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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

MAY 6, 2014

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

5:30 p.m. – Closed Session

7 p.m. – Public Meeting

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

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

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

PUBLIC PARTICIPATION
ADDRESSING THE BOARD OF TRUSTEES

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

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

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

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

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

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, May 6, 2014.

5:30 p.m. Closed Session (Business Building Room 111)

7 p.m. Public Meeting (Board Room)

I. *ORGANIZATIONAL FUNCTIONS*

- CALL TO ORDER

- ROLL CALL
Dr. Susan Aminoff, Chair
Rob Rader, Vice-Chair
Dr. Nancy Greenstein
Dr. Louise Jaffe
Dr. Margaret Quiñones-Perez
Barry Snell
Dr. Andrew Walzer
Mr. Jesse A. Ramirez, Student Trustee

- 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

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

II. **CLOSED SESSION** (continued)

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

1. Goode v. Santa Monica Community College District, Los Angeles Superior Court, Case No. BC479650
2. Santa Monica Community College District v. Santa Monica College Faculty Association, Los Angeles Superior Court, Case No. 12C01228/Santa Monica College Faculty Association v. Santa Monica Community College District, Los Angeles Superior Court, Case No. SS024130

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT (if any)
- RECOGNITION AND ACKNOWLEDGEMENTS
 - Corin Kahn, Outgoing Member of the Citizens’ Bond Oversight Committee
 - Siamak Khakshoor-Kohan, 2014 Jack Kent Cooke Undergraduate Transfer Scholarship
 - 35th Annual Student Photography Awards
 - Best of Show: Sephira Salazar
 - Best Black and White: Valerio Reali
 - Best Color: Lynn Fyffe
 - Best Commercial: Bridgette Emard
 - Best Food: Laura Van
 - Best Portrait: Jeff Friesen
 - Best Travel: Andy House
 - Best Photo 1: Cleo Coulter
 - Student Photographer of the Year Awards by the Press Photographers of Greater Los Angeles
 - Amy Gaskin, First Place
 - Corsair Journalism Awards in California State Competition
 - Paul Alvarez
 - First Place, Photo Story Essay
 - Third Place, Sports Feature Photo
 - Amber Antonopoulos
 - First Place, Opinion Story
 - Coco Dixon
 - First Place, Front Page Layout - Tabloid
 - Amy Gaskin
 - First and Second Place, Photo Story Essay
 - David Hawkins
 - First Place, Photo Story Essay

Ronja Jansz
First Place, Team Feature

Jose Lopez
First Place, Sports Action Photo
First Place, Photo Story Essay

Delmy Moran
First Place, Team Feature

Liz Phillips
First Place, Team Feature

Rachel Porter
First Place, Photo Story Essay

Colby Neal
Fourth Place, Video Journalism

David Yapkowitz
Fourth Place, Sports Story
Honorable Mention, News Story

Albert Andrade
Honorable Mention, Broadcast News/Webcast

Jimmy Janszen
Honorable Mention, News Photo

Alci Rengifo
Honorable Mention, Broadcast News/Webcast

Saul Rubin, Corsair Faculty Advisor

- SMC Men's Volleyball Team
- Jesse Ramirez, Student Trustee, 2013-2014

IV. ***PUBLIC COMMENTS***

V. ***SUPERINTENDENT'S REPORT***

- State Budget
- Full-Time Faculty Update
- Emergency Drill

VI. ***ACADEMIC SENATE REPORT***

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XIII.	BOARD COMMENTS AND REQUESTS	
XIV.	ADJOURNMENT There will be a special meeting/closed session on Tuesday May 20, 2014 at 5:30 p.m. at the Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California. The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, June 3, 2014 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.	
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BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **COLLECTIVE BARGAINING AGREEMENT WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 36**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees ratify the collective bargaining contract with the California School Employees Association (CSEA) Chapter 36 for a term beginning on July 1, 2012, and ending on June 30, 2015.

SUMMARY: On March 5, 2013, the District and CSEA’s initial collective bargaining agreement proposals were presented to the Board in accordance with the public disclosure requirements of Government Code Section 3547. On April 2, 2013, the Board invited the public to make comments on the proposals and thereafter adopted the District’s initial proposal.

The District’s negotiation team and the CSEA representatives concluded negotiations on February 21, 2014. CSEA members approved the agreement on April 23, 2014.

Projected Cost Impact of CSEA Contract for Fiscal Years 2013-2014 (2.7%) and 2014-2015 (2.3%)		
	2013-2014	2014-2015
Salaries	\$659,502	\$576,967
PERS	\$75,183	\$67,505
OASDI	\$40,889	\$35,772
Medicare	\$9,563	\$8,654
SUI	\$3,298	\$2,885
Workers Comp	\$9,431	\$8,251
Total Projected Cost:	\$797,866	\$700,034

The agreement is on the District’s website at:
http://www.smc.edu/HumanResources/HumanResourcesDepartment/Documents/CSEA%20Agreement%2c%20MOUs/2012-15_CSEA-SMC_Agreement_Redlined_%28Corrected_04.15.2014%29.pdf

A copy of the agreement is provided as a supplement to the agenda.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **CLASSIFIED SCHOOL EMPLOYEES WEEK**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified School Employees Week, May 18-24, 2014.

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

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

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

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

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 18-24, 2014 as Classified School Employees Week in the Santa Monica Community College District.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **SMC POLICE OFFICERS ASSOCIATION INITIAL COLLECTIVE BARGAINING PROPOSAL**

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees acknowledge receipt of the Santa Monica College Police Officers Association (SMCPOA) initial collective bargaining proposal for a successor contract. The current contract expires June 30, 2014.

COMMENT: The SMCPOA requests the following items to be discussed at the bargaining table.

1. District paying employee's contribution towards PERS
2. Donning/Doffing on duty (15 minutes beginning/15 minutes end)
3. Increase Varied Hours Pay from 5% to 10%
4. Change language regarding Winter holidays to reflect and be fair with CSEA
5. Provide increase in uniform cleaning allowance from \$50 to \$75
6. Increase POST certificates pay from 1%/2% to 3%/6% (intermediate/advanced)
7. Increase in pay to \$5,382.91 to reflect salary study to the 75th percentile.
8. Establish minimum staffing levels at least 12 officers
9. Add language for light duty
10. Add Professional Development sections to match CSEA
11. Add language regarding at least 2 week notice of a shift change
12. Add language on force hiring

A public hearing will be held at the next regular Board of Trustees meeting for the public to have an opportunity to comment on this proposal prior to commencing negotiations.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	May 6, 2014

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 4

SUBJECT: **2014 INSTITUTIONAL EFFECTIVENESS UPDATE/STUDENT SUCCESS SCORECARD**

SUBMITTED BY: Vice-President, Enrollment Development

Institutional Effectiveness Update

Institutional Effectiveness is the systematic and continuous process of measuring the extent to which a college achieves its mission, as expressed through the goals developed in a strategic or educational master plan. The current report provides longitudinal data for 43 key indicators identified as appropriate measure of institutional effectiveness for Santa Monica College (SMC). The report provides an assessment of the college’s process towards target goals for the indicators on the Institutional Priorities Dashboard and assesses the extent to which the college meets the institution-set standards for satisfactory performance on student success.

The ultimate purpose of the institutional effectiveness process is to build and sustain college effectiveness. Institutional effectiveness identifies and prioritizes the college areas that need critical attention and improvement. Institutional effectiveness supports the process of collaborative inquiry among campus constituents by prompting questions and sparking robust dialogue around college performance; it aims to drive evidence-based college planning and decision-making processes.

The 2014 Institutional Effectiveness Report can be found in the Supplement to the agenda and at the following link:

http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2014/2014%20Institutional%20Effectiveness%20Report%20FINAL.pdf

The report should serve as a starting point from which to conduct further analyses of key indicators and engage the college community in further inquiry to identify ways to improve institutional effectiveness.

Student Success Scorecard

The Student Success Scorecard, a comprehensive accountability system for California Community Colleges, replaces the old system known as the Accountability Reporting for the Community Colleges (ARCC). The Student Success Scorecard was developed to address one recommendation of the Student Success Task Force (SSTF) to build on the existing reporting system (ARCC) to develop a more clear and concise tool to track student progress and success. Legislation requires that each college’s local Board of Trustees review the college’s Scorecard annually. No action is required by the Board; review of the narrative, and the selection of materials contained in Appendix A in the agenda fulfills this legislative requirement.

http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2014/2014%20Student%20Success%20Scorecard%20Final%204.28.14.pdf

Teresita Rodriguez, Vice President of Enrollment Development, and Dr. Hannah Lawler, Dean of Institutional Research, will present the Institutional Effectiveness data, as well as an overview of the Student Success Scorecard.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: PURCHASE OF BROADCAST STATION KDB AND SWAP WITH BROADCAST STATION KQSC

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution:

WHEREAS, on March 4, 2014, the Board of Trustees of the Santa Monica Community College District (“SMC”) adopted a recommendation authorizing the Superintendent/President to negotiate and execute a purchase agreement and other ancillary agreements with Santa Barbara Foundation (“SBF”) and with the University of Southern California (“USC”), whereby, for a purchase price not to exceed \$1,300,000, SMC would acquire from USC the broadcast license and certain related assets of noncommercial FM station KQSC, 88.7 MHz, Santa Barbara, California, the costs of such acquisition to be reimbursed by the KCRW Foundation; and

WHEREAS, on March 27, 2014, SMC entered into an Agreement whereby SBF would assign the license and assets of KDB(FM) to USC and USC would assign the license and assets of KQSC(FM) to SMC; and

WHEREAS, SMC, USC and SBF have sought the consent of the Federal Communications Commission (“FCC”) to the assignment of the KDB(FM) and KQSC(FM) licenses as provided in the Agreement.

NOW THEREFORE, subject to the consent of the FCC, the SMC Board of Trustees authorize the Superintendent/President to carry out such actions and execute such documents as may be necessary to acquire the license and assets of KQSC(FM) pursuant to the terms and conditions of the Agreement.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **AWARD OF BID – PERFORMING ARTS CENTER EAST WING**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees award the bid to the lowest responsive bidder for the Performing Arts Center East Wing project.

<u>Bidder</u>	<u>Amount</u>
Bernards Bros.	\$18,378,000
Pinner Construction	\$19,974,000
CW Driver	No Bid

FUNDING SOURCE: Measure AA

COMMENT: This project will replace the existing East Wing, which required seismic upgrades, with a completely new structure that will compliment the adjacent Broad Stage. The new building will have a large multipurpose room that will be used for Music Department rehearsals and public performances. The room will have telescoping theater seating for 150 people and room for a full orchestra. The second level of the building will provide two lab/classrooms for Music. One room will be for vocal and choir and the second room will be for piano classes. The multipurpose room and classrooms will have up to date technology for performance and classroom use. There will be some additional site improvements to the Performing Arts Campus including a new plaza, outdoor lighting, and a digital display.

The low bidder, Bernards Bros., is currently working on the Information Technology project on the main campus.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **PUBLIC HEARING AND ADOPTION OF EDUCATION PROTECTION ACCOUNT (EPA – PROP 30) FUNDING AND EXPENDITURES**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing to receive comments on the Santa Monica Community College District’s Education Protection Account (Proposition 30) Funding and Expenditures.

SUMMARY: Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, passed in November 2012. This proposition temporarily raises the sales and use tax by .25 cents for four years and raises the income tax rate for high-income earners (\$250,000 for individuals and \$500,000 for couples) for seven years to provide continuing funding for local school districts and community colleges. The Education Protection Account (EPA) is created in the General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its Internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

Since the District now has the information needed to make a spending determination, this recommendation is submitted to comply with the Chancellor’s Office and Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA funds that the Santa Monica Community College District will receive are \$13,045,205 and the entire amount will be spent in the category of instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations.

PUBLIC HEARING:

Open Public Hearing:

Motion Made By:

Seconded By:

Student Advisory:

Ayes:

Noes:

Public Comments:

Close Public Hearing:

Motion Made By:

Seconded By:

Student Advisory:

Ayes:

Noes:

REQUESTED ACTION:

It is recommended that the Board of Trustees approve the plan to expend the EPA funds of \$13,045,205 on instructional salaries.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 8

SUBJECT: **2013-2014 QUARTERLY BUDGET REPORT and 311Q**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: Acknowledge receipt of the 2013-2014 Quarterly Budget Report, as of March 31, 2014 (Appendix B).

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:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 9

SUBJECT: **RECEIPT OF PERSONNEL COMMISSION 2014-2015 PROPOSED BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION #1: It is recommended that the Board of Trustees acknowledge receipt of the 2014-2015 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District’s regular budget process.

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

The Director of Classified Personnel presented an initial draft of the proposed operating budget for a first reading at the Personnel Commission meeting on April 16, 2014. The Personnel Commission will hold a public hearing on its proposed budget on May 21, 2014, at which time it will fully consider all comments and suggestions that may be offered by District administration, the Board, or other concerned persons or organizations.

During the current 2013-2014 fiscal year, the Personnel Commission has experienced an increase of over 100% in requests for examinations. There has also been an increase of approximately 500% in requests for classification and/or compensation studies over the past fiscal year. Ongoing classification system maintenance is required by the Merit Rules (MR 3.2.9), but this has not been a regular, pro-active, internal practice since the completion of the Hay Study.

A 10% increase in salary and benefits is requested to be utilized as follows:

- One new permanent, part-time position to oversee operations for large classification/compensation studies and ongoing classification system maintenance
- One new permanent, part-time Administrative Assistant II (20 hours per week) to provide administrative support for meetings of the Personnel Commission and the Merit Rules Advisory Committee

The Personnel Commission has deferred the hiring for one Personnel Analyst position for the past two fiscal years. This position needs to be filled at this time, in order to support the core functions of the Personnel Commission. Salary costs for this position will be moved to the Clerical Line (Object 2120). The benefits costs will be moved to the line labeled "Benefits (Staff)".

Costs listed under the Clerical Hourly line (Object 2323) are associated with utilization of temporary employees as needed. With the addition of the permanent positions listed above, it is not anticipating the same level of temporary support that was needed during the past fiscal year. Budgeted amounts include the addition of one temporary Personnel Technician to be utilized as needed during peak workload periods.

Step increases anticipated for permanent staff are included, as well as expected increases in medical premiums.

The Personnel Commission is taking a 24% reduction in overall operating expenses to offset some of the cost increases related to personnel and benefits.

A consultant was used during fiscal year 2013-2014 to conduct the recruitment for Director of Classified Personnel. These services are not anticipated for fiscal year 2014-2015; therefore, associated costs are being removed from our budget.

Minor budget increases are proposed for advertising and recruitment, and for staff training.

Software (Object Code 4410) showed \$9,000 on the budget for fiscal year 2013-2014. This amount has been reassigned to "Software Licensing" (Object Code 5840), since this reflects the actual account from which the annual licensing fees were paid last year.

The Personnel Commission is requesting an overall 6% increase to its budget for fiscal year 2014-2015.

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

PERSONNEL COMMISSION 2014-2015 PROPOSED BUDGET

Description	Object	2012/13	2013/14	2014/15	Difference
Administrative & Management	2110	\$242,920.00	\$246,312.00	\$284,544.00	\$38,232.00
Clerical	2120	\$233,093.00	\$233,757.00	\$321,251.00	\$87,494.00
Clerical Hourly	2323	\$5,150.00	\$21,150.00	\$11,000.00	\$(10,150.00)
Clerical Overtime	2324	\$-	\$-		\$0.00
Personnel Commissioners	2380	\$7,725.00	\$7,725.00	\$7,725.00	\$0.00
Other Classified Hourly	2393	\$-	\$-	\$-	\$0.00
Benefits (Staff - 38%)	Various	\$165,318.00	\$182,426.00	\$220,293.00	\$37,867.00
Benefits (Commissioners)	Various	\$70,714.00	\$70,714.00	\$79,256.00	\$8,542.00
Salary & benefits costs of unfilled Personnel Analyst position.		\$75,536.00	\$79,587.00	\$-	\$(79,587.00)
Total Salary & Benefits		\$800,456.00	\$841,671.00	\$924,069.00	\$82,398.00
Supplies & Periodicals					
Reference Books	4230	\$250.00	\$250.00	\$250.00	\$0.00
Periodicals	4240	\$-	\$-	\$-	\$0.00
Software	4410	\$9,000.00	\$9,000.00	\$-	\$(9,000.00)
Supplies	4550	\$5,498.00	\$4,363.00	\$4,363.00	\$0.00
Total Supplies & Periodicals		\$14,748.00	\$13,613.00	\$4,613.00	\$(9,000.00)
Consultants	5110	\$4,000.00	\$25,000.00	\$-	\$(25,000.00)
Mileage	5210	\$300.00	\$300.00	\$300.00	\$0.00
Conf./Training/Staff Development	5220	\$6,200.00	\$5,500.00	\$6,200.00	\$700.00
Meeting Reimbursements	5241	\$500.00	\$500.00	\$500.00	\$0.00
Meals/Catering for Raters	5242	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Dues & Memberships	5310	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00
Repairs & Equipment Maintenance	5650	\$400.00	\$400.00	\$400.00	\$0.00
Legal	5730	\$32,312.00	\$32,312.00	\$32,312.00	\$0.00
Off Campus Printing	5820	\$500.00	\$2,100.00	\$500.00	\$(1,600.00)
Advertising	5830	\$5,000.00	\$4,100.00	\$6,500.00	\$2,400.00
Software Licensing	5840			\$9,000.00	\$9,000.00
Postage	5850	\$200.00	\$200.00	\$200.00	\$0.00
Delivery Services	5851	\$-	\$-	\$-	\$0.00
Damages, Claims	5870	\$-	\$-	\$-	\$0.00
Other Contract Services	5890	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
Total Operating Expenses		\$58,912.00	\$79,912.00	\$65,412.00	\$(14,500.00)
Capitalized Equipment New	6410	\$-	\$-	\$-	\$0.00
Non-Capitalized Equipment	6450	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Equipment Replacement & Lease	6520	\$-	\$-	\$-	\$0.00
Total New Equipment		\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Total Expenses w/o Labor		\$76,660.00	\$96,525.00	\$73,025.00	\$(23,500.00)
Total Budget		\$877,116.00	\$938,196.00	\$997,094.00	\$58,898.00

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 10

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

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees commence the application process (1) to fill vacancies on the Citizens’ Bond Oversight Committee (CBOC) caused by the expiring term/unfilled terms of current members, effective July 1, 2014, and (2) to possibly appoint additional members to serve on the Citizens’ Bond Oversight Committee.

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

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

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

Members with continuing terms through June 30, 2015	Heather Anderson, Local Community Michael Dubin, Business Community, Taxpayers Organization Sonya Sultan, Local/Business Community Sion Roy, Business Community/Taxpayers Association
Members with terms expiring June 30, 2014 who are eligible to apply for reappointment	Katherine Reuter, Senior Citizens’ Organization Samuel Zivi, Local Community/ Business/Senior Citizens’ Organization
Member with term expiring June 30, 2014 who is not eligible for reappointment	Corin Kahn, Community representative
Student Representative term expiring June 30, 2014	Taynara Costa-Moura, Associated Students President

CBOC Vice-Chair Barry Snell resigned February 2014 upon appointment to the Board of Trustees.

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

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 11

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

SUBMITTED BY: Superintendent/President

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

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

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

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

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 12

SUBJECT: **SECOND READING AND APPROVAL – REVISIONS TO BOARD POLICY SECTION 1270, BOARD SELF-EVALUATION AND SECTION 1280, EVALUATION OF THE SUPERINTENDENT/PRESIDENT**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a second reading and approve Board Policy Section 1270, Board Self-Evaluation, and Section 1280, Evaluation of the Superintendent/President.

SUMMARY: The proposed revisions reflect the Board’s current practices in conducting its Self-Evaluation and the Evaluation of the Superintendent/President, as follows:

BP 1270, Board Self-Evaluation

- The evaluation of the Superintendent and the Board Self-Evaluation are no longer scheduled at the same meeting.

BP 1280, Evaluation of the Superintendent/President

- The annual evaluation is held in the spring (May) to be completed by June 1st.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

ARTICLE 1200 ROLE OF THE BOARD OF TRUSTEES

BP 1270 Board Self-Evaluation

The Board of Trustees shall hold an annual self-evaluation as part of the summer Study Session on a mutually agreed upon date.

Purpose

No less than once a year the Board shall evaluate the functioning, strengths and weaknesses of the Board and identify specific functions working well and those needing improvement.

Methodology

The methodology will be determined by the Board of Trustees each year based on the priorities of the institution.

Elements of Consideration

- To assess the strengths and weaknesses of the Board as a whole.
- To determine the effectiveness of the performance of the trustees in achieving the District's goals.
- To determine the effectiveness of the policies established by the Board.
- To assess accomplishments relative to the *Vision, Mission and Goals* of the District.

The results of the discussion will provide the basis for the Board to develop its Goals and Priorities to address the needs of the college for the next year.

BP 1280 Evaluation of the Superintendent/President

The Board of Trustees shall hold an annual evaluation of the Superintendent/President by June 1st each year at a special meeting scheduled on a mutually agreed upon date.

Each member of the Board will individually rate the Superintendent's performance on the following criteria:

Standard Leadership Criteria

- Educational Advancement and Quality
- Fiscal Health and Internal Operations
- Community and Government Relations (Local/State/National)
- Facilities and Sustainability
- Partnership with the Board of Trustees

Annual Performance Criteria

The performance criteria will be drawn each year from goals and priorities identified by the Board of Trustees.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

VIII. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #13-#31.

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

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

IX. CONSENT AGENDA – Pulled Recommendations

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

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 13 APPROVAL OF MINUTES

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

April 1, 2014 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 14 NEW COURSES AND DEGREES, SPRING 2014

Requested Action: Approval/Ratification

Reviewed by: Georgia Lorenz, Dean, Academic Affairs

Approved by: Jeff Shimizu, Vice President, Academic Affairs

New Courses

- Communication Studies 30: Introduction to Communication Theory
- Interior Architectural Design 34B: 3D Color & Design Theory
- Interior Architectural Design 71: Contemporary Spatial Design Studies

Global Citizenship

- Chemistry 9: Everyday Chemistry

New Department Certificate

- Energy Efficiency Specialist

New Degree

- Associate in Science for Transfer (AS-T), Kinesiology
- Associate in Arts for Transfer (AA-T), Geography

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 15 CONTRACTS FOR THE STUDENT STUDY ABROAD AND PROFESSIONAL DEVELOPMENT PROGRAM – THE BEIJING CENTER FOR CHINESE STUDIES

Requested Action: Approval/Ratification

Reviewed by: Kelley Brayton, Dean, International Education

Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

Provider/Contract	Term/Amount	Service	Funding Source
A The Beijing Center for Chinese Studies (TBC)	June 22- July 5, 2014 Not to exceed \$50,000	The Beijing Center for Chinese Studies will host the 3rd annual initiative for professional development. The program will introduce a team of 17 SMC faculty and staff to the lands and people of China, highlighting present-day issues and trends against the region’s deep historical backdrop. Participants will attend lectures and seminars led by TBC faculty and explore Beijing and its surroundings. Upon their return, participants are expected to contribute to the Global Citizenship Initiative equipped with greater understanding of the challenges and opportunities presented by China’s rising profile on the global stage.	Global Citizenship Fund
B Transportation for Beijing Center Program participants	Not to exceed \$25,500	Reimbursement of airfare for 17 participants round trip from LAX to Beijing, China. Program participants pay out of pocket; reimbursement not to exceed \$1,500 per participant	Global Citizenship Fund
C iNext Travel Insurance	Not to exceed \$535	iNext to provide travel insurance for all 17 Professional Development program participants for the duration of their time abroad (including travel dates to/from the United States); cost not to exceed \$31.20 per participant	Global Citizenship Fund

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 16 AMENDMENT TO CONTRACT FOR LANGUAGE SERVICES

Requested Action: Approval/Ratification

Requested By: Disabled Students Services

Approved By: Mike Tuitasi, Vce-President, Student Affairs

Provider: Purple Language Services

Fee: Not to exceed \$101,342 (amended total)

Term of Contract: July 1, 2013-June 30, 2014

Funding Source: 2013-2014 District Budget/Disabled Students

Service Provided: Consultant will provide sign language interpreters on an as needed basis for an influx of deaf students at the beginning of each semester and for an ongoing need for emergency substitutes during the period of July 1, 2013 through June 30, 2014.

Comment: This increase from the originally approved amount of \$72,500 is necessary to meet the anticipated costs for the remainder of the 2013-2014 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 17 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 Reiss-Woznak Medical Clinic	2013-2014 (Annual Contract) Revised: Xrays to be charged at \$50 per employee; total of all payments not to exceed \$3,000 \$5,000. Funds for the increase will be transferred from an unused portion of another contract.	Provide all medical duties, functions and services requested by District performed hereunder as an independent Contractor	2013-2014 District Budget/ Human Resources
<i>Approved by: Marcia Wade, Vice-President, Human Resources</i>			
B Susy Borlido Jessica Aldridge Jaime Nack Joseph Rasmussen Shona Quinn	May 1, 2014 – June 30, 2014 \$150 \$150 \$150 \$300 \$150	The guest speakers will be presenting to Recycling Resource Management-4 classes on concepts, ideas and Best Practices on how different industries are achieving Zero Waste. These presentations will provide students information on how to conduct a waste assessment, organize a Zero Waste event and learn how companies, businesses and organizations lower their overall expenses by lowering their waste and energy using LEED as an indicator. They will also learn about tools, resources and indicators used to achieve sustainability in business.	Perkins IV (CTEA) - (100%)
<i>Requested by: Patricia Ramos, Dean, Workforce & Economic Development</i>			
<i>Approved by: Jeff Shimizu, Vice President, Academic Affairs</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 17 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
C Dr. Olympia LePoint	May 22, 2014 Not to exceed \$7,000	The consultant is best known for her role as an award-winning rocket scientist and a TED (Technology, Entertainment, Design) Speaker; and her role in helping launch NASA’s Endeavour, Discovery, Columbia, and Atlantis Space Shuttles. Dr. LePoint will be a part of planning meetings with faculty and staff to discuss educational challenges in STEM and will deliver a keynote address to students, faculty and staff focusing on opportunities for students in STEM. She will lead a seminar for faculty on how they can support students of color and women in the classroom, particularly in STEM disciplines. She will discuss her book <i>Mathaphobia: How You Can Overcome You</i> , which will be added to the Center for Teaching Excellence’s library.	Title V: (33.33%) STEM: (33.33%) Student Success: (33.33%)

Requested by: Edna Chavarry, Project Manager, The Center For Teaching Excellence
Approved by: Jeff Shimizu, Vice President, Academic Affairs

D Lea Associates Property Economics	July 1, 2013 – June 30, 2014 <u>Amendment</u> Not to exceed \$15,800 An amendment to increase this agreement to an amount not to exceed \$13,500 was approved by Board of Trustees on March 4, 2014. The amount should have been \$15,800.	The increase in the agreement for property appraisal services is needed to cover any additional properties that the District may consider purchasing.	Measure AA and District Capital Funds
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Requested by: Greg Brown, Director of Facilities Planning
Approved by: Robert Isomoto, Vice President. Business/Administration

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 17 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract		Term/Amount	Service	Funding Source
E	Kristin Brooks Hope Center	May 27, 2014 \$3,000	SMC Psychological Services is coordinating a Mental Health Fair on campus as part of National Mental Health Awareness Month. This program is provided by the Kristin Brooks Hope Center and focuses on suicide prevention for college students. It is a day-long program and will be staffed by onsite mental health counselors.	Student Mental Health Grant
F	Theo Burnes, Ph.D.	May 13, 2014 \$500	This is an additional speaker for activities planned by Psychological Services for National Mental Health Awareness Month for students, staff and faculty. Dr. Burns will lead a workshop titled "An Umbrella, Not a Letter: An Introduction to Transgender and Gender Diverse Communities.	Student Mental Health Grant
<p><i>E and F</i> <i>Requested by: Brenda Benson, Dean, Counseling and Retention</i> <i>Approved by: Mike Tuitasi, Vice President. Student Affairs</i></p>				
G	Randy Bellous Productions	2013-2014 <u>Amendment</u> Not to exceed \$26,115 plus reimbursable expenses (this is an increase of \$4,115 above the contract for \$22,000 approved by the Board on July 2, 2013,	Media services (Brochure photography, including pre-production and art direction)	2013-2014 Marketing Budget
<p><i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i> <i>Approved by: Chui L. Tsang, Superintendent/President</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 18 ACADEMIC PERSONNEL

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Director, International Development	05/07/14

ELECTIONS

<u>ADMINISTRATOR – INTERIM APPOINTMENT</u>	
Heskel, Mitch, Interim Director, Performing Arts Center	04/03/14-08/06/14

NEW FULL-TIME FACULTY FALL 2014
 Ghane, Arezou, Psychology

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

SEPARATIONS

<u>RETIREMENT</u>	
Hanrahan, Cecile, Counseling (32 years)	06/17/14

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 19 CLASSIFIED PERSONNEL - REGULAR

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

ESTABLISH

Student Services Specialist-International Students (2 positions) 05/06/14
IEC, 12 months, 40 hours

Student Services Assistant (1 position)
Admissions and Records, 12 months, 40 hours 05/06/14

POSITION INCREASE IN WORK CALENDAR /PERMANENT

From: Administrative Secretary, Veterans, 11 mos, 22 hours 05/07/14

To: Administrative Secretary, Veterans, 12 mos, 22 hours

From: Student Services Assistant, Latino Center/AACC, 11 mos, 40 hours 05/07/14

To: Student Services Assistant, Latino Center/AACC, 12 mos, 40 hours

SALARY REALLOCATION

Administrative Assistant III – Confidential 05/07/14

From: Range – 33 on the confidential salary schedule

To: Range – 35 on the confidential salary schedule

Administrative Assistant III 05/07/14

From: Range – 32 classified salary schedule

To: Range – 34 classified salary schedule

ELECTIONS

EFFECTIVE DATE

REINSTATEMENT

Bonvenuto, Christopher, Director of Fiscal Services, Fiscal Services 04/17/14

PROMOTION

Bonvenuto, Christopher, Chief Director of Business Services, Business/Administration 04/18/14

Bruce, Raymond, Custodial Operations Supervisor, Operations 04/24/14

Cool, Michael, Supervising Personnel Analyst, Personnel Commission 04/02/14

Dammer, Carolyn, Financial Aid Systems Specialist, Financial Aid 04/16/14

Moss, Lisa, Sr. Career Services Advisor, Job Development 04/07/14

Munoz, Andres, Student Services Assistant, Matriculation 05/05/14

Ruezga, Estela, Student Services Specialist, Admissions/Records 04/01/14

PROBATIONARY

Alfaro, Nancy, Health Assistant, Health Services 05/01/14

McCarroll, Alan, Payroll Specialist, Payroll 05/01/14

ADVANCE STEP PLACEMENT

Alfaro, Nancy, Health Assistant, Health Services (Step B) 05/01/14
McCarroll, Alan, Payroll Specialist, Payroll (Step C) 05/01/14

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Guzman, Jose 03/27 - 06/06/14
To: Personnel Technician, 50%
From: Personnel Specialist

WORKING OUT OF CLASSIFICATION (PROVISIONAL) – Extension

Askew, Diana 05/10 – 06/28/14
To: Administrative Assistant III – Confidential, 100%
From: Administrative Assistant II

Chavira, Cristina 05/10 – 06/28/14
To: Accounts Payable Supervisor, 100%
From: Accounting Specialist II

Kuykendall, Alan 05/01 - 07/02/14
To: Human Resources Specialist, Human Resources, 50%
From: Administrative Clerk, Human Resources

Wyban, Bruce 05/07 – 06/25/14
To: Director of Facilities Management 100%
From: Mechanical Systems and Energy Management Supervisor

INCREASE IN WORK MONTHS/PERMANENT

Galloway, Patricia 05/07/14
From: Administrative Secretary, Veterans, 11 mos, 22 hours
To: Administrative Secretary, Veterans, 12 mos, 22 hours

Vaccaro, Maria 05/07/14
From: Student Services Assistant, Latino Center/AACC, 11 mos, 40 hours
To: Student Services Assistant, Latino Center/AACC, 12 mos, 40 hours

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Kang, Joan 04/21/14
From: Student Services Specialist- ISC, ISC, 12 mos, 40 hours
To: Student Services Specialist- Admissions and Records 12 mos, 40 hours

Snyder, Ronald 04/08/14
From: Accompanist Performance, Music Department, 8 mos, 20 hrs/Varied hours
To: Accompanist Performance, Music Department, 8 mos, 25 hrs/Varied hours

Winn, Ollie 05/12/14
From: Student Services Clerk, EOP'S, 11 mos, 20 hours
To: Student Services Clerk, Financial Aid, 12 mos, 40 hours

VOLUNTARY CHANGE IN WORK SHIFT/TEMPORARY

Rosenloecher, Bernie 04/15/14 – 02/15/15
From: Journeyman Trade-Carpentry, Facilities, 12 mos, 40 hrs
To: Journeyman Trade-Carpentry, Facilities, 12 mos, 40 hrs/Weekend

SEPARATION

LEAVE OF ABSENCE - UNPAID

Acosta, Dennis, Skilled Maintenance Worker 03/21 – 05/19/14
Suzuki, Marcus, Instructional Assistant- Mathematics 06/17 – 08/01/14

VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Lemons, Bradley 09/02 – 12/16/14
From: Laboratory Technician-Broadcasting/Electronic Media, 11mos, 40 hrs
To: Laboratory Technician-Broadcasting/Electronic Media, 11mos, 36 hrs

RESIGNATION

LAST DAY OF PAY SERVICE

Drozek, Michele, Student Services Clerk, Financial Aid 04/04/14
Hartel, Colin, Cash Receipts Clerk, Bursar’s Office 05/22/14
Lindsey, Gary, Custodian, Operations 04/25/14

RECOMMENDATION NO. 20 CLASSIFIED PERSONNEL - NON MERIT SALARY SCHEDULE 2014

Requested Action: Approval/Ratification

It is recommended that the non-merit salary schedule be increased in the following classifications as indicated to be effective July 1, 2014.

<u>Student Employee</u>	
CalWORKS	\$10.00/hr
College Student Assistant	\$10.00/hr
College Work-Study Student Assistant	\$10.00/hr

Comment: The California minimum wage will increase to \$9.00 per hour effective July 1, 2014 and to \$10.00 per hour effective January 1, 2016.

RECOMMENDATION NO. 21 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

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

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

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

STUDENT EMPLOYEES

College Student Assistant, \$8.00/hour (STHP)	45
College Work-Study Student Assistant, \$8.00/hour (FWS)	39
CALWORKS, \$8.00/hour (FWS)	2

SPECIAL SERVICE

Community Services Specialist I, \$35/hour	1
Community Services Specialist II, \$50/hour	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

Behdad, Bahador, Instructional Assistant - Math, MATH	03/28/14-08/01/14
Hernandez, Wendy, Disabled Student Service Assistant, DSC	04/21/14-08/22/14
Hosseini, Mohammad, Instructional Assistant - Math, MATH	03/28/14-08/01/14
Keshishyan, Ida, Administrative Assistant II, Student Judicial Aff.	04/25/14-09/05/14
Sanchez, Antonio D., Skilled Maintenance Worker, Facilities	04/11/14-08/15/14
Webster, Jazaar A., Career Services Advisor, Career Center	03/27/14-08/01/14
Zeng, Tan S., Personnel Commission Analyst, Personnel Comm.	04/28/14-09/12/14

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.

Itani, Wadad A., Student Services Clerk, ISC	04/22/14-06/20/14
Marshall, Isaiah A., Student Services Clerk, ISC	04/24/14-06/24/14
Rhyme, Kayleah A., Instructional Assistant - ESL, ESL	03/13/14-09/12/14
Wilks, Susan C., Cash Receipts Clerk, Bursar's Office	04/08/14-06/27/14

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES

Requested by: Greg Brown, Director, Facilities Planning
Approved by: Robert Isomoto, Vice President of Business and Administration
Requested Action: Approval/Ratification

23-A SUBCONTRACTOR SUBSTITUTIONS – AET CAMPUS AND PARKING STRUCTURE A

Accept C.W. Driver’s Subcontractor Substitution Request on the Academy of Entertainment and Technology Campus and Parking Structure A project

- | | | |
|-----|-----------------------------|-------------------------------|
| (1) | <u>Listed Subcontractor</u> | <u>Requested Substitution</u> |
| | Cal State Steel | W & W Steel and Plas-Tal |

Funding Source: Measure AA

Comment: C.W. Driver, the General Contractor for the AET Campus and Parking Structure A, has requested to substitute their listed Subcontractor, Cal State Steel with W & W Steel and Plas-Tal to perform the Structural and Miscellaneous Steel portion of the project. C.W. Driver provided a letter of withdrawal from Cal State Steel as grounds for the proposed Substitution. Per the General Conditions of the contract the District's consent to Contractor's substitution of a listed Subcontractor shall not relieve Contractor from its obligation to complete the Work within the Contract Time and for the Contract Price.

- | | | |
|-----|-----------------------------|-------------------------------|
| (2) | <u>Listed Subcontractor</u> | <u>Requested Substitution</u> |
| | Golden State Roofing | Best Contracting |

Funding Source: Measure AA

Comment: C.W. Driver, the General Contractor for the AET Campus and Parking Structure A, has requested to substitute their listed Subcontractor, Golden State Roofing with Best Contracting to perform the Roofing portion of the project. C.W. Driver provided a letter of withdrawal from Golden State Roofing as grounds for the proposed Substitution. Per the General Conditions of the contract the District's consent to Contractor's substitution of a listed Subcontractor shall not relieve Contractor from its obligation to complete the Work within the Contract Time and for the Contract Price.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES

23-B CHANGE ORDER NO. 5 – INFORMATION TECHNOLOGY RELOCATION

Change Order No. 5 – BERNARDS BROS. on the Information Technology Relocation project in the amount of \$495,346.

Original Contract Amount	\$12,392,000
Previously Approved Change Orders	\$ 194,355
Change Order 5	<u>\$ 495,346</u>
Revised Contract Amount	\$13,081,701

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

Funding Source: Measure AA

Comment: Change Order No. 5 provides labor and material to reroute underground sewer piping caused by unforeseen underground obstructions and a credit to the owner for costs of overtime inspection. It also includes labor and material to furnish and install the IT Building furniture and revise television mounting boxes in conference rooms as requested by the Owner.

23-C AMENDMENT NO. 4 TO AGREEMENT FOR ARCHITECTURAL SERVICES – INFORMATION TECHNOLOGY RELOCATION

Amend agreement with MORRIS ARCHITECTS for the Information Technology Relocation project for \$80,420 plus reimbursable expenses.

Original Contract Amount	\$1,114,124
Amendment No. 1	\$ 63,765
Amendment No. 2	\$ 35,025
Amendment No. 3	\$ 99,450
Amendment No. 4	<u>\$ 80,420</u>
Revised Contract Amount	\$1,392,784

Funding Source: Measure AA

Comment: Amendment No. 4 provides for architectural and engineering services for chilled water system loop design. The site survey documents used to design the chilled water loop system proved to be inaccurate and did not show existing underground piping, conduits and duct banks. These unforeseen obstructions prevented utility installation as originally designed. Amendment 4 also provides for a temporary chilled water system design to provide a chilled water system that will connect the existing Library Building to the new IT Building due to the fact that the chilled water central plant will not be operational when the IT building becomes occupied during the summer of 2014.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES

23-D AMENDMENT NO. 1 TO AGREEMENT FOR ARCHITECTURAL SERVICES – STUDENT SERVICES BUILDING

Amend agreement with MORRIS ARCHITECTS for the Student Services Building project for \$57,890 plus reimbursable expenses.

Original Contract Amount	\$3,825,500
Amendment No. 1	<u>\$ 57,890</u>
Revised Contract Amount	\$3,883,390

Funding Source: Measure U and S

Comment: Amendment No. 1 provides for architectural and engineering services for changes in architectural plans of the project based on user requested changes that were not part of the original scope of the project. It has taken more time than originally estimated to work with each user group and make sure that the space meets their needs. In some cases, a department has grown and/or changed significantly from the previous program provided to the architect. In other cases decisions were made to add or remove a department from the building. The architect originally calculated their fees based on minimal changes and a fast track planning process and it has taken a bit longer than expected to make sure each department has the optimal layout for their area. The extra time taken will greatly improve the flow and operation of the departments in the building.

23-E AMENDMENT NO. 4 TO AGREEMENT FOR ARCHITECTURAL SERVICES – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Amend the agreement with GENSLER for the Health, PC, Fitness, Dance and Central Plant for \$8,400.

Original Contract Amount	\$3,589,000
Amendment 1	\$ 675,000
Amendment 2	\$ 198,000
Amendment 3	\$ 4,500
Amendment 4	<u>\$ 8,400</u>
Total to Date	\$4,483,900

Funding Source: Measure AA, S

Comment: Amendment No. 4 provides for architectural and engineering services to relocate the utility yard due to conditions determined by the Information Technology project. Some of the utility work originally to be done as part of this project was accomplished by the IT project since utility trenches were already opened so the plans had to be modified to reflect that work. The efficiency of performing this work now will reduce costs.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES

23-F AMENDMENT NO. 6 TO AGREEMENT FOR ARCHITECTURAL SERVICES – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY

Amend agreement with CLIVE WILKINSON ARCHITECTS for the Academy of Entertainment and Technology project for \$2,925 plus reimbursable expenses.

Original Contract Amount	\$5,550,000
Amendment No. 1	496,000
Amendment No. 2	78,868
Amendment No. 3	121,095
Amendment No. 4	74,500
Amendment No. 5	144,126
Amendment No. 6	<u>2,925</u>
Revised Contract Amount	\$6,467,514

Funding Source: Measure AA

Comment: Amendment No. 6 provides for architectural and engineering services to redesign the foundation system to accommodate a misplaced pile at the AET Parking Structure. Also provides for the design and detail of a revised foundation wall due to a previous contractor error.

23-G AWARD OF BID FOR MATH COMPLEX EAST DECK, STAIR AND RAMP DEMOLITION

Award of Bid for the Math Complex East Deck, Stair and Ramp Demo/Replacement Scheduled Maintenance project to Fast Track Construction in the amount of \$39,540.

Other Bids:	CABD Construction	\$64,610
	Kazoni Inc	\$73,728

Funding Source: State Scheduled Maintenance
District Capital Fund

23-H PROJECT CLOSE OUT – BOILER REPLACEMENT PROJECT

Subject to completion of punch list items by JOHNSON CONTROLS, INC., authorize the District Representative without further action of the Board of Trustees, to accept the project described as BOILER REPLACEMENT PROJECT as being complete upon completion of punch list items by JOHNSON CONTROLS, 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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 BUDGET TRANSFERS

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

24-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: March 20, 2014 to April 23, 2014

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	-53,974
3000	Benefits	-3,166
4000	Supplies	10,697
5000	Contract Services/Operating Exp	29,864
6000	Sites/Buildings/Equipment	46,404
7000	Other Outgo/Student Payments	-29,825
Net Total:		0

24-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: March 20, 2014 to April 23, 2014

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	13,319
2000	Classified/Student Salaries	-21,872
3000	Benefits	-18,936
4000	Supplies	1,129
5000	Contract Services/Operating Exp	30,086
6000	Sites/Buildings/Equipment	-9,617
7000	Other Outgo/Student Payments	5,891
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION/REDUCTION

Requested Action: Approval/Ratification

Reviewed by: Joanne Gilden, Acting Director, Fiscal Services

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

Title of Grant: **Radio Community Service Grant**
Granting Agency: Corporation for Public Broadcasting
Award Amount: \$60,695
Matching Funds: Not applicable
Performance Period: October 1, 2013 – September 30, 2015
Summary: KCRW-CPB funding was increased by \$60,695 per service grant agreement dated March 20, 2014.
Budget Augmentation: Restricted Fund 01.3
Revenue (2013-2014)
8100 Federal Revenue \$60,695
Expenditures
5000 Other Operating Expenditures \$60,695

Title of Grant: **Student Mental Health Program/Campus Based Grant**
Granting Agency: California Community Colleges (Foundation)
Award Amount: (\$33,444)
Performance Period: August 1, 2012 – June 30, 2014
Summary: Reduction in funding for FY 2013-2014, per Cal MHSA applied to all grant recipients, of \$33,444 from \$189,647 to \$156,203 with a one month extension in performance period from May 31, 2014 to June 30, 2014 per letter received April 21, 2013 from the Foundation.
Budget Augmentation: Restricted Fund 01.3
Revenue (2013-2014)
8800 Other Local (\$ 33,444)
Expenditures
1000 Academic Salaries (\$ 3,146)
3000 Employee Benefits (\$ 2,506)
4000 Supplies & Materials (\$ 9,604)
5000 Other Operating Expenditures (\$ 15,824)
6000 Capital Outlay \$ 204
7000 Other Outgo (\$ 2,568)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 COMMERCIAL WARRANT REGISTER

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

March 1 – March 31, 2014 5920 through 5960 \$11,674,637.98

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

RECOMMENDATION NO. 28 PAYROLL WARRANT REGISTER

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

March 1 – March 31, 2014 C1H – C2I \$9,933,680.24

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

RECOMMENDATION NO. 29 AUXILIARY PAYMENTS AND PURCHASE ORDERS

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

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
March 1 – March 31, 2014	\$1,557,964.80	\$30,407.55

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

RECOMMENDATION NO. 30 PURCHASING

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

#30-A AWARD OF PURCHASE ORDERS

Establish purchase orders and authorize payments to all vendors upon delivery and acceptance of services or goods ordered. All purchases and payments are made in accordance with Education Code requirements and allocated to approved budgets. Lists of vendors on file in the Purchasing Department

March 1 – March 31, 2014 \$5,481,724.16

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 31 AUTHORIZATION OF SIGNATURES FOR JP MORGAN CHASE BANK, 2013-2014

Requested by: Christopher Bonvenuto, Chief Director, Business Services

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

Requested Action: Approval

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on JP Morgan Chase Bank existing and new accounts for 2013-2014.

1. District Accounts

- District Clearing Account
- Community Services Account
- Bursar's Office Cash Account
- Parking Account
- Bursar's Office Credit Card Account
- Cal B and C Account
- Revolving Cash Account

Designated Signatories for District Accounts

- Chui L. Tsang
- Randal Lawson
- Robert Isomoto
- Christopher Bonvenuto

2. Auxiliary Services/Associated Students Accounts

- Associated Students Account
- Associated Students Money Market Account
- Associated Students Investment Account
- Auxiliary Services Accounts
- Auxiliary Services Money Market Account

Designated Signatories

- Chui L. Tsang
- Randal Lawson
- Robert Isomoto
- Christopher Bonvenuto
- George Prather

Authorization for the District to use one facsimile signature of a designated signatory when two signatures are required. Two signatures are required on all checks for more than \$500.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 6, 2014

ORGANIZATIONAL FUNCTIONS

RECOMMENDATION NO. 32

SUBJECT: AUTHORIZED SIGNATURE RESOLUTION

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the following Santa Monica College administrator to sign District documents as indicated.

Name/Title	Warrants	Orders for Salary Payment	Notices of Employment	Contracts	Auxiliary Warrants	Purchase Orders
Christopher Bonvenuto Chief Director, Business Services	X	X		X	X	X

It is further recommended that the "Certification of Signature" be completed and filed with the County Superintendent of Schools. The signatures shall be considered valid for the period of April 18, 2014 through December 16, 2014.

COMMENT: The County Superintendent of Schools requires that the Certification of Signatures be approved at the annual organizational meeting of the Board of Trustees. The list was approved at the meeting in December 2013, but needs to be revised with the addition of the Chief Director, Business Services.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	May 6, 2014

INFORMATION ITEM 33 CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING – APRIL 16, 2014

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee was held on Wednesday, April 16, 2014 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:00 a.m.

2. ROLL CALL

- Corin Kahn, Chair – Present
- Heather Anderson – Present
- Michael Dubin - Present
- Ty Moura - Absent
- Katherine Reuter – Present
- Sion Roy –Present
- Sonya Sultan – Absent
- Sam Zivi – Present

Others Present:

- Greg Brown, Director of Facilities and Planning
- Don Girard, Senior Director, Government Relations/Institutional Communications
- Bob Isomoto, Vice-President, Business/Administration
- Lee Paul, Bond Project Construction Management
- Lisa Rose, Citizens’ Bond Oversight Committee Coordinator
- Charlie Yen, Director, Contracts

3. APPROVAL OF MINUTES – January 22, 2014

Motion was made by Michael Dubin and seconded by Sam Zivi to approve the minutes of Citizen’s Bond Oversight Committee meeting on January 22, 2014. *The minutes were approved by acclamation.*

4. REPORTS and DISCUSSION

SMC Bond Construction Projects Update

A visual presentation of bond construction projects included an overview of the following:

- Student Services Building is in the design phase.
- Information Technology, a two-story extension to the Media Center that consolidates all technology functions into one area, is in construction.
- Academy of Entertainment and Technology (AET) project which includes the renovation of the existing building, a new building for KCRW and a parking structure, is in construction.
- Health/PE/Fitness/Dance Center project is out to bid.
- Malibu Campus: Plans have been submitted to the Division of the State Architect (DSA) and the City of Malibu for review. The District is also working with the County of Los Angeles.
- The College is working with the City of Santa Monica on the Early Childhood Development/Childcare project to be located at the Civic Center.

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

- Measure U: Total Measure U expenditures last period were \$231,822; total remaining funds are \$17,686,323.
- Measure S: Total expenditures last period were \$611,725; total remaining funds are \$68,835,322.
- Measure AA: Total expenditures last period were \$3,548,331; total remaining funds are \$237,057,072.
- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of March 31, 2014.

Total Bond	\$598,500,000
Total Available	\$383,496,730
Total Expenses as of 3-31-14	\$274,921,283
Total Available Remaining	\$108,575,447
Total Unsold Bond	\$215,003,270

- It was requested that the project budget reports include more detailed budget information for each project including the original budget.
- In order for the District to have bond funds available for four upcoming construction projects, bond issuance will be completed before the end of the year.
- The *SMC Bond Construction Program Contractor List* as of March 31, 2014 was presented for information.
- Current information on all bond construction projects is available at:
<http://smcbondprogram.com/>

5. INFORMATION – Expiring terms of members of the Citizens’ Bond Oversight Committee

The terms of the following members of the Citizens’ Bond Oversight Committee are expiring effective July 1, 2014 and are eligible for reappointment for a second two-year term:

Katherine Reuter
Sam Zivi

The student representative will be selected in September.

The term of the following members of the Citizens’ Bond Oversight Committee is expiring effective July 1, 2014 and is not eligible for reappointment for another two-year term:

Corin Kahn

The Board of Trustees will follow a recruitment and application process to appoint/reappoint members to fill the vacancies.

Vice-Chair Barry Snell resigned from the Citizens’ Bond Oversight Committee in February 2014. Motion was made by Katherine Reuter and seconded by Sion Roy to elect Heather Anderson Vice-Chair. *Unanimously approved.*

6. SCHEDULE OF MEETINGS, 2014-2015

Wednesdays at 8 a.m.

July 16, 2014

October 15, 2014

January 21, 2015

April 15, 2015

7. ADJOURNMENT – 9:02 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, July 16, 2014 at 8 a.m. in Drescher Hall 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 6, 2014

XI. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

The meeting will be adjourned in memory of **Kenneth John Dammer**, father of Robert Dammer, Director of Network Services.

There will be a special meeting/closed session on **Tuesday, May 20, 2014** at 5:30 p.m. at the Santa Monica College, Business Building Room III, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, June 3, 2014** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Tentative 2014-2015 Budget
2. Reports: Special Programs
3. Five-Year Construction Plan
4. Annual Agreements and Organizational Memberships

Student Success Scorecard: An Accountability Framework for the California Community Colleges

An Analysis of Santa Monica College's Performance on the 2014 Scorecard

In September of 2012, Governor Jerry Brown signed into law the Student Success Act of 2012, a legislative bill aimed to improve educational outcomes for California Community College students, to close the achievement gap for historically underrepresented students, and to better prepare the workforce to meet the changing landscape of the state's economy. The Senate Bill was the product of the work done by the California Community Colleges Board of Governors Student Success Task Force (SSTF), which developed a comprehensive set of recommendations aimed to increase student success.

One of the recommendations directs the California Community College Chancellor's Office (CCCCO) and community colleges to design and implement a clearer and more focused accountability system measuring performance on key student success indicators. The purpose of the recommendation was to ensure that student success metrics were being presented in a clear and concise manner, and to make equity gaps more transparent.

In April 2013, the CCCCCO unveiled the statewide and college-level Student Success Scorecard. The scorecard built on the existing accountability reporting system, the Accountability Reporting for the Community Colleges (ARCC). The changes between the old and new accountability systems are highlighted below:

- The changes to the metrics included creating two new metrics, eliminating three metrics, and carrying over four metrics from the ARCC framework although the **methods to calculate the metrics were modified.**
 - The new six college-level scorecard metrics include four metrics which were carried over from the old ARCC framework: Student Progress & Achievement or Completion, Persistence, At Least 30 Units, and Career Development and College Preparation rates.
 - Two new scorecard metrics: Remedial Progress and Career Technical Education rates.
 - Three eliminated ARCC metrics: Vocational Successful Course Completion, Basic Skills Successful Course Completion, and Basic Skills Course Improvement rates.
- In 2014, the scorecard introduced a new variable, Student-Counselor Ratio, to the college profile
- The scorecard data is presented in a web-based interface while the old ARCC system presented data in an 800+ page static document.
- The scorecard disaggregates the performance data by student age, gender, ethnicity/race, and by level of preparedness upon college entry (when applicable). The old ARCC system did not provide disaggregated data.
- Unlike the old ARCC system, colleges will be measured against their own prior performance (year-to-year comparison) in the scorecard and not against peer colleges.
- The self-assessment summary requirement has been eliminated in the new scorecard system. In the ARCC system, colleges were required to provide an evaluation of their performance on the metrics.
- The requirement for colleges to present the accountability report to the local Board of Trustees remains with the new scorecard.

The current report provides an analysis of Santa Monica College’s performance on the scorecard metrics (released on April 15, 2014), including a description of the methodologies used to calculate the metrics, a five-year trend analyses, and a comparison of student subgroups.

The new scorecard system is intended to expand the populations being measured. However, one major limitation of the scorecard methodology is the exclusion of students without valid social security numbers (SSNs). In the fall of 2013, 14% of the credit student population did not report a valid SSN. This is due, in part, because Santa Monica College (SMC) enrolls a large proportion of F-1 visa international and AB540 (undocumented) students. In the fall 2013 term, 11% of credit students were international students and 4% were AB540 students. Over 98% of these two student populations did not report a valid SSN. Because the scorecard excludes students without valid SSNs in the dataset, the metrics do not provide a completely accurate picture of Santa Monica College’s performance on the student success metrics, and the college’s performance on the scorecard should be interpreted with care.

The following table provides a brief description of the six scorecard metrics.

Metric	Description
Completion (formerly Student Progress & Attainment Rate)	Percentage of degree and/or transfer seeking first-time students who successfully completed a degree, certificate, or transfer-related outcome within six years.
Persistence	Percentage of degree and/or transfer seeking first-time students who subsequently enroll in three consecutive primary terms anywhere in the California Community College system.
30 Units	Percentage of degree and/or transfer seeking first-time students who complete at least 30 units within six years.
Remedial Progress	Percentage of credit basic skills students who complete a college-level course in the same discipline within six years.
Career Technical Education (CTE)	Percentage of CTE students who successfully completed a degree, certificate, or transfer related outcome within six years.
Career Development and College Preparation (CDCP)	Percentage of CDCP students who successfully completed a CDCP certificate or other degree, certificate, or transfer related outcome within six years.

Scorecard Summary

The following figure provides a summary of the college's performance on the scorecard, including the system-wide (state) rates for the most recently reported cohort.

Metric	Cohort Year					Statewide 2007-2008
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	
Completion	62.9%	56.3%	53.3%	52.5%	47.7%	48.1%
Persistence	71.6%	66.6%	67.5%	68.7%	71.7%	70.5%
30 Units	71.0%	66.1%	67.0%	68.5%	67.5%	66.5%
Remedial Progress - Math	33.2%	29.9%	28.2%	29.2%	28.8%	30.6%
Remedial Progress - English	48.2%	42.5%	42.6%	43.7%	42.8%	43.7%
Remedial Progress - ESL	64.6%	60.7%	61.7%	62.1%	58.7%	27.1%
CTE	58.0%	52.6%	53.2%	51.7%	49.4%	53.9%
CDCP	NA	NA	NA	7.2%	7.5%	NA

The following trends in scorecard performance are observed:

- The scorecard indicates a five-year decreasing trend for the completion, 30 units, remedial math progress, remedial English progress, remedial ESL progress, and CTE rates.
- The college demonstrated improvement in the persistence rate over the last five years.
- For all metrics, the “peak” performance is observed for the 2003-04 cohorts. The high rates for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable.
- SMC performed better on three metrics than the system-wide averages (persistence, 30 units, and ESL remedial progress).

Completion Rate

Completion (also known as the Student Progress and Attainment) rate describes the percentage of degree and/or transfer seeking first-time students who successfully completed a degree, certificate, or transfer related outcome within six years.

Denominator (Cohort):

SMC students who met the following criteria were included in the cohort:

- First-time college student at SMC;
- Reported a valid SSN;
- Earned six or more credit units at SMC and/or anywhere in the system during the first three years of enrollment; and,
- Attempted any credit math or English course in the first three years of enrollment.

Numerator (Outcome):

Students in the cohort who met the following criteria within six years of entering the CCC system for the first time were counted as having “completed”:

- Earned an Associate of Arts or Science degree at any CCC (California Community College);
- Earned a Chancellor’s Office approved Certificate of Achievement at any CCC;
- Transferred to a four-year institution; and/or,
- Completed 60 or more UC/CSU transferable units with a GPA of 2.0 or higher anywhere in the CCC system.

The following table describes the overall completion rates by cohort year.

Table 1. Completion Rates

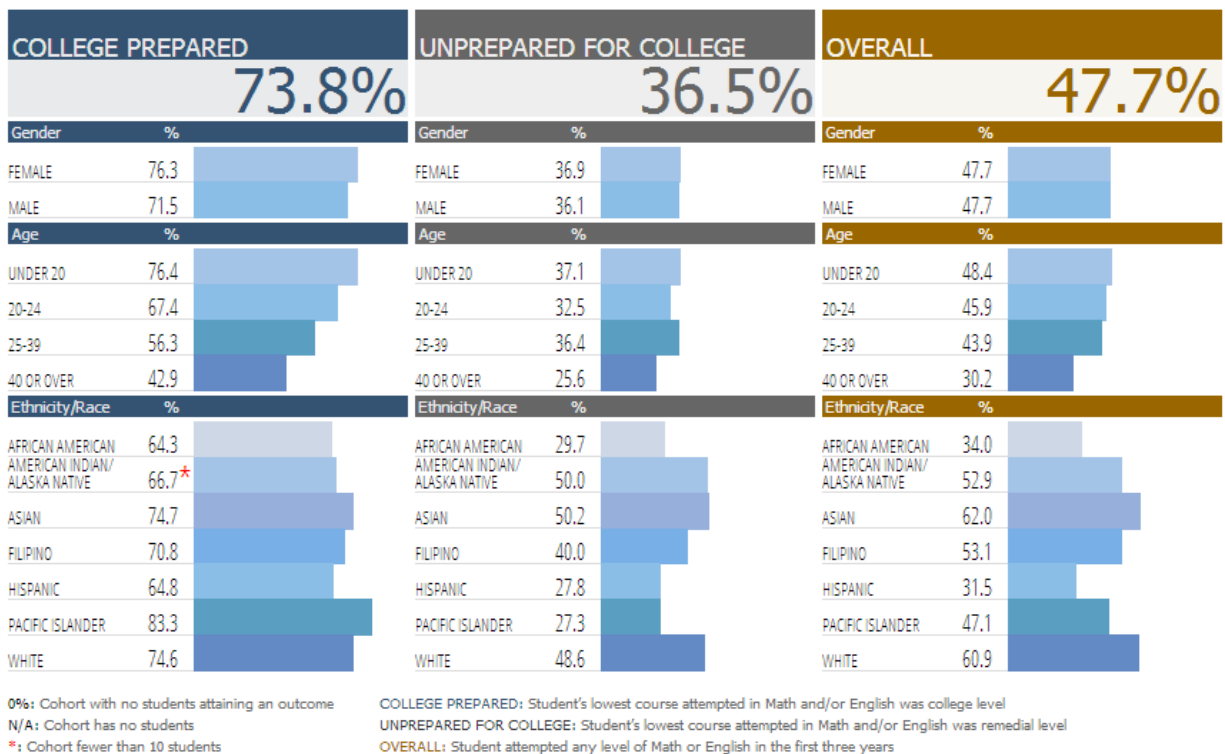
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	2,714	3,575	3,807	3,931	3,907
Completed	1,707	2,013	2,028	2,063	1,864
% Completed	62.9%	56.3%	53.3%	52.5%	47.7%

On average, approximately 55% of degree and/or transfer seeking first-time freshmen completed a degree, certificate, or transfer related outcome within six years. The college’s performance on this metric peaked at 62.9% for the 2003-04 cohort. The high rate for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable. The completion rates have steadily decreased since the 2003-04 cohort year, yet the sizes of the cohorts have increased.

The following figure describes the completion rates by student demographic (gender, ethnicity/race, age,) and level-of-preparedness for the most recently reported cohort (2007-2008).

Completion

Percentage of degree, certificate and/or transfer-seeking students starting first time in 2007-08 tracked for six years through 2012-13 who completed a degree, certificate or transfer-related outcomes.



The data indicate that students who were college prepared (the lowest-level math and/or English course the student attempted was degree-applicable) completed the outcomes at higher rates (73.8%) than students who are unprepared for college (36.5%). Overall, Asian (62.0%) and White (60.9%) students completed their outcomes at higher rates than Hispanic (31.5%), African American (34.0%), Pacific Islander (47.1%), American Indian/Alaska Native (52.9%), and Filipino (53.1%) students.

Persistence Rate

Persistence rate describes the percentage of degree and/or transfer seeking first-time students who enrolled in the first three consecutive terms. This metric is considered a milestone or momentum point. Research indicates that students who stay enrolled in college are more likely to succeed.

Denominator (Cohort):

SMC students who met the following criteria were included in the cohort:

- First-time college student at SMC;
- Reported a valid SSN;
- Earned six or more credit units at SMC and/or anywhere in the system during the first three years of enrollment; and,
- Attempted any credit math or English course in the first three years of enrollment.

Numerator (Outcome):

Students in the cohort who met the following criteria within six years of entering the CCC system for the first time were counted as having “persisted”:

- Enrolled in a credit course in the first subsequent three primary semesters three (spring and fall terms only). For example, a student who was a degree and/or transfer seeking first-time student in fall of 2007, and subsequently was enrolled in a credit course in spring of 2008, fall of 2008, and spring of 2009, was counted as having “persisted”; or,
- Completed any of the following within the first subsequent three primary semesters:
 - Earned an Associate of Arts or Science degree at any CCC (California Community College);
 - Earned a Chancellor’s Office approved Certificate of Achievement at any CCC; and/or,
 - Transferred to a four-year institution.

The following table describes the overall persistence rates by cohort year.

Table 2. Persistence Rates

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	2,714	3,575	3,807	3,931	3,907
Persisted	1,942	2,382	2,568	2,701	2,802
% Persisted	71.6%	66.6%	67.5%	68.7%	71.7%

On average, approximately 69% of degree and/or transfer seeking first-time freshmen persisted and enrolled in three consecutive primary terms or earned an award/transferred within six years of entry. The college’s experienced the lowest performance for the 2004-2005 cohort year, but has steadily increased to 71.7% for the 2007-2008 cohort year.

The following figure describes the persistence rates by student demographic (gender, ethnicity/race, age) and level of preparedness for the most recently reported cohort (2007-2008).

Persistence

Percentage of degree, certificate and/or transfer-seeking students starting first time in 2007-08 tracked for six years through 2012-13 who enrolled in the first three consecutive terms.

COLLEGE PREPARED			UNPREPARED FOR COLLEGE			OVERALL		
71.5%			71.8%			71.7%		
Gender	%		Gender	%		Gender	%	
FEMALE	72.3		FEMALE	72.6		FEMALE	72.5	
MALE	70.7		MALE	70.9		MALE	70.9	
Age	%		Age	%		Age	%	
UNDER 20	70.6		UNDER 20	73.2		UNDER 20	72.5	
20-24	72.9		20-24	61.5		20-24	65.9	
25-39	81.3		25-39	66.4		25-39	71.9	
40 OR OVER	71.4		40 OR OVER	64.1		40 OR OVER	66.0	
Ethnicity/Race	%		Ethnicity/Race	%		Ethnicity/Race	%	
AFRICAN AMERICAN	75.0		AFRICAN AMERICAN	67.3		AFRICAN AMERICAN	68.2	
AMERICAN INDIAN/ ALASKA NATIVE	33.3*		AMERICAN INDIAN/ ALASKA NATIVE	78.6		AMERICAN INDIAN/ ALASKA NATIVE	70.6	
ASIAN	72.7		ASIAN	72.3		ASIAN	72.5	
FILIPINO	72.9		FILIPINO	67.7		FILIPINO	69.9	
HISPANIC	68.0		HISPANIC	73.4		HISPANIC	72.8	
PACIFIC ISLANDER	83.3		PACIFIC ISLANDER	68.2		PACIFIC ISLANDER	73.5	
WHITE	72.1		WHITE	71.7		WHITE	71.9	

0%: Cohort with no students attaining an outcome
 N/A: Cohort has no students
 *: Cohort fewer than 10 students

COLLEGE PREPARED: Student's lowest course attempted in Math and/or English was college level
 UNPREPARED FOR COLLEGE: Student's lowest course attempted in Math and/or English was remedial level
 OVERALL: Student attempted any level of Math or English in the first three years

Students who were unprepared for college persisted at similar rates (71.8) than students who were college prepared (71.8%). Students between the ages of 20-24 (65.9%), 40 or over (66.0%), and African American students (68.2%) persisted at lower rates than other groups.

30 Units Rate

The 30 units rate describes the percentage of degree and/or transfer seeking first-time students who earned at least 30 units. Credit accumulation, 30 units specifically, tends to be positively correlated with completion and wage gain.

Denominator (Cohort):

SMC students who met the following criteria were included in the cohort:

- First-time college student at SMC;
- Reported a valid SSN;
- Earned six or more credit units at SMC and/or anywhere in the system during the first three years of enrollment; and,
- Attempted any credit math or English course in the first three years of enrollment.

Numerator (Outcome):

Students in the cohort who completed 30 or more credit units with a grade of A, B, C, D, or P anywhere in the CCC were counted as having completed 30 units.

The following table describes the overall 30 units rates by cohort year.

Table 3. 30 Units Rates

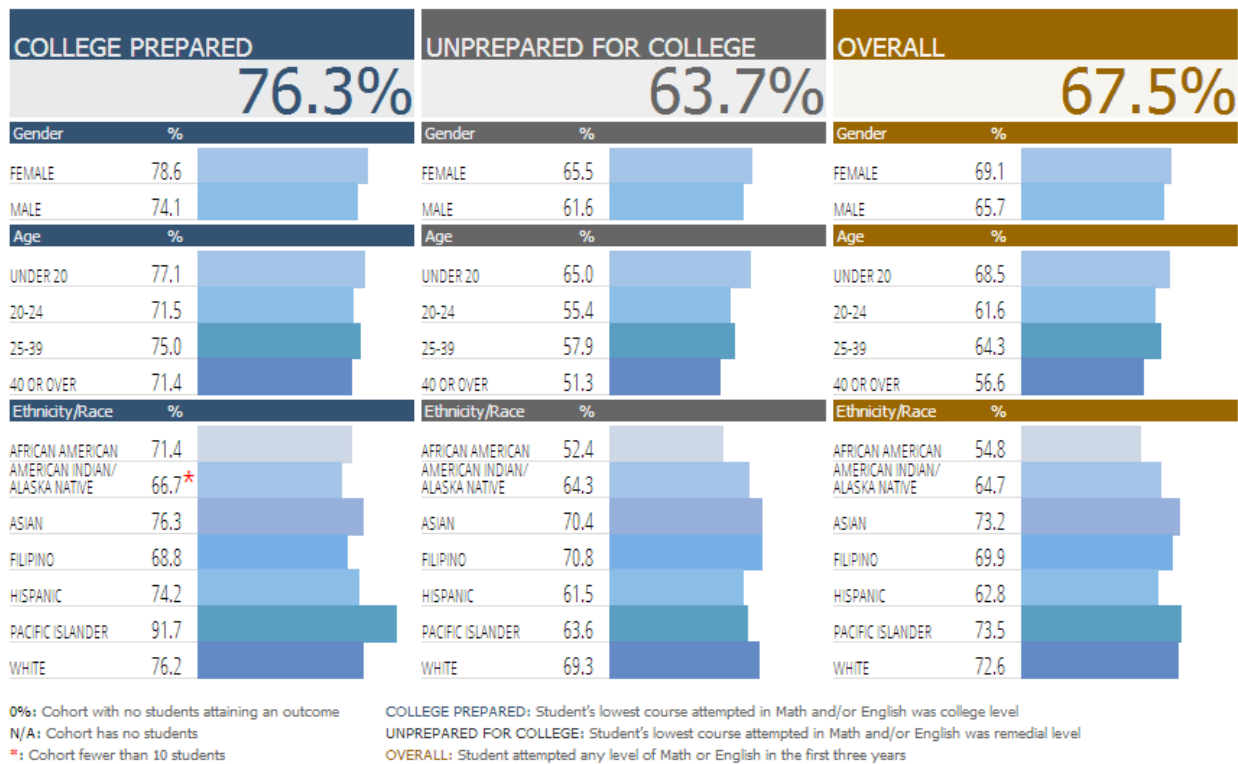
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	2,714	3,575	3,807	3,931	3,907
30 Units	1,927	2,363	2,551	2,691	2,636
% 30 Units	71.0%	66.1%	67.0%	68.5%	67.5%

On average, 68% of degree and/or transfer seeking first-time freshmen successfully completed 30 or more credit units within six years of entry. The college's performance on this metric peaked at 71.0% for the 2003-04 cohort. The high rate for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable. In 2004-05, the rate dropped to 66.1%, but experienced a small increase over the 2005-2006 (67.0%), 2006-2007 (68.5%), and 2007-2008 (67.5%) years.

The following figure describes the 30 units rates by student demographic (gender, ethnicity/race, age) and level of preparedness for the most recently reported cohort (2007-2008).

30 Units

Percentage of degree, certificate and/or transfer-seeking students starting first time in 2007-08 tracked for six years through 2012-13 who achieved at least 30 units.



The data indicate that students who were college prepared (student's lowest attempted math and/or English course was degree-applicable) completed 30 or more units at higher rate (76.3%) than students who were unprepared for college (63.7%). Overall, Asian (73.2%), Pacific Islander (73.5%), and White (72.6%) students completed 30 or more units at higher rates than other ethnicity/race groups. African American students (54.8%) and students 40 years of age or older (56.6%) completed 30 or more credit units at the lowest rates.

Remedial Progress Rate

The remedial progress rates describe the percentage of credit students who started below transfer level in math, English, and/or ESL who completed a college-level course in the same discipline within six years.

Denominator (Cohort):

SMC students who met the following criteria were included in the cohort:

- First attempt of a credit math, English, and/or ESL course was in a course that was two to four levels below transfer, but not degree applicable;
 - Math: MATH 81, MATH 84, or MATH 31;
 - English writing: ENGL 81A, ENGL 81B, ENGL 84W, or ENGL 21A; and/or
 - ESL: ESL 10G, ESL 10W, ESL 11A, ESL 15, ESL 17, or ESL 23.

The cohort is defined as the year the student attempts a course at “levels below transfer” in Math, English and/or ESL.

Numerator (Outcome):

Students in the cohort who met the following criteria within six years were counted as having progressed through the remedial sequence:

- Math cohort: Earned an A, B, C, or P grade in any UC/CSU transferable math course;
- English cohort: Earned an A, B, C, or P grade in any UC/CSU transferable English course; and/or,
- ESL cohort: Earned an A, B, C, or P grade in any UC/CSU transferable English course or earned an A, B, C, or P grade in ESL 11B, ESL 21A, ESL 21B, or ESL 25.

The following tables describe the overall remedial progress rates for math, English, and ESL by cohort year.

Math

Table 4a. Remedial Progress Rates for Math

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	1,895	3,092	3,133	3,068	3,269
Progressed Math	629	925	883	897	941
% Progressed Math	33.2%	29.9%	28.2%	29.2%	28.8%

On average, nearly 30% of basic skills math students completed a college-level math course within six years. The college’s performance on this metric peaked at 33.2% for the 2003-04 cohort. The high rate for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable. The rate has remained relatively stable over the last four cohort years (2004-2005 to 2007-2008) at about 29%.

English Writing

Table 4b. Remedial Progress Rates for English Writing

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	2,111	2,962	3,264	3,130	3,333
Progressed English	1,018	1,260	1,392	1,367	1,427
% Progressed Engl	48.2%	42.5%	42.6%	43.7%	42.8%

On average, 44% of basic skills English writing students completed college-level English course within six years. The college's performance on this metric peaked at 48.2% for the 2003-04 cohort. The high rate for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable. The rate has remained relatively stable over the last four cohort years (2004-2005 to 2007-2008) at about 43%.

ESL

Table 4c. Remedial Progress Rates for ESL

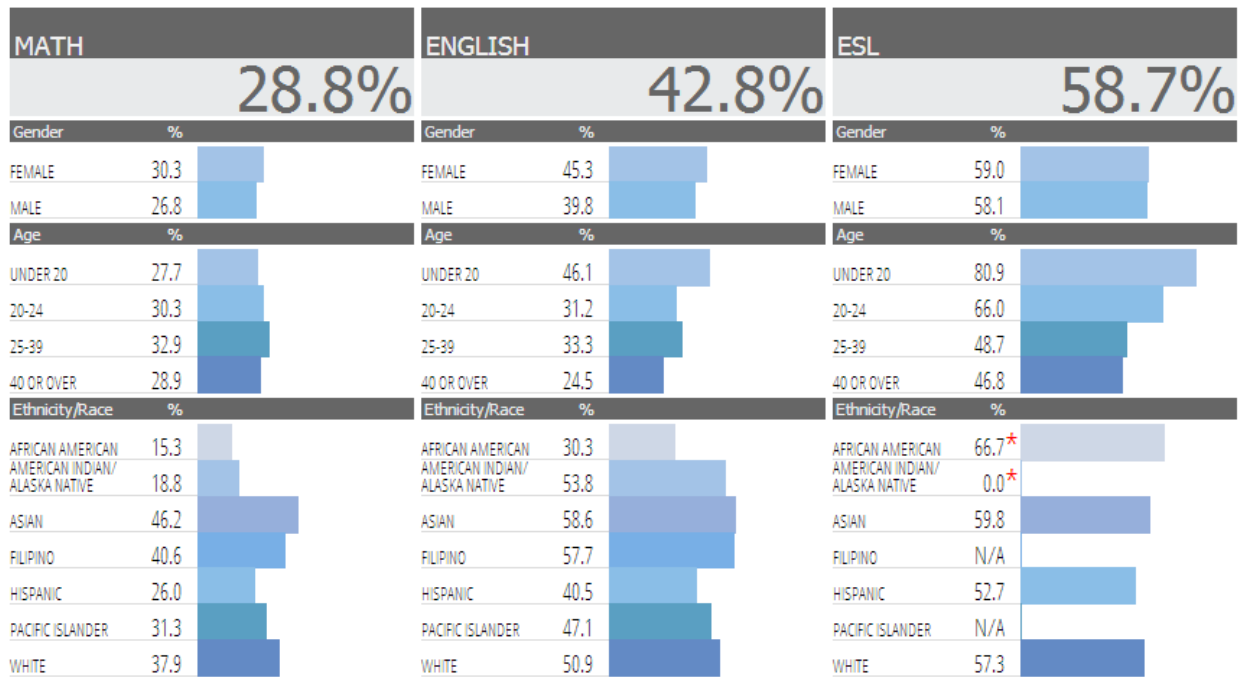
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	333	298	347	327	305
Progressed ESL	215	181	214	203	179
% Progressed ESL	64.6%	60.7%	61.7%	62.1%	58.7%

On average, nearly 62% of basic skills ESL students completed the college-level English and/or ESL within six years. The college's performance on this metric peaked at 64.6% for the 2003-04 cohort. The high rate for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable. The college experienced the lowest rate (58.7%) on this metric in the most recently reported year (2007-2008).

The following figure describes the remedial progress rates by student demographic (gender, ethnicity/race, age) and discipline.

Remedial

Percentage of credit students tracked for six years through 2012-13 who started first time in 2007-08 below transfer level in English, mathematics, and/or ESL and completed a college-level course in the same discipline.



0%: Cohort with no students attaining an outcome

N/A: Cohort has no students

*: Cohort fewer than 10 students

The college performed the best on the remedial ESL progress rate (58.7%) metric when compared with the English (42.8%) and math (28.8%) indicators. The youngest student group (age under 20) progressed at the highest rates in terms of English and ESL progress. Asian and White students progressed through the basic skills math and English at higher rates than other ethnicity/race groups.

Career Technical Education (CTE) Rate

The CTE rate describes the percentage of CTE students who successfully completed a degree, certificate, or transfer-related outcome within six years.

Denominator (Cohort):

SMC students who met the following criteria were included in the cohort:

- First-time college student at SMC;
- Reported a valid SSN; and,
- Earned eight or more credit units in a single discipline at SMC and/or anywhere in the system during the first three years of enrollment.
 - At least one of the courses is designated as “clearly” or “advanced” occupational; and,
 - Units earned in courses with same 2-digit vocational TOP code.

Numerator (Outcome):

Students in the cohort who met the following criteria within six years of entering the CCC system for the first time were counted as having completed a CTE outcome:

- Earned an Associate of Arts or Science degree at any CCC (California Community College);
- Earned a Chancellor’s Office approved Certificate of Achievement at any CCC;
- Transferred to a four-year institution; and/or,
- Completed 60 or more UC/CSU transferable units with a GPA of 2.0 or higher anywhere in the CCC system.

The following table describes the overall CTE completion rates by cohort year.

Table 5. CTE Rates

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Cohort Size	1,446	1,640	1,855	1,985	2,203
Completed CTE	839	862	987	1,026	1,088
% Completed CTE	58.0%	52.6%	53.2%	51.7%	49.4%

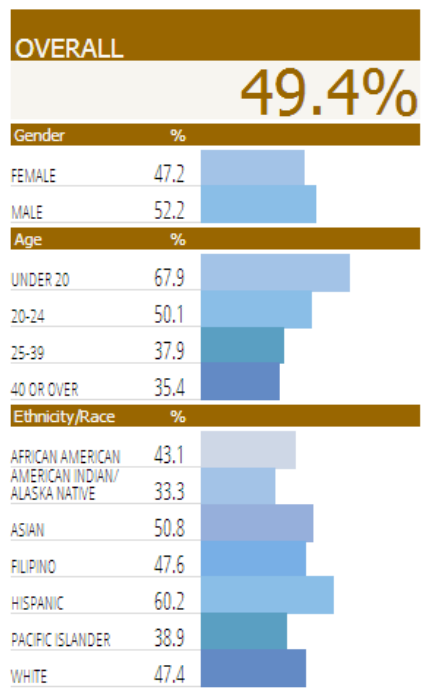
On average, 53% of CTE students completed a degree, certificate, or transfer related outcome within six years. The college’s performance on this metric peaked at 58.0% for the 2003-04 cohort. The high rate for this cohort may partly be attributed to the large reduction in course offerings during the 2003 and 2004 years at SMC, which in turn, reduced the total number of students in the cohort, making the cohort less variable. The college experienced the lowest CTE completion rate (49.4%) for the most recent cohort (2004-2008) in five years.

This scorecard metric does not take into account students who achieved a departmental certificate. Departmental certificates are short-term certificates of achievement that typically require fewer units for completion than Chancellor’s Office approved certificates of achievement. Departmental certificates are currently not reported to the CCCCO, and therefore, are not counted toward completion.

The following figure describes the CTE rates by student demographic (gender, ethnicity/race, age).

Career Technical Education

Percentage of students tracked for six years through 2012-13 who started first time in 2007-08 and completed more than eight units in courses classified as career technical education (or vocational) in a single discipline and completed a degree, certificate or transferred.



0%: Cohort with no students attaining an outcome

N/A: Cohort has no students

*: Cohort fewer than 10 students

Male students had higher CTE completion rates (52.2%) when compared with female students (47.2%). In general, the youngest students (67.9%), Hispanic (60.2%), and Asian (50.8%) students had the highest CTE rates.

Career Development & College Preparation (CDCP) Rate

The CDCP rate describes the percentage of CDCP who successfully completed a degree, certificate, or transfer related outcome within six years.

Denominator (Cohort):

SMC students who met the following criteria were included in the cohort:

- First-time college student at SMC;
- Reported a valid SSN; and,
- Enrolled in at least two or more CDCP courses, with a minimum of 4 attendance hours in each of those courses within three years of initial enrollment.
 - CDCP course is defined as a non-credit course classified as a workforce preparation or basic skills (including ESL) necessary to participate in job-specific technical training.

Numerator (Outcome):

Students in the cohort who met the following criteria within six years of entering the CCC system for the first time were counted as having completed a CTE outcome:

- Earned a CDCP certificate;
- Earned an Associate of Arts or Science degree at any CCC (California Community College);
- Earned a Chancellor's Office approved Certificate of Achievement at any CCC;
- Transferred to a four-year institution; and/or,
- Completed 60 or more UC/CSU transferable units with a GPA of 2.0 or higher anywhere in the CCC system.

The following table describes the overall CDCP rates by cohort year (as reported on the scorecard) as well as the recalculated rate which includes the students without valid SSNs. The scorecard only included data for the 2006-07 and 2007-2008 cohorts.

Table 6a. Original and Recalculated CDCP Rates

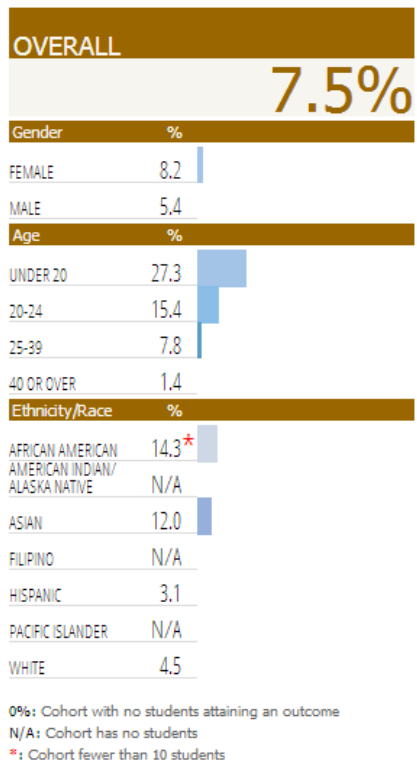
	2006-2007	2007-2008
Cohort Size	391	371
Completed CDCP	28	28
% Completed CDCP	7.2%	7.5%

In 2007-2008, the college's CDCP rate was 7.5%, which indicates that 7 out of 100 students who enrolled in at least two non-credit courses achieved a certificate, degree, and/or transfer outcome within six years. In general, SMC offers a very small number of non-credit CDCP courses. In fall 2013, CDCP course enrollments represented 2.5% of all course enrollments. The CDCP cohort size is small compared to the cohorts for the other metrics. In addition, students who enroll in CDCP courses may not necessarily have a goal to complete a credential or transfer to a four-year.

The following figure describes the CDCP rates by student demographic (gender, ethnicity/race, age).

Career Development and College Preparation (Non-credit)

Percentage of students tracked for six years through 2012-13, who started first time in 2007-08 in a Career Development and College Preparation course and completed a certificate, degree or transfer-related outcomes.



The youngest groups of students (under 20) (26.3%) and African American students (22.2%) have the highest CDCP rates.

Summary

SMC demonstrates improvement on one of the six scorecard metrics (persistence) when compared with the prior year's performance. The five-year trend suggests a decrease in overall performance on four of the six scorecard metrics (completion, 30 units, remedial progress for all disciplines, and CTE). Performance on the CDCP metric has increased slightly over the last two years.

While the scorecard has its value, for example, the ability to disaggregate performance by student subgroup, it is not without its limitations. Currently, the scorecard excludes students who do not report a valid SSN in the calculations of the metric, including international and undocumented students. Because SMC enrolls a large proportion of F-1 visa international and AB540 (undocumented) students who do not report SSNs, the current scorecard metrics do not account a large number of SMC students.

In the 2013 SMC Scorecard Report, adding students without valid SSNs into the metric calculations increased the college's performance on all metrics, with the exception of the remedial English progress rate. This finding suggests that excluding students without valid SSNs from the metric calculations has a

negative impact on the college's performance on the scorecard metrics. The Office of Institutional Research plans to repeat the analysis of including SSNs for the 2014 Scorecard in the near future¹.

The scorecard metrics are aligned with the college's Institutional Effectiveness (IE) Report. Four of the six scorecard metrics are addressed in some way the IE report, although the methodologies to calculate the metrics are different. The college's scorecard data are reported separately from the college's annual discussion of institutional effectiveness as the legislation for the scorecard requires that a college's local Board of Trustees annually review the college's scorecard. No action is required by the Board; this narrative fulfills this legislative requirement. The scorecard, when paired with the more comprehensive IE report, is intended to stimulate dialogue about local trends, SMC students, educational practice and programs among various campus constituents. SMC's performance on scorecard is best understood within the context of local conditions. Therefore, the scorecard is only the starting point in assessing college performance related to student learning and achievement.

¹ At the time of the writing of the current report (April 22, 2014), the data for the 2014 Scorecard had been released for less than one week. As a result, the Office of Institutional Research did not have the capacity to conduct the SSN analyses in time for the May Board of Trustees meeting.



2014 Institutional Effectiveness Dashboard



Prepared by the
Office of Institutional Research
Spring 2014

2014 SMC Dashboard: Institutional Priorities

Part 1: Institution-Set Standards

INSTITUTIONAL PRIORITIES							
KEY INDICATOR	REPORT PG #	REPORTED YEAR				INSTITUTION-SET STANDARDS	MET STANDARD IN 2014?
		2011	2012	2013	2014		
1.1 Persistence Rate	17	73.2%	76.2%	78.1%	73.2%	71.8%	✓
1.7 Transfer Rate	33	49.5%	51.9%	47.0%	47.4%	47.0%	✓
1.9 Basic Skills Course Improvement Rate	40	69.3%	71.5%	71.5%	71.9%	66.7%	✓
1.10 Basic Skills Transition to Degree Course Rate	46	35.9%	34.4%	36.5%	37.1%	33.5%	✓
1.12 CTE Completion Rate	54	46.5%	45.8%	45.9%	42.0%	43.8%	
1.18 Equity Gap – Completion Rate	70	23.2%	25.2%	25.1%	23.3%	<=25.7%	✓
1.19 Equity Gap – Transfer Rate	74	24.6%	24.1%	24.4%	24.5%	<=25.6%	✓

LEGEND:

✓ = met the institution-set standard for the 2014 performance year

Definitions – Institutional Priorities

- 1.1: Enrolled in credit course in subsequent fall term anywhere in CCC / First-time freshmen completed 6 units
- 1.7: Transferred to any four-year institution within 6 years / First-time freshmen completed 12 units & attempted transfer-level English or math
- 1.9: Successfully completed higher level course within 3 years / Began English, math, or ESL sequence and successfully completed course 2 or more levels below transfer
- 1.10: Enrolled in degree-applicable English, ESL, or math course within 3 years / Began English, ESL, or math sequence in basic skills
- 1.12: Earned certificate or AA/AS or transferred within 6 years / First-time freshmen completed 12 units & attempted an advanced occupational course
- 1.18: Difference in average progress and achievement rates between group with highest rates (Asian/PI & White) and group with lowest rates (Black & Hispanic); progress and achievement rates calculated by dividing the number of first-time freshmen completed 12 units & attempted a transfer-level math or English or advanced occupational course (cohort) by the number of students in the cohort who transfer to a four-year institution, earn a certificate or AA/AS, or achieve transfer prepared (complete 60 transferable units with 2.0 GPA or higher) or transfer directed (complete transfer English or math) status within 6 years
- 1.19: Difference in average transfer rates between group with highest rates (Asian/PI & White) and group with lowest rates (Black & Hispanic)

Part 2: Progress towards Target Goals

KEY INDICATOR	2014 PERFORMANCE	2015/16 TARGET GOAL	IN PROGRESS- NEEDS ATTENTION	IN PROGRESS – ON TARGET	TARGET ACHIEVED
1.1 Persistence Rate	73.2%	75%	X		
1.7 Transfer Rate	47.4%	Remain Steady		X	
1.9 Basic Skills Course Improvement Rate	71.9%	73%	X		
1.10 Basic Skills Transition to Degree Course Rate	37.1%	39%	X		
1.12 CTE Completion Rate	42.0%	47%	X		
1.18 Equity Gap – Completion Rate	23.3%	Decrease year-over-year			X
1.19 Equity Gap – Transfer Rate	24.5%	Decrease year-over-year		X	

LEGEND:

In progress – needs attention: This status indicates that based on the 2014 reported data, the college is performing below the target range (within 1% of target goal) and that additional attention/effort is needed if the target is to be achieved by 2015-2016.

In progress – on target: This status indicates that based on the 2014 reported data, the college is performing within the target range (within 1% of target goal) and that it is projected that the 2015-2016 target will be met.

Target achieved: This status indicates that based on the 2014 reported data, the college is exceeding the target goal by at least 1%.

Dashboard: Innovative and Responsive Academic

KEY INDICATOR	REPORT PG #	REPORTED YEAR				INSTITUTION-SET STANDARDS	
		2011	2012	2013	2014		
PROGRESS & ACHIEVEMENT							
1.2 Course Success Rate	22	67.0%	68.6%	69.0%	68.3%	64.1%	✓
1.3 Degrees Awarded	24	1,409	1,243	1,225	1,207	1,171	✓
1.4 Certificates Awarded	25	257	1,397	1,505	1,373	1,306	✓
1.5 Transfers to Public 4-Years (UC/CSU Combined)	27	1,833	2,063	2,176	1,913	1,800	✓
1.6 Progress & Achievement Rate	30	60.5%	59.2%	61.2%	59.7%	57.3%	✓
1.29 Semesters to Associate Degree Completion	101	7.34	7.79	7.78	8.16	NA	
BASIC SKILLS & CAREER TECHNICAL EDUCATION (CTE)							
1.8 Basic Skills Course Success Rate	37	55.4%	57.1%	56.9%	55.1%	53.0%	✓
1.11 CTE Course Success Rate	52	69.3%	70.8%	71.4%	72.5%	66.4%	✓
1.21 Registered Nursing License Exam Pass Rate	79	97.4%	94.4%	96.4%	98.2%	90.9%	✓
1.22 Respiratory Therapy License Exam Pass Rate	81	100%	92.3%	96.0%	100%	91.3%	✓
1.23 Cosmetology License Exam Pass Rate	83	89.7%	92.4%	85.8%	--	84.8%	NA
DISTANCE LEARNING							
1.13 Distance Learning Course Success Rate Gap	59	5.2%	5.3%	4.1%	3.0%	<=5.8%	✓
1.14 Distance Learning Course Retention Rate Gap	61	6.5%	6.5%	5.1%	4.4%	<=7.1%	✓
RESPONSE TO COMMUNITY NEEDS							
1.15 SMMUSD Graduates to SMC Rate	63	31.7%	30.1%	30.2%	33.1%	NA	
1.16 Geographic Area HS Graduates to SMC Rate	65	26.7%	21.9%	20.0%	21.5%	NA	
STUDENT EQUITY & CURRICULUM							
1.17 Equity Gap – Course Success Rate	68	15.7%	15.5%	14.2%	15.5%	<=15.9%	✓
1.20 % of Students Enrolled in Sustainability Courses	77	--	61.2%	63.4%	66.9%	NA	
INSTITUTIONAL LEARNING OUTCOMES							
1.24 Personal Attributes ILO #1 Mastery Rate	86	87.7%	86.8%	86.5%	85.4%	82.7%	✓
1.25 Analytic and Comm. Skills ILO #2	89	85.2%	85.7%	84.8%	83.3%	81.0%	✓
1.26 Applied Social Know. & Val. ILO #3	93	86.1%	86.3%	85.9%	86.2%	81.8%	✓
1.27 Applied Know. & Val. of the Phys. World ILO #4	96	82.9%	86.1%	86.0%	86.0%	80.8%	✓
1.28 Authentic Engagement ILO #5 Mastery Rate	99	NA	NA	NA	88.7%	NA	

LEGEND:

✓ = met the institution-set standard for the 2014 performance year

Definitions – Innovative and Responsive Academic

- 1.2: A, B, C, CR, P grades / A, B, C, CR, D, DR, F, I, NC, NP, P, W grades
- 1.3: # Associate Degrees awarded
- 1.4: # career certificates awarded (does not include departmental certificates)
- 1.5: # transferred to UC or CSU institution
- 1.6: Transferred to a four-year institution, earned a certificate or AA/AS, or achieve transfer prepared (completed 60 transferable units with 2.0 GPA or higher) or transfer directed (completed transfer English or math) status within 6 years / First-time freshmen completed 12 units & attempted transfer-level English or math or advanced occupational course
- 1.8: A, B, C, CR P grades in basic skills English, ESL, and math courses / A, B, C, CR, D, DR, F, I, NC, NP, P, W grades in basic skills English, ESL, and math courses
- 1.11: A, B, C, CR P grades in courses with SAM code A, B, C, or D / A, B, C, CR, D, DR, F, I, NC, NP, P, W grades in courses with SAM code A, B, C, or D
- 1.13: Difference between course success rates in distance learning and on-ground classes for same courses
- 1.14: Difference between course retention rates in distance learning and on-ground classes for same courses
- 1.15: Enrolled in credit course at SMC within 1 year of HS graduation / Graduated from public HS in SMMUSD
- 1.16: Enrolled in credit course at SMC within 1 year of HS graduation / Graduated from public/charter HS within 10 miles of SMC main campus zip code (90405)
- 1.17: Difference in average course success rates between group with highest rates (Asian/PI & White) and group with lowest rate (Black & Hispanic)
- 1.20: Enrolled in credit course identified as sustainability related or focused / Credit student
- 1.21: Passed NCLEX exam on first attempt / Earned an RN associate degree at SMC
- 1.22: Passed CRT exam on first attempt / Earned a respiratory therapy associate degree at SMC/ELAC
- 1.23: Pass events / Test (Cosmetology, Esthetician, and Manicuring written and practical) event by student who completed cosmetology coursework at SMC
- 1.24: Assessed as "mastered" SLO mapped to ILO #1 / Total SLO assessments in ILO #1
- 1.25: Assessed as "mastered" SLO mapped to ILO #2 / Total SLO assessments in ILO #2
- 1.26: Assessed as "mastered" SLO mapped to ILO #3 / Total SLO assessments in ILO #3
- 1.27: Assessed as "mastered" SLO mapped to ILO #4 / Total SLO assessments in ILO #4
- 1.28: Assessed as "mastered" SLO mapped to ILO #5 / Total SLO assessments in ILO #5
- 1.29: Average numbers of semesters from first semester at SMC to semester of Associate Degree awarded (first-time freshmen only)

Dashboard: Supportive Learning Goal

SUPPORTIVE LEARNING

KEY INDICATOR	REPORT PG #	2011	2012	2013	2014	TREND (PRIOR TO CURRENT YEAR)
2.1 First-time Freshmen Orientation Rate	106	100%	100%	100%	100%	—
2.2 First-time Freshmen Assessment Rate	108	100%	100%	100%	100%	—
2.3 Percentage of Students Receiving Financial Aid	110	35.8%	40.4%	46.1%	51.2%	↑
2.4 Student-Counseling Ratio	112	NA	NA	NA	373:1	—
2.5 Percentage of Students on Probation/Disq.	114	13.0%	12.6%	13.5%	13.7%	↑

LEGEND:

— = indicates that there is no change in value in the 2014 reported year when compared with the value in the prior year

↑ = indicates that the value in 2014 reported year is higher than the value in the prior year

↓ = indicates that the value in the 2014 reported year is lower than the value in the prior year

NA = indicates that there was no data collected for the reported year

Definitions – Supportive Learning

2.1: Completed online orientation within 1 year of enrollment / First-time freshmen with transfer, degree, or certificate goal, not exempted from initial orientation services

2.2: Completed assessment (including SMC placement, challenge exam, prior completion of coursework, advanced placement exam, or other college's placement) within 1 year of enrollment / First-time freshmen enrolled in credit course, not exempted from initial assessment testing services

2.3: Received BOG enrollment fee waivers, grants, loans, scholarships, and/or work-study / Enrolled in credit course

2.4: Student headcount / Counseling faculty FTE (excluding EOPS & DSPS student and counseling FTE)

2.5: On probation/disqualification / Credit students

Dashboard: Stable Fiscal Goal

STABLE FISCAL						
KEY INDICATOR	REPORT PG #	2011	2012	2013	2014	TREND (PRIOR TO CURRENT YEAR)
3.1 Operating Surplus-(Deficit)	117	\$1,061,345	\$2,618,738	(\$8,840,474)	(\$4,616,562)	↑
3.2 WSCH/FTEF	119	659.30	635.00	629.23	619.53	↓
3.3 Fund Balance Ratio	120	13.96%	15.44%	8.38%	5.96%	↓
3.4 Non-Resident Tuition Revenue	121	\$20,199,343	\$21,387,129	\$24,544,282	\$24,731,024	↑

LEGEND:

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↓ = indicates that the value in the 2014 reported year is lower than the value in the prior year

NA = indicates that there was no data collected for the reported year

Definitions – Stable Fiscal

3.1: Actual revenues and transfers – Actual expenditures with one-time items

3.2: Sum of class contact hours per week per student in each class section / Sum of weekly teaching load

3.3: Total expenditures and transfers / fund balance (excluding designated revenue)

3.4: Fees paid by international and out-of-state residents and Intensive English Program students

Dashboard: Sustainable Physical Goal

SUSTAINABLE PHYSICAL						
KEY INDICATOR	REPORT PG #	2011	2012	2013	2014	TREND (PRIOR TO CURRENT YEAR)
4.1 Electricity Usage (kWh) by Sq. Foot	124	13.93	12.84	13.76	12.59	↓
4.2 Gas Usage (BTU) by Sq. Foot	126	25,947	25,859	21,855	15,567	↓
4.4 Average Vehicle Ridership (AVR) - Employees	127	1.44	1.47	1.53	1.51	↓
4.5 Average Vehicle Ridership (AVR) - Students	129	NA	NA	NA	2.59	NA

LEGEND:

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↑ = indicates that the value in 2014 reported year is higher than the value in the prior year

↓ = indicates that the value in the 2014 reported year is lower than the value in the prior year

NA = indicates that there was no data collected for the reported year

Definitions – Sustainable Physical

4.1 Annual electricity usage in kilowatt-hour (kWh) by the gross square footage from space inventory (not including space that does not meter electricity)

4.2 Annual natural gas usage in British Thermal Unit (BTU) by the gross square footage from space inventory (not including space that does not use or meter gas)

4.4 Employees worked per week day in survey week / Vehicles used to commute to work per week day in survey week

4.5 Students traveling to campus in survey week during peak hours / Vehicles used to commute to campus during peak hours per week day in survey week

Dashboard: Supportive Collegial Goal

SUPPORTIVE COLLEGIAL

KEY INDICATOR	REPORT PG #	2011	2012	2013	2014	TREND (PRIOR TO CURRENT YEAR)
5.1 Institutional Objectives Completion Rate	132	78.6%	78.6%	81.8%	100%	↑

LEGEND:

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↓ = indicates that the value in the 2014 reported year is lower than the value in the prior year

Definitions – Supportive Collegial

5.1 Institutional objectives in the SMC Master Plan for Education that is "Completed" or "Substantially Completed" / Institutional objectives in the SMC Master Plan for Education

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL REVENUE	2013-2014 PROJECTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	126,654	118,830	126,654
TOTAL FEDERAL	126,654	118,830	126,654
STATE			
GENERAL APPORTIONMENT	55,597,141	39,968,855	59,412,649
EDUCATION PROTECTION ACCOUNT - PROP 30	13,046,096	9,783,904	13,045,205
ACCESS/RESTORATION OF WORKLOAD REDUCTION	1,539,504	1,275,441	1,895,909
COLA	1,613,023	1,071,387	1,592,588
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	1,428,055	3,793,773	3,793,773
PRIOR YEAR APPORTIONMENT ADJUSTMENTS-EPA	-	63,631	107,404
HOMEOWNERS EXEMPT	100,594	47,682	95,357
STATE LOTTERY REVENUE	3,207,089	1,073,719	3,247,016
MANDATED COST RECOVERY	578,658	578,658	578,658
OTHER STATE	792,292	602,142	792,292
TOTAL STATE	77,902,452	58,259,192	84,560,851
LOCAL			
PROP TAX SHIFT (ERAF)	-	752,067	752,067
SECURED TAX	12,195,634	6,978,890	10,606,532
SUPPLEMENTAL TAXES	135,251	78,062	132,304
UNSECURED TAX	465,484	476,047	476,047
PRIOR YRS TAXES	648,775	101,851	101,851
PROPERTY TAX - RDA PASS THRU	5,147,840	1,100,682	1,100,682
PROPERTY TAX - RDA RESIDUAL	532,805	665,487	665,487
RENTS	115,000	79,921	100,000
INTEREST	67,600	84,408	159,000
ENROLLMENT FEES	13,603,245	12,971,693	13,023,344
STUDENT RECORDS	463,600	195,007	463,600
NON-RESIDENT TUITION/INTENSIVE ESL	25,671,416	26,764,779	26,976,515
FEE BASED INSTRUCTION	1,681,000	1,095,427	1,681,000
OTHER STUDENT FEES & CHARGES	112,200	133,881	139,400
F1 APPLICATION FEES	313,200	187,951	313,200
OTHER LOCAL	421,800	482,507	687,600
I. D. CARD SERVICE CHARGE	993,500	984,515	993,500
LIBRARY CARDS	80	40	80
LIBRARY FINES	11,300	3,283	11,300
PARKING FINES	226,300	144,591	226,300
TOTAL LOCAL	62,806,030	53,281,089	58,609,809
TOTAL REVENUE	140,835,136	111,659,111	143,297,314
TRANSFER IN	113,965	67,209	129,055
SALE OF EQUIPMENT AND SUPPLIES	-	397	397
TOTAL OTHER FINANCING SOURCES	113,965	67,606	129,452
TOTAL REVENUE AND TRANSFERS	140,949,101	111,726,717	143,426,766

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL EXPENDITURES	2013-2014 PROJECTED BUDGET
INSTRUCTION	23,222,657	14,945,749	22,960,554
ACADEMIC MANAGERS	5,549,877	3,709,475	5,860,042
NON-INSTRUCTION	6,133,131	3,762,885	6,213,830
HOURLY INSTRUCTION	26,434,285	17,618,579	26,938,161
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	467,950	260,282	467,950
HOURLY NON-INSTRUCTION	3,955,679	2,718,751	4,078,699
VACANT POSITIONS	371,285	-	-
VACANCY SAVINGS	(185,643)	-	-
TOTAL ACADEMIC	65,949,221	43,015,721	66,519,236
CLASSIFIED REGULAR	19,863,028	12,921,942	19,709,022
CLASSIFIED MANAGERS	3,925,968	2,686,466	4,000,947
CLASS REG INSTRUCTION	2,775,567	1,757,901	2,806,485
CLASSIFIED HOURLY	1,826,113	1,330,155	1,905,200
CLASS HRLY INSTRUCTION	580,197	330,574	654,663
VACANT POSITIONS	1,384,872	-	2,253,219
VACANCY SAVINGS	(692,436)	-	(1,971,567)
TOTAL CLASSIFIED	29,663,309	19,027,038	29,357,969
STRS	4,238,754	2,754,885	4,278,024
PERS	3,728,988	2,304,714	3,728,530
OASDI/MEDICARE	3,123,050	2,117,166	3,132,553
H/W	13,014,488	7,396,511	13,014,488
RETIREEES' H/W	3,014,555	2,234,032	3,014,555
RETIREEE - OPEB	500,000	500,000	500,000
SUI	220,755	108,684	221,186
WORKERS' COMPENSATION	1,392,161	891,863	1,404,474
ALTERNATIVE RETIREMENT	500,000	267,890	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	79,552	38,542	79,552
BENEFITS RELATED TO VACANT POSITIONS	386,356	-	495,707
BENEFITS RELATED TO VACANCY SAVINGS	(193,178)	-	(433,744)
TOTAL BENEFITS	30,005,481	18,614,287	29,935,325
SUPPLIES	967,703	594,791	985,499
TOTAL SUPPLIES	967,703	594,791	985,499
CONTRACTS/SERVICES	11,573,456	7,663,787	12,326,058
INSURANCE	951,960	948,934	951,960
UTILITIES	3,019,195	1,969,324	3,019,195
TOTAL SERVICES	15,544,611	10,582,045	16,297,213
BLDG & SITES	30,000	-	30,000
EQUIPMENT	444,005	261,029	513,771
LEASE PURCHASES	66,130	-	66,130
TOTAL CAPITAL	540,135	261,029	609,901
TOTAL EXPENDITURES	142,670,460	92,094,911	143,705,143
OUTGOING TRANSFER/FINANCIAL AID	285,498	241,361	285,498
TOTAL TRANSFERS/FINANCIAL AID	285,498	241,361	285,498
TOTAL EXPENDITURES & TRANSFERS	142,955,958	92,336,272	143,990,641

**UNRESTRICTED GENERAL FUND 01.0
2013-2014 FUND BALANCE BUDGET**

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL FUND BALANCE	2013-2014 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	138,942,388	107,290,655	141,234,596
TOTAL EXPENDITURES AND TRANSFERS	141,884,702	92,336,272	143,647,026
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	2,142,513	-	2,748,926
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(1,071,257)	-	(2,405,311)
OPERATING SURPLUS/(DEFICIT)	(4,013,570)	14,954,383	(2,756,045)
ONE-TIME ITEMS			
PRIOR YEAR APPORTIONMENT ADJ	1,428,055	3,857,404	3,901,177
MANDATED COST RECOVERY	578,658	578,658	578,658
DEFICIT FACTOR TO APPORTIONMENT	-	-	(2,287,665)
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(2,006,857)	19,390,445	(563,875)
BEGINNING BALANCE***	8,253,478	8,253,478	8,253,478
TRANSFER TO DESIGNATED RESERVE - NET	(595,400)	904,600	904,600
ENDING FUND BALANCE ***	5,651,221	28,548,523	8,594,203
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	3.95%	30.92%	5.97%
ENDING FUND BALANCE - UNDESIGNATED	5,651,221	28,548,523	8,594,203
DESIGNATED RESERVE FOR:			
UNFUNDED RETIREE BENEFITS	1,500,000	-	-
CLASSIFIED EMPLOYEE WELFARE FUND	191,405	191,405	191,405
NEW FACULTY TO BE HIRED	1,171,327	1,171,327	1,171,327
TOTAL	2,862,732	1,362,732	1,362,732
ENDING FUND BALANCE/CONTINGENCY RESERVE	8,513,953	29,911,255	9,956,935
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	5.96%	32.39%	6.91%

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

*** Fund Balance excludes Designated Reserves.

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL REVENUE	2013-2014 PROJECTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	588,705	267,228	588,705
FWS-FEDERAL WORK STUDY	558,814	143,126	558,814
RADIO GRANTS	1,706,035	766,167	1,094,523
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	55,715	46,601	61,317
FEDERAL CARRYOVERS	1,989,209	1,325,692	1,989,209
OTHER FEDERAL	2,932,797	599,290	3,233,006
TOTAL FEDERAL	7,831,275	3,148,104	7,525,574
STATE			
LOTTERY	789,046	132,058	789,046
BASIC SKILLS INITIATIVE	420,248	301,546	420,248
SFAA-STUDENT FINANCIAL AID ADMIN	804,428	611,365	804,428
EOPS-EXTENDED OPPORTUNITY PROG & SERV	785,954	775,711	1,020,673
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	53,086	42,468	55,879
CALWORKS	172,169	228,507	300,667
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	842,638	1,166,372	1,534,700
STUDENT SUCCESS (CREDIT)	611,941	953,118	611,941
STUDENT SUCCESS (CREDIT) - TRANSFER RELATED	47,500	47,500	47,500
STUDENT SUCCESS (NON-CREDIT)	20,861	34,914	20,861
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	6,322	8,696
ENROLLMENT GROWTH	221,000	150,280	221,000
INSTRUCTIONAL EQUIPMENT AND LIBRARY	218,736	166,236	218,736
SCHEDULED MAINTENANCE AND REPAIRS	218,732	166,239	218,732
STATE CARRYOVERS	1,358,319	1,173,430	1,358,319
OTHER STATE	7,500	748,328	754,304
TOTAL STATE	6,580,854	6,704,394	8,385,730
LOCAL			
PICO PROMISE	155,230	155,230	155,230
HEALTH FEES	1,246,000	1,217,997	1,246,000
PARKING FEES	1,607,000	1,793,621	1,607,000
DONATIONS-KCRW	1,902,447	1,245,613	2,240,077
COMMUNITY SERVICES	822,734	453,783	822,734
COUNTY CALWORKS	51,000	30,341	51,000
CONSOLIDATED CONTRACT ED-LOCAL	225,070	9,080	225,070
LOCAL CARRYOVERS	131,138	54,769	178,678
OTHER LOCAL	5,087,352	4,478,586	5,296,716
TOTAL LOCAL	11,227,971	9,439,020	11,822,505
TOTAL REVENUE	25,640,100	19,291,518	27,733,809

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL EXPENDITURES	2013-2014 PROJECTED BUDGET
INSTRUCTION	-	5,917	5,918
MANAGEMENT	1,510,536	894,034	1,646,854
NON-INSTRUCTION	1,210,050	955,537	1,257,706
HOURLY INSTRUCTION	253,601	90,332	252,370
HOURLY NON-INSTRUCTION	1,791,885	1,724,309	2,073,440
TOTAL ACADEMIC	4,766,072	3,670,129	5,236,288
CLASSIFIED REGULAR	2,411,328	1,693,356	2,630,791
CLASSIFIED MANAGERS	247,543	184,260	244,830
CLASS REG INSTRUCTION	5,000	-	30,000
CLASSIFIED HOURLY	1,891,700	1,151,201	2,118,102
CLASS HRLY INSTRUCTION	184,000	147,595	331,588
TOTAL CLASSIFIED	4,739,571	3,176,412	5,355,311
BENEFITS HOLDING ACCOUNT	2,388,525		1,123,382
STRS	-	261,642	261,642
PERS	-	228,811	228,811
OASDI/MEDICARE	-	236,018	236,018
H/W	-	604,243	604,243
SUI	-	4,817	4,817
WORKERS' COMP.	-	86,181	86,181
ALTERNATIVE RETIREMENT	-	33,341	33,341
TOTAL BENEFITS	2,388,525	1,455,053	2,578,435
TOTAL SUPPLIES	977,256	369,087	989,620
CONTRACTS/SERVICES	5,330,140	2,745,730	5,021,594
INSURANCE	3,610,140	3,520,462	3,609,140
UTILITIES	224,150	88,877	222,011
TOTAL SERVICES	9,164,430	6,355,069	8,852,745
BLDG & SITES	1,883,712	108,425	2,629,929
EQUIPMENT/LEASE PURCHASE	1,236,890	1,101,286	1,474,761
TOTAL CAPITAL	3,120,602	1,209,711	4,104,690
TOTAL EXPENDITURES	25,156,456	16,235,461	27,117,089
OTHER OUTGO - STUDENT AID	499,633	312,028	630,119
OTHER OUTGO - TRANSFERS	113,965	67,209	129,055
TOTAL OTHER OUTGO	613,598	379,237	759,174
TOTAL EXPENDITURES & OTHER OUTGO	25,770,054	16,614,698	27,876,263

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL FUND BALANCE	2013-2014 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	25,640,100	19,291,518	27,733,809
TOTAL EXPENDITURES AND TRANSFERS	25,770,054	16,614,698	27,876,263
OPERATING SURPLUS/(DEFICIT)	(129,954)	2,676,820	(142,454)
BEGINNING BALANCE	5,264,094	5,264,094	5,264,094
ENDING FUND BALANCE/CONTINGENCY RESERVE	5,134,140	7,940,914	5,121,640
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	19.92%	47.79%	18.37%

CAPITAL OUTLAY FUND 40.0
2013-2014 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
REVENUE			
PROPERTY TAX - RDA PASS THRU	-	1,216,544	1,216,544
INTEREST	66,000	32,185	66,000
NON-RESIDENT CAPITAL CHARGE	3,092,000	3,244,374	3,258,492
LOCAL INCOME	151,500	129,073	151,500
TOTAL REVENUE	3,309,500	4,622,176	4,692,536
EXPENDITURES			
SUPPLIES	57,500	20,581	57,500
CONTRACT SERVICES	460,000	252,740	460,000
CAPITAL OUTLAY	12,987,727	1,709,354	14,370,763
TOTAL EXPENDITURES	13,505,227	1,982,675	14,888,263
OPERATING SURPLUS/(DEFICIT)	(10,195,727)	2,639,501	(10,195,727)
BEGINNING BALANCE	10,195,727	10,195,727	10,195,727
ENDING FUND BALANCE	-	12,835,228	-

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	159,000	75,018	159,000
TOTAL REVENUE	159,000	75,018	159,000
EXPENDITURES			
SUPPLIES	25,000	-	25,000
CONTRACT SERVICES	340,000	-	340,000
CAPITAL OUTLAY	24,347,713	543,230	24,347,713
TOTAL EXPENDITURES	24,712,713	543,230	24,712,713
OPERATING SURPLUS/(DEFICIT)	(24,553,713)	(468,212)	(24,553,713)
BEGINNING BALANCE	24,553,713	24,553,713	24,553,713
ENDING FUND BALANCE	-	24,085,501	-

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	376,000	179,333	376,000
TOTAL REVENUE	376,000	179,333	376,000
EXPENDITURES			
SUPPLIES	100,000	-	100,000
CONTRACT SERVICES	2,779,400	52,950	2,779,400
CAPITAL OUTLAY	56,156,908	1,112,918	56,156,908
TOTAL EXPENDITURES	59,036,308	1,165,868	59,036,308
OPERATING SURPLUS/(DEFICIT)	(58,660,308)	(986,535)	(58,660,308)
BEGINNING BALANCE	58,660,308	58,660,308	58,660,308
ENDING FUND BALANCE	-	57,673,773	-

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	338,000	162,249	338,000
TOTAL REVENUE	338,000	162,249	338,000
EXPENDITURES			
SUPPLIES	100,500	22,931	100,500
CONTRACT SERVICES	1,800,500	188,030	1,800,500
CAPITAL OUTLAY	54,491,693	15,250,448	54,491,693
TOTAL EXPENDITURES	56,392,693	15,461,409	56,392,693
OPERATING SURPLUS/(DEFICIT)	(56,054,693)	(15,299,160)	(56,054,693)
BEGINNING BALANCE	56,054,693	56,054,693	56,054,693
ENDING FUND BALANCE	-	40,755,533	-

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

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
REVENUE			
FEDERAL GRANTS	32,098,075	22,158,022	32,098,075
FEDERAL LOANS	2,800,000	1,537,453	2,800,000
CAL GRANTS	1,236,000	1,028,030	1,236,000
TRANSFER	255,498	211,359	255,498
TOTAL REVENUE	36,389,573	24,934,864	36,389,573
EXPENDITURES			
FINANCIAL AID	36,389,573	25,190,501	36,389,573
TOTAL EXPENDITURES	36,389,573	25,190,501	36,389,573
ENDING FUND BALANCE*	-	(255,637)	-

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

SCHOLARSHIP TRUST FUND 75.0
2013-2014 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	-	26	50
TOTAL REVENUE	30,000	30,026	30,050
EXPENDITURES			
SCHOLARSHIP	15,000	15,000	15,000
TOTAL EXPENDITURES	15,000	15,000	15,000
ENDING FUND BALANCE/CONTINGENCY RESERVE	15,000	15,026	15,050

**AUXILIARY FUND
2013-2014 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2013-2014 ADOPTED BUDGET	March 31, 2014 ACTUAL	2013-2014 PROJECTED BUDGET
BEGINNING BALANCE	2,210,290	2,210,290	2,210,290
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>2,210,290</u>	<u>2,210,290</u>	<u>2,210,290</u>
REVENUE			
GROSS SALES	6,152,765	5,345,055	6,163,838
LESS: COST OF GOODS	<u>(4,204,000)</u>	<u>(3,973,688)</u>	<u>(4,263,769)</u>
NET	1,948,765	1,371,367	1,900,069
VENDOR INCOME	674,469	467,807	623,743
AUXILIARY PROGRAM INCOME	<u>249,550</u>	<u>250,430</u>	<u>297,126</u>
NET INCOME	2,872,784	2,089,604	2,820,938
INTEREST	14,515	10,906	14,541
OTHER INCOME	<u>-</u>	<u>3,300</u>	<u>3,300</u>
TOTAL REVENUE	<u>2,887,299</u>	<u>2,103,810</u>	<u>2,838,779</u>
TOTAL FUNDS AVAILABLE	<u>5,097,589</u>	<u>4,314,100</u>	<u>5,049,069</u>
EXPENDITURES			
STAFFING	1,116,400	812,589	1,116,400
FRINGE BENEFITS	303,500	136,529	304,500
OPERATING	<u>2,027,313</u>	<u>890,408</u>	<u>2,084,021</u>
TOTAL EXPENDITURES	<u>3,447,213</u>	<u>1,839,526</u>	<u>3,504,921</u>
ENDING FUND BALANCE	<u>1,650,376</u>	<u>2,474,574</u>	<u>1,544,148</u>

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

District: (780) SANTA MONICA

Quarter Ended: (Q3) Mar 31, 2014

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2010-11	Actual 2011-12	Actual 2012-13	Projected 2013-2014
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	136,383,429	130,112,632	133,791,295	143,297,314
A.2	Other Financing Sources (Object 8900)	147,494	143,887	125,558	129,452
A.3	Total Unrestricted Revenue (A.1 + A.2)	136,530,923	130,256,519	133,916,853	143,426,766
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	133,634,588	138,821,019	138,258,404	143,705,143
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	277,594	275,973	275,011	285,498
B.3	Total Unrestricted Expenditures (B.1 + B.2)	133,912,182	139,096,992	138,533,415	143,990,641
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	2,618,741	-8,840,473	-4,616,562	-563,875
D.	Fund Balance, Beginning	20,470,102	23,088,843	15,137,372	10,520,810
D.1	Prior Year Adjustments + (-)	0	889,002	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	20,470,102	23,977,845	15,137,372	10,520,810
E.	Fund Balance, Ending (C. + D.2)	23,088,843	15,137,372	10,520,810	9,956,935
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	17.2%	10.9%	7.6%	6.9%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	22,545	21,359	21,265	21,511
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2010-11	2011-12	2012-13	2013-2014
H.1	Cash, excluding borrowed funds		25,100,212	12,084,601	33,740,878
H.2	Cash, borrowed funds only		0	20,000,000	0
H.3	Total Cash (H.1+ H.2)	31,725,982	25,100,212	32,084,601	33,740,878

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)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	140,835,136	143,297,314	111,659,111	77.9%
I.2	Other Financing Sources (Object 8900)	113,965	129,452	67,606	52.2%
I.3	Total Unrestricted Revenue (I.1 + I.2)	140,949,101	143,426,766	111,726,717	77.9%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	142,670,460	143,705,143	92,094,911	64.1%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	285,498	285,498	241,361	84.5%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	142,955,958	143,990,641	92,336,272	64.1%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-2,006,857	-563,875	19,390,445	
L.	Adjusted Fund Balance, Beginning	10,520,810	10,520,810	10,520,810	
L.1	Fund Balance, Ending (C. + L.2)	8,513,953	9,956,935	29,911,255	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6%	6.9%		

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 (Specify)	Management	Academic		Classified
		Permanent	Temporary	

YYYY-YY	Total Cost Increase	% *	Total Cost Increase	% *	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.)?

YES

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

The District issued Certificates of Participation to refund a prior issuance used to purchase the AET Campus. This transaction resulted in a savings of \$1,891,715 over the life of the debt service.

VII. Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

NO
NO

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