



# MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

TUESDAY, AUGUST 6, 2024

SMC Board Room  
1900 Pico Boulevard  
Santa Monica, California

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

# MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, August 6, 2024 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 was also conducted via Zoom Webinar to allow for remote participation.

**I. ORGANIZATIONAL FUNCTIONS**

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

**II. CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
 (Government Code Section 54957.6): Two Cases
  
- 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 p.m.**

- LAND ACKNOWLEDGEMENT  
 We respectfully recognize that the land on which Santa Monica College currently stands is the ancestral unceded territory of the Tongva or Gabrielino peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.
  
- PLEDGE OF ALLEGIANCE – Mike Tuitasi, Vice-President, Student Affairs
  
- CLOSED SESSION REPORT - None
  
- REVISIONS/SUPPLEMENTAL STAFF REPORTS: - None

**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: New Faculty Institute (NFI) Committee

Presenters: Dr. Erin Cue (Professor, Psychology and Chair, New Faculty Committee)

Dr. Poy Yamada (2<sup>nd</sup> year Nursing Professor)

Dr. Marybeth Murray (2<sup>nd</sup> year Early Childhood Education Professor)

Summary: The New Faculty Institute Committee gave a poster presentation at NCORE this year on the year-long new faculty onboarding program they created and are now entering their third cohort. The program is designed to “foster a culture of teaching excellence and service that embraces inclusion, equity, diversity, justice and implementation of evidence-based practices.”

Link to online version:

[https://docs.google.com/presentation/d/18bVNSY\\_1VXr0Ngk8ZPm-VUDmJ\\_IMTAHe/edit?usp=sharing&oid=107039666186250427475&rtpof=true&sd=true](https://docs.google.com/presentation/d/18bVNSY_1VXr0Ngk8ZPm-VUDmJ_IMTAHe/edit?usp=sharing&oid=107039666186250427475&rtpof=true&sd=true)

*This supports the Board’s 2023-2024 Annual Goal: Educational Advancement, Quality, and Equity.*

**IX. CONSENT AGENDA**

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

#1 Approval of Minutes: July 2, 2024 (Regular Meeting)

**Academic Affairs**

#2 CCCP Dual Enrollment Partnership Agreement with SMMUSD – Course Offerings for 2024-2025

**Contracts and Consultants**

#3-A Approval of Contracts and Consultants

#3-B Ratification of Contracts and Consultants

**Human Resources**

#4 Academic Personnel

#5 Classified Personnel – Regular

#6 Classified Personnel – Limited Duration

#7 Classified Personnel – Non Merit

**Facilities and Fiscal**

- #8 Facilities
- #9 Acceptance of Grants and Budget Augmentation
- #10 Budget Transfers
- #11 Payroll Warrant Register
- #12 Commercial Warrant Register
- #13 Reissue Commercial Warrants
- #14 Auxiliary Payments and Purchase Orders
- #15 Organizational Memberships
- #16 Providers for Community and Contract Education
- #17 Purchasing

**X. CONSENT AGENDA – Pulled Recommendations**

**XI. MAJOR ITEMS OF BUSINESS**

- #18 Resolution to Grant Sidewalk Easement
- #19 Resolution to Support Proposition 2
- #20 Adoption of Education Protection Account Expenditure Plan

**XII. INFORMATION**

- #21 Citizens’ Bond Oversight Committee – Minutes of Meeting, July 17, 2024

**XIII. BOARD COMMENTS AND REQUESTS**

**XIV. ADJOURNMENT**

A special Board of Trustees meeting/closed session will be held on Tuesday, August 20, 2024 in Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California for the purpose of conducting the annual Evaluation of the Superintendent/President.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, September 10, 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.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

#### IV. SUPERINTENDENT'S REPORT

##### Budget Update:

The 2024-2025 state budget is the best budget the community college system could have hoped for given the \$45 billion budget deficit the State had to address. The State used a series of financial maneuvers, including implementing a series of deferrals and reappropriation of funds, to avoid reductions to the community college system in 2024-25. The first set of deferrals have already occurred, and another set of deferrals will happen towards the end of the year. The college is using cash management to deal with the deferrals and does not project any budget impacts from the deferrals as long as they don't get larger in a future budget. The State Budget included one ongoing funding adjustment in the form of a 1.07 percent COLA for 2024-2025. There was also a series of one-time funding included in the budget for community colleges to:

- Support mapping credit for prior learning pathways
- Expand e-Transcript California
- Expand nursing program capacity with Strong Workforce Program Funds
- Support students with FAFSA completion
- Establish statewide funding plan for Affordable student housing
- Backfill of 2023-2024 deficit factor

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

**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: #2

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

**X. CONSENT AGENDA – Pulled Recommendations**

**Information Item #2: CCAP Agreements, Course Offerings for 2024-2025**

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: Tom Peters  
 STUDENT ADVISORY: Vacant  
 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:

[July 2, 2024 \(Regular Meeting\)](#)

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION August 6, 2024
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CONSENT AGENDA: ACADEMIC AFFAIRS

**INFORMATION ITEM NO. 2 COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) DUAL ENROLLMENT  
PARTNERSHIP AGREEMENTS – COURSE OFFERINGS FOR 2024-2025**

*Requested by: Maral Hyeler, Director, Instructional Services*  
*Approved by: Jason Beardsley, Vice-President, Academic Affairs*

The CCAP course offerings at Beverly Hills School District, Palisades Charter High School, Santa Monica-Malibu Unified School District, and West Charter High School are presented for information.

See Course Offerings: [Appendix A](#)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 6, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

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

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

➤ RENEWAL OF CONTRACT

Provider/Contract	Term/Amount	Service	Funding Source
1   INET Inc, dba iParq	August 1, 2024- July 31, 2027  \$163,350 per year  Total: \$490,050	Renewal for Parking permits that will be sold online. Buyers will be verified using their SMC email address or student ID number. Payments will be by credit card or payroll deduction. Enforcement will be done using the license plate recognition technology. Camera, either hand-held or vehicle mounted, will scan license plates. Vehicles that are not registered will be cited. Citations can be paid and appealed online. Use of the cooperative purchasing agreement was approved by the Board in June 2024.	Restricted General Fund, Parking Fees
<p><i>Requested by: Mitch Heskell, Dean, Education Enterprise</i>  <i>Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration</i></p>			



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3**      **CONTRACTS AND CONSULTANTS**

**3-B**      **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 Armineh Noravian	July 12, 2024 - June 30, 2025  \$17,100	Consultant to provide grant evaluator services for National Science Foundation Advanced Technological Education Grant, to include survey optimization and distribution; interviews and focus groups; data analysis, which is related to the development of the curriculum and internship model for the biotech program; recruitment and persistence of students into the first and second certificate tracks; and successful job placement upon completion of a certificate.	Restricted General Fund, National Science Foundation ATE Grant
2 Kimberly Brock	August 26, 2024- June 17, 2025  \$9,000	Consultant to prepare and facilitate student workshops on goal-setting and creation of vision boards for students enrolled in BIOL 30: Fundamentals of Biotechnology to include providing guidance on vision board creation to maximize full benefits.	Restricted General Fund, W.M. Keck Foundation Grant
<p><u>#1 and #2</u>  <i>Requested by: Karol Lu, Project Manager, Biotechnology and Aquaculture</i>  <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i></p>			

BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 6, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

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

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
3   Demontray Hankins	May 7, 2024 \$6,500	Consultant prepared and provided a presentation for Foster Youth Awareness Month	Restricted General Fund, NextUp Program
<i>Requested by: Raul Enciso, Project Manager, NextUp Approved by: Michael Tuitasi, Vice President, Student Affairs</i>			
4   Purpose Based, LLC	July 26, 2024 \$1,500	Consultant developed and provided a presentation to assist students in defining their goals and purpose.	Restricted General Fund, UMOJA Grant
<i>Requested by: Sherri Bradford, Program Faculty Leader, Black Collegians Umoja Community Approved by: Michael Tuitasi, Vice President, Student Affairs</i>			
5   Lisa Brand	July 1, 2024- June 30, 2025 \$25,000	Consultant will create and design marketing materials to promote Workforce and Economic Development new coursework. Communication design materials include: <ul style="list-style-type: none"> <li>• Playbooks for BECAP</li> <li>• BECAP Higher Ed. Conference</li> <li>• Homeless Program and workforce scaling</li> <li>• Kilpatrick</li> <li>• Cloud</li> </ul>	Restricted General Fund, Strong Workforce Program (SWP)
<i>Requested by: Patricia Ramos, Dean, Academic Affairs Approved by: Jason Beardsley, Vice President, Academic Affairs</i>			
6   J. Marvin Campbell Gym Mechanic	July 1, 2024- June 30, 2025 \$4,740	Consultant will provide preventive maintenance services to fitness equipment at Core Performance Center.	Unrestricted General Fund
<i>Requested by: Elaine Roque, Chair, Kinesiology Approved by: Jason Beardsley, Vice President, Academic</i>			
7   The Joy Cooperative, LLC	June 16, 2024 \$3,300	Consultant provided a three-hour professional development session on community building for the SMC Management Association.	Unrestricted General Fund
<i>Requested by: Tre'Shawn Hall-Baker, Dean, Human Resources Approved by: Sherri Lee-Lewis, Vice President, Human Resources</i>			

BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 6, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

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

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
8   Ballet Folklorico Flor De Mayo	August 1-3, 2024  \$4,500	Ballet Folklorico Flor De Mayo produced a three-day dance festival co-sponsored by PPI and SMC Dance. SMC students had open and full access to all performances, roundtables, and lectures.	Unrestricted General Fund
9   Ansuya Rathor	August 12-15, 2024  \$2,900	Ansuya Rathor provided four dance workshops and delivered two seminars focused on folkloric dance, feminism, and womanism as a part of a joint PPI and SMC Dance program.	Unrestricted General Fund
<p><u>#8 and #9</u>  <i>Requested by: Kiersten Elliott, Dean, Community Relations</i>  <i>Approved by: Donald Girard, Senior Director, Government Relations/Institutional Advancement</i></p>			

➤ CONTINUING CONTRACTS

Provider/Contract	Term/Amount	Service	Funding Source
10   Gregory Bierer, MD	August 3, 2022- July 31, 2026  \$12,000 per year  Total: \$48,000	Year two of the contract for the Medical Director for Respiratory Therapy. Provides medical direction and administration, but not limited to, providing strategic planning in collaboration to develop clinical practice guidelines embedded in respiratory care curricula. Participates in programmatic accreditation to ensure continued success. Maintain regular and consistent contact with students, clinical faculty, and clinical affiliates.	Unrestricted General Fund
<p><i>Requested by: Salvador Santana, Chair, Health Sciences Department</i>  <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i></p>			

BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 6, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

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

➤ CONTINUING CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
11 Cobblestone	October 1, 2024- September 30, 2025  \$70,000	Consultant evaluation of the STEM ESA program evaluation to include local evaluation report and assistance with federal report, year 4 of possible 5	Restricted General Fund, STEM
<i>Requested by: Vanan Yahnian, Project Manager, STEM</i> <i>Approved by: Sasha King, Dean, Academic Affairs (Interim)</i>			
12 Screamlane Investment, dba Tourcoach Charter	July 1, 2024- June 30, 2025  Not to Exceed \$123,265	Renewal of Athletics Event Charter Transportation for Fall and Spring athletics meets and tournaments, year 4 of possible 5	Unrestricted General Fund
<i>Requested by: Reggie Ellis, Athletics Director</i> <i>Approved by: David Dever, Director, Auxiliary Services</i>			
13 Modo Labs	August 19, 2024- August 18, 2027  Total 3-year contract: \$26,759.07	3-year contract for the following Modo Labs features: 50 additional screens, LiveSafe app SDK integration (LiveSafe will be integrated directly in SMC GO).	Restricted General Fund, Student Equity and Achievement Program and Auxiliary Funds
<i>Requested by: Esau Tovar, Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>			

➤ AMENDMENT TO PREVIOUSLY APPROVED CONTRACT

Provider/Contract	Term/Amount	Service	Funding Source
14 Finalsite (formerly Blackboard Connect)	2024-2025 Increase to previously approved contract (June 4, 2024)  Increase from \$69,000 to \$69,545	The District uses Blackboard Connect basic services to provide phone, email, and text messaging services for a variety of purposes, such as Emergency, Attendance, Outreach. The platform is available 24 hours a day, year round.	Unrestricted General Fund
<i>Requested by: Esau Tovar, Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

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*

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
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NEWLY TENURED FULL-TIME FACULTY

Moreno, Marissa, Instructor, Dance	08/26/2024
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ACADEMIC ADMINISTRATOR

Martin, Llanet, Dean, Equity, Pathways, and Inclusion	09/04/2024
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INTERIM ACADEMIC ADMINISTRATOR EXTENSION

Muñoz, Maria, Dean, Equity, Pathways, and Inclusion	07/01/2024-08/31/2024
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ADJUNCT FACULTY

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

RESCISSION OF ELECTION

Stahlke, Jacqueline, Full-time Tenure Track Counselor, Athletics  
 Comment: Ms. Stahlke has rescinded the acceptance of the offer of employment approved by the Board of Trustees at its meeting on May 7, 2024.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: HUMAN RESOURCES

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

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

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

	<u>EFFECTIVE DATE</u>
<u>ABOLISH CLASSIFICATION</u>	
Director of Facilities Maintenance and Operations Classified Management Salary Schedule, Range M34	08/06/2024
Stage Design Technician Classified Employee Salary Schedule, Range 35 Comment: Correction to July 2, 2024, BOT Minutes	07/03/2024
<u>ABOLISH POSITION</u>	
Student Judicial Affairs Specialist (1 position) Student Judicial Affairs, 12 months, 40 hours	08/06/2024
<u>CLASSIFICATION RETITLE</u>	
From: Theatre Arts Operations Assistant To: Theater Arts Operations Assistant	08/06/2024
<u>ELECTIONS</u>	
<u>PROBATIONARY/ADVANCED STEP PLACEMENT</u>	
Burney, Jennifer, Laboratory Technician-Life Science, Life Science, (Step C)	08/01/2024
Camarena, Bryant, Community College Dispatcher, Campus Police, (Step C)	08/05/2024
K C, Purushottam, Campus Safety Officer, Campus Police, (Step C)	08/05/2024
Narula, Devender, Database Administrator, MIS, (Step D)	08/16/2024
<u>PROMOTION</u>	
Diaz Maldonado, Patrisia From: Disabled Student Services Assistant, DSPS To: Outreach & Recruitment Specialist, Outreach & Onboarding	08/16/2024
Gradilla, Giselle From: Administrative Assistant II, Outreach & Onboarding To: Outreach & Recruitment Specialist, Outreach & Onboarding	07/01/2024
Kennard, Melvin From: Student Services Assistant, Veterans Center To: Veterans Resource Specialist, Veterans Center	08/01/2024

Price, Ashley From: Administrative Assistant, Emeritus To: Program Coordinator – Community Education, Community Education	07/01/2024
Van Hemelrijck, Erin From: Student Judicial Affairs Specialist, Student Judicial Affairs To: International Student Services Specialist, International Education Center	08/01/2024
Zetina, Marco From: Custodian, Operations, NS-I To: Lead Custodian, Operations, NS-II	07/01/2024
 <u>PROMOTION/ADVANCED STEP PLACEMENT</u>	
Smith, Corey From: Student Services Clerk, International Education Center To: Student Services Assistant, International Education Center (Step C)	07/16/2024
 <u>INTERNAL LIMITED TERM ASSIGNMENT</u>	
Ng, Jonathan From: Senior Graphics Designer To: Marketing Design Coordinator	07/01/2024-12/16/2024
 <u>REINSTATEMENT</u>	
Ruff, Ranon From: Lead Custodian, Operations, NS-II To: Custodian, Operations	07/01/2024
 <u>CLASSIFICATION SALARY REALLOCATION AND RETITLE</u>	
Bass, Edward From: Stage Construction Technician – Lighting Classified Employee Salary Schedule Range 33 To: Stage Technician - Lighting Classified Employee Salary Schedule, Range 35	07/03/2024
Cochran, Andrew From: Stage Construction Technician Classified Employee Salary Schedule Range 33 To: Stage Technician – Scenery Classified Employee Salary Schedule, Range 35	07/03/2024
Ezell, Sara From: Class Scheduling Specialist Classified Employee Salary Schedule Range 32 To: Academic Scheduling Specialist Classified Employee Salary Schedule, Range 34	07/03/2024
Moody, Mason From: Stage Construction Technician – Sound Classified Employee Salary Schedule Range 33 To: Stage Technician - Sound Classified Employee Salary Schedule, Range 35	07/03/2024

VOLUNTARY TRANSFER

Henriquez, Fernando  
From: Receiving, Stockroom and Delivery Worker, PCAL  
To: Student Services Assistant, Non Credit Education  
\*Y-rated position

07/01/2024

WORKING OUT OF CLASS (PROVISIONAL ASSIGNMENT)

DiGregorio, Anisha  
From: Human Resources Specialist, Human Resources  
To: Human Resources Technician, Human Resources  
Percentage: More than 50%

08/01/2024 to 12/04/2024

Noguera, Dawn  
From: Human Resources Specialist, Human Resources  
To: Human Resources Technician, Human Resources  
Percentage: More than 50%

08/01/2024 to 12/04/2024

Penate, Yesenia  
From: Human Resources Specialist, Human Resources  
To: Human Resources Technician, Human Resources  
Percentage: More than 50%

08/01/2024 to 12/04/2024

Rodriguez, Demi  
From: Human Resources Specialist, Human Resources  
To: Employee Benefits Coordinator, Human Resources  
Percentage: More than 50%

07/16/2024 to 11/19/2024

Rosas, Jonathan  
From: Campus Safety Officer, Campus Police  
To: Senior Campus Safety Officer, Campus Police  
Percentage: More than 50%

08/05/2024 to 10/10/2024

Virgen, Manuel  
From: Campus Safety Officer, Campus Police  
To: Senior Campus Safety Officer, Campus Police  
Percentage: More than 50%

08/05/2024 to 10/10/2024

Willoughby, Debra  
From: Human Resources Specialist, Human Resources  
To: Human Resources Technician, Human Resources  
Percentage: More than 50%

08/01/2024 to 12/04/2024

CSEA EDUCATIONAL PAY DIFFERENTIAL

DiGregorio, Anisha, Human Resources Specialist  
Professional License

1.5%

08/01/2024

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Poy, Teresa, Health Sciences Learning Lab Specialist, Health Sciences

08/04/2024



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: HUMAN RESOURCES

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

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

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

ELECTIONS

EFFECTIVE DATE

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

Agolsove, Alexis, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Alvarez, Sonia, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Amerman, Thomas, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Amurrio-Bravo, Ricardo, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Aninyei, Paul, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Barondeau, Shannon, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Beatty, Jennifer, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Belcher, Patricia, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Berney, Andrew, Laboratory Technician - Art, Art	07/01/2024-12/31/2024
Bittencourt, Rafael, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Brewer, Jeremy, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Britt, Julia, Personnel Anaylst, Personnel Commission	07/01/2024-09/15/2024
Buchinsky, Boyko, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Buzzell, Kevin, Laboratory Technician- Photo, Photography	07/01/2024-12/31/2024
Carey, Daniel, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Deuel, Sean, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Dionne, Chris, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Emadi Estarabad, Seyedeh S., Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Fernandez, Daniel, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Forsyth, Myckinnon, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Frale, Darren, Laboratory Technician - Art, Art	07/01/2024-12/31/2024
Fraire, Josemanuel, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Freedman, Myles, Laboratory Technician - Art, Art	07/01/2024-12/31/2024
Fritzen, Gary, Accompanist- Music Performance,	07/01/2024-12/31/2024
Gasparich, Cristina, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Geller, Frances, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Gibbons, Amelia, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Haque, Farah, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Hart, Rome, Student Services Clerk, Outreach/Onboarding	07/01/2024-06/30/2025
Haskell, Susan, Laboratory Technician - Art, Art	07/01/2024-12/31/2024
Hidalgo, Michael, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Ibarra, Jacob, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Irumva, Landry, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025

Jaja, Nicole, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Jimenez Oporto, Gabriela, Student Services Clerk, Int'l. Ed. Ctr	07/02/2024-12/14/2024
Johnson, Edward J., Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2024
Ju, Vincent, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Juarez, Tina, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Kang, Christopher, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Kessel, Mark, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Kobashi, Todd, Laboratory Technician - Art, Art	07/01/2024-12/31/2024
Koelle, Martha, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Lansdown, Sonya, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Li, Yichun, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Linde, Adam, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Maclean, James, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Martinez, Paul G., Theatre Arts Operations Assistant, Theatre Arts	07/01/2024-09/30/2024
Marcial, Anthony, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Mayer, Justin, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Mofarrah-Garcia, Shana, Graphic Designer, Marketing	08/19/2024-06/28/2025
Morales Perez M., Jazmin., Administrative Clerk, Learning Resource Ctr	07/01/2024-08/22/2024
Mori, Marika, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Mott, Danielle, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Nelson, Sean C., Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Nwonwu, Vergie, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Ogle, Cynthia, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Payne, Ariel, Laboratory Technician- Photo, Photography	07/01/2024-12/31/2024
Palomino, Eden, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Pineda, Johnnyangel, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Postley, Colin, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Postolova, Ester, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Price, Jamieson, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Profitt, Steven, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Reyes-Flores, Jonathan, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Rodriguez, Andrea, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Rios, David, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Shea, Teresa, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Smith, Kyle, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Snyder, John, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Sperry, Adam, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Stancliff, Shelby, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Storniolo, Anthony, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Talton, Daniel E., Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Tittle, Toby, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Tuller, Susan, Events Assistant, Performing Arts Center	07/01/2024-06/30/2025
Tuttle, Daniel, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Vancura, Andrea, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Viggiani, Frances, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Ward, Patrice, Events Assistant, Performing Arts Ctr	07/01/2024-06/30/2025
Ward, Patrice, Events Assistant, Performing Arts Center	07/01/2024-06/30/2025
Watanabe, Atsushi, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025
Weber, Angela, Theater Tech Specialist, Performing Arts Ctr	07/01/2024-06/30/2025

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.

Avila Galeana, Denise, Student Services Clerk, Outreach/Onboarding	07/01/2024-06/30/2025
Fujita, Kurtis, Student Services Clerk, Admissions & Records	07/01/2024-06/30/2025
Milano, David, Student Services Clerk, Admissions & Records	07/01/2024-06/30/2025
Miles, Erik, Bookstore Cashier/ Clerk, Bookstore	07/01/2024-12/23/2024
Munnee, Aamna, Student Services Clerk, Outreach/Onboarding	07/01/2024-06/30/2025
Olivares, Mario, Student Services Clerk, Outreach/Onboarding	07/01/2024-06/30/2025
Pang, Mabel, Laboratory Tech – Life Science, Life Science	07/01/2024-12/31/2024
Tostado, Brittany S., Student Services Clerk, Outreach/Onboarding	07/01/2024-06/30/2025
Wilks, Susan, Enterprise Business Services Clerk, Cashier’s Office	07/01/2024-06/30/2025
Wilson, Lindsay J., Administrative Assistant II, Emeritus	07/01/2024-11/08/2024

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

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

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

**STUDENT EMPLOYEES**

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

Art Model \$27.00/hour	16
Art Model with costume \$30.00/hour	1
Community Services Specialist I, \$37.00/hour	8
Community Services Specialist II, \$50.00/hour	11
Recreation Director II, \$17.27/hour	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 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  
Dennis Biddle, Director, Facilities Operations  
Calvin Madlock, Chief Director, Information Technology  
Kim Tran, Chief Director, Business Services*

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

*Requested Action: Approval/Ratification*

8-A AMENDMENT TO AGREEMENT FOR ARCHITECT SERVICES – MATH AND SCIENCE EXTENSION BUILDING

Amendment No. 6 – Cannon/Parkin, Inc. (a.k.a. Cannon Design) for the Math and Science Extension Building Project in the amount of \$33,600 per month not to exceed \$201,600.

Original Contract Amount	\$ 7,130,750
Amendment No. 1 (Name Correction)	\$ 0
Amendment No. 2	\$ 51,000
Amendment No. 3	\$ 725,000
Amendment No. 4	\$ 13,000
Amendment No. 5	\$ 4,740
<u>Amendment No. 6</u>	<u>\$ 201,600</u>
Revised Contract Amount	\$ 8,126,090

Total Amendments represents 14% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 6 adds Construction Administration services on a month-to-month basis of up to six months to the agreement between the District and the Architect. The current contract with Cannon/Parkin, Inc. (a.k.a. Cannon Design) ended on July 31, 2024. However, based on the monthly schedule updated provided by the contractor, the latest anticipated completion date is January 31, 2025.

8-B PROJECT CLOSE OUT – ACCESS CONTROL UPGRADE PROJECT

Subject to completion of punch list items by ENTERPRISE SECURITY, INC., authorize the District Representative without further action of the Board of Trustees, to accept the project described as ACCESS CONTROL UPGRADE PROJECT as being complete. Upon completion of punch list items by ENTERPRISE SECURITY, INC., the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

Comment: This project completed the upgrade of 1,264 doors with FOB access throughout campus. Total cost was \$1,202,976. Funding came from 2022 State Scheduled Maintenance Funds and Facilities Fund 40.0.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 6, 2024
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CONSENT AGENDA: FACILITIES AND FISCAL

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

**8-C**      **RESOLUTION FOR EMERGENCY REPAIRS – SUB SLAB WATER MAIN LEAK**

The Board of Trustees hereby unanimously resolves the following:

WHEREAS, the plumbing system is integral to the operation of the college facilities and a sub slab water main leak has been discovered between the Math Complex and Pavilion buildings; and,

WHEREAS, failure to repair the leak immediately will increase damage to the facilities and may cause suspension of classes; and,

WHEREAS, Public Contract Code Section 20654 provides that public agencies may, with the unanimous approval of the governing board and approval of the County Superintendent of Schools, contract for the performance of labor and purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life and property.

THEREFORE, BE IT HEREBY RESOLVED that the Santa Monica Community College District Board of Trustees has determined that these circumstances constitute an emergency condition and request approval from the County Superintendent of Schools to enter into contracts for repair of the water main slab leak which includes demolition to expose leaking pipe.

**8-D**      **AWARD OF CONTRACT FOR EMERGENCY REPAIRS - SUB SLAB WATER MAIN LEAK**

Award of contract to Suttles Plumbing Inc. in the amount of \$24,995 to expose and repair the water main leak, re-energize system, and return to working condition.

This contract awarded pursuant to Emergency Contracting Procedures (PCC 20654).

Funding Source: Facilities Fund 40 (Emergency Repairs)

Comment:      The scope of work includes the cost for labor hours, as well as all materials and equipment for repairs.

**8-E**      **TIME CLOCK SYSTEM LICENSE**

Five-year contract with Time Clock Plus for a time clock system license for the Maintenance and Operations Department, in the amount of \$61,390.30 for the period of July 1, 2024-June 30, 2029.

Funding Source: Unrestricted General Fund

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Jason Beardsley, 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: Learning Aligned Employment Program (LAEP)  
Granting Agency: California Student Aid Commission  
Augmentation Amount: (\$1,977,235) Fiscal year 2021-2022 Amended Amount: \$120,405  
(\$3,062,831) Fiscal year 2022-2023 Amended Amount: \$83,629  
Matching Funds: Not Applicable  
Performance Period: August 31, 2022 to June 30, 2024 (end date formerly June 30, 2031)  
Summary: The 2021-2022 State budget appropriated \$200 million (with an additional \$300 million in the 2022-2023 State budget) for the Learning-Aligned Employment Program (LAEP). This program allowed colleges to offer eligible students the opportunity to earn money to help defray their educational costs while gaining education-aligned, career-related employment.  
Due to existing budget constraints, the State approved budget for fiscal year 2024-2025 included the cancellation of the LAEP program at the end of the 2023-2024 academic year. The award amount to the District is being reduced to equal the funds expended through June 30, 2024.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State		(\$5,040,067)
Expenditures		
1000 Academic Salaries		\$0
2000 Non-academic Salaries		(\$4,608,904)
3000 Employee Benefits		(\$357,468)
4000 Supplies & Materials		\$0
5000 Other Operating Expenditures		\$0
6000 Capital Outlay		\$0
7300 Other Outgo/Indirect (ACA)		\$0
7600 Student Aid		(\$73,694)
Total		( \$5,040,067)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*

*Requestor: Teresita Rodriguez, Vice President, Enrollment Development*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Direct Loan  
 Granting Agency: Department of Education  
 Augmentation Amount: \$375,000 (Amended Total: \$7,375,000)  
 Matching Funds: None  
 Performance Period: July 1, 2023 to June 30, 2024  
 Summary:

The U.S. Department of Education’s federal student loan program makes loans to eligible students to help cover the costs of higher education at a college or career school. Students apply for a federal loan by completing a Free Application for Federal Student Aid (FAFSA) form. More students qualified for Direct Loans than was estimated in the adopted budget. This augmentation is to increase the budget for Direct Loans for the 2023-2024 award year based on the disbursements made during the fiscal year.

Budget Augmentation:	Restricted Fund 74.0	
	Revenue	
	8150 Federal	\$375,000
	Expenditures	
	1000 Academic Salary	0
	2000 Non-Academic Salary	0
	3000 Employee Benefit	0
	4000 Supplies & Materials	0
	5000 Other Operational Expenses	0
	6000 Capital Outlay	0
	7300 Other Outgo	0
	7500 Financial Aid	\$ 375,000
	Total	\$ 375,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

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

10-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: June 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-600,000
2000	Classified/Student Salaries	-359,093
3000	Benefits	-416,962
4000	Supplies	-129,716
5000	Contract Services/Operating Exp	-654,967
6000	Sites/Buildings/Equipment	2,033
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	2,158,705
Net Total:		0

10-B FUND 01.3 – Restricted Fund

Period: June 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	69,584
2000	Classified/Student Salaries	-80,787
3000	Benefits	57,537
4000	Supplies	645,366
5000	Contract Services/Operating Exp	394,832
6000	Sites/Buildings/Equipment	-9,354
7100/7699	Other Outgo/Student Payments	-27,178
7900	Contingency Reserve	-
		1,050,000
Net Total:		0



BOARD OF TRUSTEES Santa Monica Community College District	ACTION August 6, 2024
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10    BUDGET TRANSFERS (continued)**

10-C    FUND 40.0 – Capital Projects Fund

Period: June 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	20,719
5000	Contract Services/Operating Exp	46,616
6000	Sites/Buildings/Equipment	-67,335
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

10-D    FUND 42.5 – Revenue Bond Construction Fund (Measure V)

Period: June 1-30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	5,156
5000	Contract Services/Operating Exp	0
6000	Sites/Buildings/Equipment	-5,156
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 11 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  
 June 2024 C1K – C2L \$16,065,457.36

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

**RECOMMENDATION NO. 12 COMMERCIAL WARRANT REGISTER**

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

Commercial Warrant Register  
 June 2024 647615 through 695624

ACH Numbers  
 June 2024 315640 through 326889

Total \$12,766,377.17

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

**RECOMMENDATION NO. 13 REISSUE COMMERCIAL WARRANTS**

*Requested by: Mitchell Heskel, 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>
Cogswell, Christopher David	20277686	09/30/21	\$135.50
Merchel-Zoric, Aidan	25863882	05/04/20	\$220.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 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

June 2024 Covered by check & voucher numbers: 036791-036982 & 03738-03800

Bookstore Fund Payments	\$ 177,215.41
Other Auxiliary Fund Payments	\$ 67,592.44
Trust and Fiduciary Fund Payments	<u>\$ 895,235.20</u>
	\$ 1,140,043.05

Purchase Orders issued

June 2024 \$15,210.91

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. 15 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>
August 2024	6	\$4,750

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
August 2024	2	\$825

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	August 6, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

**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.

**RECOMMENDATION NO. 17 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.

June 2024 \$4,027,120.32

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 18**

**SUBJECT:**                    **RESOLUTION TO GRANT SIDEWALK EASEMENT**

**SUBMITTED BY:**        Vice President, Business and Administration

**REQUESTED ACTION:**    The SANTA MONICA COMMUNITY COLLEGE DISTRICT hereby grants to the CITY OF SANTA MONICA a sidewalk easement on a portion of the District’s property approximately half of ten feet (10’) by ten feet (10’) on the northwest corner of 14<sup>th</sup> Street and Pico Boulevard for the benefit of the general public as a public sidewalk for pedestrian use. The real property is described as follows:

A VARIABLE WIDTH EASEMENT FOR ROADWAY PURPOSES IN THE CITY OF SANTA MONICA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA BEING A PORTION OF LOT 1 IN BLOCK 41 OF EAST SANTA MONICA, PER MAP FILED IN BOOK 17, PAGES 95 TO 98 INCLUSIVE, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTHWESTERLY LINE OF LOT 1 WITH THE INTERSECTION OF THE SOUTHEASTERLY LINE OF THE NORTHWESTERLY 20 FEET OF LOT 1, THENCE;

ALONG THE SOUTHWEST LINE OF LOT 1, S 40° 55' 19" E 10.00 FEET, THENCE;

LEAVING THE SOUTHWEST LINE OF LOT 1, N 07° 55' 41" E 13.16 FEET TO A POINT ON THE SOUTHEASTERLY LINE OF THE NORTHWESTERLY 20 FEET OF LOT 1, DISTANT THEREON N 56° 46' 40" E 10.00 FEET FROM THE POINT OF BEGINNING, THENCE;

S 56° 46' 40" W 10.00 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED AREA OF LAND CONTAINS 49.55 SQUARE FEET, MORE OR LESS.

**Legal Description of Grantor Property**

Lot 1 in Block 41 of East Santa Monica, in the City of Santa Monica, as per map recorded in Book 17 Pages 95 to 98 inclusive of Miscellaneous Records, in the Office of the County Recorder of said County.

Except the Northwesterly 20 feet thereof as conveyed to the City of Santa Monica for Widening Fremont Avenue, (formerly Front Street) now Pico Boulevard, by deed recorded in Book 4465 Page 173 of Deeds, of said County.

APN: 4284-034-900

COMMENT:

As part of the Art Complex Replacement project, the District will be replacing a portion of sidewalk and ADA ramps at Pico Boulevard, and at 14<sup>th</sup> Street. The District will pay all the costs of constructing the new improvements as part of the bond project. This is already in the construction contract so there is no fiscal impact to this action.

MOTION MADE BY: Susan Aminoff

SECONDED BY: Barry Snell

STUDENT ADVISORY: Vacant

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 19**

**SUBJECT:**                    **RESOLUTION TO SUPPORT PROPOSITION 2, GRADE K-12 SCHOOL AND LOCAL COMMUNITY PUBLIC EDUCATION FACILITIES, MODERNIZATION, REPAIR AND SAFETY BOND ACT OF 2024**

**SUBMITTED BY:**            Vice President, Business and Administration

**REQUESTED ACTION:**    It is recommended that the Board of Trustees approve a resolution in support of Proposition 2, Grade K-12 Schools and Local Community Public Education Facilities, Modernization, Repair and Safety Bond Act of 2024.

**SUMMARY:**                    The Coalition for Adequate School Housing (CASH) is leading this effort and is encouraging and collecting school board and community college resolutions in support of Proposition 2.

Proposition 2 provides dedicated funding amounts for community colleges, new construction and modernization projects, career technical education, charter schools, and lead in water testing and remediation. The amounts are broken down as follows:

- Community Colleges: \$1.5 Billion
- New Construction: \$3.3 Billion
- Modernization: \$4 Billion
- Career Technical Education: \$600 Million
- Charter Schools: \$600 Million
- Lead in Water Testing and Remediation: \$115 Million (out of Modernization)

**RESOLUTION:**

WHEREAS, the California Community College system is the largest postsecondary system of education in the world, enrolling approximately 2 million students each year; and

WHEREAS, California’s 116 community colleges and 72 centers are located in nearly every community in the state, serving more than 70 percent of California’s public postsecondary undergraduate students; and

WHEREAS, the primary mission of the California Community Colleges is to offer academic and vocational instruction, by granting certificates, associate degrees, and select Baccalaureate degrees, and providing transfer opportunities to four-year institutions; and

WHEREAS, the California Community College Chancellor’s Office estimates unmet community college facilities needs of approximately \$27.5 billion over the next five years; and

WHEREAS, Proposition 2, the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities, Modernization, Repair, and Safety Bond Act of 2024, provides \$1.5 billion to community colleges for constructing new classrooms to accommodate growth and provide job training, repairing health and safety issues, renovating facilities, and equipping learning spaces with essential technology; and

WHEREAS, the Santa Monica Community College District has over \$100 million in facility need, including for buildings more than 75 years old, which may be partially funded by State matching funds; and

WHEREAS, facilities support student success and basic needs of our students, providing spaces to access important services like food, health care, counseling, and financial aid; and

WHEREAS, 13,000 middle class jobs, including almost all building trades, are created for each \$1 billion in school facility infrastructure investments; and

WHEREAS, quality community college facilities enhance the education and training of a skilled 21<sup>st</sup> Century workforce, in furtherance of the State's academic and economic goals; and

WHEREAS, Proposition 2 will not raise State taxes, and state matching funds reduce the need for additional local property taxes for college facilities.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the Santa Monica Community College District supports Proposition 2, the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024.

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



BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20

SUBJECT: ADOPTION OF EDUCATION PROTECTION ACCOUNT (EPA - PROP 55, AN EXTENSION OF PROP 30) EXPENDITURE PLAN

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the plan to expend the 2023-2024 Education Protection Account (EPA) funds of \$15,876,784 on instructional salaries.

SUMMARY: Proposition 55, The California Children’s Education and Health Care Protection Act of 2016, which was an extension of Proposition 30, temporarily raises the income tax rate for upper-income-earners (over \$250,000 for single filers, over \$500,000 for joint filers, and over \$340,000 for heads of households) through 2030-2031 to fund the State’s Educational Protection Account which provides funding for local school districts and community colleges.

Under Proposition 55, Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in an open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided by the EPA have been properly disbursed and expended as required by law.

This recommendation is submitted to comply with Proposition 55 provisions requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA that our District will receive for 2023-2024 as of P2, is \$16,168,635. Accordingly, the amount of EPA funds as of the recalculation of apportionment for 2022-2023 decreased from the P2 amount of \$9,827,751 to \$9,535,900 or a decrease of <\$291,851>. The entire amount for 2023-2024 less the decrease in 2022-2023 funding will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations and will be offset by a decrease in apportionment funding received by the State.

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

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 6, 2024

**XII. INFORMATION ITEM NO. 21 MEETING OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE, JULY 17, 2024**

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee (CBOC) was held on Wednesday, July 17, 2024 at 12 p.m. in the Student Services Center (SSC 396) at Santa Monica College, 1900 Pico Blvd, Santa Monica, California.

**I. CALL TO ORDER** – 12:05 p.m.

**2. ROLL CALL – Members of the Citizens’ Bond Oversight Committee**

- Bruce Sultan, Chair – Present
- Anne Plechner, Vice-Chair – Present
- Suleman Adeyemi – Present
- Heather Anderson – Absent
- Luis Barrera Castañón – Present
- Elizabeth Greenwood – Absent
- Elaine Polachek – Absent
- Katherine Reuter – Absent
- Donald Schort – Present
- Katherine Nilsen – 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, Facilities Planning and Construction
- Olinka Rodriguez, Citizens’ Bond Oversight Committee Coordinator
- Charlie Yen, Director of Facilities Planning and Construction

**3. APPROVAL OF MINUTES OF CBOC MEETING, APRIL 17, 2024**

Motion was made by Anne Plechner and seconded by Donald Schort to approve the minutes of the Citizens’ Bond Oversight Committee meeting held on April 17, 2024. *Minutes were approved.*

**4. INTRODUCTION OF NEW MEMBERS TO THE CITIZENS’ BOND OVERSIGHT COMMITTEE**

At its meeting on July 2, 2024, the SMCCD Board of Trustees approved the appointment to the Citizens’ Bond Oversight Committee for a two-year term, 2024-2026 as follows:

Appointment of New Members, 2024-2026:

- Suleman Adeyemi
- Luis Barrera Castañón

**5. REPORTS and DISCUSSION**

Bond Projects Website

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

**A. Bond Construction Projects**

- The Math/Science Project: Photographs of the curved courtyard’s unique interior feature were shown. Furniture was installed in classrooms, office suites and Department Chair’s Offices. The clock tower’s plaque has been polished.

The estimated completion date for this project is November 2024.

- Art Complex – 14<sup>th</sup> Street/Pico Blvd.  
The steel frame structure of the building in Area A continues being installed. The building will have two elevators. The neighbors have been great during construction.  
The estimated completion date for this project is November 2025.
- Gender Neutral Restroom Building – The project is in DSA, review, then it will go out for bid for construction of the fully enclosed individual restroom stalls to be built in the Quad at the Main Campus. The estimated completion date for this project is October 2025.
- Bundy Campus Tennis/Pickleball Courts – The updated conceptual drawings with a curved fence feature were shared of the 6 Tennis courts and 6 Pickleball Courts to be located along Airport Ave and Bundy Drive. The estimated completion date for this project is May 2026.

B. AA and V Budget Summaries and Bond Sales Expense Reports

The SMC Bond Capital Construction Budget Summary as of June 30, 2024 reports the following:

Measure U Budget:	\$160,000,000
Measure S Budget:	\$143,500,000
Measure AA Budget:	\$295,000,000
Measure V Budget:	\$345,000,000
Interest:	\$40,631,087
Other Funding Received:	\$75,588,716
Other Funding Pending:	<u>\$27,118,827</u>
Total Budget:	\$1,086,838,630
Estimate at Completion:	\$1,086,838,630
Bond Funds Remaining:	\$ 170,577,393

- Measure AA: Total Measure AA Expenditures as of June 30, 2024 were \$291,212,769; total remaining funds are \$3,783,060.
- Measure V: Total Measure V Expenditures as of June 30, 2024 were \$178,205,668; total remaining funds are \$166,794,332.
- The Bond Sales/Expense Report  
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of June 30, 2024.

Total Bond Program:	\$640,000,000
Total Bonds Issued:	\$639,995,829
Total Expenses:	\$469,418,437
Total Available Remaining:	\$170,577,392
Total Unsold Bond:	\$ 4,171

C. SMC Bond Program – Contractor List as of June 30, 2024

D. Contractors List as of June 30, 2024

E. 12-Month Period Ending June 30, 2024

- Measure AA: Total Measure AA Expenditures for the 12-month period ending June 30, 2024 were \$42,345.
- Measure V: Total Measure V Expenditures for the 12-month period ending June 30, 2024 were \$23,524,425.

6. SCHEDULE OF MEETINGS, 2024-2025

Wednesdays at 12:00 p.m.

July 17, 2024

October 16, 2024

January 22, 2025

April 16, 2025

7. ADJOURNMENT – 1:15 p.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, October 16, 2024 (Student Services Center Building - 396).

Current information on all bond construction projects is available at:

<http://smcbondprojects.com> and at <http://www.smc.edu/CBOC>

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT August 6, 2024
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**XIII. BOARD COMMENTS**

**XIV. ADJOURNMENT** – 6:53 p.m.

A special Board of Trustees meeting/closed session will be held on Tuesday, August 20, 2024 in Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California for the purpose of conducting the annual Evaluation of the Superintendent/President.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, September 10, 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.