AGENDA
SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, MAY 7, 2024

The complete agenda may be accessed on the Santa Monica College website:
https://www.smc.edu/administration/governance/board-of-trustees/meetings.php

This meeting of the Board of Trustees will be held in-person in the Board Room (Business Building Room 117) and via Zoom Webinar to allow for remote participation.

In-person attendees will be seated in Business Building Room 111.

The public may join the meeting via Zoom Webinar with the following link:
https://smc-edu.zoom.us/j/96490163563?pwd=NJJM0MzTUSRaWtjSnpkVJYTIOodz09
Passcode: 887636

5:00 p.m. Public Meeting Convenes

Board Adjourns to Closed Session

6:30 p.m. Public Meeting Reconvenes

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

Members of the public may address the Board of Trustees by oral presentation concerning any subject that lies within the jurisdiction of the Board of Trustees provided the requirements and procedures herein set forth are observed. All public comments will be subject to the general rules set forth below.

• Generally, three minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda and in Major Items of Business The speaker must adhere to the topic.

• Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

• Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

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

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

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

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

Instructions for Submitting a Request to Speak at In-Person Meeting

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

Instructions for Submitting a Request to Speak at Zoom Webinar

The Zoom webinar format used by the Board of Trustees Zoom meetings ensure public participation and provide an opportunity for the public to directly address the legislative body.

Public participation can occur in one of two ways. Members of the public may speak during the public meeting or they can submit written comments to be read during the public meeting.
Individuals wishing to speak directly to the Board can do so in one of several ways:

It is recommended that Individuals wishing to speak at a Board of Trustees webinar send an email to Recording Secretary (Rose_Lisa@smc.edu) by 4:30 p.m. for the Closed Session beginning at 5:00 p.m. or by 5:30 p.m. for the regular session starting at 6:00 p.m. The email should contain the subject line “Board Meeting Comments” and include the following information in the body of the email:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item: General Public Comments, Consent Agenda (indicate number/subject) or Major Items of Business (indicate number/subject)

Alternatively, during the meeting and before public comments have ended, individuals may use the Q&A feature of the Zoom webinar to request to speak.

When it is time for the speakers to address the Board, their name will be called and the microphone on their Zoom account will be activated. A speaker’s Zoom Profile should match the name used to request to speak to expedite this process.

After the comment has been given, the microphone for the speaker’s Zoom profile will be muted.

**Instructions for Submitting Written Comments**

Individuals wishing to submit written comments to the Board of Trustees are requested to send an email to Recording Secretary (Rose_Lisa@smc.edu) by 4:30 p.m. for the Closed Session starting at 5:00 p.m. or by 5:30 p.m. for the regular session starting at 6:00 p.m. The email should contain the following information:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item (Item V for general comments or Consent Agenda (Item VIII); for other items indicate the topic or specific item number

Reference: Board Policy Section 2350
Education Code Section 72121.5
Government Code Sections 54950 et seq
A meeting of the Board of Trustees of the Santa Monica Community College District will be held on Tuesday, May 7, 2024 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote participation.

5 p.m.

I. ORGANIZATIONAL FUNCTIONS

• CALL TO ORDER
  Dr. Margaret Quiñones-Perez, Chair
  Dr. Nancy Greenstein, Vice-Chair
  Dr. Susan Aminoff
  Dr. Tom Peters
  Rob Rader
  Dr. Sion Roy
  Barry Snell
  Alyssa Arreola, Student Trustee

The public may join the meeting via Zoom Webinar with the following information:
Please click the link below to join the webinar:
https://cccconfer.zoom.us/j/96490163563?pwd=NlJjM0MzTU5RaWtjSnphakVJVTJ0dz09
Passcode: 887636
Or iPhone one-tap:
US: +16699006833,,96490163563#,,,,*887636#
or+13462487799,,96490163563#,,,,*887636#
Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or
+1 301 715 8592 or +1 312 626 6799
Webinar ID: 964 9016 3563
Passcode: 887636

• PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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

• CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
  (Government Code Section 54957.6): Two Cases

• EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)
III. PUBLIC SESSION – ORGANIZATIONAL FUNCTIONS

• LAND ACKNOWLEDGEMENT
  We respectfully recognize that the land on which Santa Monica College currently stands is the ancestral unceded territory of the Tongva or Gabrielino peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.

• PLEDGE OF ALLEGIANCE

• CLOSED SESSION REPORT (if any)

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

IV. SUPERINTENDENT’S REPORT

• Enrollment Update
• Board of Governors Meeting
• Metro GoPass Program
• Corsair Awards
• Microforest/Organic Learning Garden

• Recognition and Acknowledgement
  Alyssa Arreola, Student Trustee 2023-2024

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

• Associated Students
• CSEA
• Faculty Association
• Management Association

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

#1 Approval of Minutes:  
  April 4, 2024 (Regular Meeting)  
  April 13, 2024 (Special Meeting/Study Session)  

Contracts and Consultants
#2-A Ratification of Contracts and Consultants  
#3 Contracts for Celebrate America 2024

Academic Affairs
#4 New Courses and Degrees, Spring 2024

7
8
12
13
Human Resources
#5 Resolution Fixing the Employer’s Contribution Under the Public Employees Medical and Hospital Care Act 15
#6 Academic Personnel 16
#7 Classified Personnel – Regular 17
#8 Classified Personnel – Limited Duration 19
#9 Classified Personnel – Non Merit 20

Facilities and Fiscal
#10 Facilities 21
#11 Acceptance of Grants and Budget Augmentation 22
#12 Budget Transfers 26
#13 Payroll Warrant Register 28
#14 Reissue Payroll Warrants 28
#15 Commercial Warrant Register 28
#16 Reissue Commercial Warrants 29
#17 Auxiliary Payments and Purchase Orders 29
#18 Authorization of Signatures to Approve Invoices, 2023-204 29
#19 Organizational Memberships 30
#20 Providers for Community and Contract Education 30
#21 Purchasing 30

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

X. MAJOR ITEMS OF BUSINESS
#22 Classified School Employees Week 31
#23 CSEA Chapter #36 Collective Bargaining Proposal for Successor Negotiations, July 1, 2024 to June 30, 2027 32
#24 Receipt of Personnel Commission 2024-2025 Proposed Budget 34
#25 One-Year Extension of the Lease Agreement for SMMUSD’s Use of SMC Pico Classroom Complex 36
#26 2023-2024 Quarterly Budget Report and 311Q 37
#27 Adoption of Education Protection Account (EPA) Funding and Expenditures 38
#28 Annual Authorization of Privileges for Student Trustee 39
#29 Process to Appoint Members of the Citizens’ Bond Oversight Committee 40

XI. INFORMATION
#30 Citizens’ Bond Oversight Committee – Minutes of Meeting, April 17, 2024 41

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT
The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, June 4, 2024 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be held in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote participation.
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-#21.

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

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

IX. CONSENT AGENDA – Pulled Recommendations

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

RECOMMENDATION NO. 1    APPROVAL OF MINUTES

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

April 2, 2024 (Regular Meeting)
April 13, 2024 (Special Meeting/Study Session)
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2  CONTRACTS AND CONSULTANTS

2-A 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

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Pande Lecture Management/Dr. Safiya U. Noble</td>
<td>May 23, 2024</td>
<td>$25,000 Dr. Safiya U. Noble keynote address for the SMC Public Policy Institute’s annual Spring Symposium.</td>
<td>Unrestricted General Fund</td>
</tr>
<tr>
<td>2 Social and Environmental Entrepreneurs</td>
<td>April 1 – May 23, 2024</td>
<td>$7,500 Social and Environmental Entrepreneurs will provide three round table discussions, multiple training sessions for SMC public policy students, and develop an online record of students work.</td>
<td>Unrestricted General Fund</td>
</tr>
<tr>
<td>3 Ballet Folkloric Flor De Mayo</td>
<td>April 18 –30, 2024</td>
<td>$4,500 Ballet Folkloric Flor De Mayo will develop three choreographed dances in partnership with PPI partners at SMMUSD in support of spring programming celebrating Cesar Chavez. Additionally, Ballet Folkloric Flor De Mayo will participate in two round table discussions with SMC students and the larger community.</td>
<td>Unrestricted General Fund</td>
</tr>
</tbody>
</table>

Requested by:  Kiersten Elliott, Dean, Community and Academic Relations
Approved by:  Don Girard, Senior Director, Government Relations/Institutional Communications
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2  CONTRACTS AND CONSULTANTS (continued)

2-A  RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

- NEW CONTRACTS (continued)

<table>
<thead>
<tr>
<th>Provider/Contract</th>
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<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>4  Doctor Jon Paul, LLC</td>
<td>May 23, 2024 / $5,000</td>
<td>Guest Lecture on topics of LGBTQ identities, racial justice, and intersectionality. The consultant has a podcast called Black Fat Femme and will be drawing from conversations in their podcast.</td>
<td>Restricted General Fund, LGBTQ+ Funding</td>
</tr>
<tr>
<td>5  Denise Frohman</td>
<td>May 16, 2024 / $4,500</td>
<td>Guest Speaker will perform her spoken word poetry. Her work explores the tension between the stories we tell about ourselves, the ones told about us, and the ones we tell about each other. As a queer, mixed Latina woman, the consultant uses poetry as a tool for social change, cultural preservation, and to celebrate the parts of ourselves deemed unworthy.</td>
<td>Restricted General Fund, LGBTQ+ Funding</td>
</tr>
<tr>
<td>6  Curtis Chin</td>
<td>May 9, 2024 / $3,100</td>
<td>Guest Speaker with author, filmmaker, and activist Curtis Chin on his memoir, &quot;Everything I Learned, I Learned in a Chinese Restaurant.&quot;</td>
<td>Restricted General Fund, Student Equity Achievement Program</td>
</tr>
</tbody>
</table>

#4, #5, and #6 Requested by: Thomas Bui, Associate Dean, Student Life
Approved by: Michael Tuitasi, Vice President, Student Affairs

<table>
<thead>
<tr>
<th>Provider/Contract</th>
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<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>7  AltaSea at the Port of Los Angeles</td>
<td>April 19, 2024 / $37,815</td>
<td>Blue Economy Climate Action Pathways (BECAP) kick-off event at Berth 60 at AltaSea for 125 guests.</td>
<td>Restricted General Fund, Strong Workforce Program (SWP) - Regional</td>
</tr>
</tbody>
</table>

Requested by: Jason Beardsley, Vice President, Academic Affairs
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration
## CONSENT AGENDA: CONTRACTS AND CONSULTANTS

### RECOMMENDATION NO. 2  CONTRACTS AND CONSULTANTS (continued)

#### 2-A  RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

- **NEW CONTRACTS (continued)**

<table>
<thead>
<tr>
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<th>Funding Source</th>
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</thead>
<tbody>
<tr>
<td>8</td>
<td>James LaFourche</td>
<td>April 23-26, 2024 $1,000</td>
<td>DJ services for Black Student Success week.</td>
</tr>
</tbody>
</table>
| Requested by: Jermaine Junius, President, Pan African Alliance  
Approved by: Michael Tuitasi, Vice President, Student Affairs |
| 9  | Nina Flores | April 18 – May 31, 2024 $4,200 | Consultant to prepare and provide one student workshops and two employee workshops on conflict resolution and targeted harassment. | Restricted General Fund, Student Equity & Achievement and Unrestricted General Fund Equity Pathways Inclusion |
| Requested by: Maria Munoz, Dean, Equity, Pathways, and Inclusion (Interim)  
Thomas Bui, Associate Dean, Student Life  
Approved by: Sherri Lee-Lewis, Vice President, Human Resources |
| 10 | 1. Zachary Ritter  
2. Marium Mohiuddin | April 16 – May 31, 2024 $7,000 (each) | Consultants to prepare and provide two student workshops and two employee workshops on Islamophobia and Antisemitism as an expert in interfaith dialogue, Muslim-Jewish relations and conflict resolution. | Restricted General Fund, Student Equity & Achievement and Unrestricted General Fund Equity Pathways Inclusion |
| Requested by: Maria Munoz, Dean, Equity, Pathways, and Inclusion (Interim)  
Valeria Garcia, Project Manager, Student Equity Center  
Approved by: Sherri Lee-Lewis, Vice President, Human Resources |
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 2  CONTRACTS AND CONSULTANTS (continued)

2-A RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

- NEW CONTRACTS (continued)

<table>
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<tr>
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<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 Nehemiah Cisneros</td>
<td>May 20, 2024 $1,500</td>
<td>Consultant will lead a workshop on mural-making that examines the Global Afro-Futurism movement. Consultant will provide all materials.</td>
<td>Unrestricted General Fund, Culturally Responsive Pedagogy Grant</td>
</tr>
<tr>
<td>12 Academic HealthPlans, Inc.</td>
<td>Fall 2024 – Summer 2025 No cost to the District. Students will pay $182.75 per month for insurance coverage.</td>
<td>Accident/Illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students.</td>
<td>Restricted General Fund Student Insurance Fees</td>
</tr>
<tr>
<td>13 Kelpful Cooperative, Inc.</td>
<td>March 21, 2024 $1,000</td>
<td>Guest Lecture on Aquaculture. Guest speaker will provide an interactive experience and lecture for students centered around algae. Algae samples will be provided for an engaging hands-on experience. Consultant will provide harvested algae specimens, educational materials, and an in-person lecture. Consultant will provide algae samples for 20 students and educational lecture material for an 80-minute class period.</td>
<td>Restricted General Fund, AltaSea Ocean STEM Pathways Aquaculture Certificate</td>
</tr>
<tr>
<td>14 Mary Bauer</td>
<td>March 26, 2024 $1,500</td>
<td>Consultant to prepare and provide a presentation on Antisemitism and being a holocaust survivor.</td>
<td>Restricted General Fund, Student Equity Achievement Program</td>
</tr>
</tbody>
</table>

Requested by: Walter Myers, Department Chair, Art
Approved by: Jason Beardsley, Vice President, Academic Affairs

Requested by: Pressian Nicolov, Dean, International Education
Approved by: Teresita Rodriguez, Vice President, Enrollment Development

Requested by: Ferris Kawar, Director of Sustainability
Approved by: Michael Tuitasi, Vice President, Student Affairs

Requested by: Valeria Garcia, Project Manager, Student Equity Center
Approved by: Michael Tuitasi, Vice President, Student Affairs
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3     CONTRACTS FOR CELEBRATE AMERICA, 2024
Requested Action: Approval/Ratification
Requested Action: Linda Sullivan, Associate Dean Facilities Programming
Approved By: Don Girard, Senior Director, Government Relations/Institutional Communications

Approval of the following contracts and consultants for Celebrate America 2024, scheduled for Saturday, June 29, 2024. All activities including entertainment and community picnic will be held on Corsair Field. Westside Crew, a popular 10-piece band based in LA, is (tentatively) set to again perform the very best in Old Skool Funk, Top 40, and Latin Soul. Costs overall have leveled out over the prior year, but some items have increased. Costs will be covered by sponsorships, donations, and rentals.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Pyro Spectaculars - Fireworks</td>
<td>$23,500</td>
<td>Fireworks</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>B Westside Crew</td>
<td>$2,000</td>
<td>Music entertainment</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>C Eddie Jauregui, MC</td>
<td>$550</td>
<td>Master of Ceremonies</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>D Denise Flachbart</td>
<td>$3,500</td>
<td>Production services/Vendor coordination</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>E Field Turf</td>
<td>$9,000</td>
<td>Maintenance/Repairs to Corsair Field</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>F Sound and Lighting</td>
<td>$9,000</td>
<td>Sound and lighting</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>G Santa Monica-Monica Unified School District</td>
<td>$2,900</td>
<td>Staging (transportation, setup and strike)</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>H Portable Restrooms/Waste Disposal</td>
<td>$3,800</td>
<td>Portal restrooms and 300-gallon sink</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>I Event Security</td>
<td>$10,930</td>
<td>Event security services</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>J SMC Campus Police Overtime</td>
<td>$11,400</td>
<td>Safety/Security</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>K SMC Grounds Maintenance/Custodial Overtime</td>
<td>$6,500</td>
<td>Grounds &amp; custodial cleanup</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>L Event Rentals</td>
<td>$6,600</td>
<td>Canopies, lighting, tables, linens, chairs</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
<tr>
<td>M Miscellaneous Rentals, Permits, Expendables</td>
<td>$6,450</td>
<td>Security wands, chalk, hoses, banner tape</td>
<td>Sponsors, Donations, and Rentals</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 4 NEW COURSES AND DEGREES, SPRING 2024

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

New Courses

EMERITUS OCC E14 Computer Based Presentations
This course will teach Emeritus students the skill of creating computer-based presentations. Students will learn to create, save, and retrieve computer-based presentations. During the learning process, the students will gain personal and business management skills. In addition, the creation of computer-based presentations will promote self-expression.

MEDIA 38 Inside the Advertising Agency - Planning, Creating & Selling Advertisements
Theory and practice of media advertising strategies employed in planning, buying, and selling to target markets. Successful sales management, market research, and media ethics are covered in this course. Students collaborate on campaigns in an advertising, agency-like setting to price, target, sell, and create advertising for college student media.

REAL ES 1 Real Estate Principles
This course provides a fundamental overview of real estate principles; the nature of real estate economics/markets, property rights and laws, determination of property values, financing and the real estate transaction process. Topics covered include conveying property interest, encumbrances, valuations using the sales comparison, cost and income approach, residential mortgage types, liens, real estate mathematics, and real estate contracts. The course also explores financing and investing in real estate. Sample contracts are reviewed, and real-world case studies are analyzed. This class covers the information needed to obtain a real estate license.

REAL ES 4 Real Estate Finance
This course provides an overview of the methods and techniques of financing residential and non-residential real estate while also identifying the various financial instruments used. Topics covered include sources, characteristics, and parameters of mortgage capital; fixed, variable rate, and other alternative types of mortgages; government-assisted financing; the secondary mortgage market; mathematical analysis of finance transactions; and the impact of how title is held; comparison of investment choices; plus syndication and other equity sharing issues. The course also explores financing and investing in real estate. Case studies for financing proposals for single-family, multifamily, and/or commercial transactions are featured. This class covers the information needed to obtain a real estate license.

Course Revisions

COM ST 11 Elements of Public Speaking
COM ST 12 Persuasion
COM ST 16 Fundamentals of Small Group Discussion
COM ST 20 Agitational and Protest Communication
COM ST 21 Argumentation
COM ST 22 Introduction to Competitive Speech and Debate
COM ST 30 Introduction to Communication Theory
COM ST 31 Research Methods for Communication Studies
COM ST 35 Interpersonal Communication
SMM 1 Introduction to Sustainable Materials Management (*formerly RRM 1*)
SMM 2 Culture and Zero Waste (*formerly RRM 2*)
SMM 3 Sustainable Materials Management and Zero Waste for Communities (*formerly RRM 3*)
SMM 4 Sustainable Materials Management and Zero Waste in Business (*formerly RRM 4*)

**Distance Education**
- EMERITUS OCC E14 Computer Based Presentations
- MEDIA 38 Inside the Advertising Agency - Planning, Creating & Selling Advertisements
- REAL ES 1 Real Estate Principles
- REAL ES 4 Real Estate Finance

**Program Revisions**
- Sustainable Materials Management AS/Certificate of Achievement (*formerly Recycling and Resource Management*)
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5  RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES MEDICAL AND HOSPITAL CARE ACT

Requested Action: Adoption
Reviewed by: Tre’shawn Hall-Baker, Dean, Human Resources
Approved by: Sherri Lee-Lewis, Vice-President, Human Resources

WHEREAS, (1) Government Code Section 22892(a) provides that a contracting agency under the Public Employees’ Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and

WHEREAS, (2) SANTA MONICA COLLEGE, hereinafter referred to as Special District is a contracting agency under the Act for participation by members of the Board of Trustees now, therefore be it

RESOLVED, That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of $1,375.90 per month, plus administrative fees and Contingency Reserve Fund Assessments.

Comment: This is recommendation is presented annually to the Board for approval. The base medical benefit amount is to be increased annually in accordance with the benefits article in the contract agreements with CSEA and the SMC Faculty Association, the SMC Police Officers Association and by Board Resolution covering the Special Districts.
**CONSENT AGENDA: HUMAN RESOURCES**

**RECOMMENDATION NO. 6 ACADEMIC PERSONNEL**

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

**ELECTIONS**

<table>
<thead>
<tr>
<th>NEW FULL-TIME FACULTY</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deleon, Reuben, Full-time Tenure Track Faculty, History, Ethnic Studies</td>
<td>08/26/2024</td>
</tr>
<tr>
<td>Stahlke, Jacqueline, Full-time Tenure Track Counselor, Athletics</td>
<td>08/26/2024</td>
</tr>
</tbody>
</table>

**ADJUNCT FACULTY**

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

**LEAVE OF ABSENCE – UNPAID**

Pham, Duc, Full-Time Faculty, Life Sciences  
08/28/2023 – 05/01/2024*  
*Revised End Date

**SEPARATIONS**

**RESIGNATION**

Pham, Duc, Full-Time Faculty, Life Sciences  
05/01/2024

**RETIREMENT**

Rubin, Saul, Full-time Faculty, Communication & Media Studies (25 years of service)  
06/11/2024
CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7   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.

ESTABLISH POSITION
Outreach & Recruitment Specialist (1 position)
Outreach & Onboarding, 12 months, 40 hours, Varied Hours 05/08/2024

CLASSIFICATION SALARY RE-ALLOCATION
Instructional Assistant – Learning Disabilities
From: Classified Employee Salary Schedule, Range 23
To: Classified Employee Salary Schedule, Range 28 05/01/2024

CLASSIFICATION SALARY RE-ALLOCATION AND RE-TITLE
From: Instructional Assistant – English
To: Instructional Tutor – English
Classified Employee Salary Schedule, Range 23
Classified Employee Salary Schedule, Range 28 05/08/2024

From: Instructional Assistant – ESL
To: Instructional Tutor – ESL
Classified Employee Salary Schedule, Range 23
Classified Employee Salary Schedule, Range 28

From: Instructional Assistant – Math
To: Instructional Tutor – Math
Classified Employee Salary Schedule, Range 23
Classified Employee Salary Schedule, Range 28

ELECTIONS

PROBATIONARY
Bruner Jr., Randy, Mail Service Worker I, PCAL 05/01/2024

PROMOTION
Luis, Jaime 05/16/2024
From: Locksmith, Maintenance
To: Grounds Manager, Grounds

Monzon, Karen 05/08/2024
From: Personnel Analyst, Personnel Commission
To: Human Resources Analyst- Employee & Labor Relations Confidential
### PROMOTION/ADVANCE STEP PLACEMENT

Orosz, Abigail 05/13/2024
From: International Student Services Specialist, ISC  
To: Professional Development Coordinator, Human Resources (Step C)

### POSITION RECLASSIFICATION

Karpman, Yuriy 05/01/2024
From: Information Systems Administrator, Classified Employee Salary Schedule, Range 52  
To: Information Systems Engineer, Classified Employee Salary Schedule, Range 55

### WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

Acevedo, Roger 11/02/2023 – 03/29/2024  
From: Grounds Worker, Grounds  
To: Grounds Supervisor, Grounds  
Percentage: More than 50%  
*Extension

Mock, Hannah 05/15/2024 – 06/30/2024  
From: Administrative Assistant II, Community & Academic Relations  
To: Administrative Assistant I*, EPI Center  
Percentage: More than 50%, *Y-rated position

Saldana, Jorge 04/01/2024 – 06/30/2024  
From: Custodian, Operations  
To: Lead Custodian, Operations  
Percentage: More than 50%

Taylor, Tyrone 03/08/2024 – 06/30/2024  
From: Custodian*, Operations  
To: Custodial Operations Supervisor, Operations  
Percentage: More than 50%  
*Title Correction from April 13, 2024, BOT Agenda

### LEAVE OF ABSENCE – UNPAID

Casillas, Ruth 04/03/2024 – 12/31/2024  
Program Coordinator-Workforce & Economic Development, Workforce & Economic Development

Locke, Debra, EOPS/CARE Supervisor, EOPS 09/13/2023 – 04/30/2024*  
*Revised End Date  
**New Leave

### SPECIAL SKILLS DIFFERENTIAL

Penate, Yesenia, Human Resources Specialist, Bilingual Oral, $35/mo. 05/01/2024

### SEPARATIONS

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blocklin, Sean</td>
<td>Laboratory Technician- Photo, Photography Department</td>
<td>06/28/2024</td>
</tr>
<tr>
<td>Spence, Jingjing</td>
<td>Instructional Assistant-Math, Mathematics</td>
<td>05/28/2024</td>
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### RETIREMENT

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<tbody>
<tr>
<td>Aragon, Michelle</td>
<td>Administrative Assistant I, Health Sciences (14 years)</td>
<td>06/28/2024</td>
</tr>
<tr>
<td>Brown, Timothy</td>
<td>Shuttle Driver, Auxiliary Services (23 years)</td>
<td>07/12/2024</td>
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<tr>
<td>Frazier, Marvlynn</td>
<td>Custodian, Operations (15 years)</td>
<td>04/30/2024</td>
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</tbody>
</table>
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 8   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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
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<tbody>
<tr>
<td>Bittencourt, Rafael</td>
<td>Theatre Technical Spec, Performing Arts Ctr</td>
<td>05/01/2024-06/30/2024</td>
</tr>
<tr>
<td>Brewer, Jeremy C.</td>
<td>Theatre Technical Spec, Performing Arts Ctr</td>
<td>04/25/2024-06/30/2024</td>
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<tr>
<td>Emadi, Sarvenaz</td>
<td>Events Assistant, Performing Arts Ctr</td>
<td>04/19/2024-06/30/2024</td>
</tr>
<tr>
<td>Ibarra, Jacob</td>
<td>Theatre Technical Spec, Performing Arts Ctr</td>
<td>05/06/2024-06/30/2024</td>
</tr>
<tr>
<td>Lainez, Rafael</td>
<td>Student Services Clerk, Outreach, Recruitment &amp; Student Engagement</td>
<td>From: 07/11/2023-06/30/2024 To: 07/11/2023-04/10/2024</td>
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<tr>
<td>Martinez, Paul G.</td>
<td>Theatre Arts Operations Assistant</td>
<td>From: 01/23/2024-02/29/2024 To: 01/23/2024-04/10/2024</td>
</tr>
<tr>
<td>Storniolo, Anthony</td>
<td>Theatre Technical Spec, Performing Arts Ctr</td>
<td>04/22/2024-06/30/2024</td>
</tr>
<tr>
<td>Twe-Avanesova, Nonna</td>
<td>Accompanist - Dance</td>
<td>02/12/2024-06/30/2024</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
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</thead>
<tbody>
<tr>
<td>Arnold, Elijah</td>
<td>Custodian, Operations</td>
<td>10/01/2023-04/06/2024</td>
</tr>
<tr>
<td>Humphrey, Mamie</td>
<td>Custodian, Operations</td>
<td>10/01/2023-04/10/2024</td>
</tr>
<tr>
<td>Minor, Earl</td>
<td>Custodian, Operations</td>
<td>10/01/2023-04/29/2024</td>
</tr>
<tr>
<td>Padilla, Juliana A.</td>
<td>Student Services Clerk, Financial Aid &amp; Scholarships</td>
<td>04/09/2024-06/30/2024</td>
</tr>
</tbody>
</table>
CONSENT AGENDA:  HUMAN RESOURCES

RECOMMENDATION NO. 9  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, $16.90/hour (STHP)  17
College Work-Study Student Assistant, $16.90/hour (FWS)  5

SPECIAL SERVICE

Art Model $27.00/hour  1
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 FACILITIES

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

10-A AGREEMENT FOR ENVIRONMENTAL CONSULTING SERVICES – BUNDY CAMPUS TENNIS/Pickle Ball COURT PROJECT

Agreement with PARKER ENVIRONMENTAL CONSULTANTS for Environmental Consulting Services for the Bundy Campus Tennis/Pickle Ball Court project for an amount not to exceed $13,500 plus reimbursable expenses.

Funding Source: Measure V

Comment: Parker Environmental Consultants will prepare a Class 32 Categorical Exemption (CE) for the proposed Tennis and Pickleball court project in accordance with the California Environmental Quality Act (CEQA) (P.R.C. 21000-21178) and the State CEQA Guidelines (C.C.R. Title 14, Chapter 3, 15000-15387). Shane Parker, the principal of Parker Environmental Consultants, has experience working in City of Santa Monica and has worked successfully with SMC on multiple environmental impact reports.

10-B APPRAISAL SERVICES AGREEMENT – AFFORDABLE STUDENT HOUSING

Approval of contract with CBRE, Inc. for market rent estimating services for the Affordable Student Housing Project in the amount of $5,000 plus $500 in reimbursable expenses.

Funding Source: District Funds, and Measure SMC

Comment: CBRE, Inc. will provide market rent estimates, including utilities costs, for the proposed student housing project at the Bundy campus to help understanding existing market rents and conditions for the College to make informed decisions regarding the potential development of housing inventory.

10-C DESIGN AND MONITORING SERVICES AGREEMENT – AFFORDABLE STUDENT HOUSING

Approval of contract with B2 Environmental, Inc. for underground hazardous materials remediation scope of work document development and removal monitoring services for the Affordable Student Housing Project in the amount of $242,400 plus $10,000 in reimbursable expenses.

Funding Source: District Funds, and Measure SMC

Comment: B2 Environmental, Inc. will prepare scope of work document for bidding detailing steps to remediate the underground hazardous materials onsite. They will also oversee the remediation process during removal process.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requested by: Jason Beardsley, Interim Vice President, Academic Affairs
Program Manager: Walter Butler, Director of Library/Information Services
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Reinvigorating Santa Monica College Library - College Specific Allocation (One time)
Granting Agency: California Community College Chancellor’s Office – SB 104 passthrough for regional project
Award Amount: $500,000
Matching Funds: NA
Performance Period: March 1, 2024 to June 30, 2027

Summary: Assembly Member Rick Zbur secured $500,000 from the 2023-2024 State Budget for the Reinvigorating the Santa Monica College Library project. Funds shall be encumbered by June 30, 2025, and must be expended by June 30, 2027.

The District may use the funding to purchase supplies, contract for services and equipment to refurbish and update furniture to support more individualized study spaces and provide greater options for students to access learning resources. The funding can also be used to modernize equipment, which will help make the library a safer space for students taking classes in various formats: online, hybrid, or on-ground.

Budget Augmentation: Restricted Fund 01.3

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>8600 State</td>
<td>$ 500,000</td>
</tr>
<tr>
<td>1000 Academic Salaries</td>
<td>$ 0</td>
</tr>
<tr>
<td>2000 Non-Academic Salaries</td>
<td>$ 0</td>
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<tr>
<td>3000 Employee Benefits</td>
<td>$ 0</td>
</tr>
<tr>
<td>4000 Supplies &amp; Materials</td>
<td>$ 0</td>
</tr>
<tr>
<td>5000 Other Operating Expenditures</td>
<td>$ 0</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>$ 500,000</td>
</tr>
<tr>
<td>7300 Other Outgo/Indirect</td>
<td>$ 0</td>
</tr>
<tr>
<td>7600 Student Aid</td>
<td>$ 0</td>
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<tr>
<td>Total</td>
<td>$ 500,000</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-B  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requestor: Teresita Rodriguez, Vice President, Enrollment Development
Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarship
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Direct Loan
Granting Agency: Department of Education
Augmentation Amount: $3,700,000 (Amended Total: $7,000,000)
Matching Funds: none
Performance Period: July 1, 2023 to June 30, 2024
Summary: The U.S. Department of Education’s federal student loan program makes loans to eligible students to help cover higher education costs at a college or career school. Students apply for a federal loan by completing a Free Application for Federal Student Aid (FAFSA) form. More students qualified for Direct Loans than the district estimated in the adopted budget. This augmentation will increase the budget for Direct Loans for the 2023-2024 award year based on the disbursements made during the fiscal year.

Budget Augmentation: Restricted Fund 74.0

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Expenditures</th>
</tr>
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<tbody>
<tr>
<td>8150 Federal</td>
<td>1000 Academic Salary 0</td>
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<td>2000 Non-Academic Salary 0</td>
<td>3000 Employee Benefit 0</td>
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<td>4000 Supplies &amp; Materials 0</td>
<td>5000 Other Operational Expenses 0</td>
</tr>
<tr>
<td>6000 Capital Outlay 0</td>
<td>7300 Other Outgo 0</td>
</tr>
<tr>
<td>7500 Financial Aid $3,700,000</td>
<td>Total $3,700,000</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-C  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requestor: Teresita Rodriguez, Vice President, Enrollment Development
Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarship
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Cal Grant
Granting Agency: California Student Aid Commission (CSAC)
Augmentation Amount: $700,000 (Amended Allocation $3,877,500)
Matching Funds: none
Performance Period: July 1, 2023 to June 30, 2024
Summary: Cal Grant is a California specific financial aid allocation for students attending a California Community College. Students apply for Cal Grant funds by submitting a Free Application for Federal Student Aid (FAFSA) or California Dream Act application and by meeting all eligibility, financial, and minimum GPA requirements.

Cal Grant funds are awarded to Santa Monica College as students qualify for the program. More students have qualified for Cal Grant than the initial estimate for the adopted budget. This augmentation is for a budget increase to cover the Cal Grant 2023-2024 award year based on current-year disbursements.

Budget Augmentation: Restricted Fund 74.0

<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>8600 State</td>
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<td>Academic Salary</td>
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<td></td>
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<td>1000</td>
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<td></td>
<td></td>
<td>Non-Academic Salary</td>
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<td>2000</td>
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<td>Employee Benefit</td>
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<td></td>
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<td>3000</td>
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<td></td>
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<td>Supplies &amp; Materials</td>
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<td>Other Operational Expenses</td>
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<td>5000</td>
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<td></td>
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<td>Capital Outlay</td>
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<tr>
<td></td>
<td></td>
<td>6000</td>
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<td></td>
<td>Financial Aid</td>
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</table>

Total $700,000
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11-D  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION (continued)

Requested Action: Approval/Ratification
Requestor: Teresita Rodriguez, Vice President, Enrollment Development
Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarship
Reviewed by: Kim Tran, Chief Director, Business Services
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title of Grant: Federal Work Study (FWS)
Granting Agency: Department of Education
Augmentation Amount: $60,404 (Amended allocation $560,404)
Matching Funds: Not Applicable
Performance Period: July 1, 2023 to June 30, 2024
Summary: The Federal Work-Study Program funded by the Department of Education provides undergraduate and graduate students with self-help aid through part-time employment, where the earnings from these part-time jobs assist in meeting the cost of postsecondary education. The Department of Education Campus Base Program allows for the available fiscal year 2022-2023 Federal Work-Study allocation to be carried forward and spent with the 2023-2024 Federal Work-Study allocation. The augmentation amount is the 10% allowable from the fiscal year 2022-2023 budget to the fiscal year 2023-2024. The adopted budget amount during fiscal year 2022-2023 was $604,044.

Budget Augmentation: Restricted Fund 01.3
Revenue
8120  Federal $ 60,404
Expenditures
1000  Academic Salaries $ 0
2000  Non-Academic Salaries $ 60,404
3000  Employee Benefits $ 0
4000  Supplies & Materials $ 0
5000  Other Operating Expenditures $ 0
6000  Capital Outlay $ 0
7300  Other Outgo/Indirect $ 0
7500  Student Aid $ 0
Total $ 60,404
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 BUDGET TRANSFERS
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

12-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
Period: March 1-31, 2024

<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>
<td>2000</td>
<td>Classified/Student Salaries</td>
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<td>Supplies</td>
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<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
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<td>6000</td>
<td>Sites/Buildings/Equipment</td>
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<tr>
<td>7100-7699</td>
<td>Other Outgo/Student Payments</td>
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<td>Contingency Reserve</td>
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<tr>
<td>Net Total:</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

12-B FUND 01.3 – GENERAL FUND - RESTRICTED
Period: March 1-31, 2024

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
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<td>2000</td>
<td>Classified/Student Salaries</td>
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<td>Benefits</td>
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<td>4000</td>
<td>Supplies</td>
<td>4,313</td>
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<td>Sites/Buildings/Equipment</td>
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<td>7900</td>
<td>Contingency Reserve</td>
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<td>Net Total:</td>
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</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 BUDGET TRANSFERS (continued)

12-C FUND 40.0 – Capital Projects Fund
Period: March 1-31, 2024

<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>
<td>2000</td>
<td>Classified/Student Salaries</td>
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<tr>
<td>3000</td>
<td>Benefits</td>
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</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. 13    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
March 2024    C1H – C2l    $14,923,621.82

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

RECOMMENDATION NO. 14    REISSUE PAYROLL WARRANTS
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>Gutierrez, Gustavo</td>
<td>W6233023</td>
<td>06/14/2019</td>
<td>$39.69</td>
</tr>
</tbody>
</table>

RECOMMENDATION NO. 15    COMMERCIAL WARRANT REGISTER
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Commercial Warrant Register
March 2024    486544 through 536733

ACH Numbers
March 2024    279877 through 291034

Total    $16,133,909.42

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

RECOMMENDATION NO. 16  REISSUE COMMERCIAL WARRANTS
Requested by:  Mitchell Heskel, Dean Education Enterprise
Approved by:  Chris Bonvenuto, Vice-President Business and Administration
Requested Action:  Approval/Ratification

Warrants not presented to the Los Angeles 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>Parker, Mayla</td>
<td>20280713</td>
<td>09/30/21</td>
<td>$2,252.00</td>
</tr>
<tr>
<td>Torres, Angel</td>
<td>26118716</td>
<td>11/16/20</td>
<td>$414.00</td>
</tr>
</tbody>
</table>

RECOMMENDATION NO. 17  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

Auxiliary Operations Payments and Purchase Orders
March 2024 Covered by check & voucher numbers: 035704-036324 & 03620-03664

- Bookstore Fund Payments  $301,874.00
- Other Auxiliary Fund Payments  $103,549.44
- Trust and Fiduciary Fund Payments  $1,196,385.22
  $1,601,808.66

Purchase Orders issued
March 2024  $6,001.51

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. 18  AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2023-2024
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 2023-2024:

<table>
<thead>
<tr>
<th>Name/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jaime Luis, Grounds Manager</td>
</tr>
<tr>
<td>Thaddeus Phillips, Project Manager, CalFresh</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.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 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>May 2024</td>
<td>1</td>
<td>$150.00</td>
</tr>
</tbody>
</table>

Funding Sources: Restricted Fund, Fund 01.3

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. 20 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: Jason Beardsley, 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. 21 PURCHASING
Requested Action: Approval/Ratification
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

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

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2024</td>
<td>$910,060.87</td>
</tr>
</tbody>
</table>

21-B AWARD OF BID – COSMETOLOGY AUDIO VISUAL UPGRADE PROJECT
Recommend award of bid to lowest responsive bidder in the amount of $29,761.17 to Golden Star Technology (GST) for audio visual upgrade services in the Cosmetology Department.

Funding Source: Restricted General Fund; Strong Workforce Program (SWP)
Comment: Three bidders attended the mandatory job walk and three bids were received. The additional bids were:

AVIDEX $29,893.79
EIDIM $42,252.58
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

SUBJECT:  
CLASSIFIED SCHOOL EMPLOYEES WEEK

SUBMITTED BY:  
Superintendent/President

REQUESTED ACTION:  
It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified School Employees Week, May 20-24, 2024.

WHEREAS, classified employees provide valuable services to the College and students of the Santa Monica Community College District; and

WHEREAS, classified employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified employees play a vital role in providing for the welfare and safety of Santa Monica Community College District’s students particularly during the current public health emergency; and

WHEREAS, classified employees employed by the Santa Monica Community College District strive for excellence in all areas relative to their workplace,

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 20-24, 2024 as Classified School Employees Week in the Santa Monica Community College District.

COMMENT:  
Events for Classified School Employees Week are being planned.

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

**RECOMMENDATION NO. 23**

**SUBJECT:** CSEA CHAPTER #36 COLLECTIVE BARGAINING PROPOSAL FOR SUCCESSOR NEGOTIATIONS, JULY 1, 2024 TO JUNE 30, 2027

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees acknowledge receipt of the Collective Bargaining Unit Initial Proposal for Successor Negotiations submitted by the California School Employees Association Chapter #6 to Santa Monica College.

**SUMMARY:** It is CSEA’s intent to alter or amend the following Articles and present its proposals for public discussion in accordance with Government Code § 3547.

**Article 1 - Agreement, Designation of Parties, and Length of Agreement**
CSEA intends to update the term of the agreement.

**Article 3 – Hours of Employment**
CSEA is interested in adding remote work language.
CSEA is interested in adding language to enhance flexibility in working day and work week (3.1).

**Article 4 – Evaluation**
CSEA is interested in adding language for Bargaining Unit Member Performance Evaluations.

**Article 5 – Safety Conditions of Employment**
CSEA is interested in adding language regarding enhancing general safety and emergency preparedness.

**Article 7 – Leaves of Absence**
CSEA is interested in adding language regarding increasing bereavement leave.
CSEA is interested in adding language regarding recent parental leave legislation.

**Article 8 – Holidays**
CSEA is interested in adding language regarding employees with alternative/permanent work weeks holiday observances.
CSEA is interested in adding language on Cesar Chavez and Dolores Huerta Day.

**Article 9 – Vacation**
CSEA is interested in adding language regarding accelerated accrual.
Article 11 – Wages
Classified jobs at the District should be good jobs that support the local community. CSEA intends to enhance wages for bargaining unit members and protect classified jobs that contribute to the critical work of supporting our students. CSEA’s interest is a fair and equitable on-schedule wage increase (11.1).

CSEA is interested in expanding hours for shift differentials (11.5).
CSEA is interested in adding language regarding Degrees, Certificates, and Licenses (11.10.3).
CSEA is interested in adding language regarding notifications for error in pay (11.18).
CSEA is interested in adding language regarding a stipend for increased workload.
CSEA is interested in adding language regarding hazard pay.

Article 13 – Disciplinary Action
CSEA is interested in adding language regarding Skelly Review Officer training and selection.

Article 15 – Layoff and Reemployment
CSEA is interested in adding language regarding developing a process for changes in assignment(s).

Article 16 – Association Rights
CSEA is interested in increasing releasing time for Chapter President.
CSEA is interested in increasing release time for Chief Union Steward

Article 17 – Contracting Out
CSEA is interested in adding language regarding the grievance timeline for contracting out.
CSEA is interested in adding language regarding the notification timeline for contracting out.

CSEA reserves the right to augment this proposal by opening additional articles, Memoranda of Understanding, or appendices upon notice to the District during these successor negotiations, subject to the appropriate notice requirements under the law and CSEA policies.

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

RECOMMENDATION NO. 24

SUBJECT: RECEIPT OF PERSONNEL COMMISSION 2024-2025 PROPOSED BUDGET

SUBMITTED BY: Santa Monica Community College District Personnel Commission

REQUESTED ACTION: It is recommended that the Board of Trustees acknowledge receipt of the 2024-2025 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District’s regular budget process.

SUMMARY: In accordance with Merit Rule 2.4, the Director of the Personnel Commission shall prepare and submit to the Personnel Commission a proposed operating budget for the Commission for the next ensuing fiscal year. The budget shall be submitted for a first reading no later than the appropriate Commission meeting in April.

The Director of the Personnel Commission presented an initial draft of the proposed budget for a first reading at the Personnel Commission meeting on April 24, 2024. The Personnel Commission will hold a public hearing on its proposed budget on May 15, 2024, at which time it will fully consider all comments and suggestions that may be offered by District administration, the Board, or other concerned persons or organizations.

The Personnel Commission’s budget for Fiscal Year 2024-2025 reflects the following adjustments against the prior year’s budget:

- 8.8% increase in total salary and benefits due to the following changes:
  - Mandatory 11.2% increase in employee benefits
  - Mandatory 4% increase in Commissioner benefits
  - Salary increases based on mandatory step and column progression

There are no increases anticipated during the next fiscal year for Total Operating Expenses. Outside of the mandatory salary and benefits increases, the initial budget will remain flat. There are no discretionary increases being requested at this time.

Overall, the Personnel Commission is requesting an 8.5% increase to its budget for Fiscal Year 2024-2025.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:
## Personnel Commission Budget 2024-2025

<table>
<thead>
<tr>
<th>Description</th>
<th>Object</th>
<th>2023-24</th>
<th>2024-25</th>
<th>Difference</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative &amp; Management</td>
<td>2110</td>
<td>$449,061.00</td>
<td>$513,037.00</td>
<td>$63,976.00</td>
<td>14.2%</td>
</tr>
<tr>
<td>Clerical</td>
<td>2126</td>
<td>$747,510.00</td>
<td>$778,275.00</td>
<td>$30,765.00</td>
<td>4.1%</td>
</tr>
<tr>
<td>Clerical Hourly (Temporary Staff)</td>
<td>2323</td>
<td>$11,000.00</td>
<td>$11,000.00</td>
<td>$0.00</td>
<td>-</td>
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<tr>
<td>Clerical Overtime</td>
<td>2324</td>
<td>$2,000.00</td>
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<tr>
<td>Personnel Commissioners</td>
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<td>$7,725.00</td>
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<td>-</td>
</tr>
<tr>
<td>Other Classified Hourly</td>
<td>2393</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Benefits (Staff)</td>
<td>Various</td>
<td>$668,408.00</td>
<td>$743,560.00</td>
<td>$75,062.00</td>
<td>11.2%</td>
</tr>
<tr>
<td>Benefits (Commissioners)</td>
<td>Various</td>
<td>$98,805.00</td>
<td>$103,213.00</td>
<td>$4,408.00</td>
<td>4%</td>
</tr>
<tr>
<td>Total Salary &amp; Benefits</td>
<td></td>
<td>$1,984,599.00</td>
<td>$2,158,810.00</td>
<td>$174,211.00</td>
<td>8.8%</td>
</tr>
<tr>
<td>Supplies</td>
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<td>$4,396.00</td>
<td>$4,396.00</td>
<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Mileage</td>
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<td>$150.00</td>
<td>$150.00</td>
<td>$0.00</td>
<td>-</td>
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<tr>
<td>Conf/Training/Staff Development</td>
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<td>$6,200.00</td>
<td>$6,200.00</td>
<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Meeting Reimbursements</td>
<td>5241</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Meals/Catering for Rates</td>
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<td>$2,000.00</td>
<td>$2,000.00</td>
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<td>-</td>
</tr>
<tr>
<td>Dues &amp; Memberships</td>
<td>5310</td>
<td>$5,500.00</td>
<td>$5,500.00</td>
<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Repairs &amp; Equipment Maintenance</td>
<td>5650</td>
<td>$400.00</td>
<td>$400.00</td>
<td>$0.00</td>
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</tr>
<tr>
<td>Legal</td>
<td>5730</td>
<td>$15,000.00</td>
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<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Off Campus Printing</td>
<td>5821</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Advertising</td>
<td>5830</td>
<td>$6,500.00</td>
<td>$6,500.00</td>
<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Software Licensing</td>
<td>5840</td>
<td>$18,400.00</td>
<td>$18,400.00</td>
<td>$0.00</td>
<td>-</td>
</tr>
<tr>
<td>Postage</td>
<td>5850</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Other Contract Services</td>
<td>5890</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Total Operating Expenses</td>
<td></td>
<td>$58,546.00</td>
<td>$58,546.00</td>
<td>$0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total Budget</td>
<td></td>
<td>$2,043,145.00</td>
<td>$2,217,356.00</td>
<td>$174,211.00</td>
<td>8.5%</td>
</tr>
</tbody>
</table>
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25

SUBJECT: ONE-YEAR EXTENSION OF THE LEASE AGREEMENT FOR SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT’S USE OF SANTA MONICA COLLEGE PICO CLASSROOM COMPLEX

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to enter into a one-year lease agreement extension with the Santa Monica-Malibu Unified School District (SMMUSD) for use of the Santa Monica College Pico Classroom Complex starting July 1, 2024.

SUMMARY: In 2022, the Santa Monica-Malibu Unified School District had determined its immediate need to close the John Muir/SMASH elementary school site due to a variety of conditions and to allow for remediation and reconstruction. It was determined that moving the high school programs that were housed on the Michelle and Barack Obama Center for Inquiry and Exploration campus to the Santa Monica College main campus would assist SMMUSD as it relocates the elementary school programs off the John Muir/SMASH campus.

SMC identified the Pico Classroom Complex on its main campus as an appropriate facility to house Olympic High School (a program with approximately 50 students primarily in the 11th and 12th grades plus another 120 students in an independent studies program that meets once a week) and the Project Based Learning Program (an offshoot of Santa Monica High School, serving approximately 125 9th through 12th graders).

At its August 2, 2022 meeting, the Board of Trustees authorized the Superintendent/President to enter into a two-year lease agreement starting August 18, 2022.

SMMUSD is requesting an extension to the lease agreement for a period of one year as remediation and construction are still in process at the John Muir/SMASH elementary school site. SMMUSD has also requested a reduction in the amount of space leased from approximately 36 rooms to 19 rooms as the Project Based Learning Program will be relocated to Santa Monica High School. In consideration for the reduced lease space the revised offset to the lease payment the District makes to the SMMUSD for the Madison Campus will reduce from $500,000 annually to $400,000 annually.

Link to: Amendment to Lease Agreement
<table>
<thead>
<tr>
<th>MAJOR ITEMS OF BUSINESS</th>
</tr>
</thead>
</table>

**RECOMMENDATION NO. 26**

**SUBJECT:** 2023-2024 QUARTERLY BUDGET REPORT AND 311Q

**SUBMITTED BY:** Vice-President, Business and Administration

**REQUESTED ACTION:** Acknowledge receipt of the 2023-2024 Quarterly Budget Report, as of March 31, 2024. Link to: [2023-2024 Quarterly Budget Report](#)

**COMMENT:** The Board of Trustees is presented on a quarterly basis with a set of financial statements for the general fund along with the quarterly 311Q report required by the Chancellor’s Office.

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

RECOMMENDATION NO. 27

SUBJECT: ADOPTION OF EDUCATION PROTECTION ACCOUNT (EPA - PROP 55, AN EXTENSION OF PROP 30) EXPENDITURE PLAN

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the plan to expend the 2023-2024 Education Protection Account (EPA) funds of $31,831,056 on instructional salaries.

SUMMARY: Proposition 55, The California Children’s Education and Health Care Protection Act of 2016, which was an extension of Proposition 30, temporarily raises the income tax rate for upper-income-earners (over $250,000 for single filers, over $500,000 for joint filers, and over $340,000 for heads of households) through 2030-2031 to fund the State’s Educational Protection Account which provides funding for local school districts and community colleges.

Under Proposition 55, Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in an open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided by the EPA have been properly disbursed and expended as required by law.

This recommendation is submitted to comply with Proposition 55 provisions requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA that our District will receive for 2023-2024 as of P1, is $32,122,907. Accordingly, the amount of EPA funds as of the recalculation of apportionment for 2022-2023 decreased from the P2 amount of $9,827,751 to $9,535,900 or a decrease of <$291,851>. The entire amount for 2023-2024 less the decrease in 2022-2023 funding will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations and will be offset by a decrease in apportionment funding received by the State.

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

RECOMMENDATION NO. 28

SUBJECT: ANNUAL AUTHORIZATION OF PRIVILEGES FOR THE STUDENT TRUSTEE

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the continuation of privileges for the student trustee in accordance with Board Policy 2015 and Education Code Section 72023.5.

1. The student trustee may make and second motions.

2. The Student Trustee is entitled to an advisory vote which shall be cast before the rest of the Board of Trustees and be recorded as such in the official minutes. The vote shall not be included in determining the vote required to carry any measure before the Board.

3. The student trustee may receive compensation up to the amount prescribed by Education Code Section 72425 and Board Policy. The term of compensation for the student trustee shall run from June through May.

SUMMARY: Education Code Section 72023.5 states that Board action to determine the privileges of the student trustee is required each year by May 15th for the succeeding year.

Rights and responsibilities dealing with term, closed sessions and conference attendance are included in Board Policy 2015.

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

RECOMMENDATION NO. 29

SUBJECT: PROCESS TO APPOINT MEMBERS OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees commence the application process to possibly appoint additional members to serve on the Citizens’ Bond Oversight Committee.

SUMMARY: The Government Code and Education Code require that the Citizens’ Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees, with at least:

1. one representative of the business community within the District
2. one person active in a senior citizens’ organization
3. one person active in a bona fide taxpayers’ organization
4. one student who is currently enrolled at SMC
5. one person active in the support and organization of the District
6. additional appointees to represent the communities of Santa Monica and Malibu

Following is the status of Citizens’ Bond Oversight Committee membership:

<table>
<thead>
<tr>
<th>Members with continuing term through June 30, 2025</th>
<th>Heather Anderson, Local Community/Malibu</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elizabeth Greenwood, Local Business</td>
</tr>
<tr>
<td></td>
<td>Anne Plechner, Local Community/Malibu</td>
</tr>
<tr>
<td></td>
<td>Elaine Polachek, Business Community,</td>
</tr>
<tr>
<td></td>
<td>District Support</td>
</tr>
<tr>
<td></td>
<td>Katherine Reuter, Local Community/Senior</td>
</tr>
<tr>
<td></td>
<td>Citizens’ Organization</td>
</tr>
<tr>
<td></td>
<td>Donald Schort, Local Business/Community</td>
</tr>
<tr>
<td></td>
<td>Bruce Sultan, Local Business/Community</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Members with term expiring June 30, 2024 who are eligible to apply for reappointment</th>
<th>None</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Members with terms expiring June 30, 2024 who are not eligible for reappointment (served three terms)</th>
<th>Alfred Barrett, Senior Citizens’ Organization</th>
</tr>
</thead>
</table>

| Associated Students Representative term expires June 30, 2024 | A new representative will be appointed for 2024-2025. |
The Committee meets quarterly (July, October, January and April) and reviews quarterly expenditure reports produced by the District to ensure that (a) bond proceeds are expended only for the purposes set forth in the ballot measure; (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses; (c) bond proceeds are maximized. Members of the Citizens’ Bond Oversight Committee shall serve for no more than three consecutive terms (Education Code Section 15282.)

MOTION MADE BY: 
SECONDED BY: 
STUDENT ADVISORY: 
AYES 
NOES:
XI. INFORMATION ITEM NO. 30  MEETING OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE, APRIL 17, 2024

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee (CBOC) was held on Wednesday, April 17, 2024 at 12 p.m. in the Student Services Center (SSC 396) at Santa Monica College, 1900 Pico Blvd, Santa Monica, California.

1. CALL TO ORDER – 12:06 p.m.

2. ROLL CALL – Members of the Citizens’ Bond Oversight Committee
   Bruce Sultan, Chair – Present
   Anne Plechner, Vice-Chair – Present-Virtual-Emergency Exemption
   Heather Anderson – Absent
   Alfred Barrett – Absent
   Elizabeth Greenwood – Present
   Elaine Polachek – Present
   Katherine Reuter – Present
   Donald Schort – Present
   Katherine Nilsen – Present

   CBOC Support Staff Present
   Chris Bonvenuto, Vice President, Business and Administration
   Don Girard, Senior Director, Government Relations/Institutional Communications
   John Greenlee, Director of Facilities Finance
   Yu-Ngok Lo, Assistant Director, Facilities Planning and Construction
   Olinka Rodriguez, Citizens’ Bond Oversight Committee Coordinator
   Charlie Yen, Director of Facilities Planning and Construction

3. APPROVAL OF MINUTES OF CBOC MEETING, JANUARY 24, 2024
   Motion was made by Katherine Reuter and seconded by Elaine Polachek to approve the minutes of the Citizens’ Bond Oversight Committee meeting held on January 24, 2024. Minutes were approved.

4. INFORMATION – EXPIRING TERM OF MEMBERS OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE
   The term of the following member of the Citizens’ Bond Oversight Committee is expiring effective June 30, 2024. They are not eligible for reappointment:
   • Alfred Barrett

5. REPORTS and DISCUSSION
   Bond Projects Website
   https://www.smc.edu/administration/governance/citizens-bond-oversight-committee/index.php

   A. Bond Construction Projects
   • The Math/Science Project: Photographs of the classroom, lab, and offices were shown. The audio-visual equipment to be installed. The estimated completion date for this project is August 2024.
   • Art Complex – 14th Street/Pico Blvd. The steel frame structure of the building in Area A was installed. An electricity post was relocated. The neighbors have been great during construction. The estimated completion date for this project is November 2025.
• Gender Neutral Restroom Building – The project is in DSA, review, then it will go out for bid for construction of the fully enclosed individual restroom stalls to be built in the Quad at the Main Campus. The estimated completion date for this project is October 2025.

• Bundy Campus Tennis/Pickleball Courts – Conceptual drawings were shown of the 6 Tennis courts and 6 Pickleball Courts to be located along Airport Ave and Bundy Drive. The estimated completion date for this project is May 2026.

B. **AA and V Budget Summaries and Bond Sales Expense Reports**

   The SMC Bond Capital Construction Budget Summary as of March 31, 2024 reports the following:
   
   - Measure U Budget: $160,000,000
   - Measure S Budget: $143,500,000
   - Measure AA Budget: $295,000,000
   - Measure V Budget: $345,000,000
   - Interest: $40,631,087
   - Other Funding Received: $71,755,419
   - Other Funding Pending: $30,952,124
   - Total Budget: $1,086,838,630
   - Estimate at Completion: $1,086,838,630
   - Bond Funds Remaining: $177,818,958

• Measure AA: Total Measure AA Expenditures as of March 31, 2024 were $291,199,523; total remaining funds are $3,796,306.

• Measure V: Total Measure V Expenditures as of March 31, 2024 were $170,977,349; total remaining funds are $174,022,651.

• The Bond Sales/Expense Report indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of March 31, 2024.
  
  Total Bond Program: $640,000,000
  Total Bonds Issued: $639,995,829
  Total Expenses: $462,176,872
  Total Available Remaining: $177,818,957
  Total Unsold Bond: $4,171

C. **SMC Bond Program – Contractor List as of March 31, 2024**

D. **Contractors List as of March 31, 2024**

E. **9-Month Period Ending March 31, 2024**

   • Measure AA: Total Measure AA Expenditures for the 9-month period ending March 31, 2024 were $29,100.

   • Measure V: Total Measure V Expenditures for the 9-month period ending March 31, 2024 were $16,296,107.

6. **SCHEDULE OF MEETINGS, 2023-2024**

   Wednesdays at 12:00 p.m.
   
   April 17, 2024
   July 17, 2024
   October 16, 2024
   January 22, 2025

7. **ADJOURNMENT** – 12:46 p.m.

   The next meeting of the Citizens’ Bond Oversight Committee will be held on Wednesday, July 17, 2024 (location to be determined).
XII. BOARD COMMENTS

XIII. ADJOURNMENT

The meeting will be adjourned in memory of Alan Bryant, the son of Emeritus instructor William Bryant; Stuart Blumkin, former SMC swimming and water polo coach; and Shirley Cragin, retired Admissions and Records Clerk and mother-in-law of Theresa Garcia, Scholars Program Counselor.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, June 4, 2024 at 6 p.m. (5 p.m. if there is a closed session) in the SMC Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. The meeting will also be conducted via Zoom Webinar for members of the public to participate remotely.