MINUTES
SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, FEBRUARY 2, 2021

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Via Zoom Conference

The complete minutes may be accessed on the Santa Monica College website:
https://www.smc.edu/administration/governance/board-of-trustees/meetings.php
A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, February 2, 2021. The meeting was conducted via Zoom Webinar.

I. ORGANIZATIONAL FUNCTIONS

• CALL TO ORDER – 5:01 p.m.
  Rob Rader, Chair - Present
  Dr. Louise Jaffe, Vice-Chair - Present
  Dr. Susan Aminoff - Present
  Dr. Nancy Greenstein - Present
  Dr. Margaret Quiñones-Perez - Present
  Dr. Sion Roy - Present
  Barry A. Snell - Present
  Joshua Elizondo, Student Trustee - Present

• PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives: Sherri Lee-Lewis, Vice-President, Human Resources
Robert Myers, Campus Counsel
Employee Organizations: SMC Faculty Association
CSEA Chapter 36
SMC Police Officers Association

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

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(4)):
Trinidad v. Santa Monica Community College District

III. PUBLIC SESSION – ORGANIZATIONAL FUNCTIONS – 6:01 p.m.

• PLEDGE OF ALLEGIANCE - Donald Girard

• CLOSED SESSION REPORT - None

• REVISIONS/SUPPLEMENTAL STAFF REPORTS - None

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS – None

VI. ACADEMIC SENATE REPORT
VII. REPORTS FROM DPAC CONSTITUENCIES
- Associated Students
- CSEA
- Faculty Association
- Management Association

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

Approval of Minutes
#1 Approval of Minutes: January 19, 2021 (Regular Meeting)

Contracts and Consultants
#2-A Approval of Contracts and Consultants
(Greater than the amount specified in Public Contract Code Section 20651)
- Amendment to Previously Approved Contract
#2-B Ratification of Contracts and Consultants
(Less than the amount specified in Public Contract Code Section 20651)
- New Contract Submitted for Ratification
#2-C Resolution Authorizing the Superintendent/President to Enter Into a Right of Entry Agreement with the City of Santa Monica

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

Facilities and Fiscal
#7 Acceptance of Grants and Budget Augmentation
#8 Budget Transfers
#9 Commercial Warrant Register
#10 Payroll Warrant Register
#11 Reissue Payroll Warrant
#12 Auxiliary Payments and Purchase Orders
#13 Organizational Memberships
#14 Authorization of Signatures to Approve Invoices
#15 Providers for Community and Contract Education

IX. CONSENT AGENDA – Pulled Recommendations

X. MAJOR ITEMS OF BUSINESS
#16 2020-2021 Quarterly Budget Report and 311 Q
#17 2021-2022 Nonresident Tuition Rate

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT
The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday March 2, 2021 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.
VIII. CONSENT AGENDA

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

RECOMMENDATION:
The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#15.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #2-A- (1), #2-C

MOTION MADE BY: Louise Jaffe
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation #2 – Contracts and Consultants

#2-1 (1) – Amendment to Previously Approved Contract, LAEDC
MOTION MADE BY: Louise Jaffe
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

#2-C – Resolution Authorizing the Superintendent/President to Enter Into a Right of Entry Agreement with the City of Santa Monica
MOTION MADE BY: Nancy Greenstein
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

January 19, 2021 (Regular Meeting)
SUPERINTENDENT’S REPORT

• COVID-19 Update
  o COVID-19 cases are declining, but there is concern about the Super Bowl this weekend and Valentine’s Day coming up which might result in gathering opportunities that might further the spread of the virus. The Emergency Operations Team (EOT) will develop and present two recommendations to the Superintendent/President based on phases 2 and 3 that will allow flexibility depending on the trend increasing or decreasing.
  o L.A. County has indicated that if there are 1,000 or less cases per day for two weeks, the college could allow other classes as long as safety protocols are in place. Those would include conditioning classes for athletics, music practice rooms, some music ensemble classes, theater, photography, dance, cosmetology. It would also allow the opening of the library to 25 percent capacity. This will require more planning and specific guidance from the County.
  o The education sector continues to be next in line in the County’s tiered vaccination plan. The EOT will be promoting the importance of getting vaccinated to all SMC employees.
  o Possible vaccinations centers being discussed are the SMC Bundy campus in cooperation with the UCLA healthcare network, and the Performing Arts Center. Both are on hold at this time until more vaccines are available for distribution.
  o The EOT continues to work closely with staff working on campus to ensure safety plans have been submitted for review. It is important that each work site consider safety as part of the daily management activities. Everyone must be involved in looking, finding and fixing hazards, which will elevate the safety culture.
  o The Maintenance/Operations Department has increased its footprint on campus to two days a week to enhance the cleaning, disinfecting and sanitizing all work spaces. Environmental mechanical controls in all building systems are being implemented to ensure indoor air quality is sufficient.

Legislative Update: Several members of senior staff and the Board of Trustees joined the recent CCLC (Community College League of California) Legislative Conference for a variety of sessions. Legislators were present for some of the sessions. Individual visits for SMC representatives to meet with legislators will be planned for February.

Topics included the following:
  o Legislative issues at the State Chancellor’s Office
  o Governor’s proposed budget
  o Payment of deferrals to community colleges
  o Hold harmless and COLA
  o Student Centered Funding Formula
  o Deceased enrollment in community colleges
  o Lifelong learning and repeatability
  o Interest in expanding the baccalaureate degree program
  o An analysis of some of the legislation that could impact community college finance

• Enrollment Update: Two weeks out from the spring 2021 semester starting, credit enrollment is 1.67 percent behind last spring. Noncredit enrollment for winter is 20.88 percent behind and for spring is 22.68 percent behind. There was concern about the President’s proclamation on COVID travel requiring a 14-day restriction in 25 European countries. News was received on January 26th that NAFSA put into place a national interest exception for certain travelers, among them are F1 Visa students. Many students have gained entry in the last few weeks which is very promising.
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2  CONTRACTS AND CONSULTANTS

2-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.

➤  AMENDMENT 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>Los Angeles Economic Development Corporation (LAEDC)</td>
<td>January 1, 2020-December 31, 2021</td>
<td>The Center for a Competitive Workforce (CCW) is a Strong Workforce Program (SWP) regional project. These funds will be used to expand the current LAEDC CCW contract to include additional activities supported by the regional council which include:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Original contract amount approved June 2, 2020: for the term July 1, 2020 – December 31, 2021: $877,000</td>
<td>• Regional program advisory meetings, including one focused on the ocean economy, to connect colleges with representative firms from target industries for input and review of CTE programs offered by multiple colleges in the region.</td>
<td>Strong Workforce Program (SWP)</td>
</tr>
<tr>
<td></td>
<td>Increase by: $175,000.</td>
<td>• Work-based learning related to regional program advisories</td>
<td></td>
</tr>
<tr>
<td></td>
<td>New total amount $1,052,000</td>
<td>• Design and print of annual reports</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• Ongoing portal technical assistance and management.</td>
<td></td>
</tr>
</tbody>
</table>

Requested by: Sasha King, Interim Associate Dean, Career Education
Approved by: Jennifer Merlic, Vice-President, Academic Affairs
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2  CONTRACTS AND CONSULTANTS

2-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

NEW CONTRACT SUBMITTED FOR RATIFICATION

<table>
<thead>
<tr>
<th>Provider</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hung the Moon/Miki Shelton</td>
<td>September 3-8, 2020 and October 1-31, 2020</td>
<td>September 3-8, 2020: HSI-STEM Supplemental Funding Proposal; $1,800.</td>
<td>General Fund</td>
</tr>
<tr>
<td></td>
<td>Not to exceed $2,100</td>
<td>October 1-31, 2020: Research, communication, and follow-up on STEM grant; $300.</td>
<td></td>
</tr>
</tbody>
</table>

Approved by: Jennifer Merlic, Vice-President, Academic Affairs
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2 CONTRACTS AND CONSULTANTS

2-C RESOLUTION AUTHORIZING THE SUPERINTENDENT/PRESIDENT TO ENTER INTO A RIGHT OF ENTRY AGREEMENT WITH THE CITY OF SANTA MONICA

Requested Action: Approval
Submitted by: Christopher M. Bonvenuto, Vice President, Business and Administration
Approved by: Kathryn E. Jeffery, Superintendent/President

It is recommended that the Board of Trustees approve the following resolution authorizing the Superintendent/President to enter into a Right of Entry Agreement with the City of Santa Monica at the corner of 17th and Pico related to the Pico Boulevard Pedestrian Safety Improvement Project.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT AUTHORIZING THE SUPERINTENDENT TO ENTER INTO A RIGHT OF ENTRY AGREEMENT WITH THE CITY OF SANTA MONICA AT THE CORNER OF 17TH AND PICO RELATED TO THE PICO BOULEVARD PEDESTRIAN SAFETY IMPROVEMENT PROJECT

WHEREAS, the City of Santa Monica has desires to extend the 17th Street bike path to south of Pico; and

WHEREAS, the project requires the City to reconfigure the intersection at 17th and Pico and make physical changes to the sidewalk; and

WHEREAS, a portion of the project requires entry onto property owned the Santa Monica Community College District; and

WHEREAS, the project will improve pedestrian and bicycle access to the Santa Monica College,

WHEREAS, Education Code Section 81310 provides that the governing board of a community college district may enter into a right of entry agreement with any municipal corporation,

NOW, THEREFORE, BE IT RESOLVED that the President/Superintendent to enter into a Right of Entry Agreement with the City of Santa Monica at the corner of 17th and Pico related to the Pico Boulevard Pedestrian Safety Improvement Project.

SUMMARY: The City of Santa Monica has received funding from CalTrans to extend the 17th Street bike path to south of Pico. This project requires the City to reconfigure the intersection at 17th and Pico which will require the City to make physical changes to the sidewalk on the south side of Pico Boulevard at 17th which will affect a small portion of District property.
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 3 ACADEMIC PERSONNEL
Requested Action: Approval/Ratification
Reviewed by: Tre’Shawn Hall-Baker, Dean, Human Resources
Approved by: Sherri Lee- Lewis, Vice President, Human Resources

SABBATICALS, FALL 2021
Delphine Broccard, Communications
Tram Dang, Physical Science
Eleni Hioureas, English
Kim James, English
Maribel Lopez, Mathematics
Craig Mohr, Photography

ELECTION

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

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

PROMOTION
Aquino, Cherry 02/03/2021
From: Accountant, Fiscal Services
To: Accounts Payable Supervisor, Fiscal Services

Phillips, Daniel 02/03/2021
From: Assistant Director of Safety and Risk Management
To: Director of Safety and Risk Management

PROMOTION/ADVANCE STEP PLACEMENT
Ariass, Glaury  01/27/2021
(Step C)
From: Administrative Assistant II, P, and C & L
To: Insurance Program Specialist, Risk Management

WORKING OUT OF CLASSIFICATION (PROVISIONAL)
Aquino, Cherry 10/01/2020 – 12/31/2020
01/01/2021 - 01/20/2021*
From: Accountant, Fiscal Services
To: Accounts Payable Supervisor, Fiscal Services
01/21/2021 – 02/02/2021*
Percentage: More than 50%
*extension of working out of class assignment

Gutierrez, Hector 01/11/2021 - 03/11/2021
From: Grounds and Equipment Operator
To: Grounds Supervisor
Percentage: More than 50%
*extension of working out of class assignment
Henninger, Denise
From: Deaf and Hard of Hearing Supervisor
To: DSPS Manager
Percentage: More than 50%
*extension of working out of class assignment

Reyes, Miguel
From: Network Services Support Analyst
To: Information Systems Administrator
Percentage: More than 50%
*extension of working out of class assignment

WORKING OUT OF CLASSIFICATION (LIMITED-TERM ASSIGNMENT) - RESCINDED
Recinos, Jaime
From: Campus Store Assistant Manager, Campus Bookstore
To: Campus Store Manager, Campus Bookstore
Percentage: More than 50%
Comment: The above WOC was approved at the October 6, 2020 meeting. Since the approval date it has been determined that the WOC assignment will no longer be performed.

CSEA EDUCATIONAL PAY DIFFERENTIAL
Delton, Tanysha E., Administrative Assistant II, Academic Affairs
1.5%

RECOMMENDATION NO. 5 CLASSIFIED PERSONNEL – NON MERIT
Requested Action: Approval/Ratification
Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources
Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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

STUDENT EMPLOYEES
College Student Assistant, $15.00/hour (STHP) 16
College Work-Study Student Assistant, $15.00/hour (FWS) 4

SPECIAL SERVICE
Community Services Specialist II, $50.00/hour 5
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 6  CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

ELECTIONS

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

Morrison, Tatiana, Administrative Assistant II, Personnel Commission
From: 07/01/2020-12/31/2020
To: 07/01/2021-06/30/2021

LIMITED TERM: Positions established to perform duties not expected to exceed 6 months in one fiscal year of positions established to replace temporarily absent employees; all appointments are made from eligibility lists or former employees in good standing.

Abel, Teneka, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
Arsene, Cristina, Instructional Assistant-ESL, ESL 01/04/2021-06/30/2021
Beck, Michael, Customer Service Assistant, Bookstore 02/08/2021-03/04/2021
Berent, Richard, Accompanist – Voice, Music 02/08/2021-06/30/2021
Berent, Richard, Accompanist – Performance, Music 02/08/2021-06/30/2021
Brinkley, Tanisha, Customer Service Assistant, Bookstore 02/08/2021-03/04/2021
Brown, Thomas M., Instructional Assistant-ESL, ESL 01/04/2021-06/30/2021
Carter, Ashley, Customer Service Assistant, Bookstore 02/08/2021-03/04/2021
Chan, Oliver, Accompanist – Performance, Music 02/08/2021-06/30/2021
Chang, Tony, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
English, Kara, Customer Service Assistant, Bookstore 02/08/2021-03/04/2021
Exum, Ellen, Customer Service Assistant, Bookstore 01/04/2021-06/17/2021
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
Gerhold, Thomas, Accompanist – Voice, Music 02/08/2021-06/30/2021
Gerhold, Thomas, Accompanist – Performance, Music 02/08/2021-06/30/2021
Hoch, Marilyn, Instructional Assistant-ESL, ESL 01/04/2021-06/30/2021
Lopez, Jose C., Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
Miles, Eric, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
Nesturek, Gary, Accompanist – Performance, Music 02/08/2021-06/30/2021
Nwonwu, Vergie, Customer Service Assistant, Bookstore 02/08/2021-03/04/2021
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore 02/08/2021-03/04/2021
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 7  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Higher Education Emergency Relief Fund (HEERF) II– Institutional Portion
Granting Agency: United States Department of Education
Augmentation Amount: $18,546,429 (Amended Award: $24,643,185)
Matching Funds: Not Applicable
Performance Period: January 17, 2021 - January 16, 2022

Summary: On December 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) was signed into law. This new law gives the U.S. Department of Education approximately $22.7 billion to distribute to institutions of higher education in order to prevent, prepare for, and respond to coronavirus through the HEERF. On January 17, 2021, Santa Monica College received the grant award notification advising of the supplemental funds in the amount of $18,546,429. The CRRSAA funds may be use to defray expenses associated with coronavirus including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff training and payroll.

Budget Augmentation:

<table>
<thead>
<tr>
<th>Restrict Fund 01.3</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>8100 Higher Education Act</td>
<td>$18,546,429</td>
</tr>
<tr>
<td>1000 Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000 Non-Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>0</td>
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<tr>
<td>4000 Supplies &amp; Materials</td>
<td>$9,273,215</td>
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<tr>
<td>5000 Other Operating Expenditures</td>
<td>$4,636,607</td>
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<tr>
<td>6000 Capital Outlay</td>
<td>$4,636,607</td>
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<tr>
<td>7000 Other Outgo</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>$18,546,429</td>
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</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 7 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requested by: Teresita Rodriguez, Vice President, Enrollment Development
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Higher Education Emergency Relief Fund (HEERF) II – Student Aid Portion
Granting Agency: United States Department of Education
Augmentation Amount: $6,096,757 (Amended Award: $12,193,514)
Matching Funds: Not Applicable
Performance Period: January 16, 2021 to January 15, 2022
Summary: The CARES Act established the Higher Education Emergency Relief Fund (HEERF) which included flexible funding to institutions of higher education to help with immediate needs related to coronavirus, including to defray expenses such as lost revenue, technology costs associated with a transition to distance education, and grants to students. The Coronavirus Response and Relief Supplemental Appropriations Act, (CRRSAA), 2021 provides Santa Monica College an additional $6,096,757 for emergency financial aid grants to students to address students’ financial needs for expenses related to the coronavirus disruption such as food, housing, course materials, technology, health care, and child-care expenses. CRRSAA funds must prioritize grants to students with exceptional need, such as Pell Grant recipients. The Financial Aid Office is working to disburse the CARES and the CRRSAA Emergency Financial Aid Grants to students based on students’ financial need. Some of the determining factors for distribution are unmet financial need, current enrollment, and sudden changes in circumstances such as loss of income, housing and/or food insecurity, technology needs or health care.

Budget Augmentation:

<table>
<thead>
<tr>
<th>Financial Aid Fund 74.0</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>8100 Higher Education Act</td>
<td>$6,096,757</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Academic Salaries</td>
</tr>
<tr>
<td>2000 Non-Academic Salaries</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
</tr>
<tr>
<td>4000 Supplies &amp; Materials</td>
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<td>5000 Other Operating Expenditures</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
</tr>
<tr>
<td>7000 Other Outlay – Direct Aid to Students</td>
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<tr>
<td>Total</td>
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</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 7
ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requested by: Michael Tuitasi, Vice President, Student Affairs/EOT
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Higher Education Emergency Relief Fund – Minority Serving Institutions
Granting Agency: United States Department of Education
Augmentation Amount: $7,791 (Amended Award: $810,844)
Matching Funds: Not Applicable
Performance Period: June 1, 2020 - May 31, 2021
Summary: The CARES Act established the Higher Education Emergency Relief Fund (HEERF) which included funding to institutions of higher education to help cover any costs associated with the coronavirus. Section 18004(a)(2) of the CARES Act authorized the Secretary of Education to make additional awards, to address needs directly related to the coronavirus. An amended Grant Award Notification dated December 20, 2020 was received advising of an increase in the original allocation in the amount of $7,791. This award may be used to defray expenses incurred by the District, including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff training and payroll. Additional funds will be used by the Emergency Operations Team (EOT) to prepare for a physical return to campus from an on-line modality. Uses can include plexiglass barriers, PPE, cleaning/disinfecting equipment and signage.

Budget Augmentation: Restrict Fund 01.3

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Expenditure</th>
</tr>
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<tbody>
<tr>
<td>8100 Higher Education Act</td>
<td>$7,791</td>
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<td>1000 Academic Salaries</td>
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<td>2000 Non-Academic Salaries</td>
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<td>4000 Supplies &amp; Materials</td>
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<td>7000 Other Outgo</td>
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<tr>
<td>Total</td>
<td>$7,791</td>
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</table>
RECOMMENDATION NO. 8  BUDGET TRANSFERS

Requested Action: Approval/Ratification

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

8-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
Period: January 7 through January 20, 2021

<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>
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</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
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<tr>
<td>3000</td>
<td>Benefits</td>
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<td>4000</td>
<td>Supplies</td>
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<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>-13,124</td>
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<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>
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<tr>
<td>7900</td>
<td>Contingency Reserve</td>
<td>18,365</td>
</tr>
</tbody>
</table>

Net Total: 0

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

RECOMMENDATION NO. 9 COMMERCIAL WARRANT REGISTER
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Commercial Warrant Register
December 2020 9224 through 9278 $12,702,076.98

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

RECOMMENDATION NO. 10 PAYROLL WARRANT REGISTER
Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

Payroll Warrant Register
December 2020 C1E – C2F $13,138,397.15

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

RECOMMENDATION NO. 11 REISSUE PAYROLL WARRANT
Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

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 warrants.

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Warrant #</th>
<th>Issue Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gallegos, Antonio</td>
<td>W6835287</td>
<td>03/23/2012</td>
<td>$1,246.83</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12  AUXILIARY PAYMENTS AND PURCHASE ORDERS
Requested Action: Approval/Ratification
Requested by: Mitch Heskel, Dean, Educational Enterprise
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified.

<table>
<thead>
<tr>
<th>Auxiliary Operations Payments and Purchase Orders</th>
<th>December 2020</th>
<th>Covered by check &amp; voucher numbers: 026872-026950 &amp; 02268-02283</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore Fund Payments</td>
<td>$ 135,292.15</td>
<td></td>
</tr>
<tr>
<td>Other Auxiliary Fund Payments</td>
<td>$ 18,118.54</td>
<td></td>
</tr>
<tr>
<td>Trust and Fiduciary Fund Payments</td>
<td>$ 496,290.88</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 649,701.57</td>
<td></td>
</tr>
</tbody>
</table>

Comment: All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds.

RECOMMENDATION NO. 13  ORGANIZATIONAL MEMBERSHIPS
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

<table>
<thead>
<tr>
<th>Organizational Memberships</th>
<th>Number of Memberships</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 2021</td>
<td>2</td>
<td>$11,543</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. 14  AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2020-2021
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Authorization of signatures for the following staff members to approve invoices for 2020-2021:

<table>
<thead>
<tr>
<th>Name/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cherry Aquino, Accounts Payable Supervisor</td>
</tr>
<tr>
<td>Steve Hunt, Director, Library and Information Services (Interim)</td>
</tr>
<tr>
<td>Omar Plascencia, Facilities Maintenance Supervisor</td>
</tr>
<tr>
<td>Eric Williams, Associate Dean, Health Science (Interim)</td>
</tr>
</tbody>
</table>

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. 15  PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION
Requested Action: Approval/Ratification
Requested by: Scott Silverman, Interim Dean, Noncredit and External Programs
Patricia Ramos, Dean, Academic Affairs
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.
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 16

SUBJECT: 2020-2021 QUARTERLY BUDGET REPORT AND 311Q REPORT

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees acknowledge receipt of the 2020-2021 Quarterly Report and the 311Q report, as of December 31, 2020 (see Appendix A).

COMMENT: The Board of Trustees is presented a quarterly budget report with the 311Q report required by the Chancellor’s Office. This report summarizes the financial statements of the District’s Unrestricted General Fund for review by the Chancellor’s Office.

MOTION MADE BY: Barry Snell
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0
RECOMMENDATION NO. 17

SUBJECT: 2021-2022 NONRESIDENT TUITION RATE

SUBMITTED BY: Vice-President, Enrollment Development

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the nonresident tuition rate of $307 per unit and the nonresident capital outlay surcharge of $24 per unit for 2021-2022. This represents a 0.66 percent increase from the 2020-2021 nonresident tuition rate, or 0.53 percent increase in the total per unit cost.

For 2021-2022, the lowest possible nonresident tuition rate for SMC is Option B – the Statewide Average Cost, which increased from $290 in 2020-2021 to $307 per semester unit for 2021-2022; and the highest possible nonresident tuition rate is Option E – the Average Nonresident Tuition fee of public community colleges in a minimum of 12 states comparable to California, which decreased from $433 in 2019-2020 to $365 per semester unit for 2021-2022.

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th>Proposed</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nonresident Tuition</td>
<td>$305</td>
<td>$307</td>
<td>+ $2</td>
</tr>
<tr>
<td>Capital Outlay Surcharge</td>
<td>$24</td>
<td>$24</td>
<td>0</td>
</tr>
<tr>
<td>State Enrollment Fee for Resident and Nonresident Students</td>
<td>$46</td>
<td>$46</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>$375</td>
<td>$377</td>
<td>+ $2</td>
</tr>
</tbody>
</table>

This $2.00 increase brings nonresident tuition to the minimum allowable by the State of California for the 2021-2022 academic year.

MOTION MADE BY: Louise Jaffe
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Abstain
AYES: 6
NOES: 1 (Quiñones-Perez)
XI. BOARD COMMENTS

XII. ADJOURNMENT – 8:03 p.m.

The meeting was adjourned in memory of **Thomas J. Donner**, former SMC Chief Business Officer, Executive Vice-President and Interim Superintendent/President who retired in July 2006; **Janie Jones**, long-time (retired) SMC Theater Arts Professor; **Jasmine Lieb**, Emeritus Professor; **Natalie Newman**, Emeritus student and recently a member of the Emeritus Student Advisory Council; and **Joan Stern**, Emeritus student and wife of Emeritus faculty member Bob Stern.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, March 2, 2021 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.