MINUTES
SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, NOVEMBER 7, 2023

SMC Board Room
1900 Pico Boulevard
Santa Monica, California

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

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

A meeting of the Board of Trustees of the Santa Monica Community College District was held on Tuesday, November 7, 2023 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting was also conducted via Zoom Webinar to allow for remote participation.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 4:31 pm.
  Barry Snell, Chair - Present
  Dr. Margaret Quiñones-Perez, Vice-Chair - Present
  Dr. Susan Aminoff - Present
  Dr. Nancy Greenstein - Present
  Dr. Tom Peters – Excused Absence
  Rob Rader - Present
  Dr. Sion Roy - Present
  Alyssa Arreola, Student Trustee - Present

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION (Government Code Section 54956.9(d)(1)) EEOC Charge No. 480-2023-06215

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code Section 54956.9(b)) (two cases)

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

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

III. PUBLIC SESSION – ORGANIZATIONAL FUNCTIONS – 7:06 p.m.

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

- PLEDGE OF ALLEGIANCE – Dr. Lizzy Moore, Dean, SMC Foundation/Institutional Advancement
• CLOSED SESSION REPORT - None

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

MOTION MADE BY: Susan Aminoff
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Peters)

IV. SUPERINTENDENT’S REPORT

V. PUBLIC COMMENTS
Christina Marcial
Kristin Lui-Martinez
Zoë Muntaner

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES
• Associated Students
• CSEA
• Faculty Association
• Management Association

VIII. REPORT ON STUDENT SUCCESS - EQUITY, GUIDED PATHWAYS, INCLUSION, AND DIVERSITY
Update: Law Pathway Program
This presentation was deferred to the Board of Trustees meeting on December 6, 2023.

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

#1 Approval of Minutes: September 28 2023 (Special Meeting/Closed Session)
October 3, 2023 (Regular Meeting)

Academic Affairs
#2 New Courses and Degrees, Fall 2023

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

Human Resources
#4 MOU between SMCCD and SMC Faculty Association
#5 Academic Personnel
#6 Classified Personnel – Regular
#7 Classified Personnel – Non Merit
#8 Classified Personnel – Limited Duration
Facilities and Fiscal  
#9 Facilities
#10 Acceptance of Grants and Budget Augmentation
#11 Budget Transfers
#12 Payroll Warrant Register
#13 Commercial Warrant Register
#14 Auxiliary Payments and Purchase Orders
#15 Authorization of Signatures to Approve Invoices, 2023-2024
#16 Organizational Memberships
#17 Providers for Community and Contract Education
#18 Purchasing  

X. CONSENT AGENDA – Pulled Recommendations

XI. MAJOR ITEMS OF BUSINESS  
#19 Resolution: Veterans Awareness Week
#20 Resolution: Recognition of United Against Hate Week
#21 Approval to Select a Public-Private Partnership Development Partner for Affordable Student Housing Through a RFQ and RFP Process, for Recommendation to the Board of Trustees for Approval of the Selection
#22 Sabbaticals, 2024-2025
#23 Confirmation of Reappointment to Personnel Commission
#24 2023-2024 Quarterly Budget Report and 311Q

XII. INFORMATION  
#25 Citizens’ Bond Oversight Committee Meeting, October 18, 2023

XIII. BOARD COMMENTS AND REQUESTS

XIV. ADJOURNMENT
The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, December 5, 2023 at 6 p.m. (5 p.m. if there is a closed session) in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. This meeting will be held in-person and via Zoom Webinar to allow for remote participation.
IV. SUPERINTENDENT’S REPORT

• NextGen of Business Leaders Update: Santa Monica College and the Santa Monica Chamber of Commerce launched the Santa Monica NextGen Leadership Mentor Program in 2020 to partner minority students with Chamber members who have experience related to the student’s field of study and cultural background. The program connects SMC students virtually with Santa Monica-based business owners, entrepreneurs, and industry professionals who can offer guidance and learning opportunities beyond the classroom. It started with nine mentors/16 students and is now up to 22 mentors/up to 50 students.

• Giving Thanks: This year, Giving Thanks will be a multi-day event taking place at SMC's Bodega. This new direction will provide more students with access to fresh holiday groceries.
  Day 1 – Grocery Giveaway - Thursday, November 16th, 10 a.m. to 6:30 p.m.
  Day 2 – Grocery Giveaway - Friday, November 17th, 10 a.m. to 3 p.m.
  Day 3 – Grocery Giveaway - Monday, November 20th, 10 a.m. to 6:30 p.m.
  Day 4 – Grocery Giveaway - Tuesday, November 21st, 10 a.m. to 5 p.m.
  Day 5 – Hot Meal Giveaway – Wednesday, November 22nd, 12:30 to 3 p.m.

• SMC was a proud sponsor of Children’s World – Taste of Soul 2023, the largest one-day street festival on the west coast held on historic Crenshaw Boulevard on October 21, 2023. The event was sponsored by Community & Academic Relations, Outreach, and Equity Pathways and Inclusion Division. It was a day full of great fun, family, music, and educational activities.
  Link to presentation: Taste of Soul

• Veterans Day Celebration at the Santa Monica Pier: Civilian Aide, Secretary of the Army Sonki Hong, extended an invitation to the 2023 Veterans Day Celebration in honor of the brave men and women who have served the county to be held on Friday, November 10, 2023 at the Santa Monica Pier.
  This year, the SMC Veterans Resource Center has planned the following activities in support of Veterans Awareness Week:
  ▪ November 6th Flags for Heroes
  ▪ November 7th Heroes Breakfast
  ▪ November 8th Veterans Day Ceremony
  ▪ November 13th Messages for Veterans in the VSC.

• EpiCenter Strategic Plan Update
  The Professional Development Strategic Plan 2022-2027 Overview highlighted the following:
  ▪ Responding to Employee Requests
  ▪ Self-Assessment, Revitalization Objectives Year 1
  ▪ Vision
  ▪ Mission
  ▪ Activities in Progress
  Link to: Professional Development Strategic Plan 2022-2027 Overview
• Enrollment Update
  • Fall 2023 enrollment: Total headcount is up 4.92 percent from last fall; credit FTES are up 4.10 percent from last fall; and non-resident FTES are up 11.07 percent from last fall.
  • Winter 2024 enrollment: Total headcount is up 4.99 percent from last winter; credit FTES are up 0.57 percent from last winter and non-resident FTES are up 18.66 percent from last winter.
  • Spring 2024 enrollment: Total headcount is up 8.71 percent from last spring; credit FTES are up 6.79 percent from last spring and non-resident FTES are up 21.76 percent from last spring.
These figures are preliminary since priority enrollment is still underway, new student enrollment begins November 8th, and open enrollment begins November 16th.
Link to:  Enrollment Update
IX. CONSENT AGENDA

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

RECOMMENDATION:
The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#18.

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

MOTION MADE BY: Rob Rader
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No.3-A – Ratification of Contracts and Consultants

MOTION MADE BY: Rob Rader
SECONDED BY: Rion Roy
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

- September 28, 2023 (Special Meeting/Closed Session)
- October 3, 2023 (Regular Meeting)
CONSENT AGENDA: ACADEMIC AFFAIRS

RECOMMENDATION NO. 2  NEW COURSES AND DEGREES, FALL 2023

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

Course Changes

COM ST 37 Intercultural Communication (Communication Studies)

COSM 38 Skin Care 3
COSM 48B Make-Up
COSM 77 Barbering
COSM 78 Barbering 2

New Programs
Barbering A/S/Certificate of Achievement
The Cosmetology Department is an exciting place to learn about the barbering industry. We welcome you to join our program where you can obtain the practical and technical skills necessary for optimal success. The classrooms are similar to a salon/barbershop atmosphere, with the latest technology creating a positive learning environment for students. Students will have the opportunity to provide services for members of the community, students, faculty and staff of Santa Monica College, including family and friends. This well-established department will prepare you for a barbering license from the California State Board of Barbering and Cosmetology. After successful completion of the program and passing the state board exam, a career in barbering offers multiple employment and entrepreneurial opportunities, such as: platform artist, educator, barber, colorist, salon owner, sales representative, cruise ships, television and film industries. Information regarding the barbering program is available at the Cosmetology Department, (310) 434-4294, and through the SMC website (www.smc.edu).
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3  CONTRACTS AND CONSULTANTS

3-A RATIFICATION OF CONTRACTS AND CONSULTANTS

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

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

NEW CONTRACTS

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Slayzhon (Tre’vell Anderson)</td>
<td>November 16, 2023</td>
<td>A lecture discussing the contents of Tre’vell book We See Each Other: A Black, Trans Journey Through TV and Film such as discussing trans representation in media.</td>
<td>Restricted Fund, LGBTQ+ Funding</td>
</tr>
<tr>
<td></td>
<td>$3,000</td>
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</tr>
<tr>
<td>2 River Gallo</td>
<td>October 12, 2023</td>
<td>A lecture with River Gallo on defining what intersex means and discussing “corrective” surgeries/medical interventions and the activism occurring to stop them.</td>
<td>Restricted Fund, LGBTQ+ Funding</td>
</tr>
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<td></td>
<td>$5,000</td>
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<tr>
<td>#1 and #2</td>
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<tr>
<td>Requested by: Thomas Bui, Associate Dean, Student Life</td>
<td>approved by: Michael Tuitasi, Vice President, Student Affairs</td>
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</tr>
</tbody>
</table>

3 YLC dba Westside Ballet of Santa Monica

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

**RECOMMENDATION NO. 3**

**CONTRACTS AND CONSULTANTS (continued)**

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>4  Allied Path Consulting</td>
<td>October 1, 2023 – January 31, 2024</td>
<td>$35,000 Prepare and present professional development workshops for the Classified Professionals Equity Educator (1.0) certificate program and facilitate the Diversity, Equity, Inclusion, Cultural Humility Leadership (DEICH) Certificate program Part 1 for managers/academic administrators.</td>
<td>Restricted General Fund, Innovative Effectiveness Grant</td>
</tr>
<tr>
<td>5  25th Hour Communication Services</td>
<td>2023-2024</td>
<td>Not to exceed $6,750 Consultant will provide rapid internal and public-facing crisis communications to support and transmit the integrity of Santa Monica College’s reputation while informing college constituents of issues and the processes involved in mitigating or solving them. 25th Hour Communications Services has long-term existing relationships with media in the area and will leverage those to deploy communication to enhance accurate, informative, and positive media coverage.</td>
<td>Unrestricted General Fund Public Affairs</td>
</tr>
</tbody>
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*Requested by: Diana Pennington, Administrative Assistant III (Confidential)*
*Approved by: Sherri Lee-Lewis, Vice President, Human Resources*

*Requested by: Grace Smith, Public Information Officer*
*Approved by: Dr. Kathryn E. Jeffery, Superintendent/President*
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3        CONTRACTS AND CONSULTANTS

3-A  RATIFICATION OF CONTRACTS AND CONSULTANTS  (continued)

<table>
<thead>
<tr>
<th>Provider/Contract</th>
<th>Term/Amount</th>
<th>Service</th>
<th>Funding Source</th>
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</thead>
<tbody>
<tr>
<td>6  Armineh Noravian</td>
<td>September 26-December 31, 2023</td>
<td>Consultant to provide grant evaluator services for National Science Foundation Advanced Technological Education Grant, to include survey optimization and distribution; interviews and focus groups; and data analysis, which is related to the development of the curriculum and internship model for the biotech program; the recruitment and persistence of students into the first and second certificate tracks; and successful job placement upon completion of a certificate.</td>
<td>Restricted General Fund, NSF ATE Grant</td>
</tr>
<tr>
<td>7  Santa Monica Chamber of Commerce Foundation</td>
<td>September 1, 2023 – June 30, 2024</td>
<td>Building relationships with local business and industry to better align Career Education (CE) student journey in entering the workforce. Previously surveyed businesses are not aware of the student talent or who to approach at the college when looking for interns/employees. The SM Chamber will help bridge the gap with Business Engagement, Internship Pathway Development, Industry Strategic Development, Partner and Community Engagement, Planning and Executing meetings, and creating strategies for best practices in the Biotech Blue/climate Tech, Cloud Computing, and Homelessness program areas.</td>
<td>Restricted Fund, Strong Workforce Program (SWP)</td>
</tr>
</tbody>
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#6 and #7
Requested by: Patricia Ramos, Dean, Academic Affairs
Approved by: Jason Beardsley, Interim Vice President, Academic Affairs
## AMENDMENTS TO PREVIOUSLY APPROVED CONTRACTS

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<tr>
<th>Provider/Contract</th>
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<th>Funding Source</th>
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<tbody>
<tr>
<td>8 Gecko Labs (formerly known as GeckoEngage)</td>
<td>January 18, 2024 - January 17, 2025</td>
<td>One year renewal of Gecko Chat+Bot and Visit module. Gecko Chat+Bot (aka “Pearl Chatbot”) is an artificial intelligence-driven chat and bot system that helps answer queries from current and prospective students across multiple channels, including live chat on the web, text messaging, Facebook, and Twitter. New for 2024-2025 contract is the addition of a ChatGPT feature that will allow the bot to scrape the SMC website for content to questions not in the bot’s knowledge base, allowing responses to be composed on demand.</td>
<td>Restricted General Fund – SEAP, Enrollment and Retention</td>
</tr>
<tr>
<td>9 New Leaf California LLC</td>
<td>March 16 – December 31, 2023</td>
<td>This is a three month extension to the previous amendment with the consultant to assist with revamping the existing employee onboarding program(s), including but not limited to completing a management needs analysis, gathering and sharing information, amending/creating curriculum as necessary.</td>
<td>Restricted General Fund Equal Employment Opportunity Funds (EEO)</td>
</tr>
</tbody>
</table>

Requested by: Esau Tovar, Dean, Enrollment Services  
Approved by: Teresita Rodriguez, Vice President, Enrollment Development

Requested by: Diana Pennington, Administrative Assistant III (Confidential)  
Approved by: Sherri Lee-Lewis, Vice-President Human Resources
CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3      CONTRACTS AND CONSULTANTS

3-A RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

- AMENDMENTS TO PREVIOUSLY APPROVED CONTRACTS (continued)

<table>
<thead>
<tr>
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<th>Service</th>
<th>Funding Source</th>
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</thead>
<tbody>
<tr>
<td>Volz Company LLC</td>
<td>Extension of completion date from February 2024 to June 30, 2024. No change in contract amount.</td>
<td>Integrated SB169 and Non SB169 Student Housing Analysis, concept, and implementation plan in coordination with state grant and developer selection services</td>
<td>2022-2023 and 2023-2024 District Funds</td>
</tr>
</tbody>
</table>

Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications
Approved by: Kathryn E. Jeffery, Superintendent/President.
It is recommended that the Board of Trustees approve the Memorandum of Understanding (MOU) entered into between the Santa Monica Community College District and the Santa Monica College Faculty Association concerning the extended health care coverage for part-time faculty.

The complete Memorandum of Understanding is included on the following page.
MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into by and between the Santa Monica Community College District (“District”) and Santa Monica College Faculty Association (“FA”) as of October 18, 2023.

WHEREAS, budget cuts have resulted in less class offering, negatively impacting some part-time faculty members; and

WHEREAS, the Parties wish to ameliorate the impact of these cuts by providing extended health care benefits for the Spring 2024 Semester as set forth in this MOU over and above those provided in Article 10.5 of the collective bargaining agreement between the parties,

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, the parties agree as follows:

1. The following part-time faculty shall be eligible for the extended health care coverage:
   ▪ Part-time faculty members who had an assignment in the Fall 2023 Semester and were receiving District-paid health insurance in the Fall 2023 Semester in accordance with Article 10.5.
   ▪ Were available for a Spring 2024 assignment and were not offered one.

2. All part-time faculty eligible under paragraph 1 above will continue to receive District-paid health insurance for the Spring 2024 Semester.

3. This MOU is subject to ratification by the Board of Trustees at its November, 2023 meeting.

IN WITNESS WHEREOF, the parties have hereunto set their hand by their respective representatives as of the date first set forth above.

PETER MORSE
For the FA

SHERRI LEE-LEWIS
Vice President for Human Resources For the District
CONSENT AGENDA: HUMAN RESOURCES

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

ELECTIONS

PROJECT MANAGER
Jauregui, Luis, Project Manager, Noncredit Initiatives
11/08/2023-06/30/2024

INTERIM ACADEMIC ADMINISTRATOR
Huizar, Loretta, Project Manager, Grants
11/13/2023-06/30/2024
Blaze-Hopkins, Ashanti, Associate Dean, Center for Media and Design
01/01/2024-06/30/2024

ADJUNCT FACULTY
Approval/ratification of the hiring of adjunct faculty (List on file in the Office of Human Resources). Adjunct/Part-time faculty are hired as temporary employees and do not have reasonable assurance of employment.

SEPARATIONS

RETIREMENT
Vishwanadha, Hari, Full-time Faculty, English (36 years of service)
12/20/2023
All personnel assigned into authorized positions will be elected to employment (merit system) in accordance with district policies and salary schedules.

**CLASSIFICATION RETITLE**

<table>
<thead>
<tr>
<th>From: Community College Parking Enforcement Officer</th>
<th>To: Parking Enforcement Officer</th>
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<tbody>
<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
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**CLASSIFICATION RETITLE AND SALARY REALLOCATION**

<table>
<thead>
<tr>
<th>From: Network Services Support Analyst</th>
<th>To: IT User Systems Administrator</th>
</tr>
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<tbody>
<tr>
<td>Classified Employee Salary Schedule Range 47</td>
<td>Classified Employee Salary Schedule Range 49</td>
</tr>
<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
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**CLASSIFICATION SALARY REALLOCATION**

<table>
<thead>
<tr>
<th>Community College Police Dispatcher</th>
<th>Classified Employee Salary Schedule, Range 29</th>
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<tbody>
<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
<td>Classified Employee Salary Schedule, Range 31</td>
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<thead>
<tr>
<th>Senior Community College Police Dispatcher</th>
<th>Classified Employee Salary Schedule, Range 30</th>
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<tbody>
<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
<td>Classified Employee Salary Schedule, Range 34</td>
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<thead>
<tr>
<th>Community College Police Sergeant</th>
<th>Classified Management Salary Schedule Range M20</th>
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<tbody>
<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
<td>Classified Management Salary Schedule, Range M22</td>
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**NEW CLASSIFICATION**

<table>
<thead>
<tr>
<th>Theatre Arts Operations Assistant</th>
<th>Classified Employee Salary Schedule, Range 29</th>
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<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
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<thead>
<tr>
<th>Information Technology Support Specialist</th>
<th>Classified Employee Salary Schedule, Range 37</th>
</tr>
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<tbody>
<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
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<thead>
<tr>
<th>Senior Information Technology Support Specialist</th>
<th>Classified Employee Salary Schedule, Range 41</th>
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<tr>
<td><strong>EFFECTIVE DATE</strong>: 11/08/2023</td>
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**CLASSIFICATION CONSOLIDATION/ABOLISHMENT**

- Academic Computing Instructional Specialist
- Multimedia Technician

Consolidate both of these classifications into Information Technology Support Specialist

**EFFECTIVE DATE**: 11/08/2023
ABOLISH POSITION
Lead Custodian (1 position) 11/08/2023
Operations, 12 months, 40 hours, NS-II

ESTABLISH POSITION
Lead Custodian (1 position) 11/08/2023
Operations, 12 months, 40 hours, NS-I

Academic Records Evaluator
Admissions/Records, 12 months, 40 hours 10/25/2023

ELECTIONS

PROBATIONARY
Hernandez, Melissa, Instructional Assistant-Learning Disabilities, DSPS 10/16/2023

PROBATIONARY/ADVANCE STEP PLACEMENT
Chavez, Emily, Student Services, Assistant, Financial Aid (Step C) 10/16/2023
Herrera, Kristine, Administrative Assistant II, Human Resources (Step C) 11/01/2023
Hocson, Analynn, Accounting Specialist, Fiscal Services (Step C) 11/01/2023
Robles Jr., Jose, Campus Safety Officer, Campus Police (Step B) 10/16/2023
Vannoy, Steve, Community College Police Officer, Campus Police (Step C) 11/16/2023

TRANSFER
Stevenson, James 10/25/2023
From: Outreach and Recruitment Specialist
To: Academic Records Evaluator

PROMOTION/ADVANCED STEP PLACEMENT
Gino, Ana 11/01/2023
From: Student Services Clerk, International Education Center
To: Student Services Assistant, International Education Center (Step C)

WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)
Kuykendall, Alan 07/06/2023 to 09/15/2023
From: Assistant Director of Human Resources – Employee and Labor Relations
To: Director of Human Resources
Percentage: Less than 50%

Revels, Jasmine 10/02/2023 to 02/08/2024
From: Instructional Assistant - English
To: Supplemental Instruction Coordinator
Percentage: More than 50%

Rosas, Jonathan 10/16/2023 to 11/30/2023
From: Campus Safety Officer
To: Senior Campus Safety Officer
Percentage: More than 50%

Virgen, Manuel 10/16/2023 to 11/30/2023
From: Campus Safety Officer
To: Senior Campus Safety Officer
Percentage: More than 50%
Monzon, Karen 11/1/2023 to 03/05/2024
From: Personnel Analyst
To: Human Resources Analyst – Employee and Labor Relations (Confidential)

Orosz, Abigail 12/01/2023 to 04/04/2024
From: International Student Services Specialist
To: Professional Development Coordinator

Zamora, Alexander 10/16/2023 to 11/30/2023
From: Campus Safety Officer
To: Senior Campus Safety Officer
Percentage: More than 50%

LEAVE OF ABSENCE - UNPAID
Huizar, Loretta, Tutoring Coordinator - English and Humanities, English 11/13/2023 – 06/30/2024

RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL – NON MERIT
Requested Action: Approval/Ratification
Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources
Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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

STUDENT EMPLOYEES
College Student Assistant, $16.90/hour (STHP) 18
College Work-Study Student Assistant, $16.90/hour (FWS) 33
College CalWorks, $16.90/hour 1
All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules.

### ELECTIONS

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gasparich, Christina</td>
<td>Theatre Tech Specialist, Performing Arts Ctr</td>
<td>09/29/2023-06/30/2024</td>
</tr>
<tr>
<td>Heximer, Baylee</td>
<td>Events Assistant, SMC Performing Arts Center</td>
<td>10/06/2023-06/30/2024</td>
</tr>
<tr>
<td>Inge, Sonja</td>
<td>Events Assistant, SMC Performing Arts Center</td>
<td>10/06/2023-06/30/2024</td>
</tr>
<tr>
<td>Marcial, Anthony</td>
<td>Events Assistant, SMC Performing Arts Center</td>
<td>10/13/2023-06/30/2024</td>
</tr>
<tr>
<td>Nwonwu, Vergie</td>
<td>Events Assistant, SMC Performing Arts Center</td>
<td>11/06/2023-06/30/2024</td>
</tr>
<tr>
<td>Ramos, Blanca</td>
<td>Graphic Designer, Marketing</td>
<td>10/16/2023-06/28/2024</td>
</tr>
<tr>
<td>Rodriguez, Andrea</td>
<td>Events Assistant, SMC Performing Arts Center</td>
<td>10/06/2023-06/30/2024</td>
</tr>
<tr>
<td>Smith, Kyle D.</td>
<td>Events Assistant, Performing Arts Center</td>
<td>10/16/2023-06/30/2024</td>
</tr>
<tr>
<td>Zaveri, Zahra</td>
<td>Events Assistant, SMC Performing Arts Center</td>
<td>10/10/2023-06/30/2024</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arnold, Elijah</td>
<td>Custodian, Operations</td>
<td>10/04/2023-04/06/2024</td>
</tr>
<tr>
<td>Humphrey, Mamie</td>
<td>Custodian, Operations</td>
<td>10/01/2023-04/06/2024</td>
</tr>
<tr>
<td>Minor, Earl</td>
<td>Custodian, Operations</td>
<td>10/01/2023-04/06/2024</td>
</tr>
<tr>
<td>Munnee, Aamina</td>
<td>Student Services Clerk, Outreach, Recruitment &amp; Student Engagement</td>
<td>10/02/2023-06/30/2024</td>
</tr>
<tr>
<td>Nandawula, Joan</td>
<td>Student Services Clerk, International Student Center</td>
<td>07/10/2023-11/19/2023</td>
</tr>
<tr>
<td>Nesteruk, Gary</td>
<td>Accompanist- Music Performance, Music</td>
<td>07/10/2023-09/19/2023</td>
</tr>
<tr>
<td>Ponce, Daniel</td>
<td>Administrative Assistant I, ESL</td>
<td>07/01/2023-11/15/2023</td>
</tr>
<tr>
<td>Ponce, Daniel</td>
<td>Administrative Assistant I, Dance</td>
<td>07/01/2023-09/28/2023</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ponce, Daniel</td>
<td>Administrative Assistant I, ESL</td>
<td>10/16/2023-06/30/2024</td>
</tr>
<tr>
<td>Ponce, Daniel</td>
<td>Administrative Assistant I, Dance</td>
<td>10/16/2023-06/30/2024</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 FACILITIES

Requested by: John Greenlee, Director, Facilities Finance
               Terry Kamibayashi, Manager of Facilities Maintenance
               Charlie Yen, Director of Facilities Planning
               Kim Tran, Chief Director, Business Services
               Yu-Ngok Lo, Assistant Director of Facilities Planning and Construction

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

Requested Action: Approval/Ratification

9-A RELEASE OF PARTIAL RETENTION – MALIBU CAMPUS/SHERIFF’S SUBSTATION

Reduce the retention amount held from Icon West, Inc. for the Malibu Campus/Sheriff’s Substation project from 5% to 2.5%.

Comment: The project is currently in the punch list phase.

9-B PROJECT CLOSEOUT – DRESCHER EXTERIOR DOOR REPLACEMENT PROJECT

Subject to completion of punch list items by GOLDEN SUN FIRM & CO, authorize the District Representative without further action of the Board of Trustees, to accept the project described as DRESCHER EXTERIOR DOOR REPLACEMENT PROJECT as being complete. Upon completion of punch list items by GOLDEN SUN FIRM & CO, the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 FACILITIES (continued)

9-C AMENDMENT NO. 1 TO AGREEMENT FOR COMMISSIONING SERVICES FOR MATH & SCIENCE PROJECT
Amendment No. 1 with Arup North America, LTD to extend its services in connection with the Math & Science Project from July 1, 2023 to June 30, 2025. There will be no change to fees or scope of work.

Funding Source: Measure V (Fund 42.5)

Comment: The original contract for Arup was approved by the Board of Trustees on February 6, 2018 and had a maturity date of June 30, 2023. This amendment adds 24 months to the existing contract length to complete all services required. There is no financial impact.

9-D CONTRACTOR SUBSTITUTION REQUEST – SMC ART COMPLEX REPLACEMENT PROJECT
Acceptance of PCN3’s Subcontractor Substitution Request on the SMC ART COMPLEX REPLACEMENT Project.

<table>
<thead>
<tr>
<th>Listed Subcontractor</th>
<th>Requested Substitution</th>
</tr>
</thead>
<tbody>
<tr>
<td>KONE, Inc.</td>
<td>Schindler Elevator Corporation</td>
</tr>
</tbody>
</table>

Comment: PCN3, the General Contractor for the SMC Art Complex Replacement Project, has requested to substitute their listed subcontractor, KONE, Inc. with Schindler Elevator Corporation. Kone, Inc. cannot perform the work as specified in the contract document since they do not provide and install hydraulic elevators anymore. Per the General Condition of the contract, the District’s consent to Contractor’s substitution of a listed subcontractor shall not relieve Contractor from its obligation to complete the work within the contract time and for the contract price.
RECOMMENDATION NO. 9  FACILITIES (continued)

9-E RESOLUTION FOR EMERGENCY REPAIRS – SLAB LEAK
The Board of Trustees hereby unanimously resolves the following:

WHEREAS, the plumbing system is integral to the operation of the college facilities and a water supply leak under the concrete walkway has been discovered near the HSS building; and

WHEREAS, failure to repair the leak immediately will increase damage to the facilities and may cause suspension of classes; and

WHEREAS, Public Contract Code Section 20654 provides that public agencies may, with the unanimous approval of the governing board and approval of the county superintendent of schools, contract for the performance of labor and purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life and property;

THEREFORE, BE IT HEREBY RESOLVED, that the Santa Monica Community College District Board of Trustees has determined that these circumstances constitute an emergency condition and request approval from the County Superintendent of Schools to enter into contracts for repair of the water main slab leak which includes demo to expose leaking pipe, repair, re-energize system.

9-F AWARD OF CONTRACT FOR EMERGENCY REPAIRS-SLAB LEAK
Award of contract to Suttles Plumbing Inc. in the amount of $30,600 to expose and repair the water main leak, re-energize system, and return to working condition.

This contract awarded pursuant to Emergency Contracting Procedures (PCC 20654).

Funding Source - State Scheduled Maintenance

Comment: The scope of work includes the cost for labor hours, as well as all materials and equipment for repairs.
CONSENT AGENDA:  FACILITIES AND FISCAL

RECOMMENDATION NO. 10-A  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

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

Title of Grant: Zero Textbook Cost (ZTC) Acceleration Grant (One time)
Granting Agency: California Community College Chancellor’s Office
Augmentation Amount: $600,000
Matching Funds: NA
Performance Period: September 25, 2023 to June 30, 2026.
Summary: The Legislature appropriated $115 million to California Community Colleges in the 2021 Budget Act of one-time funding for the Zero Text Cost Degree Grant program (ZTC). ZTC programs eliminate conventional textbook costs and increase college affordability. Funds are being released in phases. In September 2022, Santa Monica College received $20,000 for phase one; in March 2023, $180,000 in funding for phase three. Phase two ZTC Acceleration Grants are now being awarded. Santa Monica College was awarded additional funding for $600,000 to support three Zero Textbook Cost Acceleration programs (each program was awarded $200,000). Funding will implement ZTC practices within the Associate in Science degree for recycling and resource management. The Interactive Design (IxD) Bachelor’s degree program will also be converted to ZTC. Lastly, the European Studies Certificate of Achievement and Spanish AA-T, will establish the groundwork to create additional OER/ZTC paths in our other Modern Language certificate and degree programs.

Budget Augmentation: Restricted Fund 01.3

<table>
<thead>
<tr>
<th>Revenue</th>
<th>$ 600,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>8600 State</td>
<td>$ 600,000</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
</tr>
<tr>
<td>1000 Academic Salaries</td>
<td>$ 300,000</td>
</tr>
<tr>
<td>2000 Non-Academic Salaries</td>
<td>$. 0</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>$ 90,000</td>
</tr>
<tr>
<td>4000 Supplies &amp; Materials</td>
<td>$ 105,000</td>
</tr>
<tr>
<td>5000 Other Operating Expenditures</td>
<td>$ 105,000</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>$. 0</td>
</tr>
<tr>
<td>7300 Other Outgo/Indirect</td>
<td>$. 0</td>
</tr>
<tr>
<td>7600 Student Aid</td>
<td>$. 0</td>
</tr>
<tr>
<td>Total</td>
<td>$ 600,000</td>
</tr>
</tbody>
</table>
RECOMMENDATION NO. 10-B  ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION (continued)

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

Title of Grant: LGBTQ+ One-Time Funding 2023-2024
Granting Agency: California Community Colleges Chancellor’s Office (CCCCO)
Augmentation Amount: $162,502
Matching Funds: Not Applicable
Performance Period: September 1, 2023 to June 30, 2028
Summary:
The 2023 Budget Act appropriates $10 million in one-time funding for community college districts to support LGBTQ+ students. The purpose of the funds is to continue the momentum that participating community college districts established to provide support for LGBTQ+ students. Districts are encouraged to focus on the sustainability of LGBTQ+ student support efforts by ensuring student centered redesign with LGBTQ+ students in mind, prioritizing the build-out of critical service delivery infrastructure that addresses the unique needs of LGBTQ+ students, and identifying additional funding sources to sustain the momentum of LGBTQ+ student support in the long term.
Santa Monica College will use this funding to provide services and resources to LGBTQ+ students through our Student Equity Center via the Pride Center. This may include professional development and training on serving LGBTQ+ students, LGBTQ+ learning communities, LGBTQ+ curriculum development, lavender graduation, workshops, speakers’ series, and supplies to support the Pride Center.

Budget Augmentation: Restricted Fund 01.3

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>8600 State</td>
<td>$ 162,502</td>
</tr>
<tr>
<td>1000 Academic Salaries</td>
<td>$ 0</td>
</tr>
<tr>
<td>2000 Non-Academic Salaries</td>
<td>$ 0</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>$ 0</td>
</tr>
<tr>
<td>4000 Supplies &amp; Materials</td>
<td>$ 50,000</td>
</tr>
<tr>
<td>5000 Other Operating Expenditures</td>
<td>$ 112,502</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>$ 0</td>
</tr>
<tr>
<td>7300 Other Outgo/Indirect</td>
<td>$ 0</td>
</tr>
<tr>
<td>7600 Student Aid</td>
<td>$ 0</td>
</tr>
<tr>
<td>Total</td>
<td>$ 162,502</td>
</tr>
</tbody>
</table>
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11  BUDGET TRANSFERS
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

11-A   FUND 01.0 – GENERAL FUND - UNRESTRICTED
       Period: July 1 – September 30, 2023

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>340,750</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>2,430</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>280,560</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>10,755</td>
</tr>
<tr>
<td>7100-7699</td>
<td>Other Outgo/Student Payments</td>
<td>0</td>
</tr>
<tr>
<td>7900</td>
<td>Contingency Reserve</td>
<td>-634,495</td>
</tr>
<tr>
<td><strong>Net Total:</strong></td>
<td></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

11-B   FUND 01.3 – Restricted Fund
       Period: July 1 – September 30, 2023

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>-10,105</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>0</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>19,990</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>0</td>
</tr>
<tr>
<td>7100/7699</td>
<td>Other Outgo/Student Payments</td>
<td>-9,885</td>
</tr>
<tr>
<td>7900</td>
<td>Contingency Reserve</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Total:</strong></td>
<td></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>
**RECOMMENDATION NO. 11  BUDGET TRANSFERS (continued)**

11-C  FUND 40.0 – Capital Projects Fund  
Period: July 1 – September 30, 2023

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>0</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>16,238</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>359,980</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>-376,218</td>
</tr>
<tr>
<td>7100/7699</td>
<td>Other Outgo/Student Payments</td>
<td>0</td>
</tr>
<tr>
<td>7900</td>
<td>Contingency Reserve</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Total:</strong></td>
<td></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

11-D  FUND 42.5 – Revenue Bond Construction Fund (Measure V)  
Period: July 1 – September 30, 2023

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Net Amount of Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Academic Salaries</td>
<td>0</td>
</tr>
<tr>
<td>2000</td>
<td>Classified/Student Salaries</td>
<td>0</td>
</tr>
<tr>
<td>3000</td>
<td>Benefits</td>
<td>0</td>
</tr>
<tr>
<td>4000</td>
<td>Supplies</td>
<td>1,678</td>
</tr>
<tr>
<td>5000</td>
<td>Contract Services/Operating Exp</td>
<td>21,573</td>
</tr>
<tr>
<td>6000</td>
<td>Sites/Buildings/Equipment</td>
<td>-23,251</td>
</tr>
<tr>
<td>7100/7699</td>
<td>Other Outgo/Student Payments</td>
<td>0</td>
</tr>
<tr>
<td>7900</td>
<td>Contingency Reserve</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Total:</strong></td>
<td></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

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

RECOMMENDATION NO. 12  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
September 2023  C1B – C2C  $10,418,523.70

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

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

Commercial Warrant Register
September 2023  194930 through 238197

ACH Numbers
September 2023  215967 through 225491

Total  $10,285,408.69

Comment: The detailed Commercial Warrant documents are on file in the Accounting Department.
RECOMMENDATION NO. 14  AUXILIARY PAYMENTS AND PURCHASE ORDERS
Requested Action: Approval/Ratification
Requested by: Mitch Heskel, Dean, Educational Enterprise
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

Auxiliary Operations Payments and Purchase Orders
September 2023  Covered by check & voucher numbers: 033730-034131 & 03352-03400

<table>
<thead>
<tr>
<th>Payments</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore Fund Payments</td>
<td>$252,212.44</td>
</tr>
<tr>
<td>Other Auxiliary Fund Payments</td>
<td>$72,564.98</td>
</tr>
<tr>
<td>Trust and Fiduciary Fund Payments</td>
<td>$469,035.51</td>
</tr>
<tr>
<td></td>
<td>$793,812.93</td>
</tr>
<tr>
<td>Purchase Orders issued</td>
<td></td>
</tr>
<tr>
<td>August 2023</td>
<td>$73,702.35</td>
</tr>
</tbody>
</table>

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

RECOMMENDATION NO. 15  AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2023-2024
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

Authorization of signatures for the following staff members to approve invoices for 2023-2024:

<table>
<thead>
<tr>
<th>Name/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashanti Blaze-Hopkins, Interim Associate Dean, Center for Media and Design</td>
</tr>
<tr>
<td>Loretta Huizar, Interim Project Manager, Grants</td>
</tr>
<tr>
<td>Luis Jauregui, Project Manager, Noncredit Initiatives</td>
</tr>
</tbody>
</table>

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

RECOMMENDATION NO. 16  ORGANIZATIONAL MEMBERSHIPS
Requested Action: Approval/Ratification
Reviewed and approved by: Christopher M. Bonvenuto, Vice President, Business and Administration

<table>
<thead>
<tr>
<th>Organizational Memberships</th>
<th>Number of Memberships</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2023</td>
<td>5</td>
<td>$18,058.42</td>
</tr>
</tbody>
</table>

Funding Sources: General Fund, Fund 01.0

<table>
<thead>
<tr>
<th>Organizational Memberships</th>
<th>Number of Memberships</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2023</td>
<td>1</td>
<td>$300.00</td>
</tr>
</tbody>
</table>

Funding Sources: Restricted Fund, Fund 01.3

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

RECOMMENDATION NO. 17  PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION
Requested Action: Approval/Ratification
Requested by: Scott Silverman, Dean, Noncredit and External Programs
Patricia Ramos, Dean, Academic Affairs
Approved by: Jason Beardsley, Interim 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.
CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 PURCHASING
Requested Action: Approval/Ratification
Approved by: Christopher M. Bonvenuto, Vice-President, Business/Administration

18-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.

September 2023 $3,026,173.41

18-B COOPERATIVE AGREEMENTS
Public Contract Code 20118 gives the district the authority to purchase through another public agency but must follow all terms and condition set forth by the bid of such agency. This is commonly referred to as piggybacking. The annual award of piggyback-allowed contracts bid through various state and local agencies allows SMC to purchase without advertising for bids, if it is determined it to be in the best interests of the district. The district is recommending participation in the following piggyback-allowed bids, as listed below during the 2023-2024 fiscal year. The agreements are valid for the entire fiscal year with the exception of those notes with their respective expirations.

- Omnia Partners/U.S. Communities, Contract R211402 with Global Equipment Company Inc. ("Global Industrial") Company, to 11/30/26, for M & O equipment and supplies.
- NASPO Value Point, Contract 7-15-70-34-004 with Re-Design (Drala Project), to 1/31/24, for Computer Equipment, Peripherals & Related Services.
RECOMMENDATION NO. 19

SUBJECT: RESOLUTION: VETERANS AWARENESS WEEK

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution in support of Veterans Awareness Week, November 6-10, 2023.

WHEREAS, the United States Congress has declared the second week of November as National Veterans Awareness Week since 2000 to emphasize the need to develop educational programs regarding the contributions of veterans to the country; and

WHEREAS, the United States Department of Veterans Affairs, as well as many other education-focused organizations have produced educator’s guides, which advocate multiple ways to recognize veterans and teach youth about veterans; and

WHEREAS, many veterans continue to serve their country in public schools and colleges as teachers, classified professionals, and other school employees providing valuable instructional and support services to the schools and students of Santa Monica College; and

WHEREAS, the veterans on staff deserve recognition for their continued service to the future of our country and education and safety of the students of Santa Monica College; and

WHEREAS, the veterans on staff can best provide a meaningful personal connection between the students of the Santa Monica College, Armed Forces veterans and service to our country;

THEREFORE, BE IT RESOLVED, that the Santa Monica Community College District Board of Trustees declares the week of November 6-10, 2023, as Veterans Awareness Week at Santa Monica College; and

BE IT FURTHER RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the continued contributions and sacrifices of the Armed Forces veterans in the community, especially students who are veterans, teachers, classified professionals, and employees at Santa Monica College; and

BE IT FURTHER RESOLVED, that the Santa Monica Community College District supports the program utilizing Armed Forces students who are veterans and veterans on staff to educate the students of Santa Monica College about the sacrifices and contributions of the Armed Forces veterans.

MOTION MADE BY: Sion Roy
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)
RECOMMENDATION NO. 20

SUBJECT: RESOLUTION: RECOGNITION OF UNITED AGAINST HATE WEEK

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution in support of United Against Hate Week, November 12-18, 2023.

WHEREAS, ongoing acts and expressions of hate crimes, discrimination, and aggression against marginalized groups are occurring throughout the country; and

WHEREAS, in the Santa Monica Community College District (SMCCD) there has been an increase in reported antisemitic crimes and other hate incidents over the last 12 months; and

WHEREAS, nationally, United Against Hate was created by civic leaders to empower local residents to take action in their local communities, raise awareness, and alter the course of the growing intolerance to create more inclusive communities; and

WHEREAS, in response to the numerous incidents, SMCCD will participate in United Against Hate Week, a call for seven days of local civic action by people to stop hate crimes that pose a dangerous threat to the safety and civility of our neighborhoods, towns and cities; and

WHEREAS, SMCCD seeks to join other communities across the country in bridging divisions and strengthening our communities during this week; and

WHEREAS, SMCCD encourages the community to participate in the United Against Hate Week events to unite and declare our commitment to inclusivity together; and

WHEREAS, the Santa Monica College Board of Trustees reaffirms SMCCD’s commitment to stand against all forms of prejudice and implicit biases, and work to build bridges to foster inclusion and have a community where everyone feels welcome;

THEREFORE, BE IT RESOLVED that the Santa Monica College Board of Trustees declares its support of "United Against Hate Week" in our communities November 12-18, 2023 through encouraging participation in educational and community events.

COMMENT: United Against Hate Week is endorsed by the County of Los Angeles, the City of Los Angeles, the City of Santa Monica and communities throughout California.

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21

SUBJECT: APPROVAL TO SELECT A PUBLIC–PRIVATE PARTNERSHIP DEVELOPMENT PARTNER FOR AFFORDABLE STUDENT HOUSING THROUGH A REQUEST FOR QUALIFICATIONS (RFQ) & REQUEST FOR PROPOSAL (RFP) PROCESS, FOR RECOMMENDATION TO THE BOARD OF TRUSTEES FOR APPROVAL OF THE SELECTION

SUBMITTED BY: Superintendent/President

REQUESTED ACTION
It is recommended that the Board of Trustees approve the selection of a Public-Private Partnership (PPP) Development Partner by means of a RFQ/RFP process, for recommendation to the Board of Trustees for their approval of the selection.

DISCUSSION: Selection of a Development Partner. At its May 2, 2023, meeting, the Board of Trustees approved a contract with Volz Company LLC to conduct analysis to assist District decision-making regarding non-SB 169 on-campus student housing. Analysis of the Bundy Campus site has revealed opportunities for additional student housing at the property beyond what could be funded by the SB 169 program. Volz has conducted additional SMC student and SMC advisory committee surveys, site capacity studies, financial analysis, and a site visitation to a neighboring college’s student housing facility. In coordination with District administration, Volz has determined the viability of soliciting proposals from the private sector for financing student housing at the Bundy campus. The process of selection of a private partner begins with an RFQ (Request for Qualification); a selection of candidate firms; an RFP (Request for Proposal) from the candidate firms; and final selection.

Selection Committee: The Selection Committee consists of the members of the Affordable Student Housing Advisory Committee and several others. The Advisory Committee has assisted with both the SB 169 grant application and the current analysis of non-SB 169 student housing opportunities. Members include Dr. Kathryn Jeffery, Jason Beardsley, Chris Bonvenuto, Susan Fila, Don Girard, Lizzy Moore, Bob Myers, Pressian Nicolov, Teresita Rodriguez, Mike Tuitasi, and Charlie Yen. The Selection Committee also includes Maria Muñoz and Shari Davis.

Evaluation Criteria. Evaluation will be based on written response to the following factors: Firm Organization and Background, Relevant Experience, Developer Financial Capacity, Development Team, Housing Approach, and Local Business and Student Engagement. The RFP was developed in coordination with SMC’s Purchasing, Contracts, and Logistics department and reviewed by College Counsel.

Selection Approval by Board of Trustees. The selection of a Developer Partner will conclude with a recommendation to the Board of Trustees for approval, tentatively scheduled for the April 2024 meeting. The Board will be presented with the “why” of the selection relative to the evaluation criteria. It is expected that the Development Partner will be at the meeting to present and introduce themselves.
Volz Presentation. Tonight’s presentation and discussion will be led by Ann Volz, President of Volz Company and her team. The presentation includes (1) Background, including SB 169 updates; (2) Site, Program, Financial Sensitives, and Student Services, including scale and use of the existing building; (3) Public-Private Partnership Overview, including characteristics, structure, and risk and control; and (4) Developer Procurement Process, with a schedule of activity.

Link to: Student Housing Update – November 2023

Subsequent Steps: Should the Board approve the selection of a Development Partner next Spring, the Board will also be asked at that time to authorize the negotiation of a Pre-Development Agreement with the Development Partner. A recommended Pre-Development Agreement would then be brought to the Board for consideration one or two months later.

Board approval of the Pre-Development Agreement would then begin the work of accomplishing the project. This is also the point of risk sharing, which extends until the completion of construction documents, guaranteed maximum price, and financial close.

For reference to prior Board actions related to this recommendation, the May 2, 2023 Board item is here, beginning on page 29 and ending on page 31.

Public Comment
Zoë Muntaner

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 5
NOES: 1 (Rader)
ABSENT: 1 (Peters)
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

SUBJECT: SABBATICALS, 2024-2025

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees request that the Academic Senate Joint Sabbaticals Committee prioritize the applications and select eight semesters of sabbaticals to forward to the Board for approval.

BACKGROUND: The Academic Senate Joint Sabbaticals Committee has recommended the following sabbaticals for 2024-2025.

**Fall 2024**
- Dorothy Chin, Psychology
- Cynthia Gonzalez, Life Science
- Nancy Grass, Communication and Media Studies
- Christyanne Melendez, Earth Science
- Kevin Menton, English
- Andrew Nestler, Mathematics
- Jean Paik-Schoenberg, English
- Jeremiah Selvey, Music
- Yukiko Tsubol, Modern Languages
- Vanessa Van Wormer, Dance

**Spring 2025**
- George Davison, English
- Matt Musselman, Mathematics
- Bridgette Robinson, English
- Vicki Rothman, Counseling

Article 17.13 of the SMC Faculty Association contract states that the District fund a minimum of eight semesters of sabbatical leaves. Given the current budget situation, it is recommended that the Board of Trustees request that the Academic Senate Joint Sabbaticals Committee prioritize the applications and select eight semesters of sabbaticals to forward to the Board for approval.

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23

SUBJECT: CONFIRMATION OF REAPPOINTMENT TO PERSONNEL COMMISSION

SUBMITTED BY: Chair and Vice-Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees confirm the reappointment of Barbara Greenstein to the SMC Personnel Commission for a three-year term, December 1, 2023 through December 1, 2026.

SUMMARY: The process of filling a position on the Personnel Commission requires that two members be appointed by Board of Trustees; two members be appointed by the classified employees (CSEA) of the District; and the fifth member is appointed by the four appointed commissioners. The Personnel Commission approved CSEA’s reappointment of Barbara Greenstein at its meeting on October 18, 2023.

Personnel Commissioner Barbara Greenstein is one of the two CSEA appointees, and she has indicated her willingness to continue serving on the Personnel Commission. CSEA Chapter 36 has notified the Personnel Commission Office that they voted to re-appoint Barbara Greenstein to serve as a Commissioner for another three-year term, beginning December 1, 2023.

MOTION MADE BY: Margaret Quiñones-Perez
SECONDED BY: Nancy Greenstein
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)
MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24

SUBJECT: 2023-2024 QUARTERLY BUDGET REPORT AND 311Q

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: Acknowledge receipt of the 2023-2024 Quarterly Budget Report and 311 Quarterly State Financials, as of September 30, 2023:
Link to: 2023-2024 Quarterly Budget Report

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

MOTION MADE BY: Rob Rader
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Peters)
A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee (CBOC) was held on Wednesday, October 18, 2023 at 12 p.m. in the Student Services Center (SSC 396) at Santa Monica College, 1900 Pico Blvd, Santa Monica, California.

1. **CALL TO ORDER** – 12:01 p.m.

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

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

3. **APPROVAL OF MINUTES OF CBOC MEETING, JULY 19, 2023**
   Motion was made by Elaine Polachek and seconded by Anne Plechner to approve the minutes of the Citizens’ Bond Oversight Committee meeting held on July 19, 2023. Minutes were approved.

4. **ELECTION OF CHAIR AND VICE-CHAIR, 2024-2025**
   Bruce Sultan and Anne Plechner were unanimously elected Chair and Vice-Chair respectively for 2024-2025.

5. **CITIZENS’ BOND OVERSIGHT COMMITTEE ANNUAL REPORT, 2022-2023**
   The CBOC Annual Report, 2022-2023 was unanimously approved.

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

- The Math/Science Project: The contractor is finishing the interior courtyard and the grand staircase. Video and photographs were shared showing the building’s progress. Student Labs include: Anatomy, Archaeology, Astronomy, Geography, Geology, Geospatial, Genetics/Molecular, Organic Chemistry, Physical Anthropology, Physics, and Mathematics (computer). The estimated completion date for this project is August 2024.
- Art Complex on Pico Boulevard and 14th Street has fencing surrounding the perimeter. The 16-foot Sound Wall for use during construction is being installed. The estimated completion date for this project is November 2025.
- Gender Neutral Restroom Building: The architectural renderings showing the 6 fully enclosed stalls were shared. The estimated completion date for this project is October 2025.

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

- Measure AA: Total Measure AA Expenditures as of September 30, 2023 were $291,175,024; total remaining funds are $3,820,805.
- Measure V: Total Measure V Expenditures as of September 30, 2023 were $156,816,121; total remaining funds are $188,183,879.

- The Bond Sales/Expense Report indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of September 30, 2023.

| Total Bond Program:     | $640,000,000 |
| Total Bonds Issued:     | $639,995,829 |
| Total Expenses:         | $447,991,145 |
| Total Available Remaining: | $192,004,684 |
| Total Unsold Bond:      | $4,171       |

The SMC Bond Capital Construction Budget Summary (All Bond Measures) as of September 30, 2023 reports the following:

| Measure U Budget:      | $160,000,000 |
| Measure S Budget:      | $143,500,000 |
| Measure AA Budget:     | $295,000,000 |
| Measure V Budget:      | $345,000,000 |
| Interest:              | $40,631,087  |
| Other Funding Received:| $71,755,419  |
| Other Funding Pending: | $30,952,124  |
| Total Budget:          | $1,086,838,630 |
| Estimate at Completion:| $1,086,838,630 |
| Bond Funds Remaining:  | $192,004,682 |

*Measure U and Measure S are closed out. Measure AA and Measure V are the active bond measures.

C. SMC Bond Program – Contractor List as of September 30, 2023

D. Contractors List as of September 30, 2023
7. **SCHEDULE OF MEETINGS, 2023-2024**
   - Wednesdays at 12:00 p.m.
   - October 18, 2023
   - January 24, 2024
   - April 17, 2024
   - July 17, 2024

8. **ADJOURNMENT** – 1:02 p.m.
   The next meeting of the Citizens’ Bond Oversight Committee will be held on
   Wednesday, January 24, 2024 (location to be determined).

   Current information on all bond construction projects is available at:
   http://smcbondprojects.com and at http://www.smc.edu/CBOC
XIII. BOARD COMMENTS

XIV. ADJOURNMENT – 10:13 pm.

The meeting was adjourned in memory of Gabriela Buelna, daughter of Gabriel Buelna, Trustee at Los Angeles Community College District; Margarita Reynoso, mother of Ofelia Meza, Administrative Assistant II, Auxiliary Services.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, December 5, 2023 at 6 p.m. (5 p.m. if there is a closed session) in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. This meeting will be held in-person and via Zoom Webinar to allow for remote participation.