SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

JULY 1, 2014

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

6 p.m. – Closed Session
7 p.m. – Public Meeting

The complete agenda may be accessed on the
Santa Monica College website:
http://www.smc.edu/admin/trustees/meetings/

Written requests for disability-related modifications or accommodations,
including for auxiliary aids or services that are needed in order to
participate in the Board meeting are to be directed to the Office of the
Superintendent/President as soon in advance of the meeting as possible.
**PUBLIC PARTICIPATION**

**ADDRESSING THE BOARD OF TRUSTEES**

Members of the public may address the Board of Trustees by oral presentation concerning any subject that lies within the jurisdiction of the Board of Trustees provided the requirements and procedures herein set forth are observed:

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

   Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker’s time may not be transferred to another speaker.

   Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

**General Public Comments and Consent Agenda**

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting before the Board reaches the Public Comments section in the agenda.

- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

**Major Items of Business**

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting before the Board reaches that specific item in the Major Items of Business in the agenda.

- Five minutes is allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

   Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

   No action may be taken on items of business not appearing on the agenda

**Reference:**

- Board Policy Section 1570
- Education Code Section 72121.5
- Government Code Sections 54954.2, 54954.3, 54957.9
AGENDA

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, July 1, 2014.

6 p.m.  Closed Session (Business Building Room 111)

7 p.m.  Public Meeting (Board Room)

I. ORGANIZATIONAL FUNCTIONS

• CALL TO ORDER

• ROLL CALL
  Dr. Susan Aminoff, Chair
  Rob Rader, Vice-Chair
  Dr. Nancy Greenstein
  Dr. Louise Jaffe
  Dr. Margaret Quiñones-Perez
  Barry Snell
  Dr. Andrew Walzer
  Daniel Kolko, Student Trustee

• PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives: Marcia Wade, Vice-President, Human Resources
  Robert Myers, Campus Counsel
Employee Organization: SMC Police Officers Association

EMPLOYEE PROMOTION/APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)
HB Parkco v. Santa Monica Community College District, Los Angeles Superior Court Case No. SC120996

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code Section 54956.9)
Claim of C.W. Driver re: Academy of Entertainment and Technology (AET) Campus and Parking Structure A

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

• PLEDGE OF ALLEGIANCE

• CLOSED SESSION REPORT (if any)

IV. PUBLIC COMMENTS
V. SUPERINTENDENT’S REPORT
   – Graduation
   – State Budget
   – Enrollment, Summer/Fall 2014

VI. ACADEMIC SENATE REPORT

VII. MAJOR ITEMS OF BUSINESS

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2 Report: New Directions in Career and Technical Education 7
3 2013-2014 Curriculum Committee Annual Report 8
4 Student Services Building 9
#5 Salary Schedule Adjustments for Academic Administrators, Classified Managers and Classified Confidential Employees 10
#6 Appointments to Citizens’ Bond Oversight Committee 11

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

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       June 17, 2014 (Special Meeting)

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   B Community and Contract Education 14
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   E Fiscal/Advocacy/ Government Relations and Institutional Communications 27
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#18 Acceptance of Grants and Budget Augmentation 60  
#19 Commercial Warrant Register 61  
#20 Payroll Warrant Register 61  
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IX. **CONSENT AGENDA – Pulled Recommendations**  
Recommendations pulled from the Section VII. Consent Agenda to be discussed and voted separately. Depending on time constraints, these items might be carried over to another meeting.

X. **REPORTS FROM DPAC CONSTITUENCIES**  
• Associated Students  
• CSEA  
• Faculty Association  
• Management Association

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**  
The Board of Trustees Study Session is scheduled to be held on Tuesday, July 15, 2014 at Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, August 5, 2014** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

Appendix B Report: New Directions in Career and Technical Education 73  
Appendix C 2013-2014 Curriculum Committee Annual Report 81
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 1

SUBJECT: 2013-2014 GRANTS OFFICE ANNUAL REPORT

SUBMITTED BY: Executive Vice-President

SUMMARY: In 2013-2014, SMC managed roughly $4.2 million in grant funds through 28 grant projects funded by local, state, and federal organizations, both public and private, all of which are supportive of the college’s mission. This included 11 new awards, valued at about $667,000 in additional revenue, with slightly more than $450,000 to benefit 2013-2014 directly. One of these awards, while not offering direct cash support, has provided significant student benefit in the form of work-based learning and will serve as a resource for a new internship course for the Sustainable Technologies Program. All 11 new awards reflect innovation across campus, including new programming for foster youth, enhancements to CTE instruction, and outreach to underrepresented students in STEM.

In total, the college submitted 15 proposals to support the 2013-2014 academic year. In addition, the college was a collaborative partner in three proposals submitted by other institutions, including a proposal to the Stuart Foundation by Loyola Marymount University. Of the 18 proposals submitted by or on behalf of the college, 11 were funded, including the proposal submitted by LMU to the Stuart Foundation. As such, the college achieved a success rate of 61 percent.

As in the past, the majority of these grants were written by the Grants Office in collaboration with the programs and/or departments that were identified to directly manage and implement them. In addition, the Office of Workforce and Economic Development, as well as the Santa Monica College Foundation, took an active role in grant development and management. By working collaboratively with other departments across campus, the Grants Office is able to increase the overall number of grants submitted to support the college’s mission and its students and faculty, while reducing duplication of effort and leveraging resources for the benefit of all programs.

The full report is included in Appendix A
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 2

SUBJECT: REPORT: NEW DIRECTIONS IN CAREER AND TECHNICAL EDUCATION

SUBMITTED BY: Vice-President, Academic Affairs

The report *New Directions in Career and Technical Education* provides an update on the major activities, trends, successes and challenges that the Santa Monica College Office of Workforce and Economic Development (W&ED) experienced this past academic year. While W&ED staff participated in numerous activities, this brief summary is limited to: EMERGE, the *SMC Supply and Demand for ICT Occupations Report*, and SMC’s participation in the Career Pathways Trust (AB86).

*The full report is included in Appendix B*
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 3

SUBJECT: 2013-2014 CURRICULUM COMMITTEE ANNUAL REPORT

SUBMITTED BY: Guido L. Davis Del Piccolo, Curriculum Committee Chair, and Georgia Lorenz, Curriculum Committee Vice-Chair

The work of the Curriculum Committee this year continued to be impacted by mandates and requirements placed upon the system and college by the changes at the state level and the Chancellor’s Office. In particular this involved creating Associate Degrees for Transfer (SB 1440 compliant degrees), engaging in preparations now required in order to submit transfer degrees for approval, and continuing to address the new limits on course repeatability.

The full report is included in Appendix C
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 4

SUBJECT: STUDENT SERVICES BUILDING

SUBMITTED BY: Vice-President, Business/Administration

SUMMARY: Morris Architects will be presenting a design update for the Student Services project. They have completed extensive meetings with the building’s user groups to determine the final layout of each of the 26 departments and functions in this building. During this time, the architects have also been working on completing the design for the underground parking structure, site landscaping and the exterior look of the building. The project consists of a three-story, 111,000 square foot main building, a 493 space underground parking garage and ample landscaped open space.

When finished approximately 300 staff members will be working in the building to provide services to SMC students in one convenient location at the gateway to the campus. Departments planned to move into the building include Admissions and Records, Welcome Center, Outreach, Financial Aid, Bursar's Office, DSPS, High Tech Center, Assessment, African American Collegian Center, Latino Center, Upward Bound, EOPS, CalWorks, Childcare, Foster Youth, Career Service Center, Transfer Counseling, STEM, Scholars Program, Enrollment, International Education, Student Affairs, Student Judicial Affairs, Learning Disability, Academic Affairs, and Ombuds. The project budget is being closely monitored and adjustments are continually being made during the planning process to keep the project within budget.

The building is expected to be certified at the LEED gold level and will have a photovoltaic array on the roof plus a variety of innovative energy saving features.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: SALARY SCHEDULE ADJUSTMENTS FOR ACADEMIC ADMINISTRATORS, CLASSIFIED MANAGERS AND CLASSIFIED CONFIDENTIAL EMPLOYEES

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees approve the following salary adjustments for academic administrators, classified managers and classified confidential employees:

Across-the-Board Increases
For the academic year 2013-2014, all salary schedules shall be increased by 2.7%.

For the academic year 2014-2015, all salary schedules shall be increased by 2.3%.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:
RECOMMENDATION NO. 6

SUBJECT: APPOINTMENTS TO CITIZENS’ BOND OVERSIGHT COMMITTEE

SUBMITTED BY: Chair Susan Aminoff

REQUESTED ACTION: It is recommended that the Board of Trustees approve the appointment of members to the Citizens’ Bond Oversight Committee, for two-year terms, 2014-2016.

Three applications received will be reviewed and discussed by the Board of Trustees.

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

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

MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:
VIII. CONSENT AGENDA

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

RECOMMENDATION:
The Board of Trustees take the action requested on Consent Agenda Recommendations #7-#24.

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

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:

IX. CONSENT AGENDA – Pulled Recommendations

Recommendations pulled from the Section VII, Consent Agenda to be discussed and voted on separately. Depending on time constraints, these items might be carried over to another meeting.

RECOMMENDATION NO. 7 APPROVAL OF MINUTES

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

June 3, 2014 (Regular Board of Trustees Meeting)
June 17, 2014 (Special Meeting)
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2014-2015 ANNUAL CONTRACTS AND CONSULTANTS
Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2014 through June 30, 2015, unless otherwise indicated.

The list of contracts is thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents before being presented to the Board for approval. The following annual contracts are primarily renewals of existing contracts.

A  Academic Affairs
B  Community and Contract Education
C  Construction/Facilities Services
D  Enrollment Development
E  Fiscal/Advocacy/ Government Relations and Institutional Communications
F  Human Resources/Personnel Commission
G  KCRW
H  Legal Services
I  Marketing, Community Outreach and Recruitment
J  Risk Management
K  Student Affairs
L  Sustainability
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS

8-A  ACADEMIC AFFAIRS
Approved by:  Georgia Lorenz, Vice-President, Academic Affairs

The following contracts for Academic Affairs are all renewals of existing contracts.

FACILITIES FOR INSTRUCTION

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. List of providers on file in the office of Emeritus College</td>
<td>Off-campus facilities for Emeritus College</td>
<td>Payment per class is authorized as stated on the list</td>
<td>2014-2015 District Budget/Emeritus College</td>
</tr>
<tr>
<td>2. List of providers on file in the Health Sciences office</td>
<td>Affiliation agreements between the Santa Monica College and the providers for the use of health facilities by SMC students in connection with the District’s nursing program. The list is on file in the Health Sciences Office.</td>
<td>No charge to the District</td>
<td>2014-2015 District Budget/Health Sciences</td>
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LIBRARY VENDOR

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<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
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<tbody>
<tr>
<td>3. Baker and Taylor</td>
<td>Provider of library books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.</td>
<td>Not to exceed $100,000</td>
<td>2014-2015 California State Lottery Grant</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-A  ACADEMIC AFFAIRS (continued)

MALIBU CENTER

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<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
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<tbody>
<tr>
<td>4. SMMUSD Webster Elementary School</td>
<td>Reimbursement to SMMUSD for personnel services needed for SMC classes at Webster Elementary School</td>
<td>Not to exceed $6,000</td>
<td>2014-2015 District Malibu Center</td>
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WORK STUDY AGREEMENTS

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<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
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<tbody>
<tr>
<td>5. Work Study Agreements with UCLA and CSUN</td>
<td>These are renewal agreements that allow university work-study students to be placed at Santa Monica College. The District pays the percentage of the students’ wages as indicated. Peer tutors have worked in English, Social Science, Math, Modern Language, Science, or Supplemental Instruction.</td>
<td>CSUN – 25 percent of the students’ earnings paid by SMC and 20 percent administrative fee, and 18 percent Auxiliary Administrative Surcharge; UCLA – 50 percent of students earnings paid by SMC + five percent of gross student earnings + employer’s share of Worker’ Compensation, Medicare expenses, and Unemployment Insurance</td>
<td>2014-2015 Budget/Academic Affairs (District’s share)</td>
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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-B COMMUNITY AND CONTRACT EDUCATION

Requested by: Patricia Ramos, Dean, Workforce and Development  
Approved by: Georgia Lorenz, Vice-President, Academic Affairs

The contracts are needed to support infrastructure needs (e.g., the program’s web-based registration system and off-site locations) as well as content providers (e.g., Institute for Reading Development). For the contracts where no dollar amount is indicated (#1-#9), the amount is based on a percentage of the enrollment fees generated.

Funding Source: Contracts for Community and Contract Education (C&CE) are fully-funded by revenues generated through class enrollments.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
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</table>
| 1. Institute of Reading Development | Agreement with the Institute of Reading Development for the rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated.  
Comment: The Institute of Reading Development offers reading programs for children and adults. The program will be publicized in the Community and Contract Education schedule of classes; however, all enrollments are done through IRD. |
| 2. Education Fitness Solutions (EFS) | Agreement for the provision of an online professional certification in personal fitness training in exchange for a percentage of the enrollment fees generated.  
Comment: EFS is an outgrowth of collaboration between San Diego State University’s College of Extended Studies, faculty members, industry experts, internship affiliated, colleges/universities, national organizations and its Board of Advisors. SMC will offer the program that has been reviewed with SMC’s KDR department chair and athletics director. |
| 3. Collette Vacations | Approval of agreement with Collette Vacations for advertising educational tour packages in the Community and Contract Education schedule of classes. Collette Vacations will pay SMC 10 percent of the tour fare. |
| 4. West Los Angeles College, Westside Extension | Agreement to offer joint community education classes through SMC’s Community and Contract Education program in exchange for a percentage of the enrollment fees charged. |
| 5. FRESHi Films | Agreement with FRESHi Films to provide Kids Camps for a 70/30 split. Community & Contract Education will receive 30 percent of the class proceeds.  
Comment: FRESHi Films offers camps for kids in Digital Filmmaking, Game Design, Stop Motion and Music Mixing. The program will be publicized in the Community and Contract Education schedule of classes. |
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-B COMMUNITY AND CONTRACT EDUCATION (continued)

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<th>Provider</th>
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<tr>
<td>6. Gatlin Education</td>
<td>Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated. Comment: Gatlin Services offers online certification programs and provides the course contents and instructors. All programs have been reviewed with the respective department chairs.</td>
</tr>
<tr>
<td>7. Ed2Go</td>
<td>Agreement to offer online classes through SMC’s Community and Contract Education program in exchange for a percentage of the enrollment fees generated.</td>
</tr>
<tr>
<td>8. Distance Learning Company</td>
<td>Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.</td>
</tr>
<tr>
<td>9. Market Motive</td>
<td>Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.</td>
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<tr>
<td>10. We Search Research (Stephanie Rick)</td>
<td>Editorial copywriting; information research and verifications Not to exceed $5,000</td>
</tr>
<tr>
<td>11. Augusoft, Inc.</td>
<td>Annual maintenance agreement for Lumens Software used by Community and Contract Education for online registration and Paypal for credit card transactions. Not to exceed $20,000</td>
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<tr>
<td>12. CourseHorse</td>
<td>Agreement to offer selected courses from Community Education on CourseHorse’s website to serve as a marketing tool to increase enrollment and publicity and publicity for the program. Comment: Community Ed will pay CourseHorse a percentage of course fees only when students register through the CourseHorse site. Community Education will utilize this site for a select few courses that need additional registration to meet the minimum to run.</td>
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<tr>
<td>13. Constant Contact</td>
<td>Agreement for online email marketing services templates that will allow Community Ed the ability to market via email directly to current Community Ed students as a group. Comment: Constant Contact offers online templates for creating customized emails, newsletters, promotions and conduct surveys. Email marketing is significantly cheaper and faster than traditional mail. The annual subscription will not to exceed $700</td>
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### CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 8**  
2014-2015 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

#### 8-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

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<tr>
<th>Provider</th>
<th>Service</th>
<th>Comments</th>
<th>Not to exceed</th>
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</table>
| 14. Julie Curtis          | Agreement for copy-writing services to assist in the development of professional marketing materials that are specific to the needs of Community Services and the Workforce & Economic Development.  
                           | Comments: This professional has provided copy-write services to W&ED and has an understanding of the overall marketing goals of the College and W&ED. The services may include assistance with expeditiously developing various marketing material for electronic and print distribution.  
                           | $5,000                                                  |  |
| 15. Lisa Brand Design     | Agreement for graphic design and art direction/services for marketing materials that are specific to the needs of Community Education and Workforce & Economic Development.  
                           | Comment: The services may include assistance with expeditiously developing various marketing material for electronic and print distribution.                                                                 | $10,000       |  |
| 16. G. Bruce Smith        | Agreement to provide publicity services; writing and distributing press releases, pitching ideas to the media, production of monthly newsletter and social media advertising and monitoring.  
                           |                                                                                                                                                                                                       | $5,000       |  |
| 17. Phlebotomy Training   | Agreement with Phlebotomy Training Specialists to provide certificate training program. Community & Contract Education will receive $500 per registered student.  
Specialists          | Comment: Phlebotomy Training Specialists offers a phlebotomy certification training program. The program will be publicized in the Community and Contract Education schedule of classes.  
                           |                                                                                                                                                                                                       |               |  |
| 18. SIBA Media            | Agreement with SIBA Media to provide a film training program. Community & Contract Education will receive $200 per registered student.  
                           | Comment: SIBA Media offers a film training program. The program will be publicized in the Community and Contract Education schedule of classes and on the website.  
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<td><strong>CONSENT AGENDA:</strong> ANNUAL RECOMMENDATIONS</td>
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<td><strong>RECOMMENDATION NO. 8</strong> 2014-2015 ANNUAL CONTRACTS AND CONSULTANTS <em>(continued)</em></td>
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</tr>
<tr>
<td><strong>8-B COMMUNITY AND CONTRACT EDUCATION (continued)</strong></td>
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</tbody>
</table>
| 19. CMF Global Enterprises (Facilitator: Catherine Francis) | Agreement to assist Community Ed with the development of industry specific professional development courses. Vendor will assist in the development and marketing of new courses. 

The consultant may also assist with establishing collaborations partnerships with community based training organizations. Not to exceed $5,000 |
| 20. List of providers on file in the Office of Community and Contract Education | Payment for delivery of seminars and courses for SMC Community and Contract Education courses. Payment per class is authorized as stated on the list. |
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-C CONSTRUCTION/FACILITIES SERVICES

Requested by:  Greg Brown, Director of Facilities and Planning
               Bruce Wyban, Chief Director, Facilities Management (Acting)
Approved by:   Robert Isomoto, Vice President of Business and Administration

The following one-year agreements for Construction/Facilities Services are all renewals of existing contracts for services. During this fiscal year, these consultants will be working on the following projects: Student Services Building, Academy of Entertainment and Technology, IT Relocation, Central Plant and Replacement of Health/PE/Fitness, Performing Arts East Wing and others. Planning for all Measure AA Projects and investigation of properties the District is considering for purchasing, testing, investigations and surveys, plus project management, inspections and testing during construction.

<table>
<thead>
<tr>
<th>Provider</th>
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<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ARC</td>
<td>Reprographic Services for large format building plans and construction documents</td>
<td>Not to exceed $70,000</td>
<td>State Construction Grants/Measure AA, U or S/ District Capital Funds</td>
</tr>
<tr>
<td>2. EEG Services</td>
<td>The consultant will provide soils management services, including the preparation of a Soils Management Plan, testing, oversight and coordination with permitting agencies.</td>
<td>$75 to $185 per hour, not to exceed $145,000, plus reimbursable expenses and test reports.</td>
<td>State Construction Grants/Measure AA, U or S/ District Capital Funds</td>
</tr>
</tbody>
</table>

The following agreements are for two years to provide services for the following projects: Academy of Entertainment and Technology, IT Relocation, Central Plant and Replacement of Health/PE/Fitness, Performing Arts East Wing, Child Care, Malibu and others. Planning for all Measure AA Projects and investigation of properties the District is considering for purchasing, testing, investigations and surveys, plus project management, inspections and testing during construction.

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<thead>
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<th>Provider</th>
<th>Services</th>
<th>Amount</th>
<th>Funding Source</th>
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</thead>
<tbody>
<tr>
<td>1. Geolabs</td>
<td>Geotechnical Services</td>
<td>$75 to $165 per hour, Special Tests $18 to $4,000 per test and up to $550 per report, plus reimbursable expenses and test reports.</td>
<td>State Construction Grants/Measure AA, U or S/District Capital Funds</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-C CONSTRUCTION/FACILITIES SERVICES (continued)

The following agreements are for three years to provide services for the following projects: Academy of Entertainment and Technology, IT Relocation, Central Plant and Replacement of Health/PE/Fitness, Performing Arts East Wing, Child Care, Malibu and others. Planning for all Measure AA Projects and investigation of properties the District is considering for purchasing, testing, investigations and surveys, plus project management, inspections and testing during construction.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Services</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. LCP Tracker</td>
<td>LCP Tracker is a web-based software used to collect, verify and manage contractors and subcontractors prevailing wage certified payrolls and related labor compliance documentation</td>
<td>Not to exceed $12,500 per year</td>
<td>State Construction Grants/Measure AA, U or S/District Capital Funds</td>
</tr>
</tbody>
</table>

The following one-year agreements for Construction/Facilities Services are for security and engineering consulting services for projects in planning and under construction. This is separate from the campus-wide security upgrade project.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Services</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. IVA Solutions</td>
<td>A. Security consulting services, legacy systems.</td>
<td>$55 to $150 per hour plus reimbursable expenses, not to exceed $20,000. Not to exceed $5,000</td>
<td>State Construction Grants/Measure AA, U or S/ District Capital Funds Measure S And the General Fund</td>
</tr>
<tr>
<td></td>
<td>B. Temporary Service for AET Facilities for Burglar Alarm and Central Station Monitoring Alarm Monitoring for 3171 Bundy, 2800 Airport, 1510 and 1516 Pico Blvd. LPI Office Alarm Monitoring (Construction Manager) Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. MDC Engineers</td>
<td>Security, Fire Alarm and Electrical engineering services for new building systems.</td>
<td>$40 to $180 per hour plus reimbursable expenses, not to exceed $155,000.</td>
<td>State Construction Grants/Measure AA, U or S/ District Capital Funds</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-C  CONSTRUCTION/FACILITIES SERVICES (continued)

The following one-year agreements are for miscellaneous services used by Facilities Planning:

<table>
<thead>
<tr>
<th>Provider</th>
<th>Services</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Foundation for California Community Colleges</td>
<td>Annual license fee for state facilities planning program (FUSION)</td>
<td>Not to exceed $20,000</td>
<td>District Capital Funds</td>
</tr>
<tr>
<td>2. Lea Associates Property Economics</td>
<td>Property appraisal services</td>
<td>Appraisal services not to exceed $10,000 plus reimbursable expenses and any additional services not to exceed $375 per hour</td>
<td>Measure AA and District Capital Funds</td>
</tr>
<tr>
<td>3. Chris Nelson &amp; Associates</td>
<td>Land surveyors for new properties</td>
<td>$85 to $200 per hour and $100 to $310 and hour for survey crews plus reimbursable expenses not to exceed $20,000</td>
<td>Measure AA and District Capital Funds</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8     2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-D  ENROLLMENT DEVELOPMENT

Requested by: Hannah Lawler, Director, Institutional Research
Kelley Brayton, Dean, International Education
Kiersten Elliott, Dean, Enrollment Services

Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

The following contracts for Enrollment Development are all renewals of existing contracts and services.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Credentials Solutions</td>
<td>The company will provide services for the online ordering and electronic processing of transcripts. This is an optional service for students.</td>
<td>A small convenience fee is charged to the requestor for ordering. Fees for electronic transfer of data covered by District.</td>
<td>User Fees plus 2014-2015 District Budget – Admissions and Records</td>
</tr>
<tr>
<td>2. National Student Clearinghouse</td>
<td>The company will provide services for the automated processing of Enrollment and Degree Verifications.</td>
<td>No cost to the District. A small convenience fee is charged to the requestor.</td>
<td>User Fees</td>
</tr>
<tr>
<td>3. Blackboard Connect Ed</td>
<td>Blackboard Connect basic service (Emergency, Attendance, Outreach)</td>
<td>$56,500</td>
<td>2014-2015 District Budget/Enrollment Development</td>
</tr>
<tr>
<td></td>
<td>24x7x365 Support: Unlimited for 36,000 units</td>
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</tr>
<tr>
<td>6. Viatron</td>
<td>Imaging software maintenance agreement</td>
<td>Not to Exceed $25,000</td>
<td>2014-2015 SSSP Budget</td>
</tr>
<tr>
<td>9. Ellucian Company L.P.</td>
<td>Banner Financial Aid Remote consulting services</td>
<td>Not to exceed $13,000 (@ $180.00/hr.)</td>
<td>2014-2015 District Budget/Financial Aid</td>
</tr>
</tbody>
</table>


## RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

### 8-D  ENROLLMENT DEVELOPMENT (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Work Study Agreement with Santa Monica-Malibu Unified School District. (New five year contract will expire June 30, 2019.)</td>
<td>SMCCD will provide students eligible for the Federal Work Study Program to work as reading/math tutors at three of the SMMUSD schools—Grant Elementary School, Will Rogers learning Community, and pre-kindergarten child care facility and sixth graders at John Adams Middle School.</td>
<td>The rate of compensation is $10.00 per hour, which will be the current rate of pay for student workers—as of July 1, 2014.</td>
<td>Federal Work Study Program</td>
</tr>
<tr>
<td>12. Chancellor’s Office of the California Community Colleges (COCCC)</td>
<td>To facilitate compliance by community college districts with the information reporting requirements of the Student-Right-To-Know Act (SRTK). Enables online submission of mandatory reporting.</td>
<td>$3,900</td>
<td>2014-2015 District Budget/Institutional Research</td>
</tr>
<tr>
<td>13. Production Transcripts</td>
<td>Transcription services for focus groups and interviews conducted for research studies.</td>
<td>Not to exceed $1,200</td>
<td>2014-2015 District Budget/Institutional Research</td>
</tr>
<tr>
<td>15. Ascension Agencies</td>
<td>Accident/Illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students.</td>
<td>No cost to the District. Students will pay $98.00 per month for insurance coverage.</td>
<td>Student Insurance Fees</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-D  ENROLLMENT DEVELOPMENT (continued)

<table>
<thead>
<tr>
<th>Provider</th>
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<th>Amount</th>
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</tr>
</thead>
<tbody>
<tr>
<td>16. International Education Advising Centers</td>
<td>Introduce SMC to prospective students, hold college fairs, arrange seminars for visiting SMC staff to meet prospective students, help prepare applications, collect and remit fees from students to SMC.</td>
<td>The total for educational advising contracts not to exceed $300,000 (one-time costs of $500-$900 per enrolled student in good standing)</td>
<td>2014-2015 District Budget/International Education</td>
</tr>
<tr>
<td>17. Sector Point, Inc.</td>
<td>SharePoint support, service and change/upgrade implementation for District Website</td>
<td>Not to exceed $10,000</td>
<td>2014-2015 District Budget/Enrollment Development</td>
</tr>
<tr>
<td>18. Facebook</td>
<td>Paid outreach on Facebook to increase likes, traffic and engagement with SMC affiliated pages</td>
<td>Not to exceed $3,000</td>
<td>2014-2015 District Budget/Enrollment Development</td>
</tr>
<tr>
<td>19. Twitter</td>
<td>Twitter “promoted account” service which puts the college official account in front of users similar to existing followers and helps increase the audience.</td>
<td>Not to exceed $3,000</td>
<td>2014-2015 District Budget/Enrollment Development</td>
</tr>
<tr>
<td>20. iXplore University</td>
<td>SMC International Education Center Recruitment and processing e-brochure/web advertisement</td>
<td>$5,000</td>
<td>2014-2015 District Budget/International Education</td>
</tr>
<tr>
<td>Study in the USA</td>
<td>Print and web ads/profiles</td>
<td>$19,400</td>
<td></td>
</tr>
<tr>
<td>US Journal</td>
<td>Print profile</td>
<td>$1,500</td>
<td></td>
</tr>
<tr>
<td>FSA Atlas</td>
<td>Document Management/Services Integration</td>
<td>$5,600</td>
<td></td>
</tr>
<tr>
<td>Mezun</td>
<td>Web/webinar/seminar advertising/recruiting</td>
<td>$4,500</td>
<td></td>
</tr>
<tr>
<td>ViaTRON</td>
<td>Document scanning</td>
<td>$1,500</td>
<td></td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-D  ENROLLMENT DEVELOPMENT (continued)

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<th>Provider</th>
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<th>Amount</th>
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</tr>
</thead>
<tbody>
<tr>
<td>21. Fire Engine Red</td>
<td>The company will provide services for mass electronic communication and online forms and scheduling of tours for the Outreach office.</td>
<td>6 months: $2,500</td>
<td>District Funds/Outreach</td>
</tr>
<tr>
<td>22. Collaborative Institutional Training Initiative (CITI)</td>
<td>The CITI Program will provide customized web-based training on conducting ethical research with human subjects for researchers requesting Institutional Review Board (IRB) approval to conduct research with SMC students and employees.</td>
<td>$2,500</td>
<td>2014-2015 District Budget/Institutional Research</td>
</tr>
<tr>
<td>23. Zmags</td>
<td>Interactive e-publication tool used to create digital versions of viewbooks, catalogs, student handbook, etc.</td>
<td>Not to exceed $3,800</td>
<td>2014-2015 District Budget/Enrollment Development</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS (continued)

Requested by:  Chris Bonvenuto, Chief Director, Business Services
                George Prather, Director of Auxiliary Services
                Don Girard, Senior Director, Government Relations/Institutional Communications

Approved by:  Robert Isomoto, Vice President of Business and Administration

The following contracts for Fiscal/Advocacy are all renewals of existing contracts.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Bond Logistix</td>
<td>Perform arbitrage rebate calculations and issue arbitrage rebate reports on all general obligation bonds and Certificates of Participation as is required by the Internal Revenue Service.</td>
<td>Not to exceed $15,000 per calculation/report</td>
<td>Measure S, T, U, AA, the Capital Outlay Fund and the General Fund</td>
</tr>
<tr>
<td>2. Los Angeles County Office of Education</td>
<td>PeopleSoft Financial System and HRS System; i.e., general ledger, accounts payable, employee database, inventory, purchasing, 1099 reporting, payroll, retirements, PC budget, training and downloadable reports.</td>
<td>Not to exceed $250,000</td>
<td>2014-2015 District/Fiscal Services Budget</td>
</tr>
<tr>
<td>3. Vicenti, Lloyd Stutzman, LLP</td>
<td>Audit of District basic operations, grants, federal financial aid programs, radio station for the Corporation of Public Broadcasting</td>
<td>Not to exceed $116,585 plus reimbursable expenses</td>
<td>2014-2015 District/Board of Trustees Budget</td>
</tr>
<tr>
<td>4. Strategic Education Services (SES)</td>
<td>Lobbying and advocacy services on budget issues, legislation affecting the District, issues before the CCC Chancellor’s Office and Board of Governors, and represent the District with the Governor’s Office, and other state agencies that work with postsecondary educational institutions.</td>
<td>Not to exceed $62,000 plus expenses</td>
<td>2014-2015 District/Board of Trustees Budget</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-E  FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. School Services of California, Inc.</td>
<td>Provide current resources in the form of bi-weekly updates on State financial and legislative matters, to assist the District with budget and cash flow analysis and projection. Includes 15 hours of business research and planning services.</td>
<td>Not to exceed $7,500 plus expenses</td>
<td>2014-2015 District Business Administration Budget</td>
</tr>
<tr>
<td>6. Urban Dimensions (Dennis Zane)</td>
<td>Urban Dimensions will continue to provide advocacy to identify additional transportation funds at state and federal levels; and assist the college with business activities and relations with the City of Santa Monica and other governmental agencies.</td>
<td>Not to exceed $60,000 plus expenses.</td>
<td>2014-2015 District Transportation Budget</td>
</tr>
<tr>
<td>7. The California Statewide Delinquent Tax Finance Authority</td>
<td>This is a joint powers authority that finances delinquent taxes owed allowing for the District to receive the revenue from those taxes before they are collected from the taxpayer.</td>
<td>Fees are paid from the financing of the taxes and are not passed on to the District</td>
<td>Fees are paid from the financing of the taxes and are not passed on to the District</td>
</tr>
<tr>
<td>8. Credentials Order Processing Services, Inc.</td>
<td>The company provides services for the online ordering and shipping of student parking decals as well as the printing of all parking decals sold on campus.</td>
<td>Fees include $2.50 per decal ordered mailed to student (including printing, processing and mailing); $.65 for printed decals sold on campus.</td>
<td>2014-2015 District/Parking Budget</td>
</tr>
<tr>
<td>9. Total Compensation Systems, Inc.</td>
<td>Actuarial services related to retiree benefit liability calculations as required by GASB 45.</td>
<td>Not to exceed $10,500 per report including on site presentations if necessary.</td>
<td>2014-2015 District/Fiscal Services Budget</td>
</tr>
<tr>
<td>10. The Network Inc.</td>
<td>In accordance with Board Policy 6116, the Network Inc. will maintain a Fraud Alert Hotline which utilizing both phone access and a website provides an anonymous reporting system.</td>
<td>Not to exceed $7,000</td>
<td>2014-2015 District/Fiscal Services Budget</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-E  FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>11. Norton Medical Industries</td>
<td>Drug testing services to transportation employees pursuant to Board Policy 3116</td>
<td>Not to exceed $1,000</td>
<td>2014-2015 Auxiliary Budget</td>
</tr>
<tr>
<td>12. Sheila Kuehl</td>
<td>Program design, development, and offerings of SMC Public Policy Institute; plan and establish program self-sufficiency; assist with SMC institutional advancement.</td>
<td>$5,000 per month, plus reimbursable expenses</td>
<td>2014-2015 Government Relations and Institutional Communications budget; private donations</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-F  HUMAN RESOURCES/PERSONNEL COMMISSION  
Requested by: Sherri Lee-Lewis, Dean, Human Resources  
Approved by: Marcia Wade, Vice-President, Human Resources

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dr. Gina Gallivan</td>
<td>To administer psychological tests to Community College Police Officer candidates and provide the District with a written evaluation of each candidate within ten working days after the administration of each test; Provide Fitness for Duty examinations for Police Officers if necessary. [Licensed Clinical Psychologist, Board Certified in Police and Public Safety Psychology since August 1998.]</td>
<td>Pre-employment $400 per candidate; Fitness for Duty $350/hr (4-5 hrs) (includes interview, testing, follow up calls, report if necessary); Debriefing $350 per hour per event (individual or group); Telephone consultation, $350/hr; $450/hr (9pm-5am). Not to exceed $10,000.</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
<tr>
<td>2. Backgrounds Unlimited</td>
<td>Background investigations and preparation of written evaluations for each candidate applying for the positions of Police Officer, Community College Police Officer, Community College Police Trainee, for an amount not to exceed $5,500 plus expenses.</td>
<td>Not to exceed $5,500 plus expenses</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
<tr>
<td>3. People Admin</td>
<td>Upgraded software on fully hosted basis to automate the acceptance and processing of academic employment applications; allow tracking of applications, facilitates real time reporting to assist in attaining EEO and diversity goals.</td>
<td>$25,500 Annual Maintenance Fee $6,000 one-time administrative fee for upgrade</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-F  HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Los Angeles County Office of Education (LACOE)</td>
<td>Employee Assistance program (EASE) for eligible Santa Monica College employees.</td>
<td>The cost of the program is based on the number of eligible employees in the District who may potentially use the service. Estimated cost not to exceed $11,000</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
<tr>
<td>5. SCCCD ERC (Liebert Cassidy Whitmore)</td>
<td>Southern California Community College Districts Employment Relations Consortium – training workshops to member institutions.</td>
<td>Not to exceed $3,250</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
<tr>
<td>6. ViaTRON Systems, Inc.</td>
<td>Scanning of active personnel files</td>
<td>$Not to exceed $10,100</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
<tr>
<td>8. Brentview Medical Clinic</td>
<td>Provide Chest X-rays to current District Employees who evidence positive TB test result as required by law.</td>
<td>X-rays to be charged at $50.00 per employee and total of all payment not to exceed $5,000.</td>
<td>2014-2015 District Budget/ Human Resources</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-F  HUMAN RESOURCES/PERSONNEL COMMISSION *(continued)*

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
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</tr>
</thead>
<tbody>
<tr>
<td>9. Keenan and Associates</td>
<td>Keenan and Associates will act as Broker in securing one or more group annuity contracts for District’s Health Reimbursement Accounts (for the management group and the classified group); conduct periodic meetings to review the status of its HRA; inform the District of any changes affecting the program, assist the District with the implementation of the HRA; provide on-going consultation to District with respect to the HRA; and will assist the District in providing educational programs about the HRA to employees.</td>
<td>The carrier shall pay a renewal commission of 0.75% on the deposits, and an “asset trailer” of 0.9% accumulated assets in the group annuity contract. Keenan and MidAmerica shall receive half of the total commissions paid by the annuity carrier. Keenan shall also receive $2.00 per active employee per quarter of the Administrative Fee ($7.00 per active Employee per quarter) paid by the District to MidAmerica.</td>
<td>2014-2015 District Budget/ Fiscal Services</td>
</tr>
<tr>
<td>10. MidAmerica Administrative Solutions, Inc.</td>
<td>MidAmerica, is the exclusive provider of administrative services and technical support for the Keenan HRA Program. The District engaged MidAmerica to provide technical support and administrative services in conjunction with its HRA Program.</td>
<td>Administrative Fee: $7.00 per active Employment per quarter. Estimated Cost: $3,600/quarter Distribution Fee: $7.00 for each claim processed up to an annual maximum of $42.00 Estimated Cost: $520/quarter Taxes on fees paid: approximately $500. (All fees paid by the employer) and shall continue year to year thereafter unless and until terminated by either party upon written notice. Not to Exceed: $17,000</td>
<td>2014-2015 District Budget/ Fiscal Services</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

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<tbody>
<tr>
<td><strong>8-F</strong> HUMAN RESOURCES/PERSONNEL COMMISSION (continued)</td>
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</thead>
<tbody>
<tr>
<td><strong>11. Scantron</strong></td>
<td>Provider of approx. 50,000 forms used for student evaluations of faculty</td>
<td>Not to exceed $4,000</td>
<td>2014-2015 District Budget/Human Resources</td>
</tr>
<tr>
<td><strong>12. LawRoom</strong></td>
<td>One year of training in sexual harassment for approximately 160 seats</td>
<td>Not to exceed $5,000</td>
<td>2014-2015 District Budget/Human Resources</td>
</tr>
<tr>
<td><strong>13. Michael Prihar, Esq.</strong></td>
<td>Personnel Commission hearing officer to hear classified employee discipline appeals, review records and prepare reports.</td>
<td>Not to exceed $10,000</td>
<td>2014-2015 District Budget/Personnel Commission Budget</td>
</tr>
<tr>
<td><strong>14. Westchester Medical Group Center for Heart and Health</strong></td>
<td>Provide full service consulting with regard to job-related employee examinations including but not limited to return to work and fitness for duty examinations.</td>
<td>Not to exceed $15,000</td>
<td>2014-2015 District Budget/Human Resources</td>
</tr>
<tr>
<td><strong>15. Hudson HR Services, LLC</strong></td>
<td>Training of SMC managers through workshops focused on a variety of management issues, and may include subjects such as recognition of collective bargaining agreement violations and proper response, workplace harassment prevention training, workplace communication, etc.</td>
<td>$125 per hour for preparation and presentation. Not to exceed $7,500</td>
<td>2014-2015 District Budget/Human Resources</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-G  KCRW
Requested by:  Jennifer Ferro, Director, Radio Station KCRW
Approved by:  Don Girard, Government Relations/Institutional Communications

The following contracts for KCRW are all renewals of existing contracts and are funded by CPB Grant money and KCRW Donations.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. American Public Media</td>
<td>Institutional Membership Fee:  Period: July 1, 2014 through June 30, 2015</td>
<td>Payable upon billing; Not to exceed $102,040. Membership</td>
</tr>
<tr>
<td></td>
<td>Program Acquisition:  Quarterly fees for THE WORLD, Etc.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contingency funds to cover adjustments to Membership/Product Acquisition</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Studio usage/engineering time/ISDN Lines for various KCRW programs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Audiographics Report(s): TO THE POINT</td>
<td></td>
</tr>
<tr>
<td>2. Public Radio International</td>
<td>Institutional Membership Fee:  Period: July 1, 2014 through June 30, 2015</td>
<td>Payable upon billing; Not to exceed $102,040. Memberships</td>
</tr>
<tr>
<td></td>
<td>Program Acquisition:  Quarterly fees for THE WORLD, Etc.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contingency funds to cover adjustments to Membership/Product Acquisition</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Studio usage/engineering time/ISDN Lines for various KCRW programs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Audiographics Report(s): TO THE POINT</td>
<td></td>
</tr>
</tbody>
</table>
### CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)**

**8-G  KCRW (continued)**

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
</table>
| 3. Public Radio Exchange/PRX | Institutional Membership Fee  
Period: January 1, 2015 through December 31, 2016.  
Payable in advance  
Program Acquisition:  
Annual fees for THE MOTH RADIO HOUR; and other programs, to be determined. Payable in advance  
Period: July 1, 2014 – June 30, 2015 | Payable upon billing:  
Not to exceed: $6,100.  
Not to exceed: $9,500. |
| 4. City of Los Angeles/Department of Water and Power | Continuing usage of Department's Briarcrest water tank site for KCRW to maintain and operate a radio antenna facility.  
Period: May 1, 2014 through April 30, 2014 | Annual Administrative fee, not to exceed $1,000 |
| 5. List of providers on file at KCRW | Various Site rentals/road access for KCRW transmitters:  
American Tower Corp  
Borrego Springs  
Clear Channel/formerly KYSR  
Collins Communications  
Crown Castle  
Lazer Broadcast  
Mountain Investments: Bald Mountain  
Mountain Investments: Copper Mtn  
Mountain Investments: Indio Hills  
Richland Towers/ATC Watertown, LLC  
Rincon Broadcast, LLC/Point Broadcast  
Lease ends Dec 31, 2014  
Snow Peak  
Richard E. King: usage/access, repair/maintenance of private road leading to KCRW transmitter site at South Mountain, above Santa Paula, Ventura County | Annual Totals not to exceed:  
| American Tower Corp | $18,415 |
| Borrego Springs | $3,820 |
| Clear Channel/formerly KYSR | $121,329 |
| Collins Communications | $28,107 |
| Crown Castle | $11,368 |
| Lazer Broadcast | $12,525 |
| Mountain Investments: Bald Mountain | $14,325 |
| Mountain Investments: Copper Mtn | $18,738 |
| Mountain Investments: Indio Hills | $32,528 |
| Richland Towers/ATC Watertown, LLC | $14,210 |
| Rincon Broadcast, LLC/Point Broadcast | $4,801 |
| Snow Peak | $4,456 |
| Richard E. King: usage/access, repair/maintenance of private road leading to KCRW transmitter site at South Mountain, above Santa Paula, Ventura County | Annual usage fee: $2,500  
Variable fee, for maintenance/repair:  
Not to Exceed:  
$5,000 for 12 month period. |
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-G KCRW (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.</td>
<td>List of providers on file at KCRW</td>
<td>Payment is authorized as stated on the list on file at KCRW</td>
</tr>
<tr>
<td></td>
<td>Miscellaneous goods and services, including but not limited to,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Office/Engineering supplies; Utilities; Broadcast Liability Insurance;</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Short-term equipment rental; Maintenance Agreements/Services; Web</td>
<td></td>
</tr>
<tr>
<td></td>
<td>hosting/storage services; Acquisition services. Others: Unknown at this</td>
<td></td>
</tr>
<tr>
<td></td>
<td>time</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Not to exceed $1,568,665.</td>
</tr>
</tbody>
</table>

8-G KCRW - ACCEPTANCE OF DONATIONS

<table>
<thead>
<tr>
<th>Donor</th>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Santa Monica</td>
<td>Acceptance of monthly payments of approximately $6,990.50 to KCRW for</td>
<td>Annual fees: $83,886</td>
</tr>
<tr>
<td>City Council</td>
<td>broadcast of Santa Monica City Council meetings.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Period: July 1, 2014 - June 30, 2015.</td>
<td></td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-H LEGAL SERVICES

*Requested by:* Greg Brown, Director, Facilities and Planning  
Don Girard, Senior Director, Government Relations/Institutional Communications  
Robert Myers, Campus Counsel  
Chui L. Tsang, Superintendent/President  
Marcia Wade, Vice-President, Human Resources  
Charlie Yen, Director, Contracts

*Approved by:* Randal Lawson, Executive Vice-President

The following contracts for Legal Services are all renewals of existing contracts and services. The District uses the legal firms for personnel, facilities, fiscal issues; bond counsel, risk management, and legal services required by the Board on an as-needed basis.

<table>
<thead>
<tr>
<th>1. Liebert, Cassidy, Whitmore</th>
<th>Personnel training, advice to Director of Classified Personnel</th>
<th>$160 to $290 per hour for attorney services; $100 to $140 per hour for paralegal services; plus expenses</th>
<th>2014-2015 Human Resources Budget/Personnel Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Harding, Larmore, Mullen, Jakle, Kutcher and Kozal</td>
<td>Municipal, land use and CEQA issues</td>
<td>$200 to $375 per hour plus expenses</td>
<td>2014-2015 Business &amp; Administration Capital Outlay Fund Bond Measures AA, U and S funds</td>
</tr>
<tr>
<td>3. Nixon Peabody LLP</td>
<td>(1) Provide legal services associated with real property acquisition and Joint Powers Authority (JPA) agreement between the District and the City of Malibu, (2) Provide bond counsel, (3) Provide legal counsel for facilities contract related issues.</td>
<td>$225 to $650 per hour, plus reimbursement of actual and necessary expenses</td>
<td>2014-2015 Business and Administration Budget; Bond Measures AA, U and S funds; District Capital Outlay Fund</td>
</tr>
<tr>
<td>4. Fulbright and Jaworski, LLP</td>
<td>To provide bond counsel related to already-issued bonds.</td>
<td>$225 to $650 per hour, plus reimbursement of actual and necessary expenses</td>
<td>2014-2015 Business and Administration Budget; Bond Measures AA, U and S funds; District Capital Outlay Funds</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-H  LEGAL SERVICES (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Newman, Aaronson, Vanaman</td>
<td>Robert Myers of Newman Aaronson Vanaman is providing the services of campus counsel. The responsibilities of campus counsel include coordinating of all litigation against the College, overseeing regulatory compliance, coordinating and reducing all outside legal services, and providing day-to-day legal services to the College to reduce legal exposure and liability.</td>
<td>$100 to $375 per hour plus expenses</td>
<td>2014-2015 Business and Administration Capital Outlay Fund Bond Measures U and S funds</td>
</tr>
<tr>
<td>6. Fagen Friedman &amp; Fulfrost</td>
<td>Provide legal advice and representation principally in the area of labor-management issues.</td>
<td>$245 per hour for senior partner; $230 per hour for partner/senior associate; $210 per hour for associate; $150 per hour for education consultant; $130 per hour for law clerk/senior paralegal; $110 per hour for paralegal; plus costs and expenses in performing legal services.</td>
<td>2014-2015 District Budget/Business and Administration</td>
</tr>
<tr>
<td>7. Carpenter Rothans &amp; Dumont</td>
<td>Legal defense for District’s self-insured liability program</td>
<td>Not to exceed $30,000</td>
<td>2014-2015 Risk Management Budget</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8   2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-I MARKETING, COMMUNITY OUTREACH AND RECRUITMENT
Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications
Approved by: Chui L. Tsang, Superintendent/President

The following contracts for Marketing, Community Outreach and Recruitment are all renewals of existing contracts and services.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Randy Bellous Productions</td>
<td>Media services (Brochure photography, including pre-production and art direction)</td>
<td>Not to exceed $29,000 plus reimbursable expenses</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>2. Golden Cane Advertising</td>
<td>Advertising services (outdoor and print production and placement; electronic media production and supervision; strategic and creative direction; copywriting); online design and branding for institutional advancement (alumni)</td>
<td>Not to exceed $60,000 plus reimbursable expenses</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>(Gregg Lewis)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. We Search Research</td>
<td>Editorial copywriting; information research &amp; verification for schedule of classes and college catalog</td>
<td>Not to exceed $27,000 plus reimbursable expenses</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>4. KPWR 105.9 FM Radio</td>
<td>Fall 2014, Spring 2015, Summer 2014 on-air advertising with digital and social media components for student recruitment</td>
<td>Not to exceed $180,000.00</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>5. KROQ 106.7 FM Radio</td>
<td>Fall 2014, Spring 2015, Summer 2015 2014 on-air advertising with digital and social media components for student recruitment 2014</td>
<td>Not to exceed $230,000.00</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>6. Santa Monica Closeup.com</td>
<td>Media services (Brochure photography, including pre-production and art direction)</td>
<td>Not to exceed $6,000 plus reimbursable expenses</td>
<td>2014-2015 Marketing Budget</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-I MARKETING, COMMUNITY OUTREACH AND RECRUITMENT (continued)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Santa Monica Daily Press</td>
<td>2014-2015 print advertising for college advancement; student recruitment, and community outreach</td>
<td>Not to exceed $38,000</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>8. Theo Jemison</td>
<td>2015 graduation webcast, photo booth, and highlight video services, for alumni development</td>
<td>Not to exceed $33,000 plus reimbursable expenses</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>9. La Opinión newspaper</td>
<td>2014-2015 print advertising for student recruitment</td>
<td>Not to exceed $15,000</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>12. Facebook</td>
<td>2014-2015 web advertising (banner) for student recruitment</td>
<td>Not to exceed $15,000</td>
<td>2014-2015 Marketing Budget</td>
</tr>
<tr>
<td>15. Douglas Wadle</td>
<td>Establish a master calendar for events at the SMC Performing Arts Center.</td>
<td>Not to exceed $28,000 plus reimbursable expenses</td>
<td>2014-2015 Auxiliary Budget, SMC Performing Arts Center Program Revenues</td>
</tr>
<tr>
<td>17. CBS Outdoor</td>
<td>2014-2015 outdoor advertising for student recruitment (CBS Outdoor is the provider for the MTA bus system)</td>
<td>Not to exceed $150,000</td>
<td>2014-2015 Marketing Budget</td>
</tr>
</tbody>
</table>

#16 and 17: Comment: Outdoor advertising (advertising on the sides and backs of buses) is an important component of SMC’s student recruitment efforts.
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-J RISK MANAGEMENT
Requested by: Risk Management Office
Approved by: Robert Isomoto, Vice-President, Business and Administration

The following contracts for Risk Management are all renewals of existing contracts and services.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Weck Labs</td>
<td>Environmental sampling and analysis as required by local, state and Federal regulations</td>
<td>Not to exceed $2,000</td>
<td>2014-2015 Risk Management Budget</td>
</tr>
<tr>
<td>3. Keenan and Associates</td>
<td>To provide loss control services not included in the PIPS Workers Compensation Program.</td>
<td>Not to exceed $30,000</td>
<td>2014-2015 Risk Management Budget</td>
</tr>
<tr>
<td>4. Clean Harbors</td>
<td>Provides hazardous waste management and disposal services.</td>
<td>Not to exceed $95,000</td>
<td>2014-2015 Risk Management Budget</td>
</tr>
<tr>
<td>5. Dr. Maureen Sassoon</td>
<td>To provide Industrial Hygiene related consultation services such as air monitoring for asbestos abatement projects, chemicals, noise levels, lab analysis, reports, training, and other health and safety issues to include training, surveys and written reports.</td>
<td>Not To Exceed $5,000</td>
<td>2014-2015 Risk Management Budget</td>
</tr>
<tr>
<td>6. Student Insurance Agency</td>
<td>Accident and Injury Insurance Coverage for Domestic Students and Student Athletes Enrolled and attending regular scheduled classes/practices. Coverage includes: Mandatory BASIC; Mandatory SCAT; Mandatory STUCAT.</td>
<td>Not To Exceed $175,671</td>
<td>2014-2015 Risk Management Budget</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-K STUDENT AFFAIRS
Approved by:  Mike Tuitasi, Vice-President, Student Affairs

PROFESSIONAL SERVICES:  REALTIME CAPTIONING, SIGN LANGUAGE INTERPRETATION, MOBILITY SPECIALIST

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Total Recall Real-time Captioning</td>
<td>To provide real-time captioning services on an as-needed basis to non-signing deaf and hard of hearing students.</td>
<td>$60 per hour for single on-site service provider, $110 per hour for on-site team service providers; $75 per hour for remote captioning. Less than 24 hours’ notice cancellation pays in full. Total amount not to exceed $16,500.</td>
<td>2014-2015 District Budget/ Disabled Students</td>
</tr>
</tbody>
</table>
| 2. Quick Caption | To provide real-time captioning services on an as needed basis to non-signing deaf and hard of hearing students. | A. $60 per hour for a single on-site service provider, $55 per hour for a single remote captioning, $120 per hour for on-site team captioning, and $110 per hour for teamed remote captioning. Less than 24 hours’ notice cancellation pays in full. Total amount is not to exceed $75,000. 
B. For non-academic activities at SMC: Not to exceed $7,200 | 2014-2015 District Budget/ Disabled Students |
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8    2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-K    STUDENT AFFAIRS (continued)

PROFESSIONAL SERVICES: REALTIME CAPTIONING, SIGN LANGUAGE INTERPRETATION, MOBILITY SPECIALIST

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. LifeSigns Now</td>
<td>Sign Language Interpreter</td>
<td>A. $70 per hour for a single service provider, $140 ($70 x 2) per hour for team service providers, and $80 per hour for requests with less than 48 hours’ notice and/or for assignments between 5 p.m. and 7:30 a.m. Less than 24 hours’ notice cancellation pays in full. The total amount is not to exceed $57,500.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. For non-academic activities at SMC: Not to exceed $5,000</td>
<td>2014-2015 District Budget/ Disabled Students</td>
</tr>
<tr>
<td>4. Purple Language Services</td>
<td>Sign language interpreter services for both ongoing needs and for emergency substitutes.</td>
<td>A. $72 per hour for single service provider, $144 per hour ($72 x 2) for team service providers; and $102 per hour if less than 48 hours’ notice with three-hour minimum; if using SMC designated interpreters $72 per hour with three-hour minimum. Total not to exceed $101,000.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. For non-academic activities at SMC: Not to exceed $5,000</td>
<td>2014-2015 District Budget/ Disabled Students</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-K  STUDENT AFFAIRS *(continued)*

PROFESSIONAL SERVICES: REALTIME CAPTIONING, SIGN LANGUAGE INTERPRETATION, MOBILITY SPECIALIST

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. SignUp Interpreting Services LLC</td>
<td>Sign language interpreter services for both ongoing needs and for emergency substitutes.</td>
<td>$72 per hour for single service provider, $75 x 2 per hour for team service providers; and $93.75 per hour if less than 48 hours’ notice. Total: $5,000</td>
<td>2014-2015 District Budget/ Disabled Students</td>
</tr>
<tr>
<td>6. Cheryl Brooks</td>
<td>Consultant, who is a mobility specialist, will provide orientation and mobility training for a student with a visual impairment, so that he may travel safely, efficiently, and independently across the SMC campus. Training will include access to and from classrooms.</td>
<td>Fee: $55 per hour (not to exceed 40 hours), total not to exceed $2,200</td>
<td>2014-2015 District Budget/ Disabled Students</td>
</tr>
</tbody>
</table>

PROFESSIONAL SERVICES – CAREER SERVICES CENTER

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. College Central Network</td>
<td>Provide functionality to collect, enter and approve job postings, search resumes, and refer them to prospective employers and to generate reports about students, alumni, employers and job postings.</td>
<td>$1,000</td>
<td>2014-2015 District Budget/ Career Services Center</td>
</tr>
<tr>
<td>8. Bridges.com</td>
<td>Online Career Exploration program. Helps students learn about careers, education, income and some self-assessment. Helps students to both explore and plan for future careers and college majors</td>
<td>$1,850</td>
<td>2014-2015 District Budget/ Career Services Center</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

8-K  STUDENT AFFAIRS *(continued)*

CHILD CARE AND RELATED SERVICES

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Child Care Providers (list on file in the office of the Director of Child Care Services)</td>
<td>To provide child care services for CalWORKS and Pico Partnership recipients. Comment: Students are required to be enrolled in at least 6 units for fall and spring, and 3 units for winter and summer. Each contract is determined by the number of units a student is enrolled in, if they are working, and the age of the child.</td>
<td>The reimbursement ceiling rate is consistent with the Regional Market rate.</td>
<td>2014-2015 CalWORKS, City of Santa Monica/Chancellor’s Office</td>
</tr>
<tr>
<td>10. Participating Agencies: Santa Monica-Malibu Unified School District (SMMUSD) and Santa Monica Community College District (SMCCD)</td>
<td>Memorandum of Understanding (MOU) for Santa Monica Preschool Collaborative to provide staff for full day/full year child care and development services up to 108 children under the age of six. Services will be delivered in two sites: John Adams Child Development Center and Washington West Preschool. SMMUSD will be the operational agent for the Collaborative and will be responsible for staffing, management and oversight of the centers.</td>
<td>$114,750</td>
<td>2014-2015 District Budget</td>
</tr>
<tr>
<td>11. Child Care Providers (list on file in the office of the Director of Child Care Services)</td>
<td>To provide child care services for CCAMPIS Grant recipients Comment: Students are required to be Pell Grant eligible, Full-Time student, GPA 2.0 minimum. Each contract is determined by the age of the child.</td>
<td>$31,000 The reimbursement rate is a sliding scale based on the students’ Pell Grant</td>
<td>2014-2015 CCAMPIS Grant District Budget/Career Services Center</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-K STUDENT AFFAIRS (continued)

PROFESSIONAL SERVICES – STUDENT HEALTH SERVICES

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>12. WellnessMart.com</td>
<td>Provide athletic-related pre-participation physical exams for up to 150 student athletes during the academic year 2014-2015.</td>
<td>$35.00 per physical Not to exceed $6,000</td>
<td>2014-2015 District Budget/Health Services</td>
</tr>
<tr>
<td>13. Peak Medical</td>
<td>Services of one or more physicians who are specialists in Family Practice and who are uniquely qualified to provide comprehensive personal health care to college students. Provision of one licensed Medical Doctor (MD) for maximum 15 hours per week and/or one licensed Nurse Practitioner (NP) maximum 20 hours per week to provide medical and preventive health services to the students of the college.</td>
<td>Fee: $120/hour of patient care scheduled for the physician, and $90/hour for the nurse practitioner. Contractor will invoice for hours on a monthly basis and College will remit payment within 30 days. A monthly stipend of $2,000 per month as remuneration for the medical directorship in addition to the hourly patient care services fee.</td>
<td>2014-2015 District Budget/Health Services</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8  2014-2015 ANNUAL CONTRACTS AND CONSULTANTS (continued)

8-L  SUSTAINABILITY:
Approved by: Randal Lawson, Executive Vice President

The following contracts for Sustainability are all renewals of existing contracts.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Service</th>
<th>Amount</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Paradise Consulting</td>
<td>Provides support in administering the South Coast Air Quality Management District survey, provides summary Average Vehicle Ridership calculations and provides survey information for the Mandated Trip Reduction Plan for the City of Santa Monica.</td>
<td>Not to exceed: $4,000</td>
<td>2014-2015 District Budget/Sustainability</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 9  NEW COURSES AND DEGREES: SPRING 2014

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

New Courses

Astronomy 8: Introduction to Astrophysics
Accounting 9: Accounting Ethics
Biology 94C: Cell and Molecular Biology Research Methods
Computer Science 83R: Server-Side Ruby Web Programming
Early Childhood Education 71: Infants and Toddler Education and Care
Film 32L: Advanced Digital Filmmaking Lab
Film 33L: Directing the Short Film Lab
Film 50: Production Sound
Kinesiology PE 14C: Advanced Cross Country
Kinesiology PE 41M: Self Defense for Men
Media 3/Global Studies 3: Global Media
Photo 64: Community Documentary Photography

Global Citizenship

Media 3/Global Studies 3: Global Media

Distance Education

Accounting 9: Accounting Ethics
Astronomy 1: Stellar Astronomy
Computer Science 83R: Server-Side Ruby Web Programming
Early Childhood Education 49: Curriculum and Strategies for Children with Special Needs
Early Childhood Education 52: Documentation Making Learning Visible
Early Childhood Education 53: Environment As The Third Teacher
Early Childhood Education 71: Infants and Toddler Education and Care

New Degrees

Associate in Science (AS) and Certificate of Achievement, Film Production
Associate in Science for Transfer (AS-T), Nutrition
Associate in Arts for Transfer (AA-T), Spanish
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 10   ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION
Requested Action: Approval/Ratification
Requested by: Laurie McQuay-Peninger, Associate Dean, Grants
Approved by: Randal Lawson, Executive Vice President

<table>
<thead>
<tr>
<th>Title of Grant:</th>
<th>Advanced Technological Education (ATE) Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granting Agency:</td>
<td>National Science Foundation</td>
</tr>
<tr>
<td>Award Amount:</td>
<td>$199,892</td>
</tr>
<tr>
<td>Matching Funds:</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Performance Period:</td>
<td>July 1, 2014 – June 30, 2017</td>
</tr>
</tbody>
</table>

Summary: This ATE grant will further develop and improve the existing Solar Photovoltaic Installation degree and certificate program, addressing specifically the disturbing disconnect between employer demand for qualified workers and student inability to obtain jobs. Specifically, this project will strengthen student skills in math and science while expanding work-based learning and contextualized instruction with the goal to increase the number of students successfully pursuing certificates, degrees, and careers in solar photovoltaics.


<table>
<thead>
<tr>
<th>8100 Federal</th>
<th>$ 199,892</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Academic Salaries</td>
<td>$ 124,899</td>
</tr>
<tr>
<td>2000 Non-Academic Salaries</td>
<td>$ 20,418</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>$ 33,239</td>
</tr>
<tr>
<td>4000 Supplies and Materials</td>
<td>$ 10,850</td>
</tr>
<tr>
<td>5000 Other Operating Expenditures</td>
<td>$ 9,686</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>$ 800</td>
</tr>
<tr>
<td>7000 Student Aid</td>
<td>$ 0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 199,892</strong></td>
</tr>
</tbody>
</table>
CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS
Approved by: Chui L. Tsang, Superintendent/President
Requested Action: Ratification

The following contracts for goods, services, equipment and rental of facilities, and acceptance of grants in the amount of $50,000 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6255, Delegation to Enter Into and Amend Contracts
Approved by Board of Trustees: 9/8/08
Reference: Education Code Sections 81655, 81656

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Steven Rudoy</td>
<td>September 2015 through July 2015. 40 hours per week  Not to exceed $25,000</td>
<td>Mr. Steven Rudoy, a doctoral student in clinical psychology at Pepperdine University, will serve as a half-time Post Doctoral Intern to assist the psychological services staff in working with individual students, conducting group workshops, and providing training and consultation to faculty and staff. In addition, Mr. Rudoy will serve as a half-time Post Doctoral Intern for the Pico Promise Transfer Academy working with individual students enrolled in this special program to provide individual counseling and group workshops. The stipend amount is typical for post doctoral internships in this field.</td>
</tr>
<tr>
<td>B</td>
<td>Kristin Brooks Hope Center</td>
<td>May 27, 2014  $3,500  (amendment to previously approved amount of $3,000)</td>
<td>SMC Psychological Services is coordinating a Mental Health Fair on campus as part of National Mental Health Awareness Month. This program is provided by the Kristin Brooks Hope Center and focuses on suicide prevention for college students. It is a day-long program and will be staffed by onsite mental health counselors.</td>
</tr>
<tr>
<td>C</td>
<td>Valerie Doby</td>
<td>July 9 and July 14-August 1, 2014  $50/hour for 60 hours, not to exceed $3,250</td>
<td>The consultant will provide mathematics workshops in the Upward Bound Summer Program, as required by the U.S. Department of Education grant.</td>
</tr>
</tbody>
</table>

A and B
Requested by: Brenda Benson, Dean, Counseling/Retention
Approved by: Mike Tuitasi, Vice-President, Student Affairs

C
Requested By: Bonita Cooper, Project Manager, Upward Bound
Approved By: Teresita Rodriguez, Vice President, Enrollment Development
### CONSENT AGENDA: GRANTS AND CONTRACTS

#### RECOMMENDATION NO. 11  
**RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>D</td>
<td>Global Motion</td>
<td>September 24 - October 4, 2014</td>
<td></td>
</tr>
<tr>
<td>A.</td>
<td>$5,000</td>
<td>To be used for airfare deposits, fully refundable if the trip is cancelled.</td>
<td></td>
</tr>
<tr>
<td>B.</td>
<td>Not to exceed $1,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Transfer of funds to Global Motion auxiliary account assist in cost of airfare for the 15th Beijing International Tourism Festival (BITF) in Beijing “International Folklore Arts Festival” project. Global Motion will be performing at local theatres in Beijing sharing the stage with a local other dance companies around the world in China. Global Motion is seeking co-sponsorship for the cost of the trip through the Associated Students and SMC Foundation.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>B. Enrollment in Traveler’s Insurance through iNext, paid for by the Global Citizenship account.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Requested By: Kelley Brayton, Dean, International Education  
Approved By: Teresita Rodriguez, Vice President, Enrollment Development

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
</table>
| E | Luz Rivas | August 22, 2014 | Not to exceed $750  
Luz Rivas is the Founder and Executive Director of DIY Girls, a non-profit that works to increase women and girls’ interest in technology and engineering by providing hands-on educational experiences. She has developed programs focused on increasing underrepresented minorities in STEM fields at Caltech. She will be delivering the keynote address for SMC’s STEM Summer Skills Workshops & Welcome Day on Friday, August 22 for the newly admitted third cohort of program participants. |

Requested By: Melanie Bocanegra, Director, STEM Initiatives  
Approved By Georgia Lorenz, Vice President, Academic Affairs

Global Citizenship Fund

STEM Grant (100%)
CONSENT AGENDA:  GRANTS AND CONTRACTS

RECOMMENDATION NO. 11  RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>F  Michael Jacobs</td>
<td>July 1, 2014 to June 30, 2015</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Not to exceed $2,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Michael Jacobs will serve as a tech industry consultant and will assist in the development and delivery of curriculum for Community Ed’s “Computer Coding for Kids” course and will provide faculty, staff and counselors with tech career education training and advisement. Will serve as tech industry consultant and will assist in the development and delivery of the curriculum.</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>He is co-founder of Tap.in2, an app development company and a third generation product developer. He creates curriculum on both product and business development.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G  Daedalus Exchange</td>
<td>July 1, 2014 to June 30, 2015</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Facilitator: Jordan Syms)</td>
<td>Not to exceed $2,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Jordan Syms will serve as tech industry consultant and will assist in the development and delivery of the curriculum for Community Ed’s “Computer Coding for Kids” course and will provide faculty, staff and counselors with tech career education training and advisement. Will serve as tech industry consultant and will assist in the development and delivery of the curriculum.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>He is co-founder of Tap.in2. His operations experience includes projects for public and private sector communications.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H  Brustein &amp; Manasevit LLC</td>
<td>August 15, 2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Facilitator: Michael Brustein)</td>
<td>Not to exceed $3,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Michael Brustein is recognized nation-wide as an expert on federal grants regulation and will lead a training session for staff working on Perkins and other U.S. Department of Education federal grants. This training is part of an effort to increase efficiency and strengthen oversight in programs administered by the US Department of Education, and is needed to cover the new administrative, cost and audit rules.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

F, G and H
Requested By: Patricia Ramos, Dean, Workforce & Economic Development
Approved By: Georgia Lorenz, Vice President, Academic Affairs
<table>
<thead>
<tr>
<th>BOARD OF TRUSTEES</th>
<th>ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Monica Community College District</td>
<td>July 1, 2014</td>
</tr>
</tbody>
</table>

**CONSENT AGENDA: HUMAN RESOURCES**

**RECOMMENDATION NO. 12 ACADEMIC PERSONNEL**

Requested Action: Approval/Ratification
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources

**ELECTION**

**ADMINISTRATIVE**
- Barajas, Byanca, Acting Assistant Athletic Director
- Leon-Vasquez, Maria, Project Manager, Workforce
- Merlic, Jennifer, Interim Dean of Instructional Services

**ADMINISTRATIVE SALARY RANGE ADJUSTMENT**
(To be presented at the meeting)

**ADJUNCT FACULTY**

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

**RETIREMENT**

Holmgren, Christine, Instructor, Philosophy and Social Science (23 years)
(Comment: Modified date of retirement from 07/10/14 to 06/17/14)

<table>
<thead>
<tr>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/02/14 – 12/31/14</td>
</tr>
<tr>
<td>07/01/14 – 06/30/15</td>
</tr>
<tr>
<td>07/02/14 – 01/31/15</td>
</tr>
<tr>
<td>06/17/14</td>
</tr>
</tbody>
</table>

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CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 13   CLASSIFIED PERSONNEL - REGULAR
Requested Action:  Approval/Ratification
Reviewed by:  Sherri Lee-Lewis, Dean, Human Resources
Approved by:  Marcia Wade, Vice-President, Human Resources

ESTABLISH NEW CLASS DESCRIPTION AND SALARY ALLOCATION
Director of Human Resources (1 position)  07/01/14
Salary: Range 34 – Management Salary Schedule

ESTABLISH
Media Resources Assistant (1 position)  07/01/14
LRC, 11 mos, 40 hrs

ABOLISH
Media Resources Assistant (1 position)  07/01/14
LRC, 12 mos, 40 hrs

ELECTIONS

PROMOTION
Trice, Candace  06/23/14
To:  Student Services Assistant, International Students Center
From:  Student Services Clerk, International Students Center

Wyban, Bruce  07/01/14
To:  Director, Facilities Management
From:  Mechanical Systems and Energy Management Supervisor

PROBATIONARY
Bukauskas, Donatas, Instructional Assistant - Mathematics  06/23/14
Gibson, Christopher, Senior Research Analyst, Institutional Research  07/01/14
Owolabi, Abdul “Wahab”, Senior CTE Program Advisor, ICTE  07/01/14

ADVANCE STEP PLACEMENT
Bukauskas, Donatas, Instructional Assistant – Mathematics (Step C)  06/23/14
Gibson, Christopher, Senior Research Analyst, Institutional Research (Step B)  07/01/14

STIPEND
Cadena, Ruben CC Police Officer, Campus Police +2.5%  03/23 – 07/05/14
Comment:  Field Training Officer

EXEMPT POSITION
Administrative Assistant IV - Confidential to the Superintendent
Comment:  Board approval is needed to request the Personnel Commission to declare this position exempt from the requirements of Education Code 88091 related to establishing an eligibility list.
WORKING OUT OF CLASSIFICATION (PROVISIONAL)
Gray, Darryl
To: Custodial Operations Supervisor, NS II, 100%
From: Lead Custodian, NS II
05/27 - 09/29/14

WORKING OUT OF CLASSIFICATION (PROVISIONAL) – Extension
Askew, Diana
To: Administrative Assistant III – Confidential, 100%
From: Administrative Assistant II
07/01 – 09/30/14

Chavira, Cristina
To: Accounts Payable Supervisor, 100%
From: Accounting Specialist II
07/01 – 09/01/14

Kilian, Leticia
To: Administrative Assistant IV – Confidential, 100%
From: Administrative Assistant III – Confidential
07/01 – 09/30/14

Monzon, Karen
To: Personnel Analyst, 100%
From: Personnel Technician
07/01 – 08/29/14

CHANGE IN WORK SHIFT/PERMANENT
Barlow, Anthony
To: Custodial Operations Supervisor, NS I
From: Custodial Operations Supervisor, NS II
05/19/14

SEPARATION

VOLUNTARY REDUCTION IN HOURS/TEMPORARY
Guercio, Joanne
From: Administrative Assistant II, Counseling Department, 12 mos, 40 hrs
To: Administrative Assistant II, Counseling Department, 12 mos, 32 hrs
(Benefits at 100% per CSEA/District Agreement 12.5.1)
07/01/14 – 06/30/15

LAST DAY OF PAID SERVICE

RETIREEEMENT
Hernandez, Linda, C C Parking Enforcement Officer, Campus Police (13 years)
09/12/14

RESIGNATION
Melton, Brandi, Student Services Clerk, ISC
07/01/14
Molina, Erica, Disabled Student Services Assistant, DSC
08/08/14
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14  CLASSIFIED PERSONNEL - NON MERIT
Requested Action: Approval/Ratification
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, 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, $10.00/hour (STHP)  60
  College Work-Study Student Assistant, $10.00/hour (FWS)  2
  Cal Works, $10.00/hour  1

SPECIAL SERVICE
  Community Services Specialist II, $50/hour  2

RECOMMENDATION NO. 15  CLASSIFIED PERSONNEL – LIMITED DURATION
Requested Action: Approval/Ratification
Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources

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

Brown, Stacee D., Administrative Asst I, TRIO  06/09/14-06/30/14
Finley, Debra, Buyer II, Purchasing  05/08/14-07/30/14
Waller, Leslie A., Administrative Clerk, Campus & Alumni Rel.  06/10/14-10/15/14
Webster, Jazeer, Administrative Assistant I, Job Development  05/27/14-08/29/14

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.

Bae, Daniel, Bookstore Clerk/Cashier, Bookstore  07/07/14-09/19/14
Devine, Robert, Bookstore Clerk/Cashier, Bookstore  07/07/14-09/19/14
Juarez, Jorge, Bookstore Clerk/Cashier, Bookstore  07/07/14-09/19/14
Miles, Erik, Bookstore Clerk/Cashier, Bookstore  07/07/14-09/19/14
Padilla, Omar, Student Services Assistant, ISC  06/16/14-09/22/14
Portillo, William, Bookstore Clerk/Cashier, Bookstore  07/07/14-09/19/14
Solomon, Taiesha, Student Services Clerk, Library  05/28/14-07/31/14
Walker, Terence, Bookstore Clerk/Cashier, Bookstore  07/07/14-09/19/14
CONSENT AGENDA: FACILITIES AND FISCAL

Requested by: Greg Brown, Director, Facilities Planning
Approved by: Robert Isomoto, Vice President of Business and Administration
Requested Action: Approval/Ratification

RECOMMENDATION NO. 16 FACILITIES

16-A CHANGE ORDER NO. 6 – INFORMATION TECHNOLOGY RELOCATION

Change Order No. 6 – BERNARDS BROS. on the IT Relocation project in the amount of $504,211.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$12,392,000</td>
</tr>
<tr>
<td>Previously Approved Change Orders</td>
<td>$689,701</td>
</tr>
<tr>
<td>Change Order No. 6</td>
<td>$504,211</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$13,585,912</td>
</tr>
</tbody>
</table>

This change order results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 6 provides for owner-initiated additions to the project. It includes labor and material to revise the Faculty/Staff computer lab in to a reconfigured Center for Teaching Excellence to better serve the colleges future needs. Also provides alternate chilled water piping and appurtenances to use the Library chilled water system in lieu of renting temporary chillers to service the new IT Building. The IT building will connect to the Central Plant once it is completed in about two years.

16-B RENEWAL OF AGREEMENT FOR PROJECT INSPECTION SERVICES

Renewal of Agreement with JL Inspections for inspection services at $95 per hour, plus reimbursable expenses for the period of July 1, 2014 to June 30, 2015 for DSA Certified Class 1 inspection services.

Funding Source: Measure AA

Comment: This firm will provide DSA Certified Class 1 inspection services for the AET Campus and Parking Structure A project and various other projects during the term of the contract.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16  FACILITIES (continued)

16-C CHANGE ORDER NO. 2 – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY (AET) CAMPUS AND PARKING STRUCTURE A

Change Order No. 1 – C.W. Driver on the AET Parking Structure A portion of the project in the amount of $19,363.

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>$59,160,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previously Approved Change Orders (AET Campus)</td>
<td>$23,067</td>
</tr>
<tr>
<td>Previously Approved Change Orders (AET Parking Structure)</td>
<td>$19,363</td>
</tr>
<tr>
<td>Change Order No. 2 – Parking Structure A</td>
<td>$21,185</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$59,223,615</td>
</tr>
</tbody>
</table>

These change orders results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 2 for the Parking Structure A portion of the project includes labor, material, and equipment cost to remove one incorrectly built pile, modify as required by adding vertical rebar, furnish and install concrete and slurry backfill for several pile shafts where obstructions were encountered during drilling thus increasing the diameter of the pile shaft, and the addition of rebar doweling for the structure slab. Change Order No. 2 also includes credit to for costs of overtime for tests and inspection services and design consultant fees for the development of two Construction Change Directives required due to contractor’s improper placement of a column and layout of a wall.

16-D POOL PAYMENTS UNDER JOINT USE FACILITIES AGREEMENT

<table>
<thead>
<tr>
<th>Payment to:</th>
<th>City of Santa Monica</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount:</td>
<td>$91,078.32</td>
</tr>
<tr>
<td>For the Period:</td>
<td>January 1 –March 31, 2014 (3 months)</td>
</tr>
</tbody>
</table>

Funding Source: 2013-2014 District General Fund

Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. College paid the City of Santa Monica $87,714.38 for the same period last year.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17  BUDGET TRANSFERS

Requested by:  Chris Bonvenuto, Chief Director of Business Services
Approved by:  Robert G. Isomoto, Vice President, Business/Administration
Requested Action:  Approval/Ratification

17-A  FUND 01.0 – GENERAL FUND – UNRESTRICTED

Period of:  May 21, 2014 to June 18, 2014

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>32,461</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>-25,461</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>0</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>23,489</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>4,500</td>
</tr>
<tr>
<td>7000</td>
<td>Other Outgo/Student Payments</td>
<td>-34,989</td>
</tr>
</tbody>
</table>

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.

17-B  FUND 01.3 – GENERAL FUND - RESTRICTED

Period of:  May 21, 2014 to June 18, 2014

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>65,838</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>49,985</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>35,842</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>-88,280</td>
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<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>4,345</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>-64,174</td>
</tr>
<tr>
<td>7000</td>
<td>Other Outgo/Student Payments</td>
<td>-3,556</td>
</tr>
</tbody>
</table>

Net Total: 0
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18   ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Reviewed by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Robert G. Isomoto, Vice President, Business/Administration

Title of Grant: Disabled Students Programs and Services (DSPS)
Granting Agency: State of California
Award Amount: $5,642
Matching Funds: Not applicable
Performance Period: July 1, 2013 – June 30, 2014
Summary: The District qualifies for an additional $5,642 in DSPS funding per P2 allocation notice from Chancellor’s Office dated June 3, 2014.

Budget Augmentation: Restricted Fund 01.3

<table>
<thead>
<tr>
<th>Revenue (2013 – 2014)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8600 State Allocation</td>
<td>$5,642</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
</tr>
<tr>
<td>2000 Classified/Other Academic Salaries</td>
<td>$240,496</td>
</tr>
</tbody>
</table>

Title of Grant: Child Development Training Consortium
Granting Agency: Yosemite Community College District
Award Amount: $900
Matching Funds: $0
Performance Period: July 1, 2013 to June 30, 2014
Summary: Child Development Training Consortium Grant state funded ($7,500). This grant provides tuition, books, mentoring and professional development activities for ECE students. The granting agency increased the District’s allocation in the amount of $900 to reimburse students for fees related to obtaining a Child Development Permit

Budget Augmentation:

<table>
<thead>
<tr>
<th>Restricted Fund 01.3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
</tr>
<tr>
<td>8600</td>
</tr>
<tr>
<td>Expenditures</td>
</tr>
<tr>
<td>7000</td>
</tr>
<tr>
<td>Total Expenditures:</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  FACILITIES AND FISCAL

RECOMMENDATION NO. 19  COMMERCIAL WARRANT REGISTER
Requested by:  Veronica Diaz, Acting Director, Fiscal Services
Approved by:  Robert G. Isomoto, Vice-President, Business/Administration
Requested Action:  Approval/Ratification

It is recommended that the Board of Trustees approve the Commercial Warrant Register for the following period:

May 1 – May 31, 2014  6006 through 6046  $13,674,975.79

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

RECOMMENDATION NO. 20  PAYROLL WARRANT REGISTER
Requested by:  Ian Fraser, Payroll Manager
Approved by:  Robert G. Isomoto, Vice-President, Business/Administration
Requested Action:  Approval/Ratification

\nMay 1 – May 30, 2014  C1J – C2K  $1,072,782.59

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

RECOMMENDATION NO. 21  AUXILIARY PAYMENTS & PURCHASE ORDERS
Requested by:  George Prather, Director of Auxiliary Services
Approved by:  Robert G. Isomoto, Vice-President, Business/Administration
Requested Action:  Approval/Ratification

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Other Auxiliary Funds.

May 1 – May 31, 2014  Payments  Purchase Orders
$565,367.55  $19,882.14

Comment:  The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION
Requested by: Michelle King, Director, Career and Contract Education
Approved by: Georgia Lorenz, Vice-President, Academic Affairs
Requested Action: Approval/Ratification

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. 24 ORGANIZATIONAL MEMBERSHIPS, 2014-2015
Requested by: Chris Bonvenuto, Chief Director, Business Services
Approved by: Bob Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Approval of the list of Organizational Memberships, 2014-2015 (List on file in the Offices of the Superintendent/President and Fiscal Services).
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

26-A AWARD OF PURCHASE ORDERS

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

May 1 – May 31, 2014 $16,618,392.70

26-B AWARD OF CONTRACTS

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCS Presentation Systems Award of Bid #1314004SF</td>
<td>August 11-22, 2014 $85,382.75</td>
<td>Projector Replacement, Installation, &amp; Programming (43 classrooms in second phase of projector replacement and upgrade; Media Services Department)</td>
<td>2014-2015 Capital Outlay Fund 40</td>
</tr>
<tr>
<td>Pyramid Design &amp; Construction Award of Bid #1314005SF</td>
<td>August 18-27 and December 26-30, 2014 $30,982.00</td>
<td>Carpet Removal and Installation (phased completion of 29 identified rooms throughout campus; Maintenance Department)</td>
<td>Int’l Students $11,830 Associated Students $5,690 2014-2015 General Fund 01 $13,462</td>
</tr>
<tr>
<td>Duke Builders</td>
<td>TBD</td>
<td>Emergency contract involving public safety- health and welfare from damages caused by motor vehicle accident at Emeritus campus.</td>
<td>General Fund</td>
</tr>
<tr>
<td>First Southwest</td>
<td>2014-2014 $75,000 plus reimbursable expenses not to exceed $10,000</td>
<td>Financial Advisor firm selected from eligible pool to assist the District with debt services analysis, bond structuring, debt procedures/ procedures and long term debt services planning for fiscal year 2014-2015.</td>
<td>Measure S, AA and District Capital Funds</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 PURCHASING (continued)

26-B AUTHORIZATION OF PURCHASE ORDERS

Authorization of purchase orders from approved department budgets against the following competitively bid agreements not to exceed legal dollar threshold limits:

1. State of California Contract (CMAS), Contract 3-09-70-0163E, with NEXUS IS, Inc., to 09/30/2017, for data communications products and services.
2. State of California Contract (CMAS), Contract 3-10-70-0163AH, with NEXUS IS, Inc., to 05/31/2018, for data communications products and services.
4. State of California Contract (CMAS), Contract 3-11-70-0163AM, with NEXUS IS, Inc., to 06/30/2018, for data communications products and services.
5. State of California Contract (CMAS), Contract 3-11-70-0163AN, with NEXUS IS, Inc., to 06/30/2018, for data communications products and services.
X. **REPORTS FROM DPAC CONSTITUENCIES**
   - Associated Students
   - CSEA
   - Faculty Association
   - Management Association

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**

The Board of Trustees Study Session is scheduled to be held on **Tuesday, July 15, 2014** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, August 5, 2014** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

   **Reports:**
   - Adult Education
APPENDIX A

INFORMATION ITEM 1

SUBJECT: 2013-2014 GRANTS OFFICE ANNUAL REPORT

SUBMITTED BY: Laurie McQuay-Peninger
Associate Dean, Grants

In 2013-2014, SMC managed roughly $4.2 million in grant funds through 28 grant projects funded by local, state, and federal organizations, both public and private, all of which are supportive of the college’s mission. This included 11 new awards, valued at about $667,000 in additional revenue, with slightly more than $450,000 to benefit 2013-2014 directly. One of these awards, while not offering direct cash support, has provided significant student benefit in the form of work-based learning and will serve as a resource for a new internship course for the Sustainable Technologies Program. All 11 new awards reflect innovation across campus, including new programming for foster youth, enhancements to CTE instruction, and outreach to underrepresented students in STEM.

In total, the college submitted 15 proposals to support the 2013-2014 academic year. In addition, the college was a collaborative partner in three proposals submitted by other institutions, including a proposal to the Stuart Foundation by Loyola Marymount University. Of the 18 proposals submitted by or on behalf of the college, 11 were funded, including the proposal submitted by LMU to the Stuart Foundation. As such, the college achieved a success rate of 61 percent.

As in the past, the majority of these grants were written by the Grants Office in collaboration with the programs and/or departments that were identified to directly manage and implement them. In addition, the Office of Workforce and Economic Development, as well as the Santa Monica College Foundation, took an active role in grant development and management. By working collaboratively with other departments across campus, the Grants Office is able to increase the overall number of grants submitted to support the college’s mission and its students and faculty, while reducing duplication of effort and leveraging resources for the benefit of all programs.

The following table outlines the success rate of the various funding sources pursued by the college to support the 2013-2014 academic year.

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Grants Submitted</th>
<th>Grants Awarded</th>
<th>Success Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Govt.</td>
<td>4</td>
<td>3</td>
<td>75.0%</td>
</tr>
<tr>
<td>State Govt.</td>
<td>1</td>
<td>1</td>
<td>100.0%</td>
</tr>
<tr>
<td>Local Govt.</td>
<td>0</td>
<td>0</td>
<td>--</td>
</tr>
<tr>
<td>Private</td>
<td>13</td>
<td>7</td>
<td>53.8%</td>
</tr>
<tr>
<td>Total</td>
<td>18</td>
<td>11</td>
<td>61.1%</td>
</tr>
</tbody>
</table>

Each of these grants support projects that work to achieve the college’s mission, as well as one or more of SMC’s strategic initiatives, institutional learning outcomes, and supporting goals. The following table provides a breakdown of grants submitted and awarded to support 2013-2014 and their relation to institutional goals and objectives. Many of these grants support more than one outcome, and thus the total adds to more than the number of awards.
<table>
<thead>
<tr>
<th>Area of Focus</th>
<th>Number of Grants Submitted/Awarded by Funding Source</th>
<th>Private</th>
<th></th>
<th>Local</th>
<th></th>
<th>State</th>
<th></th>
<th>Federal</th>
<th></th>
<th>Total (duplicated)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Submitted</td>
<td>Awarded</td>
</tr>
<tr>
<td>ILO #1: Personal Attributes</td>
<td></td>
<td>9</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>11</td>
<td>6</td>
</tr>
<tr>
<td>ILO #2: Academic Skills</td>
<td></td>
<td>5</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>2</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>ILO #3: Global Citizenship</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>ILO #4: Sustainability</td>
<td></td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>ILO #5: Authentic Engagement</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Supporting Goal #1: Innovative/Responsive Learning Environment</td>
<td></td>
<td>6</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>8</td>
<td>5</td>
</tr>
<tr>
<td>Supporting Goal #2: Supportive Learning Environment</td>
<td></td>
<td>9</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>10</td>
<td>6</td>
</tr>
<tr>
<td>Strategic Initiative #1: GRIT</td>
<td></td>
<td>9</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>Strategic Initiative #2: I3</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Strategic Initiative CTE</td>
<td></td>
<td>5</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>8</td>
<td>5</td>
</tr>
<tr>
<td>TOTAL (duplicated)</td>
<td></td>
<td>47</td>
<td>24</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>3</td>
<td>12</td>
<td>9</td>
<td>62</td>
<td>36</td>
</tr>
</tbody>
</table>

In addition, each project supports at least one of the Goals and Priorities of the SMC Board of Trustees, including:

9 submitted and 5 awarded grants that will help “institutionalize initiatives that are effective in improving student success, with an emphasis on improving basic skills mastery in mathematics and English Language Arts, and strengthening students’ non-cognitive skills (GRIT), to achieve more equitable outcomes” (Priority 2);

8 submitted and 5 awarded grants that will “strengthen and promote workforce/career technical programs and pathways” (Priority 3);

1 submitted and 1 awarded grant to “implement improved safety and emergency preparedness systems and procedures for the entire college” (Priority 11); and 3 submitted and 1 awarded to “participate in the Cradle to Career Initiative and strengthen and expand programs and partnerships that serve SMMUSD students” (Priority 14).

The submission of these grants in direct support of institutional learning outcomes, supporting goals, and strategic initiatives also helped the college’s Board of Trustees achieve its 10th Priority, to pursue and obtain federal funds as well as other grant opportunities.
The following list provides a summary of all active grant-funded projects, both new and continuing, for 2013-2014 and how they relate to the Board of Trustee’s Goals and Priorities. Corresponding Institutional Learning Outcomes, Supporting Goals, and/or Strategic Initiatives, as well as the annual award total, the funding source, and the principal investigator/project director, are also listed. It should be noted that many of these grants support more than one of these outcomes; for the purposes of this report, projects are listed under their primary area of emphasis.

Board Goal: Educational Advancement and Quality

Board Priority #2: Institutionalize initiatives that are effective in improving student success, with an emphasis on improving basic skills mastery in mathematics and English Language Arts and strengthening students’ non-cognitive skills (GRIT), to achieve more equitable outcomes.

Student Success/Special Populations—High School Outreach/College Prep and Access

Upward Bound ($236,925 – U.S. Dept. of Education): This TRIO grant targets low-income, potential first generation college students from Venice and Crenshaw high schools, providing academic assistance, college planning and assistance, and counseling/mentoring support. (This project supports ILO #1 and 2, as well as Supporting Goal #2 and the GRIT Initiative.

Student Success/Special Populations – First Time College Students

NEW for 2013-2014—AVID for Higher Education ($34,942 – Michael and Susan Dell Foundation through a grant to the AVID Center): The AVID Program has been active in K-12 schools across the country for many years and is now working to establish an AVID for Higher Education Program. SMC was selected as one of the first colleges to develop and implement an AVID for Higher Education program on its campus. Funding was granted to support professional development for faculty and staff, as well as capacity building efforts. (This three-year project also supported ILOs #1 and #2, Supporting Goals #1 and #2, and the GRIT Initiative, as well as Board Goal #14, in that it augmented the First Year Experience, targeting local students. PLEASE NOTE: This grant was returned for several reasons, including 1) professional development offerings did not align with SMC faculty needs and concerns; and 2) grant expectations and outcomes were unrealistic, particularly given the limited amount of funding.)

Student Success/Special Populations—Foster Youth

NEW for 2013-2014—Guardian Scholars Implementation Grant ($48,000 – Stuart Foundation via subcontract award from Loyola Marymount University): SMC will collaborate with Loyola Marymount University and the University of California, Los Angeles, to develop and implement a Guardian Scholars Program. The Guardian Scholars program will support students who are or once were in foster care. (This 3-year project also supports ILO #1, Supporting Goal #2, and the GRIT Initiative.

Student Success/Special Populations – U.S. Veterans

NEW for 2013-2014—Veterans Resource Center ($50,000 – Ralph M. Parsons Foundation, awarded to the Santa Monica College Foundation): These funds will help sustain services and resources developed through the FIPSE Center of Excellence grant in support of the Veterans Resource Center, including student resource management, tutoring, mentoring, on-site student support workshops, transfer advising, and other activities. (This two-year grant also supports ILO #1 and Supporting Goal #2.)

FIPSE Center of Excellence for Veteran Student Success (this grant officially ended September 30, 2013, but the U.S. Department of Education requested that SMC continue to provide assessment data through September 30, 2014, at no cost to the federal government): Through this grant, SMC expanded the capacity of SMC’s Veterans Resource Center to include tutoring, mentoring, on-site Financial Aid and Career Services workshops, transfer advising and co-located DSPS services. (This grant also supports ILO #1 and Supporting Goal #2.)
Student Success/Special Populations—Low Income, First Generation Students
Student Support Services ($266,787 – U.S. Dept. of Education): This TRIO grant targets low income, first generation college students and provides them with the skills and resources that they need to successfully complete their SMC studies and transfer to a baccalaureate program. (This project supports ILO #1 and #2, Supporting Goal #2, and the GRIT Initiative.

Child Care Access Means Parents in School ($108,341 – U.S. Dept. of Education): This grant provides child care assistance for low-income, Pell-eligible students enrolled at SMC so that low-income parents may continue to attend classes without worry over the care of their children. (This 4-year project also supports Supporting Goal #2.

Pico Promise ($155,230 – City of Santa Monica): This project is an expansion of the former Pico Partnership on the Move Program that was previously funded by the City of Santa Monica’s Community Development Grants Program. The Pico Promise program offers instructional and student support assistance to low-income students from the Santa Monica-Malibu School District, specifically the Pico Neighborhood, so that they may achieve their academic and/or career goals. (This project also supports ILO #1 and #2, as well as the Board’s third Goal, Community and Government Relationships, Priority #14, to strengthen and expand programs and partnerships that serve SMMUSD students. This is a four year award which should continue through 2015.)

Student Success/Special Populations – Science, Technology, Engineering, and Mathematics (STEM) NEW for 2013-2014—STEM Scholarship Program ($25,000 – Edison Corporate Contributions, awarded to the Santa Monica College Foundation): These funds provide financial assistance to students participating in the Science and Research Initiative. (This grant also supports ILO #1 and Supporting Goals #1 and #2.)

HSI STEM and Articulation Program Grant ($1,181,911 – U.S. Department of Education and delivered in collaboration with the University of California, Los Angeles): The purpose of this grant is to promote STEM degrees and careers among Latino and other underrepresented student populations in STEM, including underrepresented minority students, but also women and low-income, first generation students in general. This will be accomplished through the SMC/UCLA Science and Research Initiative, which includes an array of student support and instructional services, such as counseling, advising, transfer planning, mentoring, and increased involved in applied learning activities. (This five year also supports ILO # 1, #2, and #4, Supporting Goals #1 & #2, and Strategic Initiative—Sustainable Campus.)

Board Priority #3: Strengthen and promote workforce/career technical programs and pathways.

Multidisciplinary CTE Initiatives
CTE Community Collaborative ($174,000 – California Community Colleges Chancellor’s Office): The project will continue the work of SMC and SMMUSD to strengthen Career Technical Education. The project offers Career Exploration/Development for middle school students, Articulation, Career Pathways, Placement Services, and CTE Professional Development in seven industry sectors, including Arts/Media/Entertainment, Energy and Utilities, Health Science/Medical Technology, Education, Information Technology, Marketing/Sales/Services, and Transportation. The Collaborative has encouraged the development of new skills for students while providing exposure to emerging jobs in high growth industries and green sector technologies. This project has also increased the capacity of faculty, advisors, and administrators to align emerging job trends with certificate and degree programs, career planning and counseling, and workforce readiness preparation. (This project also addresses ILO #1 and #2, as well as the CTE Strategic Initiative.)
Employment Training Panel ($219,060 – State of California): Through this project SMC has developed a multiple employer retraining project to provide training to employees of companies in a variety of industries involved in manufacturing, distribution, construction, and services. This training will enable participating companies to increase their competitive edge and remain viable in the state. (This project also addresses ILO #2 and the CTE Strategic Initiative.)

Health Sciences (including Nursing and Allied Health)
NEW for 2013-2014—Enrollment Growth for ADN to RN Programs ($221,000 – California Community Colleges Chancellor’s Office): The purpose of this grant is to increase student enrollment in SMC’s Nursing Program by 10 students and improve student retention rates through an array of instructional and student support services. (This grant also supports ILOs #1, #2, and #5, and Supporting Goal #2.)

STEM/Computer Science
NEW for 2013-2014—Academic Alliance Student Seed Fund ($1,000 – National Center for Women and Information Technology): This grant will support the efforts of the Women in Technology student club to host an Open House to promote careers in computing among female students at SMC. (This project also supports ILOs #1 and #2, Supporting Goal #2, and the GRIT Initiative.)

Curriculum Improvement Partnership Award for the Integration of Research (SMC received a one-year no-cost extension from NASA to complete the goals and objectives of this project): This project strengthened interdisciplinary curricula, both at the career technical and transfer level, through a two-pronged interdisciplinary approach designed to raise faculty and student awareness of NASA’s mission, programs, and career opportunities, while supporting the development of skills needed by the NASA workforce. Funds supported faculty externships and student internships at JPL and the development of new courses that support NASA workforce needs. (This three-year grant also supported the Board’s Priority #5, Professional Development, ILO #1 & #2 and Supporting Goals #1 and #2.)

Sustainable Technologies
NEW for 2013-2014—Spanish Language Solar Photovoltaic Installation Program ($14,000 – U.S. Department of Energy through a grant with the California Community Colleges and the University of Hawaii and funneled through the City College of San Francisco as part of the regional Solar Instructor Training Network): SMC was the recipient of additional money from the regional Solar Instructor Training Network, coordinated by CCSF. These funds allowed SMC to offer solar photovoltaic installation training to Spanish-speaking adults through the Community Education Office. (This grant also supported ILOs #2 and #4 and the CTE Strategic Initiative.)

NEW for 2013-2014—GRID Alternatives Work-Based Learning Opportunity (this award from the U.S. Department of Energy through a grant with the California Community Colleges and the University of Hawaii and funneled through the City College of San Francisco as part of the regional Solar Instructor Training Network does not provide cash for the program): One of the goals of the Solar PV Program is to provide work-based learning opportunities for students. This grant allows SMC to place students with GRID Alternatives for hands-on learning experiences with community-based projects at no cost to the program/college. Funding from SITN is reimbursing GRID Alternatives for its costs so that students can participate at no charge. (This grant also supports ILOs #2, #4, and #5, as well as the CTE Strategic Initiative.)
Solar Photovoltaic Sales and Marketing Grant Program ($10,350 – U.S. Department of Energy through a grant with the California Community Colleges and the University of Hawaii and funneled through the City College of San Francisco as part of the regional Solar Instructor Training Network): With these funds, SMC developed and piloted a PV Sales and Marketing course to complement existing PV coursework. Given the success of this project, which ended in December 2013, the Sustainable Technologies program develop a for-credit Sales and Marketing course that has been approved by the Curriculum Committee and will be available to students next year. This course provides an option for students who want to work in the field of solar energy but who do not want to work on roofs. (This project supports ILO #2, Supporting Goal #1, and the CTE Strategic Initiative.)

Mentor Connect (this award from the National Science Foundation through a grant with the South Carolina Advanced Technological Education National Resource Center, this grant does not include a cash award, but it did fund the travel costs of two faculty to attend professional development activities in Portland, Oregon, and provided a mentor to help SMC develop a successful ATE grant. These services are valued at $20,000): SMC Professors Stuart Cooley and Steve Paik, as well as the Grants Office, received mentoring assistance from an experienced NSF ATE Program Director as they developed and submitted a proposal to the National Science Foundation’s ATE Program. This grant (which was recently funded for the 2014-2015 academic year) will strengthen math and science skill acquisition and expand work-based learning opportunities for the Solar Photovoltaics Program. (This project supports ILO #2, Supporting Goal #1, and the CTE Strategic Initiative.)

Community Based Job Training Grant (SMC received a no-cost extension through June 30, 2014, from the U.S. Department of Labor to complete this project): Through this grant, SMC partnered with Irvine Valley College, Golden West College, and the California Resource and Recycling Association to develop an education and career path for individuals interested in recycling and resource management. This project generated a nationally recognized curriculum that includes industry-approved certificates, state-granted educational certificates, and associate degrees. (This project also supported ILO #4, Supporting Goal #1, and the CTE Strategic Initiative—Sustainable Campus.)

Early Childhood Education/Education
Early Start Pathway ($328,834 – Los Angeles Universal Preschool): The purpose of this project is to develop a 2+2+2 program in Early Childhood Education in partnership with SMMUSD and CSU Dominguez Hills with the intent to increase the number of qualified early childhood education professionals with a baccalaureate degree. (This five year project also supports ILO #2 and Supporting Goal #1.)

Child Development Training Consortium Grant ($7,500 – state funded): This ongoing project provides tuition, books, mentoring, and professional development activities for ECE students. (This grant also supports ILO #1.)

Entrepreneurship

NEW for 2013-2014—Vetrepreneur Bootcamp: Forces to Franchises ($5,000 – Wells Fargo Sponsorship Program): This project facilitated entrepreneurship training for veterans, building upon their leadership skills and providing the resources and support they need to develop and implement their own small businesses. (This project supports Supporting Goal #1, as well as the CTE and GRIT Strategic Initiatives. PLEASE NOTE: These funds were initiated and secured by Gita Runkle, the SBDC Program Director. The Grants Office provided assistance. It is listed with the grants due to the nature of the project, the type of funding organization, and the need for formal paperwork with the funding source.)
NEW for 2013-2014—Vetrepreneur Bootcamp: Forces to Franchises ($3,000 – Boston Private Bank): This project facilitated entrepreneurship training for veterans, building upon their leadership skills and providing the resources and support they need to develop and implement their own small businesses. (This project supports Supporting Goal #1, as well as the CTE and GRIT Strategic Initiatives. PLEASE NOTE: These funds were initiated and secured by Gita Runkle, the SBDC Program Director. The Grants Office provided assistance. It is listed with the grants due to the nature of the project, the type of funding organization, and the need for formal paperwork with the funding source.)

Small Business Development Center ($322,000 – Chancellor’s Office/Small Business Administration): This project provides small business development services, such as business planning development, financial planning, workshops, and other individual assistance to new and emerging small business owners in west Los Angeles County.

Board Priority #5: Promote professional development activities for all classified and academic staff, including adjunct faculty.

Title V Developing Hispanic Serving Institutions Grant ($649,000 – U.S. Department of Education): The purpose of this project is to develop a Teaching and Learning Center at SMC that will foster and support the use of best practices in both student support and instructional delivery across campus through an array of professional development activities. (This project also supports ILO #1 and #2, Supporting Goal #1, and the GRIT, I3, and Basic Skills Strategic Initiatives.)

California Community Colleges Student Mental Health Program/Campus Based Grant ($95,491 – Foundation for California Community Colleges): Through this grant, SMC’s Office of Psychological Services have developed and delivered mental health prevention and early intervention services to support students campus-wide, targeting specifically students who are underserved and/or at-risk of mental illness, including veterans, disabled students, African American, low-income, and first generation. (This two-year project, which ends June 30, 2014, also supports ILO #1 and Supporting Goal #2.)

Board Goal: Fiscal Health and Internal Operations

Board Priority #11: Implement improved safety and emergency preparedness systems and procedures for the entire college.

NEW for 2013-2014—Project SERV ($66,249 – U.S. Department of Education): The U.S. Department of Education has set aside funding to help educational institutions across the United States pay for crisis response services following emergency situations, including natural disasters and violent crime. SMC received funding from this program to help support the cost of crisis counseling following the June 7, 2013, shooting at SMC. In addition to providing funds, the Department provides training resources and support to campuses impacted by crises. (This project also addressed Supporting Goals #1 and #2.)
APPENDIX B

INFORMATION ITEM 2

SUBJECT: REPORT: NEW DIRECTIONS IN CAREER AND TECHNICAL EDUCATION

SUBMITTED BY: Patricia Ramos, Dean, Workforce and Economic Development

While W&ED staff participated in numerous activities in 2013-14, this summary is limited to: EMERGE, the *SMC Supply and Demand for ICT Occupations Report*, and SMC’s participation in the Career Pathways Trust (AB86).

EMERGE

State and federal legislative funding trends are increasingly supportive of innovative, credit-based training programs that respond to student and industry needs. There is an increased focus on performance, pathway development and completions. Simultaneously, rapidly shifting demand for skills in state and national labor markets call for new approaches to sub-baccalaureate training and credentialing. One example of this shift is in the area of ICT(E) Information, Communication, Technology (and Entrepreneurship).

The digital age and the growth of e-commerce have created new opportunities and challenges. Most notably, these occupations are converging, and the emerging occupations in these fields no longer fit just one discipline or department. This new marketplace requires graduates to develop enhanced skills to enter the marketplace ready to compete. Santa Monica College is in a unique position to provide interdisciplinary opportunities for students to synthesize the skills for these emerging occupations in creative ways. Faculty are working across disciplines and departments to develop a platform for this work, dubbed “EMERGE.”

EMERGE is an institutional innovation developed in direct response to the shifting labor, educational, and funding trends. Over the past two years, CTE leaders have begun to reimagine how postsecondary education is delivered in these fields. There are many activities included in the EMERGE framework: faculty collaboration, employer engagement, student support services, contextualized learning, project-based learning, earn and learn opportunities (through subsidized employment), internships, and the development of targeted career pathways for high school and SMC students. The major objective of EMERGE is that students who complete a career pathway program and obtain postsecondary credentials will have the skills that meet the needs of area ICTE industry, earn a family-sustaining wage, and be prepared for further learning and that this initiative will improve regional/national competitiveness. Postsecondary credentials can include occupational licenses, professional/technical certification, associate and baccalaureate degrees.

Promo Pathway, due to its innovative and interdisciplinary design, partnerships, and successful student outcomes, is the existing program that served as a model for EMERGE. The success of SMC’s Theatre production of *Locals Only* is another great example of an integrated disciplinary approach as well as project-based learning.
With its focus on the integrated skill sets and innovative interdisciplinary instructional models, EMERGE aims to respond to emerging workforce needs in the regional economy, particularly in the “high-tech” sector. It provides a framework to address the needs of SMC students by strengthening and expanding upon existing partnerships, on and off campus. The intent of strategically using the resources of all partners is to create enhanced and targeted career pathways for students, particularly for underrepresented students entering these non-traditional fields. Most importantly, these CTE programs will be tightly linked to regional economic development and labor force demands.
WHAT IS ICT(E)?

ICT is an umbrella term, used widely outside the U.S. and by the United Nations, to encompass all rapidly emerging, evolving and converging computer, software, networking, telecommunications, Internet, programming and information systems technologies. These technologies have permeated every industry and most organizations, changing how companies operate and interact with customers and suppliers, how human beings organize and manage their lives, how people communicate, and how most employees perform their work. The traditional responsibility of IT workers has been to maintain businesses’ computers, software, and to a lesser extent telecommunications. While ICT incorporates this work, it now encompasses a wider array of responsibility including creative content, security, user experience design, and e-commerce. Recently, “E” has been added (Entertainment/Entrepreneurship) to ICT to reflect the strong creative economy in the region (for example, Film, Technology, Theatre).

SANTA MONICA COLLEGE SUPPLY AND DEMAND FOR ICT OCCUPATIONS 2014 REPORT

Community College CTE programs are required to be responsive to their local economy. Individual “Silicon Beach” businesses have approached SMC staff in recent years to supply students to meet their workforce demands as the tech boom has continued to grow locally. Increasingly however, faculty and staff have learned that this marketplace requires students with experience across ICT disciplines at SMC. CTE programs are expensive to design and sustain. New program development must be approached carefully and thoughtfully with strong and coordinated industry participation. Most importantly there must be a workforce need or demand for the program.

In an effort to show justification for EMERGE and for focusing on career pathways in ICT, the SMC Office of Workforce and Economic Development designed a labor market report to illustrate the supply and demand characteristics of ICT occupations in Los Angeles County. This industry analysis is entitled *Santa Monica College Supply and Demand for ICT Occupations*. Economists at Economic Modeling Specialists International (EMSI) analyzed ICT data in Los Angeles County that included an ICT industry overview, ICT employment and changes, job openings and new job growth, earnings comparisons, and a critically needed educational gap analysis.

Highlights of the report include:

ICT industries account for more than 340,000 jobs, which is 7% of all employment in Los Angeles County. Twenty-eight percent (28%) or 110,584 of those jobs are in ICT occupations. Economists at EMSI noted that “Information Communication Technology (ICT) clearly plays a critical role in the Los Angeles regional economy. As a result, there are numerous opportunities for Santa Monica College to expand current programs and offer others to serve the growing demand.”

Showing that there is a demand for a program is not enough to warrant further investment in educational and training programs. There must be sufficient unmet need. This report shows that among occupations at the post-secondary level, all occupations except for engineering face significant workforce gaps in ICT.

The full digital report can be downloaded at: [http://www.smc.edu/AcademicAffairs/Workforce/Documents/ICT_report_Final02.pdf](http://www.smc.edu/AcademicAffairs/Workforce/Documents/ICT_report_Final02.pdf). A hard copy can be requested by calling the Office of Workforce & Economic Development at (310) 434-4040.
"Silicon Beach" initially referred to areas of Santa Monica and Venice, but has expanded to include sections of Hollywood and downtown Los Angeles. It is estimated to have some 600 - 800 newcomer ventures. Established giants such as Google, Snapchat, Apple, Yahoo, YouTube, and a growing number of venture capital firms and co-working spaces have opened offices on the Westside of Los Angeles. The Silicon Beach LA culture, unlike that of Silicon Valley, is more consumer-oriented, drawing on art, entertainment and commerce to explore the intersections between technology and gaming, fashion, advertising and digital video.

Los Angeles has extraordinary resources to sustain and build upon its tech boom. Perhaps most surprising is its strong technology talent pool. UCLA, USC, and Caltech collectively graduate more engineers annually than Stanford and Berkeley, the major feeders of Silicon Valley. And Los Angeles tech staffers tend to possess more interdisciplinary skills than their northern counterparts, having developed expertise in cinema, communications, music, design, and entrepreneurship while pursuing engineering degrees. The entertainment industry is another unrivaled resource. Hollywood studios, cable and television enterprises are investing in digital entertainment such as Hulu, launched five years ago by News Corp. and NBC Universal. Hulu is one of the most successful online digital-content providers, generating nearly $700 million in revenue in 2012.

There is hope and promise that the extension of the Expo Line to Santa Monica will bridge the currently disconnected tech communities around the county. Established tech companies, start-ups, and accelerator programs are spread out in Venice, Santa Monica, Culver City, Hollywood, San Fernando Valley, downtown Los Angeles and Pasadena, making collaboration and uniformity difficult. To underscore the light-rail line’s potential to bring these communities together, people are beginning to call it the “(T)Expo line."

The new Academy of Entertainment Technology (AET) campus will soon house both the Design Technology (Entertainment Technology, Graphic Design, Web Design, Interior Architectural Design) and Communications and Media Studies departments (Film, Broadcasting, Journalism, Media, Promo). The grand re-opening is scheduled around the same time the (T)Expo Line will arrive in Santa Monica.

CALIFORNIA CAREER PATHWAYS TRUST

In response to the California Career Pathway Trust (AB 86) application an innovative consortium, led in large part by Santa Monica College, was developed between K-12 institutions, community colleges, community partners, and the Information and Communication Technology (ICT) Industry to create a vibrant ecosystem to grow and sustain a technically skilled, entrepreneurial, and competitive workforce that contributes to the economic growth of Los Angeles County. The consortium was designed using the Santa Monica College Supply and Demand for ICT Occupations report as the labor market basis for the industry selection, design and approach. The consortia name is LA HI-TECH (Los Angeles High Impact Information Technology Entertainment Communications Hubs) and it was recently awarded $15 million over five years. Santa Monica College expects to be funded at nearly $2 million during the grant period.

Grant participants will improve student transition from secondary to post-secondary institutions by linking high school learning academies to community college programs of study through career technical education programs that include rigorous academic content in three high school career pathways that will feed into numerous SMC CTE programs. These pathways from the high school include:

1. Software Systems and Development (SSD)
2. Information Services and Support Design (ISS)
3. Design Visual/Media Arts (DVMA)
The targeted outcome is to produce better prepared students through collaboration with our feeder high schools. This will reduce the need for remediation, enhance SMC’s ability to work more intentionally with high schools outside of our district in concert with other local community colleges (particularly West Los Angeles and Los Angeles City), and meet our critically needed workforce demands in these fields.

SMC Leads in ICT completions
Currently, the ICT industry represents 7% of the regional economy and it is targeted to grow to 13% in the next decade\(^1\). With over 19,000 job openings in Los Angeles County per year, forty-four percent are considered middle-skill and require an associate degree, certificate, or some level of two-year postsecondary training. The chart below illustrates that the consortia members have more completions than the other nine colleges not included in the LA HI-TECH consortium. And, Santa Monica College leads all community colleges in Los Angeles in ICT completions, by far. In an average year SMC confers 121 certificates and degrees, nearly 6% of all postsecondary certificates and associates degrees in Los Angeles County, which includes 57 regional public and private (4-year universities) and for-profit institutions.

\(^1\) From Santa Monica College Supply and Demand for ICT Occupations. (EMSI), 2014.
LA HI-TECH Outcomes and Activities
1. Build robust partnerships between community colleges, high schools, and employers that better prepare students for the 21st century workplace and improve student transition from secondary to postsecondary education, training, and employment.

2. Strengthen the articulated educational career pathways between the high school and community college system through contextualization of academic and technical subjects to develop and integrate standards-based academics, and provide an innovative work experience education in support of careers in the ICT Industry.

3. Establish and strengthen existing regional collaborative relationships and partnerships between business entities, community organizations, and education agencies.

4. Provide supplemental instruction and career awareness among K-12 students with the assistance of professionals in the ICT industry.

5. Increase the number of students pursuing degrees and careers in the ICT industry through use of an industry validated accountability system of digital badges and electronic portfolios to demonstrate skill validation of LA HI-TECH students to members and stakeholders of the consortium.

6. Leverage and build the respective consortium members’ Carl D. Perkins Career and Technical Education Improvement Act of 2006 funding and activities, the California Partnership Academies, and the Regional Occupational Centers and Programs (ROCPs) including staff knowledge, community relationships, and course development.

7. Leverage matching resources and in-kind contributions from public, private, and philanthropic sources; leverage the California Community Colleges Economic and Workforce Development Program and its sector strategies and deputy sector navigators.

LA HI-TECH AWARD

Award: $15 million (Santa Monica College expects to be funded at nearly $2 million.)
Grant Period: 5 years, beginning October, 2014

LA HI-TECH is a regional consortium consisting of 8 community colleges, 29 high schools, 29 businesses and industry representatives, 4 career specialists, and 3 local workforce investment boards with Pasadena City College being the fiscal agent (see attached design map and logic model).

COMMUNITY COLLEGES: Los Angeles City College; Los Angeles Mission College; Los Angeles Pierce College; Los Angeles Southwest College; Los Angeles Valley College; Pasadena City College; Santa Monica College; West Los Angeles College

K-12 DISTRICTS: Los Angeles Unified School District; Beverly Hills Unified School District; Calabasas Unified School District; Pasadena Unified School District; Santa Monica/Malibu Unified School District; Culver City Unified School District.

BUSINESSES, COMMUNITY, GOVERNMENT AGENCIES: Amazon Web Services (AWS), Sony Pictures, Los Angeles Chamber (Bixel Exchange), Small Business Development Center’s (SBDC’s), Los Angeles County Workforce Investment Board (WIB), Los Angeles City WIB, Los Angeles Mayor’s Office, LOFT, Career Ladders and numerous local ICT and entertainment businesses.
# Logic Model

## Secondary Partners Resources

- CTE Students
- CTE Staff
- CTE/Academic Faculty
- High School Counselors
- High School Curriculum
- Learning Communities
- Contextualized Basic Skills
- Linked Learning Programs

### Secondary Activities
- Pathways Development and Instruction
- Contextualized Instruction
- Dual Enrollment
- Credit by Exam
- Matriculation Support Services
- Business Essential Skills Development
- Career Exploration
- COOP ED Work Experience Enrollment
- Professional Development

### Secondary Outcome Measures
- Integrated Academics with CTE Pathways
- Advance College Placement
- Work-Based Learning
- Project-Based Learning
- Credit-Bearing Courses
- Contextualized CTE/Soft Skills Curriculum

### Student-Centered Successes
- Increased Diploma Obtaining
- Developed and Integrated Academics with Career-Relevant Curriculum
- Student Leadership

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## Postsecondary Partners Resources

- CTE Students
- CTE Staff
- CTE/Academic Faculty
- CC Counselors
- CC Curriculum
- COOPED Work Experience
- Linked Learning Programs
- First Year Experience

### Postsecondary Activities
- Outreach and Pathway Recruitment
- Alignment of College Level Course Rigor
- Pathway Enrollment
- Dual Enrollment/credit by Exam
- Matriculation Support Services
- Special Services
- Early Admission
- COOP ED Work Experience Enrollment
- Multiple Measure Assessment Placement

### Postsecondary Outcome Measures
- Integrated Academics with CTE Pathways
- Advanced College Pathway Placement
- Accelerated Pathway Completion
- CC Credit-Bearing Courses
- CC Modular Courses
- e-Transcripts
- Establish Middle Colleges
- Work-Based Learning
- Project-Based Learning
- Student Leadership Organizations

### Student-Centered Success
- Student-Faculty Envisioned Success
- Increased Number of Students Enrolled and Completing Pathways
- Increased Number of Certificates of Achievement
- Four-Year Transfer-Ready Students
- Cross-Collaboration and Instruction
- Student-Faculty Collaboration
- Four-Year/Two-Year Peer-to-Peer Project Collaboration

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## Business and Community Partners Resources

- Career Ladders Project
- Employers
- CSUs
- Pasadena Art Center of Design
- LOFT
- WIB Youth Council
- Chambers of Commerce
- SBDC
- Perkins/5370/531070 Funds
- Doing What Matters
- Deputy Sector Navigators
- Regional Priorities
- CC Skills Panel

### Business and Partner Activities
- Industry Sector Skills Analysis
- Student Paid/Unpaid Internships
- Faculty Externships
- Industry Alignment of Coursework with Relevant Technical Skills/Workplace Competencies
- Workplace Learning, Job Shadowing
- ICT/E Skills Map
- CC Skills Panel

### Partner Outcome Measures
- Self-Navigating Workforce
- Critical-Thinking Workforce
- Problem-Solving Workforce
- Product-Innovating Workforce
- Service-Innovating Workforce

### Student-Centered Success
- Increased ICT/E Workforce Preparedness

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## Economic Impact

- Articulated ICT/E Pathways
- Educational, Industry, and Community- Strengthened Collaborations
- Alignment to High-Skills, High-Wage, and High-Demand Industry Jobs
- Leveraged Structures and Human Resources
- Matching Resources
- Increased certificats, AA degrees, transfers, and industry-recognized credentials
- Gainfully Employed ICT/E Workforce
- Skilled workers to assist employers with advancing company mission, vision, and competitiveness in the global economy
APPENDIX C

INFORMATION ITEM 3

SUBJECT: 2013-2014 CURRICULUM COMMITTEE ANNUAL REPORT

SUBMITTED BY: Guido L. Davis Del Piccolo, Curriculum Committee, Chair
                Georgia Lorenz, Curriculum Committee, Vice Chair

The work of the Curriculum Committee this year continued to be impacted by mandates and requirements placed upon the system and college by the changes at the state level and the Chancellor’s Office. In particular this involved creating Associate Degrees for Transfer (SB 1440 compliant degrees), engaging in preparations now required in order to submit transfer degrees for approval, and continuing to address the new limits on course repeatability.

Student Transfer Achievement Reform Act (SB 1440)
Per the goals set by the Chancellor’s Office, Santa Monica College is required to have 12 Associate Degrees for Transfer (AD-T’s) approved by December 31, 2014. At the conclusion of this academic year, a total of 14 AD-T’s were approved by the committee and the Academic Senate. Six of these degrees are already approved by the Chancellor’s Office. The 8 other degrees will be submitted to the Chancellor’s Office for approval in the coming months.

Associate Degrees for Transfer Approved thus far by the Chancellor’s Office

1) Art History AA-T
2) Business Administration AS-T
3) Communication Studies AA-T
4) Early Childhood Education AS-T
5) History AA-T
6) Mathematics AS-T

Associate Degrees for Transfer Approved by SMC (not yet approved by the Chancellor’s Office)

7) Anthropology AA-T
8) Economics AA-T
9) Geography AA-T
10) Geology AS-T
11) Kinesiology AS-T
12) Nutrition and Dietetics AS-T
13) Spanish AA-T
14) Theater Arts AA-T

In addition, the AA-T in Journalism, Studio Arts, and Psychology are currently under consideration by the academic departments and may come to the Curriculum Committee for approval in Fall 2014.
All courses related to AD-T’s which have a “C-ID” (common course numbering system) descriptor must be submitted for approval in tandem with the submission of the degree. The following is a list of SMC courses which have been approved for C-ID and those that are currently under consideration for C-ID. By June 2015 colleges must have “approved” C-ID status for all required AD-T courses for which C-ID descriptors are available, or the associated degrees will be deactivated. This includes those AD-T’s which were approved prior to the implementation of the C-ID requirement. This process requires faculty members to review the C-ID materials, revise courses as necessary, and respond to feedback from the C-ID review process. The Curriculum Committee and faculty in general thank Articulation Officer, Estela Narrie, for her guidance and diligent work on behalf of the college in this area.

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<th>Approved C-ID courses</th>
<th>Pending C-ID courses</th>
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<td>TH ART-55</td>
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**Limits on Course Repeatability**

As a result of the Title 5 changes to course repeatability implemented in Summer 2013, the committee continued to work with the departments most impacted by these limits. These departments included Cosmetology, Dance, and Kinesiology/Physical Education. Faculty in these areas have been developing and revising curriculum to serve the diverse needs of all students. Several new courses (see below) have been developed to meet these needs. Additionally, the committee continued the development of a course list (and documentation) of allowable exceptions to the “no repeatability” regulations.
New Degrees and Certificates
The Curriculum Committee approved the following innovative degrees and certificates based on the expertise of the area faculty and the advice of the respective Advisory Boards.

- Film Production: **AS Degree & Certificate of Achievement**
- Energy Efficiency Specialist: **Department Certificate**

Revisions to Degrees and Certificates
The Curriculum Committee approved revisions to several degrees and certificates based on the expertise of the area faculty, the advice of the respective Advisory Boards, and changes in industry.

- **Interior Architectural Design AS Degree & Certificate of Achievement**
- **Accounting AS Degree**
- **Professional Accountant Certificate of Achievement**
- **Journalism AA Degree**
- **Marketing Certificate of Achievement**

New Ideas
The Curriculum Committee approved several new courses stemming from innovative and exciting ideas. Particularly innovative new courses include:

- **Accounting Ethics**: a blending of accounting principles and ethics
- **Introduction to Astrophysics**: a blending of astronomy and physics
- **Cell and Molecular Biology Research Methods**: an innovative course to engage lower division students in actual scientific research, preparing them for such involvement at the UC
- **Japan: Culture and Civilization**: adding to the curricular offerings of the Department of Modern Languages and Cultures
- **Self Defense for Men**: a blending of self-defense/kinesiology/physical education and the social construction of masculinity
- **Global Media**: a cross-listed course in Media Studies and Global Studies
- **Community Documentary Photography**: a blending of photography skills within a socio-historical context
- **Photovoltaic Technical Sales**: a blending of solar energy knowledge and business skills
- **Beginning and Intermediate Algebra for Statistics and Finite Mathematics**: a course combines basic skills Math 31 with college-level Math 18 to help students accelerate their time to completion.

New Courses
This academic year, the Curriculum Committee approved the following new courses:

- ACCTG 9: Accounting Ethics
- AHIS 5: Latin American Art History 1
- AHIS 6: Latin American Art History 2
- ASTRON 7 Cosmology
- ASTRON 8: Introduction to Astrophysics
- BIOL 94C: Cell and Molecular Biology Research Methods
- COM ST 10 Introduction to Communication Studies
- COM ST 30: Introduction to Communication Theory
- COSM 10A Related Science 1A
- COSM 10B Related Science 1B
- CS 83R: Server-Side Ruby Web Programming
- DANCE 38 Intermediate Pointe
- ECE 71: Infants and Toddler Education and Care
- ENERGY 3 Commercial Building Science
- FILM 32L: Advanced Digital Filmmaking Lab
• FILM 33L: Directing the Short Film Lab
• FILM 50: Production Sound
• INTARC 34B: 3D Applied Design Theory
• INTARC 71: Contemporary Spatial Design Studies
• ITAL 4 Intermediate Italian 2
• JAPAN 9: Japan: Culture and Civilization
• KIN PE 14B Intermediate Cross Country
• KIN PE 14C: Advanced Cross Country
• KIN PE 41M: Self Defense for Men
• MATH 49 Beginning and Intermediate Algebra for Statistics and Finite Mathematics
• MEDIA 3/GLOBAL STUDIES 3: Global Media
• PHOTO 64: Community Documentary Photography
• PV4: Photovoltaic Technical Sales
• PSYCH 7 Research Methods in Psychology

Curricular Updates
The Curriculum Committee approved course updates/revisions in the following disciplines:

<table>
<thead>
<tr>
<th>Accounting</th>
<th>Economics</th>
<th>Mathematics</th>
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</thead>
<tbody>
<tr>
<td>Anatomy</td>
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<td>Microbiology</td>
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<td>Chemistry</td>
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<tr>
<td>Cosmetology</td>
<td>Interior Architectural Design</td>
<td>Theater Arts</td>
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<tr>
<td>Dance</td>
<td>Kin/PE</td>
<td>Zoology</td>
</tr>
</tbody>
</table>

Global Citizenship
The Committee approved the following courses to satisfy the Global Citizenship degree requirement under the criteria of Global Studies:

• AHIS 6: Latin American Art History 2
• HIST 25: History of East Asia Since 1600
• HIST 34: World Civilizations II
• HIST 39: History of Africa from 1900
• MEDIA 3/GLOBAL STUDIES 3: Global Media

The Committee approved the following courses to satisfy the Global Citizenship degree requirement under the criteria of Ecological Literacy:

• CHEM 9: Everyday Chemistry
• HIST 14/ ENVRN 14: US Environmental History
• HIST 32/ ENVRN 32: Global Environmental History
Unfinished Work and a Look Ahead

• It is expected that the committee will continue its work related to SB 1440 and C-ID now that the two are processes are inextricably joined.

• Working jointly with Institutional Research, the committee conducted an extensive research project to statistically investigate the appropriateness of our commonly used “Eligibility for English 1” Skills Advisory. This is partially in response to the Student Success and Support Program (SSSP) requirement that all new students have comprehensive education plans and partially in response to the majority of SMC’s new students placing at levels below English 1. The preliminary results of two different studies have been reviewed, and the committee will continue to explore and perfect this study over the Fall semester.

• The committee members will continue to evaluate and reform the prerequisite approval process in order to strengthen the process in support of both access and student success. The committee will continue to evaluate and reform the prerequisite approval process in order to strengthen the process in support of both access and student success. To this end, the committee was granted a presentation by Institutional Research regarding Title 5 requirements and SMC past practice in reference to statistical validation of prerequisites.

• The committee will continue its “pro-active” approach toward curriculum as well as promoting and facilitating a collaborative and interdisciplinary approach. To this end, the committee convened a presentation regarding the GRIT initiative to explore ways in which the important efforts of GRIT could be supported by the committee. Additionally, the committee convened a presentation by Ellen Cutler (DSPS) regarding 508 compliance in the hopes that the committee could be even more aware and proactive regarding curricular accessibility issues.