



AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, DECEMBER 5, 2023

The complete agenda may be accessed on the
Santa Monica College website:

<https://www.smc.edu/administration/governance/board-of-trustees/meetings.php>

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

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

The public may join the meeting via Zoom Webinar with the following link:

<https://smc-edu.zoom.us/j/96490163563?pwd=NIJlM0MzTU5RaWtjSnphakVJTjOdz09>

Passcode: 887636

4:30 p.m. Public Meeting Convenes

Board Adjourns to Closed Session

6 p.m. Public Meeting Reconvenes

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

PUBLIC PARTICIPATION DURING MEETINGS OF THE BOARD OF TRUSTEES

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

- Generally, three minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda and in Major Items of Business. The speaker must adhere to the topic.
- Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.
- Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.
- Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

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

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

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

Instructions for Submitting a Request to Speak at Zoom Webinar

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

Public participation can occur in one of two ways. Members of the public may speak during the public meeting or they can submit written comments to be read during the public meeting.

Individuals wishing to speak directly to the Board can do so in one of several ways:

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

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

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

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

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

Instructions for Submitting Written Comments

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

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

*Reference: Board Policy Section 2350
Education Code Section 72121.5
Government Code Sections 54950 et seq*

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 5, 2023

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held on Tuesday, December 5, 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 will also be conducted via Zoom Webinar to allow for remote participation.

4:30 p.m.

I. ORGANIZATIONAL FUNCTIONS

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

The public may join the meeting via Zoom Webinar with the following information:

Please click the link below to join the webinar:

<https://smc-edu.zoom.us/j/96490163563?pwd=NIJlM0MzTU5RaWtjSnphakVJVTJOdz09>

Passcode: 887636

Or iPhone one-tap :

US: +16699006833,,96490163563#,,,,*887636# or +13462487799,,96490163563#,,,,*887636#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or

+1 301 715 8592 or +1 312 626 6799

Webinar ID: 964 9016 3563

Passcode: 887636

In the event participation in the Board of Trustees meeting reaches Zoom Webinar capacity, the meeting will be streamed live on the SMC Youtube channel

at: <https://www.youtube.com/user/4SantaMonicaCollege/videos>

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION (Government Code Section 54956.9(d)(1)): Devita v. Santa Monica Community College District, Los Angeles Superior Court, Case No. 22STCV04097
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code Section 54956.9(b)) (two cases)

II. CLOSED SESSION *(continued)*

- 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: CSEA Chapter 36
- EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

6 p.m.

III. PUBLIC SESSION –ORGANIZATIONAL FUNCTIONS

- LAND ACKNOWLEDGEMENT
We respectfully recognize that the land on which Santa Monica College currently stands is the ancestral unceded territory of the Tongva, Chumash or Gabrielino peoples. We honor the indigenous caretakers of these lands and their elders, past, present, and future.
- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT (if any)
- REVISIONS/SUPPLEMENTAL STAFF REPORTS: A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)
MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:

IV. SUPERINTENDENT'S REPORT

- The Sharer Foundation
- Title IX Student Leadership Program
- UC Transfers
- Enrollment Update

V. PUBLIC COMMENTS

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

Presenters: Vicenta Arrizon, Ed.D. Lead Counselor, Law Pathway Program
Nathan Khalil, J.D., Co-Advisor - Pre-Law Society & Law Pathways
Christina Gabler, Ph.D., Law Pathway Faculty Champion

Summary: The update will include the origin, mission, and implementation of SMC's Law Pathway program.

This supports the Board's 2023-2024 Annual Goal: Educational Advancement, Quality, and Equity.

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: November 7, 2023 (Regular Meeting) 7

Academic Affairs

#2 New Courses and Degrees, Fall 2023 9

Contracts and Consultants

#3-A Ratification of Contracts and Consultants 11

Human Resources

#4 Academic Personnel 13

#5 Classified Personnel – Regular 14

#6 Classified Personnel – Limited Duration 17

#7 Classified Personnel – Non Merit 17

#8 Memorandum of Understanding Between SMCCD and CSEA Chapter #36 18

Facilities and Fiscal

#9 Facilities 20

#10 Acceptance of Grants and Budget Augmentation 24

#11 Budget Transfers 27

#12 Payroll Warrant Register 29

#13 Commercial Warrant Register 29

#14 Auxiliary Payments and Purchase Orders 30

#15 Authorization of Signatures to Approve Invoices, 2023-2024 30

#16 Organizational Memberships 31

#17 Providers for Community and Contract Education 31

#18 Purchasing 31

X. CONSENT AGENDA – Pulled Recommendations

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

XI. MAJOR ITEMS OF BUSINESS

#19 Endorsement of Joint Resolution by CCCCEO and CCCT Boards Denouncing the
SCOTUS Decision of College Admissions 32

XII. ANNUAL ORGANIZATIONAL FUNCTIONS

#20 Election of Officers of the Board of Trustees, 2024 35

#21 Designation of Board Representative to LACSTA 36

#22 Authorized Signature Resolution 37

XIII. BOARD COMMENTS AND REQUESTS

XV. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, January 16, 2024 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.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 5, 2023

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:

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

X. CONSENT AGENDA – Pulled Recommendations

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

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

[November 7, 2023](#) (Regular Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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

New Courses

EMERITUS OCC E21 The Perils of Social Media

This course will teach older adults the power and influence of social media such as Instagram, Facebook, X (formerly known as Twitter), YouTube, TikTok, and many others. Politicians, pundits, celebrities, and influencers all use some form of social media, in order to get their message across to their audience. But with great power comes great responsibility. This class will teach students the critical thinking skills needed to discern the advantages of the use of social media, and the perils that come along with it.

Course Revisions

ACCTG 40A Data Analytics for Accounting

ACCTG 45/BUS 45 Individual Financial Planning

ARC 11 Design Communication 1

ARC 21 Design Communication 2

ARC 31 Design Communication 3

ARC 41 Design Communication 4

ARC 51 Design Communication 5

ARC 70 Portfolio

BIOL 31 Fundamentals of Biotechnology 2: From Genes to Proteins

BIOL 32 Cell Culture Methods & Techniques

BIOL 33 Immunoassay Methods

BIOL 35 Nanobiotechnology

COM ST 9 Introduction to Communication Studies

COM ST 14 Oral Interpretation: Performing Literature Across Cultures

COM ST 310 Organizational and Small Group Communication

COUNS 910 ABI Connections

DANCE 5 Dance History

DANCE 20 World Dance Styles and Forms

MUSIC 33 Jazz in American Culture

PHOTO 1 Introduction to Photography

Distance Education

EMERITUS OCC E21 The Perils of Social Media

Emergency Distance Education to Fully Online

COUNS 901 Transition to College

COUNS 902 Career and Workforce Readiness

Global Citizenship

DANCE 5 Dance History

Course Deactivation

GR DES 18 Introduction to Graphic Design Applications
GR DES 21 Electronic Prepress and Publishing
GR DES 32 Marker Techniques
GR DES 34 Publication and Page Design I
GR DES 34S Gr Des 34s
GR DES 35 Sketching for Graphic Design
GR DES 41 Graphic Design Studio 2
GR DES 44 Publication and Page Design 2
GR DES 51 Graphic Design Studio 3
GR DES 54 Digital Illustration 2
GR DES 60 Design Research
GR DES 64 Digital Imaging for Design
GR DES 87 Gr Des 87

New Programs

Applied Music Certificate of Achievement

Students interested in developing their musical skills through one-on-one instruction and regular performance opportunities are encouraged to audition for the Applied Music Program. Areas of study include instrumental, vocal, and composition. Upon completion of four semesters, students can be awarded the Applied Music Certificate of Achievement. Those who complete the additional required coursework for an Associate of Arts degree in Music (applied option) can also be awarded that degree.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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**

Provider/Contract	Term/Amount	Service	Funding Source
1 ARDYS IT Solutions LLC	December 1, 2023 – June 30, 2024 \$2,995	Technical support for Ellucian Banner ERP authentication against Portal Guard – Assistance in configuration and troubleshooting as-needed.	Restricted General Fund, Student Retention and Enrollment Outreach Funds
<i>Requested by: Tracie Hunter, Associate Dean, Financial Aid and Scholarships</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>			
2 Academic HealthPlans, Inc. (Change of Name)	Fall 2023 – Summer 2024 No cost to the District. Students will pay \$177 per month for insurance coverage	Change of name of vendor for Accident/Illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students. This contract will supersede the contract with Risk Strategies Management approved by the Board of Trustees on April 4, 2023.	Restricted General Fund Student Insurance Fees
<i>Requested by: Pressian Nicolov, Dean, International Education</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3 **CONTRACTS AND CONSULTANTS** *(continued)*

3-A **RATIFICATION OF CONTRACTS AND CONSULTANTS**

➤ **AMENDMENTS TO PREVIOUSLY APPROVED CONTRACTS**

Provider/Contract		Term/Amount	Service	Funding Source
3	Star Media dba Malibu Times	2023-2024 Not to exceed \$13,665 Previously approved by the Board of Trustees on June 6, 2023 for \$13,500	2023-2024 print advertising for student recruitment.	2023-2024 Unrestricted General Fund Marketing
4	Pepperdine University	2023-2024 Not to exceed \$5,890 Previously approved by the Board of Trustees on June 6, 2023 for \$4,000	2023-2024 advertising for new campus & student recruitment.	2023-2024 Unrestricted General Fund Marketing
Requested by: Rebecca Agonafir, Director Marketing Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications				
5	Allied Path Consulting	October 2, 2023-January 31, 2024 Not to exceed \$40,500 Previously approved in the amount of \$30,500 Additional amount: \$10,000	Additional Services to include providing a full day, in-person retreat (6 hours) for managers in January 2024. Changes in scope also include modification of online sessions from 12 1-hour to 6 2-hour and drop-in coaching sessions changed from 6 to 3 and reduction in administrative costs.	Restricted General Fund, Student Equity Achievement
Requested by: Diana Pennington, Administrative Assistant III Approved by: Sherri Lee-Lewis, Vice-President Human Resources				
6	Ethos Film Institute	November 10, 2023 – December 3, 2023 \$10,000	Ethos Film Institute will provide all access to its 2023 film festival to SMC students and staff.	Unrestricted General Fund, Other Institutional Support
Requested by: Kiersten Elliott, Dean, Community Relations Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources

Approved by: Sherri Lee- Lewis, Vice President, Human Resources

SABATICALS, 2024-2025

Fall 2024

Nancy Grass, Communication and Media Studies

Chrystianne Melendez, Earth Science

Jean Paik-Schoenberg, English

Jeremiah Selvy, Music

Yukiko Tsuboi, Modern Languages

Vanessa Van Wormer, Dance

Spring 2025

Matt Musselman, Mathematics

Bridgette Robinson, English

ELECTIONS

EFFECTIVE DATE

INTERIM ACADEMIC ADMINISTRATOR (Extension)

Beardsley, Jason, Vice President, Academic Affairs

07/01/2023-01/30/2024

Dowd, Tyffany, Dean, Counseling, Student Affairs

01/01/2024-02/29/2024

Fila, Susan, Dean, Health and Wellbeing, Student Affairs

01/01/2024-06/30/2024

King, Sasha, Dean, Academic Affairs

07/01/2023-01/30/2024

Locke, Debra, Dean, Special Programs, Student Affairs

01/01/2024-04/30/2024

Muñoz, Maria, Dean, Equity, Pathways, and Inclusion, Academic Affairs

07/01/2023-06/30/2024

Salgado, Guadalupe, Associate Dean, Emeritus

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.

ESTABLISHMENT

Director, Basic Needs, Student Affairs

12/06/2023

RETITLE

From: Director, Business Development and Small Business Support, Academic

12/06/2023

To: Director, Business Development, Academic Affairs

LEAVE OF ABSENCE - UNPAID

Lee, Sue, Full-time Faculty, Life Science

02/12/2024-06/11/2024

SEPARATIONS

RETIREMENT

Keith Everett, Full-time Faculty, Business (8 years of service)

12/20/2023

Rory Barnett, Full-time Faculty, Kinesiology (22 years of service)

12/31/2023

RESIGNATION

Amina Khoja, Full-time Faculty, Health Science

12/31/2023

Laila Moosa, Full-time Faculty, Health Science

12/31/2023

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources

Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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

<u>ESTABLISH POSITIONS</u>	<u>EFFECTIVE DATE</u>
----------------------------	-----------------------

Administrative Assistant I (1 position) Life Science, 12 months, 40 hours	12/06/2023
--	------------

Administrative Assistant I (1 position) Physical Science, 12 months, 40 hours	12/06/2023
--	------------

Associate Programmer Analyst (1 position) Management Information Systems, 12 months, 40 hours	12/06/2023
--	------------

Case Management Coordinator (1 position) Bodega/Student Health Services Departments, 12 months, 40 hours	12/06/2023
---	------------

IT User Systems Administrator (1 position) Academic Computing, 12 months, 40 hours, Varied Hours	12/06/2023
---	------------

Senior Financial Aid and Scholarships Specialist (1 position) Financial Aid, 12 months, 40 hours	12/06/2023
---	------------

Student Services Specialist (1 position) Student Equity Center, 12 months, 40 hours	12/06/2023
--	------------

ABOLISH POSITION

Information Systems Administrator (1 position) Life Science, 12 months, 40 hours	12/06/2023
---	------------

CLASSIFICATION SALARY REALLOCATION

Professional Development Coordinator
From: Classified Employee Salary Schedule Range 45
To: Classified Employee Salary Schedule Range 51

ELECTIONS

PROBATIONARY/ADVANCE STEP PLACEMENT

Diaz Cruz, Nancy, Student Services Clerk, IEC (Step C)	11/16/2023
--	------------

PROMOTION

Biddle, Dennis

12/06/2023

From: Assistant Director of Facilities Operations

To: Director of Facilities Operations

PROMOTION/ADVANCED STEP PLACEMENT

Kamibayashi, Terry

12/06/2023

From: Assistant Director of Facilities Maintenance

To: Director of Facilities Maintenance (Step D)

TRANSFER

Acevedo, Roger

11/02/2023

From: Grounds Supervisor

To: Grounds Worker

CLASSIFICATION CONSOLIDATION/ABOLISHMENT

Chen, Yanping

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Fakih, Mohamad

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Griskevicius, Agnius

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Kabwe, Myron

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Karpinski, Rafal

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Pena, Cherie

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Peterson, Lee

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Vasquez, Romano

11/08/2023

From: Academic Computing Instructional Specialist, Classified Employee Salary Schedule Range 35

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Nakamura, Leroy

11/08/2023

From: Multimedia Technician, Classified Employee Salary Schedule Range 33

To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

Williams, Brandon 11/08/2023
From: Multimedia Technician, Classified Employee Salary Schedule Range 33
To: Information Technology Support Specialist, Classified Employee Salary Schedule, Range 37

WORKING OUT OF CLASSIFICATION (SUBSTITUTE ASSIGNMENT)

De La Torre, Aaron 11/01/2023-06/30/2024
From: EOPS Specialist
To: EOPS/CARE Supervisor
Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (LIMITED TERM ASSIGNMENT)

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

WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

Nataly Gonzalez
From: Student Services Clerk
To: Program Specialist (Noncredit Initiatives)
Percentage: More than 50%
Substitute Assignment Dates: 07/01/2023-11/07/2023
Provisional Assignment Dates: 11/08/2023-03/12/2024
*Assignment and date correction

LEAVE OF ABSENCE – UNPAID

Sutton, Robert, Sign Language Interpreter III, DSPS 01/08/2024 – 05/31/2024

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Alexander Broa, Natasha, Cosmetology Assistant, Cosmetology 01/01/2024
Jauregui, Luis, Program Specialist, Noncredit Education 11/07/2023
Que, Zhan, Instructional Assistant-Math, Supplemental Instruction 01/02/2024

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources

Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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

ELECTIONS

EFFECTIVE DATE

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

Bruner Jr., Randy, Mail Service Worker I, Warehouse & Mail Service	
From:	07/01/2023-11/09/2023
To:	07/01/2023-01/09/2024
Johnson, Edward J., Theatre Tech Specialist, Performing Arts Center	11/15/2023-06/30/2024
Ransom, Demetta C., Events Assistant, SMC Performing Arts Center	11/15/2023-06/30/2024

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.

Ashby, DeAnna, Student Services Clerk, Basic Needs	11/15/2023-06/28/2024
Wilson, Lindsay, Administrative Assistant II, Emeritus	
From:	09/05/2023-11/03/2023
To:	09/05/2023-11/09/2023

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)	34
College Work-Study Student Assistant, \$16.90/hour (FWS)	52
College CalWorks, \$16.90/hour	1

SPECIAL SERVICE

Community Services Specialist I, \$37.00/hour	7
Community Services Specialist II, \$50.00/hour	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 **MEMORANDUM OF UNDERSTANDING BETWEEN SMCCD AND CSEA**
CHAPTER #36

Requested Action: Approval/Ratification

Reviewed by: Tre'Shawn Hall-Baker, Dean, Human Resources

Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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 California School Employees Association Chapter #36 concerning the Classified Community College Employee Summer Assistance Program (CCCESAP). This program is for the college's 8 and 10 month employees and is funded entirely by the State.

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

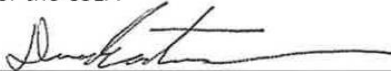
**Memorandum of Understanding
Between the
Santa Monica Community College District ("District")
and the
California School Employees Association and its
Santa Monica College Chapter #36 ("CSEA")**

November 2, 2023

1. The District and CSEA have met and negotiated the decision, impacts, and effects relating to Education Code Section 82880 and the Classified Community College Employee Summer Assistance Program (CCCESAP).
2. The District agrees to participate in the CCCESAP and extend this salary benefit option to the CSEA bargaining unit.
3. The District and CSEA understand and agree that District's participation in CCCESAP shall be in accordance with the provisions of California Education Code Section 82880 and the guidelines published by the California Community Colleges annually.
4. The District's obligations are limited to the funding received from the California Community Colleges Chancellor's Office.
5. The District and CSEA agree that in any year that the state does not budget any matching funds for this program, the District will not participate that year.
6. The District shall provide notice to CSEA no later than the end of the first full week in December in any year where participation will not be authorized.
7. If the CCCESAP is removed from the California Education Code, this Memorandum of Understanding shall become null and void.
8. This Agreement is subject to ratification by the Board of Trustees at its December, 2023 meeting.



CINDY ORDAZ

For the CSEA



DEREK ECKSTEIN

For the CSEA



SHERRI LEE-LEWIS

Vice President for Human Resources

For the District

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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

9-A CHANGE ORDER NO. 1 – SMC STUDENT SERVICES CENTER SHADE STRUCTURE PROJECT

Change Order No. 1 – The Nazerian Group on the SMC Student Services Center Shade Structure Project in the amount of \$27,946.

Original Contract Amount	\$ 544,123
<u>Change Order No. 1</u>	<u>\$ 27,946</u>
Revised Contract Amount	\$ 572,069

Total Change Orders represent 5.14% of the Original Contract.

Project Schedule: This change order does result in a change to the contract length by 120 days. The anticipated substantial completion date is November 30, 2023.

Funding Source: Measure V

Comment: Change Order No.1 includes the fabrication and installation of the secondary steel members that are required for the window frame installation on the west façade of the shade structure.

9-B PROJECT CLOSE OUT – TECHNICAL THEATER SOUND AND VIDEO UPGRADE

Subject to completion of punch list items by EIDIM GROUP INC. (dba EIDIM AV Technology) , authorize the District Representative without further action of the Board of Trustees, to accept the project described as TECHNICAL THEATER SOUND AND VIDEO UPGRADE as being complete. Upon completion of punch list items by EIDIM, 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.

Comment: This project furnished and installed equipment and materials needed to upgrade current technical theater sound/video system to ensure operability, stability and longevity.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 **FACILITIES** *(continued)*

9-C PROJECT COST REVISION – SMC BUSINESS BUILDING REPLACEMENT

In July 2023, the Board approved the District to submit a Final Project Proposal (FPP) for potential state funding regarding the Business Building Replacement. During the state Chancellor’s Office’s initial review of our FPP the District received a request to revise the project cost allocation between District funded and state funded amounts. In the original FPP, the District requested the state to split all estimated costs of the Business building replacement 50:50, including construction costs that were estimated to be above state guideline allowances. The state Chancellor’s Office in return provided a statement that “...it is the state policy that the state only funds up to the maximum building allowance by Room Use and TOP code combination. Anything exceeding the allowance has to be moved to non-state supportable.” Therefore, the District revised its FPP to move construction costs that are over maximum state guidelines to non-state supportable District funded lines of their cost estimate form (JCAF 32). The impact of this change is outlined in the table below:

Funding	Original FPP	Revised FPP	Difference
Proposed State Funding	\$36,817,911	\$30,015,581	(\$6,802,330)
Proposed District Funding	\$36,817,911	\$43,620,241	\$6,802,330

Funding Source: Measure V

Comment: The decrease in proposed state funding is directly related to the estimated cost of the project that is above maximum state cost guideline allowances (hard and soft construction). The state will be continuing its review of our FPP and provide an update regarding its approval status in March/April 2024. State funding for this project is contingent upon state Chancellor’s Office approval and passing of a state-wide higher education construction bond measure in November 2024. If the proposal is approved and funding is available, the earliest that the District could start this project would be July 2025.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 **FACILITIES** *(continued)*

9-D CHANGE ORDER NO. 2 & 3- SMCCD ACCESS CONTROL UPGRADE PROJECT

Change Order 2 & 3 – Increase to Enterprise Security Inc. for the SMCCD Access Control Upgrade (Project RFP 011223SH).

Original Contract Amount	\$ 1,098,762.53
Change Order No. 1	\$ 70,614.06
Change Order No. 2	\$ 9,600.00
<u>Change Order No. 3</u>	<u>\$ 24,000.00</u>
Revised Contract Amount	\$1,202,976.59

Funding Source: Capital Projects Fund 40.0-State Scheduled Maintenance

Comment: Enterprise Security is currently providing the Access Control Upgrade which is replacing outdated FOB technology across the campus. Change Order # 2 is for Identiv Lock Down and Release Functionality and Change Order #3 is for Identiv Masking Alarm Points Functionality software. The amount of all change order represents 9.48% of the original contract amount.

9-E FENCING SERVICES WITH ED'S FENCING INC.

Recommend award of contract to Ed's Fencing, in the amount of \$13,980 for new fencing at Drescher Hall (DH 100).

Funding Source: Capital Projects Fund 40.0- State Scheduled Maintenance

Comment: Fencing at Drescher Hall (DH-100) to secure a new storage area required as a result of vacating 14th Street warehouse.

9-F CARD READER REPLACEMENT - ENTERPRISE SECURITY, INC.

Recommend award of contract to Enterprise Security, Inc., in the amount of \$10,896.98 for Early Childhood Learning Center card reader replacement.

Funding Source: Measure V Fund 42.5

Comment: Remove the existing (Standard) HID Card Readers, and replace with HID Keypad Card Readers, both Mullion and Standard ProxPro Installation November 1 – December 30, 2023.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 **FACILITIES** *(continued)*

9-G CLOUD SUBSCRIPTION LICENSES

Recommend award of contract to Akins IT, Inc., in the amount of \$480,043.20 for Ava Aware Cloud subscription licenses.

Funding Source: Capital Projects Fund 40.0-Physical, Plant and Instructional (PPIE)

Comment: Use of CMAS cooperative agreement 3-23-05-1065 to purchase Ava Aware Cloud subscription licenses (5 year). This is for a Motorola promotion to provide cloud connectors at no cost. This is to migrate video storage from on campus servers to the cloud.

9-H- FURNITURE FOR MATH & SCIENCE BUILDING - HAWORTH COOPERATIVE C/O UNISOURCE SOLUTIONS

Recommend award of contract to Unisource Solutions, in the amount of \$1,698,740.31 for Haworth furniture for the Math & Science building under construction.

Funding Source: Measure V Fund 42.5

Comment Cooperative agreement for Haworth, Inc. was approved by the Board of Trustees in June 2023.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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:	The production and mobility of DDT metabolites within sediments as controlled by the local diagenetic environment.																																			
Granting Agency:	The Regents of the University of California, San Diego (USC). Santa Monica College is subrecipient of award between State Water Resource Control Board and USC.																																			
Augmentation Amount:	\$29,361 (\$20,618 Year 1, \$8,743 Year 2)																																			
Matching Funds:	Not Applicable																																			
Performance Period:	June 1, 2023 - November 30, 2024																																			
Summary:	<p>The purpose of the grant is to develop methods to quantify metabolites of DDT in the ocean sediments and pore waters of Southern California. Santa Monica College was invited to collaborate with colleagues from USC, Caltech, and CSUF to develop methods using gas chromatography and mass spectrometry to quantify, map, and model metabolites of the insecticide, DDT in the sediments of the ocean off the coast of Southern California. The grant period goes through November 2024 and includes funding for one faculty member to mentor SMC students paid through this grant as they work in the labs of the USC and Caltech collaborators. The faculty member will also participate in the planning of the research and sampling plan and data interpretation. At the end of the grant period, the principal investigators from all four institutions along with graduate students, undergraduates, and post docs will present an end of project workshop, open to the public to disseminate and showcase our findings.</p>																																			
Budget Augmentation:	<p>Restricted Fund 01.3</p> <table><tr><td colspan="2">Revenue</td><td></td></tr><tr><td>8600</td><td>State</td><td>\$ 29,361</td></tr><tr><td colspan="2">Expenditures</td><td></td></tr><tr><td>1000</td><td>Academic Salaries</td><td>\$ 15,000</td></tr><tr><td>2000</td><td>Non-Academic Salaries</td><td>\$ 10,752</td></tr><tr><td>3000</td><td>Employee Benefits</td><td>\$ 3,609</td></tr><tr><td>4000</td><td>Supplies & Materials</td><td>\$ 0</td></tr><tr><td>5000</td><td>Other Operating Expenditures</td><td>\$ 0</td></tr><tr><td>6000</td><td>Capital Outlay</td><td>\$ 0</td></tr><tr><td>7300</td><td>Other Outgo/Indirect</td><td>\$ 0</td></tr><tr><td colspan="2">Total</td><td>\$ 29,361</td></tr></table>			Revenue			8600	State	\$ 29,361	Expenditures			1000	Academic Salaries	\$ 15,000	2000	Non-Academic Salaries	\$ 10,752	3000	Employee Benefits	\$ 3,609	4000	Supplies & Materials	\$ 0	5000	Other Operating Expenditures	\$ 0	6000	Capital Outlay	\$ 0	7300	Other Outgo/Indirect	\$ 0	Total		\$ 29,361
Revenue																																				
8600	State	\$ 29,361																																		
Expenditures																																				
1000	Academic Salaries	\$ 15,000																																		
2000	Non-Academic Salaries	\$ 10,752																																		
3000	Employee Benefits	\$ 3,609																																		
4000	Supplies & Materials	\$ 0																																		
5000	Other Operating Expenditures	\$ 0																																		
6000	Capital Outlay	\$ 0																																		
7300	Other Outgo/Indirect	\$ 0																																		
Total		\$ 29,361																																		

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10-B 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:	Strong Workforce Program – Local FY 23/24		
Granting Agency:	California Community Colleges Chancellor's Office		
Augmentation Amount:	\$1,565,914		
Matching Funds:	Not Applicable		
Performance Period:	July 1, 2023 – June 30, 2025		
Summary:	<p>The Local share of the Strong Workforce Program (SWP) funds requires colleges to increase the number of students in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes and increase the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes.</p> <p>These funds will be used in program investments to target and support outcomes that increase the annual number of students who earn degrees, credentials, certificates, industry certification, or specified skill sets to prepare them for an in-demand job; increase the number of students transferring annually to a UC or CSU; decrease the average number of units accumulated by students earning associates degrees; increase the percentage of CTE students who report being employed in their field of study; and reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting student success gaps.</p>		
Budget Augmentation:	Restricted Fund 01.3		
	Revenue		
	8600 State		\$ 1,565,914
	Expenditures		
	1000 Academic Salaries		\$ 394,074
	2000 Non-Academic Salaries		\$ 191,636
	3000 Employee Benefits		\$ 213,336
	4000 Supplies & Materials		\$ 50,000
	5000 Other Operating Expenditures		\$ 327,096
	6000 Capital Outlay		\$ 327,136
	7300 Other Outgo/Indirect		\$ 62,636
	7600 Student Aid		\$ 0
	Total		\$ 1,565,914

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

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

Requested Action: Approval/Ratification

Requested by: Calvin Madlock, Chief Director, Information Technology

Reviewed by: Kim Tran, Chief Director, Business Services

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

Title of Grant:	Local and Systemwide Technology and Data Security (Ongoing)		
Granting Agency:	California Community College Chancellor's Office		
Augmentation Amount:	\$175,000		
Matching Funds:	NA		
Performance Period:	October 1, 2023 - June 30, 2025		
Summary:	<p>The 2023 Budget Act authorizes \$25 million in ongoing funds for local and systemwide technology funding. Of this amount, \$12,600,000 will be provided to districts for \$175,000 per district annually to hire local cybersecurity staff, support technology modernization, and the protection of sensitive data. The remaining \$12,400,000 will fund annual ongoing support of key information security initiatives.</p> <p>Funding will support the District's efforts to address information technology system priorities and to enhance information security compliance requirements. The District may use the funding to implement local and systemwide technology and data security measures/controls, hire local cybersecurity staff, enhance online learning integrity, and bolster cybersecurity efforts. This may include security upgrades, educational technology platforms, and database protection.</p>		
Budget Augmentation:	Restricted Fund 01.3		
	Revenue		
	8600 State		\$ 175,000
	Expenditures		
	1000 Academic Salaries	\$	0
	2000 Non-Academic Salaries	\$	0
	3000 Employee Benefits	\$	0
	4000 Supplies & Materials	\$	0
	5000 Other Operating Expenditures	\$	0
	6000 Capital Outlay	\$	175,000
	7300 Other Outgo/Indirect	\$	0
	7600 Student Aid	\$	0
	Total		\$ 175,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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: October 1-31, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	96,428
3000	Benefits	0
4000	Supplies	-1,728
5000	Contract Services/Operating Exp	1,507
6000	Sites/Buildings/Equipment	773
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-96,980
Net Total:		0

11-B FUND 01.3 – Restricted Fund

Period: October 1-31, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	18,859
2000	Classified/Student Salaries	-26,884
3000	Benefits	0
4000	Supplies	2,750
5000	Contract Services/Operating Exp	0
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	5,275
7900	Contingency Reserve	0
Net Total:		0

11-C FUND 40.0 – Capital Projects Fund

Period: October 1-31, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	40,747
6000	Sites/Buildings/Equipment	-40,747
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

11-D FUND 42.5 – Revenue Bond Construction Fund (Measure V)

Period: October 1-31, 2023

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	1,656
6000	Sites/Buildings/Equipment	-1,656
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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

October 2023 C1C – C2D \$15,419,690.83

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

October 2023 240211 through 295822

ACH Numbers

October 2023 225887 through 237204

Total: \$14,193,896.57

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested Action: Approval/Ratification

Requested by: Mitch Heskell, Dean, Educational Enterprise

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

Auxiliary Operations Payments and Purchase Orders

October 2023 Covered by check & voucher numbers: 034132-034380 & 03401-03455

Bookstore Fund Payments	\$ 177,528.49
Other Auxiliary Fund Payments	\$ 102,478.28
Trust and Fiduciary Fund Payments	<u>\$ 671,784.39</u>
	\$ 951,791.16

Purchase Orders issued

October 2023	\$2,235.04
--------------	------------

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:

Name/Title
Aaron De La Torre, Aaron (WOC) as EOPS/CARE Supervisor

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

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

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
December 2023	5	\$15,083

Funding Sources: General Fund, Fund 01.0

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

RECOMMENDATION NO. 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.

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.

October 2023	\$46,715,686.47
--------------	-----------------

18-B COOPERATIVE PURCHASING 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 2023-24 fiscal year. The agreements are valid for the entire fiscal year with the exception of those notes with their respective expirations.

- State of California (CMAS) Contract 3-23-05-1065 with Atkins IT, Inc. to 03/31/27 for AVA Security & Avigilon.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

SUBJECT: **ENDORSEMENT OF JOINT RESOLUTION BY CALIFORNIA COMMUNITY COLLEGE
CEOS AND TRUSTEES DENOUNCING THE SCOTUS DECISION OF COLLEGE
ADMISSIONS**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees endorse the following joint resolution approved on November 16, 2023 by the California Community Colleges Trustees Board (CCCT) and Chief Executive Officers of the California Community Colleges (CEOCCC) denouncing the SCOTUS decision of college admissions.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:



**JOINT RESOLUTION
TO CALIFORNIA COMMUNITY COLLEGES
BY CALIFORNIA COMMUNITY COLLEGES CEOS
AND TRUSTEES DENOUNCING THE SCOTUS DECISION OF
COLLEGE ADMISSIONS**

WHEREAS, the Community College League of California has two policy boards, the California Community College Trustees (CCCT) Board and the Chief Executive Officers of the California Community Colleges (CEOCCC) Board.

WHEREAS the CCCT Board consists of 21 members elected statewide by the 73 district governing boards and a student-member elected by the student trustees, and the CEOCCC Board consists of 15 members who serve as chancellors, superintendent/presidents, and presidents of colleges and districts representing regions in the state and who are elected by the CEOs in each region.

WHEREAS we, the CCCT and CEOCCC Boards take positions on and formulate education policy issues that come before the California Community Colleges Board of Governors, the State Legislature, and other relevant state-level boards and commissions.

WHEREAS we, the CCCT and CEOCCC Boards believe that higher education has proven to be the best strategy for social and economic mobility, including as a promising equalizer for many people of color who have historically faced institutional racism and overt and covert denial of equal opportunity and equitable access to education itself.

WHEREAS we, the CCCT and CEOCCC Boards, through the establishment of the CCCT Diversity, Equity, Inclusion, Accessibility and Anti-Racism (DEIAA) workgroup and CEO Racial Equity and Inclusive Excellence (REIE) Taskforce have collaborated to actively support the California Community Colleges systemwide efforts to increase DEIAA throughout our 116 colleges.

WHEREAS the United States Supreme Court's decisions in *Students for Fair Admissions, Inc. v President and Fellows of Harvard College* and *Students for Fair Admissions, Inc. v University of North Carolina* undermined more than four decades of precedent that had legally recognized as compelling interest the educational benefits of racially diverse student populations in higher education.

WHEREAS we, the CCCT and CEOCCC Boards are deeply concerned that the judicial decisions of such a daunting nature could have damaging repercussions and chilling effects among college trustees and administrators who are managing these new legal restrictions and could cause them to overinterpret out of fear and take actions far beyond the laws' requirements.

WHEREAS the State of California witnessed a decline in the racial diversity of student bodies at universities across the state following the passage of Prop. 209 in 1996 that prohibited the use of race as a factor for admission into institutions of higher education, like the Supreme Court's recent rulings striking down race conscious admissions for UNC and Harvard's admission policies.

WHEREAS, in response to the SCOTUS decision, the leadership of the University of California, California State University, and California Community Colleges have maintained that their respective institutions remain committed to racial diversity, equity, inclusion, and belonging as core values, despite operating under the legal restrictions of Proposition 209 for over 25 years, and we, as leaders of the 73 community college districts in California, have continued to make measurable progress on racial equity in student access and success, including racially diversifying California Community College faculty, despite the legal restrictions of California's Proposition 209.

WHEREAS we, the CCCT and CEOCCC Boards are committed to supporting historically underrepresented students in transferring to public and private colleges and universities that may now need to reassess their admissions programs due to the legal restrictions set forth now by the SCOTUS decisions.

WHEREAS, California's Community Colleges, with our open access and already richly diverse and talented student population serve as pathways to diversifying universities and community colleges, will need to continue advancing racial diversity and closing racial student success gaps in transfers to diversify many of the transferring universities, both public and private universities nationally considering the SCOTUS decisions.

NOW, THEREFORE, BE IT RESOLVED, the CCCT Board and CEOCCC Board support historically underrepresented students of color in transferring to public and private colleges and universities that may now need to reassess their admissions programs due to the legal restrictions set forth by the SCOTUS decisions.

BE IT FURTHER RESOLVED, the CCCT Board and CEOCCC Board call on all trustees and administrators of the 73 community college districts in California to continue to promote racial equity and equitable protection through anti-racism work at the structural, cultural, and individual levels in areas such as curriculum, teaching pedagogy and andragogy, student services, remedial education reform, focused outreach, racial data disaggregation and analysis and reporting accountability, equitable financial aid, student basic needs, and equity programs such as dual enrollment, budgeting, and faculty diversity.

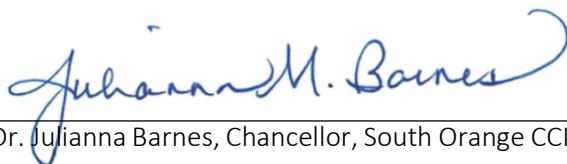
BE IT FURTHER RESOLVED, the CCCT Board and CEOCCC Board encourage colleges to actively push back against repressive legalism and not overreact or overinterpret the SCOTUS decision to the detriment of students of color and their equitable access and success, and to inform their respective campus community about this possible chilling effect caused by the SCOTUS decisions.

BE IT FURTHER RESOLVED, the CCCT Board and CEOCCC Board encourage colleges, particularly counseling divisions, transfer centers, and financial aid departments, to learn more about how universities are making changes to their admissions process so that historically underrepresented students still have an equitable opportunity to be admitted and how they may express their racial and ethnic identity in their transfer application as allowed under the recent SCOTUS decisions.

BE IT FURTHER RESOLVED on this day of November 16, 2023, the CCCT Board and CEOCCC Board, by passage of this Resolution, jointly affirm our unyielding commitment to racial diversity and racial equity at our college campuses.

CERTIFICATION

WE, the elected officers of the California Community Colleges Trustees Board (CCCT) and Chief Executive Officers of the California Community Colleges (CEOCCC) hereby certify that the foregoing Resolution was enacted by a noticed meeting of the CCCT and CEOCCC Board of Directors.



Dr. Julianna Barnes, Chancellor, South Orange CCD CEOCCC President



Andra Hoffman, Trustee, LACCD CCCT President

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

XII. ANNUAL ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 20

SUBJECT: ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES, 2024

20-A REQUESTED ACTION:

It is recommended that the election be held for Chair of the Board of Trustees of the Santa Monica Community College District for 2024.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

20-B REQUESTED ACTION:

It is recommended that the election be held for Vice-Chair of the Board of Trustees of the Santa Monica Community College District for 2024.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

20-C REQUESTED ACTION:

It is recommended that Superintendent/President Kathryn E. Jeffery be elected Secretary to the Board of Trustees; Vice-President of Business/Administration Christopher Bonvenuto be elected Assistant Secretary to the Board of Trustees; and Coordinator, District/Board of Trustees Office Lisa Rose, be elected Recording Secretary to the Board of Trustees for 2024.

COMMENT:

In accordance with Board Policy 2210, the officers and auxiliary personnel of the Board of Trustees of the Santa Monica Community College District shall consist of a chair, vice-chair, secretary, assistant secretary and recording secretary.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

XII. ANNUAL ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 21

SUBJECT: **DESIGNATION OF SMCCD BOARD OF TRUSTEES REPRESENTATIVE TO THE LOS ANGELES COUNTY SCHOOL TRUSTEES ORGANIZATION (LACSTA)**

REQUESTED ACTION: It is recommended that the Board of Trustees designate a representative to the Los Angeles County School Trustees Organization (LACSTA).

COMMENT: The role of the representative is to vote on all LACSTA matters and communicate between the LACSTA Executive Board, LACSTA and the local Board.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 5, 2023

XII. ANNUAL ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 22

SUBJECT: AUTHORIZED SIGNATURE RESOLUTION

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the following Santa Monica College administrators to sign District documents as indicated.

Name/Title	Orders for Salary Payment	Notices of Employment	District Warrants	District Contracts	District Purchase Orders	Auxiliary Warrants	Auxiliary Contracts	Auxiliary Purchase Orders
Kathryn E. Jeffery Superintendent/President	X	X	X	X	X	X	X	X
Sherri Lee-Lewis Vice-President, Human Resources		X		X				
Christopher Bonvenuto Vice-President, Business/Administration	X		X	X	X	X	X	X
Mitchell Heskell Dean, Education Enterprise						X	X	X
David Dever Director of Auxiliary Services						X	X	X
Ngan Kim Tran Chief Director, Business Services			X	X	X			
Veronica Diaz Director, Budget			X	X	X			
Nyla Cotton, Director Procurement, Contracts and Logistics				X	X			
Irma Haro Controller			X					
Cherry Aquino Accounts Payable Supervisor			X					

It is further recommended that the "Certification of Signatures" be completed and filed with the County Superintendent of Schools. The signatures shall be considered valid for the period of December 6, 2023 through December 31, 2024.

COMMENT: The County Superintendent of Schools requires that the Certification of Signatures be approved at the annual organizational meeting of the Board of Trustees which is held within a 15-day period that commences with the date upon which a governing board member elected takes office.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 5, 2023

XIII. BOARD COMMENTS

XIV. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, January 16, 2024 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.