



# AGENDA

## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES REGULAR MEETING

**TUESDAY, JUNE 3, 2025**

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

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

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

Additional seating will be available in Business Building Room 111.

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

<https://smc-edu.zoom.us/j/96490163563?pwd=NIJjM0MzTU5RaWtjSnphakVJVTJOdz09>

Passcode: 887636

5:00 p.m.      Public Meeting Convenes

Board Adjourns to Closed Session

6:00 p.m.      Public Meeting Reconvenes

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

## **PUBLIC PARTICIPATION DURING MEETINGS OF THE BOARD OF TRUSTEES**

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

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

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

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

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

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

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

#### General Public Comments and Consent Agenda

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

#### Major Items of Business

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

### **Instructions for Submitting a Request to Speak at Zoom Webinar**

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

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

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

It is recommended that Individuals wishing to speak at a Board of Trustees webinar send an email to Recording Secretary ([Rose\\_Lisa@smc.edu](mailto:Rose_Lisa@smc.edu)) by 4:30 p.m. for the Closed Session beginning at 5:00 p.m. or by 5:30 p.m. for the regular session starting at 6:00 p.m. The email should contain the subject line "Board Meeting Comments" and include the following information in the body of the email:

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

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

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

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

### **Instructions for Submitting Written Comments**

Individuals wishing to submit written comments to be shared with the Board of Trustees are requested to send an email to Recording Secretary ([Rose\\_Lisa@smc.edu](mailto:Rose_Lisa@smc.edu)) by 4:30 p.m. for the Closed Session starting at 5:00 p.m. or by 5:30 p.m. for the regular session starting at 6:00 p.m. The email should contain the following information:

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 3, 2025

## A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held on Tuesday, June 3, 2025 in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Additional seating will be available in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote attendance.

5 p.m.

### I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER  
 Dr. Nancy Greenstein, Chair  
 Dr. Sion Roy, Vice-Chair  
 Dr. Luis Barrera Castañón  
 Anastasia Foster  
 Dr. Margaret Quiñones-Perez  
 Dr. Tom Peters  
 Rob Rader

The public may join the meeting via Zoom Webinar with the following information:  
 Please click the link below to join the webinar:

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

Passcode: 887636

Or iPhone one-tap :

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

Or Telephone:

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

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or  
 +1 301 715 8592 or +1 312 626 6799

Webinar ID: 964 9016 3563

Passcode: 887636

### II. CLOSED SESSION

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code Section 54957.6): Two Cases
- CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)  
 Agency designated representatives: Sherri Lee-Lewis, Vice-President, Human Resources  
 Robert Myers, Campus Counsel  
 Employee Organizations: SMC Faculty Association  
 CSEA Chapter 36  
 SMC Police Officers Association
- EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

**III. PUBLIC SESSION –ORGANIZATIONAL FUNCTIONS**

- LAND ACKNOWLEDGEMENT

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

- PLEDGE OF ALLEGIANCE

- CLOSED SESSION REPORT (if any)

- INSTALLATION OF STUDENT TRUSTEE

Board Chair Nancy Greenstein will administer the Oath of Allegiance to Sophia Manavi and install her as Student Trustee for 2025-2026.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

**IV. SUPERINTENDENT'S REPORT**

- Graduation and Related Activities
- Art Department Highlights
- The Corsair, SMC Journalism Students Earn State and Regional Awards & Honors
- Enrollment Update

**V. PUBLIC COMMENTS**

**VI. ACADEMIC SENATE REPORT**

**VII. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**VIII. CONSENT AGENDA**

- |    |  |   |
|----|--|---|
| #1 | Approval of Minutes: May 6, 2025 (Special Meeting/Study Session) | 7 |
|    | May 6, 2025 (Regular Meeting)                                    |   |

Annual Recommendations

- |     |   |    |
|-----|---|----|
| #2  | Destruction of Class 3 Records  | 8  |
| #3  | Year-End Appropriations Transfers   | 8  |
| #4  | Disposal of Surplus Property  | 9  |
| #5  | Annual Resolution – Cash Borrowing from the County Treasury                 | 9  |
| #6  | Annual Resolution – Temporary Inter-Fund Cash Borrowing                     | 10 |
| #7  | Authorization of Signatures for JP Morgan Chase Bank, 2025-2026             | 11 |
| #8  | Authorization of Signatures for Nonfinancial Academic Agreements, 2025-2026 | 12 |
| #9  | Annual Authorization of Signatures, 2025-2026                               | 13 |
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	<b><u>Academic Affairs</u></b>	
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	<b><u>Facilities and Fiscal</u></b>	
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<b>IX.</b>	<b>CONSENT AGENDA – Pulled Recommendations</b>	
	<i>Recommendations pulled from the Section IX. Consent Agenda to be discussed and voted separately. Depending on time constraints, these items might be carried over to another meeting.</i>	
<b>X.</b>	<b>MAJOR ITEMS OF BUSINESS</b>	
	#29 Vision, Mission and Values Statement	44
	#30 2025-2026 Tentative Budget	46
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	#32 Santa Monica College Police Officers Association Initial Collective Proposal for Negotiations for a Successor Agreement	54
<b>XI.</b>	<b>BOARD COMMENTS</b>	
<b>XII.</b>	<b>ADJOURNMENT</b>	
	The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, July 1, 2025 at 6 p.m. (5 p.m. if there is a closed session) in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. This meeting will be held in-person and via Zoom Webinar to allow for remote participation.	

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2025

### VIII. CONSENT AGENDA

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

#### RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#28.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

### IX. CONSENT AGENDA – Pulled Recommendations

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

### RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

[May 6, 2025 \(Special Meeting/Study Session\)](#)

[May 6, 2025 \(Regular Meeting\)](#)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2024

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

**RECOMMENDATION NO. 2      DESTRUCTION OF CLASS 3 RECORDS**

*Requested Action: Approval*

*Approved by: Kathryn E. Jeffery, Superintendent/President  
Christopher Bonvenuto, Vice-President, Business and Administration  
Teresita Rodriguez, Vice-President, Enrollment Development  
Sherri Lee-Lewis, 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. 3      DISPOSAL OF SURPLUS PROPERTY**

*Requested Action: Approval*

*Approved by: Christopher Bonvenuto, Vice-President, Business and Administration*

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2025-2026.

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 3, 2025

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

**RECOMMENDATION NO. 4 YEAR-END APPROPRIATIONS TRANSFERS**

*Requested by: Kim Tran, Chief Director, Business Services*

*Approved by: Christopher Bonvenuto, Vice-President, Business and Administration*

*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 2024-2025 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.

**RECOMMENDATION NO. 5 ANNUAL RESOLUTION – CASH BORROWING FROM THE COUNTY TREASURY**

*Requested by: Kim Tran, Chief Director, Business Services*

*Approved by: Christopher Bonvenuto, Vice-President, Business and Administration*

*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: \$65,000,000
- 2) For Fiscal Year 2025-2026
- 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 2025-2026 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 2025-2026 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 2025-2026 fiscal year.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 3, 2025

CONSENT AGENDA:     ANNUAL RECOMMENDATIONS (continued)

**RECOMMENDATION NO. 6     ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING**

*Requested by:*     *Kim Tran, Chief Director, Business Services*

*Approved by:*     *Chris Bonvenuto, Vice-President, Business and Administration*

*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: \$20,000,000
- 2) For Fiscal Year 2025-2026
- 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 \$20,000,000.

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 2025-2026 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

**RECOMMENDATION NO. 7      AUTHORIZATION OF SIGNATURES FOR JP MORGAN CHASE BANK, 2025-2026**

*Requested by:      Kim Tran, Chief Director, Business Services*

*Approved by:      Christopher Bonvenuto, Vice-President, Business and Administration*

*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 2025-2026.

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  
Christopher Bonvenuto  
Kim Tran

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  
Christopher Bonvenuto  
Kim Tran  
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 3, 2025

CONSENT AGENDA: ANNUAL RECOMMENDATIONS *(continued)*

**RECOMMENDATION NO. 8**      **AUTHORIZATION OF SIGNATURES FOR NONFINANCIAL ACADEMIC AGREEMENTS, 2025-2026**

*Requested Action: Approval/Ratification*

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

Authorization of signatures for the following staff members to approve nonfinancial academic agreements on behalf of the Santa Monica Community College District for 2025-2026.

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

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 9 ANNUAL AUTHORIZATION OF SIGNATURES, 2025-2026**

*Requested by: Kim Tran, Chief Director, Business Services*

*Approved by: Christopher Bonvenuto, Vice-President, Business and Administration*

*Requested Action: Approval/Ratification*

Authorization of signatures of all academic and classified managers, classified confidential employees, department chairs and program leaders (see following lists) to approve invoices and payments on contracts for the Santa Monica Community College District for 2024-2025.

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

Jason Beardsley, Vice-President, Academic Affairs

Christopher Bonvenuto, Vice-President, Business and Administration

Don Girard, Senior Director, Government Relations/Institutional Communications

Teresita Rodriguez, Vice-President, Enrollment Development

Michael Tuitasi, Vice-President, Student Affairs

DEANS

Rob Bailis, Artistic Director, The Broad Stage/PAC

Tyfanny Dowd, Counseling (Interim)

Kiersten Elliott, Community and Academic Relations

Tre’Shawn Hall-Baker, Human Resources

Susan Fila, Health and Well-Being (Interim)

Mitchell Heskell, Education Enterprise

Dione Hodges, Academic Affairs

Sasha King, Academic Affairs (Interim)

Hannah Lawler, Institutional Research

Debra Locke, Special Program (Interim)

Llanet Martin, Equity, Pathways, and Inclusion

Lizzy Moore, SMC Foundation/Institutional Advancement

Pressian Nicolov, International Education

Patricia Ramos, Academic Affairs

Scott Silverman, Noncredit and External Programs

Esau Tovar, Enrollment Services

#### ASSOCIATE DEANS

Ashanti Blaize-Hopkins, Center for Media and Design (Interim)  
Thomas Bui, Student Life  
Wendi DeMorst, Student Instructional Support  
Jose Hernandez, Outreach, Onboarding/Student Engagement  
Tracie Hunter, Financial Aid/Scholarships  
Denise Kinsella, International Education  
Alice Meyering, SMC Malibu Campus  
Steven Sedky, Associate Dean, Career Technical Education (Interim)  
Tammara Whitaker, Online Services and Support  
Eric Williams, Health Sciences

#### DIRECTORS (Academic)

Walter Butler, Library and Information Services  
Ruth Casillas, Business Development (Interim)  
Reggie Ellis, Athletics  
Maral Hyeler, Instructional Services/External Programs  
Matthew Williamson, Student Judicial Affairs  
Deirdre Weaver, Outreach and Onboarding Initiatives  
Catherine Weir, International Development

#### ASSISTANT DIRECTOR

Thomas Briskey, Athletics (50%)

#### PROJECT MANAGERS

Deyadra Blye, Student Care Teams  
Carrion-Palomares, Silvana, NSF Grant  
Shari Davis, Special Assignments (nte 75%)  
Raul Enciso, NextUp (Foster Youth Program)  
Valeria Garcia , Student Equity Center  
Jeffrey Gordon, IxD (50%)  
Luis Jauregui, Non-Credit Initiatives  
Maria Leon-Vasquez, Workforce Development  
Lisa Lewenberg, Learning Aligned Employment Program (LAEP)  
Jeanette Lopez, Child Care Access Means Parents in School  
Karol Lu, Biotech & Aquaculture  
Stuart Ortiz, Pico Partnership (50%-Interim)  
Thaddeus Phillips, CalFresh (80%)  
Vanan Yahnian, STEM  
Nane Zadouri, Grants

#### CLASSIFIED ADMINISTRATORS

Johnnie Adams, Chief of Police  
Calvin Madlock, Chief Director of Information Technology  
Jennifer Ferro, Director, Radio Station KCRW  
Carol Long, Director of Classified Personnel  
Kim Tran, Chief Director, Business Services

#### CLASSIFIED MANAGERS

Rebecca Agonafir, Director, Marketing and Communications  
Cherry Aquino, Accounts Payable Supervisor  
Tracy Beidleman, Director, Grants, SMC Foundation  
Dennis Biddle, Director, Facilities Operations  
Chiquita Brown, Campus Police Sergeant  
Isom Taziwa Chanaiwa, Accounting Manager, SMC Foundation  
Nyla Cotton, Director, Procurement, Contracts & Logistics  
Lisa Davis, Warehouse and Mail Services Manager  
Aaron Delatorre, EOPS/CARE Supervisor (WOC)  
David Dever, Director of Auxiliary Services  
Veronica Diaz, Director, Budget  
Mark Engfer, Network Communications Manager  
Ian Fraser, Payroll Manager  
Jaime Gonzalez, Accounting Supervisor (Auxiliary)  
Darryl Gray, Custodial Operations Manager  
John Greenlee, Director of Facilities Finance  
Amy Gurjian, Classification and Compensation Manager  
Irma Haro, Controller  
Denise Henninger, DSPS Manager  
Jose G. Hernandez, Admissions and Records Supervisor  
Elease Juarez, Campus Store Manager  
Gustavo Kalinec, Enterprise Business Supervisor  
Terry Kamibayashi, Director, Facilities Maintenance  
Ferris Kavar, Director of Sustainability  
Matthew Kiaman, Director, Network Services  
Kevin Kilgore, Campus Police Captain  
Ann Le, Accounting Manager  
John Linke, Supervising Personnel Analyst  
Wendy Liu, Manager, Management Information Services  
Yu-Ngok Lo, Assistant Director, Facilities Planning  
Karen Monzon, Director, Human Resources (WOC)  
Stacy Neal, Director, Financial Aid and Scholarships  
Mike Newport, KCRW Radio Station Operations Manager  
Sonya Patterson, Campus Police Sergeant  
Daniel Phillips, Director, Safety and Risk Management  
Emily Raby, Custodial Operations Manager  
Jamie Recinos, Campus Store Assistant Manager  
Miguel Reyes, Instructional Tech. Services Manager – Ent Technology  
Mike Roberts, Facilities Maintenance Supervisor  
Dan Rojas, Information System Security Officer  
Robert Rudolph, Director, Facilities Programming  
Ismaily Siamanto, Production Manager, Events  
Grace Smith, Director of Public Information  
Jose Tostado, Construction Maintenance Supervisor  
Paul Trautwein, Director of Web and Social Media Strategy  
Robert Villanueva, Custodial Operations Supervisor  
Bryan Wilson, CC Police Sergeant  
Charlie Yen, Director, Facilities Planning and Construction

#### CLASSIFIED CONFIDENTIALS

Diana Askew, AA III, V.P. Student Affairs  
Leticia Kilian AA IV, Superintendent/President  
Karen Monzon, HR Analyst-Employee/Labor Relations  
Diana Pennington, AA III, V.P., Human Resources  
Olinka Rodriguez, AA III, Fiscal Services  
Lisa Rose, Coordinator, District/Board of Trustees Office  
Rebecca Weiland, AA III, V.P., Academic Affairs

#### DEPARTMENT AND FACULTY CHAIRS

Walter Meyer, Art  
Dana Nasser, Business  
Redelia Shaw, Communications  
Howard Stahl, Computer Science & Information Systems  
Samantha Manuel, Cosmetology  
Sara Nieves- Lucas, Counseling  
Mark Tomasic, Dance  
Sheila Cordova, Design Technology  
Eric Minzenberg, Earth Sciences  
Gary Huff, Early Childhood Education  
Keith Graziadei, ESL  
Elisa Meyer, English  
Valerie Udeozor, Health Sciences  
Sang Chi, History  
Lydia Strong, Faculty Leader, Athletics  
Kelly Ledwith, Kinesiology/Athletics  
M. Roxana Cruz, Library  
Garen Baghdasarian, Life Sciences  
Colleen McGraw, Mathematics  
Lourdes Arevalo, Modern Languages & Cultures  
Brian Driscoll, Music  
Josh Sanseri, Photography and Fashion  
Jennifer Hsieh, Physical Sciences  
Chante DeLoach, Psychology  
Eric Oifer, Philosophy and Social Sciences  
Perviz Sawoski, Theatre Arts

#### FACULTY COORDINATORS

Corinne Haynes, Faculty Coordinator, DSPS  
Danilo Donoso, Faculty Coordinator, Center for Wellness & Wellbeing

#### PROGRAM/PROJECT FACULTY ASSIGNMENTS

Kevin Benitez, Counselor, Veterans Success Center  
Sherri Bradford, Counselor, Black Collegians Program Umoja Community  
Andria Denmon, Life Sciences, Principal Investigator for Grant: National Science Foundation  
Maria Martinez, Counselor, Latino Center/Adelante Program  
Srey Ngoc, Counselor, International Education  
Janet Robinson, Counselor, Transfer Center  
Vicki Rothman, Counselor, Career Services Center (Retiring August 2025)  
Audra Wells, Counselor, Scholars Program



BOARD OF TRUSTEES	Action
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 10     2025-2026 ANNUAL CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2025 through June 30, 2026, unless otherwise indicated.*

Annual contracts for 2025-2026 have been thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents as necessary to meet the Vision, Mission and Goals of the District. Additionally, before being presented to the Board for approval, these contracts have been carefully reviewed by the respective Vice-Presidents to ensure they are financially responsible. The following contracts are primarily renewals of existing contracts.

- A Academic Affairs/Contract Education/Community Education
- B Construction/Facilities Services
- C Enrollment Development
- D Fiscal/Advocacy/ Government Relations and Institutional Communications
- E Human Resources/Personnel Commission
- F Information Technology
- G Institutional Research
- H KCRW
- I Legal Services
- J Marketing, Community Outreach, Recruitment and Web/Social Media
- K Public Information Office
- L Purchasing
- M Risk Management
- N 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 3, 2025

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 11 NEW COURSES AND DEGREES, SPRING 2025**

*Requested Action: Approval/Ratification*

*Requested by: Curriculum Committee*

*Approved by: Jason Beardsley, Vice-President, Academic Affairs*

New Courses

REALES 10 Property Management

This course offers a comprehensive overview of property management fundamentals. It explores the management of income-producing properties, including residential, office, retail, and industrial. It examines the unique requirements for leasing, collecting rents, and working with tenants for each property type. Key topics include tenant relations, landlord–tenant law, fair housing regulations, evictions, insurance, budgeting, financial statements, record-keeping, and office administration. An overview of property management software used for financial reporting and operations is introduced. This course partially covers the information needed to obtain a Real Estate Salesperson and/or Real Estate Broker's license.

REALES 11 Affordable Housing Property Management

This course offers a comprehensive exploration of affordable housing property management, focusing on the management of income-restricted properties and special populations such as low-income families, seniors, individuals with disabilities, and formerly homeless residents. Students learn the roles and responsibilities of property management in relation to supportive services in the buildings they are managing, compliance with funding regulations and reporting requirements, including tax credits, project-based and tenant-based federal rental subsidies (e.g., Section 8/Housing Choice Vouchers, Continuum of Care programs), local rental subsidies, and permanent supportive housing (PSH). Topics include tenant relations & engagement, fair housing laws, de-escalation strategies, trauma-informed property management, harm reduction, rent calculation, budgeting, maintenance, and risk management (including evictions and habitability standards), motivational interviewing, and partnerships with public agencies, housing authorities, social service providers, and developers.

Distance Education

REALES 10 Property Management

REALES 11 Affordable Housing Property Management

Course Revisions

COSM 95A Salon Experience

COSM 95A Salon Experience

COSM 95A Salon Experience

COSM 95A Salon Experience

ESL 10G Multiple Skills Preparation: Listening, Speaking, and Grammar

ESL 10W Multiple Skills Preparation: Reading and Writing

ESL 11A Basic English 1

ESL 19A English Fundamentals 1

ESL 19B English Fundamentals 2

### New Program

Introduction to Salesforce Certificate of Achievement

The Introduction to Salesforce Certificate of Achievement program explores the different certifications and career opportunities at Salesforce. Students gain expertise in professional customer service skills, professional conduct, and positive problem-solving in modern workplace settings. Students will delve deeper into CRM (Customer Relationship Management) technology and the automation of sales, marketing, communication, and workflow processes.

### Program Revisions

Early Childhood Education AS-T

Interior Architectural Design Fundamentals Certificate of Achievement

QuickBooks Virtual Enterprise Certificate of Achievement

### **INFORMATION ITEM NO. 12**

### **COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) DUAL ENROLLMENT PARTNERSHIP AGREEMENT WITH SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT OFFERINGS FOR 2025-2026**

*Requested by: Maral Hyeler, Director Instructional Services*

*Approved by: Jason Beardsley, Interim Vice-President, Academic Affairs*

The CCAP course offerings at Santa Monica-Malibu Unified School District are presented for information. The College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement was originally approved by the Board of Trustees in Fall 2016, 2019 and 2022.

Comment: The CCAP course offerings at the Santa Monica-Malibu Unified School District for 2025-2026 are available at: [Appendix B](#)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 13**      **CONTRACTS AND CONSULTANTS**

**13-A**    **APPROVAL OF CONTRACTS AND CONSULTANTS**

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

Provider/Contract		Term/Amount	Service	Funding Source
1	PASCO Scientific	June 1-30, 2025  \$325,726.35	Single Source purchase of physics apparatus and related computer interface and software above the competitive bid threshold. The equipment and apparatus requested is for Physical Science courses in the new Math & Science building. The apparatus and components have been reviewed by stakeholders. Pasco Scientific is a designer, manufacturer, distributor and marketer of physics apparatus, computer interfacing and software, and supplies many products which are not available elsewhere. This manufacturer does not currently have a cooperative agreement however, are considered a leader in the Scientific community. The selection of equipment from this supplier will enable use of software for several pieces of the equipment/apparatus. It is recommended that all apparatus and components are purchased through PASCO to ensure continuity in the Sciences labs and interface with all equipment.	Measure V-Bond Fund 42.5
<i>Requested by: Sasha King, Dean of Academic Affairs</i> <i>Approved by: Jason Beardsley, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 13**      **CONTRACTS AND CONSULTANTS**

**13-A**    **APPROVAL OF CONTRACTS AND CONSULTANTS** *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
2	AltaSea at the Port of Los Angeles	May 1, 2025 – June 30, 2026  \$120,000	AltaSea will work with SMC and the BECAP (Blue Economy and Climate Action Pathways Conference) consortia to assist with events, communications and brand identity, professional development, and Blue Economy industry engagement. These activities will help develop the program so that it provides skills, knowledge and abilities so students are prepared to work in the Blue Economy.	Restricted General Fund, Strong Workforce Program (SWP)
<i>Requested by: Steven Sedky, Associate Dean (Interim), Workforce/Economic Development</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

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*

Provider	Term/ Amount	Service	Funding Source
1. Our Class LLC	May 1, 2025 – June 30, 2026  \$49,000	Our Class will support the BECAP (Blue Economy and Climate Action Pathways Conference) project through coordination and collaboration with program leaders through delivery of intersegmental and industry-aligned advisory support. Assist with planning and coordinating the BECAP Summit, engagement in regional communications and stakeholder outreach, and contribution to data collection and program reporting activities.	Restricted General Fund, Strong Workforce Regional Round 9
<i>Requested by: Steven Sedky, Associate Dean (Interim), Workforce/Economic Development</i> <i>Approved by: Jason Beardsley, Vice President, Academic Affairs</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 13**      **CONTRACTS AND CONSULTANTS**

**13-B**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ **NEW CONTRACTS** *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
2	Mimi Hoang	May 22, 2025 \$2,000	Consultant provided Keynote Speaker for the Lavender Graduating Students Celebration. The keynote speech will provide an overview of the speaker's "queerstory" as a bisexual Asian American immigrant and first-generation college student, focusing on resilience, self-care, building your village, and social justice.	Restricted General Fund, LGBTQ+ Funding
3	Foxie Adjuia	May 22, 2025 \$1,500	Consultant provided entertainment at the Lavender Graduating Students Celebration.	Restricted General Fund, Student Equity Achievement Program
4	Nadia Calmet	June 6, 2025 \$2,800	Consultant will perform Ecos de Resistencia," a cultural journey through the African diaspora in Peru, highlighting its music, theater, poetry, and Afro-Peruvian dances.	Restricted General Fund, Student Equity Achievement Program
5	Eileen Jimenez	May 29, 2025 \$4,000	Consultant IndigiQueer artist Eileen Jimenez explored the act of racial healing and radical joy through art. There were two workshops. The first was for the general campus and the second was for special programs.	Restricted General Fund, Student Equity Achievement Program
6	Kodi Mabon	June 13, 2025 \$2,500	Consultant will provide Keynote speaker for Black Student Graduating Students Celebration Themed Better Together.	Restricted General Fund, Student Equity Achievement Program

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 13**      **CONTRACTS AND CONSULTANTS**

**13-B**    **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ NEW CONTRACTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
7	Lan Duong  May 8, 2025  \$1,000	Speaker on Refugee Poetics: Thinking Critically, Writing Creatively	Restricted General Fund, Student Equity Achievement Program
8	TechTonic Justice, Inc.  May 22, 2025  \$1,000	Speaker on how AI is used by governments, landlords, and employers to make decisions that deepen inequality for low-income communities-impacting housing, work, education, and access to services	Restricted General Fund, Student Equity Achievement Program
9	Kazan Taiko  May 27, 2025  \$750	Consultant provided entertainment for the graduating students celebration for Asian, Pacific Islander, Desi American (APIDA).	Restricted General Fund, Student Equity Achievement Program
<u>#2-#9</u> <i>Requested by: Valeria Garcia, Project Manager, Student Equity Center</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>			
10	African Soul International  April 20 – June 30, 2025  \$5,500	The consultant will provide workshops on self-efficacy and cultural agency for employees and students, featuring positive verbal affirmations and rhythm/movement rooted in African traditions.	Restricted General Fund - EEO Grant Funding & Student Equity Achievement Program
<i>Requested by: Sherri Bradford, Program Faculty Leader for Black Collegians Umoja Community</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>			
11	Edna R. Chavarry  March 20, 2025  \$3,000	Consultant provided a two-hour in-person Professional Development Workshop to facilitate interactive training sessions on the principles of equity in education and how they are embodied for the professional development day	Restricted General Fund - Student Equity Achievement Program
<i>Requested by: Abigail Orosz, Professional Coordinator, Human Resources</i> <i>Approved by: Sherri Lee-Lewis, Vice President, Human Resources</i>			



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 13**      **CONTRACTS AND CONSULTANTS**

**13-B**    **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ RENEWAL OF CONTRACT

Provider/Contract		Term/Amount	Service	Funding Source
12	Foundation for California Community Colleges	July 1, 2025 – June 30, 2028  (Previously approved term was January 1, 2024 – June 30, 2025)	The integration and utilization of Cornerstone, a professional development Learning Management System (“LMS”), with the existing Vision Resource Center Project (“VRC Project”). Cornerstone will provide to the District features including online training resources, reporting, training assignments and tracking, customized and automated communications, collaborative online communities, file sharing, and a flexible calendar system.	No Cost to the District
<i>Requested by: Tre’Shawn Hall-Baker, Dean, Human Resources</i> <i>Approved by: Sherri Lee-Lewis, Vice-President, Human Resources</i>				

➤ CONTRACT EDUCATION

Provider/Contract		Term/Amount	Service	Revenue
13	Edvance USA LLC	Fall 2025 – Spring 2026	Agreement to offer online courses for students of Edvance, through Contract Education program for International Students studying from abroad. Courses will be mutually agreed upon and credit bearing leading to a pathway for transfer. All SMC course prerequisites, academic standards, and student conduct codes will be enforced	Anticipated Gross Revenue \$246,760
<i>Requested by: Teresita Rodriguez, Vice-President, Enrollment Development</i> <i>Approved by: Kathryn E. Jeffery, Superintendent/President</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 13**      **CONTRACTS AND CONSULTANTS** *(continued)*

**13-B**      **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

➤ INTERNSHIP AGREEMENT

Provider/Contract		Term/Amount	Service	Funding Source
14	Keck Graduate Institute (KGI) of Applied Life Sciences	<p>The employer/ internship agreement is effective June 23, 2025 to June 22, 2026</p> <p>Compensation Amount: The rate of compensation for interns shall be the higher of Institution's minimum hourly rate (currently \$17.27; increasing to \$17.81 per hour effective July 1, 2025) or the applicable minimum wage in the jurisdiction where the student is employed</p>	The employer/ internship agreement with KGI will provide laboratory and research internships to Biotechnology Program students while enrolled in an internship credit course, Biology 90B (2 units) to gain industry experience and earn college credit.	W.M. Keck Foundation grant (00392) and NSF ATE grant (00342) awarded to the Biotechnology Program
<p><i>Requested by: Karol Lu, Ed.D., Project Manager, Aquaculture &amp; Biotechnology</i>  <i>Approved by: Jason Beardsley, Vice-President, Academic Affairs</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: ACCEPTANCE OF DONATIONS

**RECOMMENDATION NO. 14**      **KCRW FOUNDATION DONATIONS OF EQUIPMENT TO SMCCD**

*Requested by:*            *Jennifer Ferro, General Manager, KCRW*

*Approved by:*            *Don Girard, Government Relations/Institutional Communications*

The following are donations of equipment from the KCRW Foundation to the Santa Monica Community College District. In the normal course of business, the KCRW Foundation uses member donations and underwriting revenues to purchase equipment used in operating the Station. The ownership of the assets is transferred to the District and is inventoried and depreciated by the District. This Board action is primarily a recordkeeping action. The assets continue to be used in operating the Station.

Items	Amount
<u>January 2025:</u>	
Portable PA System (1)	\$936.02
<u>February 2025:</u>	
Rack mount IP Codec (1)	\$3,277.43
Power supply (1)	\$1,103.79
<u>March 2025</u>	
Apple Macbook Pros (9)	\$15,794.15
<u>TOTAL DONATIONS: Jan 2025 through March 2025</u>	<u>\$21,111.39</u>

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 15 ACADEMIC PERSONNEL**

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

ELECTIONS

EFFECTIVE DATE

NEWLY TENURED FULL-TIME FACULTY

Cruz, Maria Roxana, Instructor, Library	09/02/2025
Flores, Bonnie, Instructor, Health Sciences	09/02/2025
Garca, Amanda, Instructor, Counseling	09/02/2025
Haynes, Corinne, Instructor, DSPS/HTTC	09/02/2025
Lee, Sue, Instructor, Life Sciences	09/02/2025
Louis, La Tanya, Instructor, Photography and Fashion	09/02/2025
Silver, Emily, Instructor, Art	09/02/2025
Udeozor, Valerie, Instructor, Health Sciences	09/02/2025

INTERIM ACADEMIC ADMINISTRATOR

Blaize-Hopkins, Ashanti, Associate Dean, Center for Media & Design	07/01/2025 – 12/31/2025
Briskey, Thomas, Assistant Athletic Director (50%)	07/01/2025 – 08/31/2025
Casillas, Ruth, Director, Business Development	07/01/2025 – 08/31/2025
Dowd, Tyffany, Dean, Counseling, Student Affairs	07/01/2025 – 08/31/2025
Fila, Susan, Dean, Health and Wellbeing, Student Affairs	07/01/2025 – 08/31/2025
King, Sasha, Dean, Academic Affairs	07/01/2025 – 08/31/2025
Locke, Debra, Dean, Special Programs, Student Affairs	07/01/2025 – 08/31/2025
Sedky, Steven, Associate Dean, Career Technical Education (CTE)	07/01/2025 – 12/31/2025
Williamson, Matthew, Director, Student Judicial Affairs	03/31/2025 – 05/02/2025

PROJECT MANAGERS (continuation of contracts)

Blye, Deyadra, Student Care Teams	07/01/2025 – 09/30/2025
Carrion-Palomares, Silvana, NSF Grant	07/01/2025 – 09/30/2025
Davis, Shari, Special Assignments (60%)	07/01/2025 – 09/30/2025
Enciso, Raul, NextUp (Foster Youth Program)	07/01/2025 – 09/30/2025
Garcia, Valeria, Student Equity Center	07/01/2025 – 09/30/2025
Gordon, Jeffery, Interaction Design (IxD) (50%)	07/01/2025 – 09/30/2025
Jauregui, Luis, Non-Credit Initiatives	07/01/2025 – 09/30/2025
Leon-Vasquez, Maria, Workforce Development	07/01/2025 – 09/30/2025
Lewenberg, Lisa, Learning-Aligned Employment Program (LAEP)	07/01/2025 – 09/30/2025
Lopez, Jeanette, CCAMPIS Grant (25%)	07/01/2025 – 09/30/2025
Lu, Karol, Biotech and Alta Sea	07/01/2025 – 09/30/2025
Ortiz, Stuart, Pico Partnership (50%), Student Affairs	07/01/2025 – 09/30/2025
Phillips, Thaddeus, CalFresh 80%	07/01/2025 – 09/30/2025
Yahnian, Vanan, STEM	07/01/2025 – 09/30/2025
Zadouri, Nane, Grants	07/01/2025 – 09/30/2025

ADJUNCT FACULTY

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

ESTABLISH

Dean, Student Success and Counseling

06/04/2025

SEPARATIONS

RETIREMENT

Garcia, Teresa, Full-time Faculty, Counseling (33 years of service)

08/15/2025

Hong, Alan, Full-time Faculty, Mathematics (38 years of service)

06/17/2025

Narrie, Estela Full-time Faculty, Counseling (28 years of service)

08/01/2025

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 16 CLASSIFIED PERSONNEL - REGULAR**

*Requested Action: Approval/Ratification*

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

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

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

ABOLISH POSITIONS

Assessment Center Supervisor (1 position) 06/03/2025

Student Success Support Program, 12 months, 40 hours

Grounds Supervisor (1 position) 06/03/2025

Grounds, 12 months, 40 hours, Varied Hours

Sr. Student Services Specialist (1 position) 06/03/2025

Student Success Support Program, 12 months, 40 hours

Custodial Operations Supervisor 06/03/2025

Classified Management Salary Schedule, Range M7

CLASSIFICATION TITLE CHANGE/SALARY REALLOCATION

From: Transportation Operations Coordinator, Classified Salary Schedule, Range 31 06/03/2025

To: Transportation Coordinator, Classified Employee Salary Schedule, Range 33

CLASSIFICATION TITLE CHANGE 06/03/2025

From: Receiving, Stockroom and Delivery Worker

To: Warehouse Worker

From: Lead Receiving, Stockroom and Delivery Worker 06/03/2025

To: Lead Warehouse Worker

From: Irrigation Systems Specialist 06/03/2025

To: Irrigation Specialist

ELECTIONS

CLASSIFICATION TITLE CHANGE

Bice, Jonathan 06/03/2025

From: Lead Receiving, Stockroom and Delivery Worker, PCAL

To: Lead Warehouse Worker, PCAL

Devine, Robert 06/03/2025

From: Receiving, Stockroom and Delivery Worker, PCAL

To: Warehouse Worker, PCAL

Gallego, Luis From: Receiving, Stockroom and Delivery Worker, PCAL To: Warehouse Worker, PCAL	06/03/2025
Jimenez, Jorge From: Irrigation Systems Specialist, Grounds To: Irrigation Specialist, Grounds	06/03/2025
<u>CLASSIFICATION TITLE CHANGE/SALARY REALLOCATION</u>	
Bruce, Jerome From: Transportation Operations Coordinator, Transportation Classified Salary Schedule, Range 31 To: Transportation Coordinator, Transportation Classified Employee Salary Schedule, Range 33	06/03/2025
<u>CLASSIFICATION SALARY REALLOCATION</u>	
Custodial Operations Manager From: Classified Management Salary Schedule, Range M14 To: Classified Management Salary Schedule, Range M15	06/01/2025
Lead Custodian From: Classified Employee Salary Schedule, Range 23 To: Classified Employee Salary Schedule, Range 27	06/01/2025
Custodian From: Classified Employee Salary Schedule, Range 19 To: Classified Employee Salary Schedule, Range 22	06/01/2025
<u>PROBATIONARY/ADVANCE STEP PLACEMENT</u>	
Jones-Adams, Erica, Administrative Assistant I, Photography/Fashion(Step C)	06/02/2025
<u>PROMOTION</u>	
Johnson-Bruce, Pier From: Mail Services Worker, PCAL To: Shuttle Driver, Transportation	05/16/2025
Revels, Jasmine From: Instructional Tutor, English To: Administrative Assistant II, Health Sciences	05/16/2025
<u>WORKING OUT OF CLASS ASSIGNMENT-PROVISIONAL</u>	
Johnson-Bruce, Pier From: Mail Services Worker II, PCAL To: Shuttle Driver, Transportation *Extension to current WOC assignment	11/1/2024 to 04/17/2025 *04/18/2025 to 05/15/2025
Karpinski, Rafal From: Information Technology Support Specialist To: Senior Information Technology Support Specialist	07/01/2025 to 07/31/2025
<u>WORKING OUT OF CLASSIFICATION-SUBSTITUTE</u>	
Lee, Angela From: Administrative Assistant I, Human Resources To: Human Resources Specialist, Human Resources	05/16/2025 to 06/30/2025

WORKING OUT OF CLASSIFICATION (LIMITED TERM)

Kleinman, Janet

06/02/2025 to 06/30/2025

From: Student Services Specialist, Malibu Campus

To: Administrative Assistant II, Academic Affairs

CSEA EDUCATIONAL PAY DIFFERENTIAL

Lee, Angela, Administrative Assistant I, Human Resources .75%

06/01/2025

Educational Certificate

LEAVE OF ABSENCE – UNPAID

Casillas, Ruth

01/01/2025 to 06/30/2025

Program Coordinator, Workforce and Economic Development

\*07/01/2025 to 08/31/2025

\*Extended Assignment as Director, Business Development (Interim)

Locke, Debra, EOPS/CARE Supervisor, EOPS

01/01/2025 to 06/30/2025

\*Extended Assignment as Dean, Special Programs (Interim)

\*07/01/2025 to 08/31/2025

SEPARATION

RESIGNATION

Carter, Justin, Custodian, Operations

06/01/2025

RETIREMENT

Barragan, Maria Accounting Specialist, Auxiliary Services (12 years)

06/12/2025

Ha, Kham (Kenny) Laboratory Technician, Physics (36 years)

06/30/2025

Tan, Evelyn, Custodian, Operations (18 years)

06/30/2025

**RECOMMENDATION NO. 17 ADJUSTMENT TO MINIMUM WAGE**

*Requested Action: Approval/Ratification*

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

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

It is recommended that the Board of Trustees approve incremental adjustments of the Santa Monica College Minimum Wage to coincide with the City of Santa Monica Wage Ordinance, beginning July 1, 2025.

Comment: This action continues Santa Monica College's practice to adjust the minimum wage to coincide with the City of Santa Monica Wage Ordinance. Minimum wage for the City of Santa Monica has increased to \$ \$17.81 an hour.



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3 2025

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 18 CLASSIFIED PERSONNEL – NON MERIT**

*Requested Action: Approval/Ratification*

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

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

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

STUDENT EMPLOYEES

College Student Assistant, \$17.81/hour (STHP) 12

College Work-Study Student Assistant, \$17.81/hour (FWS) 5

SPECIAL SERVICE

Art Model, \$27.00/hour 1

Community Services Specialist I, \$35.00/hour 1

**RECOMMENDATION NO. 19 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Requested Action: Approval/Ratification*

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

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

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

ELECTIONS

EFFECTIVE DATE

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.

Balsam, Jessica, Administrative Assistant I, Athletics 05/08/2025-06/30/2025

Kiss, Hannah, Program Specialist, STEM

From: 11/03/2024--04/30/2025

To: 11/03/2024--06/30/2025

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 20 FACILITIES**

*Requested by: John Greenlee, Director, Facilities Finance  
Terry Kamibayashi, Manager of Facilities Maintenance  
:  
Charlie Yen, Director of Facilities Planning  
Approved by: Christopher Bonvenuto, Vice-President, Business/Administration  
Requested Action: Approval/Ratification*

**20- A RELEASE OF PARTIAL RETENTION – Malibu Campus/Sheriff’s Substation**

Reduce the retention amount held from Icon West, Inc. for the Malibu Campus/Sheriff’s Substation project by \$600,000, the remaining retention will be released after Icon West, Inc. achieved the final completion of the project.

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

**20-B POOL PAYMENTS UNDER JOINT USE FACILITIES AGREEMENT**

Payment to: City of Santa Monica  
Amount: \$173,827.99  
For the Period: July 1, 2024 – December 31, 2024 (6 months)  
Funding Source: Facilities Fund 40.0  
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 the expenses 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. Besides the daily expenses, utilities, and lifeguard charges, this payment also includes SMC’s pro rata share of annual maintenance. This payment is for the 6 months, July 2024 to December 2024.

The prior two 6-month invoices were \$155,403 and \$186,307. This invoice is in line with the budget and expectations.

**19- C ARBITRAGE REBATE AND PRIVATE-USE SERVICES AGREEMENT**

Approval to increase the contract with BLX Group LLC, Inc. for Arbitrage Rebate and Private Use services from \$100,000 to \$110,000.

Funding Source: Capital Fund 40

Comment: 2024-2025 fiscal year annual BLX contract approved in June 2024 was not to exceed \$100,000. BLX provides post-compliance reports for our general obligation bonds. This year additional Private-Use reports were generated that resulted in additional fees that were not anticipated earlier in the year. The expectation is the 2025-2026 annual BLX fee will return to not to exceed \$100,000.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 20 FACILITIES**

*Requested by: John Greenlee, Director of Facilities Finance  
Terry Kamibayashi, Director of Facilities Maintenance*  
*Approved by: Christopher Bonvenuto, Vice-President, Business/Administration*  
*Requested Action: Approval/Ratification*

20-D PROJECT CLOSEOUT – HVAC REPLACEMENT PROJECT

Subject to completion of punch list items by AC PROS INC., authorize the District Representative without further action of the Board of Trustees, to accept the project described as the HVAC REPLACEMENT PROJECT as being complete. Upon completion of punch list items by AC PROS INC., the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

20-E AGREEMENT FOR ARCHITECT SERVICES – BUNDY HVAC REPLACEMENT PROJECT

Enter into an agreement with HUCKABEE ARCHITECTS (Formerly Rachlin Partners) for architectural services in connection with the Bundy Campus HVAC Project. Total amount of the contract is \$66,227.88.

Funding Source: Facilities Fund 40.0 – State Scheduled Maintenance (10823)

Comment: HVAC replacement/repair at the Bundy Campus. This is a State Funded Scheduled Maintenance Project funded from the 2022-2023 allocation.

20-G AWARD OF BID- BUNDY UNDERGROUND HAZMAT REMOVAL

Recommend award of bid in the amount of \$1,298,723.00 to the lowest responsive bidder, Ninyo & Moore, for the Bundy Underground Hazmat Removal project.

Funding Source: Facilities Fund 40.0 and Measure SMC

Comment: This contract is to remediate contaminated soil vapor at the Bundy Campus before Santa Monica College builds student housing on this site. 344 contractors were notified; 12 attended the job walk, and 4 bids were received. The additional bidders were:

<u>Bidder(s)</u>	<u>Total Bid Amount</u>
American Integrated Services Inc	\$1,362,110.00
The Reynolds Group	\$1,823,954.00
Engineering Remediation Resources Group, Inc	\$2,716,083.61

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requested by: Jason Beardsley, Vice President, Academic Affairs*

*Project Manager: Vanan Yahnian, Project Manager, STEM*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant:	The production and mobility of DDT metabolites within sediments as controlled by the local diagenetic environment.		
Granting Agency:	The Regents of the University of California, San Diego. Santa Monica College is subrecipient of award between State Water Resource Control Board and USC.		
Augmentation Amount:	\$8,743 (Total Award \$29,361: \$20,618 Year 1, \$8,743 Year 2)		
Matching Funds:	Not Applicable		
Performance Period:	June 1, 2023 to January 31, 2026		
Summary:	The purpose of the grant is to develop methods to quantify metabolites of DDT in the ocean sediments and pore waters of Southern California. The original agreement was approved in June 2023 with a grant period through November 2024. The district received an extension of the performance period to January 31, 2026. This agenda is being submitted to load the Year 2 budget in order to spend funds through the extension date granted by USC.		
	Funds will be used for faculty stipends and student help.		
Budget Augmentation:	Restricted Fund 01.3		
	8600 State		\$ 8,743
	Expenditures		
	1000 Academic Salaries		\$ 5,000
	2000 Non-Academic Salaries		\$ 2,560
	3000 Employee Benefits		\$ 1,183
	4000 Supplies & Materials		\$ 0
	5000 Other Operating Expenditures		\$ 0
	6000 Capital Outlay		\$ 0
	7300 Other Outgo/Indirect		\$ 0
	Total		\$ 8,743

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requestor: Teresita Rodriguez, Vice President, Enrollment Development*

*Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarships*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant:	Pell Grant		
Granting Agency:	Department of Education		
Augmentation Amount:	\$3,633,000 (Amended Allocation \$35,833,000)		
Matching Funds:	None		
Performance Period:	July 1, 2024 to June 30, 2025		
Summary:	<p>Pell Grant is a Department of Education specific financial aid allocation for students. Students apply for Pell Grant funds by submitting a Free Application for Federal Student Aid (FAFSA) and by meeting all eligibility, financial, and minimum GPA requirements.</p> <p>Pell Grant funds are awarded to Santa Monica College as students qualify for the program. More students have qualified for Pell Grant than the initial estimate for the adopted budget. This augmentation is for a budget increase to cover the Pell Grant 2024-2025 award year based on current-year disbursements.</p>		
Budget Augmentation:	Restricted Fund 74.0		
	Revenue		
	8150 Federal		\$3,633,000
	Expenditures		
	1000 Academic Salary		0
	2000 Non-Academic Salary		0
	3000 Employee Benefit		0
	4000 Supplies & Materials		0
	5000 Other Operational Expenses		0
	6000 Capital Outlay		0
	7300 Other Outgo		0
	7500 Financial Aid		\$ 3,633,000
	Total		\$ 3,633,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requestor: Teresita Rodriguez, Vice President, Enrollment Development*

*Program Manager: Tracie Hunter, Associate Dean, Financial Aid and Scholarships*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant:	California Promise (AB19) Program		
Granting Agency:	California Community College Chancellors Office (CCCCO)		
Augmentation Amount:	(\$150,630) Fund 74.0 - Amended: \$4,547,741		
	\$150,630 Fund 01.3 Amended: \$150,630		
Matching Funds:	None		
Performance Period:	July 1, 2024 to June 30, 2025		
Summary:	The California Promise (AB19) program provides additional financial aid to qualified students to offset the non-tuition costs that create barriers to college attendance for students. The goal of the California Promise (AB19) program grant is to help foster a stronger culture of college participation that will enhance upward social mobility in California.		
	Budget is being transferred from Fund 74.0 Student Financial Aid Trust Fund, used only for the distribution of financial aid to students, to Fund 01.3 Restricted Funds to allow for processing of salary and benefits for additional Financial Aid support staff. There will be no net impact on the overall award amount, only a transfer between funds.		
Budget Augmentation:	Restricted Funds 74.0 and 01.3		
	Revenue		
	8600 State	\$	0
	Expenditures		
	1000 Academic Salary		\$0
	2000 Non-Academic Salary (01.3)	\$	94,500
	3000 Employee Benefit (01.3)	\$	56,130
	4000 Supplies & Materials		\$0
	5000 Other Operational Expenses		\$0
	6000 Capital Outlay		\$0
	7300 Other Outgo		\$0
	7500 Financial Aid (74.0)	(\$150,630)	
	Total	\$	0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

*Requestor: Michael Tuitasi, Vice President, Student Affairs*

*Program Manager: Sherri Bradford, Program Leader, Umoja Grant*

*Reviewed by: Kim Tran, Chief Director, Business Services*

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

Title of Grant:	Umoja Grant		
Granting Agency:	California Community Colleges Board of Governors		
Augmentation Amounts:	\$378,224		
	Year 1 – Fiscal year 2018-2019 \$828 and Fiscal year 2024-2025 \$137,074		
	Year 2 – Fiscal year 2025-2026 \$120,161		
	Year 3 – Fiscal year 2026-2027 \$120,161		
Matching Funds:	Not Applicable		
Performance Period:	June 1, 2025 to September 30, 2027		
Summary:	<p>The California Legislature has allocated annual state budget funds directly to Umoja Campus programs to increase enrollment in the program, the number of students completing transfer level English and Math, the number of student transfers to four-year institutions, and the number of students who earn degrees and certificates.</p> <p>Santa Monica College has been awarded a new three-year contract through fiscal year 2026-2027 (which includes reallocated funds from fiscal year 2018-2019). Execution of the Umoja program will be done through maintaining an Umoja team dedicated to supporting students throughout their tenure at Santa Monica College. This support includes, but is not limited to, assisting students in accessing campus resources, connecting students for critical basic needs support, providing professional development opportunities, and partnering with other programs to contribute to the success of Umoja students.</p>		
Budget Augmentation:	Restricted Fund 01.3		
	Revenue		
	8600 State	\$	378,224
	Expenditures		
	1000 Academic Salaries	\$	258,222
	2000 Non-Academic Salaries	\$	0
	3000 Employee Benefits	\$	46,479
	4000 Supplies & Materials	\$	1,000
	5000 Other Operating Expenditures	\$	72,523
	6000 Capital Outlay	\$	0
	7300 Other Outgo/Indirect	\$	0
	7500 Student Aid	\$	0
	Total	\$	378,224

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 22 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

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

**22-A FUND 01.0 – GENERAL FUND - UNRESTRICTED**

Period: April 1-30, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	6,376
3000	Benefits	0
4000	Supplies	8,016
5000	Contract Services/Operating Exp	-47,924
6000	Sites/Buildings/Equipment	65,526
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-31,994
Net Total:		0

**22-B FUND 01.3 – Restricted Fund**

Period: April 1-30, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-11,625
2000	Classified/Student Salaries	11,625
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	-112,611
6000	Sites/Buildings/Equipment	112,611
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 22      BUDGET TRANSFERS *(continued)***

22-C FUND 40.0 – Capital Projects Fund

Period: April 1-30, 2025

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	19,983
5000	Contract Services/Operating Exp	0
6000	Sites/Buildings/Equipment	-19,983
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 23 PAYROLL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

*Requested by: Ian Fraser, Payroll Manager*

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

Payroll Warrant Register

April 2025 C1I– C2J \$15,782,802.88

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

**RECOMMENDATION NO. 24 COMMERCIAL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

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

Commercial Warrant Register

April 2025 111363 through 160850

ACH Numbers

April 2025 424451 through 436006

Total \$11,604,627.54

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

**RECOMMENDATION NO. 25 REISSUE COMMERCIAL WARRANTS**

*Requested Action: Approval/Ratification*

*Requested by: Mitchell Hesel, Dean, Education Enterprise*

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

Warrants not presented to the County Treasurer within six months are void; therefore, it is requested that LACOE draw a new warrant to replace the following list of expired warrants.

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Aguilera, Juan Manuel	859852026	07/26/2022	\$87.50
Cerqueda Puente, Nathalia	860307983	02/01/2023	\$57.50
Santacruz Oramas, Andrea Emilia	860472323	03/28/2023	\$1,148.00
Peterson, Lee	20981226	12/02/2013	\$500.00

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 26 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

*Requested Action: Approval/Ratification*

*Requested by: Mitch Heskel, Dean, Educational Enterprise*

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

Auxiliary Operations Payments and Purchase Orders

April 2025 Covered by check & voucher numbers: 039839-040219 & 04235-04280

Bookstore Fund Payments	\$ 175,723.86
Other Auxiliary Fund Payments	\$ 86,958.40
Trust and Fiduciary Fund Payments	\$ 988,165.94
	\$ 1,250,848.20

Purchase Orders issued

April 2025 \$8,876.77

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

**RECOMMENDATION NO. 27 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

*Requested Action: Approval/Ratification*

*Requested by: Scott Silverman, Dean, Noncredit and External Programs*

*Patricia Ramos, Dean, Academic Affairs*

*Approved by: Jason Beardsley, Vice-President, Academic Affairs*

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

**RECOMMENDATION NO. 28 PURCHASING**

*Requested Action: Approval/Ratification*

*Requested by: Nyla Cotton, Director of Procurement, Contracts and Logistics*

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

**28-A AWARD OF PURCHASE ORDERS**

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

April 2025 \$1,652,486.81

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 29

**SUBJECT:** **SMC MISSION, VISION AND VALUES STATEMENT**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the updated SMC Mission Vision and Values Statement.

#### **Mission**

Santa Monica College offers robust educational programs and support services that assist students in the development of skills needed to succeed in college, prepare for careers and transfer, and nurture a lifetime commitment to learning. The College provides an inclusive and dynamic learning environment that supports intellectual exploration and helps students achieve their educational goals. As a proud minority-serving institution, the College works to eliminate racial equity gaps and recognizes the critical importance of each individual's contribution, ensuring that each person feels seen, affirmed, and valued.

#### **Vision**

Santa Monica College will be a leader and innovator in college transfer, career preparation, upward mobility, and lifelong learning. We will provide an inclusive, equitable, and high-quality education designed to transform the lives of our students, their families, and the community.

#### **Values Statement**

As an institution committed to the free exchange of ideas, Santa Monica College will foster its core values: knowledge, intellectual inquiry, research-based planning and evaluation, integrity, accountability, ethical behavior, democratic processes, communication and collaboration, civic engagement, global citizenship, and sustainability.

**BACKGROUND:** The Mission and Vision Taskforce was led by Vice-President of Student Affairs Michael Tuitasi and had the support from all constituents. In addition, the Office of Institutional Research led by Dr. Hannah Lawler worked with the Taskforce and conducted 11 imagining sessions to gather information from the college community.

- The Taskforce created a draft that outlines the special characteristics of SMC and highlights that the college is a proud Minority Serving Institution.

- The Taskforce completed its work and sent a draft of the Mission and Vision Statements to Superintendent/President Kathryn Jeffery for consideration.
- The Academic Senate endorsed the statements at its meeting on May 13, 2025.
- DPAC endorsed the statements at its meeting on May 14, 2025.

Link to: [Timeline](#)

MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 30

**SUBJECT:** 2025-2026 TENTATIVE BUDGET

**SUBMITTED BY:** Vice-President, Business/Administration

**REQUESTED ACTION:** It is recommended that the Board of Trustees adopt the 2025-2026 Tentative Budgets ([Appendix C](#)).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2025-2026 is comprised of the following eight funds:

General Fund Unrestricted	\$247,065,402
General Fund Restricted	<u>\$ 78,345,282</u>
Total General Fund	\$325,410,684
Special Reserve Fund (Capital)	\$ 26,039,884
Bond Fund: Measure AA	\$ 5,955,854
Bond Fund: Measure V	\$183,020,483
Bond Interest & Redemption Fund	\$100,430,260
Student Financial Aid Fund	\$ 66,209,179
Scholarship Trust Fund	\$ 45,000
Auxiliary Operations	<u>\$ 2,535,241</u>
Total Other Restricted	\$384,235,901
 TOTAL PROPOSED TENTATIVE BUDGET	 \$709,646,585

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
2025-2026 TENTATIVE BUDGET NARRATIVE**

**GENERAL FUND**

The 2024-2025 fiscal year is projected to close with an Unrestricted General Fund ending balance, including Designated Reserves, of \$23,265,823

For the 2025-2026 tentative budget, the District is projecting a decrease in revenue of <2.79%> or <\$6,417,909> and an increase in expenditures of 0.11% or \$266,326. The decrease in revenue is primarily due to funding from Recovery Block Grant for student fee forgiveness and a higher reimbursement rate for Part-time Office Hours in FY 2024-2025 which will not repeat in 2025-2026. Expenditures are projected to increase primarily due to salary step, column and longevity increases, increases in health and welfare premiums, net of decrease in expenditures due to the ending of supplemental retirement plan installment payments and the implementation of budget reduction measures in FY 2025-2026 which include reduction in hourly instruction and non-instruction, budget reduction on discretionary expenses and attrition. These changes are projected to result in a structural deficit of <\$10,958,597> and, with the inclusion of one-time items, an overall operating deficit of <\$10,572,373> resulting in an ending Unrestricted Fund Balance of \$12,693,450 or 5.42% 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 tentative budget also reflects a projected increase in enrollment for resident credit FTES of 430.91 FTES or 2.5% from FY 2024-2025 levels.

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. The apportionment allocation for each district is calculated through 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 formula stipulates that for the fiscal years of 2018-19 through 2024-2025, 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 2022-2023 Budget Act extended the revenue protections in a modified form where starting in 2025-2026, districts would continue to receive funding at the greater of the 2024-2025 funding level, referred to as the "funding floor" without further COLA increases, or the amount calculated under the SCFF. For FY 2025-2026 Tentative Budget, the District's calculated total computational revenue is lower than the funding floor. As such, the District will not be receiving the COLA increase proposed in the Governor's FY 2025-2026 May Revision of 2.3%, or \$3,881,028.

The Local Revenue section of the budget contains Non-resident Tuition, the District's largest revenue source outside of Principal Apportionment. The Nonresident Tuition line item includes both revenues generated from Non-resident Tuition and revenue from special Intensive ESL classes for international students. For 2025-2026, the District projects an decrease in non-resident FTES of <213.95> or <6.99%>%, and an increase of non-resident tuition fee from the prior year rate of \$374 per unit to \$398 per unit resulting in a projected

revenue decrease of ~\$300,000 in Non-resident Tuition in 2025-2026 from the prior year. The remaining local revenue categories include property taxes, enrollment fees, student fees, interest, rental of facilities, etc.

#### General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (91.1% 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 projected budget reductions in hourly instruction and non-instruction, attrition and the ending of the supplemental plan installment payments.

The discretionary section of the expenditure budget (Supplies, Service, Utilities and Capital) reflects an decrease of <2.3%> or \$<\$426,726> from FY 2024-2025 projected expenditures due to the implementation of budget reduction measures which include 5% reduction in discretionary expenses and shifting the funding of Big Blue Bus.

The amount of \$10,865,302 for the Contracts/Services line item in the tentative budget includes: Advertising 18%; Bank Fees and Bad Debt 14%; Repairs of Equipment/Maintenance 10%; Software Licensing 10%; Other Contract Services 8%; Consultants 5%; Managed Print Services 5%; Off-Campus Printing 4%; Legal Services (including those for the Personnel Commission) 4%; Professional Growth 4%; Postage and Delivery Services 4%; LACOE Contracts (i.e. HRS, BEST) 3%; Recruiting-Students 2%; Rent/Lease 2%; Audit 1%; Memberships and Dues 1%; and Other Services – all under 1% of budget per category (e.g. Board Meetings, Commencement, Conference and Training, Fingerprinting, Mileage, Repairs-Facility, etc.) 5%.

#### Linking Budget and Planning

The District Planning and Advisory Council (DPAC) is the District's primary planning body and is responsible for developing the annual Master Plan for Education Update, overseeing long-term planning efforts, reviewing the Vision, Mission, Values and Goals, assessing the Colleges' planning process and developing new Strategic Initiatives. For fiscal year 2025-2026, the following action plans have been recommended by DPAC and approved by the Superintendent/President for inclusion in the Tentative Budget:

##### Develop a Climate Action Plan

Budget: \$13,000

Purpose/Goal of Action Plan:

The Climate Action Plan shall establish a framework for achieving the climate and sustainability goals that the college and Chancellor's office have committed to, and that state and local laws require. The plan will also help the District to reduce costs, improve building occupant comfort, reduce liabilities, decrease equity gaps, address student's basic needs, provide environmental literacy, and drive enrollment. Flexibility within the plan will allow departments to choose the pace and actions they will take to meet goals and laws, and will provide for unforeseen changes, while maintaining integrity of the proposal's vision and goals. The plan will include the need for an Integrated Energy Master Plan and staff to achieve goals.



## 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, 2026, will be carried over to the FY 2026-2027 budget, if permissible.

The projected ending fund balance is generated from six restricted programs as required by Generally Accepted Accounting Principles: Proposition 20 Lottery, Contract Education, Parking Fees, Community Services, Health and Psychological Services and the SMC Performing Arts Center. These funds are restricted and can not be used for any other purpose than specified by law or action of the Board of Trustees.

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 Outlay Fund. The major source of revenue for this fund is the reimbursement from State Capital Outlay, RDA pass-thru property tax, and non-resident capital surcharge. These funds are used for capital outlay related projects, District equipment purchases 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 42.4 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 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 2025-2026 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, Student Success Completion, California Chafee Grant and Middle Class Scholarship. The transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs. For FY 2025-2026 award year, the District is granted a waiver of the institutional share requirement under the Federal Work Study (FWS) Program and the Federal Supplemental Educational Opportunity Grant (FSEOG) Program.

### 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 the passage of the State budget, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 31

**SUBJECT:** **FIVE-YEAR CONSTRUCTION PLAN, FISCAL YEAR 2027-2028 THROUGH FISCAL YEAR 2031-2032**

**SUBMITTED BY:** Vice-President, Business/Administration

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the filing of the Five-Year Construction Plan, Fiscal Year 2027-2028, through Fiscal Year 2031-2032 with the State Chancellor's Office.

Five Year Plan Project Listing: See attached listing

Initial Project Proposal (IPP): Maintenance & Operations Building

Initial Project Proposal (IPP): Student Union

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

**COMMENT:** State law requires Districts to prepare annually and submit to the California Community College Chancellor's Office (CCCCO) a Five-Year Capital Construction Plan which summarizes current and proposed capital outlay projects. The purpose of the Five-Year Plan is to inform the CCCCCO of the District's capital needs and allow for the District to apply for State funding for specific projects. The District submits projects for potential State funding through an "*Initial Project Proposal*" (IPP). If the state approves the IPP, then the District will develop a "*Final Project Proposal*" (FPP) for funding consideration.

The following projects have an approved FPP or are pending the submission of an IPP. The District only recommends projects for IPP submission that meet the States strict guidelines and are likely candidates to receive funding. These projects were included in the 1998 Facilities Master Plan, the Career and Educational Facilities Master Plan 2010 Update, and/or the draft 2024 Facilities Master Plan Update.

**Art Complex Replacement (Approved FPP – State Funding \$10,901,000 – Under Construction):** The Art Complex at Santa Monica College was initially constructed in 1952 and is experiencing infrastructure issues. Although the building had a minor renovation in 2002, the Art program is currently split between the main campus and Airport Arts campus due to space needs. This project will create a functionally efficient building for the Art program, enabling the program to function in a single location with dedicated space. The project will construct a new building of 21,254 ASF and include 1,738 ASF of classroom lecture spaces, 17,795 ASF of laboratory spaces, and 1,721 ASF of office spaces. The existing Art Complex will be demolished and the fine arts space at the Airport Campus will be inactivated as a secondary effect of the proposed project.

**Maintenance & Operations Building (Pending IPP):** The project will construct a new building on the existing Library Village/Math Complex bungalows site. The new building (approximately 26,000 GSF) will be home to the College's Maintenance & Operations, Facilities Planning Department, and Campus Support Services. By consolidating these departments into a single, purpose-built facility, the project will improve operational efficiency, foster collaboration among teams, and provide updated workspaces designed to meet the evolving needs of the College. The building will feature dedicated office spaces, conference rooms, storage areas, and workspaces tailored to the specific functions of each department.

**Student Union (Pending IPP):** The project will construct a new building (approximately 42,000 GSF) to replace the Student Health and Activities building. The proposed building will be located on the site where the existing Student Health and Activities building is. Scope of work will include the development of a new outdoor plaza/classroom area. Secondary effects of the proposed project include inactivation/demolition of the Student Health and Activities building, the Makers Space from Drescher Hall, Campus Events, Environmental Center, and Auxiliary Services.

MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES

**FIVE YEAR CONSTRUCTION PLAN FY2024-2025 THRU FY2032-2033**

Priority	Project Name	Category	Funding Status	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	Occupancy Year	State Cost	District Cost	Total Cost
1	Math/Science Addition	A	Partially Funded	O									2024/2025	\$39,615,000	\$72,152,835	\$111,767,835
2	Art Complex Replacement	A	Partially Funded	E	O								2025/2026	\$10,614,000	\$4,156,100	\$42,175,000
3	Tennis Pickleball Courts	G	Locally Funded	P/W	C	C/E	O						2027/2028	\$0	\$11,762,932	\$11,762,932
4	Gender Neutral Restrooms Building	G	Locally Funded	W/C	C	E/O							2026/2027	\$0	\$4,967,197	\$4,967,197
5	Track & Field and Scoreboard Replacement	M	Locally Funded	P/W	C	E/O							2026/2027	\$0	\$3,000,000	\$3,000,000
6	Student Housing Complex	M	Locally Funded	P									2025/26	E/O		
7	Campus Safety and Security Building	M	Locally Funded	P/W									2025/26	C/E		
8	Student Housing Replacement	M	Locally Funded										2025/26	C		
9	Student Housing Replacement	M	Locally Funded										2025/26	C		
10	Student Housing Replacement	M	Locally Funded										2025/26	C		
11	Student Housing Replacement	M	Locally Funded										2025/26	C		
12	Student Housing Replacement	M	Locally Funded										2025/26	C		
13	Student Housing Replacement	M	Locally Funded										2025/26	C		
14	Student Housing Replacement	M	Locally Funded										2025/26	C		
15	Student Housing Replacement	M	Locally Funded										2025/26	C		
16	Student Housing Replacement	M	Locally Funded										2025/26	C		
17	Student Housing Replacement	M	Locally Funded										2025/26	C		
18	Student Housing Replacement	M	Locally Funded										2025/26	C		
19	Student Housing Replacement	M	Locally Funded										2025/26	C		
20	Student Housing Replacement	M	Locally Funded										2025/26	C		

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 3, 2025

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 32**

**SUBJECT:** **SANTA MONICA COLLEGE POLICE OFFICERS ASSOCIATION INITIAL COLLECTIVE BARGAINING PROPOSAL FOR NEGOTIATIONS FOR A SUCCESSOR AGREEMENT**

**SUBMITTED BY:** Santa Monica College Police Officers Association

**REQUESTED ACTION:** It is recommended that the Board of Trustees acknowledge receipt of the following proposal for negotiations for a successor agreement submitted by the Santa Monica College Police Officers Association.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

# RLS RAINS LUCIA STERN ST. PHALLE & SILVER, PC

Robert M. Wexler  
Attorney at Law  
RWexler@RLSlawyers.com

May 21, 2025

VIA ELECTRONIC MAIL [MYERS\_ROBERT@SMC.EDU] & FIRST CLASS MAIL

Board of Trustees of Santa Monica Community College  
c/o Robert Myers, Legal Counsel  
1900 Pico Boulevard  
Santa Monica, CA 90405

**Re: Labor Negotiations for Santa Monica College Police Officers' Association**

Dear Member of the Board:

Please allow this letter to serve as a request by the Santa Monica College Police Officers' Association to commence good faith negotiations over wages, hours and other terms and conditions of employment for the period beginning July 1, 2025.

Among the matters over which the Association seeks to bargain, are:

1. Implement necessary language clean-up for clarity, to conform the contract to current practices and to include modifications reached since the prior contract.
2. Article 3 – Hours of Employment:
  - a. Work day and work week.
  - b. Assignment of overtime.
3. Article 11 – Wages:
  - a. Application of salary schedule.
  - b. Special Skills pay
  - c. Education Pay Differential
  - d. Equipment Provided/Reimbursed
4. Detective position assignments
5. Supervisory premium

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Board of Trustees of Santa Monica Community College

**Re: Labor Negotiations for Santa Monica College Police Officers' Association**

May 21, 2025

Page 2

6. Issuance of cell phones
7. Physical Fitness and Wellness Pay
8. Lateral time credit.

On behalf of the Association, we look forward to a congenial negotiation process and to achieving mutually beneficial terms for a successor agreement.

Very truly yours,

**RAINS LUCIA STERN**  
**ST. PHALLE & SILVER, PC**



Robert M. Wexler

RMW:cg



BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 3, 2025

XI. BOARD COMMENTS

XII. ADJOURNMENT

The meeting will be adjourned in memory of **Jennifer Barraza**, former Chief of Staff in the Los Angeles City Hall.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, July 1, 2025 at 6 p.m. (5 p.m. if there is a closed session) in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. This meeting will be held in-person and via Zoom Webinar to allow for remote attendance.