam proctoring system currently in use by some STEM class sections at SMC. The college licensed the software prior to the pandemic to enable secure online assessment of student knowledge of objective content (for example, mathematics and some of the laboratory sciences). These disciplines face unique challenges in migrating their courses to the online environment while maintaining the integrity of their assessments, complying with accreditation requirements, and/or ensuring the transferability of course credit. Proctorio offers a solution that has enabled SMC to create its first online offerings in these disciplines, thereby also enabling SMC to offer its first fully-online degrees

[Proctorio Update](#)

MOTION MADE BY: Susan Aminoff
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

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|---|--------------|
| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 33

SUBJECT: **2022-2023 TENTATIVE BUDGET**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2022-2023 Tentative Budgets ([Appendix C](#)).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2022-2023 is comprised of the following eight funds:

| | |
|--|----------------------|
| General Fund Unrestricted | \$236,307,753 |
| General Fund Restricted | <u>\$ 64,418,572</u> |
| Total General Fund | \$300,726,325 |
| Special Reserve Fund (Capital) | \$ 52,001,897 |
| Bond Fund: Measure AA | \$ 4,427,676 |
| Bond Fund: Measure V | \$193,078,544 |
| Bond Interest & Redemption Fund | \$ 78,184,087 |
| Student Financial Aid Fund | \$ 47,232,255 |
| Scholarship Trust Fund | \$ 45,000 |
| Auxiliary Operations | <u>\$ 2,068,550</u> |
| Total Other Restricted | \$377,038,009 |
| TOTAL PROPOSED TENTATIVE BUDGET | \$677,764,334 |

[2022-2023 Tentative Budget Presentation](#)

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2022-2023 TENTATIVE BUDGET NARRATIVE**

GENERAL FUND

The 2021-2022 fiscal year is projected to close with an Unrestricted General Fund ending balance, including Designated Reserves, of \$40,107,717.

For the 2022-2023 tentative budget, the District is projecting a decrease in revenue of **-1.5%** or **<\$2,893,971>** and an increase in expenditures of **0.3%** or **\$663,674**. The increase in revenue is primarily due to the increase in Cost of Living Allowance (COLA), the one-time apportionment deficit factor for FY 2021-2022 which will not repeat in FY 2022-2023, projected increase in non-resident tuition due to increase in non-resident tuition fee, net of the decrease in Higher Education Emergency Relief Fund (HEERF) backfill of lost revenues, and the one-time FY 2020-2021 apportionment adjustments which will not repeat in FY 2022-2023. The expected gradual return to campus of students and employees is projected to result in increased expenditures in supplies and contracts, utilities and insurance. Additionally, the hiring of new employees, step, column and longevity increases, and the increase in benefits will result in an increase in expenditures. These changes are projected to result in a structural surplus of \$1,423,118 and, with the inclusion of one-time items, an overall operating surplus of \$1,066,322 resulting in an ending Unrestricted Fund Balance of \$41,174,039 or 21.10% of total expenditures and transfers.

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

General Fund Unrestricted Revenues (01.0)

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

The tentative budget reflects the Governor's FY 2022-2023 May Revision proposals including a COLA increase of 6.56% or \$9,497,269. The tentative budget also reflects a projected decrease in enrollment for resident credit FTES of **<1,373.93>** FTES or **<8.0%>** from FY 2021-2022 levels.

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

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

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (90.1% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect hiring of new employees and appropriate step, column and longevity increases for all qualified.

The discretionary section of the expenditure budget (Supplies, Services and Utilities) reflects an increase of 6.0% or \$996,121 from FY 2021-2022 projected expenditures mainly as a result of the expected gradual return to campus coupled with the shifting of expenditure.

The amount of \$12,645,991 for the Contracts/Services line item in the tentative budget includes: Advertising 17%; Bank Fees and Bad Debt 12%; Rent/Lease (including Big Blue Bus) 11%; Repairs of Equipment/Maintenance 9%; Other Contract Services 8%; Software Licensing 8%; Consultants 6%; Managed Print Services 5%; Legal Services (including those for the Personnel Commission) 3%; Off-Campus Printing 3%; Postage and Delivery Services 3%; LACOE Contracts (i.e. HRS, BEST) 2%; Conferences and Training 2%; Professional Growth 2%; Elections 2%; Memberships and Dues 1%; Audit 1%; Recruiting-Students 1% and Other Services – all under 1% of budget per category (e.g. Repairs-Facility, Mileage, Commencement, Fingerprinting, Board Meetings, etc.) 4%.

Linking Budget and Planning

The District Planning and Advisory Council (DPAC) is the District's primary planning body and is responsible for developing the annual Master Plan for Education Update, overseeing long-term planning efforts, reviewing the Vision, Mission, Values and Goals, assessing the Colleges planning process and developing new Strategic Initiatives. Over the last two years, DPAC has made major revisions to the planning process to ensure that Annual Action Plans are presented to Budget Committee for review and are recommended to the Superintendent/President for approval within a timeframe that ensures that approved Annual Action Plans are included in the Adopted Budget. For fiscal year 2022-2023, the following action plans have been approved by the Superintendent/President and are included in the Tentative Budget:

Develop a Master Plan for Education

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

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

Relaunch The Center to be a Learning and Professional Development Center for All Employee Groups

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

Purpose/Goal of Action Plan: Support the Institutional Effectiveness Partnership Initiative in its design and implementation of a comprehensive professional development plan for all employee groups, which aligns with the District's redesign, equity mission, vision and goals, to improve student racial equity and sense of belonging on campus.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State, and Local sources. All grants that do not end by June 30, 2023, will be carried over to the FY 2023-2024 budget, if permissible.

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

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

Special Reserve Fund (40.0) Capital

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

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

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure S. Funds were fully expended in FY 2021-2022 and Fund 42.3 was closed.

Bond Fund Measure AA (42.4)

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

Bond Fund Measure V (42.5)

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

Bond Interest and Redemption Fund (48.0)

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

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid programs (PELL, SEOG, Loans, Cal Grants, Santa Monica College Promise, Student Success Completion Grant, Early Action Emergency Student Aid, Disaster Relief Emergency Student Aid, CARES-Higher Education Relief Fund (HEERF II) and American Rescue Plan (HEERF III). The transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs. For FY 2022-2023 award year, the District is expecting to be granted a waiver of the institutional share requirement under the Federal Work Study (FWS) Program and the Federal Supplemental Educational Opportunity Grant (FSEOG) Program.

Scholarship Trust Fund (75.0)

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

Auxiliary Operations

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

CONCLUSION

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

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION June 7, 2022 |
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 34-A PUBLIC HEARING – TEMPORARY INTERFUND CASH BORROWING

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the Temporary Interfund Cash Borrowing.

OPEN PUBLIC HEARING: 10:33 p.m.
MOTION MADE BY: Susan Aminoff
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 10:34 p.m.
MOTION MADE BY: Susan Aminoff
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 34-B ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following annual resolution for temporary inter-fund cash borrowing.

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

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

WHEREAS, the following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$13,500,000
- 2) For Fiscal Year 2022-2023.
- 3) Shall not exceed 75 percent of any moneys held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$13,500,000.

COMMENT: Given the instability inherent in the Apportionment payment process, Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2022-2023 fiscal year.

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 35 **RESOLUTION TO ADOPT APPROPRIATIONS LIMIT FOR THE 2022-2023 TENTATIVE BUDGET (GANN LIMIT)**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to adopt the 2022-2023 Gann Appropriations Limit for the Santa Monica Community College District.

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

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

WHEREAS, the Board of Trustees has directed that the appropriations limit for Fiscal year 2022-2023 Tentative Budget be developed in accordance with the provisions of Senate Bill 1352; and

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

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

WHEREAS, the documentation used in determining the appropriations limit for the Fiscal Year 2022-2023 Tentative Budget are made in accordance with applicable constitutional and statutory law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby establish the Fiscal Year 2022-2023 Tentative Budget appropriations limit of \$144,082,124;

AND, BE IT FURTHER RESOLVED, that this Board does provide public notice that the calculations and documentation of the Gann Limit for the Fiscal Year 2022-2023 Tentative Budget includes an increase of \$16,646,774 to the calculated appropriations limit pursuant to the provisions of the Government Code Section 7902.1;

PASSED AND ADOPTED by the Board of Trustees of the Santa Monica Community College District on this 7th day of June 2022 by the following vote:

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

In 2021 Assembly Bill 130 (*Education omnibus budget trailer bill*) resulted in changes to the statutes related to the Gann Limit calculation. For Community Colleges, these changes now require that the Board adopt an appropriations limit that is equal to its appropriation subject to limit. This effectively means that if the District has excess appropriations limit the excess is transferred to the State of California and if the District exceeds its appropriations limit the State of California will transfer its excess limit to the District. For the 2022-2023 Tentative Budget the District projects it will exceed its appropriations limit by \$16,646,774.

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 36

SUBJECT: FIVE-YEAR CONSTRUCTION PLAN, FISCAL YEAR 2022-2023 THROUGH FISCAL YEAR 2027-2028 - PULLED, NO ACTION TAKEN

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the filing of the Five-Year Construction Plan, fiscal year 2022-2023, through fiscal year 2027-2028 with the State Chancellor's Office.

Five Year Plan Project Listing: See list included in the agenda
 Final Project Proposal (FPP): Business Building Replacement
 Initial Project Proposal (IPP): Drescher Hall Replacement Building

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

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

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

Math/Science Addition (Approved FPP – State Funding \$39,615,000 – Under Construction): This project will consolidate and increase laboratory capacity for the Mathematics and Science programs by constructing a new building that connects to the existing Science building. The Mathematics department is one of the most extensive academic programs at Santa Monica College and is growing beyond what can be reasonably accommodated for students within existing facilities. Math and Science programs are currently forced to offer classes in classrooms and laboratories located at several different buildings on campus, many of which are located across campus from each other. The proposed project includes a 69,565 ASF addition to the existing Science building that will provide 15,815 ASF classroom lecture spaces, 41,387 ASF laboratory spaces, 8,069 ASF office spaces, 2,320 ASF library spaces, and 1,974 ASF of other support spaces. The new facility would consolidate the Mathematics, Earth Science, Life Science, and Physical Science programs into a single building. The project includes demolishing the existing Letters & Science building, Liberal Arts building, and Library Village / Math Complex Portables as a secondary effect.

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

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

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

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

This recommendation was pulled from the agenda. It will be presented at the Board of Trustees Meeting on July 5, 2022

FIVE YEAR CONSTRUCTION PLAN
Fiscal Year 2022-2023 through Fiscal Year 2027-2028

| Priority | Project Name | Funding Status | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 | Occupancy Date | State Funding | District Funding | Total Cost |
|----------|--|-----------------|---------|---------|---------|---------|---------|---------|---------|----------------|---------------|------------------|---------------|
| 1 | Malibu Campus | Locally Funded | O | | | | | | | 2022/2023 | \$0 | \$61,582,273 | \$61,582,273 |
| 2 | Math/Science Addition | State Funded | C/E | C/E | O | | | | | 2024/2025 | \$39,615,000 | \$72,110,835 | \$111,725,835 |
| 3 | Art Complex Replacement | State Funded | C | C/E | O | | | | | 2024/2025 | \$10,901,000 | \$10,625,000 | \$21,526,000 |
| 4 | Modular Classroom Replacement Building | Locally Funded | P | W | W | C | C | E/O | | 2027/2028 | \$0 | \$70,620,000 | \$70,620,000 |
| 5 | M&O/Facilities/Modular Classroom Replacement | Locally Funded | | P | W | C | C | C | E/O | 2028/2029 | \$0 | \$78,000,000 | \$78,000,000 |
| 6 | Business Replacement | FPP Preparation | | | P/W | C/E | C | C | O | 2028/2029 | \$34,008,306 | \$34,008,305 | \$68,016,611 |
| 7 | Drescher Hall Replacement | IPP Preparation | | | | P/W | C/E | C | C | 2029/2030 | \$27,826,847 | \$27,826,847 | \$55,653,694 |
| 8 | Classroom Replacement Building/East Quad | IPP Preparation | | | | P/W | W/C | C/E | C | 2029/2030 | \$19,413,028 | \$19,413,028 | \$38,826,056 |
| 9 | Instructional Space/Campus Police on Pearl | Future Project | | | | | P | W | C | 2030/2031 | \$0 | \$37,400,000 | \$37,400,000 |
| 10 | Instruction/Administration on Pico | Future Project | | | | | P | W | C | 2030/2031 | \$0 | \$47,300,000 | \$47,300,000 |
| 11 | Athletics Support/Stadium Replacement | Future Project | | | | | P | W | C | 2030/2031 | \$0 | \$34,359,600 | \$34,359,600 |
| 12 | Amphitheater | Future Project | | | | | | P | W/C | 2030/2031 | \$0 | \$20,000,000 | \$20,000,000 |
| 13 | Instructional Building on Pico | Future Project | | | | | | P | W | 2032/2033 | \$0 | \$89,100,000 | \$89,100,000 |

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 37

SUBJECT: **BOARD OF TRUSTEES MEETING OPTIONS**

SUBMITTED BY: Campus Counsel

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to install equipment in Business 117 (B117) and Business 111 (B111) to allow the Board of Trustees to have in-person meeting options beginning Fall 2022.

SUMMARY: During its Study Session on March 22, 2022, the Board was presented with information on issues related to resumption of in-person meetings. Board members expressed an interest in resuming in-person meetings and staff indicated that it would return with recommendations at the June 2022 meeting.

The recommendations set forth in this report are the product of a series of meetings held by Campus Counsel Robert Myers, Vice President of Business & Administration Chris Bonvenuto, Chief of Police Johnnie Adams, Chief Director of Information Technology Marc Drescher, Assistant Director of Facilities Maintenance Terry Kamibayashi, Director of Safety and Risk Management Daniel Phillips, Captain Jere Romano, Board Secretary Lisa Rose, Production Manager Robert Rudolph, Associate Dean of Facilities Programming Linda Sullivan, and Director of Facilities Maintenance and Operations Devin Starnes.

Our overarching recommendation is that the Board of Trustees meeting room be equipped to accommodate a multi-modality meeting format. These recommendations are informed by conclusion of College Emergency Management Leads that it is unsafe to return to the pre-pandemic meeting format of Board, staff, and public attending in B117. In light of the continued community spread of the COVID-19 virus, the Board would continue to make findings under Government Code Section 54953(e)(3) that the state of emergency continues to directly impact the ability of members to meet safely in person. This would allow Board members and public to have several options for meeting participation.

The proposal is also informed by the public participation benefits of continuing to use Zoom as one of the options for meeting participation. After the transition to Zoom meetings, overall attendance at Board of Trustees meetings increased.

The proposal allows participation in Board meetings in three ways:

- The Board Meeting Room (B117) would be used exclusively by Board members and necessary staff to limit room occupancy. Board members with special health concerns or other concerns would be able to attend the meeting via Zoom. Masks would be required for so long as the College has an indoor mask requirement in effect. With installation of plexiglass barriers, masks could be removed while individuals are speaking.
- Members of the public would have the option to attend the meeting in person in B111. They would be able to make public comments from B111. Masks would be required so long as the College has an indoor mask requirement in effect.
- Members of the public would be able to observe the meeting and make public comments via Zoom. In addition, it may be more efficient to have some staff presentations delivered by staff and/or consultants from remote locations.

The plan to transform the Board room into a multi-modality meeting space has been developed by college IT and Events departments. It is believed that the necessary equipment can be acquired and installed in time for the September 2022 Board of Trustees meeting. The technical components necessary to implement this plan are as follows:

- Two (2) 360-degree cameras
 - Ceiling/wall mount one unit in the B117 and one in B111
 - Run power and control cables for above units into the Control Booth
 - These cameras have already been tested as part of converting to HyFlex classrooms and College staff has experience with them

- Install a desktop computer inside the Control Booth to operate Owl cameras and remote Board Meeting sessions via Zoom

- In B111, connect one computer video output to existing ceiling mounted short-throw projector to display live video feed of Board meeting

- Purchase three (3) large TV Displays for Board Room
 - Initially, mount displays on rolling trade stands to allow identical video images of B111/Zoom participants to face the Board Members during meetings. Two of the displays would face the Board and one the staff seating area. Eventually, after a period of evaluation of ideal placement of monitors, permanent installation and wiring would be considered.
 - Run power and signal cables along the floor into control booth; store all displays, stands, and cables inside control booth after each meeting.

It is recommended the Board of Trustees approve the acquisition and installation of equipment to provide a multi-modality meeting space for the Board of Trustees. The meeting space would also be available to the Personnel Commission.

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

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| BOARD OF TRUSTEES | ACTION |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 7, 2022 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 38

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

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

REQUESTED ACTION: It is recommended that the Board of Trustees approve the reappointment of the following member to the Citizens’ Bond Oversight Committee, for a two-year term, 2022-2024.

Alfred Barrett, Senior Citizens’ Organization

SUMMARY: At its meeting on May 3, 2022, the Board of Trustees approved the process to fill a vacancy on the Citizen’s Bond Oversight Committee caused by the expiring term of current member Alfred Barrett and to possibly appoint additional members to serve. One application was received from Alfred Barrett for reappointment.

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

Category

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

| <u>Name</u> | <u>Term</u> | <u>Constituency</u> |
|---------------------|-------------|--|
| Patrick Acosta | 2021-2023 | Local Business/Community |
| Heather Anderson | 2021-2023 | Local Community (Malibu) |
| Alfred Barrett | 2022-2024 | Senior Citizens’ Organization |
| Elizabeth Greenwood | 2021-2023 | Local Business |
| Elaine Polachek | 2021-2023 | Local Business/Active in support of the District |
| Donald Schort | 2021-2023 | Business Community |
| Bruce Sultan | 2021-2023 | Business Community |
| (tbd in August) | 2022-2023 | SMC Student |

MOTION MADE BY: Barry Snell

SECONDED BY: Rob Rader

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION June 7, 2022 |
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 39

SUBJECT: **AWARD OF BID FOR THE SALE OF 1825 PEARL STREET, SANTA MONICA, CALIFORNIA 90405**
 (REAL PROPERTY ASSESSOR'S PARCEL NUMBER 4273-002-900)
PULLED, NO ACTION TAKEN

SUBMITTED BY: Vice-President, Business and Administration

SUMMARY: Following bid opening, staff will make a recommendation to the Board of Trustees concerning award of the bid. Under the law, the bid must be awarded to the highest responsive and responsible bidder. The bid documents provide:

The final acceptance of the highest responsive and responsible bid proposal, if at all, shall be made by the Board at or within forty-five (45) days of the June 7, 2022, Board meeting. The Board reserves the right to determine what is a responsive and responsible qualified bidder and Bid Proposal. The Board also reserves the right to waive any defect or irregularity contained in a Bid Proposal. In the event the highest responsive and responsible bidder fails to perform, the Board may, at its discretion, remove the Property from the market, call for new bid proposals, or take any other actions as determined to be in the best interest of the District, at the District's sole discretion.

This recommendation was pulled from the agenda. It will be presented at the Board of Trustees meeting on July 5, 2022

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| BOARD OF TRUSTEES | INFORMATION |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 7, 2022 |

INFORMATION ITEM NO. 40 MEETING OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE, APRIL 20, 2022

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee (CBOC) was held on Wednesday, April 20, 2022. The meeting was conducted via Zoom Conference.

I. CALL TO ORDER – 12:10 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 – Absent
- Alfred Barrett – Present
- Anne Plechner – Present
- Elaine Polachek – Present
- Katherine Reuter – Present
- Donald Schort – Present
- Emily Lu – Absent

CBOC Support Staff Present

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

3. APPROVAL OF MINUTES OF CBOC MEETING, January 26, 2022

Motion was made by Elaine Polachek and seconded by Don Schort to approve the minutes of the Citizens’ Bond Oversight Committee meeting held on January 26, 2022. Minutes were approved.

4. INFORMATION – EXPIRING TERM OF MEMBER OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE

The term of the following member of the Citizens’ Bond Oversight Committee is expiring effective June 30, 2022. They are eligible for reappointment:

- Alfred Barrett

5. 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 construction crew waterproofed to begin interior work and are painting and cleaning residual paint in the Sherriff’s Department area. The Sheriff’s Department lobby is having drywall installed. Aerial photographs of the first-floor multipurpose room, second floor Classroom and Interpretive Center were shared. The estimated completion date is November 2022.

- The Math/Science Project: The topping-off ceremony was held on March 31, 2022. The steel framing, welded and bolted, is complete on the 3-story building. The main electrical room with the electrical conduits is being completed. The metal decking, the location of the elevator, and the steel for the telescope were highlighted. The estimated completion date for this project is July 2024.
- New Art Building on Pico Boulevard and 14th is currently in DSA back check. Construction has not begun. The plan check will take a couple more months with an approximate groundbreaking date of July 2022. 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 March 31, 2022 reports the following:

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|-------------------------|---------------------|
| Measure S Budget: | \$143,500,000 |
| Measure AA Budget: | \$295,000,000 |
| Measure V Budget: | \$345,000,000 |
| Interest: | \$29,858,053 |
| Other Funding Received: | \$39,898,103 |
| Other Funding Pending: | <u>\$62,809,440</u> |
| Total Budget: | \$1,076,065,596 |
| Estimate at Completion: | \$1,076,065,596 |
| Bond Funds Remaining: | \$ 232,770,027 |

- Measure S: Total Measure S Expenditures as of March 31, 2022 were \$143,497,859; total remaining funds are \$0.
- Measure AA: Total Measure AA Expenditures as of March 31, 2022 were \$292,263,808; total remaining funds are \$2,736,192.
- Measure V: Total Measure V Expenditures as of March 31, 2022 were \$114,961,993; total remaining funds are \$230,038,007.
- The Bond Sales/Expense Report
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of March 31, 2022.

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|----------------------------|---------------|
| Total Bond Program: | \$783,500,000 |
| Total Bonds Issued: | \$618,493,688 |
| Total Expenses: | \$550,723,660 |
| Total Available Remaining: | \$ 67,770,028 |
| Total Unsold Bond: | \$165,006,312 |

C. SMC Bond Program – Contractor List as of March 31, 2022

D. Contractors List as of March 31, 2022

6. SCHEDULE OF MEETINGS, 2021-2022

Wednesdays at 12:00 p.m.

January 26, 2022
 April 20, 2022
 July 20, 2022
 October 19, 2022

7. ADJOURNMENT – 12:40 p.m.

The next meeting of the Citizens’ Bond Oversight Committee will be held on Wednesday, July 20, 2022 (location to be determined).

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| BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT | ADJOURNMENT June 7, 2022 |
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XIV. BOARD COMMENTS

XV. ADJOURNMENT – 11:09 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, July 5, 2022 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.