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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

JUNE 4, 2013

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

5:30 p.m. – Closed Session
7 p.m. – Public Meeting

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

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

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

PUBLIC PARTICIPATION
ADDRESSING THE BOARD OF TRUSTEES

Members of the public may address the Board of Trustees by oral presentation **concerning any subject that lies within the jurisdiction of the Board of Trustees** provided the requirements and procedures herein set forth are observed:

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

Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.

Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

General Public Comments and Consent Agenda

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting **before** the Board reaches the Public Comments section in the agenda.
- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

Major Items of Business

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting **before** the Board reaches that specific item in the Major Items of Business in the agenda.
- Five minutes is allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

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

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

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

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

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT (if any)
- RECOGNITION AND ACKNOWLEDGEMENTS
 - Student Athletes of the Year
 - Santa Monica College's Society of 6 Film Production Class First Place Award
 - Fourth Annual Global Citizenship Research Symposium and Tournament Awards
- INSTALLATION OF STUDENT TRUSTEE

Board Chair Nancy Greenstein will administer the Oath of Allegiance to Mr. Jesse Ramirez and install him as Student Trustee for 2013-2014.

IV. **PUBLIC COMMENTS**

V. **SUPERINTENDENT'S REPORT**

- Updates:
 - First-Year Experience Program
 - Graduation and Related Activities
 - Graduation – June 11, 2013
 - Recognition Event – June 12, 2013
 - Celebrate America – June 29, 2013

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IX. **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.

X. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
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- Faculty Association
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XI. **BOARD COMMENTS AND REQUESTS**

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XIII. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 2, 2013** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **2013-2014 TENTATIVE BUDGET**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2013-2014 Tentative Budgets (Appendix A).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2013-2014 comprises the following nine funds:

General Fund Unrestricted	\$150,217,471
General Fund Restricted	<u>\$30,174,150</u>
<i>Total General Fund</i>	\$180,391,621
Special Reserve Fund (Capital)	\$13,557,487
Bond Fund: Measure U	\$22,244,871
Bond Fund: Measure S	\$54,772,428
Bond Fund: Measure AA	\$57,681,401
Bond Interest & Redemption Fund	\$50,512,604
Student Financial Aid Fund	\$36,389,573
Auxiliary Operations	<u>\$4,251,328</u>
<i>Total Other Restricted</i>	\$239,409,692
TOTAL PROPOSED TENTATIVE BUDGET	\$419,801,313

The 2012-2013 fiscal year is projected to close with an Unrestricted General Fund ending balance of \$10,273,435, including Designated Reserves.

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

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2013-2014 TENTATIVE BUDGET NARRATIVE**

GENERAL FUND

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted with the exception of some parts of the Auxiliary fund.

The District has based the tentative budget on the Governor's "May Revise" budget proposal for the State. The Governor's budget provides for a 1.57% Cost of Living Adjustment (COLA) and a 1.50% Growth Funding Adjustment in 2013-2014.

The largest source of revenue for the District is state funding. The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General Revenue. The figures in the tentative budget are based on estimates from the Chancellor's Office adjusted by the District's enrollment fee projections.

Non-resident Tuition revenues are the second principal source of funding for the District. Unlike Enrollment Fee revenue that belongs to the State, all revenue received from tuition for non-resident students belongs to the District. The District anticipates growth in non-resident tuition of approximately 4% from the projected 2012-2013 revenue mainly due to fee increases .

The tentative budget assumes an increase of approximately 224 credit FTES from 2012-2013. The FTES plan is projected to result in the District serving 488 unfunded credit FTES in 2013-2014.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines and through interest earned on cash. The District anticipates a decrease in local revenue in fiscal year 2013-2014 mainly due to decreases in property taxes and non-reoccurrence of one-time revenues.

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (88.28% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect appropriate step, column and longevity increases for all qualified employees. The tentative budget does not include any assumptions of furloughs or layoffs of permanent employees.

The discretionary section of the expenditure budget (Supplies, Services and Capital), reflects a reduction in budget of approximately <\$46,597> from 2012-2013 projected expenditures.

The amount of \$11,017,957 for the Contracts/Services line item in the tentative budget includes: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 22%; Bank Fees and Bad Debt 13%; Repairs of Equipment/Maintenance 8%; Advertising 8%; Online Course Management System 6%; Other Contract Services 6%; Legal Services (including those for the Personnel Commission) 5%; Consultants 5%; Postage and Delivery Services 4%; Software Licensing 4%; Managed Print Services 3%; Global Citizenship 3%; Off-Campus Printing 2%; LACOE Contracts (i.e. PeopleSoft, HRS) 2%; Conferences and Training 2%; Professional Growth 1%; Memberships and Dues 1%; Audit 1%; Repairs on Facility 1%; and Other Services – all under 1% of budget per category (e.g. Mileage, Commencement, Fingerprinting, Board Meetings, Field Trips) 3%.

It is expected that adjustments to projections will occur between the tentative budget and adopted budget as more information becomes available from the State.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State and Local sources. All grants that do not end by June 30, 2014 will be carried over to the 2014-2015 budget, if permissible.

When received, new grants will be presented to the Board of Trustees for approval, and the District's budget will be augmented to reflect the increase.

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Expenditures Fund. The major source of revenue for this fund is the non-resident capital surcharge. These funds are used for capital outlay related projects, including the installment payments for the AET Certificate of Participation and any required expenditure matches to State capital outlay funding. State funding for capital projects is also accounted for in this fund.

All capital expenditures and revenue in the Special Reserve Fund, as well as Funds 42.2, 42.3, and 42.4 reflect the total expenditure allocation and the total revenue for all projects, and are not limited to the current year, thus resulting in a zero ending balance. These funds are legally restricted and may not be transferred into the general fund.

Bond Fund Measure U (42.2)

This fund reflects the revenue from the sale of bonds approved through Measure U and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure U.

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure S.

Bond Fund Measure AA (42.4)

This fund reflects the revenue from the sale of bonds approved through Measure AA and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure AA.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the County of Los Angeles Department of Auditor-Controller. It reflects the receipt of property tax revenues due to voted indebtedness for bond issues, the payment of interest on those bonds, plus the redemption of the bonds that mature within the 2013-2014 fiscal year. This information is provided by the County of Los Angeles Department of Auditor-Controller through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid programs (PELL, SEOG, Loans and Cal Grants). The transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, namely the Bookstore, the food and vending concessions, and college expenditures in programs such as Athletics, Music, Theatre Arts, the *Corsair* student newspaper and transportation.

CONCLUSION

This is the tentative budget recommended for acceptance. It is expected that changes will occur between now and the Adopted Budget. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING

SUBMITTED BY: Vice-President, Business/Administration

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$10,000,000
- 2) For Fiscal Year 2013-2014.
- 3) Shall not exceed 75 percent of any moneys held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$10,000,000.

Comment: The State practice of deferring General Apportionment payments to deal with State cash flow issues could result in the District not receiving an adequate cash payment from the State in five of the twelve months of the fiscal year. While the District is in a fairly solid cash position, Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2013-2014 fiscal year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: ANNUAL RESOLUTION – CASH BORROWING FROM THE COUNTY TREASURY

SUBMITTED BY: Vice-President, Business/Administration

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the Los Angeles County Treasurer, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$110,000,000
- 2) For Fiscal Year 2013-2014
- 3) Shall not exceed 85 percent of the anticipated revenues accruing to the District.
- 4) Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the 2013-2014 fiscal year.
- 5) Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this resolution to authorize the request to the Los Angeles County Treasurer to make temporary transfer of funds, if so deemed appropriate during the 2013-2014 fiscal year by the Superintendent/President, to ensure that the District can meet its financial obligations.

Comment: The State practice of deferring General Apportionment payments to deal with State cash flow issues could result in the District not receiving an adequate cash payment from the State in five of the twelve months of the fiscal year. While the District is in a fairly solid cash position Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2013-2014 fiscal year.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	June 4, 2013

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 4

SUBJECT: STEM INITIATIVE/TITLE V BUILDING FOUNDATIONS FOR ACADEMIC AND CAREER GRANT UPDATE

SUBMITTED BY: Vice-President, Academic Affairs

The Santa Monica College and University of California Los Angeles (SMC/UCLA) STEM (Science Technology Engineering Mathematics) Initiative has made substantial progress toward building a rigorous and inclusive STEM focused program at SMC. This report covers the first year and eight months of the project and highlights grant activities related to raising STEM awareness at SMC, establishing the Science and Research Initiative program, and strengthening SMC’s STEM curriculum.

The grant outlined a three-pronged approach to increasing the number of traditionally underrepresented students that pursue a career or degree in STEM fields.

1. Promote STEM career pathways and increase the awareness of SMC’s strong STEM programs in Life, Physical, Computer and Earth Science
2. Establish a cohort program to support traditionally underrepresented students that pursue STEM-related majors (Science Research Initiative)
3. Facilitate the successful transfer of SMC STEM majors to a 4-year university.

The UCLA Partnership

One of the most impactful aspects of the grant is its close alignment with UCLA’s Community College Partnership and Undergraduate Research Centers. These centers have recruited UCLA to work with SMC faculty on developing transfer-level research courses and summer program curriculum. UCLA’s role has been central to creating a strong cohort program that will strengthen SMC’s reputation for preparing top “STEM” transfers that can succeed at any top research institution. For example, SMC/SRI students who transfer to UCLA and continue their research could receive financial research support from the undergraduate research center for the duration of their UCLA careers.

Meeting our Title V STEM Goals

Over this 1 year and 8 month period, the Title V STEM grant added significant staff to support the Science and Research Initiative which includes, a full time STEM Director (Dr. Melanie Bocanegra), a part time project manager for expansion of supplemental instruction into transfer-level STEM courses (Dr. Tony Prestby), a STEM and Supplemental Instruction project assistant (Vanan Yahnian), 3 dedicated STEM counseling faculty, and 7 UCLA STEM peer mentors. The SMC/UCLA project team, which includes STEM faculty and administrative leads at both UCLA and SMC, continue to be actively involved in each of the three grant objectives.

Promote STEM career pathways and increase the awareness of SMC’s strong STEM programs in Life, Physical, Computer and Earth Science

STEM Career and Major Days: The goal of this newly established grant funded SMC “In-Reach” activity is to give STEM majors a visible presence by setting up rows of information tables on the quad. Unlike the admission focused transfer fair, this information fair places departments from both UCLA and SMC side-by-side and offers faculty and students the opportunity to engage one another around discipline specific topics.

Strengthening the STEM presence in existing Special Programs:

In addition to a variety of new programming, the STEM grant also works to build coalitions with existing programs (Scholars, Black Collegians, Adelante) doing great work on campus. The STEM team holds bi-weekly student service meetings to learn best practices from these model programs.

- 1) The Latino Center: All STEM related program materials are officially housed in the Latino Center. In addition to STEM’s web presence, the grant team works closely with the Latino center to provide a centralized physical place for students to obtain program information.
- 2) Science Research Initiative gave application workshops to the Latino and Black Collegian Centers, as well as spring 2012 Math 20 classes. In the fall, STEM helped sponsor Cool Careers and VIP Welcome Day workshops.

Strengthen the STEM presence in SMC Outreach Efforts:

- 1) The program launched a STEM website to create a virtual “hub” for STEM related activities at SMC, partnering institutions, the Santa Monica Silicon Bay, and the greater Los Angeles Area. This website currently hosts our online application and connects students to our program services. We hope to build its overall scope by the end of the grant cycle.
- 2) STEM sponsored Earth Week Speaker: Dr. Tyrone Hayes. Dr. Hayes is currently a tenured faculty member at Berkeley who conducts research on the damaging effects atrazine, a widely used agriculture chemical, on frogs. Dr. Hayes’ inspiring presentation told the story of his passion for science and its impact on society. The grant will continue to collaborate with established lecture series on campus (Distinguished Scientist Series, Earth Week, etc.) to bring innovative and diverse scientific speakers to SMC.
- 3) STEM has built partnerships with SMC groups that conduct outreach activities and, as a result, the STEM grant has successfully outreached to parents, incoming high school students, and continuing SMC students to promote the “Science and Research Initiative” program.
 - a. STEM Parent Information Night: A workshop given by counseling and instructional faculty to the parents of newly enrolled SMC students to introduce them to the SRI program and encourage their children to apply.
 - b. Latino Youth Leadership Conference: In the grants first year faculty in Earth, Life, and Physical Science gave presentations to LYC attendees. This year, we added a panel featuring students from our first SRI cohort.
 - c. STEM High School presentations: Muriel Walker-Waugh in Chemistry and Eric Minzenberg in Earth Sciences have visited Santa Monica, Venice, Valencia, and several other area high school to promote the Science and Research Initiative. STEM was also involved with dispersing program information to over 50 high school counselors during a Fall High School Counselors event put on by Maria Leon-Vasquez.

Initiative. SRI Cohort 1 consists of 99 students, 80% are first generation or low income and 57% Hispanic. In 2012-13, the grant's in-reach and outreach efforts produced a total of 593 students interested in learning more about the STEM and the benefits of joining the Science and Research Initiative program.

Establish a cohort program to support traditionally underrepresented students that pursue a STEM-related major (Science Research Initiative)

Many first generation, low income, and/or traditionally underrepresented populations are not well versed in the student skills necessary to succeed in challenging STEM majors/careers. In order to build a support system composed of both faculty and peers, the grant established the framework for a cohort of STEM scholars at SMC. Termed the "Science and Research Initiative" (SRI), this comprehensive program provides interventions and targeted learning strategies to each cohort. The full program is 2-years and consists of the following activities:

Year 1

Science and Research Initiative Program Orientation: This 2-day program (1 day at SMC and 2nd day at UCLA) welcomes students and families to both campuses and motivates the SRI students to overcome challenges and rise to their potential.

STEM Skills: Developed by Muriel Walker-Waugh in chemistry, this series of daylong workshops provide an overview of essential concepts embedded in many STEM courses. Interdisciplinary topics spanning life, earth and physical science included: math in science, measurements and significant figures, using scientific calculators, and graphing data. These workshops reinforced the strength of the cohort model and prepared students for spring coursework. The grant will continue to sponsor STEM Skills in the summer as part of a weeklong pre-orientation, mandatory program event.

STEM counselors work with program participants:

- In groups to go over program logistics and requirements
- Individually to develop education plans and
- Provide workshops on how to thrive in STEM majors. This year topics included: motivation, exam preparation, and time management.

STEM Career Planning Course (Counseling 12): In this course, students use the scientific method to explore STEM careers. They use value/interest assessments to hypothesize a STEM career path, informational interviews to test their hypothesis, and prepare a final presentation to outline their short and long-term strategies to meet their career goals.

Year 2

Summer Bridge program: UCLA Student Intensive Transfer Experience for SRI Students. Starting this summer, 50-60 Science and Research Initiative students will be invited to take part in this weeklong residential program. This intensive experience prepares students for transfer to any UC. SRI students will live in UCLA undergraduate dorms, develop their STEM study skills, attend lectures given by UCLA faculty, and visit the various science departments and facilities at UCLA.

Counseling 15: Job/Internship Search Strategies: This course will assist students with developing a curriculum vitae, writing personal statements, obtaining strong letters of recommendation, and interview practice with STEM professionals. The course will also serve as a platform for STEM to facilitate connections between our students and opportunities with partnering institutions and industries.

Principles and Practice of Scientific Research: This course explores the modern practice of science. It focuses on the use of the scientific method; the history of science how why and where research is conducted; ethical protocol in the scientific process; and how to formulate scientifically testable hypotheses and perform experiments to test the hypotheses. Students will apply the scientific methods in inquiry-based laboratory projects and will communicate research design, data collection using conventional scientific formats. This is a prerequisite for SRI students to take part in the 10-week paid Research Internship opportunity at UCLA.

Final Summer/Prior to Transfer

Paid 10-week Research Internship at UCLA: Students will utilize portfolios developed in counseling 15 and skills gained from the research course to apply to 12-24 grant-sponsored research internships through UCLA's undergraduate research center. Upon successful completion of this internship and transfer to UCLA, SRI scholars could continue to receive financial support from the URC to continue their research projects throughout their undergraduate career.

Ongoing:

Dedicated STEM Counselors: Understanding the prerequisites for various STEM majors is complicated; therefore, it is essential to have counseling faculty that are up-to-date with articulation agreements between SMC and UC/CSU campuses. These "STEM focused" counselors meet with SRI students to develop and edit their educational plans. SRI Student meet with STEM counselors 2 times each semester and are key to the program's success.

Facilitate the successful transfer of SMC STEM majors to a 4-year university

Technology and Equipment Upgrades: Physical, Earth and Life Sciences have purchased and/or received equipment upgrades to strengthen the STEM curriculum by infusing classrooms with state of the art technology. Some exciting developments funded by the Title V STEM funds include:

- Chemistry received a new Nuclear Magnetic Resonance to utilize in organic chemistry labs as well as ongoing chemistry faculty research projects.
- Geographic Information Systems labs moved from a physical to a virtual lab format, increasing accessibility for students and reinforcing SMC's cloud infrastructure through the establishment of Citrix as the GIS remote server. This new "virtual" Geospatial lab will official launch in Fall 2013.

Support for the Expansion of Supplemental Instruction: The grant is currently funding the expansion of SI into transfer level STEM coursework. SI was offered in chemistry, physics, biology, astronomy, and physical anthropology for the first time this year, and will continue to support these efforts through 2016.

SRI faculty leads and workgroups have been instrumental in developing innovative interdisciplinary coursework:

- Principles and Practice of Scientific Research is a requirement for UCLA internships, however, our goal is to offer this innovative course to the general SMC population. STEM faculty are currently exploring the possibility of gaining Transfer Alliance Participation certification to raise student interest in the course.

- **Biology Methods Course:** In addition to her extensive work with the faculty committee creating the principles of research course, Mary Colavito is collaborating with the Veteran's Affairs research group to establish a "satellite" laboratory for SMC students who want to pursue biological research. Students who enroll in this course (currently under development) will be able to learn cutting edge gene expression techniques while working on a real research project in hematology.

Faculty and Staff development: Dr. Melanie Bocanegra is currently putting together a three-part speaker series focused on learning best practices and understanding the challenges underrepresented STEM students face in today's education system. Drs. Silvia Hurtado (UCLA School of Education), David Drew (Author of STEM the Tide and faculty at Claremont Graduate University), and Greg Walton/Geoff Cohen (Stanford School of Education) have been approached to speak to our faculty. Ideal dates for these talks would coincide with departmental flex days and STEM faculty/staff retreats beginning this summer.

Summary:

In its second year of existence the Title V HSI-STEM grant has laid the framework for a vibrant STEM learning community at Santa Monica College. The team is eager to collect and analyze quantitative and qualitative data gathered by Cobblestone Inc. to refine the targeted activities and measure the grant's direct impact on science, technology, engineering and math students at SMC. The Director of STEM will continue to engage academic and industry partners who share our vision and overall goal of creating an inclusive learning environment that strives to prepare all students to be successful in the pursuit of a STEM career.

Special thanks are owed to Laurie McQuay-Peninger and Brenda Benson, who led the team through the first year of the grant.

Building Foundations for Academic and Career Success Grant Update Summary

The Title V Building Foundations for Academic and Career Success grant was awarded to Santa Monica College in October 2012. The grant is funded by the Title V Hispanic Serving Institutions (HSI) Program administered through the U.S. Department of Education. The intent of the grant is to support low income, Latino, and traditionally underrepresented students as they pursue their academic and career goals. At the heart of the grant will be the establishing of a center which will offer an annual Faculty Summer Institute, quarterly seminars for faculty, departmental workshops and individualized faculty support. Title V grant activities will target career specific improvements across disciplines involving math, and English. Faculty in Basic Skills, Career Technical Education, and Transfer areas will be served through the grant.

Faculty Leadership Team and Steering Committee

During the Fall 12 term, recruitment began to fill the positions outlined in the Title V grant. These positions included the faculty leaders, project manager, counseling lead, administrative support, instructional designer, and research analyst. In November 2012, the faculty leader descriptions were finalized with the assistance of Dr. Jenny Merlic, Janet Harclerode, Eve Adler, and Jeff Shimizu. A call went out to all faculty announcing the positions.

In December 2012, the counseling lead and faculty leaders were selected to assist with the planning and implementation of the grant. The instructional designer was not selected and the decision was made to delay the recruitment for this position. We are currently looking to fill this faculty leader position. Additionally, the decision was made to create a research consultant position that would work closely with the Office of Institutional Research and the leadership team. The project manager was approved by the Board of Trustees in January 2013 and the administrative secretary position was approved in April 2013. We are currently going through the hiring process for the project manager and administrative secretary positions. Lastly, the Title V Steering Committee was established and has been meeting since December of last year.

Planning Efforts and Future Activities

The first year of the grant has been devoted to planning and implementation efforts for the second year of the grant. The Title V leadership team started meeting during the Spring 13 semester to develop the plan for the 2013-2014 academic year. As part of the planning efforts, the leadership team has sought input from SMC faculty. The leadership team held a workshop during the Spring 13 Flex day to inform faculty about the Title V grant and to get faculty input on possible services. Additionally, Dr. Hannah Lawler presented at various Academic Senate committees to get additional faculty input on possible activities and services to offer through the grant. Lastly, the leadership team will be working to develop a faculty survey that will get more input from full-time and part-time faculty across disciplines.

Faculty Summer Institute

The leadership team created the structure for the Faculty Summer Institute (FSI) and identified presenters for the institute. Additionally, the team created the FSI application and started recruiting faculty to participate in the institute. We are currently working to finalize the details of the institute.

The Faculty Summer Institute (FSI) will take place July 29 through August 8, 2013 at the Santa Monica College Bundy Campus. A group of 20 to 30 SMC instructional faculty will be selected to participate in the FSI. Faculty will learn about ways to revitalize their teaching, increase student retention and persistence, and keep students engaged. During the institute, experts and practitioners in the field of education will share research-based strategies that increase student success. Topics to be covered include the following: Community building, cultural competencies, differentiated instruction, brain research and learning, reading across the curriculum, assignment design, and problem based learning.

Center Location and Space

In addition to planning and implementation efforts for the Faculty Summer Institute and planning of grant activities, the leadership team has been involved in planning the physical layout of the center. The space plan was finalized in May. The future center will feature an open floor plan with furniture that can be re-arranged to accommodate small and large group workshops/trainings. In addition to the open floor plan, the space will have a moveable partition that will allow the space to accommodate larger groups of faculty during workshops /trainings.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **FIVE-YEAR CONSTRUCTION PLAN 2013-2014 – 2018-2019**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the filing of the Five Year Construction Plan, 2015-2016 with the State Chancellors Office.

Five Year Plan Listing: See following page
Initial Project Proposals (IPP): Math and Science
Final Project Proposal (FPP): No new proposals

COMMENT: The Five Year Construction plan identifies all potential future projects especially those that may be eligible for state matching funds. The District selects projects that are expected to have the greatest possibility of state funding to be developed into an IPP. If the state approves the IPP, then the project can be developed into an FPP the following year.

These projects follow the 1998 Facilities Master Plan and Career and Educational Facilities Master Plan 2010 Update.

The Math and Science Project is being resubmitted this year since an improved economic outlook in the state may lead to a statewide bond in 2014 and/or 2016.

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

Date	Project Occupancy Total Cost	Schedule of Funds					Status: Locally Funded/Under Construction
		2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	
2013	Information Technology Relocation 2014 \$16,286,998 Non-State	(C, E) \$15,041,600					
2013	Media and Technology Complex – Academy Site 2015 \$77,745,311 Non-State	(E) \$7,348,193					Status: Locally Funded
2013	Madison Site East Wing Seismic Upgrade 2014 \$13,782,695 Non-State	(E) \$400,000					Status: Locally Funded
2013	Replacement Health, Fitness, P.E., Dance Building including Central Plant 2015 \$47,407,617 Non-State	(E) \$1,500,000					Status: Locally Funded
2014	Environmental Performance – Building Retrofits for Chilled Water from Central Plant 2015 \$8,559,424 Non-State	(C, E) \$7,885,983					Status: Locally Funded
2015	Student Success Center 2017 \$83,712,943 Non-State	(P)(W) \$6,500,000	(C) \$73,271,988	(E) \$3,600,000			Status: Locally Funded
2015	Drescher Hall - Academic Modernization, Pico Promenade and Transit Plaza 2017 \$21,928,652 Non-State	(P)(W) \$1,947,099	(C)(E) \$19,981,553				Status: Locally Funded
2015	Early Childhood Education Center 2016 \$12,667,245 Non-State	(P)(W) \$1,168,147	(C)(E) \$11,481,098				Status: Locally Funded
2015	Malibu Center 2016 \$19,279,415 Non-State	(P)(W) \$1,368,447	(C) \$17,160,862	(E) \$750,000			Status: Locally Funded
2017	Replacement Math and Science Extension Building 2019 \$32,484,141 State \$48,726,211 Non-State	(P)(W) \$2,769,545 \$4,154,317	(P)(W) \$2,769,545 \$4,154,317	(C) \$28,534,596 \$42,801,894	(E) \$1,180,000 \$1,770,000		Status: IPP Pending
2017	Career Opportunity and Advancement Center – Bundy Campus 2019 \$27,728,447 Non-State	(P)(W) \$2,018,900	(P)(W) \$2,018,900	(C) \$24,759,547	(E) \$950,000		Status: Locally Funded

A – PROPERTY ACQUISITION; P – PRELIMINARY PLANS; W – WORKING DRAWINGS; C – CONSTRUCTION; E – EQUIPMENT
 IPP – INITIAL PROJECT PROPOSAL

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	June 4, 2013

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 6

SUBJECT: **ENROLLMENT PRIORITIES**

SUBMITTED BY: Vice-President, Enrollment Development

Background

The Chancellor’s Office convened a 17-member workgroup to implement Student Success Task Force recommendation 3.1 to establish system-level enrollment priorities. The task force recommended that the California Community Colleges adopt system-level enrollment priorities to: (1) reflect the core mission of transfer, career technical education and basic skills development; (2) encourage students to identify their educational objective and follow a prescribed path most likely to lead to success; (3) ensure access and the opportunity for success for new students; and (4) incentivize students to make progress toward their educational goal. The workgroup recommended proposed changes to Section 58108 of article 1 of subchapter 2 of chapter 9 of division 6 of title 5 of the California Code of Regulations, regarding the establishment of system-level enrollment priorities, which was adopted by the Board of Governors and filed with the Secretary of State in 2012 and became effective in January 2013.

The key elements of this regulation include the following:

Enrollment priorities for existing student groups identified in California Education Code (active duty military and veterans and foster youth and former foster youth) and for students participating in EOPS and DSPS programs who have completed orientation, assessment, and developed student education plans are maintained in the proposed regulation (first and second level of priority, respectively). A provision was added to allow districts the discretion to collapse the first and second levels of priority if sufficient capacity exists to do so without displacing students in the first level.

New students who have completed orientation, assessment, and developed student education plans and continuing students in good standing (defined as a student who is not on academic or progress probation for two consecutive terms and has not earned 100 degree-applicable units) constitute a large level three priority group. Districts have discretion to establish local priorities among students in this group.

Districts have discretion to establish local priorities below level three for all other students.

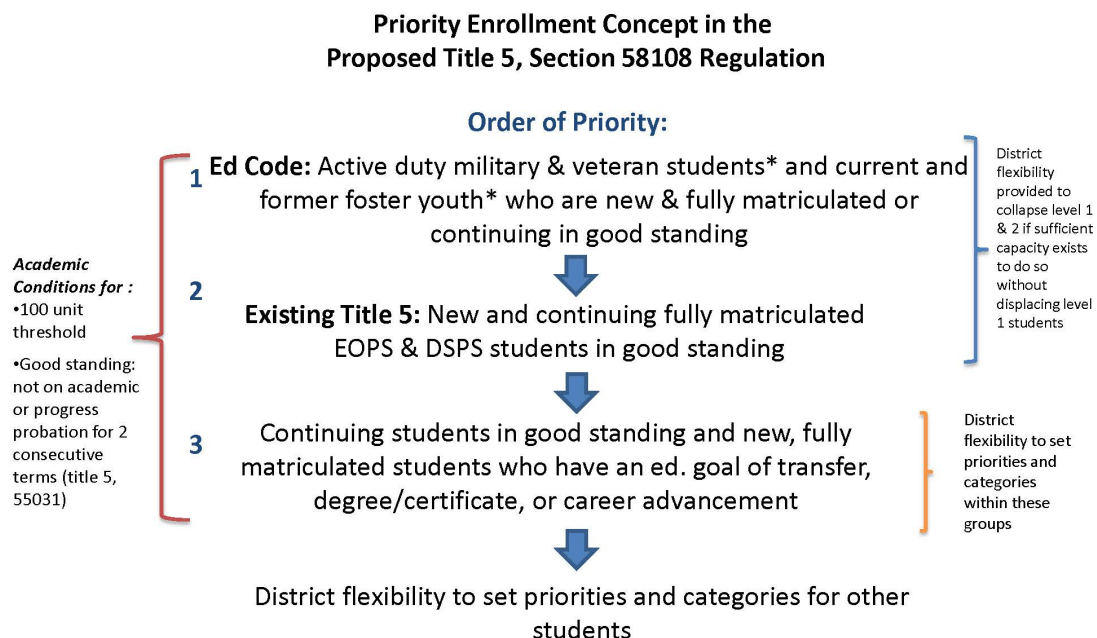
Continuing students would lose enrollment priority if they earned more than 100 units (not including nondegree applicable basic skills and ESL) or if they were on academic or progress probation for two consecutive terms (as defined by existing title 5 regulations).

Districts would have authority to adopt policies exempting categories of students from the 100 unit limit, such as those in high unit majors or programs.

Districts would be required to adopt an appeals policy and process for students who lose enrollment priority due to extenuating circumstances (verified cases of accidents, illnesses or other circumstances beyond the control of the student) and for students with disabilities who applied for but did not receive timely reasonable accommodation. Districts may also allow appeals for students who demonstrate significant satisfactory academic improvement in a subsequent term, but whose term GPA is not high enough to raise the cumulative GPA.

Significant lead time is provided for implementation. Beginning in spring 2013, districts would be required to notify students who are at risk of losing enrollment priority due to their unsatisfactory academic progress or standing. Districts would be required to fully implement the new regulation by fall 2014 and ensure that all policies and course catalogs reflect the new enrollment priority requirements and that appropriate and timely notice is provided to students.

The following chart provides a conceptual framework for the changes:



**Education Code section 66025.8 requires community college to grant priority enrollment to any member or former member of the Armed Forces of the United States within four years of leaving active duty. EC 66025.9 requires priority enrollment for current and former foster youth up to, and including, age 24.*

SMC Implementation Plan

In April and May 2013, the College convened a taskforce comprised of both teaching and counseling faculty appointed by the Academic Senate and administrators to discuss implementation of the title 5 changes at SMC. The taskforce recommended the following policy:

Continuing Students (in good standing)

Consider SMC units ONLY, excluding non-degree-applicable courses (basic skills) plus the following list of ESL courses:

ESL 11B

ESL 21A

ESL 21B

ESL 25

Order:

Special programs

Group 1: Veteran's, Foster Youth, DSPS, and EOP&S

Group 2: Scholars, Pico, TRIO, Adelante, Black Collegians, Cal-WORKS, STEM, and Athletes

60-30 units completed + In Progress (in descending order 60-59-58-57.....30)

89 -61 units completed + In Progress (in ascending order 61-62-63-64.....89)

29 – 1 unit completed + In Progress (in descending order 29-28-27-26.....1)

90 units or more completed +In Progress (in ascending order 90-91-92-93....)

Continuing students not in good standing

New Students:

1. First Year Experience Cohort Participants (begin 7 days after continuing students begin)

Eligible students will be Matric 1 - Enrollment Status 1 (first time college student) – who have completed assessment and orientation and sign contracts agreeing to enrollment guarantees in prescribed courses.

Fall – 6 - 9 units (English and Math + Counseling 20, where appropriate) according to placement levels

Spring – 6 units of GE – defined each term

2. Matric 1 – who have completed assessment and orientation, in the following order (begin 10 days after continuing students begin):

Enrollment Status 1 [first time college student]

Returning Students in good standing

Enrollment Status 2 [students with previous college coursework]

3. Matric 1 [students with educational goals of degree or transfer] – who have NOT completed assessment and orientation, in the following order (follow group 2):

Enrollment Status 1 [first time college student]

Returning Students in good standing

Enrollment Status 2 [students with previous college coursework]

4. Matric 2 [students with educational goals other than degree or transfer and those holding Bachelor Degrees or higher] (follow group 3)

High School Concurrent

Pursuant to California Education Code §76001(e)(1), High School Concurrent Students shall be assigned a low enrollment priority as to not displace regularly matriculated students. Enrollment date assigned to High School Students will be approximately 3 -4 weeks before term begins.

Student Notification

This Spring 2013, notification to students who are at risk for losing enrollment priority under the new regulations has been sent to students currently on probation and/or who have 65 units or more.

Enrollment Priority - Major Changes at a Glance	
Current Policy	Policy beginning Summer 2014
Unit Calculations include Basic Skills and units taken at other colleges/universities	Unit Calculations include ONLY SMC coursework and for loss of priority only - excludes Basic Skills / Non-Degree Applicable coursework and certain ESL courses
Enrollment Priority not lost, except for those with excessive units, excluding special program students	Enrollment Priority subject to satisfactory academic progress as well as excessive units (including Special Program students)
Special Programs: Group 1: Veteran's, Foster Youth, DSPS, and EOP&S Group 2: Scholars, Pico, and TRIO Group 3: Athletes	Special Programs: Group 1: Veteran's, Foster Youth, DSPS, and EOP&S Group 2: Scholars, Pico, TRIO, Adelante, Black Collegians, Cal-WORKS, STEM, and Athletes
No appeals process	Appeals process for extenuating circumstances, for disabled students who did not receive reasonable accommodations, and for those who have made significant academic progress, but may not have achieve a cumulative GPA to remove probationary status

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **RESOLUTION TO ESTABLISH THE CHUI L. TSANG TRANSFER SCHOLARSHIP**

SUBMITTED BY: Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution to the establish the Chui L. Tsang Transfer Scholarship:

The Board of Trustees of the Santa Monica Community College District does hereby resolve as follows:

1. In recognition of Dr. Chui L. Tsang’s outstanding service to the College, an annual scholarship is hereby established to funded by the District and called the “Chui L. Tsang Transfer Scholarship.”
2. The Chui L. Tsang Transfer Scholarship shall be awarded on the following terms:
 - a. The scholarship shall be awarded to a Santa Monica College student in good standing who is transferring to a four-year institution.
 - b. The scholarship shall be in the amount of \$30,000, payable in two installments. The first installment of \$15,000 shall be paid upon the student’s commencement of studies at the transfer institution and the second installment shall be paid at beginning of the student’s second year provided he or she remains a student in good standing at the transfer institution.
 - c. The first scholarship shall be awarded for the 2013-14 school year and an additional scholarship shall be awarded each year thereafter.
 - d. The recipient of the scholarship shall be selected by the Superintendent/President using such selection procedure as the Superintendent/President shall establish.
 - e. Recipients of the scholarship shall be called a “Tsang Scholar.”

Adopted this 4th day of June, 2013.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 8

SUBJECT: **APPOINTMENTS TO CITIZENS' BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Chair Nancy Greenstein

REQUESTED ACTION: It is recommended that the Board of Trustees approve the appointment of members to the Citizens' Bond Oversight Committee, for two-year terms, 2013-2015.

Five applications received will be reviewed and discussed by the Board of Trustees.

SUMMARY: The bylaws state that the Citizens' Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees as required by Government Code Sections 54950-54962 and Education Code Sections 15278, 15280 and 15282, with at least:

Category

1. one representative of the business community within the District
2. one person active in a senior citizens' organization
3. one person active in a bona fide taxpayers' organization
4. one student who is currently enrolled at SMC
5. one person active in the support and organization of the District
6. additional appointees to represent the communities of Santa Monica and Malibu

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2013

VIII. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #9-#30.

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

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

IX. CONSENT AGENDA – Pulled Recommendations

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

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 9 APPROVAL OF MINUTES

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

- May 7, 2013 (Regular Board of Trustees Meeting)
- May 21, 2013 (Special Meeting)

CONSENT AGENDA: ANNUAL RECOMMENDATIONS*Requested Action: Approval of the following annual elections/re-elections, effective July 1, 2013*

The following recommendations are required to be approved by Board of Trustees on an annual basis:

- #10 Election of Personnel
- #11 Resolution Fixing the Employer's Contribution Under the Public Employees' Medical and Hospital Care Act
- #12 Destruction of Class 3 Records
- #13 Year-End Appropriations Transfers
- #14 Disposal of Surplus Property
- #15 Authorization of Signatures, 2013-2014
- #16 Organization Memberships, 2013-2014

RECOMMENDATION NO. 10 ELECTION OF PERSONNEL*Requested Action: Approval of the following annual elections/re-elections, effective July 1, 2013**Approved by: Marcia Wade, Vice-President, Human Resources*

Academic Personnel: Declare salary schedules indefinite for 2013-2014 and place academic personnel to the appropriate place on their respective salary schedules for the 2013-2014 fiscal year.

1. Contract and Regular Academic Personnel
2. Academic Hourly, Adult Education, Emeritus College and Substitutes

Classified Personnel: Declare salary schedules indefinite for 2013-2014 and place classified personnel to the appropriate place on their respective 2013 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2013-2014 and place unrepresented personnel to the appropriate place on their respective 2013 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2013:

- Executive Vice-President
- Vice-President
- Senior Director
- Dean
- Associate Dean
- Director
- Associate Director

Comment: Lists on file in the Human Resources office and attached to the permanent minutes. All academic and classified personnel (including managers and confidentials) are required by the Los Angeles County Office of Education re-elected for the upcoming fiscal year for budgetary reasons and payroll processing.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2013

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

**RECOMMENDATION NO. 11 RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
Requested Action: Adoption PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

*Reviewed by: Sherri Lee-Lewis, Dean, Human Resources
Approved by: Marcia Wade, Vice-President, Human Resources*

WHEREAS, (1) Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and

WHEREAS, (2) SANTA MONICA COLLEGE, hereinafter referred to as Special District is a contracting agency under the Act for participation by members of the Board of Trustees now, therefore be it

RESOLVED, That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of **\$700.60** per month, plus administrative fees and Contingency Reserve Fund Assessments.

Comment: The base medical benefit amount is to be increased annually in accordance with the benefits article in the contract agreements with CSEA, the SMC Faculty Association, and the SMC Police Officers Association and by Board Resolution covering the Special Districts.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 4, 2013

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 12 DESTRUCTION OF CLASS 3 RECORDS

Requested Action: Approval

*Approved by: Randal Lawson, Executive Vice-President
 Robert Isomoto, Vice President, Business and Administration
 Teresita Rodriguez, Vice-President, Enrollment Development
 Marcia Wade, Vice-President, Human Resources*

Approve the destruction of class 3 records (older than three years) stored for Admissions and Records, Financial Aid, Outreach, Assessment, EOP&S, Business Services, Human Resources and Personnel Commission.

Comment: This is an annual recommendation for class 3 records which are disposable records that have been maintained for at least three years. This classification includes such items as enrollment cards, add-drop cards, purchase orders, periodic reports, and attendance records. This also includes such items for the Human Resources and the Personnel Commission as recruitment and examination records for classified personnel. All data from these source documents has been recorded on a higher classification record that is stored.

RECOMMENDATION NO. 13 YEAR-END APPROPRIATIONS TRANSFERS

Requested Action: Approval

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

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2012-2013 to permit the payment of obligations of the district incurred during the year.

Comment: This action is a recurring practice of the County Superintendent of Schools which permits the processing of warrants and liabilities for the District during the closing of the financial records for the fiscal year.

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 14 DISPOSAL OF SURPLUS PROPERTY***Requested Action: Approval**Approved by: Robert Isomoto, Vice President, Business and Administration*

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2013-2014.

Comment: Education Code Section 81450 defines surplus equipment as equipment no longer required or suitable for college use or equipment that should be disposed of for the purpose of replacement. Surplus equipment is stored in the District warehouse which has limited space. The District periodically needs to dispose of equipment that is in disrepair or is obsolete and is no longer needed by:

- Transfer to other Institutions;
- Transfer to State agencies;
- Sale to other eligible political sub-divisions of the state and other governmental agencies;
- Donation to a public school or public school system;
- Sale by Public or Internet auction

BOARD OF TRUSTEES**ACTION**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

June 4, 2013

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 15 AUTHORIZATION OF SIGNATURES, 2013-2014***Requested Action: Approval**Approved by: Robert Isomoto, Vice President, Business and Administration*Union Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on Union Bank accounts for 2013-2014 as indicated.

District Clearing Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Bursar's Office Credit Card Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Community Services Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Cal B and C Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Bursar's Office Cash Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Revolving Cash Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Parking Account:

Chui L. Tsang
Randal Lawson
Robert Isomoto

Authorization for the District to use a stamp signature for Chui L. Tsang when two signatures are required. Two signatures are required on all checks that are more than \$500.

Authorization that Robert Isomoto be designated as the primary contact for Union Bank.

Comment: Union Bank requires specific action to designate signatories instead of the previous blanket authorization.

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 16 ORGANIZATIONAL MEMBERSHIPS, 2013-2014***Requested Action: Approval*

*Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications
 Robert Isomoto, Vice-President, Business and Administration
 Carol Long, Acting Director of Classified Personnel
 Teresita Rodriguez, Vice-President, Enrollment Development
 Jeff Shimizu, Vice-President, Academic Affairs
 Michael Tuitasi, Vice-President, Student Affairs
 Chui L. Tsang, Superintendent/President
 Marcia Wade, Vice-President, Human Resources*

Approved by: Randal Lawson, Executive Vice-President

Approval of the list of Organizational Memberships, 2013-2014 (List on file in the Offices of the Superintendent/President and Fiscal Services). Major categories of memberships include the following:

- Accreditation
- Board Organizations
- District-wide Organizations
- KCRW
- Personnel Commission
- Athletics

Funding Sources: Departmental Budgets

Comment: Total District expenditures for organizational memberships for 2012-2013 are approximately \$135,000 (excluding KCRW). Following are examples of memberships over \$10,000:

- Accreditation Commission for Community Colleges (\$27,489)
- Community College League of California (\$25,038)
- Association of Community College Trustees (\$15,990)
- The Advisory Board Company (\$25,725)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 17 CONTRACT WITH BIG BLUE BUS, 2013-2014

Requested Action: Approval/Ratification

Approved by: Donald Girard, Senior Director, Government Relations/Institutional Communications

Reviewed by: Chui L. Tsang, Superintendent/President

Provider/Contract	Term/Amount	Service	Funding Source
Santa Monica Big Blue Bus	2013-2014 Not to exceed \$1,317,040.	<p>This program provides a system-wide pass for all current SMC students and staff with identification to ride the Big Blue Bus any time, any line, at no charge to the rider.</p> <p>This will be the sixth year of the Any Line, Any Time program. SMC and the City of Santa Monica have engaged in discussion on the importance of program continuation and the appropriate level of financial support given the significant increase in the number of students utilizing the service. The agreement between the Big Blue Bus and Santa Monica College for reimbursement for transit services to be provided in fiscal year 2013-2014 represents an increase of \$97,560 (an increase of 8 percent) over the current year rate.</p>	2013-2014 District/Transportation Budget with an offset provided by the Associated Students (approximately 50 percent).

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Chui L. Tsang, Superintendent/President

Requested Action: Ratification

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

Note: The consultants detailed from A-F are all higher education experts who will be speaking at SMC's first Faculty Summer Institute from July 29–August 8, 2013, funded by the Title V-HSI Building Foundations for Academic and Career Success grant funded by the U.S. Department of Education, for 20 instructional faculty who will learn strategies to increase student success, and will be involved in the grant activities.

Provider/Contract	Term/Amount	Service	Funding Source
A Dr. Lou Cozolino	Not to exceed \$2,500	Dr. Lou Cozolino will be presenting findings from social and cognitive neuroscience integrated with research in evolution, cultural anthropology, and education to provide guidelines in optimizing motivation, attention, and learning in building curriculum and shaping pedagogical technique.	Title V- Building Foundations for Academic and Career Success Grant (100%)
B Dr. Deborah Faye Carter	Not to exceed \$2,500	Dr. Deborah Faye Carter will conduct a workshop focused on cultural competencies for faculty from a variety of fields. Topics related to low transfer rate and how faculty may have a role in increasing the transfer degree/certification completion rate will be discussed.	Title V- Building Foundations for Academic and Career Success Grant (100%)
C Dr. Mira Pak	Not to exceed \$1,250	Dr. Mira Pak will address how to teach students with divergent skill levels and backgrounds in the same classroom through her presentation on differentiation.	Title V- Building Foundations for Academic and Career Success Grant (100%)
D Nika Hogan	Not to exceed \$1,500	Professor Nika Hogan will assist faculty in planning to incorporate metacognitive routines in their instruction and otherwise support students' academic literacy development.	Title V- Building Foundations for Academic and Career Success Grant (100%)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
E Dr. Irene Clark	Not to exceed \$1,250	Dr. Irene Clark will speak on writing across the curriculum and assignment design. Participants will gain awareness of the type of writing they typically assign, how those assignments reflect disciplinary values and the qualities of writing that are privileged in each discipline.	Title V- Building Foundations for Academic and Career Success Grant (100%)
F On Course (Facilitator: Teresa Ward)	Not to exceed \$4,500	Teresa Ward will conduct a workshop on effective strategies to help faculty empower students to maximize the benefits they receive from a learner-centered educational environment.	Title V- Building Foundations for Academic and Career Success Grant (100%)
G Dr. Nicholas Gorman	Not to exceed \$30,000 July 1, 2013- June 30, 2014	Dr. Nicholas Gorman will serve as the grant evaluator and will collaborate with the SMC Director of Institutional Research to plan and conduct a range of evaluative activities assessing the activities of the Title V Building Foundations for Academic and Career Success grant. His responsibilities will include conducting qualitative and quantitative research assessing satisfaction with professional development activities and tools supported by the grant and the impact of faculty self-reported strategies or techniques developed as a result of these activities. He will provide written reports of findings of all evaluation studies and periodically meet with appropriate SMC staff for research planning and presentation of the study findings.	Title V- Building Foundations for Academic and Career Success Grant (100%)

A-G

Requested by: Roberto Gonzalez, Associate Dean, Student Success Initiatives

Approved by: Jeff Shimizu, Vice President, Academic Affairs

H Vicenti, Lloyd & Stutzman LLP	Addendum to multi-year contract originally approved on April 5, 2011 Not to exceed \$7,500	The Governmental Accounting Standards Board (GASB) has issued two new statements of which one or both could have an impact on the accounting and reporting for SMCCD. Both statements are effective for the fiscal year ending June 30, 2013. This is an addendum to the original multi-year contract with the District's auditors for these additional audit requirements related to the implementation of GASB Statements No. 60 and 62.	District General Fund
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Approved by: Robert Isomoto, Vice-President, Business/Administration

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

The following contracts are for post doctoral psychology students who are required to continue their training after graduation in order to accrue the necessary hours of experience to be able to take the required California state licensing exam. These students will be fulfilling the requirement by serving as full-time Post-Doctoral interns under the supervision of the psychological services faculty to assist the staff in working with individual students, conducting group workshops, and providing training and consultation to faculty and staff.

	Provider/Contract	Term/Amount	Service	Funding Source
I	Ms. Rashida Mosley	September 2013 through July 2014. 40 hours per week Not to exceed \$25,000	Ms. Rashida Mosley, a doctoral student in clinical psychology at Fuller Theological Seminary, has significant experience working in a college setting and is in the process of completing her full-time predoctoral internship at the counseling and psychological services center at California State University, Fullerton.	Pico Promise Transfer Academy funded by the City of Santa Monica (50%) District Funds/ Psychological Services (50%)
J	Ms. Jessica Magallanes	September 2013 through July 2014. 40 hours per week Not to exceed \$25,000	Ms. Jessica Magallanes, a doctoral student in clinical psychology at Pepperdine University, has significant experience working in a college setting and is in the process of completing her full-time predoctoral internship at the counseling and psychological services center at New Mexico State University. Prior to her full-time predoctoral internship, Ms. Magallanes received training as a doctoral intern at SMC Psychological Services during the 2011-2012 academic year.	District Funds/ Psychological Services (100%)
K	Ms. Valerie Dy	September 2013 through July 2014. 40 hours per week Not to exceed \$25,000	Ms. Valerie Dy, a doctoral student in clinical psychology at the Chicago School of Professional Psychology, Los Angeles campus, has significant experience working in a college setting and is in the process of completing her full-time predoctoral internship at the counseling and psychological services center at Mount St. Mary's College.	District Funds/ Psychological Services (100%)
<p><i>Requested by: Brenda Benson, Dean, Counseling/Retention</i> <i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
L	We Search Research	2012-2013 Not to exceed \$27,480 plus reimbursable expenses (this is an increase of \$480 above the contract for \$27,000 approved by the Board on July 17, 2012).	Editorial copywriting; information research and verification for schedule of classes and college catalog. Additional work was needed to complete the conversion to a new format for program and majors sheets used in Outreach.	2012-2013 Marketing Budget
<i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i>				
<i>Approved by: Chui L. Tsang, Superintendent/President</i>				
M	Michael Hudson	July 1, 2013 – June 30, 2014 \$125 per hour for preparation and presentation, total not to exceed \$15,000	The consultant will be providing trainings and workshops on behalf of Human Resources. Examples of possible workshops are: Understanding Collective Bargaining Agreements: What Supervisors Need to Know; Workplace Harassment Prevention Training; Performance Management Training; Work Communications Series.	2013-2014 District Budget/ Human Resources
<i>Requested by: Sandy Chung, Assistant Director, Human Resources</i>				
<i>Approved by: Marcia Wade, Vice-President, Human Resources</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 19 SABBATICALS AND FELLOWSHIPS, FALL 2013 AND SPRING 2014

Requested Action: Approval/Ratification
Approved by: Academic Senate
Reviewed by: Jeff Shimizu, Vice-President, Academic Affairs

Sabbaticals

- Jan Austin (Earth Science), Spring 2014
- Maria Erickson (Modern Languages and Cultures), Fall 2013
- Maria E. Muñoz (Communication and Media Studies), Spring 2014
- Patricia Nakao (Counseling), Spring 2014
- Esau Tovar (Counseling), Spring 2014

Comment: Provision 17.13 of the Faculty Association contract requires the District to fund a minimum of eight semesters of sabbatical leave based on the recommendation of the Academic Senate Joint Sabbaticals and Fellowships Committee. The Committee recommended the five sabbaticals listed above for 2013-2014.

Fellowships

- Garen Baghdasarian (Life Sciences), Spring 2014
- Simon P. Balm (Earth Science), Fall 2013
- Lisa Farwell (Psychology), Fall 2013
- Thomas Folland (Art), Fall 2013
- Yuria Hashimoto (Modern Languages and Cultures), Spring 2014
- Catherine Haradon (Earth Science/Anthropology), Spring 2014
- Carlson Hatton (Art), Fall 2013

Comment: Recipients of fellowships receive a \$1,500 stipend for projects approved by the Academic Senate Joint Sabbatical/Fellowship Committee.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 20 AMENDMENT TO SUPERINTENDENT/PRESIDENT’S CONTRACT

It is agreed by and between the Santa Monica Community College District (District), acting through its Board of Trustees and Chui L. Tsang, Superintendent/President (President) that the President's contract be amended as follows, effective July 1, 2013:

1. Section 2 is revised to read as follows:
 2. Term: The term of this Agreement is extended one year through June 30, 2017.
2. Section 5 is revised to delete the second and third sentences so that it now reads as follows:
 5. The compensation for the President effective July 1, 2012, shall be the same compensation he received in the 2011-2012 fiscal year.
3. Section 23 is added to the Agreement to read as follows:
 22. Sabbatical Leave. For each year of service the President completes after July 1, 2013, the President shall earn one month of sabbatical leave. The first month would be earned with continuous service through June 30, 2014, and an additional month earned each year thereafter. The sabbatical shall begin immediately on the date that the President no longer serves as Superintendent/President. During the period of his sabbatical, the President will continue as an employee of the District with full pay and benefits until the conclusion of his sabbatical. During the period of his sabbatical, the President will be given the title of “President Emeritus” and, upon request, will be provided with a private office at the College.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 21 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

ABOLISH

EFFECTIVE DATE

*Director, EOP&S/CARE

06/05/13

ESTABLISH

*Director, Special Programs

06/04/13

*Comment: The vacant Director of EOP&S/CARE will be replaced by the newly established Director of Special Programs. The Director of Special Programs will have oversight of the following related, specialized programs for students: EOP&S/CARE, CalWORKS, and Guardian Scholars (Foster Care).

Athletic Events/Game Management Project Manager (50%)

06/04/13

Comment: The Project Manager for Athletic Events/Game Management will be responsible for managing, implementing, monitoring, and directing the Game Management duties related to Athletics at Santa Monica College.

Alumni Relations Project Manager

06/04/13

Comment: The Project Manager for Alumni Relations will lead the effort in the establishment of a College Alumni Relations Office to foster alumni connections with student graduates and coordinate other alumni-related endeavors. Alumni programs are expected to provide significant long-term support for the college. Activities of the office will include the recruitment of current students and graduates to join the Alumni Association. It will work with the various student-oriented groups to help students/club members maintain connections with the College upon their graduation. The office will also be responsible for activities that will promote alumni connections in the cyber space, on campus and in various locations in the U.S. and the world to foster support for the College and its mission.

ELECTION

ADJUNCT FACULTY

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

The following positions will be established/abolished in accordance with district policies and salary schedules.

SEPARATIONS

UNPAID LEAVE OF ABSENCE

Dworsky, Amy, Counseling (to work 60% of contract)

08/26/13 – 06/30/14

RETIREMENT

Collier, Anna B., Instructor, Kinesiology (32+ years)

06/30/13

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	June 4, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

<u>ESTABLISH/ABOLISH</u>	<u>EFFECTIVE DATE</u>
<u>ESTABLISH</u> Custodial Operations Supervisor (1 position)	06/05/13
<u>ABOLISH</u> Operations, NSI Lead Custodian (1 position) Operations, 12 mos, 40 hrs, NSI	06/05/13
<u>ESTABLISH</u> Human Resources Analyst – Leaves & Benefits (1 position) Human Resources, 12 mos, 40 hrs, VH-1	06/05/13
<u>ABOLISH</u> Human Resources Analyst – Leaves & Benefits (1 position) Human Resources, 12 mos, 40 hrs,	06/05/13
<u>ESTABLISH</u> Administrative Clerk (1 position) BSI/Student Success Initiatives Programs, 12 mos, 20 hrs	06/05/13
<u>ESTABLISH NEW CLASSIFICATION/POSITION</u> Workforce and Economic Development Project Assistant (2 positions) Workforce, 12 mos, 40 hrs Salary: Range 28, Classified Salary Schedule	06/05/16
<u>SALARY REALLOCATION</u> Director of Management Information Systems From: Range 34, Management Salary Schedule (\$112,764-\$137,064) To: Range 37, Management Salary Schedule (\$121,296-\$147,432)	06/05/13
<u>ELECTIONS</u>	
<u>WORKING OUT OF CLASS ASSIGNMENT (EXTENSION)</u> Wanderwest, Valerie, Senior Student Services Specialist – International Students, 100%	03/04/13-5/20/13
<u>WORKING OUT OF CLASS ASSIGNMENT (RESCINDED)</u> Gobrial, Samya Accountant (Career Laddering-Provisional), 100%	05/01/13-07/31/13

PROBATIONARY

Khandelwal, Rajesh, Accountant, Fiscal Services	05/15/13
Phillips, Tamika, Student Services Clerk, Scholars Programs	05/20/13
Weiland, Rebecca, Administrative Assistant I, Business/CSIS	05/13/13

PROMOTION

Haro, Irma	05/14/13
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From : Accounting Specialist II, Auxiliary Services, 12 mos, 40 hrs

To: Accountant, Fiscal Services, 12 mos, 40 hrs

Pierce, Courtney	06/03/13
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From: Lead Custodian, Operations, 12 mos, 40 hrs, NSI

To: Custodial Operations Supervisor, NSII

Yahnian, Vanan	05/20/13
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From: Administrative Clerk, Cosmetology Department, 11 mos, 40 hrs

To: Administrative Assistant I, SMC/UCLA Stem Initiative, 12 mos, 40 hrs

ADVANCED STEP PLACEMENT

Khandelwal, Rajesh, Accountant, Fiscal Services	Step C	05/15/13
Phillips, Tamika, Student Services Clerk, Scholars Programs	Step C	05/20/13
Weiland, Rebecca, Administrative Assistant I, Business/CSIS	Step B	05/13/13

SEPARATION

LEAVES OF ABSENCE - UNPAID

*Prestby III, Anthony, Student Services Specialist –EOP&S, EOP&S	07/01 – 10/31/13
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Schelbert, Barbara, Instructional Assistant – English, English Department	06/17 – 07/27/13
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*Comment: Dr. Prestby will be on an unpaid leave from his classified assignment, while working as the Project Manager – Supplemental Instruction.

RESIGNATION

LAST DAY OF PAID SERVICE

Hernandez, Wendy, Disabled Student Services Assistant, DSC	06/12/13
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Savinelli, Robert, Laboratory Technician – Chemistry, Physical Science	05/17/13
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 23 CLASSIFIED PERSONNEL – LIMITED DURATION

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

ELECTIONS

EFFECTIVE DATE

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

Brown, Carla, Registration/ Information Clerk, Bursar’s Office	06/03/13-06/28/13
Meserve, Pamela, Student Services Clerk, Bursar’s Office	06/03/13-06/28/13

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.

Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Adebowale, Lena, Cash Receipts Clerk, Bursar’s Office	06/03/13-06/28/13
Arenas, Leyla, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Banks, Nichole, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Barchenko, Olga, Cash Receipts Clerk, Bursar’s Office	06/03/13-06/28/13
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Caceres, Karla, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Calman, Clio, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Clark, Jessica, Cash Receipts Clerk, Bursar’s Office	06/03/13-06/28/13
Dear, Kathleen, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Dittmar, James, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Friha, Mohammed, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Graham-Howard, Kimi, Student Services Clerk, Bursar’s Office	06/03/13-06/28/13
Grau, Donald Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Hardister III, Harold, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Hassen, Nuritu, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Hrast, Tanja, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Iannone, John, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Itani, Wadad, Student Services Clerk, Bursar’s Office	06/03/13-06/28/13
Jackson, Sheldon, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13

Juarez, Jorge, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Jung, Jennifer, Cash Receipts Clerk, Bursar's Office	06/03/13-06/28/13
Lam, Albert, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Lopez, Jose, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Orcutt, Joseph, Student Services Clerk, Bursar's Office	06/03/13-06/28/13
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Palacio, DeeDee, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Perry, Nakeya, Cash Receipts Clerk, Bursar's Office	06/03/13-06/28/13
Ponce, Robert, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Sanchez, Oscar, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Savinelli, Robert O., Laboratory Technician, Chemistry	05/20/13-06/30/13
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	06/03/13-06/28/13
Swaim, Nancy, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Thomas, Gabrielle, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Tolentino, Casimiro, Student Services Clerk, Bursar's Office	06/03/13-06/28/13
Valadez, Jorge, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Vriese, Denese, Cash Receipts Clerk, Bursar's Office	06/03/13-06/28/13
Walker, Terence, Bookstore Clerk/Cashier, Bookstore	06/03/31-06/29/13
Wilks, Susan, Cash Receipts Clerk, Bursar's Office	06/03/13-06/28/13
Williams, LaShondra, Student Services Clerk, Bursar's Office	06/03/13-06/28/13
Yapkowitz, David, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	06/03/13-06/29/13

RECOMMENDATION NO. 24 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)	25
College Work-Study Student Assistant, \$8.00/hour (FWS)	6
Cal Works, \$8.00/hour	1

SPECIAL SERVICE

Community Services Specialist I, \$35/hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 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. 25 FACILITIES

25-A CHANGE ORDER NO. 5 – TEMPORARY MODULAR OFFICES AND BIKE PARKING

Change Order No. 5 – MINCO CONSTRUCTION on the Temporary Modular Offices and Bike Parking project in the credit amount of (\$1,029).

Original Contract Amount	\$1,337,700
Previously Approved Change Orders	\$91,179
Change Order No. 5	<u>(\$1,029)</u>
Revised Contract Amount	\$1,427,850

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

Funding Source: Measure AA

Comment: Change Order No. 5 provides a credit for material and labor not needed for removal of existing chain link gate, terminal post and footing and installation of new chain link gate at Facilities site.

25-B CHANGE ORDER NO. 2 – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY RELOCATION

Change Order No. 2 – FAST TRACK CONSTRUCTION on the AET Relocation project in the amount of \$178,658.

Original Contract Amount	\$2,303,600
Previously Approved Change Orders	\$78,250
Change Order No. 2	<u>\$178,658</u>
Revised Contract Amount	\$2,560,508

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

Funding Source: Measure AA

Comment: Change Order No. 2 provides for the following: (1) labor and material to relocate the transformer pads at the Airport Campus due to site conditions; (2) additional field survey for construction and placement of modular buildings, (3) clearing of planter area and concrete removal for new utility location; (4) removal of existing charging stations; (5) patching sidewalk; (6) restriping portions of the Bundy parking lot; (7) tie-in existing exterior light fixture; (8) painting curbs from red to gray to accommodate additional parking; (9) removing chalkboards and marker boards; (10) replacing broken windows and applying reflective film on Hangar windows; and (11) electrical work associated with changes to the Airport Site electrical distribution and temporary site distribution at the Bundy campus

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 FACILITIES *(continued)*

25-C CORRECTION - CONTRACT FOR BUILDERS RISK INSURANCE – BOND CONSTRUCTION PROGRAM

Correct the company name on the agreement for Builder’s Risk Insurance Coverage to Arthur J. Gallagher & Co. Insurance Brokers of California, Inc. All other terms of the agreement remain the same.

Funding Source: Measure AA

Comment: The name originally presented on May 7, 2013 was incorrect.

25-D CONSTRUCTION ESCROW AGREEMENT – INFORMATION TECHNOLOGY RELOCATION

Pursuant to Section 22300 of the Public Contract Code, the contractor has the option to deposit securities with escrow agent as a substitute for retention earnings required to be withheld by the District for the Information Technology Relocation project. Alternatively, on written request of the contractor, the District shall make payments of the retention earnings directly to the escrow agent, U.S. Bank. The market value of the securities at the time of the substitution shall be at least equal to the cash amount then required to be withheld as retention. Securities shall be held in the name of the District and shall designate the contractor as beneficial owner. The District shall make progress payments to the contractor for such funds which otherwise would be withheld from progress payments pursuant to the contract provisions, provided that the escrow agent holds securities in the form and amount specified.

Funding Source: Measure AA

Comment: The escrow agreement created under section 22300 allows the contractor a method of earning interest on funds that are normally withheld and not paid until the end of the project. This agreement allows for two options for payment, one directly into the escrow account where it would earn interest or at the contractor’s option, they can deposit securities into the escrow account in the amount of the retention and the District could then provide full payment to the contractor for each payment request.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 FACILITIES *(continued)*

25-E CORRECTION - AGREEMENT FOR PROJECT INSPECTION SERVICES

Correction on the date on the agreement with JL INSPECTION for inspection services to the period of March 1, 2013 to June 30, 2014. All other terms of the agreement remain the same.

Funding Source: Measure AA

Comment: The original date submitted was May 7, 2013.

25-F CHANGE ORDER NO. 2 – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY – PARKING STRUCTURE

Change Order No. 2 – HB PARKCO on the AET Parking Structure project in the amount of \$178,658.

Original Contract Amount	\$2,303,600
Previously Approved Change Orders	\$78,250
Change Order 2	<u>\$178,658</u>
Revised Contract Amount	\$2,560,508

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

Funding Source: Measure AA

Comment: Change Order No. 2 provides for the labor and material to demolish the 4-6 inches thick existing asphalt encountered on site instead of the 2 inch thickness that was indicated in the project documents. It also provides for the increased General Contractor overhead costs incurred during the soil investigation of the site and the caisson obstruction period.

25-G POOL PAYMENTS UNDER JOINT USE FACILITIES AGREEMENT

Payment to: City of Santa Monica
Amount: \$87,714.38
For the Period: January 1 –March 31, 2013 (3 months)
Funding Source: 2012-2013 District General Fund

Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. The College paid the City of Santa Monica \$146,707.98 for the same period last year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

Requested by: *Veronica Diaz, Acting Director, Fiscal Services*
 Approved by: *Robert G. Isomoto, Vice-President, Business/Administration*
 Requested Action: *Approval/Ratification*

RECOMMENDATION NO. 26 BUDGET TRANSFERS

26-A FUND 01.0 – GENERAL FUND – UNRESTRICTED

Period: April 24, 2013 to May 22, 2013

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	-7,100
3000	Benefits	0
4000	Supplies	-6,905
5000	Contract Services/Operating Exp	-5,671
6000	Sites/Buildings/Equipment	19,676
7000	Other Outgo/Student Payments	0
Net Total:		0

26-B FUND 01.3 – GENERAL FUND – RESTRICTED

Period: April 24, 2013 to May 22, 2013

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	483
2000	Classified/Student Salaries	20,652
3000	Benefits	-1,894
4000	Supplies	-17,426
5000	Contract Services/Operating Exp	41,203
6000	Sites/Buildings/Equipment	-43,515
7000	Other Outgo/Student Payments	497
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 4, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 PAYROLL WARRANT REGISTER

Requested by: Ian Fraser, Payroll Manager

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

April 1 – April 30, 2013 C1I – C2J \$9,963,136.18

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

RECOMMENDATION NO. 28 COMMERCIAL WARRANT REGISTER

Requested by: Robin Quaille, Accounts Payable Supervisor

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

April 1 – April 30, 2013 5470 – 5512 \$12,015,141.84

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

RECOMMENDATION NO. 29 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

April 1 – April 30, 2013	Payments	Purchase Orders
	\$549,415.50	\$17,144.21

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	June 4, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 30 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing

Approved by: Robert Isomoto, Vice President

Requested Action: Approval/Ratification

30-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 approved budgets. Lists of vendors on file in the Purchasing Department

April 1 – April 30, 2013 \$13,018,030.31

30-B AWARD OF CONTRACTS

Provider: First Choice Fire Protection
Amount: \$10,000
Funding Source: General Funds
Summary: Negotiated contract due to non-renewal of Request for Proposal award for balance of contract term, one year with (1) one year option.

Provider: ThyssenKrupp
Amount: \$45,000
Funding Source: General Fund
Summary: Award of Contract for Elevator Repairs and Maintenance for Main and Satellite campuses. Request for Proposal was issued via Planetbids and ThyssenKrupp was the lowest, responsive, responsible bidder.

BOARD OF TRUSTEES	REGULAR MEETING
Santa Monica Community College District	June 4, 2013

XI. ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 31 DESIGNATION OF BOARD OF TRUSTEES REPRESENTATIVE TO THE MALIBU JOINT POWERS AUTHORITY (JPA)

It is recommended that the Board of Trustees designate a SMCCD Board of Trustees representative to the Malibu Joint Powers Authority (JPA).

COMMENT: Trustee Rob Rader, who has been serving as the Board of Trustees representative on the Malibu JPA, was recently designated to serve on the KCRW Foundation Board of Directors. He has subsequently resigned from the Malibu JPA; therefore the vacancy needs to be filled.

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

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

The meeting will be adjourned in memory of **Graham Pope**, former Santa Monica College Trustee and member of the SMC Foundation Board of Directors; and **Stuart Bernard Walzer**, father of SMC Trustee Andrew Walzer.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 2, 2012** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

- I. Reports:
 - Overview of 2012-20123 Grant Funded Projects
 - Diversity
 - 2012-2013 Annual Curriculum Committee Report
2. Annual Recommendations: Contracts and Consultants

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2013-2014 TENTATIVE BUDGET NARRATIVE**

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2013-2014 is comprised of the following eight funds:

General Fund Unrestricted	\$150,217,471
General Fund Restricted	<u>\$30,174,150</u>
<i>Total General Fund</i>	\$180,391,621
Special Reserve Fund (Capital)	\$13,557,487
Bond Fund: Measure U	\$22,244,871
Bond Fund: Measure S	\$54,772,428
Bond Fund: Measure AA	\$57,681,401
Bond Interest & Redemption Fund	\$50,512,604
Student Financial Aid Fund	\$36,389,573
Auxiliary Operations	<u>\$4,251,328</u>
<i>Total Other Restricted</i>	\$239,409,692

TOTAL PROPOSED TENTATIVE BUDGET \$419,801,313

The 2012-2013 fiscal year is projected to close with an Unrestricted General Fund ending balance of \$10,273,435, including Designated Reserves.

GENERAL FUND

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted with the exception of some parts of the Auxiliary fund.

The District has based the tentative budget on the Governor’s “May Revise” budget proposal for the State. The Governor’s budget provides for a 1.57% Cost of Living Adjustment (COLA) and a 1.50% Growth Funding Adjustment in 2013-2014.

The largest source of revenue for the District is state funding. The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General Revenue. The figures in the tentative budget are based on estimates from the Chancellor’s Office adjusted by the District’s enrollment fee projections.

Non-resident Tuition revenues are the second principal source of funding for the District. Unlike Enrollment Fee revenue that belongs to the State, all revenue received from tuition for non-resident students belongs to the District. The District anticipates growth in non-resident tuition of approximately 4% from the projected 2012-2013 revenue mainly due to fee increases .

The tentative budget assumes an increase of approximately 224 credit FTES from 2012-2013. The FTES plan is projected to result in the District serving 488 unfunded credit FTES in 2013-2014.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines and through interest earned on cash. The District anticipates a decrease in local revenue in fiscal year 2013-2014 mainly due to decreases in property taxes and non-reoccurrence of one-time revenues.

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (88.28% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect appropriate step, column and longevity increases for all qualified employees. The tentative budget does not include any assumptions of furloughs or layoffs of permanent employees.

The discretionary section of the expenditure budget (Supplies, Services and Capital), reflects a reduction in budget of approximately <\$46,597> from 2012-2013 projected expenditures.

The amount of \$11,017,957 for the Contracts/Services line item in the tentative budget includes: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 22%; Bank Fees and Bad Debt 13%; Repairs of Equipment/Maintenance 8%; Advertising 8%; Online Course Management System 6%; Other Contract Services 6%; Legal Services (including those for the Personnel Commission) 5%; Consultants 5%; Postage and Delivery Services 4%; Software Licensing 4%; Managed Print Services 3%; Global Citizenship 3%; Off-Campus Printing 2%; LACOE Contracts (i.e. PeopleSoft, HRS) 2%; Conferences and Training 2%; Professional Growth 1%; Memberships and Dues 1%; Audit 1%; Repairs on Facility 1%; and Other Services – all under 1% of budget per category (e.g. Mileage, Commencement, Fingerprinting, Board Meetings, Field Trips) 3%.

It is expected that adjustments to projections will occur between the tentative budget and adopted budget as more information becomes available from the State.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State and Local sources. All grants that do not end by June 30, 2014 will be carried over to the 2014-2015 budget, if permissible.

When received, new grants will be presented to the Board of Trustees for approval, and the District's budget will be augmented to reflect the increase.

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Expenditures Fund. The major source of revenue for this fund is the non-resident capital surcharge. These funds are used for capital outlay related projects, including the installment payments for the AET Certificate of Participation and any required expenditure matches to State capital outlay funding. State funding for capital projects is also accounted for in this fund.

All capital expenditures and revenue in the Special Reserve Fund, as well as Funds 42.2, 42.3, and 42.4 reflect the total expenditure allocation and the total revenue for all projects, and are not limited to the current year, thus resulting in a zero ending balance. These funds are legally restricted and may not be transferred into the general fund.

Bond Fund Measure U (42.2)

This fund reflects the revenue from the sale of bonds approved through Measure U and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure U.

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure S.

Bond Fund Measure AA (42.4)

This fund reflects the revenue from the sale of bonds approved through Measure AA and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure AA.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the County of Los Angeles Department of Auditor-Controller. It reflects the receipt of property tax revenues due to voted indebtedness for bond issues, the payment of interest on those bonds, plus the redemption of the bonds that mature within the 2013-2014 fiscal year. This information is provided by the County of Los Angeles Department of Auditor-Controller through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid programs (PELL, SEOG, Loans and Cal Grants). The transfer line items reflect a transfer from the Unrestricted General Fund to meet the match requirements of the individual grant programs.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, namely the Bookstore, the food and vending concessions, and college expenditures in programs such as Athletics, Music, Theatre Arts, the *Corsair* student newspaper and transportation.

CONCLUSION

This is the tentative budget recommended for acceptance. It is expected that changes will occur between now and the Adopted Budget. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

**UNRESTRICTED GENERAL FUND 01.0
2013-2014 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED REVENUE	2013-2014 TENTATIVE BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	126,921	119,436	126,654
TOTAL FEDERAL	126,921	119,436	126,654
STATE			
GENERAL APPORTIONMENT	74,405,308	55,900,905	58,529,863
EDUCATION PROTECTION ACCOUNT - PROP 30	-	16,486,930	16,486,930
GROWTH/RESTORATION OF WORKLOAD REDUCTION	1,000,641	1,108,087	1,418,365
COLA	-	-	1,611,121
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	416,586	-
HOMEOWNERS EXEMPT	101,571	101,600	101,600
STATE LOTTERY REVENUE	3,065,720	3,091,531	3,157,026
MANDATED COST RECOVERY	570,157	581,043	578,510
OTHER STATE	812,336	822,214	812,336
TOTAL STATE	79,955,733	78,508,896	82,695,751
LOCAL			
PROP TAX SHIFT (ERAF)	-	880,478	-
SECURED TAX	10,633,722	6,789,895	10,934,656
SUPPLEMENTAL TAXES	84,532	55,790	88,759
UNSECURED TAX	434,813	432,998	435,000
PRIOR YRS TAXES	889,399	649,728	810,760
PROPERTY TAX - RDA PASS THRU	1,807,045	4,977,271	193,010
PROPERTY TAX - RDA RESIDUAL	-	703,268	121,095
PRIVATE DONATIONS	-	292,047	-
RENTS	150,000	120,000	120,000
INTEREST	135,000	84,000	67,800
ENROLLMENT FEES	11,975,840	13,381,480	13,774,619
STUDENT RECORDS	420,100	419,200	431,600
NON-RESIDENT TUITION/INTENSIVE ESL	25,484,257	24,381,324	25,145,998
FEE BASED INSTRUCTION	400,000	2,625,300	2,625,300
OTHER STUDENT FEES & CHARGES	131,400	131,000	134,900
F1 APPLICATION FEES	324,300	324,300	333,200
OTHER LOCAL	549,200	1,314,800	549,500
I. D. CARD SERVICE CHARGE	1,017,600	1,015,398	1,022,800
LIBRARY CARDS	200	200	200
LIBRARY FINES	11,000	11,000	11,000
PARKING FINES	185,500	185,500	185,500
TOTAL LOCAL	54,633,908	58,774,977	56,985,697
TOTAL REVENUE	134,716,562	137,403,309	139,808,102
TRANSFER IN	135,934	135,934	135,934
TOTAL REVENUE AND TRANSFERS	134,852,496	137,539,243	139,944,036

UNRESTRICTED GENERAL FUND 01.0
2013-2014 TENTATIVE EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED EXPENDITURES	2013-2014 TENTATIVE BUDGET
INSTRUCTION	24,154,803	24,156,792	23,429,545
ACADEMIC MANAGERS	5,458,060	5,542,347	5,598,134
NON-INSTRUCTION	6,067,119	6,044,387	6,161,762
HOURLY INSTRUCTION	23,114,767	25,052,656	25,083,792
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	-	689,768	693,907
HOURLY NON-INSTRUCTION	3,827,673	3,908,286	3,668,495
FACULTY RETRO AND ONE-TIME PAYMENT	338,813	338,813	-
VACANT POSITIONS	367,708	241,198	241,198
VACANCY SAVINGS	(183,854)	(211,048)	(120,599)
TOTAL ACADEMIC	63,145,089	65,763,199	64,756,234
CLASSIFIED REGULAR	19,890,887	19,886,113	20,069,740
CLASSIFIED MANAGERS	4,125,430	4,160,886	3,860,140
CLASS REG INSTRUCTION	2,756,222	2,831,379	2,863,738
CLASSIFIED HOURLY	1,854,079	1,875,602	1,854,079
CLASS HRLY INSTRUCTION	590,031	597,425	590,031
CLASSIFIED ONE-TIME PAYMENT	-	397,000	-
VACANT POSITIONS	723,939	1,463,240	1,403,723
VACANCY SAVINGS	(361,970)	(1,280,335)	(701,862)
TOTAL CLASSIFIED	29,578,618	29,931,310	29,939,589
STRS	3,939,453	4,270,685	4,011,994
PERS	3,741,008	3,763,145	3,732,401
OASDI/MEDICARE	2,919,877	3,046,626	2,958,444
H/W	13,054,283	13,066,283	13,231,782
RETIREEES' H/W	2,833,505	2,833,505	3,261,081
SUI	1,195,460	1,227,432	1,217,837
WORKERS' COMPENSATION	1,329,323	1,329,323	1,299,825
ALTERNATIVE RETIREMENT	500,000	265,000	500,000
BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT	41,932	41,932	-
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	87,340	-
BENEFITS RELATED TO VACANT POSITIONS	240,161	374,975	361,880
BENEFITS RELATED TO VACANCY SAVINGS	(120,081)	(328,103)	(180,940)
TOTAL BENEFITS	29,674,921	29,978,143	30,394,304
SUPPLIES	931,471	934,671	963,603
TOTAL SUPPLIES	931,471	934,671	963,603
CONTRACTS/SERVICES	10,975,354	11,221,189	11,017,957
INSURANCE	968,215	968,215	1,028,305
UTILITIES	2,884,437	2,884,437	2,870,835
TOTAL SERVICES	14,828,006	15,073,841	14,917,097
BLDG & SITES	38,250	38,250	30,000
EQUIPMENT	347,435	347,435	438,505
LEASE PURCHASES	67,735	67,735	66,130
TOTAL CAPITAL	453,420	453,420	534,635
TOTAL EXPENDITURES	138,611,525	142,134,584	141,505,462
OUTGOING TRANSFER/FINANCIAL AID	268,596	268,596	255,498
TOTAL TRANSFERS/FINANCIAL AID	268,596	268,596	255,498
TOTAL EXPENDITURES & TRANSFERS	138,880,121	142,403,180	141,760,960

UNRESTRICTED GENERAL FUND 01.0
2013-2014 TENTATIVE FUND BALANCE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-13 PROJECTED FUND BALANCE	2013-2014 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	134,282,339	135,989,096	139,365,526
TOTAL EXPENDITURES AND TRANSFERS	137,833,473	141,065,694	140,757,560
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	1,331,808	2,079,413	2,006,801
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(665,905)	(1,819,486)	(1,003,401)
OPERATING SURPLUS/(DEFICIT)	(4,217,037)	(5,336,525)	(2,395,434)
ONE-TIME ITEMS			
PRIOR YEAR APPORTIONMENT ADJ	-	416,586	-
MANDATED COST RECOVERY	570,157	581,043	578,510
REFUND FROM CA EDD (RECOVERY)	-	552,518	-
FACULTY RETRO AND ONE-TIME PAYMENT WITH RELATED BENE	(380,745)	(380,745)	-
CLASSIFIED ONE-TIME PAYMENT WITH RELATED BENE	-	(484,340)	-
WIA AND VETERANS TUITION REFUND	-	(212,474)	-
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(4,027,625)	(4,863,937)	(1,816,924)
BEGINNING BALANCE***	11,662,215	11,662,215	8,006,103
TRANSFER TO DESIGNATED RESERVE - NET	1,207,825	1,207,825	(603,995)
ENDING FUND BALANCE ***	8,842,415	8,006,103	5,585,184
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	6.37%	5.62%	3.94%
ENDING FUND BALANCE - UNDESIGNATED	8,842,415	8,006,103	5,585,184
DESIGNATED RESERVE FOR:			
UNFUNDED RETIREE BENEFITS	2,000,000	2,000,000	1,500,000
CLASSIFIED EMPLOYEE WELFARE FUND	100,000	100,000	200,000
NEW FACULTY TO BE HIRED	167,332	167,332	1,171,327
TOTAL	2,267,332	2,267,332	2,871,327
TOTAL FUND BALANCE	11,109,747	10,273,435	8,456,511
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	8.00%	7.21%	5.97%

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

*** Fund Balance excludes Designated Reserves.

**UNRESTRICTED GENERAL FUND 01.0
2013-2014 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2009-2010 ACTUAL REVENUE	2010-2011 ACTUAL REVENUE	2011-2012 ACTUAL REVENUE	2012-2013 PROJECTED REVENUE	2013-2014 TENTATIVE BUDGET
FEDERAL					
FIN AID ADM ALLOWANCES	111,669	121,269	127,218	119,436	126,654
AMERICAN RECOVERY AND REINVESTMENT ACT	415,294	-	-	-	-
TOTAL FEDERAL	526,963	121,269	127,218	119,436	126,654
STATE					
GENERAL APPORTIONMENT	81,667,004	81,732,986	72,321,053	55,900,905	58,529,863
EDUCATION PROTECTION ACCOUNT - PROP 30	-	-	-	16,486,930	16,486,930
GROWTH/RESTORATION OF WORKLOAD REDUCTION	-	2,554,764	-	1,108,087	1,418,365
COLA	-	-	-	-	1,611,121
PRIOR YR APPORTIONMENT ADJ.	675,100	103,957	213,590	416,586	-
HOMEOWNERS EXEMPT	101,768	101,222	101,571	101,600	101,600
STATE LOTTERY REVENUE	3,076,260	3,098,011	3,124,856	3,091,531	3,157,026
MANDATED COST RECOVERY	270,993	413,930	-	581,043	578,510
OTHER STATE	593,863	636,762	642,683	822,214	812,336
TOTAL STATE	86,384,988	88,641,632	76,403,753	78,508,896	82,695,751
LOCAL					
PROP TAX SHIFT (ERAF)	1,935,724	1,549,779	739,934	880,478	-
SECURED TAX	10,136,023	10,286,796	10,633,722	6,789,895	10,934,656
SUPPLEMENTAL TAXES	75,884	92,383	84,532	55,790	88,759
UNSECURED TAX	475,136	443,088	434,813	432,998	435,000
PRIOR YRS TAXES	235,666	732,120	889,399	649,728	810,760
PROPERTY TAX - RDA PASS THRU	357,977	374,175	1,252,763	4,977,271	193,010
PROPERTY TAX - RDA RESIDUAL	-	-	-	703,268	121,095
PRIVATE DONATIONS	-	253,123	72,418	292,047	-
RENTS	56,919	114,919	136,393	120,000	120,000
INTEREST	234,374	222,864	193,413	84,000	67,800
ENROLLMENT FEES	9,945,255	9,595,086	11,513,579	13,381,480	13,774,619
STUDENT RECORDS	415,482	446,728	428,499	419,200	431,600
NON-RES TUITION/INTENSIVE ESL	20,199,343	21,387,129	24,544,282	24,381,324	25,145,998
FEE BASED INSTRUCTION	-	259,871	410,269	2,625,300	2,625,300
OTHER STUDENT FEES & CHARGES	193,886	143,948	133,964	131,000	134,900
F1 APPLICATION FEES	102,273	128,003	330,751	324,300	333,200
OTHER LOCAL	755,437	482,340	549,220	1,314,800	549,500
I. D. CARD SERVICE CHARGE	889,640	896,822	1,037,815	1,015,398	1,022,800
LIBRARY CARDS	160	140	200	200	200
LIBRARY FINES	15,247	14,949	10,464	11,000	11,000
PARKING FINES	268,497	196,264	185,230	185,500	185,500
TOTAL LOCAL	46,292,923	47,620,527	53,581,660	58,774,977	56,985,697
TOTAL REVENUE	133,204,874	136,383,428	130,112,631	137,403,309	139,808,102
TRANSFER IN	145,184	147,494	143,887	135,934	135,934
TOTAL REVENUE AND TRANSFERS	133,350,058	136,530,922	130,256,518	137,539,243	139,944,036
BEGINNING BALANCE	17,408,758	18,470,103	20,675,673	11,662,215	8,006,103
BEGINNING DESIGNATED RESERVE	2,000,000	2,000,000	2,413,168	3,475,157	2,267,332
ADJUSTMENT TO BEGINNING BALANCE	-	-	889,005	-	-
TOTAL FUNDS AVAILABLE	152,758,816	157,001,025	154,234,364	152,676,615	150,217,471

**UNRESTRICTED GENERAL FUND 01.0
2013-2014 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2009-2010 ACTUAL EXPENDITURES	2010-2011 ACTUAL EXPENDITURES	2011-2012 ACTUAL EXPENDITURES	2012-2013 PROJECTED EXPENDITURES	2013-2014 TENTATIVE BUDGET
INSTRUCTION	22,953,111	22,757,111	22,956,851	24,156,792	23,429,545
ACADEMIC MANAGERS	5,272,095	5,580,839	5,609,726	5,542,347	5,598,134
NON-INSTRUCTION	5,746,275	5,894,175	6,038,634	6,044,387	6,161,762
HOURLY INSTRUCTION	25,298,301	24,851,260	24,270,814	25,052,656	25,083,792
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	-	-	-	689,768	693,907
HOURLY NON-INSTRUCTION	3,418,355	3,588,756	3,603,470	3,908,286	3,668,495
FACULTY RETRO AND ONE-TIME PAYMENT	-	-	-	338,813	-
VACANT POSITIONS	-	-	-	241,198	241,198
VACANCY SAVINGS	-	-	-	(211,048)	(120,599)
RESTORATION OF STUDENT SERVICES	236,300	51,861	360,532	-	-
TOTAL ACADEMIC	62,924,437	62,724,002	62,840,027	65,763,199	64,756,234
CLASSIFIED REGULAR	19,372,790	19,882,179	19,889,059	19,886,113	20,069,740
CLASSIFIED MANAGERS	3,805,018	3,844,842	3,992,534	4,160,886	3,860,140
CLASS REG INSTRUCTION	2,889,770	2,833,721	2,917,147	2,831,379	2,863,738
CLASSIFIED HOURLY	1,669,226	1,717,282	1,728,258	1,875,602	1,854,079
CLASS HRLY INSTRUCTION	483,922	478,136	489,794	597,425	590,031
CLASSIFIED ONE-TIME PAYMENT	-	-	-	397,000	-
VACANT POSITIONS	-	-	-	1,463,240	1,403,723
VACANCY SAVINGS	-	-	-	(1,280,335)	(701,862)
RESTORATION OF STUDENT SERVICES	96,232	291,118	75,642	-	-
TOTAL CLASSIFIED	28,316,958	29,047,278	29,092,434	29,931,310	29,939,589
STRS	3,936,454	3,908,039	4,022,059	4,270,685	4,011,994
PERS	3,336,441	3,249,096	3,391,323	3,763,145	3,732,401
OASDI/MEDICARE	2,875,813	2,947,130	2,999,115	3,046,626	2,958,444
H/W	12,400,909	12,349,193	13,017,368	13,066,283	13,231,782
CALPERS PPO PREMIUM HOLIDAY	(901,830)	-	-	-	-
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	148,000	684,472	-	-
RETIRES' H/W	1,870,564	2,348,543	2,532,754	2,833,505	3,261,081
CALPERS PPO PREMIUM HOLIDAY - RETIREE H & W	(220,000)	-	-	-	-
SUI	465,123	900,865	1,632,323	1,227,432	1,217,837
WORKERS' COMPENSATION	1,302,437	1,294,230	1,389,775	1,329,323	1,299,825
ALTERNATIVE RETIREMENT	476,982	485,202	417,745	265,000	500,000
BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT	-	-	-	41,932	-
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	-	-	87,340	-
BENEFITS RELATED TO VACANT POSITIONS	-	-	-	374,975	361,880
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	(328,103)	(180,940)
RESTORATION OF STUDENT SERVICES	72,182	136,100	91,861	-	-
TOTAL BENEFITS	25,615,075	27,766,398	30,178,795	29,978,143	30,394,304
SUPPLIES	839,780	868,674	851,281	934,671	963,603
RESTORATION OF STUDENT SERVICES	60,876	162,410	176	-	-
TOTAL SUPPLIES	900,656	1,031,084	851,457	934,671	963,603
CONTRACTS/SERVICES	9,997,598	9,043,464	11,012,791	11,221,189	11,017,957
INSURANCE	782,256	924,486	871,706	968,215	1,028,305
UTILITIES	2,991,819	2,754,582	2,795,710	2,884,437	2,870,835
RESTORATION OF STUDENT SERVICES	173,354	43,242	1,370	-	-
TOTAL SERVICES	13,945,027	12,765,774	14,681,577	15,073,841	14,917,097
BLDG & SITES	30,471	32,346	-	38,250	30,000
EQUIPMENT	191,189	208,956	1,176,729	347,435	438,505
LEASE PURCHASES	-	216	-	67,735	66,130
RESTORATION OF STUDENT SERVICES	34,822	58,536	-	-	-
TOTAL CAPITAL	256,482	300,054	1,176,729	453,420	534,635
TOTAL EXPENDITURES	131,958,635	133,634,590	138,821,019	142,134,584	141,505,462
OUTGOING TRANSFER/FINANCIAL AID	241,473	254,866	275,973	268,596	255,498
RESTORATION OF STUDENT SERVICES	88,605	22,728	-	-	-
TOTAL TRANSFERS/FINANCIAL AID	330,078	277,594	275,973	268,596	255,498
TOTAL EXPENDITURES & TRANSFERS	132,288,713	133,912,184	139,096,992	142,403,180	141,760,960
CONTINGENCY RESERVE	18,470,103	20,675,673	11,662,215	8,006,103	5,585,184
DESIGNATED RESERVE	2,000,000	2,413,168	3,475,157	2,267,332	2,871,327
TOTAL	152,758,816	157,001,025	154,234,364	152,676,615	150,217,471

**RESTRICTED GENERAL FUND 01.3
2013-2014 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED REVENUE	2013-2014 TENTATIVE BUDGET
FEDERAL			
PERKINS IV TITLE I-C	595,937	595,937	605,201
FWS-FEDERAL WORK STUDY	549,819	549,819	558,814
RADIO GRANTS	1,706,035	1,706,035	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	53,549	58,647	58,647
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	82,554	82,554	-
FEDERAL CARRYOVERS	1,709,005	1,709,005	2,109,426
OTHER FEDERAL	4,453,717	5,425,512	2,498,641
TOTAL FEDERAL	9,150,616	10,127,509	7,536,764
STATE			
LOTTERY	703,608	703,608	712,877
BASIC SKILLS INITIATIVE	420,248	434,044	-
SFAA-STUDENT FINANCIAL AID ADMIN	782,717	804,859	764,616
EOPS-EXTENDED OPPORTUNITY PROG & SERV	820,970	827,320	787,277
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	53,086	55,879	55,297
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	804,706	1,178,170	1,119,262
NON-CREDIT MATRICULATION	21,959	21,959	20,861
MATRICULATION	646,648	646,648	611,940
MATRICULATION-TRANSFER RELATED	47,500	47,500	47,500
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	8,696	8,696
CALWORKS	163,965	181,231	181,231
ENROLLMENT GROWTH	118,187	118,187	221,000
STATE CARRYOVERS	1,572,999	1,572,999	1,147,228
OTHER STATE	101,656	375,500	7,500
TOTAL STATE	6,266,945	6,976,600	5,685,285
LOCAL			
PICO PROMISE	155,230	155,230	155,230
HEALTH FEES	1,363,000	1,363,000	1,323,000
PARKING FEES	1,780,000	1,780,000	1,780,000
DONATIONS-KCRW	2,364,514	2,364,514	1,907,447
COMMUNITY SERVICES	1,040,000	1,040,000	1,125,000
COUNTY CALWORKS	64,000	64,000	51,000
CONSOLIDATED CONTRACT ED-LOCAL	200,070	191,665	200,700
LOCAL CARRYOVERS	327,681	336,086	678,455
OTHER LOCAL	4,411,832	4,522,560	4,915,351
TOTAL LOCAL	11,706,327	11,817,055	12,136,183
TOTAL REVENUE	27,123,888	28,921,164	25,358,232

**RESTRICTED GENERAL FUND 01.3
2013-2014 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED EXPENDITURES	2013-2014 TENTATIVE BUDGET
INSTRUCTION	-	12,158	42,792
MANAGEMENT	1,372,831	1,631,862	1,384,810
NON-INSTRUCTION	1,270,417	1,314,656	1,225,104
HOURLY INSTRUCTION	286,703	321,967	324,257
HOURLY NON-INSTRUCTION	1,338,179	1,550,634	1,694,607
TOTAL ACADEMIC	4,268,130	4,831,277	4,671,570
CLASSIFIED REGULAR	2,333,773	2,283,943	2,172,497
CLASSIFIED MANAGERS	390,392	402,037	338,162
CLASS REG INSTRUCTION	-	-	-
CLASSIFIED HOURLY	1,866,598	2,280,152	1,917,239
CLASS HRLY INSTRUCTION	439,630	439,630	316,500
TOTAL CLASSIFIED	5,030,393	5,405,762	4,744,398
BENEFITS HOLDING ACCOUNT	2,233,706	871,913	2,360,018
STRS	-	223,883	-
PERS	-	233,956	-
OASDI/MEDICARE	-	226,292	-
H/W	-	578,340	-
SUI	-	65,233	-
WORKERS' COMP.	-	82,092	-
ALTERNATIVE RETIREMENT	-	35,284	-
TOTAL BENEFITS	2,233,706	2,316,993	2,360,018
TOTAL SUPPLIES	1,045,652	1,036,390	1,030,690
CONTRACTS/SERVICES	7,133,722	7,672,321	5,414,688
INSURANCE	3,012,000	3,012,000	3,410,140
UTILITIES	222,350	224,150	229,700
TOTAL SERVICES	10,368,072	10,908,471	9,054,528
BLDG & SITES	1,725,000	1,725,000	1,661,411
EQUIPMENT/LEASE PURCHASE	1,668,610	1,871,296	1,055,229
TOTAL CAPITAL	3,393,610	3,596,296	2,716,640
TOTAL EXPENDITURES	26,339,563	28,095,189	24,577,844
OTHER OUTGO - STUDENT AID	480,783	493,182	548,577
OTHER OUTGO - TRANSFERS	135,934	165,185	135,934
TOTAL OTHER OUTGO	616,717	658,367	684,511
TOTAL EXPENDITURES & OTHER OUTGO	26,956,280	28,753,556	25,262,355

**RESTRICTED GENERAL FUND 01.3
2013-2014 TENTATIVE FUND BALANCE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED FUND BALANCE	2013-2014 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	27,123,888	28,921,164	25,358,232
TOTAL EXPENDITURES AND TRANSFERS	26,956,280	28,753,556	25,262,355
OPERATING SURPLUS/(DEFICIT)	167,608	167,608	95,877
BEGINNING BALANCE	4,648,310	4,648,310	4,815,918
CONTINGENCY RESERVE/ENDING FUND BALANCE	4,815,918	4,815,918	4,911,795
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	17.87%	16.75%	19.44%

**RESTRICTED GENERAL FUND 01.3
2013-2014 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2009-2010 ACTUAL REVENUE	2010-2011 ACTUAL REVENUE	2011-2012 ACTUAL REVENUE	2012-2013 PROJECTED REVENUE	2013-2014 TENTATIVE BUDGET
FEDERAL					
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	526,491	619,408	564,868	595,937	605,201
FWS-FEDERAL WORK STUDY	622,799	505,002	537,374	549,819	558,814
RADIO GRANTS	1,361,188	1,120,125	1,094,606	1,706,035	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	52,105	53,534	56,367	58,647	58,647
TECH PREP	57,252	69,708	-	-	-
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	428,222	297,161	82,554	-
FEDERAL CARRYOVERS	1,158,027	1,723,699	2,012,451	1,709,005	2,109,426
OTHER FEDERAL	1,385,556	2,155,891	2,818,282	5,425,512	2,498,641
TOTAL FEDERAL	5,163,418	6,675,589	7,381,109	10,127,509	7,536,764
STATE					
LOTTERY	421,314	497,315	738,152	703,608	712,877
BASIC SKILLS INITIATIVE	91,349	-	-	434,044	-
SFAA-STUDENT FINANCIAL AID ADMIN	605,970	688,499	721,342	804,859	764,616
EOPS-EXTENDED OPPORTUNITY PROG & SERV	864,179	827,320	836,169	827,320	787,277
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	58,820	55,879	56,762	55,879	55,297
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,032,033	1,154,499	1,114,820	1,178,170	1,119,262
NON-CREDIT MATRICULATION	20,962	21,959	21,959	21,959	20,861
MATRICULATION	638,242	698,129	647,687	646,648	611,940
MATRICULATION-TRANSFER RELATED	54,629	-	50,000	47,500	47,500
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	-	4,600	2,552	8,696	8,696
CALWORKS	173,562	162,303	172,595	181,231	181,231
ENROLLMENT GROWTH	122,457	124,516	127,577	118,187	221,000
STATE CARRYOVERS	2,869,019	1,157,225	810,899	1,572,999	1,147,228
OTHER STATE	443,240	246,968	31,630	375,500	7,500
TOTAL STATE	7,395,776	5,639,212	5,332,144	6,976,600	5,685,285
LOCAL					
PICO PARTNERSHIP	153,127	135,203	144,405	155,230	155,230
HEALTH FEES	1,032,598	1,040,589	1,235,344	1,363,000	1,323,000
PARKING FEES	1,279,828	1,795,561	1,705,966	1,780,000	1,780,000
DONATIONS-KCRW	3,177,164	3,836,995	1,736,379	2,364,514	1,907,447
COMMUNITY SERVICES	747,128	664,103	671,112	1,040,000	1,125,000
COUNTY CALWORKS	64,000	64,000	64,000	64,000	51,000
CONSOLIDATED CONTRACT ED-LOCAL	74,881	353,069	43,167	191,665	200,700
LOCAL CARRYOVERS	805,943	23,135	34,066	336,086	678,455
OTHER LOCAL	2,704,152	4,121,960	4,217,245	4,522,560	4,915,351
TOTAL LOCAL	10,038,821	12,034,615	9,851,684	11,817,055	12,136,183
TOTAL REVENUE	22,598,015	24,349,416	22,564,937	28,921,164	25,358,232
BEGINNING BALANCE	-	-	4,003,398	4,003,398	4,815,918
ADJUSTMENT TO BEGINNING BALANCE	-	3,627,475	-	-	-
TOTAL FUNDS AVAILABLE	22,598,015	27,976,891	26,568,335	32,924,562	30,174,150

**RESTRICTED GENERAL FUND 01.3
2013-2014 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2009-2010 ACTUAL EXPENDITURES	2010-2011 ACTUAL EXPENDITURES	2011-2012 ACTUAL EXPENDITURES	2012-2013 PROJECTED EXPENDITURES	2013-2014 TENTATIVE BUDGET
INSTRUCTION	220,506	78,905	-	12,158	42,792
MANAGEMENT	1,434,912	1,172,287	1,002,155	1,631,862	1,384,810
NON-INSTRUCTION	1,000,375	1,323,213	1,283,377	1,314,656	1,225,104
HOURLY INSTRUCTION	421,468	240,474	147,786	321,967	324,257
HOURLY NON-INSTRUCTION	1,570,689	1,673,188	1,279,744	1,550,634	1,694,607
TOTAL ACADEMIC	4,647,950	4,488,067	3,713,062	4,831,277	4,671,570
CLASSIFIED REGULAR	2,359,447	2,307,285	2,379,810	2,283,943	2,172,497
CLASSIFIED MANAGERS	320,940	255,021	229,170	402,037	338,162
CLASS REG INSTRUCTION	-	-	-	-	-
CLASSIFIED HOURLY	1,965,992	1,986,322	1,923,732	2,280,152	1,917,239
CLASS HRLY INSTRUCTION	339,970	268,607	230,869	439,630	316,500
TOTAL CLASSIFIED	4,986,349	4,817,235	4,763,581	5,405,762	4,744,398
BENEFITS HOLDING ACCOUNT	-	-	-	871,913	2,360,018
STRS	331,598	276,367	250,542	223,883	-
PERS	323,195	322,019	324,623	233,956	-
OASDI/MEDICARE	333,480	303,972	281,923	226,292	-
H/W	688,411	843,071	778,484	578,340	-
SUI	25,119	59,189	103,371	65,233	-
WORKERS' COMP.	110,606	103,159	96,286	82,092	-
ALTERNATIVE RETIREMENT	58,415	62,133	51,423	35,284	-
TOTAL BENEFITS	1,870,824	1,969,910	1,886,652	2,316,993	2,360,018
TOTAL SUPPLIES	652,480	721,959	616,106	1,036,390	1,030,690
CONTRACTS/SERVICES	4,882,853	5,646,547	4,804,507	7,672,321	5,414,688
INSURANCE	2,413,622	2,678,199	2,749,680	3,012,000	3,410,140
UTILITIES	179,551	270,484	142,272	224,150	229,700
TOTAL SERVICES	7,476,026	8,595,230	7,696,459	10,908,471	9,054,528
BLDG & SITES	1,187,335	1,522,788	1,460,492	1,725,000	1,661,411
EQUIPMENT/LEASE PURCHASE	1,205,996	1,132,022	1,020,396	1,871,296	1,055,229
TOTAL CAPITAL	2,393,331	2,654,810	2,480,888	3,596,296	2,716,640
TOTAL EXPENDITURES	22,026,960	23,247,211	21,156,748	28,095,189	24,577,844
OTHER OUTGO - STUDENT AID	425,871	578,788	619,390	493,182	548,577
OTHER OUTGO - TRANSFERS	145,184	147,494	143,887	165,185	135,934
TOTAL OTHER OUTGO	571,055	726,282	763,277	658,367	684,511
TOTAL EXPENDITURES & OTHER OUTGO	22,598,015	23,973,493	21,920,025	28,753,556	25,262,355
ENDING FUND BALANCE	-	4,003,398	4,648,310	4,815,918	4,911,795
TOTAL	22,598,015	27,976,891	26,568,335	33,569,474	30,174,150

CAPITAL OUTLAY FUND 40.0
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
REVENUE			
RENTS	90,000	86,975	-
PROPERTY TAX - RDA PASS THRU	-	59,152	-
INTEREST	130,800	44,479	49,000
NON-RESIDENT CAPITAL CHARGE	2,105,543	2,105,543	3,324,542
LOCAL INCOME	151,500	125,619	151,500
TOTAL REVENUE	2,477,843	2,421,768	3,525,042
EXPENDITURES			
SUPPLIES	50,000	2,400	57,500
CONTRACT SERVICES	425,000	125,508	460,000
CAPITAL OUTLAY	11,042,420	1,300,992	13,039,987
TOTAL EXPENDITURES	11,517,420	1,428,900	13,557,487
OPERATING SURPLUS/(DEFICIT)	(9,039,577)	992,868	(10,032,445)
BEGINNING BALANCE	9,039,577	9,039,577	10,032,445
ENDING FUND BALANCE	-	10,032,445	-

EARTHQUAKE FUND 41.0
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	8	4	-
TOTAL REVENUE	8	4	-
EXPENDITURES			
CONTRACT SERVICES	-	1,134,460	-
CAPITAL OUTLAY	2,262,272	1,127,808	-
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	2,262,272	2,262,268	-
OPERATING SURPLUS/(DEFICIT)	(2,262,264)	(2,262,264)	-
BEGINNING BALANCE	2,262,264	2,262,264	-
ENDING FUND BALANCE	-	-	-

**MEASURE U FUND 42.2
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	223,400	138,600	129,000
TOTAL REVENUE	223,400	138,600	129,000
EXPENDITURES			
SUPPLIES	25,000	-	25,000
CONTRACT SERVICES	340,000	12,980	340,000
CAPITAL OUTLAY	23,541,739	1,693,088	21,879,871
TOTAL EXPENDITURES	23,906,739	1,706,068	22,244,871
OPERATING SURPLUS/(DEFICIT)	(23,683,339)	(1,567,468)	(22,115,871)
BEGINNING BALANCE	23,683,339	23,683,339	22,115,871
ENDING FUND BALANCE	-	22,115,871	-

**MEASURE S FUND 42.3
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	555,900	345,500	330,000
TOTAL REVENUE	555,900	345,500	330,000
EXPENDITURES			
SUPPLIES	100,000	-	100,000
CONTRACT SERVICES	1,826,500	290,522	2,779,400
CAPITAL OUTLAY	57,789,000	1,772,150	51,893,028
TOTAL EXPENDITURES	59,715,500	2,062,672	54,772,428
OPERATING SURPLUS/(DEFICIT)	(59,159,600)	(1,717,172)	(54,442,428)
BEGINNING BALANCE	59,159,600	56,159,600	54,442,428
ENDING FUND BALANCE	-	54,442,428	-

**MEASURE AA FUND 42.4
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	591,300	373,500	310,000
TOTAL REVENUE	591,300	373,500	310,000
EXPENDITURES			
SUPPLIES	100,000	38,018	100,500
CONTRACT SERVICES	1,667,250	276,171	1,800,500
CAPITAL OUTLAY	67,577,650	11,441,510	55,780,401
TOTAL EXPENDITURES	69,344,900	11,755,699	57,681,401
OPERATING SURPLUS/(DEFICIT)	(68,753,600)	(11,382,199)	(57,371,401)
BEGINNING BALANCE	68,753,600	68,753,600	57,371,401
ENDING FUND BALANCE	-	57,371,401	-

INTEREST AND REDEMPTION FUND 48.0
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
BEGINNING BALANCE	25,560,973	25,560,973	22,035,578
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	25,560,973	25,560,973	22,035,578
REVENUE			
FEDERAL REVENUES	-	-	-
STATE REVENUES	-	-	-
VOTER INDEBTED TAXES	28,477,026	28,477,026	28,477,026
TOTAL REVENUE	28,477,026	28,477,026	28,477,026
TOTAL FUNDS AVAILABLE	54,037,999	54,037,999	50,512,604
EXPENDITURES			
DEBT REDEMPTION	16,152,857	16,152,857	16,152,857
INTEREST CHARGES	15,849,564	15,849,564	15,849,564
TOTAL EXPENDITURES	32,002,421	32,002,421	32,002,421
ENDING FUND BALANCE	22,035,578	22,035,578	18,510,183
**The Bond Interest and Redemption Fund is controlled by the County of Los Angeles Department of Auditor-Controller.			

STUDENT FINANCIAL AID FUND 74.0
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
REVENUE			
FEDERAL GRANTS	35,599,989	35,599,989	32,098,075
FEDERAL LOANS	3,300,000	3,300,000	2,800,000
CAL GRANTS	1,504,300	1,504,300	1,236,000
TRANSFER	268,596	268,596	255,498
TOTAL REVENUE	40,672,885	40,672,885	36,389,573
EXPENDITURES			
FINANCIAL AID	40,672,885	40,672,885	36,389,573
TOTAL EXPENDITURES	40,672,885	40,672,885	36,389,573
ENDING FUND BALANCE	-	-	-

AUXILIARY FUND			
2013-2014 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 PROJECTED	2013-2014 TENTATIVE BUDGET
BEGINNING BALANCE	1,888,758	1,888,758	1,343,188
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>1,888,758</u>	<u>1,888,758</u>	<u>1,343,188</u>
REVENUE			
GROSS SALES	5,523,972	6,322,684	6,273,429
LESS: COST OF GOODS	<u>(3,871,766)</u>	<u>(4,315,430)</u>	<u>(4,315,358)</u>
NET	1,652,206	2,007,254	1,958,071
VENDOR INCOME	648,175	679,236	674,469
AUXILIARY PROGRAM INCOME	<u>245,499</u>	<u>282,605</u>	<u>249,550</u>
NET INCOME	2,545,880	2,969,095	2,882,090
INTEREST	<u>27,050</u>	<u>27,050</u>	<u>26,050</u>
TOTAL REVENUE	<u>2,572,930</u>	<u>2,996,145</u>	<u>2,908,140</u>
TOTAL FUNDS AVAILABLE	<u>4,461,688</u>	<u>4,884,903</u>	<u>4,251,328</u>
EXPENDITURES			
STAFFING	1,129,793	1,129,793	1,198,469
FRINGE BENEFITS	337,981	337,981	363,750
OPERATING	<u>2,040,386</u>	<u>2,073,941</u>	<u>1,810,434</u>
TOTAL EXPENDITURES	<u>3,508,160</u>	<u>3,541,715</u>	<u>3,372,653</u>
ENDING FUND BALANCE	<u>953,528</u>	<u>1,343,188</u>	<u>878,675</u>