

UNRESTRICTED GENERAL FUND 01.0 REVENUE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL REVENUE	2008-2009 PROJECTED REVENUE	2009-2010 TENTATIVE BUDGET
FEDERAL				
FIN AID ADM ALLOWANCES	125,012	112,922	125,012	125,012
OTHER FEDERAL REVENUE	-	-	-	-
TOTAL FEDERAL	125,012	112,922	125,012	125,012
STATE				
PRINCIPAL APPORTIONMENT	87,354,857	54,735,780	88,765,517	89,740,556
COLA	-	-	-	-
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	1,432,267	1,432,267	-
HOMEOWNERS EXEMPT	94,458	47,408	94,810	94,810
STATE LOTTERY REVENUE	3,068,670	751,361	3,072,649	3,072,649
OTHER STATE	1,244,726	721,989	1,053,793	1,053,793
TOTAL STATE	91,762,711	57,688,805	94,419,036	93,961,808
LOCAL				
PROP TAX SHIFT (ERAF)	-	1,245,350	-	-
SECURED TAX	8,878,263	5,677,309	9,408,706	9,408,706
SUPPLEMENTAL TAXES	454,539	35,242	136,362	136,362
UNSECURED TAX	363,604	408,589	408,589	408,589
PRIOR YRS TAXES	449,187	500,147	500,147	500,147
PROPERTY TAX - RDA PASS THRU	238,000	317,365	317,365	317,365
RENTS	135,000	51,410	78,289	78,289
INTEREST	615,800	281,279	442,528	420,402
ENROLLMENT FEES	7,975,266	7,971,025	8,299,000	8,299,000
STUDENT RECORDS	300,000	158,259	258,570	258,570
NON-RESIDENT TUITION/INTENSIVE ESL	17,228,000	17,705,797	17,937,127	20,657,001
OTHER STUDENT FEES & CHARGES	182,000	142,576	142,576	142,576
F1 APPLICATION FEES	96,500	96,891	110,637	110,637
OTHER LOCAL	450,000	449,712	534,940	370,559
I. D. CARDS	728,159	825,205	831,405	831,405
LIBRARY CARDS	500	140	500	500
LIBRARY FINES	20,000	10,592	20,000	20,000
PARKING FINES	300,000	168,026	282,989	282,989
TOTAL LOCAL	38,414,818	36,044,914	39,709,730	42,243,097
TOTAL REVENUE	130,302,541	93,846,641	134,253,778	136,329,917
TRANSFER IN	188,791	98,175	188,791	188,791
TOTAL REVENUE AND TRANSFERS	130,491,332	93,944,816	134,442,569	136,518,708

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UNRESTRICTED GENERAL FUND 01.0 EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL EXPENDITURES	2008-2009 PROJECTED EXPENDITURES	2009-2010 TENTATIVE BUDGET
INSTRUCTION	23,370,823	14,829,446	23,469,875	23,935,930
ACADEMIC MANAGERS	4,823,670	3,230,246	5,129,034	5,411,229
NON-INSTRUCTION	5,701,691	3,281,862	5,780,255	5,853,211
HOURLY INSTRUCTION	27,842,843	19,303,943	28,103,923	28,321,688
HOURLY NON-INSTRUCTION	3,520,000	2,150,893	3,422,129	3,397,129
VACANT POSITIONS - BUDGETED	646,754	-	256,648	128,324
VACANCY SAVINGS - FLOAT	-	-	(192,486)	-
TOTAL ACADEMIC	65,905,781	42,796,390	65,969,378	67,047,511
CLASSIFIED REGULAR	19,569,704	12,493,447	19,640,618	20,219,835
CLASSIFIED MANAGERS	2,894,234	2,066,842	3,266,880	3,408,716
CLASS REG INSTRUCTION	2,668,243	1,857,172	2,779,492	2,824,044
CLASSIFIED HOURLY	1,566,869	1,111,982	1,631,979	1,631,979
CLASS HRLY INSTRUCTION	861,659	484,518	866,859	866,859
CLASSIFIED ONE-TIME OFF SCHEDULE PAY/RETRO	313,260	266,659	403,260	-
VACANT POSITIONS - BUDGETED	2,422,861	-	1,120,457	560,229
VACANCY SAVINGS - FLOAT	-	-	(840,343)	-
TOTAL CLASSIFIED	30,296,830	18,280,620	28,869,202	29,511,662
STRS	4,368,069	2,687,666	4,410,342	4,476,250
PERS	3,143,349	2,044,535	3,194,295	3,289,613
OASDI/MEDICARE	2,890,755	1,937,206	2,943,586	3,016,858
H/W	11,296,283	6,378,578	11,294,173	12,167,213
RETIREEES' H/W	1,952,047	1,560,024	1,897,993	2,109,050
SUI	326,087	211,253	329,901	335,239
WORKERS' COMP.	1,247,045	819,421	1,263,953	1,287,621
ALTERNATIVE RETIREMENT	525,000	339,092	525,000	525,000
BENEFITS REL TO NON-FACULTY ONE-TIME OFF SCH/RET	62,652	51,588	80,652	-
BENEFITS RELATED TO VACANT POSITIONS - BUDGETED	613,923	-	275,421	137,711
BENEFITS RELATED TO VACANCY SAVINGS - FLOAT	-	-	(206,566)	-
TOTAL BENEFITS	26,425,210	16,029,363	26,008,750	27,344,555
TOTAL SUPPLIES	1,081,020	606,113	976,632	1,070,210
CONTRACTS/SERVICES	10,811,357	7,725,941	11,592,501	9,482,097
INSURANCE	801,000	795,571	801,000	882,782
UTILITIES	3,251,811	2,207,846	3,251,811	3,583,821
TOTAL SERVICES	14,864,168	10,729,358	15,645,312	13,948,700
BLDG & SITES	2,000	280	2,000	1,600
EQUIPMENT	173,270	135,038	173,270	138,616
LEASE PURCHASES	607,986	57,205	307,986	246,389
TOTAL CAPITAL	783,256	192,523	483,256	386,605
TOTAL EXPENDITURES	139,356,265	88,634,367	137,952,530	139,309,243
TRANSFER FOR FINANCIAL AID	258,252	157,180	258,252	258,252
OTHER OUTGOING TRANSFER	-	-	-	-
TOTAL EXPENDITURES & TRANSFERS	139,614,517	88,791,547	138,210,782	139,567,495

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UNRESTRICTED GENERAL FUND 01.0 FUND BALANCE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL FUND BALANCE	2008-2009 PROJECTED FUND BALANCE	2009-2010 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS (LESS ONE-TIME FUNDING)	130,491,332	92,512,549	133,010,302	136,518,708
TOTAL EXPENDITURES AND TRANSFERS (LESS ONE TIME EXPENDITURE)	(135,555,067)	(88,473,300)	(137,313,739)	(138,741,231)
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS*	(3,683,538)	-	(1,652,526)	(826,264)
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS*	-	-	1,239,395	-
OPERATING SURPLUS/(DEFICIT)	(8,747,273)	4,039,249	(4,716,568)	(3,048,787)
ONE-TIME FUNDING/(EXPENDITURES):				
PRIOR YEAR APPORTIONMENT ADJ - PROPERTY TAX BACKFILL	-	1,432,267	1,432,267	-
ONE-TIME OFF SCHEDULE/RETRO PAY WITH RELATED BENEFITS	(375,912)	(318,247)	(483,912)	-
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(9,123,185)	5,153,269	(3,768,213)	(3,048,787)
BEGINNING BALANCE	18,797,976	18,797,976	18,797,976	12,829,763
ENDING FUND BALANCE PRIOR TO DESIGNATED RESERVES	9,674,791	23,951,245	15,029,763	9,780,976 ***
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	6.93%	26.97%	10.87%	7.01%
DESIGNATED RESERVES FOR:				
GLOBAL EDUCATION INITIATIVE 09-10	-	-	200,000	-
UNFUNDED RETIREE BENEFITS	-	-	2,000,000	-
UNDESIGNATED ENDING FUND BALANCE	9,674,791	23,951,245	12,829,763	9,780,976 ***
UNDESIGNATED ENDING FUND BALANCE RATIO	6.93%	26.97%	9.14%	7.01%
*Vacancies do not include deferred positions.				
**Salary and benefit budgets assume no net reduction in replacements.				
***Fund balance does not include \$2M designated reserve moved to revocable trust.				
****Chancellor's Office recommended ratio is 5%.				

Assumptions for 2009-2010 Tentative Budget

Credit FTES Growth (100% Funded)	1.00%
COLA	0.00%
Deficit Factor	-1.30%
Interest Revenue	-5.0%
Non-Resident Tuition Fee	+15.9%
Vacancy	Hire 11 of 22
Health and Welfare	+7.73%
Health and Welfare - Retiree	+11.12%
Supplies	-1.0%
Contracts/Services	-10.0%
Insurance/Utilities	+10.21%
Capital Outlay	-20.0%
Others:	
Assumes all step/column and contractual increases	
Deferred positions not reflected; assumes hiring in later years - 20 positions	
Academic salaries adjusted for scheduling adjustments : -7.5% Summer 09 and -5.0% Fall 09	
Expenditures increases are based on averages from actual years 05-06, 06-07 and 07-08	

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RESTRICTED GENERAL FUND 01.3 REVENUE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL REVENUE	2008-2009 PROJECTED REVENUE
FEDERAL			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	562,109	92,431	562,109
FWS-FEDERAL WORK STUDY	576,502	245,106	576,502
RADIO GRANTS	1,988,206	988,620	1,988,206
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	63,502	48,260	63,502
TECH PREP	81,405	26,483	81,405
FEDERAL CARRYOVERS	1,689,552	1,041,260	1,722,085
OTHER FEDERAL	2,675,709	642,051	2,975,709
TOTAL FEDERAL	7,636,985	3,084,211	7,969,518
STATE			
LOTTERY	686,309	686,309	686,309
INSTRUCTIONAL EQUIP/LIBRARY MATERIALS-ONGOING	228,995	149,202	202,520
TTIP-TELECOM & TECH INFO PROGRAMS	34,545	27,388	36,036
SFAA-STUDENT FINANCIAL AID ADMIN	641,566	503,520	680,064
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,339,171	1,032,648	1,432,138
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	97,813	74,338	100,183
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,447,086	977,946	1,447,086
NON-CREDIT MATRICULATION	44,971	21,892	48,057
MATRICULATION	1,233,180	989,194	1,233,180
MATRICULATION-TRANSFER RELATED	59,500	59,500	59,500
STAFF/FACULTY DIVERSITY	21,126	13,559	17,607
CALWORKS	274,468	211,784	294,289
ENROLLMENT GROWTH	221,000	150,280	221,000
TRANSFER AND ARTICULATION	-	4,000	4,000
SCHEDULE OF MAINTENANCE-ONGOING	229,016	149,213	202,538
STATE CARRYOVERS	4,206,043	3,557,117	4,206,043
OTHER STATE	1,489,231	1,435,002	2,371,228
TOTAL STATE	12,254,020	10,042,892	13,241,778
LOCAL			
PICO PARTNERSHIP	153,750	60,031	153,750
HEALTH FEES	947,108	1,190,811	1,190,811
PARKING FEES	1,662,000	1,838,674	1,838,674
DONATIONS-KCRW	5,070,136	1,728,699	5,070,136
COMMUNITY SERVICES	750,000	862,593	862,593
COUNTY CALWORKS	81,144	49,305	72,450
CONSOLIDATED CONTRACT ED-LOCAL	120,000	31,590	120,000
LOCAL CARRYOVERS	890,298	890,298	890,298
OTHER LOCAL	2,494,632	1,832,298	2,424,742
TOTAL LOCAL	12,169,068	8,484,299	12,623,454
TOTAL REVENUE	32,060,073	21,611,402	33,834,750

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RESTRICTED GENERAL FUND 01.3 EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL EXPENDITURES	2008-2009 PROJECTED EXPENDITURES
INSTRUCTION	280,000	222,774	375,191
MANAGEMENT	2,089,263	1,082,259	2,108,720
NON-INSTRUCTION	1,408,803	893,208	1,417,229
HOURLY INSTRUCTION	111,773	101,103	110,303
HOURLY NON-INSTRUCTION	2,456,605	1,757,415	2,359,079
TOTAL ACADEMIC	6,346,444	4,056,759	6,370,522
CLASSIFIED REGULAR	2,253,848	1,709,750	2,233,754
CLASSIFIED MANAGERS	355,847	242,496	355,847
CLASS REG INSTRUCTION	23,591	-	3,576
CLASSIFIED HOURLY	2,170,494	1,932,124	2,553,752
CLASS HRLY INSTRUCTION	762,306	200,427	774,394
TOTAL CLASSIFIED	5,566,086	4,084,797	5,921,323
BENEFITS HOLDING ACCOUNT	2,619,372	-	1,158,401
STRS	-	285,649	285,649
PERS	-	216,608	216,608
OASDI/MEDICARE	-	255,565	255,565
H/W	-	558,152	558,152
SUI	-	22,411	22,411
WORKERS' COMP.	-	101,375	101,375
ALTERNATIVE RETIREMENT	-	52,371	52,371
TOTAL BENEFITS	2,619,372	1,492,131	2,650,532
TOTAL SUPPLIES	1,287,267	390,898	1,283,461
CONTRACTS/SERVICES	8,639,887	4,152,983	9,825,339
INSURANCE	2,137,970	2,005,430	2,137,970
UTILITIES	226,800	129,568	226,800
TOTAL SERVICES	11,004,657	6,287,981	12,190,109
BLDG & SITES	2,296,985	711,163	2,311,085
EQUIPMENT/LEASE PURCHASE	2,151,681	755,405	2,203,176
TOTAL CAPITAL	4,448,666	1,466,568	4,514,261
TOTAL EXPENDITURES	31,272,492	17,779,134	32,930,208
OTHER OUTGO - FINANCIAL AIDS	598,790	368,246	704,209
OTHER OUTGO - TRANSFERS	188,791	98,175	200,333
TOTAL OTHER OUTGO	787,581	466,421	904,542
TOTAL EXPENDITURES & OTHER OUTGO	32,060,073	18,245,555	33,834,750

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RESTRICTED GENERAL FUND 01.3 FUND BALANCE BUDGET

ACCOUNTS	2007-2008 ADOPTED BUDGET	March 31, 2009 ACTUAL FUND BALANCE	2008-2009 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	32,060,073	21,611,402	33,834,750
TOTAL EXPENDITURES AND TRANSFERS	(32,060,073)	(18,245,555)	(33,834,750)
OPERATING SURPLUS/(DEFICIT)	-	3,365,847	-
BEGINNING BALANCE	-	-	-
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
CONTINGENCY RESERVE/ENDING FUND BALANCE	-	3,365,847	-
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFER	0.00%	18.45%	0.00%

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CAPITAL OUTLAY FUND 40.0			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
REVENUE			
CAPITAL OUTLAY - STUDENT SERVICES & ADMIN	1,321,000	-	1,321,000
INTEREST	90,000	61,638	72,000
NON-RESIDENT CAPITAL CHARGE	2,257,200	2,451,937	2,579,183
TOTAL REVENUE	3,668,200	2,513,575	3,972,183
EXPENDITURES			
SUPPLIES	55,000	2,010	10,000
CONTRACT SERVICES	446,000	266,837	446,000
CAPITAL OUTLAY	6,723,784	997,692	7,072,767
TOTAL EXPENDITURES	7,224,784	1,266,539	7,528,767
OPERATING SURPLUS/(DEFICIT)	(3,556,584)	1,247,036	(3,556,584)
BEGINNING BALANCE	3,556,584	3,556,584	3,556,584
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
ENDING FUND BALANCE	-	4,803,620	-

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EARTHQUAKE FUND 41.0			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	-	-	-
TOTAL REVENUE	-	-	-
EXPENDITURES			
CONTRACT SERVICES	4,515	-	4,515
CAPITAL OUTLAY	3,090,000	-	3,090,000
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	3,094,515	-	3,094,515
OPERATING SURPLUS/(DEFICIT)	(3,094,515)	-	(3,094,515)
BEGINNING BALANCE	3,094,515	3,094,515	3,094,515
ENDING FUND BALANCE	-	3,094,515	-

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MEASURE U FUND 42.2			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
REVENUE			
OTHER FINANCING SOURCES	11,000,000	-	-
INTEREST	432,000	286,980	432,000
TOTAL REVENUE	11,432,000	286,980	432,000
EXPENDITURES			
SUPPLIES	50,000	2,568	10,000
CONTRACT SERVICES	90,000	434,324	600,000
CAPITAL OUTLAY	29,680,354	5,187,851	18,210,354
TOTAL EXPENDITURES	29,820,354	5,624,743	18,820,354
OPERATING SURPLUS/(DEFICIT)	(18,388,354)	(5,337,763)	(18,388,354)
BEGINNING BALANCE	18,388,354	18,388,354	18,388,354
ENDING FUND BALANCE	-	13,050,591	-

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MEASURE S FUND 42.3			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
REVENUE			
OTHER FINANCING SOURCES	50,000,000	-	56,997,857
INTEREST	960,000	410,481	775,000
TOTAL REVENUE	50,960,000	410,481	57,772,857
EXPENDITURES			
SUPPLIES	50,000	7,555	15,000
CONTRACT SERVICES	520,000	448,907	520,000
CAPITAL OUTLAY	80,945,724	14,448,917	87,793,581
TOTAL EXPENDITURES	81,515,724	14,905,379	88,328,581
OPERATING SURPLUS/(DEFICIT)	(30,555,724)	(14,494,898)	(30,555,724)
BEGINNING BALANCE	30,555,724	30,555,724	30,555,724
ENDING FUND BALANCE	-	16,060,826	-

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STUDENT FINANCIAL AID FUND 74.0

ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
REVENUE			
FEDERAL GRANTS	12,452,757	11,364,386	12,452,757
CAL GRANTS	1,229,000	534,258	1,229,000
TRANSFER	258,252	152,424	258,252
TOTAL REVENUE	13,940,009	12,051,068	13,940,009
EXPENDITURES			
FINANCIAL AID	13,940,009	12,242,135	13,940,009
TOTAL EXPENDITURES	13,940,009	12,242,135	13,940,009
ENDING FUND BALANCE****	-	(191,067)	-

**** Negative ending balance is a result of a timing difference between financial aid check issuance and deposit of Federal funds

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AUXILIARY FUND			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
BEGINNING BALANCE	1,912,815	1,912,815	1,912,815
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>1,912,815</u>	<u>1,912,815</u>	<u>1,912,815</u>
REVENUE			
GROSS SALES	8,174,674	6,990,533	8,238,840
LESS: COST OF GOODS	<u>(5,885,765)</u>	<u>(5,095,566)</u>	<u>(5,943,269)</u>
NET	2,288,909	1,894,967	2,295,571
VENDOR INCOME	685,120	503,153	694,120
AUXILIARY PROGRAM INCOME	<u>315,850</u>	<u>210,308</u>	<u>335,741</u>
NET INCOME	3,289,879	2,608,428	3,325,432
INTEREST	<u>96,000</u>	<u>109,577</u>	<u>134,000</u>
TOTAL REVENUE	<u>3,385,879</u>	<u>2,718,005</u>	<u>3,459,432</u>
TOTAL FUNDS AVAILABLE	<u>5,298,694</u>	<u>4,630,820</u>	<u>5,372,247</u>
EXPENDITURES			
STAFFING	1,176,207	989,943	1,176,207
FRINGE BENEFITS	257,208	188,256	257,208
OPERATING	<u>2,097,460</u>	<u>829,741</u>	<u>2,122,912</u>
TOTAL EXPENDITURES	<u>3,530,875</u>	<u>2,007,940</u>	<u>3,556,327</u>
ENDING FUND BALANCE	<u>1,767,819</u>	<u>2,622,880</u>	<u>1,815,920</u>

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AUXILIARY FUND			
ACCOUNTS	2008-2009 ADOPTED BUDGET	March 31, 2009 ACTUAL	2008-2009 PROJECTED
BEGINNING BALANCE	1,912,815	1,912,815	1,912,815
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>1,912,815</u>	<u>1,912,815</u>	<u>1,912,815</u>
REVENUE			
GROSS SALES	8,174,674	6,990,533	8,238,840
LESS: COST OF GOODS	<u>(5,885,765)</u>	<u>(5,095,566)</u>	<u>(5,943,269)</u>
NET	2,288,909	1,894,967	2,295,571
VENDOR INCOME	685,120	503,153	694,120
AUXILIARY PROGRAM INCOME	<u>315,850</u>	<u>210,308</u>	<u>335,741</u>
NET INCOME	3,289,879	2,608,428	3,325,432
INTEREST	<u>96,000</u>	<u>109,577</u>	<u>134,000</u>
TOTAL REVENUE	<u>3,385,879</u>	<u>2,718,005</u>	<u>3,459,432</u>
TOTAL FUNDS AVAILABLE	<u>5,298,694</u>	<u>4,630,820</u>	<u>5,372,247</u>
EXPENDITURES			
STAFFING	1,176,207	989,943	1,176,207
FRINGE BENEFITS	257,208	188,256	257,208
OPERATING	<u>2,097,460</u>	<u>829,741</u>	<u>2,122,912</u>
TOTAL EXPENDITURES	<u>3,530,875</u>	<u>2,007,940</u>	<u>3,556,327</u>
ENDING FUND BALANCE	<u>1,767,819</u>	<u>2,622,880</u>	<u>1,815,920</u>

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**RESTRICTED GENERAL FUND 01.3
2009-2010 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED REVENUE	2009-2010 TENTATIVE BUDGET
FEDERAL			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	562,109	562,109	592,344
FWS-FEDERAL WORK STUDY	576,502	576,502	677,412
RADIO GRANTS	1,988,206	1,988,206	1,939,980
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	63,502	63,502	60,327
TECH PREP	81,405	81,405	67,750
FEDERAL CARRYOVERS	1,689,552	1,722,085	1,414,861
OTHER FEDERAL	2,675,709	2,975,709	950,000
TOTAL FEDERAL	7,636,985	7,969,518	5,702,674
STATE			
LOTTERY	686,309	686,309	687,359
INSTRUCTIONAL EQUIP/LIBRARY MATERIALS-ONGOING	228,995	202,520	192,394
TTIP-TELECOM & TECH INFO PROGRAMS	34,545	36,036	34,234
SFAA-STUDENT FINANCIAL AID ADMIN	641,566	680,064	646,061
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,339,171	1,432,138	1,354,354
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	97,813	100,183	92,922
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,447,086	1,447,086	1,430,731
NON-CREDIT MATRICULATION	44,971	48,057	45,654
MATRICULATION	1,233,180	1,233,180	1,291,590
MATRICULATION-TRANSFER RELATED	59,500	59,500	74,000
STAFF/FACULTY DIVERSITY	21,126	17,607	16,727
CALWORKS	274,468	294,289	260,767
ENROLLMENT GROWTH	221,000	221,000	449,000
TRANSFER AND ARTICULATION	-	4,000	3,000
SCHEDULE OF MAINTENANCE-ONGOING	229,016	202,538	192,411
STATE CARRYOVERS	4,206,043	4,206,043	4,057,467
OTHER STATE	1,489,231	2,371,228	774,178
TOTAL STATE	12,254,020	13,241,778	11,602,849
LOCAL			
PICO PARTNERSHIP	153,750	153,750	153,750
HEALTH FEES	947,108	1,190,811	1,086,287
PARKING FEES	1,662,000	1,838,674	1,665,550
DONATIONS-KCRW	5,070,136	5,070,136	4,958,513
COMMUNITY SERVICES	750,000	862,593	862,850
COUNTY CALWORKS	81,144	72,450	64,000
CONSOLIDATED CONTRACT ED-LOCAL	120,000	120,000	-
LOCAL CARRYOVERS	890,298	890,298	1,000,000
OTHER LOCAL	2,494,632	2,424,742	2,504,530
TOTAL LOCAL	12,169,068	12,623,454	12,295,480
TOTAL REVENUE	32,060,073	33,834,750	29,601,003

**RESTRICTED GENERAL FUND 01.3
2009-2010 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED EXPENDITURES	2009-2010 TENTATIVE BUDGET
INSTRUCTION	280,000	375,191	170,000
MANAGEMENT	2,089,263	2,108,720	1,427,980
NON-INSTRUCTION	1,408,803	1,417,229	1,223,368
HOURLY INSTRUCTION	111,773	110,303	162,621
HOURLY NON-INSTRUCTION	2,456,605	2,359,079	1,945,141
TOTAL ACADEMIC	6,346,444	6,370,522	4,929,110
CLASSIFIED REGULAR	2,253,848	2,233,754	2,290,085
CLASSIFIED MANAGERS	355,847	355,847	478,087
CLASS REG INSTRUCTION	23,591	3,576	62,000
CLASSIFIED HOURLY	2,170,494	2,553,752	2,251,272
CLASS HRLY INSTRUCTION	762,306	774,394	558,045
TOTAL CLASSIFIED	5,566,086	5,921,323	5,639,489
BENEFITS HOLDING ACCOUNT	2,619,372	1,158,401	2,377,838
STRS	-	285,649	-
PERS	-	216,608	-
OASDI/MEDICARE	-	255,565	-
H/W	-	558,152	-
SUI	-	22,411	-
WORKERS' COMP.	-	101,375	-
ALTERNATIVE RETIREMENT	-	52,371	-
TOTAL BENEFITS	2,619,372	2,650,532	2,377,838
TOTAL SUPPLIES	1,287,267	1,283,461	1,666,856
CONTRACTS/SERVICES	8,639,887	9,825,339	7,783,809
INSURANCE	2,137,970	2,137,970	2,309,530
UTILITIES	226,800	226,800	231,200
TOTAL SERVICES	11,004,657	12,190,109	10,324,539
BLDG & SITES	2,296,985	2,311,085	2,583,939
EQUIPMENT/LEASE PURCHASE	2,151,681	2,203,176	1,270,088
TOTAL CAPITAL	4,448,666	4,514,261	3,854,027
TOTAL EXPENDITURES	31,272,492	32,930,208	28,791,859
OTHER OUTGO - FINANCIAL AIDS	598,790	704,209	560,416
OTHER OUTGO - TRANSFERS	188,791	200,333	248,728
TOTAL OTHER OUTGO	787,581	904,542	809,144
TOTAL EXPENDITURES & OTHER OUTGO	32,060,073	33,834,750	29,601,003

**RESTRICTED GENERAL FUND 01.3
2009-2010 TENTATIVE FUND BALANCE BUDGET**

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED FUND BALANCE	2009-2010 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	32,060,073	33,834,750	29,601,003
TOTAL EXPENDITURES AND TRANSFERS	32,060,073	33,834,750	29,601,003
OPERATING SURPLUS/(DEFICIT)	-	-	-
BEGINNING BALANCE	-	-	-
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
CONTINGENCY RESERVE/ENDING FUND BALANCE	-	-	-
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFER	0.00%	0.00%	0.00%

CAPITAL OUTLAY FUND 40.0			
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
REVENUE			
CAPITAL OUTLAY - STUDENT SERVICES & ADMIN	1,321,000	-	-
INTEREST	90,000	73,966	75,000
NON-RESIDENT CAPITAL CHARGE	2,257,200	2,579,183	2,579,183
LOCAL INCOME - REDEVELOPMENT	-		
TOTAL REVENUE	3,668,200	2,653,149	2,654,183
EXPENDITURES			
SUPPLIES	55,000	4,389	4,000
CONTRACT SERVICES	446,000	320,203	428,500
CAPITAL OUTLAY	6,723,784	1,017,091	7,089,733
TOTAL EXPENDITURES	7,224,784	1,341,683	7,522,233
OPERATING SURPLUS/(DEFICIT)	(3,556,584)	1,311,466	(4,868,050)
BEGINNING BALANCE	3,556,584	3,556,584	4,868,050
ENDING FUND BALANCE	-	4,868,050	-

EARTHQUAKE FUND 41.0			
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	-	-	-
TOTAL REVENUE	-	-	-
EXPENDITURES			
CONTRACT SERVICES	4,515	-	4,515
CAPITAL OUTLAY	3,090,000	-	3,090,000
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	3,094,515	-	3,094,515
OPERATING SURPLUS/(DEFICIT)	(3,094,515)	-	(3,094,515)
BEGINNING BALANCE	3,094,515	3,094,515	3,094,515
ENDING FUND BALANCE	-	3,094,515	-

MEASURE U FUND 42.2
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	11,000,000	-	11,000,000
INTEREST	432,000	344,376	344,376
TOTAL REVENUE	11,432,000	344,376	11,344,376
EXPENDITURES			
SUPPLIES	50,000	2,568	11,500
CONTRACT SERVICES	90,000	650,942	157,750
CAPITAL OUTLAY	29,680,354	5,328,078	23,926,268
TOTAL EXPENDITURES	29,820,354	5,981,588	24,095,518
OPERATING SURPLUS/(DEFICIT)	(18,388,354)	(5,637,212)	(12,751,142)
BEGINNING BALANCE	18,388,354	18,388,354	12,751,142
ENDING FUND BALANCE	-	12,751,142	-

MEASURE S FUND 42.3			
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	50,000,000	56,997,857	-
INTEREST	960,000	492,577	492,577
TOTAL REVENUE	50,960,000	57,490,434	492,577
EXPENDITURES			
SUPPLIES	50,000	7,555	2,500
CONTRACT SERVICES	520,000	557,910	214,000
CAPITAL OUTLAY	80,945,724	15,786,590	71,970,180
TOTAL EXPENDITURES	81,515,724	16,352,055	72,186,680
OPERATING SURPLUS/(DEFICIT)	(30,555,724)	41,138,379	(71,694,103)
BEGINNING BALANCE	30,555,724	30,555,724	71,694,103
ENDING FUND BALANCE	-	71,694,103	-

INTEREST AND REDEMPTION FUND 48.0
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
BEGINNING BALANCE	16,796,991	16,796,991	14,782,913
ADJUSTMENT TO BEGINNING BALANCE	-	-	
ADJUSTED BEGINNING BALANCE	16,796,991	16,796,991	14,782,913
REVENUE			
STATE REVENUES	-	-	-
VOTER INDEBTED TAXES	16,528,386	16,528,386	16,528,386
TOTAL REVENUE	16,528,386	16,528,386	16,528,386
TOTAL FUNDS AVAILABLE	33,325,377	33,325,377	31,311,299
EXPENDITURES			
DEBT REDEMPTION	13,085,103	13,085,103	13,085,103
INTEREST CHARGES	5,457,361	5,457,361	5,457,361
TOTAL EXPENDITURES	18,542,464	18,542,464	18,542,464
ENDING FUND BALANCE	14,782,913	14,782,913	12,768,835
<p>**LACOE has complete control of this fund since it is the fiscal agent for the Bond Fund tax revenue and interest and Bond Redemption and interest.</p>			

**STUDENT FINANCIAL AID FUND 74.0
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
REVENUE			
FEDERAL GRANTS	12,452,757	16,665,757	18,597,541
CAL GRANTS	1,229,000	1,229,000	1,229,000
TRANSFER	258,252	230,252	244,847
TOTAL REVENUE	13,940,009	18,125,009	20,071,388
EXPENDITURES			
FINANCIAL AID	13,940,009	18,125,009	20,071,388
TOTAL EXPENDITURES	13,940,009	18,125,009	20,071,388
ENDING FUND BALANCE	-	-	-

**AUXILIARY FUND
2009-2010 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 PROJECTED	2009-2010 TENTATIVE BUDGET
BEGINNING BALANCE	1,912,815	1,912,815	1,815,920
ADJ. TO BEG. BALANCE	-		
ADJUSTED BEGINNING BALANCE	<u>1,912,815</u>	<u>1,912,815</u>	<u>1,815,920</u>
REVENUE			
GROSS SALES	8,174,674	8,238,840	8,521,490
LESS: COST OF GOODS	<u>(5,885,765)</u>	<u>(5,943,269)</u>	<u>(6,108,128)</u>
NET	2,288,909	2,295,571	2,413,362
VENDOR INCOME	685,120	694,120	637,420
AUXILIARY PROGRAM INCOME	<u>315,850</u>	<u>335,741</u>	<u>330,300</u>
NET INCOME	3,289,879	3,325,432	3,381,082
INTEREST	<u>96,000</u>	<u>134,000</u>	<u>84,000</u>
TOTAL REVENUE	<u>3,385,879</u>	<u>3,459,432</u>	<u>3,465,082</u>
TOTAL FUNDS AVAILABLE	<u>5,298,694</u>	<u>5,372,247</u>	<u>5,281,002</u>
EXPENDITURES			
STAFFING	1,176,207	1,176,207	1,133,966
FRINGE BENEFITS	257,208	257,208	274,000
OPERATING	<u>2,097,460</u>	<u>2,122,912</u>	<u>2,003,147</u>
TOTAL EXPENDITURES	<u>3,530,875</u>	<u>3,556,327</u>	<u>3,411,113</u>
ENDING FUND BALANCE	<u>1,767,819</u>	<u>1,815,920</u>	<u>1,869,889</u>

Santa Monica Community College District
Strategic Budget Plan Elements
April 30, 2007

Objectives

1. Develop a budget plan that brings available ongoing revenues and expenditures into balance effective with the adoption budget for 2009/10.
2. Going forward from the 2007/08 budget establish benchmarks that will help guide budget decisions for the College.
3. Protect the College's ongoing operation by maintaining a fund balance of 5% or more going forward from 2006/07.

As it works to accomplish these objectives, the College will do so consistent with the following set of principles. These principles are intended to influence the decision making and budget development process. Some may be considered shorter term, meaning the next two to three budget cycles, while others will have an impact beyond the immediate circumstance.

Principles

- A. Maintain course offerings that are responsive to current student needs but are also fiscally sound based on established measurements such as: WSCH/FTEF (Weekly Student Contact Hours/Full Time Equivalent Faculty).
- B. Establish and maintain an acceptable cost effective level of learning resources and student support services based on comparative performance data as determined by the College.
- C. Maintain employment for permanent personnel and avoid layoffs.
- D. To the degree that they are the basis for revenue projections ensure that enrollment growth estimates are realistic and can be achieved within the fiscal limitations of the College.
- E. Where possible and practicable, use staff attrition and/or existing vacancies as one means of reaching budget targets.
- F. Expedite changes that may produce lower costs over time such as energy saving retrofits, alternative energy sources, reduction or consolidation of facility usage, etc.
- G. Continue to seek external sources of funding, such as grants, to support the College's core missions, but avoid those with matching, management, or reporting requirements that demand significant college resources.
- H. Establish priorities for Unrestricted General Fund support of activities or programs outside of the core mission of the College.
- I. Develop a budget process that manages the growth of expenditures based on: analysis of program need (rather than historical allocations); realistic expectations of revenues; updated market information; and performance measurements.
- J. In light of the current financial circumstance review ongoing and future planning initiatives in terms of their long term advantages to the College in meeting public demand for services, improving student success outcomes, or to provide new revenues. Modify, defer, or abandon as appropriate those for which the costs outweigh their potential for furthering the College's core missions and goals.

- K. Make effective use of the College's established planning structures and processes to recommend specific actions to reach the stated objectives, following the principles listed above. The College President shall clarify how these recommendations will be evaluated and the timelines necessary to arrive at a set of final recommendations for any particular budget cycle.
- L. Programs will not be eliminated or reduced without careful review.
- M. Benchmarks will be used as a guide to inform the decision-making process.

Santa Monica Community College District

District Planning and Advisory Council
Budget Planning Subcommittee Recommendations Submitted to DPAC
June 17, 2009

The vote taken by the Budget Planning Subcommittee on each recommendation is indicated in parentheses (ayes:noes:abstain)

1. Close campus each Friday during intersessions. (10:1)
2. Reduce the costs of mailing, including schedules and events calendars, by 50 percent. (11:0)
3. Reduce advertising/marketing expenditures by 50 percent. (8:2:1)
4. Reduce consultants and temporary limited-term employees by 50 percent. (9:2)
5. Reduce conference/travel costs by 40 percent. (11:0)
6. Health Benefits Plan Change Incentive. (10:0)
7. End campus airport lease as soon as feasible. (10:2:1)
8. Ask Personnel Commission to reduce costs proportional to the District. (12:0)
9. Reduce legal fees. (10:3)
10. Reduce utilities by 5 percent through conservation. (13:0)
11. 1/22 reduction in all management salary expenditures, mirroring reduction in FTES. (10:1:2)
12. Adjust categorical management overhead in relation to funding. (12:1)
13. Halt the transfer of GASB 45 monies to revocable trust until the Board of Trustees offers further guidance. (9:2:2)
14. Golden handshake: (11:1:1)
 - a. Offer classified retirement incentives
 - b. Offer \$40,000 faculty retirements incentives
15. Fund 100 percent of the 2009-10 Retiree H/W cost increase from the CalPERS Irrevocable Trust. (6:3:4)
16. Ask the Associated Students to contribute up to an additional \$200,000 for the Big Blue Bus. (12:0:1)
17. Explore external funding sources for the Big Blue Bus. (13:0)
18. During the summer and winter intersession, faculty could voluntarily teach a course for free in order to replace cut classes. Academic administrators would contribute a comparable amount. (5:3:4)

**Santa Monica Community College District
Budget Ideas - June, 2009**

34 people shared their ideas on the budget.

A. Substitute Funding

Initiative	Anticipated Amount Saved

B. Revenue Generating

Initiative	Anticipated Amount Generated
1) Increase per unit fees. Suggested by 3 people	
2) Charge high school concurrent students the \$20 per unit fee for summer, instead of giving them free tuition.	
3) Charge for Emeritus College classes. Ex. an emergency fee for \$50 per course.	
4) Suggested by 4 employees or Emeritus Students. a. Or charge Emeritus students for a general Student Id Card b. Suggestions were made to make fees for Emeritus students on a sliding scale.	
5) Charge all students a nominal flat fee, in their enrollment fees each semester, for printing copies at the library (ex. \$20 for 200 sheets). All money that the students do not use for printing can go into general funds. Students who go over their printing budget can pay per page.	
6) Make other fees such as ID and ASB mandatory.	
7) Increase the “studio” or “lab” fees. For many years Studio Fees have been only \$5.	
8) Increase the registration fees	
9) Collect parking fees from the satellite parking areas	
10) Increase parking fees. Suggested by 2 people. Ex. if all the students who purchased parking passes in person during 2008 were charged \$40 extra the school would make an extra: \$473,000.	
11) Offer a recreation card to use PE facilities (swimming pool, fitness center, weight room, track, etc.)	

12) Make a SMC Extension – offering regular courses on a fee basis. For example classes that close early can be offered as extension courses, but this becomes an issue because only students who can afford the flat fee could take the classes.	
13) Increase and collect fees for littering, parking violations and smoking. Citing all smokers on campus was suggested twice.	
14) Charge students for printed schedules, additionally this will encourage use of the online format.	
15) Increase the price of transcripts from \$3 to \$8. Additionally, charge \$4 for each additional copy.	
16) “Charge extra for a limited number of parking permits.” Ex. work out a deal with the local neighborhood preferred parking zone to sell their spaces.	
17) Promote locations such as the Broad Theater, or the huge room at Bundy which has not been built out, as locations for the public to host events such as weddings or corporate meetings. Additionally, space could be rented to trailers and catering companies when filming. Suggested by 3 people.	
18) Charity event such as a bike ride where bicyclist are sponsored, with the sponsorships going to the school. This would raise awareness to the plight and raise money for the school.	

C. Cost Reductions

Initiative	Anticipated Cost Reduction
1) Replace all lights with LED lights, which use less electricity.	
2) Motion Sensors on: vending machines, classrooms, and offices. Suggested by 2 people	
3) Implement Faronics Power Save, which is a one time investment that keeps computers running when users need them, accurately determines when computers are inactive so they can be powered down, and can prove its rapid return-on-investment through network-wide power consumption and savings reports.	
4) Replace the urinals in the men’s restrooms with energy saving urinals.	
5) Cancel the Sparkletts water contracts, using instead a water filter solution.	
6) Replace paper towel dispensers in bathrooms with hand dryers.	
7) Replace grass with rockscape (saves water, pollution, and cost of mowing).	
8) Return to xeriscaping, which is more efficient form of landscaping. Such as the xeriscape nursery in Malibu.	
9) Timers to turn off power after hours	
10) Push administrators, department chairs, and managers to shut off lights when they leave a room. Spearheading their employees to conservation.	

11) Save on mass mailings of schedule/receipts by having students print their own receipts for the multiple changes to their schedules that they make after their initial enrollment and payment. This will reduce the amount of returned mailing daily and associated costs.	
12) Purchasing should be computerized. Many administrative hours are wasted writing the forms out, mailing, distributing, and making file copies during the purchasing process. Computerization would reduce costs and time.	
13) Implement printing quotas for Faculty and staff on laser printers.	
14) Cancel all non critical contracts with all outside vendors.	
15) Cancel all speaking engagement contracts.	
16) Eliminate, to the extent possible, all conferences and travel.	
17) Cancel the district-sponsored trips to Europe this fall.	
18) Stop buying expensive land in the Santa Monica or West Los Angeles.	
19) Freeze the new construction on the new services building and renovation of the nearly new Science building, as well as the planned construction at the Bundy Campus and AET.	
20) "Stop funding wasteful advertising each time a new measure or proposition to benefit SMC is on the ballot."	
21) Compress all classes to fit into a 4-day schedule. Closing campus Friday, Saturday, and Sunday. Suggested by 3 employees	
22) Grant BOG Fee Waivers only if necessary.	
23) Eliminate the "W," except in dire emergencies, so that students who are not serious will not attend SMC.	
24) Cut non-essential classes that are low enrolled and reduce the Applied Music Program to a maximum of 18 students.	
25) All syllabi should be online and projected on the first day of class.	
26) Instead of cutting Emeritus exercise classes, cut the classes at Emeritus with the least number of enrolled students.	
27) Program the new printer/copiers to use less toner.	
28) Set up an SMC e-bulletin board for departments to post listings of supplies and/or equipment no longer in use that the District can use. The bulletin could also be used for departments to coordinate buying products in bulk.	
29) Unpaid Leave – during spring break or 1 day a week during summer period.	
30) Unpaid Holiday	
31) Cancel Winter Session	
32) Cancel Salzburg program	

D. Cost Reduction - Salary Savings

Initiative	Anticipated Amount Saved
1) Implement a hiring freeze until the budget crisis ends. (2 employees suggested this idea.)	
2) Reduce the salary of administrators and managers for those who are making over \$100,000. Additionally, for this group mandate a bi-monthly furlough.	
3) 5% pay cut across the board to all faculty, staff, and administration.	
4) Mandatory pay cut for Administrator and Classified Managers – “deferred salary to be treated as an expenditure and liability, payable when [the] District can [repay] or upon termination of employment.”	
5) Voluntary pay cut for union members – deferred salary to be treated as an expenditure and liability, payable when [the] District can [repay] or upon termination of employment with (maybe a 1% a year) interest.”	
6) Incentives to all faculty, staff, and administration to retire early.	
7) Start Administrative Assistant pool so that departments or programs that do not need full time assistance are supported by the pool. Decreasing the need for departments to each hire an assistant.	
8) If furlough days are implemented without pay, administrators’ work day and salary should be cut commensurately.	
9) If faculty members are asked to “donate a class,” the same concept should be asked of administrators and managers. This would show they are “team players.”	
10) Reduce the use of temporary employees, especially for those who are purely seasonal.	
11) Cut back on non-essential administration, counseling, and physical education staff.	
12) Salary cuts for management.	
13) Everyone from SMC President down takes a 2-5% pay cut.	
14) Reduction in the Work Week: <ul style="list-style-type: none"> i. 10 Hour work days, 4 days a week. (Suggested by 6 different employees) ii. Could give employees the option of a 10 hour work day or a 32 hour work week. iii. Half days on Friday. iv. One teacher offered to teach an additional class or two without pay until the budget issue was resolved. 	
15) Audit Benefits to insure that neither divorced spouses nor ineligible family members are being covered.	
16) Consider having new hires pay for their benefits.	
17) Employee contributions to benefit packages	

18) Mandatory carryover of a certain number of vacation days to future Fiscal years so funds set aside for vacation days can be postponed to future fiscal years when the economy has stabilized.	
19) All employees give back a week vacation instead of furloughs.	
20) Lower retirement deductions in order to lower retirement school match.	
21) "Golden Handshake" for almost retirement age employees. Suggested by 2 employees	
22) Each department should evaluate if there are temporary employees they can get let go.	
23) Suspend all <i>paid</i> sabbaticals. Should an instructor wish to participate in the program, s/he may do so providing that no salary will be offered and all payments relating to retirement, health benefits, etc. be the sole responsibility of the employee on leave. Seniority and post-sabbatical assurance of employment will not be affected.	
24) Cap benefits for employees campus-wide. Any expense beyond the cap would be an out-of-pocket deduction from the employee's salary.	
25) Increase teaching hours for all full-time instructors. Contractually obligated to more than 30 teaching hours per week, full-time faculty teach less than <i>half</i> these stated hours. An additional 4 to 5 unit load would still allow the instructor more than 10 hours for curriculum development, meetings, professional journal perusal, etc.	
26) Provide opportunity for staff to take reduced assignments with corresponding reduction in salary <u>or</u> additional assignments without additional pay	
27) Dr. Tsang should decline his automatic increase of \$15,000, effective July 1 st	
28) Board of Trustees should decrease its monthly stipend (currently \$400 per trustee per month)	

E. Other:

Initiative	Anticipated Amount Saved
1) "Provide Tangible and Visible support for Risk Management's efforts in curtailing employees abusing workers comp. The premium this year will be \$1.3 million. An aggressive program, supported from the top, could realize 10-15% reductions in claims and conversely, decrease the program."	
2) "Support Risk Management's plan to implement an aggressive Return to Work Program for injured workers."	

3) "Encourage student services staff (especially counselors) to take advantage of comp time. If full-timers work 2 weeks in summer of winter for comp, they can take off during slow periods in fall and spring. That would save a good percentage of summer and winter counseling costs."	
4) "Reduce the Outreach program by moving those counselors into the transfer/counseling center until we can actually enroll everyone who wants to attend SMC."	
5) "Utilize FWS 1 st before using grant funds for Student Help."	
6) Holding a silent auction on behalf of SMC. Donors could include the local SM eateries, local hotels, famous alumni.	
7) Sending out a solicitation of SMC's need to the families and students.	
8) "[SMC] can get architects and firms to donate materials and installations.	
9) Sell electricity back to the grid if we have solar power.	
10) Examine redirecting efforts of the Office of Public Programs	

F. Comments

Initiative	Anticipated Effect
1) Why is the ratio of managers to classified employees so high?	
2) What is the purpose of the Management Association?	
3) Restrict parking for students who commute from far away. Local students should use the Big Blue Bus. Savings would be on traffic.	
4) The health and exercise classes must be continued. Seniors need the stimulation they provide.	
5) Have a contest for the best budget idea.	
6) Implement incentives by department to save money.	
7) Any departmental budget cuts should be evenly distributed among the departments- no one department should take the brunt of the budget cuts.	
8) If tuition rises lower cost of books or choose books that are electronically available.	
9) If furloughs are used, "please do not touch our benefits. We deserve them and work for them, more than anybody else."	
10) Cutting part-timers by 60% is not only brutal, but unwise for the future.	
11) Set up incentive programs for employee suggestions: 12) CIP = Cost improvement Program (containing spending) 13) PIP = Performance Improvement Program (work proficiency ideas) 14) Ideas that are implemented, rewards could be given such as SMC shirts, caps, coffee mugs, or mouse pads, movie tickets, gift cards, or earn Comp Time Off credit. Additionally, contributors' names/departments can be recognized in the monthly newsletter.	

15) Managers should be made more seriously accountable for their budgets.	
16) Implore that furloughs or salary cuts be a solution of last resort. Such cuts could be disastrous to many.	
17) SMC is still responsible to provide accommodation to DSPS students, regardless of the DSPS budget. In the long run it will be cheaper to provide these services than deal with litigation. The college should not prioritize the students it wants to serve. This will become an issue of civil rights and access.	

BP 6250 Contracts for Services and Materials

To the full extent authorized by law, the Board shall from time to time (but not less than every four years) by written resolution or resolutions delegate to one or more administrators or managers of the District the authority to purchase supplies, materials, apparatus, equipment and services, subject to any restrictions and requirements of Education Code Sections 81656 and 88003.1 and Public Contract Code Sections 20650-20660.

Such purchases shall be at the lowest reasonable available competitive price consistent with the highest quality and highest level of service desired and written District specifications, and in the best interest of the District.

Such purchases shall be subject to the following limitations:

- a. No officer or employees are authorized to make any purchase involving expenditure by the District in excess of the amount specified by section 20651 of the Public Contract Code. The amount set forth in subdivision (a) of section 20651 of the Public Contract Code shall be the amount as is annually adjusted by the Board of Governors of the California Community Colleges.
- b. The delegation shall prescribe the limits of the delegation as to time, money and subject matter.
- c. All transactions entered into by the officer or employee shall be in writing, and shall be reviewed by the Board within ninety days, or as otherwise provided by law.
- d. In the event of malfeasance in office, the District officer or employee who entered into the contract shall be personally liable for any and all monies that the District paid out as a result of his or her malfeasance.

Reference: Education Code Section 81656 & 88003.1; Public Contract Code Sections 20650-20660
Revised: 6/2/2009

BP 6255 Delegation to Enter Into and Amend Contracts

The Superintendent/President is authorized by the Board of Trustees to:

- a. Contract for goods, services, equipment and rental of facilities, and accept grants as authorized by statutes for amounts of \$50,000 or less.
- b. Amend any contractual arrangement provided that changing the rate, period of time for the contract, and/or any other contractual term or condition does not result in a total expenditure of funds that would exceed \$50,000.
- c. Agree to binding arbitration if the Superintendent/President determines that it is an appropriate business decision to do so.
- d. All actions will be subject to Board approval and will be presented to the Board in summary format on a monthly basis for ratification.

Signatures on contracts are limited to those designated by the Superintendent/President and included on the annual Authorized Signature Resolution on file in the Los Angeles County Office of Education.

The Board of Trustees will periodically review this policy.

Reference: Education Code Sections 81655, 81656
Public Contract Code Section 20651

Approved: 9/7/08