



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY, JULY 2, 2024

SMC Board Room
1900 Pico Boulevard
Santa Monica, California

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. CONSENT AGENDA

#1 Approval of Minutes: June 4, 2024 (Regular Meeting)

Academic Affairs

#2 New Courses and Degrees, Spring 2024

Contracts and Consultants

#3-A Ratification of Contracts and Consultants

Human Resources

- #4 Academic Personnel
- #5 Classified Personnel – Regular
- #6 Classified Personnel – Non Merit
- #7 Classified Personnel – Limited Duration

Facilities and Fiscal

- #8 Facilities
- #9 Budget Transfers
- #10 Payroll Warrant Register
- #11 Commercial Warrant Register
- #12 Reissue Commercial Warrants
- #13 Auxiliary Payments and Purchase Orders
- #14 Organizational Memberships
- #15 Authorization of Signature to Approve Invoices, 2024-2025
- #16 Providers for Community and Contract Education
- #17 Purchasing

IX. CONSENT AGENDA – Pulled Recommendations

X. MAJOR ITEMS OF BUSINESS

#18 Appointment to Citizens’ Bond Oversight Committee

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT

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

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| BOARD OF TRUSTEES | ACTION |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | July 2, 2024 |

IV. SUPERINTENDENT'S REPORT

Budget Update: The State has finalized its 2024-2025 budget this weekend. There are no significant budgetary cuts for community colleges in the finalized budget. The CCC Chancellor's Office will break down the Budget Act and provide the districts with the exact methodology to allocate funds. For the upcoming year, as opposed to dealing with cuts, the Legislature and Governor have landed on deferrals. June's payment was deferred, there was actually \$446 million worth of deferrals from 2023 into 2024 to 2025, and at the end of this year there will be another \$243 million in deferrals from 2024-2025 to 2025-2026. This would not be a budget cut. Instead, the revenue is recognized but the State will send it in the next year. The biggest fear with a deferral is not having enough cash. The State budget includes a five-year nursing Strong Workforce grant in the amount of \$60 million a year to increase infrastructure and nursing to allow community colleges to expand nursing programs. There was also a reworking of the State funding for housing projects that are now going to rely on a revenue bond as opposed to a State grant. The college is expecting a full backfill of this year's deficit factor 2023-2024, which will bring in about \$2.9 million in one-time extra money.

Enrollment Update

- Summer 2024 enrollment: Total headcount is up 4.47 percent from last summer; credit FTES are up 8.9 percent from last summer; and non-resident FTES are up 9.82 percent from last summer.
- Fall 2024 enrollment: Total headcount is up 7.28 percent from last fall; credit FTES are up 8.85 percent from last fall; and non-resident FTES are up 3.60 percent from last fall.

Link to: [Enrollment Report](#)

Graduation and Celebrate America: There were over 1,060 graduates participating in the ceremony with 5,500 of their guests.

Link to: [Commencement Presentation](#)

Celebrate America: Another very successful Celebrate American event held last Saturday included more food trucks/vendors, three inflatables and music. Emeritus College and the Associates sponsored this year, the City of Santa Monica donated the services of the Fire Department, and the Santa Monica/Malibu Unified School District donated the stage.

Corsair Awards: Student journalists from Santa Monica College's (SMC) student-run media outlet [The Corsair](#) won four "student media" awards at the [66th Annual Southern California Journalism Awards](#) competition, sponsored by the LA Press Club. The awards were announced at a June 23, 2024 gala reception held at the Millennium Biltmore in Los Angeles.

Awards won by The Corsair staffers:

- First Place, Best Feature Photo:
- Second Place, Best News Photo
- Second Place, Best Arts Writing: Taylor Parise
- Third Place, Best News Writing: Cebelihle Hlatshwayo, Renee Barlett-Webber, Samaiya Kirby and Victor Chambers,

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| BOARD OF TRUSTEES | ACTION |
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IX. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#17.

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

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

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 8-B – Facilities: Release of Partial Retention, Malibu Campus/Sheriff’s Substation

MOTION MADE BY: Barry Snell
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Vacant
 AYES: 6
 ABSTAIN: 1 (Rader)
 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:

[June 4, 2024 \(Regular Meeting\)](#)

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | July 2, 2024 |

CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, SPRING 2024

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

New Courses

ACCTG 41 Accounting for Entrepreneurs

This course introduces students to entrepreneurship through the lens of accounting. This course teaches students the steps to start a business in California, the different business entity types, how to register your business and the accounting methods commonly used by small businesses. Students will learn about state and federal tax agencies and the reporting requirements to ensure their business complies with state and federal laws. This course will also briefly cover sales tax obligations and sales tax software tools that small business owners can use to track their sales tax. Students will learn the foundations of accounting and how to setup and manage their company records using popular accounting software.

ANTHRO 300 Ethnographic Research Methods for Designers

This course will introduce ethnographic research methods from the field of anthropology to IxD students. Students will learn how to develop ethnographic research to understand users' needs and issues in the interactive design process. A variety of qualitative and quantitative research methodologies will be explored and practiced by students. The course will also introduce the ethical standards in human subjects research, including the IRB (Institutional Review Board) process and informed consent protocols.

BIOL 36 Quality Control and Assurance

Students will be introduced to principles of quality management by gaining sufficient mastery of the Quality Body of Knowledge (QBOK) to pass the Certified Quality Improvement Associate (CQIA) exam administered by the American Society of Quality. An introduction to basic quality principles and tools with an emphasis on their application in biotechnology and the pharmaceutical industry will be covered. Concepts related to quality control, quality assurance, validation, documentation, and regulatory compliance will be discussed.

COSM 41E The Art of Wig Making

Learn how to master the art of creating lace front wigs. Students will learn about different types of knots, tools, and materials used, and techniques for achieving a flawless hairline. This class is beginner-friendly.

COSM 50H Written Preparation for Hairstylist State Board Exam

This course provides essential theory carefully formulated to prepare a student to pass the written California State Board Examination as a Hairstylist. Students are instructed in basic concepts of record keeping, hairstyling, hair cutting, hair and scalp analysis.

EDUC 50 Teaching in the Age of AI: Strategies for Educators

Designed for secondary and post-secondary instructors, this course introduces educators to the basic knowledge, skills, and practices needed to begin integrating artificial intelligence (AI) into their teaching. Participants will explore the fundamentals of using natural language models and image generators, examine the challenges, limitations, and ethical considerations of AI in Education, develop classroom AI policies and learn to effectively utilize AI tools to enhance course content and collaboration. Special emphasis is placed on guiding students on the appropriate and ethical use of AI tools in multiple contexts.

EMERITUS HME EC E60 American History Through Cooking

This course explores American history through different cultural lenses using food and cooking. We will examine the cultural and culinary contributions of different ethnic groups to American cuisine and how they have influenced and shaped American History and the food we eat today. Recipes that relate to different historical periods will be put in context for a deeper understanding of the human experience through food.

HEALTH 989 Acute Care Nurse Assistant

This non-credit certificate is intended for students who are Certified Nurse Assistants seeking employment in the Acute Care Setting. The Acute Care Nursing Assistant (ACNA) course provides comprehensive training tailored to the unique demands of working in acute care settings. This course builds upon the foundational principles covered in the Nurse Assistant Pre-Certification Foundational Training and Health (CNA) program, focusing on addressing the unique challenges and responsibilities encountered in acute care settings. Areas covered are medical and surgical patient care, oncology, orthopedics, obstetrics, and maternal-child care in diverse patient populations. Students will gain skills through classroom instruction, lectures, hands-on practical exercises, and clinical experiences. abilities and knowledge in patient care areas with a significant focus on diverse patient care, vital signs monitoring, infection control protocols, emergency response procedures, and patient communication techniques.

HEALTH 990 Acute Care Nurse Assistant Lab

This noncredit certificate is intended for students who are Certified Nurse Assistants seeking employment in the acute care setting. The Acute Care Nursing Assistant (ACNA) Lab is the companion course for Health 989 Acute Care Nurse Assistant which provides comprehensive training tailored to the unique demands of working in acute care settings. This course builds upon the foundational principles covered in the Nurse Assistant Pre-Certification Foundational Training and Health (CNA) program, with a focus on addressing the unique challenges and responsibilities encountered in acute care settings. Areas covered are medical and surgical patient care, oncology, orthopedics, obstetrics, and maternal-child care in diverse patient populations. Through a combination of instruction, hands-on practical exercises, and clinical experience, students will gain skills, knowledge and abilities in patient care areas with a major focus on diverse patient care, vital signs monitoring, infection control protocols, emergency response procedures, and patient communication techniques.

KIN PE 58D Advanced Yoga Level II

This is an in-depth yoga course for the advanced student who has previous yoga experience.

MATH 6 Modern Mathematical Methods for STEM Majors

This course is designed for STEM majors and provides a modern treatment of mathematical concepts and methods needed for success in the calculus sequence and beyond. Topics include the theory of approximation, the theory of functions, algebro-geometric analysis, polynomials, rational functions and asymptotic analysis, exponential and logarithmic functions, trigonometry, and the fundamentals of series. Students will learn about the relevance, utility, and limitations of modern computational resources for mathematical analysis while exploring the topics above. The techniques and practices investigated in the course will be motivated by contemporary interpretations and implementations of mathematical theory in STEM fields.

MATH 55 Quantitative Reasoning

This course provides a comprehensive introduction to mathematical principles of quantitative reasoning with practical applications. Topics covered include mathematics of finance, proportional reasoning, validity studies within logic and set theory, probability, and statistics. Additional topics could include applications of Euclidean geometry, applications of math to the arts, or math in politics. The course focuses on the process of analyzing real-world situations, identifying the necessary mathematical foundations, problem-solving strategies, applying learned concepts and quantitative methods, and communicating results. Students will solve and present application problems and engage in mathematical discourse, exchanging ideas, providing feedback, and constructing mathematical arguments.

MATH 55C Concurrent Support for Quantitative Reasoning

This course provides a review of the core prerequisite skills, competencies, and concepts needed for students who are concurrently enrolled in Quantitative Reasoning. Topics include theory, procedures, and practices from pre-algebra, beginning algebra, and intermediate algebra. Particular attention is paid to solving and graphing equations and problem-solving and modeling strategies, translating and interpreting language for the purpose of formulating mathematical phrases and statements, simplifying arithmetic and algebraic expressions, and learning to use the appropriate technology (typically scientific calculators) needed in Math 55. Pass/No Pass only.

MUSIC 95A Introduction to Applied Music Teaching – Level I

This course is designed for those interested in teaching applied music in a private studio or community setting. Emphasis is on the study and observation of pedagogical methods for teaching beginning and elementary level students. Level I includes study of pedagogical techniques and literature most applicable to the student's applied instrument, observation of group and private instruction, and the opportunity to tutor students in applied group and/or ensemble instruction classes.

REAL ES 3 Real Estate Practice

This course covers the day-to-day of real estate sales and brokerage practices. Students will learn the fundamentals of representing sellers, buyers, property owners, and tenants, and the associated compensation structures. Essential topics include adhering to California's regulatory framework for advertising real estate services, handling client funds responsibly, and ensuring proper disclosure as licensed real estate professionals. This course complies with current California Department of Real Estate requirements on implicit, explicit, and systemic biases and an interactive federal fair housing component.

Course Revisions

ART 87 Art Mentor Portfolio
ENGL 5 British Literature 1
ENGL 71 Introduction to Creative Writing
ENGL 72 Writing in Fiction
ENGL 73 Writing in Poetry
ENGL 74 Writing in Creative Nonfiction
GEOG 1 Physical Geography
GEOG 2 Introduction To Human Geography
GEOG 3 Weather and Climate
GEOG 5 Physical Geography with Lab
GEOG 8 Introduction to Urban Studies
GEOG 20 Introduction to Geographic Information Systems
GEOG 23 Intermediate Geographic Information Systems
GEOG 26 Introduction to Remote Sensing
NUTR 7 Food and Culture in America
SST 901 Fundamentals of Sustainability

SST 902 Sustainability Outreach
SST 905 Organics Recycling
SST 906 Introduction to Clean Technologies
SST 908 Impacts of Policy on Sustainability

Distance Education

ACCTG 41 Accounting for Entrepreneurs
ANTHRO 300 Ethnographic Research Methods for Designers
ART 87 Art Mentor Portfolio
COSM 41E The Art of Wig Making
COSM 50H Written Preparation for Hairstylist State Board Exam
EDUC 50 Teaching in the Age of AI: Strategies for Educators
EMERITUS HME EC E60 American History Through Cooking
KIN PE 58D Advanced Yoga Level II
MUSIC 95A Introduction to Applied Music Teaching – Level I
REAL ES 3 Real Estate Practice

New Programs

Acute Care Nurse Assistant Noncredit Certificate of Completion

This noncredit certificate is intended for students who are certified nurse assistants seeking employment in the acute care setting. The Acute Care Nursing Assistant (ACNA) has a companion lab/corequisite Health 990. The Acute Care Nurse Assistant course provides comprehensive training tailored to the unique demands of working in acute care settings. This course builds upon the foundational principles covered in the Nurse Assistant Pre-Certification Foundational Training and Health program, with a focus on addressing the unique challenges and responsibilities encountered in an acute care setting. Areas covered are medical and surgical patient care, oncology, orthopedics, obstetrics, and maternal-child care found in diverse patient populations. Through a combination of classroom instruction, lecture, hands-on practical exercises, and demonstrations, students will gain skills and knowledge in patient care areas with a major focus on diverse patient care, vital signs monitoring, infection control protocols, emergency response procedures, and patient communication techniques.

Biotechnology AS Degree

Biotechnology is the union of fundamental biology, engineering, and technology that results in the development of products that have economic benefit and the potential to improve society and the environment. The life sciences/biotechnology sector has remained resilient after emerging from the height of the COVID-19 pandemic, with the Los Angeles region generating \$60.8 billion in economic activity during that time and hosting more than 1,000 life science innovation companies. It is projected that 16,000 technical jobs will be added to this rapidly growing sector by 2025. The acceleration of the widening supply-and-demand gap, along with the need for highly skilled technicians, emphasizes the necessity to prepare students to become the next generation of highly skilled workers in this dynamic sector. The stackable Biotechnology Certificate and AS Degree Program focusing on cell science and immunological testing will align academic offerings with industry needs and students will be trained in a curriculum that focuses on essential knowledge, state-of-the-art technical skills, and industry-required soft skills. Students will also receive an introduction to nanobiotechnology concepts and their applications in the biomedical, cell therapy, and immunological testing industries.

Dance Teaching (Pre K-Grade 5) Certificate of Achievement

The Dance Teaching Certificate of Achievement is specifically designed for the student seeking employment in dance and/or integrating dance experiences in the field of child development. The curriculum is designed to be completed in two semesters of study through coursework in the Santa Monica College Dance Department. Upon completion of this certificate, the student is prepared for the demands of developing and teaching diverse dance classes and/or programs for pre-K and elementary school students. Upon completion of the Santa Monica College Dance Teaching Certificate of Achievement, students will demonstrate technical and creative proficiency in teaching various dance genres and develop teaching skills for dance-related careers. Students will possess the ability to create dance/movement lessons for children, learn to integrate movement into the classroom, and develop creative skill sets and networking strategies to pursue various dance-related employment opportunities. Students will develop greater confidence and resilience as teachers equipped for the dynamic nature of a career in the arts. Coursework includes dance pedagogy, anatomy, modern dance, ballet, jazz and world dance techniques as well as dance history, curriculum, psychology, and career preparation.

Production Design for Film and TV Fundamentals Certificate of Achievement

This program provides students with hands-on skills necessary in the Motion Picture Industry as it relates to the Art Department of Film and TV. Students will be prepared for entry-level positions in preparation to become Production Designers, Art Directors, Set Decorators or Set Designers. Developed skills may include research, design analysis, development and presentation of a set design for Film and TV.

Real Estate Certificate of Achievement Certificate of Achievement

This program is designed for students who are interested in obtaining a license to practice as a real estate agent in California and/or in pursuing an entry level position in the real estate industry. Course offerings include Real Estate Principles, Real Estate Practice, Real Estate Finance, and Business-Law.

Sustainability and Materials Management Certificate of Achievement

Sustainable Materials Management (SMM) is among the largest and most rapidly growing industries in America. As more cities and businesses develop sustainability and zero waste policies, the need increases for personnel who can properly manage resource use and recycling. The Sustainable Materials Management (SMM) curriculum emphasizes an interdisciplinary approach, exploring recycling and materials management from a variety of perspectives and in a variety of settings. The core curriculum will provide students with an in-depth study of waste diversion and materials management, emphasizing cultural, community, and business applications. Courses cover governmental and organizational policies, practices, and procedures in waste and materials management, including a circular economy, best management practices and successful community and educational zero waste programs.

Program Revisions

Early Childhood Associate Teacher Certificate of Achievement

Early Childhood Studies AS/Certificate of Achievement

Early Intervention/Special Education Assistant AS/Certificate of Achievement

Infant/Toddler Teacher AS/Certificate of Achievement

Transitional Kindergarten Certificate of Achievement

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION July 2, 2024 |
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

3-A RATIFICATION OF CONTRACTS AND CONSULTANTS

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

Authorization: Board Policy Section 6340, Bids and Contracts

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

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

➤ NEW CONTRACTS

| Provider/Contract | Term/Amount | Service | Funding Source |
|--|---|--|--|
| 1 Tracy Buenavista | May 5 – June 27, 2024 \$3,000 | Dr. Buenavista developed and implemented a one-day agenda for up to 15 faculty and staff that includes interactive workshops focused on community building; power mapping; and vision, mission, and cultural development for Ethnic Studies Retreat. | Restricted General Fund, Seamless Transfer of Ethnic Studies |
| <i>Requested by: Silvana Carrion-Palomares, Project Manager, NSF Grant</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i> | | | |
| 2 Kenya Sullivan | June 10, 2024 \$4,000 | Mr. Kenya Sullivan provided the keynote speech to the audience of SMC graduates and their guests during the Black Student Graduation Ceremony. | Restricted General Fund, Umoja Campus Program |
| <i>Requested by: Thomas Bui, Associate Dean, Student Life</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i> | | | |
| 3 Our Class LLC | July 1, 2024 – June 30, 2025 \$50,100 | Our Class LLC will assist the Office of Workforce to provide regional coordination, communication, student activities, and project reporting to develop and strengthen partnerships between education, NGO, and workforce/industry partners (17 total). Our Class LLC will convene industry partners for faculty curriculum development and for students to get exposure and access to the Blue Economy Climate Action Pathways (BECAP) Project jobs in Aquaculture, Clean Energy, Blue Technology/Robotics and Ecosystems-Conservation-Restoration sector of LA Economy. | Restricted General Fund, Strong Workforce Program (SWP) - Regional |
| <i>Requested by: Steven Sedky, Associate Dean (Interim), Career Technical Education</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i> | | | |

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION July 2, 2024 |
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

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

➤ CONTRACTS FOR STUDY ABROAD

Study Abroad: Japan 2025

| Provider/Contract | Term/Amount | Service | Funding Source |
|--|--|---|--|
| 4 Worldstrides Educational Travel & Experiences | January 2025 (dates TBD) Not to exceed \$45,000 which covers in-country travel, housing, lectures, and some meals in Japan for up to 24 students and two faculty. | Ten-day student study abroad program in Japan during Winter session 2025. 24 students will accompany two faculty leaders to study abroad and visit historical and cultural sites in Japan. The group will learn about the different historical towns and archeological sites in Tokyo. They will visit many temples and shrines that act as museums themselves, possessing many of Japan’s works of art. | Majority cost of in-country programming to be paid by student participants. Cost of faculty program included in student program price. Scholarships in the amounts of \$500 will be awarded to students through the District Global Citizenship fund (00222). Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received. |
| 5 Council International Study Programs (iNext Travel Insurance Vendor) (US) | January 2025 travel dates (specific departure/return dates TBD) Not to exceed \$4,250 | iNext comprehensive travel insurance to cover all participants (up to 24 students) and two faculty during duration of the trip (including travel dates to/from the United States). | Cost of insurance to be paid by student participants. Cost of faculty insurance included in student program price. |

Requested by: Pressian Nicolov, Dean, International Education
Approved by: Teresita Rodriguez, Vice President, Enrollment Development

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

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

➤ CONTRACTS FOR STUDY ABROAD *(continued)*

Study Abroad: Paris, France 2025

| Provider/Contract | Term/Amount | Service | Funding Source |
|--|--|--|--|
| 6 Worldstrides Educational Travel & Experiences | June 28-July 8, 2025 Not to exceed \$45,000 (final program price TBD, awaiting final quote from vendor) which covers in-country travel, housing, lectures, and some meals | Eleven-day student study abroad program in Paris, France. 18 to 24 students will accompany two faculty leaders to explore the history of the French Republic’s national memory with emphasis on national foundation myths, imperialism, and post-colonial immigration. Students will visit The Palace of Versailles and The Louvre, as well as many of the city statues and museums. | Majority cost of in-country programming to be paid by student participants. Cost of faculty program included in student program price. Scholarships in the amounts of \$200 will be awarded to students through the District Global Citizenship fund (00222). Final total to be covered by scholarships TBD based on number, eligibility, and financial need of applications received. |
| <i>Requested by: Pressian Nicolov, Dean, International Education</i> | | | |
| <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i> | | | |

➤ AMENDMENT TO PREVIOUSLY APPROVED CONTRACT

| Provider/Contract | Term/Amount | Service | Funding Source |
|--|--|---|---|
| 7 Screamline Investment, dba Tourcoach Charter | July 1, 2023 – June 30, 2024 Increase for 2023-2024 in the amount of \$50,000 for new total \$173,265 | Increase to cover additional Athletics Event Charter Transportation services through June 2024. | Unrestricted General Fund, Transportation |
| <i>Requested by: David Dever, Director, Auxiliary Services</i> | | | |
| <i>Approved by: Mitch Hesel, Dean, Education Enterprise</i> | | | |

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| BOARD OF TRUSTEES | ACTION |
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4 ACADEMIC PERSONNEL

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

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

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| Cohen, Ashley, Full-time Tenure Track Faculty, Nursing, Medical-Surgical | 08/26/2024 |
| Poy, Teresa, Full-time Tenure Track Faculty, Nursing, Medical-Surgical | 08/26/2024 |
| Senko, Erik, Full-time Tenure Track Faculty, Business | 08/26/2024 |

ACADEMIC ADMINISTRATOR

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| Massillon, Sharlyne, Director, Basic Needs | 07/03/2024 |
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ADJUNCT FACULTY

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

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| BOARD OF TRUSTEES | ACTION |
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 CLASSIFIED PERSONNEL - REGULAR

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

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

| | <u>EFFECTIVE DATE</u> |
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| <u>ABOLISH POSITION</u> | |
| Laboratory Technician- Photography (1 position) Photography Department, 11 months, 40 hours | 07/03/2024 |
| Stage Design Technician Classified Employee Salary Schedule, Range 35 | 07/03/2024 |
| <u>ESTABLISH POSITION</u> | |
| Laboratory Technician- Photography (1 position) Photography Department, 12 months, 40 hours) | 07/03/2024 |
| <u>CLASSIFICATION SALARY REALLOCATION</u> | |
| Accounting Specialist From: Classified Employee Salary Schedule Range 30 To: Classified Employee Salary Schedule, Range 32 | 07/01/2024 |
| Costume Designer From: Classified Employee Salary Schedule, Range 33 To: Classified Employee Salary Schedule, Range 35 | 07/01/2024 |
| <u>CLASSIFICATION SALARY REALLOCATION AND RETITLE</u> | |
| From: Class Scheduling Specialist Classified Employee Salary Schedule Range 32 To: Academic Scheduling Specialist Classified Employee Salary Schedule, Range 34 | 07/03/2024 |
| From: Stage Construction Technician Classified Employee Salary Schedule, Range 33 To: Stage Technician - Scenery Classified Employee Salary Schedule, Range 35 | 07/03/2024 |
| From: Stage Construction Technician - Lighting Classified Employee Salary Schedule, Range 33 To: Stage Technician - Lighting Classified Employee Salary Schedule, Range 35 | 07/03/2024 |

From: Stage Construction Technician – Sound 07/03/2024
Classified Employee Salary Schedule, Range 33
To: Stage Technician - Sound
Classified Employee Salary Schedule, Range 35

CLASSIFICATION RETITLE

From: Theatre Technical Specialist 07/01/2024
To: Theater Technical Specialist

ELECTIONS

PROBATIONARY/ADVANCED STEP PLACEMENT

Chin, Vina, Human Resources Analyst-Employee & Labor Relations, Confidential, HR (Step E)
Date Correction 06/24/2024
Ghassemi, Lydia, Cosmetology Assistant, Cosmetology (Step C) 06/05/2024*
*Revised start date

PROMOTION

Hudson, Felicia 07/03/2024
From: Custodial Operations Supervisor, Operations, NS-II
To: Custodial Operations Manager, Operations, NS-II

Raby, Emily 07/03/2024
From: Custodian, Operations, Varied Hours
To: Custodial Operations Manager, Operations, Day

Villanueva, Robert 07/03/2024
From: Custodial Operations Supervisor, Operations, NS-II
To: Custodial Operations Manager, Operations, NS-II

PROMOTION/ADVANCED STEP PLACEMENT

Gonzalez, Cristina 06/17/2024
From: Disabled Student Services Assistant, DSPS
To: Administrative Assistant I, Health Sciences & Early Childhood Education (Step C)

Gray, I. Darryl 07/03/2024
From: Custodial Operations Supervisor, Operations, NS-I
To: Custodial Operations Manager, Operations, NS-I (Step C)

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Garcia, Arturo 07/15/2024
From: Campus Safety Officer, Main Campus
To: Campus Safety Officer, Malibu Campus

Mock, Hannah 07/01/2024
From: Administrative Assistant II, Community & Academic Relations
To: Administrative Assistant I, EPI Center (Step E)
Comment: Placed at Range 28 Step E instead of y-rated due to salary rate being the same

INTERNAL LIMITED TERM ASSIGNMENT

Rogers, George 06/01/2024 to 12/20/2024
From: Student Services Clerk, EOPS
To: Student Services Assistant, EOPS/CARE
Percentage: More than 50%

Smith, Corey 06/03/2024 to 06/28/2024
From: Student Services Clerk, International Education Center
To: Student Services Assistant, International Education Center
Percentage: More than 50%

WORKING OUT OF CLASS (PROVISIONAL ASSIGNMENT)

Campos, Nahum 07/01/2024 to 11/05/2024
From: Custodian, Operations
To: Skilled Maintenance Worker II, Maintenance
Percentage: More than 50%

Gino, Ana 12/01/2023 to 04/01/2024
From: Student Services Assistant, International Education Center
To: International Student Services Specialist, International Education Center
Percentage: Less than 50%

Gradilla, Gisele. 01/16/2024 to 06/11/2024
From: Administrative Assistant II, Outreach & Onboarding 06/12/2024 to 06/30/2024*
To: Outreach and Recruitment Specialist, Outreach & Onboarding
Percentage: More than 50%
*Extension

Newman, Jeremy 06/01/2024 to 10/04/2024
From: Student Services Clerk, EOPS
To: Student Services Assistant, EOPS/CARE
Percentage: More than 50%

WORKING OUT OF CLASS (SUBSTITUTE ASSIGNMENT)

De La Torre, Aaron 07/01/2024 to 10/31/2024
From: EOPS Specialist, EOPS
To: EOPS/CARE Supervisor, EOPS/CARES
Percentage: More than 50%

CSEA EDUCATIONAL PAY DIFFERENTIAL

Hernandez, Sandra, Administrative Assistant II, Financial Aid & Scholarships 2.5% 07/01/2024
Associate/Bachelor/Master

ANCILLARY DUTIES STIPENDS

Cadena, Ruben, CC Police Officer, College Police +5% 07/01/2024 – 06/30/2025
Comment: Access Control/CCTV

Cadena, Ruben, CC Police Officer, College Police +2.5% 07/01/2024 – 06/30/2025
Comment: Range Master

Gordon, Sean, CC Police Officer, College Police +5% 07/01/2024 – 06/30/2025
Comment: Field Training Officer

Lopez, David, CC Police Officer, College Police +5% 07/01/2024 – 06/30/2025
Comment: Access Control/CCTV

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

| | |
|---|-------------|
| Biggers, Leisa, Director of Human Resources | 08/12/2022* |
| *Date correction from August 2, 2022 Board of Trustees meeting | |
| Munoz, Andres, Outreach & Recruitment Specialist, Outreach & Onboarding | 06/11/2024 |
| Sutton, Robert, Sign Language Interpreter III, DSPS | 06/03/2024 |

RETIREMENT

| | |
|---|------------|
| Herbert, Steven, KCRW Radio Station Engineer, KCRW (38 years) | 07/19/2024 |
| Nakamura, Leroy, Information Technology Support Specialist, Media Center (34 years) | 07/12/2024 |
| Ong, Maria, Financial Aid & Scholarships Specialist, Financial Aid (17 years) | 07/05/2024 |
| Winter, Lisa, Assistant Director of Human Resources - Compliance and Title IX, Human Resources (8 years) | 08/12/2024 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | July 2, 2024 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – NON MERIT

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

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

STUDENT EMPLOYEES

College Student Assistant, \$17.27/hour (STHP) 11

SPECIAL SERVICE

Art Model \$27.00/hour 9
 Art Model w/Costume, \$30.00/hour 18

RECOMMENDATION NO. 7 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.

| | |
|--|-----------------------|
| Aninyei, Paul, Customer Service Assistant, Bookstore | 07/01/2024-12/23/2024 |
| Carbone, John, Accompanist- Dance, Dance | 07/01/2024-12/31/2024 |
| Chan, Oliver, Accompanist- Music, Music | 07/01/2024-12/31/2024 |
| Fritzen, Gary, Accompanist- Music, Music | 07/01/2024-12/31/2024 |
| Jimenez Oporto, Gabriela, Student Services Clerk, IEC | 06/24/2024-06/28/2024 |
| Mallinger, Matthew, Accompanist- Dance, Dance | 07/01/2024-12/31/2024 |
| McNaughton, Joellen, Accompanist- Music, Music | 07/01/2024-12/31/2024 |
| McNaughton, Joellen, Accompanist- Music Performance, Music | 07/01/2024-12/31/2024 |
| Nesteruk, Gary, Accompanist- Music, Music | 07/01/2024-12/31/2024 |
| Payne, Ariel, Laboratory Technician- Photo, Photography | 06/25/2024-06/28/2024 |
| Plotkin, Alla, Accompanist- Dance, Dance | 07/01/2024-12/31/2024 |
| Russell, Regan, Accompanist- Music, Music | 07/01/2024-12/31/2024 |
| Russell, Regan, Accompanist- Music Performance, Music | 07/01/2024-12/31/2024 |
| Schallert, Jennifer, Costume Designer, Theatre Arts | 07/01/2024-12/31/2024 |
| Soro, Gnenemon S., Accompanist- Dance, Dance | 07/01/2024-12/31/2024 |

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| Sow, E. Malick, Accompanist- Dance, DANCE | 07/01/2024- 12/31/2024 |
| Tan, Barry, Accompanist- Music, Music | 07/01/2024- 12/31/2024 |
| Ter-Avanesova, Nonna, Accompanist- Dance, DANCE | 07/01/2024- 12/31/2024 |
| Trujeque, Angelic, Customer Service Assistant, Bookstore | 07/01/2024-12/23/2024 |

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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| Abdulhafiz, Meymuna H., Bookstore Clerk/Cashier, Bookstore | 07/01/2024-12/23/2024 |
| Ashby, DeAnna, Student Services Clerk, Basic Needs | 07/01/2024-06/30/2025 |
| Beck, Michael M., Customer Service Assistant, Bookstore | 07/01/2024-12/23/2024 |
| Brown, Thomas M., Instructional Tutor – ESL, ESL | 07/01/2024-06/30/2025 |
| Carter, Ashlie, Customer Service Assistant, Bookstore | 07/01/2024-12/23/2024 |
| Chan, Oliver, Accompanist- Music Performance, Music | 07/01/2024-12/31/2024 |
| Chang, Tony W., Bookstore Cashier/ Clerk, Bookstore | 07/01/2024-12/23/2024 |
| English, Kara JI, Customer Service Assistant, Bookstore | 07/01/2024-12/23/2024 |
| Garcia, Lucy, Bookstore Cashier/ Clerk, Bookstore | 07/01/2024-12/23/2024 |
| Lopez, Jose C., Bookstore Cashier/ Clerk, Bookstore | 07/01/2024-12/23/2024 |
| Martin, Matthew, Stage Construction Technician, Theatre Arts | 07/01/2024-12/31/2024 |
| Micas, Donna H., Bookstore Cashier/ Clerk, Bookstore | 07/01/2024-12/23/2024 |
| Nesteruk, Gary, Accompanist- Music Performance, Emeritus | 07/01/2024-12/31/2024 |
| Nesteruk, Gary, Accompanist- Music Performance, Music | 07/01/2024-12/31/2024 |
| Nwonwu, Vergie N., Customer Service Assistant, Bookstore | 07/01/2024-12/23/2024 |
| Pabst, Ester A., Bookstore Cashier/ Clerk, Bookstore | 07/01/2024-12/23/2024 |
| Padilla, Julianna, Student Services Clerk, Financial Aid | 07/01/2024-12/31/2024 |
| Tan, Barry, Accompanist- Music Performance, Music | 07/01/2024-12/31/2024 |
| Thielking, Alan, Bookstore Cashier/ Clerk, Bookstore | 07/01/2024-12/23/2024 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | July 2, 2024 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 FACILITIES

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

8-A 2024-2025 ANNUAL CONTRACT FOR DISTRICT CONSTRUCTION PROJECTS

Contract with EPOCH Projects Inc. in the amount not to exceed \$100,000 for 2024-2025.

Service: Provide boundary determination, ALTA/ASCM land title matters, aerial photogrammetric mapping, topography, underground utilities position and alignment, and construction control survey for the District’s construction projects.

Funding Source: Measure V, Measure SMC, and District Capital Funds

8-B RELEASE OF PARTIAL RETENTION – MALIBU CAMPUS/SHERIFF’S SUBSTATION

Reduce the retention amount held from Icon West, Inc. for the Malibu Campus/Sheriff’s Substation project from 2.5% to 1.25%.

Comment: The project is currently in the punch list phase.

8-C APPRAISAL SERVICES AGREEMENT – AFFORDABLE STUDENT HOUSING

Approval to increase contract with CBRE, Inc. for market rent estimating services for the Affordable Student Housing Project from \$5,000 to \$6,000 plus \$500 in reimbursable expenses.

Funding Source: District Capital Fund 40 and Measure SMC

Comment: The original contract for CBRE was approved in May 2024 for \$5,000 plus \$500 in reimbursable expenses. CBRE will provide market rent estimates, including utilities costs, for the proposed student housing project at the Bundy campus to help understanding existing market rents and conditions for the College to make informed decisions regarding the potential development of housing inventory. The increase \$1,000 fee is for additional rental rate research requested of CBRE.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | July 2, 2024 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

9-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: May 1-31, 2024

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | -6,380 |
| 2000 | Classified/Student Salaries | 190,970 |
| 3000 | Benefits | -6,613 |
| 4000 | Supplies | 13,892 |
| 5000 | Contract Services/Operating Exp | 124,760 |
| 6000 | Sites/Buildings/Equipment | 13,540 |
| 7100-7699 | Other Outgo/Student Payments | 6,380 |
| 7900 | Contingency Reserve | -336,549 |
| Net Total: | | 0 |

9-B FUND 01.3 – Restricted Fund

Period: May 1-31, 2024

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | 0 |
| 2000 | Classified/Student Salaries | 26,500 |
| 3000 | Benefits | 14,500 |
| 4000 | Supplies | 3,682 |
| 5000 | Contract Services/Operating Exp | -85,952 |
| 6000 | Sites/Buildings/Equipment | 41,270 |
| 7100/7699 | Other Outgo/Student Payments | 0 |
| 7900 | Contingency Reserve | 0 |
| Net Total: | | 0 |

9-C FUND 40.0 – Capital Projects Fund

Period: May 1-31, 2024

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | 0 |
| 2000 | Classified/Student Salaries | 0 |
| 3000 | Benefits | 0 |
| 4000 | Supplies | 12,038 |
| 5000 | Contract Services/Operating Exp | 250,013 |
| 6000 | Sites/Buildings/Equipment | -262,051 |
| 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 | July 2, 2024 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 PAYROLL WARRANT REGISTER

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

Payroll Warrant Register
 May 2024 C1J – C2K \$16,345,728.72

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

RECOMMENDATION NO. 11 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register
 May 2024 590304 through 645282

ACH Numbers
 May 2024 303249 through 315089

Total \$11,142,221.10

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

RECOMMENDATION NO. 12 REISSUE COMMERCIAL WARRANTS

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

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

| <u>Employee Name</u> | <u>Warrant #</u> | <u>Issue Date</u> | <u>Amount</u> |
|----------------------|------------------|-------------------|---------------|
| Esagoff, Shirel | 26262303 | 03/19/21 | \$358.00 |
| Esagoff, Shirel | 26055072 | 10/05/20 | \$431.00 |
| Husain, Yasmina Khan | 859627565 | 04/06/22 | \$450.00 |
| Shih, Min-Yen | 859626602 | 04/06/22. | \$1,121.00 |

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| BOARD OF TRUSTEES Santa Monica Community College District | ACTION July 2, 2024 |
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 AUXILIARY PAYMENTS AND PURCHASE ORDERS

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

Auxiliary Operations Payments and Purchase Orders

May 2024 Covered by check & voucher numbers: 036567-036790 & 03700-03737

| | |
|-----------------------------------|----------------------|
| Bookstore Fund Payments | \$ 170,132.02 |
| Other Auxiliary Fund Payments | \$ 100,275.00 |
| Trust and Fiduciary Fund Payments | <u>\$ 418,173.52</u> |
| | \$ 688,580.54 |

Purchase Orders issued

May 2024 \$28,471.55

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

RECOMMENDATION NO. 14 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> |
|-----------------------------------|------------------------------|---------------|
| July 2024 (FY 2024-2025) | 9 | \$59,611 |

Funding Sources: General Fund, Fund 01.0

| <u>Organizational Memberships</u> | <u>Number of Memberships</u> | <u>Amount</u> |
|-----------------------------------|------------------------------|---------------|
| July 2024 (FY 2023-2024) | 1 | \$100 |

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 | July 2, 2024 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2024-2025

Requested Action: Approval/Ratification

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

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

| Name/Title |
|--------------------------------------|
| Kevin Kilgore, Campus Police Captain |

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

RECOMMENDATION NO. 16 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification

*Requested by Scott Silverman, Dean, Noncredit and External Programs
Patricia Ramos, Dean, Academic Affairs*

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

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | July 2, 2024 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO.1 PURCHASING

Requested Action: Approval/Ratification

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

17-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.

May 2024 \$2,779,478.04

17-B COOPERATIVE PURCHASING AGREEMENTS

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

- State of California (CMAS) Contract 3-23-05-1065 with Akins IT, Inc. to 03/31/27 for AVA Security & Avigilon cameras and licenses.
- E&I Cooperative Services Contract EI00407 with Shred-it (Stericycle, Inc.) to 02/28/2029 for secure paper shredding services.

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| BOARD OF TRUSTEES | ACTION |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | July 2, 2024 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 18

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 appointment of the following members to the Citizens’ Bond Oversight Committee, for a two-year term, 2024-2026.

| <u>Name</u> | <u>Term</u> | <u>Constituency</u> |
|-----------------------|-------------|-----------------------------------|
| Suleman Adeyemi | 2024-2026 | Active in support of the District |
| Luis Barrera Castañón | 2024-2026 | Local Business/Community |

SUMMARY: At its meeting on May 7, 2024, the Board of Trustees approved the process to fill vacancies on the Citizen’s Bond Oversight Committee caused by the expiring term of a current member and to possibly appoint additional members.

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

*The student representative will be appointed at a future Board of Trustees meeting.

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

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| BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT | ADJOURNMENT July 2, 2024 |
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XI. BOARD COMMENTS

XII. ADJOURNMENT – 6:51 p.m

The meeting was adjourned in memory of **Reverend James Lawson**, key architect of the Civil Rights Movement; and **Mosa Mushkoor**, father of CSIS Professor Jinan Darwiche.

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