



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, SEPTEMBER 10, 2024

SMC Board Room
1900 Pico Boulevard
Santa Monica, California

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 10, 2024

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, September 10, 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 – Absent (Excused)
 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

- 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 – Scott Silverman, Dean, Noncredit and External Programs
- 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. 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: August 6, 2024 (Regular Meeting)
August 20, 2024 (Special Meeting/Closed Session)
August 26, 2024 (Special Meeting/Tour of UCLA Housing Facilities)

Contracts and Consultants

#2-A Ratification of Contracts and Consultants

Human Resources

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

Facilities and Fiscal

- #7 Facilities
#8 Acceptance of Grants and Budget Augmentation
#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 Signatures 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 Resolution to Support Measure QS
#19 Resolution to Support Measure MM
#20-A Public Hearing – 2024-2025 Budget
#20-B Adoption of 2024-2025 Budget
#21 Resolution to Adopt Appropriations Limits for the 2025-2025 Adopted Budget
#22 Information: Schedule of Board of Trustees Meetings, 2025

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, October 1, 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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IV. SUPERINTENDENT'S REPORT

- Fall 2024 Semester
 - Opening/Professional Development Day was held on August 22, 2024. The theme was Strengthening Student Success – Reexamining the SMC Experience, that focused on student retention. The session opened at JAMS auditorium, followed by Coffee in the Courtyard sponsored by Emeritus. A lunch and recognition event was held to celebrate retirees, newly-tenured faculty, and Club 25, and awards were presented to classified, faculty, and managers. 32 workshops were held in the afternoon.
Link to: [PD Day Presentation](#)
 - VIP/Welcome Day featured Onboarding and Retention Events, including new Preview Days, to facilitate connections between new students, introduce students to special programs, and promote participation in VIP Welcome Day (20th anniversary). SMC Start Up Day, a mini VIP day experience for all students to expose them to the support and resources available, was held on September 10th.
Link to: [Onboarding and Retention Events](#)
- Dr. Llanet Martín, the new Dean of Equity, Pathways and Inclusion, was introduced.
- The Emeritus 50th Anniversary celebration was launched on September 10th where students were welcomed with a complimentary continental breakfast, a coffee cart, a light lunch, and an ice cream truck. A series of activities are planned during the 2024-2025 academic year to celebrate Emeritus and five decades of lifelong learning, culminating in the grand finale on May 21, 2025 on the main campus.
Link to: [Emeritus 50th Anniversary](#)
- Enrollment Report
 - Total Fall headcount up 4.93% from last Fall
 - Fall credit FTES up 4.92% from last Fall
 - Fall non-resident FTES down 0.91% from last FallLink to: [Enrollment Update](#)
- The SMC Public Policy Institute will present two events in recognition of National Voter Education Week. Both will be held in the Orientation Hall.
 - Tuesday, October 8 - "SMC Democracy Day"
 - Thursday, October 10 - "What Is Government For?"

BOARD OF TRUSTEES	ACTION
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VIII. CONSENT AGENDA

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-A, #7, #8-A

MOTION MADE BY: Rob Rader
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: None
 AYES: 5
 NOES: 0
 ABSENT: 2 (Quiñones-Perez, Snell)

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 2-A – Ratification of Contracts and Consultants

MOTION MADE BY: Rob Rader
 SECONDED BY: Tom Peters
 STUDENT ADVISORY: None
 AYES: 5
 NOES: 0
 ABSENT: 2 (Quiñones-Perez, Snell)

Recommendation No. 7 – Facilities, (7-B) Award of Contract for Emergency Repairs – Carrier Chiller at the Central Plant

MOTION MADE BY: Rob Rader
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: None
 AYES: 5
 NOES: 0
 ABSENT: 2 (Quiñones-Perez, Snell)

Recommendation No. 8-A – Acceptance of Grants and Budget Augmentation – Common Course Numbering

MOTION MADE BY: Rob Rader
 SECONDED BY: Tom Peters
 STUDENT ADVISORY: None
 AYES: 5
 NOES: 0
 ABSENT: 2 (Quiñones-Perez, Snell)

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

- [August 6, 2024 \(Regular Meeting\)](#)
- [August 20, 2024 \(Special Meeting/Closed Session\)](#)
- [August 26, 2024 \(Special Meeting/Tour of UCLA Housing Facilities\)](#)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2 CONTRACTS AND CONSULTANTS

2-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	To Be Honest (tbh)	September 1, 2024- August 31, 2025 \$85,000	To Be Honest (tbh) is a virtual platform that provides basic needs and confidential tele-mental health support for students. Services include care coordination for things like food, housing, childcare, support with resource navigation, live case management support, confidential 1:1 coaching with a mental health professional, confidential groups facilitated by a mental health professional, and self-guided resources. All SMC students will have access to the resource and much of it will be available 24/7 for in the moment support. Additionally, tbh will partner with SMC's Student Health and Wellbeing to coordinate care for students with more complex needs. The platform will also share data on students' needs, delivered access, and outcomes. tbh is currently being used by nine California Community Colleges.	Basic Needs Ongoing Funding and Mental Health Ongoing Funding through the Chancellors Office

Requested by: Susan Fila, Interim Dean, Health and Wellbeing

Approved by: Mike Tuitasi, Vice President for Student Affairs

BOARD OF TRUSTEES Santa Monica Community College District	ACTION September 10, 2024
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2 CONTRACTS AND CONSULTANTS

2-A RATIFICATION OF CONTRACTS AND CONSULTANTS

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
2 Pioneer Ventures Group LLC	August 1, 2024 – July 15, 2025 \$20,000	Contractor to develop and execute a career education industry and innovation strategy for the film production, graphic design, media production, journalism, animation, architecture, promo pathway and media post-production programs driving thought-leadership and brand awareness.	Restricted General Fund, SWP LOC-Strategy & Innovation
<i>Requested by: Ashanti Blaize-Hopkins, Associate Dean, Communications (Interim)</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i>			
3 Beacon Results	August 24, 2024 – June 30, 2025 \$8,000	Consultant will prepare and deliver workshops to develop a culture of self-awareness, growth mindset, and professional skillset development among the Biotech student community	Restricted General Fund, W.M. Keck Foundation Grant
<i>Requested by: Karol Lu, Project Manager, Aquaculture and Biotechnology</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i>			
4 Karen Gunn	August 21, 2024 \$4,000	Workshop on Strategies and Options for Wellness and Situational De-Escalation.	Restricted General Fund, Student Equity Achievement Program
5 Prepare LLC - Juan Maya Hernandez	October 4-11, 2024 \$5,500	Dream Idea-To-Launch Bootcamp is a 5-hour, in-person 2-day program uniquely designed to empower undocumented entrepreneurs at Santa Monica College.	Restricted General Fund, Student Equity Achievement Program
<u>#4 and #5</u> <i>Requested by: Tyfanny Dowd, Dean, Counseling (Interim); Valeria Garcia, Project Manager, Student Equity Center</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>			
6 ComputerLand of Silicon Valley	September 1, 2024- May 31, 2025 \$69,575	Initiative aimed at establishing a comprehensive Disaster Recovery/ Incident Response Plan solution, which is intended to ensure the continuity of its IT operations in the event of a disaster.	Restricted General Fund, Systemwide Technology and Data Security
<i>Requested by: Dan Rojas, Information Systems Security Officer</i> <i>Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration</i>			

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2 CONTRACTS AND CONSULTANTS

2-A RATIFICATION OF CONTRACTS AND CONSULTANTS

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
7	Russell Lehman	August 22, 2024 \$2,000	Professional Development Day speaker, Topic: Bringing Visibility to Invisible Disabilities	Restricted General Fund, EEO Innovative Best Practices (Onetime)
8	Arianne Toves	August 22, 2024 \$1,500	Consultant provided Professional Development trainings for the Fall 2024 Professional Development Day	Unrestricted General Fund - CPDC Professional Development fund
9	Kyle Elliott Consulting, LLC	August 22, 2024 \$1,500	Consultant provided Professional Development training about Goal Setting for the Fall 2024 Professional Development Day	Unrestricted General Fund - CPDC Professional Development fund
<p>#7 - #9 <i>Requested by: Abigail Orosz, Professional Development Coordinator</i> <i>Approved by: Sherri Lee-Lewis, Vice President, Human Resources</i></p>				
10	ChargePoint	September 3, 2024- August 31, 2025 \$5,670	One prepaid year of ChargePoint Assure for 9 EV CT4000 charging stations, includes parts and labor warranty, remote technical support; on-site repairs when needed; unlimited configuration changes and reporting.	Revenue generated from EV drivers who use the charging stations
<p><i>Requested by: Ferris Kawar, Director of Sustainability</i> <i>Approved by: Mitchell Heskell, Dean, Education Enterprise</i></p>				

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2 CONTRACTS AND CONSULTANTS

2-A RATIFICATION OF CONTRACTS AND CONSULTANTS

➤ NEW CONTRACTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
11 EdTech Ventures, LLC	2024-2025 Not to exceed \$50,000	Agreement to offer online classes through SMC's Community Education program in exchange for a percentage of the enrollment fees generated.	Self-paying students will pay EdTech Ventures directly, and students whose enrollment is being covered by a third party (often WIOA funding), where Community Education will invoice, collect funds, and pay to EdTech Ventures as needed. Quarterly, an invoice will be generated by EdTech Ventures to reflect the net balance due from (or owed to) SMC Community Education.

*Requested by: Scott Silverman, Dean Noncredit and External Programs
Approved by: Jason Beardsley, Vice-President, Academic Affairs*

➤ INCREASE OF PREVIOUSLY APPROVED CONTRACT

Provider/Contract	Term/Amount	Service	Funding Source
12 College Source	January 1, 2025 - December 31 2025 Increase of contract previously approved on June 4, 2024 From: Not to exceed \$13,000 To: Not to exceed \$19,000	Annual contract to College Source's Transfer Evaluation System utilized by counselors and evaluators to help evaluate students' external coursework.	Restricted General Fund, Student Equity and Achievement Program

*Requested by: Esau Tovar, Dean, Enrollment Services
Approved by: Teresita Rodriguez, Vice President, Enrollment Development*

BOARD OF TRUSTEES Santa Monica Community College District	ACTION September 10, 2024
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 3 ACADEMIC PERSONNEL

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

EFFECTIVE DATE

AMENDMENT TO SUPERINTENDENT/PRESIDENT'S CONTRACT 07/01/2024

Section 2: Term: The term of this Agreement is extended through June 30, 2027.

Section 7: Fringe Benefits:

Agreement to cover the cost of an annual executive health physical not to exceed \$10,000 for expenses not covered by the selected district health care coverage benefit. The executive health physical to be conducted by a provider of choice.

ELECTIONS

EFFECTIVE DATE

ADJUNCT FACULTY

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

SEPARATIONS

RETIREMENT

Veas, Sal, Full-time Tenure Track Faculty, Business (32 years of service) 12/31/2024

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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4 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 POSITION</u>	
Information Technology Support Specialist (1 position)	09/10/2024
Information Technology. 12 months, 40 hours, NS-1	
<u>ESTABLISH POSITION</u>	
Information Technology Support Specialist (1 position)	09/11/2024
Information Technology. 12 months, 40 hours, Varied Hours	
<u>CLASSIFICATION SALARY RE-ALLOCATION</u>	
Curriculum Specialist	09/11/2024
From: Classified Employee Salary Schedule, Range 34	
To: Classified Employee Salary Schedule, Range 36	
<u>ELECTIONS</u>	
<u>INTERNAL LIMITED TERM ASSIGNMENT</u>	
Arenas, Leyla	08/05/2024 to 11/27/2024
From: Student Services Assistant, Health Services	
To: Student Judicial Affairs Specialist, Student Judicial Affairs	
Percentage: More than 50%	
Hawes, Allyn	08/13/2024 to 09/13/2024
From: Skilled Maintenance Worker II, Maintenance	
To: Plumber, Maintenance	
Percentage: More than 50%	
<u>WORKING OUT OF CLASS (PROVISIONAL ASSIGNMENT)</u>	
Aziz, Liza	09/02/2024 to 01/03/2025
From: Associate Programmer Analyst, Information Management Services	
To: Programmer Analyst, Information Management Services	
Percentage: More than 50%	
Austin, Harald	07/29/2024 to 08/09/2024
From: Health Assistant, Health Services	08/26/2024 to 09/20/2024
To: Student Services Assistant, Health Services	
Percentage: More than 50%	

Johnson-Bruce, Pier 09/01/2024 to 12/20/2024
From: Mail Service Worker I, PCAL
To: Shuttle Driver, Transportation
Percentage: More than 50%

Landa, Jenny 09/01/2024 to 12/20/2024
From: Workforce and Economic Develop Specialist, Workforce/Economic Development
To: Program Coordinator-Workforce and Economic Development, Workforce/Economic Development
Percentage: More than 50%

Ouwersloot, Meredith 09/02/2024 to 01/03/2025
From: Programmer Analyst, Management Information Services
To: Senior Programmer Analyst, Management Information Services
Percentage: More than 50%

Samano, Mario 08/26/2024 to 10/21/2024
From: HVAC Mechanic
To: Facilities Maintenance Supervisor
Percentage: More than 50%

Velasquez, Jose 09/02/2024 to 01/03/2025
From: Associate Programmer Analyst, Management Information Services
To: Programmer Analyst, Management Information Services
Percentage: More than 50%

CSEA EDUCATIONAL PAY DIFFERENTIAL

Alvarado, Carla, DSPS Specialist 2.5% 09/01/2024
Associate/Bachelor/Master

LEAVE OF ABSENCE – UNPAID

Andrew Liu, Instructional Tutor-English, English 09/16/2024 – 12/18/2024

SEPARATION

LAST DAY OF PAID SERVICE

RETIREMENT

Echeverria, Albert, Community College Police Officer, Campus Police (19 years) 09/16/2024
Winter, Lisa, Assistant Director of Human Resources – Compliance
and Title IX, Human Resources (8 years) 08/15/2024*
*Date Correction

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 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.

Morales Perez M., Jazmin., Administrative Clerk, Learning Resource Center
 From: 07/01/2024--08/22/2024
 To: 07/01/2024--11/12/2024

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)	102
College Work-Study Student Assistant, \$17.27/hour (FWS)	26
College CalWorks, \$17.27/hour	1

SPECIAL SERVICE

Community Services Specialist II, \$50.00/hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 7 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

7-A RESOLUTION FOR EMERGENCY REPAIRS OF CARRIER CHILLER AT THE CENTRAL PLANT

The Board of Trustees hereby unanimously resolves the following:

WHEREAS, The Carrier Chiller at the Central Plant is integral to the function of providing chilled water to HVAC systems on the Main Campus and a leak to 1 of 2 Carrier Chillers limits and could restrict our ability to provide cooling to the Main Campus during heavy heat load days.

WHEREAS, failure to repair the leak immediately will reduce and possibly restrict our ability provide chilled water for A/C to the Main Campus resulting in excessively hot classroom conditions. The conditions could lead to cancellation of classes.

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 Leak Repair to the Carrier Chiller at The Central Plant.

7-B AWARD OF CONTRACT FOR EMERGENCY REPAIRS - CARRIER CHILLER AT THE CENTRAL PLANT

Award of contract to Emcors/Mesa Energy Systems in the amount not to exceed \$37,500 to grind/prepare for weld repair leak, sandblast and apply epoxy coating to prevent future leaks.

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.

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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 7 FACILITIES (continued)

7-C EARLY CHILDHOOD EDUCATION FENCING PROJECT - CHANGE ORDER NO. 1

Change Order No. 1 – HARRIS STEEL FENCE CO, contractor for the current Early Childhood Education Lab Fencing Project, in the amount of \$3,420.

Original Contract Amount	\$ 34,203
Change Order No. 1	<u>\$ 3,420</u>
Revised Contract Amount	\$ 37,623

Change Order represents 10.00% of the Original Contract.

FUNDING SOURCE: Measure V - Bond Fund 42.5

COMMENT: The project is to add additional security fencing to the south side of the ECLS and the contract was originally approved by the Board of Trustees in June 2024. During the initial construction of the fencing, which included digging for the placement of posts, an unforeseen condition was discovered underground. This change order is for additional concrete core work and the relocation of posts caused by the unforeseen condition.

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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Jason Beardsley, Vice President, Academic Affairs

Grant Manager: Dione Hodges, Dean, Academic Affairs

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant: Common Course Numbering (CCN)
 Granting Agency: California Community Colleges Chancellor's Office
 Award Amount: \$913,043
 Matching Funds: Not applicable
 Performance Period: July 1, 2024 to June 30, 2027
 Summary:

Assembly Bill 1111 Postsecondary Education: common course numbering system and California Education Code, section 66725-66725.5 requires California Community Colleges to adopt a common course numbering system for all general education requirement and transfer pathway courses. Each community college campus must also incorporate the adopted common course system numbering into its catalog, schedules, and transcripts as required by the Education Code. The California Community College Chancellor's Office made an equal allocation of \$913,043 to 115 community colleges.

The funding can be used to align existing course curricula to the CCN system, update course catalogs, support faculty costs associated with course differentiation and curriculum approval, campus communication efforts, augment staff, update technology, purchase material, and other activities that advance the CCN implementation.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8600	State	\$ 913,043
Expenditures		
1000	Academic Salary	\$400,000
2000	Non-Academic Salary	\$100,000
3000	Employee Benefit	\$125,000
4000	Supplies & Materials	\$ 5,000
5000	Other Operational Expenses	\$283,043
6000	Capital Outlay	\$ 0
7300	Other Outgo	\$ 0
7500	Financial Aid	
Total		\$913,043

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

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: Board Financial Assistance Program-Student Financial Aid Assistance (BFAP-SFAA) One-Time Funding

Granting Agency: California Community College Chancellor’s Office

Augmentation Amount: \$307,224

Matching Funds: Not Applicable

Performance Period: July 1, 2024 to September 30, 2025

Summary: The 2024-2025 state budget included \$20,000,000 in one-time funding to immediately support financial aid offices with increased workload related to Free Application for Federal Student Aid (FAFSA) delays and to assist students in completing the FAFSA.

The funds may be expended for financial aid professionals, technical, clerical, or temporary help (including student help) who report in a direct line to the Financial Aid Director. The funding also allows the purchasing of computer hardware and software necessary for and solely dedicated to delivering student financial aid, staff training, and outreach materials.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600	Other State	\$ 307,224
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 169,872
3000	Employee Benefits	\$ 75,954
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 61,398
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 0
7500	Student Aid	\$ 0
	Total	\$ 307,224

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requestor: Teresita Rodriguez, Vice President, Enrollment Development
Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarship
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Middle Class Scholarship Grant
Granting Agency: California Student Aid Commission (CSAC)
Augmentation Amount: \$100,000
Matching Funds: Not applicable
Performance Period: July 1, 2024 to June 30, 2025
Summary: The Middle Class Scholarship (MCS) Grant provides undergraduate students, including students pursuing a teaching credential, with a scholarship to attend a University of California (UC), California State University (CSU), or California Community College Bachelor’s degree program. Students submit the FAFSA or CA Dream Act Application to qualify for a scholarship. Student award amounts will be based on the cost of attendance for the school of the student’s choice and their available resources.

Santa Monica College will receive Middle Class Scholarships funding as students qualify for the program. Based on the current roster, the estimated award amount covers expected disbursements for award years 2023-2024 and 2024-2025.

Budget Augmentation: Restricted Fund 74.0

Revenue		
8600	State	\$100,000
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	\$ 100,000
Total		\$ 100,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 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: June 30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-132,406
2000	Classified/Student Salaries	-157,486
3000	Benefits	-515,802
4000	Supplies	-20,672
5000	Contract Services/Operating Exp	184,441
6000	Sites/Buildings/Equipment	495
7100-7699	Other Outgo/Student Payments	-8,570
7900	Contingency Reserve	650,000
Net Total:		0

9-B FUND 01.3 – Restricted Fund

Period: June 30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	708,804
2000	Classified/Student Salaries	-842,951
3000	Benefits	102,633
4000	Supplies	43,970
5000	Contract Services/Operating Exp	-691,421
6000	Sites/Buildings/Equipment	716,215
7100/7699	Other Outgo/Student Payments	-500
7900	Contingency Reserve	-36,750
Net Total:		0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION September 10, 2024
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 BUDGET TRANSFERS *(continued)*

9-C FUND 40.0 – Capital Projects Fund
Period: June 30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	-920
5000	Contract Services/Operating Exp	500,219
6000	Sites/Buildings/Equipment	-499,299
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

9-D FUND 42.5 – Revenue Bond Construction Fund (Measure V)
Period: June 30, 2024

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	3,744
6000	Sites/Buildings/Equipment	-3,744
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	September 10, 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
 July 2024 C1L – Supplemental 206 \$16,860,479.06

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
 June 2024 698031 through 742931

ACH Numbers
 June 2024 327231 through 336858

Total \$19,428,085.62

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>
Hermanto, Vigor Mahendra	25970326	07/17/20	\$645.00
Hermanto, Vigor Mahendra	26178819	01/20/21	\$365.00
Garcia, Brenda Abril	20278396	09/30/21	\$266.00
Lewis, Alicia	20211355	07/16/21	\$ 50.50

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

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
 July 2024 Covered by check & voucher numbers: 036983-037374 & 03802-03838

Bookstore Fund Payments	\$ 601,799.12
Other Auxiliary Fund Payments	\$ 118,115.54
Trust and Fiduciary Fund Payments	<u>\$ 1,083,244.73</u>
	\$ 1,803,159.39

Purchase Orders issued
 July 2024 \$333,180.46

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>
September 2024	7	\$57,442.32

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
September 2024	2	\$2,800.00

Funding Sources: Restricted Fund, Fund 01.3

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 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
Llanet Martín, Dean, Equity, Pathways, and Inclusion

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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

CONSENT AGENDA: FACILITIES AND FISCAL

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.

July 2024 \$68,773,994.16

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.

- Omnia Partners/U.S. Communities for University of California Contract 2023.003937, with Clean Harbors through 12/01/2028 for Hazardous & Medical Waste.
- Foundation for California Community Colleges (FCCC), Contract #0000-7402, with Edgile LLC., to 03/28/2026 for Cybersecurity Consulting & Implementation Services.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

SUBJECT: **RESOLUTION TO SUPPORT MEASURE MM, SANTA MONICA SCHOOLS REPAIR AND IMPROVEMENT BOND MEASURE FOR SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 (MALIBU SCHOOLS) AUTHORIZING \$395 MILLION OF BONDS**

REQUESTED ACTION: It is recommended that the Board of Trustees approve a resolution in support of Measure MM, Santa Monica Schools Repair and Improvement Bond Measure for Santa Monica-Malibu Unified School District School Facilities Improvement District No. 2 (Malibu schools) authorizing \$395 million of bonds.

SUBMITTED BY: Chair, Board of Trustees

SUMMARY: SMMUSD Board of Education members and members of the Malibu community are leading this effort and are encouraging resolutions in support of Measure MM.

RESOLUTION:

WHEREAS, the Santa Monica-Malibu Unified School District is committed to providing quality education to all of its students; and

WHEREAS, Santa Monica College also is committed to providing quality education to all those in its shared community; and

WHEREAS, the Santa Monica-Malibu Unified School District has undertaken facilities assessments and planning as part of its long-term facilities planning; and

WHEREAS, the Santa Monica-Malibu Unified School District’s school facilities continue to be in need of repairs, upgrades, modernization, renovation, construction, and health and safety improvements in order to provide the education District students deserve in a safe, healthy and modern environment; and

WHEREAS, funding provided by the State of California is insufficient to provide the funding needed to address the Santa Monica-Malibu Unified School District’s facility needs, and as such a local funding source is needed to enable the District to provide said facilities for its present and future students; and

WHEREAS, Information about Measure MM is posted on the City of Santa Monica’s website [here](#);

NOW, THEREFORE BE IT RESOLVED, that the Santa Monica Community College District Board of Trustees expresses its strong support for the Santa Monica-Malibu Unified School District's Bond Measure MM, recognizing the importance of investing in the modernization, renovation, and repair of school facilities to ensure a safe, healthy, and effective learning environment for students.

MOTION MADE BY: Sion Roy
SECONDED BY: Tom Peters
STUDENT ADVISORY: None
AYES: 4
NOES: 0
ABSENT: 3 (Quiñones-Perez, Rader, Snell)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20-A

SUBJECT: **PUBLIC HEARING - 2024-2025 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2024-2025 budget.

OPEN PUBLIC HEARING: 7:21 p.m.
MOTION MADE BY: Susan Aminoff
SECONDED BY: Tom Peters
STUDENT ADVISORY: None
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 7:22 p.m.
MOTION MADE BY: Susan Aminoff
SECONDED BY: Tom Peters
STUDENT ADVISORY: None
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20-B

SUBJECT: **ADOPTION OF THE 2024-2025 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2024-2025 budget as detailed in the various funds of the District.

Link to: [Budget Narrative and Detailed 2024-2025 Budget pages](#)

Link to: [2024-2025 Budget Presentation](#)

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2024-2025 is comprised of the following eight funds:

Unrestricted General Fund	\$260,197,675
Restricted General Fund	<u>\$ 91,196,325</u>
Total General Fund	\$351,394,000
Special Reserve Fund (Capital)	\$ 29,985,875
Bond Fund: Measure AA	\$ 6,153,758
Bond Fund: Measure V	\$194,411,304
Bond Interest & Redemption Fund	\$101,732,357
Student Financial Aid Fund	\$ 65,228,960
Scholarship Trust Fund	\$ 45,000
Auxiliary Operations	<u>\$ 3,068,717</u>
Total Other Restricted	\$400,625,971
TOTAL PROPOSED ADOPTED BUDGET	\$752,019,971

MOTION MADE BY: Sion Roy
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: None
 AYES: 6
 NOES: 0
 ABSENT: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 10, 2024

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21

SUBJECT: **RESOLUTION TO ADOPT APPROPRIATIONS LIMITS FOR THE 2024-2025 ADOPTED BUDGET (GANN LIMIT)**

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the resolution to adopt appropriations limits for the 2024-2025 Adopted Budget (Gann Limit).

RESOLUTION:

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

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

WHEREAS, the Board of Trustees has directed that the appropriations limit for Fiscal year 2024-2025 Adopted Budget be developed in accordance with the provisions of Senate Bill 1352; and

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

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

WHEREAS, the documentation used in determining the appropriations limit for the Fiscal Year 2024-2025 Adopted Budget are made in accordance with applicable constitutional and statutory law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby establish the Fiscal Year 2024-2025 Adopted Budget appropriations limit of \$166,544,304;

AND, BE IT FURTHER RESOLVED, that this Board does hereby declare that the appropriations in the Budget for the Fiscal Year 2024-2025 does not exceed the limitations imposed by Proposition 4.

PASSED AND ADOPTED by the Board of Trustees of the Santa Monica Community College District on this 10th day of September 2024 by the following vote:

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

In 2021 Assembly Bill 130 (Education omnibus budget trailer bill) resulted in changes to the statutes related to the Gann Limit calculation. For Community Colleges, these changes now require that the Board adopt an appropriations limit that is equal to its appropriation subject to limit. This effectively means that if the District has excess appropriations limit the excess is transferred to the State of California and if the District exceeds its appropriations limit the State of California will transfer its excess limit to the District. For the 2024-2025 Adopted Budget, the District projects that its appropriation limit exceeds the appropriation subject to limit by \$7,387,428. This “extra” can be transferred to other Districts in the state that are over their limit. The transfer will be handled by the Chancellor’s Office.

MOTION MADE BY:	Susan Aminoff
SECONDED BY:	Sion Roy
STUDENT ADVISORY:	None
AYES:	6
NOES:	0
ABSENT:	1 (Quiñones-Perez)

INFORMATION ITEM NO. 22**SUBJECT:** **SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2025****SUMMARY:** A draft schedule of Board Trustees meetings for 2025 is presented for review. The schedule of meetings will be submitted to the Board of Trustees for approval at the meeting on October 1, 2024.

Regular meetings (in bold) are scheduled on the first Tuesday of the month, except when indicated otherwise. Generally, the third Tuesday of the month is held for special meetings or workshops.

January 14, 2025 (second Tuesday)**July 1**

July 15 (hold)

February 4

February 18 (hold)

August 5**March 4**

August 19

Closed Session/Superintendent's Evaluation

March 18

Winter Study Session

September 9 (second Tuesday)

Annual Board Self-Assessment

April 1

April 15 (hold)

September 23 (hold)

May 6

May 20 (hold)

October 7

October 21 (hold)

June 3

June 17 (hold)

November 4

November 18 (hold)

December 2

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT September 10, 2024
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XI. BOARD COMMENTS

XII. ADJOURNMENT – 8:43 pm.

The meeting was adjourned in memory of **Anthony Ramirez**, brother-in-law of Ofelia Meza, AA II in Auxiliary Services.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, October 1, 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.