



# MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

TUESDAY, MARCH 1, 2022

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>

## MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, March 1, 2022. The meeting will be conducted via Zoom Webinar.

5 p.m.

### I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 5:03 p.m.  
Dr. Louise Jaffe, Chair - Present  
Barry Snell, Vice-Chair - Present  
Dr. Susan Aminoff - Present  
Dr. Nancy Greenstein - Present  
Dr. Margaret Quiñones-Perez - Present  
Rob Rader - Present  
Dr. Sion Roy - Present  
Ali Shirvani, Student Trustee – Present (for public session).
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

### II. CLOSED SESSION

III.

- 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 REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8):  
Property: 1825 Pearl Street, Santa Monica, California 90405  
Agency Negotiator: Christopher Bonvenuto, Vice-President, Business/Administration  
Under Negotiation: Price

### III. PUBLIC SESSION –ORGANIZATIONAL FUNCTIONS - 6:05 p.m.

- PLEDGE OF ALLEGIANCE – Deyadra Blye, Project Manager, Student Care Teams
- MOMENT OF SILENCE TO REFLECT ON THE CRISIS IN THE UKRAINE
- CLOSED SESSION REPORT - None

- **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: Barry Snell  
 SECONDED BY: Nancy Greenstein  
 STUDENT ADVISORY: Aye  
 AYES: 6  
 NOES: 0  
 ABSENT: 1 (Rader)

**IV. SUPERINTENDENT'S REPORT**

**V. PUBLIC COMMENTS**

Willis Burton (written comments read by Board Chair Louise Jaffe)

**VI. ACADEMIC SENATE REPORT**

**VII. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**VIII. REPORT ON STUDENT SUCCESS - EQUITY, GUIDED PATHWAYS, INCLUSION, AND DIVERSITY**

Update: Title V Grant – Navigating Pathways to Success (Student Care Teams)  
 Presenters: Michael Tuitasi, Vice-President of Student Affairs, Deyadra Blye, Project Manager of Student Care Teams and Peer Navigator Program, and Teresa Garcia, Redesign Counseling Faculty Lead  
 Link to Presentation: [Student Care Teams](#)

*This supports the Board's 2021-2022 Annual Goal for Educational Advancement, Quality, and Equity and the Board's Ongoing Priority #7: Student Life: Continue support for campus resources that assist students with personal circumstances that may negatively impact student success.*

**IX. CONSENT AGENDA**

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

- #1 Approval of Minutes: February 1, 2022 (Regular Meeting)
- #2 Resolution: Adopt Findings Pursuant to Government Code Section 54953

**Contracts and Consultants**

- #3-A Approval of Contracts and Consultants
- #3-B Ratification of Contracts and Consultants

**Human Resources**

- #4 Academic Personnel
- #5 Classified Personnel – Regular
- #6 Classified Personnel – Non Merit
- #7 Classified Personnel – Limited Duration

## **Facilities and Fiscal**

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

### **X. 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.*

### **XI. MAJOR ITEMS OF BUSINESS**

- #18 Legislative Update
- #19 Presentation and Discussion: Proposed Bond Measure
- #20 Increase of Student Health Fee
- #21 First Reading – Board Policy Chapter 4, Academic Affairs

### **XII. INFORMATION**

- #22 Citizens' Bond Oversight Committee Meeting, January 26, 2022

### **XIII. BOARD COMMENTS AND REQUESTS**

### **XIV. ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, April 5, 2022 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 1, 2022

**IV. SUPERINTENDENT'S REPORT**

Back to School Update

The Spring 2022 semester started a couple of weeks ago and students are back on campus. More on-ground services are being offered this semester than in the last two years. Los Angeles County continues to experience decreases in all categories, especially hospitalizations. Indoor masking is allowed in certain settings but 100% verification checks of Photo ID and vaccination verification are required. County outdoor masking requirements have not changed the SMC requirements that masking is required when individuals are within 6 feet of each other outdoors.

Weekly asymptomatic screening testing is required for all students and staff who are not up to date on their COVID vaccination status, which includes anyone who has not completed a primary COVID-19 vaccine series, and anyone who is fully vaccinated and due for a booster dose but has not yet received it. Only positive cases need to be submitted.

The Emergency Operations Team (EOT) leads are creating metrics and working to update the Roadmap to Recovery. Much of the data and recommendations from the CDC which was updated last month as well as best practices at other local colleges are being utilized.

Maintenance and Operations staff are working to ensure the buildings and grounds are welcoming for students, faculty and staff returning to campus. Cleaning and maintenance operations continue to align with Los Angeles County Public Health recommendations with enhanced cleaning, sanitizing, and disinfecting, with the installation of plexiglass barriers as necessary, and in the monitoring of mechanical systems to ensure adequate ventilation.

The EOT continues to focus on campus safety as a top priority and repeatedly looks to regulatory agency information to stay current on any new safety guidelines from Federal, State, and Local governments. Safety protocols for classrooms are being monitored and safety controls are in place and being utilized. Personal Protective Equipment, such as surgical masks, KN95s, and N95s are available and regularly replenished, sanitizer is available and automatically replenished, high touch points are being sanitized, and students are properly wearing face coverings in class. More spaces are opening on campus to support the student population as well as more gatherings, special events, performances, and sporting events. Each of these categories will have safety plans in place.

The COVID-19 booster requirement for students went out several weeks ago and 1,000 submissions have been received. The new requirement stems from the county's order, which states that students who come to campus (for classes or services) must submit their COVID-19 booster, if eligible, by March 15<sup>th</sup>. Failure to submit the booster will not result in spring classes being dropped, however students will not be able to enroll in future semesters without an approved booster (if, eligible) on file. Students with medical exemptions who come to campus are testing for COVID-19, and those tests are being reviewed.

All District employees received an email notice from Human Resources last week addressing the booster requirement. The deadline for staff to submit proof of booster to Human Resources is April 15<sup>th</sup>. Until proof is submitted, eligible employees will test weekly if they are not yet boosted. Currently, employees only need to submit positive COVID test results. Human Resources is focusing its efforts on working with instructional faculty, counselors and librarians who are on-ground during Spring 2022 but have not submitted proof of vaccination. All employees approved for an exemption are excluded from the vaccination program and booster requirement at this time.

#### Broad Stage Performances

Three performances held in February were highlighted:

- Iphigena
- Heartbeat Opera: Fidelio, hosted by the Art Department in collaboration with the Dance Department
- Sacre by Circa

The [Enrollment Update](#) included the following:

- Enrollment Data 2014-2015 to 2020-2021
- Pre-Pandemic 2018-2029 to Current Year Projection
- Spring 2022 Enrollment Update

Ukrainian students studying at SMC: When there was indication that Russia was going to invade the Ukraine, the International Education Office initiated efforts to support the Ukrainian students studying at SMC. Of the 12 on F1 visas, 11 of them are in the United States. The students were contacted to determine their needs, including wellness, emergency reduced course loads, and financial resources. The SMC Foundation immediately created an emergency relief fund. The college has also reached out to the 25 Russian students and the students from Belarus who are studying here to acknowledge how difficult this must be for them and to offer support as well.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 1, 2022

**IX. 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-#17.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #3-B

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

**X. CONSENT AGENDA – Pulled Recommendations**

Recommendation #-B: Ratification of Contracts and Consultants

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

**RECOMMENDATION NO. 1 APPROVAL OF MINUTES**

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

[March 1, 2022 \(Regular Meeting\)](#)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 1, 2022

**RECOMMENDATION NO. 2    RESOLUTION: ADOPT FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953**

*Requested Action: Approval*

*Reviewed by: Robert M. Myers, Campus Counsel*

It is recommended that the Board of Trustees adopt the following findings:

1. On September 14, 2021, the Board of Trustees adopted a “RESOLUTION DECLARING THAT ONGOING EMERGENCY CONDITIONS EXIST AT SANTA MONICA COLLEGE AND FINDING THAT IN-PERSON MEETINGS UNDER THE BROWN ACT WOULD PRESENT IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES.”
2. In accordance with Government Code Section 54953(e)(3), the Board of Trustees has reconsidered the circumstances of the state of emergency and determined by majority vote that the state of emergency continues to directly impact the ability of members to meet safely in person.



BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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**CONSENT AGENDA: CONTRACTS AND CONSULTANTS**

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

**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.

➤ AMENDED CONTRACTS

	Provider/Contract	Term/Amount	Service	Funding Source
1	Blackboard	March 31, 2019 – June 30, 2022  \$15,000 increase Total contract not to exceed \$2,903,380	This is an increase in the contract to continue providing a comprehensive marketing and enrollment lead qualification and transfer services to support the 19 community colleges in Los Angeles County; manage marketing campaigns and social media spending; and provide specialized training on the colleges, program attributes, and transfer process to the enrollment associates who represent the college. This increase represents additional coaching management, media management, and media buys.	Strong Workforce Program (SWP) Regional Funds
<i>Requested by: Sasha King, Interim Associate Dean Career Technical Education &amp; Workforce</i> <i>Approved by: Bradley Lane Ph.D., Vice President Academic Affairs</i>				
2	TourCoach	Spring 2022  Original contract amount: \$86,265 Change Order No. 1: \$37,000  Revised contract amount: \$123,265	Athletics Event Charter Transportation Bid.  The original contract amount included event dates between October and February as estimated by coaches. This increase includes estimated additional Spring trips through June 2022.	Higher Education Emergency Relief Fund (HEERF)
<i>Requested by: Reggie Ellis, Director, Athletics</i> <i>Approved by: Bradley Lane Ph.D., Vice President Academic Affairs</i>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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**CONSENT AGENDA: CONTRACTS AND CONSULTANTS**

**RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS**

**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*

➤ NEW CONTRACTS

	Provider/Contract	Term/Amount	Service	Funding Source
1	Rooted in Love	November 18, 2021 - March 4, 2022  \$6,000	Consultant workshop presentations for Math Department in November and March on the theoretical grounding for, and provides real world examples of, liberatory socially just STEM instruction, the how and why of developing socially just, culturally sustaining math problems, developing equity centered syllabus, developing an equity centered lesson plan template. March workshop includes follow up of original presentation and next steps for implementation.	General Fund- DPAC Action Funds

*Requested by: Brian Rodas, Assistant Math Department Chair*

*Approved by: Bradley Lane Ph.D., Vice President Academic Affairs*

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS

3-B      RATIFICATION OF CONTRACTS AND CONSULTANTS

➤ NEW CONTRACTS *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
2	<p>Full Circle Consulting Systems, Inc.</p> <p>Dr. Sullivan - tenured professor and program coordinator in the Department of Educational Psychology at the University of Minnesota</p> <p>Dr. Kucera - lead psychologist for Puyallup School District and part-time lecturer at the University of Washington-Tacoma.</p>	<p>March 1 – June 30, 2022</p> <p>Not to exceed \$3,000</p>	<p>Dr. Sullivan, Dr. Kucera, and Full Circle Consulting Systems, Inc. is being engaged to provide two high-impact, informative, and memorable workshops on cultivating resilience, connection, and vision for work-life balance for faculty. The first one-hour interactive workshop led by Dr. Sullivan &amp; Dr. Kucera will encourage new faculty to reflect on the complex realities of work-life balance in academic careers. This workshop will offer successful strategies for new faculty and explore how to build and leverage the college community to support long-term success and wellbeing. The second workshop led by Full Circle Consulting Systems, Inc., will weave together essential knowledge and day-to-day methods for real, practical strategies and actions for wellness, including coping, belonging, and holistic and culturally responsive self-care practices for all faculty. These sessions will be delivered during the Spring 2022 semester professional development day.</p>	<p>2021-2022 District Funds; EEO Funds</p>
<p><i>Requested by: Tre'Shawn Hall-Baker, Dean, Human Resources</i></p> <p><i>Approved by: Sherri Lee-Lewis, Vice-President, Human Resources</i></p>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS

3-B      RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

➤ AMENDED CONTRACT

	Provider/Contract	Term/Amount	Service	Funding Source
1	SMMUSD 1651 16th Street, Santa Monica, CA 90404	August 9, 2021 – June 30, 2022 Approved at Board of Trustees meeting on August 3, 2021  Original amount: \$69,500  Additional amount of \$3,500 for a total of \$73,000.	This contract is a reoccurring agreement between the Santa Monica Unified School district and Santa Monica College’s Dance Department, led by Judith Douglas and Mark Tomasic.  The SMMUSD will reimburse SMC for the Dance Department to offer two training programs one to the 4th graders and second to the 5th graders in efforts leading to a culminating event. Agreement will require 13 Dance instructors hired as CCSI & II where CSSII are liaison coordinators for scheduling, trainings and events.  The revised agreement will include additional class trainings in the Malibu schools for an additional cost of \$3,500. (Originally not part of the agreement.)	Consolidated Contract Education
<p><i>Requested by: Patricia G. Ramos, Ed.D. Dean, Academic Affairs</i>  <i>Approved by: Bradley Lane, Ph.D. Vice-President, Academic Affairs</i></p>				

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 4 ACADEMIC PERSONNEL**

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

ELECTION

EFFECTIVE DATE

INTERIM PROJECT MANAGER

Ostorga, Debbie, Title III- Hispanic Serving Institution STEM Grant (50%), Academic Affairs 03/02/2022

PROFESSIONAL DEVELOPMENT LEAVE OF ABSENCE - PAID

Moore, Elizabeth, Dean, Institutional Advancement 03/02/2022 - 04/12/2022

ADJUNCT FACULTY

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 5 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.

<u>ESTABLISH NEW CLASSIFICATION AND POSITION</u>	<u>EFFECTIVE DATE</u>
Director of Public Information (1 position) Government Relations, 12 Months, 40 Hours Classified Management Salary Schedule, Range M30	03/02/2022

<u>ESTABLISH POSITION</u>	<u>EFFECTIVE DATE</u>
Director of Marketing and Communications (1 position) Government Relations, 12 Months, 40 Hours	03/02/2022

Student Service Clerk (1 position) Pico Partnership/EOPS, 12 months, 40 hours	03/02/2022
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Administrative Assistant II (1 position) Operations, 12 months, 40 hours	03/02/2022
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<u>ABOLISH POSITION</u>	<u>EFFECTIVE DATE</u>
Student Service Clerk (1 position) Pico Partnership (50%), 12 months, 20 hours	03/02/2022

<u>CLASSIFICATION RE-TITLE AND SALARY RE-ALLOCATION</u>	<u>EFFECTIVE DATE</u>
From: Lead Laboratory Technician – Physiology/Microbiology/Biology: Classified Employee Salary Schedule, Range 32 To: Lead Laboratory Technician – Life Science: Classified Employee Salary Schedule, Range 35	03/02/2022

<u>CLASSIFICATION SALARY REALLOCATION</u>	<u>EFFECTIVE DATE</u>
Laboratory Technician – Life Science From: Classified Employee Salary Schedule, Range 29 To: Classified Employee Salary Schedule, Range 32	03/01/2022

ELECTIONS

<u>VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)</u>	<u>EFFECTIVE DATE</u>
DiGregorio, Anisha From: Administrative Assistant I, Operations To: Administrative Assistant I, Human Resources	03/16/2022

INCREASE IN HOURS/PERMANENT

Bautista, Yomira 03/02/2022  
From: Student Services Clerk, Pico Partnership, 12 months, 20 hours  
To: Student Services Clerk, Pico Partnership/EOPS, 12 months, 40 hours

PROBATIONARY/ADVANCE STEP PLACEMENT

Aninyei, Stephanie, Health Assistant, Health Services (Step B) 02/16/2022  
Calvento, Maria A. Administrative Assistant II, CMD (Step D) 03/16/2022  
Rouzan, Robyn, Administrative Assistant II, Health Sciences (Step C) 03/01/2022  
Williamson, Matthew R. Case Management Coordinator, Care & Prev. (Step C) 03/16/2022

PROBATIONARY

Johnson, Adrienne L., Student Services Assistant, Outreach & Onboarding 02/16/2022  
Van Hemelrijk, Erin, Health Assistant, Health Services 02/01/2022

PROMOTION

Arenas, Leyla 03/01/2022  
From: Student Services Clerk, ISC  
To: Student Services Assistant, Wellness & Wellbeing

Hernandez, Sandra 03/01/2022  
From: Administrative Assistant I, Kinesiology & Athletics  
To: Administrative Assistant II, Financial Aid & Scholarships

Poland, Lindsay 02/16/2022  
From: Student Services Assistant, ISC  
To: Student Services Specialist, Student Care Team

Prieto, Fabio 02/16/2022  
From: Student Services Assistant, Outreach & Onboarding  
To: Student Services Specialist, Student Care Team

Valentine, Angela 02/01/2022  
From: Disabled Student Services Assistant, DSC  
To: Administrative Assistant II, Counseling

CLASSIFICATION RE-TITLE AND SALARY RE-ALLOCATION

Kurokawa, Johnny 03/02/2022  
From: Lead Laboratory Technician – Physiology/Microbiology/Biology  
To: Lead Laboratory Technician – Life Science

TEMPORARY ASSIGNMENT- LIMITED TERM

Williams, Anthony 02/01/2022-05/01/2022  
From: Lead Custodian, NS-II  
To: Grounds Supervisor, Day Shift  
Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

Johnson, Anthony 02/14/2022-05/14/2022  
From: Skilled Maintenance Worker  
To: Carpenter  
Percentage: More than 50%

Rodriguez, Olinka, 01/18/2022-01/19/2022  
From: Administrative Assistant III - Confidential 01/26/2022-02/15/2022  
To: Administrative Assistant IV - Confidential  
Percentage: More than 50%

POA EDUCATIONAL PAY DIFFERENTIAL

Bitar, Ahmad, CC Police Officer, Intermediate POST Cert.	3.00%	03/01/2022
Dickenson, Traci, CC Police Officer, Advanced POST Cert.	5.00%	03/01/2022
Jester, Dominic, CC Police Officer, Advanced POST Cert.	5.00%	03/01/2022

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Valle, Dahlia, Disabled Student Services Assistant, DSC 03/03/2022

**RECOMMENDATION NO. 6**      **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)	17
College Work-Study Student Assistant, \$15.00/hour (FWS)	7

SPECIAL SERVICE

Art Model, \$27.00/hour	1
Community Services Specialist I, \$35.00/hour	10
Community Services Specialist II, \$50.00/hour	3

SUMMER DAY CAMP

Recreation Director / Day Camp II, \$70.00	2
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 7 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 EFFECTIVE DATE

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

Alexander, Natasha, Cosmetology Assistant, Cosmetology	
From:	10/11/2021-02/01/2022
To:	10/11/2021-03/18/2022
Burks, Tami, Student Services Clerk, Health Services	
From:	02/02/2022-03/11/2022
To:	02/02/2022-02/28/2022
Burks, Tami, Student Services Clerk, Outreach/Recruitment/Student Engagement	03/01/2022- 06/30/2022
Brown, Carla, Student Services Clerk, Cashier’s Office	02/07/2022-02/18/2022
Campos, Alonzo, Student Services Clerk, Health Services	03/01/2022-06/30/2022
Chan, Oliver, Accompanist -Music, Music	01/04/2022-06/30/2022
Eichen, John, Student Services Clerk, Health Services	03/01/2022-06/30/2022
Escamilla, Marcos, Student Services Clerk, Outreach & Onboarding	02/14/2022-06/30/2022
Grant, Brian, Custodian, Operations	02/07/2022-06/30/2022
Heskin, Alyssa, Case Management Coordinator, Care and Prevention Team	
From:	08/24/2021-02/28/2022
To:	08/24/2021-03/11/2022
Morley, Shelton, Events Assistant, Campus Events	
From:	01/04/2022-06/30/2022
To:	01/04/2022-02/18/2022
Morley, Shelton, Administrative Assistant II, Campus Events	02/28/2022-06/30/2022
Moreno Ortega, Porfirio A., Graphic Designer, Marketing	01/05/2022-06/30/2022
Munoz, Maria (Angela), Student Services Clerk, Health Services	03/01/2022-06/30/2022
Nguyen, Chau TD., Graphic Designer, Marketing	02/00/2022-06/30/2022
Ramirez, Anthony M., Student Services Clerk, Cashier’s Office	02/07/2022-02/18/2022
Santhiago, Nicholas, Student Services Clerk, Cashier’s Office	02/07/2022-02/18/2022
Walker, Frederick, Accompanist - Dance, Dance	
From:	01/04/2022-06/30/2022
To:	01/04/2022- 02/22/2022
Wise, Dion L., Custodian, Operations	02/21/2022-06/30/2022
Zakarian, Alexander, Student Services Asst, Student Success & Support	
From:	10/26/2021-02/28/2022
To:	10/26/2021–03/25/2022

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.

Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Abel, Teneka, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Abid (Hooper), Michelle, Administrative Asst II, Counseling & Transfer	01/10/2022-02/28/2022
Austin, Harald, Health Assistant, Health Services	03/01/2022-06/30/2022
Berent, Richard, Accompanist -Performance, Music	01/04/2022-06/30/2022
Berent,Richard, Accompanist - Music, Music	02/07/2022-06/30/2022
Brinkley, Tanisha, Customer Service Assistant, Campus Store	02/07/2022-03/11/2022
Burks, Tami, Customer Service Assistant, Campus Store	02/02/2022-03/11/2022
Chan, Oliver, Accompanist - Performance, Music	01/04/2022-06/30/2022
Eichen, John, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Gerhold, Thomas, Accompanist -Performance, Music	01/04/2022-06/30/2022
Gerhold, Thomas, Accompanist - Music, Music	02/07/2022-06/30/2022
Gino, Ana, Customer Service Assistant, Campus Store	
From:	02/04/2022-03/11/2022
To:	02/04/2022-02/28/2022
Gino, Ana, Student Services Clerk, Outreach, Recruitment & Student Engagement	03/01/2022-06/30/2022
Gino, Ana, Customer Service Assistant, Campus Store	02/04/2022-03/11/2022
Grau, Donald, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Lopez, Veronica, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Mehary, Mehret, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Melichar, Jeffrey E., Student Services Clerk, International Educ Center	02/22/2022-06/30/2022
Micasz, Donna, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Nwonwu, Vergie, Customer Service Assistant, Campus Store	02/07/2022-03/11/2022
Pabst, Ester, Bookstore Clerk/Cashier, Campus Store	02/07/2022-03/11/2022
Padilla Jr., Joel, Student Services Clerk, Health Services	03/01/2022-06/30/2022
Pena, Rebecca, Research/Planning Analyst, Student Equity/Achievement Prog.	03/01/2022-06/30/2022
Ramirez, Anthony, Student Services Clerk, Health Services	03/01/2022-06/30/2022
Robles, Jose C., Student Services Clerk, Health Services	03/01/2022-06/30/2022
Velasquez, Ana, Health Assistant, Health Services	03/01/2022-06/30/2022

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8 FACILITIES**

*Requested by: John Greenlee, Director, Facilities Finance  
Terry Kamibayashi, Manager of Facilities Maintenance  
Devin Starnes, Director of Facilities Management  
: Charlie Yen, Director of Facilities Planning  
Kim Tran, Chief Director, Business Services  
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration  
Requested Action: Approval/Ratification*

**8-A REPAIR OF PARKING STRUCTURE NO. 3**

Agreement with SVA Architects, Inc. (SVA) for repairs of SMC Parking Structure No. 3 for an amount of \$125,000, plus reimbursables in the amount of \$1,500. The amount includes the services of SVA as the Architect and the engineering and consultation from VCA Engineers, Inc., Sierra West Group (SWG), and Allan Buick & Bers (ABB).

Funding Source: Measure V Bond Funds

Comment: Based on the Condition Assessment, Parking Structure No. 3 requires structural repair and maintenance work. The parking structure is a five-story post-tensioned concrete building constructed in the early 1990's. The localized condition issues of the structure are addressed in the report and the recommendations include:

- Verify and repair corroded PT (Post Tensioned) cables/ tendons as well as mild reinforcement
- Provide cover over the existing exposed PT cables and reinforcements
- Repair concrete cracks with epoxy
- Verify wall to slab connections for the water intrusion
- Patch and repair various spalling conditions
- Repair southeast basement wall corner where major spalling is occurring. The condition assessment was conducted by reviewing as-built drawings and visual observation

The SVA Team will provide Design Phase work and Construction Administration Phase. The Design Phase involves verifying as-built condition in detail (either by destructive testing or through visual inspection), design and preparation of construction documentation to provide a solution to rectify the current issues addressed in the condition assessment report. It is recommended to have a pre-application meeting with DSA prior to commencing project start. Construction Administration phase will be provided during construction.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8**      **FACILITIES** *(continued)*

**8-B**      AMENDMENT TO AGREEMENT FOR ARCHITECT SERVICES – SMC MALIBU CENTER AND SHERIFF SUBSTATION PROJECT PHASE 2

Amendment No. 8 - QDG Architect for the Malibu Center and Sheriff Substation Project Phase 2 in the amount of \$32,850.

Original Contract Amount	\$ 1,285,300
Amendment No. 1	\$ 123,000
Amendment No. 2	\$ 174,700
Amendment No. 3	\$ 0
Amendment No. 4	\$ 332,588
Amendment No. 5	\$ 290,000
Amendment No. 6	\$ 395,477
Amendment No. 7	\$ 18,400
Amendment No. 8	<u>\$ 32,850</u>
Revised Contract Amount	\$ 2,652,315

Total Amendments represents 106% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 8 accounts for architectural and engineering services for the SMC MALIBU CENTER AND SHERIFF SUBSTATION PROJECT PHASE 2 to add a lactation room and a single person gender neutral restroom in the SMC side of the building.

**8-C**      AWARD OF BID - EMERITUS ELEVATOR MODERNIZATION

Recommend award of bid to lowest responsive bidder in the amount of \$111,302 to SmartRise Elevator Service for modernization of the elevator at Emeritus Campus.

Funding Source: State Scheduled Maintenance Fund 40

Comment: While the elevator currently functions and passes yearly State Inspections, modernization addresses outdated equipment to bring it up to current code. Five bidders attended the mandatory job walk and three bids were received. The additional bidders were as follows:

- \$127,621.99 Elite Elevator Services
- \$148,080.00 Excelsior Elevator

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8**      **FACILITIES** *(continued)*

**8-D**      **MONITORING AND CLEARANCE SERVICES WITH ELLIS ENVIRONMENTAL FOR PAINT LEAD ABATEMENT COSMETOLOGY COUNTERTOP**

Monitoring and clearance services with Ellis Environmental during and after removal of lead containing countertop and backsplash in Cosmetology.

Contract Amount: \$ 2,359.80

Funding Source: Strong Workforce Program- Local

Comment: Requested by Workforce and Education Department on behalf of Cosmetology. Facilities Maintenance Department is project contact.

**8-E**      **CONTRACT FOR PHASE TWO OF COVID-19 VENTILATION ASSESSMENT**

Contract with Forensic Analytical Consulting Services for Phase Two of the COVID-19 Ventilation Assessment.

Contract Amount for Phase 1	\$ 7,500
Contract Amount for Phase 2	<u>\$62,890</u>
Revised Contract Amount	\$70,390

Funding Source: Higher Education Emergency Relief Fund (HEERF)

Comment: Phase two includes measurement of outside airflow, qualitative evaluation of airflow in rooms, assessment of equivalent clean air changes, and general project consulting support.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 8**      **FACILITIES** *(continued)*

**8-F**      **CHANGE ORDER NO. 1 - BRIARCREST ELECTRICAL PROJECT – RE-BID**

Change Order No. 1 for increase to Aaron Han dba Polar Electrical Company, for electrical equipment replacement and upgrade for Briarcrest Radio Tower located at 2555 Briarcrest Road, Beverly Hills, California.

Original Contract Amount	\$ 147,000.00
Change Order No.1	\$ <u>5,888.54</u>
Revised Contract Amount	\$ 152,888.54

Funding Source:KCRW Auxiliary Fund

Comment:      New electrical switch to replace a non-returnable switch that will be used by KCRW elsewhere.

**8-G**      **RESOLUTION CALLING FOR BIDS FOR THE PURCHASE OF 1825 PEARL STREET**

It is recommended that the Board of Trustees adopt the following resolution calling for the bids for the sale of real property located at 1825 Pearl Street.

Comment:      Santa Monica College owns a four-unit apartment building at 1825 Pearl Street. Because of the need for major capital improvements, two of the four units are vacant. City law limits the potential use of this property for educational purposes.

On June 1, 2021, the Board of Trustees adopted a resolution declaring the property surplus. The property was offered to federal, state, and local agencies as well as low- income housing providers. No eligible entity (or any other entity) expressed an interest in purchasing the property.

In accordance with the June 1, 2021, resolution, the next step is for the Board of Trustees to fix a date, time, and place for the submission of public bids.

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT  
CALLING FOR BIDS FOR THE SALE OF REAL PROPERTY

(1825 Pearl Street Property in Santa Monica, California, Los  
Angeles County Assessor's Parcel Number 4273-002-900)

WHEREAS, on June 1, 2021, the Board of Trustees of the Santa Monica Community College District adopted a resolution declaring certain real property located at 1825 Pearl Street, Santa Monica, California (Los Angeles County Assessor's Parcel Number 4273-002-900) to be surplus property; and

WHEREAS, the District offered the property for sale to specified entities in accordance with Education Code Section 81363.5 and Government Code Section 54222; and

WHEREAS, the time periods described in Education Code Section 81363.5 and Government Code Section 54222 have lapsed, and no offers have been made on the Pearl Street Property by the entities described in said sections; and

WHEREAS, the District desires to sell the Pearl Street Property pursuant to Education Code Section 81360; and

WHEREAS, the Board of Trustees has set a minimum sales price for the property of \$1,300,000.00; and

WHEREAS, the District now intends to proceed with the sale of the Property to members of the public in accordance with law by soliciting public bids;

NOW THEREFORE, BE IT RESOLVED, that the Santa Monica Community College District Board of Trustees hereby finds, determines, declares and resolves as follows:

1. The District will accept sealed bid proposals for the Property no later than 4:30 p.m. on June 6, 2022 ("Bid Deadline Date"), at the Auxiliary Services Office, located at 1738 Pearl Street, Santa Monica, California 90405.
2. Bid Security. All Bids shall be accompanied by a certified or cashier's check made payable to the Santa Monica Community College District in the amount of Ten Thousand Dollars (\$10,000) ("Bid Security"). The Bid Security of the successful Bidder will be retained by the District and delivered into Escrow and credited to the required Purchase Price Deposit.
3. On June 7, 2022, at its public meeting beginning on or after 6:00 p.m. all sealed proposals that have been received by the Bid Deadline Date shall, in public session, be opened, examined, and declared by the Board. The Superintendent/President or designee is hereby authorized to open and examine the bid proposals at the meeting. Of the proposals submitted that conform to all terms and conditions specified in this Resolution, the sealed proposal that is the highest, after deducting therefrom the commission if any to be paid to a licensed real estate broker, shall be finally accepted or, if deemed to be in the best interest of the District, the Board may reject any and all written bids and withdraw the Property from sale or call for a re-bidding.
4. Protest Period. Any protest related to the successful Bidder's bid shall be made by 4:00 P.M. on the third (3rd) business day after the Bid Opening. Any protest received after this time period will not be considered by the District.
5. All bids must be made using District bidding instructions and on District bid forms approved by the Superintendent/President or designee.

6. Proof of Funds. Bidders must supply proof of funds equal to or greater than the amount of bid with their sealed bid proposals. This proof of funds shall be in a form sufficiently reliable so the District's Board is convinced of its sufficiency (e.g., a notarized letter of credit from a recognized bank; a cashier's check from a recognized bank, etc.)
7. Request for Property Information. All requests for the Bid Proposal or questions relating thereto shall be submitted via email to Mitch Hesel, Dean of Education Enterprise, at heskel\_mitch@smc.edu .
8. Conditions to the Sale of the Property. The following shall be the minimum conditions to the District's obligation to sell the Property:
  - a. The Property will be sold at a minimum acceptable purchase price of One Million Three Hundred Thousand Dollars (\$1,300,000) ("Purchase Price"). The District shall require full payment of the Purchase Price at the Close of Escrow.
  - b. The Property shall be sold in its "AS-IS" condition:
    - i. The District shall not be responsible for inspections, certifications or work relating to the physical condition of the Property;
    - ii. The District shall not warrant the physical or environmental condition of the Property;
    - iii. The District shall not warrant that the components, systems, or appliances and/or other enumerated features of the Property are free from damage or defect; and
    - iv. The District shall not warrant the zoning or land use provisions or restrictions affecting the Property or any other matters affecting or concerning the Property.
  - c. The District may pay real estate commissions on the sale of the Property, in an amount not to exceed 4.5 percent. No commission shall be paid unless there is contained in or with the sealed proposal that is finally accepted the name of the licensed real estate broker to whom it is to be paid, and the amount or rate thereof. Any commission shall be paid only out of the money received by the District from the sale of the real property.
  - d. The Closing Date for the purchase and sale transactions shall be 30 days after the award of the bid.
  - e. The successful Bidders shall agree to the District's form of the Purchase and Sale Agreement.
9. Escrow. Within ten (10) calendar days following the acceptance of the bid, the District and the successful Bidder shall cause Escrow to be opened for sale of the Property by delivering into Escrow a fully executed original of Purchase and Sale Agreement, and the successful Bidder depositing into Escrow ten percent (10%) of the amount of the Purchase Price, less the amount of the Bid Deposit. The failure of the successful Bidder to timely comply with the requirement to deposit the Purchase Deposit shall result in the immediate and unconditional forfeiture to the District of the entire Bid Security, whereupon all remaining obligations of the District and the successful Bidder shall automatically be null and void without any further action by either party.
10. Notice. The Superintendent/President or designee is authorized and directed to give notice of the District's intent to sell the Property by posting copies of this Resolution in at least three locations within the District not less than fifteen (15) days before the bid auction and by publishing notice in any newspaper of general circulation located within the District, once a week for three weeks.



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Bradley Lane, Vice President, Academic Affairs*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Strong Workforce Program – Regional Share Round 5: Fiscal Year 2021-2022  
 Granting Agency: California Community Colleges Chancellor’s Office  
 Award Amount: \$1,828,840  
 Matching Funds: Not applicable  
 Performance Period: July 1, 2021 – June 30, 2023  
 Summary: Strong Workforce Program regional funds require colleges to collectively increase specific metrics that include the quantity of career technical education (CTE) enrollments, courses, programs, job placement and wage gains while also improving the quality of Career Education (CE).  
 Santa Monica College (SMC) was approved to lead two regional projects and participate in six totaling \$1,828,840. SMC will lead the LA Regional Marketing and LA Data Science CIS projects and participate in Entertainment and LA Creative Economy, LA Career Pathways Partnership, LA Noncredit Career Pathways, LA Regional Job Placement and Employment Success, LA Retail, Hospitality, Tourism and Regional Occupational Clusters projects.

Budget:	Restricted Fund 01.3	
	Revenue	
	8600 State	\$ 1,828,840
	Expenditures	
	1000 Academic Salaries	\$ 348,427
	2000 Non-Academic Salaries	\$ 187,452
	3000 Employee Benefits	\$ 114,158
	4000 Supplies & Materials	\$ 14,240
	5000 Other Operating Expenditures	\$ 1,156,753
	6000 Capital Outlay	\$ 7,810
	7300 Other Outgo/Indirect	\$ 0
	7600 Student Aid	\$ 0
	Total	\$ 1,828,840

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Bradley Lane, Vice President, Academic Affairs*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Strong Workforce Program – Local Share Round 5: Fiscal Year 2021-2022  
 Granting Agency: California Community Colleges Chancellor’s Office  
 Augmentation Amount: \$176,102 (Amended Allocation \$1,401,788)  
 Matching Funds: Not applicable  
 Performance Period: July 1, 2021 – December 31, 2023  
 Summary:

The Local share of the Strong Workforce Program (SWP) funds require colleges to increase the quantity of career technical education (CTE) enrollments, courses, completions, job placements, and wage gains while working to improve the quality of CTE.

The Chancellor’s Office is providing one-time funds due to a modified formula at the request of the California State Legislature which impacts SWP formula factors – unemployment population, CTE FTES, and job openings. These funds will be used for program investments to target and support outcomes that increase the annual number of students who earn degrees, credentials, certificates or specified skill sets to prepare them for in-demand jobs; increase the number of students transferring annually to a UC or CSU; increase the average number of units accumulated by students earning associates degrees; increase the percentage of CTE students who report being employed in their field of study; and reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting achievement gaps.

Budget Augmentation:

Restricted Fund 01.3		
Revenue		
8600	State	\$ 176,102
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 29,058
6000	Capital Outlay	\$ 140,000
7300	Other Outgo/Indirect	\$ 7,044
Total		\$ 176,102

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*

*Requested by: Bradley Lane, Vice President, Academic Affairs*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Strong Workforce Program – Regional Share Fiscal Year 2018-2019 Reallocated Funds

Granting Agency: California Community Colleges Chancellor’s Office

Award Amount: \$15,000

Matching Funds: Not applicable

Performance Period: January 1, 2022 - March 31, 2022

Summary: Strong Workforce Program regional funds require colleges to collectively increase specific metrics that include the quantity of career technical education (CTE) enrollments, courses, programs, job placement and wage gains while also improving the quality of Career Education (CE).  
Santa Monica College (SMC) was awarded additional funds from fiscal year 2018-2019 projects to continue partnering with the region on the Noncredit Career Pathways project.

Budget:

Restricted Fund 01.3		
Revenue		
8600	State	\$ 15,000
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 15,000
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 0
Total		\$ 15,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 9-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*

*Requestor: Donald Girard, Senior Director, Government Relations & Institutional Communications*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant: Radio Community Service Grant  
Granting Agency: The Corporation for Public Broadcasting (CPB)  
Augmentation Amount: \$36,879; (Amended Award Amount \$1,236,879)  
Matching Funds: Not Applicable  
Performance Period: October 1, 2021 – September 30, 2023  
Summary: CPB distributes community service grants (CSGs) to noncommercial public television and radio stations that provide significant public service programming to their communities. CSGs help stations expand the quality and scope of their work, whether in educational, news, public affairs or other programming.  
The Service Grant Agreement executed on January 26, 2022, provided an increase in funding of \$36,879. Funding is allocated for the following uses: programming charges and interconnect fees to access satellites to upload KCRW programs, studio usage/ISDN lines/engineering time, access to source databases used in production of radio programs, and for professional memberships.

Budget Augmentation:	Restricted Fund 01.3	
	Revenue	
	8800 Local	\$ 36,879
	Expenditures	
	1000 Academic Salaries	\$ 0
	2000 Non-Academic Salaries	\$ 0
	3000 Employee Benefits	\$ 0
	4000 Supplies & Materials	\$ 0
	5000 Other Operating Expenditures	\$ 36,879
	6000 Capital Outlay	\$ 0
	7300 Other Outgo	\$ 0
	7600 Student Aid	\$ 0
	Total	\$ 36,879

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

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

10-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: January 1, 2022 through January 31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	153,401
3000	Benefits	0
4000	Supplies	3,427
5000	Contract Services/Operating Exp	23,885
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-180,713
Net Total:		0

10-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: January 1, 2022 through January 31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	7,528
2000	Classified/Student Salaries	-1,000
3000	Benefits	-5,274
4000	Supplies	0
5000	Contract Services/Operating Exp	-1,254
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 10    BUDGET TRANSFERS (continued)**

10-C FUND 40.0 – CAPITAL PROJECTS FUND

Period: January 1, 2022 through January 31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	16,500
6000	Sites/Buildings/Equipment	-16,500
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 11 COMMERCIAL WARRANT REGISTER**

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

<u>Commercial Warrant Register</u>	
January 2022	76020 through 02571
 <u>ACH Numbers</u>	
January 2022	48560 through 50986
Total	\$12,383,174.76

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: Christopher M. Bonvenuto, Vice-President, Business/Administration

<u>Payroll Warrant Register</u>		
January 2022	C1F – C2G	\$10,967,687.12

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

**RECOMMENDATION NO. 13 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

Requested Action: Approval/Ratification  
 Requested by: Mitch Heskell, Dean, Educational Enterprise  
 Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

<u>Auxiliary Operations Payments and Purchase Orders</u>	
January 2022	Covered by check & voucher numbers: 028588-028659 & 02752-02760
Bookstore Fund Payments	\$ 338,394.12
Other Auxiliary Fund Payments	\$ 34,473.73
Trust and Fiduciary Fund Payments	<u>\$ 771,341.01</u>
	\$ 1,144,208.86
 <u>Purchase Orders issued</u>	
January 2022	\$ 7,185.52

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.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 ORGANIZATIONAL MEMBERSHIPS**

*Requested Action: Approval/Ratification*  
*Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration*

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
March 2022	3	\$839.00

Funding Sources: General Fund, Fund 01.0

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.

**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: Bradley Lane, Vice-President of 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. 16 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2021-2022**

*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 2021-2022:

Name/Title
Debbie Ostorga, Interim Project Manager Title III- Hispanic Serving Institution STEM Grant Academic Affairs

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



BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 17 PURCHASING**

*Requested Action: Approval/Ratification*

*Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration*

17-A AWARD OF PURCHASE ORDERS

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

January 2022

\$831,845.44

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION March 1, 2022
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 18

**SUBJECT:**                    **LEGISLATIVE UPDATE**

**SUBMITTED BY:**            Superintendent/President

**SUMMARY:**                    Dr. Dale Shimasaki, CEO of Strategic Education Services, provided updates on legislative activities related to SMC’s key state budget priorities, and other legislation under consideration of interest to the college. Topics will include proposed and requested base adjustments to the Student Centered Funding Formula (SCFF), the Governor’s proposal for extending revenue protections beyond 2024-2025 (hold harmless), PERS/STRS employer contributions, funding for student housing, inequities in capital outlay funding, implementation of AB 928, and other legislation of interest.  
Link to: [Legislative Update](#)

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION March 1, 2022
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 19

**SUBJECT:**                **PRESENTATION AND DISCUSSION - PROPOSED BOND MEASURE**

**SUBMITTED BY:**     Superintendent/President

**SUMMARY:**            The discussion was for the purpose of taking input from the Board of Trustees. Based on Board of Trustees input, SMC will work with legal counsel to develop the Board of Trustees resolution, the full text of the revenue measure, and the 75-word ballot question. SMC and its bond consultant, TBWBH Propositions & Measures, will begin additional public outreach, including a web page, an online public feedback survey, a direct mail public feedback survey, and invitations to campus and community stakeholders for campus tours.

The deadline for the Board of Trustees to adopt a resolution calling for an election is 88 days before the election date, which in this case is no later than August 12, 2022. SMC staff believe that a resolution for Board consideration at its meeting on June 7, 2022 is prudent.

DISCUSSION OF COLLEGE FACILITIES PLANNING UPDATE AND MEANS OF FINANCING

- If you are planning for a year,  
sow rice.
- If you are planning for a decade,  
plant trees.
- If you are planning for a lifetime,  
educate a person.

This proverb introduced the Santa Monica and Malibu communities to SMC’s 1992 bond campaign—the first such campaign on behalf of the college since becoming its own district.

The campaign’s success proved exceptionally fortuitous as the bond funds provided SMC with a financial safety net during the years of rebuilding after the 1994 Northridge earthquake.

The facilities gained from this bond—and the four bonds since—have helped SMC secure its place as the #1 transfer school for 31 years to the University of California and the #1 transfer school to the University of California for African American students and for Latin(x) students.

For SMC, the most critical work today is achieving equitable outcomes for our students. Our Board of Trustees have prioritized and institutionalized this effort in multiple ways, including through “guided pathways” and innovative diversity initiatives. This work aligns with the California Community College “Vision for Success” and a new State funding formula uses this framework as one of its key metrics for apportionment. Having facilities that support these efforts will help ensure that SMC can serve students and the community at the levels to which we aspire.

SMC is now at the place of preparing for a bond measure to be placed on the November 8, 2022, election calendar. The proposed \$375 million measure would fund such projects as:

- Replacement of temporary classrooms—built in the 1950s, 1970s, and 1990s, these facilities are past their useful life.
- Replacement of a shop-lab building designed to train students for obsolete industrial jobs in the 1950s and 1960s with modern classrooms where students can learn today’s career skills. The State has identified this building as needing replacement and has placed it in line to receive partial State funding.
- Upgrading the Veterans Success Center.
- Expanding the overcrowded respiratory therapy program and adding facilities to support new pathway programs in Health and in Home Health.
- Constructing a Santa Monica College Police Department sub-station.
- Providing a local match to State and private funds for constructing Student Housing for full-time students who are homeless or at risk of homelessness.

The replacement buildings will support SMC’s guided pathways initiatives, will accommodate hybrid learning, and will meet new standards in particulate air filtration. Central to guided pathways is the full engagement of the classroom teacher in concert with support staff in promoting student success. Building design, including faculty offices designed for student engagement, specialized project and seminar rooms, group study rooms, and small kitchen facilities will increase student-teacher interaction and promote student success.

## PLANNING

In 2019, the Board of Trustees commissioned the DLR Group to update the main campus master plan. Progress on the work was presented to the Board in February 2020. And then, in March 2020, the world confronted the COVID-19 pandemic. The disruption, now two years along, has resulted in significant shifts in educational delivery and educational access at Santa Monica College. On one hand, many elements of online teaching and online delivery of services have proven to be beneficial. However, the forced transition has also led to unequal student outcomes, reduced enrollment, and an educational environment less attractive to international and other tuition-paying students.

The DLR Group, conducting its own facility inspections in parallel with earlier State evaluations, had concluded that all the temporary buildings should be replaced, along with the former trades and technology building (Drescher Hall) and the Student Activities building.

Towards this effort, the DLR Group had recommended a one-to-one rebuilding of facilities taken off-line. SMC plans to lower the replacement ratio to no more than 0.65 to one, reflecting national trends for community colleges post-pandemic.

## HYFLEX CLASSROOMS

New technology, including microphones and cameras, allow for the possibility of mixing in-person students with remote students, giving students the flexibility to attend lectures using the modality with which they are most comfortable. The idea is that not all students learn most effectively in the same way. Student parents, for example, may prefer to take classes from home., at least on some days. The same is true for some disabled students. And some students may just like having the ability to watch recorded versions of class at their convenience. The hybrid option also addresses the ongoing disruption due to COVID-19.

Cameras mounted in the back of the classrooms are capable of panning around the classroom and zooming in on specific locations. The cameras, which can be controlled by the instructor, can capture things like notes on a whiteboard and PowerPoint presentations in high definition. Classrooms can also have new dual projectors that let instructors simultaneously share their screen with students on Zoom and project the screen to the classroom. The new Math and Science Complex under construction is being equipped with HyFlex capability, and SMC is piloting converting some existing classrooms to use the technology. Bond funds will provide SMC with the means to convert older buildings as well.

## POLL RESULTS

A survey recently completed by Goodwin Simon Strategic Research with 501 likely voters in the Santa Monica Community College District indicated that they would likely vote “yes” on a bond measure in the amount of \$375 million to improve local access to affordable higher education; provide affordable housing for homeless students; replace aging classroom buildings supporting university transfer, nursing, veterans, technology, math, and science; and improve student health and safety by repairing, constructing, modernizing, and equipping facilities, with citizens’ oversight, and public spending disclosure.

The initial vote question yielded 58% in support of the bond, with 32% opposed. After voters learned more about the uses of the proposed bond, support rose to 61%. Passage requires a 55% majority vote. The survey suggests at least three reasons to feel confident about the District’s opportunity to pass a bond in 2022:

First, SMC retains its high level of esteem from voters and its close connection to the community. 78% of Santa Monica residents say it makes the city “a better place to live.” 74% of District voters say it “opens the doors of college for working families.” 73% consider it “one of the best community colleges in California.” 72% say it is “a leader in student transfers” to the UC and CSU systems. 71% say it “is a good neighbor.” 65% say they are “very” or “somewhat” familiar with SMC’s “programs and activities.” Overall, SMC earns a 63% positive job rating from voters with just 14% who rate it negatively. 56% of respondents indicated that they or someone in their immediate family have attended Santa Monica College.

Second, surveys in advance of the successful 2004, 2008, and 2016 bond measures found initial support slightly below the eventual Yes vote proportion. That is, experience suggests that bond support is likely to grow from the levels found in the poll.

Finally, the survey also suggests that support will grow as voters learn more about how the bond will strengthen what voters already value about SMC: that it is an affordable doorway to college for Santa Monica and Malibu families, and that it offers high-quality skills and career training for jobs in emerging fields.

## HOUSING

The 2021-22 state budget included \$2 billion in non-Proposition 98 funding for student housing grants, including for community colleges. SMC has applied for a planning grant to determine if a student housing project is feasible and financially viable. In applying for the grant, SMC proposed studying a 275-bed student housing facility of approximately 88,000 gross square feet on the City of Los Angeles portion of SMC’s Bundy Campus.

SMC’s interest in the project is to help the campus meet its established equity goals by making the cost of higher education more affordable for students. By providing on-campus housing, specifically targeted for low-income students, the campus is directly serving a need within the community. Students within the City of Santa Monica and surrounding cities face challenges such as higher than state average monthly rents, limited stock of affordable housing, and inequities for low-income housing. This project will directly respond to the community and student need for an increased supply of low-income housing and reduce students’ total cost of attendance at the college.

SMC conducted two focus group studies in late 2021 as part of its planning activities and learned that both shorter-term residents and longer-term residents were overwhelmingly supportive of SMC using bond funds to build housing facilities for full-time homeless students and students at risk of homelessness. Subsequently, in the January 2022 survey, 72% of the respondents agreed that such a use should be a high priority.

There are multiple means to fund low-income student housing. SMC will vigorously vie for and pursue all available options. By including student housing as an eligible use in the proposed bond measure, SMC is provided flexibility and the means to achieve the best use of its property and the best outcomes for its students.

## DESIGN GUIDELINES

SMC first articulated its design and development principles in its 1998 Facilities Master Plan and again in the 2010 Facilities Master Plan. The expression of these principles is evident in today's main campus and satellite facilities. An important component of these principles is constructing a campus that is a community resource: responding with sensitivity to neighbors, recognizing the community of users, creating more visible and accessible public amenities, and integrating the college into the community. The campus should reflect a balance of built and open spaces, with a hierarchy of open space and pathways. Open space and landscaping can be used as organizing elements, with attention to respecting the landscaping heritage and enhancing plant diversity. Implicit in these prescriptions is elevating the user experience using visual variations, shade, lighting, and fragrance. Movement and sound can be achieved through air flow and water features. Physical interaction can be enhanced by seating arrangements and outdoor structures. These guiding principles would be articulated in any new building and landscaping designs, as would the practice of maximizing environmentally sustainable buildings and systems.

## POTENTIAL JOINT USE PROJECTS

SMC is a strong advocate for and practitioner of joint uses and partnerships through its capital projects program. Past efforts have included the Santa Monica-Malibu Unified School District, the City of Malibu, the City of Santa Monica, and the County of Los Angeles. Here are several potential projects for Board of Trustees consideration. Board discussion may identify other projects.

- Malibu Community Educational Uses—SMC could assist in funding enhancements to its instructional presence in Malibu in partnership with the City of Malibu and/or with the Santa Monica-Malibu Unified School District. One such project could be a theater/performing arts facility for educational and public use.
- Streetscape improvements to Pearl Street—SMC could assist the City of Santa Monica and the Santa Monica-Malibu Unified School District in pedestrian improvements to Pearl Street, including street lighting and street furniture.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION March 1, 2022
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**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 20**

**SUBJECT:**                   **INCREASE OF STUDENT HEALTH FEE**

**SUBMITTED BY:**           Superintendent/President

**REQUESTED ACTION:**   It is recommended that the Board of Trustees approve an increase to the Student Health Fee to the maximum amount, as follows: \$2.00 per semester/intersession effective Summer semester 2022. Summer semester 2022. Summer 2022 fees will increase from \$18 to \$20; Fall 2022 and Spring 2023 fees will increase from \$21 to \$23.

**SUMMARY:**               Beginning Spring 2022 semester, The California Community College Chancellor’s Office has increased the maximum fee for Student Health Services. The fee will increase to \$23 (Fall and Spring semesters) and \$20 (Winter & Summer terms).

*Education Code sections 76355, 76360, and 76361 authorize the governing board of a community college district to charge health, parking services, and transportation services fees and increase those fees by the same percentage as the increase in the Implicit Price Deflator for State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce.*

The recommendation for the fee increase is based on additional services and resources provided to SMC students in the areas of:

- COVID-19 virtual support including contact tracing required by Los Angeles County Department of Public Health
- The mandatory COVID-19 vaccination program
- Maintaining a level of virtual services in addition to in-person services for students receiving mental health and physical health support services
- An increase of mental health support services for the Student Equity Center’s Pride Center
- Basic Needs support in the form of food and other essential items as well as housing and food referrals

In addition, based on fiscal calculations from 2020-2021, The Health Services budget showed a loss of \$111,026. The increase in the Student Health Fee will attempt to offset any future deficits.

Fee Proposal (Starting Summer 2022)				
Fee	Current Semester	Proposed	Current Intersession	Proposed
Health Services	\$21.00	\$23.00	\$18.00	\$20.00

The Student Health Center and Center, Center for Wellness and Wellbeing, and Basic Needs staff provide direct intervention, outreach, and training/education to students, faculty and staff. Below is a list of services.

Services provided in the Student Health Center:

- Approval of COVID-19 vaccines, boosters
- Approval of Medical Exemptions for COVID-19
- COVID-19 virtual health assessment
- Contact tracing to support isolation and quarantine
- Nursing assessment (in person and virtual)
- Administering First Aid
- Campus Emergency Response and assess need for Paramedics
- Blood pressure and pulse monitoring
- Vision tests
- Tuberculosis testing and referrals
- Administration of oral and topical over-the-counter medications
- Administration of immunizations for Measles, Mumps, Rubella, Tetanus, Diphtheria, Pertussis, Hepatitis B and others
- Facilitating monthly gynecological examinations including STI testing completed by a local Federally Qualified Health Center
- Instruction and distribution of contraceptives
- Providing for anonymous/confidential HIV testing, done by a local Federally Qualified Health Center
- Self-weight monitoring and instructions on how to calculate Body Mass Index, BMI
- Referrals to health care providers and/or low-cost health care clinics
- One-on-one information on health insurance, including MediCal and MediCal expansion and referral to local agencies that help with the application process
- Explaining insurance claims and billing procedures to International Students
- Provide low cost prescription medications when prescribed by SMC Nurse Practitioner &/or Physician
- Collaborate with Los Angeles County Public Health regarding communicable diseases in addition to COVID-19 that impact our students, faculty and staff
- Partnership with many community-based organizations who co-locate on campus and provide outreach and direct services

Services provided in the Center for Wellness and Wellbeing:

- Therapists and trainees working in the main Center as well as embedded in other programs (Guardian Scholars, Black Collegians, Adelante, DSPS, Dream/ STEM, Satellite campuses, Student Equity Center)
- Crisis intervention virtual services
- Short-term individual and collateral therapy using evidence-based practices (virtual)
- Community referrals
- 24/7 Emotional Support Hotline
- Screening online using MindWise which provides anonymous screening for mental health including substance abuse
- Virtual workshops and social media outreach on suicide prevention, mindfulness, anger management, test anxiety, and many more
- Suicide prevention events (virtual)
- Mental health awareness activities and events (virtual)
- Worked with HR to include the board approved Suicide Prevention and Postvention Plan for all new faculty and staff hires



Services provided in the area of Basic Needs:

- Bodega food pantry offering free food, clothing, and other essential items for students
- Application assistance for Cal Fresh
- Connection to other food programs such as Meal Project
- Community-based referrals for housing and other food resources
- Co-location of community-based providers offering housing support

MOTION MADE BY: Susan Aminoff  
SECONDED BY: Rob Rader  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSENT: 1 (Snell)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	March 1, 2022

**MAJOR ITEMS OF BUSINESS**

**RECOMMENDATION NO. 21**

**SUBJECT:**                   **FIRST READING, BOARD POLICY CHAPTER 4, ACADEMIC AFFAIRS**

**SUBMITTED BY:**           Superintendent/President

**REQUESTED ACTION:**   It is recommended that the Board of Trustees conduct a first reading of Board Policy Chapter 4, Academic Affairs.

**COMMENT:**               This update of Board Policy Chapter 4, Academic Affairs, is a continuation of the District’s transition to the Community College League of California (CCLC) Policy and Procedures Templates. It includes updates of current language based on the League’s templates to ensure legal compliance and address recent changes in law or accreditation standards.

Board Policy Chapter 4 was reviewed by the Vice-President of Academic Affairs Bradley Lane in consultation with the Academic Senate President Jamar London and the Academic Senate Executive Committee in October 2021, the Board’s subcommittee (Louise Jaffe, Susan Aminoff and Lisa Rose) in January 2022, and was reviewed and approved by senior administrative staff and the Superintendent/President in February 2022.

Link to: [Board Policy Chapter 4, Academic Affairs](#)

MOTION MADE BY:   Nancy Greenstein  
 SECONDED BY:       Margaret Quiñones-Perez  
 STUDENT ADVISORY:   Aye  
 AYES:                 6  
 NOES:                 0  
 ABSENT:              1 (Snell)

**INFORMATION ITEM NO. 22****SUBJECT: CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, JANUARY 26, 2022**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee (CBOC) was held on Wednesday, January 26, 2022. The meeting was conducted via Zoom Conference.

1. **CALL TO ORDER** – 12:02 p.m.2. **ROLL CALL – Members of the Citizens' Bond Oversight Committee**

Elizabeth Greenwood, Chair – Present

Bruce Sultan, Vice-Chair – Present

Patrick Acosta – Absent

Heather Anderson – Present

Alfred Barrett – Present

Anne Plechner – Present

Elaine Polachek – Present

Katherine Reuter – Present

Donald Schort – Present

Emily Lu – Absent

**CBOC Support Staff Present**

Chris Bonvenuto, Chief Director, Business Services

Don Girard, Senior Director, Government Relations/Institutional Communications

John Greenlee, Director of Facilities Finance

Olinka Rodriguez, Citizens' Bond Oversight Committee Coordinator

Charlie Yen, Director of Facilities Planning

3. **APPROVAL OF MINUTES OF CBOC MEETING, October 20, 2021**

Motion was made by Heather Anderson and seconded by Elaine Polachek to approve the minutes of the Citizens' Bond Oversight Committee meeting held on October 20, 2021.

Elizabeth Greenwood abstained. *Minutes were approved.*

4. **CONFLICT OF INTEREST FORM**

The Committee Members completed and endorsed forms. The forms are on file.

5. **FINANCIAL AND PERFORMANCE AUDIT REPORTS 2020-2021**

Alicia Herrera, Auditor with Eide Bailly, gave summary of financials and assets for each bond. The audit reports are unmodified, which is the highest opinion the auditors can give. The audit reports contain no audit findings and did not identify any deficiencies in internal control. The District expended General Obligation Bond Funds (Measure S, Measure AA and Measure V) only for specific projects approved by the voters in the City of Santa Monica.

6. **REPORTS and DISCUSSION**

Bond Projects Website

<https://www.smc.edu/administration/governance/citizens-bond-oversight-committee/index.php>

A. Bond Construction Projects

- Malibu Campus: Construction continues with pouring of the first layer of asphalt in the front and back parking lots. The glass panels/windows in the front of the building as well as a mosaic wall in the interior are being installed. The County of LA will manage the helipad for the Sheriff's Department. The project is delayed due to the impact that covid has had on the construction crew. The estimated completion date is October 2022.
- The Math/Science Project: The rendering images showed the location of the planetarium and observatory. The beam that will house the telescope is a freestanding structure to ensure steady views of the sky. The building's steel framing is 50% complete. The utilities and waterlines are being connected and installed.  
The estimated completion date for this project is July 2024.
- HVAC Project: HVAC lines have been connected to the Cayton Center and the Pavilion/Gym, now they are going into Drescher Hall.  
The estimated completion date for this project is March 2022.
- New Art Building on Pico Boulevard and 14<sup>th</sup> will have renderings of what the project will look like when completed. The plan check will take a couple more months with an approximate groundbreaking date of July 2022.  
The estimated completion date for this project is July 2024.
- John Adams Auditorium was completed in November 2021.  
The community is now enjoying and holding events in the new facilities.

B. Measure S, AA and V Budget Summaries and Bond Sales Expense Reports

The SMC Bond Capital Construction Budget Summary as of December 31, 2021 reports the following:

Measure S Budget:	\$143,500,000
Measure AA Budget:	\$295,000,000
Measure V Budget:	\$345,000,000
Interest:	\$29,858,053
Other Funding Received:	\$39,898,103
Other Funding Pending:	<u>\$62,809,440</u>
Total Budget:	\$1,076,065,596
Estimate at Completion:	\$1,076,065,596
Bond Funds Remaining:	\$ 253,450,510

- Measure S: Total Measure S Expenditures as of December 31, 2021 were \$142,969,766; total remaining funds are \$528,089.
- Measure AA: Total Measure AA Expenditures as of December 31, 2021 were \$292,216,261; total remaining funds are \$2,779,569.
- Measure V: Total Measure V Expenditures as of December 31, 2021 were \$94,857,149; total remaining funds are \$250,142,851.

- The Bond Sales/Expense Report  
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of December 31, 2021.

Total Bond Program:	\$783,500,000
Total Bonds Issued:	\$618,493,686
Total Expenses:	\$530,043,177
Total Available Remaining:	\$ 88,450,509
Total Unsold Bond:	\$165,006,314

C. SMC Bond Program – Contractor List as of December 31, 2021

D. Contractors List as of December 31, 2021

5. **SCHEDULE OF MEETINGS, 2021-2022**

Wednesdays at 12:00 p.m.

April 20, 2022

July 20, 2022

October 19, 2022

6. **ADJOURNMENT** – 1:14 p.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 20, 2022 (location to be determined).

Current information on all bond construction projects is available at:

<http://smcbondprojects.com> and at <http://www.smc.edu/CBOC>

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 1, 2022

**XIV. BOARD COMMENTS**

**XV. ADJOURNMENT** – 10:08 p.m.

The meeting was adjourned in honor of the lives lost and expected to be lost in the Russian Ukraine crisis.

There will be a special meeting/Board Study Session held on Tuesday, March 22, 2022 at 5 p.m. The meeting will be conducted via Zoom Webinar.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, April 5, 2022 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.