



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, JUNE 4, 2019

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	June 4, 2019

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, June 4, 2019.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 5:30 p.m.
- ROLL CALL
 Dr. Margaret Quiñones-Perez, Chair - Present
 Dr. Nancy Greenstein, Vice-Chair - Present
 Dr. Susan Aminoff - Excused Absence
 Dr. Louise Jaffe - Present
 Rob Rader - Present
 Dr. Sion Roy - Present
 Barry A. Snell - Present
 Brooke Harrington, Incoming Student Trustee – Present (for public session)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None
- RECOGNITION: 40TH ANNUAL STUDENT PHOTOGRAPHY AWARDS

II. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Sherri Lee-Lewis, Interim 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: Sherri Lee-Lewis, Interim Vice-President, Human Resources
 Robert Myers, Campus Counsel
 Employee Organization: SMC Faculty Association

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

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(4)) Consideration of initiation of litigation (one case)

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS - 7 p.m.

- PLEDGE OF ALLEGIANCE – Brooke Harrington
- INSTALLATION OF STUDENT TRUSTEE
Board Chair Margaret Quiñones-Perez administered the Oath of Allegiance to Brooke Harrington and installed her as Student Trustee for 2019-2020.
- 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: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS

Don Girard
Walter Meyer
Angelica Duran
Steph Anderson
Kevin Chicas
Edna Chavarry
Joelle Adams
Jean Palk-Schoenberg
Cindi Benduzú Palamino
Christopher Floyd
Joshua Thomas

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. CONSENT AGENDA

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

Approval of Minutes

#1 Approval of Minutes: May 7, 2019 (Regular Meeting)

Annual Recommendations

- #2 Election of Personnel, 2019-2020
- #3 Resolution Fixing the Employer's Contribution Under the Public Employees' Medical and Hospital Care Act
- #4 Destruction of Class 3 Records
- #5 Year-End Appropriations Transfers
- #6 Disposal of Surplus Property
- #7 Authorization of Signatures for JP Morgan Chase Bank, 2018-2019
- #8 Annual Resolution – Temporary Inter-Fund Cash Borrowing
- #9 Annual Resolution – Cash Borrowing from the County Treasury
- #10 Annual Authorization of Signatures, 2019-2020
- #11 2019-2020 Annual Contracts and Consultants

Academic and Student Affairs

- #12 New Courses and Degrees, Spring 2019

Contracts and Consultants

- #13-A Approval of Contracts and Consultants
- #13-B Ratification of Contracts and Consultants
- #13-C Contracts for Celebrate America

Human Resources

- #14 Academic Personnel
- #15 Classified Personnel – Regular
- #16 Classified Personnel – Limited Duration
- #17 Classified Personnel – Non Merit

Facilities and Fiscal

- #18 Facilities
 - A Change Order No. 19 – Student Services
 - B Civic Center Participation Agreement and Authorization of Payment of Owner's Share to L.A. County Waterworks District No. 29, Malibu for Water Service at Malibu Civic Center
 - C Award of Contract – Parking Lot Reseal and Restripe
 - D Award of Contract – Boltless Steel Shelving and Installation
 - E Pool Payment Under Joint Use Facilities Agreement
- #19 Acceptance of Grants and Budget Augmentation
- #20 Commercial Warrant Register
- #21 Payroll Warrant Register
- #22 Auxiliary Payments and Purchase Orders
- #23 Providers for Community and Contract Education
- #24 Organizational Memberships
- #25 Purchasing
 - A Award of Purchase Orders

IX. CONSENT AGENDA – Pulled Recommendations

X. MAJOR ITEMS OF BUSINESS

- #26 Five-Year Construction Plan 2019-2020 through 2024-2025
- #27 Public Hearing – Faculty Association Initial Collective Bargaining Proposal for Successor Agreement
- #28 Fiscal and Use Agreement Between SMMUSD and SMC for the John Adams Middle School Auditorium Project
- #29 Master Facilities Use Agreement Between SMMUSD and SMC
- #30 Award of Contract – Temporary Air Conditioning
- #31 2018-2020 Tentative Budget

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, June 4, 2019 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.

APPENDIX A 2019-2020 Annual Contracts and Consultants

APPENDIX B 2019-2020 Tentative Budget

BOARD OF TRUSTEES	SUPERINTENDENT'S REPORT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

IV. SUPERINTENDENT'S REPORT

Updates

Graduation and Related Activities

- Student Services Celebration (Adelante, Black Collegians, EOPS, Pico Promise, DSPS, Athletics) -May 31, 2019
- Nursing Pinning Ceremony - June 6, 2019
- Respiratory Therapy Pinning Ceremony -June 7, 2019
- Dreamers Graduation - June 8, 2019
- SMC Scholarship Awards Ceremony - June 8, 2019
- Spring Celebration (*retirement and recognition*) - June 10, 2019
- Pre-Graduation Reception and Graduation - June 11, 2019
- Celebrate America - June 29, 2019

In addition to the activities listed above, the Adelante Club, Black Collegians Club and Law School Pathways also held events to celebrate their graduates and the Dale Ride Internship Program celebrated this year's interns.

Recognition

SMC's Men's Basketball Coach Joshua Thomas announced the recent national letter of intent signings for two of his players. Sophomores Kyle Young (Beverly Hills High) and Marcus Harris (Santa Monica High) signed Full Ride scholarships to Florida Memorial University, which is about 35 minutes from South Beach Miami. Young and Harris led the Corsairs to the State Tournament (Elite 8) this season.

Two SMC STEM students - Kevin Noha Martinez and Mariamawit Jembere - have been selected for the 2019 Station 1 Frontiers Fellowship program that commences June 9, 2019. The is a unique and prestigious ten-week residential summer science and technology education, research, and internship program.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

VIII. CONSENT AGENDA

Recommendations pulled for separate action and discussed in
Section VIII, Consent Agenda – Pulled Recommendations: #11 – A (8), D (13, 29), E (3), K (27), O (I), #14

Public Comment on Recommendation #18-C

Cy Askary

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#25.
Excluding: #11 – A(8), D (13, 29), E (3), K(27), O (I), #14

MOTION MADE BY: Rob Rader
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 11 – 2019-2020 Annual Contracts and Consultants

A: Academic Affairs; (8) Canvas/Instructure

MOTION MADE BY: Rob Rader
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

D: Enrollment Development; (13) Salesforce Foundation

MOTION MADE BY: Rob Rader
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSTAIN: 1 (Quiñones-Perez)

Enrollment Development; (29) International Education Advising Centers

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

E: Fiscal/Advocacy/Government Relations/Institutional Communications;(3)Eide Bailly LLP

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

K: Marketing, Community Outreach, Recruitment, Web/Social Media; (27) Google
Facebook/Instagram, Snapchat, Spotify, and Related social Media Channels

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

O: Student Affairs; (I) Associated Students

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. 14 – Academic Personnel

MOTION MADE BY: Louise Jaffe
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

RECOMMENDATION NO. 1 **APPROVAL OF MINUTES**

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

May 7, 2019 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 2 ELECTION OF PERSONNEL, 2019-2020

Requested Action: Approval of the following annual elections/reelections, effective July 1, 2019

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

Academic Personnel: Declare salary schedules indefinite for 2019-2020 and place academic personnel to the appropriate place on their respective salary schedules for the 2019-2020 fiscal year.

1. Contract and Regular Academic Personnel
2. Academic Hourly, Adult Education, Emeritus College and Substitutes

Classified Personnel: Declare salary schedules indefinite for 2019-2020 and place classified personnel to the appropriate place on their respective 2019 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2019-2020 and place unrepresented personnel to the appropriate place on their respective 2019 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2019:

Executive Vice-President
Vice-President
Special Assistant to the Superintendent/President
Senior Director
Senior Administrative Dean
Dean
Associate Dean
Director
Assistant Director

Comment: Lists on file in the Human Resources office and attached to the permanent minutes. All academic and classified personnel (including managers and confidential employees) are required by the Los Angeles County Office of Education re-elected for the upcoming fiscal year for budgetary reasons and payroll processing.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 3

**RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

Requested Action: Adoption

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

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

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

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

RESOLVED, That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of \$1,033.18 per month, plus administrative fees and Contingency Reserve Fund Assessments.

Comment: The base medical benefit amount is to be increased annually in accordance with the benefits article in the contract agreements with CSEA, the SMC Faculty Association, and the SMC Police Officers Association and by Board Resolution covering the Special Districts.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 4 DESTRUCTION OF CLASS 3 RECORDS

Requested Action: Approval

*Approved by: Kathryn E. Jeffery, Superintendent/President
Elaine Polachek, Interim Executive Vice-President
Teresita Rodriguez, Vice-President, Enrollment Development
Sherri Lee-Lewis, Interim Vice-President, Human Resources*

Approve the destruction of class 3 records (older than three years) stored for Admissions and Records, Financial Aid, Outreach, Assessment, EOP&S, Business Services, Human Resources and Personnel Commission.

Comment: This is an annual recommendation for class 3 records which are disposable records that have been maintained for at least three years. This classification includes such items as enrollment cards, add-drop cards, purchase orders, periodic reports, and attendance records. This also includes such items for the Human Resources and the Personnel Commission as recruitment and examination records for classified personnel. All data from these source documents has been recorded on a higher classification record that is stored.

RECOMMENDATION NO. 5 YEAR-END APPROPRIATIONS TRANSFERS

Requested by: Christopher Bonvenuto, Chief Director, Business Services

Approved by: Elaine Polachek, Interim Executive Vice-President

Requested Action: Approval

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2018-2019 to permit the payment of obligations of the district incurred during the year.

Comment: This action is a recurring practice of the County Superintendent of Schools which permits the processing of warrants and liabilities for the District during the closing of the financial records for the fiscal year.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 6 DISPOSAL OF SURPLUS PROPERTY

Requested Action: Approval

Approved by: Elaine Polachek, Interim Executive Vice-President

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2019-2020.

Comment: Education Code Section 81450 defines surplus equipment as equipment no longer required or suitable for college use or equipment that should be disposed of for the purpose of replacement. Surplus equipment is stored in the District warehouse which has limited space. The District periodically needs to dispose of equipment that is in disrepair or is obsolete and is no longer needed by:

- Transfer to other Institutions;
- Transfer to State agencies;
- Sale to other eligible political sub-divisions of the state and other governmental agencies;
- Donation to a public school or public school system;
- Sale by Public or Internet auction

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 7 AUTHORIZATION OF SIGNATURES FOR JP MORGAN CHASE BANK, 2019-2020

Requested by: Christopher Bonvenuto, Chief Director, Business Services

Approved by: Elaine Polachek, Interim Executive Vice-President

Requested Action: Approval

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on JP Morgan Chase Bank existing and new accounts for 2019-2020.

1. District Accounts

District Clearing Account
Community Services Account
Bursar's Office Cash Account
Parking Account
Bursar's Office Credit Card Account
Cal B and C Account
Revolving Cash Account

Designated Signatories for District Accounts

Kathryn E. Jeffery
Elaine Polachek
Christopher Bonvenuto

2. Auxiliary Services/Associated Students Accounts

Associated Students Account
Associated Students Money Market Account
Associated Students Investment Account
Auxiliary Services Accounts
Auxiliary Services Money Market Account

Designated Signatories

Kathryn E. Jeffery
Elaine Polachek
Christopher Bonvenuto
Mitch Heskell
David Dever

Authorization for the District to use one facsimile signature of a designated signatory when two signatures are required. Two signatures are required on all checks for more than \$500.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 8 ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING

Requested by: Christopher Bonvenuto, Chief Director, Business Services

Approved by: Elaine Polachek, Interim Executive Vice-President

Requested Action: Approval

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

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

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$15,000,000
- 2) For Fiscal Year 2019-2020.
- 3) Shall not exceed 75 percent of any moneys held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$15,000,000.

Comment: Given the instability inherent in the Apportionment payment process, Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2019-2020 fiscal year.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 9 ANNUAL RESOLUTION – CASH BORROWING FROM THE COUNTY TREASURY

Requested by: Christopher Bonvenuto, Chief Director, Business Services

Approved by: Elaine Polachek, Interim Executive Vice-President

Requested Action: Approval

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

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the Los Angeles County Treasurer, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$30,000,000
- 2) For Fiscal Year 2019-2020
- 3) Shall not exceed 85 percent of the anticipated revenues accruing to the District.
- 4) Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the 2019-2020 fiscal year.
- 5) Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this resolution to authorize the request to the Los Angeles County Treasurer to make temporary transfer of funds, if so deemed appropriate during the 2019-2020 fiscal year by the Superintendent/President, to ensure that the District can meet its financial obligations.

Comment: Given the instability inherent in the Apportionment payment process Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2019-2020 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 AUTHORIZATION OF SIGNATURES, 2019-2020

Requested by: Christopher Bonvenuto , Interim Vice-President, Business/Administration

Approved by: Elaine Polachek, Interim Executive Vice-President

Requested Action: Approval/Ratification

Authorization of signatures of all academic and classified managers, classified confidential employees, and department chairs (see following lists) to approve invoices and payments on contracts for the Santa Monica Community College District for 2019-2020.

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 and payments on contracts. The auditing system at LACOE reviews each phase of the payment process including the authorized signatures approved by the Board of Trustees.

Education Code Section 85233 states: "No order on the funds of any district shall be approved by the county superintendent of schools unless the signatures are on file in the Superintendent's Office and he/she is satisfied that the signatures on the order are those of persons authorized to sign the order."

SENIOR ADMINISTRATIVE STAFF

Kathryn E. Jeffery, Superintendent/President
Don Girard, Senior Director, Government Relations/Institutional Communications
Sherri Lee-Lewis, Interim Vice-President, Human Resources
Jennifer Merlic, Vice-President, Academic Affairs
Elaine Polachek, Interim Executive Vice-President
Teresita Rodriguez, Vice-President, Enrollment Development
Michael Tuitasi, Vice-President, Student Affairs

SENIOR ADMINISTRATIVE DEAN

Brenda Benson, Counseling, Retention and Student Wellness

DEANS

Delores Akins Raveling, First Year Programs
Jason Beardsley, Instructional Services (Interim)
Patricia Burson, Learning Resources (Interim)
Dione Carter, Noncredit/External Programs
Frank Dawson, Career Education (Interim)
Kiersten Elliott, Community and Academic Relations
Tre'Shawn Hall-Baker, Human Resources (Interim)
Mitchell Hesel, Education Enterprise
Denise Kinsella, International Education (Interim)
Hannah Lawler, Institutional Research
Erica LeBlanc, Academic Affairs
Lizzy Moore, SMC Foundation/Institutional Advancement
Patricia Ramos, Workforce Development
Esau Tovar, Enrollment Services

ASSOCIATE DEANS

Eve Adler, Health Sciences
Melanie Bocanegra, Student Equity and STEM Programs
Maral Hyeler, Instructional Services/External Programs (Interim)
Laurel McQuay-Peninger, Grants
Scott Silverman, Emeritus
Linda Sullivan, Facilities Programming
Catherine Weir, International Education (Interim)

DIRECTORS (Academic)

Rob Bailis, Performing Arts Center
Wendi DeMorst, Supplemental Instruction/Tutoring
Reggie Ellis, Athletics
Susan Fila, Health and Well-Being
Michelle King, Career and Contract Education
Sasha King, Small Business Development Center
Lina Ladyzhenskaya, Student Judicial Affairs
Nick Mata, Special Programs
Stephanie Schlatter, DSPS
Deirdre Weaver, Student and Alumni Development
Tammara Whitaker, Online Services (Interim)

ASSISTANT DIRECTOR

Lydia Ayala, Athletics

PROJECT MANAGERS

Lisa Balfus, Mental Health
Cyndi Bendezu, Equity Initiatives
Nancy Cardenas, LA HI Tech Student Support (50%)
Bonita Cooper, Upward Bound
Shari Davis, Special Assignments (nte 75%)
Lisa Golden, Mental Health
Ferris Kavar, Sustainability
Maria Leon-Vasquez, Workforce Development
Ashley Mejia, Non-Credit (Adult Education) Programs
Audrey Sandoval, Pico Promise (50%)
Daniella Washington, Veterans Resource Center
Irena Zugic, Pathways

CLASSIFIED ADMINISTRATORS

Johnnie Adams, Chief of Police
Chris Bonvenuto, Chief Director, Business Services
Marc Drescher, Chief Director of Information Technology
Jennifer Ferro, Director, Radio Station KCRW
Wendy Liu, Director, Management Information Services
Carol Long, Director of Classified Personnel

CLASSIFIED MANAGERS/CONFIDENTIALS

Anthony Barlow, Custodial Services Supervisor
Dennis Biddle, Custodial Services Supervisor
Chiquita Brown, Campus Police Sergeant
Q. Vincent Carter, Campus Police Captain
Nyla Cotton, Asset Manager, Purchasing
Lisa Davis, Warehouse and Mail Services Manager
David Dever, Director of Auxiliary Services
Veronica Diaz, Budget Manager
Mark Engfer, Network Communications Manager
Ian Fraser, Payroll Manager
Jamie Gonzalez, Accounting Supervisor (Auxiliary)
Darryl Gray, Custodial Operations Supervisor
Gustavo Gutierrez, Grounds and Landscape Supervisor
Amy Gurjian, Classification and Compensation Manager
Cristina Hamblet, Accounts Payable Supervisor
Irma Haro, Accounting Manager
Denise Henninger, Deaf and Hard of Hearing Supervisor
Jose Hernandez, Admissions and Records Supervisor
Laurie Heyman, Administrative Assistant III, Human Resources
Michael Hudson, Director, Human Resources (Temp)
Regina Ip, Web/Social Media Manager
Joshi John, Instructional Technology Services Manager
Stacey Jones, Assessment Center Supervisor
Elease Juarez, Campus Store Assistant Manager
Letty Kilian, Administrative Assistant IV, Superintendent's Office
John Linke, Supervising Personnel Analyst
Debra Locke, EOPS/CARE Supervisor
Brant Looney, Instructional Technology Services Manager
Cynthia Moore, Director of Procurement, Contracts and Logistics
Stacy Neal, Financial Aid Supervisor
Mike Newport, KCRW Radio Station Operations Manager
Daniel Phillips, Assistant Director, Safety and Risk Management
Jaime Recinos, Campus Store Assistant Manager
Dan Rojas, Network Services Manager
Jere Romano, Campus Police Sergeant
Lisa Rose, Coordinator, District/Board of Trustees Office
Robert Rudolph, Production Manager, Facilities Programming
Grace Smith, Public Information Officer
Devin Starnes, Director, Facilities Management/Operations
Dan Sy, Associate Director, SMC Foundation (Temp)
Robert Villanueva, Custodial Operations Supervisor
Bryan Wilson, CC Police Sergeant
Lisa Winter, Compliance Administrator/Title IX Coordinator
Charlie Yen, Director, Facilities Planning

DEPARTMENT AND FACULTY CHAIRS

Walter Meyer, Art
Sal Veas, Business
Maria Munoz, Communications
Howard Stahl , Computer Science & Information Systems
Debbie Perret, Cosmetology
Laurie Guglielmo, Counseling
Judith Douglas, Dance
Josephine Hao, Design Technology
Gary Huff, Early Childhood Education
Judith Marasco, ESL
Elisa Meyer, English
Eric Minzenberg, Earth Sciences
Eric Williams, Health Sciences
Sang Chi, History
Elaine Roque, Kinesiology/Athletics
Brenda Antrim, Library
Alexandra Tower, Life Sciences
Colleen McGraw, Mathematics
Toni Trives, Modern Languages & Cultures
Yulia Kozlova, Music
Brian Driscoll, Music
Josh Sanseri, Photography and Fashion
Sehat Nauli, Physical Sciences
Alex Schwartz, Psychology
Christine Schultz, Philosophy and Social Sciences
Perviz Sawoski, Theatre Arts

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: **CONTRACTS AND CONSULTANTS**

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS

Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2019 through June 30, 2020, unless otherwise indicated.

Contracts for 2019-2020 have been thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents before being presented to the Board for approval. The following annual contracts are primarily renewals of existing contracts.

- A Academic Affairs
- B Community and Contract Education
- C Construction/Facilities Services
- D Enrollment Development/International Education
- E Fiscal/Advocacy/ Government Relations and Institutional Communications
- F Human Resources/Personnel Commission
- G Information Technology
- H Institutional Research
- I KCRW
- J Legal Services
- K Marketing, Community Outreach, Recruitment and Web/Social Media
- L Public Affairs
- M Purchasing
- N Risk Management
- O Student Affairs

The full list of Annual Contracts and Consultants is included in Appendix A

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 12 NEW COURSES AND DEGREES: SPRING 2019

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

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

New Courses

AD JUS 11 Introduction to Forensics

This course provides students with an overview of the role of forensics in criminal investigations. This course explores topics such as crime scene analysis versus crime scene processing, examination of pattern evidence, principles of fingerprint identification, analysis of firearm and tool mark evidence, collection and preservation of DNA evidence, evaluation of questioned documents, and related subjects.

ART 74 Introduction to Programming in the Arts

This course provides an introduction to creative coding within the context of the visual arts. Students learn to read and write code for the development of visual, auditory, and interactive projects that employ computation as a medium for creative thinking. Lectures and readings survey the historical precedents and contemporary examples of programmatic approaches to art practice.

ART 75 Form and Information

This course introduces fundamental concepts related to the design and fabrication of objects. Students utilize a combination of computational and mechanical tools to design, develop, refine, and construct physical forms. Through a combination of lectures, demonstrations, and hands on lab work, students develop the skills, toolsets, and experimental approaches needed for further study in the fields of sculpture, architecture, industrial design, 3D modeling, and contemporary multimedia studio art practice. In addition to lectures and readings on the historical and contemporary intersections of art and technology, topics of instruction include the safe operation of power tools, digital input and output paths, laser cutting, 3D printing, CNC routing and milling, and a survey of relevant 3D modeling software.

DANCE 25B Intermediate African Dance

This course is an intermediate level of West African dance with an emphasis on techniques of Guinea, Senegal, Mali and Ivory Coast. The class will introduce both traditional and contemporary styles of West African dance and offer lectures in historical/cultural practices at an intermediate level.

KIN PE 45B Intermediate Softball

This course is designed to build on skills developed in beginning softball. It will review catching, throwing and hitting as well as introduce basic strategies and intricacies of the sport. Drilling with an emphasis on the technical side of the sport will be emphasized.

KIN PE 56C Intermediate-Advanced Track and Field

This course is designed for students with prior experience in the sport of track and field. Students will learn about the javelin and triple jump as well as hurdles in events over 100 meters. Students will study body mechanics for running.

KIN PE 56D Advanced Track and Field

This course is designed for students with prior competitive experience in track and field. Students will learn about the pole vault, race strategies for distance events and use of the starting blocks. Students will have the opportunity to specialize in specific events.

DMPOST 23 Sound Design (Entertainment Technology)

This course introduces the fundamentals of designing sound for digital media including film and television using a combination of practical and technological toolsets. Through a parity of theoretical and hands-on application, concepts will be disseminated and applied using industry-standard practices and equipment. Primary topics covered will include practical MIDI setup and implementation, basics of audio synthesis, exploration and use of digital Virtual Instruments, advanced signal processor controls and application as well as best practices for field and Foley recording.

DMPOST 24 Audio Mixing for Visual Media (Entertainment Technology)

This course focuses on completing the visual experience through balancing and mixing of audio elements to support a moving image. Students will gain hands-on experience with the Avid S6 audio mixing worksurface, an industry-standard tool and essential for mixing audio to video. Students will be introduced to audio mixing best practices and apply these concepts to in-class and inter-disciplinary projects. Multi-channel and object-based mixing will be explored and utilized to enhance story and on-screen events. Operational knowledge of Avid Pro Tools is required.

DMPOST 32 Color Grading and Film Finishing (Entertainment Technology)

This course introduces the process of finishing a film. Students will learn the normal workflow in post-production of converting all the original footage to lower resolution proxies for editing. Students will use industry-standard software to conform these proxies back to the original footage and prepare the footage for final color correction. Students will learn to analyze with technical scopes to adjust each shot, balance the exposure and contrast, adjust the color tint and saturation, and to correct any inconsistencies from one shot to another. This course will cover the technical as well as the aesthetics of film finishing with the use of professional monitoring equipment and industry-based control panels.

VAR PE 11C Intersession Intercollegiate Strength and Conditioning

This course covers sport specific strength and conditioning protocols related to improving conditioning, muscular strength, power, agility, and speed. This physical preparation course is recommended for those students that plan on participating on the intercollegiate varsity team.

Global Citizenship

ANTHRO 1 Physical Anthropology

Distance Education

AD JUS 11 Introduction to Forensics

ANTHRO 1 Physical Anthropology

New Programs

Child and Adolescent Development AS-T

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 13 CONTRACTS AND CONSULTANTS

13-A APPROVAL OF CONTRACTS AND CONSULTANTS

The following contract is greater than the amount specified in Public Contract Code Section 20651, and is presented to the Board of Trustees for approval.

➤ NEW CONTRACT

Provider/Contract		Term/Amount	Service	Funding Source
A	BerryDunn	June 15, 2019- December 31, 2019 Not to exceed \$95,000	Santa Monica College was awarded an Innovation and Effectiveness Grant to address needs identified in the Accreditation Quality Focus Essay. The Area of Focus identified the need for long-term Information Technology planning. The grant funds will be used to engage the services of Berry Dunn to conduct a technology assessment and draft a 5-year Technology Master Plan.	Innovation and Effectiveness Grant
<i>Requested by: Marc Drescher, Chief Director, Information Technology</i> <i>Approved by: Elaine Polachek, Interim Executive Vice-President</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 13 CONTRACTS AND CONSULTANTS

13-B RATIFICATION OF CONTRACTS AND CONSULTANTS

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

Authorization: Board Policy Section 6340, Bids and Contracts

Approved by Board of Trustees: 9/8/2008; revised 12/4/2018

Reference Education Code Sections 71028, 81641 et seq, 81655, 81656; Public Contract Code Sections 201650 et seq, and 10115

➤ NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION (A, B, C)

Provider/Contract		Term/Amount	Service	Funding Source
A	Jeff Givens	May 24, 2019 \$350	Provide DJ services during the CSEW Lunch and Dinner	2018-2019 Human Resources (CSEW Funding)
<i>Requested by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources</i> <i>Approved by: Sherri Lee-Lewis, Interim Vice-President, Human Resources</i>				
B	Marisa Alimento	July 1-26, 2019 \$50/hour, for 45 hours, not to exceed \$2,250	Continuing instruction in Latin for the 2019 Summer Program to meet the foreign language core curriculum requirement of the U.S Department of Education Upward Bound grant (CFR, sub-part B, Section 645.11)	2019-2020 TRIO/Upward Bound
C	Kikanza Nuri-Robins	June 18, 2019 \$350/hour for five hours, not to exceed \$1,750	Dr. Robins will conduct a motivational and empowering workshops to help participants develop self-confidence and self-discipline to further their academic success. The workshop is entitled "Fish out of Water – Managing the differences that make a difference.	2019-2020 TRIO/Upward Bound
<u>B and- C</u> <i>Requested by: Bonita Cooper, Project Manager, TRIO/Upward Bound</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 13 **CONTRACTS AND CONSULTANTS**

13-C **CONTRACTS FOR CELEBRATE AMERICA, 2019**

Requested Action: Approval/Ratification

Requested Action: Linda Sullivan, Associate Dean Facilities Programming

Approved By: Don Girard, Senior Director, Government Relations/Institutional Communications

The following contracts are for Celebrate America 2019, scheduled for Saturday, June 29, 2019. All activities including entertainment and community picnic will be held on Corsair Field. Chris Mulkey returns with his country rock sounds on a solar-powered stage donated by the Santa Monica Pier Corporation. Costs overall have increased somewhat but will still be covered by donations and sponsorships. Expect a spectacular fireworks show from the top of Parking Structure 3.

	Provider	Amount	Service	Funding Source
A	Pyro Spectaculars - Fireworks	\$18,000	Fireworks	Sponsorships and Donations
B	Chris Mulkey Band	\$1,750	Music entertainment	Sponsorships and Donations
C	Eddie Jauregui, MC	\$500	Master of Ceremonies	Sponsorships and Donations
D	Denise Flachbart	\$3,000	Production services	Sponsorships and Donations
E	Field Turf	\$5,775	Maintenance of Corsair Field	Sponsorships and Donations
F	Sunstock/Trapdoor Social Productions	\$4,500	Sound and lighting	In Kind - SMPC
G	Santa Monica Pier Corporation	\$1,700	Staging	In Kind – SMPC
H	Portable Restrooms	\$2,000	Portal restrooms and 300 gallon sink	Sponsorships and Donations
I	Athens Services	\$225	Waste collection disposal	Sponsorships and Donations
J	Contemporary Services Corp.	\$7,900	Event security services	Sponsorships and Donations
K	SMC Campus Police	\$9,530	Security	Sponsorships and Donations
L	SMC Grounds Maintenance/Custodial Services	\$8,060	Grounds & custodial cleanup	Sponsorships and Donations
M	Smart Party Rents	\$5,500	Canopies, lighting, tables, linens, chairs	Sponsorships, Donations and Vendor Fees
N	Go Graphics Printing	\$1,200	Flyers and programs	Sponsorships and Donations
O	Miscellaneous Rentals and Expendables	\$2,450	Games, glow wands, chalk, banner tape, hoses	Sponsorships and Donations

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14 ACADEMIC PERSONNEL

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

ELECTIONS

EFFECTIVE DATE

NEWLY TENURED FULL-TIME FACULTY

Andrade, Luis (Communications)	8/26/2019
Arrizon Maffris, Vicenta (Counseling)	8/26/2019
Badger, Christopher (Arts Foundation Design)	8/26/2019
Bennett, Heather (History – Western Civilizations)	8/26/2019
Brewster, Ciaran (Anthropology)	8/26/2019
Broccard, Delphine (Communications)	8/26/2019
Dang, Tram (Engineering/Physics)	8/26/2019
Dong, Timothy (Chemistry)	8/26/2019
Hald, Lea (Psychology)	8/26/2019
Hank, Matthew (Kinesiology)	8/26/2019
Herichi, Hafedh (Mathematics)	8/26/2019
Huff, Gary (Early Childhood Education)	8/26/2019
Ibaraki, Alexander (English as a Second Language)	8/26/2019
Ivas, Lorrie (Fashion Design)	8/26/2019
Khoja, Amina (Nursing)	8/26/2019
Liu, Jing (Geography)	8/26/2019
Meyer, Elisa (English)	8/26/2019
Montes de Vegas, Ana (Counseling)	8/26/2019
Miller, Catherine (Early Childhood Education)	8/26/2019
Nasser, Dana (Business Law)	8/26/2019
Nieves-Lucas, Sara (Counseling)	8/26/2019
Ngov, Srey (Counseling)	8/26/2019
Ouellette, Keith (Mathematics)	8/26/2019
Pecorelli, Travis (Chemistry)	8/26/2019
Rubio, Cesar (Accounting)	8/26/2019
Sedky, Steven (Business)	8/26/2019
Shaw, Redelia (Media Studies)	8/26/2019
Short, Anntippia (Nursing)	8/26/2019
Valcin, Fabiola (Nursing)	8/26/2019
Wells, Audra (Counseling)	8/26/2019

NEW FULL-TIME FACULTY

Curtis, Deborah Full-Time/Tenure Track Instructor - Nursing (Pediatrics/Medical-Surgical)	8/26/2019
Lopez, Enrique, Full-Time Tenure Track Instructor, Accounting	8/26/2019
Thomas, Jamie, Full-Time/Tenure Track Instructor- Modern Languages (Linguistics)	8/26/2019

ACADEMIC ADMINISTRATORS

Ayala, Lydia, Assistant Athletic Director	7/1/2019
Bonvenuto, Christopher, Vice-President Business/Administration, Step 4	8/1/2019
Lee-Lewis, Sherri, Vice President, Human Resources, Step 4	6/5/2019

PROJECT MANAGERS

Balfus, Lisa, Mental Health Grant (50%)	7/1/2019-6/30/2020
Bendezu Palomino, Cyndi, Equity Initiatives	7/1/2019-6/30/2020
Cardenas, Nancy, LA Hi Tech Student Support (50%)	7/1/2019-6/30/2020
Cooper, Bonita, Upward Bound	7/1/2019-6/30/2020
Davis, Shari, Special Assignments (60%)	7/1/2019-6/30/2020
Kawar, Ferris, Sustainability	7/1/2019-6/30/2020
Leon-Vasquez, Maria, Workforce Development	7/1/2019-6/30/2020
Mejia, Ashley, Non-Credit (Adult Education) Programs	7/1/2019-6/30/2020
Sandoval, Audrey, Pico Promise (50%)	7/1/2019-6/30/2020
Washington, Daniella, Veterans Resource Center Grant (50%)	7/1/2019-6/30/2020
Zugic, Irena, Pathways	7/1/2019-6/30/2020

INTERIM ACADEMIC ADMINISTRATORS

Beardsley, Jason, Dean Instructional Services	7/1/2019-6/30/2020
Burson, Patricia, Dean, Learning Resources	7/1/2019-8/02/2019
Dawson, Francis, Dean, Career Education	7/1/2019-8/02/2019
Hall-Baker, Tre'Shawn, Dean, Human Resources	7/1/2019-12/31/2019
Kinsella, Denise, Dean, International Education	7/1/2019-10/31/2019
Polachek, Elaine, Executive Vice President	7/1/2019-12/31/2019
Weir, Ting Kei Catherine, Associate Dean, International Education	7/1/2019-12/31/2019
Whitaker, Tammara, Director, Online Services	7/1/2019-7/31/2019

RETITLE

From: Project Manager, STEM HSI-Title III
To: Project Manager, STEM

RETREAT

Grass, Nancy	
From: Associate Dean, Student Life	
To: Full-Time Faculty, Communications	7/1/2019

ADJUNCT FACULTY

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

SEPARATION

RESIGNATION

Williams, Ayanna, Project Manager, IxD Promotion and Recruitment (50%)	5/31/2019
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RETIREMENT

Azuma, Kay, Full-Time Faculty, Life Science (27 years)	6/11/2019
Colavito Shepanski, Mary, Full-Time Faculty, Life Science (30 years)	6/11/2019
Lodmer, Emily, Full-Time Faculty, ESL – English as Second Language (42 years)	6/11/2019

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Community College Police Dispatcher (2 positions)	06/04/2019
Campus Police, 12 months, 40 hours, Variable Hours	

Laboratory Technician-Art (1 positions)	06/04/2019
Art Department, 12 months, 40 hours, NS-I, weekend	

<u>ESTABLISH NEW CLASS DESCRIPTION AND POSITION</u>	<u>EFFECTIVE DATE</u>
Student Communications Coordinator (1 position)	06/04/2019
Admissions and Records, 12 months, 40 hours, varied Hours	
Proposed Salary Range: Classified Range 38	
Comment: This position will coordinate student communication efforts related to enrollment management and perform complex technical work related to the design and delivery of student communication plans.	

<u>ESTABLISH NEW CLASS DESCRIPTION</u>	<u>EFFECTIVE DATE</u>
Clinical Placement Specialist	06/04/2019
Proposed Salary Range: Classified Range 34	
Comment: The Clinical Placement Specialist performs technical and specialized clinical placement and coordination duties in support of the District's Nursing Program.	

<u>CLASSIFICATION RE-TITLE</u>	<u>EFFECTIVE DATE</u>
From: Senior Career Technical Education Program Advisor-Information	06/04/2019
Communication Technology Entertainment, Salary Range: Classified Range 40	
To: Career Education Specialist, Salary Range: Classified Range 40	

From: Assistant Director of Facilities Management	06/04/2019
Salary Range: Classified Management - Range 24	
To: Assistant Director of Facilities Maintenance	
Salary Range: Classified Management - Range 24	

<u>CLASSIFICATION AND POSITION ABOLISHED</u>	<u>EFFECTIVE DATE</u>
Media Services Coordinator (1 position)	06/04/2019
Media Center, 12 months, 40 hours, Classified Range 39	
(no incumbent under this classification)	

PROMOTION

Rojas, Danny S. 06/05/2019
From: Network Services Manager, Network Services
To: Information Systems Security Officer, Information Technology

Winn, Jocelynn 06/03/2019
From: Administrative Assistant II, Center for Media Design
To: Student Services Specialist, Black Collegians Program/Latino Center

VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Benavides, Jennifer 08/26/2019 – 02/26/2020
From: Instructional Assistant- Learning Disabilities, DSC, 11 months, 40 hours
To: Instructional Assistant- Learning Disabilities, DSC, 11 months, 30 hours

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Osewe, Samwel 05/16/2019
From: Custodian, Operations, 12 months, 40 hours, NS-I
To: Custodian, Operations, 12 months, 40 hours, NS-II

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Ariass, Glaurys 12/17/2018 - 12/21/2018
From: Administrative Assistant II 01/02/2019 - 05/08/2019
To: Buyer II (*extension) 05/09/2019 - 05/21/2019*
Percentage: More than 50%

Basra, Bairaj 03/29/2019 – 05/23/2019
From: Student Services Clerk
To: *Student Services Assistant
Percentage: More than 50%
(*title and date correction from 5/7/19 Board meeting)

Dammer, Michael 01/02/2019 to 04/09/2019
From: Student Services Specialist – A&R 04/10/2019 to 05/31/2019*
To: Senior Student Services Specialist – A&R (*extension)
Percentage: More than 50%

Gonzalez, Nataly 05/06/2019 – 07/12/2019
From: Student Services Clerk
To: Student Services Specialist
Percentage: More than 50%

Hightower, LaToya 05/24/2019 – 06/27/2019
From: Student Services Clerk
To: Student Services Assistant
Percentage: More than 50%

Demski, Rachel 07/02/2018 – 06/30/2019
From: Administrative Assistant II, Academic Affairs 07/01/2019 - 07/31/2019*
To: Curriculum Specialist, Matriculation, 100%
Comment: Initial assignment as a permanent employee with limited term substitute assignment. The extension* is as a provisional.

Thomas, Sharon
From: Administrative Assistant II
To: Administrative Assistant III- Confidential
Percentage: More than 50%
(*extension)

02/19/2019 – 06/30/2019
07/01/2019 – 07/31/2019*

WORKING OUT OF CLASSIFICATION (LIMITED TERM)

Ezell, Sara
From: Administrative Assistant I, English Department
To: Administrative Assistant II, Academic Affairs
Percentage: More than 50%
(*extension)

04/16/2019 – 06/30/2019
07/01/2019 – 08/18/2019*

Harris, Charles
From: Custodian, Operations, NS-II
To: Receiving, Stockroom & Delivery Worker, Day Shift
Percentage: 100%
(Date adjusted from 4/2/19 Board meeting)

03/18/2019 – 06/04/2019

Weiland, Rebecca
From: Administrative Assistant III- Conf., Academic Affairs
To: H. R. Analyst- Employee and Labor Relations- Conf., Human Resources
Percentage: More than 50%
(*extension)

02/18/2019 - 06/30/2019
07/01/2019 – 07/31/2019*

SEPARATION

LAST DAY OF PAID SERVICE

RELEASE FROM PROBATION

Alvarez, Cristian, Campus Safety Officer, Campus Police

05//29/2019

RESIGNATION

Lee, Carol, Student Services Assistant, IEC
Okafor, Anthony C., Custodian, Operations
Querubin, Maria Corazon R., Programmer Analyst, MIS
Ramos, Eugene, Administrative Assistant II, Counseling
Zugic, Irena, Curriculum Specialist, Academic Affairs

06/07/2019
05/06/2019
06/12/2019
06/04/2019
06/30/2019

RETIREMENT

Bradney, James, Mechanical Systems and Energy Management Supv. (10 years)
Ciciora, Jeanette, Student Services Clerk, Financial Aid (8 years)

05/31/2019
06/14/2019

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 16 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

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

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

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

Brown, Carla, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Grant, Travis S., Administrative Assistant II, Financial Aid	06/10/2019-06/28/2019
Hofland, Keri, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Juarez, Jessica, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Juarez, Tina, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Martin, Christian G., Administrative Assistant I, Student Life	05/31/2019-06/28/2019
Ramirez, Anthony, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Santhiago, Nicholas, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019

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

Abdulhafiz, Meymuna, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Abel, Teneka, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Ashby, DeAnna, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Austin, Harald, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Beck, Michael M., Customer Service Assistant, Bookstore	05/28/2019-06/29/2019
Brinkley, Tanisha, Customer Service Assistant, Bookstore	05/28/2019-06/29/2019
Chang, Tony, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Dammer, Robert M., Network Services Manager, Information Tech.	06/03/2019-12/31/2019
Eichen, John, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Garcia, Lucy, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Grant, Travis S., Student Services Clerk, ISC	
From: Student Services Clerk, ISC	03/29/2019-06/27/2019
From: Student Services Clerk, ISC	03/29/2019-06/07/2019
Grau, Donald, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Greenhalgh, Colleen, Enterprise Business Services Clerk	05/28/2019-06/07/2019
	06/17/2019-06/28/2019
Howard-Graham, Kimi, Student Services Clerk, Bursar's Office	06/10/2019-06/21/2019
Hudson Sr., Michael E., Asst. Director – Human Resources	07/01/2019-12/23/2019
Lopez, Jose C., Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Lopez, Veronica, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Mehary, Mehret, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019

Micas, Donna, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Miles, Erik, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Murray, Jake, Customer Service Assistant, Bookstore	05/28/2019-06/29/2019
Nwonwu, Vergie, Customer Service Assistant, Bookstore	05/28/2019-06/29/2019
Munoz, Maria d. (Angela), Administrative Assistant I –Superintendent/President’s Office	
From:	07/02/2018-05/17/2019
To:	07/02/2018-06/28/2019
Nelli, Maria, Enterprise Business Services Clerk	05/28/2019-06/07/2019
	06/17/2019-06/28/2019
Pabst, Ester, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Pacheco, Wendy, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Pardo, Guillermo, Student Services Clerk, Bursar’s Office	06/10/2019-06/21/2019
Reid, Maisha, Enterprise Business Services Clerk	05/28/2019-06/07/2019
	06/17/2019-06/28/2019
Shine, Kevin, Enterprise Business Services Clerk	05/28/2019-06/07/2019
	06/17/2019-06/28/2019
Stuck, Jennifer, Student Services Clerk, Bursar’s Office	06/10/2019-06/21/2019
Thielking, Alan, Bookstore Clerk/ Cashier, Bookstore	05/28/2019-06/29/2019
Van Hemelrijck, Erin, Student Services Clerk, Bursar’s Office	06/10/2019-06/21/2019

RECOMMENDATION NO. 17 CLASSIFIED PERSONNEL – NON MERIT

Requested Action: Approval/Ratification
Reviewed by: Tre’Shawn Hall-Baker, Interim Dean, Human Resources
Approved by: Sherri Lee- Lewis, Interim 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, \$13.25/hour (STHP)	14
College Work-Study Student Assistant, \$13.25/hour (FWS)	15

SPECIAL SERVICE

Community Services Specialist II, \$50.00/hour	9
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CONSENT AGENDA: FACILITIES AND FISCAL**RECOMMENDATION NO. 18 FACILITIES***Requested by: Charlie Yen, Director of Facilities Planning**Approved by: Elaine Polachek, Executive Vice President**Requested Action: Approval/Ratification***18-A CHANGE ORDER NO. 19– STUDENT SERVICES BUILDING**

Change Order No. 19 – BERNARDS BROS. on the Student Services Building project in the amount of \$365,038.

Original Contract Amount	\$	77,438,000
Change Order 01	\$	17,634
Change Order 02	\$	13,169
Change Order 03	\$	28,294
Change Order 04	\$	204,509
Change Order 05	\$	39,913
Change Order 06	\$	93,862
Change Order 07	\$	86,274
Change Order 08	\$	67,477
Change Order 09	\$	114,030
Change Order 10	\$	25,628
Change Order 11	\$	66,285
Change Order 12	\$	270,585
Change Order 13	\$	14,589
Change Order 14	\$	15,578
Change Order 15	\$	258,060
Change Order 16	\$	301,259
Change Order 17	\$	112,151
Change Order 18	\$	648,355
Change Order 19	\$	365,038
Revised Contract Amount	\$	80,180,690

Project Schedule: This change order does result in a change to the contract length. Expected Substantial Completion is June 2019.

Total Change Orders represents 3.5% of the original contract.

Funding Source: Measure V

Comment: Change Order No. 19 includes the furnish and install the following;

- Provide missing concrete curbs at all toilet rooms plumbing chases on all levels
- Furnish and install additional stainless steel to cover exposed concrete at the glass railing base shoe and extend down framed opening

- Furnish and install additional rods and hangers to support cable on Level 1 and Level 2 where cable tray cannot be installed due to HVAC ductwork congestion
- Furnish and install two (2) additional knox boxes and pedestals. Rework the card reader pedestals at these locations to match the knox box pedestals.
- Furnish and install missing stainless steel flashing at 3rd floor west balcony
- Provide additional framing support for the third-floor walls and soffits to the roof.
- Furnish and install 24 strand single mode and 24 strand multi-mode continuous fiber cable from Student Services main, equipment room to campus MDF per IT department's request. Furnish and install the missing 50 pair copper cable connecting the Student Services main IT equipment room, the existing Manhole 12, and Manhole 14.
- Add additional layers of drywall, cornerbead and paint at where the projection screen meets the angled portion of the ceiling in the lecture hall.
- Furnish and install temporary signage for building occupancy.
- Furnish and install three (3) additional emergency phone towers surrounding the building at Level 1. –Provide (14) missing voice over IP phones at the Emergency Help Call Stations.
- Relocate Garage Light Fixtures at Levels P2 and P3 to meet clearance requirement.
- Provide missing framed enclosure with clear anodized aluminum cover at storm drain piping at Level 3.
- Provide credit for (1) deleted electrical floor box.

18-B CIVIC CENTER PARTICIPATION AGREEMENT AND AUTHORIZATION OF PAYMENT OF OWNER'S SHARE TO LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 29, MALIBU FOR WATER SERVICE AT MALIBU CIVIC CENTER

Approval of the Civic Center Participation Agreement and authorization of a payment in the amount of \$321,440 to the Los Angeles County Waterworks District No.29, Malibu as a condition for the County to provide water service to the SMC Malibu Center and Sheriff Substation Project.

Funding Source: Measure V

Comment: Per the Coastal Development Permit approval process established by the City of Malibu for development projects in the coastal areas, the College is required to participate financially in the design and construction of the County's fire-fighting infrastructure, which includes approximately 5,000 feet of 12" water main, pump station upgrades, a regulating station, and an approximately 800,000 gallon water storage tank. SMC's pro-rata share, determined by DISTRICT 29, is \$321,440. With this agreement and payment, the County will provide water services to the Malibu Campus.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

18-C **AWARD OF CONTRACT -- PARKING LOT RESEAL AND RESTRIPE**

Following publication of the agenda, several errors and omissions were found in the contract documents during a review of a bid protest that was filed with the District. The contract documents need to be revised and the project re-bid. Therefore, as authorized by Public Contract Code Section 20651, it is recommended that the Board of Trustees reject all bids for the Parking Lot Reseal and Restripe project and authorize the project to be re-bid.

18-D **AWARD OF CONTRACT – BOLTLESS STEEL SHELVING AND INSTALLATION**

Award of Bid 043019SF for boltless steel shelving and installation for shelving in parking lot storage areas of new Student Services Building.

Award of bid to:	AADS Office Solutions Intl LLC
Award Amount:	\$150,721
Other Bidders:	None
Funding Source:	Bond 42.5
Comment:	94 notified vendors

18- E **POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT**

Payment to:	City of Santa Monica
Amount:	\$81,339.33
For the Period:	January 1, 2019 – March 31, 2019 (3 months)
Funding Source:	2018-2019 District General Fund
Comment:	Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the District uses the pool compared to the total hours of pool use by all parties. District paid the City of Santa Monica \$174,593.49 for the same period last year, reduction was due to renovation of the pool complex in Winter 2019.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Jennifer Merlic, Vice President, Academic Affairs

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

Approved by: Elaine Polachek, Executive Vice President

Title of Grant: Child Development Training Consortium (CDTC)
Granting Agency: Yosemite Community College District
Augmentation Amount: \$1,175 (Amended Total Amount: \$8,675)
Matching Funds: Not Applicable
Performance Period: September 1, 2018 – June 30, 2019

Summary: The Child Development Training Consortium (CDTC) is a statewide program funded by the California Department of Education, Child Development Division (CDE/CDD) with Federal Block Grant Child Care and Development Quality Improvement Funds. Funding support students enrolled in obtaining a Child Development Permit. The Yosemite Community College District administers the program.

Santa Monica College received an additional \$1,175 based on the Education/Early Childhood Department's ability to provide services to additional students. Funds will be used for the reimbursement of enrollment fees, tuition and/or textbooks

Budget Augmentation: Restricted Fund 01.3

Revenue
8600 State \$ 1,175

Expenditures
1000 Academic Salaries \$ 0
2000 Non-Academic Salaries \$ 0
3000 Employee Benefits \$ 0
4000 Supplies & Materials \$ 0
5000 Other Operating Expenditures \$ 0
6000 Capital Outlay \$ 0
7300 Other Outgo/Indirect \$ 0
7600 Student Aid \$ 1,175
Total \$ 1,175

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

Requested Action: Approval/Ratification

Requestor: Michael Tuitasi, Vice President, Student Services

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

Approved by: Elaine Polachek, Executive Vice President

Title of Grant: Hunger Free Campus Support Allocations
Granting Agency: California Community Colleges Chancellor's Office (CCCCO)
Augmentation Amount: \$890 (Amended Total Amount: \$200,417)
Matching Funds: Not applicable
Performance Period: July 1, 2018 – June 30, 2020
Summary: The 2018-2019 State Budget included a one-time allocation of \$10 million for the Hunger Free Campus Support Program. The purpose of this funding is to assist Districts in addressing the food security of students. Santa Monica College received an additional \$890. Funded activities include expenditures to help ensure students have the needed information to enroll in CalFresh and hosting a food pantry.

Budget Augmentation: Restricted Fund 01.3

Revenue		
8600 State		\$ 890
Expenditures		
1000 Academic Salaries		\$ 0
2000 Non-Academic Salaries		\$ 0
3000 Employee Benefits		\$ 0
4000 Supplies & Materials		\$ 890
5000 Other Operating Expenditures		\$ 0
6000 Capital Outlay		\$ 0
7300 Other Outgo		\$ 0
7600 Student Aid		\$ 0
Total		\$ 890

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

Requested Action: Approval/Ratification

Requested by: Sherri Lee-Lewis, Interim Vice President, Human Resources

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

Approved by: Elaine Polachek, Executive Vice President

Title of Grant:	Classified Professional Development Fund		
Granting Agency:	California Community Colleges Chancellor's Office		
Augmentation Amount:	\$95,161		
Matching Funds:	Not applicable		
Performance Period:	April 1, 2019 – until expended.		
Summary:	The California Community College Chancellor's Office has provided \$95,161 in one-time funding to Santa Monica College for professional development of all classified staff. Funding is based on Fall 2017 district classified FTE(s). Santa Monica College, in consultation with the leadership of the California School Employees Association, Police Officer Association and Management Association, will use funds to further the goals of "Vision for Success" a strategic plan for the California Community College system to promote student success. Funding will be used to improve classified staff skill sets and promote educational opportunities which can include the use of consultants. Training and professional development will be provided on various topics such as communication, team building, customer service, equal employment opportunities and advancement.		
Budget Augmentation:	Restricted Fund 01.3		
	Revenue		
	8600	State	\$ 95,161
	Expenditures		
	1000	Academic Salaries	\$ 0
	2000	Non-Academic Salaries	\$ 0
	3000	Employee Benefits	\$ 0
	4000	Supplies & Materials	\$ 1,000
	5000	Other Operating Expenditures	\$ 94,161
	6000	Capital Outlay	\$ 0
	7300	Other Outgo/Indirect	\$ 0
	7600	Student Aid	\$ 0
	Total		\$ 95,161

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

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

Requested Action: Approval/Ratification

Requested by: Jennifer Merlic, Vice President

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

Approved by: Elaine Polachek, Executive Vice President

Title of Grant:	Guided Pathways		
Granting Agency:	California Community Colleges Chancellor's Office		
Augmentation Amount:	\$1,664,995 Years 2 through 5 (Total allocation \$ 2,219,994)		
Matching Funds:	NA		
Performance Period:	July 1, 2017 – December 31, 2023		
Summary:	The State of California awarded \$2,219,994 million in one-time funding to Santa Monica College to provide the opportunity to implement the Guided Pathways framework. The fund will be distributed over 5 year period: Year 1 - \$ 554,999; Year 2 - \$ 665,998; Year 3 - \$ 554,999; Year 4 - \$ 221,999 and Year 5 - \$ 221,999. SMC will use the Guided Pathways fund to reshape the college as an equitable institution and redesign the student experience more effectively and efficiently. Using a student-centered approach and seeing the institution through a student lens, SMC hopes to accomplish the goal of reducing or eliminating equity gaps, time to completion and increase the rates of completion.		
Budget Augmentation:	Restricted Fund 01.3		
	Revenue		
	8600 State		\$ 1,664,995
	Expenditures		
	1000 Academic Salaries	\$	996,322
	2000 Non-Academic Salaries	\$	0
	3000 Employee Benefits	\$	363,459
	4000 Supplies & Materials	\$	2,485
	5000 Other Operating Expenditures	\$	302,729
	6000 Capital Outlay	\$	0
	7300 Other Outgo/Indirect	\$	0
	7600 Student Aid	\$	0
	Total		\$ 1,664,995

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Teresita Rodriguez, Vice President, Enrollment Development

Reviewed by: Christopher Bonvenuto, Chief Director, Business Services

Approved by: Elaine Polachek, Executive Vice-President

Title of Grant: Student Success Completion Grant (SSCG)
Granting Agency: California Community Colleges Chancellor's Office
Augmentation Amount: \$100,000 (Total allocation \$2,031,724)
Matching Funds: NA
Performance Period: July 1, 2018 – June 30, 2019
Summary: The Chancellor's Office approved an additional \$100,000 of Student Success Completion Grant (SSCG) based on SMC Financial Aid Office's request for funds in the SSCG Mid-year report. The SSCG grant aims to support persistence, retention and success by providing additional financial assistance to students to enable them to attend full-time and complete their program of choice.
The SSCG provides additional financial aid for Cal Grant B or C recipients enrolled in at least 12 units. The minimum award for students enrolled in 12 units to 14 units per term is \$1,298 and a maximum of \$4,000 for students enrolled in 15 units or more per term.

Budget Augmentation: Restricted Fund 74.0

Revenue		
8600	State	\$ 100,000
Expenditure		
1000	Academic Salaries	\$ 0
2000	Non-Academic Salaries	\$ 0
3000	Employee Benefits	\$ 0
4000	Supplies & Materials	\$ 0
5000	Other Operating Expenditures	\$ 0
6000	Capital Outlay	\$ 0
7500	Financial Aid	\$ 100,000
Total		\$ 100,000

CONSENT AGENDA: FACILITIES AND FISCAL**RECOMMENDATION NO. 20 COMMERCIAL WARRANT REGISTER***Requested Action: Approval/Ratification**Requested by: Chris Bonvenuto, Chief Director of Business Services**Approved by: Elaine Polachek, Interim Executive Vice President*Commercial Warrant Register

April 2019	8420 through 8462	\$18,544,804.10
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Comment: The detailed Commercial Warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 21 PAYROLL WARRANT REGISTER*Requested Action: Approval/Ratification**Requested by: Ian Fraser, Payroll Manager**Approved by: Elaine Polachek, Interim Executive Vice President*Payroll Warrant Register

April 2019	C1L – C2J	\$12,169,490.70
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Comment: The detailed payroll register documents are on file in the Accounting Department.

RECOMMENDATION NO. 22 AUXILIARY PAYMENTS AND PURCHASE ORDERS*Requested Action: Approval/Ratification**Requested by: Mitch Heskel, Dean, Educational Enterprise**Approved by: Elaine Polachek, Interim Executive Vice President*Auxiliary Operations Payments and Purchase Orders

April 2019	Covered by check & voucher numbers: 021283-021619 & 01805-01816
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Bookstore fund Payments	\$ 251,425.38
Other Auxiliary Fund Payments	\$ 66,223.10
Trust and Fiduciary Fund Payments	<u>\$1,051,645.28</u>
TOTAL	\$1,369,293.76

Purchase Orders issued

April 2019	\$17,475.42
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Comment: It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds.

<i>BOARD OF TRUSTEES</i>	<i>ACTION</i>
<i>Santa Monica Community College District</i>	<i>June 4, 2019</i>

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification
Requested by: Michelle King, Director, Career and Contract Education
Approved by: Dionne Carter, Dean, Noncredit/External Programs

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. 24 ORGANIZATIONAL MEMBERSHIPS

Requested Action: Approval/Ratification
Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Elaine Polachek, Interim Executive Vice President

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
June 2019	7	\$50,997

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. 25 PURCHASING

Requested Action: Approval/Ratification
Requested by: Cynthia Moore, Director of Procurement, Contracts & Logistics
Approved by: Elaine Polachek, Interim Executive Vice President

25-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.

April 2019	\$82,992,417
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4 ,2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 26

SUBJECT: FIVE-YEAR CONSTRUCTION PLAN, 2019-2020 THROUGH 2024-2025

SUBMITTED BY: Interim Executive Vice-President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the filing of the Five-Year Construction Plan, 2019-2020 through 2024-2025 with the State Chancellor's Office.

Five-Year Plan Project Listing: See attached listing
Final Project Proposal (FPP): Art Complex
Initial Project Proposal (IPP): Business Renovation

FUNDING SOURCE Local Bonds; State Capital Funds; District Capital Funds

COMMENT: The Five-Year Construction Plan identifies all potential future projects, including those in which the State may be asked to provide funding. The District selects projects that are expected to have the greatest possibility of state funding to be developed into an IPP. If the state approves the IPP, then the project can be developed into an FPP the following year.

These projects follow the 1998 Facilities Master Plan and the Career and Educational Facilities Master Plan 2010 Update. As part of our ongoing planning, the District has begun a new 2019 master plan update process, and it is in its development stage.

Math/Science Addition (Funded): This project would consolidate and increase laboratory capacity for Mathematics and Science programs by constructing a new building addition that will be connected to the existing Science building at Santa Monica College. The Mathematics department is one of the largest academic programs at Santa Monica College and is growing beyond what can be reasonably accommodated for students within existing facilities. Currently, Math and Science programs are forced to offer instruction in classrooms and laboratories located within a number of different buildings on campus, many of which are located across campus from each other. The proposed project would construct a 69,565 ASF addition to the existing Science building that will provide 15,815 ASF classroom lecture space, 41,387 ASF laboratory space, 8,069 ASF office space, 2,320 ASF library space, and 1,974 ASF of other support space. The new facility would result in consolidation of the Mathematics, Earth Science, Life Science, and Physical Science programs into a single complex.

The project would include demolition of the existing Letters & Science building, Liberal Arts building, and Library Village/Math Complex Portables as a secondary effect. This project received approval from the Department of the State Architect in March 2019, and it is awaiting approval from the Chancellor's Office.

Art Complex Replacement (Approved FPP): The Art Complex at Santa Monica College was originally constructed in 1952. Although the building had a minor renovation of space in 2002, the Art program is currently split between the main campus and satellite Airport site. The proposed project would construct a new building to replace the existing Art Complex and fine arts space at the Airport campus. Building systems, infrastructure and space distribution within the existing Art Complex at Santa Monica College no longer meets the needs of the program. A replacement building will allow the College to construct a functionally efficient building for the Art program and allow the program to function in a single location with dedicated space. The existing Art Complex will be demolished and fine arts space at the Airport Campus will be inactivated as a secondary effect of the proposed project. This project awaiting for the State funding.

Business Renovation (Pending IPP): The Business Building at Santa Monica College was originally constructed in 1980 and received a minor renovation in 1997. The building currently houses multiple departments, including Business, Accounting, Information Technology, Fashion, Cosmetology, and Photography. The existing building no longer meets the instructional capacity needs of the campus. The proposed project will reconstruct the Business Building to modernize instructional spaces and reconfigure space for functional adjacencies and increased efficiency.

The Malibu Campus and the Santa Monica Early Childhood Lab School are under construction. Future projects that are to be funded by Measure V have been added to the list and will be more fully detailed as part of our Facilities Master Plan process that is currently in progress.

The chart indicates the following phases: (P) Planning, (W) Working Drawings, (C) Construction and (E) Equipment

MOTION MADE BY:	Rob Rader
SECONDED BY:	Sion Roy
STUDENT ADVISORY:	Aye
AYES:	7
NOES:	0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 27

SUBJECT: PUBLIC HEARING – FACULTY ASSOCIATION INITIAL COLLECTIVE BARGAINING PROPOSAL FOR NEGOTIATIONS FOR A SUCCESSOR AGREEMENT

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing to receive comments on the SMC Faculty Association's initial collective bargaining proposal to the Santa Monica Community College District.

PUBLIC HEARING: Open Public Hearing - 8:34 p.m.
 Motion Made By: Nancy Greenstein
 Seconded By: Rob Rader
 Student Advisory: Aye
 Ayes: 7
 Noes: 0

Public Comments:- 8:35 p.m.

Close Public Hearing:
 Motion Made By: Barry Snell
 Seconded By: Nancy Greenstein
 Student Advisory: Aye
 Ayes: 7
 Noes: 0

COMMENT: The Faculty Association initial proposal for a collective bargaining successor agreement with the Santa Monica Community College District (see next page) was presented on May 7, 2019 pursuant to Government Code Section 3547 and Board Policy 2610.

Board of Trustees
Santa Monica College
1900 Pico Boulevard
Santa Monica, CA 90405

Dear Members of the Board,

In order to comply with Section 3547 of the California Education Code and current PERB guidelines, the Faculty Association presents the following negotiable items for the contract period beginning August 20, 2019.

1. Reorganization of contract form and correction of language for clarity; incorporation of all language settled upon since the prior contract, including but not limited to all Memoranda of Understanding
2. Compensation
 - a. Adjustment and modification of all existing salary schedules for all faculty to incorporate across-the-board salary increases and equal pay for equal work provisions
 - b. Increased reassigned time and compensation for all faculty performing leadership positions, department chair and/or additional tasks and duties, and incorporation of CalSTRS guidelines
 - c. Adjustment and clarification of step and group advancement policies for all faculty
 - d. Transition the frequency of pay for part-time faculty members from four times per semester to five times per semester
3. Assignment and Load
 - a. Increase and clarification of course load factors, particularly in vocational, technology and other areas of inequity
 - b. Noncredit workload and compensation clarification
 - c. Calendar
 - d. Inclusion of all reassigned time and stipends in the contract
 - e. Class size including, but not limited to, the definition and/or reduction in stated sizes
 - f. Strengthen provisions for Associate Faculty protections
 - g. Enhanced consideration of in-house applicants for full-time faculty positions
 - h. Library Faculty Chair and Health Sciences Faculty Chair duties and responsibilities
 - i. Athletic coaching compensation and added responsibility stipends
 - j. Scheduling
 - k. CalPERS reduced workload
4. Professional Development
 - a. Increase of professional development funds
5. Working Conditions
 - a. On-Campus Parking
 - b. Campus health and safety conditions
 - c. Clarification of the process and notification of faculty investigations
6. Leave
 - a. Clarification, expansion and improvement of language and policies governing all leaves
 - b. Address maternity leave
7. Association Rights
 - a. Updates to organizational security and dues deduction article
8. Grievance Procedure
 - a. Enhance grievance process time period
 - b. Right to information
 - c. Due process language
 - d. Clarify article 28.2.
9. Replacement and new faculty positions
10. Any additional subjects within the scope of EERA.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 28

SUBJECT: FISCAL AND USE AGREEMENT BETWEEN SMMUSD AND SMC FOR THE JOHN ADAMS MIDDLE SCHOOL AUDITORIUM PROJECT

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to execute a fiscal and use agreement ("Agreement") between the Santa Monica Community College District ("SMC") and the Santa Monica-Malibu Unified School District ("SMMUSD") for the John Adams Middle School Auditorium and Performing Arts Center Project ("Facility"), which authorizes SMC to reimburse SMMUSD a total of \$20 million for construction of the Facility and grants SMC the joint use of the Facility for such time that the Facility remains under SMMUSD ownership.

SUMMARY: SMMUSD owns and operates John Adams Middle School, adjacent to and immediately south of SMC's main campus. An auditorium on the site has been closed since mid-2014 due to structural damage. SMC had used the auditorium prior to its closing. In consultation with SMMUSD, the Board of Trustees approved including a joint use project with SMMUSD for a replacement auditorium project as one of the projects eligible for funding through Measure V. Santa Monica and Malibu voters approved Measure V in November 2016. SMC has budgeted \$20 million from Measure V as its contribution towards the construction of a replacement auditorium.

On September 11, 2017, SMC and SMMUSD held a joint public study session at which HGA, the project architect, and SMMUSD staff presented the project, including the planned scope and layout of the project for each of its phases (replacement auditorium, new rehearsal building, and replacement music building), as well as an update on the design process and summary of interactions between SMC, SMMUSD, and the John Adams Middle School staff and administration.

SMC administration has participated throughout all phases of the design process.

The SMMUSD Board of Education approved the project under the California Environmental Quality Act ("CEQA") on March 17, 2018. Demolition of the current auditorium is now underway with construction to begin this summer.

SMC and SMMUSD staff and administration met jointly on March 1, 2019 to review the final draft of this Agreement. SMC staff and administration had met internally twice before to conduct reviews, involving input from senior administration, campus counsel, campus events, and facilities planning, beginning in May 2018.

The Agreement provides for terms and conditions related to the funding and for the use of the Facility once completed.

Funding. The project budget is estimated at \$32 million; SMC shall reimburse SMMUSD for construction costs in three payments totaling \$20 million (\$5 million upon completion of 25% of the project, \$10 million upon completion of 75% of the project, and \$5 million upon the completion of the auditorium and rehearsal hall phase of the project as evidenced by occupancy of the theater). Any additional funds that may be needed to complete the project shall be provided by SMMUSD. SMMUSD is responsible for all change orders. SMC agrees not to initiate change orders or change in project scope.

Use. SMC shall have the first right of use of the Facility on at least 36 days each school year ("Blackout Dates"), including for certain special event uses. SMMUSD has the first right of use of the Facility on all other days, though SMC may use the Facility if available on the same terms as SMC's use on the Blackout Dates. Certain other protocols are established for calendaring. There is no fee for the use of the Facility and no charge for utilities. SMC personnel may use and operate the Facility. SMMUSD shall provide minimum staff levels, as determined by SMMUSD, to support SMC's use of the Facility. SMC is responsible for costs incurred by SMMUSD for supplemental SMMUSD staff and for SMMUSD staff overtime to support SMC's use of the Facility.

Term. SMC shall have use of the Facility so long as the Facility is owned by SMMUSD and the building is used as an auditorium by SMMUSD.

Other Provisions. Each party indemnifies the other. Each party maintains their own general liability and property insurance. Should the project be terminated prior to completion, SMC has no further obligation to make payments and shall be refunded payments made previously for which SMMUSD has not made expenditures.

The entire Agreement is available at:

http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2019/SMMUSD-SMC_JAMSFiscalAgreement%2005-07-19-FINAL.pdf

MOTION MADE BY:	Louise Jaffe
SECONDED BY:	Barry Snell
STUDENT ADVISORY:	Aye
AYES:	6*
NOES:	0

*Trustee Rob Rader Recused himself

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 29

SUBJECT: **MASTER FACILITIES USE AGREEMENT BETWEEN SMMUSD AND SMC**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to execute a use agreement ("Agreement") for a term of ten years between the Santa Monica Community College District ("SMC") and the Santa Monica-Malibu Unified School District ("SMMUSD") for shared use of SMMUSD and SMC premises.

SUMMARY: SMC and SMMUSD have a long history of shared use of educational and recreational facilities. The process of drafting a fiscal and use agreement between the districts for the John Adams Middle School Auditorium project provided an opportune time for the administration and staff of both districts to memorialize the terms and conditions governing the shared use of premises. Highlights of the terms and conditions are provided below.

Premises. This Master Facilities Use Agreement covers all premises of both districts, with the exclusion of SMC's Performing Arts Center campus and SMMUSD's Barnum Hall. The John Adams Middle School Performing Arts Center is also excluded, and is governed by a separate agreement. SMC and SMMUSD retain the right to enter into supplemental use agreements regarding particular facilities in the future as may be desired for certain programs and projects.

Term. The term of this Agreement is for ten years from the Commencement Date, and may be extended by mutual agreement of the Board of Trustees and the Board of Education.

No Use Fees. Neither party to this Agreement will charge use fees to the other party. The intent of both parties is for parity in joint use. Lack of parity provides either party with an option to terminate the Agreement.

Rules and Regulations. Each party shall follow the rules and regulations in place for the use of the other party's premises.

Personnel and Equipment. Each party will provide employees, volunteers, or others as necessary to ensure safety for the use of the premises, and such personal property as needed to permit the use to occur. Personnel used by one party of their own employees or independent contractors will not be construed as employees or independent contractors of the other party. Use of employees or independent contractors of one party by the other party will be subject to a separate, written agreement on mutually agreeable terms. If use of the premises requires provision of law enforcement, the party using the premises is responsible for payment. In the case of law enforcement being provided by the hosting party, the other party will reimburse the hosting party for costs incurred.

Maintenance and Repairs. Premises are offered "AS IS". Each party shall return the premises after each use to the same or equal condition as before the use. The parties may use their own personnel or contracted forces, to the extent permitted by law and applicable contractual arrangements. Each party shall repair, at their own expense, any damage to the premises caused by the party's use.

Safety and Liability. Parties to this Agreement do not have the obligation to operate safety measures for the premises. Parties are responsible for their own safety measures. Written approval is required for the use of safety measures of one party on the other party's premises. Parties are not liable to each other for damage, loss, or injury.

Other Protocols. Each party shall indemnify the other, to the extent permitted by California law. Each party shall maintain their own insurance. Termination of this agreement for convenience requires six months notice; termination for cause may be immediate.

The entire Agreement is available at:

http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2019/SMMUSD-SMC_MasterUseAgreement%2005-07-19-FINAL.pdf

MOTION MADE BY: Louise Jaffe

SECONDED BY: Sion Roy

STUDENT ADVISORY: Aye

AYES: 6*

NOES: 0

*Trustee Rob Rader Recused himself

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 30

SUBJECT: AWARD OF CONTRACT – TEMPORARY AIR CONDITIONING

SUBMITTED BY: Interim Executive Vice-President

REQUESTED ACTION: It is recommended that the Board of Trustees award the bid to Murray Company for an amount not to exceed \$1,183,478 for five months of temporary air conditioning service to the Life and Physical Science Building West Wing, Cayton Center & Cafeteria, Liberal Arts Building and Letters and Science Building on Main Campus and the Madison North building of the Performing Arts Center.

Bids received:

<u>Bidder</u>	<u>Amount</u>
Murray Company	\$1,183,478
United Riggers & Erectors, Inc.	\$1,294,500

SUMMARY: The temporary air conditioning systems put into place is to mitigate high temperatures in buildings without permanent air conditioning. The goal is to offer a comfortable learning environment for students, faculty and staff. There were 91 vendors notified and 6 bidders attended the mandatory job walk as a result. The cost is comparatively lower this year due to the exclusion of the Counseling Complex from the scope of work, as the department is scheduled to move into the new Student Services Center in June.

Project Cost from previous years:

2016-2017	\$1,171,595
2017-2018	\$1,274,560
2018-2019	\$1,324,718

This 2019-2020 Temporary Air Conditioning project should be the last since the District-wide Building HVAC retrofit project is currently being reviewed by the Division of the State Architect (DSA) and construction is anticipated to be completed by Summer 2020.

FUNDING SOURCE: Fund 40.0 – Capital Outlay Fund

MOTION MADE BY: Sion Roy
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 6*
 NOES: 0
 ABSTAIN: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 31

SUBJECT: **2019-2020 TENTATIVE BUDGET**

SUBMITTED BY: Interim Executive Vice-President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2019-2020 Tentative Budgets (Appendix B).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2019-2020 is comprised of the following nine funds:

General Fund Unrestricted	\$213,705,726
General Fund Restricted	<u>\$ 70,315,040</u>
Total General Fund	\$284,020,766
Special Reserve Fund (Capital)	\$ 21,160,150
Bond Fund: Measure S	\$ 15,881,345
Bond Fund: Measure AA	\$ 5,111,928
Bond Fund: Measure V	\$131,423,490
Bond Interest & Redemption Fund	\$ 63,420,719
Student Financial Aid Fund	\$ 42,491,470
Scholarship Trust Fund	\$ 46,303
Auxiliary Operations	<u>\$ 4,463,254</u>
Total Other Restricted	\$283,998,659
 TOTAL PROPOSED TENTATIVE BUDGET	 \$568,019,425

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Brooke Harrington
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2019

XI. BOARD COMMENTS

XII. ADJOURNMENT – 10:27 p.m.

The meeting was adjourned in memory of SMC student **Gary Thacker**.

he next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, July 2, 2019 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

The agenda for the next meeting will include the following:

1. Grants office Annual Report
2. Appointment(s) to Citizens' Bond Oversight Committee

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS

Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2019 through June 30, 2020, unless otherwise indicated.

Contracts for 2019-2020 have been thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents before being presented to the Board for approval. The following annual contracts are primarily renewals of existing contracts.

- A Academic Affairs
- B Community and Contract Education
- C Construction/Facilities Services
- D Enrollment Development/International Education
- E Fiscal/Advocacy/ Government Relations and Institutional Communications
- F Human Resources/Personnel Commission
- G Information Technology
- H Institutional Research
- I KCRW
- J Legal Services
- K Marketing, Community Outreach, Recruitment and Web/Social Media
- L Public Affairs
- M Purchasing
- N Risk Management
- O Student Affairs

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS

11-A ACADEMIC AFFAIRS

*Requested by: Patricia Burson, Interim Dean, Learning Resources
Reggie Ellis, Athletic Director
Erica LeBlanc, Dean of Academic Affairs
Patricia G. Ramos, Dean, Workforce and Economic Development
Scott Silverman, Associate Dean, Emeritus College
Tammara Whitaker, Interim Director, Online Services*

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

FACILITIES FOR INSTRUCTION

Provider	Service	Amount	Funding Source
1. List of providers on file in the office of Academic Affairs	Off-campus facilities for credit and noncredit programs	Payment per class is authorized as stated on the list	2019-2020 Office of Academic Affairs
2. List of providers on file in the Health Sciences office	Affiliation agreements between the Santa Monica College and the providers for the use of health facilities by SMC students in connection with the District's nursing program. The list is on file in the Health Sciences Office.	No charge to the District	2019-2020 District Budget/ Health Sciences
3 List of providers on file in the office of SMC Emeritus	Off-campus facilities for SMC Emeritus	Payment per class is authorized as stated on the list	SMC Foundation – Emeritus account

SOFTWARE FOR INSTRUCTION

Provider	Service	Amount	Funding Source
4. Turnitin.com	Santa Monica Community College District will provide a plagiarism detection software owned by Turnitin.com	Not to exceed: \$70,000	2019-2020 District Budget/

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-A ACADEMIC AFFAIRS** *(continued)***ATHLETICS**

Provider	Service	Amount	Funding Source
5. Kaiser Permanente	Santa Monica Community College District will provide a learning environment conducive to educating the residents in the ACGME competency areas.	Not to exceed: \$4,000	2019-2020 District Budget/ Athletics
6. WellnessMart.com	Provide athletic-related pre-participation physical exams for up to 150 student athletes during the academic year 2019-2020.	\$35.00 per physical Not to exceed \$6,000	2019-2020 District Budget/ Athletics
7. Presto Sports	Host the Athletics website: www.smccorsairs.com	Not to Exceed \$3,250	2019-2020 District Budget/ Athletics

DISTANCE EDUCATION

Provider	Service	Amount	Funding Source
8. Canvas/ Instructure	Course Management System (CMS) for District-wide use.	Current funding source is being supported through the CCCCO OEI (Online Education Initiative). Cost to District: \$0 Actual dollar value of one-year Canvas contract: \$288,554	2019-2020 Academic Affairs

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-A ACADEMIC AFFAIRS** *(continued)*LIBRARY VENDOR

Provider	Service	Amount	Funding Source
9. Yankee Book Peddler	Provider of library books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.	Not to exceed \$50,000	2019-2020 California State Lottery Grant
10. CCLC (Community College Library Consortium)	Provider of Library Databases and Electronic Books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.	Not to exceed \$200,000	2019-2020 California State Lottery Grant.

MALIBU CENTER

Provider	Service	Amount	Funding Source
11. SMMUSD Webster Elementary School	Reimbursement to SMMUSD for personnel services needed for SMC classes at Webster Elementary School	Not to exceed \$3,500	2019-2020 District Malibu Center

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)***11-A** **ACADEMIC AFFAIRS** *(continued)***WORKFORCE AND ECONOMIC DEVELOPMENT**

Provider	Service	Amount	Funding Source
12. Lisa Brand	Agreement for graphic design and art direction/services for marketing materials specific to the needs of Workforce & Economic Development – Strong Workforce Program. The services may include assistance with expeditiously developing various marketing materials for electronic and print distribution to comply with the objectives of the grant; increasing CTE awareness, enrollments, completers, industry recognition.	Not to exceed \$40,000	Strong Workforce Regional Round 2 – Marketing Strong Workforce Local Round 2 – Marketing

WORK STUDY AGREEMENTS

Provider	Service	Amount	Funding Source
13. Work Study Agreements with the University of California Los Angeles, California State University Northridge and Loyola Marymount University.	These are renewal agreements that allow university work-study students to be placed at Santa Monica College. The District pays the percentage of the students' wages as indicated. Peer tutors have worked in English, Social Science, Math, Modern Language, Science, or Supplemental Instruction.	<u>UCLA</u> SMC's responsibility: 50 percent of total compensation paid to students. 15 percent administrative fees. A share of Worker's Compensation, Medicare expenses, and Unemployment insurance <u>CSUN</u> SMC's responsibility: 25 percent of total compensation paid to students. 20 percent administrative fees. <u>LMU</u> SMC's responsibility: 25% percent of total compensation paid to students.	2019-2020 Budget/ Academic Affairs (District's share)

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-B COMMUNITY AND CONTRACT EDUCATION

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

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

The contracts are needed to support infrastructure needs (e.g., the program's web-based registration system and off-site locations) as well as content. For the contracts where no dollar amount is indicated, the amount is based on a percentage of the enrollment fees generated.

Funding Source: Contracts for Community and Contract Education (C&CE) are fully-funded by revenues generated through class enrollments.

Provider	Service
1. AHLEI American Hotel & Lodging Educational Institute	Purchase order to purchase online training and certification testing access for Customer Service Academy curriculum through Community and or Contract Education Not to exceed \$6,000
2. Augusoft Inc.	Annual maintenance agreement for Lumens Software used by Community and Contract Education for online registration and Paypal for credit card transactions. Not to exceed \$20,000
3. AUMT Institute	Agreement to offer online and in class courses through SMC's Community and Contract Education program in exchange Community Ed will receive \$500.00 per student enrolled. AUMT will provide Phlebotomy career training, including textbooks, supplies, materials and instructors. AUMT will dispose of waste per OSHA guidelines. SMC Extension will collect registrations and submit to AUMT revenues less SMC's share of \$500 per student enrolled. Not to exceed \$20,000

11-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

Provider	Service
4. Blockchain Academy, Inc.	Agreement to offer training through Community Ed in exchange for a percentage of the enrollment fees generated. Training modules: • Blockchain for Supply Chain • Blockchain Foundations • Blockchain - Ethereum Smart Contract Development • Blockchain Strategy Bootcam for Enterprise Blockchain Academy will provide the content, including textbooks, supplies, materials and instructors for both online and classroom training programs. The agreement will generate revenue with the revenue split ranging from 20% to 35% based on the number of enrollments. SMC Extension will collect registrations and submit to Blockchain Academy its revenue share. Not to exceed \$15,000
5. Career Training Solutions	Agreement to offer career training courses through SMC's Community and Contract Ed program in exchange for a percentage of the enrollment fees generated. Career Training Solutions will provide the third party content, including textbooks, supplies, materials and instructors for both online and classroom based career training programs. SMC The agreement will generate revenue with the revenue split ranging from 12% to 45% based on the number of enrollments Not to exceed \$10,000
6. CertiPort	Agreement to establish SMC Community Ed/ Extension as an "Authorized CertiPort Testing Center" to offer online access and test prep material for various career development examinations for certification i.e. QuickBooks, and Microsoft programs. For SMC students who have completed related training through SMC. Not to exceed \$10,000
7. Condensed Curriculum International (CCI)	Agreement to offer online and in class courses through SMC's Community and Contract Education program in exchange for a percentage of the enrollment fees generated. CCI will provide the third party content, including textbooks, supplies, materials and instructors for both online and classroom based career training programs. Not to exceed \$10,000

11-B **COMMUNITY AND CONTRACT EDUCATION** *(continued)*

Provider	Service
8. Course Horse	Agreement to offer selected courses from Community Education on Course Horse's website to serve as a marketing tool to increase enrollment and publicity for the program. Comment: Community Ed receives from CourseHorse a percentage of course fees only when students register through the Course Horse site. Community Education will utilize this site for a select few courses that need additional registration to meet the minimum to run.
9. DDI (Development Dimensions International)	Agreement for training curriculum to be offered through SMC's Community and Contract Education Program
10. Distance Learning Company	Agreement for online classes to be offered through SMC's Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
11. Education to Go	Agreement to offer online classes through SMC's Community and Contract Education program in exchange for a percentage of the enrollment fees generated.
12. G. Bruce Smith	Agreement to provide publicity services and produce materials for content marketing for various social media and online outlets under the direction of the Program Coordinator. Not to exceed \$10,000
13. Institute of Reading Development	Agreement with the Institute of Reading Development for the rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated. Comment: The Institute of Reading Development offers reading programs for children and adults. The program will be publicized in the Community and Contract Education schedule of classes and website; however, all enrollments are done through IRD
14. Learning Resources Network	LERN Yearly Membership \$800
15. NHA National Healthcareer Association	Agreement to offer online access to the NHA examination for SMC students who have completed Phlebotomy Tech training through SMC Extension. Not to exceed \$5,000

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-B COMMUNITY AND CONTRACT EDUCATION** *(continued)*

Provider	Service
16. NABCEP	Consultant service for delivery of seminars and courses for SMC Community and Contract Education courses
17. OMCP- Online Marketing Certified Professional	Agreement to provide prepaid OMCA Exam Vouchers for SMC Community Education Students who complete Social Media Marketing Practitioner Certification through Market Motive. Not to exceed \$4,000/year
18. SimpliLearn	Agreement for online classes to be offered through SMC's Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
19. Southwest Printing	Printing services for all Community Education and Professional Development catalogs
20. We Search Research	Editorial copywriting; information research and verifications Not to exceed \$5,500
21. West LA Extension	Agreement to offer joint community education classes through SMC's Community and Contract Education program in exchange for a percentage of the enrollment fees charged.
22. CRM Learning	Purchase videos for Customer Service Academy curriculum through Community Education
23. Complete Book.com	Purchase videos for Customer Service Academy curriculum books through Community Education
24. SMC Bookstore	Purchase books for Community Education courses.
25. List of providers on file in the Office of Community and Contract Education	Payment for delivery of seminars and courses for SMC Community and Contract Education courses. Payment per class is authorized as stated on the list.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-C CONSTRUCTION/FACILITIES SERVICES

Requested by: Charlie Yen, Director of Facilities Planning

Approved by: Chris Bonvenuto, Chief Director, Business Services

Elaine Polachek, Interim Executive Vice-President

The following one-year agreements for Construction/Facilities Services are all renewals of existing contracts for services.

Provider	Services	Amount	Funding Source
1. ARC	Reprographic Services for large format building plans and construction documents	Not to exceed \$75,000	State Construction Grants/Measure S, AA, V and District Capital Funds
2. Hilltop Securities Inc.	Provide continue disclosure and post-issuance compliance services for all general obligation bonds and Certificates of Participation as required by the Securities and Exchange Commission (SEC).	Not to exceed \$40,000	Measure V, S, AA and District Capital Outlay Fund
3. KNN	Provide financial advisory for general obligation bonds and Certificates of Participation to the District.	Not to exceed \$50,000	Measure V, S, AA and District Capital Outlay Fund
4. Foundation for California Community Colleges	Annual license fee for state facilities planning program (FUSION)	Not to exceed \$21,000	District Capital Funds
5. Lea Associates	Property appraisal services	Appraisal services not to exceed \$15,000 plus reimbursable expenses and any additional services not to exceed \$375 per hour	Measure V and District Capital Funds

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-C CONSTRUCTION/FACILITIES SERVICES** *(continued)*

Provider	Services	Amount	Funding Source
6. Chris Nelson & Associates, Inc.	Provide boundary determination, ALTA/ASCM land title matters, aerial photogrammetric mapping, topography, underground utilities position and alignment, and construction control survey for the District's construction projects.	Not to exceed \$95,000	Measure V, S, AA and District Capital Outlay Fund
7. Buss-Shelger Associates	Property appraisal services	Appraisal services not to exceed \$15,000 plus reimbursable expenses and any additional services not to exceed \$250 per hour	Measure V and District Capital Funds
8. Tom Erickson	Property appraisal services	Appraisal services not to exceed \$10,000 plus reimbursable expenses	Measure V and District Capital Funds

The following one-year agreements are for Construction/Facilities Services renewals of existing contracts for the following projects: Malibu Campus, Early Childhood Lab School, Student Services Building, and Math and Science building.

Provider	Services	Amount	Funding Source
1. Geolabs Westlake Village	Geotechnical Services	\$75 to \$165 per hour, Special Tests \$18 to \$4,000 per test and up to \$550 per report, plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, V or S/District Capital Fund
2. Group Delta Consultants Inc.	The consultant will provide soil compaction / masonry / aggregate / mortar /welding / asphalt material testing Services	\$70 to \$175 per hour, and up to \$750 per report, plus reimbursable expenses and test reports.	Measure V, S, AA and District Capital Outlay Fund

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-C CONSTRUCTION/FACILITIES SERVICES** *(continued)*

Provider	Services	Amount	Funding Source
3. Psomas -Surveying & Mapping	The consultant will provide Land Surveying Services	\$60 - \$180 per hour, \$40 to \$480 per report plus reimbursable expenses and test reports.	Measure V, S, AA and District Capital Outlay Fund
4. CES Construction Estimating Services, LLC	The consultant will provide Design and Construction Estimating Services	\$75 - \$130 per hour, up to \$800 per report plus reimbursable expenses	Measure V, S, AA and District Capital Outlay Fund

The following two-year agreements are for Construction/Facilities Services renewals of existing contracts for the following projects: Malibu Campus, Early Childhood Lab School, Student Services Building, and Math and Science building.

Provider	Services	Amount	Funding Source
1. All Group Engineering, Inc.	The consultant will provide DSA Certified Class 1 inspection services for the Student Services Building project and various other projects during the term of the contract.	\$97 per hour plus reimbursable expenses	Measure V, S & AA
2. Rango Inspections, Inc.	The consultant will provide DSA Certified Class 1 inspection services for the Health PE project and various other projects during the term of the contract.	\$97 per hour plus reimbursable expenses	Measure V, S & AA
3. JL Inspection, Inc.	The consultant will provide DSA Certified Class 1 inspection services for the AET Campus and Parking Structure A project and various other projects during the term of the contract.	\$97 per hour plus reimbursable expenses	Measure V, S & AA

11-C CONSTRUCTION/FACILITIES SERVICES *(continued)*

Provider	Services	Amount	Funding Source
4. Twining Laboratories	The consultant will provide construction and material testing and special inspection services.	\$95 - \$290 per hour, Special Tests \$25 - \$6,800 per test and up to \$600 per report, plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, V or S/District Capital Fund
5. Ellis Environmental	The consultant will provide hazardous material monitoring and testing.	\$40 - \$1,090 per hour, \$15 to \$480 per report plus reimbursable expenses and test reports.	State Construction Grants/Measure AA, V or S/District Capital Fund
6. Ninyo & Moore Geotechnical and Environmental Sciences	The consultant will provide hazardous material monitoring and testing.	\$75 - \$150 per hour, \$35 to \$4,900 per report plus reimbursable expenses and test reports.	Measure V, S, AA and District Capital Outlay Fund
7. B2 Environmental, Inc.	The consultant will provide hazardous material monitoring and testing.	\$75 - \$150 per hour, \$50 to \$815 per report plus reimbursable expenses and test reports.	Measure V, S, AA and District Capital Outlay Fund
8. Koury Engineering & Testing Inc	The consultant will provide soil compaction / masonry / aggregate / mortar /welding / asphalt material testing Services	\$85 to \$250 per hour, and up to \$2,500 per report, plus reimbursable expenses and test reports.	Measure V, S, AA and District Capital Outlay Fund

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-C CONSTRUCTION/FACILITIES SERVICES** *(continued)*

Provider	Services	Amount	Funding Source
9. P.A. Arca Engineering, Inc.	The consultant will provide Land Surveying Services	\$75 - \$185 per hour, up to \$800 per report plus reimbursable expenses and test reports.	Measure V, S, AA and District Capital Outlay Fund
10. CES Construction Estimating Services, LLC	The consultant will provide Constructability Review Services	\$75 - \$130 per hour, up to \$800 per report plus reimbursable expenses	Measure V, S, AA and District Capital Outlay Fund
11. Citadel Environmental Services Inc.	The consultant will provide hazardous material monitoring and testing	\$68 - \$240 per hour, \$50 to \$800 per report plus reimbursable expenses and test reports	Measure V, S, AA and District Capital Outlay Fund
12. Trident CPM Consulting	The consultant will provide professional scheduling analysis reports, Construction Claim analysis and Risk management evaluation	\$80 - \$180 per hour, up to \$1,000 per report plus reimbursable expenses	Measure V, S, AA and District Capital Outlay Fund

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 5, 2018

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 2018-2019 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

11-D ENROLLMENT DEVELOPMENT

*Requested by: Stacy Neal, Supervisor, Financial Aid/Scholarships
Denise Kinsella, Interim Dean, International Education
Delores Raveling, Dean, First Year Programs
Esau Tovar, Dean, Enrollment Services*

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

Provider	Service	Amount	Funding Source
1. Modo Labs	Contract renewal (Year 1 of 3) of Modo Labs platform for SMC GO app (hosting, development, and support).	Not to exceed \$45,500 No cost increase over previous year	Student Equity and Achievement Program
2. SmartSource 24/7	Contract renewal (Year 2 of 3) of SmartSource, Answer, Voices that support the "Ask SMC" intelligent agent on the SMC website.	\$35,750 No cost increase over previous year	Student Equity and Achievement Program
3. GeckoEngage	Licensing of GeckoEngage "Talk" and "Capture" modules to support outbound call center focused on student onboarding and ongoing call campaigns, and tracking of prospective students via web and at recruitment events held by SMC Outreach (e.g., high schools, college fairs).	Not to exceed \$30,000 No cost increase over previous year	Student Equity and Achievement Program
4. Credentials Solutions	The company will provide services for the online ordering and electronic processing of transcripts. This is an optional service for students.	No cost to the District. A small convenience fee is charged to the requestor.	User Fees
5. National Student Clearinghouse	The company will provide services for the automated processing of enrollment and degree verifications.	No cost to the District. A small convenience fee is charged to the requestor.	User Fees

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-D ENROLLMENT DEVELOPMENT** *(continued)*

Provider	Service	Amount	Funding Source
6. Viatron	Imaging software and electronic forms maintenance agreement	Not to Exceed \$45,000	Student Equity and Achievement Program, Financial Aid, and International Education Center
7. CCC Technology Center	Participation in the use/licensing of CCCApply (online admission application)	No cost to the District.	No Cost
8. Civitas Learning Inc.	Licensing of the company's "Schedule Planner" application used by students and staff to design best-fit course schedules.	\$24,000 for annual license; plus up to \$6,000 in customizations that may be requested to add a shopping cart from which students may enroll directly to classes. Note: The base price will increase by \$4,000 following the expiration of our 3-year contract. Vendor cites current pricing and product roadmap enhancements as reasons for increased cost.	Student Equity and Achievement Program

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-D **ENROLLMENT DEVELOPMENT** *(continued)*

Provider	Service	Amount	Funding Source
9. Hyland	Software maintenance and support of Perceptive Intelligent Capture for Transcripts. Given the need by SMC IT to upgrade SMC users to the latest operating system, and the fact older operating systems will no longer be supported by Microsoft, an upgrade to the latest Perceptive Intelligent Capture for software is required.	Not to exceed \$30,000 Plus up to \$10,000 for needed upgrade and professional services to configure Perceptive server and clients when upgrading to latest release.	Student Equity and Achievement Program
10. Tableau	Business intelligence software maintenance and support	Not to exceed \$38,000	Student Equity and Achievement Program
11. Skillbuilders	The company will provide support and maintenance for MyEdPlan and MyCAP application as needed.	Not to exceed \$50,000	Student Equity and Achievement Program
12. TargetX	Software maintenance and support for CRM platform. .	Not to exceed \$95,000	Student Equity and Achievement Program
13. Salesforce Foundation	Software maintenance and support—Enterprise Edition.	Not to exceed \$28,000 Note: additional user licenses needed	Student Equity and Achievement Program
14. Blackboard ConnectEd	Blackboard Connect basic service (Emergency, Attendance, Outreach) 24x7x365 Support: Unlimited for 36,000 units	Not to exceed \$62,000	2019-2020 District Budget/ Enrollment Development
15. Global Datebooks	Off campus printing services 11,000 student planners for academic year 2019-20	\$40,000	Student Equity and Achievement Program /District
16. Screen Magic	Software maintenance, support, and 2-way SMS messaging service through TargetX—Enterprise Edition	Not to exceed \$16,000	Student Equity and Achievement Program

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-D **ENROLLMENT DEVELOPMENT** *(continued)*

Provider	Service	Amount	Funding Source
17. QLess Inc.	Annual license fee, maintenance, and support. QLess allows the college to manage virtual lines at select student services areas such as Assessment Center and Counseling	Not to exceed \$35,000 Includes software and support No cost increase over previous year	Student Equity and Achievement Program
18. College Source	Annual contract to College Source's Transfer Evaluation System utilized by counselors and evaluators to evaluate external coursework	Not to exceed \$11,000 We anticipate a 3-7% increase	Student Equity and Achievement Program
19. Ellucian Company L.P.	Banner Annual Maintenance/ Software License, including Needs Analysis for 2019-2020	\$43,332	2019-2020 BFAP
20. Ellucian Company L.P.	Banner Financial Aid Remote consulting services	Not to exceed \$7,200 (40 hours at \$180/hr.)	2019-2020 District Budget/ Financial Aid
21. Ellucian Company L.P.	Banner 9 project management	Not to exceed \$4,500 (25 hours at \$180/hr.)	
22. Ellucian Company L.P.	UC4 Applications Manager by Automatic: Annual license Fee	\$18,316	2019-2020 BFAP
23. Ellucian Company L.P.	Financial Aid FM Need Analysis license fee for award year 2018-2019	\$6,481	2019-2020 BFAP
24. Blackbaud, Inc. Scholarship Software	Scholarship Processing Software	\$12,945 annual maintenance.	2019-2020 BFAP

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-D **ENROLLMENT DEVELOPMENT** *(continued)*

Provider	Service	Amount	Funding Source
25. Work Study Agreement with Santa Monica-Malibu Unified School District.	SMCCD will provide students eligible for the Federal Work Study Program to work as reading/math tutors at three of the SMMUSD schools – Grant Elementary School, Will Rogers learning Community, and pre-kindergarten child care facility and sixth graders at John Adams Middle School.	The rate of compensation is \$14.25 per hour, which will be the current rate of pay for student workers, as of July 1, 2019	Federal Work Study Program
26. SHI International	Red Hat Enterprise Linux for Virtual Datacenters	\$12,335.57	2019-2020 BFAP
27. GT Software	NetCobol for Linux x64 Enterprise	\$1,496	2019-2020 BFAP
28. Relation Insurance Services Education, Inc.	Accident/Illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students.	No cost to the District. Students will pay \$157 per month for insurance coverage.	Student Insurance Fees
29. International Education Advising Centers (A full list of Educational Advising partners is available in IEC)	Introduce SMC to prospective students, hold college fairs, arrange seminars for visiting SMC staff to meet prospective students, help prepare applications, collect and remit fees from students to SMC.	The total for educational advising contracts not to exceed \$750,000 (one-time costs of \$1000- \$2000 per enrolled student in good standing)	2019-2020 District Budget/ International Education

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-D ENROLLMENT DEVELOPMENT** *(continued)*

Provider	Service	Amount	Funding Source
30.	SMC International Education Center Recruitment and processing		2019-2020 District Budget/ International Education
iXplore University (renewal)	e-brochure/web advertisement	\$5,850	
Study in the USA (renewal)	Web ads/profiles	\$10,575	
ISSM (Ellucian) (Renewal)	Document Management/ Services Integration	\$,6800	
Mezun (renewal)	Web/webinar/seminar advertising/recruiting	\$5,000	
Center for Global Advancement of Community Colleges (renewal)	Web/webinar/seminar Advertising/recruiting Highlighting 2 + 2 programs	\$2,000	

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS

*Requested by: Chris Bonvenuto, Chief Director, Business Services
Don Girard, Senior Director, Government Relations/Institutional Communications
Sherri Lee-Lewis, Interim Vice-President, Human Resources*

Approved by: Elaine Polachek, Interim Executive Vice-President

The following contracts for Fiscal/Advocacy are all renewals of existing contracts.

Provider	Service	Amount	Funding Source
1. Bond Logistix	Perform arbitrage rebate calculations and private use compliance calculations. Issue arbitrage rebate reports and private usage reports on all general obligation bonds and Certificates of Participation as required by the Internal Revenue Service.	Not to exceed \$15,000 per calculation/report	Measure S, U, AA, V, and the Capital Outlay Fund
2. Los Angeles County Office of Education	PeopleSoft Financial System and HRS System; i.e., general ledger, accounts payable, employee database, inventory, purchasing, 1099 reporting, payroll, retirements, PC budget, training and downloadable reports. Also includes Year 3 implementation fees for the new enterprise resource planning system to replace PeopleSoft and HRS.	Not to exceed \$600,000	2019-2020 District/Fiscal Services Budget
3. Eide Bailly LLP (formerly Valvrenek, Trine, Day & Co.)	Audit of District basic operations, grants, federal financial aid programs, radio station for the Corporation of Public Broadcasting	Not to exceed \$126,000 plus reimbursable expenses	2019-2020 District/ Board of Trustees Budget
4. Chavez Shimasaki Strategic Education Services (SES)	Lobbying and advocacy services on budget issues, legislation affecting the District, issues before the CCC Chancellor's Office and Board of Governors, and represent the District with the Governor's Office, and other state agencies that work with postsecondary educational institutions.	Not to exceed \$65,000 plus expenses	2019-2020 District/ Board of Trustees Budget

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)***11-E** **FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS** *(continued)*

Provider	Service	Amount	Funding Source
5. School Services of California, Inc.	Provide current resources in the form of bi-weekly updates on State financial and legislative matters, to assist the District with budget and cash flow analysis and projection. Includes 15 hours of business research and planning services.	Not to exceed \$7,500 plus expenses	2019-2020 District Business Administration Budget
6. Urban Dimensions <i>(Dennis Zane)</i>	Urban Dimensions will continue to provide advocacy to identify additional transportation funds at state and federal levels; and assist the college with business activities and relations with the City of Santa Monica and other governmental agencies.	Not to exceed \$60,000	2019-2020 District Transportation Budget
7. The California Statewide Delinquent Tax Finance Authority	This is a joint powers authority that finances delinquent taxes owed allowing for the District to receive the revenue from those taxes before they are collected from the taxpayer.	Fees are paid from the financing of the taxes and are not passed on to the District	Fees are paid from the financing of the taxes and are not passed on to the District
8. Total Compensation Systems, Inc.	Actuarial services related to retiree benefit liability calculations as required by GASB 45/74/75.	Not to exceed \$21,500 per report including on site presentations if necessary.	2019-2020 District/Fiscal Services Budget
9. Navex Global	In accordance with Board Policy 6116, Navex Global will maintain a Fraud Alert Hotline which utilizing both phone access and a website provides an anonymous reporting system.	Not to exceed \$10,000	2019-2020 District/Fiscal Services Budget
10. Norton Medical Industries	Drug testing services to transportation employees pursuant to Board Policy 3116	Not to exceed \$1,500	2019-2020 Auxiliary Budget

BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 4, 2019

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-F HUMAN RESOURCES/PERSONNEL COMMISSION

*Requested by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources
Carol Long, Director of Classified Personnel*

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

Provider	Service	Amount	Funding Source
1. Dr. Gina Gallivan (aka: Psychological Consulting Services, Inc.)	To administer psychological tests to Community College Police Officer candidates and provide the District with a written evaluation of each candidate within ten working days after the administration of each test; Provide Fitness for Duty examinations for Police Officers if necessary. [Licensed Clinical Psychologist, Board Certified in Police and Public Safety Psychology since August 1998.]	Pre-employment \$400 per candidate; Fitness for Duty: \$350/hour (4-5 hours) includes interview, testing, follow-up calls, report if necessary; Debriefing \$350/hour per event (individual or group); Telephone consultation: \$350/hour or \$450/hour (9pm-5am). Not to exceed \$10,000	2019-2020 District Budget/ Human Resources
2. Dr. Paul Lane, Ph.D.	Psychological fitness for duty testing on designated employees (not Police Officer candidates) as directed by the Office of Human Resources; Results of tests and recommendations for fitness for duty based on testing to be transmitted to the VP of HR within two (2) weeks of the final testing session of each designated employee.	\$200 per hour for testing and reports. Not to exceed \$6,500	2019-2020 District Budget/ Human Resources
3. Los Angeles County of Education (LACOE)	Employee Assistance program (EASE) for eligible Santa Monica College employees. (Service is free to employees)	\$10,200	2019-2020 District Budget/ Human Resources

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-F **HUMAN RESOURCES/PERSONNEL COMMISSION** *(continued)*

Provider	Service	Amount	Funding Source
4. NEOGOV	1. Upgraded software of fully hosted basis to automate the acceptance and processing of academic employment applications; will allow tracking of faculty and academic administrator recruitment, facilitate real time reporting to assist in attaining EEO and diversity goals.	1. \$25,853 Annual Maintenance Fee	1. 2019-2020 District Budget/ Human Resources
	2. Renewal for annual Insight Enterprise Software licensing and related services for Personnel Commission classified online applicant tracking system	2. \$10,473 Annual Maintenance Fee	2. 2019-2020 District Budget/Personnel Commission
5. SCCCD ERC (Liebert Cassidy Whitmore)	Southern California Community College Districts Employment Relations Consortium – training workshops to member institutions.	Not to exceed \$3,400	2019-2020 District Budget/ Human Resources
6. ViaTRON	Scanning of active and inactive personnel files	Not to exceed \$10,100	2019-2020 District Budget/ Human Resources
7. Idemia ((formerly MorphoTrust/ Identix, Inc.)	Annual Maintenance of LiveScan Fingerprinting System in use of Campus Police	\$1,599.00	2019-2020 District Budget/ Human Resources
8. Brentview Medical Clinic	1. Provide Chest X-rays to current District employees who evidence positive TB test result as required by law.	1. X-rays to be charged at \$50.00 per employee. Not to exceed \$2,500	2019-2020 District Budget/ Human Resources
	2. Provide full service consulting with regard to job-related employee examinations including but not limited to return to work and fitness for duty examinations	2. Fitness for duty exams @ \$600 max per exam Not to exceed \$8,000	

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-F **HUMAN RESOURCES/PERSONNEL COMMISSION** *(continued)*

9. Hudson HR Services, LLC	Training of SMC managers through workshops focused on a variety of management issues, including collective bargaining compliance, workplace harassment prevention, training, workplace communication, etc.	\$125 per hour for preparation and presentation. Not to exceed \$7,500	2019-2020 District Budget/ Human Resources
10. Keenan and Associates	Keenan and Associates will act as Broker in securing one or more group annuity contracts for District's Health Reimbursement Accounts (for the management group and the classified group); conduct periodic meetings to review the status of its HRA; inform the District of any changes affecting the program, assist the District with the implementation of the HRA; provide on-going consultation to District with respect to the HRA.	The carrier shall pay a renewal commission of 0.75% on the deposits, and an "asset trailer" of 0.9% accumulated assets in the group annuity contract. Keenan and MidAmerica shall receive half of the total commissions paid by the annuity carrier. Keenan shall also receive \$2.00 per active employee per quarter of the Administrative Fee (\$7.00 per active Employee per quarter) paid by the District to MidAmerica.	2019-2020 District Budget/ Human Resources
11. MidAmerica Administrative Solutions, Inc.	MidAmerica, is the exclusive provider of administrative services and technical support for the Keenan HRA Program. The District engaged MidAmerica to provide technical support and administrative services in conjunction with its HRA Program.	Administrative Fee: \$7.00 per active Employment per quarter. Estimated Cost:\$3,600/quarter Distribution Fee: \$7.00 for each claim processed up to an annual maximum of\$42.00. Estimated Cost: \$520/quarter taxes on fees paid: Approximately \$500. (All fees paid by the employer) and shall continue year to year thereafter unless and until terminated by either party upon written notice. Not to exceed: \$13,000	2019-2020 District Budget/ Human Resources

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-F **HUMAN RESOURCES/PERSONNEL COMMISSION** *(continued)*

Provider	Service	Amount	Funding Source
12. Sintra Group	Performs background investigation services and preparation of written evaluations for each candidate applying for the positions of Police Officer, Community College Officer, and Community College Police Trainee.	Not to exceed \$20,000 plus expenses. Existing Contract Term from January 1, 2017 through December 30, 2018, with the option to renew in 1-year renewal option periods.	2019-2020 District Budget/ Human Resources
13. Total Recall Captioning	The consultant will provide for a designated class a team of two Service Providers capable of providing real time captioning services to faculty.	Not to exceed \$5,003 On-site Teamed Service Provider -\$160/hour. On-site Single Service Provider - \$60/hour. Remove Services: \$75/hour	2019-2020 Human Resources/ ADA Accommodation
14. Sign Up Interpreting	Provides Sign Language Interpreting services for deaf and/or hard of hearing faculty and staff	Not to exceed \$5,003 Individual services - \$72/hr Team Rate: \$144/hr	2019-2020 Human Resources/ ADA Accommodation
15. First Pacific Exchange (dba Navigate HCR)	Navigate HCR ("NHCR") is the developer and exclusive owner of an Affordable Care Act ("ACA") management information system known as HCR Toolbox. This software system will enable the District to track payroll, HRIS, time and attendance as well as benefits administration and is designed to comply with current and subsequent regulations of the ACA.	Not to exceed \$7,500.00	2019-2020 District Budget/ Human Resources
16. Ad Club	An agency providing assistance in placing academic recruitment postings online in Equal Employment Opportunity focused online sites.	Not to exceed \$20,000	2019-2020 District Budget/ Human Resources

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-F **HUMAN RESOURCES/PERSONNEL COMMISSION** *(continued)*

Provider	Service	Amount	Funding Source
17. SchoolsFirst Federal Credit Union ("FCU")	SchoolsFirst FCU is the Third Party Administrator (TPA) for the administration, education and compliance reporting of the SMC District's employees' 403b retirement savings and 457b deferred compensation programs.	Zero cost to either the district or employee for any portion of the administrative fees.	2019-2020 District Budget/ Human Resources (Not applicable)
18. Ameriflex/ Colonial Life Insurance	Administration of the flexible spending account ("FSA") also known as the Section 125 account. Colonial Life offers to district employees voluntary insurance policies including but not limited to supplemental life, cancer, accident, disability coverage, etc.	Zero cost to either the District or employee for any portion of the Section 125 FSA administration charges. Other insurance policies (except for the District's life insurance policy of \$50,000 per employee) are voluntary and employee paid	2019-2020 District Budget/ Human Resources (not applicable)
19. Peace Over Violence	Provides sexual & domestic violence prevention and intervention education services to students and employees of SMC who are victims of domestic violence/sexual assault, including training (i.e., bystander intervention, peer education, trauma-informed training, sexual/domestic violence prevention)	Zero cost to either the district or employee	2019-2020 District Budget/ Human Resources (No funding required)
20. Scantron	Provider of approx. 50,000 forms used for student evaluations of faculty	Not to exceed \$4,800	2019-2020 District Budget/ Human Resources

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-F **HUMAN RESOURCES/PERSONNEL COMMISSION** *(continued)*

Provider	Service	Amount	Funding Source
21. Rape Treatment Center at Santa Monica-UCLA Medical Center	Provides trauma informed services to students and employees of SMC who are victims of sexual violence, and to enhance the overall response to sexual assault at SMC. An MOU is established to meet the statutory requirements of AB 1433 (Gatto, 2014) and to promote compliance with state and federal laws related to these issues. Services include prevention education training (i.e., bystander intervention, peer education, trauma-informed training, sexual/domestic violence prevention).	Zero cost to either the district or employee	2019-2020 District Budget/ Human Resources (No funding required)
22. Center for Pacific Asian Family	Provides services to students and employees of SMC who are victims of domestic violence/sexual assault within the Asian and Pacific Islander communities, including training (i.e., bystander intervention, peer education, trauma-informed training, sexual/domestic violence prevention)	Zero cost to either the district or employee	2019-2020 District Budget/ Human Resources (No funding required)
23. Sojourn	Provides crisis intervention, peer counseling, resource referral, and advocacy services through Sojourn's 24/7 hotline, and will serve victims in their crisis shelter, second-stage shelter, support groups, legal and social services clinics, to students and employees of SMC who are victims of sexual violence.	Zero cost to either the district or employee	2019-2020 District Budget/ Human Resources (No funding required)

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-F HUMAN RESOURCES/PERSONNEL COMMISSION** *(continued)*

Provider	Service	Amount	Funding Source
24. Biddle Consulting Group	OPAC software for computer skills testing; plus maintenance renewal, unlimited toll-free phone support, user's group web site, and free automatic software upgrades	\$859	2019-2020 District Budget/ Personnel Commission
25. CODESP	Online service which provides hiring assessment tools, including written test and performance test items	\$2,200	2019-2020 District Budget/ Personnel Commission
26. Liebert, Cassidy, Whitmore	Personnel training, advice	\$190 to \$295 per hour for attorney services; \$75 to \$150 per hour for paralegal services; plus expenses	2019-2020 District Budget/ Human Resources/ Personnel Commission

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

11-G INFORMATION TECHNOLOGY

Requested by: Information Technology Team

Approved by: Elaine Polachek, Executive Vice-President, Business administration

Provider	Service	Amount	Funding Source
1. City of Santa Monica	Santa Monica City Co-Location agreement for 3 locations (lease agreement).	\$45,000	2019-2020 District Budget/ Information Technology
2. City of Santa Monica	Santa Monica City maintained Wide Area Network (iNet) network equipment (maintenance)	\$6,048	2019-2020 District Budget/ Information Technology
3. City of Santa Monica	Access to Santa Monica City owned high-speed data network to connect SMC campuses with the main SMC campus (lease agreement)	\$54,760	2019-2020 District Budget/ Information Technology
4. SHI / Cisco SmartNet	Annual Network technical support & maintenance	\$ 199,600	2019-2020 District Budget/ Information Technology
5. Hewlett Packard Enterprise Co	Annual campus Maintenance agreement.	\$122,000	2019-2020 District Budget/ Information Technology
6. CDW-G	VEEAM – Annual renewal of server backup and recovery software licensing for VMware virtual servers (software license and support agreement).	Not to exceed \$39,000	2019-2020 District Budget/ Information Technology
7. Computerland	Microsoft Campus Agreement/ Desktop for Education	\$131,248	2019-2020 District Budget/ Information Technology
8. Computerland	Adobe ETLA Campus Agreement/ Creative Cloud	\$85,140	2019-2020 District Budget/ Information Technology
9. Oracle	Oracle Enterprise Edition Annual Support/Maintenance Agreement	\$195,000	2019-20 District Budget/ Information Technology

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RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-H INSTITUTIONAL RESEARCH

Requested by: Hannah Lawler, Dean, Institutional Research

Approved by: Elaine Polachek, Interim Executive Vice-President

Provider	Service	Amount	Funding Source
1. Chancellor's Office of the California Community Colleges (COCCC)	To facilitate compliance by community college districts with the information reporting requirements of the Student-Right-To-Know Act (SRTK). Enables online submission of mandatory reporting.	\$5,900	2019-2020 District Budget/ Institutional Research
2. Survey Gizmo	Web-based survey tool service.	\$7,500	2019-2020 District Budget/ Institutional Research
3. Collaborative Institutional Training Initiative (CITI)	The CITI Program will provide customized web-based training on conducting ethical research with human subjects for the Institutional Review Board (IRB), the campus body authorized to review and approve proposals to conduct research with human subjects at SMC (students and employees).	\$1,200	2019-2020 District Budget/ Institutional Research

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-I KCRW

Requested by: Jennifer Ferro, General Manager, KCRW

Approved by: Don Girard, Government Relations/Institutional Communications

The following contracts for KCRW are all renewals of existing contracts and are funded by CPB Grant money and KCRW Donations.

Provider	Service	Amount
1. American Public Media	APM Fiscal Year: 7-1-19 through 6-30-20 CPB FY 19: REMAINDER EXPENSES Period: 7-1-19 through 9-30-19 Affiliation/Service fee: Program Acquisition: Not limited to MARKETPLACE, BBC Studio usage/engineering time/etc. CPB FY 20: EXPENSES Period: 10-1-19 through 6-30-20 Affiliation/Service fee: Program Acquisition: Not limited to MARKETPLACE, BBC Studio usage/engineering time/etc. 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, 2019 –Mar 31, 2020. CPB FY 20: REMAINDER EXPENSES Period: 7-1-20 through 9-30-20, Affiliation/Service: Program Acquisition: Studio usage/engineering time/etc.	Payable upon billing; Payable upon billing; Not to exceed: \$3,724.00 \$36,053.25 Not to exceed: \$11,172.00 \$108,160.00 Payable upon billing; Not to exceed \$5,000. PIJ/PIN Partner Station Agreement. Payable upon billing: Rates unknown at this time

11-G KCRW (continued)

Provider	Service	Amount
2. Public Radio Exchange/PRI	PRX/PRI Fiscal Year: 7-1-19 through 6-30-20 CARRYOVER: CPB FY 19 EXPENSES: Period: 7-1-19 through 9-30-19 Membership/Affiliation + PRX Points Programming Fees: 3 months CPB FY 20: EXPENSES Period: 10-1-19 through 6-30-20 Membership/Affiliation + PRX Points Programming Fees: 9 months CARRYOVER: CPB FY 20 EXPENSES New rates will apply, upon notification Please note: PRI/PRX merged in August 2018. Thus the rates have increased to reflect the Two organizations costs. Programs to broadcast on KCRW: THE MOTH RADIO HOUR: \$5,985.00 THE WORLD: \$74,561.80 THE TAKEAWAY: \$16,224.00 THIS AMERICAN LIFE: \$17,800.00 These are annual costs for the above Programs.	Payable upon billing: \$27,399.24 \$28,642.71 \$82,197.72 \$85,928.13 Payable upon billing: Rates unknown at this time TOTAL, NTE: \$224,168.00
3. WNYC	WNYC Fiscal Year: 7-1-19 through 6-30-20 CPB FY 19: REMAINDER EXPENSES Period: 7-1-19 through 9-30-19 HD Access Fee: Program Acquis Fee: CPB FY 20: EXPENSES Period: 10-1-19 through 6-30-20 HD Access Package: ability to air any or All WNYC programs on our HD Frequencies Program Acquis: Not limited to: THE NEW YORKER RADIO HOUR, etc CPB FY 20: REMAINDER EXPENSES Period: 7-1-19 through 9-30-19	Payable upon billing: Not to exceed: \$625.00 \$3,169.69 \$1,875.00 \$9,509.07 Payable upon billing: Rates unknown at this time

11-G KCRW (continued)

Provider	Service	Amount
4.National Public Radio	NPR Fiscal Year: 10-1-19 through 9-30-20 CARRYOVER: CPB FY 19 EXPENSES Final Quarter Payment, CPB FY 19 Period: 7-1-19 through 9-30-19 Membership: \$3,627.00 Program Acquis/Studio usage: \$256,538.19+\$4,200.00 Digital Fees: \$30,933.23 Interconnect Fees: \$6,960.00+3,937.50	Not to exceed: Payable upon billing: \$3,627.00 \$260,738.19 \$30,933.23 \$10,897.50
5.National Public Radio:	NPR Fiscal Year: 10-1-19 thru 9-30-10 CPB FY 20 EXPENSES: Period: Oct 1, 2019 thru June 30, 2020 Institutional Membership Fee, Program Acquisition: NPR News Magazine/HD Programs Studio Usage/Engineering time And ISDN lines; Digital Services, includes Digital streaming + bandwidth overages Satellite Interconnect: Annual Satellite Interconnect: Small Bucket CARRYOVER: CPB FY 20 EXPENSES Period: 7-1-20 through 9-30-20 Membership: Program Acquis: Studios usage: Digital: Satellite Interconnect:, Annual Satellite Interconnect: Small Bucket These are Estimated costs for CPB FY 20 There could be additional services by NPR; yet to be determined	Payable upon quarterly billing, Not to exceed: \$11,344.50 EST \$810,408.00 EST \$12,600.00 EST \$96,744.00 EST \$12,226.00 EST \$20,880.00 EST \$3,781.50 EST \$270,136.00 EST \$4,200.00 EST \$32,248.00 EST \$4,075.32 EST \$6,960.00 EST
6.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, 2020 through April 30, 2021	Annual Administrative License Fee, not to exceed \$600.

11-G KCRW (continued)

Provider	Service	Amount
7. List of providers on file at KCRW	Various Site rentals/road access for KCRW transmitters:	Annual Totals not to exceed:
	American Tower Corp: Red Mountain Continuation of First Amendment To Lease Agreement, #WE801623 TERM: 6-1-16 through 5-31-21 Period: 7-1-19 through 6-30-20	\$21,353.28
	ATC Watertown, LLC: San Miguel Period: 7-1-19 through 6-30-20	\$10,200.00
	Borrego Springs Period: 10-1-19 through 6-30-20 Period: 7-1-20 through 9-30-20	\$3,934.00
	Collins Communications TERM: 9-1-17 through 8-31-22 Period: 7-1-19 through 6-30-20	\$27,107.00
	Community Radio: transmitter site: For KDRW, Santa Barbara Period: July 1, 2019 through Dec 31, 2019 Period: Jan 1, 2020 through Dec 31, 2020: CPI increase, based on LA/Long Beach/Anaheim area, for Oct 2019 Period	\$4,630.32
	Existing contract: increase to be in Accordance to CPI rate. Utilities: Gibraltar Power Utilities: A/C charges	\$TBD monthly Rental fee \$16,820.00 \$1,800.00
	Crown Castle: Mojave, CA Period: 7-1-19 through 3-31-20 Contract Term Period: 4-1-15 Through 3-31-20 Negotiations for new contract, must Begin Oct 2019, if we wish to stay at This site hereafter.	\$10,368.00
	KSBY Comm., LLC: MIA For KERW/San Luis Obispo Rental: July 1, 2019 thru June 30, 2020 Utilities: July 1, 2019 thru June 30, 2020 New Contract: TBD, Terms, unknown KSBY Comm., LLC: is being purchased by Scripps; closing is not yet finalized as of 4-19-19; So, we'll get new contract, upon Scripps getting a handle on all KSBY sites.	\$TBD \$TBD
	Lazer Broadcast KCRW Transmitter: South Mountain, Santa Paula, CA.	\$13,668.00

	Period: 7-1-19 through 6-30-20 Mountain Investments: Bald Mountain Period: 7-1-19 through 6-30-20 Mountain Investments: Copper Mountain Period: 7-1-19 through 6-30-20 Mountain Investments: Indio Peak Period: 7-1-19 through 6-30-20 Site and utilities Rincon Broadcasting, LLC/Point Broadcasting Period: 7-1-19 through 6-30-20 Snow Peak Period: 7-1-19 through 8-31-20 New contract: 9-1-16 thru 8-31-21 Vertical Bridge CC FM, LLC Period: 7-1-19 through 6-30-20 Richard E. King: usage/access, repair/ Maintenance of private road leading to KCRW transmitter site at South Mountain, above Santa Paula, Ventura County	\$16,056.00 \$18,445.00 \$35,760.00 \$9,900.00 \$3,984.00 \$120,017.46 Annual usage fee: \$2,652.25 Variable fee, for Maintenance/repair: Not to exceed \$7,500. For twelve month Period.
8. 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 \$3,309,000.

11-G KCRW *(continued)*ACCEPTANCE OF DONATIONS/GRANTS/FUNDING

Funding Source	Service	Amount
9. City of Santa Monica	Undetermined at this time. Email: to DG + JF + JS on this, 4-16-19	
10. Corporation for Public Broadcasting	Acceptance of CPB FY 20 Funds, For period: 10-1-19 through 9-30-21 Comprised of two grants: 1. Community Service Grant @ 73.47% 2. National Program Production and Acquisition Grant @ 26.53% To be expended for programs, services and related expenses from American Public Media, National Public Radio, Public Radio Exchange, WNYC Any expenses, over the grant amount that is offered and accepted, will be reimbursed by KCRW Foundation, Inc., upon billing.	TBD: Approximately, \$1,362,818.00 This figure, is based on CPB FY 19 grant.
11. Various	Affiliation/Access Service Fees American Public Media WNYC Institutional Memberships: National Public Radio Public Radio Exchange/PRI 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 CPB (CSG) funds Payable upon billing, From KCRW donations

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RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-J **LEGAL SERVICES**

Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications
Sherri Lee-Lewis, Interim Vice-President, Human Resources
Robert Myers, Campus Counsel
Charlie Yen, Director, Facilities Planning

Approved by: Kathryn E. Jeffery, Superintendent/President

The following contracts for Legal Services are all renewals of existing contracts and services. The District uses the legal firms for personnel, facilities, fiscal issues; bond counsel, risk management, and legal services required by the Board on an as-needed basis.

Provider	Service	Amount	Funding Source
1. Harding, Larmore, Kutcher and Kozal	Municipal, land use and CEQA issues	\$200 to \$395 per hour plus expenses	2019-2020 Business and Administration Capital Outlay Fund Bond Measures AA, V and S funds
2. Norton Rose Fulbright US, LLP	1) Provide legal services associated with real property acquisition and Joint Powers Authority (JPA) agreement between the District and the City of Malibu, (2) Provide bond counsel, (3) Provide legal counsel for facilities contract related issues.	\$225 to \$700 per hour, plus reimbursement of actual and necessary expenses	2019-2020 Business and Administration Budget; Bond Measures AA, V and S funds; District Capital Outlay Funds
3. Fagen Friedman & Fulfroost	Provide legal advice and representation principally in the area of labor-management issues.	\$150 to \$290 per hour, plus costs and expenses in performing legal services.	2019-2020 District Budget/Business and Administration

RECOMMENDATION NO. 11 **2019-2020ANNUAL CONTRACTS AND CONSULTANTS** *(continued)***11-J** **LEGAL SERVICES** *(continued)*

Provider	Service	Amount	Funding Source
4. Newman, Aaronson, Vanaman LLP	Robert Myers of Newman Aaronson Vanaman is providing the services of campus counsel. The responsibilities of campus counsel include coordinating of all litigation against the College, overseeing regulatory compliance, coordinating and reducing all outside legal services, and providing legal services determined by the Superintendent/ President or her designee to reduce legal exposure and liability.	\$100 to \$375 per hour plus expenses	2019-2020 Business and Administration Capital Outlay Fund Bond Measures AA, V and S funds
5. LPI, Inc.	Provide litigation support for construction and architectural claims related to College construction projects	\$80 to \$175 per hour plus expenses \$36,000 for one year of hosting of construction management database	Capital Outlay Found Bond Measures AA, V and S funds

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RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-K **MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA**

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

Approved by: Kathryn E. Jeffery, Superintendent/President

The following contracts for Marketing, Community Outreach, Recruitment and Web and Social Media, are predominately renewals of existing contracts and services.

Provider	Service	Amount	Funding Source
1. Univision	Summer 2019, Fall 2019, Winter 2020 and Spring 2020, radio and digital advertising, and internet/text messaging for student recruitment	Not to exceed \$100,000	2018-2019 and 2019-2020 Marketing Budget
2. Entercom: KROQ & KAMP radio	Fall 2019, Spring 2020, Summer 2020 radio and digital advertising, and internet/text messaging for student recruitment	Not to exceed \$250,000	2019-2020 Marketing Budget
3. KPWR 105.9 FM Radio	Fall 2019, Spring 2020, Summer 2020 radio and digital advertising and internet/text messaging for student recruitment	Not to exceed \$200,000	2019-2020 Marketing Budget
4. iHeartMedia KIIS 102.7 FM Radio	Fall 2019, Spring 2020, Summer 2020 radio and digital advertising and internet/text messaging for student recruitment	Not to exceed \$160,000	2019-2020 Marketing Budget
5. Big Blue Bus	2019-2020 outdoor advertising for student recruitment	Not to exceed \$165,000	2019-2020 Marketing Budget
6. Outfront Media	2019-2020 outdoor advertising for student recruitment (Outfront Media is the provider for the MTA bus system)	Not to exceed \$175,000	2019-2020 Marketing Budget

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)***11-K MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA** *(continued)*

Provider	Service	Amount	Funding Source
7. Intersection	2019-2020 outdoor advertising for student recruitment (the provider for the Metro Expo Line)	Not to exceed \$57,000	2019-2020 Marketing Budget
8. Santa Monica Daily Press	2019-2020 print advertising for college advancement; student recruitment, and community outreach	Not to exceed \$38,000	2019-2020 Marketing Budget
9. Surf Santa Monica.com	2019-2020 advertising for student recruitment	Not to exceed \$13,500	2019-2020 Marketing Budget
10. Argonaut/ Southland Publishing	2019-2020 print advertising for student recruitment	Not to Exceed \$15,000	2019-2020 Marketing Budget
11. Malibu Times	2019-2020 print advertising for student recruitment	Not to Exceed \$6,000	2019-2020 Marketing Budget
12. Freedom Media , formerly Malibu Surfside News	2019-2020 print advertising for student recruitment	Not to Exceed \$3,000	2019-2020 Marketing Budget
13. La Opinión newspaper	2019-2020 print advertising for student recruitment	Not to exceed \$15,000	2019-2020 Marketing Budget
14. Los Angeles Sentinel	2019-2020 print advertising for student recruitment	Not to exceed \$5,000	2019-2020 Marketing Budget
15. Hoy! (property of Los Angeles Times)	2019-2020 print advertising for college advancement, student recruitment, and community outreach.	Not to Exceed \$15,000	2019-2020 Marketing Budget
16. Mirror Media: Santa Monica Mirror	2019-2020 print advertising for student recruitment	Not to Exceed \$24,000	2019-2020 Marketing Budget
17. UCLA Student Media	2019-2020 print advertising for student recruitment	Not to Exceed \$15,000	2019-2020 Marketing Budget
18. Ploughshares	2019-2020 print advertising for student recruitment	Not to Exceed \$1,260	2019-2020 Marketing Budget
19. Poets & Writers	2019-2020 print advertising for student recruitment	Not to Exceed \$4,440	2019-2020 Marketing Budget

11-K **MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA** *(continued)*

Provider	Service	Amount	Funding Source
20. We Search Research	Editorial copywriting; information research & verification for schedule of classes and college catalog; comprehensive review and rewriting for SMC webpages	Not to exceed \$37,000 plus reimbursable expenses	2019-2020 Marketing Budget and 2019-2020 Web & Social Media Budget
21. Randy Bellous Productions	Media services (Brochure and website photography, including pre-production and art direction)	Not to exceed \$20,000 plus reimbursable expenses not to exceed \$2,500	2019-2020 Marketing Budget
22. SantaMonica Closeup.com (Fabian Lewkowicz)	Media services (Brochure and website photography, including pre-production and art direction)	Not to exceed \$6,000 plus reimbursable expenses up to \$ 500	2019-2020 Marketing Budget
23. Golden Cane Advertising (Gregg Lewis)	Advertising services (outdoor and print production and placement; electronic media production and supervision; strategic and creative direction; copywriting); online design and branding for institutional advancement (alumni)	Not to exceed \$92,000, no reimbursable expenses	2019-2020 Marketing Budget
24. Theo Jemison	2020 graduation webcast, photo booth, and highlight video services, for alumni development	Not to exceed \$38,000 plus reimbursable expenses	2019-2020 Marketing Budget
25. Andes Translations	Consultant will translate published articles in Spanish publications from Spanish to English, for the Public Information Office and for dissemination to the campus and external community.	Not to exceed \$500	2019-2020 Community and Academic Relations (100%)
26. iFactory and OmniUpdate	Annual support and licensing agreement of redesigned college website.	5-year annual maintenance/ service cost of \$52,000 per year July 2018 – June 2023	2019-2020 Web & Social Media Budget

11-K **MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA** *(continued)*

Provider	Service	Amount	Funding Source
27. Google, Facebook/Instagram, Snapchat, Spotify, and related social media channels.	2019-2020 web advertising (search) for student recruitment. To be split among social media channels	Not to exceed \$76,000	2019-2020 Web & Social Media Budget
28. Andrew Tonkovich	2019-2020 editorial, publicity and related professional services to produce Santa Monica Review twice yearly	Not to exceed \$10,000 plus reimbursable expenses	2019-2020 Auxiliary Budget, Santa Monica Review Program Revenues
29. Douglas Wadle	Programming/configuration on changes to EMS to update platform and respond to increasing demands. Continue work on master calendaring for events at the SMC Performing Arts Center.	Not to exceed \$28,000 plus reimbursable expenses	2019-2020 Auxiliary Budget, SMC Performing Arts Center Program Revenues
30. Karriann Hinds	2019-2020 Community Outreach for the SMC Public Policy Institute to Los Angeles based agencies and organizations; support activities for capacity building	Not to Exceed \$10,000	2019-2020 Public Policy Institute Budget

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

11-L PUBLIC AFFAIRS

Requested by: Grace Smith, Public Information Officer

Approved by: Dr. Kathryn E. Jeffery, Superintendent/President

Provider/Contract	Service	Amount	Funding Source
1. Amy Williams Photography	Consultant will provide photography services to support news releases, newsletters and other digital/print marketing content for Public Information Office. Includes pre- and post-production and art direction.	Not to exceed \$6,500	Public Affairs, District Budget (100%)
2. We Search Research	Consultant will provide photography services to support news releases, newsletters and other digital/print marketing content for Public Information Office. Includes pre- and post-production and art direction.	Not to exceed \$11,000	Public Affairs, District Budget (100%)
3. Francine McDougall Photography	Consultant will provide photography services to support news releases, newsletters and other digital/print marketing content. Includes pre- and post-production and art direction.	Not to exceed \$2,500	Public Affairs, District Budget (100%)
4. Susan L. Wampler Communications	Consultant will provide copyediting and writing support for news, features, profiles, and brochures to be used across a number of communication channels for enrollment, brand management and marketing of college programs.	Not to exceed \$9,000	Public Affairs, District Budget (100%)
5. Diane Krieger Communications LLC	Consultant with vast PR and feature writing experience will provide support in developing PR and marketing communications collateral including articles and brochures for a student and community audience.	Not to exceed \$6,950	Public Affairs, District Budget (100%)

RECOMMENDATION NO. 11 **2019-2020ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-L **PUBLIC AFFAIRS** *(continued)*

Provider	Term/Amount	Service	
6. Camuffo Pictures, DBA	Camuffo Pictures, DBA will assist the Public Information Office in creating short infomercials or story-driven video/s for the College to aid in enrollment and brand building. Videos will be disseminated through SMC in Focus, the bi-monthly college newsletter/newsblog and on social media. Services will include creative concept, screenwriting and pre- to post-production.	Not to exceed \$4,000	Public Affairs, District Budget (100%)
7. Cision	Cision Media hosted database and email distribution service tool. Media Database North America; influencer data; editorial calendar; email distribution; on concurrent user, 5 usernames	Not to exceed \$5,500	Public Affairs, District Budget (100%)
8. iContact	Email Marketing Services for design and external mailing of SMC in Focus, the College's bi-monthly newsletter to members of the community affiliated boards and community support groups. Services and features include message creation, strategic support, and analysis of email campaigns.	Not to exceed \$3,600	Public Affairs, District Budget (100%)

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-M PURCHASING

The annual award of competitive contracts bid through various state and local agencies allows SMC to leverage buying power through strategic sourcing and achieved commodity and services 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

Educational & Institutional Cooperative Purchasing, Contract CNR-01163, with VWR & Wards Scientific, to 12/30/19, for general laboratory supplies

Educational & Institutional Cooperative Purchasing, Contract CNR-01362, with Airgas, to 09/30/19, for lab gases

Educational & Institutional Cooperative Purchasing, Contract CNR-01341, with B&H Photo Video, to 7/31/23, for audio visual supplies and equipment

Educational & Institutional Cooperative Purchasing, Contract CNR-01465, with Carrier Corp, to 06/30/23, for HVAC equipment, maintenance, services

Educational & Institutional Cooperative Purchasing, Contract CNR-01439, with CDWG, to 07/31/22 for computer equipment and hardware

Educational & Institutional Cooperative Purchasing, Contract CNR-01307, with Complete Book & Media, to 06/30/21, for books and instructional media

Educational & Institutional Cooperative Purchasing, Contract CNR-01399, with Enterprise Fleet, to 12/31/21 for fleet vehicles

Educational & Institutional Cooperative Purchasing, Contract CNR-01322, with Ferguson Supply, to 10/31/22 for plumbing supplies

Educational & Institutional Cooperative Purchasing, Contract CNR-01262, with Henry Schein, to 04/30/21 for athletics training and medical supplies

Educational & Institutional Cooperative Purchasing, Contract CNR-01394, with PPG Paint, to 04/30/21, for paint, coatings, and architectural finishes

Educational & Institutional Cooperative Purchasing, Contract CNR-01400, with Sherwin Williams, to 07/31/21, for paint

Educational & Institutional Cooperative Purchasing, Contract CNR-01419, with Steris Corp, to 02/28/22, for science & health laboratory Supplies/equipment

Educational & Institutional Cooperative Purchasing, Contract CNR-01366, with Xerox, to 01/31/20, for document management products and services

Foundation for California Community Colleges (FCCC), Contract CB-159-17, with PlanetBids, to 02/2/22, for On-Line Bid/Vendor Management, Contract Management and Insurance Certificate Management Services Software Services

Foundation for California Community Colleges (FCCC), Contract CB 15-016 with Office Depot, to 11/1/2020 for office supplies

Foundation for California Community Colleges (FCCC), Contract CB-265-18, with Krueger International (KI), to 08/31/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-145-18, with Krueger International (KI), to 08/31/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-266-18, with Haworth, to 08/31/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-144-18, with Haworth, to 08/31/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-263-18, with Steelcase, to 08/31/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-155-18, with Steelcase, to 08/31/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-249-18, with Fastenal, to 06/30/23, for maintenance, repair, operations (MRO) products and services

Foundation for California Community Colleges (FCCC), Contract CB-248-18, with Grainger, to 06/30/23, for maintenance, repair, operations (MRO) products

Foundation for California Community Colleges (FCCC), Contract CB-184-15, with Iron Mountain, to 11/5/20 for records management, secure shredding

Foundation for California Community Colleges (FCCC), Contract CB-195-16, with Shaw Contract Flooring Group, to 01/31/20, for flooring products

Foundation for California Community Colleges (FCCC), Contract CB-194-16, with SHI, to 12/31/20, for computer hardware and software

Foundation for California Community Colleges (FCCC), Contract CB-15-206, with CDWG, to 6/1/20, for IT products and services

Foundation for California Community Colleges (FCCC), Contract CB-146-18, with Platinum Visual, to 08/21, for furniture and fixtures applications

Foundation for California Community Colleges (FCCC), Contract CB-235-18, with CampusLogic, to 01/31/21, for Financial Aid Communication, Verification, and Tracking System

Glendale Unified School District Contract P-13/1819, with Apple Inc., to 10/16/23, for Computer Equipment, Software, Peripherals and Service

Los Angeles Community College District IT Master Agreement 40402, with Golden Star Technology (GST), to 11/01/20 for Hewlett Packard Computer Equipment Handheld and Print Devices and Peripheral Equipment, Desktop and Laptop Computers, Tablets, Cell Phones

NASPO VALUEPOINT Contract 00612/7-14-99-22, with U.S. Bank, to 12/31/20, for commercial card services

NASPO VALUEPOINT Contract 8497/7-18-51-01, with Fastenal Company to 06/30/23, for maintenance, repair, operations (MRO) supplies

NASPO VALUEPOINT Contract 8496/7-18-51-02, with Grainger to 06/30/23, for Industrial Supplies & Equipment, Janitorial Supplies and Equipment

NASPO VALUEPOINT Contract 8499/7-18-51-03, with MSC Industrial to 06/30/23, for facilities/maintenance/industrial supplies and tools

NASPO VALUEPOINT Contract ADSP016-169901/7-17-70-41-02, with NEOPOST, Inc., to 05/14/22, for Mailroom Equipment Supplies and Maintenance

NASPO VALUEPOINT Contract ADSP016-169897/7-17-70-41-03, with Pitney Bowes, Inc., to 05/14/20, for Mailroom Equipment Supplies and Maintenance

NASPO VALUEPOINT Contract AR-233/7-14-70-04, with Cisco, Inc., to 05/31/20, for Data communication products & services

NASPO VALUEPOINT Contract AR1464/7-14-70-06, with Hewlett Packard Enterprise, 05/31/20, for Data Communications products & services

NASPO VALUEPOINT Contract MNWNC115/MNNVP134/7-15-70-34-002, with Hewlett Packard Enterprise, 03/31/20, for Computer Servers and Storage

NASPO VALUEPOINT Contract MNWNC115/MNNVP133/7-15-70-34-001, with Hewlett Packard Company/HP Inc. , 03/31/20, for Computer Equipment, Peripherals and Related Services

NASPO VALUEPOINT Contract MNWNC-108/7-15-70-34-003, with Dell Computer, 03/31/20, for Computer Equipment, Peripherals and Related Services

NASPO VALUEPOINT Contract MA065/7-16-99-28-02, with UPS, to 11/27/21, Small Package Delivery Services

NASPO VALUEPOINT Contract MA454/7-16-99-28-01, with FEDEX Corporate Services Inc, to 11/27/21, Small Package Delivery Services

NASPO VALUEPOINT Contract MA2018/7-16-99-28-03, with Golden State Overnight Delivery Services Inc, to 11/27/21, Small Package Delivery Services

NASPO VALUEPOINT Contract MA16000234-1/7-16-99-26-02, with Fisher Scientific Co to 03/31/21 for Laboratory Equipment and Supplies

NASPO VALUEPOINT Contract MA16000234-2/7-16-99-26-01, with VWR International to 03/31/21 for Laboratory Equipment and Supplies

NASPO VALUEPOINT Contract ADSPO16-130652/7-16-70-37, with CDWG, to 04/07/20, for Software VAR services

NASPO VALUEPOINT Contract ADSPO16-130651/7-16-70-36, with SHI International, to 04/07/20, for Software VAR services

National Cooperative Purchasing Alliance (NCPA) Contract NCPA 02-27 with Waxie, to 04/30/21, for janitorial supplies

National Cooperative Purchasing Alliance (NCPA) Contract 07-53 with Landscape Forms to 09/30/20, for furniture and fixtures applications

National IPA/Omnia Partners, Contract R161701, with Anixter, to 03/31/20, for Networking Products and Solutions

State of California (CMAS) Contract 4-06-78-0031A Field Turf USA to 11/30/21 for Synthetic Turf

State of California (CMAS) Contract, Contract 4-09-71-0087A, with ALLSTEEL Inc., to 12/31/2019, for Office Furnishings Systems, seating, files and Architectural Interiors

State of California (CMAS) Contract 4-15-71-0145A with Arcadia Chair Co to 02/29/20 for furniture and fixtures applications

State of California (CMAS) Contract 4-17-23-0045A with AVIATE Enterprises, Inc, to 01/31/21 for Tennant Co. Equipment and Services

University of California Contract A12190, with Arrowhead/Nestle Waters, for bottled and filtered drinking water services to 10/2019

U.S. Communities/Omnia Partners for the Prince William County Public Schools Virginia, Contract R-BB-19002 with Cintas, to 10/31/23, for Facilities Management Products and Solutions

U.S. Communities/Omnia Partners for the County of Los Angeles, Contract EV2370, with Graybar Electric Company, Inc., to 01/31/23, for Electrical, Heating, Ventilation and Supplies

U.S. Communities/Omnia Partners for the County of Maricopa City Phoenix AZ, Contract 16154, with Home Depot Pro., to 12/31/21, for Maintenance and Hardware Supplies

U.S. Communities/Omnia Partners for the Harford County Public Schools MD, Contract 15-JLP-023, with TRANE, to 09/30/20, for HVAC products and services

U.S. Communities/Omnia Partners for Prince William County Public Schools Virginia, Contract R-TC-18004, with Virco, to 12/31/22, for furniture

U.S. Communities/Omnia Partners for Region 4 ESC, Contract R160701, with BSN Sports/US Games, to 9/30/2020, for Athletic and Physical Education Supplies

U.S. Communities/Omnia Partners for City of Kansas City Missouri, Contract EV2024-01, with Columbia, to 12/31/19 for Utility, Transportation, Golf Vehicles and Related Accessories, Equipment, Parts, and Services

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

11-N RISK MANAGEMENT

Requested by: Risk Management Office

Approved by: Chris Bonvenuto, Chief Director, Business Services

Funding Source: 2019-2020 Risk Management Budget

Provider	Service	Amount
1. Keenan and Associates	Property and Casualty Claims Administration Services Agreement: Claims management services for the District's self-insured property and liability insurance program.	Not to exceed \$42,000
2. Keenan and Associates	To provide loss control services not included in the PIPS Workers Compensation Program.	Not to exceed \$51,000
3. Clean Harbors	Provides hazardous waste management and disposal services.	Not to exceed \$95,000
4. Dr. Maureen Sassoon	To provide Industrial Hygiene related consultation services such as air monitoring for asbestos abatement projects, chemicals, noise levels, lab analysis, reports, training, and other health and safety issues to include training, surveys and written reports.	Not to Exceed \$3,000
5. Student Insurance Agency	Accident and Injury Insurance Coverage for Domestic Students and Student Athletes Enrolled and attending regular scheduled classes/ practices. Coverage includes: Mandatory BASIC; Mandatory SCAT; Mandatory STUCAT.	Not to Exceed \$166,000
6. Brentview Medical	Provides industrial injury medical services for new claims and other medical employment related services as needed.	\$3,000
7. Midway Industrial Health Care Services	Provides industrial injury medical services for new claims and other medical employment related services as needed.	\$2,000
8. Ellis Environmental	Provide hazardous materials testing, abatement management, indoor air quality, mold testing, chemical lab analysis	\$8,000

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 2019-2020 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

11-O STUDENT AFFAIRS

*Requested by: Brenda Benson, Senior Administrative Dean, Counseling, Retention, and Student Wellness
Nancy Grass, Associate Dean, Student Life
Deirdre Weaver, Director, Student and Alumni Relations
Stephanie Schlatter, Director, DSPS
Johnnie Adams, Chief of Police
Ferris Kavar, Project Manager, Sustainability Coordination
Lisa Winter, Title IX Coordinator*

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

PROFESSIONAL SERVICES – ASSOCIATED STUDENTS

Provider	Service	Amount	Funding Source
1. Bruce Bishop, Parliamentarian	Provide instruction and consultation on Robert's Rule of Order and Parliamentary Procedures for the Associated Students leaders.	Not to exceed \$3,000	2019-2020 Associated Students

PROFESSIONAL SERVICES – CAREER SERVICES CENTER

Provider	Service	Amount	Funding Source
1. College Central Network	Provide functionality to collect, enter and approve job postings, search resumes, and refer them to prospective employers and to generate reports about students, alumni, employers and job postings.	\$1,103	2019-2020 District Budget/ Career Services Center
2. Bridges Transitions Co. (Choices 360)	Online Career Exploration program. Helps students learn about careers, education, income and some self-assessment. Helps students to both explore and plan for future careers and college majors.	\$2,000	2019-2020 District Budget/ Career Services Center

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-O **STUDENT AFFAIRS** *(continued)*

PROFESSIONAL SERVICES-CRISIS PREVENTION TEAM

Provider	Service	Amount	Funding Source
1. Maxient	Annual Service Fee for conduct management software used by Student Judicial Affairs, Title IX, and the Care and Prevention Team	Not to exceed: \$9,500	2018-2019 District Budget/ Crisis Prevention Team

PROFESSIONAL SERVICES-CAMPUS/ALUMNI RELATIONS

Provider	Service	Amount	Funding Source
1. People Grove	Description: Digital mentoring network platform that provides access to private online skill share and mentoring that connects current and future alumni. Platform connects members/future alumni for mentoring and networking career development opportunities through integration with leading social networks.	Not to exceed \$15,000	2019-2020 District/Campus and Alumni Relations
2. Alastair Robinson	Consultant to provide visual communication for digital mentor network platform, upgrade and design printed material to promote pathway peer navigator/student success coach program, future alumni initiatives and College Ambassadors.	\$15,000	2019-2020 District/Campus and Alumni Relations

PROFESSIONAL SERVICES – CAMPUS POLICE

Provider	Service	Amount	Funding Source
1. Sun Ridge Systems	Annual Support Agreement (CAD, RMS, JDIC)	Not to exceed: \$17,401	2019-2020 District Budget

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)***11-O STUDENT AFFAIRS** *(continued)*CHILD CARE AND RELATED SERVICES

Provider	Service	Amount	Funding Source
1. Child Care Providers (list on file in the office of the Director of Child Care Services)	To provide childcare services for CalWORKS and Pico Partnership recipients. Comment: Students are required to be enrolled in at least 6 units for fall and spring, and 3 units for winter and summer. Each contract is determined by the number of units a student is enrolled in, if they are working, and the age of the child.	The reimbursement ceiling rate is consistent with the Regional Market rate.	2019-2020 CalWORKS, City of Santa Monica/ Chancellor's Office
2. Participating Agencies: Santa Monica-Malibu Unified School District (SMMUSD) and Santa Monica Community College District (SMCCD)	Memorandum of Understanding (MOU) for Santa Monica Preschool Collaborative to provide staff for full day/full year child care and development services up to 108 children under the age of six. Services will be delivered in two sites: John Adams Child Development Center and Washington West Preschool. SMMUSD will be the operational agent for the Collaborative and will be responsible for staffing, management and oversight of the centers.	\$114,750	2019-2020 District Budget/ Child Care Services

ONLINE ORIENTATION SOFTWARE SERVICES

Provider	Service	Amount	Funding Source
1. Comevo Inc.	Comevo provides SMC with an Online Orientation platform. Our online orientation program a critical component of our matriculation process for first-year students.	Not to exceed \$10,000	2019-2020 SEAP (Student Equity and Achievement Program)

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)***11-O** **STUDENT AFFAIRS** *(continued)***PROFESSIONAL SERVICES – STUDENT HEALTH SERVICES**

Provider	Service	Amount	Funding Source
1. Didi Hirsch Mental Health Services	This is a Memorandum of Understanding (MOU) with Didi Hirsch to provide educational information in the form of workshops at Santa Monica College. The Center for Wellness and Wellbeing also refers students for mental health treatment to Didi Hirsch.	No cost to the District	N/A
2. Westside Family Health Center	This is a Memorandum of Understanding (MOU) with Westside Family Health Center to provide comprehensive healthcare services and educational information at Santa Monica College. The Health Center also refers students in need of healthcare services on an ongoing basis.	No cost to the District	N/A
3. UCLA Behavioral Health System	This is a Memorandum of Understanding (MOU) with UCLA Health System to provide educational information in the form of workshops at Santa Monica College. The Health Center also refers students in need of OBGYN services to UCLA on an ongoing basis.	No cost to the District	N/A
4.. Common Ground	This is a Memorandum of Understanding (MOU) with Common Ground to provide free and confidential HIV testing, health information, and educational information in the form of workshops at Santa Monica College. The Health Center also refers students in need of these services to Common Ground on an ongoing basis.	No cost to the District	N/A

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)***11-O STUDENT AFFAIRS** *(continued)***PROFESSIONAL SERVICES – STUDENT HEALTH SERVICES** *(continued)*

Provider	Service	Amount	Funding Source
5. Edelman Mental Health Clinic	This is a Memorandum of Understanding (MOU) with Edelman Mental Health Clinic to provide therapeutic services to Santa Monica College students who are MediCal eligible and qualify for services. Services are provided on campus.	No cost to the District	N/A
6. Exceptional Children Foundation (ECF)	This is a Memorandum of Understanding (MOU) with ECF to provide therapeutic services to SMC students who are MediCal eligible and qualify for services. Services are provided on campus.	No cost to the District	N/A
7. University of Southern California	This is a Memorandum of Understanding (MOU) with UCS's Telehealth program that provides free confidential virtually therapy for students. This service will offer students a space in the health center to access a telehealth therapist through USC program.	No cost to the District	N/A
8. Safe Place for Youth	This is a Memorandum of Understanding (MOU) with Safe Place for Youth, who will assist our students who are homeless or at-risk of homelessness to apply for housing.	No cost to the District	N/A
9. UCLA School of Social Work	This is a Memorandum of Understanding (MOU) with UCLA School of Social Work to provide social work internships for graduate students to work in Wellness services, as well as our Crisis Prevention Team.	No cost to the District	N/A
10. Columbia University School of Social Work	This is a Memorandum of Understanding (MOU) with Columbia University School of Social Work to provide social work internships for graduate students to work in Wellness services, as well as our Crisis Prevention Team.	No cost to the District	N/A

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-O **STUDENT AFFAIRS** *(continued)*

PROFESSIONAL SERVICES – STUDENT HEALTH SERVICES *(continued)*

Provider	Service	Amount	Funding Source
11. USC School of Social Work	This is a Memorandum of Understanding (MOU) with USC School of Social Work to provide social work internships for graduate students to work in Wellness services, as well as our Crisis Prevention Team.	No cost to the District	N/A
12. Titanium	This is a contract with Titanium software to provide an electronic health record platform for documentation purposes in the Center for Wellness and Wellbeing	\$2,500	Funded by Student Health Fees
13. Chart Logic	This is a contract with Chart Logic software to provide an electronic health record platform for documentation purposes in the Health Center	\$4,200	Funded by Health Services Auxiliary Account
14. St. Johns Physicians Partners	This is a contract with Doctors of St. John's who act as SMC Health Services Medical Director, which is required of all California Community Colleges. Doctors are also available to come to Health Services to provide services on an as needed basis.	\$35,000	Funded by Student Health Fees
15. Mindkare	This is a contract with Mindkare, a kiosk that screens students for mental health symptoms, as well as provides education and connection to resources	\$5,000	Funded through the State Chancellors Office Mental Health Grant
16. US Vets	This is a Memorandum of Understanding (MOU) with US Vets to provide therapeutic services to Santa Monica College student veterans. Services are provided on campus in the VRC.	No cost to District	N/A
17. Family Services of Santa Monica (FSSM)	This is a Memorandum of Understanding (MOU) with FSSM to provide therapeutic services to Santa Monica College Pico Promise students who are MediCal eligible and qualify for services. Services are provided on campus.	No cost to District	N/A

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-O **STUDENT AFFAIRS** *(continued)*

PROFESSIONAL SERVICES – CENTER FOR STUDENTS WITH DISABILITIES

Provider	Service	Amount	Funding Source
1. Sign-Up	The agency provides American Sign Language Interpreting Services to deaf/hard of hearing students for equal access. The Center for Students with Disabilities only has 2 full-time staff interpreters and 2 part-time interpreters so agency interpreters are needed to fulfill accommodation requests.	\$72,000	2019-2020 DSPS DHH Allocation and District Budget
2. Total Recall	Provides closed and remote closed captioning services for students who are deaf or hard of hearing in the classroom. The agency also provides transcripts for DHH students.	\$80,000	2019-2020 DSPS DHH Allocation and District Budget
3. Rise	The agency provides American Sign Language Interpreting Services to deaf/hard of hearing students for equal access. The Center for Students with Disabilities only has 2 full-time staff interpreters and 2 part-time interpreters so agency interpreters are needed to fulfill accommodation requests.	\$48,000	2019-2020 DSPS DHH Allocation and District Budget
4. Quick Caption	Provides closed and remote closed captioning services for students who are deaf or hard of hearing in the classroom. The agency also provides transcripts for DHH students.	\$43,000	2019-2020 DSPS Allocation

RECOMMENDATION NO. 11 **2019-2020 ANNUAL CONTRACTS AND CONSULTANTS** *(continued)*

11-O **STUDENT AFFAIRS** *(continued)*

PROFESSIONAL SERVICES – CENTER FOR STUDENTS WITH DISABILITIES

Provider	Service	Amount	Funding Source
5. Cheryl Brooks	Mobility Specialist will provide orientation and mobility training for students with visual impairments so they may travel safely, efficiently, and independently across the SMC campuses. Training will include access to and from classrooms.	\$55/hour, not to exceed \$2,200	2019-2020 DSPS Allocation

SUSTAINABILITY

Provider	Service	Amount	Funding Source
1. Paradise Consulting	Provides support in administering the South Coast Air Quality Management District survey, provides summary Average Vehicle Ridership calculations and provides survey information for the Mandated Trip Reduction Plan for the City of Santa Monica.	Not to exceed: \$4,000	2019-2020 District Budget/ Sustainability
2. Right Click, DBA Ride Amigos	Provider of an online survey tool used for calculating Average Vehicle Ridership included in the annual Mandated Trip Reduction Plan for the City of Santa Monica and a monthly sustainable commuter online reporting system for all District employees.	Not to exceed: \$13,000	2019-2020 District Budget/ Sustainability

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2019

APPENDIX C

RECOMMENDATION NO. 32

SANTA MONICA COMMUNITY COLLEGE DISTRICT 2019-2020 TENTATIVE BUDGET NARRATIVE

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2019-2020 is comprised of the following nine funds:

General Fund Unrestricted	\$213,705,726
General Fund Restricted	<u>\$ 70,315,040</u>
Total General Fund	\$284,020,766
Special Reserve Fund (Capital)	\$ 21,160,150
Bond Fund: Measure S	\$ 15,881,345
Bond Fund: Measure AA	\$ 5,111,928
Bond Fund: Measure V	\$131,423,490
Bond Interest & Redemption Fund	\$ 63,420,719
Student Financial Aid Fund	\$ 42,491,470
Scholarship Trust Fund	\$ 46,303
Auxiliary Operations	<u>\$ 4,463,254</u>
Total Other Restricted	\$283,998,659

TOTAL PROPOSED TENTATIVE BUDGET \$568,019,425

GENERAL FUND

The 2018-2019 fiscal year is projected to close with an Unrestricted General Fund ending balance, including Designated Reserves, of \$27,079,736.

For the 2019-2020 tentative budget, the District is projecting an increase in revenue of 1.5% or \$2,848,547 and an increase in expenditures of 2.1% or \$3,948,379. The increase in revenue is primarily due to a Cost of Living Adjustment (COLA) netted against a projected decrease in non-resident tuition resulting from an expected decline in non-resident enrollment. The increase in expenditures is primarily due to the increase in salaries and benefits as a result of the step and longevity increases, negotiated salary increases, benefits and health and welfare increases and increases in supplies, utilities and insurance. These changes are projected to result in a structural deficit of ~~<\$9,609,730>~~ and, with the inclusion of one-time items, an overall operating deficit of ~~<\$1,668,438>~~ resulting in an ending Unrestricted Fund Balance is \$25,411,298 or 13.50% of total expenditures and transfers.

It is important to note that the revenue projections contained in the tentative budget are based on District projections of the proposals contained within the May Revise and are extremely preliminary. It is expected that variances, possibly significant in nature, will occur between the tentative and adopted budgets.

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted except some parts of the Auxiliary fund.

The District has based the tentative budget on the Governor's "May Revise" budget proposal. The Governor's 2019-2020 budget proposal provides for a COLA increase of 3.26% or \$4,350,124 and the continued implementation of the Student Centered Funding Formula (SCFF). The tentative budget also reflects no change in enrollment for resident FTES but a decline of enrollment for non-resident FTES of <170.76> FTES from 2018-2019 levels which is projected to result in a decline of revenue related to non-resident tuition of ~<\$1.3M>.

The largest source of revenue for the District is Apportionment from the State. The revenue sources for Apportionment are a combination of property taxes, enrollment fees, funding from the Education Protection Account and general apportionment funds. In 2018-2019, the State adopted a new funding formula to determine the Apportionment allocation for each district named the Student Centered Funding Formula (SCFF). The SCFF calculates Apportionment based on three main factors: base allocation (enrollment), supplemental allocation (number of students receiving financial aid), and the student success allocation (number of student success outcome achieved). The new formula stipulates that for the fiscal years of 2018-19 through 2021-2022, the District will be funded at the greater of the amount calculated under the SCFF or at a "Hold Harmless" amount which is equal to the 2017-2018 funding level adjusted for COLA. The District forecasts that for 2019-2020 the District will be funded at the "Hold Harmless" amount which is projected to be ~\$11.3M greater than the funding calculated under the SCFF.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines, through interest earned on cash and non-resident tuition revenue.

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (88.9% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect appropriate step, column and longevity increases for all qualified employees and the effect of negotiated increases in 2018-19.

The discretionary section of the expenditure budget (Supplies and Services), reflects a decrease of <4.7%> or <\$734,788> from 2018-2019 projected expenditures. The decrease is primarily due to a non-recurring expense related to rent, consultants, repairs, software licensing online services and other contract services. In addition, utilities and insurance increased by \$543,862 due to increase in both rates and usage for new facilities.

The amount of \$13,906,012 for the Contracts/Services line item in the tentative budget includes: Rents/Leases (i.e. Performing Arts Center, Swimming Pool, Big Blue Bus) 20%; Bank Fees and Bad Debt 14%; Advertising 11%; Repairs of Equipment/Maintenance 9%; Other Contract Services 7%; Software Licensing 5%; Consultants 5%; Managed Print Services 4%; Legal Services (including those for the Personnel Commission) 4%; LACOE Contracts (i.e. PeopleSoft, HRS, BEST) 4%; Postage and Delivery Services 3%; Off-Campus Printing 3%; Conferences and Training 2%; Professional Growth 2%; Memberships and Dues 1%; Audit 1%; Recruiting-Students 1% and Other Services – all under 1% of budget per category (e.g. Repairs-Facility, Field trip, Mileage, Commencement, Fingerprinting, Board Meetings, etc.) 4%.

It is expected that adjustments to projections will occur between the tentative budget and the adopted budget as more information becomes available from the State.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State, and Local sources. All grants that do not end by June 30, 2020, will be carried over to the 2020-2021 budget, if permissible.

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

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Projects Fund. The major source of revenue for this fund is the non-resident capital surcharge. These funds are used for capital outlay related projects, District equipment purchases, the installment payments related to the Certificate of Participation used to purchase the CMD site and any required expenditure matches to State capital outlay funding. State funding for capital projects are also accounted for in this fund.

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

Bond Fund Measure S (42.3)

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

Bond Fund Measure AA (42.4)

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

Bond Fund Measure V (42.5)

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

Bond Interest and Redemption Fund (48.0)

This fund is administered by the County of Los Angeles Department of Auditor-Controller. It reflects the receipt of property tax revenues due to voted indebtedness for bond issues, the payment of interest on those bonds, plus the redemption of the bonds that mature within the 2019-2020 fiscal year. This information is provided by the County of Los Angeles Department of Auditor-Controller through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

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

Scholarship Trust Fund (75.0)

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

Auxiliary Operations

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

CONCLUSION

This is the tentative budget recommended for acceptance. It is expected that changes will occur between now and the Adopted Budget. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

UNRESTRICTED GENERAL FUND 01.0
2019-2020 TENTATIVE REVENUE BUDGET

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-19 PROJECTED REVENUES	2019-2020 TENTATIVE BUDGET
FEDERAL			
01 FIN AID ADM ALLOWANCES	109,556	102,225	136,173
02 TOTAL FEDERAL	109,556	102,225	136,173
STATE			
03 GENERAL APPORTIONMENT	68,071,886	66,981,540	69,997,936
04 EDUCATION PROTECTION ACCOUNT - PROP 30/55	16,961,703	18,330,391	18,927,962
05 COLA	3,521,260	3,520,794	4,350,124
06 PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	146,115	-
07 PRIOR YEAR APPORTIONMENT ADJUSTMENTS - EPA	-	(150,817)	-
08 HOMEOWNERS EXEMPT	94,669	93,379	93,379
09 STATE LOTTERY REVENUE	3,656,915	3,721,872	3,696,087
10 MANDATED PROGRAM COSTS	525,739	548,459	614,633
11 STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	5,664,673	5,664,673	5,463,379
12 OTHER STATE	2,305,462	2,973,406	2,973,406
13 TOTAL STATE	100,802,307	101,829,812	106,116,906
LOCAL			
14 PROP TAX SHIFT (ERAF)	11,553,440	10,193,938	10,193,938
15 SECURED TAX	14,229,023	17,230,437	17,230,437
16 SUPPLEMENTAL TAXES	365,052	383,305	383,305
17 UNSECURED TAX	595,659	600,542	600,542
18 PRIOR YRS TAXES	368,454	596,449	596,449
19 PROPERTY TAX - RDA PASS THRU	2,312,071	769,643	769,643
20 PROPERTY TAX - RDA RESIDUAL	2,356,640	1,290,013	1,290,013
21 RENTS	193,000	193,000	193,000
22 INTEREST	658,100	897,600	854,200
23 ENROLLMENT FEES	13,293,043	13,723,420	13,628,346
24 UPPER DIVISION FEES	65,688	66,780	66,780
25 STUDENT RECORDS	443,800	375,600	373,000
26 NON-RESIDENT TUITION/INTENSIVE ESL	32,254,023	33,116,689	31,805,111
27 OTHER STUDENT FEES & CHARGES	76,600	64,900	64,500
28 F1 APPLICATION FEES	237,800	207,000	207,000
29 OTHER LOCAL	772,400	772,400	772,400
30 I. D. CARD SERVICE CHARGE	985,000	930,600	924,200
31 LIBRARY CARDS	100	100	100
32 LIBRARY FINES	5,022	5,022	5,022
33 PARKING FINES	190,632	190,632	190,632
34 TOTAL LOCAL	80,955,547	81,608,070	80,148,618
35 TOTAL REVENUE	181,867,410	183,540,107	186,401,697
36 TRANSFER IN	195,776	231,205	224,293
37 SALE OF EQUIPMENT AND SUPPLIES	-	6,131	-
38 TOTAL OTHER FINANCING SOURCES	195,776	237,336	224,293
39 TOTAL REVENUE AND TRANSFERS	182,063,186	183,777,443	186,625,990

UNRESTRICTED GENERAL FUND 01.0
2019-2020 TENTATIVE EXPENDITURE BUDGET

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-19 PROJECTED EXPENDITURES	2019-2020 TENTATIVE BUDGET
01 INSTRUCTION	28,097,700	28,165,926	30,575,332
02 ACADEMIC MANAGERS	6,303,949	6,491,955	6,647,668
03 NON-INSTRUCTION	5,612,014	5,985,060	6,207,428
04 HOURLY INSTRUCTION	32,665,825	33,347,004	31,255,378
06 HOURLY NON-INSTRUCTION	5,034,599	5,124,367	5,196,303
07 VACANT POSITIONS	-	214,939	214,939
08 VACANCY SAVINGS	-	(196,669)	(141,860)
09 TOTAL ACADEMIC	77,714,087	79,132,582	79,955,188
10 CLASSIFIED REGULAR	21,969,358	22,091,180	22,443,605
11 CLASSIFIED MANAGERS	5,038,315	5,298,521	5,350,239
12 CLASS REG INSTRUCTION	3,491,852	3,487,855	3,586,990
13 CLASSIFIED HOURLY	1,860,062	2,413,370	1,458,950
14 CLASS HRLY INSTRUCTION	578,645	637,171	531,354
15 VACANT POSITIONS	1,840,275	1,932,472	2,143,897
16 VACANCY SAVINGS	(1,214,582)	(1,768,212)	(1,414,972)
17 TOTAL CLASSIFIED	33,563,925	34,092,357	34,100,063
18 STRS	9,356,744	9,517,012	9,797,778
19 STATE ON-BEHALF PENSION CONTRIB TO STRS	5,664,673	5,664,673	5,463,379
20 PERS	6,441,411	6,520,711	7,580,066
21 OASDI/MEDICARE	3,679,243	3,742,101	3,784,657
22 H/W	15,636,727	15,403,367	16,774,932
23 RETIREES' H/W	5,386,514	5,215,808	5,685,231
24 SUI	165,018	166,213	166,049
25 WORKERS' COMPENSATION	1,921,487	1,962,621	2,000,155
26 ALTERNATIVE RETIREMENT	500,000	398,799	470,003
27 SUPPLEMENTAL RETIREMENT PLAN	1,299,111	1,299,111	1,298,771
28 BENEFITS RELATED TO VACANT POSITIONS	515,277	601,278	660,476
29 BENEFITS RELATED TO VACANCY SAVINGS	(340,083)	(550,169)	(435,914)
30 TOTAL BENEFITS	50,226,122	49,941,525	53,245,583
31 SUPPLIES	993,536	842,385	992,937
32 TCO-SUPPLIES	65,240	65,240	65,240
33 TOTAL SUPPLIES	1,058,776	907,625	1,058,177
34 CONTRACTS/SERVICES	13,954,433	14,791,352	13,906,012
35 INSURANCE	1,258,077	1,258,077	1,371,807
36 UTILITIES	4,158,475	3,840,468	4,270,600
37 TOTAL SERVICES	19,370,985	19,889,897	19,548,419
38 TOTAL EXPENDITURES	181,933,895	183,963,986	187,907,430
39 OTHER OUTGO - TRANSFERS	387,063	379,563	384,498
40 OTHER OUTGO - STUDENT AID	2,500	2,500	2,500
41 TOTAL TRANSFERS/FINANCIAL AID	389,563	382,063	386,998
42 TOTAL EXPENDITURES & TRANSFERS	182,323,458	184,346,049	188,294,428

UNRESTRICTED GENERAL FUND 01.0
2019-2020 TENTATIVE FUND BALANCE BUDGET

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED FUND BALANCE	2019-2020 TENTATIVE BUDGET
01 TOTAL REVENUE AND TRANSFERS *	173,967,375	175,960,168	178,549,024
02 TOTAL EXPENDITURES AND TRANSFERS	180,630,832	181,662,805	187,132,188
03 VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	2,355,552	2,748,689	3,019,312
04 VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(1,554,665)	(2,515,050)	(1,992,746)
05 OPERATING SURPLUS/(DEFICIT)	(7,464,344)	(5,936,276)	(9,609,730)
ONE-TIME ITEMS			
06 FTES BORROWING/DECLINE	8,095,811	7,821,977	8,076,966
07 PRIOR YEAR APPORTIONMENT ADJ	-	(4,702)	-
08 ONE-TIME BUDGET AUGMENTATION	(826,499)	(2,384,365)	(70,434)
09 EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	(65,240)	(65,240)	(65,240)
10 OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	(260,272)	(568,606)	(1,668,438)
11 BEGINNING BALANCE	27,648,342	27,648,342	27,079,736
12 ENDING FUND BALANCE	27,388,070	27,079,736	25,411,298
13 FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS**	15.02%	14.69%	13.50%

DESIGNATION OF FUND BALANCE

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED FUND BALANCE	2019-2020 TENTATIVE BUDGET
14 UNDESIGNATED FUND BALANCE	24,989,923	24,681,589	23,563,939
15 UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	13.71%	13.39%	12.51%
DESIGNATED RESERVE FOR:			
16 CLASSIFIED EMPLOYEE WELFARE FUND	459,679	459,679	452,179
17 RESERVE FOR FUTURE STRS AND PERS INCREASES	1,938,468	1,938,468	1,395,180
18 TOTAL	2,398,147	2,398,147	1,847,359
19 DESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	1.32%	1.30%	0.98%
20 TOTAL ENDING FUND BALANCE	27,388,070	27,079,736	25,411,298
21 FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS**	15.02%	14.69%	13.50%

** Chancellor's Office recommended ratio is 5%.

UNRESTRICTED GENERAL FUND 01.0
2019-2020 TENTATIVE REVENUE BUDGET

	ACCOUNTS	2015-2016 ACTUAL REVENUES	2016-2017 ACTUAL REVENUES	2017-2018 ACTUAL REVENUES	2018-2019 PROJECTED REVENUES	2019-2020 TENTATIVE BUDGET
	FEDERAL					
01	FIN AID ADM ALLOWANCES	103,192	104,493	104,282	102,225	136,173
02	TOTAL FEDERAL	103,192	104,493	104,282	102,225	136,173
	STATE					
03	GENERAL APPORTIONMENT	56,362,913	56,001,655	65,057,999	66,981,540	69,997,936
04	EDUCATION PROTECTION ACCOUNT - PROP 30/55	16,715,978	15,951,192	17,177,447	18,330,391	18,927,962
05	GROWTH/ACCESS-RESTORATION OF WORKLOAD REI	222,022	3,174	-	-	-
06	COLA	1,107,543	-	1,597,101	3,520,794	4,350,124
07	PRIOR YR APPORTIONMENT ADJ.	603,509	1,737,350	5,401,981	146,115	-
08	PRIOR YEAR APPORTIONMENT ADJ-RDA SHIFT	-	591,580	-	-	-
09	PRIOR YR APPORTIONMENT ADJ. - EPA	23,389	112,504	678,010	(150,817)	-
10	HOMEOWNERS EXEMPT	96,478	95,788	94,669	93,379	93,379
11	STATE LOTTERY REVENUE	3,958,589	3,902,630	3,838,100	3,721,872	3,696,087
12	MANDATED PROGRAM COSTS	12,635,662	2,611,038	1,210,138	548,459	614,633
13	STATE ON-BEHALF PENSION CONTR TO STRS	3,622,320	3,591,831	4,932,194	5,664,673	5,463,379
14	OTHER STATE	1,638,801	806,230	2,428,701	2,973,406	2,973,406
15	TOTAL STATE	96,987,204	85,404,972	102,416,340	101,829,812	106,116,906
	LOCAL					
16	PROP TAX SHIFT (ERAF)	10,341,290	13,824,023	11,553,441	10,193,938	10,193,938
17	SECURED TAX	13,632,190	14,527,492	14,821,405	17,230,437	17,230,437
18	SUPPLEMENTAL TAXES	388,567	361,103	365,052	383,305	383,305
19	UNSECURED TAX	567,993	573,351	595,659	600,542	600,542
20	PRIOR YRS TAXES	313,955	100,329	368,454	596,449	596,449
21	PROPERTY TAX - RDA PASS THRU	1,196,922	1,415,450	2,312,070	769,643	769,643
22	PROPERTY TAX - RDA RESIDUAL	1,611,787	2,307,502	2,356,640	1,290,013	1,290,013
23	RENTS	299,735	165,467	200,561	193,000	193,000
24	INTEREST	235,862	411,642	584,956	897,600	854,200
25	ENROLLMENT FEES	13,998,414	14,409,483	13,914,124	13,723,420	13,628,346
26	UPPER DIVISION FEES	-	32,760	65,688	66,780	66,780
27	STUDENT RECORDS	420,947	413,747	464,539	375,600	373,000
28	NON-RESIDENT TUITION/INTENSIVE ESL	33,038,107	33,434,401	33,973,786	33,116,689	31,805,111
29	FEE BASED INSTRUCTION	391,512	309,069	162,563	-	-
30	OTHER STUDENT FEES & CHARGES	112,830	90,422	80,151	64,900	64,500
31	F1 APPLICATION FEES	298,765	257,087	237,827	207,000	207,000
32	OTHER LOCAL	586,270	563,733	772,368	772,400	772,400
33	I. D. CARD SERVICE CHARGE	1,145,222	1,099,099	1,031,015	930,600	924,200
34	LIBRARY CARDS	140	-	100	100	100
35	LIBRARY FINES	7,834	7,075	5,022	5,022	5,022
36	PARKING FINES	225,465	203,662	190,632	190,632	190,632
37	TOTAL LOCAL	78,813,807	84,506,897	84,056,053	81,608,070	80,148,618
38	TOTAL REVENUE	175,904,203	170,016,362	186,576,675	183,540,107	186,401,697
39	TRANSFER IN	115,728	77,438	107,244	231,205	224,293
40	SALE OF EQUIPMENT AND SUPPLIES	12,655	12,797	6,253	6,131	-
41	TOTAL OTHER FINANCING SOURCES	128,383	90,235	113,497	237,336	224,293
42	TOTAL REVENUE AND TRANSFERS	176,032,586	170,106,597	186,690,172	183,777,443	186,625,990
43	BEGINNING BALANCE	11,533,449	17,730,338	18,024,335	23,813,118	24,681,589
44	BEGINNING DESIGNATED RESERVE	2,248,128	6,195,253	3,347,439	3,835,224	2,398,147
45	TOTAL FUNDS AVAILABLE	189,814,163	194,032,188	208,061,946	211,425,785	213,705,726

UNRESTRICTED GENERAL FUND 01.0
2019-2020 TENTATIVE EXPENDITURE BUDGET

ACCOUNTS		2015-2016 ACTUAL EXPENDITURES	2016-2017 ACTUAL EXPENDITURES	2017-2018 ACTUAL EXPENDITURES	2018-2019 PROJECTED EXPENDITURES	2019-2020 TENTATIVE BUDGET
01	INSTRUCTION	26,140,222	27,354,343	27,870,271	28,165,926	30,575,332
02	ACADEMIC MANAGERS	6,635,815	7,023,106	6,859,202	6,491,955	6,647,668
03	NON-INSTRUCTION	6,243,144	6,525,280	6,029,871	5,985,060	6,207,428
04	HOURLY INSTRUCTION	32,510,868	33,047,270	33,007,388	33,347,004	31,255,378
05	HOURLY INSTRUCTION - FEE BASED INSTRUCTION	95,814	74,686	73,426	-	-
06	HOURLY NON-INSTRUCTION	4,364,614	4,578,377	4,847,904	5,124,367	5,196,303
07	VACANT POSITIONS	-	-	-	214,939	214,939
08	VACANCY SAVINGS	-	-	-	(196,669)	(141,860)
09	TOTAL ACADEMIC	75,990,477	78,603,062	78,688,062	79,132,582	79,955,188
10	CLASSIFIED REGULAR	20,913,003	22,627,625	22,857,447	22,091,180	22,443,605
11	CLASSIFIED MANAGERS	5,242,299	5,751,991	5,919,305	5,298,521	5,350,239
12	CLASS REG INSTRUCTION	3,198,990	3,442,296	3,489,896	3,487,855	3,586,990
13	CLASSIFIED HOURLY	2,554,103	2,415,522	2,088,417	2,413,370	1,458,950
14	CLASS HRLY INSTRUCTION	637,310	495,328	420,897	637,171	531,354
15	CLASSIFIED ONE-TIME PAYMENT	376,192	-	-	-	-
16	VACANT POSITIONS	-	-	-	1,932,472	2,143,897
17	VACANCY SAVINGS	-	-	-	(1,768,212)	(1,414,972)
18	TOTAL CLASSIFIED	32,921,897	34,732,762	34,775,962	34,092,357	34,100,063
19	STRS	6,158,188	7,352,147	9,867,659	9,517,012	9,797,778
20	STATE ON-BEHALF PENSION CONTRIB TO STRS	3,622,320	3,591,831	4,932,194	5,664,673	5,463,379
21	PERS	4,111,904	5,109,670	5,750,260	6,520,711	7,580,066
22	OASDI/MEDICARE	3,620,575	3,806,791	3,865,374	3,742,101	3,784,657
23	H/W	13,322,989	14,653,754	15,314,231	15,403,367	16,774,932
24	RETIREE'S H/W	3,190,943	3,573,461	4,110,488	5,215,808	5,685,231
25	RETIREE - OPEB	1,500,000	-	-	-	-
26	SUI	151,433	158,478	164,111	166,213	166,049
27	WORKERS' COMPENSATION	1,892,139	2,043,358	2,232,666	1,962,621	2,000,155
28	ALTERNATIVE RETIREMENT	399,950	528,223	398,160	398,799	470,003
29	SUPPLEMENTAL RETIREMENT PLAN	-	-	1,298,431	1,299,111	1,298,771
30	BENEFITS REL TO FEE BASED INSTRUCTION	20,329	19,250	22,455	-	-
31	BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	35,507	-	-	-	-
32	BENEFITS RELATED TO VACANT POSITIONS	-	-	-	601,278	660,476
33	BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	(550,169)	(435,914)
34	TOTAL BENEFITS	38,026,277	40,836,963	47,956,029	49,941,525	53,245,583
35	SUPPLIES	956,090	855,634	788,408	842,385	992,937
36	TCO-SUPPLIES	216,372	106,573	77,312	65,240	65,240
37	TOTAL SUPPLIES	1,172,462	962,207	865,720	907,625	1,058,177
38	CONTRACTS/SERVICES	12,763,772	12,998,660	12,993,745	14,791,352	13,906,012
39	INSURANCE	986,093	930,695	1,036,115	1,258,077	1,371,807
40	UTILITIES	2,813,098	3,264,972	3,782,758	3,840,468	4,270,600
41	TOTAL SERVICES	16,562,963	17,194,327	17,812,618	19,889,897	19,548,419
42	EQUIPMENT	586,893	5,043	-	-	-
43	TECHNOLOGY REPLACEMENT	249,632	-	-	-	-
44	TCO - EQUIPMENT REPLACEMENT	63,980	-	-	-	-
45	TOTAL CAPITAL	900,505	5,043	-	-	-
47	TOTAL EXPENDITURES	165,574,581	172,334,364	180,098,391	183,963,986	187,907,430
48	OTHER OUTGO - TRANSFERS	313,309	324,731	314,114	379,563	384,498
49	OTHER OUTGO - STUDENT AID	682	1,319	1,099	2,500	2,500
50	TOTAL TRANSFERS/FINANCIAL AID	313,991	326,050	315,213	382,063	386,998
51	TOTAL EXPENDITURES & TRANSFERS	165,888,572	172,660,414	180,413,604	184,346,049	188,294,428
52	CONTINGENCY RESERVE	17,730,338	18,024,335	23,813,118	24,681,589	23,563,939
53	DESIGNATED RESERVE	6,195,253	3,347,439	3,835,224	2,398,147	1,847,359
54	TOTAL	189,814,163	194,032,188	208,061,946	211,425,785	213,705,726

RESTRICTED GENERAL FUND 01.3
2019-2020 TENTATIVE REVENUE BUDGET

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED REVENUES	2019-2020 TENTATIVE BUDGET
FEDERAL			
01 PERKINS IV TITLE I-C	743,566	743,566	729,844
02 FWS-FEDERAL WORK STUDY	595,987	595,987	561,721
03 TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	58,539	58,539	55,612
04 FEDERAL CARRYOVERS	1,749,044	1,744,044	2,081,207
05 OTHER FEDERAL	2,065,207	2,287,577	858,067
06 TOTAL FEDERAL	5,212,343	5,429,713	4,286,451
STATE			
07 LOTTERY	1,283,553	1,283,553	1,306,352
08 SFAA-STUDENT FINANCIAL AID ADMIN	926,753	926,753	880,415
09 FINANCIAL AID TECHNOLOGY-ONGOING	70,106	70,106	66,601
10 FINANCIAL AID TECHNOLOGY-ONE TIME	-	189,284	-
11 DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,769,896	2,121,663	2,015,580
12 CALWORKS	323,209	323,209	307,047
13 MENTAL HEALTH SUPPORT	-	204,643	-
14 HUNGER FREE CAMPUS	-	200,417	-
15 GUIDED PATHWAYS	-	-	554,999
16 STUDENT EQUITY AND ACHIEVEMENT	8,907,810	8,907,810	8,462,420
17 VETERANS RESOURCE CENTER	-	57,211	54,350
18 EQUAL EMPLOYMENT OPPORTUNITY	50,000	50,000	50,000
19 STRONG WORKFORCE PROGRAM	991,313	1,322,641	1,322,641
20 ADULT EDUCATION BLOCK GRANT	409,733	409,733	409,733
21 NURSING EDUCATION PROGRAM SUPPORT	251,070	251,070	238,517
22 EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,334,327	1,334,327	1,267,610
23 CARE-COOP AGENCIES RESOURCES FOR EDUCATION	89,759	89,759	85,271
24 PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	474,990	474,990	678,557
25 STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	653,848	653,848	653,848
26 STATE CARRYOVERS	15,247,557	15,247,557	18,993,758
27 OTHER STATE	7,416,119	7,639,335	6,935,141
28 TOTAL STATE	40,200,043	41,757,909	44,282,840
LOCAL			
28 PICO PROMISE	151,347	151,347	151,347
29 HEALTH FEES	1,228,915	1,228,915	1,286,283
30 PARKING FEES	1,625,541	1,625,541	1,258,310
31 DONATIONS-KCRW	3,133,695	3,015,374	2,909,949
32 RADIO GRANTS	1,286,109	1,362,818	1,294,677
33 COMMUNITY SERVICES	625,000	625,000	661,795
34 CONSOLIDATED CONTRACT ED-LOCAL	325,000	325,000	238,700
35 LOCAL CARRYOVERS	324,060	442,380	141,404
36 OTHER LOCAL	5,363,240	5,364,825	5,375,756
37 TOTAL LOCAL	14,062,907	14,141,200	13,318,221
38 TOTAL REVENUE	59,475,293	61,328,822	61,887,512

RESTRICTED GENERAL FUND 01.3
2019-2020 TENTATIVE EXPENDITURE BUDGET

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED EXPENDITURES	2019-2020 TENTATIVE BUDGET
01 INSTRUCTION	255,800	255,800	517,300
02 MANAGEMENT	2,869,553	2,975,011	3,319,271
03 NON-INSTRUCTION	3,776,322	3,257,339	3,009,952
04 HOURLY INSTRUCTION	27,500	41,866	40,199
05 HOURLY NON-INSTRUCTION	5,234,370	6,363,285	5,365,260
06 TOTAL ACADEMIC	12,163,545	12,893,301	12,251,982
07 CLASSIFIED REGULAR	5,727,424	5,738,790	5,927,150
08 CLASSIFIED MANAGERS	547,153	593,743	521,247
09 CLASS REG INSTRUCTION	78,506	32,350	4,850
10 CLASSIFIED HOURLY	2,030,993	2,179,274	2,070,818
11 CLASS HRLY INSTRUCTION	326,350	370,108	303,067
12 TOTAL CLASSIFIED	8,710,426	8,914,265	8,827,132
13 BENEFITS HOLDING ACCOUNT	6,732,039	3,704,833	7,201,540
14 STRS	-	747,280	-
15 STATE ON-BEHALF PENSION CONTRIB TO STRS	-	-	-
16 PERS	-	686,937	-
17 OASDI/MEDICARE	-	407,369	-
18 H/W	-	1,251,425	-
19 SUI	-	5,247	-
20 WORKERS' COMP.	-	188,911	-
21 ALTERNATIVE RETIREMENT	-	59,086	-
22 SUPPLEMENTAL RETIREMENT PLAN	-	14,705	-
23 TOTAL BENEFITS	6,732,039	7,065,793	7,201,540
24 TOTAL SUPPLIES	1,469,124	1,484,844	1,381,116
25 CONTRACTS/SERVICES	18,023,054	18,522,807	19,138,805
26 INSURANCE	4,295,360	4,295,360	4,293,000
27 UTILITIES	150,361	150,361	154,000
28 TOTAL SERVICES	22,468,775	22,968,528	23,585,805
29 BLDG & SITES	1,830,115	1,830,115	1,833,184
30 EQUIPMENT/LEASE PURCHASE	3,962,210	3,952,407	3,657,140
31 TOTAL CAPITAL	5,792,325	5,782,522	5,490,324
32 TOTAL EXPENDITURES	57,336,234	59,109,253	58,737,899
33 OTHER OUTGO - STUDENT AID	2,341,898	2,386,979	3,093,338
34 OTHER OUTGO - TRANSFERS	195,776	231,205	224,293
35 TOTAL OTHER OUTGO	2,537,674	2,618,184	3,317,631
36 TOTAL EXPENDITURES & OTHER OUTGO	59,873,908	61,727,437	62,055,530

RESTRICTED GENERAL FUND 01.3
2019-2020 TENTATIVE FUND BALANCE BUDGET

ACCOUNTS		2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED FUND BALANCE	2019-2020 TENTATIVE BUDGET
01	TOTAL REVENUE AND TRANSFERS	59,475,293	61,328,822	61,887,512
02	TOTAL EXPENDITURES AND TRANSFERS	59,873,908	61,727,437	62,055,530
03	OPERATING SURPLUS/(DEFICIT)	(398,615)	(398,615)	(168,018)
04	BEGINNING BALANCE	8,826,143	8,826,143	8,427,528
05	CONTINGENCY RESERVE/ENDING FUND BALANCE	8,427,528	8,427,528	8,259,510
06	FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	14.08%	13.65%	13.31%

RESTRICTED GENERAL FUND 01.3
2019-2020 TENTATIVE REVENUE BUDGET

ACCOUNTS	2015-2016 ACTUAL REVENUES	2016-2017 ACTUAL REVENUES	2017-2018 ACTUAL REVENUES	2018-2019 PROJECTED REVENUES	2019-2020 TENTATIVE BUDGET
FEDERAL					
01 VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	636,505	677,180	709,844	743,566	729,844
02 FWS-FEDERAL WORK STUDY	472,189	458,220	477,018	595,987	561,721
03 TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	68,627	59,652	59,646	58,539	55,612
04 FEDERAL CARRYOVERS	910,563	1,200,290	1,188,383	1,744,044	2,081,207
05 OTHER FEDERAL	1,757,860	1,676,356	1,033,356	2,287,577	858,067
06 TOTAL FEDERAL	3,845,744	4,071,698	3,468,247	5,429,713	4,286,451
STATE					
07 LOTTERY	1,373,579	1,296,591	1,482,332	1,283,553	1,306,352
08 BASIC SKILLS INITIATIVE	351,560	200,344	189,232	-	-
09 SFAA-STUDENT FINANCIAL AID ADMIN	924,049	889,508	902,291	926,753	880,415
10 FINANCIAL AID TECHNOLOGY-ONGOING	-	-	-	70,106	66,601
11 FINANCIAL AID TECHNOLOGY-ONE TIME	-	-	-	189,284	-
12 DSPS-DISABLED STUDENTS PROGRAM & SERVICES	2,368,134	2,192,372	2,180,143	2,121,663	2,015,580
13 CALWORKS	263,141	317,502	322,102	323,209	307,047
14 MENTAL HEALTH SUPPORT	-	-	-	204,643	-
15 HUNGER FREE CAMPUS	-	-	-	200,417	-
16 GUIDED PATHWAYS	-	-	-	-	554,999
17 STUDENT EQUITY AND ACHIEVEMENT	-	-	-	8,907,810	8,462,420
18 VETERANS RESOURCE CENTER	-	-	-	57,211	54,350
19 STUDENT SUCCESS (CREDIT)	3,554,059	2,979,175	2,543,270	-	-
20 STUDENT SUCCESS (NON-CREDIT)	82,429	80,031	78,114	-	-
21 STUDENT SUCCESS (STUDENT EQUITY)	1,061,091	935,385	549,846	-	-
22 EQUAL EMPLOYMENT OPPORTUNITY	-	-	10,805	50,000	50,000
23 STRONG WORKFORCE PROGRAM	-	37,751	35,785	1,322,641	1,322,641
24 ADULT EDUCATION BLOCK GRANT	-	82,261	264,590	409,733	409,733
25 NURSING EDUCATION PROGRAM SUPPORT	-	-	-	251,070	238,517
26 NURSING EDUCATION-ENROLLMENT GROWTH ASSOC DEGF	92,618	140,869	94,713	-	-
27 NURSING EDUCATION-ASSESSMENT, REMEDIATION, & RETE	110,006	93,081	77,050	-	-
28 EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,384,794	1,315,554	1,217,950	1,334,327	1,267,610
29 CARE-COOP AGENCIES RESOURCES FOR EDUCATION	92,110	88,792	81,770	89,759	85,271
30 PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	900,960	361,261	140,071	474,990	678,557
31 STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	352,924	366,455	653,848	653,848	653,848
32 STATE CARRYOVERS	2,378,031	5,069,623	8,761,082	15,247,557	18,993,758
33 OTHER STATE	639,529	783,262	1,163,579	7,639,335	6,935,141
34 TOTAL STATE	15,929,014	17,229,817	20,748,573	41,757,909	44,282,840
LOCAL					
35 PICO PARTNERSHIP	141,782	144,618	147,800	151,347	151,347
36 HEALTH FEES	1,377,217	1,356,122	1,286,283	1,228,915	1,286,283
37 PARKING FEES	1,856,184	1,714,518	1,689,955	1,625,541	1,258,310
38 DONATIONS-KCRW	2,053,592	1,739,200	2,705,949	3,015,374	2,909,949
39 RADIO GRANTS	971,834	1,105,364	1,153,203	1,362,818	1,294,677
40 COMMUNITY SERVICES	785,233	704,879	645,096	625,000	661,795
41 CONSOLIDATED CONTRACT ED-LOCAL	68,118	277,697	259,537	325,000	238,700
42 LOCAL CARRYOVERS	430,743	337,148	410,500	442,380	141,404
43 OTHER LOCAL	6,297,594	5,608,186	5,967,721	5,364,825	5,375,756
44 TOTAL LOCAL	13,982,297	12,987,732	14,266,044	14,141,200	13,318,221
45 TOTAL REVENUE	33,757,055	34,289,247	38,482,864	61,328,822	61,887,512
46 BEGINNING BALANCE	6,903,337	8,045,967	8,237,731	8,826,143	8,427,528
47 TOTAL FUNDS AVAILABLE	40,660,392	42,335,214	46,720,595	70,154,965	70,315,040

RESTRICTED GENERAL FUND 01.3
2019-2020 TENTATIVE EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ACTUAL EXPENDITURES	2016-2017 ACTUAL EXPENDITURES	2017-2018 ACTUAL EXPENDITURES	2018-2019 PROJECTED EXPENDITURES	2019-2020 TENTATIVE BUDGET
01 INSTRUCTION	12,986	-	-	255,800	517,300
02 MANAGEMENT	1,601,278	1,515,207	1,578,874	2,975,011	3,319,271
03 NON-INSTRUCTION	1,860,255	2,231,795	2,199,535	3,257,339	3,009,952
04 HOURLY INSTRUCTION	64,365	88,191	14,944	41,866	40,199
05 HOURLY NON-INSTRUCTION	4,163,478	4,521,228	5,084,086	6,363,285	5,365,260
06 TOTAL ACADEMIC	7,702,362	8,356,421	8,877,439	12,893,301	12,251,982
07 CLASSIFIED REGULAR	3,870,148	4,396,766	4,345,298	5,738,790	5,927,150
08 CLASSIFIED MANAGERS	425,980	464,701	507,179	593,743	521,247
09 CLASS REG INSTRUCTION	39,406	42,923	46,134	32,350	4,850
10 CLASSIFIED HOURLY	1,534,116	1,568,364	1,976,570	2,179,274	2,070,818
11 CLASS HRLY INSTRUCTION	195,503	177,122	198,509	370,108	303,067
12 TOTAL CLASSIFIED	6,065,153	6,649,876	7,073,690	8,914,265	8,827,132
13 BENEFITS HOLDING ACCOUNT	-	-	-	3,704,833	7,201,540
14 STRS	628,771	787,365	916,800	747,280	-
15 STATE ON-BEHALF PENSION CONTRI	352,924	366,455	653,848	-	-
16 PERS	538,843	755,774	841,353	686,937	-
17 OASDI/MEDICARE	494,905	559,794	575,995	407,369	-
18 H/W	1,304,783	1,547,613	1,660,831	1,251,425	-
19 SUI	6,260	6,991	7,526	5,247	-
20 WORKERS' COMP.	221,520	263,527	284,330	188,911	-
21 ALTERNATIVE RETIREMENT	45,725	77,479	93,264	59,086	-
22 SUPPLEMENTAL RETIREMENT PLAN	-	-	15,690	14,705	-
23 TOTAL BENEFITS	3,593,731	4,364,998	5,049,637	7,065,793	7,201,540
24 TOTAL SUPPLIES	853,179	978,299	1,000,703	1,484,844	1,381,116
25 CONTRACTS/SERVICES	5,025,906	5,254,010	6,124,113	18,522,807	19,138,805
26 INSURANCE	4,631,832	4,489,048	4,292,860	4,295,360	4,293,000
27 UTILITIES	148,725	133,218	131,994	150,361	154,000
28 TOTAL SERVICES	9,806,463	9,876,276	10,548,967	22,968,528	23,585,805
29 BLDG & SITES	1,485,644	1,459,450	1,462,650	1,830,115	1,833,184
30 EQUIPMENT/LEASE PURCHASE	2,320,685	1,825,663	3,234,534	3,952,407	3,657,140
31 TOTAL CAPITAL	3,806,329	3,285,113	4,697,184	5,782,522	5,490,324
32 TOTAL EXPENDITURES	31,827,217	33,510,983	37,247,620	59,109,253	58,737,899
33 OTHER OUTGO - STUDENT AID	671,480	509,062	539,588	2,386,979	3,093,338
34 OTHER OUTGO - TRANSFERS	115,728	77,438	107,244	231,205	224,293
35 TOTAL OTHER OUTGO	787,208	586,500	646,832	2,618,184	3,317,631
36 TOTAL EXPENDITURES & OTHER	32,614,425	34,097,483	37,894,452	61,727,437	62,055,530
37 CONTINGENCY RESERVE	8,045,967	8,237,731	8,826,143	8,427,528	8,259,510
38 TOTAL	40,660,392	42,335,214	46,720,595	70,154,965	70,315,040

CAPITAL OUTLAY FUND 40.0			
2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
REVENUE			
STATE			
01 STATE CARRYOVERS	2,994,164	4,525,954	1,910,749
02 TOTAL STATE	2,994,164	4,525,954	1,910,749
LOCAL			
03 PROPERTY TAX - RDA PASS THRU	-	850,659	-
04 RENTS	226,828	226,828	226,828
05 INTEREST	316,000	316,000	325,000
06 NON-RESIDENT CAPITAL CHARGE	2,546,305	2,546,305	2,546,305
07 OTHER FINANCING SOURCES	-	7,577	-
08 LOCAL INCOME	6,000	16,666	15,000
09 TOTAL LOCAL	3,095,133	3,964,035	3,113,133
10 TOTAL REVENUES	6,089,297	8,489,989	5,023,882
EXPENDITURES			
11 SUPPLIES	1,500	-	1,500
12 CONTRACT SERVICES	2,207,000	2,269,304	2,015,876
13 CAPITAL OUTLAY	19,552,721	5,756,341	19,142,774
14 TOTAL EXPENDITURES	21,761,221	8,025,645	21,160,150
15 TOTAL EXPENDITURES AND TRANSFERS	21,761,221	8,025,645	21,160,150
16 OPERATING SURPLUS/(DEFICIT)	(15,671,924)	464,344	(16,136,268)
17 BEGINNING BALANCE	15,671,924	15,671,924	16,136,268
18 ENDING FUND BALANCE	-	16,136,268	-

MEASURE S FUND 42.3 2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
REVENUE			
01 OTHER FINANCING SOURCES	-	-	-
02 INTEREST	313,000	313,000	207,000
03 TOTAL REVENUE	313,000	313,000	207,000
EXPENDITURES			
04 SUPPLIES	-	-	-
05 CONTRACT SERVICES	122,500	149,885	90,000
06 CAPITAL OUTLAY	23,878,793	8,177,063	15,791,345
07 TOTAL EXPENDITURES	24,001,293	8,326,948	15,881,345
08 OPERATING SURPLUS/(DEFICIT)	(23,688,293)	(8,013,948)	(15,674,345)
09 BEGINNING BALANCE	23,688,293	23,688,293	15,674,345
10 ENDING FUND BALANCE	-	15,674,345	-

MEASURE AA FUND 42.4 2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
REVENUE			
01 OTHER FINANCING SOURCES	-	-	-
02 INTEREST	186,000	320,000	109,000
03 TOTAL REVENUE	186,000	320,000	109,000
EXPENDITURES			
04 SUPPLIES	15,000	1,764	-
05 CONTRACT SERVICES	117,750	178,127	60,000
06 CAPITAL OUTLAY	14,923,480	10,007,411	5,051,928
07 TOTAL EXPENDITURES	15,056,230	10,187,302	5,111,928
08 OPERATING SURPLUS/(DEFICIT)	(14,870,230)	(9,867,302)	(5,002,928)
09 BEGINNING BALANCE	14,870,230	14,870,230	5,002,928
10 ENDING FUND BALANCE	-	5,002,928	-

MEASURE V FUND 42.5 2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
REVENUE			
01 OTHER FINANCING SOURCES	-	-	-
02 INTEREST	663,000	2,550,000	1,862,000
03 TOTAL REVENUE	663,000	2,550,000	1,862,000
EXPENDITURES			
04 SUPPLIES	500,000	19,189	25,000
05 CONTRACT SERVICES	1,305,000	100,944	405,000
06 CAPITAL OUTLAY	176,454,670	50,465,047	130,993,490
07 TOTAL EXPENDITURES	178,259,670	50,585,180	131,423,490
08 OPERATING SURPLUS/(DEFICIT)	(177,596,670)	(48,035,180)	(129,561,490)
09 BEGINNING BALANCE	177,596,670	177,596,670	129,561,490
10 ENDING FUND BALANCE	-	129,561,490	-

INTEREST AND REDEMPTION FUND 48.0
2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
01 BEGINNING BALANCE	54,089,952	54,089,952	36,234,114
02 ADJUSTMENT TO BEGINNING BALANCE	-	-	-
03 ADJUSTED BEGINNING BALANCE	54,089,952	54,089,952	36,234,114
REVENUE			
04 FEDERAL REVENUES	-	-	-
05 STATE REVENUES	-	-	-
06 VOTER INDEBTED TAXES	27,186,605	27,186,605	27,186,605
07 TOTAL REVENUE	27,186,605	27,186,605	27,186,605
08 TOTAL FUNDS AVAILABLE	81,276,557	81,276,557	63,420,719
EXPENDITURES			
09 DEBT REDEMPTION	19,911,384	19,911,384	19,911,384
10 INTEREST CHARGES	25,131,059	25,131,059	25,131,059
11 TOTAL EXPENDITURES	45,042,443	45,042,443	45,042,443
12 ENDING FUND BALANCE	36,234,114	36,234,114	18,378,276

**The Bond Interest and Redemption Fund is controlled by the County of Los Angeles Department of Auditor-Controller.

STUDENT FINANCIAL AID FUND 74.0			
2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
REVENUE			
01 FEDERAL GRANTS	30,096,188	30,096,188	31,073,495
02 FEDERAL LOANS	3,850,000	3,850,000	3,510,000
03 CAL GRANTS	3,958,000	3,958,000	3,562,000
04 SANTA MONICA COLLEGE PROMISE	1,040,845	1,040,845	2,159,753
05 STUDENT SUCCESS COMPLETION	1,831,724	2,112,012	1,831,724
06 FULL TIME STUDENT SUCCESS GRANT	89,788	20,500	-
07 COMMUNITY COLLEGE COMPLETION GRANT	212,250	98,250	-
08 NONRESIDENT DREAMER EMERGENCY AID	1,300	1,300	-
09 TRANSFER	357,063	357,063	354,498
10 TOTAL REVENUE	41,437,158	41,534,158	42,491,470
EXPENDITURES			
11 FINANCIAL AID	41,437,158	41,534,158	42,491,470
12 TOTAL EXPENDITURES	41,437,158	41,534,158	42,491,470
13 ENDING FUND BALANCE	-	-	-

SCHOLARSHIP TRUST FUND 75.0 2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
01 BEGINNING BALANCE	15,843	15,843	16,073
REVENUE			
02 TRANSFER	30,000	30,000	30,000
03 INTEREST	230	230	230
04 TOTAL REVENUE	30,230	30,230	30,230
05 TOTAL FUNDS AVAILABLE	46,073	46,073	46,303
EXPENDITURES			
06 SCHOLARSHIP	30,000	30,000	30,000
07 TOTAL EXPENDITURES	30,000	30,000	30,000
08 ENDING FUND BALANCE	16,073	16,073	16,303

AUXILIARY FUND			
2019-2020 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2018-2019 ADOPTED BUDGET	2018-2019 PROJECTED	2019-2020 TENTATIVE BUDGET
01 BEGINNING BALANCE	1,792,702	1,792,702	1,761,704
02 ADJ. TO BEG. BALANCE	-	(554)	-
03 ADJUSTED BEGINNING BALANCE	<u>1,792,702</u>	<u>1,792,148</u>	<u>1,761,704</u>
REVENUE			
04 GROSS SALES	4,859,000	4,859,000	4,807,000
05 LESS: COST OF GOODS	<u>(3,405,500)</u>	<u>(3,405,500)</u>	<u>(3,327,500)</u>
06 NET	1,453,500	1,453,500	1,479,500
07 VENDOR INCOME	771,000	771,000	771,000
08 AUXILIARY PROGRAM INCOME	<u>399,856</u>	<u>399,856</u>	<u>343,050</u>
09 NET INCOME	2,624,356	2,624,356	2,593,550
10 INTEREST	<u>63,600</u>	<u>63,600</u>	<u>108,000</u>
11 TOTAL REVENUE	<u>2,687,956</u>	<u>2,687,956</u>	<u>2,701,550</u>
12 TOTAL FUNDS AVAILABLE	<u>4,480,658</u>	<u>4,480,104</u>	<u>4,463,254</u>
EXPENDITURES			
13 STAFFING	1,000,300	1,000,300	1,007,500
14 FRINGE BENEFITS	318,100	318,100	308,100
15 OPERATING	<u>1,446,581</u>	<u>1,400,000</u>	<u>1,266,350</u>
16 TOTAL EXPENDITURES	<u>2,764,981</u>	<u>2,718,400</u>	<u>2,581,950</u>
17 ENDING FUND BALANCE	<u>1,715,677</u>	<u>1,761,704</u>	<u>1,881,304</u>