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SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

REGULAR MEETING

MARCH 7, 2017

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

Board Room (Business Building Room 117)

6 p.m. – Closed Session

7 p.m. – Public Meeting

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

<http://www.smc.edu/admin/trustees/meetings/>

*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**

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:

1. 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 an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

Five minutes is allotted to each speaker 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.

General Public Comments and Consent Agenda

- The 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.
- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. 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.

Major Items of Business

- The 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.
- Five minutes is allotted to each speaker per item 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: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. 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

*Reference: Board Policy Section 1570  
Education Code Section 72121.5  
Government Code Sections 54954.2, 54954.3, 54957.9*

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 7, 2017

## ***A G E N D A***

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, March 7, 2017.

6 p.m.          *Call to Order*  
                         *Closed Session*  
7:00 p.m.      *Public Meeting*

**I.      *ORGANIZATIONAL FUNCTIONS***

A      CALL TO ORDER

B      ROLL CALL

- Dr. Andrew Walzer, Chair
- Barry Snell, Vice-Chair
- Dr. Susan Aminoff
- Dr. Nancy Greenstein
- Dr. Louise Jaffe
- Dr. Margaret Quiñones-Perez
- Rob Rader
- Laura Zwicker, Student Trustee

C      PUBLIC COMMENTS ON CLOSED SESSION ITEMS

**II.     *CLOSED SESSION***

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)  
Agency designated representatives:      Marcia Wade, Vice-President, Human Resources  
   Robert Myers, Campus Counsel  
Employee Organization:     CSEA Chapter #36

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)  
Agency designated representatives:      Marcia Wade, Vice-President, Human Resources  
   Robert Myers, Campus Counsel  
Employee Organization:     SMC Faculty Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)  
•    C.W. Driver, Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC630289

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

**III.    *PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS***

- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT (if any)

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

**IV. SUPERINTENDENT'S REPORT**

Recognition:

- Debate Team
- Men's and Women's Basketball
- Theater Arts Awards at Regional Kennedy Center American College Theater Festival

Updates:

- Spring 2017 Semester Update
- Flex Day – March 16, 2017
- Strategic Planning Survey
- State Budget

**V. ACADEMIC SENATE REPORT**

**VI. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**VII. PUBLIC COMMENTS**

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

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

XI. ***ORGANIZATIONAL FUNCTIONS***

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XII. ***BOARD COMMENTS AND REQUESTS***

XIII. ***ADJOURNMENT***

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, April 4, 2017** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 1**

**SUBJECT:** **RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT BETWEEN SMCCD AND THE SMC FACULTY ASSOCIATION**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION A:** It is recommended that the Board of Trustees ratify the collective bargaining agreement with the Santa Monica College Faculty Association for a term beginning on August 23, 2016 through August 19, 2019.

The major provisions of the agreement include:

**Across-the-Board Increases**

For the academic year 2016-2017, all salary schedules shall be increased by 2.8%.  
 For the academic year 2017-2018, all salary schedules shall be increased by the greater of 2.2% or COLA.  
 The parties have not agreed to a salary schedule increase for the academic year 2018-2019. This section shall be re-opened in March of 2018 to negotiate salary schedule increases for the 2018-2019 academic year.

**Parity for Load Factor 1 assignments**

For academic year 2016-2017, part-time faculty with load factor 1.0 assignments shall be paid at 83.75% of the full-time faculty salary schedule. The additional 0.625% increase over academic year 2015-2016 results in all part-time faculty with a load factor 1 assignment being compensated for 14 minutes of office hours per unit.

For academic year 2017-2018, part-time faculty with load factor 1.0 assignments shall be paid at 84.375% of the full time faculty salary schedule. The additional 0.625% increase over academic year 2016-2017 results in all part-time faculty with a load factor 1 assignment being compensated for 15 minutes of office hours per unit.

For academic year 2018-2019, part time faculty with load factor 1.0 assignments shall be paid at 85% of the full-time faculty salary schedule. The additional 0.625% increase over academic year 2017-2018 results in all part-time faculty with a load factor 1.0 assignment being compensated for 16 minutes of office hours per unit, the same as a full-time faculty member.

**Part-Time Faculty Office Hours for Less than Load Factor 1.0 Assignments**

Academic Year 2016-2017 – For assignments with a 0.75 load factor, office hours will be compensated at the rate of 2.63 minutes per teaching hour per week (87.5% of the 3.0 minute performed by FT faculty). For all other assignments, office hours will be compensated at the rate of 9.19 minutes per teaching hour per week (87.5% of the 10.5 minutes performed by FT faculty).

Academic Year 2017-2018 – For assignments with a 0.75 load factor, office hours will be compensated at 2.81 minutes per teaching hour per week (93.75% for the 3.0 minutes performed by full-time faculty). For all other assignments, office hours will be compensated at the rate of 9.84 minutes per teaching hour per week (93.75% of the 10.5 minutes performed by full-time faculty).

Academic Year 2018-2019 – For assignments with a 0.75 load factor, office hours will be compensated at the rate of 3.0 minutes per teaching hour per week (100% of the 3.0 minutes performed by full-time faculty). For all other assignments, office hours will be compensated at the rate of 10.5 minutes per teaching hour per week (100% of the 10.5 minutes performed by full-time faculty).

**Intersession Office Hours**

All teaching intersession hourly schedules will be adjusted beginning Summer 2017 by a factor to include compensation for the 60 minutes of office hours over the intersession per LHE taught which each faculty member shall perform. The factors are:

	LDF 1.0 and Overload	0.75<LDF<1	LDF 0.75
Factor increase over previous intersession pay	1.03125	1.02757	1.02344

This leads to an increase in the regular intersession contract pay for teaching assignments from 15% to 15.49% for 6 LHE to account for office hour compensation.

**Salary and Placement**

Initial group and step placement on the appropriate salary schedule shall be based on professional experience and training as determined in accordance with Appendix C (Initial Salary Placement). No tenured or probationary faculty member shall be placed at less than Step 5 on the applicable salary schedule in Appendix A (Salary Schedule).

**Department Chair Calendar and Compensation**

The percentage of increase paid to department chairs increased from 107.5% to 112.5%. Details are articulated below.

Department chairs will have a 205 day assignment (175 days in the semester calendar, plus 30 days between semesters), for which they shall be paid 112.5% of the standard salary schedule. Only department chair duties will be required in the periods between semesters, but department chairs will scheduled an additional 6 weeks of 25 hours per week. Six additional weeks (20 hours per week) may also be scheduled, compensated at an additional 10% of base pay.

In addition, teaching assignments may be scheduled during intersessions, with the approval of the appropriate administrator. Teaching assignments will be at the hourly rate of pay, unless the department chair chooses to forgo the optional six additional weeks of assignment as department chair. In that case, up to 0.5 of an intersession FTE for the teaching assignment will be paid at the contract rate. If a department chair chooses not to perform the duties of the chair for the optional six weeks, another faculty member will serve in that position. The faculty member who performs the duties shall receive 10% of their base pay and schedule 20 hours per week for 6 weeks. Compensation for the faculty member acting as chair will be in compliance with Article 9; no additional stipend will be paid.



**Department and Faculty Chair Stipends**

There are twelve tiers for stipends as shown in Appendix E-3. Beginning Fall 2016, Health Sciences and Library Chairs were added to Tier 1.

For Fall 2016 and all future semesters, the stipend amount will be increased by the same percentage and be effective the same dates as any percentage salary increases. Stipends for the fall semester shall be paid with January 1<sup>st</sup> paycheck and the stipends for spring semester shall be paid with July 1<sup>st</sup> paycheck.

**Professional Development**

The District shall provide the following amounts during the term of the contract for professional development of faculty: a) \$50,000 in the academic year 2016-2017; b) \$55,000 in the academic year 2017-2018; \$60,000 in the academic year 2018-2019. Disbursement of the professional development funds requires approval by the Academic Senate Professional Development Committee. Any funds left unused in any academic year shall roll over for use in the following academic year.

<b>Estimated Cost Impact of SMCFA Contract for Fiscal Years 2016-17 (2.80%), 2017-18 (2.20%), 2018-19 (0.00%) Salary, Parity, Part-Time and Intercession Office Hours, Initial Salary Placement, Department Chair Pay and Stipends, Professional Development</b>			
	<b><u>2016-2017</u></b>	<b><u>2017-2018</u></b>	<b><u>2018-2019</u></b>
<b>SMCFA</b>			
Salary	3,026,901	1,902,572	171,875
Retirement	380,784	274,541	27,981
Medicare	43,890	27,587	2,492
SUI	1,513	951	86
Workers' Compensation	54,496	34,254	3,094
Professional Development	5,000	5,000	5,000
<b>Total Projected Cost:</b>	<b><u>3,512,584</u></b>	<b><u>2,244,905</u></b>	<b><u>210,528</u></b>

The agreement is on the District's website at:

<http://smcfa.org/index.php/contract/2016-2019-contract-ratification>

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

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	March 7, 2017

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 2

**SUBJECT:**                    **STRATEGIC PLANNING UPDATE**

**SUBMITTED BY:**        Superintendent/President

**SUMMARY:**                Collaborative Brain Trust (CBT) consultants, who are facilitating the update of the College’s Strategic Plan and complimentary projects, will provide an overview of the strategic planning process and an update on its progress. CBT consultants are conducting a three-day site visit from March 6 to 8, 2017, during which time members of the Board of Trustees are being interviewed individually for their direction about the College’s future. At the same time, multiple external constituents are being interviewed, and college forums, meetings, and “listening sessions” are taking place to gather input for the strategic plan for the next five years.

After providing an update, the consultants will provide members of the Board of Trustees with an opportunity to conduct a discussion addressing an interview question that all are being asked individually: **What are some of your priorities for the College over the next five years?** Consultants will use the opportunity as a “listening session” similar to those conducted throughout the site visit.

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	March 7, 2017

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM NO. 3**

**SUBJECT:**                    **SMC TRANSFER PROGRAM, 2016**

**SUBMITTED BY:**            Vice-President, Student Affairs

**SUMMARY:**

**Recent Accomplishments/Activity**

The University of California (UC) and the California State University (CSU) systems once again listed Santa Monica College as the leader among all California community colleges in the following categories:

- Total Transfers to the University of California
- Total Latino/Chicano Transfers to the University of California
- Total African-American Transfers to the University of California
- Total Combined Transfers to California State University and the University of California

These statistics are also posted on the Transfer section of the SMC website. The website was recently modified to make it more visually appealing and easier to navigate for anyone exploring the site for transfer information. Updates and enhancements to the site will be ongoing. The landing page for the website can be found at <http://www.smc.edu/StudentServices/TransferServices/Pages/default.aspx>

2016/2017 marks the third year that SMC has employed a part-time completion counselor. The position is responsible for conducting workshops on Saturdays and providing intrusive counseling in the form of phone calls and emails to answer questions, provide direction, and remind students about important transfer-related requirements and deadlines. With help from the SMC Institutional Research team, a survey was disseminated in July of 2016 to examine the effectiveness of the support services listed above. 1,088 students responded and reported the following as a result of the contact made with the completion counselor:

- 66% - scheduled an appointment with a counselor
- 40% - met an important transfer deadline
- 30% - attended a weekday transfer workshop
- 10% - attended a Saturday transfer workshop

**LMU at SMC Transfer Pathway Program** - SMC and Loyola Marymount University (LMU) launched the “LMU at SMC Transfer Pathway Program” in Fall of 2016. Currently, there are seven students in the pilot cohort (which was intentionally kept small for the first year). The students originally applied to LMU as freshmen, and instead of denying them admission, LMU invited them to spend a year taking courses at SMC. Students will be granted admission into LMU for the Fall 2017 term if they meet established criteria during their year at SMC. Both institutions are excited about the partnership’s potential for growth and the positive impact on student success.

## In Progress and Planned Activities

**College Fairs** - The Spring 2017 College Fair is scheduled for Tuesday, April 18<sup>th</sup> in the Fountain Quad area. Over 150 institutions are expected to register. Members of the SMC campus community are invited to attend to experience this exciting biannual event. The Fall 2017 College Fair is scheduled for Tuesday, October 10, 2017.

**Workshops** - Transfer-related workshops are offered year-round at SMC and are intended to sync with the general transfer cycle. 44 workshops are scheduled for the Spring 2017 semester and examples of titles being offered this spring include “Denied Admission: I Want to Appeal” and “How to Transfer to USC.”

**Upcoming** - In the coming weeks, meetings will be initiated with faculty leaders for targeted programs and student groups on campus (e.g. International Counseling, Black Collegians, Adelante, EOPS, etc.). The purpose of the meetings will be to brainstorm and discuss ways to assist specific populations within the college with the transfer process.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

**SUBJECT: RESOLUTION OF THE BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION BONDS, 2004 ELECTION, 2017 SERIES D, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$20,000,000, AND AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION BONDS, 2008 ELECTION, 2017 SERIES C, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$50,000,000, AND APPROVING CERTAIN OTHER MATTERS RELATING TO SAID BONDS**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to authorize the issuance of up to \$20,000,000 of general obligation bonds from the 2004 Election (Measure S) and up to \$50,000,000 of general obligation bonds from 2008 Election (Measure AA) for purposes of undertaking the acquisition, construction, furnishing and equipping of projects for the benefit of the District that were authorized in connection with the approval of Measure S and Measure AA, respectively.

SUMMARY: This resolution authorizes the District to issue up to \$20,000,000 of general obligation bonds authorized pursuant to Measure S and up to \$50,000,000 of general obligation bonds authorized pursuant to Measure AA. Proceeds of the general obligation bonds will be used to undertake projects that were included on the respective project lists that were approved in connection with the passage of the respective ballot measures. In addition, the resolution approves the forms of the Preliminary Official Statement, Continuing Disclosure Agreement and Contract of Purchase relating to the general obligation bonds.

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

RESOLUTION OF THE BOARD OF TRUSTEES  
OF SANTA MONICA COMMUNITY COLLEGE DISTRICT  
AUTHORIZING THE ISSUANCE AND SALE OF ITS  
GENERAL OBLIGATION BONDS, 2004 ELECTION, 2017 SERIES D,  
IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$20,000,000, AND AUTHORIZING THE ISSUANCE  
AND SALE OF ITS  
GENERAL OBLIGATION BONDS, 2008 ELECTION, 2017 SERIES C,  
IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$50,000,000, AND APPROVING CERTAIN OTHER  
MATTERS RELATING TO SAID BONDS

**WHEREAS**, a duly called election was held in the Santa Monica Community College District, a community college district duly organized and existing under the laws of the State of California (the “**District**”), County of Los Angeles (the “**County**”), State of California, on November 2, 2004 (the “**2004 Election**”), and thereafter canvassed pursuant to law; and

**WHEREAS**, at the 2004 Election, there was submitted to and approved by the requisite fifty-five percent (55%) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$135,000,000 payable from the levy of an *ad valorem* property tax against the taxable property in the District (the “**2004 Authorization**”); and

**WHEREAS**, the District has heretofore issued and sold \$114,997,857.30 aggregate principal amount of its general obligation bonds under the 2004 Authorization, leaving a total of \$20,002,142.70 in bonds unissued thereunder; and

**WHEREAS**, a duly called election was held in the District, on November 4, 2008 (the “**2008 Election**,” and together with the 2004 Election, the “**Elections**”), and thereafter canvassed pursuant to law; and

**WHEREAS**, at the 2008 Election, there was submitted to and approved by the requisite fifty-five percent (55%) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$295,000,000 payable from the levy of an *ad valorem* property tax against the taxable property in the District (the “**2008 Authorization**,” and together with the 2004 Authorization, the “**Authorizations**”); and

**WHEREAS**, the District has heretofore issued and sold \$244,995,829.40 aggregate principal amount of its general obligation bonds under the 2008 Authorization, leaving a total of \$50,004,170.60 in bonds unissued thereunder; and

**WHEREAS**, the Board of Trustees of the District (the “**Governing Board**”) has now determined that the District has a requirement for the construction, improvement, furnishing and equipping of certain of its public facilities, as provided for in the 2004 Authorization (the “**2004 Projects**”) and desires to issue its General Obligation Bonds, 2004 Election, 2017 Series D in an aggregate principal amount not to exceed \$20,000,000 (the “**2004 Election Bonds**”), in one or more series or tranches on a federally taxable or tax-exempt basis; and

**WHEREAS**, the Governing Board has now determined that the District has a requirement for the construction, improvement, furnishing and equipping of certain of its public facilities, as provided for in the 2008 Authorization (the “**2008 Projects**,” and together with the 2004 Projects, the “**Projects**”) and desires to issue its General Obligation Bonds, 2008 Election, 2017 Series C in an aggregate principal amount not to exceed \$50,000,000 (together, the “**2008 Election Bonds**,” and together with the 2004 Election Bonds, the “**Bonds**”), in one or more series or tranches on a federally taxable or tax-exempt basis;

**WHEREAS**, this Governing Board has determined that it is desirable to sell the Bonds pursuant to a negotiated sale to RBC Capital Markets, LLC and Samuel A. Ramirez & Co., Inc., as underwriters of the Bonds (together, the “**Underwriters**”) pursuant to a Contract of Purchase (as defined herein), a form of which has been submitted to this meeting of the Governing Board and is on file with the Secretary of the Governing Board (the “**Secretary**”); and

**WHEREAS**, a form of the preliminary official statement (the “**Preliminary Official Statement**”) relating to the Bonds has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

**WHEREAS**, a form of continuing disclosure undertaking (the “**Continuing Disclosure Undertaking**”), attached as Appendix D to the Preliminary Official Statement, has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

**WHEREAS**, this Governing Board desires that the County should levy and collect an *ad valorem* property tax on all taxable property within the District sufficient to provide for payment of the Bonds (with certain property subject to limitations), and intends by the adoption of this Resolution to notify the Board of Supervisors of the County, the Auditor-Controller of the County (the “**Auditor-Controller**”), the County Treasurer and Tax Collector (the “**Treasurer**”) and other officials of the County that they should take such actions as shall be necessary to provide for the levy and collection of such tax and payment of the Bonds; and

**WHEREAS**, this Governing Board recognizes that California Senate Bill No. 222 (Chapter 78, Statutes of 2015) (“**SB 222**”) as codified in Section 53515 of the California Government Code, which provides that general obligation bonds shall be secured by a statutory lien on the Pledged Moneys (as defined herein) when collected by the County to secure repayment of general obligation bonds, was passed by the legislature, approved by the Governor and became effective January 1, 2016; and

**WHEREAS**, the pledge included in this Resolution to secure payment of the Bonds is intended to be a consensual agreement with the bondholders; and

**WHEREAS**, all acts, conditions and other matters required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of the Bonds, is within all limits prescribed by law;

**NOW THEREFORE, BE IT RESOLVED**, that this Resolution shall take effect immediately upon its adoption.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

**SUBJECT: RESOLUTION OF THE BOARD OF TRUSTEES OF SANTA MONICA COMMUNITY COLLEGE DISTRICT AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION REFUNDING BONDS, 2004 ELECTION, 2017 SERIES A, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$18,000,000 AND AUTHORIZING THE ISSUANCE AND SALE OF ITS GENERAL OBLIGATION REFUNDING BONDS, 2008 ELECTION, 2017 SERIES B, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$11,000,000 AND APPROVING CERTAIN OTHER MATTERS RELATING TO SAID BONDS**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution to authorize the issuance of up to \$18,000,000 of general obligation refunding bonds for the purpose of refunding a portion of the District’s outstanding General Obligation Bonds, 2004 Election, 2009 Series C, and up to \$11,000,000 of general obligation refunding bonds for the purpose of refunding all of the District’s outstanding General Obligation Bonds, 2008 Election, 2010 Series A.

SUMMARY: This resolution authorizes the District to issue up to \$18,000,000 of general obligation refunding bonds for the purpose of refunding a portion of the District’s outstanding General Obligation Bonds, 2004 Election, 2009 Series C, and up to \$11,000,000 of general obligation refunding bonds for the purpose of refunding all of the District’s outstanding General Obligation Bonds, 2008 Election, 2010 Series A.

In addition, the resolution approves forms of the Preliminary Official Statement, Escrow Agreement, Continuing Disclosure Agreement and Contract of Purchase relating to the general obligation refunding bonds.

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



**RESOLUTION OF THE BOARD OF TRUSTEES  
OF SANTA MONICA COMMUNITY COLLEGE DISTRICT  
AUTHORIZING THE ISSUANCE AND SALE OF ITS  
GENERAL OBLIGATION REFUNDING BONDS, 2004 ELECTION, 2017 SERIES A,  
IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$18,000,000  
AND AUTHORIZING THE ISSUANCE AND SALE OF ITS  
GENERAL OBLIGATION REFUNDING BONDS, 2008 ELECTION, 2017 SERIES B,  
IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$11,000,000  
AND APPROVING CERTAIN OTHER MATTERS RELATING TO SAID BONDS**

**WHEREAS**, a duly called election was held in the Santa Monica Community College District, a community college district duly organized and existing under the laws of the State of California (the "District"), County of Los Angeles (the "County"), State of California, on November 2, 2004 (the "2004 Election"), and thereafter canvassed pursuant to law; and

**WHEREAS**, at the 2004 Election, there was submitted to and approved by the requisite fifty-five percent (55%) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum aggregate principal amount of \$135,000,000 payable from the levy of an *ad valorem* property tax against the taxable property in the District (the "**2004 Authorization**"); and

**WHEREAS**, as authorized at the 2004 Election, the Board of Trustees of the District (the "**Governing Board**") has previously approved the issuance, among other series, of \$56,997,857.30 aggregate initial principal or issue amount of the District's General Obligation Bonds, 2004 Election, 2009 Series C (the "**2004 Election Prior Bonds**"), of which \$16,400,000 of initial issue amount is presently outstanding and subject to refunding on an advance basis; and

**WHEREAS**, a duly called election was held in the District, on November 4, 2008 (the "**2008 Election**," and together with the 2004 Election, the "**Elections**"), and thereafter canvassed pursuant to law; and

**WHEREAS**, at the 2008 Election, there was submitted to and approved by the requisite fifty-five percent (55%) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$295,000,000 payable from the levy of an *ad valorem* property tax against the taxable property in the District (the "**2008 Authorization**," and together with the 2004 Authorization, the "**Authorizations**"); and

**WHEREAS**, as authorized at the 2008 Election, the Governing Board has previously approved the issuance, among other series, of \$33,135,000 aggregate principal amount of the District's General Obligation Bonds, 2008 Election, 2010 Series A (the "**2008 Election Prior Bonds**" and, together with the 2004 Election Prior Bonds, the "**Prior Bonds**"), of which \$9,320,000 of initial issue principal amount is presently outstanding and subject to refunding on an advance basis; and

**WHEREAS**, pursuant to Articles 9 and 11 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with Sections 53550 and 53580, respectively), the District is authorized to issue, or cause to be issued, general obligation bonds to refund all or a portion of the 2004 Election Prior Bonds (once refunded, the "**2004 Election Refunded Bonds**") and the 2008 Election Prior Bonds (once refunded, the "**2008 Election Refunded Bonds**" and, together with the 2004 Election Refunded Bonds, the "**Refunded Bonds**"); and

**WHEREAS**, the Governing Board has now determined that conditions in the financial markets have become favorable for the refunding of the 2004 Election Refunded Bonds by issuing its Santa Monica Community College District General Obligation Refunding Bonds, 2004 Election, 2017 Series A (the "**2017A Bonds**"), resulting in savings to the taxpayers of the District; and

**WHEREAS**, the Governing Board has now determined that conditions in the financial markets have become favorable for the refunding of the 2008 Election Refunded Bonds by issuing its Santa Monica Community College District General Obligation Refunding Bonds, 2008 Election, 2017 Series B (the “**2017B Bonds**” and, together with the 2017A Bonds, the “**Bonds**”), resulting in savings to the taxpayers of the District; and

**WHEREAS**, pursuant to Section 53558(a) of the Government Code, the District is authorized to deposit certain proceeds of the sale of the Bonds in escrow in an amount sufficient to pay the principal of and interest and redemption premiums, if any, on the Refunded Bonds as they become due or at designated dates prior to maturity, and to use certain proceeds of the Bonds to pay the costs of issuance of the Bonds; and

**WHEREAS**, this Governing Board has determined that it is desirable to sell the Bonds pursuant to a negotiated sale to RBC Capital Markets, LLC and Samuel A. Ramirez & Co., Inc., as underwriters of the Bonds (together, the “**Underwriters**”) pursuant to a Contract of Purchase (as defined herein), a form of which has been submitted to this meeting of the Governing Board and is on file with the Secretary of the Governing Board (the “**Secretary**”); and

**WHEREAS**, a form of escrow agreement (the “**Escrow Agreement**”), by and between the District and U.S. Bank National Association, as escrow agent (the “**Escrow Agent**”), directing the establishment of an escrow fund for deposit of certain proceeds of sale of the Bonds for the purpose of paying and redeeming the Refunded Bonds has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

**WHEREAS**, a form of the preliminary official statement (the “**Preliminary Official Statement**”) relating to the Bonds has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

**WHEREAS**, a form of continuing disclosure undertaking (the “**Continuing Disclosure Undertaking**”), attached as Appendix D to the Preliminary Official Statement, has been submitted to this meeting of the Governing Board and is on file with the Secretary; and

**WHEREAS**, this Governing Board desires that the County should levy and collect an *ad valorem* property tax on all taxable property within the District sufficient to provide for payment of the Bonds (with certain property subject to limitations), and intends by the adoption of this Resolution to notify the Board of Supervisors of the County, the Auditor-Controller of the County (the “**Auditor-Controller**”), the County Treasurer and Tax Collector (the “**Treasurer**”) and other officials of the County that they should take such actions as shall be necessary to provide for the levy and collection of such tax and payment of the Bonds; and

**WHEREAS**, this Governing Board recognizes that California Senate Bill No. 222 (Chapter 78, Statutes of 2015) (“**SB222**”) as codified in Section 53515 of the California Government Code, which provides that general obligation bonds shall be secured by a statutory lien on the Pledged Moneys (as defined herein) when collected by the County to secure repayment of general obligation bonds, was passed by the legislature, approved by the Governor and became effective January 1, 2016; and

**WHEREAS**, the pledge included in this Resolution to secure payment of the Bonds is intended to be a consensual agreement with the bondholders; and

**WHEREAS**, all acts, conditions and other matters required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of the Bonds, is within all limits prescribed by law;

**NOW THEREFORE, BE IT RESOLVED**, that this Resolution shall take effect immediately upon its adoption.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 6**

**SUBJECT:** **REVISION TO COLLEGE AND CAREER ACCESS PATHWAYS, A DUAL ENROLLMENT PARTNERSHIP AGREEMENT WITH PALISADES CHARTER HIGH SCHOOL, 2017-2019**

**SUBMITTED BY:** Vice-President, Academic Affairs  
Vice-President, Enrollment Development

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve revisions to the College and Career Access Pathways, A Dual Enrollment Partnership Agreement, 2017-2019 with Palisades Charter High School. The complete text of the resolution is available at the following link:

[http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board\\_of\\_Trustees\\_Meetings/2017/RevisedCCAPPalisadesCharter.pdf](http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2017/RevisedCCAPPalisadesCharter.pdf)

**SUMMARY:** The revision to the agreement, which was originally approved by the Board of Trustees in September 2016, elaborates on course expectations and clarifies the roles and responsibilities of the “College” and “School District” in regards to Dual Enrollment faculty.

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



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 7, 2017

**VIII. CONSENT AGENDA**

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

**RECOMMENDATION:** Approve Consent Agenda, Recommendations #7-#23.

Recommendations pulled for separate action and discussed in Section IX, 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. 7 APPROVAL OF MINUTES**

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

February 7, 2017 (Regular Board of Trustees Meeting)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS**

*Requested Action: Ratification*

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

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

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

*Approved by Board of Trustees: 9/8/08*

*Reference: Education Code Sections 81655, 81656*

	Provider/Contract	Term/Amount	Service	Funding Source
A	Veronica Neal, Director, Office of Equity Social Justice and Multicultural Education, and Dr. Jacqueline Reza, Director Emeritus Professional Development, De Anza College	March 16, 2017 FLEX Day  This is an amendment to the previously approved contract for an additional \$1,500, total not to exceed \$11,500. It includes an honorarium for the provider and a co- facilitator, travel and incidental expenses.	The consultant is the keynote speaker for Flex Day and will facilitate several workshops focusing on equity, emotional intelligence and cultural competency.	Student Equity
<i>Requested by: Melanie Bocanegra, Associate Dean of STEM/Equity Programs</i>				
<i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
B	Te'Aira Bryant ICEDreamFilms/ 84 Degrees productions	March 15, 2017 – April 30, 2017  Not to exceed \$10,000  \$5,000- SMC \$5,000-SMMUSD	The consultant will produce a fully- formatted short film (10-15 minutes in length) to be used to promote the program and benefits and to be shown during SMC's Adult Education Block Grant Community Partners event held on April 26, 2017 at the AERO theatre.	Adult Education Block Grant (AEBG)  Final cost of service will be split between SMC and SMMUSD according to grant outline
C	Don Lofthouse/ A Taste of Gourmet Catering	April 26, 2017  Not to exceed \$5,000 \$2,500-SMC \$2,500-SMMUSD	The catering services will provide food, beverages and flatware along with servers for SMC's community partner event held on April 26, 2017.	AEBG
<i>B and C</i>				
<i>Requested by: Laura Manyweather, Program Manager, Noncredit Education AEBG</i>				
<i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

	Provider/Contract	Term/Amount	Service	Funding Source
D	Palisades Charter High School Faculty:  Karineh Masihi Lisa Saxon Rick Steil  Palisades Charter High School, 15777 Bowdoin Street, Pacific Palisades, CA 90272	Spring 2017 No Cost	The three faculty at Palisades Charter High School will be teaching Dual Enrollment classes under an Instructional Services Agreement.	Palisades Charter High School will cover all costs associated with the three faculty.
E	Beverly Hills High School Faculty:  Timothy Briggs Romeo Carey  Beverly Hills High School, 241 Moreno Dr, Beverly Hills, CA 90212.	Spring 2017 No Cost	The two faculty at Beverly Hills High School will be teaching Dual Enrollment classes under an Instructional Services Agreement.	Beverly Hills High School will cover all costs associated with the two faculty.

D and E

*Requested by: Maral Hyeler, Director of Dual Enrollment, Academic Affairs*

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

Provider/Contract	Term/Amount	Service	Funding Source
F	Thomas Azwell  March 7 – June 30, 2017  Not to exceed \$200	Thomas Azwell, a guest speaker for the Sustainable Technology Program, will be presenting students Recycling and Resources Management concepts, ideas, and best practices. Students will receive current information on state regulations on commercial recycling, organic recycling, green business programs, and sustainability in schools.	Perkins 2016-17
G	Kirkpatrick Enterprises International (KEI)  February 1' 2017- December 31, 2017  Not to exceed \$43,800	Kirkpatrick Enterprises International (KEI) will provide specialized training to ETP (Employer Training Panel) clients who request specialized training. Classes in Manufacturing Skills (LEAN and Six Sigma) and Continuous Improvement & Quality Control, are approved categories of training for ETP contractors. Scope of work and class learning outcomes are clearly outlined by the Santa Monica College ETP Program, and adhered to by KEI. This contract is the sixth to be executed based on the successful performance of previous contracts.	ETP CONTRACT
<i>F and G</i> <i>Requested by: Patricia G. Ramos, Dean - Workforce &amp; Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			
H	Dr. Cara Thompson Assistant Professor in the Math & Natural Sciences Division at Arizona State University  September 1 – December 15, 2016 (35 hours)  Not to exceed: \$2,500	Dr. Cara Thompson (ASU) serves as a consultant and liaison for SMC's partner campus Arizona State University. Her transitional role as outgoing PI of the NASA Minority University Research and Education Project (MUREP) Community College Curriculum Improvement (MC3I) grant supporting the Year 1 evaluation report.	NASA Minority University Research and Education Project (MUREP) Community College Curriculum Improvement (MC3I)
<i>Requested by: Cyndi Bendezú Palomino, Project Manager, NASA and Equity Initiatives</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

	Provider/Contract	Term/Amount	Service	Funding Source
I	Serena Santillanes-Cwiak, Career Journeys Inc.	March 3, 2017  Total not to exceed \$9,500	The consultant will conduct a one-day on-site workshop designed to help Counseling faculty understand their personality by looking at energy source, how information is gathered, and decision-making and lifestyle preferences. Participants will have an opportunity to experience the communication differences within each of the four dichotomies of type and learn to adapt to individual styles among their own team as well as with students.	District/SSSP Funding
<p><i>Requested by: Brenda Benson, Senior Administrative Dean, Counseling, Retention and Wellness</i>  <i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i></p>				

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

<p><b>J. Chinese Poets</b>  <i>Requested by: Kelley Brayton, Chair Global Citizenship</i>  <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i></p> <p>SMC Professor Hari Vishwanadha, English Department, has received a Global Grant to moderate a panel of Chinese Poets who will read and discuss their work at SMC on Monday, March 20<sup>th</sup>.</p> <p>Funding Source: Global Citizenship District Fund – Global Grant  Funds to cover honorariums  Date: March 20, 2017</p>		
Provider/Contract	Term/Amount	Service
Qing Ping	\$100	Qing Ping (1962-) is one of the most acclaimed poets and well respected poetry editors in Beijing. He has published two books of poetry and is well known for editing the most prestigious poetry series in China and the bilingual edition <i>Push Open the Window: Contemporary Poetry from China</i> (Copper Canyon Press, 2011).
Jiang Tao	\$100	<b>Jiang Tao</b> was born in Tianjin in 1970 and studied biomedical engineering at Qinghua University first, then got a PhD in Chinese literature at Beijing University where he has been teaching since 2002.. He won the Liu Li'an Prize for Poetry in 1997 and <i>Poetry East West</i> Award for Criticism in 2014.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

<p><b>K. 4th Annual Global Ecofeminism Conference</b>          Building on the activities, presentations, and workshops of previous conferences the 3rd Annual Global Ecofeminism Conference is committed to sharing the perspectives and experiences of women around the world with the students and the campus community. Students will be involved in the promotion and execution of the event and gain experience in marketing, project management and event coordination. The Global Citizenship theme of “Gender Equity: Is Equity Enough?” suggests the huge role gender plays in opportunity in our society. Global Ecofeminism uses perspectives and experiences of women in a variety of professions to solve problems such as climate change and the distribution of resources.</p>		
<p>The following speakers will present at the 4<sup>th</sup> Annual Global Ecofeminism Conference          Date: April 2017 (exact date to be determined)          Funding source: Global Citizenship District Fund Global Grant not to exceed \$3,250</p>		
<b>Provider/Contract</b>	<b>Term/Amount</b>	<b>Service</b>
Jeanette Khiel	\$500	Jeannette Kiel is an ecofeminist-activist-artist. With a Ph.D. in Philosophy and Religion with a concentration in Women’s Spirituality from California Institute of Integral Studies in San Francisco, California. Jeannette’s doctoral dissertation examines the spiritual dimensions of ecofeminist activism and art through a qualitative study that presents the stories of seven women spiritual-ecofeminist-
Charlotte Cressey	\$300	Charlotte Cressey is an animal liberation activist and educator, creator of Earth Energy Yoga®, ecofeminist, lover of life, and enthusiast for the many benefits of a vegan lifestyle. She graduated with highest honors in her Women's Studies undergrad. program and is currently pursuing a master's degree in Philosophy and Religion with specific focus on Women's Spirituality.
K. Bradford	\$500	K. Bradford is an educator, interdisciplinary artist, community-builder and cultural leader who creates innovative, game-changing art events and happenings through poetics, sound, objects, spectacle and community dialogue.
Dance Temachtia Quetzalcoatl	\$350	Ritual Dance Performance

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8      RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)**

<b>K. 4th Annual Global Ecofeminism Conference (continued)</b>		
<b>Provider/Contract</b>	<b>Term/Amount</b>	<b>Service</b>
Isabella La Rocca	\$500	Isabella is an artist, educator, and activist working primarily with photography and motion pictures. Her work is part of a long tradition in photography: to bring to light and find beauty in the disregarded - hidden, unconscious, commonplace - not in the service of commerce or reportage, but with integrity, compassion, and generosity.
Lydia Ponce	\$350	Lydia Ponce won the City of Los Angeles Human Relations Angel Award in 2011. She is currently employed at Venice High School as a Parent Community Representative. She resides in Venice Beach the last beachside community of color. She is passionate about the justice campaigns for food, education, youth issue, housing, sovereignty rights, and our environment. She is also an admin for Idle No More Los Angeles and Venice for their newest project, "Unify"
Mujeres de Maiz	\$200	Mujeres de Maiz (women of the corn) was founded in 1997 as a grassroots, multimedia women's activist organization based in East Los Angeles, California. Mujeres de Maiz utilizes community partnerships, mainly those developed with local artists, performers, educators, and organizers in the creation and implementation of SMC's programming. These partnerships are primarily with Chicana/Latina college graduates between ages 25-65 who are involved in the cultural, artistic and educational tapestry of the greater Los Angeles area.
Self Help Graphics	\$500	Incorporated in 1973, Self Help Graphics & Art is the leading non-profit visual arts center serving the predominantly Latino community of Los Angeles. Self Help Graphics' mission is to drive the creation of new work by Chicano and Latino artists through fine art printmaking and multiple visual art forms.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 9 ACADEMIC PERSONNEL**

*Requested Action: Approval/Ratification*

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

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

ELECTIONS

ADJUNCT FACULTY

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL - REGULAR**

*Requested Action: Approval/Ratification*

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

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

ESTABLISH NEW CLASS DESCRIPTION AND SALARY ALLOCATION

EFFECTIVE DATE

Student Services Specialist – Academic Records Evaluator  
Classified Range 30

03/07/17

Senior Student Services Specialist – Academic Records Evaluator  
Classified Range 32

03/07/17

ELECTIONS

ASSIGNED TO VACANT POSITION

Vasquez, Hugo, Journeyman Trade – Plumber, Maintenance

02/08/17

REINSTATEMENT

Valdiviezo, Raymond

02/09/17

From: Administrative Clerk, Cosmetology, 11 mos, 40 hours

To: Student Services Clerk, Cosmetology, 11 mos, 40 hours

Comment: Mr. Valdiviezo reinstated into the classification previously held through the transfer process

PROMOTION

Wilson, Bryan

03/08/17

From: CC Police Officer, Campus Police

To: CC Police Sergeant, Campus Police

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Fullard, Anisha

03/02/17

From: Administrative Assistant I, Earth Science, 11 mos, 20 hrs

To: Administrative Assistant I, Earth Science, 11 mos, 20 hrs

Administrative Assistant I, Academic Senate, 11 mos, 20 hrs

RECLASSIFICATION (PERSONNEL COMMISSION PROCESS)

Pant, Poonam

03/08/17

From: Student Services Specialist- Admissions & Records

Classified Salary Schedule – Range 30

To: Student Services Specialist – Academic Records Evaluator

Classified Salary Schedule – Range 30

Sasaki, Karen

03/08/17

From: Student Services Specialist- Admissions & Records

Classified Salary Schedule – Range 30

To: Student Services Specialist – Academic Records Evaluator

Classified Salary Schedule – Range 30

Warren, Clarence 03/08/17  
From: Student Services Specialist- Admissions & Records  
Classified Salary Schedule – Range 30  
To: Student Services Specialist – Academic Records Evaluator  
Classified Salary Schedule – Range 30

Yan, Yongjian “Jane” 04/01/17  
From: Programmer Analyst III, Information Management  
Classified Salary Schedule – Range 50  
To: Senior Programmer Analyst, Information Management  
Classified Salary Schedule – Range 54

Young, Chris 03/08/17  
From: Student Services Specialist- Admissions & Records  
Classified Salary Schedule – Range 30  
To: Student Services Specialist – Academic Records Evaluator  
Classified Salary Schedule – Range 30

PROBATIONARY/ADVANCE STEP PLACEMENT

King, Jasmine, Student Services Clerk, Black Collegians/Latino Center (Step C) 03/01/167

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Sheppherd, Devina 01/06 – 05/16/17  
From: Student Services Clerk, A & R  
To: Administrative Assistant I, A & R, 100%

WORKING OUT OF CLASSIFICATION (LIMITED -TERM)

Wilson, Bryan 01/01 – 03/07/17  
From: Community College Police Officer  
To: Community College Police Sergeant, 100%  
Comment: Dates adjusted from those approved at January 17, 2017 Board meeting

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Cortes, Dalia, Administrative Assistant I, Academic Senate 02/23/17

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Requested Action: Approval/Ratification*  
*Reviewed by: Sherri Lee-Lewis, Dean, Human Resources*  
*Approved by: Marcia Wade, 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.

Basile, Frank, Accompanist-Voice, Music	02/13/2017-06/30/2017
Berent, Richard, Accompanist-Performance, Music	02/13/2017-06/30/2017
Brown, Carla, Student Services Clerk, Bursar’s Office	02/06/2017-02/24/2017
Brzechwa-White, Jaimee, Cash Receipts Clerk, Bursar’s Office	02/06/2017-02/24/2017
Chavel, Sean, Student Services Clerk, Bursar’s Office	02/06/2017-02/24/2017
Exum, Ellen, Bookstore Sales Clerk, Bookstore	02/06/2017-03/10/2017
Ganelis, Inna, Accompanist-Voice, Music	02/13/2017-06/30/2017
Ganelis, Inna, Accompanist-Performance, Music	02/13/2017-06/30/2017
Kayinamura, Firmin, Bookstore Sales Clerk, Bookstore	02/06/2017-03/10/2017
Lemke, Connie, Student Services Clerk, Bursar’s Office	02/06/2017-02/24/2017
Lopez, Vanessa, Student Services Clerk, Bursar’s Office	02/06/2017-02/24/2017
McNaughton, Joellen, Accompanist-Voice, Music	02/13/2017-06/30/2017
McNaughton, Joellen, Accompanist-Performance, Music	02/13/2017-06/30/2017
Monzon, Ana Marie, Student Services Clerk, Bursar’s Office	02/06/2017-02/24/2017
Nesteruk, Gary, Accompanist-Voice, Music	02/13/2017-06/30/2017
Nesteruk, Gary, Accompanist-Performance, Music	02/13/2017-06/30/2017
Robles, Jr., Jose, Bookstore Sales Clerk, Bookstore	02/06/2017-03/10/2017
Windt, Neil, Accompanist-Voice, Music	02/13/2017-06/30/2017
Windt, Neil, Accompanist-Performance, Music	02/13/2017-06/30/2017

**PROVISIONAL EXTENDED**

**From:**

Nears, Pamela, Recycling Program Specialist, Grounds	11/16/2016-02/17/2017
Villa, Claudia, Athletic Equipment Specialist, Athletics	10/06/2016-02/28/2017

**To:**

Nears, Pamela, Recycling Program Specialist, Grounds	11/16/2016-03/24/2017
Villa, Claudia, Athletic Equipment Specialist, Athletics	10/06/2016-04/19/2017



**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.

Aaron, Regina R., Student Services Clerk, Matriculation	01/03/2017-06/30/2017
Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Abramowitz, Samuel T., Laboratory Tech - Chemistry, Phy. Science	02/21/2017-06/30/2017
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Austin, Harald, Student Services Clerk, Bursar's Office	02/06/2017-02/24/2017
Bae, Daniel, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Camp, Monique, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Carter, Justin A., Custodian, Operations	03/01/2017-05/12/2017
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Davis, LaTonia R., Custodian, Operations	02/21/2017-05/12/2017
Eichen, John, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Esparza, Eric J., Custodian, Operations	02/15/2017-05/12/2017
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Graham-Howard, Kimi, Student Services Clerk, Bursar's Office	02/06/2017-02/24/2017
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Jones, Jennifer, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Juarez, Jorge, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Lemon, Curly, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Lopez, Jose C., Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Lopez, Veronica, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Mehrazar, Saman, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Morrow, Kristi, Student Services Clerk, Bursar's Office	02/06/2017-02/24/2017
Navarro, Yadira, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Naylor, Marisa, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Nelli, Maria A., Cash Receipts Clerk, Bursar's Office	02/06/2017-02/24/2017
Nunez, Omar, Custodian, Operations	02/21/2017-05/12/2017
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Stuck, Jennifer, Student Services Clerk, Bursar's Office	02/06/2017-02/24/2017
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Tolentino, Casimiro, Student Services Clerk, Bursar's Office	02/06/2017-02/24/2017
Torrence, Antoinette, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017
Wade, Tiffany J., Custodian, Operations	02/16/2017-05/12/2017
Wise, Dion L., Custodian, Operations	02/16/2017-05/12/2017
Vo, Thea., Student Services Clerk, Bursar's Office	02/06/2017-02/24/2017
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	02/06/2017-03/10/2017

**LIMITED-TERM EXTENDED**

**From:**

Arias, Kelly A., Administrative Asst. I, LRC	10/17/2016-03/15/2017
Brown, Thomas M., Instructional Asst. - ESL, ESL	01/03/2017-03/14/2017
Hoch, Marilyn, Instructional Asst. - ESL, ESL	01/03/2017-03/14/2017
Medernach, Katie, Accounting Specialist, Fiscal Services	11/28/2016-02/28/2017
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	02/06/2017-02/24/2017
Wilks, Susan C., Cash Receipts Clerk, Bursar's Office	02/06/2017-02/24/2017

**To:**

Arias, Kelly A., Administrative Asst. I, LRC	10/17/2016-04/21/2017
Brown, Thomas M., Instructional Asst. - ESL, ESL	01/03/2017-06/30/2017
Hoch, Marilyn, Instructional Asst. - ESL, ESL	01/03/2017-06/30/2017
Medernach, Katie, Accounting Specialist, Fiscal Services	11/28/2016-05/25/2017
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	01/23/2017-03/17/2017
Wilks, Susan C., Cash Receipts Clerk, Bursar's Office	02/06/2017-06/30/2017

**RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL - NON MERIT**

*Requested Action: Approval/Ratification*  
*Reviewed by: Sherri Lee-Lewis, Dean, Human Resources*  
*Approved by: Marcia Wade, Vice-President, Human Resources*

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

**STUDENT EMPLOYEES**

College Student Assistant, \$10.50/hour (STHP)	81
College Work-Study Student Assistant, \$10.50/hour (FWS)	42
College CalWorks	3

**SPECIAL SERVICE**

Art Model, \$23.00/hour	1
Community Services Specialist I, \$35.00/hour	30
Community Serviced Specialist II, \$50.00/hour	4

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13 FACILITIES**

*Requested by: Greg Brown, Director, Facilities Planning*  
*Approved by: Robert Isomoto, Vice President of Business and Administration*  
*Requested Action: Approval/Ratification*

13-A CHANGE ORDER NO. 27 AET CAMPUS

Change Order No. 27 – C.W. Driver on the AET Campus portion of the project in the amount of \$220,246.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 4,035,628
Previously Approved Change Orders (AET Parking Structure A)	\$ 796,870
<u>Change Order No. 27 – AET Campus</u>	<u>\$ 220,246</u>
Revised Contract Amount	\$64,212,744

Change Order No. 27 for the AET Campus project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 27 for AET Campus includes the following labor and material costs to:

- Furnish and install added structural steel and modify miscellaneous steel to include penetrations for ductwork, revisions to stair stringers, and add beams to reinforce moment frame at Building B;
- Furnish and install self-adhered, high temperature roofing membrane over the entirety of the mechanical equipment pads under the specified galvanized pad covers at Building B & C;
- Furnish and install revised coping and flashing at Building D in lieu of specified system;
- Perform lead abatement as required for the proper installation of storefront system 200.2 at Building D;
- Furnish and install break metal to provide acoustical and visual separation where new interior walls abut the existing perimeter walls at block/brick wainscoat in Building D;
- Furnish and install seismic bracing at existing 3” main water line in Building D;
- Furnish and install two (2) additional Variable Frequency Drives, (VFD), to comply with sequence of operations for the boiler and pumps at Building D;
- Remove water meters at Buildings B & C and reinstall for flushing of domestic water service piping after lines were previously flushed and meters installed;
- Remove installed cove base and provide waterproofing below cove base at Building C restrooms;
- Revise carpet CP-9 from Interface as specified to Milliken;
- Install ceramic tile floors and walls in Building C restrooms.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13** FACILITIES (continued)

13-B CHANGE ORDER NO. 18 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 18 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$23,568.

Original Contract Amount	\$ 18,378,000
Previously Approved Change Orders	\$ 1,378,724
Change Order No. 18	\$ <u>23,568</u>
Revised Contract Amount	\$ 19,780,292

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

Funding Source: Measure AA

- Comment: Change Order No. 18 includes the following:
- Labor to remove unforeseen concrete material found in vegetated swale on the East side of the building;
  - Labor to install 30 collars on existing 24 x 24 grilles in Rooms 309 & 310 and Corridor 301;
  - Labor and material for additional structural details that affected the light gauge metal stud framing;
  - Labor and material for additional costs incurred due to shop drawings being alters for WD-1 panels and for removing and reinstalling Z-Bar to accommodate 9'-4" ceiling height.

13-C CHANGE ORDER NO. 6 – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT LOOP

Change Order No. 6 – SJ AMOROSO on the Connection of Existing Facilities to Central Plant Loop project in the amount of \$8,070.

Original Contract Amount	\$ 8,087,000
Previously Approved Change Orders	\$ 267,798
Change Order No. 6	\$ <u>8,070</u>
Revised Contract Amount	\$ 8,362,868

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

Funding Source: Measure AA

- Comment: Change Order No. 6 includes labor and material cost for the following:
- Replace the scheduled ceiling mounted fan coil unit to wall mounted;
  - Remove existing overspray paint from around the exterior light fixtures at the Science Building;
  - Relocating existing vent pipe from the footprint of Air Handling Unit C-3 on Business Building roof.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13** FACILITIES *(continued)*

13-D CORRECTION -CHANGE ORDER NO. 6 – UPGRADING OF SECURITY SYSTEMS

Correct Change Order 6 amount and revised contract amount approved at the Board of Trustees meeting on February 7, 2017. The correct Change Order No. 6 amount is \$67,102 and the correct revised contract amount is \$6,198,540 as well as 59 calendar days added to the contract. Revised current date of Substantial Completion is May 28, 2017.

Comment Two items were not included when the original total was calculated and the date of completion was left off.

13-E DONATION OF EQUIPMENT FROM HEALTH, PE, FITNESS AND DANCE PROJECT

Declare surplus and approve the donation of approximately 400 lockers from the Temporary Locker Rooms at the Health, PE, Fitness and Dance project to the Santa Monica Malibu Unified School District.

Comment: The temporary locker room was in use during the construction of the Core Performance Center. The new building has sufficient locker space so the temporary lockers are no longer needed.

-13-F POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT

Payment to: City of Santa Monica  
Amount: \$83,000.00  
For the Period: October 1, 2016 –December 31, 2016 (3 months)  
Funding Source: 2016-2017 District General Fund  
Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. College paid the City of Santa Monica \$79,824.59 for the same period last year, which included water heater/boiler repair, hand dryer replacements, and replace lamps in the locker rooms.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*

*Requested by: Georgia Lorenz, Vice President, Academic Affairs*

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

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

**Title of Grant:**

**Student Equity**

Granting Agency:

California Community College Chancellor's Office

Augmentation Amount:

\$ 27,811 (Amended Adopted Budget \$1,950,876)

Matching Funds:

N/A

Performance Period:

July 1, 2016 – December 31, 2017

**Summary:**

The Chancellors Office had notified SMC of a \$427,811 increase in Student Equity funding. This funding will be used to meet the three overarching goals for this grant which are:

1. To build institutional capacity to address the achievement gaps experienced by target group students by building a strong equity framework that can be adopted across the institution.
2. To assess and evaluate all equity funded projects to determine the most effective practices for closing the achievement gaps identified in campus based research and through the use of "logic models" for intervention assessment.
3. To communicate evaluation results widely, and develop plans for the expansion and scaling of best practices, leveraging projects to maximize the impact on target group students.
4. To assess and provide recommendations to improve the campus climate for students, faculty, and staff who identify with the target populations identified in SMC's campus based research.

**Budget Augmentation:**

Restricted Fund 01.3

**Revenue**

8600	State	\$ 427,811
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**Expenditures**

1000	Academic Salaries	\$ 185,685
2000	Non-Academic Salaries	\$ 270,006
3000	Employee Benefits	\$ (169,055)
4000	Supplies & Materials	\$ 6,300
5000	Other Operating Expenditures	\$ 103,175
6000	Capital Outlay	\$ 0
7300	Other Outgo/Indirect	\$ 0
7600	Student Aid	\$ 31,700

<b>Total</b>		<b>\$ 427,811</b>
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*

*Requestor: Teresita Rodriguez, Vice President Enrollment Development*

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

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

**Title of Grant:** **Cal Grant**  
**Granting Agency:** California Student Aid Commission (CSAC)  
**Augmentation Amount:** \$1,150,000 (Amended Allocation \$3,230,000)  
**Matching Funds:** none  
**Performance Period:** July 1, 2016 – June 30, 2017  
**Summary:** It is estimated that more students will qualify for Cal Grant in the 2016-2017 award year based on the increases in disbursements over the past three years.

**Budget Augmentation:** Restricted Fund 74.0

<b>Revenue</b>		
8600	State	\$1,150,000
<b>Expenditures</b>		
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	\$ 1,150,000
<b>Total</b>		<b>\$ 1,150,000</b>

**Title of Grant:** **Full Time Student Success Grant (FTSSG)**  
**Granting Agency:** California Community Colleges Chancellor’s Office  
**Augmentation Amount:** \$92,382 (Amended Allocation \$92,382)  
**Matching Funds:** none  
**Performance Period:** July 1, 2016 – June 30, 2017  
**Summary:** The Chancellor’s Office has allowed the carryover of unused 2015-2016 Full Time Student Success Grant to Fiscal Year 2016-2017 per Chancellor’s FTSSG policy clarification letter dated July 11, 2016.

**Budget Augmentation:** Restricted Fund 74.0

<b>Revenue</b>		
8600	State	\$ 92,382
<b>Expenditures</b>		
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	\$ 92,382
<b>Total</b>		<b>\$ 92,382</b>

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

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

*Requested Action: Approval/Ratification*

*Requested by: Georgia Lorenz, Vice President, Academic Affairs*

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

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

**Title of Grant:** **SB 1070 – CTE Pathways Program**  
**Granting Agency:** The Chancellor of the California Community Colleges  
**Fiscal Agent:** Rio Hondo Community College  
**Augmentation Amount:** \$50,000 (Amended Allocation \$148,000)  
**Matching Funds:** \$0  
**Performance Period:** January 21, 2015 – June 30, 2017  
**Summary:** The purpose of this extension is to continue the CTE Pathways Program work in aligning existing postsecondary CTE programs and courses with high school CTE curriculum, improve student success in postsecondary education in high-need, high-growth, or emerging sectors by promoting and tracking participation in high articulated or dual enrollment courses, and facilitate professional development for both high school and community college faculty and staff.

**Budget Augmentation:** Restricted Fund 01.3

<b>Revenue</b>		
8600	State	\$50,000
<b>Expenditures</b>		
1000	Academic Salaries	\$35,372
2000	Non-Academic Salaries	\$ -0-
3000	Employee Benefits	\$ 8,573
4000	Supplies & Materials	\$ 1,055
5000	Other Operating Expenditures	\$ 5,000
6000	Capital Outlay	\$ -0-
7300	Other Outgo/Indirect	\$ -0-
7600	Student Aid	\$ -0-
<b>Total</b>		<b>\$50,000</b>



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 AUTHORIZATION OF SIGNATURE TO APPROVE INVOICES, 2017**

*Requested by: Christopher Bonvenuto Chief Director, Business Services*

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

*Requested Action: Approval/Ratification*

Authorization of signatures for the following staff member to approve invoices as indicated for 2017.

Name/Title	Invoices
Frederick Keith Fiddmont Music Department Chair	X

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 BUDGET TRANSFERS**

16-A FUND 01.0 – GENERAL FUND - UNRESTRICTED  
 Period: January 25, 2017 through February 21, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	80,461
3000	Benefits	0
4000	Supplies	16,900
5000	Contract Services/Operating Exp	41,700
6000	Sites/Buildings/Equipment	6,711
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-145,772
Net Total:		0

-B FUND 01.3 – GENERAL FUND - RESTRICTED  
 Period: January 25, 2017 through February 21, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-35,408
2000	Classified/Student Salaries	-2,523
3000	Benefits	-6,198
4000	Supplies	2,923
5000	Contract Services/Operating Exp	51,389
6000	Sites/Buildings/Equipment	-14,632
7100/7699	Other Outgo/Student Payments	4,449
7900	Contingency Reserve	0
Net Total:		0

-C FUND 40.0 – CAPITAL PROJECTS FUND  
 Period: January 25, 2017 through February 21, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	1,461,773
6000	Sites/Buildings/Equipment	-1,461,773
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 BUDGET TRANSFERS (continued)**

16-D FUND 42.3 – REVENUE BOND CONSTRUCTION FUND (MEASURE S)

Period: January 25, 2017 through February 21, 2017

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	13,028
6000	Sites/Buildings/Equipment	-13,028
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

16-E FUND 42.4 – REVENUE BOND CONSTRUCTION FUND (MEASURE AA)

Period: January 25, 2017 through February 21, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	20,245
5000	Contract Services/Operating Exp	33,674
6000	Sites/Buildings/Equipment	-53,919
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.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 17 COMMERCIAL WARRANT REGISTER**

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

Commercial Warrant Register  
 January 1 - 31, 2017                      7320 through 7356                      \$9,503,106.47

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

**RECOMMENDATION NO. 18 PAYROLL WARRANT REGISTER**

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

Payroll Warrant Register  
 January 1-31, 2017                      C1F- C2G                      \$10,335,988.49

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

**RECOMMENDATION NO. 19 REISSUE OF WARRANT**

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

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

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Jenia Soufian	18960851	06/03/2011	\$25.00
Jenia Soufian	19701180	04/25/2012	\$25.00

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 20 AUXILIARY PAYMENTS AND PURCHASE ORDERS**

*Requested by: Mitch Hesel, Dean (Interim), Educational Enterprise*  
*Approved by: Robert G. Isomoto, Vice-President, Business/Administration*  
*Requested Action: Approval/Ratification*

Auxiliary Operations Payments and Purchase Orders

January 1 – 31, 2017

Covered by check & voucher numbers: 011246-011661 & 01048-01073

Bookstore fund Payments	\$ 626,657.66
Other Auxiliary Fund Payments	\$ 79,158.74
Trust and Fiduciary Fund Payments	\$1,134,344.64
<b>TOTAL</b>	<b>\$1,840,161.04</b>

Purchase Orders issued \$ 6,791.92  
 January 1 – 31, 2017

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

**RECOMMENDATION NO. 21 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION**

*Requested by: Michelle King, Director, Career and Contract Education*  
*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*  
*Requested Action: Approval/Ratification*

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

**RECOMMENDATION NO. 22 ORGANIZATIONAL MEMBERSHIPS**

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

Organizational Memberships

March 2017	Number of Memberships	Amount
	9	\$12,163.00

Funding Sources: Departmental Budgets

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	March 7, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 23 PURCHASING**

*Requested by: Cynthia Moore, Director of Purchasing*  
*Approved by: Robert G. Isomoto, Vice-President, Business/Administration*  
*Requested Action: Approval/Ratification*

23-A AWARD OF CONTRACT

Provider: Excelsior Elevator  
Amount: \$57,913  
Funding Source: Capital Projects Fund  
Summary: Award of contract for the modernization & modification of science building lobby elevator required by campus fire system upgrade project. Modernization service rates per bid A151783NC.

23-B 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.

January 1 – 31, 2017 \$3,958,522.65

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 7, 2017

**XI. ORGANIZATIONAL FUNCTIONS**

**INFORMATION ITEM NO. 24**

**SUBJECT: BOARD POLICY MANUAL UPDATE PROJECT**

It has been recommended by Jane Wright, Director of CCLC Policy and Procedures Service, the consultant who is assisting the District with updating the Board Policy Manual, that a member of the Board of Trustees participate in the review and update process for Chapter 2, Board of Trustees. Trustee Susan Aminoff has volunteered for the project and will be working with staff to review and update Chapter 2 (Board Policies and Administrative Regulations). The goal is to present revised Chapter 2 to the Board for a first reading in June 2017.

**XII. BOARD COMMENTS AND REQUESTS**

**XIII. ADJOURNMENT**

The meeting will be adjourned in memory of Santa Monica High School Student **Kelly Cano**; SMC student **Juan Castillo**; **Andrea Johnson**, sister of Sherri Bradford, SMC Counselor; **Jimmy Lee**, father of Sherri Lee-Lewis, Dean of Human Resources; SMC student **Geovanni Lopez**; and **Jeanne Segal**, friend and supporter of SMC and mother of SMC Associates Board member Jeff Segal.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, April 4, 2017** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Resolution: Community College Month
2. Ballot for CCCT Board of Directors
3. Report: Community and Government Relations
4. Report: Student Success Initiatives