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SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

TUESDAY,  
NOVEMBER 11, 2008

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/admin/trustees/meetings/>

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

## ***MINUTES***

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, November 11, 2008.

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
- B Roll Call
- C Public Comments on Closed Session Items

### **II. CLOSED SESSION**

- Conference with Labor Negotiators (Government Code Section 54957.6)  
*Agency Designated Representatives: Marcia Wade, Vice-President, Human Resources  
Robert Myers and Ellen Shadur, District Counsel  
Employee Organization: CSEA Chapter 36*
- Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
- Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(a))  
One case
- Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))  
*Case No. BC 396797 and Case No. BC 390540*

### **III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- D Pledge of Allegiance
- E Closed Session Report
- F Public Comments

### **IV. SUPERINTENDENT'S REPORT**

- Management Association Update
- Updates:
  - Election 2008
  - Bond Measure
  - Enrollment
  - Big Blue Bus

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

- #1 2008-2009 Quarterly Budget Report/Budget Outlook
- #2 Appointment of Personnel Commissioner
  - G Information: Student Services/Administration Building Project
- #3 Award of Bid – Student Services/Administration Building Project, Phase I

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**

- #4 Approval of Minutes: September 8, 2008 (Regular Meeting)  
October 7, 2008 (Regular Meeting)

**Grants and Contracts**

- #5 Annual Contracts and Consultants
  - A Student Affairs
- #6 Ratification of Contracts and Consultants

**Human Resources**

- #7 Academic Personnel
- #8 Classified Personnel – Regular
- #9 Classified Personnel – Salary Reallocations/Reclassifications – Management
- #10 Classified Personnel – Limited Duration
- #11 Classified Personnel – Non Merit

**Facilities and Fiscal**

- #12 Facilities
  - A Change Order No. 48-51 – Music and Performing Arts, Madison
  - B Change Order No. 7 – Re-Bid Campus Quad
  - C Change Order No. 2 – Parking Structure A Improvements
  - D Amendment to Agreement for Architectural Services – Campus Master Plan Update
  - E Amendment to Agreement for Construction Testing Services
- #13 Budget Augmentations
- #14 Budget Transfers
- #15 Commercial Warrant Register
- #16 Payroll Warrant Register
- #17 Auxiliary Payments and Purchase Orders
- #18 Direct, Benefit and Student Grant Payments
- #19 Purchasing
  - A Amendment to Purchasing Agreement
  - B Award of Purchase Order – Audio and Video Equipment for the Madison Theater
  - C Award of Bid – Photographic Equipment for Photography and Fashion Department
  - D Purchasing Agreement for Modular Temporary Building
  - E Award of Purchase Orders

VIII. **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.*

IX. **INFORMATION**

H Citizens' Bond Oversight Committee Meeting, October 15, 2008

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Monday, December 15, 2008** 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.

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 11, 2008

**I. ORGANIZATIONAL FUNCTIONS**

*A      CALL TO ORDER – 5:32 p.m.*

*B      ROLL CALL*

- Rob Rader, Chair- Present
- Louise Jaffe, Vice-Chair - Present
- Dr. Susan Aminoff - Present
- David Finkel, Superior Court Judge (Ret.) – Present
- Dr. Nancy Greenstein - Present
- Dr. Margaret Quiñones-Perez – Excused Absence
- Dr. Andrew Walzer - Present
- Cameron Henton, Student Trustee – Present for Public Session

*C      PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None*

**II. CLOSED SESSION – 5:33 p.m.:**

- Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(b))  
One case
- Conference with Labor Negotiators (Government Code Section 54957.6)  
*Agency Designated Representatives: Marcia Wade, Vice-President, Human Resources  
Robert Myers and Ellen Shadur, District Counsel  
Employee Organization: CSEA Chapter 36*
- Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
- Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(a))  
One case
- Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))  
*Case No. BC 396797 and Case No. BC 390540*

**III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:40 p.m.**

*D      PLEDGE OF ALLEGIANCE – Student Trustee Cameron Henton*

*E      CLOSED SESSION REPORT: The Board of Trustees has considered and is unable to reach agreement on ratification of the outstanding Memorandum of Understanding (MOU) between the District and CSEA.*

*F      PUBLIC COMMENTS*

- Chanel Harvey*
- Floyd McClain*
- Stephanie Holstein*
- Janet Warwicke*
- Rachelle Eaglin*
- Gabriel Jarret*
- Stephanie Matlaw*

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 11, 2008

**IV. SUPERINTENDENT’S REPORT**

**Election 2008**

The November 4 elections yielded many positive results, including the re-election of Trustees Rob Rader, Susan Aminoff and Margaret Quinones-Perez, as well as passage of Measure AA, the \$295 million SMC bond measure. Statewide, Democrats gained a couple of seats in the state Legislature, but not enough to overcome the two-thirds vote required to pass a state budget. That two-thirds threshold has often resulted in long delays in passage of the state budget, affecting SMC. But Tsang said there is a move afoot to put on the statewide ballot a measure that would reduce from two-thirds to a simple majority the margin to pass a state budget.

**Measure AA**

Senior Director of Government Relations and Institutional Communications Don Girard reported that the passage of Measure AA by Santa Monica and Malibu voters demonstrated the community's "love for the college." He said many organizations and individuals deserve credit for its passage, including the Board, Associated Students, constituency groups on campus, the K-12 educational community, Santa Monica and Malibu city councils, and many more.

**Enrollment**

Academic Vice President Jeff Shimizu reported that fall 2008 enrollment is very strong – 6 percent higher than fall 2007 in full-time equivalent students and 7.5 percent in headcount. International student headcount is up 3 percent and out-of-state student enrollment is up by 10 percent from 2007. Also, enrollment for online courses is up 17 percent over a year ago.

**“Any Line, “Any Time” Program**

Project Manager for Sustainability Genevieve Bertone reported that early indications suggest that SMC’s “Any Line, Any Time” program, which was started at the beginning of the fall semester and gives students and employees free rides on any Big Blue Bus, has had a significant impact on bus ridership. For example, Line 7, which runs along Pico Boulevard, experienced an 83 percent increase in passenger activity during peak school hours, compared to the same time a year ago. Line 6, which runs between the college and the Mar Vista-Palms area, had a whopping 147 percent increase.

**V. ACADEMIC SENATE REPORT**

*Richard Tahvildaran-Jesswein*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

**SUBJECT: 2008-2009 QUARTERLY BUDGET REPORT/BUDGET OUTLOOK**

**SUBMITTED BY: Superintendent/President**

**REPORT:** Fiscal Services Director Chris Bonvenuto reported that California Governor Arnold Schwarzenegger's recent proposals to deal with the state's current budget crisis would have a "devastating" effect on California's community colleges. SMC is projecting, based on its most recent quarterly report, that the college would have an operating deficit of \$6.32 million for the current fiscal year. That would reduce its historically high reserve of \$18.79 million to \$12.47 million by June 30, 2009. However, if the governor's proposal were approved, the college would face an additional \$6 million in cuts for 2008-09, bringing the reserves to \$6.4 million at the end of the current fiscal year. Bonvenuto noted, however, that the Governor must still win approval of the state Legislature, which is currently meeting in an emergency session, and nobody knows what will happen. However, the college has begun a process to reduce expenditures – such as contract services, non-essential travel, equipment purchases, and the hiring of temporary personnel – in an effort to save an estimated \$1.5 million. In an earlier email to the college community, President Dr. Chui L. Tsang has said he believes the college "can weather this crisis if extraordinary care is given to safeguard the reserve and prudent action is taken to trim our operating deficit."

**REQUESTED ACTION:** Acknowledge receipt of the 2008-2009 Quarterly Budget Report, as of October 31, 2008 (Appendix A).

**COMMENT:** The Board of Trustees is presented on a quarterly basis with a set of financial statements for the general fund along with the quarterly 311Q report required by the Chancellor's Office.

**MOTION MADE BY:** Louise Jaffe  
**SECONDED BY:** David Finkel  
**STUDENT ADVISORY:** Aye  
**AYES:** 5 (Aminoff, Finkel, Greenstein, Jaffe, Rader)  
**NOES:** 0  
**ABSENT:** 2 (Quiñones-Perez, Walzer)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

**SUBJECT:** **APPOINTMENT OF PERSONNEL COMMISSIONER**

**SUBMITTED BY:** Chair, Board of Trustees

**REQUESTED ACTION:** It is recommended that the Board of Trustees reappoint Karen Bancroft to the SMC Personnel Commission for a three-year term that commences December 1, 2008 and expires November 30, 2011.

**SUMMARY:** The process of filling a position on the Personnel Commission requires that two members be appointed by Board of Trustees; two members be appointed by the classified employees of the District; and the fifth member is appointed by the four appointed commissioners. The vacancy now created by the expiration of term provides the opportunity for CSEA Chapter 36 to appoint Karen Bancroft to the Personnel Commission.

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Aye  
 AYES: 5 (Aminoff, Finkel, Greenstein, Jaffe, Rader)  
 NOES: 0  
 ABSENT: 2 (Quiñones-Perez, Walzer)



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM G

**SUBJECT:                                    STUDENT SERVICES/ADMINISTRATION BUILDING PROJECT**

**SUBMITTED BY:**                    Superintendent/President

**SUMMARY:**                            The first phase is the demolition of the site's current buildings – Amphitheater, Concert Hall and Music Building – and excavation of the underground parking garage. David Hart of Steinberg Architects gave a detailed overview of the project, a 100,000-square-foot building that will be the prominent entryway structure on campus. The futuristic, concrete-and-glass building has an unusual design with sustainable features. The three-story building would house all student services, the Welcome Center and Senior Administration, including the President's office. Demolition is scheduled to begin in January 2009, with completion expected in 2013.

**RECOMMENDATION NO. 3**

**SUBJECT:**                                    **AWARD OF BID – STUDENT SERVICES/ADMINISTRATION BUILDING PROJECT, PHASE I**

**SUBMITTED BY:**                    Superintendent/President

**REQUESTED ACTION:**            It is recommended that the Board of Trustees award the bid for the Student Services/Administration Building project, Phase I, to the lowest responsible bidder:

<u>Bidder</u>	<u>Amount</u>
Minco Construction	\$ 7,977,000
Trimax Construction	10,989,000

**FUNDING SOURCE:**                    Measure S, U

**COMMENT:**                            The Student Services/Administration building is to be constructed in two phases. The first phase consists of demolition of the existing buildings in the project site and excavation of the parking garage. The second phase is the construction of the building, parking garage and site work.

**MOTION MADE BY:**                    Louise Jaffe  
**SECONDED BY:**                       David Finkel  
**STUDENT ADVISORY:**                Aye  
**AYES:**                                    6 (Aminoff, Finkel, Greenstein, Jaffe, Rader, Walzer)  
**NOES:**                                    0  
**ABSENT:**                                 1 (Quiñones-Perez)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 11, 2008

**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 #4-#19.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #5-A, #6, #8, #9, #11

**ACTION ON CONSENT AGENDA** (Excluding #5-A, #6, #8, #9, #11)

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Aye  
 AYES: 5 (Aminoff, Finkel, Greenstein, Jaffe, Rader)  
 NOES: 0  
 ABSENT: 2 (Quiñones-Perez, Walzer)

**VIII. CONSENT AGENDA – Pulled Recommendations**

**Recommendation No. 5-A: Annual Contracts and Consultants**

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Aye  
 AYES: 4 (Finkel, Greenstein, Jaffe, Rader)  
 NOES: 1 (Aminoff)  
 ABSENT:: 2 (Quiñones-Perez, Walzer)

**Recommendation No. 6 – Ratification of Contracts and Consultants**

MOTION MADE BY: David Finkel  
 SECONDED BY: Louise Jaffe  
 STUDENT ADVISORY: Aye  
 AYES: 5 (Aminoff, Finkel, Greenstein, Jaffe, Rader)  
 NOES: 0  
 ABSENT: 2 (Quiñones-Perez, Walzer)

**Recommendation No. 8 – Classified Personnel - Regular**

MOTION MADE BY: Nancy Greenstein  
 SECONDED BY: Cameron Henton  
 STUDENT ADVISORY: Aye  
 AYES: 4 (Aminoff, Greenstein, Jaffe, Rader)  
 NOES: 0  
 ABSTAIN: 1 (Finkel)  
 ABSENT: 2 (Quiñones-Perez, Walzer)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 11, 2008

**VIII. CONSENT AGENDA - Pulled Recommendations** *(continued)*

Recommendation No. 9 – Classified Personnel – Salary Reallocations/Reclassifications, Management

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Aye  
 AYES: 5 (Aminoff, Finkel, Greenstein, Jaffe, Rader)  
 NOES: 0  
 ABSENT: 2 (Quiñones-Perez, Walzer)

Recommendation No. 11 – Classified Personnel – Non Merit

MOTION MADE BY: David Finkel  
 SECONDED BY: Louise Jaffe  
 STUDENT ADVISORY: Aye  
 AYES: 5 (Aminoff, Finkel, Greenstein, Jaffe, Rader)  
 NOES: 0  
 ABSENT: 2 (Quiñones-Perez, Walzer)

**RECOMMENDATION NO. 4 APPROVAL OF MINUTES**

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

- September 8, 2008 (Regular Board of Trustees Meeting)
- October 7, 2008 (Regular Board of Trustees Meeting)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 5      ANNUAL CONTRACTS AND CONSULTANTS**

**5-A    STUDENT AFFAIRS (Amendment)**

*Requested by:      Disabled Students Center Coordinator*

*Approved by:      Mike Tuitasi, Vice-President, Student Affairs*

*Requested Action:    Ratification*

Provider/Contract	Term/Amount	Service	Funding Source
<u>Amendment to Annual Contract</u> Accommodating Ideas	Additional \$75,000, total amount not to exceed \$90,000. Rates not to exceed \$60 per hour daytime; \$65 per hour nights and weekends; and \$70 per hour emergencies; plus mileage expenses.	Sign language interpreters for deaf students during the semester	2008-2009 District/Budget Disabled Students

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 5      **ANNUAL CONTRACTS AND CONSULTANTS**

5-B      **AGREEMENTS FOR ARTS, MEDIA AND ENTERTAINMENT INDUSTRY SECTOR LEADERSHIP PROJECT**

*Requested by:      Katharine Muller, Dean of External Programs*  
*Approved by:      Jeff Shimizu, Vice-President, Academic Affairs*  
*Requested Action:      Ratification*

Title of Contract:      Arts, Media and Entertainment industry Sector Leadership Project  
Contracting Agency:      California Department of Education  
Amount of Award:      \$99,995.84 (sixth year funding); \$99,996.16 (seventh year funding)  
Performance period:      July 1, 2008-June 30, 2009 and July 1, 2009 – June 30, 2010  
Summary:      Santa Monica College will continue to serve as the organizing entity for the dissemination of career standards for the Arts, media and Entertainment industry sector. The overall goal of this sector project is to connect and enhance the “field” of arts, media and entertainment teaching and learning in California. The purpose of this project is to strengthen the media curriculum in K-12 to prepare students to enter programs at the community college and university level such as those offered at the Academy of Entertainment and Technology.

Budget:

<u>2008-2009</u>		
1000	Academic Salaries	In Kind
2000	Classified Salaries	In Kind
3000	Benefits	In Kind
4000	Books and Supplies	0
5000	Services	\$97,400.00
	Indirect	<u>2,595.84</u>
	Total	\$99,995.84
 <u>2009-2010</u>		
1000	Academic Salaries	In Kind
2000	Classified Salaries	In Kind
3000	Benefits	In Kind
4000	Books and Supplies	0
5000	Services	\$97,600.00
	Indirect	<u>2,396.16</u>
	Total	\$99,996.16

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 5      **ANNUAL CONTRACTS AND CONSULTANTS**

5-B      **AGREEMENTS FOR ARTS, MEDIA AND ENTERTAINMENT INDUSTRY SECTOR LEADERSHIP PROJECT (continued)**

The following consultants are connected to this grant.

Provider/Contract	Term/Amount	Service	Funding Source
Kathleen Milnes	2008-2009 Not to exceed \$60,000 plus expenses  2009-2010 Not to exceed \$65,000 plus expenses	Kathleen Milnes serves as the subject matter expert and coordinator of the Arts, Media and Entertainment (AME) industry Sector Leadership Project. She has served in this capacity since the project's inception in 2004 and will update and expand the statewide roster, supervise the expansion of the mapping process and the requisite technical support, research and disseminate information, and organize and facilitate regional meetings.	California Department of Education Arts, Media and Entertainment Industry Sector Leadership Project
Placebase	2008-2009 Not to exceed \$15,800  2009-2010 Not to exceed \$12,000	2008-2009 Placebase will host the map showing where all the programs are located and their descriptions. They will also create a content management system to allow easy additions and edits to the program by the project team.  2009-2010 Placebase will host the map	California Department of Education Arts, Media and Entertainment Industry Sector Leadership Project
The California Arts project (TCAP)	2008-2009 Not to exceed \$1,000  2009-2010 Not to exceed \$1,000	TCAP is the state's subject matter project in Visual and performing Arts and has been a partner with the AME Project for nearly 4 years. TCAP hosts an annual Leadership Institute in June and will work with AME staff to design workshops for June 2009 and June 2010 to help teachers integrate the AME CTE standards into visual and performing arts academic standards.	California Department of Education Arts, Media and Entertainment Industry Sector Leadership Project

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 6 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
New Directions, Inc.  Contract: Computer Literacy and Job-Search Training	September 29, 2008 – September 29, 2009  Income: \$50,000 paid to Santa Monica College	<u>Amendment to recommendation previously approved on October 7, 2008</u>  The SMC Office of Workforce and Economic Development will deliver computer literacy and job search training services to <del>two</del> <u>four</u> cohorts of homeless veterans on the basics in operating the computer and how to become better prepared to enter the workforce.	N/A
Web Solutions Marketing & Development LLC  <u>Amendment to recommendation previously approved on July 7, 2008</u>	July 15, 2008 – <del>November 30, 2008</del> <u>March 31, 2009</u>  <del>\$23,000</del> <u>\$24,550</u> (an additional amount of \$1,550)  Comment: The contract needs to be extended and increased to cover web site hosting of two job match websites.	SMC contracted with Web Solutions Marketing & Development LLC to design, develop and deploy an interactive website/database focusing on education and career building within the green-tech field.	Job Development Incentive Fund (JDIF) and CTE Community Collaborative Grants

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 6      RATIFICATION OF CONTRACTS AND CONSULTANTS**  
*(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
Pamela Rittelmeyer	May – October, 2008  \$452.74	To assist in the development of instructional tools for Global Citizenship projects	Global Citizenship Initiative Mini Grant
Diane Ward	May – October, 2008  \$1,200	To assist in the development of instructional tools for Global Citizenship projects	Global Citizenship Initiative Mini Grant
Dowden Associates, Inc.	October 1, 2008 – September 30, 2009  \$16,500	Renewal agreement for consultant services with Linda Dowden & Associates to provide ongoing assistance to Title V project staff and institutional leadership as they develop and implement the Title V project.	Title V, Strengthening Institutions Grant
Tyler-Zampi Group	November 12 – January 31, 2009  \$9,750, plus reasonable expenses limited to the current IRS mileage reimbursement rate and no more than three nights lodging for two consultants	To perform a comprehensive review of the SMC Human Resource Department	2008-09 District Budget/Human Resources
Norman A. Traub Associates, Investigation Services	November 1, 2008 – June 30, 2009  \$130 per hour plus expenses \$250 per hour, 4 hour minimum plus expenses for post investigation hearings and/or trials. Invoices submitted every 30 days and at the conclusion of the investigation	To assist the District with fact-finding investigations. Investigation services include, but are not limited to, executive background checks, hostile work environment, organizational studies and worker's comp fraud investigations.	2008-09 District Budget/Human Resources
Law firm of Lozano Smith	December 1, 2008 – June 30, 2009  \$100 - \$250 per hour, plus expenses	To provide legal services and counsel with respect to employment matters	2008-09 District Budget/Human Resources





<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 7    ACADEMIC PERSONNEL**

*Requested Action: Approval/Ratification*

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

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

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

ELECTIONS

ADMINISTRATIVE

King, Michelle	Acting Director, Small Business Development Center	11/11/08
Ramos, Patricia	Acting Dean, Workforce Development/Occupational Education	11/11/08

SEPARATIONS

RESIGNATIONS

Cajayon, Felicito	Dean, Workforce Development/Occupation Education	10/09/08
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The Board hereby accepts immediately the resignation of the above listed personnel to be effective as indicated.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: HUMAN RESOURCES

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

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

Approval/ratification of the establishment of classified positions, and other actions involving classified personnel including hiring, promoting, changing work shifts, working out of classification, and advanced step placements. All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Accounting Specialist II (1 position) Bookstore, 12 mos, 40 hrs	11/11/08
Custodial Operations Supervisor (1 position) Operations, 12 mos, 40 hrs/NS-II	11/11/08
Language Interpreter III (1 position) DSC, 11 mos, 40hrs/VHI	11/11/08
Sign Language Interpreter III (2 positions) DSC, 11 mos, 30hrs/VHI	11/11/08
Sign Language Interpreter III (1 position) DSC, 11 mos, 20hrs/VHI	11/11/08
Student Services Specialist (1 position) Distance Education, 12 mos, 40 hrs	11/11/08

ELECTIONS

PROBATIONARY

Gehring, Jeff, Director of Maintenance, Maintenance	10/15/08
Laurie, Jeanne, Administrative Assistant I, MDL	10/13/08
Levin, Simon, Community College Police Dispatcher, Campus Police	10/21/08
Marjanen, Michael, Cash Receipts Clerk, Bursar's Office	11/03/08
Tyus, Tonya, Accounting Specialist II, Fiscal Services	10/20/08

PROMOTION

Romano, Jere, Comm. College Police Sergeant, Campus Police	10/23/08
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REINSTATEMENT

Chavira, Cristina, Accounting Specialist II, Fiscal Services	10/13/08
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INCREASE IN HOURS - PERMANENT

Goldsmith, Christine 10/16/08  
From: Switchboard Operator, Telecommunications, 12 mos/20 hrs  
To: Switchboard Operator, Telecommunications, 12 mos/40 hrs

CHANGE IN WORK SHIFT/TEMPORARY

Pena, Brian (ext.) 11/01/08 – 06/30/09  
From: Programmer Analyst II, Information Management, 12 mos, 40 hrs/Day  
To: Programmer Analyst II, Information Management, 12 mos, 40 hrs/VH-I

WORKING OUT OF CLASSIFICATION

Lehman, Karen 09/02/08 – 10/31/08  
From: Bookstore Operations Assistant, Bookstore, 12 mos, 40 hrs  
To: Accounting Specialist II, Bookstore, 12 mos, 40 hrs

ADVANCED STEP PLACEMENT

Tyus Tonya, Accounting Specialist II, Fiscal Services C 10/20/08

EDUCATIONAL PAY DIFFERENTIAL

Bowen, Michelle, Personnel Analyst, Personnel Commission	1.5 %	11/01/08
Evans, Carol, Lead Events Technician, Campus Events	1.5 %	11/01/08
Goldsmith, Christine, Switchboard Operator, Telecomm	1.5 %	11/01/08
Jones, Candee, Student Services Specialist, A & R	1.5 %	11/01/08
Hershon, Robert, Academic Comp Lab Spec., AET	.75 %	11/01/08
Monzon, Karen, Personnel Technician, Personnel Commission	.75 %	11/01/08
Peña, Brian, Programmer Analyst II, Info Management	1.5 %	11/01/08
Prong, Ben, Multimedia Specialist-AET, AET	.75 %	11/01/08
Prong, Ben, Multimedia Specialist-AET, AET	.75 %	11/01/08
Seldon, Stuart, Multimedia Specialist-AET, AET	.75 %	11/01/08
Stallings, Kimberly, Administrative Assistant I, Off. of Sch. Rel.	1.5 %	11/01/08
Thomas, Tamorah, Administrative Assistant II, Financial Aid	1.5 %	11/01/08

LEAVES OF ABSENCE WITHOUT PAY

PERSONAL

Vela, Giovanni, Telecomm Technician I, Telecomm Department 11/10/08 – 04/06/09

SEPARATIONS

RETIREMENT

Kasch, Thomas, Computer Operator, MIS (39 years) 10/31/08

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9      CLASSIFIED PERSONNEL – SALARY  
REALLOCATIONS/RECLASSIFICATIONS –  
MANAGEMENT

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

**BACKGROUND:** To bring final closure to the Hay Study the Personnel Commission evaluated the Classified Managers' compensation using Hay points, market comparables, and internal alignment. The Personnel Commission recommendations are listed below. In accordance with Merit Rule 12.1.4 and Education code 88087 the Personnel Commission shall present salary recommendations to the Board for approval.

At its regularly scheduled meeting of October 15, 2008, the Personnel Commission waived the "step to step" rules (Merit Rules 12.2.10 and 12.2.11) regarding salary on reclassification and reallocation to allow the District to implement these recommendations in a fiscally prudent manner. The Commission approved the District's proposal as follows:

Management employees whose positions were reclassified or reallocated to a higher range shall not automatically be placed on the new salary range on the same step which they held prior to the reclassification/reallocation but instead their new salary rate shall increase 5% but not less than the first step of the new salary range. In no event shall the salary rate exceed the maximum salary rate for the new range. Positions were reclassified effective January 1, 2007, however, to maintain consistency with the implementation of the Academic Managers' salaries on January 1, 2008, it is recommended that the new salary ranges become effective January 1, 2008, this shall become the new increment date and employees shall advance one step on the salary schedule upon completion of each year of continuous and satisfactory service until the maximum is reached.

For positions that were actually reclassified, meaning the titles and duties changed significantly, they would like to have the new range(s) effective January 1, 2007, rather than January 1, 2008. There appears to be only one position that falls into that category - the Technology Logistics Manager. That position prior to January 1, 2007 was an Assistant Computer Lab Supervisor

CLASSIFIED ADMINISTRATORS

Director of Fiscal Services  
Current Range: 3, Proposed Range: 15

KCRW Radio Stations Director  
Current Range: 5, Proposed Range: 9

Director of Auxiliary Services  
Current Range: 2, Proposed Range: 4

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9      CLASSIFIED PERSONNEL – SALARY  
REALLOCATIONS/RECLASSIFICATIONS –  
MANAGEMENT *(continued)*

CLASSIFIED MANAGERS

Director of Management Information Systems Current Range: 29, Proposed Range: 34	Bookstore Manager Current Range: 10, Proposed Range: 16
Director of Network and Telecommunications Current Range: 27, Proposed Range: 32	Mechanical Systems and Energy Management Supervisor Current Range: 13, Proposed Range: 15
Director of Maintenance Current Range: 17, Proposed Range: 22	Grounds Supervisor Current Range: 7, Proposed Range: 8
Network Services Manager Current Range: 18, Proposed Range: 25	Accounts Payable Supervisor Current Range: 10, Proposed Range: 14
Director of Purchasing Current Range: 21, Proposed Range: 24	Construction Systems Supervisor Current Range: 11, Proposed Range: 15
Media & Reprographics Manager Current Range: 12, Proposed Range: 20	Payroll Manager Current Range: 11, Proposed Range: 14
Risk Manager Current Range: 18, Proposed Range: 19	Technology Logistics Manager Current Range: 7, Proposed Range: 13
Accounting Manager Current Range: 13, Proposed Range: 19	Admissions and Records Supervisor Current Range: 7, Proposed Range: 11
Community College Police Sergeant Current Range: 11, Proposed Range: 17	Custodial Operations Supervisor Current Range: 2, Proposed Range: 7
Public Information Officer Current Range: 14, Proposed Range: 16	Assistant Bookstore Manager Current Range: 3, Proposed Range: 5

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL – LIMITED DURATION**

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

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

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

Acosta, Lisa, Personnel Analyst, Personnel Commission	10/29/08-12/22/08
Duron, Renee, Theatre Technical Specialist, SMC Performing Arts	09/25/08-02/12/09
Garvey, Frank, Accompanist-Voice, Music	08/25/08-12/23/08
Matsumoto, Kanae, Accompanist-Voice, Music	08/25/08-12/23/08
Park, Ko Eun, Accompanist-Voice, Music	08/25/08-12/23/08
Schlesinger, Cyndy, Sign Language Interpreter-Trainee	08/16/08-12/31/08
Spielberg, Barbara, Administrative Secretary, Health Science	10/10/08-03/04/09

**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.

Alford, Jr., Nathan, Administrative Clerk, Maintenance	10/20/08-04/17/09
Gerch, Catherine, Instructional Assistant-ESL, ESL	10/22/08-04/17/09
Cowen, Katherine, Instructional Assistant – ESL, ESL	10/10/08-04/10/09
Hipp, Joseph A, Events Technician, SMC Performing Art Ctr.	08/13/08-12/31/08
McCabe, Pete J, Disabled Student Services Assistant-DSC	10/01/08-04/09/09
Puyear, Billie, Sign Language Interpreter III, DSC	10/21/08-04/30/09
Rosales,Carolynn, Instructional Assistant-ESL, ESL	10/20/08-04/17/09

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL - NON MERIT**

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

All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

STUDENT EMPLOYEES

College Student Assistant \$8.00/hr (STHP)	68
---	----

College Work-Study Student Assistant \$8.00/hr (FWS)	108
---	-----

CalWorks \$8.00/hr	04
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SPECIAL SERVICE

<u>Art Model w/Costume</u> 21.00/hr	01
--	----

<u>Tutorial Aide</u> \$10.50	01
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12 FACILITIES**

*Requested Action: Approval/Ratification*  
*Requested by: Greg Brown, Director, Facilities and Planning*  
*Approved by: Randy Lawson, Executive Vice-President*

**12-A CHANGE ORDER NO. 48-51 – MUSIC AND PERFORMING ARTS, MADISON**

Change Order No. 48, 49, 50 and 51 - FTR INTERNATIONAL on the New Music and Performing Arts Complex, Madison Campus:

Original Contract Amount	\$30,780,000
Previously approved Change Orders 1 – 47	3,347,957
Change Order No. 48	50,969
Change Order No. 49	92,196
Change Order No. 50	4,640
Change Order No. 51	<u>15,999</u>
Revised Contract Amount	\$34,291,761
Original Contract Time	670 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	670 days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	670 days

Funding Source: Measure S

Comment: Change Order No. 48 provides for the following revisions due to field conditions: trash enclosure footings, soffit at curtainwall, soffits at stairs and vestibules, alignment of mirrors with tiles, metal stud framing at roof deck, changes to toilet accessories, revised framing, changes to door fire rating and allowing proper clearance of panels.

Change Order No. 49 provides for architectural detail changes necessary due to field conditions, changes to theatrical lighting and power, and landscaping in lieu of fountain at East Court.

Change Order No. 50 provides for additional staff parking signage and concealing lobby lighting fixtures.

Change Order No. 51 provides for seismic bracing wires for existing light fixtures in the Madison Renovation for Music.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 FACILITIES (continued)

12-B CHANGE ORDER NO. 7 – RE-BID CAMPUS QUAD

Change Order No. 7 – TRIMAX CONSTRUCTION CORP. on the Re-bid Campus Quad project in the amount of \$113,413:

Original Contract Amount	\$8,709,500
Previously Approved Change Orders 1-6	791,699
Change Order No. 7	<u>113,413</u>
Revised Contract Amount	\$9,614,582
Original Contract Time	360 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	360 days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	360 days

Funding Source: Measure U

Comment: Change Order No. 7 – additional landscaping south of Drescher Hall and south of Admissions, revision of elevations to match site conditions, replacement of sewer line.

12-C CHANGE ORDER NO. 2 - PARKING STRUCTURE A IMPROVEMENTS

Change Order No. 2 - TRIMAX CONSTRUCTION CORP. on the Parking Structure A Improvements in the amount of \$1,596:

Original Contract Amount	\$858,300
Previously approved Change Orders	5,247
Change Order No. 2	<u>1,596</u>
Revised Contract Amount	\$865,143
Original Contract Time	55 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	55 days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	55 days

Funding Source: Measure S

Comment: Change Order No. 2 provides for additional planting materials.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 12 FACILITIES *(continued)*

12-D AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – CAMPUS MASTER PLAN UPDATE

Amend the agreement with GENSLER for the Campus Master Plan Update project for \$90,000 plus reimbursable expenses.

Phase I	\$90,000
Phase II	<u>\$90,000</u>
Total to Date	\$180,000

Funding Source: Measure U

Comment: Gensler has completed the first phase of the master plan which was the information gathering phase. Now that the Measure AA bond has passed, the District can proceed with the second phase which will examine programs for the new buildings, moves and relocations, land use, density, open space, transportation, sustainability and phasing. During this phase, there will be a number of public participation meetings with the campus community.

12-E AMENDMENT TO AGREEMENT FOR CONSTRUCTION TESTING SERVICES

Amend the annual agreement with TWINING LABS for Construction Testing Services for construction materials testing, special inspection services and geotechnical services to add reimbursement of necessary expenses.

Funding Source: State, FEMA, District, Measure S, U

Comment: This is a correction to original annual agreement to add necessary reimbursable expenses. The agreement previously approved was \$75 to \$150 per hour and up to \$500 per laboratory test and report.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13 BUDGET AUGMENTATIONS**

*Requested Action:* Approval/Ratification  
*Requested by:* Chris Bonvenuto, Director, Fiscal Services  
*Approved by:* Randy Lawson, Executive Vice-President

The 2008-2009 Adopted Budget will be amended to reflect the following budget augmentations

**13-A Telecommunications and Technology Infrastructure Program (TTIP)**

Granting Agency:	California Community Colleges Chancellor's Office	
Appropriated Funding:	\$ 1,491	
Matching Funds:	None	
Performance Period:	July 1, 2008 – June 30, 2009	
Summary:	The budget for Telecommunications and Technology Infrastructure Program was increased by \$1,491. The funding increase was a result of latest 2008-2009 Apportionment Report issued by the State.	
Budget Augmentation:	Revenue:	
	8000 Revenue	\$1,491
	Expenditures:	
	5000 Contract Services	\$1,491

**13-B Instructional Equipment & Library Materials Ongoing Block Grant**

Granting Agency:	California Community Colleges Chancellor's Office	
Appropriated Funding:	(\$26,475)	
Matching Funds:	(\$8,825)	
Performance Period:	July 1, 2008 – June 30, 2009	
Summary:	The budget for Instructional Equipment & Library Materials Ongoing Block Grant was decreased by \$26,475. The funding decrease was a result of the latest 2008-2009 Apportionment Report issued by the State.	
Budget Augmentation:	Revenue:	
	8000 Revenue	(\$26,475)
	Expenditures:	
	5000 Contract Services	(\$26,475)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13    BUDGET AUGMENTATIONS (continued)**

13-C Scheduled Maintenance & Special Repairs Ongoing

Granting Agency:	California Community Colleges Chancellor's Office	
Appropriated Funding:	(\$26,478)	
Matching Funds:	None	
Performance Period:	July 1, 2008 – June 30, 2009	
Summary	The budget for Scheduled Maintenance & Special Repairs Ongoing was decreased by \$26,478. The funding decrease was a result of the latest 2008-2009 Apportionment Report issued by the State.	
Budget Augmentation:	Revenue:	
	8000 Revenue	(\$26,478)
	Expenditures:	
	6000 Building and Additions	(\$26,478)

13-D Funding Obligation Settlement (SB1133)

Granting Agency:	California Community Colleges Chancellor's Office	
Appropriated Funding:	154,612	
Matching Funds:	None	
Performance Period:	July 1, 2008 – June 30, 2009	
Summary	Santa Monica Community College District received a one time block grant under SB1133 in the amount of \$154,612. This funding can be used for one-time items of expenditure, including but not limited to the following purpose: physical plant, instructional support, technology infrastructure, state-mandated local programs.	
Budget Augmentation:	Revenue:	
	8000 Revenue	\$154,612
	Expenditures:	
	6000 Buildings and Additions	\$154,612

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13 BUDGET AUGMENTATIONS**

13-E TRANSFER & ARTICULATION 08-09

Granting Agency:	State of California	
Appropriated Funding:	\$1,000	
Matching Funds:	none	
Performance Period:	July 1, 2008 - June 30, 2009	
Summary	The District has received notice for a Transfer & Articulation fund in the amount of \$1,000.	
Budget Augmentation:	Income:	
	8000 State Income	\$1,000
	Expenditures:	
	5000 Contracted Services	\$1,000

13-F EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

Granting Agency:	State of California	
Appropriated Funding:	\$92,967	
Matching Funds:	none	
Performance Period:	July 1, 2008 – June 30, 2009	
Summary	The District qualifies for an additional \$92,967 in EOPS funding.	
Budget Augmentation:	Revenue:	
	8000 State Income	\$92,967
	Expenditures:	
	2000 Classified Salaries	\$10,000
	3000 Fringe Benefits	\$2,005
	7000 Student Aid	\$80,962

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 BUDGET TRANSFERS**

**14-A FUND 01.0 – GENERAL FUND - UNRESTRICTED**

Period of September 9, 2008 thru October 24, 2008

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	1,020
3000	Benefits	0
4000	Supplies	400
5000	Contract Svcs/Operating Exp	99,600
6000	Sites/Bldgs/Equipment	0
7000	Other Outgo/Student Payments	-101,020
Net Total:		0

**14-B FUND 01.3 – GENERAL FUND - RESTRICTED**

Period of September 9, 2008 thru October 24, 2008

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	13,863
2000	Classified/Student Salaries	27,137
3000	Benefits	0
4000	Supplies	-5,224
5000	Contract Svcs/Operating Exp	-37,000
6000	Sites/Bldgs/Equipment	0
7000	Other Outgo/Student Payments	1,224
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	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 COMMERCIAL WARRANT REGISTER**

*Requested by: Robin Quaille, Accounts Payable Supervisor*

*Approved by: Randy Lawson, Executive Vice-President*

*Requested Action: Approval/Ratification*

September 1 – September 30, 2008                      3226 – 3266                      \$7,943,064.73

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

**RECOMMENDATION NO. 16 PAYROLL WARRANT REGISTER**

*Requested by: Ian Fraser, Payroll Manager*

*Approved by: Randy Lawson, Executive Vice-President*

*Requested Action: Approval/Ratification*

September 1 – September 30, 2008                      C1B – C2C                      \$7,552,935.02

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

**RECOMMENDATION NO. 17 AUXILIARY PAYMENTS & PURCHASE ORDERS**

*Requested by: George Prather, Director of Auxiliary Services*

*Approved by: Randy Lawson, Executive Vice-President*

*Requested Action: Approval/Ratification*

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. 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.

	Payments	Purchase Orders
September 1 – September 30, 2008	\$1,157,678	\$107,515

Comment: 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	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 18 DIRECT, BENEFIT & STUDENT GRANT PAYMENTS**

*Requested by: Robin Quaille, Accounts Payable Supervisor*

*Approved by: Randy Lawson, Executive Vice-President*

*Requested Action: Approval/Ratification*

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.

September 1 – September 30, 2008

D000474 – D000523	\$1,536,014.81
B000082 – B000132	\$1,118,990.25
ST00043 – ST00078	\$ 1,656.00

*D – Direct Payments*

*B – Benefit Payments (health insurance, retirement, etc.)*

*ST – Student Grant Payments*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 19 PURCHASING**

*Requested by: Keith Webster, Director, Purchasing*  
*Approved by: Randy Lawson, Executive Vice-President*  
*Requested Action: Approval/Ratification*

**19-A AMENDMENT TO PURCHASING AGREEMENT**

Amend the purchasing agreement with the State of California (CMAS) Contract #3-08-70-0803G to August 31, 2012 with CCS Presentation Systems Inc. for Classroom Audio-Visual Equipment.

Comment: The Public Contracts Code Section 20652 allows for public education entities in the State of California to place orders under these competitively bid contracts without advertising. There are significant cost savings to the district by joining in purchasing agreements with other agencies.

**19-B AWARD OF PURCHASE ORDER-AUDIO AND VIDEO EQUIPMENT FOR THE MADISON THEATER**

Award of Purchase Order for Audio and Video Equipment for the Madison Theater the lowest responsive bidder.

<u>Bidder</u>	<u>Amount</u>
Pro Sound CA, Inc.	\$142,314.81
West LA Music	\$147,777.03
Sound Image	\$169,487.85

Funding Source: Madison Site, Measure S Funds

Comment: Bids were solicited by newspaper advertising in compliance with Ed Code 81641 and the Bid was conducted in accordance with Public Contracts Code 20651.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	November 11, 2008

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 PURCHASING (continued)

19-C AWARD OF BID – PHOTOGRAPHIC EQUIPMENT FOR PHOTOGRAPHY AND FASHION DEPARTMENT

Award of Purchase Order for Photographic Equipment for the Photography & Fashion Department to the lowest responsive bidder.

<u>Bidder</u>	<u>Amount</u>
Calumet	\$98,573
Samy's Camera	\$111,825; Non-responsive to Bid Requirements

Funding Source: VTEA Grant Funds

Comment: Bids were solicited by newspaper advertising in compliance with Ed Code 81641 and the Bid was conducted in accordance with Public Contracts Code Section 20651.

19-D PURCHASING AGREEMENT FOR MODULAR TEMPORARY BUILDING

Authorize the use of the following competitively bid purchase agreements and the award of purchase orders as follows:

Franklin McKinley School District Piggyback Bid Number 1298 for an amount not to exceed \$141,694 for lease of 36' x 60' modular temporary building for relocation of International Students.

Funding Source: Measure U Bond Funds

Comment: This contract allows for public education entities in the State of California to place orders under these competitively bid contracts. Public Contracts Code Section 20652 allows the District to purchase through other public agencies without advertising for bid. There are significant cost savings to the district by joining in purchasing agreements with other agencies. The building housing the current offices of International Students will be demolished for the Student Services project. International Students will be relocated to a temporary modular building and upon completion of the Student Services building will move into the new facility.

19-E 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

September 1 – September 30, 2008

\$627,488.95

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	November 11, 2008

**INFORMATION ITEM H**

**CITIZENS' BOND OVERSIGHT COMMITTEE  
MEETING – OCTOBER 15, 2008**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, October 15, 2008 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**

Sylvia Rose, Chair – Present  
 Ben Allen – Present (arrived at 8:45 a.m.)  
 Deborah Arvesen – Absent  
 Ralph Erickson – Present  
 Ilde Jimenez y West - Present  
 Paul Leoni – Present  
 Luis Suarez - Present  
 Christine Thornton - Present

Others Present:

Greg Brown, Director of Facilities and Planning  
 Don Girard, Senior Director, Government Relations/Institutional Communications  
 Lisa Rose, Committee Coordinator

**3. APPROVAL OF MINUTES – July 16, 2008**

Motion was made by Paul Leoni and seconded by Ralph Erickson to approve the minutes of July 16, 2008. *Ayes – 6, Noes – 0, Absent – 2 (Allen, Arveson)*

**4. APPROVAL OF ANNUAL REPORT, 2007-2008 (sent with the agenda in advance of the meeting)**

**Comments on the Annual Report**

- Architectural fees, which are ten percent of the construction cost of a project, have increased with the corresponding increase in constructions costs. In addition, sometimes there are additional costs for specialized services (i.e., audio visual). Architects are selected through an RFP (Request for Proposal) process with the Superintendent/President making the final recommendation to the Board of Trustees.
- The \$2.5 million payment to Malibu is for infrastructure improvements (waste water treatment) for the site at the Civic Center where a college educational site will be located as part of the agreement with Malibu in Measure S. The Measure S Bond Budget charts shows “not scheduled” only because there have been no payments yet for site acquisition and facility. In terms of the planning process, the District is active in the acquisition stage.

- In addition to Measure S funds, other funding sources for the Student Services Building will include interest income and possible refinance of current bond issues. The District has gone out to bid for the demolition portion of the project. The cost of the project will be re-evaluated and possibly adjusted based on current economic conditions.
- The District has been engaging with the City of Santa Monica on the Pico Promenade (improvements) project and the design of the Student Services Building.

Motion was made by Paul Leoni and seconded by Ralph Erickson to approve the Citizens' Bond Oversight 2007-08 Annual Report and forward it to the Board of Trustees.

*Ayes – 6, Noes – 0, Absent – 2 (Allen, Arveson)*

#### **5. INTRODUCTION OF NEW MEMBER**

At its meeting on September 8, 2008, the SMCCD Board of Trustees appointed Luis Suarez as the student representative to the Citizens' Bond Oversight Committee for 2008-09. Following a self-introduction by those present, Chair Sylvia Rose introduced and welcomed Luis Suarez.

#### **6. REPORTS and DISCUSSION** *(reports were sent with the agenda in advance of the meeting)*

##### Measure U

- Project Schedule
- Budget
- Expenditures

##### Measure S

- Project Schedule
- Budget
- Expenditures

##### Bond Sales/Expenses Report

##### Projects Update:

- The Broad Stage at the SMC Performing Arts Center is open and operating successfully.
- The Campus Quad project is complete.
- Corsair Field is complete and the SMC football team won the first game played on the field.
- The John Adams Middle School Field will be completed by November.
- The two-story building at the Bundy Campus has been demolished and will be recycled as the base for the new driveway which should be completed by the first of the year. There is a new sound wall between the campus and the airport.

- The Student Services Building to be located on the northeast corner of the main campus will be the major focus for the next several years. The project will start after the first of the year with the demolition of the Concert Hall, Music Building and outdoor Amphitheater. Parking from Lot 1 will be relocated to the lot at 14<sup>th</sup> and Pico Blvd. There will be three levels of underground parking in the Student Services Building. A team of is being assembled to think through all of the effects of the construction of the Student Services Building.
- Discussions with the County of Los Angeles are underway to purchase a parcel in the Malibu Civic Center area. An announcement is expected soon.
- The District is working with the City of Santa Monica Child Care Task Force to plan an early childhood education center.
- If Measure AA passes, there will be a whole new set of projects. Measure AA provides for specific projects and authorizes general projects such as parking under the Student Services Building.

Bond Sales/Expenses Report: The projects listed above bring closure to Measure U and S funds.

7. PUBLIC COMMENTS - None

8. SCHEDULE OF MEETINGS, 2008-2009

Wednesdays at 8 a.m.

January 21, 2009

April 15

9. ADJOURNMENT - 8:52 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, January 21, 2009 at a Santa Monica College site.

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 11, 2008

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT – 12:20 a.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Monday, December 15, 2008** 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:

- Enrollment Report
- Election of Officers
- Seating of the Board
- Authorization of Signatures

Santa Monica Community College District

Board of Trustees Meeting  
November 11, 2008

## Appendix A

2008-09 Quarterly Budget Report  
as of September 30, 2008

311 Q Report



## UNRESTRICTED GENERAL FUND 01.0 REVENUE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	September 30, 2008 ACTUAL REVENUE	2008-2009 PROJECTED REVENUE
<b>FEDERAL</b>			
FIN AID ADM ALLOWANCES	125,012	2,310	125,012
OTHER FEDERAL REVENUE	-		-
<b>TOTAL FEDERAL</b>	<b>125,012</b>	<b>2,310</b>	<b>125,012</b>
<b>STATE</b>			
PRINCIPAL APPORTIONMENT	87,354,857	-	86,903,316
COLA	-	-	632,675
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	-	1,263,321
HOMEOWNERS EXEMPT	94,458	-	100,905
STATE LOTTERY REVENUE	3,068,670	-	3,068,670
OTHER STATE	1,244,726	-	1,134,527
<b>TOTAL STATE</b>	<b>91,762,711</b>	<b>-</b>	<b>93,103,414</b>
<b>LOCAL</b>			
PROP TAX SHIFT (ERAF)	-	-	-
SECURED TAX	8,878,263	-	9,421,400
SUPPLEMENTAL TAXES	454,539	6,444	485,564
UNSECURED TAX	363,604	363,829	388,423
PRIOR YRS TAXES	449,187	421,953	479,847
PROPERTY TAX - RDA PASS THRU	238,000	300,866	300,866
RENTS	135,000	9,610	135,000
INTEREST	615,800	-	615,800
ENROLLMENT FEES	7,975,266	4,988,685	7,814,674
STUDENT RECORDS	300,000	-	300,000
NON-RESIDENT TUITION/INTENSIVE ESL	17,228,000	8,727,465	17,228,000
OTHER STUDENT FEES & CHARGES	182,000	71,593	182,000
F1 APPLICATION FEES	96,500	50,648	96,500
OTHER LOCAL	450,000	30,052	450,000
I. D. CARDS	728,159	385,622	728,159
LIBRARY CARDS	500	-	500
LIBRARY FINES	20,000	-	20,000
PARKING FINES	300,000	6,343	300,000
<b>TOTAL LOCAL</b>	<b>38,414,818</b>	<b>15,363,110</b>	<b>38,946,733</b>
<b>TOTAL REVENUE</b>	<b>130,302,541</b>	<b>15,365,420</b>	<b>132,175,159</b>
TRANSFER IN	188,791	7,238	188,791
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>130,491,332</b>	<b>15,372,658</b>	<b>132,363,950</b>

## UNRESTRICTED GENERAL FUND 01.0 EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	September 30, 2008 ACTUAL EXPENDITURES	2008-2009 PROJECTED EXPENDITURES
INSTRUCTION	23,370,823	2,536,654	23,370,823
ACADEMIC MANAGERS	4,823,670	814,661	4,823,670
NON-INSTRUCTION	5,701,691	651,668	5,701,691
HOURLY INSTRUCTION	27,842,843	5,613,325	27,842,843
HOURLY NON-INSTRUCTION	3,520,000	723,132	3,520,000
VACANT POSITIONS	646,754	-	646,754
VACANCY SAVINGS	-	-	(161,689)
<b>TOTAL ACADEMIC</b>	<b>65,905,781</b>	<b>10,339,440</b>	<b>65,744,092</b>
CLASSIFIED REGULAR	19,569,704	3,004,550	19,569,704
CLASSIFIED MANAGERS	2,894,234	479,279	2,894,234
CLASS REG INSTRUCTION	2,668,243	372,967	2,668,243
CLASSIFIED HOURLY	1,566,869	299,898	1,566,869
CLASS HRLY INSTRUCTION	861,659	120,967	861,659
CLASSIFIED ONE-TIME OFF SCHEDULE PAY/RETRO	313,260	-	313,260
VACANT POSITIONS	2,422,861	-	2,422,861
VACANCY SAVINGS	-	-	(605,715)
<b>TOTAL CLASSIFIED</b>	<b>30,296,830</b>	<b>4,277,661</b>	<b>29,691,115</b>
STRS	4,368,069	624,695	4,368,069
PERS	3,143,349	474,953	3,143,349
OASDI/MEDICARE	2,890,755	461,787	2,890,755
H/W	11,296,283	136,626	11,296,283
RETIREEES' H/W	1,952,047	299,117	1,952,047
SUI	326,087	43,935	326,087
WORKERS' COMP.	1,247,045	197,129	1,247,045
ALTERNATIVE RETIREMENT	525,000	90,991	525,000
BENEFITS REL TO NON-FACULTY ONE-TIME OFF SCH/RETR	62,652	-	62,652
BENEFITS RELATED TO VACANT POSITIONS	613,923	-	613,923
BENEFITS RELATED TO VACANCY SAVINGS	-	-	(153,481)
<b>TOTAL BENEFITS</b>	<b>26,425,210</b>	<b>2,329,233</b>	<b>26,271,729</b>
<b>TOTAL SUPPLIES</b>	<b>1,081,020</b>	<b>173,005</b>	<b>1,081,020</b>
CONTRACTS/SERVICES	10,811,357	2,989,679	10,811,357
INSURANCE	801,000	775,734	801,000
UTILITIES	3,251,811	768,726	3,251,811
<b>TOTAL SERVICES</b>	<b>14,864,168</b>	<b>4,534,139</b>	<b>14,864,168</b>
BLDG & SITES	2,000	-	2,000
EQUIPMENT	173,270	13,810	173,270
LEASE PURCHASES	607,986	4,569	607,986
<b>TOTAL CAPITAL</b>	<b>783,256</b>	<b>18,379</b>	<b>783,256</b>
<b>TOTAL EXPENDITURES</b>	<b>139,356,265</b>	<b>21,671,857</b>	<b>138,435,380</b>
TRANSFER FOR FINANCIAL AID	258,252	40,750	258,252
OTHER OUTGOING TRANSFER	-	-	-
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>139,614,517</b>	<b>21,712,607</b>	<b>138,693,632</b>

## UNRESTRICTED GENERAL FUND 01.0 FUND BALANCE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	September 30, 2008 ACTUAL FUND BALANCE	2008-2009 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	130,491,332	15,372,658	131,100,629
TOTAL EXPENDITURES AND TRANSFERS	(135,555,067)	(21,712,607)	(135,555,067)
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	(3,683,538)	-	(3,683,538)
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	-	-	920,885
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(8,747,273)</b>	<b>(6,339,949)</b>	<b>(7,217,091)</b>
ONE-TIME FUNDING/(EXPENDITURES):			
PRIOR YEAR APPORTIONMENT ADJ - PROPERTY TAX BACKFILL	-	-	1,263,321
ONE-TIME OFF SCHEDULE/RETRO PAY WITH RELATED BENEFIT	(375,912)	-	(375,912)
<b>OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS</b>	<b>(9,123,185)</b>	<b>(6,339,949)</b>	<b>(6,329,682)</b>
BEGINNING BALANCE	18,797,976	18,797,976	18,797,976
<b>ENDING FUND BALANCE PRIOR TO DESIGNATED RESERVES</b>	<b>9,674,791</b>	<b>12,458,027</b>	<b>12,468,294</b>
<b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFERS **</b>	<b>6.93%</b>	<b>57.38%</b>	<b>8.99%</b>

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

## RESTRICTED GENERAL FUND 01.3 REVENUE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	September 30, 2008 ACTUAL REVENUE	2008-2009 PROJECTED REVENUE
<b>FEDERAL</b>			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	562,109	20,757	562,109
FWS-FEDERAL WORK STUDY	576,502	-	576,502
RADIO GRANTS	1,988,206	-	1,988,206
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	63,502	-	63,502
TECH PREP	81,405	-	81,405
FEDERAL CARRYOVERS	1,689,552	140,218	1,689,552
OTHER FEDERAL	2,675,709	-	2,675,709
<b>TOTAL FEDERAL</b>	<b>7,636,985</b>	<b>160,975</b>	<b>7,636,985</b>
<b>STATE</b>			
LOTTERY	686,309	686,309	686,309
INSTRUCTIONAL EQUIP/LIBRARY MATERIALS-ONGOING	228,995	-	228,995
TTIP-TELECOM & TECH INFO PROGRAMS	34,545	-	34,545
SFAA-STUDENT FINANCIAL AID ADMIN	641,566	-	641,566
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,339,171	-	1,339,171
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	97,813	-	97,813
DSPTS-DISABLED STUDENTS PROGRAM & SERVICES	1,447,086	-	1,447,086
NON-CREDIT MATRICULATION	44,971	-	44,971
MATRICULATION	1,233,180	-	1,233,180
MATRICULATION-TRANSFER RELATED	59,500	-	59,500
STAFF/FACULTY DIVERSITY	21,126	-	21,126
CALWORKS	274,468	-	274,468
ENROLLMENT GROWTH	221,000	-	221,000
TRANSFER AND ARTICULATION	-	-	-
SCHEDULE OF MAINTENANCE-ONGOING	229,016	-	229,016
STATE CARRYOVERS	4,206,043	3,167,006	4,206,043
OTHER STATE	1,489,231	-	1,489,231
<b>TOTAL STATE</b>	<b>12,254,020</b>	<b>3,853,315</b>	<b>12,254,020</b>
<b>LOCAL</b>			
PICO PARTNERSHIP	153,750	-	153,750
HEALTH FEES	947,108	708,117	947,108
PARKING FEES	1,662,000	1,055,672	1,662,000
DONATIONS-KCRW	5,070,136	-	5,070,136
COMMUNITY SERVICES	750,000	420,892	750,000
COUNTY CALWORKS	81,144	-	81,144
CONSOLIDATED CONTRACT ED-LOCAL	120,000	16,669	120,000
LOCAL CARRYOVERS	890,298	890,298	890,298
OTHER LOCAL	2,494,632	850,768	2,494,632
<b>TOTAL LOCAL</b>	<b>12,169,068</b>	<b>3,942,416</b>	<b>12,169,068</b>
<b>TOTAL REVENUE</b>	<b>32,060,073</b>	<b>7,956,706</b>	<b>32,060,073</b>

## RESTRICTED GENERAL FUND 01.3 EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	September 30, 2008 ACTUAL EXPENDITURES	2008-2009 PROJECTED EXPENDITURES
INSTRUCTION	280,000	1,468	280,000
MANAGEMENT	2,089,263	246,882	2,089,263
NON-INSTRUCTION	1,408,803	112,881	1,408,803
HOURLY INSTRUCTION	111,773	2,948	111,773
HOURLY NON-INSTRUCTION	2,456,605	444,601	2,456,605
<b>TOTAL ACADEMIC</b>	<b>6,346,444</b>	<b>808,780</b>	<b>6,346,444</b>
CLASSIFIED REGULAR	2,253,848	368,543	2,253,848
CLASSIFIED MANAGERS	355,847	60,490	355,847
CLASS REG INSTRUCTION	23,591	20,963	23,591
CLASSIFIED HOURLY	2,170,494	562,545	2,170,494
CLASS HRLY INSTRUCTION	762,306	56,628	762,306
<b>TOTAL CLASSIFIED</b>	<b>5,566,086</b>	<b>1,069,169</b>	<b>5,566,086</b>
BENEFITS HOLDING ACCOUNT	2,619,372	-	2,402,257
STRS	-	61,044	61,044
PERS	-	48,249	48,249
OASDI/MEDICARE	-	56,732	56,732
H/W	-	6,452	6,452
SUI	-	5,177	5,177
WORKERS' COMP.	-	24,354	24,354
ALTERNATIVE RETIREMENT	-	15,107	15,107
<b>TOTAL BENEFITS</b>	<b>2,619,372</b>	<b>217,115</b>	<b>2,619,372</b>
<b>TOTAL SUPPLIES</b>	<b>1,287,267</b>	<b>78,336</b>	<b>1,287,267</b>
CONTRACTS/SERVICES	8,639,887	831,976	8,639,887
INSURANCE	2,137,970	885,354	2,137,970
UTILITIES	226,800	49,485	226,800
<b>TOTAL SERVICES</b>	<b>11,004,657</b>	<b>1,766,815</b>	<b>11,004,657</b>
BLDG & SITES	2,296,985	362,546	2,296,985
EQUIPMENT/LEASE PURCHASE	2,151,681	251,369	2,151,681
<b>TOTAL CAPITAL</b>	<b>4,448,666</b>	<b>613,915</b>	<b>4,448,666</b>
<b>TOTAL EXPENDITURES</b>	<b>31,272,492</b>	<b>4,554,130</b>	<b>31,272,492</b>
OTHER OUTGO - FINANCIAL AIDS	598,790	54,923	598,790
OTHER OUTGO - TRANSFERS	188,791	7,239	188,791
<b>TOTAL OTHER OUTGO</b>	<b>787,581</b>	<b>62,162</b>	<b>787,581</b>
<b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b>	<b>32,060,073</b>	<b>4,616,292</b>	<b>32,060,073</b>

## RESTRICTED GENERAL FUND 01.3 FUND BALANCE BUDGET

ACCOUNTS	2007-2008 ADOPTED BUDGET	September 30, 2008 ACTUAL FUND BALANCE	2008-2009 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	32,060,073	7,956,706	32,060,073
TOTAL EXPENDITURES AND TRANSFERS	(32,060,073)	(4,616,292)	(32,060,073)
<b>OPERATING SURPLUS/(DEFICIT)</b>	-	<b>3,340,414</b>	-
BEGINNING BALANCE	-	-	-
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
<b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>	-	<b>3,340,414</b>	-
<b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFER</b>	<b>0.00%</b>	<b>72.36%</b>	<b>0.00%</b>

**CAPITAL OUTLAY FUND 40.0**

<b>ACCOUNTS</b>	<b>2008-2009 ADOPTED BUDGET</b>	<b>September 30, 2008 ACTUAL</b>	<b>2008-2009 PROJECTED</b>
<b>REVENUE</b>			
CAPITAL OUTLAY - STUDENT SERVICES & ADMIN	1,321,000	-	1,321,000
INTEREST	90,000	-	90,000
NON-RESIDENT CAPITAL CHARGE	2,257,200	1,109,386	2,257,200
<b>TOTAL REVENUE</b>	<b>3,668,200</b>	<b>1,109,386</b>	<b>3,668,200</b>
<b>EXPENDITURES</b>			
SUPPLIES	55,000	325	55,000
CONTRACT SERVICES	446,000	62,161	446,000
CAPITAL OUTLAY	6,723,784	350,498	6,723,784
<b>TOTAL EXPENDITURES</b>	<b>7,224,784</b>	<b>412,984</b>	<b>7,224,784</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(3,556,584)</b>	<b>696,402</b>	<b>(3,556,584)</b>
<b>BEGINNING BALANCE</b>	<b>3,556,584</b>	<b>3,556,584</b>	<b>3,556,584</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>4,252,986</b>	<b>-</b>

**EARTHQUAKE FUND 41.0**

<b>ACCOUNTS</b>	<b>2008-2009 ADOPTED BUDGET</b>	<b>September 30, 2008 ACTUAL</b>	<b>2008-2009 PROJECTED</b>
<b>REVENUE</b>			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	-	-	-
<b>TOTAL REVENUE</b>	-	-	-
<b>EXPENDITURES</b>			
CONTRACT SERVICES	4,515	-	4,515
CAPITAL OUTLAY	3,090,000	-	3,090,000
TRANSFER OUT	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>3,094,515</b>	-	<b>3,094,515</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(3,094,515)</b>	-	<b>(3,094,515)</b>
<b>BEGINNING BALANCE</b>	<b>3,094,515</b>	<b>3,094,515</b>	<b>3,094,515</b>
<b>ENDING FUND BALANCE</b>	-	<b>3,094,515</b>	-



**MEASURE U FUND 42.2**

<b>ACCOUNTS</b>	<b>2008-2009 ADOPTED BUDGET</b>	<b>September 30, 2008 ACTUAL</b>	<b>2008-2009 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	11,000,000	-	11,000,000
INTEREST	432,000	-	432,000
<b>TOTAL REVENUE</b>	<b>11,432,000</b>	<b>-</b>	<b>11,432,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	90,000	88,285	90,000
CAPITAL OUTLAY	29,680,354	1,997,023	29,680,354
<b>TOTAL EXPENDITURES</b>	<b>29,820,354</b>	<b>2,085,308</b>	<b>29,820,354</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(18,388,354)</b>	<b>(2,085,308)</b>	<b>(18,388,354)</b>
<b>BEGINNING BALANCE</b>	18,388,354	18,388,354	18,388,354
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>16,303,046</b>	<b>-</b>

**MEASURE S FUND 42.3**

<b>ACCOUNTS</b>	<b>2008-2009 ADOPTED BUDGET</b>	<b>September 30, 2008 ACTUAL</b>	<b>2008-2009 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	50,000,000	-	50,000,000
INTEREST	960,000	-	960,000
<b>TOTAL REVENUE</b>	<b>50,960,000</b>	<b>-</b>	<b>50,960,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	520,000	108,718	520,000
CAPITAL OUTLAY	80,945,724	7,615,127	80,945,724
<b>TOTAL EXPENDITURES</b>	<b>81,515,724</b>	<b>7,723,845</b>	<b>81,515,724</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(30,555,724)</b>	<b>(7,723,845)</b>	<b>(30,555,724)</b>
<b>BEGINNING BALANCE</b>	30,555,724	30,555,724	30,555,724
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>22,831,879</b>	<b>-</b>

**STUDENT FINANCIAL AID FUND 74.0**

<b>ACCOUNTS</b>	<b>2008-2009 ADOPTED BUDGET</b>	<b>September 30, 2008 ACTUAL</b>	<b>2008-2009 PROJECTED</b>
<b>REVENUE</b>			
FEDERAL GRANTS	12,452,757	2,896,610	12,452,757
CAL GRANTS	1,229,000	3,103	1,229,000
TRANSFER	258,252	40,750	258,252
<b>TOTAL REVENUE</b>	<b>13,940,009</b>	<b>2,940,463</b>	<b>13,940,009</b>
<b>EXPENDITURES</b>			
FINANCIAL AID	13,940,009	3,140,195	13,940,009
<b>TOTAL EXPENDITURES</b>	<b>13,940,009</b>	<b>3,140,195</b>	<b>13,940,009</b>
<b>ENDING FUND BALANCE***</b>	<b>-</b>	<b>(199,732)</b>	<b>-</b>

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

## AUXILIARY FUND

ACCOUNTS	2008-2009 ADOPTED BUDGET	September 30, 2008 ACTUAL	2008-2009 PROJECTED
<b>BEGINNING BALANCE</b>	1,912,815	1,912,815	1,912,815
ADJ. TO BEG. BALANCE	-	-	-
<b>ADJUSTED BEGINNING BALANCE</b>	<u>1,912,815</u>	<u>1,912,815</u>	<u>1,912,815</u>
<b>REVENUE</b>			
GROSS SALES	8,174,674	3,343,725	8,174,674
LESS: COST OF GOODS	<u>(5,885,765)</u>	<u>(2,089,257)</u>	<u>(5,885,765)</u>
NET	2,288,909	1,254,468	2,288,909
VENDOR INCOME	685,120	142,672	685,120
AUXILIARY PROGRAM INCOME	<u>315,850</u>	<u>66,522</u>	<u>315,850</u>
NET INCOME	3,289,879	1,463,662	3,289,879
INTEREST	<u>96,000</u>	<u>50,878</u>	<u>96,000</u>
<b>TOTAL REVENUE</b>	<u>3,385,879</u>	<u>1,514,540</u>	<u>3,385,879</u>
<b>TOTAL FUNDS AVAILABLE</b>	<u>5,298,694</u>	<u>3,427,355</u>	<u>5,298,694</u>
<b>EXPENDITURES</b>			
STAFFING	1,176,207	290,920	1,176,207
FRINGE BENEFITS	257,208	31,780	257,208
OPERATING	<u>2,097,460</u>	<u>356,650</u>	<u>2,097,460</u>
<b>TOTAL EXPENDITURES</b>	<u>3,530,875</u>	<u>679,350</u>	<u>3,530,875</u>
<b>ENDING FUND BALANCE</b>	<u>1,767,819</u>	<u>2,748,005</u>	<u>1,767,819</u>

**ADDENDUM TO UNRESTRICTED GENERAL FUND 01.0 - DESIGNATED RESERVES**

<b>ACCOUNTS</b>	<b>2008-2009 PROJECTED</b>
ENDING FUND BALANCE PRIOR TO DESIGNATED RESERVES	<b>12,468,294</b>
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS **	<b>8.99%</b>
<b>DESIGNATED RESERVES FOR:</b>	
GLOBAL EDUCATION INITIATIVE 2009-2010	(200,000)
UNFUNDED RETIREE BENEFITS	(2,000,000)
<b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>	<b>10,268,294</b>
<b>FUND BALANCE RATIO TO TOTAL EXPENDITURES/TRF **</b>	<b>7.29%</b>
<b>** Chancellor's Office recommended ratio is 5%.</b>	

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-31 IQ  
VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**Fiscal Year: 2008-2009**

**Quarter Ended: (Q1) Sep 30, 2008**

**District: (780) SANTA MONICA**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2005-06	Actual 2006-07	Actual 2007-08	Projected 2008-2009
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A. Revenues:</b>					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	114,549,061	129,659,094	132,456,509	132,175,159
A.2	Other Financing Sources (Object 8900)	82,991	100,705	213,913	188,791
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>114,632,052</b>	<b>129,759,799</b>	<b>132,670,422</b>	<b>132,363,950</b>
<b>B. Expenditures:</b>					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	111,911,800	121,902,564	128,566,012	138,435,380
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	308,032	282,272	1,267,030	258,252
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>112,219,832</b>	<b>122,184,836</b>	<b>129,833,042</b>	<b>138,693,632</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>2,412,220</b>	<b>7,574,963</b>	<b>2,837,380</b>	<b>-6,329,682</b>
D.	<b>Fund Balance, Beginning</b>	<b>5,586,996</b>	<b>8,385,633</b>	<b>15,960,596</b>	<b>18,797,976</b>
D.1	Prior Year Adjustments + (-)	386,417	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>5,973,413</b>	<b>8,385,633</b>	<b>15,960,596</b>	<b>18,797,976</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>8,385,633</b>	<b>15,960,596</b>	<b>18,797,976</b>	<b>12,468,294</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.5%	13.1%	14.5%	9%

**II. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	21,066	21,684	18,843	21,640
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

	Description	As of the specified quarter ended for each fiscal year			
		2005-06	2006-07	2007-08	2008-2009
H.1	Cash, excluding borrowed funds			35,499,063	11,092,880
H.2	Cash, borrowed funds only			0	17,500,000
H.3	<b>Total Cash (H.1+ H.2)</b>	<b>12,854,125</b>	<b>27,135,519</b>	<b>35,499,063</b>	<b>28,592,880</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)	130,302,541	132,175,159	15,365,420	11.6%
I.2	Other Financing Sources (Object 8900)	188,791	188,791	7,238	3.8%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>130,491,332</b>	<b>132,363,950</b>	<b>15,372,658</b>	<b>11.6%</b>
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	139,356,265	138,435,380	21,671,857	15.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	258,252	258,252	40,750	15.8%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>139,614,517</b>	<b>138,693,632</b>	<b>21,712,607</b>	<b>15.7%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>-9,123,185</b>	<b>-6,329,682</b>	<b>-6,339,949</b>	
L.	<b>Adjusted Fund Balance, Beginning</b>	<b>18,797,976</b>	<b>18,797,976</b>	<b>18,797,976</b>	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>9,674,791</b>	<b>12,468,294</b>	<b>12,458,027</b>	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.9%	9%		

**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	Management	Academic	Classified

(Specify) YYYY-YY	Permanent		Temporary	
	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:				
Year 1:				
Year 2:				
Year 3:				
b. BENEFITS:				
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.)

As the District comes out of stabilization, we are projecting a decrease from the 2007-2008 base of 418.04 FTES in the 2008-2009 fiscal year. (This is related to Summer 2006 borrowing/Compton Instructional Services Agreement.) This decrease in FTES and the current outlook for the State and System budget in the 2008-2009 and 2009-2010 fiscal years (No COLA, possible deficit factor, possible Mid-Year Cuts, possible reductions in Prop 98 funds going forward) will require the District to draw down significantly on its reserves. Additionally the late adoption of the State budget coupled with the deferral of General Apportionment payments in January, February and March may cause the District serious cash flow issues that will require interfund borrowing and borrowing from the County Treasury resulting in a reduction in interest revenue from the 2007-2008 levels of \$568,000.