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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, SEPTEMBER 9, 2002

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

6:00 p.m. - Closed Session
Business Building Room 111

7:00 p.m. - Public Meeting
Board Room
Business Building Room 117

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

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.

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.

2. No uncivil or disorderly conduct shall be permitted at any Board of Trustees meeting. Persistence in displaying such conduct shall be grounds for summary termination and/or removal of the person from the meeting by the Chair.
3. No oral presentation shall include charges or complaints against any employee of the District, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify the individual. Charges or complaints against employees shall be submitted to the Board of Trustees under provisions of Board Policy Section 9421. Any employee against whom charges or complaints are to be made must be given 24 hours advanced notice and may request any such charges or complaints are heard in closed session.
4. Exceptions: This policy does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District is scheduled be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, September 9, 2002.

6:00 p.m. – Closed Session
7:00 p.m. – Public Meeting

The agenda includes the following items: (Items for action - recommendations - are listed numerically; items for information are listed alphabetically).

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| A Call to Order | |
| B Roll Call | |
| II. CLOSED SESSION (<i>Scheduled for 6:00 p.m.</i>) | |
| • Collective Bargaining,
pursuant to Government Code Section 54957.6 | |
| III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (<i>Continued</i>) | |
| C Pledge of Allegiance | |
| D Report of Action Taken in Closed Session – July 27, 2002 | |
| #1 Approval of Minutes: August 5, 2002 | |
| IV. SUPERINTENDENT'S REPORT | |
| V. ACADEMIC SENATE REPORT | |
| VI. CLASSIFIED SENATE REPORT | |
| VII. COMMUNICATIONS OR PUBLIC COMMENTS | |
| VIII. BOARD REPORT AND COMMENTS | |
| IX. CONSENT AGENDA (<i>All items considered in one motion unless pulled for discussion later in the meeting</i>) | |

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XII. **INFORMATION - No Action Required**

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XIII. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, October 7, 2002 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	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 6:00 p.m.

B. ROLL CALL

Dr. Patrick Nichelson, Chair
Herbert Roney, Vice-Chair
Dr. Nancy Cattell-Luckenbach
Carole Currey
Dr. Dorothy Ehrhart-Morrison
Dr. Margaret Quiñones
Annette Shamey
Allison Sandera, Student Trustee

II. CLOSED SESSION

- Collective Bargaining, pursuant to Government Code Section 54957.6

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

C. PLEDGE OF ALLEGIANCE – Chair Patrick Nichelson

D. REPORT OF ACTION TAKEN IN CLOSED SESSION, JULY 27, 2002

The Board of Trustees met in closed session on Saturday, July 27, 2002 for the purpose of conducting the evaluation of the Superintendent/President. Following the evaluation, the Board unanimously approved the following amendment to the agreement between the Santa Monica Community College District and Piedad F. Robertson, Superintendent/President, effective January 1, 2003:

Section 1: Term

The District hereby employs the Superintendent for a period of four years, beginning on the 1st day of January, 2003 and terminating on the 31st day of December, 2006. As hereinafter provided, the Board, at its option, may extend this agreement in accordance with the Education Code.

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ACTION September 9, 2002
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ORGANIZATIONAL FUNCTIONS

RECOMENDATION NO. 1

APPROVAL OF MINUTES

It is recommended that the minutes from the following meeting of the Santa Monica Community College District Board of Trustees be approved:

August 5, 2002

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA

It is recommended that the Board of Trustees approve/ratify the Consent Agenda, Recommendations #2-#19.

Recommendations pulled for separate action:

Action on Consent Agenda

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 **ACCEPTANCE OF GRANTS**

Title of Grant: **TRIO Student Support Services**

Granting Agency: US Department of Education

Requested Funding: \$260,080

Matching Funds: N/A

Performance Period: September 1, 2002 - August 30, 2003

Summary: The purpose of the Student Support Services project is to raise the retention, graduation, and transfer rate of academically disadvantaged students who are low income, first generation, or disabled. Activities include academic advising, tutoring, mentoring, instruction (Human Development), workshops (Financial Aid, Career/Job Transfer), and cultural activities.

Title of Grant: **Title III, Strengthening Institutions**

Granting Agency: US Department of Education

Requested Funding: \$350,000

Matching Funds: \$80,000 (Match required for the fourth year's endowment fund (\$280,000 requested over the five-year period). SMC will have 18 months from the start of each budget year to raise the required match. Source: SMC Foundation)

Performance Period: October 1, 2002 – September 30, 2003
(fourth year of a five year grant)

Summary: This is the fourth year of the five-year grant. The grant comprises two activities designed to address Student Retention and Success and development of online education programs.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 **ACCEPTANCE OF GRANTS** (continued)

Title of Grant: **Careers in Child Care Training Program (Year 3)**

Granting Agency: Los Angeles County Department of Social Services

Requested Funding: \$161,326

Matching Funds: N/A

Performance Period: September 2002 – June 30, 2003

Summary: The program currently offers Child Development, English and Basic Skills coursework, tutorials for both Child Development and General Education classes, professional and personal development workshops, and child care center work experience, comprising 32 hours per week for 25-35 CalWORKS students.

Title of Grant: **Industry-Driven Regional Collaborative: Retail Consortium (Year 2)**

Granting Agency: California Community Colleges Chancellor's Office

Requested Funding: \$350,500

Matching Funds: \$356,320 (Source: \$5,720 from Jewish Vocational Services and \$350,600 from the Retail Consortium)

Performance Period: July 1, 2002 – June 30, 2003
(second year of a two year grant)

Summary: The Retail Consortium Industry Driven Regional Collaborative grant represents a collaborative between Workforce & Economic Development and five Los Angeles regional retail shopping centers. This grant addresses two strategic priority areas: Business and Workforce Performance Improvement and Workplace Literacy. This will be achieved through customized performance-based training in five areas: English and Spanish as Second Languages, Computer Business Skills, Safety and Compliance, Customer Service and Management Skills.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3 **CONTRACTS AND CONSULTANTS**

#3-A THE CENTER FOR EDUCATIONAL ADVANCEMENT (CEA WEEKEND SCIENCE PROGRAM)

Renewal of the contract with the Center for Educational Achievement (CEA) to assist the District in the outreach and recruitment of students and parents to enroll in the Weekend Science Program to be offered in the fall 2002 and spring 2003 semesters, for an amount of \$30,000. The period of the contract will be from September 10, 2002 to June 30, 2003.

Funding Source: 2002-2003 Budget/Planning & Development

Comment: CEA's responsibilities will include recruiting 60 students and 50 parents for the fall 2002 and spring 2003 semesters. Recruitment will be conducted in the areas of Santa Monica, West Los Angeles, South Central Los Angeles and East Los Angeles.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 **CONTRACTS AND CONSULTANTS**

4-A CONTINUING EDUCATION/NONCREDIT CONSULTANT, FALL 2002

Agreement with Dorothy Hudsteff in an amount not to exceed \$1,475 to provide training for noncredit ESL and Basic Skills staff during Fall 2002.

Funding Source: 2001-2002 CASAS (Comprehensive Adult Student Assessment System) Grant
(extended through September 2002)

Comment: The consultant will provide staff training to improve the assessment procedures and the integration of Life Skills content into current noncredit course curricula for ESL and Basic Skills.

4-B SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT/PICO PARTNERSHIP ON THE MOVE PROGRAM

Approval of agreements with licensed and exempt child care providers to provide child care services for Pico Partnership Program participants during academic year 2002-2003. A list of providers will be on file in the Pico Partnership on the Move office. The rate for infants (0-18 months) is \$48.43 daily and for toddlers (18-36 months) is \$39.88 daily.

Funding Source: Pico Partnership On the Move

Comment: Santa Monica College has established the Pico Partnership Program with the goal of assisting the population of at-risk students residing in close proximity to SMC and/or those who have attended local area high school. The program helps provide day care to the children of eligible Pico Partnership On the Move participants.

4-C STUDENT ENHANCEMENT AND EDUCATIONAL RESEARCH PROJECT

Dr. L. Dee Fink, Director of the Instructional Development Program at the University of Oklahoma, will conduct a day-long workshop for instructional and counseling faculty. The workshop entitled "Designing Courses for More Significant Student Learning" will examine the role of course design in the overall act of teaching and will lead participants through a new way of designing courses, with a primary focus on the assessment of student learning and student outcomes. Cost is \$1,500 plus expenses, not to exceed \$2,700.

Funding Source: FII (Faculty Instructional Improvement) Grant

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 **CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM CONTRACT**

The resolution previously approved by the Board of Trustees authorizing the District to enter into a safety retirement program with the California Public Employees' Retirement System on behalf of all the Santa Monica Community College District Police Officers will increase the cost of the Retirement System contribution by approximately \$350,000 annually.

Funding Source: 2002-2003 Budget

RECOMMENDATION NO. 6 **CONSULTANT - PERSONNEL COMMISSION**

Esquire Deposition Services to record and transcribe hearings conducted for classified employee appeals through the Personnel Commission during fiscal year 2002-03 at a rate not to exceed \$6.50 per page plus reporter's per diem of \$250 for a half day or \$350 for a full day.

Funding Source: 2002-2003 Budget/Personnel Commission

Comment: Court Reporters are used to record and transcribe disciplinary and/or investigative hearings held by the Personnel Commission.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 9, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 **ACADEMIC PERSONNEL**

All personnel will be properly elected in accordance with district policies, salary schedules, and appropriate account numbers.

EFFECTIVE DATE

ELECTIONS

ADMINISTRATIVE

Long, G. Carole	Dean, Academic Affairs	10/01/02
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ADJUNCT

(List on file in the Office of Human Resources - Academic)

SEPARATIONS

RETIREMENT

Camp, Norma	Dean, Academic Affairs	08/16/02
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The Board hereby accepts immediately the retirement of the above listed personnel to be effective as indicated.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 9, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 **CLASSIFIED PERSONNEL – REGULAR**

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

EFFECTIVE DATE

ELECTIONS

PROBATIONARY

Castelo, Vergil, Multimedia Computer Lab Specialist, AET	08/28/02
Gonzalez, Jaime, Accounting Technician, Auxiliary Services	08/01/02

PROMOTIONS

Green, Patricia M.	08/26/02
Fr: Administrative Assistant I, Physical Education, 12 mos, 40 hrs	
To: Administrative Assistant III-Conf., Business Services, 12 mos, 40 hrs	

PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT

Fredrickson, Donald, Accompanist-Vocal, Music	08/01/02 - 08/06/02
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PERMANENT EMPLOYEE WITH LIMITED TERM ASSIGNMENT

Baldwin, Laura, Registration/Information Clerk, A & R	07/01/02 - 06/30/03
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CHANGE IN WORKSHIFT/TEMPORARY

Vela, Giovanni	07/01/02 - 06/30/03
Fr: Telecommunications Tech I, Telecom., 12 mos, 40 hrs	
To: Telecommunications Tech I/NS I, Telecom., 12 mos, 40 hrs	

ADVANCE STEP PLACEMENT

(The employee(s) listed have met the standards for Advanced Step Placement. Salary Advance Placement is retroactive to initial hire date.)

Trickey, Jenny, Childcare Services Director, Child Care	Step C	05/01/02
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WORKING OUT OF CLASSIFICATION

Gonzales, Lori E.	08/26/02 - 01/10/03
Fr: Interpreter/Hearing Impaired, DSC, 12 mos, 30 hrs	
To: Sign Language Interpreter III, DSC, 12 mos, 30 hrs	

WORKING OUT OF CLASSIFICATION (additional responsibilities)

Coston, Joann, Lead Bookstore Operations Asst., Bkstr.	+5.0%	07/01/02 - 09/30/02
Munoz, Angela, Admissions & Records Coordinator, A & R	+5.0%	07/01/02 - 06/30/03
Peterson, Steve, Asst. Computer Lab Supv., Acad. Comp.	+5.0%	05/02/02 - 06/30/02
Reza, Linda, Admissions & Records Clerk III, A & R	+5.0%	07/01/02 - 06/30/03
Williams, Don, Skilled Maintenance Worker, Maintenance	+7.5%	07/01/02 - 10/01/02

LEAVE OF ABSENCE WITH PAY

MILITARY

Carter, Thomas R., Events Technician, Campus Events 08/10/02 - 08/17/02

LEAVE OF ABSENCE WITHOUT PAY

PERSONAL

Griskevicius, Agnius, Academic Comp. Instr. Spec., Instr. Comp. 09/23/02 - 12/23/02

SEPARATIONS

RELEASE FROM PROBATIONARY ASSIGNMENT

Caplan, Martin, Multimedia Computer Support Specialist, AET 07/26/02

RESIGNATION

Johnson, Jan, Admissions & Records Clerk II, Admissions 09/06/02

Locke, Debra C., Department Secretary II, TRIO/Student Supp. Svcs. 08/22/02

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

RECOMMENDATION NO. 9

CLASSIFIED PERSONNEL – LIMITED DURATION

All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules. No limited term assignment shall exceed 120 working days per fiscal year.

EFFECTIVE DATE

ELECTIONS

PROVISIONAL

Carr, Sherita, Project Support Spec., WIA Grant, Wkfc. & Econ.	08/19/02 - 11/14/02
Evenhuis, John, Instructional Assistant, ESL	07/01/02 - 10/28/02
Hammond, Judy, Instructional Assistant, ESL	08/01/02 - 09/20/02
Hashaway, Erma, EOPS Program Specialist, EOPS	07/01/02 - 12/31/02
Healy, Carolyn, Instructional Assistant, ESL	07/01/02 - 11/22/02
Kaiser, John, Instructional Assistant, ESL	07/01/02 - 11/26/02
McSherry, Carrie, Instructional Assistant, ESL	07/01/02 - 11/04/02
Tjahja, Fransiska, Dis. Stu. Testing Asst, Dis. Stu. Ctr.	06/24/02 - 06/30/02
Tjahja, Fransiska, Dis. Stu. Testing Asst, Dis. Stu. Ctr.	07/01/02 - 08/16/02
Vento, Victor, Accompanist Guitar, Emeritus	07/01/02 - 11/05/02
Walker, David, Instructional Assistant, ESL	07/01/02 - 09/11/02

LIMITED TERM

Ayala, Juan, Bookstore Cashier Clerk, Bookstore	07/01/02 - 12/31/02
Baker, Stephan, Bookstore Cashier Clerk, Bookstore	07/01/02 - 12/31/02
Barr, Laura, Accounting Spec. II, Bookstore	07/01/02 - 12/31/02
Barskaya, Galina, Accompanist Performance, Music	06/24/02 - 06/30/02
Barskaya, Galina, Accompanist Performance, Music	07/01/02 - 08/02/02
Battle, Matthew, Swim Instructor/Lifeguard, KDR	07/17/02 - 12/31/02
Bender, Nancy, Department Secretary II, Library	07/31/02 - 09/30/02
Berent, Richard, Accompanist Percussion, KDR	07/01/02 - 12/31/02
Berent, Richard, Accompanist Voice, Music	07/01/02 - 12/31/02
Biamonte, Christine, Sign Lang. Inter. I, Dis. Stu. Ctr.	07/01/02 - 12/31/02
Buchanan, Melody, Bookstore Cashier Clerk, Station C	07/01/02 - 12/31/02

LIMITED TERM (continued)

Cruz, Jaime, Counseling Aide, PPOTM	07/01/02 - 09/30/02
Dawson, Rebecca, Bookstore Cashier Clerk, Station C	07/01/02 - 12/31/02
Ellison, Monti, Accompanist Percussion, KDR	07/01/02 - 12/31/02
Feria, Gabriela, Vocational Instructional Assistant, Cosmetology	07/01/02 - 12/31/02
Fierstein, Fred, Vocational Instructional Assistant, Cosmetology	07/01/02 - 12/31/02
Gerhold, Thomas, Accompanist Performance, Emeritus	07/01/02 - 12/17/02
Gerhold, Thomas, Accompanist Voice, Emeritus	07/01/02 - 12/17/02
Gerhold, Thomas, Accompanist Voice, Music	06/24/02 - 06/30/02
Gerhold, Thomas, Accompanist Voice, Music	07/01/02 - 08/14/02
Glasner, Marvin, Financial Aid Clerk, PPOTM	07/16/02 - 12/31/02
Glazer, Brooke, Sign Lang. Inter. II, Dis. Stu. Ctr.	07/01/02 - 12/31/02
Gonzalez, Antonio, Counseling Aide, Latino Center	07/01/02 - 12/31/02
Gutierrez, Debbie, Counseling Aide, PPOTM	07/01/02 - 12/31/02
Holstein, Stephanie, Sign Lang. Inter. Trainee, Dis. Stu. Ctr.	07/01/02 - 12/31/02
Hsu, Hung-Gi, Accompanist Performance, Music	07/01/02 - 12/31/02
Janssen, Gerriet, Instructional Assistant, ESL	07/01/02 - 12/31/02
Jucha, Lisa, Sign Lang. Inter. II, Disabled Stu. Ctr.	07/01/02 - 12/31/02
Kangarldu, Monique, Vocational Instructional Asst., Cosmetology	07/01/02 - 12/31/02
Lemes, Blanche, Instructional Assistant, ESL	07/01/02 - 12/31/02
Logvinskiy, Leon, Accompanist Dance, KDR	07/01/02 - 12/31/02
Lopez, Jose C., Bookstore Cashier Clerk, Bookstore	07/01/02 - 12/31/02
Malerstein, Janet, Sign Lang. Inter. Trainee, Dis. Stu. Ctr.	07/01/02 - 12/31/02
Mbusi, Norah, Counseling Aide, Trio/Student Support Serv.	07/01/02 - 09/30/02
Mbusi, Norah, Counseling Aide, Trio/Student Support Serv.	10/01/02 - 12/31/02
Mensez, Kenia, Bookstore Cashier Clerk, Station C	07/01/02 - 12/31/02
Merchant, Erin, Sign Lang. Inter. I, Disabled Stu. Ctr.	07/01/02 - 12/31/02
Neidorf, Helena, Instructional Assistant English, Latino Center	08/26/02 - 12/31/02
Reed, Jeffery, Accompanist Percussion, KDR	07/01/02 - 12/31/02
Remstein, Robert, Accompanist Performance, Emeritus	07/01/02 - 12/31/02
Rhoads, Margaret, Instructional Assistant, LD, Dis. Stu. Ctr.	08/24/02 - 12/31/02
Saifu, Phiven, Bookstore Cashier Clerk, Bookstore	08/01/02 - 12/31/02
Sexton, Bobby, Accompanist Percussion, KDR	07/01/02 - 12/31/02
Shasha, Rachel, Sign Lang. Inter. Trainee, Dis. Stu. Ctr.	07/01/02 - 12/31/02
Sussman, Dena, Sign Lang. Inter. II, Disabled Stu. Ctr.	07/01/02 - 12/31/02
Taylor, Rosa, Counseling Aide, Trio/Student Support Serv.	07/01/02 - 09/30/02
Taylor, Rosa, Counseling Aide, Trio/Student Support Serv.	10/01/02 - 12/31/02
Tjahja, Fransiska, Sign Lang. Inter. III, Disabled Stu. Ctr.	07/01/02 - 12/31/02
Toomey, Kathleen, Sign Lang. Inter. II, Disabled Stu. Ctr.	07/01/02 - 12/31/02
Yamate, Chris, Bookstore Cashier Clerk, Station C	07/01/02 - 12/31/02
Yanez, Mercedes, Project Specialist - WIA Bus Program	08/06/02 - 12/20/02

LIMITED TERM (Substitute)

Herron, Meredith, A & R Clerk II, A & R	07/02/02 - 08/16/02
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 9, 2002

RECOMMENDATION NO. 10 **CLASSIFIED PERSONNEL - NON MERIT**

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

CalWORKS Student Assistant \$7.00/hr	6
College Student Assistant \$7.00/hr	74
College Work-Study Student Assistant \$7.00/hr	36

SPECIAL SERVICES

Art Model \$14.00	21
Art Model w/costume	17
Community Services Specialist I \$27.40/hr	28
Community Services Specialist II \$38.00/hr	25
Volunteer	8

List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11 **CONTRACTS AND CONSULTANTS**

11-A EQUIPMENT MAINTENANCE AGREEMENT

Agreement with NU-CREST COMPANY to provide electronic equipment maintenance for the Bookstore for the period of July 1, 2002 through June 30, 2003 in an amount not to exceed \$9,000.

Funding Source: 2002-2003 Auxiliary Budget

Comment: This agreement provides for maintenance of all electronic cash registers in the Bookstore.

11-B AUDIT SERVICES PAYMENT

Payment to VICENTI LLOYD STUTZMAN LLP for services to assist KCRW with the CPB program review for the years 1998,1999 and 2000 in the amount of \$2,075.

Funding Sources: KCRW Donations

Comment: Services related to the CPB program review were outside the scope of the District's auditing agreement.

11-C KCRW CONSULTANT

Agreement with KRISTINA SEMEL for program services and as guest host for various music programs for the period ending June 30, 2003. Payable at varying rates for a total not to exceed \$1,000.

Funding Source: KCRW Donations

Comment: KCRW raises all operating and capital expenses of the station

RECOMMENDATION NO. 12

CLAIMS FOR DAMAGES

Reject the following claims and refer the claims to the District's claims management firm

<u>Claimant</u>	<u>Date Filed</u>	<u>Amount of Claim</u>
Vana Margolese for her client Kathleen C. Maguire	8/28/02	\$500,000
Comment:	The claimant is alleging that one of the Art Department exterior doors fell on her back causing injury.	
Robert Laurita	8/29/02	unknown
Comment:	The claimant is alleging that due to improper and conflicting signage for parking, he missed the entrance to Parking Structure C and damaged his car.	

RECOMMENDATION NO. 13

FACILITIES

13-A CHANGE ORDER NO.1, PARKING STRUCTURE C – PHASE 2

Change Order No. 1 with G.B. COOKE, INC on the Parking Structure C, Phase 2 project.

Original Contract Amount	\$2,656,000
Change Orders No. 1	<u>9,135</u>
Revised Contract Amount	\$2,665,135

Funding Source: FEMA/1999 COP for Parking

Comment: This change order provides for the removal of asbestos containing storm drain line, and replacement of it with non-asbestos drain line assembly.

13-B CHANGE ORDER NO. 2, LIBRARY EXPANSION AND REMODEL PROJECT

Change Order No. 2 with NIELSEN-DILLINGHAM on the Library Expansion and Remodel project.

Original Contract Amount	\$22,050,000
Change Order No.1	70,640
Change Order No.2	<u>40,135</u>
Revised Contract Amount	\$22,160,755

Funding Source: Prop T/FEMA/Capital Outlay

Comment: This Change Order provides for owner requested installation of additional telecommunication conduit and manhole assembly within the project construction area, added floor drains in restrooms, re-routing of existing drain lines to coordinate with new construction and minor revisions to the sunshade structure steel.

RECOMMENDATION NO. 13

FACILITIES (continued)

13-C CHANGE ORDER NO. 1, PHOTOVOLTAIC SYSTEM INSTALLATION – ECO HOUSE

Change Order No. 1 with SOLAR ELECTRICAL SYSTEMS on the Photovoltaic System Installation – Eco House project.

Original Contract Amount	\$21,717.72
Change Order No.1	<u>1,500.00</u>
Revised Contract Amount	\$23,217.72

Funding Source: State Energy Grant

Comment: This change order provides for additional collector unit and monitor connection.

13-D AGREEMENT FOR CONSTRUCTION COST PLANNING SERVICES – MADISON THEATER

Agreement with DAVIS LANGDON ADAMSON to provide construction cost planning services associated with the Madison Theater project for an amount not to exceed \$40,000 plus reimbursable expenses.

Funding Source: SMC Foundation/District Capital Outlay Fund

Comment: This agreement provides for professional cost estimating so that value engineering will be an option to control the construction costs at all stages of planning.

13-E ARCHITECTURAL SERVICES AGREEMENT, RENOVATION, MAIN STAGE PROJECT

Agreement with LEO A DALEY ARCHITECTS for architectural services associated with the renovation of the Main Stage to accommodate modernization and instructional space upgrades necessary for the Theater Arts instructional program on the main campus. The District shall pay a fee not to exceed 10 percent of the estimated construction cost of \$6 million, plus reimbursable expenses and special consultants not to exceed \$200,000.

Funding Source: Measure U

Comment: This item replaces an action taken by the Board at its May 2002 meeting that referred to “replacement” in error.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 9, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14 COMMERCIAL WARRANT REGISTER

July 1 – July 31, 2002	4795 - 4816	\$6,288,070.66
August 1 – August 31, 2002	4817 - 4837	\$6,072,589.85

Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 15 PAYROLL WARRANT REGISTER

July 1 - July 31, 2002	C1L - 206C	\$7,980,978.03
August 1 - August 31, 2002	C1A - 238N	\$6,277,513.44

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

RECOMMENDATION NO. 16 PAYMENTS FROM AUXILIARY OPERATIONS

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore fund, Trust fund and other Auxiliary funds.

July 1 – July 31, 2002	84743 – 84837	\$258,218
August 1 – August 31, 2002	84838 – 85293	\$4,883,788

Comment: The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

RECOMMENDATION NO. 17 DIRECT PAYMENTS

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approved budgets. List on file in Business Office.

July 1 – July 31, 2002	D37116 – D37278	\$84,964.25
August 1 – August 31, 2002	D37279 – 37366	\$113,958.72

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 9, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 18 PURCHASING

18-A AWARD OF PURCHASE ORDERS

<u>Purchase Orders - FY 2002/03</u>	<u>Total</u>
A) P. O. 86037 – 86289	\$2,920,612.12
B) Telephone Orders	\$188,216.01
C) Change Orders	\$46,023.30
D) Auxiliary Orders	\$121,042.97
E) Auxiliary Change Orders	0

Comment: Lists of orders placed or amended between July 20, 2002 and August 29, 2002 are part of records on file in Purchasing Department.

18-B AWARD OF BID - PRINTING OF ACADEMIC SCHEDULES

Award of bid for Printing of Academic Schedules 2003 for Spring, Summer and Fall to SOUTHWEST OFFSET PRINTING in the amount of \$113,691.72

<u>Bidders</u>	<u>Bid Amount</u>
Southwest Offset Printing	\$113,691.72
Trend Offset Printing	132,004.38
Rogers & McDonald	134,345.82
Valley Printers (Sylmar)	148,969.32

Comment: Bids were solicited through advertisement and a general mailing.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	September 9, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 18 **PURCHASING** (continued)

18-C AUTHORIZATION TO PARTICIPATE IN PURCHASE AGREEMENTS

1. Authorization the use of the Foundation for California Community Colleges Contract #0918A with KI for the purchase and installation of furniture at the Academy of Entertainment and Technology.

Authorization of the award of a purchase order to KI for the purchase and installation of furniture in the Academy of Entertainment and Technology in the amount of \$21,019.52.

Funding Source: Tech Prep Grant

2. Authorization of the use of the California Multiple Award Schedule (CMAS) Agreement #3-94-70-0012 with DELL COMPUTER for the purchase of computer equipment for the Academy of Entertainment and Technology.

Authorization of the award of purchase order to DELL COMPUTER for the purchase of computer equipment for the Academy of Entertainment and Technology in the amount of \$74,642.20.

Funding Source: VATEA Grant

3. Authorization of the use of the Glendale Unified School District Bid Number P-1098a to APPLE COMPUTER CORPORATION for the purchase of computer equipment for the Academy of Entertainment and Technology.

Authorization the award of purchase orders to APPLY COMPUTER CORPORATION for the purchase of computer equipment for the Academy of Entertainment and Technology in the amounts of \$73,122.88 (VATEA) and \$106,059.02 (Tech Prep).

Funding Source: VATEA Grant and Tech Prep Grant

Comment: Public Contract Code Section 20652 allows the District to purchase through other public agencies without advertising for bid.

RECOMMENDATION NO. 19 **DONATION OF EQUIPMENT FOR NETWORK SERVICES PROGRAM**

Acceptance of donation of three Dell NAS server units for the Network Services program. The servers will be used by Network Services to provide storage for various needs of the IT department and faculty, staff and computer images for student lab workstations. The donated servers will allow the District to retire old servers that are no longer under warranty and funding does not exist to replace them.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20

RESOLUTION IN SUPPORT OF MEASURE EE

The Chair of the Board of Trustees recommends approval of the following resolution in support of Measure EE on behalf of the Santa Monica-Malibu Unified School District:

Whereas the health and safety of a community depend in significant part on well-managed and highly regarded public schools; and

Whereas high achieving public schools strongly improve property values and increase the economic well-being of the community's residents and businesses; and

Whereas the Santa Monica-Malibu Unified School District has achieved national and state distinction, including U.S. Department of Education Blue Ribbon awards, California Distinguished School awards, and Teacher of the Year awards; and

Whereas our local schools are among the highest achievers in Los Angeles County, as measured by the Stanford-9 tests in Reading, Language, Mathematics, and Spelling; the California Standards tests in English Language Arts, Mathematics, Social Sciences, History, and Science; and the California High School Exit Exam; and

Whereas California funding for public schools is 38th lowest in the nation; and

Whereas unavoidable costs for energy, health care benefits, and new technology are increasing faster than available state revenues; and

Whereas the Santa Monica-Malibu Unified School District has acted responsibly and forthrightly to reduce costs across the institution, by means of programs such as the Santa Monica Preschool Collaborative; the streamlining of the district central support team; a redesign of the delivery of student services at the high school to improve student outcomes; recruiting and finding grant support for new school site leadership; and the regular review of District operations by an independent Financial Oversight Committee; and

Whereas maintaining class size reduction and the retention of highly qualified classroom teachers are core to school achievement; and

Whereas new local financial support will be critical in maintaining high achieving public schools; and

Whereas Measure EE, a ballot measure to provide an additional \$9 million annually to our schools with review by an independent Financial Oversight Committee and an annual audit to be made public, to be funded by an assessment of \$300 per parcel, will be decided in the November 5, 2002, election; and

Whereas Measure EE has the endorsement of the Board of Education, the Parent-Teachers Association, the Santa Monica League of Women Voters, Santa Monica Police Chief James Butts, and thousands of Santa Monica and Malibu families;

Therefore, be it resolved that the Santa Monica Community College District Board of Trustees endorses Measure EE on behalf of the Santa Monica-Malibu Unified School District and urges voters to vote Yes on EE on November 5, 2002.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21

APPOINTMENT OF ACCT VOTING DELEGATES

It is recommended that the Board of Trustees appoint Trustees Dorothy Ehrhart-Morrison and Margaret Quiñones as the two voting delegates to represent Santa Monica College at the Association of Community College Trustees (ACCT) Annual Convention in Philadelphia, Pennsylvania, September 18-21, 2002.

Comment: SMMCD is entitled to two voting delegates (the chief executive officers and nonvoting members of the Board are not eligible). Trustees Dorothy Ehrhart-Morrison and Margaret Quiñones will be attending this convention.

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

MAJOR ITEMS OF BUSINESS**RECOMMENDATION NO. 22-A****PUBLIC HEARING, 2002-2003 BUDGET**

It is recommended that the Board of Trustees conduct a public hearing on the 2002-2003 budget.

PUBLIC HEARING OPENED:

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

PUBLIC COMMENTS:

PUBLIC HEARING CLOSED:

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

RECOMMENDATION NO. 22-B**ADOPTION OF 2002-2003 BUDGET**

It is recommended that the Board of Trustees adopt the 2002-2003 budget as stated in the following pages detailing the various funds of the District.

GENERAL FUND BUDGET SUMMARY

Beginning Balance	\$ 1,415,218
Revenue	<u>121,938,648</u>
Total Funds Available	\$123,353,866
Proposed Expenses & Transfers	\$122,748,388
Estimated Contingency Reserves	<u>\$ 605,478</u>
Total	\$123,353,866

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2002-2003 ADOPTED BUDGET NARRATIVE**

The Santa Monica Community College District Proposed Budget for fiscal year 2002-2003 is comprised of the following eight funds:

General Fund Unrestricted	\$106,078,072
General Fund Restricted	17,275,794
Total General Fund	\$123,353,866
Student Financial Aid Fund	\$9,077,565
Special Reserve Fund (Capital)	29,128,937
Bond Interest & Redemption Fund	5,850,062
Bond Fund Prop T	6,222,900
Bond Fund Measure U	25,000,000
Earthquake Fund	9,685,288
Auxiliary Operations	4,347,213
Total Other Restricted	\$89,311,965
TOTAL PROPOSED ADOPTED BUDGET	\$212,665,831

The 2001-2002 fiscal year closed with a combined General Fund ending balance of \$1,415,218 which is 1.2% of the total actual 2001-2002 combined General Fund expenditures of \$122,038,663. This is due to a negative prior year adjustment in apportionments of \$1,451,243 and the District's higher than budgeted cost of programs and services for our students.

GENERAL FUND

General Fund Unrestricted Revenues (01)

These are the only funds available for the general operations of the College. All other funds are restricted.

The federal income levels for 2002-2003 are projected at the 2001-2002 rate as notification has not been received regarding the 2002-2003 funding.

The State Community College budget has been projected to provide a 2% Cost of Living Adjustment (COLA) and an average state growth of 3%. These projections are based on the information received at the Chancellor's Office Budget Workshop. All of this information is subject to change when the actual budget for the State of California is passed by the legislature and signed by the Governor. For Santa Monica College the assigned growth CAP is 5%. However, the Chancellor's Office projection is that growth will only be funded at 70% of CAP.

The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the state revenue limit. The figures in the budget are based on projections from the Chancellor's Office. If actual receipts of either property taxes or enrollment fees exceed projections, apportionment funding will decrease to keep the formula constant. The enrollment fee remained at \$11 per unit for the 2002-2003 fiscal year.

The State Lottery revenues are based on the \$114 per 24,564 FTE projection from the State.

Partnership for Excellence (PFE) funding has not been increased since the Governor would not support the planned system-wide increase or the requested COLA to cover the rising cost of PFE programs. Thirty-two (32) faculty positions for over \$3 million, \$700,000 for part-time faculty and \$900,000 for instructional-related classified positions are funded from PFE dollars. In the income account titled "Other State Income" the District has placed the \$1,114,232 for part-time faculty compensation and \$205,874 for part-time faculty health benefits, the same as in 2001-2002. Both of these revenues are funded by the State from one-time revenue sources.

Local income items are projected to reflect the 2001-2002 actual figures. Parking fines have been projected to decrease due to the increased availability of parking in the new structure as we move toward our pre-earthquake parking capacity.

General Fund Unrestricted Expenditures (01)

The expenditure projections reflect the hiring of five (5) new faculty positions because of faculty separations during 2001-2002. A 2% COLA has been included for faculty salaries. The special state funded part-time instructor adjustment remains in the budget. No COLA is included in managers' and classified staff salaries. Appropriate step, column and longevity increases have been included for all qualifying employees. Health and Welfare Benefits have increased by 22%, Utilities by 11% and Postage by 10%. STRS contributions have increased to cover summer, winter and overload compensation as required under AB 2700. PERS contributions have been reinstated for 2002-2003 at a rate of 2.894% and a new PERS Safety Retirement Plan for college police has been implemented as agreed in the collective bargaining agreement with CSEA.

All cost centers were asked to reduce their discretionary budgets by 30%. The reductions were made in the classified hourly, supplies and contracted services areas. These reductions amounted to a reduction of \$2.8 million from the 2001-2002 adopted budget.

No building and site improvements are budgeted in the General Fund. The equipment expenditure budget reflects ongoing lease purchases and the District match for the instructional equipment grant.

The projected ending balance for fiscal year 2002-2003 is \$600,000. The ending balance could be affected by any adjustments to the State budget during the fiscal year.

RESTRICTED FUNDS

General Fund Restricted (03)

This fund represents restricted money that is received by the District from Federal, State and local sources. A summary of all grants is available in the Accounting office. The restricted lottery revenue is by law allocated to the purchase of instructional materials.

State funding reductions have caused major decreases in CalWORKS and Matriculation as reflected in this budget. All grants that did not end by June 30, 2002 have been carried over to the 2002-2003 budget.

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.

Student Financial Aid Fund (09)

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

Since our default rate has fallen to an all-time low of 5.3%, we will not be subject to any Federal penalties that could result in a reduction in allocations. Additional allocations for fiscal year 2002-2003 will be augmented to the Adopted Budget by Board of Trustees' action when awards are received and approved.

Special Reserve Fund (15) (Capital)

This fund is also known as the Capital Expenditures Fund. State funding for capital projects, scheduled maintenance, asbestos abatement and architectural barrier removal is reflected in this fund. The non-resident capital charge is a revenue source to this fund. This fund includes two State funded capital projects, the Library Addition and the equipment for the Library Addition.

Also included in this fund is the Earthquake Redevelopment Revenue expected from the City of Santa Monica for the replacement of Parking Structure B and the Liberal Arts building. These funds will be used to pay the capital debt incurred to finance the parking structure and as matching funds for the Liberal Arts project.

All capital expenditures and income in the Special Reserve Fund, as well as Fund 70, Fund 71 and Fund 73 reflect the total expense allocation and the total income for all projects and is not limited to current year, thus resulting in a zero ending balance.

Bond Interest and Redemption Fund (21)

This fund is administered by the Los Angeles County Treasurer's Office and reflects the receipt of property tax money due to voted indebtedness for bond issues and the payment of interest on those bonds plus the redemption of the bonds whose maturity date is within the 2002-2003 fiscal year. This information is projected for the District by the Los Angeles County Treasurer's Office.

Bond Fund Prop T (70)

This fund reflects the revenue from the sale of bonds approved by Proposition "T" and the interest earned in the fund.

The expenditures in this fund are coupled with Fund 15 State Grants and Fund 73 FEMA funding to cover the necessary expenses related to the College construction plan approved under Prop T. The Library Project is the major remaining project scheduled for completion in August of 2003.

Bond Fund Measure U (71) [New Fund to be Used for all Measure U Income & Expense]

This fund reflects the revenue from the sale of bonds approved by Measure U and the interest earned in the fund.

The expenditures in this fund relate to the College construction plan approved under Measure U.

Earthquake Fund (73)

This fund reflects the FEMA and OES money received and expended as a result of the damage incurred at Santa Monica College due to the 1994 Northridge Earthquake.

Auxiliary Operations

This budget reflects the income and expenses of the auxiliary operations of the District, namely the bookstore, the food and vending concessions, and College expenses in programs such as athletics, music, theatre arts, THE CORSAIR and transportation.

The prior year adjustment is to reconcile the inventory accounting with the audit statements (\$1,131,658) for the overage carried in the retained earnings. The past methodology gave the incorrect perception that there were additional funds in the auxiliary fund. The balance of the adjustment is to write off bad checks and student charge sales.

CONCLUSION

At the time the 2002-2003 Adopted Budget for the District was prepared, the State did not have an Adopted Budget. Therefore, the projected revenues are based on the Chancellor's Office projections and could change substantially when a final State budget is approved. Those changes will be presented to the Board of Trustees for approval as budget augmentations or decreases.

2001/02 UNRESTRICTED GENERAL FUND (01) INCOME BUDGET

ACCOUNTS (a)	01/02 ADOPTED BUDGET (b)	JUNE 30, 2002 ACTUAL INCOME (c)	02/03 ADOPTED BUDGET (d)
FEDERAL			
1. 8189 FIN AIDS ADM ALLOWANCES	106,160	128,088	106,160
2. TOTAL FEDERAL	106,160	128,088	106,160
STATE			
3. 8610 PRINCIPAL APPT.	45,385,303	41,170,080	41,312,763
4. 8611 BASIC SKILLS APPT.	0	991,089	700,000
5. 8616 PRIOR YR APPT. ADJ.	0	(1,451,243)	0
6. 8672 HOMEOWNERS EXEMPT	94,352	94,545	94,352
7. 8680 STATE LOTTERY REV.	2,774,538	3,009,936	2,800,296
8. 8692 MANDATED COST RECOV.	330,000	(133,913)	128,748
9. 8699 OTH STATE *	7,176,751	1,463,113	1,384,813
10. PARTNERSHIP FOR EXCELLENCE	0	5,701,813	5,701,813
11. TOTAL STATE	55,760,944	50,845,420	52,122,785
LOCAL			
12. 8810 PROP TAX SHIFT	20,928,283	21,961,645	24,328,357
13. 8811 SECURED TAX	5,529,150	5,903,076	5,903,076
14. 8812 SUPPLE. TAXES	115,678	124,295	124,295
15. 8813 UNSECURED TAX	330,815	339,804	339,804
16. 8816 PRIOR YRS TAXES	338,143	299,259	299,259
17. 8830 INTENSIVE ESL	0	479,700	479,700
18. 8850 RENTS	26,966	16,461	16,461
19. 8860 INTEREST	876,608	461,341	466,130
20. 8872 CONT.ED/COMM SERV.	653,392	636,409	636,409
21. 8874 ENROLLMENT FEES	3,392,885	4,708,037	4,804,455
22. 8879 STUDENT RECORDS	159,380	120,903	120,903
23. 8880 NON RES TUITION	13,127,205	13,497,733	13,497,733
24. 8886 F1 APPLICATION FEES	0	58,805	58,805
25. 8889 OTHER FEES	728,545	398,278	398,278
26. 8890 OTHER LOCAL	258,446	315,486	310,269
27. 8891 I. D. CARD SERVICE CHARGE	540,314	512,302	512,302
28. 8892 LIBRARY FINES	21,648	20,673	20,673
29. 8893 PARKING FINES	260,396	341,942	225,000
30. TOTAL LOCAL	47,287,854	50,196,149	52,541,909
31. TOTAL INCOME (Lines 2 + 11 + 30)	103,154,958	101,169,657	104,770,854
32. 8912 SALE OF EQUIP/SUPPL.	5,000	0	0
33. 8980 TRANSFER IN	0	845,348	96,458
34. TOTAL REVENUE (Lines 31 + 32 +33)	103,159,958	102,015,005	104,867,312
35. BEGINNING BALANCE	5,821,609	5,821,609	1,210,760
36. ADJUSTMENT TO BEGINNING BALANCE	0	(36,388)	0
37. TOTAL FUNDS AVAIL. (Lines 34 + 35 + 36)	108,981,567	107,800,226	106,078,072

* In 01-02 the Other State Income budget included Partnership for Excellence

2001/02 UNRESTRICTED GENERAL FUND (01) EXPENDITURE BUDGET

ACCOUNTS (a)	01/02 ADOPTED BUDGET (b)	JUNE 30, 2002 ACTUAL EXPENDITURES (c)	02/03 ADOPTED BUDGET (d)
1. INSTRUCTION	19,586,528	21,103,124	21,504,352
2. ACADEMIC MANAGERS	4,273,274	4,268,183	4,269,334
3. NON-INSTRUCTION	3,513,989	3,963,510	3,323,913
4. HOURLY INSTRUCTION	18,172,586	19,277,990	20,000,369
5. HOURLY NON INSTRUCTION	3,128,668	3,629,848	2,951,129
6. TOTAL ACADEMIC	48,675,045	52,242,655	52,049,097
7. CLASSIFIED REGULAR	16,931,427	15,382,598	15,782,713
8. CLASSIFIED MANAGERS	2,853,558	3,008,817	2,751,969
9. CLASS REG INSTRUCTION	1,867,574	2,056,421	2,304,362
10. CLASSIFIED HOURLY	3,219,586	2,949,545	1,361,321
11. CLASS HRLY INSTRUCTION	539,023	785,750	155,941
12. TOTAL CLASSIFIED	25,411,168	24,183,131	22,356,306
13. STRS	2,753,338	2,421,277	2,850,938
14. PERS	0	0	1,010,921
15. OASDHI	2,633,586	2,288,625	2,600,473
16. H/W	6,638,558	6,178,525	8,059,946
17. RETIREE'S H/W	475,283	920,654	953,855
18. SUI	94,863	105,738	114,630
19. WORKERS' COMP.	678,639	738,380	799,371
20. DISTRICT RETIREMENT	488,912	620,132	621,165
21. TOTAL BENEFITS	13,763,179	13,273,331	17,011,299
22. TOTAL SUPPLIES	1,474,215	1,178,706	1,381,161
23. CONTRACTS/SERVICES	7,271,697	8,455,038	6,745,286
24. INSURANCE	474,153	423,763	461,067
25. UTILITIES	2,500,000	2,636,764	2,954,510
26. TOTAL SERVICES*	10,245,850	11,515,565	10,160,863
27. BLDG & SITES	1,030,000	1,106,658	0
28. EQUIPMENT	3,088,565	2,510,782	2,108,877
29. TOTAL CAPITAL	4,118,565	3,617,440	2,108,877
30. TOTAL EXPENSES	103,688,022	106,010,828	105,067,603
31. OTHER OUTGO FINANCIAL AID	0	6,856	0
32. OTHER OUTGO-TRANSFERS	458,582	571,782	404,991
33. TOTAL EXP. & TRANSFERS (Lines 30 + 31 + 32)	104,146,604	106,589,466	105,472,594
34. CONTINGENCY RESERVE	4,834,963	1,210,760	605,478
35. TOTAL (Lines 33 + 34)	108,981,567	107,800,226	106,078,072

*Lottery revenues are used to fund services.

2001/02 RESTRICTED GENERAL FUND (03) INCOME BUDGET

REVENUE ACCOUNT	01/02 ADOPTED BUDGET	JUNE 30, 2002 ACTUAL INCOME	02/03 ADOPTED BUDGET
(a)	(b)	(c)	(d)
FEDERAL			
1. 8170 VOCATIONAL ED.	449,482	448,246	510,076
2. 8180 ECONOMIC OPP. ACT/FWS	580,880	659,297	648,904
3. 8190 RADIO GRANTS	0	0	490,820
4. 8241 TECH PREP	71,000	68,312	72,630
5. OTHER FEDERAL	833,783	1,606,759	2,096,312
6. TOTAL FEDERAL	1,935,145	2,782,614	3,818,742
STATE			
7. 8620 BLOCK GRANT	1,113,805	605,314	0
8. 8620 ECONOMIC DEVELOPMENT	1,128,354	1,080,902	350,500
9. 8620 TTIP C/O	198,630	159,432	265,618
10. 8620 TTIP	35,300	157,592	0
11. 8620 CALWORKS	707,305	556,655	342,771
12. 8620 TANF	173,982	173,982	86,991
13. 8622 EXTENDED OPP. PROG.	926,337	1,058,824	1,043,882
14. 8623 DISABLED STUDENTS	882,429	1,006,355	916,378
15. 8650 MATRICULATION	1,045,718	529,366	646,026
16. 8650 NON-CREDIT MATRICULATION	95,442	119,090	41,276
17. 8650 EOPS CARE	96,802	108,020	102,619
18. 8650 STAFF/FAC DIVERSITY	24,151	24,151	24,437
19. 8650 ENERGY RELIEF	0	15,318	417,666
20. 8650 TEACHER READING DEVELOPMENT PROGR	350,000	350,000	137,500
21. 8654 INSTR.EQUIP/LIBRARY MATL.	98,043	136,766	877,891
22. 8656 STAFF DEVELOP.	100,362	80,028	0
23. 8680 LOTTERY	356,538	417,576	270,204
24. OTHER STATE	638,364	1,029,032	1,533,778
25. TOTAL STATE	7,971,562	7,608,403	7,057,537
LOCAL			
27. 8830 PICO PARTNERSHIP	199,875	199,875	199,875
28. 8876 HEALTH FEES	618,832	691,616	669,582
29. 8881 PARKING FEES	948,191	962,127	1,022,395
30. 8890 PARKING LOT INC	151,864	238,700	151,864
31. DONATIONS -KCRW	2,941,644	3,525,082	3,419,587
32. OTHER LOCAL	453,764	413,024	591,841
33. TOTAL LOCAL	5,314,170	6,030,424	6,055,144
34. TOTAL INCOME (Lines 6 + 25 + 33)	15,220,877	16,421,441	16,931,423
35. 8980 TRANSFERS	193,627	173,987	139,913
36. TOTAL REVENUE (Lines 34 + 35)	15,414,504	16,595,428	17,071,336
37. BEGINNING BALANCE	1,226,181	1,226,181	204,458
38. ADJUSTMENT TO BEGINNING BALANCE	0	36,388	0
39. TOTAL FUNDS AVAIL. (Lines 36 + 37 + 38)	16,640,685	17,857,997	17,275,794

2002/03 RESTRICTED GENERAL FUND (03) EXPENDITURE BUDGET

Updated on 09/04/2002 by Victor Tellez

ACCOUNTS	01/02 ADOPTED BUDET	JUNE 30, 2002 ACTUAL EXPENDITURES	02/03 PROJECTED EXPENDITURES
(a)	(b)	(c)	(d)
1. INSTRUCTION	120,223	33,664	135,600
2. MANAGEMENT	750,344	728,503	832,773
3. NON-INSTRUCTION	518,955	890,291	716,954
4. HOURLY INSTRUCTION	138,082	170,013	90,509
5. HOURLY NON INSTRUCTION	767,771	1,121,265	919,598
6. TOTAL ACADEMIC	2,295,375	2,943,736	2,695,434
7. CLASSIFIED REGULAR	1,920,308	1,792,926	1,573,658
8. CLASSIFIED MANAGERS	271,813	261,653	271,813
9. CLASS REG INSTRUCTION	118,004	179,118	112,884
10. CLASSIFIED HOURLY	1,435,784	1,480,918	1,621,370
11. CLASS HRLY INSTRUCTION	319,686	331,336	139,799
12. TOTAL CLASSIFIED	4,065,595	4,045,951	3,719,524
13. STRS	299,146	192,253	207,669
14. PERS	0	443	20,702
15. OASDHI	201,843	188,295	241,129
16. H/W	254,515	600,230	380,069
17. SUI	9,485	6,550	10,074
18. WORKERS' COMP.	43,643	67,473	45,680
19. DISTRICT RETIREMENT	18,481	(5,245)	13,541
20. TOTAL BENEFITS	827,113	1,049,999	918,864
21. TOTAL SUPPLIES	918,221	1,251,366	627,275
22. CONTRACTS/SERVICES	2,454,106	3,743,754	3,948,751
23. INSURANCE	4,077	133,444	4,077
24. UTILITIES	218,015	182,062	218,515
25. TOTAL SERVICES	2,676,198	4,059,260	4,171,343
26. BLDG & SITES	468,406	1,253,062	443,068
27. EQUIPMENT	4,534,282	1,424,461	4,076,750
28. TOTAL CAPITAL	5,002,688	2,677,523	4,519,818
29. TOTAL EXPENSES (Lines 6 + 12+ 20 + 21 + 25 + 28)	15,785,190	16,027,835	16,652,258
30. OTHER OUTGO - FINANCIAL AIDS	797,301	780,356	487,078
31. OTHER OUTGO - TRANSFERS	132,594	845,348	136,458
32. TOTAL OTHER OUTGO	929,895	1,625,704	623,536
33. TOTAL EXP. & OTHER OUTGO (Lines 29 + 32)	16,715,085	17,653,539	17,275,794
34. CONTINGENCY RESERVE	0	204,458	0
35. TOTAL (Lines 33 + 34)	16,715,085	17,857,997	17,275,794

STUDENT FINANCIAL AID (FUND 09)

ACCOUNTS	01/02 ADOPTED BUDGET	JUNE 30, 2002 ACTUAL	02/03 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	0	0	5,756
INCOME			
2. 8330 FEDERAL GRANTS	6,403,468	8,084,268	8,100,947
3. 8622 ST. EOPS GRANTS	38,000	40,000	0
4. 8650 CAL. GRANTS	495,088	803,739	665,784
5. 8981 TRANSFER	397,549	397,795	305,078
6. 8860 INTEREST	0	8,769	0
7. TOTAL INCOME	7,334,105	9,334,571	9,071,809
8. TOTAL FUNDS AVAILABLE (Lines 1 +7)	7,334,105	9,334,571	9,077,565
EXPENSES			
9. 7500 FINANCIAL AID	7,334,105	9,328,815	9,077,565
10. TOTAL EXPENSES	7,334,105	9,328,815	9,077,565
11. ENDING BALANCE (Lines 7 - 10)	0	5,756	0

SPECIAL RESERVE FUND (FUND 15)

ACCOUNTS	01/02 ADOPTED BUDGET	JUNE 30, 2002 ACTUAL	02/03 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	2,209,985	2,209,985	2,486,666
2. ADJUSTMENT TO BEGINNING BALANCE	0	30,920	0
3. ADJUSTED BEGINNING BALANCE	2,209,985	2,240,905	0
INCOME			
4. 8652 SCHEDULED MAINTENANCE	1,282,377	479,628	514,747
5. 8653 ASBESTOS ABATEMENT	1,514,716	125,825	788,956
6. 8654 ARCHITECTURAL BARRIER REMOVAL	233,352	198,957	0
7. 8655 CAPITAL OUTLAY - LIBRARY ADDITION	14,566,643	6,612,432	7,985,568
8. 8655 CAPITAL OUTLAY - LIBRARY EQUIPMENT	2,418,000	0	2,418,000
9. 8820 DONATIONS	0	141,882	350,000
10. 8860 INTEREST	85,000	47,103	85,000
11. 8880 NONRESIDENT CAPITAL CHARGE	1,800,000	2,002,786	2,000,000
12. 8890 LOCAL INCOME	0	14,815	0
13. 8891 LOCAL INCOME - REDEVELOPMENT	0	142,191	12,500,000
14. TOTAL INCOME	21,900,088	9,765,619	26,642,271
15. TOTAL FUNDS AVAILABLE (Lines 3 + 14)	24,110,073	12,006,524	29,128,937
EXPENSES			
16. 2000 CLASSIFIED SALARIES	0	7,444	235,272
17. 3000 BENEFITS	0	1,429	39,856
18. 4000 SUPPLIES	1,000	1,373	3,000
19. 5000 CONTRACT SERVICES	80,000	13,530	15,000
20. 6000 CAPITAL OUTLAY	24,029,073	9,496,082	28,835,809
21. TOTAL EXPENSES	24,110,073	9,519,858	29,128,937
22. ENDING BALANCE (Lines 15 - 21)	0	2,486,666	0

BOND INTEREST AND REDEMPTION FUND (FUND 21)

ACCOUNTS	01/02 ADOPTED BUDGET	JUNE 30, 2002 ACTUAL	02/03 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	1,299,852	1,299,852	1,282,014
INCOME			
2. 8600 STATE REVENUES	0	8,198	0
3. 8814 VOTER INDEBTED TAXES	1,599,350	1,687,451	4,568,048
4. TOTAL INCOME	1,599,350	1,695,649	4,568,048
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	2,899,202	2,995,501	5,850,062
EXPENSES			
6. 7100 DEBT REDEMPTION	615,000	615,000	645,000
7. 7110 INTEREST CHARGES	1,098,487	1,098,487	1,063,531
8. TOTAL EXPENSES	1,713,487	1,713,487	1,708,531
9. ENDING BALANCE (Lines 5 - 8)	1,185,715	1,282,014	4,141,531

BOND FUND (FUND 70)

ACCOUNTS	01/02 ADOPTED BUDGET	JUNE 30, 2002 ACTUAL	02/03 ADOPTED BUDGETS
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	6,549,010	6,549,010	6,122,900
2. ADJUSTMENT TO BEGINNING BALANCE	0	(70,593)	0
3. ADJUSTED BEGINNING BALANCE	6,549,010	6,478,417	6,122,900
INCOME			
4. 8860 INTEREST	100,000	107,133	100,000
5. TOTAL INCOME	100,000	107,133	100,000
6. TOTAL FUNDS AVAILABLE (Lines 3 + 5)	6,649,010	6,585,550	6,222,900
EXPENSES			
7. 4000 SUPPLIES	1,000	0	0
8. 5000 CONTRACT SERVICE	100,000	0	0
9. 6000 CAPITAL OUTLAY	6,548,010	462,650	6,222,900
10. TOTAL EXPENSES	6,649,010	462,650	6,222,900
11. ENDING BALANCE (Lines 6 - 10)	0	6,122,900	0

MEASURE U (FUND 71)

ACCOUNTS	01/02 ADOPTED BUDGET	JUNE 30, 2002 ACTUAL	02/03 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	0	0	0
INCOME			
2. LOCAL INCOME	0	0	25,000,000
3. TOTAL INCOME	0	0	25,000,000
4. TOTAL FUNDS AVAILABLE (Lines 1 + 3)	0	0	25,000,000
EXPENSES			
5. 5000 CONTRACT SERVICES	0	0	1,000,000
6. 6000 CAPITAL OUTLAY	0	0	24,000,000
7. TOTAL EXPENSES	0	0	25,000,000
8. ENDING BALANCE (Lines 4 - 7)	0	0	0

EARTHQUAKE FUND (FUND 73)

ACCOUNTS (a)	01/02 ADOPTED BUDGET (b)	JUNE 30, 2002 ACTUAL (c)	02/03 ADOPTED BUDGET (d)
1. BEGINNING BALANCE	354,338	354,338	205,805
INCOME			
2. 8199 FEDERAL/FEMA FUNDING	6,996,257	929,862	9,479,483
3. TOTAL INCOME	6,996,257	929,862	9,479,483
4. TOTAL FUNDS AVAILABLE (Lines 1 + 3)	7,350,595	1,284,200	9,685,288
EXPENSES			
5. 4000 SUPPLIES	50,000	0	3,000
6. 5000 CONTRACT SERVICE	750,000	117,608	862,670
7. 6000 CAPITAL OUTLAY	6,550,595	960,787	8,819,618
8. TOTAL EXPENSES	7,350,595	1,078,395	9,685,288
9. ENDING BALANCE (Lines 4 - 8)	0	205,805	0

**AUXILIARY OPERATIONS
2002-2003**

BUDGET

ACCOUNTS	2001-2002 ADOPTED BUDGET	2001-2002 ACTUALS	2002-2003 ADOPTED BUDGET
BEGINNING BALANCE	3,057,389	3,057,389	1,723,719
ADJ. TO BEG. BALANCE		(1,633,337)	
ADJUSTED BEGINNING BAL.		1,424,052	1,723,719
INCOME			
GROSS SALES	7,067,035	7,558,626	7,893,152
LESS: COST OF GOODS	(5,315,311)	(6,039,446)	(6,540,345)
NET	1,751,724	1,519,180	1,352,807
VENDOR & AUXILIARY PROGRAM INCOME	713,115	945,753	954,131
NET INCOME	2,464,839	2,464,933	2,306,938
INTEREST	114,000	68,361	36,556
WITHIN PROGRAM TRANSFERS	285,000	315,532	280,000
OTHER FUND TRANSFERS	0	0	0
TOTAL INCOME	2,863,839	2,848,826	2,623,494
TOTAL FUNDS AVAILABLE	5,921,228	4,272,878	4,347,213
EXPENDITURES			
STAFFING	962,411	1,166,052	815,645
FRINGE BENEFITS	115,000	114,802	84,929
OPERATING	1,120,847	899,040	1,389,967
WITHIN PROGRAM TRANSFERS	285,000	315,533	280,000
COP'S	0	53,732	100,000
TOTAL EXPENDITURES	2,483,258	2,549,159	2,670,541
ENDING BALANCE	3,437,970	1,723,719	1,676,672

**Auxiliary Fund
2002-2003**

Departmental Budget

Program Account	Department Beg. Balance	Earned by Program	Interest Income	Interprogram Transfer	Available Funds	Budgeted Expenses
222 Public Relations	0	0		25,000	25,000	25,000
250 Auxiliary Business Office	87,228	21,381	36,556	0	145,165	145,165
251 Corsair	44,150	72,250		0	116,400	116,400
252 Opera	(6,528)	14,000		0	7,472	7,472
253 Jazz Series	2,175	40,000		0	42,175	42,175
254 Orchestra	3,553	13,000		0	16,553	16,553
256 Children's Center	0	0		0	0	0
257 Photo Gallery Openings	740	0		0	740	740
258 Musical Instruments	7,745	1,300		0	9,045	9,045
259 Transportation	32,670	6,000		79,000	117,670	117,670
260 Ethnic Dance	64	19,200		0	19,264	19,264
262 Dance	6,337	8,000		0	14,337	14,337
263 Theatre Arts	27,254	59,000		0	86,254	86,254
264 Athletics	10,133	20,000		165,000	195,133	195,133
265 Santa Monica Press	2,927	0		0	2,927	2,927
267 Santa Monica Review	7,278	4,000		0	11,278	11,278
268 Events	78,793	65,000		0	143,793	143,793
269 Band	11,916	10,000		0	21,916	21,916
271 Musical/Musical Theatre	652	1,000		0	1,652	1,652
272 Office of Public Programs	0	0		10,000	10,000	10,000
273 Art Gallery Openings	0	0		1,000	1,000	1,000
Total	317,087	354,131	36,556	280,000	987,774	987,774

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23-A **PUBLIC HEARING - CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36 INITIAL PROPOSAL**

It is recommended that the Board of Trustees conduct a public hearing to provide the public an opportunity to respond to the initial proposal of the California School Employees Association (CSEA) Chapter 36 for contract negotiations.

COMMENT: California School Employees Association Chapter 36 presented its initial proposal at a meeting of the Board of Trustees on June 3, 2002. According to the Educational Employment Relations Act, the Board must allow for the public to respond prior to the Board adopting its initial position.

PUBLIC HEARING CONVENED:

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

PUBLIC COMMENTS:

PUBLIC HEARING CLOSED:

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

RECOMMENDATION NO. 23-B **SMCCD INITIAL PROPOSAL TO CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36**

It is recommended that the Board of Trustees present the Santa Monica Community College District's initial proposal to the California School Employees Association (Chapter 36) for a successor collective bargaining agreement.

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

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

INFORMATION ITEM E **2001-2002 QUARTERLY BUDGET REPORT**

GENERAL FUND BUDGET SUMMARY
(as of June 30, 2002)

Adjusted Beginning Balance	\$ 7,047,790
Income	<u>118,610,433</u>
Total Funds Available	\$125,658,223
Less: Expenses & Transfers	124,243,005
Ending Balance	\$1,415,218

Comment: On a quarterly basis Business Services provides to the Board of Trustees a complete set of financial statements for all funds along with the quarterly 311Q report required by the Chancellor's Office. The fourth quarter report reflects the final unaudited figures for fiscal year 2001-2002 and the financial statements are reflected in the 2002-2003 budget presentation.



**California Community Colleges
Quarterly Financial Report, CCFS-311Q**

Fiscal Year 2001-2002

District:(780)SANTA MONICA Quarter Ended: (Q4) June 30, 2002

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	<u>As of June 30 for fiscal year (FY) specified.</u>			
	FY98-99	FY99-00	FY00-01	FY01-02
General Fund Revenues (Objects 8100, 8600, and 8800)	90,891,685	99,223,907	115,768,649	117,591,098
Other Financing Sources (Objects 8900)	1,102,505	102,015	323,963	1,019,335
General Fund Expenditures (Objects 1000-6000)	90,417,519	96,886,910	111,934,300	122,038,663
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,793,457	958,086	1,383,093	2,204,342
Reserve for contingency Unrestricted	0	0	0	0
Reserve for contingency Total	0	0	0	0
General Fund Ending Balance Unrestricted	3,025,068	4,129,295	5,821,609	1,210,760
General Fund Ending Balance Total	4,498,714	5,670,038	7,047,790	1,415,218
Prior-Year Adjustments	413,229	-309,602	-1,397,467	0
Attendance FTES	18,424	19,786	20,083	21,814

<u>Quarter</u>	<u>For the same quarter to each fiscal year (FY) specified</u>			
	FY98-99	FY99-00	FY00-01	FY01-02
General Fund Cash Balance (Excluding investments)	543,646	5,475,884	17,158,622	4,725,606

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget	Actual	Percentage
	(Annual)	(Year-to-Date)	%
General Fund Revenues (Objects 8100, 8600, and 8000)	120,152,290	117,591,098	97.87
Other Financing Source (Objects 8900)	193,627	1,019,335	526.44
General Fund Expenditures (Objects 1000-6000)	126,095,160	122,038,663	96.78
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,298,547	2,204,342	169.75

III. Has the district settled any employee contracts during this quarter? Yes No

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

Salaries

<u>Contract Period Settled</u> (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

<u>Contract Period Settled</u>	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

IV. Did the district have significant events for the quarter(include incurrence of long-term debt, settlement of audit citings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.) Yes No
If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

V. Does the district have significant fiscal problems that must be addressed this year? Yes No
Next year? Yes No If yes, what are the problems and what actions will be taken?
(Include additional pages of explanation if needed.)

SIGNIFICANT CUTS AND A HIRING FREEZE WERE IMPLEMENTED IN 2001-02 TO END THE YEAR WITH A MINIMAL ENDING BALANCE. THESE ACTIONS MUST BE CONTINUED IN 2002-03 PLUS AN ADDITIONAL 30% CUT TO CLASSIFIED HOURLY, SUPPLIES AND CONTRACT SERVICES BUDGETS, TO BALANCE THE GENERAL FUND. THE FINANCIAL CONDITION OF THE STATE HAS NEGATIVELY IMPACTED THE REVENUE RECEIVED BY THE COLLEGE AS HAS THE IMPACT OF NEW FEDERAL REGULATIONS ON INTERNATIONAL STUDENTS.

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BOARD OF TRUSTEES**INFORMATION**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

September 9, 2002

INFORMATION ITEM F**ASSOCIATED STUDENTS UNRESTRICTED FUNDS**
BUDGETED STATEMENT OF REVENUES AND EXPENDITURES,
JULY 1, 2002 TO JUNE 30, 2003

	FY01-02 BUDGET	FY01-02 ACTUAL	FY02-03 BUDGET
1 BEGINNING BALANCE	41,235.25	41,235.25	156,714.16
2 TRANSFER TO INV. RESERVE	(33,235.25)	0.00	(146,714.16)
3 NET BEGINNING BALANCE	8,000.00	41,235.25	10,000.00
REVENUES			
ASB MEMBERSHIPS			
4 SUMMER	69,000.00	57,328.10	51,595.00
5 FALL	139,000.00	174,810.35	157,329.00
6 WINTER	23,000.00	130,287.30	117,258.00
7 SPRING	135,000.00	78,090.65	70,281.00
8 ENROLLMENT REFUNDS	(42,000.00)	(43,673.85)	(39,646.00)
9 SUB-TOTAL	324,000.00	396,842.55	356,817.00
OTHER INCOME			
10 INTEREST INCOME	1,000.00	804.05	1,000.00
11 MISC INCOME	0.00	10,988.00	0.00
12 DONATIONS	0.00	0.00	0.00
13 SUB-TOTAL	1,000.00	11,792.05	1,000.00
14 TOTAL REVENUES	325,000.00	408,634.60	357,817.00
15 BEGINNING BALANCE + REVENUES	333,000.00	449,869.85	367,817.00
EXPENSES			
16 300-443-CLUBS ASB	81,000.00	68,640.71	111,817.00
17 500-GENERAL BOARD		30.49	0.00
18 501-ASB PRESIDENT DIRECTORS	1,000.00	444.45	1,000.00
19 502-CONFERENCES/MEMBERSHIPS	30,000.00	32,160.82	35,000.00
20 503-ASB ACTIVITIES	40,000.00	42,445.88	50,000.00
21 504-ASB-MISCELLANEOUS	8,000.00	6,441.00	9,000.00
22 505-HOMECOMING	10,000.00	9,796.64	10,000.00
23 506-SPECIAL PROJECTS	100,000.00	96,530.26	85,000.00
24 507-OFFICE	32,000.00	16,718.46	25,000.00
25 508-TUTORING	3,000.00	250.00	3,000.00
26 509-ELECTIONS	3,000.00	3,178.06	3,000.00
27 510-PUBLICITY/ADVERTISING	15,000.00	16,518.92	20,000.00
28 511-CONTINGENCY	10,000.00	0.00	10,000.00
29 512-LOBBYING	0.00	0.00	5,000.00
29 TOTAL EXPENSES	333,000.00	293,155.69	367,817.00
30 ENDING BAL (BEG BAL+REV-EXP)	0.00	156,714.16	0.00

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 9, 2002

ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, October 7, 2002 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.