

# M I N U T E S



## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

TUESDAY, MAY 1, 2012

Santa Monica College  
Board Room (Business Building Room 117)  
1900 Pico Boulevard  
Santa Monica, California

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

<http://www.smc.edu/ACG/Pages/Trustees-Meeting-Information.aspx>

*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.*

**BOARD OF TRUSTEES**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING**

May 1, 2012

**MINUTES**

A meeting of the Board of Trustees of the Santa Monica Community College District was held at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California, on Tuesday, May 1, 2012.

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

**I. ORGANIZATIONAL FUNCTIONS**

- A CALL TO ORDER – 5:35 p.m.
  
- B ROLL CALL  
Dr. Margaret Quiñones-Perez, Chair - Present  
Dr. Nancy Greenstein, Vice-Chair - Present  
Dr. Susan Aminoff – Excused Absence  
Judge David Finkel (Ret.) - Present  
Louise Jaffe - Present  
Rob Rader - Present  
Dr. Andrew Walzer – Excused Absence  
Joshua Scuteri, Student Trustee - Present
  
- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS  
Mitra Moassessi
  
- D CONFIRM DATES OF BOARD OF TRUSTEES MEETINGS  
Regular Board of Trustees Meeting – July 17, 2012  
Summer Study Session – August 4, 2012

**II. CLOSED SESSION****CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

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

Employee Organization: *CSEA, Chapter 36*

**CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

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

Employee Organization: *Santa Monica College Faculty Association*

**CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

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

Employee Organization: *Santa Monica College Police Officers Association*

II. **CLOSED SESSION** (continued)

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Government Code Section 54956.9)

Name of Case: Santa Monica Faculty Association Arbitration Cases

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- D Pledge of Allegiance – Maria Durazo, L.A. Federation of Labor
- E Closed Session Report - None
- F Public Comments

Josh Pechthalt	John McDowell	Marioly Gomez
David Bradfield	Ernesto Moreno	Samara Gomez
Maria Durazo	Albert Torres	Kayleigh Wade
Francis Engler	Richard Block	Ivette Martinez
Jacqueline Martin	Karen Lehman	Harrison Wills
Dennis Frisch	Joanne Waddell	James McKeever
David Burak	Carlos Cruz	Clinton Johnson
Nehasi Lee	Marjohnny Torres-Nativi	Jocelyn Hernandez
Dalel Urakawa	Judith Michaels	Avra Chavez
Dennis Uchimura	Alexander Abramoff	Michael Van Dam
Maria Loya	Anne Hawthorn	Cameron Espinoza
Oscar de la Torre	Bridie Roberts	Michelle Olivarez
Carl Friedlander	Mikhail Pronilover	Sierra MacDonald

IV. **SUPERINTENDENT'S REPORT**

- Acknowledgements
  - Corsair Awards
  - Outgoing Members of the Citizens' Bond Oversight Committee
    - Christine Thornton
    - Nimish Patel
  - Joshua Scuteri, Student Trustee, 2011-2012
- Updates:
  - Summer Session
  - State Budget

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

- #1 Classified Employees Week
- #2 CSEA Initial Collective Bargaining Proposal
- #3 Collective Bargaining Agreement with SMC Faculty Association
- #4 Annual Authorization of Privileges for Student Trustee
- #5 Receipt of Personnel Commission Proposed 2012-2013 Budget
- #6 Process to Appoint Members to the Citizens' Bond Oversight Committee
- #7 2011-2012 Quarterly Budget Report and 311Q
- #8 Reestablish Board of Trustees Budget Objectives and Principles

VII. **CONSENT AGENDA**

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

**Approval of Minutes**

- #9 Approval of Minutes: April 3, 2012 (Regular Meeting)  
April 6, 2012 (Special Meeting)

**Academic and Student Affairs**

- #10 New Associate in Science Degree for Transfer

**Grants and Contracts**

- #11 Ratification of Contracts and Consultants

**Human Resources**

- #12 Academic Personnel  
#13 Classified Personnel – Regular  
#14 Classified Personnel – Limited Duration  
#15 Classified Personnel – Non Merit

**Facilities and Fiscal**

- #16 Facilities  
A Change Order No. 2 – Bundy Classroom Audio Visual Installation  
B Change Order No. 6 – Bundy Classroom Completion  
C Addendum to Agreement for Fiber Option Network  
D Agreement for Engineering Service – AET  
#17 Budget Transfers  
#18 Payroll Warrant Register  
#19 Commercial Warrant Register  
#20 Auxiliary Payments and Purchase Orders  
#21 Purchasing  
A Award of Purchase Orders  
B Award of Bid – Audio-Visual Systems Equipment and Integration  
B Purchasing Agreement and Authorization of Purchase Orders

VIII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

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. **INFORMATION**

- G Citizens' Bond Oversight Committee Meeting, April 18, 2012

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**

There will be a special meeting/closed session on **Saturday, May 19, 2012** at 9:30 a.m. in the Santa Monica College Skybox, 1900 Pico Boulevard, Santa Monica, California.

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

**BOARD OF TRUSTEES**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING**

April 3, 2012

**IV. SUPERINTENDENT'S REPORT**

- Corsair Awards: SMC Santa Monica College student newspaper the *Corsair* won 16 awards – including General Excellence– at the 57<sup>th</sup> annual state convention of the Journalism Association of Community Colleges. The student winners and Corsair Advisor Saul Rubin were acknowledged for their accomplishments.
- State Budget: The report included a comparison of tax measures (Governor and Munger), neither of which generate new monies for 2012-2013, and a State revenue update with estimates to be about \$3.5 billion below projections for the fiscal year.
- Summer Session: A look at the summer workload (FTES) at 15 local community colleges shows that the trend is down for four straight years. The reduction of class sections overall is about two-thirds. The total statewide community college revenue is down 14 percent since 2007-2008, and state general fund support is down by 23 percent. A number of colleges have cancelled summer session and are looking at cancelling winter session as well.

**V. ACADEMIC SENATE REPORT**

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 1**

**SUBJECT:** **CLASSIFIED SCHOOL EMPLOYEES WEEK**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified School Employees Week, May 20-26, 2012.

*WHEREAS*, classified employees provide valuable services to the College and students of the Santa Monica Community College District; and

*WHEREAS*, classified employees contribute to the establishment and promotion of a positive instructional environment; and

*WHEREAS*, classified employees play a vital role in providing for the welfare and safety of Santa Monica Community College District's students; and

*WHEREAS*, classified employees employed by the Santa Monica Community College District strive for excellence in all areas relative to their workplace,

*THEREFORE BE IT RESOLVED*, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 20-26, 2012 as Classified School Employees Week in the Santa Monica Community College District.

COMMENT: The District will recognize classified service employees during Classified School Employees Week.

MOTION MADE BY: Louise Jaffe  
 SECONDED BY: Rob Rader  
 STUDENT ADVISORY: Aye  
 AYES: 5  
 NOES: 0  
 ABSENT: 2 (Aminoff, Walzer)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 2**

**SUBJECT:**                   **CSEA CHAPTER #36 INITIAL COLLECTIVE BARGAINING PROPOSAL FOR A SUCCESSOR CONTRACT**

SUBMITTED BY:               Superintendent/President

REQUESTED ACTION:       It is recommended that the Board of Trustees acknowledge receipt of the following CSEA Chapter #36 Initial Collective Bargaining proposal for a successor contract. A public hearing will be scheduled for the Board of Trustees meeting on June 5, 2012.

In view of the financial difficulties facing Santa Monica College, California School Employee Association and its Chapter #36 propose extending the current contract through June 30, 2013.

MOTION MADE BY:            Louise Jaffe  
 SECONDED BY:                Rob Rader  
 STUDENT ADVISORY:         Aye  
 AYES:                            5  
 NOES:                            0  
 ABSENT:                        2 (Aminoff, Walzer)



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 3**

**SUBJECT:**                   **COLLECTIVE BARGAINING AGREEMENT WITH SMC FACULTY ASSOCIATION**

SUBMITTED BY:           Superintendent/President

REQUESTED ACTION:   It is recommended that the Board of Trustees ratify the collective bargaining contract with the SMC Faculty Association effective August 21, 2010 through August 23, 2013.

SUMMARY:               The Santa Monica Community College District reached agreement with the SMC Faculty Association. The term of the contract shall be from August 21, 2010 through August 23, 2013.

Among other things, agreements were reached on Salary, Part-Time Parity, Health Benefits, and Professional Development.

MOTION MADE BY:       Rob Rader  
 SECONDED BY:           David Finkel

Public Comment  
 Mitra Moassessi

STUDENT ADVISORY:     Aye  
 AYES:                     5  
 NOES:                    0  
 ABSENT:                 2 (Aminoff, Walzer)

## SALARY

The parties agreed to the following on-schedule salary increases:

2010-2011 Academic Year	0%
2011-2012 Academic Year	0%
2012-2013 Academic Year	1.25%

A new Step 21 was added to the Salary Schedule. In addition, the District will pay \$1,000 one-time stipend to each fulltime faculty member. This payment does not add to base pay.

The increased cost of the contract are offset by health care savings resulting from the shift from PERS Care to PERS Choice.

ARTICLE	COMMENT	COST ESTIMATE
<b>Article 1</b> Agreement	Mediator Douglas Collins 17 sessions as of January, 2012	<b>\$45,000</b>
<b>Article 6</b> Coaching/Debate Team	Increase assistant coaching stipends from \$2400 to \$4900. Add post season coaching stipend. Increase stipend for Debate Coach.	<b>\$71,896 (per year)</b>
<b>Article 8</b> Salary	1.25% salary increase	<b>\$697,731 (per year)</b>
	Addition of Step 21	<b>\$179,971 (per year)</b>
	One-Time \$1,000 Payment	<b>\$300,000</b>
	Revise Salary Schedule A-2 (child care center employee)	<b>\$4,335 (over contract)</b>
<b>Article 10</b> Benefits	Switch from PERS Care to PERS Choice	<b>\$1,900,000 savings</b>
	New retire benefit (one year)	<b>\$30,000</b>
<b>Article 14</b> Parity	Currently at 81.25% Addition of 0.675% to Salary Schedule B-1	<b>\$100,352 (per year)</b>
<b>Article 15</b> Professional Development	Currently at \$20,000 per year, agreement to increase \$25,000 for 2010-2011 \$30,000 for 2011-2012 \$40,000 for 2012-2013	<b>\$55,000</b> <b>Total for 3 years</b>
<b>Article 20</b> Distance Education	Increase stipend for substantial course change from \$1000 to \$1300. Over 200 online classes would have to be converted if the district went to a new Course Management System (potentially \$260,000 rather than \$200,000 under existing contract). With normal course changes, the increased cost is about \$1,200 per year.	<b>\$1,200 (per year)</b>
<b>Article 22</b> Department Chairs/ Faculty Leaders	Additional departmental reassign time, \$30,000 Additional reassign for Program Review, \$40,000 Stipends for annual program review, \$27,600 Increase Department Chair stipends 25%, \$14,320 Increase Psych Services Coordinator stipend, \$1896	<b>\$113,816 (per year)</b>
<b>Article 25</b> Social Security option	The contribution for Social Security (6.2%) is less than the Defined Benefit Plan (8.0%) but more than Cash Balance Plan (4.0%).	<b>TBD</b>

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 4**

**SUBJECT:** **ANNUAL AUTHORIZATION OF PRIVILEGES FOR STUDENT TRUSTEE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the continuation of privileges for the student trustee in accordance with Board Policy 1412 and Education Code Section 72023.5.

1. The student trustee may make and second motions.
2. The Student Trustee is entitled to an advisory vote which shall be cast before the rest of the Board of Trustees and be recorded as such in the official minutes. The vote shall not be included in determining the vote required to carry any measure before the Board.
3. The student trustee may receive compensation up to the amount prescribed by Education Code Section 72425 and Board Policy. The term of compensation for the student trustee shall run from

SUMMARY: Education Code Section 72023.5 states that Board action to determine the privileges of the student trustee is required each year by May 15th for the succeeding year.

Rights and responsibilities dealing with term, closed sessions and conference attendance are included in Board Policy.

MOTION MADE BY: Rob Rader  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Aye  
 AYES: 5  
 NOES: 0  
 ABSENT: 2 (Aminoff, Walzer)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 5**

**SUBJECT:**                    **RECEIPT OF PERSONNEL COMMISSION PROPOSED 2012-2013 BUDGET**

SUBMITTED BY:                Superintendent/President

REQUESTED ACTION #1: It is recommended that the Board of Trustees acknowledge receipt of the 2012-2013 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District’s regular budget process.

SUMMARY:                    Per Merit Rule 2.4, the Director of Classified Personnel shall prepare and submit to the Personnel Commission a proposed operating budget for the Commission for the next ensuing fiscal year. The budget shall be submitted not later than the appropriate Commission meeting in April.

The proposed budget being presented to the Board of Trustees represents the first reading of the Personnel Commission’s proposed operating budget presented at its April 18, 2012 meeting. The Personnel Commission will hold a public hearing on its proposed budget on May 16, 2012 at which time it will fully consider all comments and suggestions that may be offered by District administration, the Board or other concerned persons or organizations.

The proposed Personnel Commission budget for 2012-2013 reflects no changes to the overall budget costs. However, the Personnel Commission will continue to defer hiring a budgeted position and will return those funds to the District (\$75,536.00). The Personnel Commission Office continues to operate understaffed in order to assist the District with the unprecedented cuts to Community College funding.

Motion to Pull Recommendation

MOTION MADE BY:                Louise Jaffe  
 SECONDED BY:                    David Finkel  
 STUDENT ADVISORY:                Abstain  
 AYES:                                2 (Finkel, Jaffe)  
 NOES:                                3 (Greenstein, Quiñones-Perez, Rader)  
 ABSENT:                              2 (Aminoff, Walzer)

*Motion Fails*

Motion to Approve the Recommendation with direction to staff to request that the Personnel Commission make further reductions to its budget.

MOTION MADE BY:                Rob Rader  
 SECONDED BY:                    David Finkel  
 STUDENT ADVISORY:                Abstain  
 AYES:                                5  
 NOES:                                0  
 ABSENT:                              2 (Aminoff, Walzer)

**PERSONNEL COMMISSION PROPOSED 2012-2013 BUDGET**

<b>Description</b>	<b>Object</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>Difference</b>
Administrative & Management	2110	\$228,385.00	\$228,385.00	\$242,920.00	\$14,535.00
Clerical	2120	\$302,628.00	\$247,628.00	\$233,093.00	(\$14,535.00)
Clerical Hourly	2323	\$5,150.00	\$5,150.00	\$5,150.00	
Clerical Overtime	2324				
Personnel Commissioners	2380	\$7,725.00	\$7,725.00	\$7,725.00	
Other Classified Hourly	2393	\$-	\$-	\$-	
Benefits (Staff - 35%)	Various	\$185,854.00	\$165,318.00	\$165,318.00	
Benefits (Commissioners)	Various	\$70,714.00	\$70,714.00	\$70,714.00	
Salary and benefits costs of deferred position. Funds proposed to be returned to the District at year end			\$75,536.00	\$75,536.00	
<b>Total Salary &amp; Benefits</b>		<b>\$800,456.00</b>	<b>\$800,456.00</b>	<b>\$800,456.00</b>	
<b>Supplies &amp; Periodicals</b>					
Reference Books	4230	\$250.00	\$250.00	\$250.00	
Periodicals	4240	\$250.00	-		
Software	4410	\$9,000.00	\$9,000.00	\$9,000.00	
Supplies	4550	\$5,498.00	\$5,498.00	\$5,498.00	
<b>Total Supplies &amp; Periodicals</b>		<b>\$14,998.00</b>	<b>\$14,748.00</b>	<b>\$14,748.00</b>	
Consultants	5110	\$4,000.00	\$4,000.00	\$4,000.00	
Mileage	5210	\$300.00	\$300.00	\$300.00	
Conf./Training/Staff Development	5220	\$6,200.00	\$6,200.00	\$6,200.00	
Meeting Reimbursements	5241	\$500.00	\$500.00	\$500.00	
Meals/Catering for Raters	5242	\$2,000.00	\$2,000.00	\$2,000.00	
Dues & Memberships	5310	\$6,000.00	\$6,000.00	\$6,000.00	
Repairs and Equipment Maintenance	5650	\$400.00	\$400.00	\$400.00	
Legal	5730	\$34,590.00	\$32,312.00	\$32,312.00	
Off Campus Printing	5820	\$500.00	\$500.00	\$500.00	
Advertising	5830	\$15,000.00	\$5,000.00	\$5,000.00	
Postage	5850	\$200.00	\$200.00	\$200.00	
Delivery Services	5851				
Damages, Claims	5870				
Other Contract Services	5890	\$1,500.00	\$1,500.00	\$1,500.00	
<b>Total Operating Expenses</b>		<b>\$71,190.00</b>	<b>\$58,912.00</b>	<b>\$58,912.00</b>	
Capitalized Equipment New	6410	-			
Non-Capitalized Equipment	6450	\$4,000.00	\$3,000.00	\$3,000.00	
Equipment Replacement & Lease	6520				
<b>Total New Equipment</b>		<b>\$4,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	
<b>Total Expenses w/o Labor</b>		<b>\$90,188.00</b>	<b>\$76,660.00</b>	<b>\$76,660.00</b>	
<b>Total Budget</b>		<b>\$890,644.00</b>	<b>\$877,116.00</b>	<b>\$877,116.00</b>	

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 6**

**SUBJECT:                    PROCESS TO APPOINT MEMBERS OF THE CITIZENS' BOND OVERSIGHT COMMITTEE**

SUBMITTED BY:            Superintendent/President

REQUESTED ACTION:     It is recommended that the Board of Trustees commence the application process (1) to fill vacancies on the Citizens' Bond Oversight Committee (CBOC) caused by expiring/unfilled terms of current members, effective July 1, 2012, and (2) to possibly appoint additional members to serve on the Citizens' Bond Oversight Committee.

SUMMARY:                    The Government Code and Education Code require that the Citizens' Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees, with at least:

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

Following is the status of Citizens' Bond Oversight Committee membership:

Members with <b>continuing terms</b> through June 30, 2013	Heather Anderson, <i>Community representative</i> Barry Snell, <i>Community representative</i> Bruce Sultan, <i>Business community representative</i>
Members with terms expiring June 30, 2012 <b>who are eligible</b> to apply for reappointment	Todd Flora, <i>Business community/taxpayers' organization representative</i> Corin Kahn, <i>Community representative</i>
Member with term expiring June 30, 2012 <b>who will not be applying</b> for reappointment	Nimish Patel, <i>Community representative</i>
Member with term expiring June 30, 2012 <b>who is not eligible</b> for reappointment	Christine Thornton, <i>Community/Senior representative</i>

The Committee meets quarterly (July, October, January and April) and reviews quarterly expenditure reports produced by the District to ensure that (a) bond proceeds are expended only for the purposes set forth in the ballot measure; (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses; (c) bond proceeds are maximized. Members of the Citizens' Bond Oversight Committee shall serve for no more than two consecutive terms (Education Code Section 15282.)

MOTION MADE BY:	Rob Rader
SECONDED BY:	David Finkel
STUDENT ADVISORY:	Absent
AYES:	5
NOES:	0
ABSENT:	2 (Aminoff, Walzer)





<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 8**

**SUBJECT:** **REESTABLISH BUDGET OBJECTIVES AND PRINCIPLES**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees reestablish its Budget Objectives and Principles adopted on March 1, 2011 with one revision. This action is necessary to prepare the tentative budget to be presented to the Board at the June meeting.

OBJECTIVES

1. Develop a budget plan guided by benchmarks that brings available ongoing revenues and expenditures into balance effective with the adoption budget for 2013-2014.
2. Protect the College's ongoing operation by maintaining a fund balance ~~that equals one month of salary~~ for the District of ~~7.5%~~ 5% or more going forward from ~~2011-2012-2012-2013~~.

In a time of state-mandated limits on resources, the following are the Board of Trustees guiding principles.

PRINCIPLES

- A. The College is committed to student access and success and service to the community.
- B. Ensure that enrollment targets are consistent with the state-funded FTES cap, and, to the degree that they are the basis for revenue projections, can realistically be achieved within the fiscal limitations of the College.
- C. Maintain course offerings that are responsive to student needs and consistent with the State priorities of transfer, career technical, and basic skills education.
- D. Programs will not be eliminated or reduced without careful review.
- E. Establish and maintain an acceptable cost effective level of learning resources and student support services based on comparative performance data as determined by the College.
- F. Develop a variety of expenditure reduction strategies.
- G. Expedite changes that may produce lower costs over time such as energy saving retrofits, alternative energy sources, reduction or consolidation of facility usage, etc.
- H. Where possible and practicable, use staff attrition and/or existing vacancies as one means of reaching budget targets.

- I. Seek to spread cost reductions equitably.
- J. ~~Avoid layoffs of permanent employees.~~ If necessary, seek salary freezes, furloughs, salary reductions, and other temporary or ongoing adjustments before considering layoffs of permanent employees.
- K. Continue to seek external sources of funding, such as grants, to support the College's core missions, but avoid those with matching, management, or reporting requirements that demand significant college resources.
- L. Develop a budget process that manages the growth of expenditures based on: analysis of program need (rather than historical allocations); realistic expectations of revenues; updated market information; and performance measurements.
- M. In light of the current State-imposed funding reductions, review ongoing and future planning initiatives in terms of their long term advantages to the College in meeting public demand for services, improving student success outcomes, or to provide new revenues. Modify, defer, or abandon as appropriate those for which the costs outweigh their potential for furthering the College's core missions and goals.
- N. Make effective use of the College's established planning structures and processes to recommend specific actions to reach the stated objectives, following the principles listed above. The College President shall clarify how these recommendations will be evaluated and the timelines necessary to arrive at a set of final recommendations for any particular budget cycle.
- O. Benchmarks will be used as a guide to inform the decision-making process.

MOTION MADE BY: Rob Rader  
 SECONDED BY: David Finkel

Amendment to Letter J

MOTION MADE BY: Louise Jaffe  
 SECONDED BY: Rob Rader

Vote as Amended

STUDENT ADVISORY: Absent  
 AYES: 4  
 NOES: 0  
 ABSENT: 3 (Aminoff, Quiñones-Perez, Walzer)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 1, 2012

**VII. 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-#21.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #16-A, #21-B, #21-C

Action on the Consent Agenda, excluding Recommendations #16-A, #21-B, #21-C

MOTION MADE BY: Rob Rader  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Absent  
 AYES: 4  
 NOES: 0  
 ABSENT: 3 (Aminoff, Quiñones-Perez, Walzer)

**VIII. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**IX. CONSENT AGENDA – Pulled Recommendations**

Recommendation No. #16-A – Facilities, Change Order No. 6 – Bundy Classroom Completion

MOTION MADE BY: Louise Jaffe  
 SECONDED BY: David Finkel  
 AYES: 4  
 NOES: 0  
 ABSENT: 3 (Aminoff, Quiñones-Perez, Walzer)

Recommendation No. #21-B – Purchasing, Award of Bid – Audio-Visual Systems Equipment and Integration (as amended)

MOTION MADE BY: Louise Jaffe  
 SECONDED BY: Rob Rader  
 AYES: 4  
 NOES: 0  
 ABSENT: 3 (Aminoff, Quiñones-Perez, Walzer)

**IX. CONSENT AGENDA – Pulled Recommendations** *(continued)*

Recommendation No. #21-C – Purchasing – Purchasing Agreement and Authorization of Purchase Orders

MOTION MADE BY: Louise Jaffe  
SECONDED BY: Rob Rader  
AYES: 4  
NOES: 0  
ABSENT: 3 (Aminoff, Quiñones-Perez, Walzer)

**RECOMMENDATION NO. 9 APPROVAL OF MINUTES**

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

April 3, 2012 (Regular Board of Trustees Meeting)  
April 6, 2012 (Special Board of Trustees Meeting)

<b>BOARD OF TRUSTEES</b> Santa Monica Community College District	<b>ACTION</b> May 1, 2012
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CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 10    NEW ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER**

*Requested Action: Approval/Ratification*

*Reviewed by: Georgia Lorenz, Dean, Academic Affairs*

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

**New Associate in Science Degree for Transfer**

Early Childhood Education (AS-T ECE)

Comment: The Early Childhood Education Department has proposed an Associate in Science Degree for Transfer which follows the statewide Transfer Model Curriculum (TMC) and complies with SB-1440. The AS-T ECE was approved by the Curriculum Committee on April 18, 2012 and by the Academic Senate on April 24, 2012.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 11 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

	Provider/Contract	Term/Amount	Service	Funding Source
A	Vicenti, Lloyd and Stutzman	April 2, 2012 – June 30, 2013  \$8,000	Contracted for the preparation and submission of indirect cost rates to the Department of Health and Human Services.	2011-2012 General Fund
Requested by: Chris Bonvenuto, Director, Fiscal Services Approved by: Robert Isomoto, Vice President of Business Administration				
B	David Marsh, Ph.D.	May 1, 2012- August 31, 2013  Not to exceed \$16,000	Dr. Marsh will provide professional development for Career Technical Education (CTE) chairs and key academic departments to design more structured programs of study to improve CTE certificates, degrees, and transfer. He will assist the Dean of Workforce and Economic Development and the Office of Institutional Research in developing and analyzing better institutional data/indicators of student success in CTE programs.	CTE IV/SB 70 Grant (100%)
Requested by: Patricia G. Ramos, Dean, Workforce & Economic Development Approved by: Jeff Shimizu, Vice-President, Academic Affairs				

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 11    RATIFICATION OF CONTRACTS AND CONSULTANTS**

(continued)

	Provider/Contract	Term/Amount	Service	Funding Source
C	Community Partners FBO (for the benefit of Sustainable Works	May 1, 2012 – September 30, 2012  Not to exceed \$17,500	Community Partners FBO Sustainable Works will partner with Santa Monica College to increase student awareness of STEM careers through environmental advocacy and action and to strengthen existing SMC STEM coursework through expanded applied learning opportunities. Additionally, it will strengthen focus on STEM degrees and careers and relevance to environmental sustainability, revise the Sustainable Workbook to highlight the relation of science and math to environmental issues, develop Spanish promotional and outreach materials, translate portions of the Workbook into Spanish, integrate SMC STEM faculty in Sustainable Works Crew activity, and promote the STEM program on campus.	U.S. Department of Education/HSI STEM (Science, Technology, Engineering, and Mathematics) and Articulation Grant (100%)
Requested by: Laurie McQuay-Peninger, Director, Grants/Title V Math Cooperative Approved by: Jeff Shimizu, Vice President, Academic Affairs				
D	ViaTRON Systems, Inc.	Fiscal Year 2011-2012 (increase to existing contract)  Increase of \$5,796	ViaTRON Scanning and data conversion services: Scanning of 84,000 pages of human resources files.	District Budget/ Human Resources
Requested by: Sherri Lee-Lewis, Dean, Human Resources Approved by: Marcia Wade, Vice President, Human Resources				

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: HUMAN RESOURCES

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

**RECOMMENDATION NO. 12 ACADEMIC PERSONNEL**

ELECTIONS

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

	<u>EFFECTIVE DATE</u>
<u>NEW FULL-TIME FACULTY, FALL 2012</u>	
London, Jamar, Mathematics	08/26/12
Petrocelli, Rachel, World History	08/26/12

Adjunct

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

SEPARATION - RETIREMENT

Adams, Robert A., Assistant Director, Superintendent/President's Office	04/05/12
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 13 CLASSIFIED PERSONNEL - REGULAR**

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Senior Student Services Specialist – EOPS/CARE (1 position) EOPS/CARE, 12 months/40 hours (Pending approval by the Personnel Commission)	05/01/12

ELECTIONS

PROBATIONARY

Chua, Deladrian S., CC Police Officer, Campus Police	04/23/12
Samano, Summer, CC Police Officer, Campus Police	05/01/12

VOLUNTARY CHANGE IN WORK SHIFT/PERMANENT

Frazier, Marvlynn From: Custodian, Operations, 12 mos, 40 hrs/ NS-2 + Weekend To: Custodian, Operations, 12 mos, 40 hrs/ NS-2	05/06/12
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Godinez, Marco From: Custodian, Operations, 12 mos, 40 hrs/ NS-2 + Weekend To: Custodian, Operations, 12 mos, 40 hrs/ NS-2	04/29/12
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Williams, Jr., Anthony From: Custodian, Operations, 12 mos, 40 hrs/ NS-2 + Weekend To: Custodian, Operations, 12 mos, 40 hrs/ NS-2	05/06/12
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CONFIRMATION OF WORK SHIFT

Pratt, Jeffery, Custodian, Operations, 12 mos, 40 hrs/ NS-2 + Weekend Comment The weekend differential stipend for Mr. Pratt will commence the week of May 1, 2012.	05/01/12
Taboada, Natalie, Custodian, Operations, 12 mos, 40 hrs/ NS-2 + Weekend Comment The weekend differential stipend for Ms. Taboada will commence the week of May 6, 2012.	05/01/12
Turner, Kelvin, Custodian, Operations, 12 mos, 40 hrs/ NS-2 + Weekend Comment The weekend differential stipend for Mr. Turner will commence the week of May 6, 2012.	05/01/12

LEAVES OF ABSENCE- VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Vigil, Nani From: Sign Language Interpreter III, DSC, 11 mos, 30 hrs To: Sign Language Interpreter III, DSC, 11 mos, 20 hrs	04/01/12 – 04/30/12
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UNPAID

Cleveland, Joyce, Human Resources Specialist, Human Resources Esparza, Transito, Custodian, Operations	03/30 – 05/01/12 (date correction) 03/21/12 – 06/19/12
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SEPARATION - 39-MONTH REEMPLOYMENT

Cleveland, Joyce, Human Resources Specialist, Human Resources	05/02/12
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RETIREMENT

Malone, Willie F., Community College Police Officer, Campus Police (17+ years)	04/21/12
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 14 CLASSIFIED PERSONNEL – LIMITED DURATION**

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

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

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

Allie, Sharon, Instructional Assistant- ESL, ESL Dept.	03/01/12-08/30/12
Amari, Elaine T., Instructional Assistant-ESL,ESL Dept.	05/01/12-08/30/12
Brown, Carla, Administrative Assistant I, Music Dept.	04/13/12-04/13/12
Gorman, Alixan, Instructional Assistant-ESL,ESL Dept.	03/26/12-07/30/12
Schwartzler, Emily, Instructional Assistant-ESL,ESL Dept.	03/26/12-08/30/12

**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.

Moskowitz, Elisa, Instructional Assistant-Math, Mathematics	02/13/12-04/30/12
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**RECOMMENDATION NO. 15 CLASSIFIED PERSONNEL - NON MERIT**

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/hr (STHP)	33
College Work-Study Student Assistant, \$8.00/hr (FWS)	38

SPECIAL SERVICE

Art Models, \$18/hr	9
Art Models w/Costume, \$21/hr	1
Community Services Specialist I, \$35/hr	1

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 FACILITIES**

16-A CHANGE ORDER NO. 6 – BUNDY CLASSROOM COMPLETION

Change Order No. 6 – WAISMAN CONSTRUCTION on the Bundy Classroom Completion project in the credit amount of (\$102,202):

Original Contract Amount	\$1,860,000
Previously Approved Change Orders	(\$150,947)
Change Order No. 6	<u>(\$102,202)</u>
Revised Contract Amount	\$1,606,851

No changes to the original contract time of 246 days.

Funding Source: Measure AA

Comment: Change Order No. 6 provides for the installation of soffit around the existing beam in Room 417A and additional voice and data cabling (\$16,495 add). It also includes credit for the building controls extended warranty removed from the contract (\$120,000 credit).

16-B CHANGE ORDER NO. 2 – BUNDY CLASSROOM – AUDIO VISUAL INSTALLATION

Change Order No. 2 – SPINITAR on the Bundy Classroom – Audio Visual Installation project in the amount of \$3,441.

Original Contract Amount	\$188,231
Previously Approved Change Orders	1,496
Change Order No. 2	<u>\$3,441</u>
Revised Contract Amount	\$193,168

No changes to the original contract time of 28 days.

Funding Source: Measure AA

Comment: Change Order No. 2 provides for vertical wiremold necessary for audio-visual installation to the existing audio-visual infrastructure. Also includes relocation of projector mount and decoders necessary to provide closed captioning as the specified system has been discontinued and no equivalent could be found.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 FACILITIES** *(continued)*

16-C ADDENDUM TO AGREEMENT FOR FIBER OPTIC NETWORK

Amend agreement with the CITY OF SANTA MONICA for fiber optic cable and network service to add the connection of 919 Santa Monica Blvd., Construction/Installation fee, not to exceed \$11,500; Connection fee, not to exceed \$2,500; Annual Service Fee, \$12,885.

Funding Source: Measure AA (construction/installation/connection);  
District Budget/Network Services (annual service fee)

Comment: The fiber optic cable will directly connect the new property to the SMC network and will enable high speed/low cost voice and data services.

16-D AGREEMENT FOR ENGINEERING SERVICES – AET CAMPUS

Agreement with P2S ENGINEERING, INC. as Engineering Consultant for the AET Campus for an amount not to exceed \$10,300, plus reimbursable expenses.

Funding Source: Measure AA

Comment: The consultant will provide a Measurement and Verification Plan for the AET existing building in compliance with LEED Energy and Atmosphere Credit worth a value of up to five LEED points. LEED requires independent third party verification to receive this credit. Proposals were received from three qualified engineering firms.

16-E VOLUNTARY CLEANUP AGREEMENT – AET CAMPUS

Agreement with STATE OF CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL for a Voluntary Cleanup Agreement for the AET Campus for an amount not to exceed \$12,000.

Funding Source: Measure AA

Comment: During the excavation of the Academy of Entertainment and Technology Parking Structure project a small amount of lead was found in the soils. The Final Environmental Impact Report requires a Soil Management Plan per the Division of State Architect (DSA). DSA requires Department of Toxic Substances (DTSC) approval of the plan. Health and Safety Code section 25355.5 and Education Code section 17213.2 authorize DTSC to enter into an enforceable agreement to oversee the implementation of response actions at the site and related activities. The material will be removed from the site and disposed of properly as per the Soils Management Plan filed with the DTSC. There is expected to be a minimal impact on the project schedule.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 17 BUDGET TRANSFERS**

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

17-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: March 22, 2012 to April 17, 2012

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	4,990
2000	Classified/Student Salaries	-66,833
3000	Benefits	4,174
4000	Supplies	1,939
5000	Contract Services/Operating Exp	-10,113
6000	Sites/Buildings/Equipment	500
7000	Other Outgo/Student Payments	65,343
Net Total:		0

17-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: March 22, 2012 to April 17, 2012

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-373
2000	Classified/Student Salaries	-4,857
3000	Benefits	-11,258
4000	Supplies	-7,224
5000	Contract Services/Operating Exp	16,639
6000	Sites/Buildings/Equipment	7,763
7000	Other Outgo/Student Payments	-690
Net Total:		0

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 18      PAYROLL WARRANT REGISTER**

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

March 1 – March 31, 2012      CIH – C2I      \$9,715,274.73

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

**RECOMMENDATION NO. 19      COMMERCIAL WARRANT REGISTER**

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

March 1 – March 31, 2012      4934 – 4978      \$7,888,632.93

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

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

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

	Payments	Purchase Orders
March 1 – March 31, 2012	\$1,204,899.75	\$70,444.67

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.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21      PURCHASING**

Requested by:                      *Cynthia Moore, Director of Purchasing*  
 Approved by:                      *Robert Isomoto, Vice President*  
 Requested Action:                *Approval/Ratification*

21-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

March 1 – March 31, 2012                      \$2,846,378.70

21-B    AWARD OF BID – AUDIO-VISUAL SYSTEMS EQUIPMENT AND INTEGRATION

Award the bid to the lowest responsive bidder for audio-visual systems equipment and integration.

<u>Bids Received</u>	<u>Amount</u>
Golden Star Technology Inc (GST)	\$189,431.87
Digital Networks Group, Inc	\$202,295.25
CCS Presentation Systems (Lightwerks Communications)	\$209,533.77
Spinitar	\$261,121.09

Funding:                      District Unrestricted General Fund  
                                       District Capital Outlay Fund (Fund 40)

Comment:                      This project is to furnish, install, and integrate audio visual equipment in 22 classrooms in Physical and Life Science Complex and furnish and install audio visual equipment in Business 105, Drescher Hall 222, and Media Services (equipment only).

21-C    PURCHASING AGREEMENT AND AUTHORIZATION OF PURCHASE ORDERS

Authorize the award of purchase orders from approved department budgets against the following competitive bid agreements not to exceed legal dollar threshold limits:

San Mateo County Community College District, Request for Proposal 86621 for Credit Card Processing Fees with Heartland Campus Solution.

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	May 1, 2012

**INFORMATION ITEM G**

**CITIZENS' BOND OVERSIGHT COMMITTEE  
MEETING – APRIL 18, 2012**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, January 18, 2012 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

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

**2. ROLL CALL**

Bruce Sultan, Chair – Present  
 Heather Anderson – Present  
 Todd Flora – Present  
 Corin Kahn – Present  
 Nimish Patel – Present  
 Barry Snell - Present  
 Christine Thornton – Absent  
 Harrison Wills – Absent

Others Present:

Ann La Morena Rohlin, Bond Counsel with Fulbright and Jaworski  
 Greg Brown, Director of Facilities and Planning  
 Don Girard, Senior Director, Government Relations/Institutional Communications  
 Lee Paul, LPI Inc.  
 Lisa Rose, Citizens' Bond Oversight Committee Coordinator  
 Charlie Yen, Director, Contracts

**3. APPROVAL OF MINUTES – January 18, 2012**

Motion was made by Corin Kahn and seconded by Todd Flora to approve the minutes of Citizen's Bond Oversight Committee meeting on January 18, 2012.  
*Approved with two abstentions (Heather Anderson and Nimish Patel).*

**4. PUBLIC COMMENTS - None**

**5. ROLE OF THE CITIZENS' BOND OVERSIGHT COMMITTEE**

Ann La Morena Rohlin, Bond Counsel with Fulbright and Jaworski, LLP, presented an overview of the bond program and the Citizens' Bond Oversight Committee that included how bonds are paid by taxpayers, the historical framework, campaign promises, and how the bonds are segregated and spent. The presentation also included the requirements for the Citizens' Bond Oversight Committee, such as compliance with the Brown Act, annual reporting, responsibilities, purpose and support provided by the District.



## **6. REPORTS and DISCUSSION**

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

- Project Completed
  - Community Classroom and Facilities Projects (Measure A Project #114)
- Projects Started
  - Parking Structure at the Academy of Entertainment and Technology (first phase of Measure A Project #103)
- Projects close to submission to DSA (Department of State Architect)
  - Health/PE/Fitness/Dance Replacement ((Measure A Project #102)
- Projects in DSA (Department of State Architect)
  - Information Technology Relocation (Measure A Project #102)
  - Performing Arts East Wing (Measure A Project #107)
  - Student Services Building (Measure U Project O, Measure S Project #9)
- Starting Selection of Architect Process for Project
  - Early Childhood Center (Measure S Project #5)
  - Malibu Center (Measure S Project #6)
- Expenditure Reports
  - There may still be outstanding bills on completed projects.
  - “Other funding” includes federal/local/state funds, funds from other bond measures and/or redevelopment funds.
  - Expenditures for the last period are minimal since most projects are in the planning process.
- Bond Sales/Expenses Report

The Bond Sales/Expenses Report indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of March 31, 2012.

## **7. ELECTION CHAIR AND VICE-CHAIR FOR 2012-2014**

The election of Chair and Vice-Chair was deferred to the meeting on July 18, 2012. It will be the first item of business on the agenda following the approval of minutes.

## **8. INFORMATION – Expiring terms of members of the Citizens’ Bond Oversight Committee**

The terms of the following members of the Citizens’ Bond Oversight Committee are expiring effective July 1, 2012 and are eligible for reappointment for a second two-year term:

Todd Flora  
Corin Kahn  
Nimish Patel\*

\*Nimish Patel announced that he will not be seeking reappointment.

The term of the following members of the Citizens' Bond Oversight Committee is expiring effective July 1, 2012 and is not eligible for reappointment for another two-year term:

Christine Thornton

The Board of Trustees will follow a recruitment and application process to appoint/reappoint members to fill the vacancies. The student representative will be selected in September.

**9. SCHEDULE OF MEETINGS, 2012-2013**

Wednesdays at 8 a.m.

July 18, 2012

October 17, 2012

January 16, 2013

April 17, 2013

**10. ADJOURNMENT – 9:18 a.m.**

The Committee adjourned in recognition of and appreciation for Nimish Patel and Christine Thornton for their service on the Citizens' Bond Oversight Committee.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, July 18, 2012 at 8 a.m. at a Santa Monica College location.

**BOARD OF TRUSTEES**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING**

May 1, 2012

**XI. BOARD COMMENTS AND REQUESTS****XII. ADJOURNMENT** – 11:45 p.m.

The meeting was adjourned in memory of **Eduard “Tuna” Gorodetsky**, SMC Diving Coach; **Toby Green**, retired SMC psychology professor; **Vincent William Guercio**, former SMC student who played in the Junior Rose Bowl; **Glen M. Mitchell**, father of Ian Mitchell, Stage Construction Technician in the Theater Arts Department; **Fairy Ponder**, mother of Bonita Cooper, Upward Bound Project Manager; and **Dorothy E. Taylor**, mother of Norma Davis, Administrative Assistant III, Student Affairs.

There will be a special meeting/closed session on **Saturday, May 19, 2012** at 9:30 a.m. in the Santa Monica College Skybox, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, June 5, 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:

1. Annual Photo Show Awards (reception before public meeting)
2. Tentative Budget
3. Appointment to Citizens’ Bond Oversight Committee
4. Report: Sustainability
5. Update: Facilities and Construction
6. Five-Year Construction Plan
7. Annual Agreements and Organizational Memberships

**UNRESTRICTED GENERAL FUND 01.0  
2011-2012 REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL REVENUE</b>	<b>2011-2012 PROJECTED REVENUE</b>
<b>FEDERAL</b>			
FIN AID ADM ALLOWANCES	125,576	127,218	127,218
<b>TOTAL FEDERAL</b>	<b>125,576</b>	<b>127,218</b>	<b>127,218</b>
<b>STATE</b>			
GENERAL APPORTIONMENT	74,962,216	42,706,604	73,890,394
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	213,590	213,590
HOMEOWNERS EXEMPT	101,222	50,787	101,200
STATE LOTTERY REVENUE	3,071,618	928,000	2,993,364
OTHER STATE	633,259	490,223	635,252
<b>TOTAL STATE</b>	<b>78,768,315</b>	<b>44,389,204</b>	<b>77,833,800</b>
<b>LOCAL</b>			
PROP TAX SHIFT (ERAF)	1,549,779	906,185	906,185
SECURED TAX	9,581,287	6,318,351	8,752,069
SUPPLEMENTAL TAXES	92,383	55,273	96,078
UNSECURED TAX	443,088	434,813	443,000
PRIOR YRS TAXES	732,120	872,171	872,171
PROPERTY TAX - RDA PASS THRU	374,175	370,354	370,354
PRIVATE DONATIONS	83,510	-	83,510
RENTS	125,919	94,545	150,000
INTEREST	192,664	123,284	221,000
ENROLLMENT FEES	13,998,803	11,342,190	11,475,657
STUDENT RECORDS	431,634	185,983	448,800
NON-RESIDENT TUITION/INTENSIVE ESL	24,332,560	23,925,458	24,391,701
FEE BASED INSTRUCTION	150,000	136,689	286,000
OTHER STUDENT FEES & CHARGES	139,084	108,679	139,084
F1 APPLICATION FEES	170,040	224,117	235,000
OTHER LOCAL	482,340	271,842	482,340
I. D. CARD SERVICE CHARGE	866,521	1,023,335	1,030,000
LIBRARY CARDS	140	120	140
LIBRARY FINES	15,000	5,035	15,000
PARKING FINES	190,000	101,336	155,000
<b>TOTAL LOCAL</b>	<b>53,951,047</b>	<b>46,499,760</b>	<b>50,553,089</b>
<b>TOTAL REVENUE</b>	<b>132,844,938</b>	<b>91,016,182</b>	<b>128,514,107</b>
TRANSFER IN	170,540	88,825	215,059
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>133,015,478</b>	<b>91,105,007</b>	<b>128,729,166</b>

**UNRESTRICTED GENERAL FUND 01.0  
2011-2012 EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL EXPENDITURES</b>	<b>2011-2012 PROJECTED EXPENDITURES</b>
INSTRUCTION	23,190,440	14,873,971	22,983,295
ACADEMIC MANAGERS	5,475,177	3,681,214	5,547,047
NON-INSTRUCTION	5,878,973	3,851,308	6,025,175
HOURLY INSTRUCTION	23,307,962	15,730,978	23,697,245
HOURLY NON-INSTRUCTION	3,505,368	2,538,125	3,693,172
VACANT POSITIONS	173,864	-	173,864
VACANCY SAVINGS	(86,932)	-	(152,131)
RESTORATION OF STUDENT SERVICES	744,200	217,833	744,200
<b>TOTAL ACADEMIC</b>	<b>62,189,052</b>	<b>40,893,429</b>	<b>62,711,867</b>
CLASSIFIED REGULAR	20,056,289	13,236,402	19,855,450
CLASSIFIED MANAGERS	3,809,068	2,588,506	3,966,864
CLASS REG INSTRUCTION	2,925,769	1,927,478	2,962,486
CLASSIFIED HOURLY	1,687,901	1,219,958	1,839,096
CLASS HRLY INSTRUCTION	614,071	337,419	596,287
VACANT POSITIONS	1,158,979	-	1,072,185
VACANCY SAVINGS	(579,490)	-	(938,162)
RESTORATION OF STUDENT SERVICES	102,295	54,156	102,295
<b>TOTAL CLASSIFIED</b>	<b>29,774,882</b>	<b>19,363,919</b>	<b>29,456,501</b>
STRS	3,882,940	2,610,568	3,919,985
PERS	3,370,726	2,238,530	3,382,584
OASDI/MEDICARE	2,969,664	2,042,761	2,979,641
H/W	13,110,209	7,923,239	13,032,673
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	685,223	685,223
RETIREEES' H/W	2,559,772	1,921,658	2,569,119
SUI	1,638,836	1,093,539	1,650,349
WORKERS' COMPENSATION	1,370,311	863,248	1,370,311
ALTERNATIVE RETIREMENT	500,000	282,528	500,000
BENEFITS RELATED TO VACANT POSITIONS	266,569	-	249,210
BENEFITS RELATED TO VACANCY SAVINGS	(133,285)	-	(218,059)
RESTORATION OF STUDENT SERVICES	130,498	63,240	130,498
<b>TOTAL BENEFITS</b>	<b>29,666,240</b>	<b>19,724,534</b>	<b>30,251,534</b>
SUPPLIES	947,872	578,109	995,002
RESTORATION OF STUDENT SERVICES	-	-	-
<b>TOTAL SUPPLIES</b>	<b>947,872</b>	<b>578,109</b>	<b>995,002</b>
CONTRACTS/SERVICES	10,079,198	8,195,591	11,029,853
INSURANCE	913,397	873,977	913,397
UTILITIES	2,940,844	1,977,265	2,940,844
RESTORATION OF STUDENT SERVICES	43,807	-	43,807
<b>TOTAL SERVICES</b>	<b>13,977,246</b>	<b>11,046,833</b>	<b>14,927,901</b>
BLDG & SITES	288,250	-	-
EQUIPMENT	1,230,677	487,529	1,219,742
LEASE PURCHASES	72,090	-	15,035
RESTORATION OF STUDENT SERVICES	9,200	-	9,200
<b>TOTAL CAPITAL</b>	<b>1,600,217</b>	<b>487,529</b>	<b>1,243,977</b>
<b>TOTAL EXPENDITURES</b>	<b>138,155,509</b>	<b>92,094,353</b>	<b>139,586,782</b>
OUTGOING TRANSFER/FINANCIAL AID	252,137	170,764	252,137
RESTORATION OF STUDENT SERVICES	45,000	-	45,000
<b>TOTAL TRANSFERS/FINANCIAL AID</b>	<b>297,137</b>	<b>170,764</b>	<b>297,137</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>138,452,646</b>	<b>92,265,117</b>	<b>139,883,919</b>

**UNRESTRICTED GENERAL FUND 01.0  
2011-2012 FUND BALANCE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL FUND BALANCE</b>	<b>2011-2012 PROJECTED FUND BALANCE</b>
TOTAL REVENUE AND TRANSFERS	133,015,478	92,869,627	131,938,249
TOTAL EXPENDITURES AND TRANSFERS	136,193,864	90,570,048	137,127,712
RESTORATION OF STUDENT SERVICES	1,075,000	335,229	1,075,000
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	1,599,412	-	1,495,259
VACANCY SAVINGS WITH PAYROLL RELATED BENEFITS	(799,707)	-	(1,308,352)
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(5,053,091)</b>	<b>1,964,350</b>	<b>(6,451,370)</b>
ONE-TIME FUNDING			
PRIOR YEAR APPORTIONMENT ADJ	-	213,590	213,590
DEFICIT FACTOR TO APPORTIONMENT	-	(1,978,210)	(3,422,673)
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	(685,223)	(685,223)
FINANCIAL AID SYSTEM	-	(359,541)	(425,000)
COMPUTER LAB REPLACEMENTS-DEFERRED FROM 2010-11	(384,077)	(315,076)	(384,077)
POTENTIAL SAVINGS*	-	-	2,496,324
<b>OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS</b>	<b>(5,437,168)</b>	<b>(1,160,110)</b>	<b>(8,658,429)</b>
BEGINNING BALANCE***	20,675,673	20,675,673	20,675,673
TRANSFER TO DESIGNATED RESERVE - NET	(2,576,776)	(1,064,269)	(1,064,269)
ENDING FUND BALANCE ***	<b>12,661,729</b>	<b>18,451,294</b>	<b>10,952,975</b>
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	<b>9.15%</b>	<b>20.00%</b>	<b>7.83%</b>

\* Potential Savings is not related to specific line items and therefore is not represented on the 311 Q

\*\* Chancellor's Office recommended ratio is 5%. Please see ADDENDUM for Designated Reserves.

\*\*\* Fund Balance excludes Designated Reserves.

**RESTRICTED GENERAL FUND 01.3  
2011-2012 REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL REVENUE</b>	<b>2011-2012 PROJECTED REVENUE</b>
<b>FEDERAL</b>			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	570,647	233,229	563,416
FWS-FEDERAL WORK STUDY	553,353	241,092	553,353
RADIO GRANTS	1,620,125	1,206,035	1,620,125
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	53,534	42,839	53,534
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	490,977	154,006	490,977
FEDERAL CARRYOVERS	2,226,682	1,356,692	2,510,454
OTHER FEDERAL	5,001,178	1,074,308	6,491,301
<b>TOTAL FEDERAL</b>	<b>10,516,496</b>	<b>4,308,201</b>	<b>12,283,160</b>
<b>STATE</b>			
LOTTERY	460,915	80,695	460,915
BASIC SKILLS INITIATIVE	422,233	319,388	422,233
SFAA-STUDENT FINANCIAL AID ADMIN	702,062	541,228	707,062
EOPS-EXTENDED OPPORTUNITY PROG & SERV	827,320	634,780	836,169
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	55,879	43,176	55,879
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	766,831	846,379	1,113,656
NON-CREDIT MATRICULATION	20,861	16,689	20,861
MATRICULATION	613,223	490,760	613,223
MATRICULATION-TRANSFER RELATED	50,000	39,482	50,000
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	6,609	8,696
CALWORKS	154,188	131,172	172,595
ENROLLMENT GROWTH	160,937	109,437	160,937
STATE CARRYOVERS	1,257,658	1,164,807	1,190,896
OTHER STATE	3,800	73,675	797,420
<b>TOTAL STATE</b>	<b>5,504,603</b>	<b>4,498,277</b>	<b>6,610,542</b>
<b>LOCAL</b>			
PICO PARTNERSHIP	151,440	75,772	151,440
HEALTH FEES	1,142,326	1,198,826	1,198,826
PARKING FEES	1,746,196	1,648,174	1,746,196
DONATIONS-KCRW	5,047,836	846,121	5,047,836
COMMUNITY SERVICES	707,518	557,536	707,518
COUNTY CALWORKS	64,000	41,672	64,000
CONSOLIDATED CONTRACT ED-LOCAL	353,069	8,550	353,069
LOCAL CARRYOVERS	38,139	34,066	38,139
OTHER LOCAL	4,363,651	3,197,176	4,328,185
<b>TOTAL LOCAL</b>	<b>13,614,175</b>	<b>7,607,893</b>	<b>13,635,209</b>
<b>TOTAL REVENUE</b>	<b>29,635,274</b>	<b>16,414,371</b>	<b>32,528,911</b>

**RESTRICTED GENERAL FUND 01.3  
2011-2012 EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL EXPENDITURES</b>	<b>2011-2012 PROJECTED EXPENDITURES</b>
INSTRUCTION	15,288	-	10,000
MANAGEMENT	1,223,435	714,344	1,476,437
NON-INSTRUCTION	1,128,465	897,108	1,356,348
HOURLY INSTRUCTION	383,395	92,540	413,293
HOURLY NON-INSTRUCTION	1,228,022	852,619	1,455,959
<b>TOTAL ACADEMIC</b>	<b>3,978,605</b>	<b>2,556,611</b>	<b>4,712,037</b>
CLASSIFIED REGULAR	2,405,717	1,705,256	2,630,739
CLASSIFIED MANAGERS	328,316	168,168	224,024
CLASS REG INSTRUCTION	-	-	-
CLASSIFIED HOURLY	1,927,791	1,307,027	2,518,668
CLASS HRLY INSTRUCTION	398,339	150,517	362,339
<b>TOTAL CLASSIFIED</b>	<b>5,060,163</b>	<b>3,330,968</b>	<b>5,735,770</b>
BENEFITS HOLDING ACCOUNT	2,076,475		900,174
STRS	-	185,623	185,623
PERS	-	238,925	238,925
OASDI/MEDICARE	-	210,898	210,898
H/W	-	547,276	547,276
SUI	-	74,989	74,989
WORKERS' COMP.	-	67,139	67,139
ALTERNATIVE RETIREMENT	-	35,711	35,711
<b>TOTAL BENEFITS</b>	<b>2,076,475</b>	<b>1,360,561</b>	<b>2,260,735</b>
<b>TOTAL SUPPLIES</b>	<b>1,181,188</b>	<b>293,975</b>	<b>1,186,194</b>
CONTRACTS/SERVICES	10,532,128	2,809,523	11,128,473
INSURANCE	2,909,000	2,877,542	2,909,000
UTILITIES	231,700	109,890	231,700
<b>TOTAL SERVICES</b>	<b>13,672,828</b>	<b>5,796,955</b>	<b>14,269,173</b>
BLDG & SITES	1,585,000	286,995	1,585,000
EQUIPMENT/LEASE PURCHASE	1,454,302	632,273	2,037,039
<b>TOTAL CAPITAL</b>	<b>3,039,302</b>	<b>919,268</b>	<b>3,622,039</b>
<b>TOTAL EXPENDITURES</b>	<b>29,008,561</b>	<b>14,258,338</b>	<b>31,785,948</b>
OTHER OUTGO - STUDENT AID	626,703	256,772	698,434
OTHER OUTGO - TRANSFERS	170,540	88,825	215,059
<b>TOTAL OTHER OUTGO</b>	<b>797,243</b>	<b>345,597</b>	<b>913,493</b>
<b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b>	<b>29,805,804</b>	<b>14,603,935</b>	<b>32,699,441</b>



**RESTRICTED GENERAL FUND 01.3  
2011-2012 FUND BALANCE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	March 31, 2012 ACTUAL FUND BALANCE	2011-2012 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	29,635,274	16,414,371	32,528,911
TOTAL EXPENDITURES AND TRANSFERS	29,805,804	14,603,935	32,699,441
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(170,530)</b>	<b>1,810,436</b>	<b>(170,530)</b>
BEGINNING BALANCE	4,003,398	4,003,398	4,003,398
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
<b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>	<b>3,832,868</b>	<b>5,813,834</b>	<b>3,832,868</b>
<b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFERS</b>	<b>12.86%</b>	<b>39.81%</b>	<b>11.72%</b>

**CAPITAL OUTLAY FUND 40.0**  
**2011-2012 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL</b>	<b>2011-2012 PROJECTED</b>
<b>REVENUE</b>			
RENTS	-	93,475	163,500
INTEREST	64,235	78,853	118,000
NON-RESIDENT CAPITAL CHARGE	2,758,527	2,417,569	2,758,527
LOCAL INCOME	-	105,558	135,558
<b>TOTAL REVENUE</b>	<b>2,822,762</b>	<b>2,695,455</b>	<b>3,175,585</b>
<b>EXPENDITURES</b>			
SUPPLIES	60,250	-	60,250
CONTRACT SERVICES	365,369	89,031	365,369
CAPITAL OUTLAY	10,232,341	1,398,444	10,585,164
<b>TOTAL EXPENDITURES</b>	<b>10,657,960</b>	<b>1,487,475</b>	<b>11,010,783</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(7,835,198)</b>	<b>1,207,980</b>	<b>(7,835,198)</b>
<b>BEGINNING BALANCE</b>	7,835,198	7,835,198	7,835,198
<b>ENDING FUND BALANCE</b>	-	<b>9,043,178</b>	-

**EARTHQUAKE FUND 41.0**  
**2011-2012 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	March 31, 2012 ACTUAL	2011-2012 PROJECTED
<b>REVENUE</b>			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	1,000	4	8
<b>TOTAL REVENUE</b>	<b>1,000</b>	<b>4</b>	<b>8</b>
<b>EXPENDITURES</b>			
CAPITAL OUTLAY	2,263,256	-	2,262,264
<b>TOTAL EXPENDITURES</b>	<b>2,263,256</b>	<b>-</b>	<b>2,262,264</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(2,262,256)</b>	<b>4</b>	<b>(2,262,256)</b>
<b>BEGINNING BALANCE</b>	<b>2,262,256</b>	<b>2,262,256</b>	<b>2,262,256</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>2,262,260</b>	<b>-</b>

**MEASURE U FUND 42.2  
2011-2012 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL</b>	<b>2011-2012 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	302,000	127,850	245,000
<b>TOTAL REVENUE</b>	<b>302,000</b>	<b>127,850</b>	<b>245,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	519,500	12,980	519,500
CAPITAL OUTLAY	23,285,005	72,161	23,228,005
<b>TOTAL EXPENDITURES</b>	<b>23,854,505</b>	<b>85,141</b>	<b>23,797,505</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(23,552,505)</b>	<b>42,709</b>	<b>(23,552,505)</b>
<b>BEGINNING BALANCE</b>	23,552,505	23,552,505	23,552,505
<b>ENDING FUND BALANCE</b>	-	<b>23,595,214</b>	-

**MEASURE S FUND 42.3**  
**2011-2012 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	March 31, 2012 ACTUAL	2011-2012 PROJECTED
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	775,000	320,840	600,000
<b>TOTAL REVENUE</b>	<b>775,000</b>	<b>320,840</b>	<b>600,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	100,000	648	100,000
CONTRACT SERVICES	1,627,500	49,676	1,627,500
CAPITAL OUTLAY	58,301,776	395,944	58,126,776
<b>TOTAL EXPENDITURES</b>	<b>60,029,276</b>	<b>446,268</b>	<b>59,854,276</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(59,254,276)</b>	<b>(125,428)</b>	<b>(59,254,276)</b>
<b>BEGINNING BALANCE</b>	59,254,276	59,254,276	59,254,276
<b>ENDING FUND BALANCE</b>	-	<b>59,128,848</b>	-

**MEASURE AA FUND 42.4  
2011-2012 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL</b>	<b>2011-2012 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	1,100,000	450,260	850,000
<b>TOTAL REVENUE</b>	<b>1,100,000</b>	<b>450,260</b>	<b>850,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	100,000	-	100,000
CONTRACT SERVICES	2,337,500	111,613	2,337,500
CAPITAL OUTLAY	84,541,901	14,121,982	84,291,901
<b>TOTAL EXPENDITURES</b>	<b>86,979,401</b>	<b>14,233,595</b>	<b>86,729,401</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(85,879,401)</b>	<b>(13,783,335)</b>	<b>(85,879,401)</b>
<b>BEGINNING BALANCE</b>	85,879,401	85,879,401	85,879,401
<b>ENDING FUND BALANCE</b>	-	<b>72,096,066</b>	-

**STUDENT FINANCIAL AID FUND 74.0  
2011-2012 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>March 31, 2012 ACTUAL</b>	<b>2011-2012 PROJECTED</b>
<b>REVENUE</b>			
FEDERAL GRANTS	29,537,561	23,128,667	35,659,561
FEDERAL LOANS	3,000,000	1,695,369	3,800,000
CAL GRANTS	1,004,600	1,118,420	1,494,600
TRANSFER	252,137	168,266	252,137
<b>TOTAL REVENUE</b>	<b>33,794,298</b>	<b>26,110,722</b>	<b>41,206,298</b>
<b>EXPENDITURES</b>			
FINANCIAL AID	33,794,298	26,304,637	41,206,298
<b>TOTAL EXPENDITURES</b>	<b>33,794,298</b>	<b>26,304,637</b>	<b>41,206,298</b>
<b>ENDING FUND BALANCE***</b>	<b>-</b>	<b>(193,915)</b>	<b>-</b>

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

**AUXILIARY FUND  
2011-2012 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	March 31, 2012 ACTUAL	2011-2012 PROJECTED
<b>BEGINNING BALANCE</b>	1,788,840	1,788,840	1,788,840
ADJ. TO BEG. BALANCE	-	-	-
<b>ADJUSTED BEGINNING BALANCE</b>	<u>1,788,840</u>	<u>1,788,840</u>	<u>1,788,840</u>
<b>REVENUE</b>			
GROSS SALES	7,142,698	5,433,211	6,209,882
LESS: COST OF GOODS	<u>(4,960,987)</u>	<u>(3,773,431)</u>	<u>(4,319,015)</u>
NET	2,181,711	1,659,780	1,890,867
VENDOR INCOME	567,496	561,014	585,031
AUXILIARY PROGRAM INCOME	<u>266,239</u>	<u>269,568</u>	<u>308,654</u>
NET INCOME	3,015,446	2,490,362	2,784,552
INTEREST	<u>33,300</u>	<u>27,484</u>	<u>39,000</u>
<b>TOTAL REVENUE</b>	<u>3,048,746</u>	<u>2,517,846</u>	<u>2,823,552</u>
<b>TOTAL FUNDS AVAILABLE</b>	<u>4,837,586</u>	<u>4,306,686</u>	<u>4,612,392</u>
<b>EXPENDITURES</b>			
STAFFING	1,237,496	828,516	1,237,496
FRINGE BENEFITS	331,643	234,404	331,643
OPERATING	<u>1,995,085</u>	<u>924,761</u>	<u>2,015,832</u>
<b>TOTAL EXPENDITURES</b>	<u>3,564,224</u>	<u>1,987,681</u>	<u>3,584,971</u>
<b>ENDING FUND BALANCE</b>	<u>1,273,362</u>	<u>2,319,005</u>	<u>1,027,421</u>



**ADDENDUM TO UNRESTRICTED GENERAL FUND 01.0  
2011-2012 DESIGNATED RESERVE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	March 31, 2012 ACTUAL	2011-2012 PROJECTED
<b>DESIGNATED RESERVE FOR:</b>			
UNFUNDED RETIREE BENEFITS	2,000,000	2,000,000	2,000,000
POSSIBLE MID-YEAR CUT - < \$2 BILLION NEW REVENUE	1,238,608	-	-
NEW FACULTY TO BE HIRED	826,336	1,074,237	1,074,237
SUPPLEMENTAL INSTRUCTION	500,000	403,200	403,200
FINANCIAL AID SYSTEM	425,000	-	-
<b>TOTAL</b>	<b>4,989,944</b>	<b>3,477,437</b>	<b>3,477,437</b>

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q**

**VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**Fiscal Year: 2011-2012**

**Quarter Ended: (Q3) Mar 31, 2012**

**District: (780) SANTA MONICA**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2008-09	Actual 2009-10	Actual 2010-11	Projected 2011-2012
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A.</b>	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	134,609,448	133,204,874	136,383,429	128,514,107
A.2	Other Financing Sources (Object 8900)	162,613	145,184	147,494	215,059
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>134,772,061</b>	<b>133,350,058</b>	<b>136,530,923</b>	<b>128,729,166</b>
<b>B.</b>	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	133,921,933	131,958,636	133,634,588	139,586,782
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	239,346	330,078	277,594	297,137
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>134,161,279</b>	<b>132,288,714</b>	<b>133,912,182</b>	<b>139,883,919</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>610,782</b>	<b>1,061,344</b>	<b>2,618,741</b>	<b>-11,154,753</b>
D.	<b>Fund Balance, Beginning</b>	<b>18,797,976</b>	<b>19,408,758</b>	<b>20,470,102</b>	<b>23,088,843</b>
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>18,797,976</b>	<b>19,408,758</b>	<b>20,470,102</b>	<b>23,088,843</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>19,408,758</b>	<b>20,470,102</b>	<b>23,088,843</b>	<b>11,934,090</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	14.5%	15.5%	17.2%	8.5%

**II. Annualized Attendance FTES:**

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>	23,547	23,443	22,545	21,362
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

	Description	As of the specified quarter ended for each fiscal year			
		2008-09	2009-10	2010-11	2011-2012
H.1	Cash, excluding borrowed funds		29,394,225	31,725,982	25,100,212
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	<b>22,984,105</b>	<b>29,394,225</b>	<b>31,725,982</b>	<b>25,100,212</b>

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	132,844,938	128,514,107	91,016,182	70.8%
I.2	Other Financing Sources (Object 8900)	170,540	215,059	88,825	41.3%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>133,015,478</b>	<b>128,729,166</b>	<b>91,105,007</b>	<b>70.8%</b>
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,155,509	139,586,782	92,094,353	66%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	297,137	297,137	170,764	57.5%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>138,452,646</b>	<b>139,883,919</b>	<b>92,265,117</b>	<b>66%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>-5,437,168</b>	<b>-11,154,753</b>	<b>-1,160,110</b>	
L.	Adjusted Fund Balance, Beginning	23,088,843	23,088,843	23,088,843	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>17,651,675</b>	<b>11,934,090</b>	<b>21,928,733</b>	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	12.7%	8.5%		

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

**NO**

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

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

\* As specified in Collective Bargaining Agreement or other Employment Contract

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

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

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

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

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

The District is currently projecting a reduction in funding in 2011-2012 of at least <\$10,802,561> due to State budget reductions which will place a significant strain on the District's reserves. Other issues that must be addressed include:

- 1) The extensive cash deferral mechanism in the State General Apportionment dispersal process has and is expected to continue to cause the District cash flow issues that may require borrowing and additional borrowing related expenditures.
- 2) The District is currently still in negotiations with two of the three collective bargaining units. Any increase in compensation will need to be funded from reserves and would further increase the District's operating deficit unless equal reductions are obtained.
- 3) The workload reduction coupled with increased demand for classes is projected to result in the District serving a large number of unfunded FTES, placing a significant burden on the District's reserves.
- 4) Due to the lack of scheduled maintenance and instructional equipment block grant funding the District has had to redirect monies from the Unrestricted General Fund, until funding is reinstated, placing a further burden on the Unrestricted Fund and District reserves.