TUESDAY, OCTOBER 1, 2019

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

5:30 p.m.  Closed Session (Business Building Room 111)

7:00 p.m.  Public Meeting (Board Room)

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

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

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

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

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

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

General Public Comments and Consent Agenda

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

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

Major Items of Business

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

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

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

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

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

Reference: Board Policy Section 2350
Education Code Section 72121.5
Government Code Sections 54950 et seq.
A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, October 1, 2019.

5:30 p.m.  Closed Session (Business Building Room 111)
7:00 p.m.  Public Meeting (Board Room)

I.  ORGANIZATIONAL FUNCTIONS

•  CALL TO ORDER
  Dr. Margaret Quiñones-Perez, Chair
  Dr. Nancy Greenstein, Vice-Chair
  Dr. Susan Aminoff
  Dr. Louise Jaffe
  Rob Rader
  Dr. Sion Roy
  Barry A. Snell
  Brooke Harrington, Student Trustee

•  PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II.  CLOSED SESSION

CONFERE NCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives:  Sherri Lee-Lewis, Vice-President, Human Resources
                                    Robert Myers, Campus Counsel
Employee Organization:  SMC Police Officers Association

CONFERE NCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives:  Sherri Lee-Lewis, Vice-President, Human Resources
                                    Robert Myers, Campus Counsel
Employee Organization:  SMC Faculty Association

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

III.  PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

•  PLEDGE OF ALLEGIANCE

•  CLOSED SESSION REPORT (if any)
III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (continued)

- **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:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:

IV. SUPERINTENDENT’S REPORT

- Title IX Leadership Program for Students
- Santa Monica College Receives Louise B. Gabriel Award
- Enrollment
- AACC Pathways Institute
- SMC Designation as a Los Angeles County Vote Center

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. CONSENT AGENDA

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

**Approval of Minutes**

#1 Approval of Minutes: September 3, 2019 (Regular Meeting)

**Academic Affairs**

#2 New Courses and Degrees, Fall 2019

**Contracts and Consultants**

#3-A Approval of Contracts and Consultants

(Greater than the amount specified in Public Contract Code Section 20651)

- Amendments to Previously Approved Contracts
- New Contracts

#3-B Ratification of Contracts and Consultants

(Less than the amount specified in Public Contract Code Section 20651)

- Amendments to Previously Ratified Contracts and Consultants
- Renewal of Contracts and Consultants
- New Contracts Submitted for Ratification

**Human Resources**

#4 Academic Personnel
#5 Classified Personnel – Regular
#6 Classified Personnel – Limited Duration
#7 Classified Personnel – Non Merit
Facilities and Fiscal

#8 Facilities
A Change Order No. 23 – Student Services Building 16
B Prequalified Firms to Provide Architectural-Engineering Professional Services for the Art Complex Replacement Project 17
C Amendment to Agreement for Architect Services – Math and Science Extension Building 18
D Agreement for Consulting Services – Bond Construction Program 18
E Amendment to Agreement for Architect Services – Student Services Project 19

#9 Acceptance of Grants and Budget Augmentation 20
#10 Budget Transfers 21
#11 Commercial Warrant Register 21
#12 Payroll Warrant Register 21
#13 Reissue of Payroll Warrant 22
#14 Auxiliary Payments and Purchase Orders 22
#15 Reissue of Commercial Warrant 22
#16 Providers for Community and Contract Education 23
#17 Organizational Memberships 23
#18 Authorization of Signatures to Approve Invoices, 2019-2020 24
#19 Purchasing
A Award of Purchase Orders 24
B 2019-2020 Annual Contracts 24

IX. CONSENT AGENDA – Pulled Recommendations
Recommendations pulled from the Section VIII. Consent Agenda to be discussed and voted separately. Depending on time constraints, these items might be carried over to another meeting.

X. MAJOR ITEMS OF BUSINESS
#20 Resolution in Support of Undocumented Student Action Week 25
#21 Report: Redesigning the Student Experience: A Guided Pathways Framework 27
#22 Award of Contract – Temporary Classroom Village Modular Classroom Units and Existing Building Remodel Project 28
#23 Second Reading and Approval – Board Policy 3250, Institutional Planning 30
#24 Board of Trustees Goals and Priorities, 2019-2020 32
#25 Schedule of Board of Trustees Meetings, 2020 35

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT

There will be a joint meeting of the Santa Monica Community College District Board of Trustees and the Santa Monica-Malibu Unified School District Board of Education on Monday, October 28, 2019 at 6 p.m. The meeting will be hosted by Santa Monica College.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, November 5, 2019 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.
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 #1-#17.

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

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

IX. CONSENT AGENDA – Pulled Recommendations

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

RECOMMENDATION NO. 1     APPROVAL OF MINUTES

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

    September 3, 2019 (Regular Board of Trustees Meeting)
CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, FALL 2019

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

New Courses

HEALTH 20 Introduction to Gerontology
This is an introductory interdisciplinary course on aging. The core content will include the social, psychological, and biological changes associated with aging; ethical, legal and policy issues; and relevant information about programs and services for older adults. Completion of Introduction to Gerontology, Aging and Older Adulthood, and Aging and the Life Course leads to a certificate in Gerontology that will prepare students for entry-level positions and/or continued study at a four-year college or university.

HEALTH 21 Aging and Older Adulthood
Presented from a gerontological perspective, this course will introduce students to a contemporary understanding of a broad range of topics related to older adulthood and the psychology of aging. Topics covered include biological and psychological theories of aging, sensation perception, memory, intellectual functioning, cognition, personality and coping, social relationships, lifestyles and retirement, mental health and psychotherapy, and death and bereavement. Completion of Introduction to Gerontology, Aging and Older Adulthood, and Aging and the Life Course leads to a certificate in Gerontology that will prepare students for entry-level positions working with older adults and/or continued study at a four-year college or university.

Distance Education
AD JUS 2 Concepts of Criminal Law
ANIM 3A Introduction to 3D Animation
LIBR 1 Library Research Methods
NUTR 4 Healthy Lifestyle: Food and Fitness
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3-A APPROVAL OF CONTRACTS AND CONSULTANTS
The following contracts are greater than the amount specified in Public Contract Code Section 20651, and are presented to the Board of Trustees for approval.

> AMENDMENTS TO PREVIOUSLY APPROVED CONTRACT

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Univision</td>
<td>July 2019 – September 2020</td>
<td>Add Summer/Fall 2020 Radio and Digital Advertising</td>
<td>District Funds/ Marketing</td>
</tr>
<tr>
<td></td>
<td>Increase of $100,000 for a total not to exceed $200,000</td>
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<td></td>
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<tr>
<td></td>
<td>Originally approved on June 4, 2019 in the amount of $100,000</td>
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<td></td>
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</tbody>
</table>

*Requested by: Don Girard, Senior Director, Government Relations/ Institutional Communications*

*Approved by: Katherine E. Jeffery, Superintendent/President*
CONSENT AGENDA:   CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3-B   RATIFICATION OF CONTRACTS AND CONSULTANTS

The following contracts are less than the amount specified in Public Contract Code Section 20651, have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization:  Board Policy Section 6340, Bids and Contracts
Approved by Board of Trustees:  9/8/2008; revised 12/4/2018
Reference   Education Code Sections 71028, 81641 et seq, 81655, 81656; Public Contract Code Sections 201650 et seq, and 10115

AMENDMENTS TO PREVIOUSLY RATIFIED CONTRACTS AND CONSULTANTS

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Sintra Group</td>
<td>July 1 – August 30, 2019</td>
<td>This is an increase to the previously approved contract in the amount of $20,000; increase by: $2,635; new total not to exceed: $22,635</td>
<td>Background investigations of police candidates, and investigatory services for an administrative investigation; work to include the preparation and submission of a written report regarding the administrative investigation within the Campus Police.</td>
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Requested by: Tre’Shawn Hall-Baker, Director, Human Resources
Approved by: Sherri Lee-Lewis, Vice-President, Human Resources

RENEWAL OF CONTRACTS AND CONSULTANTS

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>B Attain LiveSafe Safety</td>
<td>October 10, 2019 – October 9, 2022</td>
<td>$28,000 per year, for a total of $84,000 for three years.</td>
<td>This is a renewal of a three-year contract. 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.</td>
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</tbody>
</table>

Requested by: Mitch Heskell, Dean, Education Enterprise
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration
CONSENT AGENDA:  CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3-B  RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>C Clean Harbors</td>
<td>One-year contract starting November 1, 2019, with the option to renew for up to four additional one-year periods. $95,000</td>
<td>Provides hazardous waste management and disposal services.</td>
<td>General Fund</td>
</tr>
<tr>
<td>D Benjamin Gibbs Photography</td>
<td>October - December 2019 Not to exceed $15,000, plus reimbursable expenses</td>
<td>Photography services to create library of SMC stock images of specific areas, such as SSC, for marketing and recruitment. Includes pre-and post-production and art direction.</td>
<td>2019-2020 District Funds/Marketing</td>
</tr>
</tbody>
</table>

Requested by: Risk Management  
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration

Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications  
Approved by: Katherine E. Jeffery, Superintendent/President
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4  ACADEMIC PERSONNEL
Requested Action: Approval/Ratification
Reviewed by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources
Approved by: Sherri Lee-Lewis, Vice President, Human Resources

ESTABLISH
Project Manager, Student Care Teams  10/2/2019

ELECTIONS

INTERIM ACADEMIC ADMINISTRATOR
Neal, Stacy, Interim Associate Dean, Financial Aid & Scholarships  9/1/2019-12/31/2019

ADJUNCT FACULTY
Approval/ratification of the hiring of adjunct faculty (List on file in the Office of Human Resources).
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 5  CLASSIFIED PERSONNEL - REGULAR

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

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

ESTABLISH

Skilled Maintenance II (1 position) 10/02/2019
Maintenance Department, 12 months, 40 hours

Clinical Placement Specialist (1 position) 10/02/2019
Health Sciences, 12 months, 35 hours

ABOLISHED

Skilled Maintenance I (1 position) 10/02/2019
Maintenance Department, 12 months, 40 hours

CLASSIFICATION RE-TITLE

From: Research Analyst 10/02/2019
Classified Regular Schedule Range 43

To: Research and Planning Analyst
Classified Regular Schedule Range 43

PROBATIONARY

Bravo, Alvaro, Custodian, Operations 10/01/2019
De Los Santos, Wilmer, Skilled Maintenance Worker II, Maintenance 09/16/2019
Diaz, Josemar M., Custodian, Operations 10/01/2019
Esparza Torres, Rita, Custodian, Operations 09/16/2019
Esparza, Nancy, Custodian, Operations 09/16/2019
Foster, Jerry, Custodian, Operations 09/16/2019
Lewis, Royce, Custodian, Operations 10/01/2019
Montes, Melissa S., Custodian, Operations 10/01/2019
Villalobos, Michelle L., Custodian, Operations 10/01/2019

LEAVES OF ABSENCE- UNPAID

Thomas, Jessica, Instructional Assistant - English 08/26/2019 – 12/17/2019

CLASSIFICATION RE-TITLE AND SALARY RE-ALLOCATION

Bautista, Anne Marre 10/02/2019
From: Research Analyst
Classified Regular Schedule Range -43

To: Research and Planning Analyst
Classified Regular Schedule Range -43

Yihunie, Yosief 10/02/2019
From: Research Analyst  
    Classified Regular Schedule Range -43  
To: Research and Planning Analyst  
    Classified Regular Schedule Range -43

WORKING OUT OF CLASSIFICATION (PROVISIONAL)
Guzman, Jose  
From: Personnel Technician, Personnel Commission  
To: Personnel Analyst, Personnel Commission  
Percentage: More than 50%  
(*extension)

Kerce, Kathy  
From: Community College Police Dispatcher, Campus Police  
To: Senior Community College Police Dispatcher, Campus Police  
Percentage: More than 50%

RESIGNATION  
ShaBazz, Ishmael, Network Engineer, Network Services  
LAST DAY OF PAID SERVICE

10/03/2019
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 6  CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

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

Halacy, Dylan P., Accompanist- Dance
Hebert, Linda M., Custodian, Operations
From: 08/26/2019-01/13/2020
To: 08/26/2019-08/26/2019
Novo, Angel, Administrative Clerk, Human Resources
From: 07/01/2019-08/30/2019
To: 07/01/2019-08/22/2019

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.

SUBSTITUTE - LIMITED TERM:
Positions established to replace temporarily absent employees. Substitute limited-term appointment may be made for the duration of the absence of a regular employee but need not be for the full duration of the absence.

Abid, Michelle (Hooper), Administrative Assistant II, Academic Affairs 09/23/2019-12/31/2019
Adams, Raymond D., Custodian, Operations 09/23/2019-03/16/2020
Larned, Gwen J., Recycling Program Specialist, Sustainability 09/10/2019-12/20/2019
Miller, Samuel L., Administrative Assistant I, Art 09/23/2019-12/01/2019
Miller, Samuel L., Administrative Assistant I, Communications 09/23/2019-12/01/2019
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7  CLASSIFIED PERSONNEL – NON MERIT

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

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

STUDENT EMPLOYEES
- College Student Assistant, $14.25/hour (STHP) 95
- College Work-Study Student Assistant, $14.25/hour (FWS) 102
- College CalWorks, $14.25/hour (CALWorks) 1

SPECIAL SERVICE
- Community Services Specialist I, $35.00/hour 8
- Community Services Specialist II, $50.00/hour 2
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 FACILITIES
Requested by: Charlie Yen, Director of Facilities Planning
Approved by: Elaine Polachek, Executive Vice President
Requested Action: Approval/Ratification

-A CHANGE ORDER NO. 23—STUDENT SERVICES BUILDING

Change Order No. 23 – BERNARDS BROS. on the Student Services Building project in the amount of $182,020.

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>$77,438,000</th>
</tr>
</thead>
</table>

| Change Order No. 1 | 17,634 |
| Change Order No. 2 | 13,169 |
| Change Order No. 3 | 28,294 |
| Change Order No. 4 | 204,509 |
| Change Order No. 5 | 39,913 |
| Change Order No. 6 | 93,862 |
| Change Order No. 7 | 86,274 |
| Change Order No. 8 | 67,477 |
| Change Order No. 9 | 114,030 |
| Change Order No. 10 | 25,628 |
| Change Order No. 11 | 66,285 |
| Change Order No. 12 | 270,585 |
| Change Order No. 13 | 14,589 |
| Change Order No. 14 | 15,578 |
| Change Order No. 15 | 258,060 |
| Change Order No. 16 | 301,259 |
| Change Order No. 17 | 112,151 |
| Change Order No. 18 | 648,355 |
| Change Order No. 19 | 365,038 |
| Change Order No. 20 | 194,533 |
| Change Order No. 21 | 152,870 |
| Change Order No. 22 | 437,671 |
| **Change Order No. 23** | **182,020** |

Revised Contract Amount: $81,152,396

Project Schedule: This change order does result in a change to the contract length. Project has achieved Substantial Completion.

Total Change Orders represents 4.8% of the original contract.

Funding Source: Measure V

Comment: Change Order No. 23 includes the furnish and install the following:

- Furnish and install custom extended arm support for light fixture type AA at the north roof parapet.
- Relocate main duct line, VAV 4-27, HHWS/R piping, intake VAV 4-26, and vacuum accumulator at S349.
• Provide additional work and increase the thickness of the solid surface workstations
• Revise the grading elevations at the south side of the building adjacent to the Art complex
• Relocate fire sprinkler standpipe on all parking levels. The work also includes ductwork relocation, coring of concrete slabs, and pipe bollard installation.
• Modify the sidewalk grading elevations to match existing sidewalk near the southeast corner of the building.
• Replace three (3) signs at Stair 3 to meet code.
• Add sign at Electrical Room P100C.
• Move slab edge at podium level at the southwest corner of building and relocate storm drain lines to accommodate existing conditions.
• Furnish 10'-0" Type KK light fixtures at Level 3 Lobby in lieu of 12'-0" fixtures due to existing limited space.

-B PREQUALIFIED FIRMS TO PROVIDE ARCHITECTURAL-ENGINEERING PROFESSIONAL SERVICES FOR THE ART COMPLEX REPLACEMENT PROJECT

Approve the following pre-qualified consultants to provide architectural and engineering related services for the Art Complex Replacement Project.

While a firm must be on the approved list of architects to be selected, this Board action does not guarantee that all architectural/engineering firms will be requested to submit their proposal for the Art Complex Replacement Project, nor the consultant(s) will be awarded any contracts.

The following firms are deemed prequalified:

1. Rachlin Architects
2. Moore Ruble Yudell
3. Cannon Design Group
4. DLR Group
5. Johnson Favaro Architects
6. Little Grimshaw Architects
7. HGA Architects
8. Johnson Fain Architects
9. Lionakis

Funding Source: Measure V

Comment: The District is prequalifying professional architectural and engineering related services providers for the Art Complex Replacement Project. The prequalification process allows the college to preselect the design teams based on their relevant project experience prior to the interview and RFP process. A selection committee composed of administrators, facilities staff, and faculty members of the Art Department will make the final selection from the pool of prequalified candidates.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 FACILITIES (continued)

-C AMPENDMENT TO AGREEMENT FOR ARCHITECT SERVICES - MATH AND SCIENCE EXTENSION BUILDING
Amendment No. 2 - CANNON DESIGN for the MATH and SCIENCE EXTENSION BUILDING in the amount of $51,000.

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>Amendment No. 1 (Name Correction)</th>
<th>Amendment No. 2</th>
<th>Total to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>$7,130,750</td>
<td>$0</td>
<td>$51,000</td>
<td>$7,181,750</td>
</tr>
</tbody>
</table>

Total Change Amendments represents 0.7% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 2 provides for architect and engineering services for:
- Perform review of lab exhaust stack design, rooftop topography and construction, and adjacent facilities to provide design team with initial stack height, discharge air volume, and discharge air velocity targets to achieve project goals of eliminating bypass air controls and enabling VAV operation.
- Generate scale model of project building, adjacent site topography, and exhaust stack design utilizing 3-D rapid prototyping based on project Revit model.
- Prepare test plan for wind tunnel testing.
- Determine geometric and other scaling parameters for wind tunnel testing.
- Compile wind climatology to simulate atmospheric conditions at Santa Monica College campus.
- Design and fabricate tracer gas apparatus to model proposed exhaust stack performance with air sampling at downwind locations of concern.
- Integration of the updated survey into the site plan.

-D AGREEMENT FOR CONSULTING SERVICES – BOND CONSTRUCTION PROGRAM
Extending the consulting services agreement with YNL Architects for one (1) additional year for the Bond Construction Program for an amount not to exceed $200,000 plus $10,000 in reimbursable expenses.

Funding Source: Measure S, AA, V and District Capital Funds

Comment: With the continued work on various Bond Funded projects, it is necessary to extend YNL Architects’ contract for one (1) additional year. YNL Architects will continue assisting the Facilities Planning Department managing various bond projects including the new Math and Science building project, the Art Building project, the Malibu Campus project, the campus wide HVAC upgrade project, and the Early Childhood Education Center project. They will assist with managing various State funded and in-house scheduled maintenance projects and with the DSA closeout process.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8   FACILITIES (continued)

-F- AMENDMENT TO AGREEMENT FOR ARCHITECT SERVICES – STUDENT SERVICES PROJECT Amendment No. 11 – Morris Architects/Huitt Zoliers for the Student Services Project in the amount of $71,200.

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>$3,825,500</th>
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<tbody>
<tr>
<td>Amendment No.1</td>
<td>$150,896</td>
</tr>
<tr>
<td>Amendment No.2</td>
<td>$2,680</td>
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<td>Amendment No.3</td>
<td>$620,000</td>
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<td>Amendment No.4</td>
<td>$59,230</td>
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<td>Amendment No.9</td>
<td>$44,560</td>
</tr>
<tr>
<td>Amendment No.10</td>
<td>$429,375</td>
</tr>
<tr>
<td>Amendment No.11</td>
<td>$71,200</td>
</tr>
<tr>
<td>Revised Contract Amount</td>
<td>$5,286,121</td>
</tr>
</tbody>
</table>

Total Amendments represents 38.2% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 11 provides for architectural and engineering services to produce construction and bidding documents for:
- Storage Fire Suppression System – convert fire suppression system from water to clean agent for the storage vault at P1 level;
- Door Revisions – add power assist doors for DSPS;
- HVAC Integration – add HVAC system to the rooms that were converted from storage rooms to IDF rooms;
- Public Notification Speakers – add emergency announcement speakers throughout the building;
- Traffic Control Bollards – add traffic rated bollards to protect pedestrians from vehicular traffic at turnaround circle.
RECOMMENDATION NO. 9  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Jennifer Merlic, Vice-President, Academic Affairs

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

Approved by: Elaine Polachek, Executive Vice President, Superintendent/Pres.

Title of Grant: Fostering an Equity-Minded Student Success Culture – STEM through Faculty Development

Granting Agency: National Science Foundation

Award Amount: $2,493,400 (in two separate allocations: $1,326,757 for fiscal year 2019-20 through fiscal year 2021-22 and $1,166,643 for fiscal year 2022-23 through fiscal year 2023-24 contingent on available Federal Funds.

Matching Funds: $0

Performance Period: October 1, 2019 – September 30, 2024

Summary:
The National Science Foundation funds research and education in most fields of science and engineering through grants and cooperative agreements to more than 2,000 colleges, universities, businesses and other research organizations throughout the United States.

The HSI STEM Education Program at Santa Monica College will bring together the equity-focused work of the Science and Research Initiative and the Center for Teaching Excellence to identify, implement, and investigate interventions that affect student success outcomes, including the use of classroom-based curricular materials and instructional practices. This will be accomplished through a three-pronged approach that includes faculty professional development, pilot and assessment of research-based innovations, and lastly, dissemination of project outcomes both internally and externally. This project will target tenure-track STEM faculty, as well as other newly tenured faculty in STEM. This project will increase the number of students who successfully navigate the critical transitions from pre-college to college-level coursework and community college to university, particularly among student groups traditionally underrepresented in STEM. In addition, this project will help foster and/or strengthen an equity-minded student success culture among STEM programs.

Budget:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>8100</td>
<td>Federal</td>
<td>$2,493,400</td>
</tr>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>$1,394,432</td>
</tr>
<tr>
<td>2000</td>
<td>Non-Academic Salaries</td>
<td>$60,014</td>
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<tr>
<td>3000</td>
<td>Employee Benefits</td>
<td>$436,336</td>
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<tr>
<td>4000</td>
<td>Supplies &amp; Materials</td>
<td>$83,000</td>
</tr>
<tr>
<td>5000</td>
<td>Other Operating Expenditures</td>
<td>$286,500</td>
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<tr>
<td>6000</td>
<td>Capital Outlay</td>
<td>$6,447</td>
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<tr>
<td>7000</td>
<td>Other Outgo/Indirect</td>
<td>$226,671</td>
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<tr>
<td>Total</td>
<td></td>
<td>$2,493,400</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  FACILITIES AND FISCAL

RECOMMENDATION NO. 10   BUDGET TRANSFERS
Requested Action: Approval/Ratification
Reviewed by: Christopher M. Bonvenuto, Vice President, Business and Administration
Approved by: Elaine Polachek, Executive Vice President, Superintendent/Pres.

-A  FUND 01.0 – GENERAL FUND - UNRESTRICTED
Period: September 4-18, 2019

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>220,529</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>-15,555</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>5,612</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>0</td>
</tr>
<tr>
<td>7100-7699</td>
<td>Other Outgo/Student Payments</td>
<td>0</td>
</tr>
<tr>
<td>7900</td>
<td>Contingency Reserve</td>
<td>-210,586</td>
</tr>
<tr>
<td></td>
<td><strong>Net Total:</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

RECOMMENDATION NO. 11   COMMERCIAL WARRANT REGISTER
Requested Action: Approval/Ratification
Requested by: Christopher M. Bonvenuto, Vice- President, Business/Administration
Approved by: Elaine Polachek, Executive Vice President

Commercial Warrant Register
August 2019 8590 through 8632  $13,030,041.22

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

RECOMMENDATION NO. 12   PAYROLL WARRANT REGISTER
Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Elaine Polachek, Executive Vice President

Payroll Warrant Register
August 2019 C1A – Supplemental 235 $10,653,019.54

Comment: The detailed payroll register documents are on file in the Accounting Department.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13  REISSUE PAYROLL WARRANT
Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Elaine Polachek, Executive Vice President

Warrants not presented to the Los Angeles County Treasurer within six months are void. Therefore, it is requested that the Los Angeles County Office of Education draw a new warrant to replace the following expired warrant.

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Warrant #</th>
<th>Issue Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria C. Barragan</td>
<td>6245810</td>
<td>06/19/2017</td>
<td>$696.86</td>
</tr>
</tbody>
</table>

RECOMMENDATION NO. 14  AUXILIARY PAYMENTS AND PURCHASE ORDERS
Requested Action: Approval/Ratification
Requested by: Mitch Heskel, Dean, Educational Enterprise
Approved by: Elaine Polachek, Executive Vice President

Auxiliary Operations Payments and Purchase Orders
August 2019  Covered by check & voucher numbers: 022602-022939, 01920-01945 &002727-002731

- Bookstore fund Payments $829,512.24
- Other Auxiliary Fund Payments $42,293.97
- Trust and Fiduciary Fund Payments $395,660.36
  $1,267,466.57

Purchase Orders issued
August 2019 $115,401.06

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,

RECOMMENDATION NO. 15  REISSUE OF COMMERCIAL WARRANT
Requested by: Mitchell Heskel, Dean, Education Enterprise
Approved by: Elaine Polachek, Interim Executive Vice President
Requested Action: Approval/Ratification

Warrants not presented to the Los Angeles County Treasurer within six months are void. Therefore, it is requested that the Los Angeles County Office of Education draw a new warrant to replace the following expired warrant.

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Warrant #</th>
<th>Issue Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Est, Eddie</td>
<td>22693066</td>
<td>1/13/16</td>
<td>$19.50</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification
Requested by: Michelle King, Director, Career and Contract Education
Approved by: Jennifer Merlic, Vice-President, Academic Affairs

Authorization of payment for delivery of seminars and courses for SMC Community and Contract Education. The list of providers is on file in the office of Community and Contract Education. Payment per class is authorized as stated on the list on file.

RECOMMENDATION NO. 17 ORGANIZATIONAL MEMBERSHIPS

Requested Action: Approval/Ratification
Requested by: Christopher M. Bonvenuto, Vice-President, Business/Administration
Approved by: Elaine Polachek, Executive Vice President

<table>
<thead>
<tr>
<th>Organizational Memberships</th>
<th>Number of Memberships</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2019</td>
<td>6</td>
<td>$4,925</td>
</tr>
</tbody>
</table>

Funding Sources: Unrestricted General Fund

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

RECOMMENDATION NO. 18  AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2019-2020

Requested Action: Approval/Ratification
Requested by: Christopher M. Bonvenuto, Vice-President, Business/Administration
Approved by: Elaine Polachek, Interim Vice-President

Authorization of signatures for the following staff members to approve invoices for 2019-2020:

<table>
<thead>
<tr>
<th>Name/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Isaac Rodriguez Lupercio</td>
</tr>
<tr>
<td>Associate Dean, Student Life</td>
</tr>
<tr>
<td>Laura Manson*</td>
</tr>
<tr>
<td>Steve Sedky*</td>
</tr>
</tbody>
</table>

*Authorization only as grant fund managers for the CVC-OEI (California Virtual Campus Online Education Initiative)

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

RECOMMENDATION NO. 19  PURCHASING

Requested Action: Approval/Ratification
Requested by: Cynthia Moore, Director of Procurement, Contracts & Logistics
Approved by: Elaine Polachek, Executive Vice President

19-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 2019 $7,036,121.23

9B  2019-2020 ANNUAL CONTRACTS

The annual award of competitive contracts bid through various state and local agencies allows SMC to leverage buying power through strategic sourcing and achieve commodity and service as well as reduce administrative cost. These indirect (MRO) contracts are targeted to the products and services which SMC routinely purchases. Leveraging the aggregate buying power and strategic sourcing is a process that moves SMC away from numerous individual procurements to a broader aggregate approach, allowing SMC to achieve savings ranging from 20 to 65 percent.

- Omnia Partners Cooperative Contract R170101/R5195, with Daktronics through 04/30/20 for scoreboards and electronic signs
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20

SUBJECT: RESOLUTION IN SUPPORT OF UNDOCUMENTED STUDENT ACTION WEEK

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a resolution in support of Undocumented Student Action Week, October 14, 2019.

BACKGROUND: The Board of Governors approved Board Resolution No. 2018-17 declaring October 14-18, 2019 as Undocumented Student Week of Action and every third week of October commencing with the 2020 academic year. The Chancellor’s Office, in partnership with the Student Senate, the Community College League of California and other organizations, will be releasing a set of tools and resources for colleges and students to use during and after the Week of Action to enhance awareness and support for undocumented students as well as to advocate to our federal leaders.

WHEREAS, the California Community Colleges comprise the nation’s largest postsecondary education system in the country with 115 colleges and 2.1 million students, and is committed to providing an open and welcoming environment for all students; and

WHEREAS, the Trump Administration’s decision on September 5, 2017, to rescind the Deferred Action for Childhood Arrivals (DACA) program, placed the safety, security, and educational future of thousands of undocumented students in doubt; and

WHEREAS, California Community Colleges have advocated to Congress and the Administration to preserve DACA and respect the contributions of undocumented immigrants, and on January 26, 2017, the Board of Governors passed a resolution expressing its support for DACA and firm commitment to serving all students who can benefit from a postsecondary education; and

WHEREAS, California Community Colleges stand united as a system where all students can learn, grow, feel supported and safe; and

WHEREAS, on September 18, 2017, the California Community Colleges Chancellor issued a Statement of Values and Commitment to Undocumented Students confirming that the Chancellor’s Office will not release any personally identifiable student information without a judicial warrant, including data related to immigration status, will not cooperate with any federal effort to create a registry of individuals based on protected characteristics such as religion, race, immigration status, or sexual orientation, and will urge local governing bodies to do the same; and

WHEREAS, numerous community colleges reflecting the diversity of California have adopted policies and procedures consistent with protecting immigrant students, and created partnerships with community organizations to help our undocumented students access legal assistance and other services in local communities; and
WHEREAS, the Chancellor’s Office, in partnership with the Community College League of California, Faculty Association of California Community Colleges, Student Senate of California Community Colleges, and other organizations, sponsored DACA Advocacy Week, on October 16-20, 2017, and provided tools such as Congressional contact lists, sample talking points, resolutions, and communications to mobilize the system in support of DACA,

WHEREAS, the 2017 DACA Advocacy Week efforts resulted in local meetings with Congressional leaders, more than 700 letters and postcards sent from students to members of Congress, and a number of colleges conducted week-long activities to raise awareness of campus-based support for undocumented students; and

WHEREAS, in 2018 the Chancellor’s Office expanded the existing partnership to include, Immigrants Rising and other organizations, and sponsored Undocumented Student Week of Action, October 15–19, to inform undocumented students about all available services on campus and in local communities and empower them to access those services, and support students and allies in advocating to Congress to act quickly and establish a permanent solution for undocumented young people; and

WHEREAS, the 2018 Undocumented Student Week of Action included the participation of 110 community colleges engaged in a week-long program of activities in support of undocumented students, and on September 17, 2018, the Board of Governors passed a resolution reaffirming its commitment to support all California community college students, including undocumented students, which was part of the week-long program of activities and information disseminated systemwide; and

WHEREAS, despite efforts by the California Community Colleges and many other individuals and organizations in California and across the nation, the preservation of DACA and the adoption of an effective solution for undocumented students remains elusive, which places continued economic and emotional weight on students, their families, communities, and the state;

THEREFORE BE IT RESOLVED that the Board of Trustees declare October 14-18, 2019 and every third week of October thereafter, as “Undocumented Student Action Week” to work in partnership with other organizations and encourage the California Community Colleges to engage in activities supporting undocumented students; and

BE IT FURTHER RESOLVED that the Board of Trustees supports work by the Chancellor’s Office to identify and share best practices for assisting undocumented students, disseminate information to the colleges about how to access funding for immigration defense proceedings and referral to legal service providers, and reinforce state policies that protect student’s rights and privacy; and

BE IT FURTHER RESOLVED that the Board of Trustees urge Congressional members to uphold California values and create a pathway to citizenship for undocumented students, which will permit them to complete their education goals and achieve their highest potential.

MOTION MADE BY:
SECONDED BY:
STUDENT TRUSTEE:
AYES:
NOES:
MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 21

SUBJECT: REPORT: REDESIGNING THE STUDENT EXPERIENCE: A GUIDED PATHWAYS FRAMEWORK

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: Through the SMC Redesign efforts, the College seeks to intentionally and at scale build SMC’s structures and programs to improve and achieve equity in the rates of college completion, transfer, and attainment of jobs with value in the labor market. This requires large-scale transformational changes to current practices that will achieve the following:

1. **Program Maps**: All instructional programs (degrees, certificates, and major preparation for transfer) have an adaptable program map with on and off ramps.

2. **Areas of Interest**: All first time in college students identify an Area of Interest at the time of application and select an Academic and Career Path by end of their first academic year.

3. **Student Support**: All students receive proactive academic and non-academic support focusing on SMC’s student-centered, equity-minded strategies.

4. **Critical and Gateway Courses**: All students complete a minimum of 9 degree-applicable units in their Area of Interest or Academic and Career Path within their first year.

5. **Scheduling/Enrollment**: Course scheduling is data-driven and informed by students’ availability and comprehensive educational plans.

6. **Student-Facing Technology**: All students utilize seamlessly integrated, interactive, comprehensive student-facing technology in support of their educational goals.

7. **Communication & Outreach**: The college provides interactive, coordinated, and targeted communication throughout the student’s SMC experience.

8. **Professional Development**: All faculty, staff, and administrators participate in strategic, frequent, and consistent professional development to sustain SMC’s student-centered, equity-minded, data-driven efforts.

9. **Campus Community**: The college provides the physical and social space conducive to campus engagement and to a sense of belonging.

The hope is that through this redesign of the student experience, SMC paves the way for all open access institutions in California (and the nation) to equitably serve all our students and ensure that a student’s pre-college preparation or life circumstance does not predetermine the student’s outcome in college. SMC’s redesign of the student experience seeks to eliminate the equity gaps, reduce time to completion, and increase the rates of completion, while maintaining high standards and high quality.

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

SUBJECT: AWARD OF CONTRACT—TEMPORARY CLASSROOM VILLAGE MODULAR CLASSROOM UNITS AND EXISTING BUILDING REMODEL PROJECT

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees award the contract to the lowest responsive bidder for the Temporary Classroom Village Modular Classroom Unit and Existing Building Remodel project.

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chalmers</td>
<td>$5,678,000</td>
</tr>
<tr>
<td>The Nazerian Group</td>
<td>$5,994,123</td>
</tr>
<tr>
<td>Icon West, Inc.</td>
<td>$5,997,750</td>
</tr>
<tr>
<td>AWI Builders</td>
<td>$6,950,911</td>
</tr>
<tr>
<td>Newman Midland</td>
<td>$7,104,940</td>
</tr>
<tr>
<td>PCN3</td>
<td>$7,440,000</td>
</tr>
<tr>
<td>Pinner Construction</td>
<td>$9,069,000</td>
</tr>
<tr>
<td>WoodCliff</td>
<td>$9,452,000</td>
</tr>
</tbody>
</table>

FUNDING SOURCE: Measure V

COMMENT

As part of the new Math and Sciences project, SMC requires temporary classroom and office spaces to house faculty and students during the construction of the new Math and Sciences building.

27 classrooms will be lost by the removal of the Letters and Science and Liberal Arts buildings. This project will provide 23 replacement classrooms. Other classroom space will be acquired as follows: one from the Events Office, two in the former KCRW basement and two in the Student Services Center.

Scope of Work includes the following:
- The renovation of the former Student Services Complex (approximately 16,000 SF), which includes 14 new air-conditioned classrooms, offices, and storages. The project will maximize the use of existing mechanical, electrical and plumbing systems as much as possible to work with the budget.
- The delivery and installation of nine (9) new DSA pre-approved temporary modular classrooms (940 NSF each) at parking lot 2 north of Drescher Hall.
- The renovation of existing restrooms at the former Student Services Complex to comply with current ADA and DSA requirements.
Bids for this project were received on September 25, 2019. It is recommended that the Board authorizes staff to contract with the lowest responsible and responsive bidder determined from the list above. The SMC District's award shall be finalized upon the review and verification of the all the requirements outlined in the contract documents and the successful execution of the contract.

MOTION MADE BY: 
SECONDED BY: 
STUDENT TRUSTEE: 
AYES: 
NOES:
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23

SUBJECT: SECOND READING AND APPROVAL – BOARD POLICY 3250, INSTITUTIONAL PLANNING

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a second reading of and approve revised Board Policy 3250, Institutional Planning.

COMMENT: Board Policy 3250, Institutional Planning, was approved by the Board of Trustees in June 2018 when Chapter 3, General Institution, was adopted as a whole. Starting in fall 2018, DPAC began reviewing its governance structure which included updating Board policies related to DPAC and institutional planning. Board Policy 3250 was reviewed and revised by DPAC in March 2019. It was then submitted to the Board’s subcommittee for review and the subcommittee recommended a few revisions. The revised policy was resubmitted to DPAC and was approved on July 24, 2019. The Board of Trustees conducted a first reading at its meeting on September 3, 2019.

MOTION MADE BY:
SECONDED BY:
STUDENT TRUSTEE:
AYES:
NOES:
BP 3250 INSTITUTIONAL PLANNING

The Superintendent/President, in consultation with the Board of Trustees and Academic Senate, shall ensure that Santa Monica College maintains a comprehensive, broad-based integrated planning and evaluation cycle supported by institutional research and driven by the SMC Vision, Mission and Goals and the five-year Strategic Initiatives. This planning process involves the District Planning and Advisory Committee, includes other segments of the College as appropriate, and is inclusive of all constituent groups. The Superintendent/President is empowered to establish District committees as necessary to assist with the annual planning process.

The Superintendent/President shall inform the Board of Trustees about the status of planning and the various plans. The Superintendent/President shall submit plans to the Board of Trustees for approval, when required by law.

The Superintendent/President shall ensure the Board of Trustees has the opportunity to provide input in developing the general institutional mission and goals and the annual planning process.

References:
   Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and 56270 et seq.;
   ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, and IV.B.3

Adopted: November 15, 2004
Revised: June 5, 2018
Revisions Approved by DPAC: March 27, 2019; July 24, 2019
Reviewed by Senior Staff: April 2, 2019
Reviewed and Revised by Board of Trustees Subcommittee: June 18, 2019
First Reading by Board of Trustees: September 3, 2019
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24

SUBJECT: BOARD OF TRUSTEES GOALS AND PRIORITIES, 2019-2020

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve its Goals and Priorities, 2019-2020.

BACKGROUND: The Board of Trustees discussed the revised Goals and Priorities at its meeting on September 3, 2019. Additional suggested revisions as underlined have been incorporated in the Goals and Priorities which are presented for approval (see next page).

MOTION MADE BY:
SECONDED BY:
STUDENT TRUSTEE:
AYES:
NOES:
I. **Educational Advancement, Quality, and Equity**

1. Based on evidence, continue to implement models of support and instruction that increase student success and decrease the equity gaps.

2. Continue implementation of initiatives the college has begun to meet the Visions for Success (VFS) goals that propose:
   - An increase in course completion, transfer rates, and employment in student’s field of study.
   - A decrease in the number of units taken at SMC on the way to transfer.

3. Continue to support and hire a diverse and innovative faculty and staff, while seeking to increase the percentage of fulltime faculty over time.

4. Develop new programs and partnerships in the allied health sector.

II. **Student Life**

5. Assess and fix system/structure issues that impede positive user experience in the application, enrollment, and financial aid process.

6. Continue implementing initiatives that focus on solving barriers related to students’ financial resources.
   - Improve financial literacy.
   - Support faculty adoption of Open Educational Resources (OER) and other efforts to address the high cost of course materials.
   - Support student efforts in addressing food and housing insecurity.
   - Increase financial aid.
   - Provide more jobs for students in jobs on and off campus.

7. Continue support for campus resources that assist students with personal circumstances that may negatively impact student success.

III. **Fiscal and Facilities**

8. Provide reports for the Board that align with Board Goals, funding formula metrics, and the Vision For Success.

9. Develop a strategic vision for the future of the college that ensures understanding the opportunities and risks inherent in the new funding formula as it evolves.

10. Work with allies and legislators to align funding with mission and fiscal health.

11. Continue efforts in revenue generation, cost control, and enrollment management.

12. Build and maintain a reserve sufficient to protect against anticipated and unforeseen circumstances.
13. Continue the plan to safeguard post-retirement employee benefits, and implement a plan to address increases in PERS, STRS, and other benefit obligations.

14. Update the Facilities Master Plan. Secure funding to maintain progress on all SMC security, technology infrastructure, and facilities construction projects.

15. Continue as a model of sustainability for all areas of the college.

IV. Community and Government Relationships

16. Maintain good partnerships across systems (Cities/SMMUSD) in fulfillment of SMC’s vision and mission.

17. Continue support for special programs that serve local students and increase college readiness and success:
   - Concurrent and dual enrollment
   - SMC Promise
   - Young Collegians

18. Continue strong support for Emeritus College.

19. Ensure a supportive, inclusive, and collegial environment for students and staff.

20. Continue to serve the community with stellar facilities and programs, including but not limited to the following:
   - Planetarium, Santa Monica Swim Center, Corsair Field,
   - Broad Stage, Barrett Art Gallery, Early Childhood Lab School, KCRW,
   - Celebrate America
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25

**SUBJECT:** SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2020

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the schedule of Board Trustees meetings for 2020.

**SUMMARY:** 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.

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 21, 2020</td>
<td>Winter Study Session</td>
</tr>
<tr>
<td>February 4</td>
<td>July 28 (fourth Tuesday)</td>
</tr>
<tr>
<td>February 18 (hold)</td>
<td>Summer Study Session</td>
</tr>
<tr>
<td>March 3</td>
<td>Superintendent’s Evaluation and Board Self-Assessment</td>
</tr>
<tr>
<td>March 17</td>
<td>August 4</td>
</tr>
<tr>
<td>April 7</td>
<td>September 1</td>
</tr>
<tr>
<td>April 21 (hold)</td>
<td>September 15 (hold)</td>
</tr>
<tr>
<td>May 5</td>
<td>October 6</td>
</tr>
<tr>
<td>May 19 (hold)</td>
<td>October 20 (hold)</td>
</tr>
<tr>
<td>June 2</td>
<td>November 3</td>
</tr>
<tr>
<td>June 16 (hold)</td>
<td>November 17 (hold)</td>
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<td>December 1</td>
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MOTION MADE BY:  
SECONDED BY:  
STUDENT TRUSTEE:  
AYES:  
NOES:
XII. ADJOURNMENT

The meeting will be adjourned in memory of Dr. Matteo Dinolfo, Santa Monica physician and long-time SMC supporter; Robert William Kinsella, father of Denise Kinsella, Dean of International Education; and Darlene Montes, Dean at L.A. Mission College.

There will be a joint meeting of the Santa Monica Community College District Board of Trustees and the Santa Monica-Malibu Unified School District Board of Education on Monday, October 28, 2019 at 6 p.m. The meeting will be hosted by Santa Monica College.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, November 5, 2019 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:

**Major Items of Business**
- Veterans Awareness Week
- Appointment to Personnel Commission
- 2019-20 Quarterly Budget Report