

M I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

FEBRUARY 5, 2013

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
(Business Building Room 111)

Regular Public Meeting
Board Room (Business Building Room 117)

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 5, 2013

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, February 5, 2013.

I. *ORGANIZATIONAL FUNCTIONS*

- CALL TO ORDER – 5:40 p.m.
- ROLL CALL
 Dr. Nancy Greenstein, Chair - Present
 Dr. Susan Aminoff, Vice-Chair - Present
 Judge David Finkel (Ret.) - Present
 Dr. Louise Jaffe - Present
 Dr. Margaret Quiñones-Perez - Present
 Rob Rader - Present
 Dr. Andrew Walzer – Absent (Excused)
 Michelle Olivarez, Student Trustee – Absent (Excused)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

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: Santa Monica College Faculty Association

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

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

Employee Organization: Santa Monica College Police Officers Association

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

CONSIDERATION OF DISCIPLINARY ACTION AGAINST STUDENT (Education Code Section 72122)

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- PLEDGE OF ALLEGIANCE – Robert Contreras
- CLOSED SESSION REPORT
 1. The Board of Trustees approved the recommendation of the Superintendent/President to expel a student.
Ayes: 5 (Aminoff, Greenstein, Jaffe, Quiñones-Perez, Rader)
Noes: 0
Absent: 2 (Finkel, Walzer)
 2. The Board of Trustees in closed session voted to release one academic administrator and authorized the Superintendent/President or his designee to provide the academic administrator with notice on or before March 15, 2013 that the administrator will not be reemployed by appointment or contract upon the conclusion of the 2012-2013 fiscal year.
Ayes: 5 (Aminoff, Greenstein, Jaffe, Quiñones-Perez, Rader)
Noes: 0
Absent: 2 (Finkel, Walzer)

III. **PUBLIC COMMENTS**

David Burak
Parker Jean

V. **SUPERINTENDENT'S REPORT**

- Acknowledgement:
 - The American Legion, Post 283 Donation to Veteran's Resource Center
- Updates:
 - Governor's Proposed State Budget

VI. **ACADEMIC SENATE REPORT**

VII. **MAJOR ITEMS OF BUSINESS**

- #1 Agreement Regarding Acceptance of Grant by KCRW Foundation
- #2 Receipt of Audit Reports
- 3 Information: Actuarial Study of Retiree Health Liabilities, 2012 Update
- #4 2012-2013 Quarterly Budget Report and 311Q Report

VIII. **CONSENT AGENDA**

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

Approval of Minutes

- #5 Approval of Minutes: January 15, 2013 (Regular Meeting)

Grants and Contracts

- #6 Revised Subcontractual Agreement with CRRA
- #7 Ratification of Contracts and Consultants

Human Resources

- #8 Academic Personnel
- #9 Classified Personnel – Regular
- #10 Classified Personnel – Limited Duration
- #11 Classified Personnel – Non Merit

Facilities and Fiscal

- #12 Facilities
 - A Change Order. No. 1 -= AET Parking Structure
- #13 Budget Transfers
- #14 Payroll Warrant Register
- #15 Commercial Warrant Register
- #16 Auxiliary Payments and Purchase Orders
- #17 Purchasing
 - A Award of Purchase Orders
 - B Award of Contract – Online Writing and Evaluation Tool

IX. INFORMATION ITEM

- 18 Citizens’ Bond Oversight Committee Meeting, January 23, 2013

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. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

There will be a Board of Trustees Study Session on Tuesday, February 19, 2013 at 6:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, March 5, 2013** 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.

BOARD OF TRUSTEES	REGULAR MEETING
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IV. SUPERINTENDENT'S REPORT

- Acknowledgement:
 - The American Legion, Post 283 Donation to Veteran's Resource Center

- Updates:
 - Governor's Proposed State Budget 2013-2014: The State will provide \$197 million to be split among 70 community college districts based on enrollment. At this point, the community college system suggests that the funds be split as following:
 - 2 percent for enrollment restoration
 - 1.65% increase for COLA

For Santa Monica College, these percentages translate into \$1.9 million for restoration and \$1.5 million for COLA, for a total of \$3.4 million.

The Governor also proposes to divert \$20 million of the deferral buy-down funds to restore the student support categorical funds.

The college is coming out of several years of declining revenue. This year the additional funds will go towards offsetting deficit spending to attempt to maintain the required 5 percent fund balance. The District will need to be careful about managing its budget and reviewing expenditures in all areas to restore a balanced budget in the near future.

The Governor's proposed budget also contains some new policies for community colleges related to Online Education, Adult/Noncredit Education and funding based on student success. More clarity on all parts of the proposed budget and related policy issues will be provided between now and the May Revise.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **AGREEMENT REGARDING ACCEPTANCE OF GRANT BY KCRW FOUNDATION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve an agreement between Santa Monica Community College District and KCRW Foundation concerning the naming of the Plaza Courtyard and Outdoor Stage at SMC's Academy of Entertainment and Technology Campus.

COMMENT: The Annenberg Foundation has awarded a grant for \$2,000,000 to the KCRW Foundation in support of the KCRW Campaign, an ongoing fundraising project to provide for constructing and equipping the new, state of the art facility on the AET Campus and to create funding for programming and technology to help develop programming models that make KCRW's programs richer, more accessible, and more informative for its audience.

The KCRW Campaign builds upon KCRW Foundation's continuous efforts to innovate in the areas of technology and program delivery, and will enable the organization to reach an ever-growing and diverse audience of public radio listeners. The KCRW Campaign protects and enhances SMC's considerable investment in its radio station, which is widely acknowledged to be a national leader in public radio and online delivery.

The Annenberg Foundation has requested recognition of this grant by naming the Plaza Courtyard and Outdoor Stage at the AET Campus, the Wallis Annenberg Plaza Courtyard and Outdoor Stage.

The process for naming District facilities requires an action by the District Board of Trustees. Acceptance of this agreement provides the necessary approval to name the facility as detailed above. The agreement also commits the KCRW Foundation Board to certain actions that acknowledge the mutual interests of the District and the KCRW Foundation in Radio Station KCRW and the strengths of both bodies.

MOTION MADE BY: Rob Rader
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Absent
AYES: 6
NOES: 0
ABSENT: 1 (Walzer)

AGREEMENT

This Agreement is entered into on February 5, 2013, by and between the SANTA MONICA COMMUNITY COLLEGE DISTRICT ("District" or "SMC") and the KCRW Foundation ("Foundation").

RECITALS:

- A. KCRW is a radio station wholly owned and operated by the District.
- B. Foundation is a nonprofit organization that supports and assists the District in operating KCRW.
- C. The Annenberg Foundation ("Annenberg") has awarded a grant for \$2,000,000 to the Foundation in support of the KCRW Campaign, an ongoing fundraising project to provide for constructing and equipping the new, state-of-the art facility on the AET Campus and to create funding for programming and technology to help develop programming models that make KCRW's programs richer, more accessible, and more informative for its audience.
- D. As a condition of receiving the Annenberg grant, the Foundation has requested that the District approve the naming of the Plaza Courtyard and Outdoor Stage at SMC's Academy of Entertainment and Technology Campus as the Wallis Annenberg Plaza Courtyard and Outdoor Stage.
- E. Board Policy 6350 provides: "The Board of Trustees may recognize gifts of significant monetary value or service from individuals, corporations, and foundations to the District's Auxiliary/Foundation Organizations or to the Santa Monica Community College District by naming college facilities in honor of the donor."
- F. The District and Foundation are engaged in ongoing discussions to memorialize their working relationship. The District is committed to reaching a timely outcome in order to provide the Foundation certainty as it pursues additional grant opportunities. Pending such final agreement on their relationship, the parties agree as follows:
 1. Through its approval of this Agreement, the Board of Trustees of the District hereby approves the naming of the Plaza Courtyard and Outdoor Stage at SMC's Academy of Entertainment and Technology Campus as the Wallis Annenberg Plaza Courtyard and Outdoor Stage.
 2. The Foundation agrees to amend its Bylaws to provide for two District representatives: (a) one voting member of the Foundation Board of Directors, who shall be a member of the Board of Trustees of the District and shall be selected by the District Board of Trustees; and (b) one voting member of the Foundation Board of Directors, who shall be a College administrator appointed by the Superintendent/President.
 3. This Agreement shall become effective upon approval by the Board of Trustees of the District and the Board of Directors of the Foundation.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **RECEIPT OF AUDIT REPORTS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge receipt of the 2011-2012 Audit Report of the Financial and Related Statements of the Santa Monica Community College District and the Proposition 39 Financial and Performance Audits prepared by the District's contracted independent auditor Vicente, Lloyd & Stutzman, LLP.

COMMENT: The Auditor's opinion is that the basic financial statements present fairly, in all material respects, the financial position of the Santa Monica Community College District as of June 30, 2012. . The Board's Audit Task Force comprising Trustees Rob Rader and Louise Jaffe reviewed and discussed the reports with the auditors and fiscal staff to prepare for the presentation of the audit to the Board.

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: 1 (Walzer)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 5, 2013

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 3

SUBJECT: **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES, 2012 UPDATE**

SUBMITTED BY: Superintendent/President

SUMMARY: The District engaged Total Compensation Systems, Inc. (TCS) to analyze liabilities associated with its current retiree health program as of June 30, 2011. Following is a preview of the Actuarial Study of Retiree Health Liabilities. A detailed report and discussion will be scheduled for the Board of Trustees meeting on March 5, 2013.

Currently, the District budgets and expenses the cost of retiree health benefits in the year that they are paid (*pay-as-you-go*), and does not budget the liability for future cost as the benefit is earned by the employee. For the past several years, the District has recognized the fact that the District has a significant unfunded liability in the form of retiree health benefits. This unfunded liability continues to grow each year that it is not “prefunded” and will negatively affect the District’s financial statement. Prefunding retiree health benefits refers to the practice of setting aside funds that are earmarked for retiree health benefits while the employees are still active. By prefunding retiree benefits, there will be enough funds available at retirement that, with interest, will be sufficient to pay all promised benefits without the need for additional District funds. The amount required to prefund current retiree health benefits is referred to as the **normal cost**. The District’s most recent normal cost is calculated at \$3.9M. In addition to the normal cost, there is the **actuarial accrued liability (AAL)**, which refers to the *past* service health benefit liability for retirees and current employees. GASB 45 allows for the funding of the past service liability amortized over 30 years. As can be seen in the following table, the District’s AAL has increased over the years.

SANTA MONICA COMMUNITY COLLEGE DISTRICT
SCHEDULE OF POST-EMPLOYMENT HEALTH CARE BENEFITS FUNDING PROGRESS
For the Fiscal Year Ended June 30, 2012

Actuarial Valuation Date	Actuarial Value of Assets (AVA)	Actuarial Accrued Liability (Unit Cost Method) (AAL)	Unfunded Actuarial Accrued Liability (UAAL)	Funding Ratio	UAAL as a Percentage of Covered Payroll
11/11/2008	\$ 1,496,996	\$ 68,668,113	\$ 67,171,117	2.2%	109.7%
5/1/2010	1,641,391	83,792,387	82,117,696	2.0%	125.2%
6/30/2011	*	88,692,776	86,905,288	2.0%	131.4%

* The District maintains investments in an irrevocable trust. The fair value of the trust assets as of June 30, 2012 is \$2,160,732.

To meet the requirements in accordance with GASB 43 and 45, the District needs to provide the amount necessary to amortize the net past service liability (AAL minus AVA = UAAL) and to provide the amount of the normal cost. The sum of the UAAL and the normal cost is the **annual required contribution (ARC)**.

The annual required contribution for the District as of June 2011 is:

UAAL amortization	\$4.2M
<u>Normal Cost</u>	<u>\$3.9M</u>
ARC Total	\$8.1M

To implement the requirements of GASB 43 and 45, the District should plan to move from the pay-as-you-go method, \$2.8M, to fully funding the ARC on an annual basis. The monetary difference between the methods is currently \$5.3M.

A survey of other Districts shows a tremendous variance on how different the situations of each college are in meeting the requirements of GASB 43 and 45.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **2012-2013 QUARTERLY BUDGET REPORT AND 311Q REPORT**

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees acknowledge receipt of the 2012-2013 Quarterly Report and the 311Q report, as of December 31, 2012 (see Appendix A).

COMMENT: The Board of Trustees is presented a quarterly budget report with the 311Q report required by the Chancellor's Office. This report summarizes the financial statements of the District's Unrestricted General Fund for review by the Chancellors Office.

MOTION MADE BY: Louise Jaffe

SECONDED BY: David Finkel

STUDENT ADVISORY: Absent

AYES: 6

NOES: 0

ABSENT: 1 (Walzer)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 5, 2013

VIII. CONSENT AGENDA

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #5-#16.

Recommendations pulled for separate action and discussed in
Section VIII, Consent Agenda – Pulled Recommendations: #17-B

Action on Consent Agenda excluding #17-B

MOTION MADE BY: Margaret Quiñones-Perez
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: 1 (Walzer)

IX. CONSENT AGENDA – Pulled Recommendations

Action on Recommendation #17-B – Award of Contract – Online Writing and Evaluation Tool

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Absent
 AYES: 6
 NOES: 0
 ABSENT: 1 (Walzer)

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 5 APPROVAL OF MINUTES

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

January 15, 2013 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 6 REVISED SUBCONTRACTUAL AGREEMENT WITH CRRA

Requested Action: Approval/Ratification

*Reviewed by: Patricia Ramos, Dean, Workforce and Economic Development
Laina Long, Project Manager, CBJT RRM Grant*

Approved by: Approved by: Jeff Shimizu, Vice President, Academic Affairs

Subcontractor: California Resource Recovery Association (CRRA)

Contract Amount: Original Contract Amount: \$224,750 (2012-2013)
(Approved by Board of Trustees on August 3, 2010)
Revised Contract Amount: \$232,459 (2012-2013)

Funding Source: Community Based Job Training Grant (2010-2013)

Granting Agency: Department of Labor Education and Training Administration

Performance Period: July 1, 2012 – June 30, 2013

Summary: The Board of Trustees accepted the Community Based Job Training Grant (\$4.87 million) on August 3, 2010 and approved the original grant partner subcontract for the California Resource Recovery Association (CRRA) at the same meeting. Santa Monica College (SMC) is the lead agency in this large consortium grant developed to create certificates and an Associate Degree in Recycling and Resource Management and to place participants in emerging green jobs related to this training.

CRRA is SMC's regional Industry Certificate training partner for the grant. This contract revision is funded by redirecting unused funds from other grant partners. It will allow CRRA to provide training and job readiness activities for approximately 80-100 students to support the overall success of this multiple-partner grant program managed by SMC. The revision has also been discussed with and is supported by the Department of Labor grant officer.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 7 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Chui L. Tsang, 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	Limelight Networks	<p>Increase existing purchase order #A-130734-NC, by \$40,000.</p> <p>From not to exceed: \$126,347.84 To not to exceed: \$166,347.84.</p> <p>This will cover the final six months service during 2012-2013. Payable in advance.</p>	<p>Limelight Network, KCRW's content delivery network (CDN), hosts and distributes audio and video programming over the KCRW.com website, mobile applications, third party apps, and iTunes. Over the past few years, the demand for storage and delivery bandwidth has increased (with growing audiences on all platforms). The number of audio streams and stored video has increased and more audio streams will be added in the coming year.</p>	KCRW Donations
<p><i>Requested by: Cheryl Gee, Radio Station Services Assistant</i></p> <p><i>Approved by: Don Girard, Government Relations/Institutional Communications</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 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)

SEPARATIONS

LIMITED RETIREMENT

McCaskill, Carole, Instructor Health Science Fall 2013
 Comment: Limited Retirement - 50% assignment

McGrath, Marilyn, Instructor, ECE Fall 2013
 Comment: Limited Retirement – 50% assignment

Ness, Brenda, Instructor, History Fall 2013
 Comment: Limited Retirement - 60% assignment

Preciado, Christina, Instructor, Social Science Fall 2013
 Comment: Limited Retirement – 50% assignment

RETIREMENT

Allen, Claudia, Instructor, Mathematics (28+ years) 02/07/13

The Board hereby accepts immediately the retirements of the above listed personnel to be effective as indicated.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

EFFECTIVE

ELECTIONS

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

PROBATIONARY

Drozek, Michele, Student Services Clerk, Financial Aid	02/01/13
Lui, Diana, Student Services Clerk, Financial Aid	02/01/13
Sandoval, Amy, Instructional Assistant – English, English	02/04/13

RECLASSIFICATION

Liu, Wendy	02/01/13
From: Information Systems Administrator	
To: Information Systems Database Administrator	

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Gonzalez, Jaime	02/06/13
From: Accountant, Fiscal Services, 12 mos, 40 hours	
To: Accountant, Auxiliary Services, 12 mos, 40 hours	

SEPARATIONS

LAST DAY OF PAID SERVICE

RESIGNATION

Burke, Madeline, Dance Production Specialist	02/07/13
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39-MONTH REEMPLOYMENT LIST

Smith, Darrell, Custodian	02/06/13
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RETIREMENT

Remonde, Lucita, Accountant, Auxiliary Services (18+ years)	03/29/13
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 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.

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

Alvarado, Stephanie, Administrative Asst, II, Supt./President’s Office	02/11/13-06/19/13
Alvarado, Stephanie, Administrative Asst, II, Community Relations Office	02/11/13-06/19/13
Guerrero, Gloria J., Administrative Secretary, TRIO	01/28/13-06/28/13
Hale, Jeremy S., Theatre Technical Specialist, SMC Performing Arts	02/04/13-06/30/13
Jones, Samuel L., Theatre Technical Specialist, SMC Performing Arts	02/04/13-06/30/13
Snyder, John, Theatre Technical Specialist, SMC Performing Arts	02/04/13-06/30/13
Tahan, Ciza A., Administrative Assistant I, CSIS	01/28/13-07/03/13

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.

Preponis, Andreas, Accompanist-Performance, Music	02/11/13-06/11/13
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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.

Cadenas, Edward J., Custodian, Operations	02/04/13-06/30/13
McMullan, Carl B., Custodian, Operations	02/04/13-06/30/13
Medina, Jeffrey W., Custodian, Operations	02/18/13-06/30/13
Ortega, Lisa A., Custodian, Operations	02/04/13-06/30/13
Swanson, Donnell A., Custodian, Operations	02/04/13-06/30/13

RECOMMENDATION NO. 11 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, \$8.00/hour (STHP)	10
College Work-Study Student Assistant, \$8.00/hour (FWS)	13
CalWorks, \$8.00/hour	3

SPECIAL SERVICE

Art Models, \$18.00/hour	46
Art Models with costume, \$21.00/hour	47
Recreation Leader Director II, \$10.59/hour	3

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

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

RECOMMENDATION NO. 12 FACILITIES

12-A CHANGE ORDER NO. 1 – AET Parking Structure

Change Order No. 1 – HB Parkco on the AET Parking Structure project in the amount of \$426,394.

Approved Payments to Date	\$2,211,160
Previously Approved Change Orders	0
Change Order No. 1	\$ 426,394
Revised Approved Payment Amount	\$2,637,554

This change order results in no change to the contract length

Funding Source: Measure AA

Comment: Change Order No. 1 provides for the labor and material arising out of unforeseen site soil conditions. These costs include temporary expansion of the site for use of stockpiling soil, direct cost to haul off contaminated soil, shut down of job site including standing equipment, remobilization and moving of equipment. Cost also includes removal of concrete debris encountered while drilling for caissons and contractor expenses resulting from District’s Termination for Convenience decision. The original contract amount was \$11,200,000.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

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

RECOMMENDATION NO. 13 BUDGET TRANSFERS

13-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
 Period: December 22, 2012 to January 22, 2013

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	1,630
3000	Benefits	0
4000	Supplies	20,751
5000	Contract Services/Operating Exp	100,397
6000	Sites/Buildings/Equipment	-5,598
7000	Other Outgo/Student Payments	-117,180
Net Total:		0

13-B FUND 01.3 – GENERAL FUND - RESTRICTED
 Period: December 22, 2012 to January 22, 2013

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	2,713
2000	Classified/Student Salaries	2,320
3000	Benefits	-3,964
4000	Supplies	-918
5000	Contract Services/Operating Exp	227
6000	Sites/Buildings/Equipment	-378
7000	Other Outgo/Student Payments	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	February 5, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 PAYROLL WARRANT REGISTER

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

December 1 – December 31, 2012 C1E – C2F \$10,601,477.87

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

RECOMMENDATION NO. 15 COMMERCIAL WARRANT REGISTER

Requested by: Robin Quaille, Accounts Payable Supervisor
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

December 1 – December 31, 2012 5314 – 5346 \$4,973,005.76

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

RECOMMENDATION NO. 16 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: George Prather, Director of Auxiliary Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

	Payments	Purchase Orders
December 1 – December 31, 2012	\$692,076.42	\$67,931.50

Comment: All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Other Auxiliary Funds. The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 5, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing

Approved by: Robert Isomoto, Vice President

Requested Action: Approval/Ratification

17-A AWARD OF PURCHASE ORDERS

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

December 1 – December 31, 2012 \$1,760,430.40

17-B AWARD OF CONTRACT – ONLINE WRITING AND EVALUATION TOOL

Provider: IParadigms DBA Turnitin
Amount: \$96,240.60
Funding Source: Restricted Fund
Summary: Award a three-year agreement for a unique, single-source service, not offered by any other provider in the required format. The online service provides students and faculty with integrated functions designed help students understand what plagiarism is and how to accurately and appropriately cite sources as well as check their work to ensure its originality. The functions include originality checking, assessment and feedback tools, and student peer reviews. The service also helps students collaborate online. The service helps faculty to effectively manage student assignments, paper submissions, evaluation and grading and helps them identify potential plagiarism and improper citations in the work submitted by students.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 5, 2013

INFORMATION ITEM 18

**CITIZENS' BOND OVERSIGHT COMMITTEE MEETING,
JANUARY 23, 2013**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, January 23, 2013 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:10 a.m.

2. ROLL CALL

Todd Flora, Chair – Present
 Heather Anderson – Present
 Parker Jean, Not Present
 Corin Kahn – Present
 Katherine Reuter – Present
 Barry Snell - Present
 Bruce Sultan – Present
 Sam Zivi – Present

Others Present:

Sara Banda, representing Vicenti Lloyd & Stutzman, LLP
 Greg Brown, Director of Facilities and Planning
 Don Girard, Senior Director, Institutional Communications/Government Relations
 Bob Isomoto, Vice-President, Business/Administration
 Lee Paul, LPI Inc.
 Lisa Rose, Citizens' Bond Oversight Committee Coordinator
 Charlie Yen, Director, Contracts

3. APPROVAL OF MINUTES – October 17, 2012

Motion was made by Katherine Reuter and seconded by Barry Snell to approve the minutes of Citizen's Bond Oversight Committee meeting on October 17, 2012.

Ayes: 6
 Noes: 0
 Abstain: 1 (Sam Zivi)
 Absent: 1 (Parker Jean)

4. CONFLICT OF INTEREST FORMS

Members were reminded to sign and submit their Conflict of Interest forms for 2013.

5. REPORTS and DISCUSSION

2011-2012 Prop 39 Financial Audit and Performance Audit Reports

Sara Banda, representing the District's auditing firm of Vicenti Lloyd & Stutzman, LLP, and Chris Bonvenuto, Director of Fiscal Services, provided an overview of the 2011-2012 Prop 39 Financial Audit and Performance Audit Reports. The Auditor indicated that there were no instances of noncompliance in both audits and did not identify any exceptions or deficiencies. Both audits will be presented to the Board of Trustees along with the District's Audit Report at the Board meeting on February 5, 2013.

Motion was made by Berry Snell seconded by Corin Kahn to accept the 2011-2012 Prop 39 Financial Audit Report. *Unanimously approved.*

Motion was made by Katherine Reuter seconded by Heather Anderson to accept the 2011-2012 Prop 39 Performance Audit Report. *Unanimously approved*

SMC Bond Construction Projects Update

- Student Services Building: The project has been approved by DSA and the Chancellor's Office. The District is officially out to bid; eight construction companies were prequalified, and six attended the mandatory job walk. The bids are estimated to come in between \$75 and \$80 million and the District is required to take low bid. Funding for the project comes from Measures U, S and the State. A recommendation will be presented to the Board of Trustees for approval of a contractor at its April meeting, with construction to begin in May.
- The Information Technology project is out to bid (Measure AA)
- Madison East Wing plans will be in DSA a few more months (Measure AA)
- Malibu: All partners – the Sheriff's office, L.A. County, City of Malibu and SMC – have agreed on the design. However, there are some outstanding issues related to City of Malibu variances. Discussions will continue when the JPA meets in March.

Measure U, S and AA and Bond Sales Expenses Reports (reports included with agenda)

- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of December 31, 2012.
- The *SMC Bond Construction Program Contractor List* as of December 31, 2012 was presented for information.
- Current information on all bond construction projects is available at:
<http://smcbondprogram.com/>

6. SCHEDULE OF MEETINGS, 2012-2013

Wednesdays at 8 a.m.

April 17, 2013

7. ADJOURNMENT – 9:15 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 17, 2013 at 8 a.m. in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 5, 2013

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT -9:19 p.m.

The meeting was adjourned in memory of SMC student **Alexander Smollins**.

There will be a Board of Trustees Study Session on Tuesday, February 19, 2013 at 6:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, March 5, 2013** 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. Report: Strategic Initiatives
 - Growth/Resilience/Integrity/Tenacity (GRIT)
 - Institutional Imagination Initiative (I³)

**UNRESTRICTED GENERAL FUND 01.0
2012-2013 REVENUE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL REVENUE	2012-2013 PROJECTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	126,921	80,706	126,921
TOTAL FEDERAL	126,921	80,706	126,921
STATE			
GENERAL APPORTIONMENT	74,405,308	25,269,062	74,464,659
GROWTH/RESTORATION OF WORKLOAD REDUCTION	1,000,641	291,802	859,902
HOMEOWNERS EXEMPT	101,571	15,089	101,600
STATE LOTTERY REVENUE	3,065,720	324,887	3,087,289
MANDATED COST RECOVERY	570,157	581,043	581,043
OTHER STATE	812,336	422,415	812,336
TOTAL STATE	79,955,733	26,904,298	79,906,829
LOCAL			
PROP TAX SHIFT (ERAF)	-	651,024	651,024
SECURED TAX	10,633,722	4,698,908	8,988,800
SUPPLEMENTAL TAXES	84,532	25,342	88,759
UNSECURED TAX	434,813	432,998	435,000
PRIOR YRS TAXES	889,399	620,946	810,760
PROPERTY TAX - RDA PASS THRU	1,807,045	53,425	599,346
PROPERTY TAX - RDA RESIDUAL	-	-	586,230
PRIVATE DONATIONS	-	24,226	250,890
RENTS	150,000	54,171	110,000
INTEREST	135,000	4,855	84,000
ENROLLMENT FEES	11,975,840	9,237,645	13,639,321
STUDENT RECORDS	420,100	176,504	419,200
NON-RESIDENT TUITION/INTENSIVE ESL	25,484,257	15,564,078	24,381,324
FEE BASED INSTRUCTION	400,000	1,039,715	1,957,000
OTHER STUDENT FEES & CHARGES	131,400	65,761	131,000
F1 APPLICATION FEES	324,300	120,150	324,300
OTHER LOCAL	549,200	136,046	549,200
I. D. CARD SERVICE CHARGE	1,017,600	662,529	1,015,398
LIBRARY CARDS	200	-	200
LIBRARY FINES	11,000	1,780	11,000
PARKING FINES	185,500	58,933	185,500
TOTAL LOCAL	54,633,908	33,629,036	55,218,252
TOTAL REVENUE	134,716,562	60,614,040	135,252,002
TRANSFER IN	135,934	49,794	135,934
TOTAL REVENUE AND TRANSFERS	134,852,496	60,663,834	135,387,936

**UNRESTRICTED GENERAL FUND 01.0
2012-2013 EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL EXPENDITURES	2012-2013 PROJECTED BUDGET
INSTRUCTION	24,154,803	9,341,843	24,113,631
ACADEMIC MANAGERS	5,458,060	2,283,142	5,542,347
NON-INSTRUCTION	6,067,119	2,145,334	6,044,387
HOURLY INSTRUCTION	23,114,767	12,524,203	24,997,691
HOURLY INSTRUCTION-FEE BASED INSTRUCTION	-	260,000	575,882
HOURLY NON-INSTRUCTION	3,827,673	1,721,436	3,908,286
FACULTY RETRO AND ONE-TIME PAYMENT	338,813	338,813	338,813
VACANT POSITIONS	367,708	-	120,600
VACANCY SAVINGS	(183,854)	-	(90,450)
TOTAL ACADEMIC	63,145,089	28,614,771	65,551,187
CLASSIFIED REGULAR	19,890,887	8,063,037	19,847,435
CLASSIFIED MANAGERS	4,125,430	1,685,184	4,156,836
CLASS REG INSTRUCTION	2,756,222	1,069,409	2,831,075
CLASSIFIED HOURLY	1,854,079	791,924	1,873,798
CLASS HRLY INSTRUCTION	590,031	331,931	595,661
CLASSIFIED ONE-TIME PAYMENT	-	-	397,000
VACANT POSITIONS	723,939	-	1,108,898
VACANCY SAVINGS	(361,970)	-	(831,674)
TOTAL CLASSIFIED	29,578,618	11,941,485	29,979,029
STRS	3,939,453	1,840,930	4,259,694
PERS	3,741,008	1,439,014	3,757,084
OASDI/MEDICARE	2,919,877	1,343,107	2,962,166
H/W	13,054,283	4,363,867	13,066,283
RETIREEES' H/W	2,833,505	1,366,418	2,833,505
RETIREEE - OPEB	-	-	2,000,000
SUI	1,195,460	530,147	1,224,587
WORKERS' COMPENSATION	1,329,323	551,967	1,329,323
ALTERNATIVE RETIREMENT	500,000	128,968	350,000
BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT	41,932	41,932	41,932
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	-	87,340
BENEFITS RELATED TO VACANT POSITIONS	240,161	-	270,490
BENEFITS RELATED TO VACANCY SAVINGS	(120,081)	-	(202,868)
TOTAL BENEFITS	29,674,921	11,606,350	31,979,536
SUPPLIES	931,471	319,306	934,671
TOTAL SUPPLIES	931,471	319,306	934,671
CONTRACTS/SERVICES	10,975,354	4,970,807	10,923,704
INSURANCE	968,215	945,793	968,215
UTILITIES	2,884,437	1,342,553	2,884,437
TOTAL SERVICES	14,828,006	7,259,153	14,776,356
BLDG & SITES	38,250	-	38,250
EQUIPMENT	347,435	32,235	347,435
LEASE PURCHASES	67,735	-	67,735
TOTAL CAPITAL	453,420	32,235	453,420
TOTAL EXPENDITURES	138,611,525	59,773,300	143,674,199
OUTGOING TRANSFER/FINANCIAL AID	268,596	99,681	268,596
TOTAL TRANSFERS/FINANCIAL AID	268,596	99,681	268,596
TOTAL EXPENDITURES & TRANSFERS	138,880,121	59,872,981	143,942,795

**UNRESTRICTED GENERAL FUND 01.0
2012-2013 FUND BALANCE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL FUND BALANCE	2012-2013 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	134,282,339	60,082,791	134,806,893
TOTAL EXPENDITURES AND TRANSFERS	137,833,473	59,492,236	140,702,714
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	1,331,808	-	1,499,988
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(665,905)	-	(1,124,992)
OPERATING SURPLUS/(DEFICIT)	(4,217,037)	590,555	(6,270,817)
ONE-TIME ITEMS			
MANDATED COST RECOVERY	570,157	581,043	581,043
FACULTY RETRO AND ONE-TIME PAYMENT WITH RELATED BENE	(380,745)	(380,745)	(380,745)
CLASSIFIED ONE-TIME PAYMENT WITH RELATED BENE	-	-	(484,340)
RETIREE - OPEB	-	-	(2,000,000)
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(4,027,625)	790,853	(8,554,859)
BEGINNING BALANCE***	11,662,215	11,662,215	11,662,215
TRANSFER TO DESIGNATED RESERVE - NET	1,207,825	1,207,825	3,207,825
ENDING FUND BALANCE ***	8,842,415	13,660,893	6,315,181
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	6.37%	22.82%	4.39%
ENDING FUND BALANCE - UNDESIGNATED	8,842,415	13,660,893	6,315,181
DESIGNATED RESERVE FOR:			
UNFUNDED RETIREE BENEFITS	2,000,000	2,000,000	-
CLASSIFIED EMPLOYEE WELFARE FUND	100,000	100,000	100,000
NEW FACULTY TO BE HIRED	167,332	167,332	167,332
TOTAL	2,267,332	2,267,332	267,332
TOTAL FUND BALANCE	11,109,747	15,928,225	6,582,513
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	8.00%	26.60%	4.57%

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

*** Fund Balance excludes Designated Reserves.

**RESTRICTED GENERAL FUND 01.3
2012-2013 REVENUE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL REVENUE	2012-2013 PROJECTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	595,937	200,406	595,937
FWS-FEDERAL WORK STUDY	549,819	97,806	549,819
RADIO GRANTS	1,706,035	795,692	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	53,549	27,845	53,549
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	82,554	59,893	82,554
FEDERAL CARRYOVERS	1,709,005	904,134	1,709,005
OTHER FEDERAL	4,453,717	335,206	5,093,161
TOTAL FEDERAL	9,150,616	2,420,982	9,790,060
STATE			
LOTTERY	703,608	188,915	703,608
BASIC SKILLS INITIATIVE	420,248	218,529	420,248
SFAA-STUDENT FINANCIAL AID ADMIN	782,717	407,013	782,717
EOPS-EXTENDED OPPORTUNITY PROG & SERV	820,970	426,904	820,970
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	53,086	27,605	53,086
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	804,706	418,447	804,706
NON-CREDIT MATRICULATION	21,959	10,848	21,959
MATRICULATION	646,648	319,958	646,648
MATRICULATION-TRANSFER RELATED	47,500	24,700	47,500
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	4,522	8,696
CALWORKS	163,965	85,262	163,965
ENROLLMENT GROWTH	118,187	-	118,187
STATE CARRYOVERS	1,572,999	1,096,249	1,572,999
OTHER STATE	101,656	10,000	121,656
TOTAL STATE	6,266,945	3,238,952	6,286,945
LOCAL			
PICO PARTNERSHIP	155,230	77,885	155,230
HEALTH FEES	1,363,000	821,378	1,363,000
PARKING FEES	1,780,000	998,558	1,780,000
DONATIONS-KCRW	2,364,514	474,758	2,364,514
COMMUNITY SERVICES	1,040,000	298,366	1,040,000
COUNTY CALWORKS	64,000	35,548	64,000
CONSOLIDATED CONTRACT ED-LOCAL	200,070	-	200,070
LOCAL CARRYOVERS	327,681	181,620	327,681
OTHER LOCAL	4,411,832	2,161,509	4,428,165
TOTAL LOCAL	11,706,327	5,049,622	11,722,660
TOTAL REVENUE	27,123,888	10,709,556	27,799,665

**RESTRICTED GENERAL FUND 01.3
2012-2013 EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL EXPENDITURES	2012-2013 PROJECTED BUDGET
INSTRUCTION	-	6,948	6,948
MANAGEMENT	1,372,831	480,351	1,474,281
NON-INSTRUCTION	1,270,417	653,870	1,338,249
HOURLY INSTRUCTION	286,703	77,970	328,714
HOURLY NON-INSTRUCTION	1,338,179	841,616	1,450,937
TOTAL ACADEMIC	4,268,130	2,060,755	4,599,129
CLASSIFIED REGULAR	2,333,773	1,095,650	2,359,646
CLASSIFIED MANAGERS	390,392	138,914	358,892
CLASS REG INSTRUCTION	-	-	-
CLASSIFIED HOURLY	1,866,598	805,698	1,985,085
CLASS HRLY INSTRUCTION	439,630	98,500	439,630
TOTAL CLASSIFIED	5,030,393	2,138,762	5,143,253
BENEFITS HOLDING ACCOUNT	2,233,706		1,412,226
STRS	-	140,846	140,846
PERS	-	145,611	145,611
OASDI/MEDICARE	-	146,904	146,904
H/W	-	313,381	313,381
SUI	-	42,761	42,761
WORKERS' COMP.	-	53,426	53,426
ALTERNATIVE RETIREMENT	-	26,878	26,878
TOTAL BENEFITS	2,233,706	869,807	2,282,033
TOTAL SUPPLIES	1,045,652	195,786	1,043,840
CONTRACTS/SERVICES	7,133,722	1,830,975	7,157,459
INSURANCE	3,012,000	1,692,018	3,012,000
UTILITIES	222,350	66,691	222,650
TOTAL SERVICES	10,368,072	3,589,684	10,392,109
BLDG & SITES	1,725,000	291,794	1,725,000
EQUIPMENT/LEASE PURCHASE	1,668,610	500,703	1,827,776
TOTAL CAPITAL	3,393,610	792,497	3,552,776
TOTAL EXPENDITURES	26,339,563	9,647,291	27,013,140
OTHER OUTGO - STUDENT AID	480,783	140,041	482,983
OTHER OUTGO - TRANSFERS	135,934	49,794	135,934
TOTAL OTHER OUTGO	616,717	189,835	618,917
TOTAL EXPENDITURES & OTHER OUTGO	26,956,280	9,837,126	27,632,057

**RESTRICTED GENERAL FUND 01.3
2012-2013 FUND BALANCE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL FUND BALANCE	2012-2013 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	27,123,888	10,709,556	27,799,665
TOTAL EXPENDITURES AND TRANSFERS	26,956,280	9,837,126	27,632,057
OPERATING SURPLUS/(DEFICIT)	167,608	872,430	167,608
BEGINNING BALANCE	4,648,310	4,648,310	4,648,310
CONTINGENCY RESERVE/ENDING FUND BALANCE	4,815,918	5,520,740	4,815,918
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	17.87%	56.12%	17.43%

**CAPITAL OUTLAY FUND 40.0
2012-2013 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
REVENUE			
PROPERTY TAX - RDA PASS THRU	-	59,152	59,152
RENTS	90,000	86,975	90,000
INTEREST	130,800	26,908	130,800
NON-RESIDENT CAPITAL CHARGE	2,105,543	1,219,246	2,105,543
LOCAL INCOME	151,500	89,444	151,500
TOTAL REVENUE	2,477,843	1,481,725	2,536,995
EXPENDITURES			
SUPPLIES	50,000	1,225	50,000
CONTRACT SERVICES	425,000	59,768	425,000
CAPITAL OUTLAY	11,042,420	1,159,570	11,101,572
TOTAL EXPENDITURES	11,517,420	1,220,563	11,576,572
OPERATING SURPLUS/(DEFICIT)	(9,039,577)	261,162	(9,039,577)
BEGINNING BALANCE	9,039,577	9,039,577	9,039,577
ENDING FUND BALANCE	-	9,300,739	-

EARTHQUAKE FUND 41.0
2012-2013 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	8	1	8
TOTAL REVENUE	8	1	8
EXPENDITURES			
CONTRACT SERVICES	-	-	-
CAPITAL OUTLAY	2,262,272	-	2,262,272
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	2,262,272	-	2,262,272
OPERATING SURPLUS/(DEFICIT)	(2,262,264)	1	(2,262,264)
BEGINNING BALANCE	2,262,264	2,262,264	2,262,264
ENDING FUND BALANCE	-	2,262,265	-

**MEASURE U FUND 42.2
2012-2013 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	223,400	42,369	138,100
TOTAL REVENUE	223,400	42,369	138,100
EXPENDITURES			
SUPPLIES	25,000	-	25,000
CONTRACT SERVICES	340,000	-	340,000
CAPITAL OUTLAY	23,541,739	80,712	23,456,439
TOTAL EXPENDITURES	23,906,739	80,712	23,821,439
OPERATING SURPLUS/(DEFICIT)	(23,683,339)	(38,343)	(23,683,339)
BEGINNING BALANCE	23,683,339	23,683,339	23,683,339
ENDING FUND BALANCE	-	23,644,996	-

**MEASURE S FUND 42.3
2012-2013 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	555,900	105,827	344,000
TOTAL REVENUE	555,900	105,827	344,000
EXPENDITURES			
SUPPLIES	100,000	-	100,000
CONTRACT SERVICES	1,826,500	73,970	1,826,500
CAPITAL OUTLAY	57,789,000	455,913	57,577,100
TOTAL EXPENDITURES	59,715,500	529,883	59,503,600
OPERATING SURPLUS/(DEFICIT)	(59,159,600)	(424,056)	(59,159,600)
BEGINNING BALANCE	59,159,600	59,159,600	59,159,600
ENDING FUND BALANCE	-	58,735,544	-

MEASURE AA FUND 42.4
2012-2013 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	591,300	123,144	366,400
TOTAL REVENUE	591,300	123,144	366,400
EXPENDITURES			
SUPPLIES	100,000	12,545	100,000
CONTRACT SERVICES	1,667,250	126,124	1,667,250
CAPITAL OUTLAY	67,577,650	4,069,002	67,352,750
TOTAL EXPENDITURES	69,344,900	4,207,671	69,120,000
OPERATING SURPLUS/(DEFICIT)	(68,753,600)	(4,084,527)	(68,753,600)
BEGINNING BALANCE	68,753,600	68,753,600	68,753,600
ENDING FUND BALANCE	-	64,669,073	-

**STUDENT FINANCIAL AID FUND 74.0
2012-2013 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
REVENUE			
FEDERAL GRANTS	35,599,989	14,381,092	35,599,989
FEDERAL LOANS	3,300,000	780,367	3,300,000
CAL GRANTS	1,504,300	382,104	1,504,300
TRANSFER	268,596	99,668	268,596
TOTAL REVENUE	40,672,885	15,643,231	40,672,885
EXPENDITURES			
FINANCIAL AID	40,672,885	15,973,517	40,672,885
TOTAL EXPENDITURES	40,672,885	15,973,517	40,672,885
ENDING FUND BALANCE*	-	(330,286)	-

*Negative ending balance is a result of a timing difference between financial aid check issuance and deposit of Federal and CAL Grant Funds.

**AUXILIARY FUND
2012-2013 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	December 31, 2012 ACTUAL	2012-2013 PROJECTED BUDGET
BEGINNING BALANCE	1,888,758	1,888,758	1,888,758
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>1,888,758</u>	<u>1,888,758</u>	<u>1,888,758</u>
REVENUE			
GROSS SALES	5,523,972	2,956,482	5,523,972
LESS: COST OF GOODS	<u>(3,871,766)</u>	<u>(1,872,908)</u>	<u>(3,871,766)</u>
NET	1,652,206	1,083,574	1,652,206
VENDOR INCOME	648,175	290,636	648,175
AUXILIARY PROGRAM INCOME	<u>245,499</u>	<u>190,844</u>	<u>245,499</u>
NET INCOME	2,545,880	1,565,054	2,545,880
INTEREST	<u>27,050</u>	<u>21,147</u>	<u>27,050</u>
TOTAL REVENUE	<u>2,572,930</u>	<u>1,586,201</u>	<u>2,572,930</u>
TOTAL FUNDS AVAILABLE	<u>4,461,688</u>	<u>3,474,959</u>	<u>4,461,688</u>
EXPENDITURES			
STAFFING	1,129,793	454,181	1,129,793
FRINGE BENEFITS	337,981	110,484	337,981
OPERATING	<u>2,040,386</u>	<u>526,083</u>	<u>2,040,386</u>
TOTAL EXPENDITURES	<u>3,508,160</u>	<u>1,090,748</u>	<u>3,508,160</u>
ENDING FUND BALANCE	<u><u>953,528</u></u>	<u><u>2,384,211</u></u>	<u><u>953,528</u></u>

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2012-2013

Quarter Ended: (Q2) Dec 31, 2012

District: (780) SANTA MONICA

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2009-10	Actual 2010-11	Actual 2011-12	Projected 2012-2013
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	133,204,874	136,383,429	130,112,632	135,252,002
A.2	Other Financing Sources (Object 8900)	145,184	147,494	143,887	135,934
A.3	Total Unrestricted Revenue (A.1 + A.2)	133,350,058	136,530,923	130,256,519	135,387,936
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	131,958,636	133,634,588	138,821,019	143,674,199
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	330,078	277,594	275,973	268,596
B.3	Total Unrestricted Expenditures (B.1 + B.2)	132,288,714	133,912,182	139,096,992	143,942,795
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	1,061,344	2,618,741	-8,840,473	-8,554,859
D.	Fund Balance, Beginning	19,408,758	20,470,102	23,088,843	15,137,372
D.1	Prior Year Adjustments + (-)	0	0	889,002	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	19,408,758	20,470,102	23,977,845	15,137,372
E.	Fund Balance, Ending (C. + D.2)	20,470,102	23,088,843	15,137,372	6,582,513
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	15.5%	17.2%	10.9%	4.6%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	23,443	22,545	21,359	20,932
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2009-10	2010-11	2011-12	2012-2013
H.1	Cash, excluding borrowed funds		35,826,696	38,571,129	18,649,770
H.2	Cash, borrowed funds only		0	0	6,500,000
H.3	Total Cash (H.1+ H.2)	36,246,398	35,826,696	38,571,129	25,149,770

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	134,716,562	135,252,002	60,614,040	44.8%
I.2	Other Financing Sources (Object 8900)	135,934	135,934	49,794	36.6%
I.3	Total Unrestricted Revenue (I.1 + I.2)	134,852,496	135,387,936	60,663,834	44.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,611,525	143,674,199	59,773,300	41.6%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	268,596	268,596	99,681	37.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	138,880,121	143,942,795	59,872,981	41.6%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-4,027,625	-8,554,859	790,853	
L.	Adjusted Fund Balance, Beginning	15,137,372	15,137,372	15,137,372	
L.1	Fund Balance, Ending (C. + L.2)	11,109,747	6,582,513	15,928,225	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	8%	4.6%		

V. Has the district settled any employee contracts during this quarter?

YES

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1: 2012-13								
Year 2: 2013-14								
Year 3:								
b. BENEFITS:								
Year 1: 2012-13								
Year 2: 2013-14								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

The District settled a contract with the Santa Monica College Police Officers Association. The contract states that salaries increase by the amount of state funded COLA , less 1.5%, in future years; making it impossible to project cost. All increases will be paid for from additional funding received by the District through state funded COLA.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **YES**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

The District's Adopted Budget assumed that Winter Session would not occur. Subsequent to the passage of Prop 30 the District added back a reduced Winter Session resulting in an increase in expenditure and reduction in fund balance that was not represented in the Adopted Budget.

VII. Does the district have significant fiscal problems that must be addressed? **This year? YES**
Next year? YES

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

As of the second quarter, the District is projecting a current year deficit of <\$8,554,859> with an ongoing structural deficit of approximately <\$6.2 million> . While the District is projecting ending the current fiscal year with approximately a 5% fund balance plans are being developed through both participatory governance and at the Administrative level to reduce the structural deficit moving forward.