



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, OCTOBER 6, 2020

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>

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS

Karen Gunn
Shannon Herbert
Monte Perez

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. CONSENT AGENDA

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

Approval of Minutes

- #1 Approval of Minutes: September 1, 2020 (Regular Meeting)
September 15, 2020 (Board Study Session)

Academic Affairs

- #2 New Courses and Degrees, Fall 2020

Contracts and Consultants

- #3-A Approval Contracts and Consultants
(Greater than the amount specified in Public Contract Code Section 20651)
 - *New Contract*
 - *Revised Contract*
- #3-B Ratification of Contracts and Consultants
(Less than the amount specified in Public Contract Code Section 20651)
 - *Revised Contracts Submitted for Ratification*
 - *New Contracts and Consultants Submitted for Ratification*
- #4 Contract for KCRW
- #5 Agreement with PME for Sale of KERW and KCRU
- #6 MOU Between National Public Radio and Five California Hub Public Radio Stations
- #7 Subcontractual Agreement with UCLA

Human Resources

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

Facilities and Fiscal

- #12 Facilities
 - A Change Order No. 1 – Math and Science Temporary Classroom Village
 - B Change Order for Air Handler Project
- #13 Acceptance of Grants and Budget Augmentation
- #14 Gann Limit 2020-2021 (Amended)
- #15 Commercial Warrant Register
- #16 Payroll Warrant Register
- #17 Authorization of Signatures for Nonfinancial Academic Agreements, 2020-2021
- #18 Auxiliary Payments and Purchase Orders
- #19 Reissue Commercial Warrants
- #20 Organizational Memberships
- #21 Providers for Community and Contract Education
- #22 Purchasing
 - A Award of Purchase Orders

IX. CONSENT AGENDA – Pulled Recommendations

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

X. MAJOR ITEMS OF BUSINESS

- #23-A Public Hearing – 2020-2021 Budget
- #23-B Adoption of 2020-2021 Budget
- #24-A Public Hearing – Temporary Interfund Cash Borrowing
- #24-B Temporary Interfund Cash Borrowing
- #25 Resolution to Urge Congress to Approve HR 763, Energy Innovation and Carbon Dividend Act
- #26 Acceptance of Accreditation Mid-Term Report
- #27 Resolution Endorsing Measure SM on the November 3, 2020 Ballot
- #28 Board of Trustees Goals and Priorities, 2020-2021
- #30 Schedule of Board of Trustees Meetings, 2021

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday November 3, 2020 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

IV. SUPERINTENDENT'S REPORT

Recognition

- Title IX Leadership Program for Students: Lisa Winter, Compliance Administrator/Title IX Coordinator, reported on the second year of the Title IX Leadership Program for students. The program and workshops were open to all SMC students.
 - Attendance at the orientation and the four intensive workshops was over 450 attendees.
 - 85 students registered for the leadership program.
 - 75 successfully completed the program.

The 2020 cohort of students included men and women, international students, undocumented students, students of color, students with disabilities, and LGBTQ+ students. Some are survivors of sexual assault, child abuse, domestic violence, sexual stalking and dating violence, but that was not the main reason they wanted to be part of the program.

The purpose of this program was to:

- Educate students on issues related to Title IX and intersecting issues. related to race, culture, health, gender, sexual orientation and other factors.
 - Provide information on resources and support.
 - Empower students with the knowledge and confidence to act and to encourage them to give back.
- Winner of Best Student Film at the 2020 Vienna Independent Film Festival: "The Attempt"- a short film written and directed by Santa Monica College (SMC) film student Daniel Despart - has won Best Student Film at the 2020 Vienna Independent Film Festival (VIFF). "The Attempt" is set in 1921 post-World War I Berlin and it is based on a true story. It follows Soghomon Tehlirian, a young man who is given the mission to assassinate the chief orchestrator of the Armenian genocide. During the attempt, Soghomon realizes that killing another man is not easy and contemplates starting a new life with the woman he loves.

Updates

- Enrollment: Vice-President of Enrollment Development Teresita Rodriguez reported that today, the 37th day of the fall session, credit enrollment is 5.45 percent behind the same time in 2019 in credit enrollment and nonresident enrollment is 19.44 percent behind. On September 25th, the Department of Homeland Security issued a new proposed ruling they feel is necessary for security purposes that would hinder international student enrollment even more. That proposed ruling is that I-20 visas can only be issued for a maximum of between two and four years for certain countries; there are about 60 on the list. Extensions will only be considered in cases of emergencies and unforeseen circumstances. Failing a class will not be considered as a reason for extension. Enrollment Development staff is attending virtual fairs for domestic students and holding a series of webinars with SMC staff, outreach and Welcome Center to recruit new students. Since there is also a decrease of enrollment of Santa Monica students, information has been sent out to public and private high schools in Santa Monica. The largest drop for fall is AB 540 students who are dealing with financial issues and other issues related to the COVID disruption. Some

good news is that new funds have been set aside for emergency relief specific for the AB 540 population which allows the college to provide financial relief. The college has submitted a request for funding to disburse funds to those students when the amount is determined. In comparison to other institutions in the area, the college is doing better than most, but this is affecting all of higher education.

- SMC Designation as a Los Angeles County Vote Center: Linda Sullivan, Associate Dean of Facilities Programming, reported that pending an issue of indemnification to be worked out with Los Angeles County Council on the contract, Santa Monica College has been confirmed to be an eleven-day vote center for the November 2020 election. Set up in the Pavilion will start on October 22nd and voting will be October 24th through November 3rd.
- Chamber of Commerce Heroes Event – October 28, 2020: Santa Monica College has selected individuals to be recognized at this event for taking the helm and safely guiding the College during this time of COVID. So many people played critical roles, but it was narrowed down to the leads of the Emergency Operations Team and individuals who have led specific projects that have made a difference for students and the college community. They are Chief Johnnie Adams, Chris Bonvenuto, Dr. Susan Fila, Lizzy Moore, Mike Tuitasi and Dr Tammara Whitaker. This event celebrates new faculty, firefighters, police officers, educators and health care workers in the community. The link to the virtual event will be sent out soon.
- COVID-19
Following are the activities that have taken place since the last Board of Trustees meeting:
 - Dr. Tara Keriin provided an update to the EOT on COVID on September 11, 2020.
 - All constituent groups discussed both Winter and Spring terms and semester. It was decided after thoughtful discussion that SMC remain remote. Local and county positive cases will continue to be monitored.
 - The College remains in Phase II of the Roadmap to Recovery Plan. Minimal or reduced student activity on campus continues.
 - The County mandates waiting until after the Thanksgiving holiday before considering any additional student activity on campus.

Current activities include:

- Nursing Classes for Rad Tech and Nursing Students
- Immunization shots
- Pop-up Food Pantry
- Equipment distribution
- Computer access at CMD

Community Activities Include:

- Voting Center
- Public Policy Institute Fall Arts and Cultural Affairs Forum called 2020's Crisitivity, the Arts Igniting Common Purpose and Pandemic Recovery. A week of activities is planned including the kickoff event on Monday.

Superintendent/President Jeffery that a college forum related to the pandemic will be held on October 16th.

- Diversity: USC Leadership Alliance: SMC is part of a leadership alliance USC with nearly 50 California Community Colleges participating in a series of workshops. The first one held on September 10th was on the topic “fostering and sustaining inclusive classrooms for students of color.” Each college is limited to five participants in the 12 sessions planned. Representatives of a variety of areas are selected to participate in each session, and a debriefing will be held to get a sense of what people are learning in the sessions. The next session scheduled for October 12th will address implicit bias. The topic for November is understanding and confronting anti-Black racism.
- Winner of Best Student Film at the 2020 Vienna Independent Film Festival: The Attempt” - a short film written and directed by Santa Monica College (SMC) film student Daniel Despart - has won Best Student Film at the 2020 Vienna Independent Film Festival (VIFF). The Attempt” is set in 1921 post-World War I Berlin and it is based on a true story. It follows Soghomon Tehlirian, a young man who is given the mission to assassinate the chief orchestrator of the Armenian genocide. During the attempt, Soghomon realizes that killing another man is not easy and contemplates starting a new life with the woman he loves.

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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-#22.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #3-B (7)

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

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. #3-B – Ratification of Contracts and Consultants
 (7) Santa Monica Chamber of Commerce

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

- September 1, 2020 (Regular Board of Trustees Meeting)
- September 15, 2020 (Board Study Session)

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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 2 NEW COURSES AND DEGREES, FALL 2020

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

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

Approved for Online in an Emergency Context Only

- ANIM 41 Environment Design
- ANIM 42 Prop and Vehicle Design
- COSM 77 Barbering
- COSM 78 Barbering 2
- ET 89 Figure Drawing

Distance Education

- | | |
|-------------------------------------|---|
| ANIM 1 Storytelling | ENGL 24 Grammar Review |
| ANIM 2 2D Animation Fundamentals | ENGL 30A Beginning Creative Writing |
| ANIM 3 3D Fundamentals | ENGL 30B Advanced Creative Writing |
| ANIM 4 Digital Storyboarding | ENGL 50 Mythology |
| ANIM 18 Perspective Drawing | GAME 1 Game Design Fundamentals |
| ANIM 19 Color Theory & Application | GAME 2 Game Mechanics |
| ANIM 21 Advanced 2D Animation | GEOL 1 Physical Geology without Lab |
| ANIM 22 2D Digital Production | GEOL 31 Introduction to Physical Oceanography |
| ANIM 31 Advanced 3D Animation | GR DES 18 Introduction to Graphic Design Applications |
| ANIM 32 Digital Previsualization | GR DES 31 Graphic Design Studio 1 |
| ANIM 35 3D Modeling | GR DES 33 Typography Design 1 |
| ANIM 37 3D Character Creation | GR DES 35 Sketching for Graphic Design |
| ANIM 38 3D Character Rigging | GR DES 38 Digital Illustration 1 |
| DMPOST 2 Digital Audio Fundamentals | GR DES 43 Typography Design 2 |
| DMPOST 3 Digital Video Fundamentals | GR DES 51 Graphic Design Studio 3 |
| DMPOST 22 Digital Music Production | GR DES 60 Design Research |
| DMPOST 23 Sound Design | GR DES 67 Web Design 3 |
| DMPOST 30 Digital Video Editing | GR DES 71 Motion Graphics 1 |
| DMPOST 31 Digital Compositing | GR DES 71B Motion Graphics 2 |
| ENGL 3 World Literature 1 | IXD 310 Interaction Design Studio 1 |
| ENGL 4 World Literature 2 | IXD 350 Interactive Storytelling |
| ENGL 6 English Literature 2 | IXD 370 Design for Community Change |
| ENGL 7 American Literature 1 | IXD 460 Tangible Interaction |
| ENGL 8 American Literature 2 | |

CONSENT AGENDA: CONTRACTS AND CONSULTANTSRECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS3-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.

➤ NEW CONTRACT

	Provider	Term/Amount	Service	Funding Source
1	Scopewave, LLC	Year 1 October through December 31, 2020 Year 2 January 1 through December 31, 2121 Year 3 January 1 through December 31, 2022 Year 1 \$65,000 Year 2 \$75,000 Year 3 \$75,000 Not to exceed \$215,000	Contractor for LA19 Cloud Workforce Project, Regional Strong Workforce Program. Leads, develops, plans, and manages regional project objectives including a series of employer engagement events aimed at getting cloud students connected to work-based learning, internship, and employment opportunities. RFP 081720SH Comment: 42 notified vendors; 2 responses Other bidders: • Tiersolution	Restricted General Fund – LA19 Regional and Local Funds
<p><i>Requested by: Patricia Ramos, Dean Workforce & Economic Development</i> <i>Approved by: Jennifer Merlic, Vice-President, Academic Affairs</i></p>				

➤ REVISED CONTRACT

	Provider	Term/Amount	Service	Funding Source
2	COMMLine Inc.	Increase contract amount by \$7,368 Original contract amount approved by the Board on July 7, 2020: \$103,970.15 New total: \$111,338.15	Motorola Radios and Equipment Installation. 17 radios will be issued to sworn officers to provide for interagency coordination. Change order request for additional hardware. This request for an increase to the contract is related to the need for additional hardware.	Capital Outlay Fund Reimbursement of \$100,000 from the California Office of Emergency Management
<p><i>Requested by: Johnnie Adams, SMC Police Chief</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs.</i></p>				

CONSENT AGENDA: CONTRACTS AND CONSULTANTSRECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS3-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

➤ REVISED CONTRACTS SUBMITTED FOR RATIFICATION

	Provider	Term/Amount	Service	Funding Source
1	The Center for Organizational Responsibility and Advancement (CORA)	June 1, 2020 – June 30 2021 Original contract amount approved by the Board on July 7, 2020: \$24,445 Increase: \$3,500 New total: \$27,945	Dr. Frank Harris III of CORA will facilitate an additional online workshop for faculty participants of both the Teaching Men of Color Course and the NSF grant. This will be one workshop at the single session rate of \$3,500. This session will take place via Zoom on October 9, 2020.	The additional amount of \$3,500 is funded by the NSF (National Science Foundation) Grant
2	Allied Path Consulting LLC Veronica Keiffer-Lewis (formerly Veronica Neal)	2020-2021 October 16 and 23, 2020 Original contract amount approved by the Board on September 1, 2020: \$21,200 Increase of \$4,500 New total not to exceed \$25,700	Two additional dates are requested for contract services provided by Allied Path Consulting LLC. Veronica Keiffer-Lewis of Allied Path Consulting will facilitate two additional online workshops for faculty participants of the NSF grant. The title of the workshop is <i>Equity 101 and the Value of Calling In</i> .	The additional amount of \$4,500 is funded by the NSF (National Science Foundation) Grant

1 and 2

Requested by: Edna Chavarry, Director, Academic Affairs Initiatives

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

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

3-B RATIFICATION OF CONTRACTS AND CONSULTANTS

➤ REVISED CONTRACTS SUBMITTED FOR RATIFICATION *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
3 State of California Department of Finance	Extension of Time July 1, 2020- June 30, 2023 \$40,000	Extension of time period for expenditure of funds for the Award for Innovation previously accepted for July 1, 2017- June 30, 2020. Funds to be used to purchase and implement Me3 Career Assessment tool from Arizona State University (ASU). This tool assists student in identifying appropriate career and educational pathways to achieve their goals. This project supports the first pillar of the Guided Pathways framework – Helping Students to Find a Pathway.	Award for Innovation
<i>Requested by: Irena Zugic, Project Manager, Guided Pathways Redesign</i>			
<i>Approved by: Jennifer Merlic, Vice-President, Academic Affairs</i>			
4 R.Lawrence Kirkegaard & Associates Inc. (Kirkegaard & Associates)	Time extension of consulting services contract for Broad Stage Audio Replacement project through October 30, 2020 No change to contract amount of \$81,070 approved February 4, 2020.	Extension of consulting and design services for Broad Stage audio system replacement project. Extending original term through August 2020 due to audio replacement project delayed by pandemic estimated for completion in October 2020.	Restricted general fund SMC PAC
<i>Requested by: Rob Rudolph, Production Manager</i>			
<i>Approved by: Don Girard, Senior Director of Government Relations and Institutional Communications</i>			

BOARD OF TRUSTEES

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SANTA MONICA COMMUNITY COLLEGE DISTRICT

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS**RECOMMENDATION NO. 3** **CONTRACTS AND CONSULTANTS (continued)****3-B** **RATIFICATION OF CONTRACTS AND CONSULTANTS**➤ **NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION**

Provider/Contract		Term/Amount	Service	Funding Source
5	PeopleGrove	2020-2021 Original contract amount approved by the Board on June 2, 2020: \$18,500 Increase of \$4,500 New total: \$23,000	Adds the virtual meeting module for prospective students to meet with Outreach and Recruitment Representatives and Student Ambassador recruitment corps to the previously approved PeopleGrove platform.	2020-2021 District/General Fund
<i>Requested by: Outreach and Recruitment</i>				
<i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				
6	Westside Ballet	October 9-10, 2020 Projector and Services - \$7,000 Screen and FM Transmitter and Services - \$8,000 Total: Not to exceed \$15,000	Grace and Grit for the Public Policy Institute's 2020 Annual Fall Forum Arts and Cultural Affairs Forum Event. Westside Ballet of Santa Monica, a non-profit arts organization, will provide the services and equipment in support of the Drive-In Film Nights at the SMC Bundy East Parking Lot for the culmination PPI community arts program. This is a partnership with the City of Santa Monica, SMC PPI, SMC AS, and the County of Los Angeles.	Community and Academic Relations (100%)
<i>Requested by: Kiersten Elliott, Dean Community and Academic Relations</i>				
<i>Approved by: Don Girard, Senior Director, Government Relations & Institutional Communications</i>				

CONSENT AGENDA: CONTRACTS AND CONSULTANTS**3-B RATIFICATION OF CONTRACTS AND CONSULTANTS.***(continued)*➤ NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION*(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
7 Santa Monica Chamber of Commerce	September, 2020 – December 31, 2020 Not to exceed \$25,000	<p>This is a collaboration between SMC Workforce, Special Programs, Career Services Center and the Santa Monica Chamber of Commerce. The Santa Monica Chamber Remote Mentorship Program will connect SMC students with professionals and learning opportunities outside of the classroom, in their programs of study. Using a remote platform, students will interface with mentors to support career exploration and preparation, and increase their ability to make major pathway decisions early in their student experience at SMC. Starting with the Latino Center and African American Collegiate Center, the Santa Monica Chamber will provide this service by leveraging their local membership base. The Santa Monica Chamber will provide the following:</p> <ol style="list-style-type: none"> 1) Introduce 30 students to work-based learning opportunities via mentorship in the Santa Monica Area 2) Career exploration with member companies of the Santa Monica Chamber in the areas of Arts, Media, Entertainment and STEM 3) Mentors of color to provide role models of success 4) Virtual mentor programs into a specific industry <p>The contract includes a procedure to ensure an assessment process and quality control, including regular meetings and status reports. Accountability is required as part of the Strong Workforce Program reporting process.</p>	Local Strong Workforce Program Funding: Work-based Learning and Business Engagement

Requested by: Patricia G. Ramos, Dean - Workforce & Economic Development

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

CONSENT AGENDA: CONTRACTS AND CONSULTANTS**3-B RATIFICATION OF CONTRACTS AND CONSULTANTS.** *(continued)*➤ NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
8 Cobblestone Applied Research And Evaluation Inc. (Title III HIS STEM External Evaluation)	September 1, 2020 – September 30, 2021 Not to exceed \$ 50,000	Evaluation Deliverables <ul style="list-style-type: none"> • All evaluation work specified within the current project will be performed in conjunction with grant--established timelines. • Assistance with initial progress report due to DoE (April) • A mid--year local report each Spring (beginning in 2017) • An annual local reporting: (Fall) • Annual funder--specific reporting submissions (December each year, beginning in 2017) 	Title III HSI STEM Grant
<i>Requested by: Vanan Yahnian, Project Manager, STEM</i>			
<i>Approved by: Jennifer Merlic, Vice-President, Academic Affairs</i>			
9 Quoc (Tim) Nguyen	September 8, 2020- June 30, 2021 With four additional one-year renewal options \$24,000	External evaluation services for the National Science Foundation grant by investigating the interventions that affect student success and the exploration of impact of strategies for increasing the number of students from historically marginalized communities, focused on Black and Latinx students.	Fostering An Equity Minded Student Success Culture
<i>Requested by: Edna Chavarry, Director, Academic Affairs Initiatives</i>			
<i>Approved by: Jennifer Merlic, Vice President, Academic Affairs</i>			

CONSENT AGENDA: CONTRACTS AND CONSULTANTS**3-B RATIFICATION OF CONTRACTS AND CONSULTANTS.** *(continued)*➤ NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
10	Verbit, Inc	2020-2021 Not to exceed \$6,250	Provide reliable, certified captioning services for approximately, 5,000 minutes of pre-recorded, professional development materials supplied by The Office of Human Resources. Captioning services for pre-recorded materials are needed to ensure pre-recorded materials are in compliance with ADA standards and accessible to all employee groups at SMC.	District Funds/ Human Resources
11	The Kevin Eikenberry Group	2020-2021 Not to exceed \$4,000.	Provide 1 (one) 2- hour training on the topic of remote leadership for classified managers/ supervisors, administrators and senior staff.	District Funds/ Human Resources
<u>10 and 11</u> <i>Requested by: Human Resources</i> <i>Approved by: Sherri Lee-Lewis, Vice-President, Human Resources</i>				
12	James Altuner	October 24, 2020 – June 30, 2021 140 hours at %60 per hour, total amount \$8,400	Instruction in high school English Literature/Composition during virtual Upward Bound Saturday Academy (October 2020 – May 2021) and Summer Program (June 21-30, 2021). He will also provide remote college essay assistance to high school seniors through January 2021, not to exceed 10 hours per week. English instruction is a grant required service.	TRIO/ Upward Bound
<i>Requested by: Bonita Cooper, Project Manager, Upward Bound</i> <i>Approved by: Teresita Rodriguez, Vice-President,, Enrollment Development</i>				

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CONSENT AGENDA: CONTRACTS AND CONSULTANTS**RECOMMENDATION NO. 4** **CONTRACT FOR KCRW***Requested by: Jennifer Ferro, General Manager, KCRW**Approved by: Don Girard, Government Relations/Institutional Communications*

The following contract for KCRW is a renewal of the existing contract and is funded by CPB Grant money and KCRW Donations.

Provider	Service	Amount
Crown Castle	Mojave License Amendment: KCRW use of Mojave site; Site #815407, Lease #47713.	Payable upon billing;
	Amendment to previously approved contract.	
	Original Agenda Item: 3A: July 7, 2020	
	Contract Term: 5-1-2020 through 6-30-2025 Monthly Payment: \$1,244.16 Annual Payment: \$14,929.92	Payable upon billing; \$74,649.60 Term Payment
	Renewal #1: 5-1-2025 through 6-30-2030 If KCRW opts to renew Term Fee Escalation: 20% Monthly Payment: \$1,492.99 Annual Payment: \$17,915.88	Payable upon billing; \$89,579.40 Term Payment
	Renewal #2: 5-1-2030 through 6-30-2035 If KCRW opts to renew Term Fee Escalation: 20% Monthly Payment: \$1,791.59 Annual Payment: \$21,499.08	Payable upon billing; \$107,495.40 Term Payment
	Renewal #3: 5-1-2035 through 6-30-2040 If KCRW opts to renew Term Fee Escalation: 20% Monthly Payment: \$2,149.91 Annual Payment: \$25,798.92	Payable upon billing; \$128,994.60 Term Payment
	Total Costs for period 5-1-2020 through 6-30-2040	Not to exceed: \$400,719.00

CONSENT AGENDA: CONTRACTS AND CONSULTANTS**RECOMMENDATION NO. 5** **AGREEMENT WITH PUBLIC MEDIA COMPANY (PMC) FOR SALE OF
KERW AND KCRU**

It is recommended that the Board of Trustees authorize the SMC Superintendent/President to execute a Consulting Services Agreement with Public Media Company (“PMC”) to assist the District in selling KERW 101.3 FM (Los Osos-Baywood Park) and KCRU 89.1 FM (Oxnard).

COMMENT: KCRW programming is broadcast on its main transmitter, at 89.9 FM Santa Monica, and is relayed by five full-power stations (KCRI, Indio; KCRU, Oxnard; KCRY, Mojave; KDRW, Santa Barbara; and KERW, Los Osos-Baywood Park) with additional feeds to nine low-power translators. The station also broadcasts over the internet.

Station management, with District concurrence, is recommending the sale of two of the full-power stations, in order to eliminate a duplicative signal and to reduce operating costs.

KCRU (Oxnard) began broadcasting in 1986 and operates at 850 watts at a height of 1,329 feet above sea level. The signal is now redundant, due to the 2014 purchase of KDRW (Santa Barbara) which operates at 12,000 watts at a height of 2,178 feet above sea level. KCRU costs approximately \$27,000 a year to operate.

The KERW (Los Osos-Baywood Park) station was donated to the District in 2016. The station serves the San Luis Obispo area. The station costs approximately \$40,000 a year to operate, has 68 active subscribers in the area, with approximately \$8,800 a year in donations. Selling the station is an appropriate response as KCRW addresses its cost commitments with the impact of COVID-19.

The two stations have been valued at approximately \$1.5 million by Public Media Company (“PMC”), a nonprofit consultancy. Both stations are District-owned assets. Net proceeds from any sale would be held by the District in its capital funds.

The District is recommending the retention of PMC as agent for the sale of the stations, with no upfront fee; a fee of 3% of the gross proceeds; and a 12-month exclusivity in representing the District.

Since its founding in 2001, Public Media Company has structured \$390 million in transactions aimed at helping public media operators acquire, merge, transfer, and finance broadcast properties – outlets that have secured public media access for approximately 82 million people. PMC has worked with more than 300 public media organizations in all fifty states from new station owners to multi-channel, TV/radio providers. A complete list of its clients’ transactions can be found at www.publicmedia.co.

CONSENT AGENDA: CONTRACTS AND CONSULTANTSRECOMMENDATION NO. 6 MOU BETWEEN NATIONAL PUBLIC RADIO AND FIVE CALIFORNIA HUB PUBLIC RADIO STATIONS

It is recommended that the Board of Trustees authorize the SMC Superintendent/President to execute a Memorandum of Understanding (MOU) between National Public Radio as the national partner and five California anchor public radio stations: KQED in San Francisco, KPBS in San Diego, CapRadio in Sacramento, KPCC/LAist in Southern California, and KCRW in Southern California. The Santa Monica Community College District is the signatory on behalf of radio station KCRW-89.9 FM.

COMMENT: Every day, National Public Radio (NPR) and its Member Stations work together to tell the story of the WHOLE country from EVERYWHERE in the country. No other news organization has the same on-the-ground reach as public radio. More than 95 percent of Americans live within range of a public radio signal. The public radio network includes 1,800 journalists at more than 200 member stations across the country, plus another 400 reporters and editors at NPR.

The Collaborative Journalism Network is an initiative of NPR that is building partnerships among groups of member stations to strengthen local and regional impact and help bring more of their reporting to a national audience. These regional hubs plan coverage together, share technology that improves efficiency, and hone best practices for engaging, insightful reporting.

Four regional newsrooms are currently in place, in the Midwest, the Gulf states, California, and Texas. A \$4.7 million grant from philanthropists Eric and Wendy Schmidt to the Collaborative Journalism Network to support the regional newsrooms in California and in the Midwest was announced this past May. The grant's purpose is to increase local coverage, especially in underserved communities, and to expand investigative reporting capacity.

California's public radio collaboration will be led by KQED in San Francisco and includes anchor stations KPBS in San Diego, CapRadio in Sacramento, KPCC/LAist in Southern California, KCRW in Southern California, and NPR as the statewide newsroom's national partner. The California newsroom will serve all 17 public radio stations across the state that broadcast in 50 cities.

Four of the five anchor stations already work together through the California Dream journalism collaboration, launched with funding from the Corporation for Public Broadcasting in 2017. (KCRW was not part of this original collaboration.) Ultimately, the collaborative aims to include participation from all public radio stations in the state, especially those in "news deserts" or areas that lack robust local news coverage as small town newspapers have declined.

A Memorandum of Understanding (MOU) among the California anchor stations and NPR is recommended for Board of Trustees approval. The collaboration's initial term (May 11, 2020 through March 31, 2023) is funded in full by a grant to NPR by the Schmidt Family Foundation for \$1,522,132. The lead station for the California Hub will be KQED, who will track the grant funding and project costs through the term.

Beyond the initial term, the agreement states that the stations will work with NPR to develop plans for sustaining the Regional Hub, which will include a three-year budget and financial contribution specified via amendment to this MOU. KCRW will evaluate activities and impact of its participation during the initial term to determine whether additional terms are viable, and by March 31, 2022, will decide on whether to continue its participation. The agreement is being circulated for review and execution by all member stations.

CONSENT AGENDA: CONTRACTS AND CONSULTANTS**RECOMMENDATION NO. 7 SUBCONTRACTUAL AGREEMENT WITH UCLA***Requested by: Vanan Yahnian, Project Manager, STEM**Approved by: Jennifer Merlic, Vice-President, Academic Affairs**Requested Action: Approval/Ratification*

Subcontractor: The Regents of the University of California
 Contract Amount: \$338,480
 Funding Source: Title III HSI-STEM
 Performance Period: October 1, 2020-September 30, 2021
 Purpose of Contract: This is a continuation of a subcontract with The Regents of the University of California. The purpose of this cooperative project is to increase the number of community college students, particularly students traditionally underrepresented in STEM, who transfer to a baccalaureate program in a STEM discipline. University of California at Los Angeles shall serve as the District's cooperative partner to develop and deliver the awarded U.S. Department of Education HSI STEM and Articulation Cooperative Grant.

Grant Specific Activities:

Coordinate efforts with SMC personnel to develop and deliver summer activities for students enrolled in the Science and Research Initiative, including:

- a. Provide staff/faculty to assist with the SMC STEM Orientation, and STEM Skills workshops
- b. Develop and implement the 10-week Undergraduate Research Program for 22 SMC students.
- c. Identify UCLA STEM faculty leads to meet with SMC STEM faculty to review efficacy of STEM pathways from SMC to UCLA, and mentor SMC Summer Research Students
- d. Participate in professional development activities as appropriate;
- e. Attend SMC STEM instructional and counseling team monthly meetings and biannual retreats.
- f. Regularly attend STEM Counseling 12 "STEM Career Counseling", Counseling 15 "Job Search Strategies" and Science 10 courses.
- g. Develop a Spring SMC SRI transfer bridge program.
- h. Work closely with SMC and UCLA faculty to create a honors course for SMC transfer students at UCLA.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 ACADEMIC PERSONNEL

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
<u>ACADEMIC ADMINISTRATORS</u>	
Associate Dean, Health and Well-Being, Student Affairs	10/07/2020
Associate Dean, Online Services and Support, Academic Affairs	10/07/2020
Associate Dean, Student Instructional Support, Academic Affairs	10/07/2020
Dean, Counseling, Student Affairs	10/07/2020
Dean, Special Programs, Student Affairs	10/07/2020
Project Manager, NSF Grant, Academic Affairs	09/21/2020

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
<u>ACADEMIC ADMINISTRATORS</u>	
Associate Dean, Learning Resources	10/07/2020
Dean, First Year Programs	10/07/2020
Senior Administrative Dean, Counseling, Retention & Student Wellness	10/07/2020
Director, Career and Contract Education	10/07/2020

<u>RETITLE</u>	<u>EFFECTIVE DATE</u>
From: Associate Dean, Outreach and Recruitment	10/07/2020
To: Associate Dean, Outreach, Onboarding and Student Engagement, Enrollment Development	
Weaver, Deirdre	10/07/2020
From: Director, Student and Alumni Relations	
To: Director, Outreach and Onboarding Initiatives	
Ramos, Patricia	10/07/2020
From: Dean, Workforce Development	
To: Dean, Academic Affairs	
Carter, Dione	10/07/2020
From: Dean, Noncredit/External Programs	
To: Dean, Academic Affairs	
Beardsley, Jason (Interim)	10/07/2020
From: Dean, Instructional Services	
To: Dean, Academic Affairs	10/07/2020

ELECTION

INTERIM ACADEMIC ADMINISTRATORS

DeMorst, Wendi, Associate Dean, Student Instructional Support, Academic Affairs	10/07/2020
Fila, Susan, Associate Dean, Health and Wellbeing, Student Affairs	10/07/2020
Hernandez, Jose, Associate Dean, Outreach, Onboarding and Student Engagement, Enrollment Development, Step 6	10/07/2020
Hunt, Steve, Director, Library and Information Services, Step 6	10/07/2020
King, Sasha, Associate Dean, Career, Technical Education (CTE), Academic Affairs	10/07/2020
Mata, Nicholas, Dean, Special Programs, Student Affairs	10/07/2020
Robinson, Janet, Dean, Counseling, Student Affairs, Step 6	10/07/2020
Silverman, Scott, Dean, Noncredit and External Programs, Academic Affairs	10/07/2020
Williams, Eric, Associate Dean, Health Sciences, Academic Affairs, Step 6 (Comment: teaching through 10/22/2020)	11/01/2020
Whitaker, Tammara, Associate Dean, Online Services and Support, Academic Affairs	10/07/2020

ELECTIONS

ADJUNCT FACULTY

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

SEPARATIONS

LEAVE OF ABSENCE - UNPAID

Gartner, Gabriel, Full-Time Faculty, Life Sciences	8/25/2020 – 6/30/2021
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RESIGNATIONS

Chavarry, Edna, Director, Academic Affairs Initiatives	09/18/2020
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RETIREMENTS

Adler, Eve, Associate Dean, Health Sciences (22 years of service)	09/30/2020
Akins Raveling, Delores, Dean, First Year Programs (21 years of service)	09/30/2020
Burson, Patricia, Interim Associate Dean, Learning Resources (23 years of service)	09/30/2020
Dawson, Francis, Dean, Center of Media & Design (22 years of service)	09/30/2020
Johnson, Brenda, Sr Administrative Dean, Counseling, Retention & Student Wellness (35 years of service)	09/30/2020
LeBlanc, Erica, Dean, Academic Affairs (24 years of service)	09/30/2020

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 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>REQUEST TO ABOLISH CLASSIFICATION</u>	<u>EFFECTIVE DATE</u>
Sign Language Interpreter Trainee	10/07/2020
Classified Salary Range: 25	

<u>RESCINDED CSEA EDUCATIONAL PAY DIFFERENTIAL</u>	
Johnson, Trena, Administrative Assistant II, Inst. Research .75%	09/01/2020
Comment: Action taken to the September 1, 2020 meeting is being rescinded due to PER CSEA/DISTRICT agreement a classified employee can only receive a combination of two educational differentials. The .75% differential would exceed the allotted amount.	

<u>PROBATIONARY/ADVANCE STEP PLACEMENT</u>	
Esquivias, Madalene, Student Services Clerk, Fin. Aid & Schol (Step C)	09/01/2020
Majidi, Hamidreza, Instructional Assistant - Math (Step B)	09/16/2020

<u>LEAVE OF ABSENCE - UNPAID</u>	
Hull, Chelsea, Instructional Assistant - English	08/31/2020 – 12/22/2020

<u>WORKING OUT OF CLASSIFICATION (LIMITED TERM)</u>	
Chambers, Nicholas	07/1/2020 - 08/31/2020
From: Student Services Clerk, Admissions and Records	09/01/2020 - 12/31/2020*
To: Academic Records Evaluator, Admissions and Records	
Percentage: More than 50%	
*extension of working out of class assignment	

<u>WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)</u>	
Aquino, Cherry	10/01/2020 – 12/31/2020
From: Accountant, Fiscal Services	
To: Accounts Payable Supervisor, Fiscal Services	
Percentage: More than 50%	
Ariass, Glaurys	09/23/2020 – 11/30/2020
From: Administrative Assistant II, P, and C & L	
To: Insurance Program Specialist, Risk Management	
Percentage: More than 50%	

Juarez, Elease 09/01/2020 – 01/15/2021
From: Campus Store Assistant Manager, Campus Bookstore
To: Campus Store Manager, Campus Bookstore
Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (LIMITED-TERM ASSIGNMENT)

Recinos, Jaime 01/018/2021 – 06/30/2021
From: Campus Store Assistant Manager, Campus Bookstore
To: Campus Store Manager, Campus Bookstore
Percentage: More than 50%

Valentine, Angela 10/01/2020 – 03/05/2021
From: Disabled Student Services Assistant, DSC, 40 hours, Varied Hours Shift
To: Student Services Clerk, Financial Aid, 40 hours, Regular Shift
Percentage: More than 50%

RETIREMENT

LAST DAY OF PAID SERVICE

Arneson, Lauri, Administrative Assistant II (13 years of service)	09/30/2020
Cheney, Joyce, Tutoring Coordinator – English & Humanities (41 years of service)	09/30/2020
Dammer, Carolyn, Financial Aid Systems Specialist (25 years of service)	06/30/2020
Daza-Whitfield, Martha, Student Services Assistant (11 years of service)	09/30/2020
Evans, Carol, Lead Theater Technician (42 years of service)	09/30/2020
Fierro, Damon, Custodian (23 years of service)	09/29/2020
Fierro, Yolanda, C.C. Parking Enforcement Officer (25 years of service)	07/31/2020
Gallegos, Antonio, Custodian (12 years of service)	09/29/2020
Gee, Cheryl, KCRW Radio Services Assistant (32 years of service)	09/30/2020
Hamblet, Cristina, Accounts Payable Supervisor (23 years of service)	09/30/2020
Henry, Rudy, Mail Services Worker II, (21 years if service)	10/02/2020
Islas, Manuel, Transportation Operations Coordinator (22 years of service)	09/15/2020
Jimerson, Michael, Cosmetology Assistant (35 years of service)	09/29/2020
John, Joshi, Instructional Technology Services Manager (30 years of service)	09/30/2020
Johnson, Trena, Administrative Assistant II (19 years of service)	09/04/2020
Kerce, Kathryn, C.C. Police Dispatcher (29 years of service)	09/27/2020
Lemons, Bradley, Lab Tech – Broadcasting/Electronic Media (25 years of service)	09/29/2020
Lewis, Marcia, Campus Emergency & Safety Facilitator (22 years of service)	09/30/2020
Mark-Walker, Charles, Graphic Designer (20 years of service)	09/30/2020
Moore, Cynthia, Director of Procurement, Contracts & Logistics (10 years of service)	09/30/2020
Rodriguez, Rogelio, Grounds Equipment Operator (29 years of service)	09/30/2020
Sasaki, Karen, Academic Records Evaluator (40 years of service)	09/29/2020
Serikawa, James, Multimedia Specialist (31 years of service)	09/30/2020
Smith, Adriene, Risk & Insurance Coordinator (22 years of service)	09/30/2020
Smith, Kyle, Theater Technician (19 years of service)	09/30/2020
Taylor, Frank, KCRW Radio Programming Technician (37 years of service)	09/30/2020
Valdez, Roland, C.C. Parking Enforcement Officer (15 years of service)	09/29/2020
Webber-Gregg, Bronwyn, Administrative Assistant II (17 years of service)	09/15/2020

BOARD OF TRUSTEES	Action
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 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.

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
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PROVISIONAL: Temporary personnel who meet minimum qualifications and are assigned to work 90 working days; who have not come from an eligibility list.

Ashby, DeAnna, Student Services Clerk, Financial Aid	09/09/2020-02/28/2021
Belay, Johanna, Customer Service Assistant, Cashier’s Office	09/28/2020-06/30/2021
Chanaiwa, Isom Taziwa, Assoc. Director- SMC Foundation, Institutional Advancement	09/08/2020-03/01/2021
Ramirez, Anthony, Student Services Clerk, Cashier’s Office	09/14/2020-10/30/2020

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.

Mendoza, Jack M., Student Services Clerk, Financial Aid	09/29/2020-02/28/2021
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RECOMMENDATION NO. 11 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.

College Student Assistant, \$15.00/hour (STHP)	52
College Work-Study Student Assistant, \$15.00/hour (FWS)	34
College CalWorks, \$15.00/hour	1

SPECIAL SERVICE

Community Services Specialist II, \$50.00/hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 FACILITIES

*Requested by: Charlie Yen, Director of Facilities Planning
Devin Starnes, Director of Facilities Management*
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

12-A CHANGE ORDER NO. 1 – MATH AND SCIENCE TEMPORARY CLASSROOM VILLAGE

Change Order No. 1 – The Nazerian Group on the Math and Science Temporary Village Project in the amount of \$176,000.

Original Contract Amount	\$ 5,994,123
<u>Change Order No. 1</u>	<u>\$ 176,000</u>
Revised Contract Amount	\$ 6,170,123

This Change Order does result in a change of the Contract length.
The Project received Substantial Completion on September 25, 2020

Total Change Orders represent 2.9% of the Original Contract.

FUNDING SOURCE: Measure V

COMMENT: Change Order No.1 includes the furnish and installation of the following:

- Roof drainage system was found to be nonfunctional at Building A, B, C & D. This change is to remove existing decayed gutters and downspouts and replace with approximately 800 lineal feet of new bonderized gutters and downspouts.
- 13 existing wood doors were found not code compliant, which did not have accessible hardware. This change is to install new hardware and card readers at these doors to meet code and the campus door hardware and security standards.
- Two office spaces were modified to accommodate existing structural conditions. This change includes demolition of the existing wall between an office and storage room in building D and sealing door opening of the storage Room.
- Existing opening adjacent to CMU wall along Pico Blvd needs to be infilled preventing trespassing. This change includes the installation of 4x4 posts anchored to the existing masonry wall and additional 1"x6" Trex boards panels sized to match the existing CMU wall opening.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 6, 2020
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 FACILITIES (continued)

12-B CHANGE ORDER FOR AIR HANDLER PROJECT

Change Order for Bon Air, Inc. for Air Handler Project in the amount of \$14,035.36.

Original Contract Amount	\$720,000.00
<u>Change Order</u>	<u>14,035.36</u>
Revised Contract Amount	\$734,035.36

Term: Project is scheduled for completion no later than October 31, 2020.

FUNDING SOURCE: Prop 39 Energy-Saving Grants provided by the State

- COMMENT: Change Order includes the following:
1. Design Change Anchor Bolts
 2. Chemical Washing of Pipes
 3. Electrical Outlet Upgrade for DP Port
 4. Additional Welding and Bolt Support (hold down)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Requested by: Jennifer Merlic, Vice President
Reviewed by: Irma Haro, Accounting Manager
Approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Title: DPSS Customer Service Training-Attitude in the Workplace
Granting Agency: Los Angeles County Department of Public Social Services (DPSS)
Award Amount: \$97,500
Matching Funds: Not applicable
Performance Period: September 2020 – June 30, 2021

Summary: The Los Angeles County Department of Public Social Services (DPSS) is contracting with Santa Monica College Workforce Office to deliver a course from our Customer Service Training Catalog called Attitude in the Workplace.

The class is eight hours in length, and will be delivered remotely due to the COVID learning environment. Approximately 936 students will receive instruction through a series of 39 sessions, which limits student occupancy to 24 to ensure a quality learning experience.

The Santa Monica College Workforce Office delivered one of these courses to DPSS in the Fall of 2019. This additional service contract reflects the success of that pilot program.

Budget:	Restricted Fund 01.3	
	Revenue	
	8600 City of Santa Monica	\$ 97,500
	Expenditures	
	1000 Academic Salaries	\$ 34,125
	2000 Non-Academic Salaries	\$ 44,286
	3000 Employee Benefit	\$ 16,589
	4000 Supplies & Materials	\$ 2,500
	5000 Other Operating Expenditures	\$ 0
	6000 Capital Outlay	\$ 0
	7300 Other Outgo/Indirect	\$
	7600 Student Aid	\$
	Total	\$ 97,500

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION (continued)

Requested Action: Approval/Ratification

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

Approved by: Mike Tuitasi, Vice President, Student Affairs

Title of Grant: California Community Colleges Health and Wellness Sponsorship
 Granting Agency: California Community Colleges Chancellor's Office
 Augmentation Amount: \$1,500
 Matching Funds: \$0
 Performance Period: June 2020 – June 2022
 Summary: Santa Monica College established its existing Veterans Resource Center in 2010-11 to address the unique needs of student veterans, and serve as a resource for faculty and staff as they created a teaching and learning environment conducive to their academic success. The Foundation of California Community Colleges Health & Wellness Sponsorship has provided funding that will be used to facilitate activities for student veterans, targeting those who are experiencing Mental Health concerns such as isolation, depression, anxiety and anger. Activities will be provided when the college is no longer in a remote environment and will be determined and organized based on student needs and interests.

Budget Augmentation:

Revenue		
8600	State	\$ 1,500
Expenditures		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 1,500
6000	Capital Outlay	\$ 0
7000	Other Outgo/Indirect	\$ 0
Total		\$ 1,500

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 GANN LIMIT, 2020-2021 (Amended)

Requested Action: Approval/Ratification

Requested by: Christopher Bonvenuto, Vice President, Business and Administration

Approved by: Dr. Kathryn Jeffery, Superintendent/President

Adopt the amended 2020-2021 Gann Appropriations Limit for the Santa Monica Community College District as \$162,667,400 and the 2020-2021 Appropriation Subject to Limit as \$124,287,252.

Comment: Proposition 4 (November 1979, Special Election) added Article XIII B to the State Constitution to place limitations of the expenditures of State and local governments. The calculation of the GANN Limit was completed using the method and worksheets prescribed by the Chancellor’s Office and approved by the Department of Finance.

The Gann Limit figures are based on the prior year limit amended by a State formula. The Appropriation Subject to Limitation is based on the Adopted Budget for 2020-2021. The Gann Limit based on Tentative Budget was previously approved at the September 1, 2020 Board of Trustees meeting and is being resubmitted based on the Adopted Budget.

The idea of the Gann is to limit the growth of government by only allowing expenditures that are tax driven to grow by a certain amount each year (Fund 01.0 only). There are two parts in the calculation: The Appropriations Limit and the Appropriations Subject to Limit. The Appropriations Limit is the maximum amount that the District can budget from tax driven revenue. (Essentially the Gann Limit). This is calculated based on previous years Gann Limit, growth/decline in FTES and an inflation factor determined by the Department of Finance. For 2020-2021, the Appropriations Limit is \$162,667,400.

The second factor, the Appropriations Subject to Limit, is how much the District has budgeted that is from tax driven revenues. This essentially is the tax driven revenue (General Apportionment, Taxes, etc.) less the budget of any unreimbursed state, court or federal mandates. For 2020-2021, the Appropriations Subject to Limit is \$124,287,252.

As long as the Appropriations Limit is more than the Appropriations Subject to Limit, the District is in compliance. For 2020-2021, there is \$38,380,148 left in the GANN Limit. This “extra” can be transferred to other Districts in the state that are over their limit. The transfer will be handled by the Chancellor’s Office.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 6, 2020
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CONSENT AGENDA: FACILITIES AND FISCAL

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

August 2020 9084 through 9124 \$10,629,656.99

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

RECOMMENDATION NO. 16 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

August 2020 C1A – 238 \$12,141,909.33

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

RECOMMENDATION NO. 17 AUTHORIZATION OF SIGNATURES FOR NONFINANCIAL ACADEMIC AGREEMENTS, 2020-2021

Requested Action: Approval/Ratification

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

Authorization of signatures for the following staff members to approve nonfinancial academic agreements on behalf of the Santa Monica Community College District for 2020-2021.

Name/Title
Kathryn E. Jeffery, Superintendent/President
Christopher Bonvenuto, Vice-President, Business/Administration
Jennifer Merlic, Vice-President, Academic Affairs

Comment: This action authorizes the designated personnel to sign academic agreements that have no financial component.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 6, 2020
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested Action: Approval/Ratification

Requested by: Mitch Hesel, Dean, Educational Enterprise

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

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

Auxiliary Operations Payments and Purchase Orders

August 2020 Covered by check & voucher numbers: 026369-026489 & 02236-02239

Bookstore Fund Payments	\$ 127,794.02
Other Auxiliary Fund Payments	\$ 19,377.24
Trust and Fiduciary Fund Payments	<u>\$ 1,127,014.44</u>
	\$ 1,274,185.70

Purchase Orders issued

July 2020	\$ 18,472.62
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Comment: It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds.

RECOMMENDATION NO. 19 REISSUE COMMERCIAL WARRANTS

Requested by: Mitchell Hesel, 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:

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Lozano, Monica	23936410	07/18/17	\$276.00
Villagomez, Kaci Kiana	24090448	10/04/17	\$19.00
Zhao, Zinan	23287052	10/01/16	\$660.00

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 6, 2020
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 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>
October 2020	4	\$24,052.00

Funding Source: Unrestricted General Fund

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

RECOMMENDATION NO. 21 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification

Requested by: Scott Silverman, Associate Dean, Emeritus

Patricia Ramos, Dean, Workforce Development

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

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

RECOMMENDATION NO. 22 PURCHASING

Requested Action: Approval/Ratification

Requested by: Cynthia Moore, Director of Procurement, Contracts & Logistics

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

22-A AWARD OF PURCHASE ORDERS

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

August 2020

\$51,873,382.57

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23-A

SUBJECT: **PUBLIC HEARING - 2020-2021 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2020-2021 budget.

OPEN PUBLIC HEARING: 7:47 p.m.
MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 7:48 p.m.
MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23-B

SUBJECT: **ADOPTION OF THE 2020-2021 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2020-2021 budget as detailed in the various funds of the District (see Appendix A).

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2020-2021 is comprised of the following nine funds:

Unrestricted General Fund	\$198,518,551
Restricted General Fund	<u>\$ 67,024,691</u>
Total General Fund	\$265,543,242
Special Reserve Fund (Capital)	\$ 31,850,917
Bond Fund: Measure S	\$ 9,716,959
Bond Fund: Measure AA	\$ 4,991,564
Bond Fund: Measure V	\$137,287,561
Bond Interest & Redemption Fund	\$ 94,266,067
Student Financial Aid Fund	\$ 47,386,330
Scholarship Trust Fund	\$ 45,000
Auxiliary Operations	<u>\$ 2,311,607</u>
Total Other Restricted	\$327,856,005
 TOTAL PROPOSED ADOPTED BUDGET	 \$593,399,247

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24-A

SUBJECT: **PUBLIC HEARING – TEMPORARY INTERFUND CASH BORROWING**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the Temporary Interfund Cash Borrowing.

OPEN PUBLIC HEARING: 9:22 p.m.
MOTION MADE BY: Barry Snell
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 9:23 p.m.
MOTION MADE BY: Barry Snell
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24-B

SUBJECT: **TEMPORARY INTERFUND CASH BORROWING**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution for Temporary Inter-Fund Cash Borrowing.

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$13,500,000
- 2) For Fiscal Year 2020-2021.
- 3) Shall not exceed 75 percent of any monies held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$13,500,000.

Comment: Due to the cash deferrals implemented by the State in the 2020-2021 State Budget, Business Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2020-2021 fiscal year.

The Board of Trustees initially approved this action at the June 2, 2020 meeting. Subsequent to the approval, the Los Angeles County Office of Education issued guidance to all Districts in Los Angeles County that recent changes to Education Code 42603.1 require that for fiscal years 2020-2021 and 2021-2022, a public hearing must be held before the governing board adopts a temporary interfund cash borrowing resolution. This item has been resubmitted to comply with the new requirement.

MOTION MADE BY: Rob Rader

SECONDED BY: Louise Jaffe

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25

SUBJECT: **RESOLUTION TO URGE CONGRESS TO APPROVE HR 763: ENERGY INNOVATION AND CARBON DIVIDEND ACT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to urge Congress to approve HR 763: Energy Innovation and Carbon Dividend Act.

WHEREAS, we believe America is a great nation and has a proud heritage of addressing humanity’s most pressing problems; and

WHEREAS, we believe it is important to advocate for climate action leading to climate restoration to curtail one of the greatest threats facing communities throughout the world; and

WHEREAS, we believe that climate change is not a partisan issue and that local, state, and national policies should be guided by the best available science; and

WHEREAS, there is a broad scientific consensus among climate scientists that human activities, contributing to increases in greenhouse gas emissions, are the dominant cause of climate change; and

WHEREAS, students and young people represent a particularly vulnerable group because greenhouse gases emitted into the atmosphere will continue to accumulate over the coming decades and will profoundly impact our current students throughout their lives, as well as the lives of future generations; and

WHEREAS, climate change is a social justice and equity issue; while climate change impacts all people and disproportionately impacts all young people and future generations, it disproportionately affects people of color and people in poverty, thereby exacerbating existing inequities and limiting equality of opportunity which is a foundational aspiration for modern America; and

WHEREAS, the global impact, urgency, and magnitude of the challenge of addressing climate change calls for leadership in all sectors of society, all institutions and all elected leaders; and

WHEREAS, national and state elected leaders working in a bipartisan fashion to enact carbon pricing policies could substantially reduce human-made greenhouse gas emissions, thereby protecting our current and future students; and

WHEREAS, we believe that our graduates need to positively shape the world that is yet to be created environmentally and sustainably; and

WHEREAS, on behalf of Santa Monica College, SMC Superintendent/President Dr. Kathryn E. Jeffery has previously signed the “American College and University Presidents’ Climate Commitment”, a nation-wide letter with nearly 1,000 signatories from campuses in 50 states to re-commit to meeting the Paris Climate Accord; and

WHEREAS, by resolution in January 2020, the Santa Monica Community College District Board of Trustees affirmed and committed to pursuing the 2025 and 2030 climate change and sustainability goals as adopted by California Community Colleges Board of Governors for California Community Colleges; and

WHEREAS, Santa Monica College celebrates existing district sustainability initiatives such as the Center for Environmental and Urban Studies; degrees, certificates and classes in Environmental Science and Sustainable Technologies; sustainable facilities practices; Eco Clubs; green jobs resources; the Organic Learning Garden; recycling; vermicomposting; student greening workshops; transportation options, including the award-winning Any Line Any Time program; biking resources; and policies and procedures for sustainability practices; and

WHEREAS, HR 763 puts an annually increasing fee on carbon emissions at their source, with costs passed on to the consumer, and the fees collected distributed to American households in the form of a dividend; and

WHEREAS, HR 763 is a bipartisan solution to climate change, driving down America's carbon pollution while unleashing American technology innovation and ingenuity, reducing America's emissions by at least 40% in the first 12 years; improving health and saving lives; putting money directly into people's pockets every month to spend as they see fit, helping low and middle income Americans; and creating 2.1 million new jobs, thanks to economic growth in local communities across America; and therefore be it

RESOLVED, that Santa Monica College calls on Congress to take swift and effective action on adopting this legislation; and be it further

RESOLVED, that the Santa Monica Community College District Board of Trustees make available notices of this action to the Congressional Climate Solutions Caucus; our state and national representatives in Sacramento and Washington D.C.; our local officials; the college community; and the general public.

MOTION MADE BY: Susan Aminoff
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 6, 2020

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 26

SUBJECT: **ACCEPTANCE OF ACCREDITATION MID-TERM REPORT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees accept the mid-term report requested by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges.

SUMMARY: This is the standard mid-term report required of all institutions by the Accrediting Commission. The report must be submitted by October 15, 2020.

Link to Report: https://www.smc.edu/administration/governance/board-of-trustees/FINAL_DRAFT_SMC_MidTerm_Report.pdf

MOTION MADE BY: Susan Aminoff

SECONDED BY: Louise Jaffe

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 6, 2020
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 27

SUBJECT: **RESOLUTION ENDORSING MEASURE SM ON THE NOVEMBER 3, 2020 BALLOT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution endorsing Measure SM on the November 3, 2020 ballot.

WHEREAS, many residents live in the City of Santa Monica because the City invests in our local community priorities, including high quality schools and services and programs that substantially enhance the quality of life and the health and well-being of our students and families; and

WHEREAS, the ongoing COVID-19 global pandemic has devastated nearly all of the City’s long-trusted revenue streams, resulting in significant cuts to city programs and services; and

WHEREAS, Measure SM would provide new, locally-controlled revenue by increasing the City’s Real Estate Transfer Tax only on properties sold for \$5,000,000.00 or more, providing funding needed to preserve Santa Monica’s essential city services and help restore programs; and

WHEREAS, Measure SM would partially fill the revenue gap created by COVID-19 and help preserve Santa Monica’s essential city services and help stabilize revenues; and

WHEREAS, Measure SM would help provide new, ongoing revenue to help preserve key foundational services, including: emergency response; keeping public spaces such as parks and beaches clean and safe; homelessness prevention planning and programs; afterschool and mental health support programs for youth; tenant protection programs; library programs; economic recovery programs; infrastructure maintenance; and food programs for the hungry; and

WHEREAS, Santa Monica College students and families and all Santa Monica residents will benefit from the passage of Measure SM;

NOW, THEREFORE, BE IT RESOLVED that the Santa Monica Community College District Board of Trustees hereby endorses Measure SM on the November 3, 2020, ballot.

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

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION October 6, 2020
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 28

SUBJECT: **BOARD OF TRUSTEES GOALS AND PRIORITIES, 2020-2021**

SUBMITTED BY: Chair, Board of Trustees

BACKGROUND: The Board of Trustees discussed the revised Goals and Priorities at its meeting on September 1, 2020. Additional suggested revisions were incorporated in the Goals and Priorities which are presented for information (*see next page*).

Additional language suggested at the meeting is underlined. The Board of Trustees will discuss the Board Goals and Priorities, 2020-2021, at a continuation of the Board Study Session to be scheduled.

Board Goals and Priorities
2020-2021

Pandemic Crisis Management

As conditions permit, implement the SMC COVID-19 Roadmap to Recovery with the goal of resuming safe on-ground or hybrid operations by Spring 2021. Revise and update the plan as needed.

I. Educational Advancement, Quality, and Equity

1. Based on evidence, implement models of support and instruction that increase student success and decrease equity gaps.
 - Prioritize addressing systemic barriers that racially minoritized students face in reaching their goals.
 - Support the ongoing multi-racial equity and anti-racist work at Santa Monica College.
 - Engage in professional development opportunities to better understand and address implicit bias, anti-black racism, and establish accountability measures that demonstrate commitment to ensure SMC continually moves toward becoming an anti-racist organization.
2. Implement college initiatives to meet the Visions for Success (VFS) goals and provide the Board with annual progress reports that include data on:
 - Increase in course completion, transfer rates, and employment in student's field of study.
 - Decrease in the number of units taken at SMC on the way to transfer.
 - Implementation and alignment of Pathways redesign and Equity work.
 - Other (ASPEN recommendations or progress metrics)?
3. Continue to support and hire a diverse and innovative faculty and staff, while seeking to increase the percentage of fulltime faculty over time.
4. Develop new programs and partnerships in the allied health sector.
5. Develop new programs and partnerships relevant to a post-COVID environment.

II. Student Life

5. Assess and fix system/structure issues that impede positive user experience in the application, enrollment, and financial aid process.
6. Continue implementing initiatives that focus on solving barriers related to students' financial resources.
 - Improve financial literacy.
 - Support faculty adoption of Open Educational Resources (OER) and other efforts to address the high cost of course materials.
 - Support student efforts in addressing food and housing insecurity.
 - Increase financial aid.
 - Place more students in jobs on and off campus.
 - Explore student housing possibilities.
7. Continue support for campus resources that assist students with personal circumstances that may negatively impact student success.

III. Fiscal and Facilities

8. Provide reports for the Board that align with Board Goals, funding formula metrics, and the Vision For Success.
9. Develop a strategic vision for the future of the college that is responsive to the opportunities and risks inherent in the Student Centered Funding Formula as it evolves.
10. Work with allies and legislators to align funding with mission and fiscal health.
11. Continue efforts in revenue generation, cost control, re-organization, and enrollment management to achieve a sustainable budget that would include restoring salary freezes and reductions as soon as possible.
12. Build and maintain a reserve sufficient to protect against anticipated and unforeseen circumstances.
13. Safeguard post-retirement employee benefits, and implement a plan to address increases in PERS, STRS, and other benefit obligations.
14. Update the Facilities Master Plan. Secure funding to maintain progress on all SMC security, technology infrastructure, and facilities construction projects.
15. Continue as a model of sustainability for all areas of the college.

IV. Community and Government Relationships

16. Ensure a supportive, inclusion, and collegial environment for students and staff.
17. Maintain good partnerships across systems (Cities/SMMUSD) in fulfillment of SMC's vision and mission.
18. Continue support for special programs that serve local students and increase college readiness and success. Examples:
 - Concurrent and dual enrollment
 - SMC Promise
 - Young Collegians
19. Continue strong support for Emeritus College.
20. As safety permits, resume serving the community with stellar facilities and programs, Examples:
 - Planetarium, Santa Monica Swim Center, Corsair Field,
 - Broad Stage, Barrett Art Gallery, Early Childhood Lab School, KCRW,
 - Celebrate America

Reviewed by the Board of Trustees: September 1, 2020

BOARD OF TRUSTEES Santa Monica Community College District	REGULAR MEETING October 6, 2020
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 29

SUBJECT: SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2021

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the schedule of Board Trustees meetings for 2021.

SUMMARY: Regular meetings (in bold) are scheduled on the first Tuesday of the month, except when indicated otherwise. Generally, the third Tuesday of the month is held for special meetings or workshops.

- | | |
|--|--|
| January 19, 2021 (third Tuesday) | July 6
July 20 (hold) |
| February 2
February 16 (hold) | August 3 |
| March 2

March 16
Winter Study Session | August 17
Closed Session/Superintendent’s Evaluation |
| April 6
April 20 (hold) | September 14 (second Tuesday)
Annual Board Self-Assessment |
| May 4
May 18 (hold) | September 21 (hold) |
| June 1
June 15 (hold) | October 5
October 19 (hold) |
| | November 2
November 16 (hold) |
| | December 7 |

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

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ADJOURNMENT October 6, 2020
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XI. BOARD COMMENTS

XII. ADJOURNMENT – 10 p.m.

The meeting was adjourned in memory of the **Honorable Supreme Court Associate Justice Ruth Bader Ginsburg**, a mighty champion for social justice, with an emphasis on gender equality and women’s rights; SMC student **Isabella Diorio**; **Dolores Press**, former SM Rent Control Board Member, former member and president of the Santa Monica Democratic Club, former SM City Council member and former member of the SMC Personnel Commission; and **Natividad Vazquez**, retired SMC EOPS staff member.

Motion was made by Susan Aminoff, seconded by Louise Jaffe and approved to reschedule the next regular meeting of the Santa Monica Community College District Board of Trustees to be held on Tuesday, November 10, 2020 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

SANTA MONICA COMMUNITY COLLEGE DISTRICT
2020-2021 PROPOSED ADOPTED BUDGET NARRATIVE

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2020-2021 is comprised of the following nine funds:

Unrestricted General Fund	\$198,518,551
Restricted General Fund	<u>\$ 67,024,691</u>
Total General Fund	\$265,543,242
Special Reserve Fund (Capital)	\$ 31,850,917
Bond Fund: Measure S	\$ 9,716,959
Bond Fund: Measure AA	\$ 4,991,564
Bond Fund: Measure V	\$137,287,561
Bond Interest & Redemption Fund	\$ 94,266,067
Student Financial Aid Fund	\$ 47,386,330
Scholarship Trust Fund	\$ 45,000
Auxiliary Operations	<u>\$ 2,311,607</u>
Total Other Restricted	\$327,856,005
 TOTAL PROPOSED ADOPTED BUDGET	 \$593,399,247

GENERAL FUND

General Fund Unrestricted (01.0)

These are the only funds available for the general operations of the District. All other funds are restricted in use.

Summary of 2019-2020

The District closed the 2019-2020 fiscal year with an Unrestricted General Fund operating deficit, including one-time items, of ~~(\$9,635,352)~~ (Excluding one-time items, the structural deficit was ~~(\$19,955,357)~~).

In 2019-2020 the District received a Cost of Living Allowance (COLA) increase on State apportionment of 3.26% or \$4,350,125 and realized one-time revenues of \$1,861,880 related to the reimbursement of excess STRS employer contributions, Part-Time Faculty Office Hour reimbursement and Prior Year Apportionment. Unfortunately, these increases in funding were largely offset by a loss of revenue of ~~(\$4,644,979)~~, related to the continued decline in the enrollment of non-resident students, and the application of an apportionment deficit factor, which was the result of the State's financial situation, of ~~0.9502%~~ or ~~(\$1,309,215)~~. For 2019-2020 total revenues, including one-time items, increased by \$234,080 or 0.1% from the prior year.

For 2019-2020, total expenditures, including one-time items, increased over the prior year by \$12,897,197 or 7.1% primarily as a result of the negotiated salary increases and/or one-time off schedule and retroactive pay with the Santa Monica College Faculty Association (SMCFA), Classified School Employees Association (CSEA), Santa Monica College Police Association (SMCPOA) and Confidential Employees totaling to \$6,073,002. In addition to these increases the District realized increased costs from the full year effect of hiring net terminations of \$1,875,507, Health and Welfare benefits for current employees and retirees of \$1,742,866, statutory and retirement benefits of \$1,486,058, and step, column and longevity increases of \$1,407,519.

The combination of these and other items resulted in an unaudited Unrestricted General Fund ending balance, including designated reserves, of \$21,040,755 or 10.78% of total expenditures and transfers.

2020-2021 Proposed Adopted Budget

The proposed, adopted budget is based on the 2020-2021 State budget, updated with the latest information provided by the Chancellor's Office. Changes to projections are expected as the year progresses, and updated information is received.

Major Highlights

Student Centered Funding Formula – Hold Harmless

In FY 2018-2019, the State adopted a new funding formula to determine the Apportionment allocation for each district named the Student-Centered Funding Formula (SCFF). The SCFF calculates Apportionment to be distributed to three main factors: base allocation (enrollment) - 70%, supplemental allocation (number of students receiving financial aid) – 20%, and the student success allocation (number of student success outcome achieved) – 10%. The original SCFF legislation contained a hold harmless provision which stated that through the 2021-2022 fiscal year districts will be funded at either the amount calculated under SCFF or at an amount calculated at the 2017-2018 funding level, plus COLA, whichever is greater. To assist Districts in adjusting to the SCFF the 2020-2021 Budget Act extended the hold harmless period through 2023-2024.

For 2020-2021, the District projects that it will be funded under the hold-harmless provision. Starting with the 2024-2025 fiscal year, when the hold-harmless period ends, the District is projected to receive ~\$12.4 million less funding than it would under the Hold Harmless calculation.

2020-2021 State Cash Deferrals

The State of California faced a fiscal year 2020-2021 deficit in excess of \$54 billion as of the May Revise. As an alternative to reducing funding to K-14 education, the State implemented a process called "Deferrals". Under a deferral process, the State will defer payments for the 2020-2021 fiscal year to the 2021-2022 fiscal year. For example, the payment due to the District in February 2021 will be deferred to November 2021, and the payment due in March 2021 will be deferred to October 2021 and so on. Under a deferral process the District is directed to count the payments as if they occurred, hence not resulting in a funding reduction, while the State will count the expense in a future year when the payment is made, resulting in a current year savings to the State. The 2020-2021 Budget Act defers a total of \$1.45 billion of apportionment payments from fiscal year 2020-2021 to fiscal year 2021-2022 for the entire Community College System

which equates to an apportionment deferral for the District of \$23.1M or 17% of the total computational revenue. The 2020-2021 Budget Act includes language that, to the extent the federal government provides sufficient federal funds to the State by October 15, 2020, up to approximately \$791.1 million of deferrals will be cancelled for the community colleges.

Linking Budget and Planning

The District Planning and Advisory Council (DPAC) is the District's primary planning body and is responsible for developing the annual Master Plan for Education Update, overseeing long-term planning efforts, reviewing the Vision, Mission, Values and Goals, assessing the Colleges planning process and developing new Strategic Initiatives. Over the last year, DPAC has made major revisions to the planning process to ensure that Annual Action Plans are presented to Budget Committee for review and are recommended to the Superintendent/President for approval within a timeframe that ensures that approved Annual Action Plans are included in the Adopted Budget. For 2020-2021 the following action plans have been approved by the Superintendent/President and included in the Adopted Budget:

Academic and Career Path

Budget: \$85,000 to be funded by Award and Innovation and Guided Pathways

Purpose/Goal of Action Plan: (1) Publish preliminary (course sequence) maps on the web for all Academic and Career Paths (programs) (2) Critically examine all Academic and Career Paths in the interest of closing equity gaps and increasing completion.

Institutional Support/Learning Resources for Students

Budget: \$30,000 (on-going) to be funded by the Unrestricted General Fund.

Purpose/Goal of Action Plan: Using data and assessment of identified best practices, align the structure and operation of instructional supports.

Starfish GPS Early Alert System

Budget: \$17,500 to be funded by Student Equity Achievement Program and Award for Innovation.

Purpose/Goal of Action Plan: Expand the Implementation of Starfish "GPS" Early Alert Solution Campus-wide and Launch Student Retention Predictive Analytics.

SMC Online Education

Budget: \$128,403 (on-going) to be funded by the Unrestricted General Fund.

Purpose/Goal of Action Plan: Increase the number of online degree and certificate completions by African American and Latinx students.

Facilities Master Plan

Budget: \$700,000 to be funded by General Obligation Bond funds.

Purpose/Goal of Action Plan: To create a practical data driven and visionary road map for the College to meet education needs and better serve the students, faculty, staff and the community.

Technology Master Plan

Budget: \$119,500 to be funded by an IEPI grant.

Purpose/Goal of Action Plan: Complete Year One of Technology Master Plan Goals, Objectives and Recommendations

Additional information regarding the District Planning and Advisory Council and the Annual Action Plans for 2020-2021 can be found at:

<https://www.smc.edu/administration/governance/district-planning-policies/index.php>

2019-2020 College Initiatives/Projects

The proposed Adopted Budget includes initiatives/projects originally budgeted in the 2019-2020 fiscal year that were not completed due to the COVID pandemic and have been carried over into the 2020-2021 fiscal year. These initiatives/projects include:

Safe Parking Pilot Program: \$50,000 in one-time funding to develop and implement a Safe Parking pilot program. (2019-2020 Board of Trustees Goals and Priorities Section 1 Sub-section 12 - Assess and focus on solutions to barriers related to students' personal circumstances that may negatively impact student success)

Gender Equity and Social Justice Center: \$75,000 in one-time funding to provide start-up funds for furniture, equipment, materials, supplies, training and temporary staffing to assist in implementing the Gender Equity and Social Justice Center. (2019-2020 Board of Trustees Goals and Priorities Section 1 Sub-section 12 Assess and focus on solutions to barriers related to students' personal circumstances that may negatively impact student success)

Gender Equity and Social Justice Center Renovation: \$250,000 in one-time funding, from the Capital Outlay Fund, to fund one-half of the budgeted cost of the renovation of the Associated Students computer lab to implement the new Gender Equity and Social Justice Center. (2019-2020 Board of Trustees Goals and Priorities Section 1 Sub-section 12 Assess and focus on solutions to barriers related to students' personal circumstances that may negatively impact student success)

District to Remain Online for 2020-2021 Academic Year

The public health emergency due to COVID-19 persists and it is unlikely that a safe and widely available vaccine will be available in the coming months. Because the Districts number one concern is to protect the health and safety of our campus community Santa Monica College classes, support services and activities will remain online for the entire 2020-2021 academic year. For more information please visit <https://www.smc.edu/news/presidents-messages/2020-09-21-winter-spring-2021-update.php>

2020-2021 Major Assumptions

The major revenue assumptions include:

- The calculation of apportionment under the hold harmless clause of the SCFF which guarantees the District will receive the amount of apportionment collected in 2019-2020, less a deficit factor of <\$1,176,604> or <0.85%>.
- The non-repetition of one-time revenue received in 2019-2020.
- A decrease in funding from the part-time office hours reimbursement program of <\$813,281>. (both one-time and on-going)

- A decrease in “State on behalf contribution to STRS” of $\langle \$1,050,522 \rangle$ as a result of funds appropriated for long-term unfunded liabilities being redirected by the State to reduce the employers’ contribution rates in 2020-2021.
- A decrease in non-resident tuition and Intensive ESL revenue of $\langle \$4,234,039 \rangle$ due to a projected enrollment decline of non-resident students, net of an increase of non-resident tuition fees from \$300 to \$305 per unit.

The net effect of all changes in revenues, including those discussed above, has resulted in a projected decrease in total revenues of $\langle \$8,077,916 \rangle$ or $\langle 4.35\% \rangle$ from the prior-year unaudited actuals.

The major expenditure assumptions include:

- Increases related to current employee and retiree health and welfare benefits totaling \$1,305,951.
- Inclusion of a vacancy list of 19 positions vital to ongoing operations and student success totaling \$762,855. The projected cost of the vacancy list reflects a discount of 66% to better indicate current year anticipated expenditures.
- Salary step, column and longevity increases for faculty and sworn police officers in the amount of \$736,649.
- Transfer of expenditures previously charged to the Student Equity and Achievement Program to the Unrestricted General Fund of \$735,863. These expenditures were deemed no longer appropriate expenditures under SEAP guidelines.
- Implementation of budget saving actions that include supplemental retirement plans for all employees except senior administrators; reduction in hourly instruction and non-instruction; furloughs and salary freezes for administrators, managers, confidentials and CSEA; renegotiation of contracts; reduction in discretionary budgets; transfer of lease payments to other funds; and targeted programmatic reductions. The combined budgetary and actual savings is projected to be $\langle \$15,950,735 \rangle$.

The net effect all changes in expenditures, including those discussed above, has resulted in a projected decrease in total expenditures of $\langle \$9,955,308 \rangle$ or $\langle 5.1\% \rangle$ compared with prior year unaudited actuals.

The breakdown of projected expenditures is as follows: 90.4% on salaries and benefits, 8.9% on contracts and services, 0.6% on supplies and 0.1% on transfers/financial.

Summary

The net effect of the projected changes in revenue and expenditures will result in a projected structural deficit of $\langle \$17,795,982 \rangle$ and projected operating deficit, including one-time items, of $\langle \$7,757,960 \rangle$, resulting in a projected ending Unrestricted General Fund Balance of \$13,282,795 including designated reserves, or 7.17% of total expenditures and transfers.

2020-2021 Information, Data and Other Assumptions

Revenues

Federal Revenue

The federal revenue levels for 2020-2021 represent projected federal grant administrative allowances including Administrative Cost Allowance (ACA) for Financial Aid programs.

State Revenue – Principal Apportionment

State funding, in the form of Principal Apportionment, under the new Student-Centered Funding Formula, net of the deficit factor, constitutes 77% (\$136,612,903) of the District's operating revenue. The District receives Principal Apportionment through a combination of direct State funds known as General Apportionment, coupled with enrollment fees, property taxes (including Redevelopment Agency Funds) and the Education Protection Account (EPA), which was created as a result of the passage of Prop 30, and extended by the passage of Prop 55. These funds are combined to equal the Total Computational Revenues. If actual receipts of revenue from EPA, Redevelopment Agency (RDA), property taxes and/or enrollment fees differ from estimates, the general apportionment funding will be adjusted, subject to availability of state funding, to keep the total revenue constant.

State Revenue – Other

The proposed adopted budget includes a decrease related to the "State On-behalf Pension Contribution to STRS" of <\$1,050,522> , and a decrease in part-time office hours reimbursement funding in 2020-2021 of <\$813,281>.

Property Taxes

Based on preliminary projections, the District will receive \$34,473,566 in property taxes in 2020-2021. This is a combination of property tax shift, homeowner's exemption, secured taxes, unsecured taxes, supplemental taxes, RDA pass through and prior years' taxes. If the receipt of property tax does not meet these projections, the State may impose a deficit factor or constrain State funding to offset the resulting loss in funding.

Lottery

State Lottery revenues are paid each year according to the annual enrollment figures reported on the annual "320" Enrollment Report that is submitted to the California Community College Chancellor's Office by the District. The proposed adopted budget projects a reduction of lottery revenue of <\$314,500> from the prior year due to lower enrollment, net of the increase in the projected non-Prop 20 lottery rate from prior year rate of \$148.78 per FTES to \$150.00 per FTES. If lottery sales or enrollment fall below projections, lottery revenue will be adjusted accordingly.

Local Revenues

The Local Revenue section of the budget contains Non-resident Tuition, the District's largest revenue source outside of Principal Apportionment. The Non-resident Tuition line item includes both revenues generated from Non-resident Tuition and revenue from special Intensive ESL classes for international students. For 2020-2021, the District projects a decrease in non-resident FTES of <576.61> or <15.6%> which equates to a projected decline in revenue of ~ <\$4.0> million in Non-resident Tuition in 2020-2021 from the prior year. Additionally, due to COVID-19 restrictions, the Intensive ESL program is projected to only serve a minimal number of students resulting in a decrease of ~ <\$210,353> in revenue.

Since 2017-2018 Non-Resident Tuition is projected to have declined by ~ <28.9%> or <\$9,823,276>.

The remaining local revenue categories include property taxes, enrollment fees, student fees, interest, rental of facilities, etc.

Full-time Equivalent Students Served (FTES)

The District is projecting a decrease in resident enrollment of <585.72> credit FTES or <3.0%> from the prior year reported. Under the Student-Centered Funding Formula, this will not result in a decrease in funding as the District is funded under the hold-harmless provision of the formula. The District is also projecting a decrease in non-resident enrollment of <576.61> FTES or <15.6%> from the prior year actual, which will result in a projected decline in revenue of ~ <\$4.0> million in 2020-2021.

Since 2016-2017, total resident and non-resident FTES served is projected to have declined by ~ <13.1%> or <3,406.3> FTES.

Expenditures

Salary and Benefits

Salary expenditure projections reflect applicable step, column and longevity increases for qualified SMCFA and SMCPOA employees.

In an effort to save costs, the Board of Trustees approved a resolution freezing the salaries and imposing furloughs of two day per month on all Management and Confidential employees effective August 1, 2020 for the fiscal year 2020-2021. In addition, the Board of Trustees entered into a Memorandum of Understanding with the CSEA to freeze salaries, implement one furlough day per month effective August 1, 2020 and not impose any layoffs prior to January 1, 2021. The total projected year over year savings related to these actions is <\$3,435,895>.

Additionally, the Board of Trustees approved a Supplemental Retirement Incentive Program (SRP) for SMCFA represented employees on June 2, 2020 and approved a Supplemental Retirement Incentive Program for Academic Managers and Classified Managers, CSEA represented employees and Confidentials on September 1, 2020 which results in an estimated net savings of <\$5,122,268>, excluding the cost of backfilling positions deemed vital to operations and student success.

As a cost savings measure and as a result of declining enrollment, hourly instruction and non-instruction allocations were reduced by approximately 5%. Total year over year savings, net of step and column and additional days of summer session falling in the 2020-2021 fiscal year, is projected to be <\$1,124,707>.

Benefit expenditure projections reflect increases caused by projected increases in benefits rates, incentives from SRP plan, net of savings.

For the proposed adopted budget, changes in salary, benefit and vacancy line items result in a decrease from the prior year actual by approximately <\$8,511,450> or <4.84%>.

2020-2021, salaries and benefits represent 90.4% of total expenditures and transfers for the District's unrestricted general fund.

Supplies, Services, Capital and Transfers

Supplies, Services, Capital and Transfer expenditure projections reflect departmental requests based on operational needs. For the proposed adopted budget, changes in these line items account for an decrease of approximately <\$4,925,213> or <21.6%> over prior year adopted budget allocations. The decrease is mainly due to a decrease in Bad Debts-Students Fees, expenditures for rents and leases that were moved to Capital Outlay Fund, and decrease in the cost of Big Blue Bus contract. Additionally, the District has been granted an exemption to required matches for Federal Work Study and SEOG resulting in projected savings of approximately <\$400,000>.

For 2020-2021, supplies, services, capital, and transfers represent 9.6% of total expenditures and transfers for the District's unrestricted general fund.

The largest line item of non-salary and benefit related expenditure is Contracts/Services. The Contracts/Services line item in the adopted budget includes: Advertising 18%, Bank Fees and Bad Debt 13%, Repairs and Maintenance of Equipment 10%, Other Contract Services 9%, Software Licensing 7%, Consultants 6%, District Copiers 5%, LACOE Contracts (i.e. BEST, PeopleSoft, HRS) 5%, Rents/Leases Big Blue Bus, etc) 4%, Legal Services (including Personnel Commission) 4%, Off-Campus Printing 3%, Postage and Delivery Services 3%, Deferral/Borrowing cost 2%, Conferences and Training 2%, Professional Growth 2%, Memberships and Dues 1%, Audit 1%, Recruiting-Students 1% and Other Services (i.e. Repair-Facility, Field Trips, Fingerprinting, etc.) 4%.

Designated Reserves

The Designated Reserves serve to allocate a portion of the projected ending unrestricted fund balance towards future anticipated expenditures and/or purposes. Designated Reserves help to maintain fiscal stability by recognizing the future expenditure and its possible effect on future fund balances. For 2020-2021, Designated Reserve includes a Reserve for Future STRS and PERS increases. The "Reserve for Future STRS and PERS Increases" line item has been established to partially offset projected increases in District STRS and PERS contributions through 2023-2024. The balance of "Classified Employee Welfare Fund" was distributed among the CSEA members as a one-time payment in 2019-2020.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State, and Local sources. All grants that do not end by June 30, 2021, will be carried over to the 2021-2022 budget, if permissible.

The ending fund balance contains prior year balances from the following programs: Lottery, Parking, Community Services, Contract Education, Health and Psychological Services and the SMC Performing Arts Center. These balances represent revenue recognized and earned in prior years in excess of expenditures and are unavailable for transfer to other programs or funds.

When received, new grants will be presented to the Board of Trustees for approval, and the District's budget will be augmented to reflect the increase.

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Expenditures Fund. These funds are used for capital outlay related projects, including the lease payoff of Certificate of Participation 2020-2021 for AET, Photovoltaic Power System and Parking structure, and any expenditures for scheduled maintenance/physical plant, special repair projects, and architectural barrier removal. State funding for capital projects and donations are also accounted for in this fund. In addition, rents and leases for Madison site, the City of Santa Monica swimming pool and the Airport Campus are charged to Capital Outlay Fund in 2020-2021.

All capital expenditures and revenue in the Special Reserve Fund, as well as 42.3, 42.4 and 42.5, reflect the total expenditure allocation and the total revenue for all projects and are not limited to the current year, thus resulting in a zero-ending balance. Money in these funds may not be transferred into the general fund.

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S and the interest earned in the fund. The expenditures in this fund relate to the District's construction plan approved under Measure S.

Bond Fund Measure AA (42.4)

This fund reflects the revenue from the sale of bonds approved through Measure AA and the interest earned in the fund. The expenditures in this fund relate to the District's construction plan approved under Measure AA.

Bond Fund Measure V (42.5)

This fund reflects the revenue from the sale of bonds approved through Measure V and the interest earned in the fund. The expenditures in this fund relate to the District's construction plan approved under Measure V.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the Los Angeles County Auditor-Controller's Office and reflects the receipt of property tax revenue due to voted indebtedness for bond issues and the payment of interest on those bonds plus the redemption of the bonds that mature within the 2020-2021 fiscal year. This information is provided by the Los Angeles County Treasurer's Office through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid programs (PELL, SEOG, Loans, Santa Monica College Promise, Student Success Completion, CARES – Higher Education Relief Fund and Cal Grants). The transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs.

Scholarship Trust Fund (75.0)

This fund is to account for gifts, donations, bequests, and devises (subject to donor restrictions) which are to be used for scholarships or grants in aid to students.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, the Bookstore, the food and vending concessions, and college expenditures in programs such as Athletics, Music, Theatre Arts, the Corsair student newspaper, and transportation.

Other Post-Employment Benefits Irrevocable Trust - Informational

To improve transparency and assist the reader, an informational section has been added to the proposed Adopted Budget which details the annual activity, including gains and losses, of the irrevocable trust established by the District in 2008-2009 to assist in the long-term funding of retiree medical benefits.

CONCLUSION

This is the recommended budget for adoption. While it reflects the best information currently available, it is expected that changes will occur during the year. Some changes will be the result of revised state revenue allocations based on changes in the state budget, and others will be internal adjustments resulting from new or updated information.