

M - N U T R E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

MARCH 6, 2018

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	March 6, 2018

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, March 6, 2018.

I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER – 5:31 p.m.

- B ROLL CALL
 Barry Snell, Chair - Present
 Dr. Margaret Quiñones-Perez, Vice-Chair - Present
 Dr. Susan Aminoff - Present
 Dr. Nancy Greenstein - Present
 Dr. Louise Jaffe - Present
 Rob Rader - Present
 Dr. Andrew Walzer - Present
 Chase Matthews, Student Trustee – Present (for closed session)

- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. CLOSED SESSION – 5:32 p.m.

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 Agency designated representatives: Sherri Lee-Lewis, Interim 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: Sherri Lee-Lewis, Interim 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)

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7 p.m.

- PLEDGE OF ALLEGIANCE – Todd Flora

- CLOSED SESSION REPORT

In accordance with Education Code Section 87608.5, the Board of Trustees voted not to enter into a contract for the following academic year for a contract employee working on a second year contract.

Prior to making this determination, and in accordance with Education Code Section 87607, the Board of Trustees determined:

1. The employee has been evaluated in accordance with the evaluation standards and procedures established in accordance with the provisions of Education Code Section 87660-87683.
2. The Board of Trustees has received statements of the most recent evaluations.
3. The Board of Trustees has received recommendations of the Superintendent/President.
4. The Board of Trustees considered the statement of evaluation and the recommendations at its lawful meeting on March 6, 2018.
5. The Board of Trustees directed that, in accordance with Education Code Section 87610, written notice of its decision and the reasons therefore shall be given to the employee on or before March 15, 2018.

The roll call vote was as follows:

Dr. Susan Aminoff	Aye
Dr. Nancy Greenstein	Aye
Dr. Louise Jaffe	Aye
Dr. Margaret Quinones-Perez	Aye
Rob Rader	Abstain
Barry Snell	Aye
Dr. Andrew Walzer	Aye

- 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:	Rob Rader
SECONDED BY:	Louise Jaffe
STUDENT ADVISORY:	Aye
AYES:	7
NOES:	0

IV. ***PUBLIC COMMENTS***

David Burak
Sharon Obsatz
Ana Laura Paiva
Todd Flora

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**

- 1 Actuarial Study of Retiree Health Benefits, 2017 Update
- #2 Resolution of the Board of Trustees of SMCCD Authorizing the Issuance and Sale of its General Obligations Bonds, Election of 2016, 2018 Series A, in an Aggregate Principle Amount Not to Exceed \$180,000,000, and Approving Certain Other Matters Related to Said Bonds
- #3 Resolution of the Board of Trustees of SMCCD Authorizing the Issuance and Sale of its General Obligations Bonds, Election of 2008, 2018 Series A (Federally Taxable) (2020 Crossover), in an Aggregate Principle Amount Not to Exceed \$80,000,000
- #4 Award of Bid - Early Childhood Lab School – **PULLED** (No action taken)
- 5 Report: Disabled Students Program and Services
- 6 Update: Accreditation

IX. **CONSENT AGENDA**

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

Approval of Minutes

- #7 Approval of Minutes: February 6, 2018 (Regular Meeting)

Contracts and Consultants

- #8 Ratification of Contracts and Consultants

Human Resources

- #9 Academic Personnel
- #10 Classified Personnel – Regular
- #11 Classified Personnel – Limited Duration
- #12 Classified Personnel – Non Merit

Facilities and Fiscal

- #13 Facilities
- A Change Order No. 25 – Health PE, Fitness, Dance and Central Plant
 - B Change Order No. 9 – Student Services Building
 - C Amendment No. 3 to Agreement for Architectural and Engineering Services – Air Conditioning
 - D Change Order No. 8 – Campus Security System Installation and Upgrades
 - E Amendment No. 4 to Agreement for Architectural Services – Malibu Campus
 - F Amendment to Agreement for Professional Services – Capital Outlay Planning
 - G Release of Partial Retention – Business, Drescher Hall and Art Building Switch Gear Replacement Project
 - H Change Order No. 1 – Performing Arts Center, Barrett Art Gallery
 - I Project Closeout – Performing Arts Center, Barrett Art Gallery
 - J Pool Payments Under Joint Use Agreement
- #14 Acceptance of Grants and Budget Augmentation
- #15 Budget Transfers
- #16 Commercial Warrant Register
- #17 Reissue Commercial Warrant Register
- #18 Payroll Warrant Register
- #19 Reissue Payroll Warrants
- #20 Auxiliary Payments and Purchase Orders
- #21 Providers for Community and Contract Education

Facilities and Fiscal (continued)

#22 Organizational Memberships, 2017-2018

#23 Purchasing

A Award of Purchase Orders

B Award of Contracts

#24 Authorization of Signatures to Approve Invoices

X. ***CONSENT AGENDA – Pulled Recommendations***

XI. ***BOARD COMMENTS AND REQUESTS***

XII. ***ADJOURNMENT***

The Santa Monica Community College District Board of Trustees will hold a Study Session on **Tuesday, March 20, 2018** at 6:00 p.m. at Santa Monica College in 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 **Tuesday, April 3, 2018** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

Appendix A Disabled Students Program and Services

SUPERINTENDENT'S REPORT

- **Budget:** Superintendent/President Kathryn Jeffery reported that she attended a CEO Symposium where a primary topic of discussion was the Governor's proposed funding formula for community colleges. The impact of the current version of the funding formula is better for some districts than others. Chris Bonvenuto, Chief Director of Business Services, reported that the current funding formula is based on allocations for facilities and FTES. The Governor's proposed funding formula, in addition to allocation for facilities and FTES, includes funding for Cal promise and Pell awards, three-year completion and transfer students, Associate Degree for Transfer (ADT) students, with a one-year hold harmless. The CEO and Fiscal Advisory (CBO) groups are weighing in with their proposals which include FTES and some form of performance outcome. There is still a long way to go before anticipating what the effect would be on SMC.
- **Spring 2018 Enrollment:** As of census day, spring enrollment is 4.14 percent behind last spring at this time (344 FTES). The enrollment trend for the year is down about 600 FTES compared to last year. Nonresident is 170 FTES behind. The fill rate for classes is 88.4 percent. 120 sections were added and 67 cancelled to adjust for demand and enrollment. The enrollment date for **Summer and Fall** has been moved earlier to April which will allow the schedule to be adjusted to meet student demand. Communication strategies are being refined to target students **with appropriate messaging** with greater precision.
- **Flex Day – March 13, 2018:** Marisol Moreno and Edna Chavarry, Chair and Co-Chair of the Academic Senate Professional Development Committee respectively, reported that the theme of this year's Institutional Flex Day is "Getting to Know You – How Knowing Each Other Strengthens Our SMC Community." Throughout the day there will be sessions to provide numerous opportunities for participants to get to know each other and students in imaginative and meaningful ways. Edna Chavarry also reported on DACA Day of Action held on Monday, March 5th when SMC hosted a forum for students, faculty and staff to discuss DACA and its effect on our educational community. Marisol Moreno reported that she and Professor Jaime Cruz were honored to host Dr. Hari Jones in their classrooms during Black History month. Dr. Jones is a historian, author, and curator of the African American Civil War Museum in Washington D.C.
- The Early Childhood Lab School Groundbreaking will be held on March 13, 2018 at 10:30 a.m. in the Civic Center parking lot. Flex Day activities are taking place on the same day.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	March 6, 2018

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 1

SUBJECT: **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES, 2017 UPDATE**

SUBMITTED BY: Chief Director, Business Services

INTRODUCTION: In accordance with the Governmental Accounting Standards Board (GASB) Statements No. 74 and 75, the District has identified its future liabilities for Other Post-Employment Benefits (OPEB) expenses through an analysis by an independent actuary. The District engaged Total Compensation Systems, Inc. (TCS) to analyze liabilities associated with its current retiree health program as of June 30, 2017. Geoff Kischuk, TCS, will provide a summary and information on the actuarial study, including the various assumptions for mortality rates, inflation, interest rates, service period, etc.

SUMMARY: In 2008 the Governmental Accounting Standards Board (GASB) pronouncement 45 was implemented which required the District to reflect the value of its Other Post-Employment Benefits (OPEB) related liabilities on its financial statements. In 2017, GASB replaced GASB 45 with a new pronouncement, GASB 75. While both pronouncements serve the same purpose of requiring the District to recognize OPEB related liabilities on the financial statements, there are some significant differences between the two pronouncements. Differences include:

- GASB 45 allowed the District to amortize its liability over 30 years, GASB 75 eliminates that option and will require the District to recognize its entire net liability of \$84,062,475 on its June 2018 financial statements.
- GASB 75 allows the District to recognize the assets held in the irrevocable trust on the District financial statements.
- GASB 75 has revised or eliminated all aspects of the actuarial findings with the exception of the Actuarial Present Value of Total Projected Benefits (APVTP).

In 2013-2014 the District implemented a plan to fund the OPEB obligation to meet the requirements of ACCJC Accreditation Standard 3D, maintain a strong bond rating and guarantee the District's generous retiree health benefits for all past, current and future employees. The plan called for an annual commitment of \$500,000 to be placed in an irrevocable trust, starting in 2013-2014, and an additional \$500,000 each succeeding year until the Annual Required Contribution (ARC) would be met. In 2016-2017 the District suspended funding due to budgetary constraints and has not reinitiated funding of the trust to date. As of June 30, 2017 the funding plan, coupled with interest earnings, has resulted in assets of \$6,560,495 held in an irrevocable trust which can only be used to pay for OPEB related expenditures.

History of District GASB 45/75 Actuarial Report Findings

	November 11, 2008	May 1, 2010	June 30, 2011	July 1, 2013	July 1, 2015	June 30, 2017
APVTP:	\$ 91,757,088	\$ 110,086,569	\$ 115,057,688	\$ 115,218,650	\$ 112,152,318	\$ 109,799,973
AAL:	\$ 68,668,113	\$ 83,792,387	\$ 88,692,776	\$ 89,242,676	\$ 92,553,859	N/A
TOL:	N/A	N/A	N/A	N/A	N/A	\$ 90,622,970
UAAL:	\$ 68,668,113	\$ 82,177,996	\$ 86,905,288	\$ 87,166,553	\$ 88,636,033	N/A
NOL:	N/A	N/A	N/A	N/A	N/A	\$ 84,062,475
Normal Cost:	\$ 3,414,591	\$ 3,932,927	\$ 3,940,223	\$ 4,083,480	\$ 3,342,611	N/A
Service Cost:	N/A	N/A	N/A	N/A	N/A	\$ 3,052,511
ARC:	\$ 6,456,114	\$ 7,646,719	\$ 8,122,014	\$ 8,511,480	\$ 8,999,025	N/A
OPEB Expense:	N/A	N/A	N/A	N/A	N/A	\$ 8,300,132
Plan Assets:	\$ -	\$ 1,614,391	\$ 1,787,488	\$ 2,076,123	\$ 3,917,826	\$ 6,560,495

APVTP: Actuarial Present Value of Total Projected Benefits - Remains under GASB 45/75

AAL: Actuarial Accrued Liability - GASB 45

TOL: Total OPEB Liability - GASB 75

UAAL: Unfunded Actuarial Accrued Liability - GASB 75

NOL: Net OPEB Liability - GASB 75

Normal Cost: GASB 45

Service Cost: GASB 75

ARC: Annual Required Contribution - GASB 45

OPEB Expense: GASB 75

Plan Assets: GASB 45/75

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: RESOLUTION OF THE BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION BONDS, ELECTION OF 2016, 2018 SERIES A, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$180,000,000, AND APPROVING CERTAIN OTHER MATTERS RELATING TO SAID BONDS

SUBMITTED BY: Interim Executive Vice President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to authorize the issuance of up to \$180,000,000 of general obligation bonds from the 2016 Election (Measure V) for purposes of undertaking the acquisition, construction, furnishing and equipping of projects for the benefit of the District that were authorized in connection with the approval of Measure V.

SUMMARY: This resolution authorizes the District to issue up to \$180,000,000 of general obligation bonds authorized pursuant to Measure V. Proceeds of the general obligation bonds will be used to undertake projects that were included on the project lists that was approved in connection with the passage of Measure V. In addition, the resolution approves the forms of the Preliminary Official Statement, Continuing Disclosure Undertaking and Contract of Purchase relating to the general obligation bonds.

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

RESOLUTION OF THE BOARD OF TRUSTEES
OF SANTA MONICA COMMUNITY COLLEGE DISTRICT
AUTHORIZING THE ISSUANCE AND SALE OF ITS
GENERAL OBLIGATION BONDS, ELECTION OF 2016, 2018 SERIES A,
IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$180,000,000,
AND APPROVING CERTAIN OTHER MATTERS RELATING TO SAID BONDS

WHEREAS, a duly called election was held in the Santa Monica Community College District, a community college district duly organized and existing under the laws of the State of California (the “**District**”), County of Los Angeles (the “**County**”), State of California, on November 8, 2016 (the “**2016 Election**”), and thereafter canvassed pursuant to law; and

WHEREAS, at the 2016 Election, there was submitted to and approved by the requisite fifty-five percent (55%) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$345,000,000 payable from the levy of an *ad valorem* property tax against the taxable property in the District (the “**2016 Authorization**”); and

WHEREAS, the District has not heretofore issued and sold any of its general obligation bonds under the 2016 Authorization; and

WHEREAS, the Board of Trustees of the District (the “**Governing Board**”) has now determined that the District has a requirement for the construction, improvement, furnishing and equipping of certain of its public facilities, as provided for in the 2016 Authorization (the “**2016 Projects**”) and desires to issue its General Obligation Bonds, Election of 2016, 2018 Series A in an aggregate principal amount not to exceed \$180,000,000 (the “**Bonds**”), with such additional designations and in one or more series or tranches on a federally taxable or tax-exempt basis; and

WHEREAS, this Governing Board has determined that it is desirable to sell the Bonds pursuant to a negotiated sale to RBC Capital Markets, LLC and Samuel A. Ramirez & Co., Inc., as underwriters of the Bonds (together, the “**Underwriters**”) pursuant to a Contract of Purchase (as defined herein), a form of which has been submitted to this meeting of the Governing Board and is on file with the Secretary of the Governing Board (the “**Secretary**”); and

WHEREAS, a form of the preliminary official statement (the “**Preliminary Official Statement**”) relating to the Bonds has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

WHEREAS, a form of continuing disclosure undertaking (the “**Continuing Disclosure Undertaking**”), attached as Appendix D to the Preliminary Official Statement, has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

WHEREAS, this Governing Board desires that the County should levy and collect an *ad valorem* property tax on all taxable property within the District sufficient to provide for payment of the Bonds (with certain property subject to limitations), and intends by the adoption of this Resolution to notify the Board of Supervisors of the County, the Auditor-Controller of the County (the “**Auditor-Controller**”), the County Treasurer and Tax Collector (the “**Treasurer**”) and other officials of the County that they should take such actions as shall be necessary to provide for the levy and collection of such tax and payment of the Bonds; and

WHEREAS, this Governing Board recognizes that California Senate Bill No. 222 (Chapter 78, Statutes of 2015) (“**SB 222**”) as codified in Section 53515 of the California Government Code, which provides that general obligation bonds shall be secured by a statutory lien on the Pledged Moneys (as defined herein) when collected by the County to secure repayment of general obligation bonds, was passed by the legislature, approved by the Governor and became effective January 1, 2016; and

WHEREAS, the pledge included in this Resolution to secure payment of the Bonds is intended to be a consensual agreement with the bondholders; and

WHEREAS, all acts, conditions and other matters required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of the Bonds, is within all limits prescribed by law;

WHEREAS, the District has previously adopted a local debt policy (the "Debt Management Policy") that complies with Government Code Section 8855(i), and the District's sale and issuance of the Bonds as contemplated by this Resolution is in compliance with the Debt Management Policy; and

WHEREAS, Senate Bill 450 (Chapter 625 of the 2017-2018 Session of the California Legislature) ("SB 450") requires that the Governing Board obtain from an underwriter, financial advisor or private lender and disclose, prior to authorization of the issuance of bonds with a term of greater than 13 months, good faith estimates of the following information in a meeting open to the public: (a) the true interest cost of the bonds, (b) the sum of all fees and charges paid to third parties with respect to the bonds, (c) the amount of proceeds of the bonds expected to be received net of the fees and charges paid to third parties and any reserves or capitalized interest paid or funded with proceeds of the bonds, and (d) the sum total of all debt service payments on the bonds calculated to the final maturity of the bonds plus the fees and charges paid to third parties not paid with the proceeds of the bonds; and

WHEREAS, in compliance with SB 450, the Governing Board has obtained from the Underwriter the required good faith estimates and such estimates are disclosed and set forth on Exhibit A attached hereto; and

NOW THEREFORE, BE IT RESOLVED, that this Resolution shall take effect immediately upon its adoption.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: RESOLUTION OF THE BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION REFUNDING BONDS, ELECTION OF 2008, 2018 SERIES A (FEDERALLY TAXABLE) (2020 CROSSOVER), IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$80,000,000

SUBMITTED BY: Interim Executive Vice President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to authorize the issuance of up to \$80,000,000 of general obligation refunding bonds for the purpose of refunding the District’s outstanding General Obligation Bonds, 2008 Election, 2010 Series A-1.

SUMMARY: This resolution authorizes the District to issue up to \$80,000,000 of general obligation refunding bonds for the purpose of refunding a portion of the District’s outstanding General Obligation Bonds, 2008 Election, 2010 Series A-1.

In addition, the resolution approves forms of the Preliminary Official Statement, Escrow Agreement, Continuing Disclosure Undertaking and Contract of Purchase relating to the general obligation refunding bonds.

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

**RESOLUTION OF THE
BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT
AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION REFUNDING BONDS, ELECTION OF
2008, 2018 SERIES A (FEDERALLY TAXABLE) (2020 CROSSOVER), IN AN AGGREGATE PRINCIPAL AMOUNT
NOT TO EXCEED \$80,000,00 AND APPROVING CERTAIN OTHER MATTERS RELATING TO SAID BONDS**

WHEREAS, a duly called election was held in the Santa Monica Community College District, a community college district duly organized and existing under the laws of the State of California (the “**District**”), County of Los Angeles (the “**County**”), State of California, on November 4, 2008 (the “**2008 Election**”), and thereafter canvassed pursuant to law; and

WHEREAS, at the 2008 Election, there was submitted to and approved by the requisite fifty-five percent (55%) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum aggregate principal amount of \$295,000,000 payable from the levy of an *ad valorem* property tax against the taxable property in the District (the “**2008 Authorization**”); and

WHEREAS, as authorized at the 2008 Election, the Board of Trustees of the District (the “**Governing Board**”) has previously approved the issuance, among other series, of \$66,865,000 aggregate initial principal or issue amount of the District’s Taxable General Obligation Build America Bonds (Direct Subsidy), 2008 Election, 2010 Series A-1 (the “**Prior Bonds**”), of which \$66,865,000 of initial issue amount is presently outstanding; and

WHEREAS, pursuant to Articles 9 and 11 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with Sections 53550 and 53580, respectively), the District is authorized to issue, or cause to be issued, general obligation bonds to refund all or a portion of the Prior Bonds (once refunded, the “**Refunded Bonds**”); and

WHEREAS, the Governing Board has determined that conditions in the financial markets are favorable for the refunding of the Refunded Bonds by issuing its Santa Monica Community College District General Obligation Refunding Bonds, 2008 Election, 2018 Series A (the “**Bonds**”), resulting in savings to the taxpayers of the District; and

WHEREAS, the Governing Board hereby authorizes the Bonds to be issued in one or more series or tranches, on a federally taxable or tax-exempt basis and on a traditional or crossover basis in accordance with Section 53558(b) of the California Government Code; and

WHEREAS, this Governing Board has determined that it is desirable to sell the Bonds pursuant to a negotiated sale to RBC Capital Markets, LLC and Samuel A. Ramirez & Co., Inc., as underwriters of the Bonds (together, the “**Underwriters**”) pursuant to a Contract of Purchase (as defined herein), a form of which has been submitted to this meeting of the Governing Board and is on file with the Secretary of the Governing Board (the “**Secretary**”); and

WHEREAS, a form of escrow agreement (the “**Escrow Agreement**”), by and between the District and U.S. Bank National Association, as escrow agent (the “**Escrow Agent**”), has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

WHEREAS, a form of the preliminary official statement (the “**Preliminary Official Statement**”) relating to the Bonds has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

WHEREAS, a form of continuing disclosure undertaking (the “**Continuing Disclosure Undertaking**”), attached as Appendix D to the Preliminary Official Statement, has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

WHEREAS, this Governing Board desires that the County should levy and collect an *ad valorem* property tax on all taxable property within the District sufficient to provide for payment of the Bonds (with certain property subject to limitations), and intends by the adoption of this Resolution to notify the Board of Supervisors of the County, the Auditor-Controller of the County (the “**Auditor-Controller**”), the County Treasurer and Tax Collector (the “**Treasurer**”) and other officials of the County that they should take such actions as shall be necessary to provide for the levy and collection of such tax and payment of the Bonds; and

WHEREAS, this Governing Board recognizes that California Senate Bill No. 222 (Chapter 78, Statutes of 2015) (“**SB 222**”) as codified in Section 53515 of the California Government Code, which provides that general obligation bonds shall be secured by a statutory lien on the Pledged Moneys (as defined herein) when collected by the County to secure repayment of general obligation bonds, was passed by the legislature, approved by the Governor and became effective January 1, 2016; and

WHEREAS, the pledge included in this Resolution to secure payment of the Bonds is intended to be a consensual agreement with the bondholders; and

WHEREAS, the District has previously adopted a local debt policy (the “Debt Management Policy”) that complies with Section 8855(i) of the California Government Code, and the District’s sale and issuance of the Bonds as contemplated by this Resolution is in compliance with the Debt Management Policy; and

WHEREAS, Senate Bill 450 (Chapter 625 of the 2017-2018 Session of the California Legislature) (“**SB 450**”) requires that the Governing Board obtain from an underwriter, financial advisor or private lender and disclose, prior to authorization of the issuance of bonds with a term of greater than 13 months, good faith estimates of the following information in a meeting open to the public: (a) the true interest cost of the bonds, (b) the sum of all fees and charges paid to third parties with respect to the bonds, (c) the amount of proceeds of the bonds expected to be received net of the fees and charges paid to third parties and any reserves or capitalized interest paid or funded with proceeds of the bonds, and (d) the sum total of all debt service payments on the bonds calculated to the final maturity of the bonds plus the fees and charges paid to third parties not paid with the proceeds of the bonds; and

WHEREAS, in compliance with SB 450, the Governing Board has obtained from the Municipal Advisor and/or Underwriters the required good faith estimates and such estimates are disclosed and set forth on Exhibit A attached hereto; and

WHEREAS, all acts, conditions and other matters required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of the Bonds, is within all limits prescribed by law;

NOW THEREFORE, BE IT RESOLVED, that this Resolution shall take effect immediately upon its adoption.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **AWARD OF BID - EARLY CHILDHOOD LAB SCHOOL – PULLED, NO ACTION TAKEN**

SUBMITTED BY: Interim Executive Vice President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize staff to contract with the lowest responsible bidder for the construction of the Early Childhood Lab School. Bids for this project will be received March 5, 2018 and a supplemental report will be presented to the Board of Trustees at the meeting.

SUMMARY: The District pre-qualified nine firms to bid on this construction project and four firms participated. In anticipation of bids, the District received a cost estimate from an independent consultant, Jacobus and Yuang, Inc. in March 2016. The construction management firm Vanir updated the cost estimate for current value at \$18,515,000.

The Early Childhood Lab School project is an approximately 24,100 square foot multi-use facility that will serve the students of Santa Monica College, provide childcare for up to 110 children and will be a resource for the Santa Monica Community. The project consists of three structures on an approximately 60,480 square foot site located at 1802 4th Street in the City of Santa Monica.

The City of Santa Monica is contributing \$6,661,598 toward the construction of this project.

FUNDING SOURCE: Measure S, V, and City of Santa Monica

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	March 6, 2018

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 5

SUBJECT: **REPORT: DISABLED STUDENTS PROGRAM AND SERVICES**

SUBMITTED BY: Vice-President, Student Affairs

SUMMARY: The Disabled Students Programs and Services (DSPS) is designed to ensure that students with disabilities have equal access to all programs and activities on campus. The primary goal is to encourage and promote independence in students so they may achieve their full potential. The College strives to provide the highest quality programs and services to its students.

DSPS supports the mission of Santa Monica College. The first college mission statement reflects the desire to create a learning environment that both challenges students and supports them in achieving their educational goals. This is in line with the mission of DSPS which is to provide access to all programs and activities for students with disabilities while supporting them in achieving their educational goals. This, in turn, contributes to the diversity of the campus population at SMC.

To be eligible for services, a DSPS student must be enrolled at SMC, have a verifiable disability, be unable to benefit from the regular programs and services offered by the college due to the current educational functional limitations of a disability, and need accommodations to mitigate these disability-related educational limitations.

DSPS was established in 1975 with less than 65 students. Today, DSPS serves over 1,800 students. Over the last forty years, for funding purposes, the Chancellor’s Office required a student as someone who had at least four contacts with the DSPS program, provided documentation of disability, and completed an educational contract/plan. Each year several hundred students did not meet the criteria, so our official count reflected a smaller number than the actual number of those we served. Effective July 1, 2016 the revised DSPS Title 5 has changed the funding criteria which requires at least one contact per year, verification of a disability, and completes an Academic Accommodation Plan (AAP), and must be activated in the program and/or enrolled in classes. Hence the new criterion reflects a more accurate number of the students served.

The complete report is attached as Appendix A.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	March 6, 2018

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 6

SUBJECT: **UPDATE: ACCREDITATION**

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: Santa Monica College (SMC) is finalizing the Follow-Up Report on the issues identified in the accreditation evaluation team report in February 2017. SMC ‘s accreditation was reaffirmed for 18 months in January 2017 because it was determined that “the institution is in substantial compliance with Standards.” The report will be considered by the Accrediting Commission for Community and Junior Colleges (ACCJC) at its June 2018 meeting.

A group of faculty, staff, and administrators was convened to address the four recommendations to meet the Standards. The work was divided among the group based on area of expertise. Each member of the group has collaborated with departments and individuals as needed to obtain the information and evidence required. Those drafts are now under review. The response to each recommendation will be distributed to the members of the Board of Trustees for review.

The full report will be presented for certification at the March 20, 2018 Board study session, and it will be submitted to ACCJC on March 28, 2018. SMC will be visited by Dr. Gari Browning, another member of the original evaluation team, and Steven Reynolds from ACCJC on April 4, 2018.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 6, 2018

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: #8-B, #8-F, #9, #13-C, #13-F, #13-J, #14

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Walzer)

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 8 – Ratification of Contracts and Consultants

#8-B: ER Consulting, LLC dba “The Company Doctors”

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

#8-F: Dianne Krieger Communications LLC

MOTION MADE BY: Rob Rader
 SECONDED BY: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Walzer)

Recommendation No. 9 – Academic Personnel

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Walzer)

Recommendation No. 13: Facilities

#13-C: Amendment No. 3 to Agreement for Architectural and Engineering Services – Air Conditioning

MOTION MADE BY: Chase Matthews
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Walzer)

#13-F: Amendment to Agreement for Professional Services – Capital Outlay Planning

MOTION MADE BY: Louise Jaffe
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Walzer)

#13-J: Pool Payments Under Joint Use Facilities Agreement

MOTION MADE BY: Louise Jaffe
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Walzer)

Recommendation No. 14 – Acceptance of Grants and Budget Augmentation

MOTION MADE BY: Louise Jaffe
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Walzer)

RECOMMENDATION NO. 7 APPROVAL OF MINUTES

Approval of the minutes of the following meeting of the Santa Monica Community College District Board of Trustees: February 6, 2018

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Dr. Kathryn E. Jeffery, Superintendent/President

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

	Provider/Contract	Term/Amount	Service	Funding Source
A	HackerFund (nonprofit) (Facilitator: Justin Brezhnev)	March 7, 2018 - May 12, 2018 Not to exceed \$16,000	HackerFund will develop a Hack Day – 8-hour event of project-based learning experiences for 75 high school and SMC students. HackerFund (nonprofit incubator who specializes in S.T.E.A.M. education events) will develop and provide a project-based learning educational experience by sharing their software development resources with the students with guidance from their expert mentors.	LA HITECH Grant (100%)
B	ER Consulting, LLC dba “The Company Doctors”	January 15, 2018 – June 30, 2018 Not to exceed \$43,000	ER Consulting, LLC dba “The Company Doctors” will provide specialized training to ETP (Employer Training Panel) clients who request specialized training. Classes in Manufacturing Skills (LEAN and Six Sigma) and Continuous Improvement & Quality Control are approved categories of training for ETP contractors. This contract is the sixth to be executed based on the successful performance of the previous contract.	Employment Training Panel (ETP)
<p><i>A and B</i> <i>Requested by: Patricia G. Ramos, Dean - Workforce & Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

	Provider/Contract	Term/Amount	Service	Funding Source
C	Palisades Charter High School Faculty: Karineh Masihi Lisa Saxon Rick Steil Palisades Charter High School, 15777 Bowdoin Street, Pacific Palisades, CA 90272	Spring 2018 No Cost	The three faculty at Palisades Charter High School will be teaching Dual Enrollment classes under an Instructional Services Agreement.	Palisades Charter High School will cover all costs associated with the three faculty.
D	Beverly Hills High School Faculty: Timothy Briggs Romeo Carey Beverly Hills High School, 241 Moreno Dr, Beverly Hills, CA 90212.	Spring 2018 No Cost	The two faculty at Beverly Hills High School will be teaching Dual Enrollment classes under an Instructional Services Agreement.	Beverly Hills High School will cover all costs associated with the two faculty.

C and D

Requested by: Maral Hyeler, Director of Dual Enrollment, Academic Affairs

Approved by: Georgia Lorenz, Vice-President, Academic Affairs

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

Provider/Contract	Term/Amount	Service	Funding Source
E Joel Shoemaker	March 12, 2018 – June 30, 2018 Not to exceed \$2,000	Consultant will work with project staff and faculty to assess the efficacy of SMC’s Solar Photovoltaics Program and make recommendations for improvement, given declining enrollment trends. He will summarize findings in a document that provides an evaluation of the program and suggestions for future directions.	NSF ATE Grant
<i>Requested by: Laurie McQuay-Peninger, Associate Dean, Grant</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			
F Diane Krieger Communications LLC (Amendment to previously-approved contract)	2017-2018 Not to exceed \$6,950 (Increase of \$1,000 to \$5,950 approved June 6, 2017)	Consultant with public relations and feature writing experience will provide support in developing PR and marketing communications collateral including articles and brochures for a student and community audience.	Public Affairs, District Budget (100%)
<i>Requested by: Grace Smith, Public Information Officer</i> <i>Approved by: Dr. Kathryn E. Jeffery, Superintendent/President</i>			
G Intersection (replaces previous vendor Outfront Media)	2017-2018 Not to exceed \$10,000	Metro Rail poster advertising for student recruitment.	2017-2018 Marketing Budget
<i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i> <i>Approved by: Dr. Kathryn E. Jeffery, Superintendent/President</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 ACADEMIC PERSONNEL

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

NEW FACULTY POSITIONS FOR FALL 2018 (pending spring hiring cycle)

- CSIS Web Programming
- ECE – Early Intervention
- English – Transfer Composition
- Graphic Design
- Life Science – Anatomy/Physiology
- Nursing

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Director, Student Judicial Affairs	03/07/2018
Project Manager, Special Assignments, not to exceed 75%	03/07/2018
Acting Dean, Institutional Research (Internal Recruitment)	03/07/2018
<u>Categorically Funded</u>	
Project Manager, Mental Health, 50% (<i>funded by Psychological Services Grant</i>)	03/07/2018
Project Manager, Pathways (<i>funded by Award of Innovation</i>)	03/07/2018

ELECTIONS

Williams, Ayanna, Project Manager, IXD 50% 03/07/2018-06/30/2018
(funded by Chancellor’s Office Start Up grant)
 Davis, Shari, Project Manager, Special Assignments (not to exceed 75%) 03/07/2018-06/30/2018

Long Term Substitute
 Morton, Elaine, Counselor, VRC 08/27/2018 – 12/31/2018

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

SEPARATIONS

Resignation
 Mitchell, Kenya, Full-time Faculty, English Composition- Transfer Level 06/30/2018
 Vruwink, Nicola, Project Manager, IXD 50% 02/28/2018

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

Reviewed by: Tre-Shawn Hall-Baker, Interim Dean, Human Resources

Approved by: Sherri Lee-Lewis, Interim Vice-President, Human Resources

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

<u>NEW CLASSIFICATION DESCRIPTION</u>	<u>EFFECTIVE DATE</u>
Title: Tutoring Coordinator – Learning Disabilities Proposed Salary Range: Classified Range 34	03/07/2018

Title: Director of Safety and Risk Management Proposed Salary Range: Classified Management Range M34	03/07/2018
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<u>ABOLISH CLASSIFICATION</u>	<u>EFFECTIVE DATE</u>
Risk Manager	03/07/2018

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Student Services Specialist (1 position) TRIO/Upward Bound, 11 months, 30 hours	03/07/2018

ELECTIONS

<u>REINSTATEMENT</u>	<u>EFFECTIVE DATE</u>
Demski, Rachel, Administrative Assistant II, Academic Affairs	03/16/2018

<u>PROBATIONARY/ADVANCE STEP PLACEMENT</u>	<u>EFFECTIVE DATE</u>
Basile, Frank, Accompanist Performance, Music (Step C)	02/20/2018

<u>PROBATIONARY</u>	<u>EFFECTIVE DATE</u>
Campos, Nahum, Custodian, Operations	02/20/2018
Davis Jr., Derrick, Custodian, Operations	02/20/2018
Ramos, Eugene, Administrative Assistant II, Counseling	03/01/2018
Sandoval, Ana, Custodian, Operations	02/20/2018
Vasquez Rosales, David S., Custodian, Operations	02/20/2018

<u>PROMOTION</u>	<u>EFFECTIVE DATE</u>
Thomas, Sharon To: Administrative Assistant II, Workforce and Economics Development From: Administrative Assistant I, ESL/Dance	03/01/2018

PERMANENT EMPLOYEE WITH LIMITED TERM ASSIGNMENT- EXTENSION

Ordaz, Cindy

To: Administrative Assistant II, Workforce & Economic Development, 100%

From: Administrative Assistant I, STEM

Initial Assignment:

10/09/17 – 12/31/2017

Extension:

01/31/18 – 02/28/2018

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Alarcon, Hector

2/26/2018 to 6/28/2018

Senior Student Services Specialist – EOPS/CARE, 100%

Gutierrez, Gustavo

02/12/2018 to 06/20/2018

To: Grounds Supervisor, 100%

From: Groundskeeper/Gardener

WORKING OUT OF CLASSIFICATION (PROVISIONAL) - EXTENSION

Brooke, Alanna, Administrative Assistant II, 100%

Length of Initial Assignment:

1/2/2018 – 2/13/2018

Length of Extension:

2/14/2018 – 3/1/2018

Iles, Dwayne

To: Custodial Operations Supervisor, Day, 100%

From: Lead Custodian, NS-2

Length of Assignment:

07/03/2018– 11/01/2017

Extension:

02/12/2018 – 02/20/2018

Faustino, August

To: Personnel Analyst, Personnel Commission 100%

From: Personnel Technician, Personnel Commission

Length of Initial Assignment:

11/21/2017 – 12/21/2017

Extension:

01/02/2018 – 02/23/2018

Additional Extension:

02/26/2018 – 04/06/2018

CSEA EDUCATIONAL PAY DIFFERENTIAL

Swanson, Donnell, Custodian, Operations .75%

03/01/2018

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Iles, Dwayne

02/22/2018

From: Custodian, Operations, 12 mos., 40 hrs., NS-II

To: Custodian, Operations, 12 mos., 40 hrs., Day

SEPARATIONS

LAST DAY OF PAID SERVICE

RESIGNATION

Bhatia, Rupinder, Director, Management Information Systems

03/09/2018

Memarian, Heather, Employee Benefits Coordinator

03/09/2018

Salazar, Larry, Laboratory Technician-Life Science, Life Science

02/14/2018

Throckmorton, Elena, Student Services Specialist- DSPS

02/28/2018

Vasquez, Hugo, Journeyman Trade – Plumbing, Facilities

03/02/2018

RETIREMENT

Singleton, Clyde, Journeyman Trade – HVAC, Facilities (12 years)

05/01/2018

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

Reviewed by: Tre-Shawn Hall-Baker, Interim Dean, Human Resources

Approved by: Sherri Lee-Lewis, Interim Vice-President, Human Resources

The following positions will be established/abolished in accordance with district policies and salary schedules.

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

Berney, Andrew, Laboratory Technician - Art, Art	
From:	08/28/2017-12/31/2017
To:	08/28/2017-02/12/2018
Fader, Stephen, Laboratory Technician - Art, Art	
From:	08/28/2017-12/31/2017
To:	08/28/2017-02/12/2018
Frale, Darren, Laboratory Technician - Art, Art	
From:	08/28/2017-12/31/2017
To:	08/28/2017-02/12/2018
Freedman, Myles, Laboratory Technician - Art, Art	
From:	08/28/2017-12/31/2017
To:	08/28/2017-02/12/2018
Kobashi, Todd, Laboratory Technician - Art, Art	
From:	08/28/2017-12/31/2017
To:	08/28/2017-02/12/2018
Mateo, Patricia A., Student Services Clerk, Matriculation	
	02/16/2018-06/30/2018

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.

Afrashteh, Parinaz, Student Services Clerk, Assessment Center	02/05/2018-06/30/2018
Crawford, Lucretia M., Administrative Assistant II-Emeritus	
From:	08/07/2018-02/28/2018
To:	08/07/2017-02/12/2018
Deresse, Getahun, Instructional Assistant -Math, Math	01/30/2018-06/29/2018
Williams, Daniel T., Instructional Assistant -English, English	
From:	11/01/2017-06/30/2018
To:	11/01/2017-02/08/2018

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

Reviewed by: Tre-Shawn Hall-Baker, Interim Dean, Human Resources

Approved by: Sherri Lee-Lewis, Interim 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, \$12.00/hour (STHP)	65
College Work-Study Student Assistant, \$12.00/hour (FWS)	75
College CalWorks	3

SPECIAL SERVICE

Community Services Specialist II, \$50.00/hour	9
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES

Requested Action: Approval/Ratification

*Requested by: Emil Zordilla, Assistant Director, Facilities Planning
Eric Pivovarov, Director, Facilities Management*

Approved by: Elaine Polachek, Interim Executive Vice-President

13-A CHANGE ORDER NO. 25 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 25 – BERNARDS BROS. on the Health, PE, Fitness, Dance and Central Plant project in the amount of \$59,739.

Original Contract Amount	\$39,556,000
Change Order No. 01	\$ 83,260
Change Order No. 02	\$ 14,491
Change Order No. 03	\$ 136,251
Change Order No. 04	\$ 65,454
Change Order No. 05	\$ 241,439
Change Order No. 06	\$ 61,814
Change Order No. 07	\$ 294,983
Change Order No. 08	\$ 51,463
Change Order No. 09	\$ 6,380
Change Order No. 10	\$ 78,438
Change Order No. 11	\$ 458,724
Change Order No. 12	\$ 9,012
Change Order No. 13	\$ 45,531
Change Order No. 14	\$ 101,998
Change Order No. 15	\$ 848,671
Change Order No. 16	\$ 151,974
Change Order No. 17	\$ 56,442
Change Order No. 18	\$ 6,965
Change Order No. 19	\$ 28,851
Change Order No. 20	\$ 34,368
Change Order No. 21	\$ 394,672
Change Order No. 22	\$ 26,323
Change Order No. 23	\$ 106,245
Change Order No. 24	\$ 19,486
<u>Change Order No. 25</u>	<u>\$ 59,739</u>
Revised Contract Amount	\$42,938,974

This change order does not result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 25 includes the labor and material cost for the following:

- Provide thicker, more durable wooden floor in yoga/fitness room;
- Additional data and power at Pavilion Breezeway;
- Repair existing subfloor conditions in Pavilion to acceptable level for finish floor material application;

- Clean restrooms floor tiles by a professional cleaning company followed by applying Ultra Solv Sealer to floor tiles;
- Repair and replace drain piping along the Pavilion basement east corridor wall;
- Change smoke detectors to heat detectors in Rooms 208B, 212B & P113.

13-B CHANGE ORDER NO. 9 – STUDENT SERVICES BUILDING

Change Order No. 9 – BERNARDS BROS. on the Student Services Building project in the amount of \$114,030.

Original Contract Amount	\$77,438,000
Change Order No. 01	\$ 17,634
Change Order No. 02	\$ 13,169
Change Order No. 03	\$ 28,294
Change Order No. 04	\$ 204,509
Change Order No. 05	\$ 39,913
Change Order No. 06	\$ 93,862
Change Order No. 07	\$ 86,274
Change Order No. 08	\$ 67,477
<u>Change Order No. 09</u>	<u>\$ 114,030</u>
Revised Contract Amount	\$78,103,162

This change order results in fourteen (14) calendar days added to the contract length. Expected Substantial Completion is January 2019.

Funding Source: Measure U

Comment: Change Order No. 9 includes the labor and material cost to furnish and install the following:

- Add two-hundred sixty-eight doubler plates to the wide flange beams;
- Revise shear plate length to accommodate the continuous stiffener plate, eleven (11) stiffener plates were added and one-hundred ten (110) stiffener plates required additional material and web welding;
- Hand dig around unforeseen duct bank to prepare to siphon the fire-water line under the bank, as well as demolition and removal of existing fence post footings and abandoned utilities conflicting with the location of the new fire water line;
- Installation of an air displacement piping network for the urinal in-wall accumulators in the form of a 3" Vacuum drain vent;
- All site recycling receptacles as requested by owner;
- Additional ductwork which includes (1) balancing damper, (1) ceiling supply diffuser, (2) return grilles and delete (16) sound boots and add two new sound boots at new locations per clarifications made to mechanical system review;
- Extend steel up shotcrete wall to connect with the low podium slab;
- Additional 6 x 8 x ½" angle at level 3 perimeter for curtainwall support;
- 6" x 6" steel embed plate in concrete landing at vertical end posts at Stairs 1, 4 & 5 at levels P2, P1 & L1;
- Modify steel Hollow Structural Section (HSS) support and diagonal bracing to allow for ductwork clearance above ceiling and operable partition.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-C AMENDMENT NO. 3 TO AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES – AIR CONDITIONING

Amendment to agreement with P2S Engineering for Architectural and Engineering services to include design and engineering for complete heating, ventilating, and air conditioning systems (HVAC) for the Performing Arts Center - Madison Building, Science west wing, Pavilion, and the Cayton Building for an amount not to exceed \$176,119. Additional funds are required to address additional work necessary for a completely functioning system.

Original Contract Amount	\$ 35,000
Amendment No. 1	\$ 337,000
Amendment No. 2	\$ 320,000
<u>Amendment No. 3</u>	<u>\$ 176,119</u>
Revised Contract Amount	\$ 868,119

13-D CHANGE ORDER NO. 8 – CAMPUS SECURITY SYSTEM INSTALLATION AND UPGRADES

Change Order 8 – Nexus IS, Inc (dba Dimension Data) for extension of contract completion to August 31, 2018.

Original Contract Amount	\$ 5,699,482
Change Order No. 01	\$ 0
Change Order No. 02	\$ 33,108
Change Order No. 03	\$ 354,776
Change Order No. 04	\$ 0
Change Order No. 05	\$ 44,072
Change Order No. 06	\$ 67,102
Change Order No. 07	\$ 11,038
<u>Change Order No. 08</u>	<u>\$ 0</u>
Revised Contract Amount	\$ 6,209,578

Comment: There is no revision to the contract amount for this change order. Staff will also implement additional measures in the execution of this change order to ensure completion of this contract to comply with this revised date. Additional measures will include requirement for additional bonding and oversight for adherence to milestone schedules.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-E AMENDMENT NO. 4 TO AGREEMENT FOR ARCHITECTURAL SERVICES - MALIBU CAMPUS

Amendment to agreement with QDG Inc. for \$332,700 to provide additional design and construction administration services.

Original Contract Amount	\$1,350,000
Amendment No.1	\$ 123,000
Amendment No.2	\$ 174,700
Amendment No.3 (name change)	\$ 0
<u>Amendment No.4</u>	<u>\$ 332,700</u>
Revised Contract Amount	\$1,980,400

COMMENT: Los Angeles County has requested design changes to the Sheriff’s Sub-Station and adjacent Emergency Operations Center. The changes require additional design and corresponding construction administration effort. Additional time is required for a resubmittal to the Division of the State Architect (DSA). The design and coordination of the sewer connection of the existing County buildings on this property as required in the lease agreement are included in this amendment.

The scope of services include:

- Design for a new building canopies at the breezeway and modification to the site lighting;
- Design of a new routing for the sewer system;
- Resubmit to the Bureau of State and Community Corrections and to the County of L.A. and City of Malibu to coordinate the impact from previous approval;
- Update to the project specifications to reflect the latest SMC standards;
- Revising the mechanical equipment to the latest energy efficiency standards to improve performances;
- Running a new energy model and updating the pertinent LEED categories;
- Technology standards for equipment update;
- Coordination meetings as required;
- Preparation up to four sanitary sewer plans (two for the DSA set and two for Non-DSA) and profiles to join the new sanitary sewer stub out in Civic Center Way;
- Plan submittal to the City of Malibu and securing approvals;
- Construction Administrative Services, including reviewing submittals and responding to requests for information (RFIs).

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-F AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES – CAPITAL OUTLAY PLANNING

Amendment to agreement with ALMA STRATEGIES for \$200,000 plus \$7,500 of reimbursable expenses to provide additional professional services for capital outlay planning. The amendment will also extend the services time of completion from June 30, 2018 to June 30, 2020.

Original Contract Amount	\$ 95,000
Amendment No.1	<u>\$200,000</u>
Revised Contract Amount	\$295,000

Comment: Alma Strategies will provide additional services related to Capital Outlay Planning, Facilities Planning and Space Utilization Services including: Five-Year Construction Plan Update, Initial and Final Project Proposals (IPP and FPP), Space Utilization Update, Space Inventory, Swing Space Planning and Implementation, Maintenance Planning and Total Cost of Ownership, and additional services as requested.

13-G RELEASE OF PARTIAL RETENTION – BUSINESS, DRESCHER HALL AND ART BUILDING SWITCH GEAR REPLACEMENT PROJECT

Reduce the retention amount held from Robnett Electric Inc. for the Business, Drescher Hall and Art Building Switch Gear Replacement Project to release retention for completed work and maintain retention for work yet to be completed. The remaining work has to be scheduled during a break to coordinate with the school schedule and minimize disruption to building activities.

Comment: The Business, Drescher Hall and Art Building Switch Gear Replacement Project is more than 90% complete

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 FACILITIES *(continued)*

13-H CHANGE ORDER NO. 1 – PERFORMING ARTS CENTER - BARRETT ART GALLERY ACOUSTICAL PROJECT

Change Order No.1 – GRAPH COMPANY on the Barrett Art Gallery Project in the amount of \$6,269.95.

Original Contract Amount	\$ 62,700.00
Change Order No. 01	<u>\$ 6,269.95</u>
Revised Contract Amount	\$ 68,969.95

This change order does not adjust the contract length.

Funding Source: District Capital Funds

COMMENT: Additional Construction Services were required to incorporate Design Changes due to unforeseen ceiling conditions.

The scope of services in this Change Order includes,

- Reconfigure the layout of the new acoustic ceiling material to align with location of the end walls and the diffusers.
- Extend the registers outward to match the finish level of new acoustic ceiling material by adding inside collar with screws to HVAC sheet metal ducts.
- Replace three can lights missing in the south end ceiling to match other new can lights.
- Cut and remove the metal trim of existing can lights (15 EA) glued to the ceiling and enlarge their housing for new can lights.
- Replace 3 broken dimmer switches & four incandescent light-bulb with LED lights bulb.

13-I PROJECT CLOSEOUT – PERFORMING ARTS CENTER - BARRETT ART GALLERY ACOUSTICAL PROJECT

Subject to completion of punch list items by the GRAPH COMPANY authorize the District Representative without further action of the Board of Trustees, to accept the project described as BARRETT ART GALLERY ACOUSTICAL PROJECT as being complete. Upon completion of punch list items by the GRAPH COMPANY, 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 document relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

13-J POOL PAYMENTS UNDER JOINT USE FACILITIES AGREEMENT

Payment to: City of Santa Monica
Amount: \$84,607.23
For the Period: October 1, 2017 –December 31, 2017 (3 months)
Funding Source: 2017-2018 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 \$83,000.00 for the same period last year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Georgia Lorenz, Vice-President, Academic Affairs

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

Approved by: Elaine Polachek, Interim Executive Vice President

Title of Grant: Zero Textbook Cost Degree – Implementation Grant
 Granting Agency: California Community Colleges Chancellor’s Office (CCCCO)
 Award Amount: \$150,000
 Matching Funds: \$0
 Performance Period: January 1, 2018 to December 31, 2018

Summary: The CCCC has awarded Santa Monica College an implementation grant to develop zero textbook cost degrees – Z degrees – Early Childhood Education (AD-T) and Computer Programming (AS), as well as General Education courses in each degree pathway. This grant will help students to reduce the overall cost of education and decrease the time to complete degree programs.

Santa Monica College has been awarded \$150,000 and will use the funds to facilitate the implementation of Z degrees by (1) providing faculty with professional development and technical assistance through peer mentoring to curate existing Open Education Resources (OER) materials, adapt these materials for adoption in their course, or write their own content as needed, (2) supporting OER content curation and development costs through faculty stipends, and (3) strengthening the college’s capacity to offer Z degrees. Through these activities, SMC will obtain the knowledge, resources, and skills necessary to move forward and effectively utilize OER adaption in the identified pathways.

Budget: Restricted Fund 01.3

Revenue		
8600	State	\$ 150,000
Expenditures		
1000	Academic Salaries	\$ 116,000
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 23,200
4000	Supplies & Materials	\$ 475
5000	Other Operating Expenditures	\$ 4,556
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 5,769
7600	Student Aid	\$ 0
Total		\$ 150,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

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

Requested Action: Approval/Ratification

Requested by: Mike Tuitasi, VP Student Services

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

Approved by: Elaine Polachek, Interim Executive Vice President

Title of Grant: **Veterans Resource Center Ongoing Funding**
Granting Agency: California Community College Chancellor's Office
Award Amount: \$ 63,285
Matching Funds: \$ 0
Performance Period: July 1, 2017 – June 30, 2019

Summary: The mission of the SMC Veterans' Resource Center is to assist student veterans making a successful transition from military to civilian life; to support their academic achievement with specialized integrated services, such as academic and mental health counseling and tutoring; and to provide verification of enrollment to the Veterans Administration so that they receive their benefits.

Santa Monica College is receiving \$63,285 for fiscal years 2017-2018 and 2018-2019 as the result of an effort to support the expansion of community college Veteran Resources Centers across the state. SMC will use these funds to upgrade technology, increase tutoring services, provide professional development opportunities to staff, and help cover the cost of supplies and other discretionary items.

Budget: Restricted Fund 01.3

Revenue		
8100	Federal	\$ 63,285
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 10,000
3000	Employee Benefits	\$ 500
4000	Supplies & Materials	\$ 6,583
5000	Other Operating Expenditures	\$ 18,852
6000	Capital Outlay	\$ 17,350
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 10,000
Total		\$ 63,285

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

Approved by: Elaine Polachek, Interim Executive Vice President

15-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: January 24, 2018 thru February 21, 2018

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	73,857
3000	Benefits	10,126
4000	Supplies	2,087
5000	Contract Services/Operating Exp	-17,468
6000	Sites/Buildings/Equipment	2,000
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-70,602
Net Total:		0

15-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: January 24, 2018 thru February 21, 2018

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	5,666
2000	Classified/Student Salaries	-5,666
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	64,000
6000	Sites/Buildings/Equipment	-64,000
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER

Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Elaine Polachek, Interim Executive Vice President
Requested Action: Approval/Ratification

<u>Commercial Warrant Register</u>		
January 1-31, 2018	7810 through 7848	\$14,405,903.52

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

RECOMMENDATION NO. 17 REISSUE COMMERCIAL WARRANT REGISTER

Requested by: Cristina Hamblet, Accounts Payable Supervisor
Approved by: Elaine Polachek, Interim Executive Vice-President
Requested Action: Approval/Ratification

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

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Sam Nan Guo	21654748	October 8, 2014	\$676.10

RECOMMENDATION NO. 18 PAYROLL WARRANT REGISTER

Requested by: Ian Fraser, Payroll Manager
Approved by: Elaine Polachek (Interim) Executive Vice President
Requested Action: Approval/Ratification

<u>Payroll Warrant Register</u>		
January 1-31, 2018	C1F- C2G	\$11,837,980.99

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

RECOMMENDATION NO. 19 REISSUE PAYROLL WARRANTS

Requested by: Ian Fraser, Payroll Manager
Approved by: Elaine Polachek (Interim) Executive Vice President
Requested Action: Approval/Ratification

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

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Allen C Wang	W8761254	September 4, 2015	\$608.66
Esinam Afi Kokovena	W8805225	October 2, 2015	\$1,206.91

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: Mitch Hesel, Dean, Educational Enterprise
Approved by: Elaine Polachek, Interim Executive Vice President
Requested Action: Approval/Ratification

Auxiliary Operations Payments and Purchase Orders

January 1-31, 2018

Covered by check & voucher numbers: 015303-015776 & 01401-01421

Bookstore fund Payments	\$ 958,017.10
Other Auxiliary Fund Payments	\$ 69,375.84
Trust and Fiduciary Fund Payments	<u>\$1,078,878.91</u>
TOTAL	\$2,106,271.85

<u>Purchase Orders issued</u>	\$32,368.56
January 1-31, 2018	

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.

RECOMMENDATION NO. 21 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. 22 ORGANIZATIONAL MEMBERSHIPS

Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Elaine Polachek, Interim Executive Vice President
Requested Action: Approval/Ratification

Organizational Memberships

January 2018	Number of Memberships	Amount
	2	\$1,910

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	March 6, 2018

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing
Approved by: Elaine Polachek, Interim Executive Vice President
Requested Action: Approval/Ratification

23-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.

January 2018

\$184,234,087.57

23-B AWARD OF CONTRACTS

Provider/Contract	Term/Amount	Service	Funding Source
Southwest Offset	March 2018 – June 2021 Estimated amount \$752,366.92 over a three-year period	Provide Printing and Mailing of Academic, Community Education, Emeritus and Extension Class Schedules	General Fund – Marketing
TourCoach Charter and Tours	Amendment to 2017-2018 annual contract for an additional amount not to exceed \$54,775	Renewal of shuttle services under Bid# 1314003SF Shuttle Transportation Services; includes additional days for CMD shuttle run.	General Fund Transportation Budget

RECOMMENDATION NO. 24 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2018

Requested Action: Approval/Ratification
Requested by: Christopher Bonvenuto Chief Director, Business Services
Approved by: Elaine Polachek, Interim Executive Vice-President

Authorization of signatures for the following managers/staff to approve invoices as indicated for 2018.

Name/Title
Allison Brown Coordinator, Psychological Services
Elease Juarez Campus Store Assistant Manager

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 6, 2018

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT – 10:40 p.m.

The meeting was adjourned in memory of **Vida Opp**, a Santa Monica College student and a retired employee of the City of Santa Monica.

The Santa Monica Community College District Board of Trustees will hold a Study Session on **Tuesday, March 20, 2018** at 6:00 p.m. at Santa Monica College in 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, April 3, 2018** 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.

The agenda for the next meeting will include the following:

1. Resolution for Community College Month
2. Ballot for CCCT Board of Directors
3. Report: Community and Government Relations

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 6, 2018

APPENDIX B

DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS)

The Disabled Students Programs and Services (DSPS) is designed to ensure that students with disabilities have equal access to all programs and activities on campus. Our primary goal is to encourage and promote independence in students so they may achieve their full potential. We strive to provide the highest quality programs and services to our students.

DSPS supports the mission of Santa Monica College. The first college mission statement reflects the desire to create a learning environment that both challenges students and supports them in achieving their educational goals. This is in line with the mission of DSPS which is to provide access to all programs and activities for students with disabilities while supporting them in achieving their educational goals. This, in turn, contributes to the diversity of the campus population at SMC.

To be eligible for services, a DSPS student must be enrolled at SMC, have a verifiable disability, be unable to benefit from the regular programs and services offered by the college due to the current educational functional limitations of a disability, and need accommodations to mitigate these disability-related educational limitations.

DSPS was established in 1975 with less than 65 students. Today, DSPS serves over 1,800 students. Over the last forty years, for funding purposes, the Chancellor’s Office required a student as someone who had at least four contacts with the DSPS program, provided documentation of disability, and completed an educational contract/plan. Each year several hundred students did not meet the criteria, so our official count reflected a smaller number than the actual number of those we served. Effective July 1, 2016 the revised DSPS Title 5 has changed the funding criteria which requires at least one contact per year, verification of a disability, and completes an Academic Accommodation Plan (AAP), and must be activated in the program and/or enrolled in classes. Hence the new criterion reflects a more accurate number of the students served.

Official Student Count Arranged by Primary Disability Group

Disability	2012-13	2013-14	2014-15	2015-16	2016-17
Deaf/Hard of Hearing	61	53	58	47	55
Acquired Brain Injury	121	130	130	120	128
Learning Disability	263	328	350	356	631
Blind/Low Vision	22	21	33	24	35
Physical Disability	76	86	92	79	78
Intellectual Disability	16	15	16	10	24
Autism	80	59	85	81	161
Mental Health	197	187	189	189	282
ADHD	204	173	204	198	242
Other Health Conditions	399	392	336	320	188
TOTALS	1436	1444	1493	1424	1824

DSPS is divided into seven different areas: Counseling, High Tech Training Center, Alt Media, Learning Disability Program, Acquired Brain Injury Program/Pathfinders, Deaf and Hard of Hearing Program, and ADA/504 Compliance.

Counseling

DSPS counselors provide comprehensive educational, vocational, and personal counseling support services to all Santa Monica College students with documented disabilities. DSPS counselors utilize their expertise in Rehabilitation Counseling to facilitate and authorize reasonable accommodations, based on each student's disability and educational limitations. The law mandates that reasonable accommodations are determined through an interactive process that includes the student, the instructor and DSPS. At Santa Monica College, this interactive process is generally facilitated by DSPS Counselors. In addition, DSPS Counselors provide academic counseling such as developing education plans. Due to their expertise in disability, DSPS Counselors are best prepared to advise students with disabilities in the proper selection of classes that meet their disability-related needs. DSPS counselors collaborate with instructional faculty and staff to support students whenever disability-related issues or concerns arise. DSPS Counselors also provide in service trainings campus wide to faculty and staff.

High Tech Training Center (HTTC)

The High Tech Training Center's (HTTC) primary mission is to ensure that Santa Monica College students with disabilities access the most effective technology available for achieving their academic and vocational goals. The HTTC provides accommodations to DSPS students using technology to compensate for educational limitations resulting from their disabilities. The HTTC also offers computer classes as a support to help students prepare for their academic classes. In addition, the HTTC's staff serves as a campus resource on all issues related to universal technology access including captioning and accessible web design.

Alternate Media (Alt Media)

Alternate Media refers to the acquisition of instructional materials in a format different than which is being provided to other students. Once the certificated staff and the student determine that Alt Media is a reasonable accommodation based on the student's disability, the student is referred to the HTTC Faculty who will determine the appropriate format and what technology is needed to access that format. The request is then forwarded to our Alternate Media Specialist who will convert the instructional materials in an accessible format.

Learning Disability Program (LD)

The Learning Disability (LD) Program assists students in achieving their academic goals by identifying their learning strengths and weaknesses and encouraging them to become independent learners. This is accomplished by offering appropriate accommodations and teaching compensatory study strategies. In addition, the LD Program assesses and certifies eligible students under the California Chancellor's Office Learning Disability Eligibility and Services Model. This one of the most important services we offer to students as the cost of an assessment is well beyond the means of most students. Major components of the program include teaching eight study strategy classes, numerous Counseling 921 sections and academic support, such as; specialized tutoring, arranging academic accommodations, academic guidance, study lab, and referral to Alternate Media and other support services.

Acquired Brain Injury (ABI) and Pathfinders Program

The Acquired Brain Injury Program (ABI) serves students who have had traumatic or acquired brain injuries or other non-progressive brain disorders after the age of 13 and wish to enroll in classes at Santa Monica College.

The overall goal is to provide educational opportunities for students with ABI, by matching their current abilities with appropriate support services and beneficial instruction. The ABI program also assesses students twice a year, during the spring and fall semesters, to determine functional deficits that can impact learning, the feasibility of compensatory strategies, and reasonable accommodations for mainstream classes.

The Pathfinders program is a segment of the ABI program and is housed at the Emeritus College. It provides support services to students following a stroke. This is achieved through three non-credit adult education courses: two communication courses and one physical exercise course.

Deaf and Hard of Hearing Program (DHH)

The Deaf and Hard of Hearing program (DHH) serves students who are deaf or hard of hearing. The goal of DHH is to ensure that deaf and hard of hearing students at Santa Monica College have access to effective communication in academic activities, campus events, and college community lectures. The services provided are Sign Language Interpreting, Communication Access Real-time Translation (CART) Captioning, and Assistive Listening Devices (ALD's). Services are determined through a cooperative discussion between the student, the DSPPS Counselor, and Deaf and the Hard of Hearing Supervisor based on the disability and the student's preferred mode of communication.

The DHH supervisor interacts with SMC faculty and staff to ensure that all multi-media used in the classroom is accessible. Support from the Alternate Media department and Distance Education Multimedia Specialist work in concert to assure that the campus remains in compliance with federal and state mandates.

ADA/504 Compliance Office

The ADA/Compliance Officer is held by Steve Hunt, a faculty member who has a 20% assignment dedicated to this role. Disability-related laws constantly evolve, emerge, and require institutional responsiveness in a timely manner. The ADA/504 Compliance Officer role requires direct access to the entire campus community including students, faculty, managers and administrators to expedite the necessary remedies whenever an accommodation is challenged.

Summary of Services Provided by the Seven Programs

The dedicated DSPPS faculty/staff provide a broad array of services to support student access to education and assist faculty and staff with concerns or questions related to students with disabilities. Services provided by of the DSPPS programs include, but are not limited to:

Accommodations:

- Extended time on tests
- Educational materials in an alternate format
- Note-taking services
- Classroom aide (scribe/reader)
- Assistive technology
- Priority registration
- Academic and personal counseling
- Sign language interpreters
- Real time captioning
- Learning Disability assessment
- Acquired Brain Injury assessment
- Special equipment
- Liaison with SMC faculty and off-campus agencies

Educational Assistance Classes:

- Study Skills Strategies
- Independent Living Skills
- Career Planning
- Job Seeking Skills
- Personal and Social Awareness
- Adapted Computer Technology
- Acquired Brain Injury Problem Solving Skills
- ABI Connections
- Pathfinders Body Conditioning and Communication Skills

2016-17 Student Equity Data Report

Disability Status

Table 2.3: Course Success Rate by Disability Status

Disability Status	Course Enrollment 2014-2015	% of Course Enrollment	Successful Outcome Count	% of Outcome	Equity Ratio	Success Rate	Percentage Gap (Average)	Enrollments "Lost"
No disability	196,499	96.9%	135,960	96.7%	1.00	69.2%	-0.1%	-191
Disability	6,379	3.1%	4,611	3.3%	1.06	72.3%	+3.0%	--
Total	202,878	100.0%	140,571	100%	--	69.3%	--	--

The equity ratio and percentage point gap analyses reveal that students with disabilities are not disproportionately impacted in terms of successful course completion.

Table 3.4b: Basic Skills ESL Completion Rate by Disability Status

Disability Status	Cohort 2009-2010	% of Cohort	Successful Outcome Count	% of Outcome	Equity Ratio	Success Rate	Percentage Gap (Highest)	Students "Lost"
No disability	351	96.2%	172	93.0%	0.97	49.0%	-43.9%	-153
Disability	14	3.8%	13	7.0%	1.83	92.9%	--	--
Total	365	100.0%	185	100.0%	--	50.7%	--	--

About 4% of students in the basic skills ESL cohort have disabilities. Students with disabilities complete the basic skills ESL outcome at a rate of 92.9%, 43.9% points higher than the rate achieved by students without disabilities. The data indicate no equity gap for the target population (students with disabilities) for the ESL completion metric.

Table 3.4c: Basic Skills Math Completion Rate by Disability Status

Disability Status	Cohort 2009-2010	% of Cohort	Successful Outcome Count	% of Outcome	Equity Ratio	Success Rate	Percentage Gap (Highest)	Students "Lost"
No disability	3,379	93.9%	946	94.5%	1.01	28.0%	--	--
Disability	220	6.1%	55	5.5%	0.90	25.0%	-3.0%	-6
Total	3,599	100.0%	1,001	100.0%	--	27.8%	--	--

About 6% of students in the basic skills math cohort have disabilities. Students with disabilities complete the basic skills math outcome at a rate of 25%, 3% points lower than the rate achieved by students without disabilities. In order to eliminate the equity gap, an additional 6 students with disabilities in the cohort need to successfully complete college-level math.

Table 4.3: Degree and Certificate Completion Rate by Disability Status

Disability Status	Cohort 2009-2010	% of Cohort	Successful Outcome Count	% of Outcome	Equity Ratio	Success Rate	Percentage Gap (Highest)	Students "Lost"
No disability	2,278	96.6%	1,119	96.4%	1.00	49.1%	-4.0%	-92
Disability	79	3.4%	42	3.6%	1.08	53.2%	--	--
Total	2,357	100.0%	1,161	100.0%	--	49.3%	--	--

About 3% of students in the CTE cohort have disabilities. Students with disabilities complete the degree and certificate completion metric at a rate of 53.2%, 4% points higher than the rate achieved by students without disabilities. The data indicate no equity gap for the target population (students with disabilities) for the degree and certificate completion metric.

Institutional Research Data from Six Year Program Review

Table 19. Cumulative Grade Point Average – Fall 2016¹

Type of Disability	Less than 2.0		2.0 to 2.49		2.5 to 2.99		3.0 to 3.49		3.5 to 4.0		Total	
	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%
Acquired Brain Injury	2	5.3%	8	21.1%	9	23.7%	13	34.2%	6	15.8%	38	100%
Developmentally Delayed Learner	2	22.2%	2	22.2%	2	22.2%	2	22.2%	1	11.1%	9	100%
Hearing Impaired	3	15.0%	5	25.0%	2	10.0%	4	20.0%	6	30.0%	20	100%
Learning Disabled	55	15.6%	70	19.9%	89	25.3%	70	19.9%	68	19.3%	352	100%
Mobility Impaired	3	7.0%	9	20.9%	11	25.6%	11	25.6%	9	20.9%	43	100%
Psychological Disability	14	10.9%	19	14.8%	26	20.3%	33	25.8%	36	28.1%	128	100%
Speech/Language Impaired	1	50.0%		0.0%		0.0%		0.0%	1	50.0%	2	100%
Visually Impaired	1	4.8%	3	14.3%	5	23.8%	2	9.5%	10	47.6%	21	100%
Other Disability	18	19.1%	15	16.0%	19	20.2%	19	20.2%	23	24.5%	94	100%
<i>Total</i>	99	14.0%	131	18.5%	163	23.1%	154	21.8%	160	22.6%	707	100%
<i>College-wide (Fall 2016)</i>	4441	16.3%	4625	17.0%	5585	20.5%	6108	22.4%	6527	23.9%	27286	100%

About 14% of DSPS students had a cumulative GPA less than 2.0 in fall 2016.

¹ Only students who had attempted six or more credit units at SMC are included in the analyses.