

M I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY, JUNE 2, 2015

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
(Business Building Room 111)

Regular Public Meeting
Board Room (Business Building Room 117)

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

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

- RECOGNITION AND ACKNOWLEDGEMENTS

- 36th Annual Student Photography Awards
- Eve Adler, Academic Senate President, 2013-2015

- INSTALLATION OF STUDENT TRUSTEE

Board Chair Rob Rader administered the Oath of Allegiance to Jonathan Eady and installed him as Student Trustee for 2015-2016.

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

- Updates:
 - Baccalaureate Degree
 - Graduation and Related Activities
 - Graduation – June 16, 2015
 - Recognition Program and Lunch – June 17, 2015
 - Celebrate America – June 27, 2015

V. ***ACADEMIC SENATE REPORT***

VI. ***SUPERINTENDENT/PRESIDENT SEARCH UPDATE:***

At a special meeting on May 26, 2015, the Board of Trustees approved the position profile for the Superintendent/President recruitment brochure. The Board also appointed members to the Search Committee, as follows:

Faculty

Eve Adler
Mitra Moassessi
Peter Morse
Fran Chandler

Managers

Bob Dammer
Deyna Hearn
Jennifer Merlic

Classified Staff

Robert Hnilo
Miguel Reyes
Crystal Lagunas

Students

Samuel Ross
Aichia Conde
Kevin Picard

Community Members

Laura Rosenthal
Tony Vasquez
Sion Roy
Judy Abdo
Iao Katagiri
Maria Rodriguez

Chair - Marcy Wade

VII. ***PUBLIC COMMENTS***

David Burak
Dr. Stephen Londe
Linda Hobbs
Nehasi Lee

VIII. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** (continued)

- **REVISIONS/SUPPLEMENTAL STAFF REPORTS:** A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)

MOTION MADE BY: Louise Jaffe

SECONDED BY: Susan Aminoff

No Objection

IX. **MAJOR ITEMS OF BUSINESS**

- #1 Public Hearing – CSEA Chapter 36 Initial Collective Bargaining Proposal for Successor Contract, 2015
- #2 Public Hearing from Property Lease Requirements
- 3 Report: Special Programs – Guardian Scholars
- #4 2015-2016 Tentative Budget
- #5 Appointment to Citizens’ Bond Oversight Committee
- #6 First Reading – Board Policy Section 3122, Sexual Misconduct

X. **CONSENT AGENDA**

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

Approval of Minutes

- #7 Approval of Minutes: May 5, 2015 (Regular Meeting)
May 26, 2015 (Special Meeting)

Annual Recommendations

- #8 Election of Personnel
- #9 Resolution Fixing the Employer’s Contribution Under the Public Employees’ Medical and Hospital Care Act
- #10 Destruction of Class 3 Records
- #11 Year-End Appropriations Transfers
- #12 Disposal of Surplus Property
- #13 Authorization of Signatures, for JP Morgan Chase Bank and Union Bank, 2015-2016
- #14 Annual Resolution – Temporary Inter-Fund Cash Borrowing
- #15 Annual Resolution – Cash Borrowing from the County Treasury

Academic and Student Affairs

- #16 New Courses and Degrees, Spring 2014

Grants and Contracts

- #17 Contracts for Celebrate America 2014
- #18 Ratification of Contracts and Consultants

Human Resources

- #19 Academic Personnel
- #20 Classified Personnel – Regular
- #21 Classified Personnel – Non Merit
- #22 Non-Merit Salary Schedule 2015
- #23 Classified Personnel – Limited Duration

Facilities and Fiscal

#24 Authorization of Signatures

#25 Facilities

- A Change Order No 8 and No. 9 – AET Campus and Parking Structure A
- B Correction to DLR Group Contract Amount
- C Change Order No. 4 – Performing Arts Center, East Wing
- D Withdrawal and Award of Bid
- E Award of Bid – Business Building Roof Project
- F Award of Bid – Art Building, HVAC, Plumbing, Exterior Painting and Re-Roofing
- G Award of Bid – Elevator Service Maintenance Agreement

#26 Budget Transfers

#27 Acceptance of Grant and Budget Augmentation

#28 Commercial Warrant Register

#29 Payroll Warrant Register

#30 Auxiliary Payments and Purchase Orders

#31 Organizational Memberships, 2014-2015

#32 Providers for Community and Contract Education

#33 Purchasing

- A Award of Purchase Orders
- B 2015-2016 Purchasing – Award of Contracts

XI. ***CONSENT AGENDA – Pulled Recommendations***

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

XII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

XIII. **BOARD COMMENTS AND REQUESTS**

XIV. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 7, 2015** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

IV. SUPERINTENDENT'S REPORT

- Baccalaureate Degree: SMC's baccalaureate degree in Interaction Design was approved by the Board of Governors on May 18, 2015. A subcommittee of the Curriculum Committee is addressing curricular concerns, particularly general education coursework. Work has begun on the major Interaction Design coursework to be reviewed and hopefully approved in the fall. The advisory committee comprising professionals representing industry is providing feedback on the skills that graduates will need to excel in the workforce.

- Graduation and Related Activities
 - SMC's 85th commencement ceremony on Tuesday, June 16, 2015 at 6 p.m. on Corsair Field will feature commencement speaker Superintendent/President Chui L. Tsang. The ceremony will be webcast live and available on the SMC Alumni Association webpage. 700 students are expected to participate in the graduation and about 3,900 degrees and certificates will be awarded. The ceremony will be followed by a reception for graduates and families on the quad. The following day, the Distinguished Alumni Recognition Award will be presented to artist Andrew Hem and author and retired Microsoft Corporation executive Nathan Myhrvold.

 - The annual recognition program to honor retirees and employees with 25 years of service will be held on June 17, 2015 at 10:30 a.m. in the Main Stage. Lunch will be provided in the quad following the program.

 - The 33rd annual Celebrate America event will be held on Corsair Field on Saturday, June 27, 2015. Because of construction projects on campus, the fireworks have been moved to parking structure 3.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **PUBLIC HEARING – CSEA CHAPTER 36 INITIAL COLLECTIVE BARGAINING PROPOSAL FOR SUCCESSOR CONTRACT, 2015**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing to receive comments on the CSEA Chapter 36 initial collective bargaining proposal to the Santa Monica Community College District for a successor contract, 2015.

PUBLIC HEARING:

<u>Open Public Hearing:</u>	8:23 p.m.
Motion Made By:	Barry Snell
Seconded By:	Susan Aminoff
Student Advisory:	Aye
Ayes:	7
Noes:	0

Public Comments: None

<u>Close Public Hearing:</u>	8:24 p.m.
Motion Made By:	Nancy Greenstein
Seconded By:	Louise Jaffe
Student Advisory:	Aye
Ayes:	7
Noes:	0

COMMENT: The CSEA Chapter 36 initial proposal for a collective bargaining successor contract with the Santa Monica Community College District (see next page) was presented on May 5, 2015 pursuant to Government Code Section 3547(a), Board Policy 3134.



CSEA Chapter 36
Santa Monica College
1900 Pico Boulevard
Santa Monica, CA 90405

April 23, 2015

Superintendent/President and the Board of Trustees
Santa Monica College
1900 Pico Boulevard
Santa Monica, CA 90405

RE: Initial Proposal for Successor Contract - 2015

California School Employees Association and its Santa Monica College Chapter 36 submit the following proposal for negotiations over the collective bargaining agreement between CSEA and the District. (The dates of the current contract are July 1, 2013 to June 30, 2015.) This proposal was presented to the Chapter membership at a regularly scheduled Chapter meeting on April, 23, 2015 and passed unanimously.

CSEA proposes the following items for negotiation:

Article 3 – Hours of Employment

- 1) Establish beginning of work week
- 2) Review by Chapter of all requests to change work schedule
- 3) Review process for overtime

Article 4 – Evaluations

- 1) Review requirements for employees with 1 year probation
- 2) Review 2 year exemption when last evaluation was exceeds standards
- 3) Review process for evaluation and response to be placed in employee file

Article 7 – Leaves of Absence

Clarify language about Jury Duty

CSEA Initial proposal for successor contract – 2015 (page2)

Article 8 – Holidays

Clarification of language for less-than-12 month employees

Article 9 – Vacation

Review process for less-than-12 month employees

Article 11 – Wages

- 1) Increase to salary base
- 2) Review initial placement
- 3) Review working-out-of-class
- 4) Review reimbursement for classes, conferences and workshops
- 5) Review administration of professional development funds
- 6) Establish 12 month pay cycle for less-than-12 month employees

Article 12 – Benefits

Seek higher dental coverage

Article 13 – Misconduct

Review criteria for discipline

Article 16 – Association Rights

Provide for transfer of release time from Chief Union Steward to other stewards

CSEA reserves the right to augment this proposal by opening additional articles, Memoranda of Understanding, or appendices upon notice to the District.

For the Chapter,



Robert Hnilo, President
CSEA Chapter 36
Santa Monica College

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **PUBLIC HEARING – WAIVER FROM PROPERTY LEASE REQUIREMENTS**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION A: It is recommended that the Board of Trustees conduct a public hearing to consider a request for Waiver under Education Code from property leasing requirements.

PUBLIC HEARING:

<u>Open Public Hearing:</u>	8:24 p.m.
Motion Made By:	Louise Jaffe
Seconded By:	Barry Snell
Student Advisory:	Aye
Ayes:	7
Noes:	0

Public Comments: None

<u>Close Public Hearing:</u>	8:25 p.m.
Motion Made By:	Louise Jaffe
Seconded By:	Barry Snell
Student Advisory:	Aye
Ayes:	7
Noes:	0

REQUESTED ACTION B: It is recommended that the Board of Trustees approve the Request for Waiver of Education Code §81365, which requires that any sale or lease of community college district property be made by a sealed bid process and Education Code §81370(a), which requires that a lease be granted to the highest bidder.

SUMMARY: At its May 5, 2015, the Board of Trustees approved a request to hold a public hearing to consider the waiver of Education Code §81365, which requires that any sale or lease of community college district property be made by a sealed bid process and Education Code §81370(a), which requires that a lease be granted to the highest bidder. Notice of public hearing was given in the manner required by law.

As Amended

MOTION MADE BY:	Margaret Quiñones-Perez
SECONDED BY:	Nancy Greenstein
STUDENT ADVISORY:	Aye
AYES:	7
NOES:	0

Authority to Request Waiver

Education Code § 81250 allows the governing board of a community college district to request a waiver of all or part of any section of the California Education Code, division 7, part 49, chapter 2. In addition, Education Code § 81370 provides:

(b) Notwithstanding subdivision (a), the governing board of any community college district may apply to the Board of Governors of the California Community Colleges for a waiver of the requirement that the governing board accept the highest responsible bid for the sale or lease of real property. The board of governors may grant a waiver pursuant to this subdivision if it determines that the waiver is in the best interests of the community college district.

The District is requesting a waiver of Education Code § 81365, which requires that any sale or lease of community college district property be made by a sealed bid process and Education Code §81370(a) which requires that a lease be granted to the highest bidder.

Need for Waiver

The College's provides food services to students and staff. In order to avoid College financial costs for food operations, the College provides food service in four locations in the Cayton Center through short term leases. The lessees are responsible for all costs of business operations including equipment. The lessees pay base rent plus a percentage of sales to the College. Because of the Cayton Center's aging infrastructure, the College believes that investment in new infrastructure is required as leases expire and the College seeks proposals for continued food operations. In addition, the College has several other locations, including its Library and satellite facilities, where food service is desirable.

The College would like to have all food service lessees make the capital investment rather than using District funds. For such a capital investment to be economic viable for a lessee, a long-term lease of 10 to 15 years is required. Under the Education Code, the only circumstance under which a long-term leases can be granted is through an award to the highest bidder.

However, given the factors that the College must consider in providing food service, an award to the highest bidder is impossible. For example, one of the important factors considered by the College is the price of meals to its students. A proposal with the highest proposed rent might have a higher meal price for students than a proposal offering lower rent.

Given the many factors that must be weighed in selecting a food vendor, award to the highest bidder is inconsistent with the overarching objectives established by the College. The College Services Committee has identified the following factors to be considered in selection of the lessee:

- Quality food at reasonable and affordable prices. The students and staff desire food that is quick to eat, in the grab-n-go category as well as a variety of healthy foods including organics, low fat and vegetarian options. Sustainability is a core value at Santa Monica College, and it is necessary that a food service Lessee support this value by emphasizing green business practices and offering organic and healthy choices in its menu plan. The menu must include healthy juices, pasta, veggie burgers, and affordable salads.
- Plan to employ SMC students at fair-living wages.

- Recycling and Resource Conservation. The City of Santa Monica and Santa Monica College has set ambitious recycling and composting goals to include landfill diversion and significant participation in the City's composting program at all locations where there is foodservice. SMC prohibits the use of polystyrene foam disposable food service ware and requires the use of recyclable or compostable food service ware. Lessees must have a sound plan on meeting these goals and compliance. The plan must include self-washing station for student dishes.
- College Participation: The Lessee will be expected to participate in the college community by interacting with the District staff/students at regular meetings; remaining responsive to the suggestions, concerns and changing needs of the students and staff; promoting healthy eating habits; employing environmentally sound practices; providing a good working environment; and, cooperatively co-existing with the vending services and coffee shop Lessee.
- High speed transaction service for credit card, debit card, SNAP (EBT) and provide receipts with every transaction. (The College wants to make sure that students on government food programs will be able to acquire food with their EBT cards.)
- Daily meal special(s) that include a drink for under \$5.00.
- Rent paid to the District and percent of gross sales.

As these factors indicate, the rent paid by the proposer is only one factor that the College must take into account in awarding a lease. It is in the best interest of the College community that the award be made to the best proposer that best meets all of the criteria, not just the proposer with the highest proposed rent.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	June 2, 2015

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 3

SUBJECT: **REPORT: SPECIAL PROGRAMS - GUARDIAN SCHOLARS**

SUBMITTED BY: Vice-President, Student Affairs

SUMMARY: The Santa Monica College Guardian Scholars Program provides academic and personal support services for foster youth and former foster youth enrolled at the college. The program is part of a collaborative, known as the West Los Angeles Network, with UCLA and Loyola Marymount University, in conjunction with the California College Pathways Initiative.

The program and network were established through a planning grant by the Stuart Foundation, with the implementation grant being adopted by The Angell Foundation for three years (2013-2016). This collaborative grant is a pilot endeavor that will be used as a foundation for more networks and programs in other areas.

The complete report is included in Appendix A.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **2015-2016 TENTATIVE BUDGET**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2015-2016 Tentative Budgets (Appendix B).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2015-2016 is comprised of the following nine funds:

General Fund Unrestricted	\$180,554,330
General Fund Restricted	<u>\$39,173,382</u>
<i>Total General Fund</i>	\$219,727,712
Special Reserve Fund (Capital)	\$19,506,265
Bond Fund: Measure U	\$16,786,209
Bond Fund: Measure S	\$45,373,954
Bond Fund: Measure AA	\$46,646,003
Bond Interest & Redemption Fund	\$45,980,145
Student Financial Aid Fund	\$36,830,612
Scholarship Trust Fund	\$45,238
Auxiliary Operations	<u>\$4,643,021</u>
<i>Total Other Restricted</i>	\$215,811,447
TOTAL PROPOSED TENTATIVE BUDGET	\$435,539,159

MOTION MADE BY: Barry Snell
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2015-2016 TENTATIVE BUDGET NARRATIVE**

GENERAL FUND

The 2014-2015 fiscal year is projected to close with an Unrestricted General Fund ending balance, including Designated Reserves of \$9,836,434.

For the 2015-2016 tentative budget, the District is projecting an increase in revenue of 14 % or \$21,018,969 and an increase in expenditures of 4.2% or \$6,523,469, resulting in a projected structural deficit of <\$606,316> and an overall operating surplus, with one-time items, of \$10,360,155. It is important to note that of the \$21,018,969 increase in projected revenue; approximately \$11,978,846 is one-time in nature and will not carry into future years. The projected ending Unrestricted Fund Balance is \$20,196,589 or 12.59% of total expenditures and transfers.

It is important to note that the revenue projections contained in the tentative budget are based on District projections of the proposals contained within the May Revise and are extremely preliminary. It is expected that variances, possibly significant in nature, will occur between the Tentative and Adopted Budgets.

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted with the exception of some parts of the Auxiliary fund.

The District has based the tentative budget on the Governor's "May Revise" budget proposal for the State. The Governor's 2015-2016 budget provides for a 1.02% Cost of Living Adjustment (COLA), a 3.0% Access/Restoration (approximately 2.544% for the District), an increase in base for support of district general operating expenses and a one-time funding to pay down prior mandate obligations of \$626M (approximately \$11.98M for the District).

The largest source of revenue for the District is state funding. The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General Revenue. The figures in the tentative budget are based on estimates from the Chancellor's Office adjusted by the District's enrollment projections.

The tentative budget assumes an increase of approximately 534 credit FTES served from 2014-2015. The related revenues and instructional related expenditures are contained within the tentative budget.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines, through interest earned on cash and non-resident tuition revenue. The District anticipates an increase in local revenue in fiscal year 2015-2016 mainly due to an increase in non-resident tuition revenue of 5.0%.

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (87.9% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect appropriate step, column and longevity increases for all qualified employees. It also includes a negotiated increase of 2.2% in the salary of SMC Faculty Association members. The projected effect of the increase is approximately \$2,588,479

The discretionary section of the expenditure budget (Supplies, Services and Capital), reflects an increase of approximately \$1,258,590 from 2014-2015 projected expenditures. The main drivers of the projected expenditure increase are the inclusion of a technology replacement plan and a set aside for equipment replacement related to non-technology items. (*Accreditation Standard III.B and III.C, MPE Obj. #2*)

The amount of \$12,878,490 for the Contracts/Services line item in the tentative budget includes: Rents/Leases (i.e. Performing Arts Center, Swimming Pool, Big Blue Bus) 20%; Bank Fees and Bad Debt 12%; Advertising 10%; Other Contract Services 9%; Repairs of Equipment/Maintenance 9%; Software Licensing 6%; Consultants 5%; Legal Services (including those for the Personnel Commission) 4%; Online Course Management System 4%; Managed Print Services 3%; Postage and Delivery Services 3%; Conferences and Training 3%; Off-Campus Printing 3%; LACOE Contracts (i.e. PeopleSoft, HRS) 2%; Memberships and Dues 1%; Audit 1%; Professional Growth 1%; Recruiting-Students 1% and Other Services – all under 1% of budget per category (e.g. Repairs-Facility, Field trip, Mileage, Commencement, Fingerprinting, Board Meetings, Field Trips, etc.) 3%.

It is expected that adjustments to projections will occur between the tentative budget and adopted budget as more information becomes available from the State.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State and Local sources. All grants that do not end by June 30, 2016 will be carried over to the 2016-2017 budget, if permissible.

When received, new grants will be presented to the Board of Trustees for approval, and the District's budget will be augmented to reflect the increase.

Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Expenditures Fund. The major source of revenue for this fund is the non-resident capital surcharge. These funds are used for capital outlay related projects, including the installment payments for the AET Certificate of Participation and any required expenditure matches to State capital outlay funding. State funding for capital projects is also accounted for in this fund.

All capital expenditures and revenue in the Special Reserve Fund, as well as Funds 42.2, 42.3, and 42.4 reflect the total expenditure allocation and the total revenue for all projects, and are not limited to the current year, thus resulting in a zero ending balance. These funds are legally restricted and may not be transferred into the unrestricted general fund.

Bond Fund Measure U (42.2)

This fund reflects the revenue from the sale of bonds approved through Measure U and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure U.

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure S.

Bond Fund Measure AA (42.4)

This fund reflects the revenue from the sale of bonds approved through Measure AA and the interest earned in the fund. The expenditures in this fund relate to the College construction plan approved under Measure AA.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the County of Los Angeles Department of Auditor-Controller. It reflects the receipt of property tax revenues due to voted indebtedness for bond issues, the payment of interest on those bonds, plus the redemption of the bonds that mature within the 2015-2016 fiscal year. This information is provided by the County of Los Angeles Department of Auditor-Controller through the Los Angeles County Office of Education.

Student Financial Aid Fund (74.0)

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

Scholarship Trust Fund (75.0)

This fund is to account for gifts, donations, bequests, and devises (subject to donor restrictions) which are to be used for scholarships or for grants in aid to students.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, namely the Bookstore, the food and vending concessions, and college expenditures in programs such as Athletics, Music, Theatre Arts, the *Corsair* student newspaper and transportation.

CONCLUSION

This is the tentative budget recommended for acceptance. It is expected that changes will occur between now and the Adopted Budget. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated revenue information and expenditure reduction efforts.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **APPOINTMENTS TO CITIZENS' BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Chair Rob Rader

REQUESTED ACTION: It is recommended that the Board of Trustees approve the re-appointment of current members to the Citizens' Bond Oversight Committee, for a second two-year term, 2015-2017.

Michael Dubin
Sion Roy
Sonya Sultan

SUMMARY: The bylaws state that the Citizens' Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees as required by Government Code Sections 54950-54962 and Education Code Sections 15278, 15280 and 15282, with at least:

Category

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

Other applications received will be reviewed and additional appointments may be made at the next Board of Trustees meeting on July 7, 2015.

MOTION MADE BY: Andrew Walzer
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **FIRST READING: BOARD POLICY SECTION 3122, SEXUAL MISCONDUCT**

SUBMITTED BY: Vice-President, Human Resources

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of new Board Policy Section 3122, Sexual Misconduct.

COMMENT: Proposed Board Policy 3122, Sexual Misconduct, was reviewed and approved by the DPAC Human Resources Committee and presented to DPAC for review on May 27, 2015.

BP 3122 Sexual Misconduct

Sexual Misconduct comprises a broad range of unwelcome behaviors focused on Sex and/or gender that may or may not be sexual in nature. Any intercourse or other intentional sexual touching or activity without the other person’s Consent is Sexual Assault, and is a form of sexual misconduct under this Regulation. Sexual misconduct encompasses Sexual Harassment, Sexual Assault, Sexual Exploitation, or Gender-based Harassment, which is a form of Harassment based on gender identity, gender expression, or non-conformity with gender stereotypes. Sexual misconduct may also encompass acts of a sexual nature, including acts of Sexual Stalking, Domestic Violence, and Dating Violence, intimidation, or Retaliation following an incident where alleged sexual misconduct has occurred.

Any sexual misconduct committed by an employee, student or member of the public that occurs on District property or at District activities is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. Students, faculty, and staff who may be victims of sexual misconduct shall be treated with dignity and provided comprehensive assistance.

The Superintendent/President shall establish administrative regulations that ensure that students, faculty, and staff who are victims of sexual misconduct receive appropriate information and treatment, that educational information about preventing sexual violence is provided and publicized as required by law, and that perpetrators of sexual misconduct are appropriately punished.

Public Comment

Fran Chandler

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSTAIN: 2 (Quiñones-Perez, Rader)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

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 #7-#33.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #16

Action on Consent Agenda, excluding Recommendation No. 16

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 16 – New Courses and Degrees, Spring 2015

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 AYES: 7
 NOES: 0

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 7 APPROVAL OF MINUTES

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

- May 5, 2015 (Regular Board of Trustees Meeting)
- May 26, 2015 (Special Meeting)

BOARD OF TRUSTEES**ACTION**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

June 2, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

The following recommendations are required to be approved annually by Board of Trustees:

- #8 Election of Personnel, 2015-2016
- #9 Resolution Fixing the Employer's Contribution Under the Public Employees' Medical and Hospital Care Act
- #10 Destruction of Class 3 Records
- #11 Year-End Appropriations Transfers
- #12 Disposal of Surplus Property
- #13 Authorization of Signatures, for JP Morgan Chase Bank and Union Bank, 2014-2015
- #14 Annual Resolution – Temporary Inter-Fund Cash Borrowing
- #15 Annual Resolution – Cash Borrowing from the County Treasury

RECOMMENDATION NO. 8 ELECTION OF PERSONNEL, 2015-2016

Requested Action: Approval of the following annual elections/reelections, effective July 1, 2015

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

Academic Personnel: Declare salary schedules indefinite for 2015-2016 and place academic personnel to the appropriate place on their respective salary schedules for the 2015-2016 fiscal year.

1. Contract and Regular Academic Personnel
2. Academic Hourly, Adult Education, Emeritus College and Substitutes

Classified Personnel: Declare salary schedules indefinite for 2015-2016 and place classified personnel to the appropriate place on their respective 2014 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2015-2016 and place unrepresented personnel to the appropriate place on their respective 2015 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2015:

- Executive Vice-President
- Vice-President
- Senior Director
- Dean
- Associate Dean
- Director
- Associate Director

Comment: Lists on file in the Human Resources office and attached to the permanent minutes. All academic and classified personnel (including managers and confidentials) are required by the Los Angeles County Office of Education re-elected for the upcoming fiscal year for budgetary reasons and payroll processing.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 9 RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
Requested Action: Adoption PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

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

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

WHEREAS, (1) Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and

WHEREAS, (2) SANTA MONICA COLLEGE, hereinafter referred to as Special District is a contracting agency under the Act for participation by members of the Board of Trustees now, therefore be it

RESOLVED, That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of \$805.02 per month, plus administrative fees and Contingency Reserve Fund Assessments.

Comment: The base medical benefit amount is to be increased annually in accordance with the benefits article in the contract agreements with CSEA, the SMC Faculty Association, and the SMC Police Officers Association and by Board Resolution covering the Special Districts.

BOARD OF TRUSTEES**ACTION**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

June 2, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 10 DESTRUCTION OF CLASS 3 RECORDS***Requested Action: Approval**Approved by: Jeff Shimizu, Executive Vice-President
Robert Isomoto, Vice President, Business and Administration
Teresita Rodriguez, Vice-President, Enrollment Development
Marcia Wade, Vice-President, Human Resources*

Approve the destruction of class 3 records (older than three years) stored for Admissions and Records, Financial Aid, Outreach, Assessment, EOP&S, Business Services, Human Resources and Personnel Commission.

Comment: This is an annual recommendation for class 3 records which are disposable records that have been maintained for at least three years. This classification includes such items as enrollment cards, add-drop cards, purchase orders, periodic reports, and attendance records. This also includes such items for the Human Resources and the Personnel Commission as recruitment and examination records for classified personnel. All data from these source documents has been recorded on a higher classification record that is stored.

RECOMMENDATION NO. 11 YEAR-END APPROPRIATIONS TRANSFERS*Requested Action: Approval**Approved by: Robert Isomoto, Vice President, Business and Administration*

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2014-2015 to permit the payment of obligations of the district incurred during the year.

Comment: This action is a recurring practice of the County Superintendent of Schools which permits the processing of warrants and liabilities for the District during the closing of the financial records for the fiscal year.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 2, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)

RECOMMENDATION NO. 12 DISPOSAL OF SURPLUS PROPERTY

Requested Action: Approval

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

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2015-2016.

Comment: Education Code Section 81450 defines surplus equipment as equipment no longer required or suitable for college use or equipment that should be disposed of for the purpose of replacement. Surplus equipment is stored in the District warehouse which has limited space. The District periodically needs to dispose of equipment that is in disrepair or is obsolete and is no longer needed by:

- Transfer to other Institutions;
- Transfer to State agencies;
- Sale to other eligible political sub-divisions of the state and other governmental agencies;
- Donation to a public school or public school system;
- Sale by Public or Internet auction

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 13 AUTHORIZATION OF SIGNATURES FOR JP MORGAN CHASE BANK, 2015-2016

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 2015-2016.

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

- Jeffery Shimizu
- Robert Isomoto
- Christopher Bonvenuto
- Carla Spalding

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

- Jeffery Shimizu
- Robert Isomoto
- Christopher Bonvenuto
- Carla Spalding
- Mitch Heskell

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

June 2, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 14 ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING***Requested by: Christopher Bonvenuto, Chief Director, Business Services**Approved by: Robert Isomoto, Vice-President, Business Administration**Requested Action: Approval*

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$15,000,000
- 2) For Fiscal Year 2015-2016.
- 3) Shall not exceed 75 percent of any moneys held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$15,000,000.

Comment: Given the instability inherent in the Apportionment payment process coupled with continued issues with inconsistent cash flow from property tax and Redevelopment Agency (RDA) collections, Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2015-2016 fiscal year.

BOARD OF TRUSTEES**ACTION**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

June 2, 2015

CONSENT AGENDA: ANNUAL RECOMMENDATIONS (continued)**RECOMMENDATION NO. 15 ANNUAL RESOLUTION – CASH BORROWING FROM THE COUNTY TREASURY***Requested by: Christopher Bonvenuto, Chief Director, Business Services**Approved by: Robert Isomoto, Vice-President, Business Administration**Requested Action: Approval*

WHEREAS, Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the Los Angeles County Treasurer, and;

WHEREAS, The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$25,000,000
- 2) For Fiscal Year 2015-2016.
- 3) Shall not exceed 85 percent of the anticipated revenues accruing to the District.
- 4) Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the 2015-2016 fiscal year.
- 5) Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

NOW THEREFORE, The Governing Board of the Santa Monica Community College District hereby approves this resolution to authorize the request to the Los Angeles County Treasurer to make temporary transfer of funds, if so deemed appropriate during the 2015-2016 fiscal year by the Superintendent/President, to ensure that the District can meet its financial obligations.

Comment: Given the instability inherent in the Apportionment payment process coupled with continued issues with inconsistent cash flow from property tax and Redevelopment Agency (RDA) collections, Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be met during the 2015-2016 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 16 NEW COURSES AND DEGREES: SPRING 2015

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

Approved by: Georgia Lorenz, Vice-President, Academic Affairs

New Courses

CHEM 19: Fundamentals of General, Organic, and Biological Chemistry

ASTRON 9: Intermediate Astrophysics with Calculus

GEOL 94/GEOG 94: Introduction to Geoscience Field Methods

AUTO 47: Suspension and Steering

ENGL 61: Introduction to the Fairy Tale

GR DES 76: Mobile Design 2

New Degrees

Associate in Science (AS) and Certificate of Achievement, Early Intervention Assistant

Distance Education

ASTRON 2: Planetary Astronomy

ESL 17: Intermediate Reading Skills

ENGL 61: Introduction to the Fairy Tale

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 17 CONTRACTS FOR CELEBRATE AMERICA, 2015

Requested Action: *Approval/Ratification*

Requested Action: *Linda Sullivan, Director Facilities Programming*

Approved By: *Don Girard, Senior Director, Government Relations/Institutional Communications*

Following are contracts for Celebrate America 2015 scheduled for Saturday, June 27, 2015. All activities including entertainment and community picnic will be held on Corsair Field. There will be live music and an emcee on the Corsair Stage, and a spectacular fireworks show from the top of Parking Structure 3.

Funding Source: Costs are covered by sponsorships and donations.

	Provider	Amount	Service
A	Pyro Spectaculars - Fireworks	\$17,500	Fireworks
B	Derek Bordeaux Group	\$1,500	Music entertainment
C	Eddie Jauregui, MC	\$335	Master of Ceremonies
D	Denise Flachbart	\$3,500	Production services
E	Field Turf	\$3,500	Maintenance of Corsair Field
F	Ling Audio Prod. – Stage and Sound	\$4,310	Stage and Sound System
G	Festival Lighting – Stage Lighting	\$1,975	Lighting rental
H	Portable Restrooms – Andy Gump	\$2,000	Portal restrooms and 300 gallon sink
I	Athens Services	\$228	Waste Collection Disposal
J	Global Events – Security	\$7,124	Event Security Services
K	SMC Campus Police	\$9,530	Security
L	SMC Grounds/Maintenance/Custodial Services	\$8,060	Custodial/clean-up John Adams
M	Smart Party Rents	\$5,400	Canopies, lighting, tables, and chairs
N	West Coast Litho, Inc.	\$1,752	Flyers and programs
O	Commercial Landscape Supply	\$291	Caution Banner and Hoses

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 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 Theo Jemison	2014-2015 Amendment Not to exceed \$38,000 plus reimbursable expenses (this is an increase of \$5,000 above the contract for \$33,000 approved by the Board on July 1, 2014).	2015 graduation webcast, photo booth, and highlight video services, for alumni development. The amount is adjusted due to additional services needed during 2014-2015.	2014-2015 Marketing Budget
B SantaMonica Closeup.com	2014-2015 Amendment Not to exceed \$6,625 plus reimbursable expenses (this is an increase of \$625 above the contract for \$6,000 approved by the Board on July 1, 2014).	Media services (Brochure photography, including pre-production and art direction). The amount is adjusted because of additional events requiring services during 2014-2015.	2014-2015 Marketing Budget

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS

Provider/Contract	Term/Amount	Service	Funding Source
C Santa Monica Daily Press	2014-2015 Amendment Not to exceed \$41,900 plus reimbursable expenses (this is an increase of \$3,900 above the contract for \$38,000 approved by the Board on July 1, 2014).	2014-2015 print advertising for college advancement; student recruitment, and community outreach. The amount is adjusted due to additional services needed during 2014-2015.	2014-2015 Marketing Budget
<p><u>A, B and C</u> <i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i> <i>Approved by: Chui L. Tsang, Superintendent/President</i></p>			
D Susan L. Wampler Ajay Ravi	June 1- June 30, 2015 Not to exceed \$2,000 June 1- June 30, 2015 Not to exceed \$350	Consultants will provide writing support for Public Information Office, highlighting College initiatives and individuals to expand external communication and media outreach efforts.	Public Affairs, District Budget (100%)
E Chopper Films, LLC	June 1- June 30, 2015 Not to exceed \$1,500	Chopper Films, LLC will provide photography services for Public Information Office to support press releases, newsletters and other digital marketing content. Includes pre- and post-production and art direction.	Public Affairs, District Budget (100%)
<p><u>D and E</u> <i>Requested by: Grace Smith, Public Information Officer</i> <i>Approved by: Don Girard, Senior Director, Government Relations & Institutional Communications</i></p>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 19 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

ESTABLISH

EFFECTIVE DATE

Associate Dean, Student Success and Outreach
Funding Source: SSSP and Student Equity

06/03/15

Associate Dean, Facilities Programming

07/01/15

Project Manager, Noncredit Adult Education, 50%
Funding Source: AB 86 and WIOA

ABOLISH

Director, Facilities Programming

Project Manager, First Year Student Services

ELECTION

Heskel, Mitch, Interim Dean of Education Enterprise

(amended date) 07/20/15

Akins Raveling, Dolores, Interim Associate Dean, Student Success and Outreach

07/01/15

EXTENSION OF ASSIGNMENT

Heskell, Mitch, Interim Executive Director, Performing Arts Center

07/01/15-07/17/15

REASSIGNMENT

Sullivan, Linda

From: Director, Facilities Programming

To: Associate Dean, Facilities Programming

07/01/15

FULL-TIME FACULTY

Badger, Christopher, Instructor, Fine Arts

Fall 2015

PROJECT MANAGERS (Extension)

Chavarry, Edna, The Center for Teaching Excellence

07/01/15 – 06/30/16

Cooper, Bonita, Upward Bound

07/01/15 – 06/30/16

DeMorst, Wendy, TRIO, Student Support Services

07/01/15 – 06/30/16

Jenkins, Jerome, Athletic Events and Game Management (50%)

07/01/15 – 12/31/15

Kawar, Ferris, Sustainability

07/01/15 – 06/30/16

Sandoval, Audrey, Adult Education Programs

07/01/15 – 06/30/16

Vasquez, Maria Leon, Workforce Development

07/01/15 – 06/30/16

Wells, Audra, Adult Education Programs

07/01/15 – 08/21/15

ADJUNCT FACULTY

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

RECOMMENDATION NO. 19 ACADEMIC PERSONNEL (continued)

REDUCED ASSIGNMENT

Dworsky, Amy, Counselor (60%)

08/31/15-Spring 2016

RETIREMENT

Phillips, David, Instructor, Psychology (31 years of service)	06/22/15
Sakai, Walter, Instructor, Life Science (38 years of service)	06/16/15
Chong, Shih Chi J, Dean, Information Technology (31 years of service)	06/30/15
Parise, Wendy, Dept Chair/Instructor, ECE (20 years of service)	06/30/15
McGrath, Marilyn, Instructor, ECE (18 years of service)	06/30/15

RECOMMENDATION NO. 20 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

EFFECTIVE DATE

SALARY REALLOCATION

Accountant	06/01/15
From: Range 39 on the Classified Regular Salary Schedule	
To: Range 41 on the Classified Regular Salary Schedule	

ESTABLISH

Administrative Clerk (1 position)	06/02/15
Media Center, 12 months, 20 hours, varied hours	

Student Services Specialist (1 position)	06/02/15
Supplemental Instruction, 12 months, 40 hours	

Student Services Specialist (1 position)	06/02/15
STEM/Equity, 12 months, 40 hours	

Student Services Specialist – EOPS (1 position)	06/02/15
Guardian Scholars, 12 months, 40 hours	

ABOLISH

Administrative Clerk (1 position)	06/03/15
Media Center, 12 months, 20 hours, Night Shift	

Human Resources Analyst - Employee and Labor Relations (1 position)	05/06/15
Human Resources, 12 months, 40 hours	

Comment: This position was incorrectly submitted for approval at the Board of Trustees meeting on May 5, 2015. The correct position, Human Resources Analyst - Employee and Labor Relations – confidential, was approved on May 5, 2015.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

RECOMMENDATION NO. 20 **CLASSIFIED PERSONNEL – REGULAR** *(continued)*

ELECTIONS

WORKING OUT OF CLASSIFICATION (PROVISIONAL) - EXTENSION

Frazier, Marvlynn 04/13 - 05/21/15
 To: Lead Custodian, NS-2 100%
 From: Custodian, Day

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Lange, Jeremy 04/30 - 09/03/15
 To: Student Services Specialist – International Students, 100%
 From: Student Services Assistant, ISC
 Comment: Title correction from Board approval on May 5, 2015.

PROBATIONARY/ADVANCE STEP PLACEMENT

Tercero, Janet, Student Services Assistant, AACC/Latino Center (Step C) 05/26/15

PROBATIONARY

Narrie, Christopher, Bookstore Sales Clerk, Bookstore 05/18/15
 Sheik, Hammad A. Instructional Assistant – Math 05/20/15
 Navarro, Ricardo, Community College Police Officer Recruit, Campus Police 06/22/15

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

CHANGE IN WORK SHIFT/PERMANENT

Chen, Connie 06/16/15
 From: Student Services Clerk, EOPS, 12 mos., 20 hrs.
 To: Student Services Clerk, Financial Aid, 12 mos., 40 hrs.

Newman, Jeremy 06/16/15
 From: Student Services Clerk, Financial Aid, 12 mos., 40 hrs.
 To: Student Services Clerk, EOPS, 12 mos., 40 hrs.

SEPARATIONS

LAST DAY OF PAID SERVICE

LEAVE OF ABSENCE - UNPAID

Tateri, Jon-Erik, Instructional Assistant - English 06/15 – 08/01/15

39 MONTH REEMPLOYMENT

Ashleigh Garmon, Student Services Spec. - International Students 05/14/15

RELEASE

Chen, Thuanh, Student Services Assistant, ISC 05/13/15

RESIGNATION

Kharpuri-Chavel, Ribhalin, H. R. Analyst – Employee and Labor Relations- Conf., HR 06/05/15

RETIREMENT

Avila, Luz B. Administrative Assistant II, AET (17 Years) 09/30/15

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 21 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

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

ELECTIONS

EFFECTIVE DATE

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

Brzechwa-White, Jaimee, Cash Receipts Clerk, Bursars	6/1/15-6/25/15
Hill, Brian, Skilled Maintenance Worker, Maintenance	5/20/15-6/30/15
Klinkenberg, Frans, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Morales, John, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Phillips, Liz, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Forsyth, Phoenix, Theatre Tech Specialist, PAC	5/1/15-6/30/15
McDonald, Alonzo, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Bates, Bryan, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Mark, Gabriel, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Woropay, Stephanie, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Soto, Anthony, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Fregoso, Nancy, Theatre Tech Specialist, PAC	5/1/15-6/30/15
Chavel, Sean, Student Services Clerk, Bursars	6/1/15-6/25/15
Meserve, Pamela, Student Services Clerk, Bursars	6/1/15-6/25/15
Lemke, Connie, Student Services Clerk, Bursars	6/1/15-6/25/15
Sally, Georgiana, Student Services Clerk, Bursars	6/1/15-6/25/15
Monzon, Ana, Student Services Clerk, Bursars	6/1/15-6/25/15
Zarate, Zaire, Student Services Clerk, Bursars	6/1/15-6/25/15

PROVISIONAL EXTENDED

Romo, Olivia, Student Services Clerk, Library	2/19/15-6/30/15
Dossett, Kathy, Human Resources Analyst, HR	4/23/15-6/30/15

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.

Graham-Howard, Kimi, Student Services Clerk, Bursars	6/1/15-6/25/15
Nguyen, Angela, Student Services Assistant, ISC	5/20/15-6/30/15
Hightower, Latoya, Student Services Assistant, ISC	5/20/15-6/30/15
Gaskill, Loretha, Student Services Clerk, Financial Aid	5/11/15-11/11/15
Nunez, Kristell, Bookstore Clerk/Cashier, Bookstore	5/11/15-6/30/15
Jones, Jennifer, Bookstore Clerk/Cashier, Bookstore	5/11/15-6/30/15
Lucero, Paul, Bookstore Clerk/Cashier, Bookstore	5/11/15-6/30/15
Meharazar, Saman, Bookstore Clerk/Cashier, Bookstore	5/11/15-6/30/15
Lopez, Veronica, Bookstore Clerk/Cashier, Bookstore	5/11/15-6/30/15
Eichen, John, Bookstore Clerk/Cashier, Bookstore	5/11/15-6/30/15

Nelli, Maria, Cash Receipts Clerk, Bursars	6/1/15-6/25/15
Perry, Nakeya, Cash Receipts Clerk, Bursars	6/1/15-6/25/15
Shine, Kevin, Cash Receipts Clerk, Bursars	6/1/15-6/25/15
Abel, Teneka, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Ashby, Deanne, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Bae, Daniel, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Baskin, Patricia, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Baza, Paul, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Brazier, Quiniece, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Camp, Monique, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Cannon, Ameenah, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Chang, Tony, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Devine, Robert, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Friedland, Shane, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Garcia, Lucy, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Grau, Donald, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Harge, Ronyee, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Harris, Yolanda, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Hunter, Jennifer, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Juarez Jr, Jorge, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Lam, Albert, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Laurance, Marisa, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Lemon, Curly, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Lopez, Jose, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Mehary, Mehret, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Micas, Donna, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Miles, Erik, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Navarro, Yadira, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Naylor, Marisa, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Nwonwu, Vergie, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Palacio, Dee Dee, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Shaw, Phyllis, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Thielking, Alan, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Thomas, Gabrielle, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Torrence, Antoinette, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15
Yogi, Nancy, Bookstore Cashier/Clerk, Bookstore	6/1/15-6/30/15

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL - NON MERIT SALARY SCHEDULE 2015

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, 2015.

Classified Personnel – Non Merit

Art Model	\$23.00 hr
Art Model with Costume	\$26.00/hr

Comment: This increase of \$5 per hour for art models is necessary for Santa Monica College to be comparable with other districts in the Los Angeles area.

RECOMMENDATION NO. 23 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, \$10.00/hour (STHP)	21
College Work-Study Student Assistant, \$10.00/hour (FWS)	10
CalWorks	0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 AUTHORIZATION OF SIGNATURES

Requested by: Christopher Bonvenuto Chief Director, Business Services
Approved by: Robert Isomoto, Vice President of Business and Administration
Requested Action: Approval/Ratification

Authorization of the following Santa Monica College managers to sign District documents as indicated.

Name/Title	Invoices	Auxiliary Purchase Orders	Auxiliary Warrants	Auxiliary Contracts
Mitch Heskell Dean, Education Enterprise Effective: July 15 - December 31, 2015	X	X	X	X
David Dever Interim Director of Auxiliary Services Effective: June 2 – December 31, 2015	X	X	X	
Carla Spalding Controller Effective: June 2 – December 31, 2015	X		X	
Tre'Shawn Hall-Baker Director. Human Resources Effective: June 2 – December 31, 2015	X			
Regina Ip Web/Social Media Manager Effective: June 2 – December 31, 2015	X			
Dawn Murphy, Project Manager Mental Health Sustainability Grant Effective: June 2 – December 31, 2015	X			

Comment: To comply with Education Code Sections 85232 and 85233 and the Los Angeles County Office of Education (LACOE), the Board of Trustees is required to authorize signatures of those persons who approve invoices and payments on contracts.

The auditing system at LACOE reviews each phase of the payment process including the authorized signatures approved by the Board. The Superintendent/President and Vice-Presidents continue to be the only authorized signatures for orders of salary payments, notices of employment, orders for commercial warrants and approval of contracts.

Education Code Section 85233 states: "No order on the funds of any district shall be approved by the county superintendent of schools unless the signatures are on file in the Superintendent's Office and he/she is satisfied that the signatures on the order are those of persons authorized to sign the order."

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 FACILITIES

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

25-A CHANGE ORDER NO. 8 AND NO. 9 – AET CAMPUS AND PARKING STRUCTURE A

Change Order No. 8 – C.W. Driver on the AET Parking Structure A portion of the project in the amount of \$253,327 and Change Order No. 9 on the AET Campus portion of the project in the amount of \$226,438.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ (110,085)
Previously Approved Change Orders (AET Parking Structure A)	\$ 187,747
Change Order No. 8 – AET Parking Structure A	\$ 253,327
<u>Change Order No. 9 – AET Campus</u>	<u>\$ 226,438</u>
Revised Contract Amount	\$59,717,427

Change Order No. 8 for the AET Parking Structure A results in 41 days extension to the contract length

Change Order No. 9 for the AET Campus portion of the project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 8 for the Parking Structure A project is compensation for extended overhead and administrative costs associated with unforeseen site conditions discovered when performing low penetration drilling for piles. Direct labor and material costs associated with the unforeseen underground work are included in previously approved change orders. Costs associated with two piles were directly associated with non-conforming work performed by the previous contractor and may be recoverable.

Change Order No. 9 for the Campus includes labor and material to revise, add steel members and adjust Stair #1 intermediate landing elevations to meet the required clearance, to revise the fire sprinkler system routing at Building B due to conflicts with hard lid ceiling systems and structural steel systems and to furnish a steel mock-up to allow the Laboratory of Record to confirm box column cover plate welding procedures and obtain accurate results. Additional costs to furnish and install revisions and additions to Building D electrical equipment to provide a more efficient system. Also includes credit to the owner for costs of tests and inspections not ready at the time indicated in contractor’s notice and/or exceeding 8 hours per day or conducted on weekends/holidays. Also a credit for costs of tests/inspections that were conducted outside a one hundred (100) mile radius of the site through March 4, 2015. Inspections were conducted in Texas.

Both Change Order No. 8 for AET Parking Structure A and Change Order No. 9 for AET Campus are being processed as Unilateral Change Orders.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 FACILITIES *(continued)*

25-B CORRECTION TO DLR GROUP CONTRACT AMOUNT

Correction to amount of previously approved Amendment No. 3 and revised contract amount for DLR Group on the Performing Arts Center-East Wing Project approved by the Board of Trustees on April 7, 2015 and May 5, 2015. The April 7, 2015 agenda should have shown an amount of \$59,350 for Amendment No. 3 with a revised contract amount of \$1,331,388 with the addition of Amendment No. 4. The May 5, 2015 agenda should have shown an amount of \$59,350 for Amendment No. 3 and a revised contract amount of \$1,357,128 with the addition of Amendment No. 5. Amendment amounts were correct as approved.

25-C CHANGE ORDER NO. 4 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 4 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$4,497.

Original Contract Amount	\$ 18,378,000
Previously Approved Change Orders	\$ 68,412
Change Order 4	<u>\$ 4,497</u>
Revised Contract Amount	\$18,450,909

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

Funding Source: Measure AA

Comment: Change Order No. 4 provides labor and material cost to frame openings for new electrical conduit in the existing basement shear wall, for changed ceiling heights and added soffits in 1st floor restrooms, and for Addendum 2 changes to listed fire sprinkler manufacturers.

25-D WITHDRAWAL AND AWARD OF BID – CAMPUS SIGNAGE

Accept the letter of withdrawal from New Vision Construction and award the bid to the lowest responsive bidder for the CAMPUS SIGNAGE project.

<u>Bidder</u>	<u>Amount</u>
New Vision Construction	\$384,870
Sign Excellence	\$408,000

Funding Source: Measure S

Comment: The District has received a letter from New Vision Construction withdrawing from the project. This project was awarded at the April 2015 Board Meeting but the contractor was unable to commence work. We are proceeding with the next lowest responsive bidder who is willing and able to take on the project.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 FACILITIES *(continued)*

25-E AWARD OF BID – BUSINESS BUILDING ROOF PROJECT

Award the bid to the lowest responsive bidder for the Business Building Roof Coating project.

<u>Bidder</u>	<u>Amount</u>
Best Contracting Services, Inc.	\$59,500
Tecta America	\$80,000

Funding Source:

Comment: This project repairs, washing and acrylic coating over existing build-up asphalt roof on the Business Building (35 years old). Best Contracting Services, Inc. has a current and active contractor’s license in California (license no. 463263) in good standing and is registered with the Department of Industrial Affairs, (DIR registration number-100000563).

25-F AWARD OF BID – ART BUILDING HVAC, PLUMBING, EXTERIOR PAINTING AND RE-ROOFING

Award the bid to the lowest responsive bidder for the Art Building, HVAC, Painting and Re-Roofing

<u>Bidder</u>	<u>Amount</u>
Sea Pac Engineering, Inc.	\$380,000
United Mechanical Contractors Inc.	\$453,000
Lee Capital Builders Inc.	\$555,000
Fast Track Constructions	\$740,145

Funding Source: Schedule Maintenance Funding

Comment: This project consist of complete removal of existing and replacement with new HVAC equipment on the rooftop platform of the Art building, exterior painting of all three buildings in the Art Complex, Removal of portions of the existing deteriorated cast iron piping and replacement with new copper plumbing lines for all three buildings, complete tear off of existing roofing and replacement with new fully adhered single ply PVC roofing system. Sea Pac Engineering, Inc. has a current and active contractor’s license in California (license no. 674701) in good standing and is registered with the Department of Industrial Affairs, (DIR registration number- 100004023).

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 FACILITIES (continued)

25-G AWARD OF BID – ELEVATOR SERVICE MAINTENANCE AGREEMENT

Award the bid to the lowest responsive bidder with the overall best value for Elevator Maintenance and repairs.

<u>Bidder</u>	<u>Base Bid Amount</u>
Excelsior Elevator	\$40,248
Amtech Elevator Services	\$39,408
Schindler Elevator Corporation	\$45,492

Funding Source: General Fund

Comment: This agreement is for the Elevator Maintenance and Repairs for the Districts 26 elevators which are located on the main and satellite campuses. The agreement includes monthly maintenance, which is represented by the Base Bid, and standard, overtime and modernization labor rates for items that fall outside of the monthly maintenance agreement. In awarding this bid, the District considered not only the Base Bid but also the labor rates for items that fall outside of the monthly maintenance agreement to determine best value for the District. Based on this evaluation the District has determined that Excelsior Elevator presented the overall best value and has a current California contractor’s license (license no. 733576) in good standing and is registered with the Department of Industrial Relations (DIR registration number 1000008460). The RFP for this contract is for five one year options, if all options are exercised the contract end date June 2020.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 BUDGET TRANSFERS

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

26-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: April 23, 2015 thru May 20, 2015

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	8,836
3000	Benefits	0
4000	Supplies	6,095
5000	Contract Services/Operating Exp	-22,620
6000	Sites/Buildings/Equipment	7,689
7000	Other Outgo/Student Payments	0
Net Total:		0

26-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: April 23, 2015 thru May 20, 2015

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	48,226
2000	Classified/Student Salaries	-50,759
3000	Benefits	-10,636
4000	Supplies	28,987
5000	Contract Services/Operating Exp	-9,878
6000	Sites/Buildings/Equipment	-7,286
7000	Other Outgo/Student Payments	1,346
Net Total:		0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Reviewed by: Christopher M. Bonvenuto, Chief Director, Business Services

Approved by: Bob Isomoto, Vice President, Business and Administration

Title of Grant: **CalWORKS**
Granting Agency: State of California
Augmentation Amount: \$22,460 (Amended Allocation \$301,389)
Matching Funds: Not applicable
Performance Period: July 1, 2014 – June 30, 2015
Summary: On April 23, 2015, the Chancellor’s Office awarded additional funds of \$22,460 for CalWORKS Childcare in response to a request for an allocation adjustment for 2014-2015.

Budget Augmentation: Restricted Fund 01.3

Revenue	
8600 State	\$22,460
Expenditures	
1000 Academic Salaries	\$ 0
2000 Non-Academic Salaries	\$ 0
3000 Employee Benefits	\$ 0
4000 Supplies & Materials	\$ 0
5000 Other Operating Expenditures	\$ 0
6000 Capital Outlay	\$ 0
7000 Other Outgo	\$22,460
Total	\$22,460

Title of Grant: **Enrollment Growth for Associate Degree Nursing (RN) Programs**
Granting Agency: California Community Colleges Chancellor’s Office
Augmentation Amount: \$75,000 (Amended Allocation \$181,787)
Matching Funds: Not Applicable
Performance Period: July 1, 2014 – December 31, 2015
Summary: On April 14, 2015, the Chancellor’s Office provided notification of Grant Agreement Amendment #1 for Enrollment Growth increasing fiscal year 2014-2015 funding by \$75,000 from \$106,787 to \$181,787 and extending the performance period end date from June 30, 2015 to December 31, 2015.

Budget Augmentation: Restricted Fund 01.3

Revenue	
8600 State	\$75,000
Expenditures	
1000 Academic Salaries	\$12,430
2000 Non-Academic Salaries	\$ 8,125
3000 Employee Benefits	\$ 15,099
4000 Supplies & Materials	\$ 4,490
5000 Other Operating Expenditures	\$ 36,472
6000 Capital Outlay	\$ 0
7000 Other Outgo	(\$ 1,616)
Total	\$ 75,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 31 ORGANIZATIONAL MEMBERSHIPS, 2014-2015

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

Organizational Memberships, 2014 – 2015

April 1- 30, 2015	Number of Memberships	Amount
	1	\$3,000.00

Funding Sources: Departmental Budgets

Comment: The list of organizational memberships in on file in the Offices of the Superintendent/President and Fiscal Services. The Los Angeles County Office of Education requires monthly approval of the list on file.

RECOMMENDATION NO. 32 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested by: Michelle King, Director, Career and Contract Education
Approved by: Georgia Lorenz, Vice-President, Academic Affairs
Requested Action: Approval/Ratification

Authorization of payment for delivery of seminars and courses for SMC Community and Contract Education. The list of providers is on file in the office of Community and Contract Education. Payment per class is authorized as stated on the list on file.

RECOMMENDATION NO. 33 PURCHASING

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

33-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

April 1 – April 30, 2015	\$2,562,543.35
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	June 2, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 33 PURCHASING *(continued)*

33-B 2015-2016 PURCHASING: AWARD OF CONTRACTS

The annual award of competitive contracts bid through various state and local agencies allows SMC to leverage buying power through strategic sourcing and achieved commodity and service savings as well as reduce administrative cost. These indirect (MRO) contracts are targeted to the products and services which SMC routinely purchases. Leveraging the aggregate buying power and strategic sourcing is a process that moves SMC away from numerous individual procurements to a broader aggregate approach, allowing SMC to achieve savings ranging from 20 to 65 percent

1. California County Superintendents Educational Services Association, with CalSave Program, ongoing contract, sponsored by Epylon
2. California State University Contract, Contract 1924, with PlanetBids, ongoing, for On-Line Bid/Vendor Management, Contract Management and Insurance Certificate Management Services Software Services
3. Educational & Institutional Cooperative (E & I) Contract Number CNR01307, with Complete Book and Media Supply, to 06/30/2016, for books, subscriptions, audio books, DVD's and media
4. Educational & Institutional Cooperative Purchasing Contract CNR-01240 with Getting Group to 10/31/16 for general life science equipment and supplies
5. Educational & Institutional Cooperative Purchasing, Contract CNR-01163, with VWR Scientific, to 06/30/2018, for General Laboratory Supplies
6. Educational & Institutional Cooperative Purchasing, Contract CNR-01270, with OfficeMax to 12/31/15, for Office Supplies
7. Educational & Institutional Cooperative Purchasing, Contract CNR-01288, with School Health, to 12/01/15, for health and sports medicine supplies
8. Educational & Institutional Cooperative Purchasing, Contract CNR-01341, with B&H Photo Video, to 7/31/2018, for audio visual supplies and equipment
9. Educational & Institutional Cooperative Purchasing, Contract CNR-01239, with Steris Corp, to 04/30/16, for Science & Health Laboratory Supplies/Equipment
10. Foundation for Community Colleges (FCCC), Contract CB13-013, with Krueger International, to 09/30/16, for furniture and fixtures applications
11. Foundation for Community Colleges (FCCC), Contract CB13-014, with Haworth, to 09/30/16, for furniture and fixtures applications
12. Foundation for Community Colleges (FCCC), Contract CB13-015, with Steelcase, to 09/30/16, for furniture and fixtures applications

13. Glendale Unified School District Contract P-13/1314, with Apple Computers, to 10/15/15, for Computer Equipment, Software, Peripherals and Service
14. NASPO VALUEPOINT Contract 00612, with U.S. Bank, to 12/30/2018, for commercial card services
15. NASPO VALUEPOINT Contract 1336, with Fisher Scientific to 12/31/2015, for Science Supplies.
16. NASPO VALUEPOINT Contract 1862, with Fastenal Company to 02/28/2017, for maintenance, repair, operations (MRO) supplies
17. NASPO VALUEPOINT Contract 1862, with Grainger to 02/28/2017, for Industrial Supplies and Equipment, Janitorial Supplies and Equipment
18. NASPO VALUEPOINT Contract ADSP011-00000411-4, with NEOPOST, Inc., to 10/11/2016, for Mailroom Equipment Supplies and Maintenance
19. NASPO VALUEPOINT Contract ADSP011-00000411-7, with Pitney Bowes, Inc., to 10/11/2016, for Mailroom Equipment Supplies and Maintenance
20. NASPO VALUEPOINT Contract AR-233, with Cisco, Inc., to 05/31/2019, for Cisco network communication equipment and maintenance
21. NASPO VALUEPOINT Contract B27160, with Dell Marketing L.P., to 09/30/15 for Computer Equipment, Software, Peripherals and Service
22. NASPO VALUEPOINT Contract B27164, with Hewlett Packard Company, to 09/30/15, for Computer Equipment, Software, Peripherals and Service
23. NASPO VALUEPOINT Contract B27166, with IBM Corporation, to 09/30/15, for Computer Equipment, Software, Peripheral and Service
24. NASPO VALUEPOINT Contract MA065, with UPS, to 01/31/16, Express, Small Package air delivery and international shipments
25. NASPO VALUEPOINT Contract MA454, with Federal Express Corporation, to 08/27/2016, Express, Small Package air delivery and international shipments
26. National Cooperative Purchasing Alliance (NCPA) Contract NCPA02-09 with Waxie Enterprises to 11/30/2016, Inc. for Janitorial Supplies
27. National Cooperative Purchasing Alliance (NCPA) Contract NCPA02-10 with Zep Enterprises to 11/30/2015, Inc. for Janitorial Supplies
28. National Joint Powers Alliance, Contract 022712-SII, with Shaw Contract Group to 03/20/16, for Construction, Facility & Maintenance, Repair, Operations (MRO), Floor covering
29. Oakland County Michigan America Saves Contract 003557 with Office Max to 05/31/16 for Office Supplies
30. State of California (CMAS) Contract 4-06-78-0031A Field Turf USA to 11/30/16 for Synthetic Turf
31. State of California (CMAS) Contract, Contract 4-09-71-0087A, with ALLSTEEL Inc., to 12/31/2018, for Office Furnishings Systems, seating, files and Architectural Interiors
32. U.S. Communities for the City of Charlotte NC Contract 1101149 with Carquest/Advanced Auto Parts to 06/27/17 for Auto Parts and Supplies

33. U.S. Communities for the County of Fairfax VA. Contract 10-JLH-001, with BSN Sports/US Games, to 09/30/2015, for Athletic Supplies and P.E. equipment
34. U.S. Communities for the County of Fairfax VA. Contract 12-JLH-011, with Cintas Corporation, to 03/31/2017, for facilities solutions
35. U.S. Communities for the County of Fairfax VA. Contract 4400001195, with Insight Public Sector, Inc., to 04/30/2016, for Technology Products/Equipment, Section A and Technology Services/Solutions
36. U.S. Communities for the County of Los Angeles Contract MA-IS-1540125, with Graybar Electric Company, Inc., to 12/31/17, for Electrical, Heating, Ventilation and Supplies
37. U.S. Communities for the County of Maricopa City Phoenix AZ Contract 11019-RFP, with Home Depot Supply, Inc., to 07/31/2017, for Maintenance and Hardware Supplies
38. University of California Office of the President (UCOP) Contract, Contract 088/OP/085, with Mission Linen, to 08/31/2015, for Janitorial Supplies
39. University of California Office of the President (UCOP) Contract, Contract 708/OP/006, with Xerox, to 07/31/2015, for Printers/Fax Machines
40. National Joint Powers Association (NJPA) Contract, Contract 100614 with CDW to 11/18/2018 for computer accessories, software and supplies.
41. Educational and Institutional Cooperative Purchasing (E&I), Contract CNR01319, with Spikes Cavell to 10/31/2016 with (2), (2) year renewable options for procurement analytics.
42. Western States Cooperative Alliance (WSCA), Contract, Contract T09-MST-149, with Iron Mountain to 5/20/2016 for data destruction services
43. NASPO VALUEPOINT Contract MA2018, with Golden State Overnight (GSO) to August 27, 2018, Express, Small Package delivery

BOARD OF TRUSTEES	REGULAR MEETING
Santa Monica Community College District	June 2, 2015

XI. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT – 11:05 p.m.

The meeting was adjourned in memory of **Dolores Lawson**, mother of Joy Tucker, Business Department professor.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 7, 2015** 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. Reports:
 - Resource Development:
 - 2014-2015 Grant Funded Projects
 - Workforce and Economic Development
 - 2014-2015 Annual Curriculum Committee Report
2. Annual Recommendations: Contracts and Consultants

APPENDIX A



Guardian Scholars Program

Report prepared by:

Nick Mata and Debra Joseph-Locke

Introduction

The Santa Monica College Guardian Scholars Program provides academic and personal support services for foster youth and former foster youth enrolled at the college. The program is part of a collaborative, known as the West Los Angeles Network, with UCLA and Loyola Marymount University, in conjunction with the California College Pathways Initiative.

The program and network were established through a planning grant by the Stuart Foundation, with the implementation grant being adopted by The Angell Foundation for three years (2013-2016). This collaborative grant is a pilot endeavor that will be used as a foundation for more networks and programs in other areas.

Mission Statement

It is the commitment of the Guardian Scholars Program to foster a sense of belonging, self-advocacy and community engagement amongst current and former foster youth attending Santa Monica College. The Guardian Scholar Program encourages academic confidence and social awareness, by providing the necessary services and tools required for students to achieve their educational and professional goals. Guardian Scholars participants will be prepared for transfer to a four-year school and/or Associate degree or certificate attainment; and will possess the necessary skills for sustainability and personal empowerment required for long-term success and achievement.

About The Guardian Scholars Program

The Guardian Scholars Program is housed in the Extended Opportunities, Programs and Services (EOPS), Collaborative Agencies Resources for Education (CARE) office in Room 104 of the Student Services Complex. These programs serve a similar student population, and many foster youth qualify for both EOPS/CARE and Guardian Scholars, which provides additional support to program participants. Guardian Scholars services include:

- Counseling (academic, transfer, career and personal)
- Mental health counseling and supplemental supports and workshops
- Case management
- Financial aid assistance/Emergency fund
- Housing referrals
- Tutoring services
- Community resource referrals

- Meal & transportation assistance
- Textbook assistance
- Skill development workshops
- Peer mentoring
- College campus tours

Program Funding

The Guardian Scholars Program currently receives funding from the following sources:

- **The Angell Foundation:** \$48,000 per year for three years. This grant established the program at the college and supports counseling, supplies, and programmatic expenses. Funding will end on June 30, 2016.
- **Mark S. Taper Foundation:** \$20,000 per year for two years. These funds were acquired through a grant proposal and will end on June 30, 2016.
- **Stern Memorial Fund:** \$3,500. One time funds acquired through a grant proposal.
- **2014-15 Student Equity Funds:** \$81,625. Funding to support part-time counseling and to hire a temporary Student Services Specialist.
- **2015-16 Student Equity Funds:** \$49,228. Approximate initial commitment to support the hiring of a permanent Student Services Specialist to coordinate the program.

Program Data and Highlights

The following information showcases some highlights from the first two years of the program.

Year 1 (2013-2014)

Students Served:	59		
Ethnicity:	Hispanic	30	51%
	Black	22	37%
	White	7	12%

Gender: Male (36), Female (63%)

- Guardian Scholars served 59 students, nine over the established target for the year.
- The program had a scholarship recipient who received \$1,000 academic scholarship.
- Established the Guardian Scholar Action Committee comprised of on and off campus support agencies.
- Conducted workshops, focusing on stress management, navigating college and college success strategies.
- Developed individual case files for each student documenting student educational plans, counseling notes and foster care verification documentation.
- Distributed laptops and Wi-Fi internet access to participants through assistance from *iFoster*, a non-profit organization that provides resources to foster youth and agencies that support them. The organization also donated four “loaner laptops” for participants in immediate need.

- Secured the services of an in-house Independent Living Program Coordinator from the *Los Angeles County Department of Social Services*, who meets with participants bi-monthly.
- Established a working relationship with the DCFS Regional Manager for West Los Angeles and have been able to utilize the services of his staff.
- Established a working relationship with the Santa Monica YWCA, which has placed four of our program participants with housing.
- Established a working relationship with *First Place for Youth*, a Los Angeles foster youth support organization.
- Establishing a textbook assistance program through funding from the *John Burton Foundation*.
- Participants attended an LMU campus visit and received information about the admissions and financial aid processes.
- Hosted a College and Career Day for *Kidsave*, a nonprofit organization that provides resource for older foster youth and adopted children. Approximately 30 high school aged foster youth, their foster families and potential adoptive parents attended a presentation by SMC, Pasadena College, and East Los Angeles College on enrolling in college and college life. Guardian Scholars participants were part of the student panel and spoke about their college experience at Santa Monica College.
- Guardian Scholar participants were honored by the *Santa Monica College Management Association* in December 2013. The Association very generously sent Guardian Scholars holiday gifts and retail gift cards.
- Thirty-two participants were recognized at the annual Student Services Awards Celebration in June 2014.
- Hosted a Holiday party for Guardian Scholars. The *Pritzker Family Foundation* supplied holiday gifts for all participants.

Year 2 (2014-2015)

Students Served: 73

Ethnic Breakdown:

White	7	9%
Hispanic	37	49%
African American	21	28%
Asian/Pacific Islander	1	5%
Two or More	7	9%

Gender: Male (36%), Female (64%)

- Guardian Scholars has been added to ISIS, which will assist in the data collection process and will support the program's reporting needs.
- 53 participants currently live within a 15 mile radius of SMC.
- The Program hosted a holiday party for GS students at the end of the 2014 Fall Semester. The *Pritzker Family Foundation* supplied holiday gifts for all the Guardian Scholar students; and through help from the SMC Foundation the participants received Wholefood Markets gift bags; and Starbucks gift cards.

- The program hosted a *Guardian Scholars Awareness Week* to increased awareness to students, staff and faculty about the program, as well as the support available to foster youth on campus and in the community. The highlight of the week was a Resource Fair with vendors from on and off campus programs and agencies, including LMU, UCLA, Antioch University, California State University Los Angeles, Santa Monica YWCA and United Friends of the Children. Various workshops were also conducted throughout the week. In attendance were representatives from the S. Mark Taper Foundation and State Senator Benjamin Allen's office.
- Western Bagel has partnered with the program and donated over 400 bagels to support various Guardian Scholars workshops and events throughout the year.
- Five participants will be transferring at the end of the spring semester to the following institutions: University of California-Riverside, San Francisco State University, CSU-Los Angeles, and two participants are still deciding.
- One student received a \$1,000 academic scholarship.
- Through the support of Student Equity Funds, the program was able to hire a Student Services Specialist to coordinate the Guardian Scholars Program. Having a dedicated staff member to do outreach, intake, and case management will allow the program to continue to grow in 2015-2016.
- State Senate Bill 1023 was signed and authorized for implementation by the Governor, so additional funding is slated for Guardian Scholars programs, for foster youth currently participating in the EOPS Programs in ten California Community College districts. Hopefully Santa Monica College will be a recipient of some of those funds.

Program Future and Institutionalization

For the 2015-2016 academic year, the goal of the Guardian Scholars Program is to serve 100 participants. Spring 2015 financial aid data shows that approximately 793 FAFSA applicants self-identified as foster youth or former foster youth. If at least 50% of those applicants actually enroll at the college, that still leaves a good pool of students that could benefit from program services. With a new Guardian Scholars Student Services Specialist now on board, his focus will be on targeted outreach to these students, as well as outreach to the high schools and community agencies informing them of the services available specifically to foster youth at Santa Monica College.

One of the challenges facing the program next year is that the Angell Foundation grant will end in June 2016. Since Santa Monica College is committed to serving the foster youth that attend the college, the program and college leadership will need to develop a plan to financially institutionalize the program. The Santa Monica College Student Equity Plan specifically identifies foster youth as an underrepresented population and a priority group to support in terms of access, college success, and educational goal completion. Therefore, the current funding committed from Student Equity categorical funds is a good first step to sustaining the Guardian Scholars Program.

Additional funding may be available through Senate Bill 1023 which was signed by Governor Jerry Brown in September 2014, and was recently funded in the May 2015 revise for the 2015-16 fiscal year. This bill authorizes the Office of the Chancellor of the California Community Colleges to enter into agreements with up to 10 community college districts to provide additional funds for services in support of postsecondary education for foster youth. The bill provides that these services include, but are not necessarily limited to, outreach and recruitment, service coordination, counseling, book and supply grants, tutoring, independent living and financial

literacy skills support, frequent in-person contact, career guidance, transfer counseling, child care and transportation assistance, and referrals to health services, mental health services, housing assistance, and other related services. Santa Monica College plans to submit a proposal to be one of the 10 community colleges chosen. If selected, the funds would come through EOPS/CARE as a separate categorical budget to support the above services for foster youth.

As previously mentioned, the Guardian Scholars Program is housed within the EOPS/CARE office. As a result, having three programs in an office space that was originally designed to house two programs has created some space issues. And as the program continues to grow, space will continue to be a concern. The program leadership has been discussing a future goal of the program having its own space on campus, such as a Guardian Scholars Center. This space would allow for program staff to have adequate offices, where students can have access to computers and other educational materials, but most importantly, a space where foster youth can develop community and a home, when oftentimes those are the two things they lack.

The Santa Monica College Guardian Scholars Program has developed a strong foundation in its first two years of program implementation. It has identified caring and experienced staff to work with program participants, developed partnerships on campus and in the community, implemented programs and services to provide access and support to participants, and developed a framework to build the program and have it be one of the college's special programs that will attract foster youth from all over Los Angeles County to Santa Monica College.

Program Contacts

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Nick Mata, Director of Special Programs

Debra Joseph-Locke, Senior Student Services Specialist

Samir Hamawe, Student Services Specialist

Veronica Garcia, Counselor

Glenda Johnson, Counselor

Laurie McQuay-Peninger, Associate Dean, College Advancement/Grants

**UNRESTRICTED GENERAL FUND 01.0
2015-2016 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	120,468	120,468	120,812
TOTAL FEDERAL	120,468	120,468	120,812
STATE			
GENERAL APPORTIONMENT	59,394,673	59,059,917	67,674,209
EDUCATION PROTECTION ACCOUNT - PROP 30	15,754,781	15,944,670	17,262,104
ACCESS/RESTORATION OF WORKLOAD REDUCTION	2,696,760	2,370,905	2,583,728
COLA	896,634	895,436	1,161,177
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	1,614,873	-
PRIOR YEAR APPORTIONMENT ADJUSTMENTS - EPA	-	(27,683)	-
HOMEOWNERS EXEMPT	95,357	95,400	95,400
STATE LOTTERY REVENUE	3,402,888	3,370,468	3,447,633
MANDATED PROGRAM COSTS	594,489	1,544,990	11,978,846
OTHER STATE	833,411	833,411	833,411
TOTAL STATE	83,668,993	85,702,387	105,036,508
LOCAL			
PROP TAX SHIFT (ERAF)	1,721,467	618,397	618,397
SECURED TAX	12,960,567	10,502,854	10,502,854
SUPPLEMENTAL TAXES	132,304	246,656	246,656
UNSECURED TAX	476,047	520,961	520,961
PRIOR YRS TAXES	99,794	653,436	653,436
PROPERTY TAX - RDA PASS THRU	522,824	213,627	213,627
PROPERTY TAX - RDA RESIDUAL	665,487	2,396,518	2,396,518
RENTS	150,000	160,000	160,000
INTEREST	155,200	161,900	164,200
ENROLLMENT FEES	13,324,522	13,589,739	13,935,461
STUDENT RECORDS	447,300	443,100	453,200
NON-RESIDENT TUITION/INTENSIVE ESL	30,388,369	30,995,563	32,534,129
FEE BASED INSTRUCTION	750,000	750,000	750,000
OTHER STUDENT FEES & CHARGES	110,100	109,000	111,500
F1 APPLICATION FEES	310,900	310,900	310,900
OTHER LOCAL	649,100	649,100	417,500
I. D. CARD SERVICE CHARGE	1,180,100	1,168,900	1,195,700
LIBRARY CARDS	100	100	100
LIBRARY FINES	9,720	9,720	9,720
PARKING FINES	235,700	235,700	235,700
TOTAL LOCAL	64,289,601	63,736,171	65,430,559
TOTAL REVENUE	148,079,062	149,559,026	170,587,879
TRANSFER IN	117,710	130,017	130,017
SALE OF EQUIPMENT AND SUPPLIES	-	9,884	-
TOTAL OTHER FINANCING SOURCES	117,710	139,901	130,017
TOTAL REVENUE AND TRANSFERS	148,196,772	149,698,927	170,717,896

UNRESTRICTED GENERAL FUND 01.0
2015-2016 TENTATIVE EXPENDITURE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
INSTRUCTION	25,052,003	24,942,642	26,851,853
ACADEMIC MANAGERS	6,160,401	6,474,067	5,978,671
NON-INSTRUCTION	6,619,309	6,636,704	6,923,209
HOURLY INSTRUCTION	29,791,549	30,432,225	30,861,719
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	188,758	302,583	304,398
HOURLY NON-INSTRUCTION	4,284,683	4,342,265	4,513,747
VACANT POSITIONS	1,072,543	292,612	337,000
VACANCY SAVINGS	(536,272)	(256,035)	(168,500)
TOTAL ACADEMIC	72,632,974	73,167,063	75,602,097
CLASSIFIED REGULAR	20,427,173	20,284,512	20,346,017
CLASSIFIED MANAGERS	4,130,193	4,309,790	4,629,919
CLASS REG INSTRUCTION	3,005,933	3,070,388	3,188,619
CLASSIFIED HOURLY	1,776,979	2,619,397	1,784,899
CLASS HRLY INSTRUCTION	565,197	489,979	536,358
VACANT POSITIONS	2,958,019	2,987,940	2,500,000
VACANCY SAVINGS	(1,479,009)	(2,614,448)	(1,650,000)
TOTAL CLASSIFIED	31,384,485	31,147,558	31,335,812
STRS	4,902,396	4,963,386	6,189,131
PERS	3,835,787	3,855,036	3,981,013
OASDI/MEDICARE	3,300,210	3,336,181	3,398,819
H/W	12,864,112	12,864,112	13,358,603
RETIREEES' H/W	2,813,910	2,813,910	2,926,470
RETIREEE - OPEB	1,000,000	1,000,000	1,500,000
SUI	180,749	181,692	182,636
WORKERS' COMPENSATION	1,669,415	1,703,660	1,733,157
ALTERNATIVE RETIREMENT	500,000	500,000	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	32,750	52,498	52,813
BENEFITS RELATED TO VACANT POSITIONS	886,720	721,726	624,140
BENEFITS RELATED TO VACANCY SAVINGS	(443,360)	(631,510)	(400,070)
TOTAL BENEFITS	31,542,689	31,360,691	34,046,712
SUPPLIES	979,115	1,045,334	1,070,758
TOTAL SUPPLIES	979,115	1,045,334	1,070,758
CONTRACTS/SERVICES	12,371,638	12,828,543	12,878,490
INSURANCE	981,837	963,837	997,668
UTILITIES	2,913,574	3,006,288	3,143,301
TOTAL SERVICES	16,267,049	16,798,668	17,019,459
EQUIPMENT	-	-	94,275
TECHNOLOGY REPLACEMENT	-	-	418,100
TCO - EQUIPMENT REPLACEMENT	-	-	500,000
TOTAL CAPITAL	-	-	1,012,375
TOTAL EXPENDITURES	152,806,312	153,519,314	160,087,213
OUTGOING TRANSFER/FINANCIAL AID	304,208	314,958	270,528
TOTAL TRANSFERS/FINANCIAL AID	304,208	314,958	270,528
TOTAL EXPENDITURES & TRANSFERS	153,110,520	153,834,272	160,357,741

UNRESTRICTED GENERAL FUND 01.0
2015-2016 TENTATIVE FUND BALANCE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	147,975,622	148,110,113	158,739,050
TOTAL EXPENDITURES AND TRANSFERS	150,651,879	153,333,987	158,102,796
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	4,917,282	4,002,278	3,461,140
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(2,458,641)	(3,501,993)	(2,218,570)
OPERATING SURPLUS/(DEFICIT)	(5,134,898)	(5,724,159)	(606,316)
ONE-TIME ITEMS			
PRIOR YEAR APPORTIONMENT ADJ	-	1,587,190	-
DEFICIT FACTOR TO APPORTIONMENT	(604,987)	(1,775,014)	-
MANDATED COST BLOCK GRANT	594,489	1,544,990	11,978,846
MEDICARE PART D SUBS & EDD REFUND	231,648	231,648	-
EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	-	-	(1,012,375)
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(4,913,748)	(4,135,345)	10,360,155
BEGINNING BALANCE***	12,609,047	12,609,047	7,581,198
TRANSFER TO DESIGNATED RESERVE - NET	(892,504)	(892,504)	1,703,954
ENDING FUND BALANCE, NET OF DESIGNATED RESERVES	6,802,795	7,581,198	19,645,307
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	4.44%	4.93%	12.25%
ENDING FUND BALANCE - UNDESIGNATED	6,802,795	7,581,198	19,645,307
DESIGNATED RESERVE FOR:			
CLASSIFIED EMPLOYEE WELFARE FUND	278,862	278,862	374,409
NEW FACULTY TO BE HIRED	1,976,374	1,976,374	176,873
TOTAL	2,255,236	2,255,236	551,282
TOTAL FUND BALANCE	9,058,031	9,836,434	20,196,589
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	5.92%	6.39%	12.59%

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

**UNRESTRICTED GENERAL FUND 01.0
2015-2016 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2011-2012 ACTUAL REVENUE	2012-2013 ACTUAL REVENUE	2013-2014 ACTUAL REVENUE	2014-2015 PROJECTED REVENUE	2015-2016 TENTATIVE BUDGET
FEDERAL					
FIN AID ADM ALLOWANCES	127,218	119,436	118,830	120,468	120,812
TOTAL FEDERAL	127,218	119,436	118,830	120,468	120,812
STATE					
GENERAL APPORTIONMENT	72,321,053	43,258,930	54,274,001	59,059,917	67,674,209
EDUCATION PROTECTION ACCOUNT - PROP 30	-	15,065,153	14,834,772	15,944,670	17,262,104
GROWTH/RESTORATION OF WORKLOAD REDUCTION	-	1,108,087	2,419,048	2,370,905	2,583,728
COLA	-	-	1,593,144	895,436	1,161,177
PRIOR YR APPORTIONMENT ADJ.	213,590	416,586	3,793,314	1,614,873	-
PRIOR YR APPORTIONMENT ADJ. - EPA	-	-	145,046	(27,683)	-
HOMEOWNERS EXEMPT	101,571	100,571	95,360	95,400	95,400
STATE LOTTERY REVENUE	3,124,856	3,205,359	3,347,094	3,370,468	3,447,633
MANDATED PROGRAM COSTS	-	581,043	578,658	1,544,990	11,978,846
OTHER STATE	642,683	822,214	822,173	833,411	833,411
TOTAL STATE	76,403,753	64,557,943	81,902,610	85,702,387	105,036,508
LOCAL					
PROP TAX SHIFT (ERAF)	739,934	5,574,362	1,390,148	618,397	618,397
SECURED TAX	10,633,722	11,304,305	12,066,281	10,502,854	10,502,854
SUPPLEMENTAL TAXES	84,532	94,503	182,708	246,656	246,656
UNSECURED TAX	434,813	465,484	476,047	520,961	520,961
PRIOR YRS TAXES	889,399	846,410	96,987	653,436	653,436
PROPERTY TAX - RDA PASS THRU	1,252,763	611,375	1,405,020	213,627	213,627
PROPERTY TAX - RDA RESIDUAL	-	5,636,473	1,905,876	2,396,518	2,396,518
PRIVATE DONATIONS	72,418	265,482	-	-	-
RENTS	136,393	115,110	165,744	160,000	160,000
INTEREST	193,413	95,099	171,118	161,900	164,200
ENROLLMENT FEES	11,513,579	13,549,257	13,198,472	13,589,739	13,935,461
STUDENT RECORDS	428,499	461,096	432,290	443,100	453,200
NON-RESIDENT TUITION/INTENSIVE ESL	24,544,282	24,731,024	27,182,917	30,995,563	32,534,129
FEE BASED INSTRUCTION	410,269	2,508,437	1,652,944	750,000	750,000
OTHER STUDENT FEES & CHARGES	133,964	111,578	106,400	109,000	111,500
F1 APPLICATION FEES	330,751	311,454	310,892	310,900	310,900
OTHER LOCAL	549,220	1,194,491	683,185	649,100	417,500
I. D. CARD SERVICE CHARGE	1,037,815	988,115	1,140,486	1,168,900	1,195,700
LIBRARY CARDS	200	80	100	100	100
LIBRARY FINES	10,464	11,317	9,718	9,720	9,720
PARKING FINES	185,230	238,465	235,697	235,700	235,700
TOTAL LOCAL	53,581,660	69,113,917	62,813,030	63,736,171	65,430,559
TOTAL REVENUE	130,112,631	133,791,296	144,834,470	149,559,026	170,587,879
TRANSFER IN	143,887	122,670	106,906	130,017	130,017
SALE OF EQUIPMENT AND SUPPLIES	-	2,887	4,199	9,884	-
TOTAL OTHER FINANCING SOURCES	143,887	125,557	111,105	139,901	130,017
TOTAL REVENUE AND TRANSFERS	130,256,518	133,916,853	144,945,575	149,698,927	170,717,896
BEGINNING BALANCE	20,675,673	11,662,215	8,253,478	12,609,047	7,581,198
BEGINNING DESIGNATED RESERVE	2,413,168	3,475,157	2,267,332	1,362,732	2,255,236
ADJUSTMENT TO BEGINNING BALANCE	889,005	-	-	-	-
TOTAL FUNDS AVAILABLE	154,234,364	149,054,225	155,466,385	163,670,706	180,554,330

**UNRESTRICTED GENERAL FUND 01.0
2015-2016 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ACTUAL EXPENDITURES	2012-2013 ACTUAL EXPENDITURES	2013-2014 ACTUAL EXPENDITURES	2014-2015 PROJECTED EXPENDITURES	2015-2016 TENTATIVE BUDGET
INSTRUCTION	22,956,851	23,978,740	23,649,047	24,942,642	26,851,853
ACADEMIC MANAGERS	5,609,726	5,493,067	5,986,920	6,474,067	5,978,671
NON-INSTRUCTION	6,038,634	6,101,545	6,421,676	6,636,704	6,923,209
HOURLY INSTRUCTION	24,270,814	24,596,735	27,093,826	30,432,225	30,861,719
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	-	693,819	417,044	302,583	304,398
HOURLY NON-INSTRUCTION	3,603,470	3,821,504	3,954,813	4,342,265	4,513,747
FACULTY RETRO AND ONE-TIME PAYMENT	-	338,813	-	-	-
VACANT POSITIONS	-	-	-	292,612	337,000
VACANCY SAVINGS	-	-	-	(256,035)	(168,500)
RESTORATION OF STUDENT SERVICES	360,532	-	-	-	-
TOTAL ACADEMIC	62,840,027	65,024,223	67,523,326	73,167,063	75,602,097
CLASSIFIED REGULAR	19,889,059	19,665,233	19,958,051	20,284,512	20,346,017
CLASSIFIED MANAGERS	3,992,534	4,182,214	4,062,966	4,309,790	4,629,919
CLASS REG INSTRUCTION	2,917,147	2,727,651	2,797,082	3,070,388	3,188,619
CLASSIFIED HOURLY	1,728,258	1,899,344	1,997,376	2,619,397	1,784,899
CLASS HRLY INSTRUCTION	489,794	520,741	478,963	489,979	536,358
CLASSIFIED ONE-TIME PAYMENT	-	331,820	-	-	-
VACANT POSITIONS	-	-	-	2,987,940	2,500,000
VACANCY SAVINGS	-	-	-	(2,614,448)	(1,650,000)
RESTORATION OF STUDENT SERVICES	75,642	-	-	-	-
TOTAL CLASSIFIED	29,092,434	29,327,003	29,294,438	31,147,558	31,335,812
STRS	4,022,059	4,308,423	4,405,692	4,963,386	6,189,131
PERS	3,391,323	3,483,435	3,572,393	3,855,036	3,981,013
OASDI/MEDICARE	2,999,115	3,108,581	3,198,790	3,336,181	3,398,819
H/W	13,017,368	12,881,905	12,400,869	12,864,112	13,358,603
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	684,472	-	-	-	-
RETIREEES' H/W	2,532,754	2,667,748	2,679,913	2,813,910	2,926,470
RETIREEE - OPEB	-	-	500,000	1,000,000	1,500,000
SUI	1,632,323	1,105,414	185,250	181,692	182,636
WORKERS' COMPENSATION	1,389,775	1,314,043	1,381,625	1,703,660	1,733,157
ALTERNATIVE RETIREMENT	417,745	302,938	407,740	500,000	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	-	120,068	72,346	52,498	52,813
BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT	-	41,932	-	-	-
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	71,240	-	-	-
BENEFITS RELATED TO VACANT POSITIONS	-	-	-	721,726	624,140
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	(631,510)	(400,070)
RESTORATION OF STUDENT SERVICES	91,861	-	-	-	-
TOTAL BENEFITS	30,178,795	29,405,727	28,804,618	31,360,691	34,046,712
SUPPLIES	851,281	792,665	830,357	1,045,334	1,070,758
RESTORATION OF STUDENT SERVICES	176	-	-	-	-
TOTAL SUPPLIES	851,457	792,665	830,357	1,045,334	1,070,758
CONTRACTS/SERVICES	11,012,791	9,823,831	10,905,263	12,828,543	12,878,490
INSURANCE	871,706	958,843	965,710	963,837	997,668
UTILITIES	2,795,710	2,653,946	2,824,530	3,006,288	3,143,301
RESTORATION OF STUDENT SERVICES	1,370	-	-	-	-
TOTAL SERVICES	14,681,577	13,436,620	14,695,503	16,798,668	17,019,459
BLDG & SITES	-	1,283	-	-	-
EQUIPMENT	1,176,729	270,883	-	-	94,275
TECHNOLOGY REPLACEMENT	-	-	-	-	418,100
TCO - EQUIPMENT REPLACEMENT	-	-	-	-	500,000
TOTAL CAPITAL	1,176,729	272,166	-	-	1,012,375
TOTAL EXPENDITURES	138,821,019	138,258,404	141,148,242	153,519,314	160,087,213
OUTGOING TRANSFER/FINANCIAL AID	275,973	275,011	346,364	314,958	270,528
RESTORATION OF STUDENT SERVICES	-	-	-	-	-
TOTAL TRANSFERS/FINANCIAL AID	275,973	275,011	346,364	314,958	270,528
TOTAL EXPENDITURES & TRANSFERS	139,096,992	138,533,415	141,494,606	153,834,272	160,357,741
CONTINGENCY RESERVE	11,662,215	8,253,478	12,609,047	7,581,198	19,645,307
DESIGNATED RESERVE	3,475,157	2,267,332	1,362,732	2,255,236	551,282
TOTAL	154,234,364	149,054,225	155,466,385	163,670,706	180,554,330

**RESTRICTED GENERAL FUND 01.3
2015-2016 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
FEDERAL			
PERKINS IV TITLE I-C	619,899	619,899	629,899
FWS-FEDERAL WORK STUDY	447,536	447,536	447,536
RADIO GRANTS	1,095,218	1,443,373	1,443,373
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	58,251	64,956	61,708
FEDERAL CARRYOVERS	1,594,704	1,594,704	1,186,485
OTHER FEDERAL	2,360,575	2,689,681	2,163,194
TOTAL FEDERAL	6,176,183	6,860,149	5,932,195
STATE			
LOTTERY	903,926	903,926	915,778
BASIC SKILLS INITIATIVE	359,257	359,257	336,000
SFAA-STUDENT FINANCIAL AID ADMIN	864,209	864,209	820,999
EOPS-EXTENDED OPPORTUNITY PROG & SERV	969,639	1,020,673	969,639
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	53,086	55,879	53,085
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,310,405	2,217,643	2,086,398
CALWORKS	285,634	278,929	264,983
STUDENT SUCCESS (CREDIT)	1,645,754	3,022,977	2,871,828
STUDENT SUCCESS (NON-CREDIT)	57,425	44,140	41,933
STUDENT SUCCESS (STUDENT EQUITY)	-	1,089,834	1,035,342
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	7,940	7,940	7,940
ENROLLMENT GROWTH	-	106,787	106,787
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,420,113	1,420,113	1,420,113
STATE CARRYOVERS	942,386	942,386	2,436,937
OTHER STATE	756,628	1,514,179	121,500
TOTAL STATE	9,576,402	13,848,872	13,489,262
LOCAL			
PICO PROMISE	156,782	156,782	166,347
HEALTH FEES	1,384,094	1,341,737	1,415,790
PARKING FEES	1,893,552	1,893,552	1,928,478
DONATIONS-KCRW	2,174,594	2,421,385	2,359,035
COMMUNITY SERVICES	704,503	704,503	710,500
COUNTY CALWORKS	38,000	38,000	-
CONSOLIDATED CONTRACT ED-LOCAL	350,000	350,000	350,000
LOCAL CARRYOVERS	195,733	224,004	219,665
OTHER LOCAL	5,913,914	5,980,636	6,155,784
TOTAL LOCAL	12,811,172	13,110,599	13,305,599
TRANSFER IN	361,996	361,996	-
TOTAL TRANSFER IN	361,996	361,996	-
TOTAL REVENUE	28,925,753	34,181,616	32,727,056

**RESTRICTED GENERAL FUND 01.3
2015-2016 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
INSTRUCTION	16,000	74,022	116,284
MANAGEMENT	1,301,365	1,359,431	971,366
NON-INSTRUCTION	1,126,184	1,094,344	1,268,290
HOURLY INSTRUCTION	258,940	337,595	137,895
HOURLY NON-INSTRUCTION	2,335,616	3,794,080	3,497,583
TOTAL ACADEMIC	5,038,105	6,659,472	5,991,418
CLASSIFIED REGULAR	2,885,679	3,691,431	3,958,583
CLASSIFIED MANAGERS	373,219	440,098	504,669
CLASS REG INSTRUCTION	172,677	52,600	69,440
CLASSIFIED HOURLY	1,902,884	2,093,158	1,915,770
CLASS HRLY INSTRUCTION	234,376	309,370	115,340
TOTAL CLASSIFIED	5,568,835	6,586,657	6,563,802
BENEFITS HOLDING ACCOUNT	2,575,095	1,311,825	3,066,127
STRS	-	312,617	-
PERS	-	291,993	-
OASDI/MEDICARE	-	276,563	-
H/W	-	657,808	-
SUI	-	3,763	-
WORKERS' COMP.	-	124,768	-
ALTERNATIVE RETIREMENT	-	49,122	-
TOTAL BENEFITS	2,575,095	3,028,459	3,066,127
TOTAL SUPPLIES	1,061,299	1,078,333	1,152,881
CONTRACTS/SERVICES	4,915,591	6,178,636	6,330,709
INSURANCE	4,309,140	4,309,140	4,509,140
UTILITIES	140,600	140,600	157,600
TOTAL SERVICES	9,365,331	10,628,376	10,997,449
BLDG & SITES	1,738,394	1,738,394	1,764,982
EQUIPMENT/LEASE PURCHASE	2,894,647	3,441,454	2,531,010
TOTAL CAPITAL	4,633,041	5,179,848	4,295,992
TOTAL EXPENDITURES	28,241,706	33,161,145	32,067,669
OTHER OUTGO - STUDENT AID	475,065	494,669	444,471
OTHER OUTGO - TRANSFERS	117,710	130,017	94,370
TOTAL OTHER OUTGO	592,775	624,686	538,841
TOTAL EXPENDITURES & OTHER OUTGO	28,834,481	33,785,831	32,606,510

**RESTRICTED GENERAL FUND 01.3
2015-2016 TENTATIVE FUND BALANCE BUDGET**

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	28,925,753	34,181,616	32,727,056
TOTAL EXPENDITURES AND TRANSFERS	28,834,481	33,785,831	32,606,510
OPERATING SURPLUS/(DEFICIT)	91,272	395,785	120,546
BEGINNING BALANCE	6,050,541	6,050,541	6,446,326
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
CONTINGENCY RESERVE/ENDING FUND BALANCE	6,141,813	6,446,326	6,566,872
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	21.30%	19.08%	20.14%

**RESTRICTED GENERAL FUND 01.3
2015-2016 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2011-2012 ACTUAL REVENUE	2012-2013 ACTUAL REVENUE	2013-2014 ACTUAL REVENUE	2014-2015 PROJECTED REVENUE	2015-2016 TENTATIVE BUDGET
FEDERAL					
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	564,868	595,937	588,662	619,899	629,899
FWS-FEDERAL WORK STUDY	537,374	554,802	578,918	447,536	447,536
RADIO GRANTS	1,094,606	1,242,983	1,056,506	1,443,373	1,443,373
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	56,367	58,647	59,745	64,956	61,708
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	297,161	59,893	-	-	-
FEDERAL CARRYOVERS	2,012,451	1,501,086	1,334,368	1,594,704	1,186,485
OTHER FEDERAL	2,818,282	3,349,970	2,424,656	2,689,681	2,163,194
TOTAL FEDERAL	7,381,109	7,363,318	6,042,855	6,860,149	5,932,195
STATE					
LOTTERY	738,152	789,946	926,003	903,926	915,778
BASIC SKILLS INITIATIVE	-	-	-	359,257	336,000
SFAA-STUDENT FINANCIAL AID ADMIN	721,342	809,859	809,428	864,209	820,999
EOPS-EXTENDED OPPORTUNITY PROG & SERV	836,169	828,713	972,541	1,020,673	969,639
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	56,762	58,207	55,879	55,879	53,085
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,114,820	1,180,832	1,540,342	2,217,643	2,086,398
CALWORKS	172,595	206,231	289,931	278,929	264,983
STUDENT SUCCESS (CREDIT)	647,687	646,648	1,170,706	3,022,977	2,871,828
STUDENT SUCCESS (CREDIT) - TRANSFER RELATED	50,000	47,500	40,977	44,140	41,933
STUDENT SUCCESS (NON-CREDIT)	21,959	21,959	45,940	1,089,834	1,035,342
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	2,552	-	-	7,940	7,940
ENROLLMENT GROWTH	127,577	118,187	219,568	106,787	106,787
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	-	-	-	1,420,113	1,420,113
INSTRUCTIONAL EQUIPMENT AND LIBRARY	-	-	155,071	-	-
STATE CARRYOVERS	810,899	935,108	948,577	942,386	2,436,937
OTHER STATE	31,630	79,391	8,400	1,514,179	121,500
TOTAL STATE	5,332,144	5,722,581	7,183,363	13,848,872	13,489,262
LOCAL					
PICO PARTNERSHIP	144,405	155,230	151,770	156,782	166,347
HEALTH FEES	1,235,344	1,238,895	1,297,331	1,341,737	1,415,790
PARKING FEES	1,705,966	1,602,693	1,941,247	1,893,552	1,928,478
DONATIONS-KCRW	1,736,379	1,631,936	1,924,457	2,421,385	2,359,035
COMMUNITY SERVICES	671,112	525,003	686,387	704,503	710,500
COUNTY CALWORKS	64,000	63,936	51,000	38,000	-
CONSOLIDATED CONTRACT ED-LOCAL	43,167	81,192	93,133	350,000	350,000
LOCAL CARRYOVERS	34,066	239,974	344,237	224,004	219,665
OTHER LOCAL	4,217,245	5,304,776	5,792,037	5,980,636	6,155,784
TOTAL LOCAL	9,851,684	10,843,635	12,281,599	13,110,599	13,305,599
TRANSFER IN	-	-	346,399	361,996	-
TOTAL TRANSFER IN	-	-	346,399	361,996	-
TOTAL REVENUE	22,564,937	23,929,534	25,854,216	34,181,616	32,727,056
BEGINNING BALANCE	4,003,398	4,648,310	5,264,094	6,050,541	6,446,326
TOTAL FUNDS AVAILABLE	26,568,335	28,577,844	31,118,310	40,232,157	39,173,382

**RESTRICTED GENERAL FUND 01.3
2015-2016 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ACTUAL EXPENDITURES	2012-2013 ACTUAL EXPENDITURES	2013-2014 ACTUAL EXPENDITURES	2014-2015 PROJECTED EXPENDITURES	2015-2016 TENTATIVE BUDGET
INSTRUCTION	-	11,638	13,779	74,022	116,284
MANAGEMENT	1,002,155	1,224,203	1,266,840	1,359,431	971,366
NON-INSTRUCTION	1,283,377	1,364,398	1,243,993	1,094,344	1,268,290
HOURLY INSTRUCTION	147,786	120,336	151,787	337,595	137,895
HOURLY NON-INSTRUCTION	1,279,744	1,584,391	2,482,877	3,794,080	3,497,583
TOTAL ACADEMIC	3,713,062	4,304,966	5,159,276	6,659,472	5,991,418
CLASSIFIED REGULAR	2,379,810	2,306,567	2,564,387	3,691,431	3,958,583
CLASSIFIED MANAGERS	229,170	289,334	317,746	440,098	504,669
CLASS REG INSTRUCTION	-	-	-	52,600	69,440
CLASSIFIED HOURLY	1,923,732	1,866,418	1,827,356	2,093,158	1,915,770
CLASS HRLY INSTRUCTION	230,869	223,525	225,267	309,370	115,340
TOTAL CLASSIFIED	4,763,581	4,685,844	4,934,756	6,586,657	6,563,802
BENEFITS HOLDING ACCOUNT	-	-	-	1,311,825	3,066,127
STRS	250,542	270,505	370,605	312,617	-
PERS	324,623	313,098	354,346	291,993	-
OASDI/MEDICARE	281,923	269,708	343,228	276,563	-
H/W	778,484	786,262	953,742	657,808	-
SUI	103,371	74,064	6,258	3,763	-
WORKERS' COMP.	96,286	103,319	130,718	124,768	-
ALTERNATIVE RETIREMENT	51,423	51,464	51,784	49,122	-
TOTAL BENEFITS	1,886,652	1,868,420	2,210,681	3,028,459	3,066,127
TOTAL SUPPLIES	616,106	518,485	599,980	1,078,333	1,152,881
CONTRACTS/SERVICES	4,804,507	4,780,335	4,132,890	6,178,636	6,330,709
INSURANCE	2,749,680	3,562,848	4,251,442	4,309,140	4,509,140
UTILITIES	142,272	136,338	128,414	140,600	157,600
TOTAL SERVICES	7,696,459	8,479,521	8,512,746	10,628,376	10,997,449
BLDG & SITES	1,460,492	1,548,872	1,499,517	1,738,394	1,764,982
EQUIPMENT/LEASE PURCHASE	1,020,396	1,158,690	1,458,584	3,441,454	2,531,010
TOTAL CAPITAL	2,480,888	2,707,562	2,958,101	5,179,848	4,295,992
TOTAL EXPENDITURES	21,156,748	22,564,798	24,375,540	33,161,145	32,067,669
OTHER OUTGO - STUDENT AID	619,390	626,282	585,323	494,669	444,471
OTHER OUTGO - TRANSFERS	143,887	122,670	106,906	130,017	94,370
TOTAL OTHER OUTGO	763,277	748,952	692,229	624,686	538,841
TOTAL EXPENDITURES & OTHER OL	21,920,025	23,313,750	25,067,769	33,785,831	32,606,510
ENDING FUND BALANCE	4,648,310	5,264,094	6,050,541	6,446,326	6,566,872
TOTAL	26,568,335	28,577,844	31,118,310	40,232,157	39,173,382

CAPITAL OUTLAY FUND 40.0
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
REVENUE			
STATE			
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,420,112	715	1,420,112
PROP 39 - CLEAN ENERGY PROJECTS	606,330	7,523	739,170
STATE CARRYOVERS	96,870	96,870	2,018,204
TOTAL STATE	2,123,312	105,108	4,177,486
LOCAL			
PROPERTY TAX - RDA PASS THRU	-	236,114	-
RENTS	47,000	47,000	-
INTEREST	88,000	88,000	103,200
NON-RESIDENT CAPITAL CHARGE	2,623,794	2,890,561	2,921,980
LOCAL INCOME	151,500	151,500	198,286
TOTAL LOCAL	2,910,294	3,413,175	3,223,466
TOTAL REVENUES	5,033,606	3,518,283	7,400,952
EXPENDITURES			
SUPPLIES	57,500	20,000	107,000
CONTRACT SERVICES	570,450	540,000	1,006,345
CAPITAL OUTLAY	16,552,686	3,000,000	18,392,920
TOTAL EXPENDITURES	17,180,636	3,560,000	19,506,265
OTHER OUTGO - TRANSFERS	361,996	361,996	-
TOTAL TRANSFERS	361,996	361,996	-
TOTAL EXPENDITURES AND TRANSFERS	17,542,632	3,921,996	19,506,265
OPERATING SURPLUS/(DEFICIT)	(12,509,026)	(403,713)	(12,105,313)
BEGINNING BALANCE	12,509,026	12,509,026	12,105,313
ENDING FUND BALANCE	-	12,105,313	-

**MEASURE U FUND 42.2
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	148,000	148,000	123,800
TOTAL REVENUE	148,000	148,000	123,800
EXPENDITURES			
SUPPLIES	25,000	25,000	50,000
CONTRACT SERVICES	327,000	327,000	98,000
CAPITAL OUTLAY	23,462,409	6,800,000	16,638,209
TOTAL EXPENDITURES	23,814,409	7,152,000	16,786,209
OPERATING SURPLUS/(DEFICIT)	(23,666,409)	(7,004,000)	(16,662,409)
BEGINNING BALANCE	23,666,409	23,666,409	16,662,409
ENDING FUND BALANCE	-	16,662,409	-

MEASURE S FUND 42.3
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	362,000	362,000	319,700
TOTAL REVENUE	362,000	362,000	319,700
EXPENDITURES			
SUPPLIES	100,000	100,000	50,000
CONTRACT SERVICES	2,340,000	450,000	760,000
CAPITAL OUTLAY	55,664,254	12,500,000	44,563,954
TOTAL EXPENDITURES	58,104,254	13,050,000	45,373,954
OPERATING SURPLUS/(DEFICIT)	(57,742,254)	(12,688,000)	(45,054,254)
BEGINNING BALANCE	57,742,254	57,742,254	45,054,254
ENDING FUND BALANCE	-	45,054,254	-

MEASURE AA FUND 42.4
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
REVENUE			
OTHER FINANCING SOURCES	145,000,000	145,000,000	-
INTEREST	931,000	450,000	396,200
TOTAL REVENUE	145,931,000	145,450,000	396,200
EXPENDITURES			
SUPPLIES	112,500	22,000	113,500
CONTRACT SERVICES	2,523,000	150,000	2,492,000
CAPITAL OUTLAY	169,267,303	125,000,000	44,040,503
TOTAL EXPENDITURES	171,902,803	125,172,000	46,646,003
OPERATING SURPLUS/(DEFICIT)	(25,971,803)	20,278,000	(46,249,803)
BEGINNING BALANCE	25,971,803	25,971,803	46,249,803
ENDING FUND BALANCE	-	46,249,803	-

INTEREST AND REDEMPTION FUND 48.0
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
BEGINNING BALANCE	25,604,606	21,965,305	21,742,978
ADJUSTMENT TO BEGINNING BALANCE	-		
ADJUSTED BEGINNING BALANCE	25,604,606	21,965,305	21,742,978
REVENUE			
FEDERAL REVENUES	-	-	-
STATE REVENUES	-	-	-
VOTER INDEBTED TAXES	21,587,956	24,237,167	24,237,167
TOTAL REVENUE	21,587,956	24,237,167	24,237,167
TOTAL FUNDS AVAILABLE	47,192,562	46,202,472	45,980,145
EXPENDITURES			
DEBT REDEMPTION	14,007,664	11,366,314	11,366,314
INTEREST CHARGES	16,589,683	13,093,180	13,093,180
TOTAL EXPENDITURES	30,597,347	24,459,494	24,459,494
ENDING FUND BALANCE	16,595,215	21,742,978	21,520,651

**The Bond Interest and Redemption Fund is controlled by the County of Los Angeles Department of Auditor-Controller.

**STUDENT FINANCIAL AID FUND 74.0
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
REVENUE			
FEDERAL GRANTS	32,812,125	32,812,125	32,771,084
FEDERAL LOANS	2,800,000	2,800,000	2,424,000
CAL GRANTS	1,370,000	1,370,000	1,395,000
TRANSFER	274,208	274,208	240,528
TOTAL REVENUE	37,256,333	37,256,333	36,830,612
EXPENDITURES			
FINANCIAL AID	37,256,333	37,256,333	36,830,612
TOTAL EXPENDITURES	37,256,333	37,256,333	36,830,612
ENDING FUND BALANCE*	-	-	-

*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
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
BEGINNING BALANCE	15,078	15,078	15,158
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	80	80	80
TOTAL REVENUE	30,080	30,080	30,080
TOTAL FUNDS AVAILABLE	45,158	45,158	45,238
EXPENDITURES			
SCHOLARSHIP	30,000	30,000	30,000
TOTAL EXPENDITURES	30,000	30,000	30,000
ENDING FUND BALANCE	15,158	15,158	15,238

AUXILIARY FUND			
2015-2016 TENTATIVE REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2014-2015 ADOPTED BUDGET	2014-2015 PROJECTED BUDGET	2015-2016 TENTATIVE BUDGET
BEGINNING BALANCE	2,163,320	2,163,320	1,681,661
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>2,163,320</u>	<u>2,163,320</u>	<u>1,681,661</u>
REVENUE			
GROSS SALES	6,160,920	6,291,099	6,284,138
LESS: COST OF GOODS	<u>(4,254,164)</u>	<u>(4,313,308)</u>	<u>(4,339,246)</u>
NET	1,906,756	1,977,791	1,944,892
VENDOR INCOME	624,969	678,028	675,068
AUXILIARY PROGRAM INCOME	<u>339,037</u>	<u>383,060</u>	<u>325,400</u>
NET INCOME	2,870,762	3,038,879	2,945,360
INTEREST	14,000	16,280	16,000
OTHER INCOME	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>2,884,762</u>	<u>3,055,159</u>	<u>2,961,360</u>
TOTAL FUNDS AVAILABLE	<u>5,048,082</u>	<u>5,218,479</u>	<u>4,643,021</u>
EXPENDITURES			
STAFFING	1,116,400	1,116,400	1,116,894
FRINGE BENEFITS	304,500	304,500	304,500
OPERATING	<u>2,089,226</u>	<u>2,115,918</u>	<u>1,937,998</u>
TOTAL EXPENDITURES	<u>3,510,126</u>	<u>3,536,818</u>	<u>3,359,392</u>
ENDING FUND BALANCE	<u><u>1,537,956</u></u>	<u><u>1,681,661</u></u>	<u><u>1,283,629</u></u>