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SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY,  
FEBRUARY 1, 2011

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

5:30 p.m. – Closed Session  
7:00 p.m. – Public Meeting  
Board Room (Business Building Room 117)

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

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

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

## **PUBLIC PARTICIPATION ADDRESSING THE BOARD OF TRUSTEES**

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

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

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

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

### General Public Comments and Consent Agenda

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

### Major Items of Business

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

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

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

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

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

**A G E N D A**

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, February 1, 2011.

5:30 p.m. – Closed Session

7:00 p.m. – Public Meeting

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

**I. ORGANIZATIONAL FUNCTIONS**Page No.**A CALL TO ORDER****B ROLL CALL**

Dr. Andrew Walzer, Chair  
 Dr. Margaret Quiñones-Perez, Vice-Chair  
 Dr. Susan Aminoff  
 Judge David Finkel (Ret.)  
 Dr. Nancy Greenstein  
 Louise Jaffe  
 Rob Rader  
 Michael Song, Student Trustee

**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, 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*

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** (Scheduled for 7:00 p.m.)

- D Pledge of Allegiance
- E Closed Session Report (if any)
- F Public Comments

IV. **SUPERINTENDENT'S REPORT**

- Updates:
  - Rebate Check for Energy Services Contract for Science Building
  - Launch of *Jobs in Recycling and Resource Management Program*
  - CCLC Annual Legislative Conference
  - State Budget
  - State of the City
  - Management Association

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

#1	Receipt of Audit Reports	6
#2	2010-2011 Quarterly Budget Report and 311Q Report	7
G	Report: California Works - Jobs in Recycling and Resource Management	8
#3	Transfer of Management of the SMC Combined Trust Account for Radio Station KCRW from SMCCD Auxiliary Services to the KCRW Foundation	9
H	Report: Education and Outreach at the Broad Stage	11

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: January 11, 2011 (Regular Meeting)	12
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**Grants and Contracts**

#5	Acceptance of Grants	13
#6	Contracts for Community Based Job Training Grant: Jobs in Recycling and Resource Management	15
#7	Ratification of Contracts and Consultants	17

**Human Resources**

#8	Academic Personnel	18
#9	Classified Personnel – Regular	19
#10	Classified Personnel – Limited Duration	20
#11	Classified Personnel – Non Merit	21

**Facilities and Fiscal**

#12	Facilities	
	A	Project Close Out – Cafeteria Upgrade 22
	B	Project Close Out – Bundy Northeast Driveway 22
	C	Project Close Out – Energy Services Contract 22
#13	Budget Transfers	23
#14	Budget Augmentations/Decrease	24
#15	Commercial Warrant Register	25
#16	Direct, Benefit and Student Grant Payments	25
#17	Purchasing	
	A	Purchasing Agreements 26

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 ITEM**

H	Citizens’ Bond Oversight Committee Meeting, January 19, 2011	27
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X. **BOARD COMMENTS AND REQUESTS**

IX. **ADJOURNMENT**

There will be a Board of Trustees Study Session on Tuesday, February 15, 2011 at 5:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, March 1, 2011** 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.

- Addendum A 2009-2010 Quarterly Budget Report and 311Q
- Addendum B KCRW Foundation Investment Guidelines
- Addendum C Growth of the ARTS INSIGHTS Education and Outreach Program

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 1**

**SUBJECT:**                               **RECEIPT OF AUDIT REPORTS**

SUBMITTED BY:                       Superintendent/President

REQUESTED ACTION:               Acknowledge receipt of the 2009-2010 Audit Report of the Financial and Related Statements of the Santa Monica Community College District and the Proposition 39 Financial and Performance Audits prepared by the District’s contracted independent auditor Vicente, Lloyd & Stutzman, LLP.

COMMENT:                               The Auditor’s opinion is that the basic financial statements present fairly, in all material respects, the financial position of the Santa Monica Community College District as of June 30, 2010.

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 2**

**SUBJECT:** **2010-2011 QUARTERLY BUDGET REPORT AND 311Q REPORT**

**SUBMITTED BY:** Superintendent/President

**RECOMMENDATION:** It is recommended that the Board of Trustees acknowledge receipt of the 2010-2011 Quarterly Report and the 311Q report, as of December 31, 2010 (see Addendum A).

**COMMENT:** The Board of Trustees is presented a quarterly budget report with the 311Q report required by the Chancellor's Office. This report summarizes the financial statements of the District's Unrestricted General Fund for review by the Chancellors Office.

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

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	February 1, 2011

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM G**

**SUBJECT:** **CALIFORNIA WORKS: JOBS IN RECYCLING AND RESOURCE MANAGEMENT**

**SUBMITTED BY:** Superintendent/President

**SUMMARY:** The Board of Trustees accepted the U.S Department of Labor Education and Training Administration's Community Based Job Training grant "California Works: Jobs in Recycling and Resource Management," (\$4.87 million) at its meeting on August 3, 2010. As the lead agency for the grant, SMC has contracted with three regional Workforce Investment Boards to provide recruitment, intake services, job placement and job retention services. The program will train and certify 660 students in the field of Recycling and Resource Management and place over 400 highly skilled professionals in rewarding green jobs with upward mobility. In this large collaboration (which includes Irvine Valley College and Golden West College), the Orange County Workforce Investment Board (OC WIB), Jewish Vocational Services (JVS) and Pacific Asian Consortium in Employment (PACE), will:

- Recruit participants to the program and raise awareness of career opportunities in the recycling and resource management industry
- Provide on-site campus intake services for all program participants and initial eligibility assessment and enrollment into WIA for unemployed, dislocated and incumbent workers participating in the program
- Facilitate access to WIA core and/or intensive services including Basic Skills Assessment, career advising, resume writing and interview skills
- Provide supportive services, including tuition reimbursement, child care and transportation assistance, and other basic support
- Track student progress and maintain case files for all participants
- Provide job placement services and track job retention status for six months to assure a successful transition to the workforce and progress through career ladders
- Provide monthly progress reports including expenses, and quarterly narrative and student data tracking through the Dept. of Labor online Performance At Work (PAW) Management Information System
- Participate in monthly partner planning and advisory committee meetings to assure CBJT grant program success

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 3**

**SUBJECT:                    TRANSFER OF MANAGEMENT OF THE SANTA MONICA COLLEGE COMBINED TRUST ACCOUNT FOR RADIO STATION KCRW FROM SMCCD AUXILIARY SERVICES TO THE KCRW FOUNDATION**

SUBMITTED BY:            Superintendent/President

REQUESTED ACTION:    It is recommended that the Board of Trustees ratify the transfer of the management of the Santa Monica College Combined Trust Account for Radio Station KCRW from the District Auxiliary Services office to the KCRW Foundation, a 501(c)3 organization formed to provide support for the radio station. The KCRW Foundation has embarked on a multi-year campaign to raise funds for the radio station in connection with the new building scheduled to open by 2014. These funds will be used for the KCRW building costs, furniture, and equipment at the appropriate time.

SUMMARY:                Prior to 1978, the College’s radio station, KCRW 89.9 FM, was funded by a dedicated component of local property taxes as established by the SMC Board of Trustees. With the passage of Proposition 13, this property tax stream became no longer available. Through memberships and underwriting, the station has continued to operate

The KCRW Foundation, a 501(c)3 organization, was formed in 1980 to assist with fundraising.

In addition, a trust account was established in the mid-1980s that has been managed by the District as an investment account. There have been no expenditures from this account. The funds in the account came from membership and underwriting donations to the radio station.

The amount of the Santa Monica College Combined Trust Account for Radio Station KCRW was \$4,228,085.45 on October 28, 2010.

District trust account funds are invested according to District investment guidelines under the direction of the Director, Auxiliary Services, reporting to the Vice-President, Business and Administration. While district investment guidelines are appropriate for the preservation of capital, they are generally considered too restrictive for the growth necessary to fund a program.

Transferring the management of the Santa Monica College Combined Trust Account for Radio Station KCRW to the KCRW Foundation places the funds in an appropriate investment program and provides a significant opportunity to leverage these funds as a component of the KCRW Foundation capital and endowment campaign.

The KCRW Foundation executive board, in approving this transfer, has committed the future use of these funds to KCRW building costs, furniture, and equipment at the appropriate time as needed.

The KCRW Foundation investment guidelines are attached as Addendum B.

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

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	February 1, 2011

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM H**

**SUBJECT:**                    **EDUCATION AND OUTREACH AT THE BROAD STAGE**

**SUBMITTED BY:**            Superintendent/President

**SUMMARY:**

Nurturing the next generation of artists and audiences and broadening perspectives through the vitality of the arts both enriches and strengthens our community. The Broad Stage’s **Arts Insight** education and outreach series offers over 30 free and low-cost events seasonally and this year will engage over 10,000 area community members, each of whom may not otherwise have had access to the performing arts. These programs, across a range of disciplines, feature acclaimed cultural figures and world-renowned artists.

The program was established by a seminal \$250,000 grant from the Ahmanson Foundation for three years. Now that this period of support is over, the program draws on support from other foundations and government funding sources. Grants over the last 12 months exceed \$200,000.

The program includes **student matinees** in a context that reinforces classroom learning; **master classes** teaming up emerging artists with professional artists; **open rehearsals; lifelong learning lectures** and dialogue among artists and scholars offering perspective on Broad Stage performances; and **family and community events**, promoting shared cultural enhancements for all ages.

New this year are **in-school workshops** in preparation for student matinees through the Mash Up series featuring conductor Rachael Worby, the Angeli Ensemble, and spoken word poets Steve Connell and Sekou Andrews.

The program reaches a target area within a five-mile radius of The Broad Stage, which includes Santa Monica, Venice, Mar Vista, Culver City, Palms, Baldwin Hills, Ladera Heights, Inglewood, Westchester, and Lennox. This area has a population of 480,000, with 37% of residents speaking a language other than English at home.

More detail is provided in the attached report (see Addendum C) including a listing of community partners and activities to date for seasons two and three.

Arts Insight programming is generously supported by The Ahmanson Foundation, Edison International, Eisner Foundation, The Rosalinde and Arthur Gilbert Foundation, The Los Angeles County Board of Supervisors through The Los Angeles County Arts Commission, Mathewson Charitable Trusts, The Roth Family Foundation, The City of Santa Monica and the Santa Monica Arts Commission, SMC Associates, The Weingart Foundation, and Wells Fargo.

Speaking on behalf of the program will be Thomas McKenzie, education and outreach coordinator and grant writer for the Broad Stage.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 1, 2011

**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-#17.

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

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

**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.*

**RECOMMENDATION NO. 4      APPROVAL OF MINUTES**

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

January 11, 2011 (Regular Board of Trustees Meeting)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 5      ACCEPTANCE OF GRANTS**

*Requested Action:    Approval/Ratification*

*Approved by:        Jeff Shimizu, Vice-President, Human Resources*

**Title of Grant:        Small Business Development Center (SBDC)**

Organization:        Small Business Administration (SBA)  
Long Beach Community College Lead Center (LBCC)

Amount:                \$300,000 (Fiscal year 2010-11)

Performance Period:    January 1, 2011 – December 31, 2011

Summary:              Santa Monica College has been awarded a one-year Small Business Development Center (SBDC) grant that involves the united efforts between Santa Monica College (SMC) the SBA, LBCC and local business/industry partners. The collaboration will deploy short-term training activities and small business one-on-one free counseling that will enable individuals to learn entrepreneurship and become more viable candidates for business financing. This service is available for any community member, who has a business idea and needs assistance to develop small business ownership, or business owner who needs start up or expansion assistance and consultation.

- Facilitate information exchange between the industry and education/training system
- Provide assistance and coordination support for regional recruitment and job placement activities
- Establish the platform for shared resources
- Conduct data analyses on hiring and skills trends
- Widen education menus at local community colleges
- Provide short-term training activities for job-specific competencies

**Budget:**

Revenue		
8000		\$300,000
Expenditures:		
Non instructional Salaries		\$224,333
Benefits		38,054
Supplies		6,000
Travel		5,500
Other		11,827
Indirect Charges		<u>14,286</u>
Total Expenditures		\$300,000

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 5      ACCEPTANCE OF GRANTS (continued)**

**Title of Grant:**      **Frontier Opportunities in Computing for Underrepresented Students (FOCUS)**

Granting Agency:      University of California, Los Angeles/National Science Foundation, Broadening Participation in Computing Grant

Award Amount:      \$20,000

Matching Funds:      \$ 0

Performance Period:      January 10, 2011 – June 30, 2012

Summary:      UCLA’s Center for Excellence in Engineering and Diversity (CEED) will provide \$20,000 to Santa Monica College as part of its efforts to increase the number and preparation of underrepresented minority students who meet the admissions requirements for Computer Science and Engineering majors at UCLA. With these funds, SMC will work with UCLA CEED to provide supplemental education and professional development to target students. Specifically, SMC will:

- 1) Identify and designate a counselor, supported by grant funds, to coordinate activities with the UCLA FOCUS team;
- 2) Identify and convene underrepresented minority students enrolled in transfer prerequisite STEM courses who have demonstrated achievement and interest in Computing and Engineering majors;
- 3) Jointly develop a program that provides a series of academic and professional workshops to increase target students’ awareness, motivation and accomplishment toward their transfer goals;
- 4) Facilitate selection of target students to participate in a UCLA CEED summer research program in Computing and Engineering (UCLA CEED will provide a stipend for each target student accepted); and
- 5) Collect and track student and project data as needed.

Budget Augmentation:      Restricted fund 01.3

Revenue

8100	Other Federal Revenue	\$ 20,000.00
	(through a local pass-through)	

Expenditures

1000	Academic	\$ 14,000.00
3000	Benefits	3,320.00
4000	Supplies/Materials	1,000.00
5000	Other Operating Expenses	1,080.00



**3. Subcontractor: Pacific Asian Consortium in Employment (PACE)**

Subcontract Amount: \$464,000, including  
\$ 92,000 in 2010-2011  
\$140,000 in 2011-2012  
\$232,000 in 2012-2013

Matching Funds: \$0

Budget: Subcontract \$464,000

Expenditures:	
Personnel	\$243,018
Fringe Benefits	177,936
Travel	15,490
Supplies	6,510
Total Direct	442,954
Indirect Charges	21,046

Granting Agency: U.S. Department of Labor/Employment and Training Administration

Performance Period: July 1, 2010 – June 30, 2013

Summary: As the lead agency for the U.S. Department of Labor Education and Training Administration's Community Based Job Training grant "California Works: Jobs in Recycling and Resource Management," SMC will contract with three regional Workforce Investment Boards to provide recruitment, intake services, job placement and job retention services. The program will train and certify 660 students in the field of Recycling and Resource Management and place over 400 highly skilled professionals in rewarding green jobs with upward mobility. In this large collaboration (which includes Irvine Valley College and Golden West College), the Orange County Workforce Investment Board (OC WIB), Jewish Vocational Services (JVS) and Pacific Asian Consortium in Employment (PACE), will:

- Recruit participants to the program and raise awareness of career opportunities in the recycling and resource management industry
- Provide on-site campus intake services for all program participants and initial eligibility assessment and enrollment into WIA for unemployed, dislocated and incumbent workers participating in the program
- Facilitate access to WIA core and/or intensive services including Basic Skills Assessment, career advising, resume writing and interview skills
- Provide supportive services, including tuition reimbursement, child care and transportation assistance, and other basic support
- Track student progress and maintain case files for all participants
- Provide job placement services and track job retention status for six months to assure a successful transition to the workforce and progress through career ladders
- Provide monthly progress reports including expenses, and quarterly narrative and student data tracking through the Dept. of Labor online Performance At Work (PAW) Management Information System
- Participate in monthly partner planning and advisory committee meetings to assure CBJT grant program success

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 7 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 Michele Serros	March 25-26, 2011  Not to exceed \$2,000	Michele Serros will present the keynote address at the 22 <sup>nd</sup> Annual Latina/o Youth Conference on Saturday, March 26, 2011. The theme is "Successful Careers in the Future – What Do I Have to do to Get There?" She will also participate in an Education Roundtable discussion with SMC, Santa Monica High School and Los Angeles Unified School District faculty on Friday, March 25, 2011.	SMC Associated Students (50 percent)  Basic Skills Initiative (50 percent)

Requested by: Maria Leon Vazquez, Project Manager, Workforce and Economic Development

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 8    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.

ELECTION

EFFECTIVE DATE

Adjunct

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

ESTABLISH

New Faculty Positions, Fall 2011

- Anatomy/Human Biology
- Chemistry
- Counseling (Health Science)
- Digital Post Production
- Environmental Biology
- English (Developmental/Transfer)
- English (Transfer)
- ESL
- History (United States)
- History (World)
- Math (Developmental/College Level)
- Music (Piano)
- Political Science
- Respiratory Therapy
- Sustainable Technologies/Resource Management

SEPARATIONS

RETIREMENT

Gold, Linda, Instructor, Dance (36 years)

02/15/11

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 9      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>
Tutoring Coordinator - Business (1 position) Business Department, 11 mos, 20 hrs	02/02/11

ELECTIONS

PROBATIONARY

Aharonians, Ani, Research Analyst, Institutional Research	01/18/11
Berumen, Daniel, Research Analyst, Institutional Research	01/27/11
Chapa, Eric F., Lead Lab. Tech. – Chemistry, Physical Science	01/10/11
Mejia, Vanessa, Administrative Secretary, Academic Senate	01/24/11
Wilson, Bryan, CC Police Officer, Campus Police	02/07/11

PROMOTION

Smith, Grace, Administrative Assistant III, Academic Affairs	02/01/11
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ADVANCED STEP PLACEMENT

Cotton, Nyla, Buyer II, Purchasing, Step C	01/03/11
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SEPARATIONS

RESIGNATION

Castellane, Anthony, Student Services Clerk, IEC	03/25/11
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

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.

Badaro, Luiz, Accompanist-Dance, Dance	01/03/11-05/11/11
Bonner, Gary, Accompanist-Dance, Dance	01/03/11-05/11/11
Brundage, Kirk, Accompanist-Dance, Dance	01/03/11-05/11/11
Doran-Sheeran, Patrick, Accompanist-Dance, Dance	01/03/11-05/11/11
Logvinsky, Leon, Accompanist-Dance, Dance	01/03/11-05/11/11
Moore, Kevin, Accompanist-Dance, Dance	01/03/11-05/11/11
Osipova, Yelena, Accompanist-Dance, Dance	01/03/11-05/11/11
Plotkin, Alla, Accompanist-Dance, Dance	01/03/11-05/11/11
Sweeney, Te'Amir, Accompanist-Dance, Dance	01/03/11-05/11/11
Walker, Frederick, Accompanist-Dance, Dance	01/03/11-05/11/11
Watkins, Deanna, Accompanist-Dance, Dance	01/03/11-05/11/11
Corrections:	
Blanco, Saul, Art Gallery Installer, Art	01/03/11-05/11/11
Cvar, Sandy, Art Gallery Installer, Art	01/03/11-05/11/11
Clark, Jodi, Art Gallery Installer, Art	01/03/11-05/11/11
George, Nathalie, Art Gallery Installer, Art	01/03/11-05/11/11

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.

Adebowale, Lena, Cash Receipts Clerk, Bursar's Office	01/31/11-03/03/11
Benvenuto, Arlene, Cash Receipts Clerk, Bursar's Office	01/31/11-03/03/11
Clark, Jessica, Cash Receipts Clerk, Bursar's Office	01/31/11-03/03/11
Marcus, Liza, Admin. Asst II, Personnel Commission	02/01/11-03/31/11
Perry, Nakeya, Cash Receipts Clerk, Bursar's Office	01/31/11-03/03/11
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	01/31/11-03/03/11

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

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

CalWORKS, \$8.00/hr	2
College Student Assistant, \$8.00/hr (STHP)	21
College Work-Study Student Assistant, \$8.00/hr (FWS)	12

SPECIAL SERVICE

Art Model, without costume, \$18.00/hr	2
Community Services Specialist I, \$35/hr	4
Community Services Specialist II, \$50/hr	25

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 12 FACILITIES**

*Requested Action: Approval/Ratification*

*Requested by: Greg Brown, Director Facilities and Planning*

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

12-A PROJECT CLOSE OUT – CAFETERIA UPGRADE

Subject to completion of punch list items by JENN/MATT, INC. authorize the District Representative, without further action of the Board of Trustees, to accept the project described as CAFETERIA UPGRADE as being complete upon completion of punch list items by JENN/MATT, INC. The District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

12-B PROJECT CLOSE OUT – BUNDY NORTHEAST DRIVEWAY

Subject to completion of punch list items by PIMA CORPORATION authorize the District Representative, without further action of the Board of Trustees, to accept the project described as BUNDY NORTHEAST DRIVEWAY as being complete upon completion of punch list items by PIMA CORPORATION. The District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

12-C PROJECT CLOSE OUT – ENERGY SERVICES CONTRACT

Subject to completion of punch list items by GEORGE YARDLEY COMPANY authorize the District Representative, without further action of the Board of Trustees, to accept the project described as ENERGY SERVICES CONTRACT - SCIENCE as being complete upon completion of punch list items by GEORGE YARDLEY COMPANY. The District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13      BUDGET TRANSFERS**

13-A    FUND 01.0 – GENERAL FUND – UNRESTRICTED

Period: December 18, 2010 to January 18, 2011

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	4,500
2000	Classified/Student Salaries	39,400
3000	Benefits	0
4000	Supplies	-3,300
5000	Contract Services/Operating Exp	73,000
6000	Sites/Buildings/Equipment	-100
7000	Other Outgo/Student Payments	-113,500
Net Total:		0

13-B    FUND 01.3 – GENERAL FUND - RESTRICTED

Period: December 18, 2010 to January 18, 2011

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	38,000
2000	Classified/Student Salaries	59,312
3000	Benefits	8,000
4000	Supplies	1,829
5000	Contract Services/Operating Exp	-138,639
6000	Sites/Buildings/Equipment	31,498
7000	Other Outgo/Student Payments	0
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	February 1, 2011

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14      BUDGET AUGMENTATIONS/DECREASE**

The 2010-2011 Adopted Budget will be amended to reflect the following budget augmentations/decreases:

14-A    BASIC SKILLS RE-APPROPRIATION 2010-2011

Granting Agency:      State of California  
Appropriated Funding: \$399,775  
Matching Funds:      None  
Performance Period:    January 1, 2011 – June 30, 2011  
Summary:                The District qualifies for \$399,775 in Basic Skills funding per the Advance Apportionment report issued by the Chancellor’s Office.  
Budget Augmentation: Revenue:  
                                  8000 State Revenue                                \$399,775  
Expenditures:  
                                  1000 Academic Salaries                            \$205,343  
                                  2000 Classified Salaries                            98,349  
                                  3000 Fringe Benefits                                35,015  
                                  4000 Supplies                                        8,182  
                                  5000 Contracted Services                        52,886

14-B    EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

Granting Agency:      State of California  
Appropriated Funding: \$6,350  
Matching Funds:      None  
Performance Period:    July 1, 2010 – June 30, 2011  
Summary:                The District qualifies for an additional \$6,350 in EOPS funding per the Advance Apportionment report issued by the Chancellor’s Office.  
Budget Augmentation: Revenue:  
                                  8000 State Revenue                                \$ 6,350  
Expenditures:  
                                  7000 Student Aid                                    \$ 6,350

14-C    MATRICULATION CREDIT (DECREASE)

Granting Agency:      State of California  
Appropriated Funding: (\$4,544)  
Matching Funds:      (\$13,632)  
Performance Period:    July 1, 2010 – June 30, 2011  
Summary:                The District has received notice for a Matriculation Credit decrease per Advance Apportionment Report issued by the Chancellor’s Office.  
Budget Augmentation: Revenue:  
                                  8000 State Revenue                                (\$4,544)  
Expenditures:  
                                  3000 Fringe Benefit                                (\$4,544)

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15      COMMERCIAL WARRANT REGISTER**

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

November 1 – November 30, 2010	4292 – 4326	\$9,154,456.03
December 1 – December 31, 2010	4328 – 4362	\$6,048,763.69

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

**RECOMMENDATION NO. 16      DIRECT, BENEFIT AND STUDENT GRANT PAYMENTS**

Requested by:        Robin Quaile, Accounts Payable Supervisor  
 Approved by:        Robert G. Isomoto, Vice-President, Business/Administration  
 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 approve budgets. List on file in Business Office.

November 1 – November 30, 2010		
D000652 – D000816		\$ 760,485.89
B000200 – B000268		\$1,391,763.57
ST00042 – ST00043		\$        34.00

December 1 – December 31, 2010		
D000817 – D000856		\$ 460,931.79
B000334 – B000334		\$1,377,919.22

- D – Direct Payments
- B – Benefit Payments (Health Insurance, Retirement, etc.)
- S – Student Payments

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	February 1, 2011

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 17      PURCHASING**

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

17-A PURCHASING AGREEMENTS

- 1) Authorize the awards of purchase orders from approved department budgets using the General Services Administration (GSA) contract to Spinitar 3-10-58-0077(G) to 1/13/14 for Audio Visual and Information Technology Equipment not to exceed the legal dollar threshold limits.
- 2) Authorize the awards of purchase orders from approved department budgets using CalSave program sponsored by Epylon on behalf of the California County Superintendents Educational Services Association.

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	February 1, 2011

**IX. INFORMATION ITEM H CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, JANUARY 19, 2011**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, January 19, 2011 in Drescher Hall Room 300-E (the Loft) at Santa Monica College 1900 Pico Boulevard, California.

**1. CALL TO ORDER** - 8:05 a.m.

**2. ROLL CALL**

Bruce Sultan, Chair - Present  
 Paul Leoni, Vice-Chair –Present  
 Deborah Arvesen –Present  
 Clarence Chapman – Present  
 Todd Flora - Present  
 Tiffancy Inabu –Present  
 Corin Kahn – Not Present  
 Nimish Patel - Present  
 Christine Thornton – Not Present

Others Present:

Sara Banda, representing Vicenti, Lloyd & Stutzman, LLP  
 Chris Bonvenuto, Director of Fiscal Services  
 Greg Brown, Director of Facilities and Planning  
 Don Girard, Senior Director, Government Relations/Institutional Communications  
 Bob Isomoto, Vice-President, Business/Administration  
 Lee Paul, LPI Inc.  
 Lisa Rose, Committee Coordinator  
 Charlie Yen, Director, Contracts

**3. APPROVAL OF MINUTES – October 20, 2010**

Motion was made by Paul Leoni and seconded by Clarence Chapman to approve the minutes of October 20, 2010, as corrected.

Motion made by: Paul Leoni  
 Seconded by: Todd Flora  
 Unanimously approved

**4. INTRODUCTION OF NEW MEMBER**

Tiffancy Inabu was appointed by the Board of Trustees to serve as the student representative on the Citizens' Bond Oversight Committee.

**5. CONFLICT OF INTEREST FORMS**

Members were reminded to sign and submit their Conflict of Interest forms for 2011.

**6. REPORTS and DISCUSSION**

2009-2010 Financial Audit and Performance Audit Reports

Chris Bonvenuto, Director of Fiscal Services, provided an overview of the 2009-2010 Financial Audit and Performance Audit Reports. The Auditor indicated that there were no instances of noncompliance in both audits and did not identify any exceptions or deficiencies.

Motion was made by Paul Leoni and seconded by Deborah Arvesen to accept without exception the 2009-2010 Audit Reports: *Unanimously approved.*

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

- Charlie Yen reported that the following clarifications suggested at the last meeting have been incorporated into the detailed oversight reports: All Reports include other funding amounts and sources; Measure S Reports shows Malibu - other expenses (Storm/Waste Water Treatment Center)
- The pie charts included on the individual project pages shows expenses to date. Most projects are in the planning stage, so the expenses for architects are the majority of expenses to date.
- The length of time for the Department of State Architect (DSA) to approve construction projects is unbelievably long at this time, about double what it should be. It is planned to start the construction phase on the Student Services project and the parking structure at the Academy of Entertainment and Technology this summer. The delay in DSA affects the sale of bonds, employment for construction projects and sequencing of projects.
- It was suggested that future expenditure/oversight reports indicate funds allocated versus funds appropriated.

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 January 1, 2011.

**7. PUBLIC COMMENTS - None**

**8. SCHEDULE OF MEETINGS, 2010-2011**

Wednesdays at 8 a.m.

April 20, 2011

**9. ADJOURNMENT – 9:13 a.m.**

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 20, 2011 at 8 a.m. (*location to be determined*).

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 1, 2011

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT**

The meeting will be adjourned in memory of **Sophia Shamban**, mother of Dr. Ava Shamban, member of the SMC Foundation Board of Directors.

There will be a Board of Trustees Study Session on Tuesday, February 15, 2011 at 5:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, March 1, 2011** 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:

- Reports:
  - Community and Government Relations
  - Partnerships with SMMUSD

<b>BOARD OF TRUSTEES</b> SANTA MONICA COMMUNITY COLLEGE DISTRICT	<b>REGULAR MEETING</b> February 1, 2011
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ADDENDUM A

2010-2011 QUARTERLY BUDGET REPORT  
AND 311Q REPORT

**UNRESTRICTED GENERAL FUND 01.0  
2010-2011 REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL REVENUE</b>	<b>2010-2011 PROJECTED REVENUE</b>
<b>FEDERAL</b>			
FIN AID ADM ALLOWANCES	132,866	88,980	132,866
<b>TOTAL FEDERAL</b>	<b>132,866</b>	<b>88,980</b>	<b>132,866</b>
<b>STATE</b>			
GENERAL APPORTIONMENT	84,581,383	44,913,923	84,461,706
GROWTH	2,136,223	-	2,144,372
COLA	(400,228)	-	-
HOMEOWNERS EXEMPT	101,768	15,183	101,800
STATE LOTTERY REVENUE	3,187,303	57,552	3,175,270
MANDATED COST RECOVERY	-	-	413,930
OTHER STATE	434,530	265,920	511,385
<b>TOTAL STATE</b>	<b>90,040,979</b>	<b>45,252,578</b>	<b>90,808,463</b>
<b>LOCAL</b>			
PROP TAX SHIFT (ERAF)	-	874,545	874,545
SECURED TAX	9,777,848	4,428,340	8,436,913
SUPPLEMENTAL TAXES	75,884	8,510	60,707
UNSECURED TAX	475,136	435,506	475,000
PRIOR YRS TAXES	310,689	729,777	729,777
PROPERTY TAX - RDA PASS THRU	357,977	374,175	374,175
RENTS	57,000	40,905	83,942
INTEREST	234,500	17,506	87,970
ENROLLMENT FEES	9,839,198	6,564,486	10,008,648
STUDENT RECORDS	415,500	198,901	415,500
NON-RESIDENT TUITION/INTENSIVE ESL	19,789,866	14,183,827	19,789,866
OTHER STUDENT FEES & CHARGES	194,000	70,366	155,436
F1 APPLICATION FEES	102,500	84,073	116,108
OTHER LOCAL	609,712	239,942	452,328
I. D. CARD SERVICE CHARGE	890,000	608,323	890,000
LIBRARY CARDS	200	-	200
LIBRARY FINES	15,500	7,292	15,500
PARKING FINES	268,500	98,937	204,600
<b>TOTAL LOCAL</b>	<b>43,414,010</b>	<b>28,965,411</b>	<b>43,171,215</b>
<b>TOTAL REVENUE</b>	<b>133,587,855</b>	<b>74,306,969</b>	<b>134,112,544</b>
TRANSFER IN	201,320	61,511	210,624
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>133,789,175</b>	<b>74,368,480</b>	<b>134,323,168</b>

**UNRESTRICTED GENERAL FUND 01.0  
2010-2011 EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL EXPENDITURES</b>	<b>2010-2011 PROJECTED EXPENDITURES</b>
INSTRUCTION	23,344,741	8,876,318	23,151,567
ACADEMIC MANAGERS	5,341,854	2,324,465	5,423,374
NON-INSTRUCTION	5,708,145	2,097,572	5,673,268
HOURLY INSTRUCTION	25,151,622	12,675,000	25,151,622
HOURLY NON-INSTRUCTION	3,661,838	1,599,967	3,680,558
VACANT POSITIONS	85,653	-	204,763
VACANCY SAVINGS	(42,827)	-	(153,572)
BACKFILL FOR CATEGORICAL FUNDS	505,329	7,493	505,329
<b>TOTAL ACADEMIC</b>	<b>63,756,355</b>	<b>27,580,815</b>	<b>63,636,909</b>
CLASSIFIED REGULAR	20,048,288	8,033,223	20,168,525
CLASSIFIED MANAGERS	3,946,602	1,686,671	3,846,116
CLASS REG INSTRUCTION	2,819,937	1,078,924	2,815,567
CLASSIFIED HOURLY	1,623,362	777,370	1,623,362
CLASS HRLY INSTRUCTION	786,122	284,292	826,122
VACANT POSITIONS	677,575	-	879,714
VACANCY SAVINGS	(338,788)	-	(659,786)
BACKFILL FOR CATEGORICAL FUNDS	324,626	55,128	324,626
<b>TOTAL CLASSIFIED</b>	<b>29,887,724</b>	<b>11,915,608</b>	<b>29,824,246</b>
STRS	4,002,736	1,637,735	3,994,684
PERS	3,746,802	1,335,252	3,350,793
OASDI/MEDICARE	3,002,056	1,284,941	3,001,960
H/W	13,385,959	3,857,473	13,258,352
RETIREEES' H/W	1,905,169	1,150,346	2,108,329
SUI	829,135	290,506	828,614
WORKERS' COMPENSATION	1,283,254	535,744	1,283,254
ALTERNATIVE RETIREMENT	500,000	240,379	500,000
BENEFITS RELATED TO VACANT POSITIONS	198,684	-	216,895
BENEFITS RELATED TO VACANCY SAVINGS	(99,342)	-	(162,671)
BACKFILL FOR CATEGORICAL FUNDS	200,436	15,396	200,436
<b>TOTAL BENEFITS</b>	<b>28,954,889</b>	<b>10,347,772</b>	<b>28,580,646</b>
SUPPLIES	1,108,228	312,793	1,108,228
BACKFILL FOR CATEGORICAL FUNDS	20,800	2,405	20,800
<b>TOTAL SUPPLIES</b>	<b>1,129,028</b>	<b>315,198</b>	<b>1,129,028</b>
CONTRACTS/SERVICES	10,925,645	5,307,352	11,034,899
INSURANCE	913,397	869,495	913,397
UTILITIES	3,266,052	1,284,329	3,266,052
BACKFILL FOR CATEGORICAL FUNDS	180,454	10,154	180,454
<b>TOTAL SERVICES</b>	<b>15,285,548</b>	<b>7,471,330</b>	<b>15,394,802</b>
BLDG & SITES	45,000	17,834	45,000
EQUIPMENT	218,430	80,194	218,430
LEASE PURCHASES	81,489	216	81,489
BACKFILL FOR CATEGORICAL FUNDS	167,188	7,134	167,188
<b>TOTAL CAPITAL</b>	<b>512,107</b>	<b>105,378</b>	<b>512,107</b>
<b>TOTAL EXPENDITURES</b>	<b>139,525,651</b>	<b>57,736,101</b>	<b>139,077,738</b>
OUTGOING TRANSFER/FINANCIAL AID	236,904	117,794	236,904
BACKFILL FOR CATEGORICAL FUNDS	24,940	110	24,940
<b>TOTAL TRANSFERS/FINANCIAL AID</b>	<b>261,844</b>	<b>117,904</b>	<b>261,844</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>139,787,495</b>	<b>57,854,005</b>	<b>139,339,582</b>

**UNRESTRICTED GENERAL FUND 01.0  
2010-2011 FUND BALANCE BUDGET**

ACCOUNTS	2010-2011 ADOPTED BUDGET	December 31, 2010 ACTUAL FUND BALANCE	2010-2011 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	133,789,175	74,368,480	133,909,238
TOTAL EXPENDITURES AND TRANSFERS	137,882,767	57,756,185	137,590,466
BACKFILL FOR CATEGORICAL FUNDS	1,423,773	97,820	1,423,773
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	961,912	-	1,301,372
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(480,957)	-	(976,029)
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(5,998,320)</b>	<b>16,514,475</b>	<b>(5,430,344)</b>
ONE-TIME FUNDING			
MANDATED COST RECOVERY	-	-	413,930
<b>OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS</b>	<b>(5,998,320)</b>	<b>16,514,475</b>	<b>(5,016,414)</b>
BEGINNING BALANCE***	18,470,103	18,470,103	18,470,103
TRANSFER TO DESIGNATED RESERVE - NEW FACULTY	(413,168)	(413,168)	(413,168)
ENDING FUND BALANCE***	<b>12,058,615</b>	<b>34,571,410</b>	<b>13,040,521</b>
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS **	<b>8.63%</b>	<b>59.76%</b>	<b>9.36%</b>
<p>** Chancellor's Office recommended ratio is 5%. Please see ADDENDUM for Designated Reserves.            *** Fund Balance reflects designated reserves.</p>			

**RESTRICTED GENERAL FUND 01.3  
2010-2011 REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL REVENUE</b>	<b>2010-2011 PROJECTED REVENUE</b>
<b>FEDERAL</b>			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	620,461	242,050	620,461
FWS-FEDERAL WORK STUDY	535,774	112,839	535,774
RADIO GRANTS	1,700,000	-	1,700,000
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	52,106	20,029	53,534
TECH PREP	69,708	2,074	69,708
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	46,574	46,574
FEDERAL CARRYOVERS	1,571,449	843,459	1,571,449
OTHER FEDERAL	7,822,459	194,768	8,967,719
<b>TOTAL FEDERAL</b>	<b>12,371,957</b>	<b>1,461,793</b>	<b>13,565,219</b>
<b>STATE</b>			
LOTTERY	697,359	697,359	697,359
BASIC SKILLS	-	207,883	399,775
SFAA-STUDENT FINANCIAL AID ADMIN	705,598	366,911	705,598
EOPS-EXTENDED OPPORTUNITY PROG & SERV	820,970	426,904	820,970
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	55,879	29,057	55,879
DSPTS-DISABLED STUDENTS PROGRAM & SERVICES	980,431	389,416	748,876
NON-CREDIT MATRICULATION	20,861	10,847	20,861
MATRICULATION	667,773	344,879	667,773
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	4,522	8,696
CALWORKS	164,884	84,650	162,303
ENROLLMENT GROWTH	160,937	-	160,937
STATE CARRYOVERS	1,611,247	1,512,208	1,919,666
OTHER STATE	315,919	114,810	134,672
<b>TOTAL STATE</b>	<b>6,210,554</b>	<b>4,189,446</b>	<b>6,503,365</b>
<b>LOCAL</b>			
PICO PARTNERSHIP	151,444	-	151,444
HEALTH FEES	1,230,000	940,171	1,230,000
PARKING FEES	1,600,000	1,600,000	1,600,000
DONATIONS-KCRW	5,027,286	1,508,882	5,027,286
COMMUNITY SERVICES	845,000	560,099	845,000
COUNTY CALWORKS	64,000	39,538	64,000
CONSOLIDATED CONTRACT ED-LOCAL	146,092	138,770	394,558
LOCAL CARRYOVERS	1,037,206	855,699	856,451
OTHER LOCAL	2,941,065	1,217,786	2,950,199
<b>TOTAL LOCAL</b>	<b>13,042,093</b>	<b>6,860,945</b>	<b>13,118,938</b>
<b>TOTAL REVENUE</b>	<b>31,624,604</b>	<b>12,512,184</b>	<b>33,187,522</b>

**RESTRICTED GENERAL FUND 01.3  
2010-2011 EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL EXPENDITURES</b>	<b>2010-2011 PROJECTED EXPENDITURES</b>
INSTRUCTION	18,414	34,508	57,414
MANAGEMENT	1,695,480	607,888	2,390,647
NON-INSTRUCTION	1,182,346	548,697	852,540
HOURLY INSTRUCTION	479,367	171,124	677,195
HOURLY NON-INSTRUCTION	1,599,258	970,593	1,608,659
<b>TOTAL ACADEMIC</b>	<b>4,974,865</b>	<b>2,332,810</b>	<b>5,586,455</b>
CLASSIFIED REGULAR	2,460,834	1,083,831	2,579,512
CLASSIFIED MANAGERS	277,483	129,831	312,483
CLASS REG INSTRUCTION	30,000	-	30,000
CLASSIFIED HOURLY	1,857,282	940,156	2,075,724
CLASS HRLY INSTRUCTION	314,459	133,742	268,285
<b>TOTAL CLASSIFIED</b>	<b>4,940,058</b>	<b>2,287,560</b>	<b>5,266,004</b>
BENEFITS HOLDING ACCOUNT	2,328,952	-	1,604,564
STRS	-	150,872	150,872
PERS	-	145,416	145,416
OASDI/MEDICARE	-	155,735	155,735
H/W	-	318,364	318,364
SUI	-	30,582	30,582
WORKERS' COMP.	-	57,711	57,711
ALTERNATIVE RETIREMENT	-	32,802	32,802
<b>TOTAL BENEFITS</b>	<b>2,328,952</b>	<b>891,482</b>	<b>2,496,046</b>
<b>TOTAL SUPPLIES</b>	<b>1,143,978</b>	<b>180,876</b>	<b>1,221,786</b>
CONTRACTS/SERVICES	11,663,815	2,176,903	11,900,418
INSURANCE	2,459,000	1,226,016	2,459,000
UTILITIES	232,700	140,465	232,700
<b>TOTAL SERVICES</b>	<b>14,355,515</b>	<b>3,543,384</b>	<b>14,592,118</b>
BLDG & SITES	1,585,000	457,816	1,669,500
EQUIPMENT/LEASE PURCHASE	1,538,004	640,491	1,566,754
<b>TOTAL CAPITAL</b>	<b>3,123,004</b>	<b>1,098,307</b>	<b>3,236,254</b>
<b>TOTAL EXPENDITURES</b>	<b>30,866,372</b>	<b>10,334,419</b>	<b>32,398,663</b>
OTHER OUTGO - STUDENT AID	556,912	232,181	578,235
OTHER OUTGO - TRANSFERS	201,320	61,511	210,624
<b>TOTAL OTHER OUTGO</b>	<b>758,232</b>	<b>293,692</b>	<b>788,859</b>
<b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b>	<b>31,624,604</b>	<b>10,628,111</b>	<b>33,187,522</b>

**RESTRICTED GENERAL FUND 01.3  
2010-2011 FUND BALANCE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL FUND BALANCE</b>	<b>2010-2011 PROJECTED FUND BALANCE</b>
TOTAL REVENUE AND TRANSFERS	31,624,604	12,512,184	33,187,522
TOTAL EXPENDITURES AND TRANSFERS	31,624,604	10,628,111	33,187,522
<b>OPERATING SURPLUS/(DEFICIT)</b>	-	<b>1,884,073</b>	-
BEGINNING BALANCE	-	-	-
<b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>	-	<b>1,884,073</b>	-
<b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFERS</b>	<b>0.00%</b>	<b>17.73%</b>	<b>0.00%</b>

**CAPITAL OUTLAY FUND 40.0  
2010-2011 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL</b>	<b>2010-2011 PROJECTED</b>
<b>REVENUE</b>			
INTEREST	85,000	29,040	91,000
NON-RESIDENT CAPITAL CHARGE	3,411,958	2,104,729	3,411,958
<b>TOTAL REVENUE</b>	<b>3,496,958</b>	<b>2,133,769</b>	<b>3,502,958</b>
<b>EXPENDITURES</b>			
SUPPLIES	63,000	253	63,000
CONTRACT SERVICES	436,507	162,890	436,507
CAPITAL OUTLAY	8,649,524	1,282,651	8,655,524
<b>TOTAL EXPENDITURES</b>	<b>9,149,031</b>	<b>1,445,794</b>	<b>9,155,031</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(5,652,073)</b>	<b>687,975</b>	<b>(5,652,073)</b>
<b>BEGINNING BALANCE</b>	5,652,073	5,652,073	5,652,073
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>6,340,048</b>	<b>-</b>

**EARTHQUAKE FUND 41.0**  
**2010-2011 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2010-2011 ADOPTED BUDGET	December 31, 2010 ACTUAL	2010-2011 PROJECTED
<b>REVENUE</b>			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	1,400	335	1,400
<b>TOTAL REVENUE</b>	<b>1,400</b>	<b>335</b>	<b>1,400</b>
<b>EXPENDITURES</b>			
CONTRACT SERVICES	-	-	-
CAPITAL OUTLAY	3,097,281	737,272	3,097,281
TRANSFER OUT	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>3,097,281</b>	<b>737,272</b>	<b>3,097,281</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(3,095,881)</b>	<b>(736,937)</b>	<b>(3,095,881)</b>
<b>BEGINNING BALANCE</b>	<b>3,095,881</b>	<b>3,095,881</b>	<b>3,095,881</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>2,358,944</b>	<b>-</b>

**MEASURE U FUND 42.2**  
**2010-2011 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2010-2011 ADOPTED BUDGET	December 31, 2010 ACTUAL	2010-2011 PROJECTED
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	220,000	77,667	310,000
<b>TOTAL REVENUE</b>	<b>220,000</b>	<b>77,667</b>	<b>310,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	100,000	-	100,000
CONTRACT SERVICES	540,000	-	540,000
CAPITAL OUTLAY*	22,106,564	(706,239)	22,196,564
<b>TOTAL EXPENDITURES</b>	<b>22,746,564</b>	<b>(706,239)</b>	<b>22,836,564</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(22,526,564)</b>	<b>783,906</b>	<b>(22,526,564)</b>
<b>BEGINNING BALANCE</b>	22,526,564	22,526,564	22,526,564
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>23,310,470</b>	<b>-</b>

\* Negative balance in the capital outlay expenditure line is a result of a reimbursement for FEMA approved project related to the 1994 earthquake.

**MEASURE S FUND 42.3  
2010-2011 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL</b>	<b>2010-2011 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	780,000	204,456	698,000
<b>TOTAL REVENUE</b>	<b>780,000</b>	<b>204,456</b>	<b>698,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	104,057	-	104,057
CONTRACT SERVICES	5,355,259	55,948	5,355,259
CAPITAL OUTLAY	54,415,636	447,603	54,333,636
<b>TOTAL EXPENDITURES</b>	<b>59,874,952</b>	<b>503,551</b>	<b>59,792,952</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(59,094,952)</b>	<b>(299,095)</b>	<b>(59,094,952)</b>
<b>BEGINNING BALANCE</b>	59,094,952	59,094,952	59,094,952
<b>ENDING FUND BALANCE</b>	-	<b>58,795,857</b>	-

**MEASURE AA FUND 42.4  
2010-2011 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL</b>	<b>2010-2011 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	490,000	328,075	1,200,000
<b>TOTAL REVENUE</b>	<b>490,000</b>	<b>328,075</b>	<b>1,200,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	728,038	-	728,038
CONTRACT SERVICES	14,923,450	2,770	14,923,450
CAPITAL OUTLAY	80,450,265	2,284,792	81,160,265
<b>TOTAL EXPENDITURES</b>	<b>96,101,753</b>	<b>2,287,562</b>	<b>96,811,753</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(95,611,753)</b>	<b>(1,959,487)</b>	<b>(95,611,753)</b>
<b>BEGINNING BALANCE</b>	95,611,753	95,611,753	95,611,753
<b>ENDING FUND BALANCE</b>	-	<b>93,652,266</b>	-

**STUDENT FINANCIAL AID FUND 74.0  
2010-2011 REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2010-2011 ADOPTED BUDGET</b>	<b>December 31, 2010 ACTUAL</b>	<b>2010-2011 PROJECTED</b>
<b>REVENUE</b>			
FEDERAL GRANTS	23,078,711	12,535,867	23,078,711
FEDERAL LOANS	3,250,000	791,244	3,250,000
CAL GRANTS	822,000	421,175	822,000
TRANSFER	236,904	117,241	236,904
<b>TOTAL REVENUE</b>	<b>27,387,615</b>	<b>13,865,527</b>	<b>27,387,615</b>
<b>EXPENDITURES</b>			
FINANCIAL AID	27,387,615	13,990,216	27,387,615
<b>TOTAL EXPENDITURES</b>	<b>27,387,615</b>	<b>13,990,216</b>	<b>27,387,615</b>
<b>ENDING FUND BALANCE***</b>	<b>-</b>	<b>(124,689)</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  
2010-2011 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2010-2011 ADOPTED BUDGET	December 31, 2010 ACTUAL	2010-2011 PROJECTED
<b>BEGINNING BALANCE</b>	2,006,239	2,006,239	2,006,239
ADJ. TO BEG. BALANCE	-	-	-
<b>ADJUSTED BEGINNING BALANCE</b>	<u>2,006,239</u>	<u>2,006,239</u>	<u>2,006,239</u>
<b>REVENUE</b>			
GROSS SALES	7,532,949	3,312,410	7,532,949
LESS: COST OF GOODS	<u>(5,516,522)</u>	<u>(2,609,428)</u>	<u>(5,516,522)</u>
NET	2,016,427	702,982	2,016,427
VENDOR INCOME	757,496	399,671	757,496
AUXILIARY PROGRAM INCOME	<u>298,550</u>	<u>159,307</u>	<u>298,550</u>
NET INCOME	3,072,473	1,261,960	3,072,473
INTEREST	<u>43,000</u>	<u>22,888</u>	<u>43,000</u>
<b>TOTAL REVENUE</b>	<u>3,115,473</u>	<u>1,284,848</u>	<u>3,115,473</u>
<b>TOTAL FUNDS AVAILABLE</b>	<u>5,121,712</u>	<u>3,291,087</u>	<u>5,121,712</u>
<b>EXPENDITURES</b>			
STAFFING	1,317,228	526,194	1,317,228
FRINGE BENEFITS	308,000	126,170	308,000
OPERATING	<u>2,202,043</u>	<u>556,285</u>	<u>2,202,043</u>
<b>TOTAL EXPENDITURES</b>	<u>3,827,271</u>	<u>1,208,649</u>	<u>3,827,271</u>
<b>ENDING FUND BALANCE</b>	<u>1,294,441</u>	<u>2,082,438</u>	<u>1,294,441</u>

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

ACCOUNTS	2010-2011 PROJECTED
<b>DESIGNATED RESERVE FOR:</b>	
UNFUNDED RETIREE BENEFITS	2,000,000
NEW FACULTY TO BE HIRED	413,168
TOTAL	<hr/> <b>2,413,168</b> <hr/>

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

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

**VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**District: (780) SANTA MONICA**

**Fiscal Year: 2010-2011  
Quarter Ended: (Q2) Dec 31, 2010**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected 2010-2011
<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)	132,456,509	134,609,448	133,204,874	134,112,544
A.2	Other Financing Sources (Object 8900)	213,913	162,613	145,184	210,624
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>132,670,422</b>	<b>134,772,061</b>	<b>133,350,058</b>	<b>134,323,168</b>
<b>B.</b>	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	128,566,012	133,921,933	131,958,636	139,077,738
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,267,030	239,346	330,078	261,844
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>129,833,042</b>	<b>134,161,279</b>	<b>132,288,714</b>	<b>139,339,582</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>2,837,380</b>	<b>610,782</b>	<b>1,061,344</b>	<b>-5,016,414</b>
D.	<b>Fund Balance, Beginning</b>	<b>15,960,596</b>	<b>18,797,976</b>	<b>19,408,758</b>	<b>20,470,103</b>
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>15,960,596</b>	<b>18,797,976</b>	<b>19,408,758</b>	<b>20,470,103</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>18,797,976</b>	<b>19,408,758</b>	<b>20,470,102</b>	<b>15,453,689</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	14.5%	14.5%	15.5%	11.1%

**II. Annualized Attendance FTES:**

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>	18,843	23,547	23,443	22,750
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

	Description	As of the specified quarter ended for each fiscal year			
		2007-08	2008-09	2009-10	2010-2011
H.1	Cash, excluding borrowed funds		30,135,884	36,246,398	35,826,696
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	<b>35,213,714</b>	<b>30,135,884</b>	<b>36,246,398</b>	<b>35,826,696</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)	133,587,855	134,112,544	74,306,969	55.4%
I.2	Other Financing Sources (Object 8900)	201,320	210,624	61,511	29.2%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>133,789,175</b>	<b>134,323,168</b>	<b>74,368,480</b>	<b>55.4%</b>
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	139,525,651	139,077,738	57,736,101	41.5%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	261,844	261,844	117,904	45%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>139,787,495</b>	<b>139,339,582</b>	<b>57,854,005</b>	<b>41.5%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>-5,998,320</b>	<b>-5,016,414</b>	<b>16,514,475</b>	
L.	Adjusted Fund Balance, Beginning	20,470,103	20,470,103	20,470,103	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>14,471,783</b>	<b>15,453,689</b>	<b>36,984,578</b>	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	10.4%	11.1%		

**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 realized an operating deficit, excluding one-time items, in 2009-2010 of <\$1,567,597>. This deficit is projected to grow into a <\$5,016,414> operating deficit in 2010-2011, placing significant strain on the District's reserves. Other issues that must be addressed:

- 1) The Governor's proposed 2011-2012 budget will reduce the District's funding by <\$5,347,000>. Coupled with the current year projected deficit the District is facing a 2011-2012 deficit of at least <\$10,000,000> prior to any budget reduction being implemented.
- 2) The ever growing and 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.
- 3) The District is in negotiations with two of its three unions. Any increases in compensation will need to be funded from Fund Balance and would further increase the District's operating deficit unless equal reductions are also obtained.

<b>BOARD OF TRUSTEES</b> SANTA MONICA COMMUNITY COLLEGE DISTRICT	<b>REGULAR MEETING</b> February 1, 2011
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ADDENDUM B

KCRW FOUNDATION INVESTMENT GUIDELINES

**THE KCRW FOUNDATION INVESTMENT  
POLICY STATEMENT AND INVESTMENT PLAN**

**I. Purpose**

The purpose of this Investment Policy Statement is to set forth the investment goals and objectives for the investment account of the KCRW Foundation, along with certain procedures to be followed to achieve those objectives. This written Investment Policy Statement provides the framework for decision-making and is designed to provide continuity in the investment approach of the Foundation.

The investment account consists of excess liquid assets of the Foundation, which is defined to mean all liquid assets other than cash holdings equal to three months of Foundation projected operating expenses, which are held in a separate account at a commercial bank.

**II. Investment Goals and Objectives**

- A. The primary goal of the investment account is to preserve capital and achieve long-term growth of capital consistent with moderate risk. Closely related goals are to:
  - 1. Assure the safety of funds.
  - 2. Maintain sufficient liquidity to provide adequate and timely working funds.
  - 3. Attain a rate of return consistent with safety and liquidity considerations.
- B. The specific objective of the investment account is to achieve, on average, a total return of 1-2% in excess of inflation over a full investment cycle. This objective may be affected by the cash needs of the Foundation, such as for anticipated or unanticipated capital expenses, or to deal with a shortfall in annual fundraising.
- C. The investment time horizon is long-term; that is, at least ten years, and should match the Foundation's spending requirements and/or timing of other liabilities.

**III. Delegation of Authority**

- A. The governing body of the KCRW Foundation is the Board of Directors who are fiduciaries and are ultimately responsible for directing and monitoring the Foundation's investment assets. The Board has adopted, and each Director has signed, a Code of Conduct and Ethics that includes policies to avoid self-dealing or other conflicts of interest.
- B. The Board of Directors has delegated the direct management of and fiduciary responsibility for all investment assets to the Finance Committee of the Board.

- C. It is the policy of the Foundation to utilize professional management services for the investment of its assets. The Finance Committee is authorized to select one or more:
1. Investment consultants who advise on establishing investment policies, selecting and reviewing investment managers, monitoring and evaluating investment performance, and other tasks as deemed appropriate.
  2. Investment managers who have discretion to purchase, sell or hold specific securities that will be used to meet the Foundation's investment objectives.
  3. Custodians who maintain physical possession of securities owned by the Foundation and perform other custodial services as deemed appropriate.
  4. Additional specialists such as attorneys, accountants or others to assist the Board in meeting its fiduciary responsibilities to administer investment assets prudently.

The Finance Committee will follow and document a due diligence process in selecting such professionals, and the resulting contracts or service agreements will define in writing the parties' roles, duties and responsibilities.

Subject to Board approval, the Finance Committee will review and approve the compensation paid to all such investment consultants, managers, custodians or other specialists.

#### **IV. Authorized Investments**

- A. The investment portfolio should be of high quality and well diversified to avoid undue exposure to any economic sector, industry group or individual security. The portfolio will include an appropriate component of international holdings.
1. Short-Term Investments:  
The Foundation shall maintain a minimum of three months of projected operating expenses in short-term investments; i.e., cash, cash equivalents, or debt instruments with a maturity of not more than one year.
  2. Long-Term Investments:  
The investment objectives for the management of the Foundation's investments are to achieve growth of both principal and income over time sufficient to preserve or increase the purchasing power of the assets, thus protecting the assets against inflation according to the following priorities.
    - a) Consistency: Growth achieved in a reasonably predictable manner where fluctuations in market value are minimized.
    - b) Capital Protection: The achievement of a level of safety necessary to not only protect the principal but offset inflationary erosion.

- c) Capital Appreciation: The achievement of growth primarily through a portfolio of companies that have the potential to produce a rising stream of earnings and dividends, and through compounding of dividends and interest over time.
    - d) Liquidity: The ability to convert funds to cash.
- B. The investment manager(s) appointed by the Foundation shall be given full investment discretion consistent with the objectives and annual spending policies outlined in the Investment Plan.
- C. Asset Allocation: The general policy shall be to invest in both equity and fixed-income securities so as to provide a balance that will enhance total return while avoiding undue risk concentration in any single asset class or investment category. The Finance Committee may also authorize investments in additional asset classes as it deems appropriate to achieve diversification and meet the goals and objectives set out in the Investment Policy Statement. Such allocations shall be controlled by the percentage guidelines set forth in the Investment Plan.

## **V. Unauthorized Investments**

- A. Unless authorized by the Finance Committee, direct investments in the following asset classes are prohibited:
  1. Real estate (other than publicly traded REITS) and other tangible assets
  2. Commodities and futures contracts
  3. Private investments
  4. Options
  5. Hedge funds and other limited partnerships
- B. Derivatives: Since it is anticipated that new derivative products will be created each year, it is not the intention of this document to list specific derivatives that are prohibited from investment; rather it sets out a general policy on derivatives. Unless a specific type of derivative security is allowed in this document, the investment manager(s) must receive approval from the Finance Committee to include derivative investments in the investment portfolio. The investment manager(s) must present detailed information as to the expected return and risk characteristics of each such derivative investment.

## **VI. Investment Plan**

The Investment Plan ("Plan") is designed to achieve the goals and objectives of the KCRW Foundation's Investment Policy. The purpose of the Plan is to reflect both the intent and the practical application of the concepts set out in the Investment Policy Statement. The Plan shall address:

- A. Asset allocation of the Foundation's investment account:  
The Investment Plan is intended to serve as the structure for an investment program in accordance with the objectives of the Foundation. The Plan is

intended to offer the greatest opportunity for appreciation of assets while focusing on the preservation of principal. Accordingly, the asset allocation guidelines will be approximately as follows:

1. A range of 45 to 65% in Equities, including international equities.
2. A range of 35 to 50% in Fixed Income securities; primarily of investment grade..
3. A range of 0 to 10% in other asset classes that have been authorized by the Finance Committee.

As stated above, these are general guidelines, which the Finance Committee may modify from time to time. The Finance Committee will look to the appointed investment managers(s) for specific allocations within these general guidelines. The investment managers(s) shall have discretion to do what they feel appropriate consistent with the Investment Policy Statement and Investment Plan.

B. Spending and distribution policy:

The Investment Plan will include a spending projection based on the budget of the Foundation and the expected needs for distributions from invested funds. Unless approved by the Foundation's Board of Directors, total annual distributions may not exceed 5% of the total investment account.

C. Reporting and monitoring:

The investment manager(s) will prepare reports on at least a quarterly basis and submit them to the Finance Committee for review. Each quarterly report will include a summary of asset classes, material changes among asset classes or in the securities within an asset class, performance of each asset class relative to agreed-upon benchmarks, major factors underlying outperformance or underperformance, and any recommendations for portfolio rebalancing or other changes going forward. The investment manager(s) will assist the Finance Committee in its review and interpretation of quarterly reports, including the conformity of results with the Investment Plan. The investment manager(s) will also submit a report of all portfolio holdings at least once annually.

D. Rebalancing among asset classes and allocation of new contributions:

Because different asset classes will perform at different rates, the investment manager(s) will keep close scrutiny on the asset allocation shifts caused by performance. Accordingly:

1. The investment manager(s) will review the relative market values of the asset classes, whenever there is to be a contribution to the fund, net of spending and expenses, and will generally place new money under investment in the category(ies) which are the furthest below their target allocations.
2. To the extent that adequate re-balancing among asset categories cannot be effected via the allocation of new contributions, the investment manager(s) may re-direct monies from one asset class to another, if

necessary to maintain the asset allocations within the guidelines established by this Plan.

3. Re-balancing will be done at least annually, if the allocations are out of target ranges, or at other times by mutual agreement between the investment manager(s) and the Finance Committee.

E. Benchmarks:

For each asset class or relevant component of the Foundation's account, the investment manager(s) will propose, for the Finance Committee's approval, appropriate market indices or other quantitative benchmarks for measuring investment performance. Each quarterly report will then compare investment performance for each asset class or component managed by the investment manager, with the agreed-upon benchmark(s). Reports will also compare the performance of total Foundation assets under management with a composite benchmark that reflects the percentage holdings in each asset class or component.

## **VII. Periodic Evaluations and Reviews**

A. Investment Policy Review:

The Finance Committee shall review the Investment Policy Statement at least annually and, as appropriate, make reports and/or recommendations to the Foundation Board of Directors.

B. Investment Plan Review:

The Finance Committee shall receive quarterly investment performance reports and shall review the progress of the Investment Plan quarterly. If and as needed (e.g., to make material changes in the asset allocation or spending targets), the Finance Committee shall submit an updated Investment Plan to the Board of Directors.

C. Investment Manager Review:

The Finance Committee shall periodically evaluate the investment performance of each appointed investment manager relative to appropriate benchmarks, the performance of peer group managers, and the objectives set forth in the Foundation's Investment Policy Statement and Investment Plan. Investment performance should be evaluated from a long-term perspective, ordinarily defined as two-to-three years. Qualitative factors such as the manager's adherence to the guidelines established in the Investment Policy Statement and Plan, material changes in the manager's organization or personnel, and any legal or regulatory proceedings that may affect the manager, should also be considered.

<b>BOARD OF TRUSTEES</b> SANTA MONICA COMMUNITY COLLEGE DISTRICT	<b>REGULAR MEETING</b> February 1, 2011
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ADDENDUM C

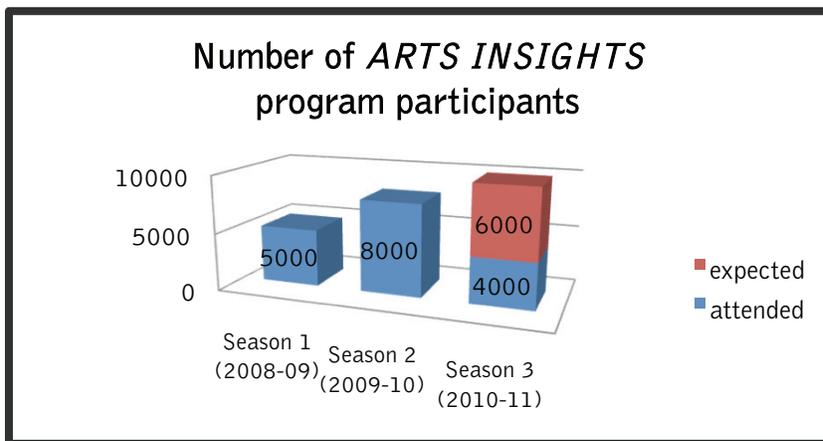
GROWTH OF THE ARTS INSIGHTS EDUCATION AND OUTREACH PROGRAM

## **Growth of The ARTS INSIGHTS education and outreach program**

*ARTS INSIGHTS*, the Broad Stage education and outreach program, promotes the value and transformative power of the arts through five key initiatives. Most events are free, and when there is a charge, the ticket generally does not exceed a third of our average mainstage ticket cost.

- **Student Matinees** involve underserved K-12 school children, offering them access to professional performances in a context that reinforces classroom learning goals.
- **Master Classes** spotlight emerging artists who learn one-on-one from professional artists.
- **Open Rehearsals** offer a chance to behind-the-scenes with artists to see their creative process unfold before the curtain goes up.
- **Lifelong Learning Lectures** feature in-depth dialogue among artists, scholars, and cultural luminaries who offer deeper perspectives on performances at The Broad Stage.
- And, **Family and Community Events** promote shared cultural enrichment for all ages through high quality performances.

Since launching programming in 2008, *ARTS INSIGHTS* has served 17,000 participants. In 2008-09, 5,000 audience members were reached. This included 2,000 attendees to a free, pre-season series entitled *American Voices* that gave the venue its trial run. In 2009-10 this number leapt to 8,000 at 24 events. To date this season, 4,000 students of all ages have participated, and we expect to reach 10,000 by the end of the season. *ARTS INSIGHTS* program participants comprise nearly a quarter of the Broad Stage overall annual audience attendance.



Santa Monica College has been a major catalyst for program success. The resources and professional guidance offered by SMC personnel are invaluable. Faculty and administrators have participated in programs, appeared as panelists, and helped promote events. In return, SMC students have had the opportunity to participate and perform in *ARTS INSIGHTS* programs. Relationships with Theatre, Dance, Music, Film, and Earth Science Department personnel have been established and are strengthening.

To ensure that we reach the diverse residents of our neighboring communities, staff and board members formed an Outreach Committee. Two members of the SMC Trustees, Susan Aminoff and Nancy Greenstein, serve on this committee. We have defined a target area within a five-mile radius of The Broad Stage, and are deepening relations with community service institutions in the area.

This target area includes Santa Monica, Venice, Mar Vista, Culver City, Palms, Baldwin Hills, Ladera Heights, Inglewood, Westchester, and Lennox. Based on U.S. Census data gathered in 2000 and 2005, this area, had a population of 480,000, with 37% of residents speaking a language other than English at home. The median household income was \$51,406, with 16% earning less than poverty level wages. Ethnically, the region was 53% White, 30% Latino (of any race), 19% Black, 15% other, 8% Asian or Pacific Islander, 5% two or more races, and 1% American Indian. Through strategic partnerships, target marketing, and a range of programming with wide appeal, we are increasingly reaching the broad spectrum of residents who reflect the rich diversity of these communities. In addition, we are creating access for underserved communities in this area by covering transportation costs for groups that demonstrate need.

The pedagogical value of *ARTS INSIGHTS* programming is deepening by tailoring lesson-based study guides that accompany our Student Matinees to classroom goals. Each suggested lesson in the guide has easy-to-follow instructions and is designed to achieve objectives outlined in the California State Board of Education's standards for Visual and Performing Arts, and where applicable the English Language Arts, and History and Social Science standards.

We have also begun In-School Workshops in preparation for Student Matinees with the Mash Ups series. Mash Ups feature Conductor Rachael Worby, the Angeli Ensemble, and spoken word poets Steve Connell and Sekou Andrews reinventing *Carnival of the Animals*, *Peter and the Wolf*, and *Young Persons Guide to the Orchestra*. Prior to Student Matinees, students experience 20 minute presentations in their classrooms by Rachael Worby and professional musician accompanists (e.g. Lynn Harrell, Helen Nightengale, Eric Byers, and Christopher Ahn). These orientations prepare students and leave a lasting impression about the classroom as a creative learning environment.

The creation of the *ARTS INSIGHTS* program was helped by a seminal \$250,000 grant from The Ahmanson Foundation for 3-years of support. Now that this period of support is over, we are drawing on support from other foundation and government funding sources who share a vision for quality, learner-centered arts education and inclusive cultural programming. Grants supporting education and outreach programming at The Broad Stage in the last 12 months include:

<u>Donor</u>	<u>Amount of Award</u>
Eisner Foundation	\$100,000
Los Angeles County Arts Commission	\$49,100 (2-year grant)
Mathewson Charitable Trusts	\$25,000
Rosalinde & Arthur Gilbert Foundation	\$20,000
Roth Family Foundation	\$5,000
Santa Monica Cultural Affairs Division	\$4,000

### **Looking Ahead**

We plan to continue growing the number annual *ARTS INSIGHTS* participants. We will continue developing the infrastructure that supports project activity and deepening the pedagogical impact of the program. In the coming year, we will formally evaluate the specific demographic reach of our outreach efforts and measure the educational impact of activities for K-12 students. The results of this evaluation will help program management and be presented in funder reports.

## Community Partners

*Since October 2009, groups affiliated with each of these schools or organizations attended free education and outreach performances at The Broad Stage or Edye Second Space. Many also received transportation assistance.*

John Adams Middle School  
AI Hollywood  
Animo Leadership Charter High School  
Beverly Hills High School  
Beverly Vista High School  
Birmingham High School  
Bishop Conaty-Loretto High School  
CalArts  
Crossroads School  
Dolores Huerta Elementary  
Edison Language Academy  
Fernando Pullum Performing Arts High School  
Gertz-Ressler High School  
Good Shepherd Catholic School  
Evelyn Thurman Gratts Elementary  
Hamilton High School  
King Drew Medical Magnet High School  
Jefferson Elementary School  
LA's Best After School Program  
Learning Works Charter High School  
Los Angeles County High School of the Arts  
Loyola High School  
Mar Vista Family Center  
McKinley Elementary School  
Morningside High School  
Olympic High School  
Park Century School  
PS One  
Reseda High School  
Roosevelt School  
Santa Monica Alternative Schoolhouse  
Santa Monica College  
Silver Crest Senior Residence (Salvation Army)  
SMC Emeritus  
St. Monica Senior Ministry  
Mark Twain Elementary  
UCLA  
University of Southern California  
Virginia Avenue Project  
West Adams Preparatory High School  
The Webb Schools  
William Green Elementary  
Westside Leadership Magnet  
Will Rogers Elementary School

## Activities

Since September 2009, The Broad Stage has offered the following education and outreach programs.

~ Season Two ~

9/3/09	Mikhail Baryshnikov & Ana Laguna	Open Rehearsal
9/24/09	Maestro James Conlon	Lifelong Learning Lecture
10/9/09	Savion Glover	Master Class
10/22/09	Angel Romero	Master Class
10/29/09	Daniel Pearl World Music Days	Family and Community Event
11/19/09	Louis Fantasia on <i>Shakespeare's Humor, Wit, &amp; Satire</i>	Lifelong Learning Lecture
11/20/09	Shakespeare's Globe Theatre's <i>Love's Labour's Lost</i>	Student Matinee
1/23/10	Maestra Mei Ann Chen conducting USC Thornton Symphony	Open Rehearsal
2/5/10	Basil Twist's <i>Petrushka</i>	Student Matinee
2/21/10	Los Angeles Children's Chorus	Family & Community Event
2/28/10	Los Angeles Jr. Philharmonic <i>Peter &amp; The Wolf</i> with Dick Van Dyke	2 Family & Community Events
3/22/10	Lee Ritenour's Six String Theory Guitar Competition	Family & Community Event
4/18/10	Highlights of Redcat's International Children's Film Festival	Family & Community Event

~ Season Three (to date) ~

8/22/10	Tour da Arts with Santa Monica Museum of Art	Family & Community Event
9/30/10	<i>Panel Discussion on The Merry Wives of Windsor</i>	Lifelong Learning Lecture
10/1/10	Lynn Harrell	Master Class
10/14/10	Shakespeare's Globe Theatre's <i>The Merry Wives of Windsor</i>	Student Matinee
10/29/10	Films4Change <i>No Impact Man</i>	Family & Community Event
11/14/10	Young Musicians Foundation Debut Orchestra	Family & Community Event
12/16/10	Mash Ups In-School Workshops at McKinley Elementary	Preparation for Student Matinee
1/4/11	Mash Ups In-School Workshops at Animo Leadership Charter and Mark Twain Elementary	Preparation for Student Matinee
1/5/11	Mash Ups In-School Workshops at PS #1 and William Green Elementary	Preparation for Student Matinee
1/7/11	Mash Ups <i>Carnival of the Animals</i>	Student Matinee
1/8/11	Mash Ups <i>Carnival of the Animals</i>	2 Family & Community Events
1/14/11	Films4Change <i>Food, Inc.</i>	Family & Community Event