



# AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

**TUESDAY, DECEMBER 13, 2022**

Via Zoom Webinar

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

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

5 p.m.            Public Meeting Convenes

Board Adjourns to Closed Session

6 p.m.            Public Meeting Reconvenes

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

## PUBLIC PARTICIPATION

### ADDRESSING THE BOARD OF TRUSTEES DURING A ZOOM WEBINAR

During the COVID-19 (Coronavirus) Global Pandemic, the Board of Trustees has determined in accordance with Government Code Section 54953 that as a result of the ongoing emergency that meeting in person would present imminent risks to the health and safety of the attendees at public meetings.

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 can submit written comments to be read during the public meeting or they may speak during the Zoom meeting. All public comments will be subject to the general rules set forth below.

### PUBLIC COMMENTS

#### Instructions for Submitting Written Comments

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

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

#### Instructions for Participating in Public Meetings by Zoom Webinar

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 meeting 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 beginning at 5 p.m. or by 5:30 p.m. for the regular session starting at 6 p.m. The email should contain the subject line "Board Meeting Comments" and include the following information in the body of the email:

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

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

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

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

### General Public Comment Rules

- Generally, each speaker may be allowed a maximum of three minutes per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.
- 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.
- 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.

### General Public Comments and Consent Agenda

- Generally, each speaker may be allowed a maximum of three minutes per topic for general public comments or per item in the Consent Agenda. A general public comment may concern any matter of interest to the public within the jurisdiction of the District. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

### Major Items of Business

- Generally, each speaker may be allowed a maximum of three minutes per topic in Major Items of Business. The speaker must adhere to the topic. 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.

Exceptions: Time limits do not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 13, 2022

## A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held on Tuesday, December 13, 2022. The meeting will be conducted via Zoom Webinar.

5 p.m.

### I. ORGANIZATIONAL FUNCTIONS

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

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

Please click the link below to join the webinar:

<https://cccconfer.zoom.us/j/96490163563?pwd=NIJlM0MzTU5RaWtjSnphakVJVTJOdz09>

Passcode: 887636

Or iPhone one-tap :

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

Or Telephone:

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

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

+1 301 715 8592 or +1 312 626 6799

Webinar ID: 964 9016 3563

Passcode: 887636

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

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

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

### II. CLOSED SESSION

- CONFERENCE WITH 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)

6 p.m.

### III. PUBLIC SESSION –ORGANIZATIONAL FUNCTIONS

- LAND ACKNOWLEDGEMENT

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

- PLEDGE OF ALLEGIANCE

- CLOSED SESSION REPORT (if any)

- ANNUAL ORGANIZATIONAL FUNCTIONS

#1	Election of Officers of the Board of Trustees, 2023	8
#2	Designation of Board Representative to LACSTA	9
#3	Authorized Signature Resolution	10

- 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

- Winter-Spring Transition
- Title IX Student Leadership Program
- 2022 Santa Monica and Malibu Election Results Related to SMC
- Giving Thanks(giving)

### V. PUBLIC COMMENTS

### VI. ACADEMIC SENATE REPORT

### VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association
- 

### VIII. REPORT ON STUDENT SUCCESS - EQUITY, GUIDED PATHWAYS, INCLUSION, AND DIVERSITY

Update: Student Equity Plan (SEP) 2.0 (*See Major Items of Business, Recommendation No. 28*)

Presenter: Dr. Maria Muñoz, Interim Dean of Equity, Pathways and Inclusion

*This supports the Board's 2022-2023 Annual Goal: Educational Advancement, Quality, and Equity.*

**IX. CONSENT AGENDA**

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

- #4 Approval of Minutes: November 1, 2022 (Regular Meeting)  
December 7, 2022 (Special Meeting)
- #5 Resolution: Adopt Findings Pursuant to Government Code Section 54953 11

**Contracts and Consultants**

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**Academic and Student Affairs**

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For the Pico Partnership Program, 2023-2027 17

**Human Resources**

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**Facilities and Fiscal**

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- #17 Payroll Warrant Register 31
- #18 Reissue Payroll Warrants 31
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- #21 Organizational Memberships 33
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- #24 Purchasing 34
- A Award of Purchase Orders

**X. CONSENT AGENDA – Pulled Recommendations**

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

**XI. MAJOR ITEMS OF BUSINESS**

- #25-A Public Hearing – Lease Agreement with Dish Wireless, L.L.C., Permission to Install,  
Own, Operate, and Maintain a Cell Site on the Rooftop and within the  
Drescher Hall Building 35
- #25-B Lease Agreement with Dish Wireless, L.L.C., Permission to Install, Own, Operate,  
and Maintain a Cell Site on the Rooftop and within the Drescher Hall Building 36
- #26 Sabbaticals, 2023-2024 37
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- #28 SMC 2022-2025 Student Equity Plan 2.0 Summary Report, Inquiry Phase 38
- #29 First Reading, Board Policy Chapter 3, General Institution – BP 3410,  
Nondiscrimination 40

**XII. INFORMATION**

#30 Citizens' Bond Oversight Committee Meeting. October 19, 2022

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**XIII. BOARD COMMENTS AND REQUESTS**

**XIV. ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, January 17, 2023 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be held in Business Building Room 117 (Board Room), 1900 Pico Boulevard, Santa Monica. Members of the public attending in person will be seated in Business Building Room 111. The meeting will also be conducted via Zoom Webinar to allow for remote participation.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

### III. ANNUAL ORGANIZATIONAL FUNCTIONS

#### **RECOMMENDATION NO. 1**

#### **SUBJECT: ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES, 2023**

1-A REQUESTED ACTION: It is recommended that the election be held for Chair of the Board of Trustees of the Santa Monica Community College District for 2023.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

1-B REQUESTED ACTION: It is recommended that the election be held for Vice-Chair of the Board of Trustees of the Santa Monica Community College District for 2023.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

1-C REQUESTED ACTION: It is recommended that Superintendent/President Kathryn E. Jeffery be elected Secretary to the Board of Trustees; Vice-President of Business/Administration Christopher Bonvenuto be elected Assistant Secretary to the Board of Trustees; and Coordinator, District/Board of Trustees Office Lisa Rose, be elected Recording Secretary to the Board of Trustees for 2023.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

### III. ANNUAL ORGANIZATIONAL FUNCTIONS

#### RECOMMENDATION NO. 2

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

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

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

### III. ANNUAL ORGANIZATIONAL FUNCTIONS

#### RECOMMENDATION NO. 3

**SUBJECT:** **AUTHORIZED SIGNATURE RESOLUTION**

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

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

It is further recommended that the "Certification of Signatures" be completed and filed with the County Superintendent of Schools. The signatures shall be considered valid for the period of December 13, 2022 through December 15, 2023

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

**MOTION MADE BY:**

**SECONDED BY:**

**STUDENT ADVISORY:**

**AYES:**

**NOES:**

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 13, 2022

#### IX. CONSENT AGENDA

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

#### RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #4-#24.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

#### X. CONSENT AGENDA – Pulled Recommendations

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

#### RECOMMENDATION NO. 4      APPROVAL OF MINUTES

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

[November 1, 2022 \(Regular Meeting\)](#)

[December 7, 2022 \(Special Meeting\)](#)

#### RECOMMENDATION NO. 5      RESOLUTION: ADOPT FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953

*Requested Action: Approval*

*Reviewed by: Robert M. Myers, Campus Counsel*

It is recommended that the Board of Trustees adopt the following findings:

1. On September 14, 2021, the Board of Trustees adopted a “RESOLUTION DECLARING THAT ONGOING EMERGENCY CONDITIONS EXIST AT SANTA MONICA COLLEGE AND FINDING THAT IN-PERSON MEETINGS UNDER THE BROWN ACT WOULD PRESENT IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES.”
2. In accordance with Government Code Section 54953(e)(3), the Board of Trustees has reconsidered the circumstances of the state of emergency and determined by majority vote that the state of emergency continues to directly impact the ability of members to meet safely in person.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 6**      **CONTRACTS AND CONSULTANTS**

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

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

*Authorization: Board Policy Section 6340, Bids and Contracts*

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

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

➤ NEW CONTRACTS

Provider/Contract		Term/Amount	Service	Funding Source
1	MOU with UCLA	2022-2023  X-rays to be charged at \$50 per student.  Not to exceed \$3,500	Provide Chest X-rays to current District students who evidence positive TB test result as required by law.	2022-2023 Health Services Budget
<i>Submitted by: Kasiani Gountoumas, Supervisor, Health Services Center</i> <i>Approved by Michael Tuitasi, Vice President, Student Affairs</i>				
2	Denise Frohman, Nuyorican Words LLC	October 11, 2022  \$3,500	Denise Frohman is a poet and performer from New York City. As a Pew Fellow and Baldwin-Emerson Fellow, her work has appeared in The New York Times, The Breakbeat Poets, ESPNW, and elsewhere. The Pride Center brought Denise to campus to create programming that celebrates LGBTQIA History Month and National Coming Out Day. Denise provided a keynote and performance of her poetry to 100+ SMC students, staff, and faculty. Denise provided an excellent keynote and performance that brought together our community and uplifted the experiences of many.	Full Amount of contract \$4,500  <ul style="list-style-type: none"> <li>• The Associates: \$1,000</li> <li>• LGBTQ Funding \$3,500</li> </ul>
<i>Submitted by: Thomas Bui, Interim Associate Dean of Student Life</i> <i>Approved by: Michael Tuitasi, Vice President, Student Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**RECOMMENDATION NO. 6**      **CONTRACTS AND CONSULTANTS**

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

➤ NEW CONTRACTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
3	Collaborative Brain Trust (CBT)	December 2022 – March 2023  Not to exceed \$30,000, plus expenses	<p>Santa Monica College will be experiencing executive turnover which will result in the vacancy of critical leadership positions. The Superintendent/President has requested the assistance of CBT in reviewing the current organizational structure and undertaking a process to more effectively deploy leadership talent in the future.</p> <p>Scope of work will include:</p> <ul style="list-style-type: none"> <li>• Conducting a conversation with the Superintendent/President to clarify goals for and process of organizational review.</li> <li>• Conduct individual telephone conversations with key stakeholders to discuss the organizational review and their participation in a retreat to begin the process.</li> <li>• Conduct a brief survey of key stakeholders to assess their opinions of the current College structure.</li> <li>• Develop a plan for a key stakeholder retreat designed to receive input for the organizational structure for the future of the College.</li> <li>• Provide Superintendent/ President with summary of the retreat including potential organizational structure recommendations.</li> <li>• As needed provide support for communication to the organization and the Board of Trustees.</li> </ul>	Unrestricted General Fund
<p><i>Requested by: Chris Bonvenuto, Vice-President, Business Administration</i></p> <p><i>Approved by: Dr. Kathryn E. Jeffery, Superintendent/President</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

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

➤ NEW CONTRACTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
4 BMTX, Inc dba BM Technologies Inc	January 27, 2023 – January 16, 2024  Not to Exceed \$62,500	Maintenance and support fees for Student ID and Financial Aid Card refund management services and paper check disbursements.	General Fund
<i>Requested by: Mitch Hesel, Dean of Education Enterprise</i> <i>Approved by: Chris Bonvenuto, Vice President, Business and Administration</i>			

➤ AMENDMENT TO PREVIOUSLY APPROVED CONTRACTS

Provider/Contract	Term/Amount	Service	Funding Source
5 Ellucian Company L.P.	2022-2023  \$53,674  Note: This item was previously approved in June 2022 for incorrectly stated award year 2021-2022	Banner Annual Maintenance/ Software License, including Needs Analysis for 2022-2023	BFAP 2022-2023
6 ISSM (Ellucian) (Renewal)	2022-2023  \$8,102 Note: This item was previously approved in June 2022 for the amount of \$8,100	Document Management/ Services Integration	2022-2023 District Budget/ International Education
<i>Requested by: Tracie Hunter, Associate Dean, Financial Aid</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

**6-B 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.

➤ NEW CONTRACT

Provider/Contract		Term/Amount	Service	Funding Source
1	TargetX	January 1, 2023 - December 31, 2025  Total Cost for contract not to exceed \$153,900 over three years	This request seeks authorization approval for a three-year contract for the TargetX Recruitment Suite package so that cost savings may be achieved on the total cost of the contract, compared to annual renewal alone. TargetX is used by SMC to deliver routine email-based campaigns to tens of thousands of contacts (prospective, new, and continuing students) with no monthly/annual quotas or deliverability limitations. Payments will be made on an annual basis.	Student Equity and Achievement Program
<i>Requested by: Esau Tovar, Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

**CONSENT AGENDA: ACCEPTANCE OF DONATIONS**

**RECOMMENDATION NO. 7 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>July 2022:</u>	
Adderlink KVM Transmitter (1)	\$ 1,498.30
Adderlink KVM Receiver (1)	\$ 1,498.30
Dektec portable ASI adapter (1)	\$ 974.84
<u>August 2022:</u>	
Woodrow '55 Instrument Amplifier Pedal (1)	\$ 399.00
<u>Sept 2022:</u>	
Inovonics Justin HR Radio Time Alignment Processor (1)	\$ 3,706.08
<u>TOTAL DONATIONS: July – Sept 2022</u>	<u>\$ 8,076.52</u>



BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 8 SUBMISSION OF CITY OF SANTA MONICA HUMAN SERVICES GRANT PROGRAM APPLICATION FOR THE PICO PARTNERSHIP PROGRAM, 2023-2027**

*Requested Action: Approval/Ratification*

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

It is recommended that the Board of Trustees approve the submission of the City of Santa Monica Human Services Grant Program application in Fall 2022.

Comment: The Santa Monica College Pico Partnership program will be applying for renewal of funding from the City of Santa Monica's Human Services Grants Program for the 2023-2027 grant cycle. While Pico Partnership has been successful in serving youth from the Pico neighborhood for decades, this grant renewal application is an opportunity to expand the program to meet the demands of the local community and strengthen the existing partnerships with community stakeholders, including Santa Monica Malibu Unified School District. The City of Santa Monica released the request for proposal on September 28, 2022, with an application deadline of January 18, 2023. The grant application requires that each entity submitting an application have approval to submit by its governing board.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 9 ACADEMIC PERSONNEL**

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

ESTABLISH ELECTIONS

Dean, Health and Wellbeing, Student Affairs

EFFECTIVE DATES

12/7/2022

ELECTIONS

Academic Administrator

Meyering, Alice, Associate Dean, Malibu

01/01/2023

Whitaker, Tammara, Associate Dean, Online Services and Support

12/14/2022

Long-Term Substitute

Deuel, Erika, Full-time Faculty, DSPS Acquired Brain Injury (ABI)

02/13/2023- 06/13/2023

Mayorga, Ariyn, Full-time Faculty, Health Sciences

02/13/2023- 06/13/2023

Interim Academic Administrator

Salgado, Guadalupe, Associate Dean, Emeritus, Academic Affairs

01/03/2023-06/30/2023

King, Sasha, Dean, Academic Affairs

01/01/2023-06/30/2023

Interim Academic Administrator– Extensions

DeMorst, Wendi, Associate Dean,

Student Instructional Support, Academic Affairs

07/01/2022-06/30/2023

Silverman, Scott, Dean, Noncredit and External Programs, Academic Affairs

07/01/2022-06/30/2023

Whitaker, Tammara, Associate Dean, Online Service, Academic Affairs

07/01/2022-12/13/2022

Mata, Nick, Dean, Special Programs, Student Affairs

07/01/2022-02/28/2023

Bui, Thomas, Associate Dean, Student Life, Student Affairs

07/01/2022-02/28/2023

ADJUNCT FACULTY

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 10 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.

SALARY REALLOCATION

From: Enterprise Business Supervisor	12/01/2022
Classified Management Salary Schedule, Range M12	
To: Enterprise Business Supervisor	
Classified Management Salary Schedule, Range M14	

ESTABLISH NEW CLASSIFICATION

Instructional Designer, Online Services and Support, Academic Affairs	12/07/2022
Classified Employee Salary Schedule, Range 51	

Senior Campus Safety Officer	12/07/2022
Classified Employee Salary Schedule, Range 28	

ESTABLISH POSITION

EOPS Specialist (1 position)	12/07/2022
EOPS, 12 months, 40 hours	

Human Resources Specialist (1 position)	12/07/2022
Human Resources, 12 months, 40 hours	

Instructional Computer Lab Technician – Digital Photography (1 position)	12/07/2022
Photography Department, 12 months, 40 hours, Varied Hours	

Student Services Assistant (1 position)	12/07/2022
Financial Aid & Scholarships, 12 months, 40 hours	

ABOLISH POSITION

Student Services Clerk (1 position)	12/07/2022
Financial Aid & Scholarships, 12 months, 40 hours	

POSITION INCREASE IN WORK CALENDAR /PERMANENT

From: Health Assistant, 11 months, 20 hours (1 position)	12/01/2022
To: Health Assistant, 12 months, 20 hours (1 position)	

## ELECTIONS

### PROMOTION

Wheeler, D. Brennan 12/01/2022  
From: Laboratory Technician - Art  
To: Lead Laboratory Technician - Art

Marcial, Christina 01/03/2023  
From: Administrative Assistant I, 12 months, 20 hours, Art Department  
To: Administrative Assistant II, 12 months, 40 hours, Community & Academic Relations

### PROBATIONARY/ADVANCE STEP PLACEMENT

Rodriguez, Demi, Administrative Assistant II, Human Resources (Step C) 12/05/2022  
Spencer, Cheryl, Administrative Assistant II, Supplemental Instruction (Step C) 12/01/2022

### PROBATIONARY

Escobar, Robert, Custodian, Operations 01/03/2023

### VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Adeyemi, LaTrina 01/03/2023  
From: Custodian, Operations, NS-II  
To: Custodian, Operations, Variable Hours

### INCREASE IN WORK CALENDAR /PERMANENT

Vargas, Alexandra 12/01/2022  
From: Health Assistant, 11 months, 20 hours  
To: Health Assistant, 12 months, 20 hours

### WORKING OUT OF CLASSIFICATION (LIMITED-TERM SUBSTITUTE)

DiGregorio, Anisha 11/02/2022 to 11/30/2022  
From: Administrative Assistant I  
To: Human Resources Specialist  
Percentage: More than 50%

Zetina, Marco 10/15/2022 to 04/15/2023  
From: Custodian  
To: Lead Custodian  
Percentage: More than 50%

### WORKING OUT OF CLASSIFICATION (LIMITED TERM)

Hightower, LaToya 10/17/2022 to 02/22/2023\*  
From: Student Services Clerk  
To: Student Services Assistant  
Percentage: More than 50%  
\*End date correction

### WORKING OUT OF CLASSIFICATION (PROVISIONAL ASSIGNMENT)

DiGregorio, Anisha 07/01/2022 to 09/30/2022  
From: Administrative Assistant I 10/01/2022 to 11/01/2022\*  
To: Human Resources Specialist  
\*Extended Dates  
Percentage: More than 50%

Melichar, Jeffrey

10/17/2022 to 02/22/2023\*

From: Student Services Clerk

To: Student Services Assistant

Percentage: More than 50%

\*End date correction

CSEA EDUCATIONAL PAY DIFFERENTIAL

Hudson, Gayle, Community College Parking Enforcement Officer	1.5%	12/01/2022
Luna, Leonardo, HVAC Mechanic	.75%	12/01/2022

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Delton, Tanysha, Administrative Assistant II, Academic Affairs	11/18/2022
Fuller, Christina, EOPS Specialist, EOPS	10/31/2022
Samuels, Nahalia, Disabled Student Services Assistant	11/02/2022
Meyering, Alice, Program Coordinator - Community & Contract Education	12/31/2022

Comment: Alice has accepted the position of Associate Dean, Malibu

**RECOMMENDATION NO. 11**      **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, \$15.96/hour (STHP)	23	College
Work-Study Student Assistant, \$15.96/hour (FWS)	16	
College CalWORKS, \$15.00/hour	2	

SPECIAL SERVICE

Community Services Specialist I, \$35.00/hour	1
Community Services Specialist II, \$50.00/hour	6

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Requested Action: Approval/Ratification*

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

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

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

ELECTIONS

EFFECTIVE DATE

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

Dugan, Murat C., Custodian, Operations	11/16/2022- 12/19/2022
Nandawula, Joan, Student Services Clerk, International Educ Center	12/08/2022- 02/21/2023
Schallert, Jennifer, Costume Designer, Theatre Arts	11/06/2022- 12/31/2022
Spencer, Cheryl L., Administrative Assistant II, Counseling & Transfer Services	
From:	08/29/2022- 12/30/2022
To:	08/29/2022- 11/30/2022
Stemmer, Joe R., Events Assistant, SMC Performing Arts	11/06/2022- 06/30/2023

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.

Fuqua, Lynne, DSPS Specialist, DSC	12/05/2022- 06/30/2023
Morrison, Tatiana, Administrative Assistant II, Personnel Commission	
From:	07/01/2022- 12/31/2022
To:	07/01/2022- 10/31/2022
Morrison, Tatiana, Personnel Technician, Personnel Commission	11/01/2022- 12/23/2022
Pacheco, Wendy, Enterprise Business Services Clerk, Cashier's Office	08/16/2022- 12/23/2022
Tan, Barry H., Accompanist-Music Performance, Music	11/06/2022- 06/30/2023

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

Bice, Angela, Administrative Asst. II, Academic & Community Relations	
From: 20 hours week	09/01/2022- 12/01/2022
To: 20 hours week	09/01/2022- 02/09/2023

Marcial, Christina, Administrative Asst. II, Academic & Community Relations	
From: 40 hours week	07/01/2022- 08/31/2022
To: 20 hours week	09/01/2022- 12/01/2022
To: 20 hours week	09/01/2022- 02/09/2023

Pacheco, Wendy, Enterprise Business Services Clerk, Cashier's Office	
From:	07/01/2022- 09/30/2022
To:	07/01/2022- 10/31/2022
To:	07/01/2022- 08/15/2022

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13 FACILITIES**

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

**13-A DISTRICT STANDARDS – BUILDING MATERIALS**

It is recommended that the Board of Trustees adopt the following building materials as District standards.

PRODUCT	MANUFACTURER/MODEL/SERIES
<b>DOOR HARDWARE</b>	
Key System	Schlage
Locks	Schlage
Panic Hardware (Push Bar)	Von Duprin
<b>ELECTRICAL</b>	
Lighting Back Up Inverters	Myers
Lighting Control System	AcuityBrands
<b>MECHANICAL</b>	
BMS Controls Systems	Automated Logic Corporation Controls
HVAC Units	Carrier
<b>PLUMBING</b>	
Flush Valves	Sloan
Faucets	Chicago
<b>FIRE ALARM</b>	
Fire Alarm System	EST Edwards Fire Alarm
<b>ELEVATOR</b>	
Elevators	Kone
<b>SECURITY</b>	
Access Control System Controller	Identiv/Hirsch Velocity System
Access Control Door Controller	Identiv/Hirsch MX Controller
Digital Video Recorder	Identiv Velocity Vision
<b>AUDIOVISUAL</b>	
Control and Processing Equipment	Extron

<b>BUILDING FINISH</b>	
Paint	Sherwin Williams
Flooring Products	Shaw
<b>OTHERS</b>	
Clock	Sitesync IQ Wireless clock management system

Comment: The District Standards created under California Public Contract Code Section 3400 allows the Santa Monica College to purchase materials and equipment to match existing equipment in use by the College. Santa Monica Community College has the option to call for a designated material, product or service by specific brand or trade name to match existing College products in use on a particular public capital improvement project either completed or during completion.

13-B CHANGE ORDER NO. 1 - SHADE STRUCTURES INC, DBA USA SHADE

Increase contract to address additional requirements for purchase & installation of four DSA shade structures on the Early Childhood Learning School Campus under piggyback bid EC2021/22 #140 by Fullerton Joint Union High School District.

Original Contract Amount	\$100,325.17
Change Order No. 1	<u>\$ 9,699.95</u>
Revised Contract Amount	\$110,025.12

Funding Source: Scheduled Maintenance Fund 40

Comment: The change order is to include additional rental equipment for installation of footings.



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14-A ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

*Requested Action: Approval/Ratification*

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

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

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

Title of Grant:	Perkins V – The Strengthening Career and Technical Education for the 21 <sup>st</sup> Century Act	
Granting Agency:	California Community Colleges Chancellor's Office	
Augmentation Amount:	\$198,867 (Amended Award: \$1,221,253)	
Matching Funds:	Not applicable	
Performance Period:	July 1, 2022 – June 30, 2023	
Summary:	<p>Perkins V requires that funds be used to develop more fully the academic knowledge, technical and employability skills of secondary education students and postsecondary education students who elect to enroll in Career and Technical Education (CTE) programs.</p> <p>The California Community College Chancellor's Office is making additional Perkins V funds available to all 72 California Community College districts for investments in career technical education (CTE) programs that will contribute to closing equity gaps in one or more postsecondary core indicators. Districts and colleges are encouraged to invest the additional funds in programs identified in their Comprehensive Local Needs Assessment (CLNA) or in one or more of activities that prepare students for jobs within the regional labor market. Santa Monica College will be investing funds in professional development, CTE teacher recruitment and retention, capacity building, and competency-based education.</p>	
Budget Augmentation:	Restricted Fund 01.3	
	Revenue	
	8600 State	\$ 198,867
	Expenditures	
	1000 Academic Salaries	\$ 50,000
	2000 Non-Academic Salaries	\$ 0
	3000 Employee Benefits	\$ 15,000
	4000 Supplies & Materials	\$ 2,000
	5000 Other Operating Expenditures	\$ 95,000
	6000 Capital Outlay	\$ 26,924
	7300 Other Outgo/Indirect	\$ 9,943
	7600 Student Aid	\$ 0
	Total	\$ 198,867

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14-B ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*

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

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

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

Title of Grant:	Conference: Professional Development to Foster Equity in STEM		
Granting Agency:	National Science Foundation		
Amount:	\$85,385		
Matching Funds:	Not Applicable		
Performance Period:	February 1, 2023 – January 31, 2024		
Summary:	<p>The National Science Foundation (NSF) is an independent federal agency created by Congress to promote the progress of science, to advance the national health, prosperity and welfare.</p> <p>Santa Monica College applied for funding to host a statewide NSF Conference at Santa Monica College (SMC) focusing on the potential of faculty professional development in STEM to close equity gaps for underrepresented students, including Black and Latinx students.</p> <p>SMC will host a one-day virtual conference in partnership with the California Community Colleges' Success Network (3CSN) that will present research on equity-focused STEM faculty professional development that have been shown to reduce or close equity gaps for historically marginalized communities. Grant funding will used for planning committee reassigned time and stipends, as well as for the project manager salary. Funds will be spent to hire speakers, an external evaluator, develop program materials and for webinar technology services.</p>		
Budget Augmentation:	Restricted Fund 01.3		
	Federal: 8100		\$ 85,385
	Expenditures		
	1000 Academic Salaries		\$ 23,100
	2000 Non-Academic Salaries		\$ 0
	3000 Employee Benefits		\$ 8,085
	4000 Supplies & Materials		\$ 0
	5000 Other Operating Expenditures		\$ 46,438
	6000 Capital Outlay		\$ 0
	7300 Other Outgo/Indirect		\$ 7,762
	7600 Student Aid		\$ 0
	Total		\$ 85,385

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14-C ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*

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

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

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

Title of Grant:	Emergency Financial Assistance Supplemental (EFAS)		
Granting Agency:	California Community College Chancellor's Office		
Augmentation Amount:	\$494,353		
Matching Funds:	NA		
Performance Period:	July 1, 2022 to June 30, 2023		
Summary:	<p>The Emergency Financial Assistance Supplemental grant provides students with additional financial aid to help offset the total cost of community college attendance and successful on-time completion.</p> <p>Grants may be awarded to students currently enrolled in at least six semester units, or the quarter equivalent, demonstrates an emergency financial need, qualifies as low-income by meeting the requirements to receive a California College Promise Grant (CCPG), has earned a grade point average of at least 2.0 or is a disabled student who is receiving support through a community college's disabled students' programs and services, and meets all of the requirements for an exemption from paying nonresident tuition pursuant to section 68130.5 of the California Education Code.</p>		
Budget Augmentation:	Restricted Fund 74.0		
	Revenue		
	8600 Other State	\$	494,353
	Expenditures		
	1000 Academic Salaries	\$	0
	2000 Non-Academic Salaries	\$	0
	3000 Employee Benefits	\$	0
	4000 Supplies & Materials	\$	0
	5000 Other Operating Expenditures	\$	0
	6000 Capital Outlay	\$	0
	7300 Other Outgo/Indirect	\$	0
	7500 Student Aid	\$	494,353
	Total	\$	494,353

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14-D ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION** *(continued)*

*Requested Action: Approval/Ratification*

*Requestor: Marc Drescher, Chief Director, Information Technology*

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

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

Title of Grant:	Systemwide Technology and Data Security																																						
Granting Agency:	California Community College Chancellor's Office																																						
Augmentation Amount:	\$50,000 One-time Funding																																						
Matching Funds:	NA																																						
Performance Period:	September 1, 2022 to June 30, 2023																																						
Summary:	<p>In recognition of persistent college and district security risks and efforts to improve data security oversight, fraud mitigation, and online learning quality, the 2022 Budget Act, through AB 178 and AB 182, provides \$75 million in one-time and \$25 million in ongoing funds toward the implementation of local and systemwide technology and data security efforts.</p> <p>Santa Monica College will use funding to improve cybersecurity controls prioritized by an information security assessment.</p>																																						
Budget Augmentation:	<p>Restricted Fund 01.3</p> <table border="0"> <tr> <td colspan="2">Revenue</td> <td></td> </tr> <tr> <td>8600 State</td> <td></td> <td>\$ 50,000</td> </tr> <tr> <td colspan="2">Expenditures</td> <td></td> </tr> <tr> <td>1000 Academic Salaries</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>2000 Non-Academic Salaries</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>3000 Employee Benefits</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>4000 Supplies &amp; Materials</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>5000 Other Operating Expenditures</td> <td></td> <td>\$ 50,000</td> </tr> <tr> <td>6000 Capital Outlay</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>7300 Other Outgo/Indirect</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>7600 Student Aid</td> <td></td> <td>\$ 0</td> </tr> <tr> <td>Total</td> <td></td> <td>\$ 50,000</td> </tr> </table>			Revenue			8600 State		\$ 50,000	Expenditures			1000 Academic Salaries		\$ 0	2000 Non-Academic Salaries		\$ 0	3000 Employee Benefits		\$ 0	4000 Supplies & Materials		\$ 0	5000 Other Operating Expenditures		\$ 50,000	6000 Capital Outlay		\$ 0	7300 Other Outgo/Indirect		\$ 0	7600 Student Aid		\$ 0	Total		\$ 50,000
Revenue																																							
8600 State		\$ 50,000																																					
Expenditures																																							
1000 Academic Salaries		\$ 0																																					
2000 Non-Academic Salaries		\$ 0																																					
3000 Employee Benefits		\$ 0																																					
4000 Supplies & Materials		\$ 0																																					
5000 Other Operating Expenditures		\$ 50,000																																					
6000 Capital Outlay		\$ 0																																					
7300 Other Outgo/Indirect		\$ 0																																					
7600 Student Aid		\$ 0																																					
Total		\$ 50,000																																					

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 BUDGET TRANSFERS**

*Requested Action: Approval/Ratification*

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

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

Period: October 1-31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	10,465
3000	Benefits	0
4000	Supplies	43,579
5000	Contract Services/Operating Exp	-27,246
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-26,798
Net Total:		0

**15-B FUND 01.3 – GENERAL FUND - RESTRICTED**

Period: October 1-31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-2,100
2000	Classified/Student Salaries	2,100
3000	Benefits	0
4000	Supplies	66,665
5000	Contract Services/Operating Exp	-157,720
6000	Sites/Buildings/Equipment	91,060
7100/7699	Other Outgo/Student Payments	-5
7900	Contingency Reserve	0
Net Total:		0

15-C FUND 40.0 – CAPITAL PROJECTS FUND

Period: October 1-31, 2022

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	110,537
6000	Sites/Buildings/Equipment	-110,537
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

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

Commercial Warrant Register

October 2022 651697 through 700277

ACH Numbers

October 2022 96810 through 106169

Total \$15,594,892.54

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

**RECOMMENDATION NO. 17 PAYROLL WARRANT REGISTER**

*Requested Action: Approval/Ratification*

*Requested by: Ian Fraser, Payroll Manager*

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

Payroll Warrant Register

October 2022 C1C – C2D \$13,229,908.84

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

**RECOMMENDATION NO. 18 REISSUE PAYROLL WARRANTS**

*Requested Action: Approval/Ratification*

*Requested by: Ian Fraser, Payroll Manager*

*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 expired warrants.

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Santiago, Grace	W5412105	10/31/2017	\$3,692.52
Santiago, Grace	W6277775	07/19/2019	\$2,357.11
Santiago, Grace	W6290228	08/05/2019	\$2,357.11
Santiago, Grace	W6347697	09/30/2019	\$4,054.19
Santiago, Grace	W6506413	01/31/2020	\$3,112.53
Santiago, Grace	W6586585	03/31/2020	\$4,527.98
Zamorano, Cristobal	W5139346	04/10/2017	\$ 226.94

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 19 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

October 2022 Covered by check & voucher numbers: 030851-031184 & 02980-03011

Bookstore Fund Payments	\$ 335,536.86
Other Auxiliary Fund Payments	\$ 71,146.34
Trust and Fiduciary Fund Payments	<u>\$ 448,699.69</u>
	\$ 855,382.89

Purchase Orders issued

October 2022 \$ 15,030.94

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

**RECOMMENDATION NO.20 REISSUE COMMERCIAL WARRANTS**

*Requested by: Mitchell Heskel, Dean Education Enterprise*

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

*Requested Action: Approval/Ratification*

Warrants not presented to the Los Angeles County Treasurer within six months are void. Therefore, it is requested that LACOE draw a new warrant to replace the following expired warrants:

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Zamorano Astudillo, Cristobal	22575047	11/19/15	\$36.00
Zamorano Astudillo, Cristobal	23287004	10/04/16	\$312.00
Zamorano Astudillo, Cristobal	23136007	07/27/16	\$282.00
Zamorano Astudillo, Cristobal	23937069	07/18/17	\$276.00



BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21 ORGANIZATIONAL MEMBERSHIPS**

*Requested Action: Approval/Ratification*

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

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
December 2022	5	\$16,579

Funding Sources: General Fund, Fund 01.0

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
December 2022	1	\$1,009

Funding Sources: Restricted Fund, Fund 01.3

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

**RECOMMENDATION NO. 22 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2022-2023**

*Requested Action: Approval/Ratification*

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

Authorization of signatures for the following staff members to approve invoices for 2022-2023:

Name/Title
Alice Meyering, Associate Dean, Malibu
Guadalupe Salgado, Interim Associate Dean, Emeritus, Academic Affairs

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

**RECOMMENDATION NO. 23 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

*Requested Action: Approval/Ratification*

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

*Patricia Ramos, Dean, Academic Affairs*

*Approved by: Jason Beardsley, Vice-President of 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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24 PURCHASING**

*Requested Action: Approval/Ratification*

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

**24-A AWARD OF PURCHASE ORDERS**

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

October 2022

\$5,560,234.46

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25-A

SUBJECT: PUBLIC HEARING - LEASE AGREEMENT WITH DISH WIRELESS, L.L.C.  
PERMISSION TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE ON THE  
ROOFTOP AND WITHIN THE DRESCHER HALL BUILDING

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the approval of a lease agreement to dedicate property to DISH Wireless, L.L.C. to install, own, operate and maintain a cell site on the rooftop and within the Drescher Hall Building.

OPEN PUBLIC HEARING:  
MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:

PUBLIC COMMENTS:

CLOSE PUBLIC HEARING:  
MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 25-B

SUBJECT: LEASE AGREEMENT WITH DISH WIRELESS, L.L.C. PERMISSION TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE ON THE ROOFTOP AND WITHIN THE DRESCHER HALL BUILDING

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve a lease agreement to dedicate property to DISH Wireless, L.L.C. to install, own, operate and maintain a cell site on the rooftop and within the Drescher Hall Building.

COMMENT: DISH will lease (i) approximately one hundred (100) square feet of space for the installation and use of antennas, radios and/ or nodes (the "Antenna Space"); (ii) approximately fifty (50) square feet of space for the installation and use communications equipment (the "Equipment Space"); and (iii) additional space for the installation and use of wires, cables, fiber/T-1, conduits, pipes running between and among the Equipment Space, Antenna Space and/or public right of way, and to all necessary electrical, fiber and telephone utility (the "Cable Space"). The Antenna Space, the Equipment Space and the Cable Space will be located exclusively on the rooftop and within the Drescher Hall Building at 1900 Pico Boulevard, Santa Monica, Los Angeles County, California.

The term shall be for five (5) years and shall automatically be extended for two (2) additional five (5) year terms.

Annual rental of thirty-six thousand and no/100 Dollars (\$36,000.00) to be paid in equal monthly installments. Commencing on the first (1<sup>st</sup>) annual anniversary of the commencement date, and on each annual anniversary of the commencement date thereafter, the annual rental shall be increased by three percent (3%).

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13 2022

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 26

SUBJECT: SABBATICALS, 2023-2024

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees request that the Academic Senate Joint Sabbaticals Committee forward eight sabbaticals for 2023-2024 to the Board of Trustees for approval.

BACKGROUND: The Academic Senate Joint Sabbaticals Committee has recommended the following sabbaticals for 2023-2024.

#### Fall 2023

Luis Andrade, Communication Studies  
Stephanie Amerian, History  
Alex Bene, Mathematics  
Cynthia Gonzalez, Life Science  
Christyanne Melendez, Earth Science  
Catherine Miller, Early Childhood Education  
Andrew Nestler, Mathematics  
Jean Paik-Schoenberg, English  
Lee Pritchard, English  
Brian Rajski, English  
Jeremiah Selvey, Music  
Yukiko Tsuboi, Modern Languages  
Vanessa Van Wormer, Dance

#### Spring 2024

Timothy Dong, Physical Science  
George Davison, English  
Josh Kanin, Film Studies  
Angie Misaghi, English  
Matt Musselman, Mathematics  
Bridgette Robinson, English  
Vicki Rothman, Counseling

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	December 13, 2022

## MAJOR ITEMS OF BUSINESS

### INFORMATION ITEM NO. 27

SUBJECT: ADDITIONAL BACCALAUREATE DEGREE PROGRAM

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: Interim Vice President Jason Beardsley has met with Academic Senate leadership, Academic Senate, Career Education committee leadership, and Chair of Computer Science and Information Systems Howard Stahl to develop a proposal for a second bachelor's degree program for SMC following passage of AB 927. An update on the development of the second bachelor's degree proposal for SMC will be provided at the meeting.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13, 2022

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 28

**SUBJECT:** **SMC 2022-2025 STUDENT EQUITY PLAN 2.0 SUMMARY REPORT, INQUIRY PHASE**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees accept the SMC Student Equity Plan 2.0 Summary Report, Inquiry Phase.

**BACKGROUND:** The Student Equity Plan (SEP) 2.0 embraces a focus on racial equity, acknowledges the racial inequities students face are rooted in cultural and structural practices, processes, and policies of institutions and are not a “student problem”, and prioritizes an equity-minded, inquiry-based process to better understand and address racial equity gaps.

The Santa Monica College 2022-2025 Student Equity Plan 2.0 (SEP 2.0) will be developed in phases. The phases are: 1) Inquiry, 2) Action Planning, and 3) Implementation and Evaluation. The focus of this summary report is on the preliminary work done over the Spring-Summer 2022 to begin the inquiry phase of the SEP 2.0. The preliminary work was guided by a structural evaluation template provided by the Chancellor’s Office. In Spring 2022, the Division of Equity, Pathways and Inclusion began coordinating a cross-hierarchical and cross-functional approach to build SMC’s SEP 2.0. The goal is to ensure that the diverse voices, unique contributions and experiences of all employee groups are reflected in the development of the SEP 2.0. Structuring the development of the plan in this way ensures that equity becomes “everyone’s work”. In other words, “equity becomes everyone’s responsibility and multiple campus stakeholders collectively share leadership for equity”.

Link to: [Student Equity Plan \(SEP\) 2.0](#)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	December 13 2022

## MAJOR ITEMS OF BUSINESS

### RECOMMENDATION NO. 29

SUBJECT: FIRST READING, BOARD POLICY CHAPTER 3, GENERAL INSTITUTION - BP 3410, NONDISCRIMINATION

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of Board Policy Chapter 3, General Institution, BP 3410, Nondiscrimination.

COMMENT: Revised Board Policy 310 Nondiscrimination, reflects the League's content and is in line with other community colleges' BP 3410. It was reviewed and approved by Senior Staff, Superintendent/President and the Board's Subcommittee.

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





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**Board Policy**  
Chapter 3 – General  
Institution

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**BP 3410            NONDISCRIMINATION**

The Santa Monica Community College District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, immigration status, religion, age, sex, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because ~~he/she~~they ~~is~~ are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Superintendent/President shall establish administrative regulations that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, immigration status, religion, age, sex, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because an individual is perceived to have one or more of those characteristics, or because of an individual's association with a person or group with one or more of these actual or perceived characteristics.

**References:**

Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.;

Title 5 Sections 53000 et seq. and 59300 et seq.;

Penal Code Section 422.55;

Government Code Sections 12926.1 and 12940 et seq.;

Title 2 Sections 10500 et seq.;

Labor Code Section 1197.5;

ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Standard Catalog Requirements

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*(Replaces former BP 2410)*

Adopted: November 15, 2004

Revised: June 5, 2018

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	December 13, 2022

### **XIII. INFORMATION ITEM NO. 30**

**SUBJECT:** **CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, OCTOBER 19, 2022**

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

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee (CBOC) was held on Wednesday, October 19, 2022. The meeting was conducted via Zoom Conference.

- I. **CALL TO ORDER** – 12:01 p.m.
  
2. **ROLL CALL – Members of the Citizens' Bond Oversight Committee**  
Elizabeth Greenwood, Chair – Present  
Bruce Sultan, Vice-Chair – Present  
Patrick Acosta – Absent  
Heather Anderson – Present  
Alfred Barrett – Present  
Anne Plechner – Present  
Elaine Polachek – Present  
Katherine Reuter – Present  
Donald Schort – Present  
Joshua Elizondo – Present  
  
CBOC Support Staff Present  
Chris Bonvenuto, Vice President, Business and Administration  
John Greenlee, Director of Facilities Finance  
Yu-Ngok Lo, Assistant Director of Facilities Planning  
Olinka Rodriguez, Citizens' Bond Oversight Committee Coordinator
  
3. **APPROVAL OF MINUTES OF CBOC MEETING, July 20, 2022**  
Motion was made by Elaine Polachek and seconded by Bruce Sultan to approve the minutes of the Citizens' Bond Oversight Committee meeting held on July 20, 2022. Minutes were approved.
  
4. **ELECTION OF CHAIR AND VICE-CHAIR, 2023-2024**  
Elizabeth Greenwood and Bruce Sultan were unanimously elected Chair and Vice-Chair respectively for 2023-2024.
  
5. **CITIZENS' BOND OVERSIGHT COMMITTEE ANNUAL REPORT, 2021-2022**  
The CBOC Annual Report, 2021-2022 was unanimously approved.  
<https://www.smc.edu/administration/governance/citizens-bond-oversight-committee/documents/Annual-Report-CBOC-2021-2022.pdf>
  
6. **REPORTS and DISCUSSION**  
  
Bond Projects Website  
<https://www.smc.edu/administration/governance/citizens-bond-oversight-committee/index.php>

#### A. Bond Construction Projects

- Malibu Campus: The building has an open and industrial design concept, and it is almost complete with the façade and roof installed. The grand room will double as an emergency hub with the latest technology. The landscaping will be irrigated using Malibu's reclaimed water system. The Sheriff's Department will occupy the building when the County and City issue a permit for the communication tower.  
The estimated completion date is November 2022.
- The Math/Science Project: The contractor is finishing the interior courtyard, the grand staircase, roofing system, exterior framing, and enclosure installation, on the eastside of the building. The structural steel is about 90% completed. Student Labs include: Anatomy, Archaeology, Astronomy, Geography, Geology, Geospatial, Genetics/Molecular, Organic Chemistry, Physical Anthropology, Physics, and Mathematics (computer).  
The estimated completion date for this project is July 2024.
- New Art Building on Pico Boulevard and 14<sup>th</sup> received DSA approval.  
Project is currently with the State for Review.  
The estimated completion date for this project is August 2024.

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

The SMC Bond Capital Construction Budget Summary as of September 30, 2022 reports the following:

Measure S Budget:	\$0
Measure AA Budget:	\$295,000,000
Measure V Budget:	\$345,000,000
Interest:	\$30,128,991
Other Funding Received:	\$54,694,164
Other Funding Pending:	<u>\$48,013,379</u>
Total Budget:	\$1,076,336,534
Estimate at Completion:	\$1,076,336,534
Bond Funds Remaining:	\$220,967,113

- Measure S: Total Measure S remaining funds are \$0.
- Measure AA: Total Measure AA Expenditures as of September 30, 2022 were \$292,302,532; total remaining funds are \$2,693,297.
- Measure V: Total Measure V Expenditures as of September 30, 2022 were \$126,726,184; total remaining funds are \$218,273,816.
- The Bond Sales/Expense Report  
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of September 30, 2022.

Total Bond Program:	\$640,000,000
Total Bonds Issued:	\$639,995,829
Total Expenses:	\$419,028,716
Total Available Remaining:	\$220,967,113
Total Unsold Bond:	\$ 4,171

#### C. SMC Bond Program – Contractor List as of September 30, 2022

#### D. Contractors List as of September 30, 2022

7. **SCHEDULE OF MEETINGS, 2022-2023**

Wednesdays at 12:00 p.m.

October 19, 2022

January 25, 2023

April 19, 2023

July 19, 2023

8. **ADJOURNMENT** – 1:07 p.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on

Wednesday, January 25, 2023 (location to be determined).

Current information on all bond construction projects is available at:

<http://smcbondprojects.com> and at <http://www.smc.edu/CBOC>

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	December 13, 2022

### XIII. BOARD COMMENTS

### XIV. ADJOURNMENT

The meeting will be adjourned in memory of **Diane Gross**, retired faculty member in Business and CSIS departments; **Elise Laille**, mother of Nathalie Laille, DSPS Faculty Coordinator; **Pedro Lopez**, father of Jose Hernandez, Associate Dean of Outreach, Onboarding and Success Initiatives.; **Betty Phillips**, mother of Daniel Phillips, Director of Safety and Risk Management; **Georgina Rodriguez**, mother of Teresita Rodriguez, Vice-President, Enrollment Development; and **Nani Vigil**, retired Sign Language Interpreter III.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, January 17, 2023 at 6 p.m. (5 p.m. if there is a closed session) in the SMC Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California. The meeting will also be conducted via Zoom Webinar for members of the public to participate remotely.

