

M I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

JULY 11, 2017

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

*The complete minutes may be accessed on the
Santa Monica College website:*
<http://www.smc.edu/admin/trustees/meetings/>

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, July 11, 2017.

I. *ORGANIZATIONAL FUNCTIONS*

- CALL TO ORDER – 5:30 p.m.
- ROLL CALL
Dr. Andrew Walzer, Chair - Present
Barry Snell, Vice-Chair – Absent (Excused)
Dr. Susan Aminoff - Present
Dr. Nancy Greenstein – Absent (Excused)
Dr. Louise Jaffe - Present
Dr. Margaret Quiñones-Perez – Absent (Excused)
Rob Rader - Present
Chase Matthews, Student Trustee – Present (for Public Session)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. *CLOSED SESSION* – 5:30 p.m.

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel

Employee Organization: CSEA Chapter #36

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel

Employee Organization: SMC Faculty Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)

- C.W. Driver, Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC630289

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

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:05 p.m.**

- PLEDGE OF ALLEGIANCE – Ford Lowcock
- 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: Rob Rader
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 4
NOES: 0
ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

IV. **SUPERINTENDENT'S REPORT**

V. **PUBLIC COMMENTS**

David Burak

VI. **ACADEMIC SENATE REPORT**

VII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. **MAJOR ITEMS OF BUSINESS**

- #1 Appointments to Citizens' Bond Oversight Committee
- 2 Facilities Master Plan Update
- #3 Contract for Consultant Services – Outdoor Classroom and Amphitheater
- #4 SMC Mission Statement
- 5 Grants Office Annual Report, 2016-2017

IX. **CONSENT AGENDA**

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

Approval of Minutes

- #6 Approval of Minutes: June 6, 2017 (Regular Meeting)

Academic and Student Affairs

- #7 New Courses and Degrees

Contracts and Consultants

- #8 2017-2018 Annual Contracts and Consultants
- #9 Contracts for KCRW
- #10 Contract for AACC Pathways Project 2.0
- #11 Ratification of Contracts and Consultants

Human Resources

- #12 New Salary Schedule for Faculty Teaching Adult Education and Noncredit Classes
- #13 Academic Personnel
- #14 Classified Personnel – Regular
- #15 Classified Personnel – Limited Duration
- #16 Classified Personnel – Non Merit

Facilities and Fiscal

- #17 Resolution for Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority
- #18 Facilities
 - A Change Order No. 31 – AET Campus
 - B Change Order No. 8 – Connection of Existing Facilities to Central Plant Loop
 - C Change Order No. 21 – Performing Arts Center, East Wing
 - D Change Order No. 2 – Student Services Building
 - E Change Order No. 1 – AET/KCRW Data Network
 - F Change Order No. 2 – AET Audiovisual and Broadcast Systems
 - G Correction to Agreement for Engineering Services – Security and Fire Alarm Upgrade
 - H Amendment to Agreement for Architectural and Engineering Services – Air Conditioning
 - I Amendment to Agreement for Consulting Services – Malibu Campus
- #19 Acceptance of Grants and Budget Augmentation
- #20 Budget Transfers
- #21 Commercial Warrant Register
- #22 Payroll Warrant Register
- #23 Reissue of Warrant
- #24 Auxiliary Payments and Purchase Orders
- #25 Providers for Community and Contract Education
- #26 Organizational Memberships
- #27 Authorization of Signature to Approve Invoices, 2017-2018
- #28 Purchasing
 - A Purchasing Agreements
 - B Award of Annual Contracts
 - D Award of Contracts

X. ***CONSENT AGENDA – Pulled Recommendations***

XI. ***BOARD COMMENTS AND REQUESTS***

XII. ***ADJOURNMENT***

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, August 1, 2017** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
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IV. SUPERINTENDENT'S REPORT – Dr. Kathryn E. Jeffery

Updates

- LA Mode Fashion Show Awards: Photography/Fashion Department Chair Ford Lowcock provided visual highlights of this year's La Mode Fashion Show held in June. The following winners were presented certificates on behalf of the Board of Trustees.
 - Nozomi Nagahasu – Achievement in Marketability and Technical Achievement
 - Nikkia Sipes - Achievement in Sustainability
 - Sonia Alvarez- Achievement in Creativity
 - Ashley Ostendorf - Achievement in Sustainability
 - Kenta Tanaka – Outstanding Collection, Achievement in Creativity and Technical Achievement
- Classified Professional Development Day: Vice-President of Human Resources Marcia Wade and Vice-President of Student Affairs Mike Tuitasi reported on the first Classified Professional Day held on June 30th. It was a full day of workshops and activities focused on classified professional development opportunities, enhancing institutional knowledge, and assessing/identifying how best to serve students. Flavio Medina-Martin and the Classified Professional Development Committee were commended for developing an outstanding program.
- Faculty Summer Institute (FSI): Interim Director of Academic Affairs Initiatives Edna Chavarry invited trustees to the fifth annual Faculty Summer Institute, July 31-August 10, 2017. The FSI is designed to engage faculty members, incorporate new teaching techniques in the classroom, and broaden professional development.
- Enrollment: Half way through the summer session, the college continues to experience softening of enrollment. Summer is up slightly at 1.47 percent. However, enrollment is down for fall at 7.8%, 50 days out from start of classes. Academic Affairs is working with department chairs to reduce fall offerings where multiple sections are open. Staff continues to work on strategies to improve the fall enrollment including increased communications and marketing and exploring at new markets.
- Budget: The Governor signed the budget on June 27th and did not make any changes to Conference Committee's recommendations. 60 percent of the budget for education goes to Prop 98. The Governor has included \$183 million for a base adjustment to help offset operating costs. Funding for the Math/Science addition was approved and the Request for Qualifications (RFQ) for architectural services has been sent out.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **APPOINTMENTS TO CITIZENS' BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Chair and Vice-Chair
Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve the re-appointment of current members to the Citizens' Bond Oversight Committee, for a two-year term, 2017-2019.

Sharon Barovsky, Local Community/Malibu (second term)
Michael Dubin, Business Community / Taxpayers' Organization (second term)
Sonya Sultan, Local/Business Community (second term)
Sion Roy, Business Community/Taxpayers' Organization (second term)

SUMMARY: The bylaws state that the Citizens' Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees as required by Government Code Sections 54950-54962 and Education Code Sections 15278, 15280 and 15282, with at least:

Category

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

Following is the membership of the CBOC upon reappointment of the current members:

<u>Name</u>	<u>Term</u>	<u>Constituency</u>
Sharon Barovsky	2017-19	Local Community/Malibu
Michael Dubin	2017-19	Business Community/Taxpayers' Organization
Jeffery Graham	2016-18	Local Business
Katherine Reuter	2016-18	Senior Citizens' Organization
Sonya Sulton	2017-19	Local/Business Community
Sion Roy	2017-19	Business Community/ Taxpayers' Organization

*The Associated Students representative will be selected in September.

MOTION MADE BY: Susan Aminoff
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 4
NOES: 0
ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	July 11, 2017

INFORMATION ITEM 2

SUBJECT: **FACILITIES MASTER PLAN UPDATE**

SUBMITTED BY: Vice-President, Business/Administration

SUMMARY: The Educational Facilities Master Plan, adopted by the Board of Trustees in 1998, was a set of strategies that have guided our facilities development and presented the needs of the college to the public, which led to successful bond measures starting in 2002. The 1998 Master Plan identified a number of projects including the Pool, Science Building, Humanities and Social Science, a Library expansion, Theatre Arts, and a new Quad. The 1998 Plan was amended in 2007 to provide for facilities on the Bundy Campus.

The college last updated its Facility Master Plan in 2010. A variety of projects with funding from Measures U, S, and AA were included in that master plan. The status of the projects in the 2010 plan is as follows:

- Information Technology – Completed
- Health/PE/Fitness/Dance (Core Performance) – Phase I Completed
- Central Plant - Completed
- East Wing Performing Arts – Completed
- Academy of Entertainment & Technology (CMD) – In Construction
- Student Services – In Construction
- Math/Science Addition – Funded by State in 2017-18 Budget
- Drescher Hall & Pico Promenade – Funded under Measure V
- Corsair Stadium – Moved to future project in new master plan

Measure V approved the financing of a number of additional projects in November 2016:

- New Art Complex
- Renovation of Business
- New Classroom Building
- New Campus Police Station
- Outdoor Classroom

The college's facilities and senior administrative staff have been working for several months with the consultants to craft a draft plan for the Board's review and comment. During the spring of 2017 each of the new projects had been discussed with the DPAC Facilities Committee and the committee's comments have been considered in putting together this plan.

The draft plan is based upon the previous 2010 Facilities Master Plan Update along with the new projects approved by the voter's. This is the first public showing of the draft plan, and based upon the Board's comments the intent is to revise the plan and present it to college and community groups this fall. In the meantime, the facilities staff and consultants will work on any CEQA (California Environmental Quality Act) concerns on these projects.

Staff will also discuss the importance of moving forward with the Math/Science addition now that the Governor has signed the state budget, which includes partial funding for the project.

The college staff and the consultant team that has been working on the update will give this informational presentation:

- DLR Group – Master Planning Architect

- Alma Strategies – Capital Outlay Project Consultants

- Vanir Construction Management – District's Program and Construction Managers

BOARD OF TRUSTEES	ACTION
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **CONTRACT FOR CONSULTANT SERVICES – OUTDOOR CLASSROOM AND AMPHITHEATER**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the contract with Frank Gehry LLP for consulting services regarding the Outdoor Classroom and Amphitheater project for an amount not to exceed \$290,000 plus reimbursable expenses.

FUNDING SOURCE: District Funds

COMMENT: The Outdoor Classroom and Amphitheater project has been identified by SMC administration and by the Santa Monica College Foundation as having potential for naming opportunities and generally enhancing the public appreciation of SMC's main campus.

World-renowned architect Frank Gehry will provide consulting services to assist SMC in preparing fundraising and architectural design materials for the project.

BACKGROUND: From 1967 through 2008, the 1,700-seat Associated Students outdoor amphitheater on SMC's main campus was home to well over two thousand concerts, stagings, lectures, films, graduations, and assemblies. Here were the Thursday 11 a.m. Associated Students concerts; professional Grand Summer Nights shows; political rallies; jazz, operetta, choral, folk, pop, gospel, Latino dance, African American ballet and the many other concert forms. The venue closed due to construction of the Student Services building.

A new site on the main campus for an outdoor classroom that can also serve as a small amphitheater is now available, on a quarter-acre setting between the Core Performance building and the Campus Quad. The project has been included in SMC's Five-Year Construction Plan document adopted by the Board in June 2017, and is among the main campus projects identified in the draft master facilities plan being presented. The project is also among the projects listed in Measure V, the bond measure approved in the November 2016 election.

The proposed outdoor arena is expected to seat 500 persons in a permanent seating arrangement and possibly up to 100 more in temporary seating arrangements. The project is expected to address some of the deficiencies of the former amphitheater by including better seating comfort, the capability to install an overhead canopy for shade, and built-in lighting and sound equipment and support systems.

The initial study for the facility will also include outreach to the college's academic disciplines, especially the performing arts departments and the English department; the Associated Students; campus events; and SMC's various foundations and fund-raising groups.

The facility is under consideration as a permanent site as a summer performance venue for the Shakespeare Center of Los Angeles (SCLA), a local nonprofit that provides educational programs for youth and students who attend Title One schools and for chronically unemployed veterans. SCLA, with the expressed support of the Ahmanson Foundation, the Annenberg Foundation, the Parsons Foundation, and others, has offered to lead an endowment campaign that includes opportunities for naming the proposed amphitheater and its components, with a portion of the endowment proceeds to be provided directly to SMC. A proposal towards this end is under development and will be presented to the Board of Trustees this fall.

Frank Gehry is a world-renowned architect, residing in Los Angeles. Mr. Gehry and his firm, Gehry Partners LLP, have offered to provide conceptual models and design studies for this project, with the intent to enhance its usability and value. Mr. Gehry is known for incorporating what is sometimes referred to as the "Santa Monica School" of architecture into his work, utilizing inexpensive found objects arranged and assembled with the sure touch of a sophisticated classical artist.

Mr. Gehry's introduction to the project came at the behest of actor Tom Hanks and his wife actress Rita Wilson, 25-year supporters of SCLA. Mr. Hanks is actively engaged in ensuring the success of the endowment campaign for SCLA and SMC that will include the outdoor theater among its beneficiaries.

SCLA and SMC successfully provided joint educational and general audience programming in summer 2016. SCLA and SMC are actively planning a general audience program for late spring and early summer 2018 that will be up to a two-week run of a professionally produced Shakespeare play and featuring Mr. Hanks in a leading role.

After the consulting work by Mr. Gehry is complete, an executive architectural firm will be brought on board by SMC to complete the design details and prepare construction documents.

MOTION MADE BY:	Susan Aminoff
SECONDED BY:	Rob Rader
STUDENT ADVISORY:	Aye
AYES:	4
NOES:	0
ABSENT:	3 (Greenstein, Quiñones-Perez, Snell)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **SMC MISSION STATEMENT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the revised Santa Monica College Mission Statement, as follows:

Santa Monica College provides a safe, inclusive, and dynamic learning environment that encourages personal and intellectual exploration – one that challenges and supports students in achieving their educational goals. Students learn to contribute to the local and global community as they develop an understanding of their relationship to diverse social, cultural, political, economic, technological, and natural environments. The College recognizes that each individual makes a critical contribution to the achievement of this mission.

Santa Monica College's academic programs and support services are intended to serve diverse individuals from local, national, and global communities who are seeking high-quality, affordable undergraduate education. The College offers certificates, Associate degrees, a baccalaureate degree, and streamlined pathways for transfer to university and for career training. The College promotes a commitment to lifelong learning among students and the communities it serves.

SUMMARY: Review of the SMC Mission Statement was part of the Strategic Planning process that took place in 2017. The Strategic Planning Task Force reviewed and revised the mission statement and requested that it be forwarded to constituent groups for review and input. Suggestions and comments from the constituent groups were considered by the Strategic Planning Task Force, and a revised version of the mission statement was forwarded to DPAC for approval. DPAC made changes in text to improve clarity and style, but not content.

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 4
NOES: 0
ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	July 11, 2017

INFORMATION ITEM 5

SUBJECT: **GRANTS OFFICE ANNUAL REPORT, 2016-2017**

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: Santa Monica College's Grants Office is responsible for the identification, development, and submission of grant applications to public and private sources, as well as direct and indirect grant management carried out in conjunction with the grant team. These grant-funded projects provide financial support to faculty/staff, departments and programs, and the institution in general to assist with the development, implementation, and ongoing maintenance of instructional and student support programs in support of Santa Monica College's (SMC) mission, vision, strategic initiatives, supporting goals, and institutional learning outcomes. Each year, program success is based on the following:

- 1) Total grant funds managed each year by the College
- 2) Number of grants submitted
- 3) Number of grants awarded
- 4) Success rate
- 5) Diversity of grant funding sources
- 6) Number of grants that align with the Mission, Strategic Initiatives and priorities, and Institutional Learning Outcomes of the College
- 7) Diversity of programs on campus engaged in the grant process

2016-2017 Highlights

- SMC was awarded more than \$9 million in new grant revenue, making it the second most successful year with regard to total revenue awarded. The most successful year was 2010-2011, which generated more than \$10 million in new revenue.
- SMC received its second National Science Foundation grant and its second Title VIA Undergraduate Studies International Studies and Foreign Languages.
- SMC's STEM programming received the most funding, including a \$6 million grant from the U.S. Department of Education and more than \$400,000 in scholarships for students pursuing STEM degree and careers.
- New programs initiated this year through grant funding include Santa Monica College's Promise Program, efforts to increase the use of open educational resources, and the development and implementation of guided pathways.

The full report is included in Appendix A

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

IX. CONSENT AGENDA

Recommendations pulled for separate action and discussed in
Section VIII, Consent Agenda – Pulled Recommendations: #7, #10, #11, #12, #18, #19

Action on Consent Agenda, excluding #7, #10, #11, #12, #18, #19

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 4
 NOES: 0
 ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 7: New Courses and Degrees, Spring 2017

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 4
 NOES: 0
 ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

Recommendation No. 10: Contract with American Association of Community College for
Pathways Project 2.0

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 4
 NOES: 0
 ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

Recommendation No. 11: Ratification of Contracts and Consultants

MOTION MADE BY: Rob Rader
 SECONDED BY: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 4
 NOES: 0
 ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

Recommendation No. 12: New Salary Schedule for Noncredit/Adult Education, Short-Term Vocational and Workforce Preparation Courses

MOTION MADE BY: Rob Rader
SECONDED BY: Andrew Walzer
STUDENT ADVISORY: Aye
AYES: 4
NOES: 0
ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

Recommendation No. 18: Facilities

MOTION MADE BY: Andrew Walzer
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 4
NOES: 0
ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

Recommendation No. 19: Acceptance of Grants and Budget Augmentation

MOTION MADE BY: Rob Rader
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 4
NOES: 0
ABSENT: 3 (Greenstein, Quiñones-Perez, Snell)

RECOMMENDATION NO. 6 **APPROVAL OF MINUTES**

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

June 6, 2017 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 7 NEW COURSES AND DEGREES, SPRING 2017

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

Approved by: Georgia Lorenz, Vice-President, Academic Affairs

New Courses

CS 34A Game Programming 1
PV 11 Introduction to Solar Photovoltaics
PV 12 Photovoltaic Installation Exam Preparation
VAR PE 59W Varsity Beach Volleyball For Women

Course Reinstatements

ACCTG 22 Advanced Bookkeeping (prerequisite: ACCTG 21)
AD JUS 3 Legal Aspects of Evidence
AD JUS 5 Criminal Investigation

Distance Education

CS 34A Game Programming 1

New Programs

Hospital Inpatient Coder Department Certificate

New Programs: Noncredit

Bicycle Maintenance Certificate of Completion
Business Essentials Level 1 Certificate of Completion
Customer Service Certificate of Completion
Introduction to Early Care & Education Certificate of Completion
Rehabilitation Therapy Aide Certificate of Completion

BOARD OF TRUSTEES	Action
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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 8 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS

ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

Requested by: Information Technology Team

Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

Provider	Service	Amount	Funding Source
1. Viatron Systems, Inc.	Viatron Image Scanning & Database System, Annual Maintenance	\$11,115	2017-2018 District Budget/ Information Technology
2. Computerland	Microsoft Campus Agreement/ Desktop for Education	\$97,252	2017-2018 District Budget/ Information Technology

STUDENT AFFAIRS

MENTAL HEALTH SERVICES

Requested by: Brenda Benson, Senior Administrative Dean, Counseling, Retention and Student Wellness

Approved by: Michael Tuitasi, Vice-President, Student Affairs

Provider	Service	Amount	Funding Source
1. Didi Hirsch Mental Health Services	This is a Memorandum of Understanding (MOU) with Didi Hirsch to provide selected mental health services at Santa Monica College.	No cost to District	N/A

BOARD OF TRUSTEES	Action
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 9 CONTRACTS FOR KCRW

Provider	Service	Amount
1.American Public Media	CARRYOVER: CPB FY 17 EXPENSES Period: 7-1-17 through 9-30-17 Affiliation/Service fee: Program Acquisition Fees: Studio Usage/Engineering time/ISDN	Payable upon billing; Not to exceed: \$3,408.00 \$28,597.26 \$1,500.00
	CPB FY 18: EXPENSES Period: 10-1-17 through 6-30-18 Affiliation/Service fee: Program Acquisition: Not limited to MARKETPLACE, BBC Streaming, etc.	Payable upon billing; Not to exceed: \$10,530.72 \$90,033.03
	Automatic renewal of PIJ/PIN Partner Station Agreement: KCRW's Usage of APM's Public Insight Network database used on editorial side to find sources for show. Period: April 1, 2018 –March 31, 2019.	Payable upon billing; Not to exceed \$5,000. PIJ/PIN Partner Station Agreement
	Studio usage/engineering time/ISDN lines for various KCRW programs.	Payable upon billing Not to exceed \$3,000
	CARRYOVER: CPB FY 18 Period: 7-1-18 through 9-30-18	Payable upon billing Not to exceed: \$35,021.25
2. Public Radio Exchange/PRX	Institutional Membership Fee Period: July 1, 2017 through June 30, 2018. Payable in advance Program Acquisition: Annual Fees for THE MOTH RADIO HOUR, THIS AMERICAN LIFE, and other programs to be determined. Payable in advance Period: July 1, 2017 through June 30, 2018	Payable upon billing; Not to exceed: \$4,500. Institutional Membership Not to exceed: \$26,500. Program Acquisition

RECOMMENDATION NO. 9 CONTRACTS FOR KCRW (continued)

3. Public Radio International	Institutional Membership Fee Period: 7-1-17 thru 6-30-18 Program Acquisition: Quarterly fees for THE WORLD, Etc. Studio usage/engineering time/ISDN Lines for various KCRW programs Audiographics Report(s): TTP	Payable upon billing; Not to exceed \$105,097. Membership Not to exceed: \$87,720. Program Acquisition Not to exceed: \$5,000. Studio usage et al Not to exceed \$4,000.
4. WNYC	CARRYOVER: CPB FY 17 EXPENSES Period: 7-1-17 through 9-30-17 Program Acquisition HD Access Package CPB FY 18: EXPENSES Period: 10-1-17 through 6-30-18 Program Acquisition: Not limited to: THE NEW YORKER RADIO HOUR, etc HD Access Package: ability to air any or All WNYC programs on our HD Frequencies CARRYOVER: CPB FY 18 EXPENSES Period: 7-1-18 through 9-30-18	Payable upon billing: Not to exceed: \$2,875.00 \$625.00 Payable upon billing: Not to exceed: \$8,625.00 \$1,875.00 Payable upon billing: Not to exceed: \$3,500.00
5. National Public Radio CPB FY 17 Funds Final Quarter	Program Acquisition: Final Quarter Payment, CPB FY 17 Period: 7-1-17 through 9-30-17 Program Acquisition: Final Quarter Payment, Digital Services, Bandwidth, overages: CPB FY 17 Period: 7-1-17 through 9-30-17	Not to exceed: \$236,060 \$28,470

RECOMMENDATION NO. 9 CONTRACTS FOR KCRW (continued)

6. National Public Radio: CPB FY 18 Funds	Institutional Membership Fee, Period: Oct 1, 2017 through September 30, 2018 Program Acquisition: NPR News Package; HD: NPR Programs iTunes usage, based on volume; Studio Usage/Engineering time And ISDN lines; Digital Services, includes Digital streaming + bandwidth overages Payable upon quarterly billing. Satellite Interconnect Fees: Annual + Monthly Interconnect Fees	Payable upon quarterly billing, Not to exceed: \$13,917. Not to exceed: \$990,915 \$3,374 \$4,000 \$15,000 \$118,690 \$3,000 Not to exceed: \$38,000
7. City of Los Angeles Department of Water + Power	Continuing usage of Department's Briarcrest water tank site for KCRW to maintain and operate a radio antenna facility. License Fee, payable upon billing, in advance. Period: May 1, 2018 through April 30, 2019	Annual Administrative License Fee, not to exceed \$600

CONSENT AGENDA: CONTRACTS AND CONSULTANTSRECOMMENDATION NO. 9 CONTRACTS FOR KCRW (continued)

8. List of providers On file at KCRW	Various Site rentals/road access for KCRW transmitters: American Tower Corp: Red Mountain Continuation of First Amendment To Lease Agreement, #WE801623 Period: 6-1-16 through 5-31-21 ATC Watertown, LLC: San Miguel Formerly Richland Towers Borrego Springs Collins Communications TERM: 9-1-12 through 3-31-17 TERM: 9-1-17 through 8-31-22 Community Radio: transmitter site For KDRW, Santa Barbara Crown Castle: Mojave, CA KSBY Comm., LLC For KERW/San Luis Obispo Lazer Broadcast KCRW Transmitter: South Mountain, Santa Paula, CA. New 3 Year Contract, TERM: 7-1-16 through 6-30-19 With 1 Additional TERM of 3 years Renewal, 7-1-19 through 6-30-22 Annual Escalator, not to exceed 3% Rental and Utilities fees. Mountain Investments: Bald Mountain Amendment #4: 7-1-16 through 6-30-20. With 4% annual increase. Mountain Investments: Copper Mountain Mountain Investments: Indio Peak Rincon Broadcasting, LLC/Point Broadcasting Period: 7-1-17 through 6-30-18 Annual escalator, not to exceed 3%, Commencing each Jan 1st. Snow Peak Period: 7-1-17 through 8-31-18 New contract: 9-1-16 thru 8-31-21 Vertical Bridge CC FM, LLC Formerly iHeartMedia (VB purchased iHeart's transmitter sites) Richard E. King: usage/access, repair/ Maintenance of private road leading to KCRW transmitter site at South Mountain, above Santa Paula, Ventura County	Annual Totals not to exceed: \$22,207.42 \$10,429.85 \$4,051.84 \$29,006.56 \$28,917.73 \$13,444.00 \$37,904.08 \$13,910.44 \$15,898.66 \$19,220.00 \$34,996.00 \$10,631.56 \$4,984.00 \$126,128.00 Annual usage fee: \$2,652.25 Variable fee, for Maintenance/repair: Not to exceed \$7,500. For twelve month period
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 9 CONTRACTS FOR KCRW (continued)

9. List of providers On file at KCRW.	Miscellaneous goods and services, including but not limited to, Office/Engineering supplies, Utilities; Broadcast Liability Insurance; Short-term equipment rental; Maintenance Agreements/Services; Other Contract Services; Legal services; broadcast engineering and computer equipment for new building, as needed. Others: Unknown at this time. These expenses, to be reimbursed by KCRW Foundation, Inc.	Payment is authorized as stated on the list on file at KCRW. Not to exceed \$2,400,056.
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CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 9 CONTRACTS FOR KCRW (continued)

ACCEPTANCE OF DONATIONS/GRANTS/FUNDING

Funding Source	Service	Amount
10.City of Santa Monica	Year #3 of 3: City of Santa Monica Professional Services Agreement, Contract #10074 (CCS). Period: 7-1-17 through 6-30-18 For KCRW to broadcast City Council meetings.	Payable upon billing, in monthly installments of \$7,638.75 Annual Fee, not to exceed: \$91,665.
11. Corporation for Public Broadcasting	Acceptance of CPB FY 18 Funds, For period: 10-1-17 through 9-30-19 Comprised of two grants: 1. Community Service Grant; 2. National Program Production and Acquisition Grant. To be expended for programs, services and related expenses from American Public Media, National Public Radio, Public Radio Exchange, Public Radio International, WNYC Any expenses, over the grant amount that is offered and accepted, will be reimbursed by KCRW Foundation, Inc., upon billing.	TBD: Approximately, \$1,286,109 This figure, is based on CPB FY 17 grant.
12. Memberships	Institutional Memberships: National Public Radio Public Radio Exchange Public Radio International California Broadcasters Assn Greater Public/Public Media Development And Marketing Conference Public Broadcasting Managers Assn Public Radio Program Directors So. CA Broadcasting Assn	Payable upon billing, From CPB (CSG) funds Payable upon billing, From KCRW donations

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 10 **CONTRACT WITH AMERICAN ASSOCIATION OF COMMUNITY COLLEGES FOR PATHWAYS PROJECT 2.0**

Requested by: Jennifer Merlic, Dean Instructional Services

Approved by: Georgia Lorenz, Vice President of Academic Affairs

Provider/Contract	Term/Amount	Service	Funding Source
American Association of Community Colleges	July 15, 2017- December 31, 2020 Not to exceed \$145,000	SMC will participate in the national AACC Pathways Project 2.0. Costs include multiple institutes, professional development and technical assistance in implementing pathways at scale by 2020	Award for Innovation

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Kathryn E. Jeffery, Superintendent/President

Requested Action: Ratification

The following contracts for goods, services, equipment and rental of facilities, and acceptance of grants in the amount of \$50,000 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6255, Delegation to Enter Into and Amend Contracts

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

Provider/Contract		Term/Amount	Service	Funding Source
A	(1) Ms. Victoria Moran	September 2017 through July 2018. 40 hours per week	Ms. Victoria Moran, a doctoral student in clinical psychology at Pepperdine University, and Mr. Danilo Donoso, a doctoral student in clinical psychology at California School of Professional Psychologist at Alliant, Los Angeles, will serve as a full-time Post Doctoral Interns to assist the Center for Wellness & Wellbeing staff in working with individual students, conducting group workshops, and providing training and consultation to faculty and staff.	District Funds/ Center for Wellness & Wellbeing (100%)
	(2) Mr. Danilo Donoso	Not to exceed \$30,000 each	Ms. Moran and Mr. Donoso have experience working in college settings, and are currently in the process of completing their full-time predoctoral internships at the counseling and psychological services center at Stanford University and UC Santa Barbara, respectively.	
Requested by: Alison Brown, Ph.D., Coordinator, Center for Wellness & Wellbeing Approved by: Mike Tuitasi, Vice-President, Student Affairs				
B	Collaborative Brain Trust (CBT)	May-June 2017 \$4,680	This augmentation to the original contract for Strategic Planning Services approved by the Board of Trustees on November 1, 2016 covers scope beyond the initial contract. These services include the additional preparation and presentation for the Board Study Session on May 16, 2017 and the report to the Strategic Planning Task Force.	District Funds
Requested by: Christopher Bonvenuto, Chief Director, Business Services Approved by: Robert Isomoto, Vice-President, Business/Administration				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
C	Keisha L. Moore	June 30, 2017 \$2,730	The consultant provided two workshops on Classified Professional Day Development Day to help classified employees develop strategies to communicate with respect and tact while creating stronger relationships in the workplace.	2016-2017 Human Resources/ Professional Development (Classified)
<i>Requested by: Tre'Shawn Hall-Baker, Director, Human Resources</i> <i>Approved by: Marcia Wade, Vice-President, Human Resources</i>				
D	On Course Contact: Katherine Orille	August 2-3, 2017 Not to exceed \$9,000	The consultant will conduct a 2- day long On Course workshop. As many as 50 SMC faculty members will be able to participate in the event, which is focused on learner-centered education. Participants in the workshop will also receive access to digital samples of how other educators, across multiple disciplines, have employed the same strategies. The honorarium will cover all pre-event calls, preparation, travel, 50 On Course workbooks, and the workshops.	Title V
E	E3: Education, Excellence & Equity Consultant Name: Dr. Jackie Reza	August 10, 2017 Not to exceed: \$5,000	Fee covers 6-hours of facilitation for 1 day including travel. The consultant will conduct a day long Equity workshop. As many as 50 SMC faculty members will be able to participate in the event, which is focused on creating an equity centered classroom. The honorarium will cover all pre-event calls, preparation, travel, and the workshops.	Title V
<i>Requested by: Edna Chavarry, Interim Director, Academic Affairs</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
F Skirball Cultural Center (SCC) Contact: Jenny Coyle	July 13-14, 2017 Not to exceed: \$600	Fee will cover classroom rental for the Equity Steering Committee Retreat (6-hour rental for 2 days at \$300 per day). Skirball Cultural Center will supply: • Classroom for 20 people • Includes all tables, chairs, and parking. Any audio visual needs like a mic, projector/screen, podium, etc.	Student Equity
G University of California Los Angeles – Summer Research Intensive Program	July 21 – September 30, 2017 Not to exceed \$16,000	The purpose of this cooperative project is to increase the number of community college students, particularly students traditionally underrepresented in NASA related-STEM fields, who transfer to a baccalaureate program in a STEM discipline. UCLA shall serve as the District’s cooperative partner to develop and deliver the awarded NASA MUREP cooperative agreement. This activity is directly tied to increasing access to research opportunities for minority students in STEM fields. UCLA will provide laboratory research opportunities to SMC students who are participating in SRI. As part of the NASA cooperative agreement our goal is to increase access to research opportunities for underrepresented student in STEM fields.	NASA Cooperative Agreement-Minority Undergraduate Education Research Program (MUREP)

Requested by: Cyndi Bendezú Palomino, Project Manager Equity Initiatives
Approved by: Georgia Lorenz, Vice-President, Academic Affairs

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
H	Rockreation, Inc. 11866 La Grange Ave. Los Angeles, CA 90025	August 2017- July 2018 Not to exceed: \$46,000	Provide instructors: in addition to the SMC instructor, Rockreation will provide trained professionals for all SMC indoor Rock Climbing classes at a recommended 6:1 ratio. Industry standard is to have this ratio for student safety. Set Wall Routes: twice a semester. Wash All Holds: stripped and cleaned to maintain Monthly and Quarterly Inspections, and Professional Consulting	District Budget
<i>Requested by: Elaine Roque, Chair of Kinesiology & Athletics Department</i> <i>Approved by: Georgia Lorenz, Vice President of Academic Affairs</i>				
I	Clean Harbors	2016-2017 \$45,000	Hazardous Waste Management and Disposal Services/ Increase is to replenish account used for clean up of flood and disposal at various departments.	District Budget - Risk Management
<i>Requested by: Risk Management</i> <i>Approved by: Robert Isomoto, Vice President, Business/Administration</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
J	Dr. Brian Van Brunt	September 2017 \$7,500	The consultant will provide crisis prevention training to the Chairs, Classified staff and the Crisis Prevention Team (CPT). SMC's front line staff will be trained to assess the potential dangerousness of a situation, and the Chairs will learn how to manage disruptive and dangerous behaviors in the classroom. Finally, the consultant will provide additional training to the CPT team to effectively manage possible on-campus threats.	SAMHSA Garret Lee Smith Suicide Prevention Grant
<i>Requested by: Nathan Pernilla, Project Manager, Suicide Prevention Grant</i> <i>Approved by: Michael Tuitasi, Vice-President, Student Affairs</i>				
K	Peace Pros LA	June 30, 2017 \$1,124	The consultant provided two workshops during Classified Professional Development Day. The first workshop addressed people's assumptions and perceptions, and participants learned ways to understand and challenge their biases. The second workshop explored gender identities, gender expression and sexual orientation, in order for the participants to better understand the diverse identities and experiences of students attending SMC.	District/Classified Professional Development Fund
<i>Requested by: Flavio Medina-Martin, Analyst, Employee and Labor Relations</i> <i>Approved by: Michael Tuitasi, Vice-President, Student Affairs</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
L	SectorPoint	July 11 to September 30, 2017 Not to exceed \$15,000	Consultant will provide solutions to the news, calendar, and directory features of SharePoint (SMC's content management system) to ensure integration with the SMC app (via Modo Labs). Students will then be able to add student success workshops directly to their mobile device calendar.	Student Success and Support Programs
<i>Requested by: Esau Tovar, Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice President, Enrollment Development</i>				
M	Labor Law Compliance Center	\$2, 700 plus tax and shipping	California/Federal Combination Labor Law Poster Plan: 3 year replacement plan covering • 70 English posters • 5 Spanish posters During the 3-year plan, replacement posters will be sent by the vendor to the District when there is a change in the Federal or state labor law	2017-2018 District Budget/ Human Resources
<i>Requested by: Tre'Shawn Hall-Baker, Director, Human Resources</i> <i>Approved by: Marcia Wade, Vice President, Human Resources</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
N	Dr. Veronica Neal, Director, Office of Equity Social Justice and Multicultural Education De Anza College	July 13-14, 2017 Dr. Neal: \$8, 500 (Retreat Facilitation for 2-days including travel)	The consultant will lead a retreat for equity steering committee members to build capacity to facilitate difficult conversations, managing triggers, deepening emotional intelligence and conflict mediation skills. These are critical tools for leading for equity and deepening strategic initiatives.	Title V
O	Dr. Veronica Neal	August 10, 2017 Not to exceed: \$6,500	The consultant will conduct a day-long Equity workshop for the Faculty Summer Institute. As many as 50 SMC faculty members will be able to participate in the event, which is focused on creating an equity centered classroom. The honorarium will cover all pre-event calls, preparation, travel, and the workshops.	Title V
Requested by: <i>Edna Chavarry Interim Director, Academic Affairs</i> Approved by: <i>Georgia Lorenz, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 NEW SALARY SCHEDULE FOR NONCREDIT/ADULT EDUCATION, SHORT-TERM VOCATIONAL AND WORKFORCE PREPARATION COURSES

Requested Action: Approval/Ratification

Reviewed by: Georgia Lorenz, Vice-President Academic Affairs

Approved by: Marcia Wade, Vice-President, Human Resources

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following new salary schedule for noncredit/adult education, short-term vocational and workforce preparation courses resulting from the Memorandum of Understanding (MOU) agreed upon with the SMC Faculty Association.

STEP	GROUP I	GROUP II	GROUP III	GROUP IV
1	83.35	85.80	88.19	89.82
2	84.90	87.38	89.82	91.43
3	86.57	88.98	91.43	93.01
4	88.14	90.57	93.07	94.59
5	89.85	92.18	94.65	96.16
6	91.50	93.84	96.31	102.55

Comment: The District and the Faculty Association approved a Memorandum of Understanding regarding Adult Education and Noncredit classes for the pilot period between April 2017 and negotiations leading to the next collective bargaining agreement. The MOU applied to faculty members teaching newly-approved short-term vocational, adult education and noncredit classes.

As a result of participation in the Adult Education Block Grant (AEBG) and other initiatives focused on noncredit education, Santa Monica College is developing and offering new short-term vocational adult education and noncredit courses to effectively serve the identified target population of AEBG and to meet other associated workforce and academic needs. The establishment of the new salary schedule is necessary for faculty members teaching those classes to be paid.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

Approved by: Marcia Wade, Vice-President, Human Resources

ELECTIONS

ADMINISTRATOR

Adler, Eve, Associate Dean, Health Sciences	07/12/17
Moore, Elizabeth, Dean, Institutional Advancement, SMC Foundation	07/01/17
Heskel, Mitch, Interim Dean, Education Enterprise (extension)	08/15/17 – 10/15/17

FULL-TIME FACULTY

Fall 2017

Bergman, James, Music, Instrumental/History/Theory
 Alaisen Reed, Health Information Technology - Office Technology
 Vallejo, Olivia, Counseling 20

ADJUNCT FACULTY

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

RECISSION OF ELECTION

Gausman, Jenna, Project Manager, Grants (25%)	07/01/17 – 06/30/18
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

Approved by: Marcia Wade, 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.

ABOLISH CLASSIFICATION

EFFECTIVE DATE

Accounting Specialist I

07/11/17

NEW CLASS DESCRIPTION

Classification Title: Senior Community College Police Dispatcher

Proposed Salary Range: Classified Range 30

ESTABLISH

Administrative Assistant II (1 position)

06/19/17

Institutional Research, 12 months, 40 hours

Custodian (6 positions)

07/11/17

Operations, 12 months, 40 hours, NS-3

Skilled Maintenance Worker (1 position)

07/11/17

Maintenance, 12 months, 40 hours

Student Services Specialist – Academic Records Evaluator (2 positions)

07/11/17

Admissions and Records, 12 months, 40 hours

NEW WORK SHIFT ESTABLISH

Night Shift-3, 7.5%

07/11/17

ELECTIONS

PROBATIONARY

Bohman, Alice "Malin", Administrative Assistant II, Admissions and Records

06/16/17

PROBATIONARY/ADVANCE STEP PLACEMENT

Medernach, Katherine Y., Accounting Specialist, Fiscal Services (Step C)

06/22/17

TRANSFER

Johnson, Trena

06/19/17

From: Administrative Assistant II, Outreach Office, 12 mos, 40 hrs

To: Administrative Assistant II, Institutional Research, 12 mos, 40 hrs

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Watanabe, Diane

07/01/17

From: Athletic Trainer, Athletics, 11 mos, 20 hrs

To: Athletic Trainer, Athletics, 11 mos, 40 hrs

VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Hernandez, Wendy

06/18 – 07/28/17

From: Disabled Student Services Assistant, DSC, 11 mos, 40 hrs

To: Disabled Student Services Assistant, DSC, 11 mos, 35 hrs

CHANGE IN WORK SHIFT/PERMANENT

Johnston, Steven

07/01/17

From: Journeyman Trade-Electrical, 12 mos, 40 hrs/Day

To: Journeyman Trade-Electrical, 12 mos, 40 hrs/weekend

CHANGE IN WORK SHIFT/TEMPORARY

Henriquez, Wendy

07/01 – 06/30/18

From: Custodian, Operations, 12 mos, 40 hrs/Day

To: Custodian, Operations, 12 mos, 40 hrs/Swing

SPECIAL SKILLS DIFFERENTIAL

Lucero, Paul, Bookstore Sales Clerk, Campus Bookstore, Bilingual Speak- \$25/mo

07/01/17

Valadez, Jorge, Bookstore Sales Clerk, Campus Bookstore, Bilingual Speak- \$25/mo

07/01/17

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Saldana, Jorge

5/22/2017 – 9/27/2017

To: Lead Custodian, 100%

From: Custodian

Sheaffer, Carl

7/1/2017 – 11/1/2017

To: Director of Facilities Management, 100%

From: Assistant Director of Facilities Management

Vasquez, Olga

7/5/2017 – 9/22/2017

To: Personnel Analyst, 100%

From: Personnel Technician

Webb, George

7/1/2017 – 11/1/2017

To: Assistant Director of Facilities Management, 100%

From: Custodial Operations Supervisor

Sin, Mukhorn

To: Lead Custodian, NS-II/Weekend 100%

From: Custodian, NS-II/Weekend

Length of Assignment: 06/01 – 8/29/2017

Taboada, Natalia

To: Senior Community College Police Dispatcher, Variable Hours, 100%

From: College Police Dispatcher, Variable Hours

Length of Assignment: 07/12 – 10/20/2017

Valadez, Jorge

From: Bookstore Sales Clerk, Bookstore

To: Bookstore Operations Assistant, Bookstore 100%

Length of Initial Assignment: 03/20 – 06/30/17

Length of Extension: 07/01 – 07/25/2017

Watson-Orestein, Joy

From: Bookstore Sales Clerk, Bookstore
To: Bookstore Operations Assistant, Bookstore 100%
Length of Initial Assignment: 03/20 – 06/30/17
Length of Extension: 07/01 – 07/25/2017

WORKING OUT OF CLASSIFICATION (PROVISIONAL) EXTENSION

Juarez, Elease

From: Bookstore Operations Assistant
To: Assistant Bookstore Manager, 100%
Length of Initial Assignment: 01/06 – 06/30/17
Length of Extension: 07/01 – 12/31/2017

Shepherd, Devina 5/16/2017 – 6/7/2017
From: Student Services Clerk, A & R
To: Administrative Assistant I, A & R, 100%
Comment: Length of Initial Assignment: 1/6/2017 – 5/16/2017

RETIREMENT RESCINDED

Brown, Gregory, Director of Facilities Planning (41 years) 06/30/17
De Salles, Albert J., Media & Reprographics Services Manager (31 years) 06/30/17
Munoz, Maria D. (Angela), Admissions & Records Supervisor (37 years) 06/30/17
Comment: Retirements approved by the Board on June 6, 2017 are being rescinded.

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Moreno, Kimberly, Administrative Assistant I, Career Services 06/30/17
Watts, Rassheedah, Administrative Assistant II, Center for Media Design 07/10/17

RETIREMENT

Fierro, Marcia, Student Services Specialist–Scholarships (28 years) 07/25/17

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, 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.

Amerian, Thomas S., Theatre Technical Specialist, SMC Performing Arts 07/01/2017-06/30/2018
Alvarez, Sonia, Theatre Technical Specialist, SMC Performing Arts 07/01/2017-06/30/2018

Baker, Mark, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Bates, Bryan, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Berry-Donat, Elida M., Theatre Tech. Specialist, SMC Broad Theatre	06/26/2017-06/30/2017
	07/01/2017-06/30/2018
Blair, Lauren, Costume Designer, Theatre Arts	07/01/2017-12/31/2017
Blaisdell, Kerrie, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Bowen, Breece, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Braden, John J., Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Carr III, Anthony V., Theatre Tech Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Castaneda, Leticia, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Chapman-Moten, Taylor L., Theatre Tech. Spec., SMC Broad Theatre	06/26/2017-06/30/2017
	07/01/2017-06/30/2018
Colin, Sean, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Drier, Timothy, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Fregoso, Nancy, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Geller, Frances. Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Glidden, David K., Theatre Technical Specialist, SMC Broad Theatre	06/26/2017-06/30/2017
	07/01/2017-06/30/2018
Gunderson, Michael, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Herndon, John M., Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Heywood, Scot, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Jones, Chauncey, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Jones, Samuel, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Klinkenberg, Frans, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Krawczyk, Sylvia, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Lucio, Carlos, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Lundin, Ayla D., Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Maas, Benjamin, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Marchi, Alif E., Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Mark, Gabriel, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Meza, Andres, Student Services Clerk, Admissions & Records	06/29/2017-06/30/2017
	07/01/2017-09/08/2017
McDonald, Alonzo, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Miller, Geoff, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Osborne, Christopher, Theatre Technical Specialist, SMC Perf Arts	07/01/2017-06/30/2018
Palmer, John, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Pineda, JohnnyAngel, Theatre Technical Specialist, SMC Perf Arts	07/01/2017-06/30/2018
Postley, Colin, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Price, Jamieson, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Reyes-Flores, Jonathan, Theatre Tech. Spec., SMC Performing Arts	07/01/2017-06/30/2018
Shea, Teresa K., Theatre Technical Specialist, SMC Broad Theatre	06/26/2017-06/30/2017
	07/01/2017-06/30/2018
Snyder, John, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Soto, Anthony, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Sperry, Adam, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Ter-Avanesova, Nonna, Accompanist - DANCE, Dance	07/01/2017-12/31/2017
Thomas, Adrian, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Tindell, Walter, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Tittle, Toby, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Trenholm, John, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Tyler, Lauren, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Watanabe, Atsushi, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018

Wending, Andrew, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Woods, Lauren (Christian), Costume Designer, Theatre Arts	07/01/2017-12/31/2017
Zibalese, David, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018
Zimmerman, Eric, Theatre Technical Specialist, SMC Performing Arts	07/01/2017-06/30/2018

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

Adebowale, Lena, Cash Receipts, Auxiliary Services	
From:	05/31/2017-06/09/2017
To:	05/31/2017-06/30/2017
Brown, Thomas M., Instructional Asst.- ESL, ESL	07/01/2017-12/31/2017
Hoch, Maryilyn, Instructional Asst.- ESL, ESL	07/01/2017-12/31/2017
Jafary, Hananeh, Student Services Clerk, Admissions & Records	06/20/2017-06/30/2017
	07/01/2017-09/29/2017
Marutyan, Nelli, Instructional Asst.- ESL, ESL	07/01/2017-12/31/2017
Reid, Maisha L., Student Services Clerk, Admissions & Records	07/05/2017-09/08/2017

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 16 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

Reviewed by: Sherri Lee-Lewis, Dean, Human Resources

Approved by: Marcia Wade, 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, \$10.50/hour (STHP)	29
College Work-Study Student Assistant, \$10.50/hour (FWS)	1

SPECIAL SERVICE

Recreation Director II, \$10.59/hour	5
Recreation Director / Day Camp III, \$85.00/hour	1
Art Model, \$23.00/hour	24
Art Model w/ Costume, \$26.00/hour	24
Community Services Specialist I, \$35.00/hour	12
Community Services Specialist II, \$50.00/hour	17

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 **RESOLUTION FOR ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO THE CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY**

Requested by: *Chris Bonvenuto, Chief Director, Business Services*
Approved by: *Robert Isomoto, Vice President of Business and Administration*
Requested Action: *Approval/Ratification*

It is recommended that the Board of Trustees approve the following resolution to authorize the assignment of delinquent tax receivables to the California Statewide Delinquent Finance Authority for fiscal years ending June 30, 2017, 2018 and 2019, and authorize the execution and delivery of related documents and actions.

SUMMARY: The California Statewide Delinquent Tax Finance Authority consists of 93 K-14 Districts, including 12 Community College Districts, that have joined together to assign and sell delinquent taxes and assessments, as allowed under Government Code Section 6516.6, at an 10.0% premium. Since 2002 the District has received \$556,107 in unrestricted revenue by participating in the California Statewide Delinquent Tax Finance Authority JPA.

RESOLUTION OF THE GOVERNING BOARD OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT APPROVING ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO THE CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY FOR FISCAL YEARS ENDING JUNE 30, 2017, 2018 AND 2019, AND AUTHORIZING EXECUTION AND DELIVERY OF RELATED DOCUMENTS AND ACTIONS

WHEREAS, under Section 6516.6(b) of the Government Code of the State of California (the "Law"), a school district, community college district or other local educational agency is authorized to sell and assign to a joint powers authority any or all of its right, title, and interest in and to the enforcement and collection of delinquent and uncollected property taxes, assessments, and other receivables that have been levied by it or on its behalf for collection on the secured, unsecured, or supplemental property tax rolls, in accordance with such terms and conditions as are set forth in an agreement with the joint powers authority; and

WHEREAS, the California Statewide Delinquent Tax Finance Authority (the "Authority") has been formed as a joint powers authority for the purpose of purchasing delinquent *ad valorem* property taxes in accordance with Section 6516.6 of the Law upon terms and conditions which are acceptable to local educational agencies in Los Angeles County; and

WHEREAS, under the Law the amount of property tax receipts to be reported in a fiscal year for revenue limit purposes is equal to 100% of the local educational agency's allocable share of the taxes distributed to it for the fiscal year, and any additional amounts will not be reported and will be provided directly to the local educational agency; and

WHEREAS, the Board has previously adopted its resolutions approving the participation by the Santa Monica Community College District (the "District") in the delinquent tax finance program of the Authority with respect to prior fiscal years; and

WHEREAS, the Authority has requested the District to consider selling its certain delinquent tax receivables arising with respect to the fiscal years ending June 30 in each of the years 2017, 2018 and 2019 (collectively, the "Tax Receivables"), at a purchase price which is at least equal to 110.0% of the amount of Tax Receivables; and

WHEREAS, in order to provide funding for the purchase of the Tax Receivables, the Authority has made arrangements to issue and sell a certificate of participation for each fiscal year to a designee of Tower Capital Management, LLC, a Delaware limited liability company; and

WHEREAS, the Governing Board of the District (the "Board") wishes to take its action at this time approving the sale of the Tax Receivables to the Authority, and approving related documents and actions;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Santa Monica Community College District as follows:

Section 1. Sale of Tax Receivables to Authority. The Board hereby approves and authorizes the sale of the Tax Receivables to the Authority, at a purchase price at least equal to 110.0% of the amount of Tax Receivables.

Section 2. Approval of Purchase and Sale Agreements. The sale of Tax Receivables shall be accomplished under a Purchase and Sale Agreement (the "Purchase and Sale Agreement") between the District and the Authority, in substantially the form executed by the District in connection with previous sales of tax receivables to the Authority.

The Purchase and Sale Agreement is hereby approved in substantially the form on file with the Clerk of the Board, together with any changes therein or modifications thereof approved by the Superintendent/President of the District (the "Authorized Officer"). The Authorized Officer is authorized and directed to execute and deliver each such Purchase and Sale Agreement on behalf of the District, and the execution and delivery of each such Purchase and Sale Agreement by the Authorized Officer shall be conclusive evidence of the approval of any such changes and modifications. The Board hereby authorizes the delivery and performance of the Purchase and Sale Agreements.

Section 3. Official Actions. The Authorized Officer and any and all other officers of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the sale of the Tax Receivables to the Authority and the other transactions described herein. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer is absent or unavailable.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES

18-A CHANGE ORDER NO. 31 – AET CAMPUS

Change Order No. 31 – C.W. Driver on the AET Campus portion of the project in the amount of \$490,381

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 4,818,650
Previously Approved Change Orders (AET Parking Structure A)	\$ 796,870
<u>Change Order No. 31 – AET Campus</u>	<u>\$ 490,381</u>
Revised Contract Amount	\$65,265,901

Change Order 31 for the AET Campus project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 31 for AET Campus includes the following labor and material costs to furnish and install:

- Revised framing and hot-air welded PVC flashing membrane to fully cover hat channels at Building B roof;
- ½” Densdeck Prime, butyl tape at horizontal Z-Channel and 3/16” weep holes;
- Blocking as required to relocate wall at Room 240a per RFI C720;
- Pennsylvania Avenue Bergamot Plan street improvements mandated by the City of Santa Monica.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 **FACILITIES** *(continued)*

18-B CHANGE ORDER NO. 8 – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT LOOP

Change Order No. 8 – SJ AMOROSO on the Connection of Existing Facilities to Central Plant Loop project in the amount of \$44,008.

Original Contract Amount	\$8,087,000
Previously Approved Change Orders	\$ 334,735
Change Order No. 8	<u>\$ 44,008</u>
Revised Contract Amount	\$8,465,743

This change order results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 8 includes labor and material cost for the following:

- Re-core misaligned holes in Vault-1 for new CHWS/R piping;
- Frame fire rated enclosures for fire/smoke dampers into existing unrated walls in HSS Building corridors;
- Replace EMT conduit with rigid conduit and support them with Dura-Blocks on Business Roof;
- Frame new furred out wall to allow for revised chilled water line routing in HSS South third floor;
- Additional access panels for MultiAqua units in Room 305 and 311 in HSS third floor;
- Drywall demo and patch drywall due to relocated condensate lines;
- Relocating the existing J-Box in HSS North first floor room 110 which was inaccessible due to new duct work;
- Install revised power and wiring to fan coil units in HSS South;
- Install conduit and wiring of Business Building CHWP-01 and associated VFD;
- Replace fan coil unit B-8 control valve to a CV-B12;
- Replace fan coil until B-8 motor with a 3 hp motor.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES *(continued)*

18-C CHANGE ORDER NO. 21 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 21 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$67,661.

Original Contract Amount	\$18,378,000
Previously Approved Change Orders	\$ 1,427,153
Change Order No. 21	<u>\$ 67,661</u>
Revised Contract Amount	\$19,872,814
This change order results in no change to the contract length.	

Funding Source: Measure AA

Comment: Change Order No. 21 includes the labor and material costs for the following:

- Framing and electrical changes required to create an open air plenum in Music Hall 110 above the telescoping seating;
- Updated slab with required 6" high concrete curb at third floor restrooms and corrected curb widths;
- Install Unistrut when OSHPD details could not be used due to certain areas at the wall being congested and specified studs not being able to fit between conduits at third floor hallway;
- Install a low voltage interface system in order to control the projection screen in the Music Hall;
- Fabricate new ¾" gusset steel plates and field weld all of the gussets as new steel supports for the art sculpture;
- Granitex Construction's added costs due to design impacts.

18-D CHANGE ORDER NO. 2 – STUDENT SERVICES BUILDING

Change Order No. 2 – BERNARDS BROS. on the Student Services Building project in the amount of \$13,169.

Original Contract Amount	\$77,438,000
Previously Approved Change Orders	\$ 17,634
Change Order No. 2	<u>\$ 13,169</u>
Revised Contract Amount	\$77,468,803
This change order may result in a change to the contract length.	

Funding Source: Measure U

Comment: Change Order No. 2 includes the labor and material cost for the following:

- Change linear diffuser CD-2 from white finish to brushed aluminum finish 66;
- Added web stiffeners plates to 5 beams on Level 2, added stiffener plates at the girder beams at 5 locations, a continuous 3/8" vertical cover plates on Grid Line H between 3 and 5, and deletes the kicker angles at 5 locations along gridline H.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 **FACILITIES** *(continued)*

18-E **CHANGE ORDER NO. 1 – AET/KCRW DATA NETWORK**

Change Order No. 1 – Dimension Data North America, Inc. on the AET/KCRW Data Network project for a 97-day extension to the contract length.

Original Contract Amounts	\$1,446,789.70
Previously Approved Change Orders	\$ 0
Change Order No. 1	\$ 0
Revised Contract Amount	\$1,446,789.70

Funding Source: Measure AA

Comment: Change Order No. 1 adds ninety-seven (97) calendar days to the contract length due to delay in ordering equipment due to KCRW requested changes.

18-F **CHANGE ORDER NO. 2 – AET AUDIOVISUAL & BROADCAST SYSTEMS**

Change Order No. 2 – Key Code Media on the AET Audiovisual & Broadcast Systems project in the amount of \$32,001.

Original Contract Amount	\$3,992,558
Previously Approved Change Orders	\$ 0
Change Order No. 2	\$ 32,001
Revised Contract Amount	\$4,024,559

Funding Source: Measure AA

Comment: Change Order 2 includes cost for the following:

- Provide on-site security guard starting June 12 through August 27, 2017 including eight hours on Fourth of July per Owner's Request;
- Provide second set of rack rails for the Broadcast Type A and B Racks in the Building C main server room.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 FACILITIES (continued)

18-G CORRECTION TO AGREEMENT FOR ENGINEERING SERVICES – SECURITY AND FIRE ALARM UPGRADE

Incorrect Revised Total Contract Amount for MDC Engineers was listed on the June 2017 Board of Trustees agenda where Amendment 8 was approved. Correct Revised Total Contract Amount listed below.

Original Contract Amount	\$365,000
Amendment # 1	\$275,000
Amendment # 2	\$81,340
Amendment # 3	\$58,400
Amendment # 4	\$50,850
Amendment # 5	\$58,400
Amendment # 6	\$118,800
Amendment # 7	\$72,500
<u>Amendment # 8</u>	<u>\$78,400</u>
Total To Date	\$1,158,690

Funding Source: Measure AA

Comment: There was a typographical error in the revised total contract amount. Incorrect revised contact amount was listed as \$1,080,290 but it should have been shown as \$1,158,690. No other changes or corrections need to be made.

18-H AMENDMENT TO AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES – AIR CONDITIONING

Amendment to the agreement with P2S Engineering for Architectural and Engineering Services to include design and engineering services for complete heating, ventilating, and air conditioning systems (HVAC) for the Gym and Physical Education Department Offices and the Cayton Center Building for an amount not to exceed \$320,000 plus reimbursable expenses.

Funding Source: Measure AA, V, District Capital Funds

Comment: Due to the complaints about excessive heat and humidity in the last few years, the District has studied the addition of air conditioning to permanent buildings that currently do not have cooling systems. As the District works through the facilities master planning process with the passage of Measure V, several of those buildings may be demolished and replaced by newer facilities. The basement and first floor in the west area of the Gymnasium Building are currently being renovated, however Corsair Gym and the second floor offices are not scheduled for any upgrades. The current Student Activities/Cayton Center complex is not scheduled for any renovation in the near future, so it is recommended that the District proceed with the design of permanent air conditioning for these facilities.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 **FACILITIES** *(continued)*

18-I AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES – MALIBU CAMPUS

Amendment to the agreement with M6 CONSULTING, INC. to provide project consulting services for the Malibu Campus for an amount not to exceed \$50,000 plus reimbursable expenses, effective July 5, 2017 through January 30, 2018.

Funding Source: Measure S, V

Comment: M6 Consulting has been a part of the Malibu team and has been successful in assisting with the planning and approval process for the project. The District is now working with the County of Los Angeles to obtain approval of the site lease by the Board of Supervisors. Once the lease is approved, the District intends to go to bid for construction of the project. Projects are extremely difficult to construct in Malibu and a local consultant is needed on site in Malibu to assist the District through this process.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Donald Girard, Senior Director, Government Relations/Institutional Communications

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

Approved by: Robert G. Isomoto, Vice President, Business and Administration

Title of Grant:	Community and Cultural Services	
Granting Agency:	City of Santa Monica	
Funding Amount:	\$15,000 annually (Total of \$75,000)	
Matching Funds:	N/A	
Performance Period:	June 1, 2017 – July 31, 2021	
Summary:	The City of Santa Monica provides this grant to support the annual Celebrate America Independence Day Celebration.	
Budget Augmentation:	Auxiliary Fund	
	Revenue	
	8800 Local	\$15,000
	Expenditures	
	1000 Academic Salaries	\$0
	2000 Non-Academic Salaries	\$0
	3000 Employee Benefits	\$0
	4000 Supplies & Materials	\$0
	5000 Other Operating Expenditures	15,000
	6000 Capital Outlay	\$0
	7300 Other Outgo/Indirect	\$0
	7600 Student Aid	\$0
	Total	\$15,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION *(continued)*

Requested Action: Approval/Ratification

Requestor: Georgia Lorenz, Vice President Academic Affairs

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

Approved by: Bob Isomoto, Vice President, Business and Administration

Title of Grant: **Awards for Innovation in Higher Education**
Granting Agency: State of California Department of Finance
Award Amount: \$2,000,000
Year 1 (\$630,409), Year 2 (\$829,078), Year 3 (\$540,513)
Matching Funds: N/A
Performance Period: July 1, 2016 – June 30, 2020 (3 Years)
Summary: Santa Monica College will partner with Arizona State University to implement MyEdPlan 2.0: A Student-Centered SMC Redesign. This innovation brings together an optimal balance of human interaction with technology to clarify educational pathways, intervene at critical points to support students, and reduce the time to completion. MyEdPlan 2.0 will transform SMC's existing award-winning educational planning tool, MyEdPlan, into a comprehensive framework for student success that leverages technology with new and existing student success initiatives. By achieving these goals, SMC will strengthen career planning; accelerate entry into coherent programs of study; and increase momentum and persistence. While this innovation will improve completion rates for all students, the research indicates that low-income, first generation and other underrepresented students will benefit the most as they are less likely to understand and maneuver through complex higher education systems.

Budget Augmentation: Restricted Fund 01.3

Revenue

8600	State	\$ 2,000,000
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Expenditures

1000	Academic Salaries	\$ 691,075
2000	Non-Academic Salaries	\$ 160,250
3000	Employee Benefits	\$ 219,137
4000	Supplies & Materials	\$ 16,314
5000	Other Operating Expenditures	\$ 913,224
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 0

Total		\$ 2,000,000
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 **ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

Title of Grant:	Student Financial Assistance Program (SFAA-BFAP)
Granting Agency:	California Community Colleges Chancellor's Office
Augmentation Amount:	\$1,526 (Amended Allocation \$889,508)
Matching Funds:	\$0 (Original Match \$854,760)
Performance Period:	July 1, 2016 – June 30, 2017
Summary:	The Chancellor's Office increased the SFAA-BFAP by \$1,526 due to the request of reallocated funding submitted to the Chancellor's Office on April 11, 2017.

Budget Augmentation: Restricted Fund 01.3

Revenue

8600	State	\$ 1,526
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Expenditures

1000	Academic Salary	0
2000	Non-Academic Salary	0
3000	Employee Benefit	0
4000	Supplies & Materials	0
5000	Other Operational Expenses	\$ 1,526
6000	Capital Outlay	0
7300	Other Outgo	0
7500	Financial Aid	0
Total		\$ 1,526

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 **ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

Title of Grant:

Full Time Student Success Grant (FTSSG)

Granting Agency:

California Community Colleges Chancellor's Office

Augmentation Amount:

\$89,506 (Amended Allocation \$659,606)

Matching Funds:

None

Performance Period:

July 1, 2016 – June 30, 2017

Summary:

The Chancellor's Office has increased the allocated funds for the 2016-2017 Full Time Student Success Grant in the amount of \$89,506. This increase is because the State estimated that there are going to be more "full time" Cal Grant B recipients than previously projected. The intent is to support student persistence, retention, and success—and to strengthen the value of the Cal Grant B Access award for the most disadvantaged students.

Eligible FTSSG recipients can receive up to \$300 per primary term—and up to \$600 annually.

Budget Augmentation:

Restricted Fund 74.0

Revenue

8600	State	\$ 89,506
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Expenditures

1000	Academic Salary	0
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2000	Non-Academic Salary	0
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3000	Employee Benefit	0
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4000	Supplies & Materials	0
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5000	Other Operational Expenses	0
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6000	Capital Outlay	0
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7300	Other Outgo	0
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7500	Financial Aid	\$ 89,506
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Total	\$ 89,506
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 BUDGET TRANSFERS

20-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: May 25, 2017 through June 28, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-26,000
2000	Classified/Student Salaries	-49,000
3000	Benefits	75,000
4000	Supplies	7,019
5000	Contract Services/Operating Exp	-5,589
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-1,430
Net Total:		0

20-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: May 25, 2017 through June 28, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-2,339
2000	Classified/Student Salaries	-2,200
3000	Benefits	21,632
4000	Supplies	-3,439
5000	Contract Services/Operating Exp	-4,269
6000	Sites/Buildings/Equipment	-9,385
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	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 COMMERCIAL WARRANT REGISTER

Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Commercial Warrant Register

May 1 - 31, 2017 7480 through 7522 \$17,075,674.57

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

RECOMMENDATION NO. 22 PAYROLL WARRANT REGISTER

Requested by: Ian Fraser, Payroll Manager
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Payroll Warrant Register

May 1-31, 2017 C1J- C2K \$14,407,398.17

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

RECOMMENDATION NO. 23 REISSUE OF WARRANT

Requested by: Ian Fraser, Payroll Manager
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Warrants not presented to the County Treasurer within six months are void; therefore it is requested that LACO draw a new warrant to replace the following void expired warrant(s).

<u>Employee Name:</u>	<u>Warrant #:</u>	<u>Issue Date:</u>	<u>Amount:</u>
Hossein Ali Kalantari	W8139047	07/10/2014	\$24.00
Hossein Ali Kalantari	W8493547	03/10/2015	\$50.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: Mitch Heskel, Dean (Interim), Educational Enterprise

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

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

Auxiliary Operations Payments and Purchase Orders

May 1 – 31, 2017

Covered by check & voucher numbers: 012690-013057 & 01167-01207

Bookstore fund Payments	\$230,484.76
Other Auxiliary Fund Payments	\$176,901.61
Trust and Fiduciary Fund Payments	<u>\$441,290.96</u>
TOTAL	\$848,677.33

<u>Purchase Orders issued</u>	\$ 21,251.00
May 1 – 31, 2017	

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested by: Michelle King, Director, Career and Contract Education

Approved by: Georgia Lorenz, Vice-President, Academic Affairs

Requested Action: Approval/Ratification

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. 26 ORGANIZATIONAL MEMBERSHIPS

Requested by: Chris Bonvenuto, Chief Director of Business Services

Approved by: Robert Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

Organizational Memberships

July 1, 2017	Number of Memberships	Amount
	13	\$88,966.84

Funding Sources: Departmental Budgets

Comment: The list of organizational memberships in 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. 27 AUTHORIZATION OF SIGNATURE TO APPROVE INVOICES, 2017-2018

Requested by: Christopher Bonvenuto Chief Director, Business Services

Approved by: Robert Isomoto, Vice President of Business and Administration

Requested Action: Approval/Ratification

Authorization of signature for the following staff member to approve invoices as indicated for the period July 1, 2017 through June 30, 2018.

Name/Title	Invoices
Nate Donahue Academic Senate President	X

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	July 11, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 28 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

28-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.

May 1 – 31, 2017

\$167,533,098.20

28-B AWARD OF ANNUAL CONTRACTS

The award of competitive contracts bid through various state and local agencies allows SMC to leverage buying power through strategic sourcing and achieved commodity and service savings as well as reduce administrative cost. These indirect (MRO) contracts are targeted to the products and services which SMC routinely purchases. Leveraging the aggregate buying power and strategic sourcing is a process that moves SMC away from numerous individual procurements to a broader aggregate approach, allowing SMC to achieve savings ranging from 20 to 65 percent.

- Authorize the award of agreement renewal for Annual Enterprise Microsoft Maintenance Support from Microsoft Premiere Support. Contract term July 1, 2017 through June 30, 2018. Shall not exceed \$34,999.00.

28-C AWARD OF CONTRACTS

Provider: Excelsior Elevator

Amount: \$45,248.00

Funding Source: General Fund Maintenance Budget

Summary: Renew year three of possible five for districtwide elevator inspection, testing, and maintenance under Bid# A151873NC Elevator Maintenance & Repair

Provider: Arrowhead Nestle Waters

Amount: Not to Exceed \$60,000

Funding Source: Auxiliary Services

Summary: Renew service for bottled & filtered water under RFQ 032916SF Drinking Water Delivery

Provider: Federal Supply Schedule 084 - Total Solutions for Law Enforcement

GSA Contract Number: GS-07F-0157M

Contract Period: February 1, 2002 through January 31, 2022

Summary: Galls for SMC Campus Police uniforms and law enforcement equipment (batons, pepper spray, nameplates, etc.).

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	July 11, 2017

XI. **BOARD COMMENTS**

XII. **ADJOURNMENT** – 10:46 p.m.

The meeting was adjourned in memory of **Aramazd Andressian II**, cousin of Vice-President Teresita Rodriguez; **Earl Goldberg**, retired SMC electrician; **Enedina Guerrero**, mother of Patricia Ramos, Dean, Workforce Development; and SMC student **Kevin Octavio Pineda**.

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The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, August 1, 2017** at 7 p.m. (5:30 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.

The agenda for the next meeting will include the following:

Major Items of Business

- Report: Collaborative Brain Trust/Strategic Initiative
- Report: Workforce and Economic Development

Information

- Minutes of Citizens' Bond Oversight Committee Meeting, July 19, 2017

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	July 11, 2017

APPENDIX A

SUBJECT: GRANTS OFFICE ANNUAL REPORT, 2016-2017

Overview

Santa Monica College's Grants Office is responsible for the identification, development, and submission of grant applications to public and private sources, as well as direct and indirect grant management carried out in conjunction with the grant team. These grant-funded projects provide financial support to faculty/staff, departments and programs, and the institution in general to assist with the development, implementation, and ongoing maintenance of instructional and student support programs in support of Santa Monica College's (SMC) mission, vision, strategic initiatives, supporting goals, and institutional learning outcomes. Each year, program success is based on the following:

- 1) Total grant funds managed each year by the College
- 2) Number of grants submitted
- 3) Number of grants awarded
- 4) Success rate
- 5) Diversity of grant funding sources
- 6) Number of grants that align with the Mission, Strategic Initiatives and priorities, and Institutional Learning Outcomes of the College
- 7) Diversity of programs on campus engaged in the grant process

2016-2017 Highlights

- SMC was awarded more than \$9 million in new grant revenue, making it the second most successful year with regard to total revenue awarded. The most successful year was 2010-2011, which generated more than \$10 million in new revenue.
- SMC received its second National Science Foundation grant and its second Title VIA Undergraduate Studies International Studies and Foreign Languages.
- SMC's STEM programming received the most funding, including a \$6 million grant from the U.S. Department of Education and more than \$400,000 in scholarships for students pursuing STEM degree and careers.
- New programs initiated this year through grant funding include Santa Monica College's Promise Program, efforts to increase the use of open educational resources, and the development and implementation of guided pathways.

Grants Submitted, Awarded, and Rate of Success

In 2016-2017, SMC managed more than \$5 million in grant funds through 34 grant projects funded by local, state, and federal organizations, both public and private, all of which are supportive of the College's mission. This is a slight increase in total annual revenue generated through grants, as the College managed slightly less than \$5 million in 2015-2016. This \$5 million in annual revenue from grants included 22 new awards, including 18 new awards that came through the Grants Office. These 18 awards had a total value of more than \$9 million, including \$2,587,643 to support the 2016-2017 year directly. (A complete list of grants submitted/awarded is included in Attachment 1.)

In total, the Grants Office submitted 24 proposals to support the 2016-2017 academic year and was a collaborative partner on one additional proposal submitted by the University of California, Los Angeles, thereby yielding a success rate of 72.0 percent. Table 1 compares the number of grants submitted and awarded since 2005-2006 and provides averages over time for each data point.

Table 1: Historical Overview and Comparison of Grants Submitted/Awarded since 2005

Academic Year	Grants Submitted	Grants Awarded	Percentage Awarded	Total Awarded (in millions)	Single Year Impact
2005-2006	7	5	71.4%	\$3.8	\$1.4
2006-2007	9	6	66.7%	\$4.0	\$1.2
2007-2008	12	10	83.3%	\$2.8	\$1.7
2008-2009	17	9	52.9%	\$1.9	\$0.93
2009-2010	16	6	37.5%	\$3.0	\$1.5
2010-2011	22	11	50.0%	\$10.8	\$3.5
2011-2012	12	5	41.7%	\$6.8	\$1.7
2012-2013	20	11	55.0%	\$5.6	\$1.6
2013-2014	18	11	61.1%	\$0.67	\$0.45
2014-2015	22	16	72.7%	\$2.9	\$1.7
2015-2016	28	12	42.9%	\$2.2	\$0.89
2016-2017	25	18	72.0%	\$9.1	\$2.6
TOTAL	208	120	57.7%	\$53.6	\$19.2
Average	17.3	10.0	57.7%	\$4.5	\$1.60

The goal of the Grants Office is to submit an average of two grants per month and yield a success rate of 50% or higher. As Table 1 notes, this has not always been possible, and there has been some significant inconsistencies over time. The only output measure that can be controlled by the Grants Office is the number of grants submitted, which has steadily increased over time. Since 2014, the Grants Office has benefitted from a part-time grant consultant (funded by either the College or the Santa Monica College Foundation) who has helped to increase the number of grants submitted. This additional assistance is particularly important to ensuring that the college is able to submit competitive applications for grant programs that have deadlines that fall on or near the same date. In addition, the additional assistance enables the college to pursue both public and private grants, which offer increased flexibility for faculty and programs as they work to support student success.

In years past, there were many years that the College (either on its own or through the Foundation) did not submit any private grants. However, since 2014, the College has submitted 40 private grant application compared to only 9 applications the previous three years total. Table 2 provides an overview of grants submitted in 2016-2017 by source.

Table 2: Grant Submission Success Rate by Funding Source (2016-2017)

Source of Funds	Grants Submitted	Grants Awarded	Success Rate
Federal Govt.	8	4	50.0%
State Govt.	10	9	90.0%
Local Govt.	0	0	--
Private	7	5	71.4%
Total	25	18	72.0%

Diversity of Funding Sources

The California Community Colleges Chancellor's Office and the U.S. Department of Education were the college's primary grant sources in 2016-2017, providing grant support for new program development. While funding from public sources accounted for 95% of the grant funds awarded in 2016-2017, the private grants provide an option for established programs that want to do something new and/or need additional resources to serve their students. Programs, like Guardian Scholars, rely heavily on private grant funding to address the needs of their students. These programs are too small to be competitive for a state or federal grant, but still benefit from additional revenue at the local level.

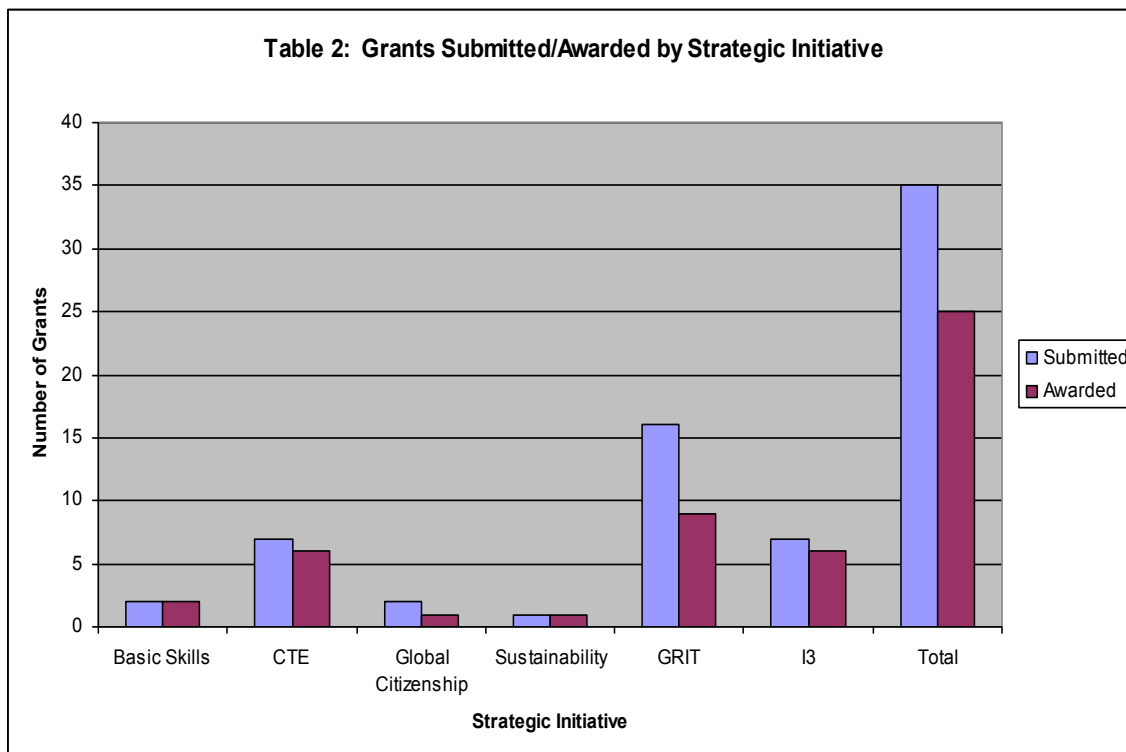
In addition, new programs with a strictly local focus, like Santa Monica College's emerging Promise Program, must pursue local/regional private funding if they are to develop and achieve sustainability. This is true at least until such time that the State of California establishes a state sponsored Promise Program, following in the footsteps of Tennessee or New York. During the 2016-2017 academic year, the State of California offered a publicly funded grant program to support the development of a Promise Program. Santa Monica College submitted a grant application for this competition but was not awarded a grant. The primary challenge for Santa Monica College in state-sponsored grants to serve low-income students is the perception that Santa Monica College and its students are not as financially need as other colleges and students in the state. When one considers the many rural community colleges located throughout the state, the large number of urban colleges that serve primarily the inner cities, SMC is not competitive without programming that specifically targets the students that come into the District from elsewhere.

Given that Santa Monica College is not perceived to have as many needs as other institutions, it is critical that when the college establishes programs such as the Promise Program to serve the local community that it has the support of the community, including the City of Santa Monica, the local government, the Santa Monica-Malibu Unified School District, the Board of Directors of the Santa Monica College Foundation, the Santa Monica College Foundation's President's Circle, and other noteworthy donors and constituency groups, such as the Rotary Club. These are the individuals and organizations that best understand the needs of our students and the first place we should turn for support of programs designed to serve those students.

One of the reasons that the Grants Office has been working closely with the Foundation to increase the number of private grants submitted is so the College has a history with these foundations and can build upon these relationships in the future when programs such as Promise are identified as institutional fundraising priorities. In the past year, the Grants Office, working through and in conjunction with the Santa Monica College Foundation, submitted grants to two new foundations, including the Mark Hughes Foundation, which awarded a \$25,000 grant to the Guardian Scholars Program. In addition, the Grants Office submitted a second request to the Ahmanson Foundation at the request of one of their Board members and a friend of the College. Both requests will support the Promise Program. The Grants Office and the Santa Monica College Foundation will continue to identify local/regional private foundations and organizations with an interest in the success of the college to support this program and others as they emerge. The ability to maintain a comparable private/public ratio that leverages state resources with private investments is not only an accomplishment, but essential to an effective grant development function.

Alignment with Institutional Mission, Priorities, and Outcomes

In addition to measuring program effectiveness by the number of grants submitted and awarded, the Grants Office measures its effectiveness by the number of grants submitted that address the mission of the College, its Strategic Initiatives, and/or its Institutional Learning Outcomes. In 2016-2017, 100% of the grants submitted by or on behalf of the college addressed the college's mission, as well as its priorities and outcomes. The following table provides a breakdown of grants submitted and awarded to support 2016-2017 and their alignment with SMC's Strategic Initiatives, which include all strategic initiatives identified in the past 10 years. (Many grants support more than one strategic priority, and thus the total adds to more than the actual number of grants submitted and awarded.)

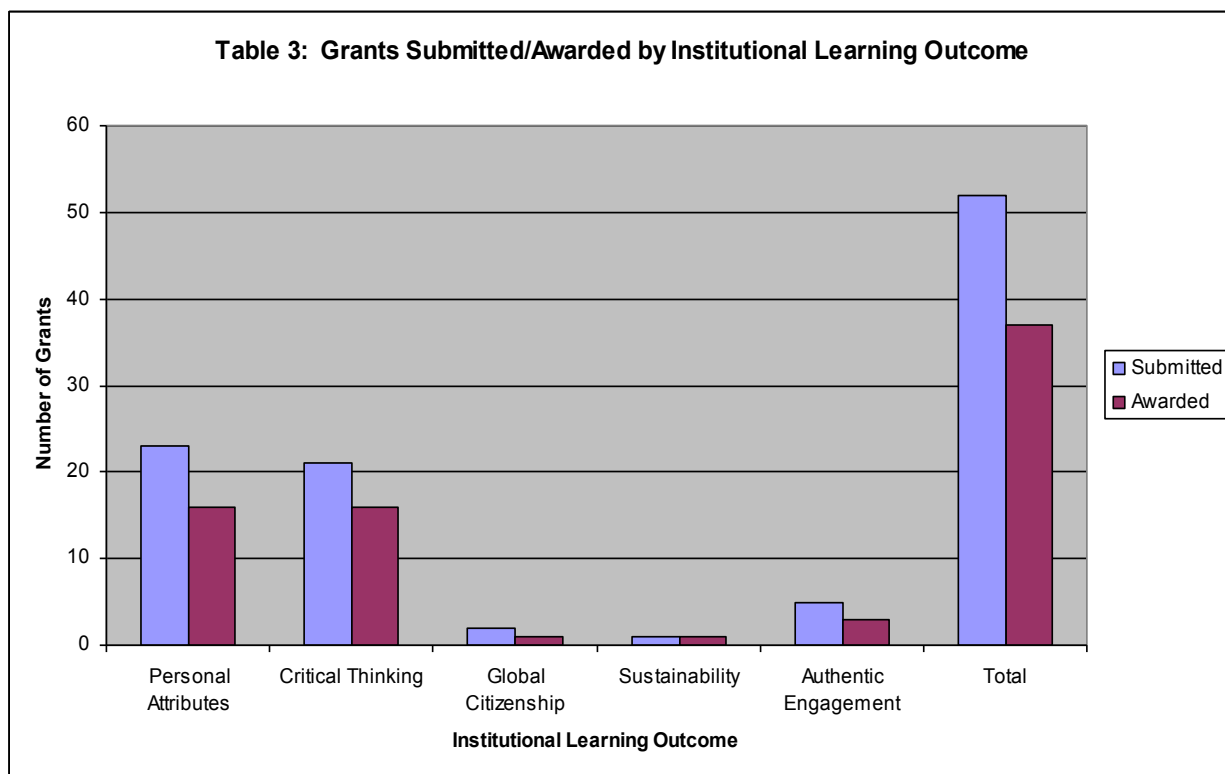


The alignment of grants submitted/awarded with Strategic Initiatives and priorities is somewhat subjective, as there is no formal process for determining this alignment, and the Grants Office assesses this alignment based on its own understanding of the goals, objectives, and outcomes of each individual grant. For many grants, this alignment is fairly straightforward, as it was with the Basic Skills Student Outcomes and Transformation grant. However, for others, such as the numerous grants in support of the Guardian Scholars Program or for the emerging Guided Pathways restructuring, this alignment is less clear and subject to the personal assessment and opinion of where projects fall.

To help further clarify this table, the Grants Office has aligned any grant to support the Guardian Scholars Program with the GRIT Initiative as the Guardian Scholars Program is working to foster GRIT among current and former foster youth enrolled at SMC. While the program has not been identified by the GRIT Initiative or its committee as a strategy for promoting GRIT on campus, it is clearly aligned with the goals and intent of this initiative. Likewise, other grant submissions and awards that promote student success through specific student support initiatives, including many of the grants for the STEM programs are aligned with the GRIT Initiative, given their focus on fostering GRIT among students traditionally underrepresented in STEM. This includes scholarship grants, which provide more than financial resources and complement other services provided to students. On the other hand, the development and implementation of guided pathways is an innovation that will systemically change how SMC assists students in meeting their education and career goals. As such, all Guided Pathways focused grants are included under I3 ("I cubed").

Several noteworthy assessments can be made upon viewing the alignment of grants with Strategic Initiatives. While the college was able to submit grants in support of each initiative, there was an increase in the number of grants to support GRIT, building upon the college’s increased focus on student retention, persistence, and completion. However, there has been a considerable decline in the number of grants to support Basic Skills and Sustainability. With regard to Basic Skills, this reduction may reflect the fact that many efforts to improve student success in pre-college math and English have been institutionalized and/or integrated into the fabric of the college, thus negating the need for targeted grant support. In addition, the primary source of funding for improving success in pre-college math and English, the BSI Program, is a state categorical program, although SMC did receive a \$1.5 million grant through the state funding Basic Skills Transformation & Student Outcomes Program. For Sustainability, the reduction in grants submitted/awarded reflects a decrease in available grant funding opportunities, as well as enrollment concerns that are challenging the existing Sustainable Technologies Program.

The Grants Office also tracks grant submissions by Institutional Learning Outcomes. The following table provides an overview of grants submitted and awarded by ILO. Again, many grants support more than one outcome, and thus the total adds to more than the actual number submitted/awarded.

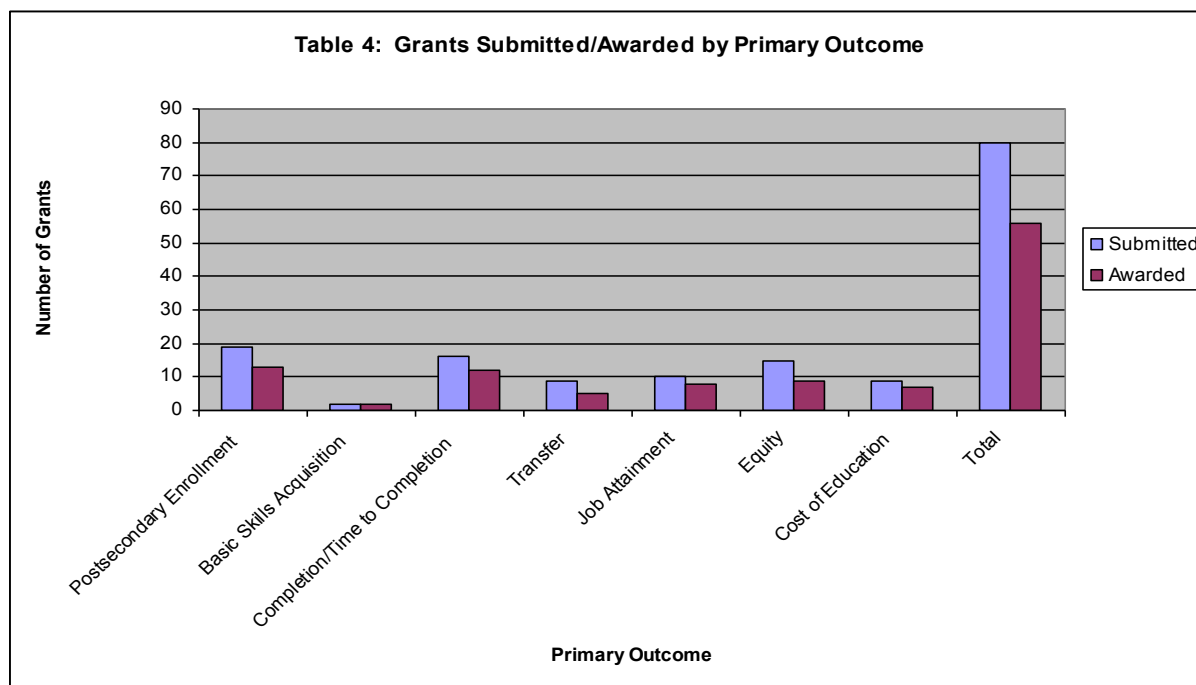


To help illustrate which grants may be included in each ILO, nearly all student support focused grants, such as STEM, Guardian Scholars, and Nursing, are aligned with ILO #1, Personal Attributes. Grants that include an instructional component, such as the UISFL grant for Modern Languages, the U.S. Department of Education funded STEM grant, and the Basic Skills Student Outcomes and Transformation grant, are included in ILO #2, Critical Thinking. Grants that include among their goals, the development of cultural competency and commitment to sustainable and ethical living, are included in ILO #3 and ILO #4 respectively. Finally, grants that include an applied learning component are included in ILO #5, Authentic Engagement. Once again, the Grants Office was able to submit grants in support of each ILO. In the future, if the college identifies more specific priorities with regard to Strategic Initiatives and/or Institutional Learning Outcome, the Grants Office is in a position to focus its efforts on those priorities as well.

For the first time this year, the Grants Office began tracking grants by their primary focus in relation to overarching institutional goals and outcomes. In an effort to ensure meaningful data collection and analysis, the Grants Office used the Institutional Effectiveness Dashboard and its own knowledge of college priorities as outlined during the Accreditation and Program Review processes to identify seven core priorities for the college. These seven areas of focus include:

- | | |
|--|----------------------|
| 1) access to postsecondary enrollment | 5) job attainment |
| 2) basic skills acquisition | 6) student equity |
| 3) completion (including time to completion) | 7) cost of education |
| 4) transfer | |

While these areas of interest have not yet been vetted by any other group on campus, they have been identified in other institutional planning documents, as well as in state resource documents, as priorities for the college. Table 4 provides an overview of grants submitted and awarded in relation to each of these core priorities. As with Strategic Initiatives and Institutional Learning Outcomes, individual grants may address more than one primary outcome, and thus the total number is greater than the actual number submitted and awarded.



As Table 4 demonstrates, in 2016-2017, there was a nearly even split among these seven areas with regard to the number of grants submitted/awarded. However, it is surprising that the number of grants submitted to support Basic Skills Acquisition is significantly lower than the other areas given that students continue to struggle to acquire the skills necessary to succeed in college. As previously noted, this may be a reflection of the significant number of institutional resources spent on improving student success in math and English, both at the local/institutional level and the state level, not only this past year but over the past decade.

The submission of grants in direct support of strategic initiatives, institutional learning outcomes, and primary goals/objectives also helps the college's Board of Trustees achieve its priority to pursue and obtain appropriate external funding.

Diversity of SMC Programs Engaged in Grant Development/Management

Lastly, the Grants Office measures its accomplishments based on the number of programs on campus that the office is able to assist through grant development and/or assistance with grant management. In 2016-2017, the Grants Office supported the following programs on campus (which includes grants submitted/awarded for 2016-2017, as well as grants that were developed and submitted during the 2016-2017 academic year in support of the 2017-2018 and have been either awarded or are still pending):

Department/Program	Support Provided by Grants Office (2016-2017)			
	Grant Development			Grant Management Support/Technical Assistance
	Submitted	Awarded	Pending	
Adult Education/Family Literacy	2	1	1	
Basic Skills (Math & English)	1	1		
Student Services				
1) High School Outreach	1			
2) Upward Bound	2	1	1	
3) Center for Wellness and Well Being				✓
4) Guardian Scholars	6	3		✓
5) Asian/Pacific Islander Student Support	1			
6) Associated Students	1	1		
7) Child Care Services	1		1	
Career Technical Education				
1) Health Sciences / Nursing	4	2	2	✓
2) Sustainable Technologies	1	1		✓
3) Education/Early Childhood Education	2	1	1	✓
4) Film Production/Film Studies	1		1	
Transfer				
1) History				✓
2) Geology/GIS	1			
3) Modern Languages	4	1	1	✓
4) STEM				
-Programming	2	1		
-Scholarship Support	2	2		✓
Guided Pathways (Academic Affairs)	4	3		
College Promise Program	4	2		✓
Global Citizenship Initiative	2	2		✓
Textbook Affordability	2	2		✓
TOTAL	44	24	8	11

In 2016-2017, several new programs received support from the Grants Office, including the Associated Students, who received a grant to promote civic engagement and voting in the national election, and the Geology/GIS Program, which included the participation of several new faculty and the development of strategies to use GIS as a tool to increase student interest in the geosciences. The Geology proposal was submitted to the National Science Foundation and included California State University, Northridge. Although the grant was not funded, it was recommended by the review panel for funding if funding was available to support it. Unfortunately, there was not enough funding in the pool to make an award, but the proposal development team, led by Earth Science professors Jing Liu and Vicki Drake, are already working on the resubmission.

Each year, the Grants Office works to expand the number of programs on campus that actively pursue grants, but this engagement is hindered by several factors, including 1) time constraints on the part of the Grants Office to reach out to new programs; 2) the capacity of the targeted programs to participate in the grant development process; 3) availability of grant opportunities for the targeted programs; and 4) individual and program concerns that grant management requires more work than the programs have time to allocate given other program priorities.

Summary

In conclusion, Santa Monica College, working in conjunction with the Santa Monica College Foundation, had a very successful year with regard to grant development management. The grants effort achieved its goals and objectives to increase revenue, expand program participation in grants, and address the college's core goals. In addition, the Grants Office worked with numerous programs on campus to achieve their individual goals, most specifically the Science and Research Initiative, which received a second five-year award to increase the number of low-income students pursuing degrees and careers in STEM, targeting students traditionally underrepresented in STEM, including Latino and African American students. As the college enters the 2017-2018 academic year, grants will continue to provide financial support to the college as it works to achieve its mission and outcomes, as well as its new and continuing strategic priorities. To the extent possible and in compliance with local, state, and federal requirements, the Grants Office will work with Fiscal Services and others on campus to use grant funds to address budget challenges.

Attachment 1: List of Grants Submitted and Awarded to support 2016-2017

	Funding Source / Program Name	Description	2016-2017 Grant Request	Total Grant Request	Status	Board Priorities (16/17)	ILO	SI
1	National Science Foundation - S-STEM Program	To fund scholarships for students pursuing degrees and careers in STEM, building upon the existing Science and Research Initiative and providing additional support to scholarship recipients in Math 2 and 7	95,920	649,723	Awarded	BP 8	1, 2	GRIT
2	U.S. Department of Education - Talent Search	To promote postsecondary education and provide college readiness services at Fremont High School	240,000	1,200,000	Denied	BP 2	1, 2	GRIT
3	California Department of Education - WIA/Adult Education and Family Literacy Act Funding	To strengthen existing non-credit ESL and EL Civics programming through the addition of tutoring, counseling, increased use of technology, and development of vocational ESL classes	246,655	246,655	Awarded	BP 2	1, 2	BS
4	National Institute of Standards and Technology - Summer Undergraduate Research Fellowship (SURF)	To offer a summer internship for a STEM student with the Gaithersburg SURF Program	8,500	8,500	Denied	BP 8	1, 2, 5	GRIT
5	Partners of America - Capacity Building for Undergraduate Study Abroad	To strengthen institutional capacity to offer study abroad by increasing the number of students participating, expanding the number of instructional programs participating in study abroad (to include CTE), and enhancing the role of language study in study abroad. This project will include a winter session in Argentina and a field study in Japan and will train teams of faculty to facilitate study in each country.	50,000	50,000	Denied	BP 4	1,2, 3,5	CTE I3, GRIT GC

6	California Community Colleges' Chancellor's Office - Basic Skills and Student Transformations Program	To provide instructional and student support services to students who place into pre-college level math and English, focusing on accelerated math placement so that students may place directly into college level math/English, First Year Experience activities (including summer bridge), embedded tutoring/SI, and development of career pathways that integrate and/or contextualize math/English remediation in context of a degree or certificate (similar to themed instruction).	438,527	1,500,000	Awarded	BP 2 & 7	1, 2	BS
7	California Community Colleges' Chancellor's Office - Enrollment Growth for Nursing	To Increase (maintain) enrollment in the Nursing Program at 40 students per semester, which is 10 students beyond the base enrollment of the program.	154,000	154,000	Awarded	BP 4	1,2	CTE
8	California Community Colleges' Chancellor's Office - Assessment, Remediation, and Retention for Nursing	To provide instructional and student support services to students enrolled in the Nursing Program so as to yield an annual retention/persistence rate of 85% or higher.	114,000	114,000	Awarded	BP 4	1,2	CTE
9	U.S. Department of Education Asian American/Native American Pacific Islander Serving Institutions Program	To strengthen institutional capacity to serve low-income underrepresented Asian American/Pacific Islander students through the development of accelerated math workshops (coupled with intrusive assessment and advising) and Student Leadership Academy (including Leadership Certificate), mentoring, more centralized tutoring services, and the establishment of a Collaborative Learning Center in the Library.	349,844	1,747,850	Denied	BP 2	1,2	GRIT
10	U.S. Department of Education - HSI and STEM Articulation Program	To expand the STEM Scholars Program and establish a permanent home for the Program in the STEM Learning and Leadership Innovation Center	1,199,413	5,997,495	Awarded	BP 2 & 7	1,2	GRIT, I3
11	Mark Hughes Foundation	To provide core operating support for the Guardian Scholars Program	25,000	25,000	Awarded	BP 9	1	GRIT
12	California Wellness Foundation	To provide core operating support for the Guardian Scholars Program	50,000	50,000	Denied	BP 9	1	GRIT

13	California Community Colleges' Chancellor's Office - Textbook Affordability Program	To expand the use of Open Educational Resources across disciplines so as to reduce the overall cost of textbooks for students	50,000	50,000	Awarded	BP 8	2	I3,
14	Ahmanson Foundation - Board member directed	To support student scholarships/aid in support of student success (unsolicited)	10,000	10,000	Awarded	BP 8	2	GRIT
15	David and Linda Shaheen Foundation	To support Guardian Scholars	50,000	50,000	Denied	BP 9	1	GRIT
16	U.S. Department of Education - Undergraduate International Studies and Foreign Languages (UISFL)	To increase the number of SMC students who are studying a foreign language, particularly among students pursuing CTE degrees and certificates	94,630	189,446	Awarded	BP 4	1,2,3,5	CTE, I3, GRIT, GC
17	Ahmanson Foundation - Board member directed	To support the development of a College Promise Program (grant may support the 2017-2018 academic year depending on progress made by college)	25,000	25,000	Awarded	BP 8	1,2	GRIT
18	Foundation for California Community Colleges - California Civics Impact Project	To increase the number of SMC students, as well as faculty and staff, who are not only registered to vote but do vote.	10,000	10,000	Awarded	BP 17	1	GRIT
19	Sidney S. Stern Memorial Trust	To support Guardian Scholars	5,000	5,000	Awarded	BP 9	1	GRIT
20	Los Angeles Trade Technical College - Prop 39 Clean Energy Jobs Creation Workforce Program	To strengthen existing coursework in Energy Efficiency and develop new coursework to 1) increase the number of students pursuing careers and degrees/certificates in Energy Efficiency; and 2) strengthen the skills of currently employed professionals through the development and delivery of non-credit coursework	26,998	26,998	Awarded	BP 4	2	CTE, SUST
21	College Futures Foundation - California College Promise Innovation Planning Grant	To engage in planning activities regarding the upcoming College Promise grant designed to address equity gaps for low-income, first generation college students, targeting the transition from high school to college	20,000	20,000	Denied	BP 8	1,2	GRIT

22	College Futures Foundation - Award for Innovation in Higher Education Planning Grant	To engage in planning activities in support of the upcoming Award for Innovation grant designed to reduce the time to completion and cost of education through the implementation of guided pathways across the college	20,000	20,000	Awarded	BP 3	1,2	I3,
23	Edison	To provide scholarship incentives to students in the SRI Program so that they will enroll in and complete the courses required for participation	25,000	25,000	Awarded	BP 8	1,2	GRIT
24	California Community Colleges' Chancellor's Office - Zero Textbook Cost Degree Program	To assess the feasibility of developing Z degrees and/or certificates in Early Childhood Education and Computer Science, including the adoption of zero cost textbooks in general education courses	35,000	35,000	Awarded	BP 8	1,2	I3, CTE
25	California Commission on Teacher Credentialing - Development and Implementation of 4-Year Integrated Programs Leading to a Baccalaureate Degree and Teaching Credential	UCLA will subcontract with SMC to plan a pathway for students to get their secondary teaching credential in math and science in conjunction with a bilingual certification	12,500	12,500	Awarded	BP 4	1,2	CTE, I3

Total Requested	\$ 3,355,987	\$ 12,222,167
Total Awarded	\$ 2,587,643	\$ 9,095,817
Number of Proposals Submitted	25	
Number of Proposals Awarded	18	
Success Rate	0.72	