

M - N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

OCTOBER 4, 2016

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

*The complete minutes may be accessed on the
Santa Monica College website:*

<http://www.smc.edu/admin/trustees/meetings/>

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2016

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, October 4, 2016.

I. *ORGANIZATIONAL FUNCTIONS*

- CALL TO ORDER – 6 p.m.
- ROLL CALL
 - Dr. Louise Jaffe, Chair - Present
 - Dr. Andrew Walzer, Vice-Chair - Present
 - Dr. Susan Aminoff - Present
 - Dr. Nancy Greenstein - Present
 - Dr. Margaret Quiñones-Perez - Present
 - Rob Rader - Present
 - Barry Snell - Present
 - Laura Zwicker, Student Trustee – Present (for public session)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS: None

II. *CLOSED SESSION* – 6:01 p.m.

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel

Employee Organization: CSEA Chapter #36

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 Faculty Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)
C.W. Driver, Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC630289

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

PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

- PLEDGE OF ALLEGIANCE

• CLOSED SESSION REPORT

In accordance with Education Code Section 87405, the Board of Trustees determined that an individual with a disqualifying drug conviction in 2006 has been rehabilitated for at least five years and is eligible for employment with the College.

Ayes: 7

Noes: 0

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

MOTION MADE BY: Susan Aminoff

SECONDED BY: Barry Snell

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

IV. **PUBLIC COMMENTS**

David Burak

V. **SUPERINTENDENT'S REPORT**

VI. **ACADEMIC SENATE REPORT**

VII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. **MAJOR ITEMS OF BUSINESS**

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IX. **CONSENT AGENDA**

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

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	September 20, 2016 (Special Joint Meeting with SMMUSD Board of Education)	

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X. ***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.

XI. **ORGANIZATIONAL FUNCTIONS**

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XII. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, November 1, 2016** 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.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 6, 2016

V. SUPERINTENDENT'S REPORT

- Acknowledgements
 - Accreditation Visit: Superintendent/President Kathryn E. Jeffery welcomed members of the visiting team. The visit is taking place October 3-6, 2016.
 - SMC Student Paper *The Corsair* is a finalist in 10 categories in the National Journalism Contest, including Best College Media Outlet of the Year and Best College Website of the Year. The finalists for the prestigious Pinnacle Awards - selected out of hundreds of entities from two- and four-year journalism programs in the United States - were announced by the College Media Association. All finalists placed in the top three spots of each category. Final Pinnacle award placements will be announced at the CMA National College Media Convention in Atlanta on October 29th.
- Updates
 - Legislation: Vice-President of Student Affairs Mike Tuitasi presented an update on the following legislation related to higher education:
 - AB 2644: Equity in Higher Education Act (Sexual Assault Policies)
 - SB 1359: Public Postsecondary Education (Course Materials)
 - AB 801: Success for Homeless Youth in Higher Education Act
 - AB 1995: Community Colleges Homeless Students (Access to Shower Facilities)
 - AB 526: Pupils, Attendance at Community Colleges
 - AB 1741: California Community College Promise Program
 - AB 1747: Food Assistance, Higher Education Students
 - DPAC Annual Report, 2015-2016 and Master Plan for Education Update, 2016-2017 - Vice-President of Enrollment Development Teresita Rodriguez:

The DPAC Annual Report for 2015-2016, a chronology of all the work DPAC has conducted through the year, has been finalized and published.

Master Plan for Education Update, 2016-2017: The responses to the twelve 2015-2016 Institutional Objectives have been prepared. Of the twelve, seven were completed, three were substantially completed and two were addressed. DPAC has identified Institutional Objectives for 2016-2017. The responses to the 2015-2016 Institutional Objectives and the proposed Institutional Objectives for 2016-2017 will be reviewed, discussed and hopefully approved at the next DPAC meeting to finalize the Master Plan for Education Update 2016-2017.
 - Bond Measure –Senior Director, Government Relations/Institutional Communications Don Girard: It is five weeks away from election day, and activities will be increasing during this period. Absentee ballots will start coming in next week.
 - Summit on Educational Excellence for African Americans: Superintendent/President Kathryn E. Jeffery reported that she attended the Summit on Educational Excellence for African Americans event last week. It was an opportunity for African American students to discuss issues of concern and raise awareness about African American education excellence.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT; **LABOR PEACE AGREEMENT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees direct staff to include a labor peace clause in all requests for proposals for food service agreements. It is further recommended that the following language be required in connection with all new food service agreements entered into by the District:

In order to protect the Community College District's interest in ensuring that food service operations produce the expected revenues to the District, Lessee shall supply to the District a fully-executed labor peace agreement between Lessee (or the entity which will operate the food service establishment) and any labor organization that is actively engaged in representing and attempting to represent food service workers. The labor peace agreement must be a valid and enforceable agreement which prohibits the labor organization and its members from engaging in any picketing, work stoppages, boycotts, or any other economic interference with the food service operation for the duration of the lease and must cover all operations at the food service establishment (other than construction, alteration or repair of the premises) including those conducted by sublessees or under management agreements, other than non-food retail sales.

COMMENT: CLUE (Clergy and Laity United for Economic Justice) and other community leaders and organizations have requested that the District include a labor-peace clause in its food service agreements. Labor peace agreements are used by many public entities to ensure that contracts with vendors are not disrupted by labor discord. The Santa Monica Malibu Unified School District has required such a provision in its food service operations. The District has provided a copy of this recommendation to all food service operators currently doing business with the College.

Public Comments
Gabriella Rosco

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT TRUSTEE: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **CONTRACT FOR ATTAIN LIVESAFE SAFETY APPLICATION**

SUBMITTED BY: Vice-President, Student Affairs

REQUESTED ACTION: It is recommended that the Board of Trustees approve a contract for Attain LiveSafe Safety Application in the amount of \$28,000.

FUNDING SOURCE: Associated Students

SUMMARY: LiveSafe is a mobile safety communications platform, providing users the tool to do something proactively to keep the community safe. From sharing information on concerning behavior to reporting safety hazards, the LiveSafe platform delivers two-way, real-time interactions that include location-tagged text, calls, photos and videos; scalable mass notifications; relevant safety resources and is a peer-to-peer safety tools.

MOTION MADE BY: Rob Rader
SECONDED BY: Andrew Walzer
STUDENT TRUSTEE: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2016

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 3

SUBJECT: **STEM GRANT**

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: Santa Monica College received a five year grant from the U.S. Department of Education, totaling nearly \$6 million (\$5,997,495), to expand its efforts to provide high quality STEM-based instructional and student support services to students interested in STEM degrees and careers. The purpose of the STEM Learning and Leadership Innovation Center is to increase the number of Hispanic and other low-income community college students who pursue, graduate, and transfer to a baccalaureate program in a STEM discipline. Santa Monica College (SMC) will work with the University of California, Los Angeles, and other education and industry partners to increase enrollment, improve student success, and strengthen articulation and transfer in STEM through the following activities:

- 1) Increase enrollment in STEM through the development of an Engineering Program at SMC that includes new coursework, degrees, and certificates in Engineering. The Center will provide a program of study for the highest demand STEM major on campus and establish new articulation agreements with regional Engineering Programs;
- 2) Improve student success by strengthening student support services for STEM students, focusing on Engineering and Computer Sciences. The Center will establish a permanent home for the STEM Scholars Program and expand the focus of STEM supportive resources to include non-cognitive skill development and a sense of belonging in addition to strengthening student skills in math and science; and
- 3) Strengthen articulation and transfer through partnerships with UCLA and industry that will establish the SMC/UCLA URC/AAP STEM Transfer Bridge Program to include year-round transfer advising and support, honors coursework, and expanded research opportunities and create the SLLIC Career and Applied Learning Program to offer industry-based experiential learning opportunities, including internships, for students.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **VOTING DELEGATES FOR ACCT LEADERSHIP CONGRESS**

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

REQUESTED ACTION: It is recommended that the Board of Trustees elect trustees Nancy Greenstein and Barry Snell as SMC's voting delegates at the Annual Association of Community College Trustees (ACCT) Leadership Congress, October 5-8, 2016 in New Orleans, Louisiana.

SUMMARY: Santa Monica College is entitled to two votes during the ACCT Leadership Congress. Two trustees are attending the Congress: Nancy Greenstein and Barry Snell.

MOTION MADE BY: Margaret Quiñones-Perez

SECONDED BY: Susan Aminoff

STUDENT TRUSTEE: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2017

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the schedule of Board Trustees meetings for 2017.

Regular meetings (**in bold**) are scheduled on the first Tuesday of the month, except when indicated otherwise. Generally the third Tuesday of the month is held for special meetings or workshops. The schedule also includes Winter and Summer Board Study Sessions.

January 17, 2017 (third Tuesday)

July 11 (second Tuesday)

January 31 (fifth Tuesday)
Board/Superintendent Workshop

July 25 (*will be rescheduled*)
Summer Study Session
Board Self-Assessment

February 7
February 21 (hold)

August 1
August 15 (hold)

March 7

September 5
September (date tbd) Joint meeting
with SMMUSD Board of
Education

March 21
Winter Study Session

April 4
April 18 (hold)

October 3
October 17 (hold)

May 2
May 16 (hold)

November 7
November 21 (hold)

June 6
June 20 – Evaluation of the Supt.

December 5

MOTION MADE BY: Susan Aminoff
SECONDED BY: Margaret Quiñones-Perez
STUDENT TRUSTEE: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Rader)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **SECOND READING AND APPROVAL:**
BOARD POLICY SECTION 2000, GENERAL DISTRICT
BP 2162, CONFLICT OF INTEREST CODE CATEGORIES
BP 2163, CONFLICT OF INTEREST CODE DESIGNATED POSITIONS

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a second reading of and approve the revised Board Policies in Section 2000 – General District:
BP 2162, Conflict of Interest Code Categories
BP 2163, Conflict of Interest Code Designated Positions

COMMENT: The County of Los Angeles Board of Supervisors recently approved the amended Conflict of Interest and Disclosure Code for the Santa Monica Community College District. Accordingly, Board Policy Sections 2162 and 2163 are amended to reflect the revisions approved by the Board of Supervisors.

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Andrew Walzer
STUDENT TRUSTEE: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Rader)

BP 2162 Conflict of Interest Code Categories

Category 1: Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable. ~~property used primarily as their residence or for personal recreational purposes.~~

Category 2: Persons in this category shall disclose all investments and business positions.

Category 3: Persons in this category shall disclose all income (including loans, gifts, and travel payments) and business positions.

Category 4: Persons in this category shall disclose all business positions, investments in, or income (including loans, gifts and travel payments ~~gifts and loans~~) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

Category 5: Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interest by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be determined by the Superintendent/President.

Category 6 Persons in this category shall disclose all investments, business positions and income, including gifts, loans and travel payments from persons, for-profit entities, non-profit entities and any other organization, if the source is of the type to receive grants or other monies from or through the Santa Monica Community College District.

Category 7: Persons in this category shall disclose all income (including loans, gifts, and travel payments) from any Santa Monica Community College District employee, any representative or association of such employee, and business positions or income (including loans, gifts, and travel payments) from any entity owned or controlled by such employee or his/her spouse or other financial dependent.

BP 2163 Conflict of Interest Code Designated Positions

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member of the Board of Trustees	1, 2, 3
Superintendent / President	1, 2, 3
Campus Counsel	1, 2, 3
Executive Vice President	1, 2, 3
Vice President, Academic Affairs	4, 6
Vice President, Business and Administration	1, 2, 3
Vice President, Enrollment Development	4
Vice President, Human Resources	2, 3
Vice President, Planning & Development	4
Vice President, Student Affairs	4
Senior Director, Government Relations/Institutional Communications	4
Senior Director, Institutional Advancement/SMC Foundation Director	2,3
Dean, Academic Affairs	4
Dean, Campus Security, Student Health and Safety	4
Senior Administrative Dean, Counseling, Retention and Wellness	4
Dean, Education Enterprise	2, 3
Dean, Enrollment Services	4
Dean, Human Resources	4
Dean, International Education	4
Dean, Information Technology	4
Dean, Institutional Development	4
Dean, Institutional Research	4
Dean, Instructional Services	4
Dean, Learning Resources	4
Dean, Student Life	4,2,3
Dean, Workforce Development	4
Associate Dean, Financial Aid/Scholarships	2, 3
Associate Dean, Grants	6
Associate Dean, Health Sciences	4
Associate Dean, International Education	4
Associate Dean, On-Line Services Support	4
Associate Dean, Outreach and Recruitment	4
Associate Dean, Student Life	4
Chief of Police, Campus Police	4
Captain, Campus Police	4
Chief Director, Business Services	4
Chief Director, Facilities/Maintenance	4
Chief Director, Information Technology	4
Controller	4
Director, Academic Computing	4
Director, Athletics	4
Director, Auxiliary Services	2, 3
Director, Campus Operations	4
Director, Classified Personnel	4, 7
Director, Events and Contracts	4
Director, Facilities and Planning	4
Director, Facilities Management	4
Director, Facilities Programming	1, 4
Director, Fiscal Services	4
Director, Grants	4
Director, Library and Information Services	4
Director, Maintenance	4
Director, Management Information Services	4
Director, Network Services/Telecommunications	4
Director, Purchasing	2, 3
Assistant Director, Athletics	4
Bookstore Manager	4
Grounds Supervisor	4
Manager, Media and Reprographics	4
Risk Manager	2, 3
Consultant/New Position	5
Members of the Personnel Commission	4, 7

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2016

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-#26.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #8-H, #14, #15

Action on Consent Agenda, excluding #8-H, #14, and #15

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Rader)

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 8-H–Ratification of Contracts and Consultants

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Rader)

Recommendation No. 14–Ratification of Contracts and Consultants

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

Recommendation No. 15–Budget Transfers

MOTION MADE BY: Margaret Quinones-Perez
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

RECOMMENDATION NO. 7 APPROVAL OF MINUTES

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

- September 6, 2016 (Regular Board of Trustees Meeting)
- September 20, 2016 (Special Joint Meeting with SMMUSD Board of Education)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Kathryn E. Jeffery, 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 approval or 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

Provider/Contract		Term/Amount	Service	Funding Source
A	James Altuner	<u>1. Amendment</u> July 20-29, 2016 \$1,675	1. Preparation in project-based English Literature and Composition in The Upward Bound summer program. This is an amendment to the contract approved by the Board of Trustees on June 7, 2016.	TRIO/Upward Bound
		2. October 15, 2016 – May 20, 2017 \$3,000	2. Preparation in high school English, both English and Composition at the Upward Bound monthly Saturday Academic sessions.	
	Rinat Subbotovsky	<u>3. Amendment</u> Additional amount of \$425 (original contract amount approved on June 7, 2016 was for an amount not to exceed \$3,050)	3. Preparation in high school mathematics through pre-calculus in the Upward Bound summer programs.	
<i>Requested by: Bonita Cooper, Project Manager, Upward Bound</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
B Dr. Craig Hardgrove Assistant Professor in the School of Earth and Space Exploration at Arizona State University	October 17, 2016 Program cost not to exceed: \$2,500	Dr. Craig Hardgrove (ASU) will give a lecture on a small satellite designed to sense the presence of hydrogen in craters and other areas on the moon is under development at Arizona State University. When completed, it will be one of 13 CubeSats to launch on the first integrated flight of NASA's Space Launch System and Orion spacecraft in 2018. This lecture is open to all SMC students, STEM students, and students interested in NASA related careers.	NASA Minority University Research and Education Project (MUREP) Community College Curriculum Improvement (MC3I) grant
<i>Requested by: Cyndi Bendezú Palomino, Project Manager, NASA and Equity Initiatives</i>			
<i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			
C Summer MELT Initiative: Santa Monica High School Counselors, Mentors: Jessie Garcia, Cam-An Vo-Navarro, Maricela Navarro Gonzalez, Marian Bagamaspad	February 1 – August 29, 2016 \$2,000/counselor or mentor Not to exceed: \$8,000 Total	At the onset of the program, two SAMOHI counselors trained two graduate students. Following the training, the SAMOHI counselors continued to mentor the graduate students throughout the semester. Concurrently, graduate students mentored the SAMOHI students on a bi-weekly basis during the spring semester and kept in contact with them during the summer to ensure they attend their classes in the fall. Partnership established with Black Collegians and Adelante Programs.	Student Equity
<i>Requested by: Melanie Bocanegra, Associate Dean of Student Equity and STEM Programs</i>			
<i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Provider/Contract	Term/Amount	Service	Funding Source
D	<p>Employment Development Department – Labor Market Information Division</p> <p>800 Capitol Mall, MIC 57 Sacramento, CA 95814</p>	<p>October 1, 2016 – June 30, 2017</p> <p>Not to exceed \$5,000</p>	<p>Customized EDD report on employment outcomes of CTE students. Data requested to include the number of graduates employed and percent employed within two and four quarters after leaving SMC and median wage one year prior and one year after enrollment by gender, ethnicity/race, low income status, completer status, enrollment status, program of study, and employment industry. Across CTE disciplines/programs.</p>	<p>CTE Data Unlocked 2016-17</p>
E	<p>Sustainable Technologies Program guest speakers</p> <p>Tashanda Giles Reshell Brown</p>	<p>October 1, 2016 – June 30, 2017</p> <p>\$200 each, total not to exceed \$400</p>	<p>The guest speakers will be presenting to the Sustainable Technologies Program course Recycling and Resources Management concepts, ideas, best practices on Mandatory Commercial Organics Recycling, Statewide Waste Characterization data, and Sustainable Works Business Green Programs.</p> <p>These presentations will provide students with information on state regulations on commercial recycling, organic recycling, green business programs, and sustainability in schools. Students will learn about tools, resources and indicators used to achieve sustainability.</p>	<p>Perkins 2016-17</p>

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Provider/Contract	Term/Amount	Service	Funding Source
F	University of Southern California DBA: Institute for Communication Technology Management (CTM)	October 14, 2016 Not to exceed \$14,000	Institute for Communication Technology Management will provide the venue at the Silicon Beach USC conference for SMC to promote the Bachelor's Degree in Interaction Design (IxD) to leaders from Hollywood studios, enterprise technology and services providers, LA-area startups, and more. The conference focuses on game design and other careers in the tech sector, thus provides a critically needed professional development opportunity for faculty and partners. SMC will receive: <ul style="list-style-type: none"> •A custom-designed panel with a presenter from SMC •Advertising space in the event program and an opportunity to distribute a 1-page flyer at the event •35 complimentary tickets which can be used by SMC faculty, staff, students, and our community partners. 	Career Technical Education Enhancement Fund (CTE EF) Regional Share
<p><u>D, E and F</u> <i>Requested by: Patricia G. Ramos, Dean - Workforce & Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i></p>				
G	LinkedIn	October 5, 2016 – October 4, 2017 \$6,000	The LinkedIn Navigator license provides access to SMC Alumni data and connections to over 44.7 thousand LinkedIn members who have listed Santa Monica College as their school. This application includes: insights and customized recommendations from the world's largest professional network and includes TeamLink, 30 InMail messages per month, extended network access, usage reporting, and other premium features.	District/Campus and Alumni Relations
<p><i>Requested by: Deirdre Weqver, Director, Student and Alumni Relations</i> <i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Provider/Contract	Term/Amount	Service	Funding Source
H	Providers for Public Policy Institute (PPI) Fall Symposium	November 23 – December 1, 2016		2016-17 District Budget: Public Policy Institute (PPI)
	1. Jewels Solheim Roe	1. \$2,000	1. Ms. Jewels Solheim Roe –will address students during the PPI’s 2016 Arts and Cultural Affairs Forum; specifically, Ms. Solheim Roe will present to students on each of the days the MAZON Hunger Truck is on the SMC campus.	
	2. MAZON – A Jewish Response to Hunger (Memorandum of Understanding)	2. No fee	2. MAZON will have an art interactive display in a large truck on the SMC campus (lot at 14 th Pico).	
	3. K. Bradford	3. \$3,000	3. K. Bradford will be working directly with the forum’s hunger project in developing a performance program in conjunction with the presentation of the MAZON Hunger Truck.	
	4. Barbara Grover	4. \$2,500	4. Ms. Barbara Grover has given permission for SMC’s Public Policy Institute to exhibit her photography collection featuring the hidden faces of hunger in the United States in conjunction with the 2016 annual Public Policy Institute’s Arts and Cultural Affairs forum.	

Requested by: Kiersten Elliott, Dean, Community and Academic Relations
Approved by: Don Girard, Senior Director, Government Relations and Institutional Communications

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Provider/Contract	Term/Amount	Service	Funding Source
I	Taiko Center of Los Angeles	November 17, 2016 \$1,000 presenters' performance fee. SMC will pay for the performance and provide evidence of payment to The Japan Foundation which has agreed to reimburse SMC \$1,000 to cover the performance fee \$2,500 stage/equipment rental/marketing	Japanese Taiko Drumming Performance During International Education Week the Taiko Center of Los Angeles will provide performers to present a Taiko Drumming Performance and Interactive Session on the Campus Quad	Global Citizenship
<i>Requested by: Kelley Brayton, Chair Global Citizenship</i>				
<i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				
J	John Brewster Creative Services	2016-2017 \$3,600	John Brewster Creative Services will provide artwork for the student recruitment brochure.	2016-2017 Marketing Budget
<i>Requested by: Marketing</i>				
<i>Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

Approved by: Marcia Wade, Vice-President, Human Resources

ELECTIONS

All personnel will be properly elected in accordance with District policies, salary schedules, and appropriate account numbers.

ADJUNCT FACULTY

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

LONG-TERM SUBSTITUTE

Safii, Soheil, Instructor, Mathematics

09/19/2016

SEPARATIONS

RETIREMENT

Danzey, Ida, Associate Dean, Health Sciences (25 years of service)

01/31/2017

Dophna, Gwendolyn, Instructor, ECE (21 years of service)

02/01/2017

Jimenez, Benjamin, Instructor, Mathematics (26 years of service)

12/20/2016

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

Approved by: Marcia Wade, Vice-President, Human Resources

ELECTIONS

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

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant I (1 position) ESL, 11 months, 17.5 hours	10/05/16

Instructional Assistant – English (1 position) English, 11 months, 20 hours	10/05/16
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Administrative Assistant I (1 position) Dance, 11 months, 17.5 hours	10/05/16
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<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant I (1 position) ESL, 11 months, 20 hours	10/05/16

Instructional Assistant – English (1 position) English, 11 months, 20 hours, Varied Hours	10/05/16
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Administrative Assistant I (1 position) Dance, 11 months, 20 hours	10/05/16
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ELECTIONS

PROBATIONARY/ADVANCE STEP PLACEMENT

Bitar, Ahmad, CC Police Officer, Campus Police (Step B)	10/17/16
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Bautista, Yomira A., Student Services Clerk, (Step C)	09/19/16
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Chu, Vivian, Graphic Designer, Marketing (Step C)	10/24/16
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Goodlow II, James, Administrative Clerk, Human Resources (Step C)	10/03/16
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Ladyzhenskaya, Lina, Case Management Coordinator, Crisis Prev. Team (Step C)	10/03/16
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Okonoboh, Barry J. Instructional Assistant – Math, Math Dept. (Step C)	09/26/16
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Shehata, Ahmed S., Instructional Assistant – Math, Math Dept. (Step B)	10/03/16
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Ventura, Jose J., Student Services Specialist- EOPS (B)	10/17/16
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Zamora, Diana, C C Police Officer, Campus Police (Step B)	09/19/16
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PROMOTION

Cotton, Nyla 10/05/16
From: Buyer II, Purchasing/Receiving/Mail
To: Asset Manager, Purchasing/Receiving/Mail

Dever, David 10/05/16
From: Bookstore Manager, Campus Bookstore
To: Director of Auxiliary Services, Auxiliary Services

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Dammer, Bob 10/3/16 – 11/4/16
From: Director, Network Services/Telecommunications
To: Chief Director of Information Technology (100%)

Henninger, Denise 09/01 – 12/23/16
From: Sign Language Interpreter III, 50 %
To: Deaf and Hard of Hearing Supervisor, 100% (Date adjusted from 9/6/2016 minutes)

Leahy, AnneMarie 09/08 – 12/15/16
From: Administrative Assistant II, A & R
To: Career Services Advisor, 100%

Prong, Ben 07/01 – 11/08/16
From: Multimedia Specialist- AET
To: Information Systems Administrator, 100% (Date adjusted from 7/5/2016 minutes)

APPOINTMENT RESCINDED

Orellana, Nery, Graphic Designer, Marketing (Step C) 09/19/16
(Candidate declined offer that was reflected on 9/6/2016 minutes)

STIPEND

Gordon, Sean, CC Police Officer, Campus Police +5% 10/07/16–05/31/17
Hearn, Steve, CC Police Officer, Campus Police +5% 10/07/16–05/31/17
Comment: The above listed Community College Police Officers will be receiving the noted additional pay for rotating hours assigned as Field Training Officers. In accordance with the collective bargaining agreement, if an employee has more than one special assignment, the maximum stipend shall be 7.5

STIPEND RESCINDED

Wilson, Bryan, CC Police Officer, Campus Police +5% 10/07/16–05/31/17

SEPARATIONS

LAST DAY OF PAID SERVICE

RELEASE FROM PROBATION

Chen, Shihong (Steve), Chief Director of Information Technology 10/31/16

RESIGNATION

Vanderwest, Valerie, Student Services Specialist – International, ISC 09/13/16
Wu, Vivian, Student Services Specialist – International, ISC 09/20/16

RETIREMENT

Joseph Peters, JoAn, Deaf and Hard of Hearing Services Supervisor, DSC 08/31/16

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 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.

Berney, Andy, Laboratory Technician –Art, Art Dept.	08/29/2016-12/30/2016
Cortes, Dalia, Administrative Asst. II, Student Judicial Affairs	09/12/2016-10/07/2016
Fader, Steve, Laboratory Technician –Art, Art Dept.	08/29/2016-12/30/2016
Frale, Darren, Laboratory Technician –Art, Art Dept.	08/29/2016-12/30/2016
Freedman, Myles, Laboratory Technician –Art, Art Dept.	08/29/2016-12/30/2016
Kobashi, Todd, Laboratory Technician –Art, Art Dept.	08/29/2016-12/30/2016
Martin, Esteban, Shuttle Driver, Transportation	09/06/2016-06/30/2017
Stone, Robert M., Stage Construction Tech. –Sound, Theatre Arts	09/23/2016-06/30/2017

PROVISIONAL CHANGE

Sanchez, Ana, Accounting Specialist, Fiscal Services

From: 07/18/2016-09/30/2016

To: 07/18/2016-11/18/2016

Nikol, Tomislav, Graphic Designer, Marketing

From: 07/29/2016-09/09/2016

To: 07/29/2016-10/21/2016

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.

Combs, Jordi B., Instructional Assistant - ESL, ESL 09/22/2016-12/31/2016

Taylor, William-Michael S., Administrative Assist. II, Adm. & Rec. 08/29/2016-12/22/2016

RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL - NON MERIT

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) 52

College Work-Study Student Assistant, \$10.00/hour (FWS) 53

SPECIAL SERVICE

Art Model, \$23.00/hour 2

Community Services Specialist I, \$35.00/hour 2

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES

Requested by: Greg Brown, Director, Facilities Planning

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

Requested Action: Approval/Ratification

13-A CHANGE ORDER NO. 23 - AET CAMPUS AND CHANGE ORDER NO. 15 – PARKING STRUCTURE A

Change Order No. 23 – C.W. Driver on the AET Campus portion of the project in the amount of \$50,174 and Change Order No. 15 on the AET Parking Structure A portion of the project in the amount of \$134,075.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 3,377,592
Previously Approved Change Orders (AET Parking Structure A)	\$ 662,795
Change Order No. 23 – AET Campus	\$ 50,174
Change Order No. 15 – AET Parking Structure A	\$ <u>134,075</u>
Revised Contract Amount	\$ 63,384,636

Change Order No. 23 for the AET Campus & Change Order No. 15 for the AET Parking Structure A project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 23 for AET Campus includes the following labor and material costs to:

- Revise wall mounted speakers to ceiling mounted at the Building C Auditorium;
- Furnish and install added mechanical piping supports at the Building B roof;
- Modify existing framing in the Building D restrooms to accommodate new flush valves.

Change Order No. 15 for the AET Parking Structure A includes the following:

- Furnish and install revised security and telecommunication infrastructure;
- Furnish and install revised flashing above plaster infill;
- Furnish and install added steel member at the 5th level stair landing to fill gap between landing and support embed;
- Furnish and install concrete closure metal at north and south landings at Stair No. 3.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-B CHANGE ORDER NO. 14 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 14 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$178,352.

Original Contract Amount	\$ 18,378,000
Previously Approved Change Orders	\$ 1,281,426
Change Order No. 14	\$ <u>178,352</u>
Revised Contract Amount	\$ 19,837,778

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

Funding Source: Measure AA

Comment: Change Order No. 14 includes the following:

- Labor and material to locate the existing fire water line, including subsurface radar, potholing, trenching and paving repair;
- Mechanical layout revisions to address conflicts found during BIM coordination;
- Change the specified ceiling system from Wall Technology to Armstrong Optima because the specified system did not provide access to the ceiling above;
- Change the water closet and urinal flushometers from battery powered to solar powered;
- Additional WD-1 wood panels where soffit transition was added to accommodate the VAV units in the 3rd floor ceiling;
- Credit for reduced labor and material to use Hilti CC-27 shot-in-wires in lieu of drilled expansion anchors for all of the suspended ceiling grids in the building;
- Add 16 gauge galvanized sheet metal to cover the exposed red brick on the Madison Building where the existing chimney was demolished;
- Add nine fire sprinkler heads at first and third floor, including drywall repair as needed;
- Provide two new light poles in the parking lot, connected to and matching the existing light poles;
- Add ceramic wall tile at 1st floor drinking fountain wall to match 3rd floor;
- Add welded headed studs and two additional embed supports for the precast panels;
- Add crystalline waterproofing on exterior face of concrete wall behind the precast panels.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-C CHANGE ORDER NO. 12 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 12 – BERNARDS BROS. on the Health, PE, Fitness, Dance and Central Plant project in the amount of \$9,012.

Original Contract Amount	\$ 39,556,000
Previously Approved Change Orders	\$ 1,492,697
Change Order No. 12	\$ 9,012
Revised Contract Amount	\$ 41,057,709

This change order results in no change to the contract length

Funding Source: Measure AA

- Comment: Change Order No. 12 includes the labor and material cost for the following:
- Revise and correct the plumbing mixing valves for the new PE Building hot water supply;
 - Revise the trap primer hub drain to the correct model in the basement;
 - Add cold water line to Dryer-1 to allow use of Dryer’s Fire Suppression system;
 - Re-work drain line to work with new washing machine that replaced discontinued specified machine.

13-D CHANGE ORDER NO. 2 – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT LOOP

Change Order No. 2 – SJ AMOROSO on the Connection of Existing Facilities to Central Plant Loop project in the amount of \$3,327.

Original Contract Amount	\$8,087,000
Previously Approved Change Orders	\$ 97,678
Change Order No. 2	\$ 3,327
Revised Contract Amount	\$8,188,005

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

Funding Source: Measure AA

- Comment: Change Order No. 2 includes the following:
- Labor and material cost for the removal of a section of abandoned cement-asbestos underground pipe at the Business Building chilled water line routing.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-E AGREEMENT FOR ENGINEERING SERVICES FOR SECURITY DOORS REMEDIATION

Agreement with MDC ENGINEERS for engineering services for doors requiring remediation for non-functionality for Access Control System at the Main Campus and Bundy Campus in the amount of \$50,850 plus reimbursable expenses.

Funding Source: Measure AA

Comment: Engineering services are required for the design of doors requiring remediation for non-functionality for Access Control System at the Main Campus and Bundy Campus. There are buildings that have doors that need to be replaced, repaired, remediated and otherwise be made compliant to support the campus standard Cisco/Idetiv Electronic Access Control System. A total of 113 doors are affected and a schedule of hardware, structural and labor requirements will be provided to concisely define the scope of work.

13-F AMENDMENT TO AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT

Amend the agreement with P2S ENGINEERING for the CONNECTION OF EXISTING FACILITES TO CENTRAL PLANT in the amount of \$2,000.

Original Contract Amount	\$427,645
Amendment No. 1	\$ 14,500
Amendment No. 2	\$ 18,500
Amendment No. 3	<u>\$ 2,000</u>
Total To Date	\$462,645

Funding Source: Measure AA

Comment: Amendment No 3 provides for mechanical and structural engineering services to file a CCD with DSA for approval of alternate installation of pipe and fan coil support that were not installed per approved plans by the mechanical contractor. P2S will provide sketches to DSA and the Project Inspector and respond to any comments DSA may have as well as coordinate approval of required CCDs. Owner will be reimbursed for this cost by the General Contractor.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-G AMENDMENT NO. 4 TO AGREEMENT FOR ARCHITECTURAL SERVICES – FINANCIAL AID RELOCATION

Amend the agreement with MORRIS ARCHITECTS for the FINANCIAL AID RELOCATION project in the amount of \$20,586.

Original Contract Amount	\$67,829
Amendment No. 1	\$ 9,750
Amendment No. 2	\$33,885
Amendment No. 3	\$17,250
Amendment No. 4	<u>\$20,586</u>
Total To Date	\$149,300

Funding Source: Measure U

Comment: Amendment No. 4 provides for architectural and engineering services for eight months of extended construction administration due to contractor delay. Structural details and calculations to DSA for contractor installed cable tray to clear Deviation Notice on project.

13-H AGREEMENT FOR ARCHITECTURAL SERVICES – BOOKSTORE INTERIOR MAINTENANCE

Agreement with Morris Architects, Inc. for architectural services for the BOOKSTORE INTERIOR MAINTENANCE project at the main campus bookstore in the amount of \$103,615 plus reimbursable expenses.

Funding Source: Auxiliary/Bookstore Funds

Comment: Agreement provides Morris Architects, Inc. to conduct an assessment of the existing conditions and provide full-service design, construction documents, and construction administration in order to update the finishes, displays, graphics, and general interior environment to provide better student and customer service and experience.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 **FACILITIES** *(continued)*

13-I PROJECT CLOSE OUT –MATH COMPLEX EXTERIOR PAINT PROJECT

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

13-J PROJECT CLOSE OUT – CAMPUS ENERGY MANAGEMENT SYSTEM

Subject to completion of punch list items by COMPASS ENERGY SOLUTIONS, authorize the District Representative without further action of the Board of Trustees, to accept the project described as CAMPUS ENERGY MANAGEMENT SYSTEM as being complete upon completion of punch list items by COMPASS ENERGY SOLUTIONS. The District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

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

Reviewed by: Christopher M. Bonvenuto, Chief Director, Business Services

Approved by: Robert G. Isomoto, Vice President, Business and Administration

Title of Grant: TRIO – Upward Bound
Granting Agency: US Department of Education
Augmentation Amount: \$7,500 (Amended Allocation \$ 1,244,425)
Matching Funds: Not applicable
Performance Period: September 1, 2012 – August 31, 2017
Summary: The TRIO/Upward Bound grant is a pre-college program funded by the U.S. Department of Education under Title IV of the Higher Education Act of 1965. It is designed to encourage students from low-income families and from a home where neither parent graduated from college, to develop the skills and motivation necessary for success in post-secondary education and beyond.
SMC Upward Bound accepted a \$7,500 increase on August 23, 2016 from the U.S. Department of Education to intensify SMC's counseling/mentoring service. Beginning September 1, 2016, two counselors are making weekly visits to target high schools, Crenshaw and Venice. The total number of weekly hours has increased by 12 bringing the weekly contact hours to 30.

Budget: Restricted Fund 01.3

Revenue			
8100	Federal	\$	7,500
Expenditures			
1000	Academic Salaries	\$	5,600
2000	Non-Academic Salaries	\$	0
3000	Employee Benefit	\$	1,900
4000	Supplies & Materials	\$	0
5000	Other Operating Expenditures	\$	0
6000	Capital Outlay	\$	0
7300	Other Outgo/Indirect	\$	0
7600	Student Aid	\$	0
Total		\$	7,500

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION (continued)

Title of Grant: Physical Plant and Instructional Support
Granting Agency: California Community Colleges Chancellor’s Office
Augmentation Amount: \$573,852 (Amended Allocation \$ 3,502,764)
Matching Funds: Not applicable
Performance Period: July 1, 2016 – June 30, 2018
Summary: Physical Plant and Instructional Support (PPIS) is state funded and allocated based on the District’s 2015-2016 total Full-time Equivalent Students as reported at P2. The 2016-17 allocation has been increased by \$573,852, from \$2,928,912 to \$3,502,764. The additional funding will be divided equally between the Physical Plant and Instructional Support component. The Physical Plant component will be used for high priority schedule maintenance and special repairs, architectural barrier removal, seismic retrofit, water conservation projects and hazardous substances abatement projects. The Instructional Support component will be used for instructional equipment.

Budget: Capital Project Fund 40.0 (Physical Plant)

Revenue		
8600	State	\$ 286,926
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefit	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 0
6000	Capital Outlay	\$ 286,926
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 0
Fund 40.0 Total		\$ 286,926

Restricted Fund 01.3 (Instructional Support)

Revenue		
8600	State	\$ 286,926
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefit	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 0
6000	Capital Outlay	\$ 286,926
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 0
Fund 01.3 Total		\$ 286,926

Budget Augmentation Total \$ 573,852

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION (continued)

Title of Grant: PICO PROMISE
Granting Agency: City of Santa Monica
Augmentation Amount: \$2,836 (Amended Allocation \$144,618)
Matching Funds: \$0 (Original Matching Fund \$87,550)
Performance Period: July 1, 2016 – June 30, 2017
Summary: On June 22, 2016 the City of Santa Monica approved a 2% increase in the funding for the Pico Promise program for FY 2016-17. As the City of Santa Monica’s local institution of public higher education, Santa Monica College (SMC) will utilize this funding to strengthen its Pico Promise Program, which reaches out to and engages the community’s disenfranchised youth with the goal of enrolling them in postsecondary education activities, leading to degrees, certificates, transfer, and/or employment.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8800	Local	\$2,836
Expenditures		
1000	Academic Salaries	\$1,637
2000	Non-Academic Salaries	\$1,199
3000	Employee Benefits	\$0
4000	Supplies & Materials	\$0
5000	Other Operating Expenditures	\$0
6000	Capital Outlay	\$0
7300	Other Outgo/Indirect	\$0
7600	Student Aid	\$0
Total		\$2,836

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 BUDGET TRANSFERS

15-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: July 1, 2016 - September 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-1,300
2000	Classified/Student Salaries	50,949
3000	Benefits	0
4000	Supplies	-1,317
5000	Contract Services/Operating Exp	261,380
6000	Sites/Buildings/Equipment	26,849
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-336,561
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register
 August 1 - 31, 2016 7116 through 7160 \$16,044,143.18

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

RECOMMENDATION NO. 17 PAYROLL WARRANT REGISTER

Requested by: Ian Fraser, Payroll Manager
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration
 Requested Action: Approval/Ratification

Payroll Warrant Register
 August 1-31, 2016 C1A- E4C \$10,215,001.75

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

RECOMMENDATION NO. 18 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: Mitch Heskel, Dean (Interim), Educational Enterprise
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration
 Requested Action: Approval/Ratification

Auxiliary Operations Payments and Purchase Orders
 August 1 – 31, 2016
 Covered by check & voucher numbers: 009536-009826 & 00909-00939

Bookstore fund Payments	\$540,184.96
Other Auxiliary Fund Payments	\$59,175.59
Trust and Fiduciary Fund Payments	<u>\$596,311.58</u>
TOTAL	\$1,195,672.13

Purchase Orders issued \$156,948.64
 August 1 – 31, 2016

Comment: 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 Auxiliary Funds.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 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. 20 ORGANIZATIONAL MEMBERSHIPS

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

Organizational Memberships

October 1, 2016	Number of Memberships	Amount
	6	\$2,050

Funding Sources: Departmental Budgets

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 PURCHASING

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

21-A AWARD OF PURCHASE ORDERS

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

August 1 – 31, 2016 \$70,126,654.85

21-B AWARD OF CONTRACT – CHANGE ORDER

Provider: Sorinex
Amount: \$82,466.77
Funding Source: 42.4
Summary: Change order to contract awarded on September 6, 2016 for additional equipment, taxes, and freight. The original award amount was \$165,709.36; the new contract amount is \$248,176.13.

BOARD OF TRUSTEES	REGULAR MEETING
Santa Monica Community College District	October 4, 2016

XI. ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 22 BOARD OF TRUSTEES MEETING – DECEMBER 2016

It is recommended that the Board of Trustees reschedule its regular meeting in December, from December 6 to Wednesday, December 14, 2016.

COMMENT: The Santa Monica City Council will be meeting on Tuesday, December 13, 2016 to certify the results of the election and conduct the official swearing in ceremony for newly-elected and re-elected officials. Therefore, the Board of Trustees meeting in December needs to be after the City Council meeting.

MOTION MADE BY: Nancy Greenstein

SECONDED BY: Andrew Walzer

No action taken

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT – 9:25 p.m.

The meeting was adjourned in memory of **Rebecca Anderson**, retired SMC Spanish professor; SMC student **Rahkeem “Rocky” Reyes**; and **Barbara Roque**, mother of Elaine Roque, department chair of Kinesiology/Athletics.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, November 1, 2016** 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:

- Resolution: Veterans Awareness Week
- Appointment of Personnel Commissioner
- 2016-2017 Quarterly Budget Report and 311Q
- Report:
Transportation/Sustainability