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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

MAY 2, 2017

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

5:30 p.m. – Closed Session
6:30 p.m. – Public Meeting

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

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

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

PUBLIC PARTICIPATION
ADDRESSING THE BOARD OF TRUSTEES

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

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

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

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

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, May 2, 2017.

5:30 p.m. *Closed Session (Business Building Room 111)*
6:30 p.m. *Public Meeting (Board Room)*

I. *ORGANIZATIONAL FUNCTIONS*

- CALL TO ORDER

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

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. *CLOSED SESSION*

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives: Marcia Wade, Vice-President, Human Resources
 Robert Myers, Campus Counsel
Employee Organization: CSEA Chapter #36

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

- C.W. Driver, Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC630289

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

III. *PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS*

- PLEDGE OF ALLEGIANCE

- CLOSED SESSION REPORT (if any)

- **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:
 SECONDED BY:
 STUDENT ADVISORY:
 AYES:
 NOES:

IV. SUPERINTENDENT'S REPORT

Recognition and Acknowledgements

- The Corsair Wins State and PPAGLA Awards
- SMC Debate Team Wins Eight Awards at National Tournament
- SMC Corsairs Men's Volleyball Team
- SMC Corsairs Women's Tennis Team
- Laura Zwicker, Student Trustee, 2016-2017

Updates

- Broad Stage Kick-Off
- College Fair

V. PUBLIC COMMENTS

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. MAJOR ITEMS OF BUSINESS

1	Information: Results of Sale of General Obligation Bonds	7
#2	Classified School Employees Week	8
#3	Resolution: Poppy Month	9
#4	Salary Schedule Adjustments for Employees Represented by CSEA, Chapter #36, and SMC Police Officers Association	10
#5	Collective Bargaining Unit Proposal for Reopener Negotiations for 2016-2017 by the CSEA Chapter #36 to Santa Monica College	11
#6	2017 Institutional Effectiveness Update/Student Success Scorecard	12
#7	Agreement for Program and Construction Management Services for District Bond Construction Program	13
#8	2016-2017 Quarterly Budget Report and 311Q	14
#9	Public Hearing and Adoption of Education Protection Account (EPA-Prop 30) Funding and Expenditures	15
#10	Receipt of Personnel Commission 2016-2017 Proposed Budget	16
#11	Santa Monica Big Blue Bus Three-Year Contract, 2017-2020	18
#12	Licensing of Name "KCRW" to Berlin Radio Station	19
#13	Annual Authorization of Privileges for Student Trustee	21
#14	First Reading: Board Policy Chapter 2 – Board of Trustees	22

IX. INFORMATION/DISCUSSION

15	Discussion: Board of Trustees' Budget Objectives and Principles	23
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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

#16 Approval of Minutes: April 4, 2017 (Regular Meeting) 26

Academic and Student Affairs

#17 New Courses and Degrees, Spring 2017 27

Grants and Contracts

#18 Ratification of Contracts and Consultants 28

Human Resources

#19 Academic Personnel 33

#20 Classified Personnel – Regular 34

#21 Classified Personnel – Limited Duration 36

#22 Classified Personnel – Non Merit 37

Facilities and Fiscal

#23 Facilities 38

A Change Order No. 29 – AET Campus 38

B Change Order No. 16– Health, PE, Fitness, Dance and Central Plant 39

C Change Order No. 1 – Student Services Building 39

D Amendment No. 7 to Agreement for Engineering Services – Security and Fire Alarm Upgrade 40

E Award of Bid – Campus Door Remediation Re-Bid 40

F Change Order No. 1 – Center for Teaching Excellence 41

G Amendment No. 11 to Agreement for Engineering Services 41

H Land Use Covenant with the California Department of Toxic Substance Control 42

I Amendment to Agreement for LEED Certification Services – Student Services 42

#24 Acceptance of Grant and Budget Augmentation 43

#25 Budget Transfers 44

#26 Authorization of Signature to Approve Invoices, 2017 46

#27 Commercial Warrant Register 47

#28 Payroll Warrant Register 47

#29 Reissue of Payroll Warrants 47

#30 Auxiliary Payments and Purchase Orders 48

#31 Providers for Community and Contract Education 48

#32 Organizational Memberships 48

#33 Purchasing 49

A Award of Contract 49

B Award of Purchase Orders 49

C Purchasing Agreement 49

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. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

There will be a special meeting of the Santa Monica Community College District Board of Trustees on **Tuesday, May 16, 2017** at 5:30 p.m. in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, June 6, 2017** 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	INFORMATION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 1

SUBJECT: **RESULTS OF SALE OF GENERAL OBLIGATION BONDS**

SUBMITTED BY: Vice-President, Business/Administration

SUMMARY: On March 7, 2017, the Board of Trustees authorized the issuance and sale of the remainder of the District's General Obligation Bond Authorizations related to the Measure S 2004 Election (\$20,000,000) and the Measure AA 2008 Election (\$50,000,000), along with the refunding of certain outstanding general obligation bonds from such elections (\$25,395,000). The bond sales took place on March 30, 2017, and the District successfully closed and issued the Bonds on April 13, 2017. As a result of such bond sales, the District achieved a true borrowing cost of 3.21% and generated total taxpayer savings of \$1.7 million.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: CLASSIFIED SCHOOL EMPLOYEES WEEK

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified School Employees Week, May 15-19, 2017.

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

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

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

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

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 15-19, 2017 as Classified School Employees Week in the Santa Monica Community College District.

COMMENT: The District will recognize classified service employees during Classified School Employees Week with the following activities:

- Vice-President Open House, May 15th, 8:30-10:30 a.m., 2714 Pico Blvd.
- Pizza Party, May 15th, 11 a.m. to 1:30 p.m., Clock Tower
- Game Day, May 16th, 11:30 .m. – 1:30 p.m., Clock Tower
- Vice-President Open House, May 17th, Admissions Complex
- California Chicken Café Lunch and Salad Bar, May 17th 11 a.m. – 1:30 p.m., North Quad
- Management Association Ice-Cream Social, May 18th, 1-3 p.m., Staff Lounge
- Breakfast, May 19th, to be announced
- Classified Employee Luncheon, May 19th to be announced
- Management Association Ice Cream Social, May 19th 4:30-6:30 p.m., Staff Lounge

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **RESOLUTION: POPPY MONTH**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of the month of May as *Poppy Month* in honor and acknowledgement of SMC faculty, staff and students who have served and sacrificed in the name of freedom and country.

WHEREAS, America is the land of freedom, preserved and protected willingly and freely by citizen soldiers;

WHEREAS, Millions who have answered the call to arms have died on the field of battle;

WHEREAS, A nation at peace must be reminded of the price of war and the debt owed to those who have died in war;

WHEREAS, The red poppy has been designated as a symbol of sacrifice of lives in all wars; and

WHEREAS, The American Legion Auxiliary has pledged to remind America annually of this debt through the distribution of the memorial flower;

THEREFORE, the Santa Monica Community College District does hereby proclaim the month of May as *Poppy Month* and ask that all citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on Memorial Day, May 29, 2017.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: SALARY SCHEDULE ADJUSTMENTS FOR EMPLOYEES REPRESENTED BY CSEA, CHAPTER #36 AND SMC POLICE OFFICERS ASSOCIATION

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: In accordance with wage provisions in the collective bargaining agreements between the District and CSEA, Chapter #36 and the District and SMC Police Officers Association, it is recommended that the Board of Trustees approve a 2.8% salary adjustment in Fiscal Year 2016-2017 and a 2.2% salary adjustment for Fiscal Year 2017-2018 for represented Classified Support Service Personnel and represented Sworn Police Officers.

Estimated Cost Impact of CSEA Increase for Fiscal Years 2016-17 (2.80%), 2017-18 (2.20%)		
	<u>2016-2017</u>	<u>2017-2018</u>
Salary	906,712	732,365
PERS	125,924	113,517
OASDI	56,216	45,407
Medicare	13,147	10,619
SUI	453	366
Workers' Compensation	16,324	13,185
Total Projected Cost:	<u>1,118,776</u>	<u>915,459</u>
Estimated Cost Impact of SMCPOA Increase for Fiscal Years 2016-17 (2.80%), 2017-18 (2.20%)		
	<u>2016-2017</u>	<u>2017-2018</u>
Salary	32,367	26,143
PERS	4,495	# 4,052
OASDI	2,007	# 1,621
Medicare	469	# 379
SUI	16	# 13
Workers' Compensation	583	# 471
Total Projected Cost:	<u>39,937</u>	<u>32,679</u>

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **COLLECTIVE BARGAINING UNIT PROPOSAL FOR REOPENER NEGOTIATIONS FOR 2016-2017 BY THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER #36 TO SANTA MONICA COLLEGE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees acknowledge receipt of the Collective Bargaining Unit Proposal for Reopener Negotiations for 2016-2017 by the California School Employees Association Chapter #6 to Santa Monica College.

SUMMARY: The following article is the issue and interests presented by the California School Employees Association (CSEA) for negotiations with the Santa Monica Community College District:

1. CSEA has an interest in negotiating a fair and equitable ongoing salary increase for its bargaining unit members (Article #11).
2. CSEA reserves the right to amend its proposal.

The Educational Employment Relations Act requires that subjects of negotiations be presented publicly and that members of the public be given an opportunity to comment upon them in a lawful meeting of the Board of Trustees.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: 2017 INSTITUTIONAL EFFECTIVENESS UPDATE/STUDENT SUCCESS SCORECARD

SUBMITTED BY: Vice-President, Enrollment Development

STAFF REPORT: The ultimate purpose of the institutional effectiveness process is to build and sustain college effectiveness. Santa Monica College assesses institutional effectiveness by monitoring the College’s performance on over 40 metrics on the SMC Institutional Effectiveness Dashboard that align with the five broad areas of the College: academics, support for students, fiscal, physical infrastructure, and collegiality. The process informs the College by identifying and prioritizing the areas needing critical attention and improvement. The data ultimately inform the development of institutional objectives on the Master Plan for Education.

Elisa Meyer (Chair of the Academic Senate Joint Institutional Effectiveness Committee) and Hannah Lawler (Vice-Chair of the Academic Senate Joint Institutional Effectiveness Committee and Dean of Institutional Research) will present the internal data on institutional effectiveness and provide a summary of the college’s performance on the statewide accountability systems, the Student Success Scorecard and Institutional Effectiveness Partnership Initiative Framework of Indicators.

The Student Success Scorecard, a comprehensive accountability system for California Community Colleges, replaces the old system known as the Accountability Reporting for the Community Colleges (ARCC). The Student Success Scorecard was developed to address a recommendation of the Student Success Task Force to build on the existing reporting system (ARCC) and develop a more clear and concise tool to track student progress and success. Legislation requires that each college’s local Board of Trustees review the College’s Scorecard annually. No action is required by the Board; review of the 2016 SMC Student Success Scorecard fulfills this legislative requirement.

The Institutional Effectiveness Partnership Initiative (IEPI) is a state-wide initiative aimed to assist California community colleges advance institutional effectiveness by improving four primary operational areas: (1) student performance, (2) accreditation, (3) fiscal health, and (4) programmatic compliance with state and federal guidelines. A framework of indicators helps colleges monitor the ongoing condition of the College’s operational environmental for the four defined areas. For the third of implementation (2016-2017), legislation is mandating that colleges develop, adopt, and post both short-term and longer-term (6 years) goals, and that each college’s local Board of Trustees adopt and approve the goals framework by June 30, 2017.

The SMC IE Dashboard and accompanying narrative report, the Student Success Scorecard report, and the IEPI Framework is available on following website: www.smc.edu/iedashboard

REQUESTED ACTION: It is recommended that the Board of Trustees adopt and approve the IEPI goals framework as required by legislation.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **AGREEMENT FOR PROGRAM AND CONSTRUCTION MANAGEMENT SERVICES FOR DISTRICT BOND CONSTRUCTION PROGRAM**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the District to enter into an agreement with Vanir Construction Management for Program and Construction Management Services for the period from June 1, 2017 through May 30, 2020 for an amount not to exceed \$6,097,335 plus reimbursable expenses.

FUNDING SOURCE Measure U, S, AA, V, State Capital Outlay, District Capital Funds

COMMENT: This agreement provides program and construction management services for the District’s bond construction program. Program management includes assisting District staff with budgeting and scheduling bond projects, managing the design process, and maintaining effective communications internally and externally. Construction management includes the bidding process, construction administration, and project closeout of bond projects.

With the passage of Measure V last November, the District’s bond program will be starting a new phase that will continue the program for many years. As part of the program the District evaluated a number of program and construction management firms. Forty-five firms received *Requests for Qualifications* and the District received responses from ten qualified firms. Academic, classified and management staff conducted a paper screening and final interviews were conducted with the college Superintendent/President and senior staff members.

Vanir is a nationally known firm with over 30 years of experience in construction, managing over \$16 billion dollars in projects. They have had experience managing the programs with many California community college districts including Los Angeles, Rio Hondo, West Valley Mission, and Sierra. They have proposed a well-experienced diverse team of construction professionals to work with SMC.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 8

SUBJECT: 2016-2017 QUARTERLY BUDGET REPORT AND 311Q

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: Acknowledge receipt of the 2016-2017 Quarterly Budget Report, as of March 31, 2017 (Appendix A).

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

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 9

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

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing to receive comments on the Santa Monica Community College District’s Education Protection Account (Proposition 55, an extension of Proposition 30) Funding and Expenditures and to approve the plan to expend the Education Protection Account (EPA) funds of \$16,508,349 on instructional salaries.

SUMMARY: Proposition 55, *The California Children’s Education and Health Care Protection Act of 2016* is an extension of Proposition 30. This proposition temporarily raises the income tax rate for upper-income-earners (over \$250,000 for single filers, over \$500,000 for joint filers, and over \$340,000 for heads of households) through 2030-31 but does not extend the sales and use tax which expired on January 1, 2017, to provide continuing funding for local school districts and community colleges. EPA is created in the General Fund to receive and disburse these temporary tax revenues.

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

This recommendation is submitted to comply with the Chancellor’s Office and with Proposition 55 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA that the District will receive as of P1 are \$16,508,349. Accordingly, the amount for EPA funds as of recalculation for 2015-16 increased from P2 of \$16,715,978 to \$16,852,261 or an increase of \$136,283 . The entire amount for 2016-17 and increase in 2015-16 will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations.

PUBLIC HEARING OPENED:

PUBLIC COMMENTS:

PUBLIC HEARING CLOSED:

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 10

SUBJECT: **RECEIPT OF PERSONNEL COMMISSION 2017-2018 PROPOSED BUDGET**

SUBMITTED BY: Personnel Commission

REQUESTED ACTION: It is recommended that the Board of Trustees acknowledge receipt of the 2017-2018 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District’s regular budget process.

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

The Director of Classified Personnel presented an initial draft of the proposed operating budget for a first reading at the Personnel Commission meeting on April 19, 2017. The Personnel Commission will hold a public hearing on its proposed budget on May 17, 2017 at which time it will fully consider all comments and suggestions that may be offered by District administration, the Board, or other concerned persons or organizations.

The Personnel Commission budget for fiscal year 2017-2018 reflects the following adjustments against the prior year’s budget:

- 8% increase in total salary and benefits due to the following mandatory changes:
 - 2% increase in PERS employer contribution rates
 - 2.8% salary increase for CSEA represented staff
 - Step and column increases in salary
 - 8% average increase in Health and Welfare benefits
- 2% increase in Total Operating Expenses, based on an increase in software licensing rates for NeoGov, the applicant management system

The Personnel Commission is not requesting any discretionary increases in personnel costs for the next fiscal year. Overall, the Personnel Commission is requesting a 7.3% increase to its budget for fiscal year 2017-2018.

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

PERSONNEL COMMISSION BUDGET 2017-2018

Description	Object	2016/17	2017/18	Difference	% Change
Administrative & Management	2110	\$344,524.00	\$351,846.00	\$7,322.00	
Clerical	2120	\$409,635.00	\$436,498.00	\$26,863.00	
Clerical Hourly	2323	11,000.00	11,000.00	0.00	
Clerical Overtime	2324	2,000.00	2,000.00	0.00	
Personnel Commissioners	2380	7,725.00	7,725.00	0.00	
Other Classified Hourly	2393	0.00	0.00	0.00	
Benefits (Staff - 37%)	Various	\$248,872.00	\$293,450.00	\$44,578.00	
Benefits (Commissioners)	Various	\$79,000.00	\$82,990.00	\$3,990.00	
Total Salary & Benefits		\$1,102,756.00	\$1,185,509.00	\$82,753.00	8%
Supplies	4550	\$4,396.00	\$4,396.00	\$0.00	
Mileage	5210	\$150.00	\$150.00	\$-	
Conf./Training/Staff Development	5220	\$6,200.00	\$6,200.00	\$0.00	
Meeting Reimbursements	5241	\$-	\$-	\$-	
Meals/Catering for Raters	5242	\$2,000.00	\$2,000.00	\$0.00	
Dues & Memberships	5310	\$3,500.00	\$3,500.00	\$-	
Repairs & Equipment Maintenance	5650	\$400.00	\$400.00	\$0.00	
Legal	5730	\$20,000.00	\$20,000.00	\$-	
Off Campus Printing	5820	\$-	\$-	\$0.00	
Advertising	5830	\$6,500.00	\$6,500.00	\$0.00	
Software Licensing	5840	\$8,000.00	\$9,000.00	\$1,000.00	
Postage	5850	\$-	\$-	\$-	
Other Contract Services	5890	\$-	\$-	\$-	
Total Operating Expenses		\$51,146.00	\$52,146.00	\$1,000.00	2%
Total Budget		\$1,153,902.00	\$1,237,655.00	\$83,753.00	7.3%

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 11

SUBJECT: **SANTA MONICA BIG BLUE BUS THREE-YEAR CONTRACT, 2017-2020**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a three-year contract, 2017-2020, with Santa Monica Big Blue Bus, as follows:

- 2017-2018 – \$1,453,171.56 (0% increase)
- 2018-2019 – \$1,504,032.56 (3.5% increase)
- 2019-2020 – \$1,556,673.70 (3.5% increase)

SUMMARY: SMC staff recommends renewal of the current three-year agreement to provide for sustained financial planning for both SMC and Big Blue Bus. This program provides a system-wide pass for all current SMC students and staff with identification to ride the Big Blue Bus any time, any line, at no charge to the rider. This will be the tenth, eleventh, and twelfth year of the Any Line, Any Time program. SMC and the City of Santa Monica have engaged in discussion on the importance of program continuation and the appropriate level of financial support given BBB’s 2016 increase in basic fare of 25%; BBB’s need for consistent fare structures with other colleges and student groups; weighed against a small migration of SMC student transit users to Expo Light Rail. Big Blue Bus has proposed an agreement for reimbursement for transit services to be provided in fiscal year 2017-2018 with no increase over the current year rate; an increase of 3.5 percent (\$50,861.00) in fiscal year 2018-2019; and an increase of 3.5 percent (\$52,641.14) in fiscal year 2019-2020.

For reference, the cost of the program for each of years one through five was \$1,219,480; in year six was \$1,317,040, an increase of 8 percent; in year seven was \$1,356,551.20, an increase of 3%; in year eight was \$1,404,030.49, an increase of 3.5%; and in year nine was \$1,453,171.56, an increase of 3.5%. The overall increase since inception has been comparable to U.S. Consumer Price Index inflation.

The proposed terms of this three-year contract represents a savings of \$157,985.72 compared to a simple extension of the current contract.

Ridership on Big Blue remains robust, with more than 2 million trips anticipated in the current year to be made by SMC students and staff.

FUNDING SOURCE: Funding will be from the 2017-2018, 2018-2019, and 2019-2020 District/Transportation Budget with an offset that is anticipated to be provided by the Associated Students of approximately 50 percent.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 12

SUBJECT: **LICENSING OF NAME “KCRW” TO BERLIN RADIO STATION**

SUBMITTED BY: Senior Director, Government Relations and Institutional Communications

REQUESTED ACTION: It is recommended that the Board of Trustees approve the licensing of the name “KCRW” to KMJ Media, a German nonprofit, to program and operate a Berlin radio station. The station currently operates as “NPR Berlin” and would operate as “KCRW Berlin.”

COMMENT: KCRW has an opportunity to program and brand a Berlin radio station. KCRW will work with a German nonprofit organization that is being created by KCRW Foundation board member Karen Roth to program this station and call it KCRW Berlin. It would carry KCRW and Berlin-based programming. All programming would be determined by KCRW. Live “KCRW Berlin” events would also be planned by a Berlin-based staff. KCRW would not own the license, nor be financially responsible for running the station. The nonprofit is expected to be named “KCRW Media Berlin gmbH.”

The nonprofit would reimburse KCRW for all costs associated with running the station including the costs of paying for a full time employee in Santa Monica to coordinate all aspects of programming.

There is a time deadline of May 15, 2017. This is when the German government organization will accept the application from the German nonprofit to take over the license that is being surrendered by NPR. That application must include a business plan as well as commitment from KCRW as to its involvement, in the form of an agreement between the German nonprofit and the KCRW Foundation.

Either party, upon 90 days notice, may terminate the arrangement. Upon such termination, the new station and the nonprofit operator will each have 180 days to change its name so that it no longer uses “KCRW” as part of its name.

The advantages are getting KCRW’s name out internationally in a city with a lot of English-speakers who love music, art, film, culture and politics. There are cross-programming exchange opportunities for KCRW as well, including exchanges with DJs, culture, and political analysis. Also, KCRW would not take on any financial risk or operational costs. If the offer of reimbursement relationship changes, KCRW would pull out of the operational obligations.

On April 11, 2017 the KCRW Foundation board agreed to move forward with this opportunity, pending approval by the Foundation Executive Committee for the agreement between the German nonprofit and KCRW.

Board of Trustees action is needed to approve the licensing of the name KCRW to the German nonprofit for the operation of a radio station in Berlin, subject to final review and approval by the SMC Superintendent/President of the agreement between the German nonprofit and KCRW.

BACKGROUND ON THE BERLIN STATION

The Berlin radio frequency is one of three reserved for former allies of Germany—the United Kingdom, France, and the United States—and can't be programmed as a regular German station. This is why NPR was an attractive operator and before that, Voice of America, and is the basis for the proposed KCRW Berlin.

In December 2005, the Medienanstalt Berlin-Brandenburg (MABB) granted NPR (National Public Radio) the license to operate FM station 104.1 NPR Berlin, featuring popular NPR and public radio programs. The MABB's decision represented the historic relationship between Berlin-Brandenburg and the United States, the United Kingdom, and France. Beginning in 1995, in honor of the region's longstanding relationship with these countries, each was granted the right to program an individual regional FM frequency, with the primary criterion that its programming reflect its national cultural voice. The MABB designated the BBC as programmer for a U.K. station and Radio France International for the French one. The MABB had designated Voice of America as the programmer for the U.S. frequency. With the expiration of the VOA's license term, the MABB granted the license to NPR. However, NPR has chosen at this time to no longer operate the station.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 13

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

SUBMITTED BY: Superintendent/President

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

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

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

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

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 14

SUBJECT: **FIRST READING: BOARD POLICY CHAPTERS 1 AND 2**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of updated Board Policies Chapter 1, The District, and Chapter 2, Board of Trustees.

COMMENT: Jane Wright, the consultant working with the District to revise and update the Board Policy Manual, provided templates for Chapters 1 and 2, which incorporated all current policy language and revisions reflecting legally required, legally advised and good practices. Trustee Susan Aminoff, Student Trustee Laura Zwicker, and Board Recording Secretary Lisa Rose reviewed all documents, made necessary adjustments and revisions, and present Chapters 1 and 2 to the Board of Trustees for a first reading.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	May 2, 2017

DISCUSSION ITEM 15

SUBJECT: **BOARD OF TRUSTEES' BUDGET OBJECTIVES AND PRINCIPLES**

SUBMITTED BY: Chair and Vice-Chair, Board of Trustees

SUMMARY: The Board of Trustees will review and discuss updating Budget Objectives and Principles adopted on June 7, 2016 to reflect current budget realities and projections. At its meeting on April 4, 2017, the Board agreed to maintain Principles A, D, E, F G. H J, and O. Further discussion will continue on Principles B, C, I, K, L, M, N and P.

COMMENT: Santa Monica College is currently experiencing the “perfect fiscal storm” of years of declining enrollment coupled with unsustainable expenditure growth. In 2009-2010, the College served 22,545.99 credit FTES while the projection for 2016-2017 is that the College will serve approximately 20,500 credit FTES. This represents a decline in credit FTES over the last seven years of **<9.1%>**. During that same period of time our expenditures have increased from \$132,288,713 in 2009-2010 to a projected \$178,780,450 in 2016-2017; a **35.1%** increase in expenditures. The College was able to mitigate these increases in expenditures by leveraging increases to the Non-resident Tuition rate and State Apportionment over that seven years period. However, the continued decline in enrollment coupled with the State’s directing the vast amount of new funding towards restricted programs rather than general apportionment has made it nearly impossible to manage the College’s budget. The “fixed Costs” for operating the District are currently increasing at a rate of approximately 4 percent per year.

Strategies to consider for reducing the District’s operating costs include:

- Using attrition to generate savings in personnel and benefit costs
- Leveraging the District’s other funds to relieve the general fund
- Reviewing all hires, purchases, and contracts

In the prior three fiscal years, the May Revision provided significant boosts in both one-time and on-going revenues. It does not look promising for this year as state general funds continue to trend below the Governor’s estimates. Additionally, there is uncertainty regarding the federal policies and the effect on California’s general fund revenues.

The 2017-18 budget year is pivotal; after years of increasing revenues, the District will be faced with decreasing revenues and increasing expenses. The District will be tasked to adjust expenditures accordingly while still providing sufficient programs and services to ensure student success and retaining Santa Monica College’s position as one of the premier community colleges in the state.

Santa Monica Community College District
Board of Trustees 2015-2016
Budget Objectives and Principles
Adopted June 7, 2016

OBJECTIVES

1. Develop a budget plan that brings available ongoing revenues and expenditures into balance effective with the adoption budget for 2016-2017
2. Protect the College's ongoing operation by maintaining a fund balance for the District of 7.5% or more going forward from 2016-2017.

The following budget principles have been developed in response to the changing environment, including enrollment trends and funding formulas.

PRINCIPLES

- A. The College is committed to student access and success and service to the community.
- B. Ensure that enrollment targets are consistent with the state-funded FTES cap, and, to the degree that they are the basis for revenue projections, can realistically be achieved within the fiscal limitations of the College.
- C. Maintain course offerings that are responsive to student needs and consistent with the State priorities of student success, transfer, career technical, and basic skills education.
- D. Programs will not be eliminated or reduced without careful review of program viability.
- E. Establish and maintain an acceptable cost effective level of learning resources and student support services based on comparative performance data as determined by the College.
- F. Develop and implement a variety of expenditure reduction strategies.
- G. Expedite changes that may produce lower costs over time such as energy saving retrofits, alternative energy sources, reduction or consolidation of facility usage, etc.
- H. Use staff attrition and/or existing vacancies as one means of reaching budget targets, where possible, or as an opportunity for reorganization to increase efficiency.
- I. Seek to spread cost reductions strategically.
- J. Budget planning should attempt to avoid future layoffs of permanent employees. If necessary, the District may seek salary freezes, furloughs, salary reductions, and other temporary or ongoing adjustments.
- K. Continue to seek external sources of funding, such as grants, to support the College's core missions, but avoid those with matching, management, or reporting requirements that demand significant college resources.

- L. Develop a budget process that manages the growth of expenditures based on: analysis of program need (rather than historical allocations); realistic expectations of revenues; updated financial information; and performance measurements.
- M. Review ongoing and future planning initiatives in terms of their long term advantages to the College in meeting public demand for classes and services, improving student success outcomes, or to provide new revenues. Modify, defer, or abandon as appropriate those for which the costs outweigh their potential for furthering the College's core missions and goals.
- N. Make effective use of the College's established planning structures and processes to recommend specific actions to reach the stated objectives, following the principles listed above. The College President shall clarify how these recommendations will be evaluated and the timelines necessary to arrive at a set of final recommendations for any particular budget cycle.
- O. Develop strategies to address employee health and benefit increases as well as future retiree health and pension liabilities.
- P. Encourage the generation of revenue through entrepreneurial and asset management activity.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

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 #16 -#33

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

IX. CONSENT AGENDA – Pulled Recommendations

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

RECOMMENDATION NO. 16 APPROVAL OF MINUTES

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

April 4, 2017 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 17 NEW COURSES AND DEGREES, SPRING 2017

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

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

New Courses

- CS 7 Programming for Non-Computer Science Majors
- ECE 24 Preschool and Early Primary Development
- ECE 25 Assessment in Transitional Kindergarten and Kindergarten
- ECE 26 CA Preschool Foundations and Frameworks 1
- ECE 27 CA Preschool Foundations and Frameworks 2
- ECE 28 Practicum in Transitional Kindergarten Teaching
- ECE 29 Reflective Practice Seminar
- ENGL 25 Intensive College Writing Skills
- KIN PE 34D Advanced Karate
- POL SC 94 Law - Experiential Learning

Course Reinstatement

- OFTECH 33 (formerly OIS 33) Records Management
- RES TH 2 Respiratory Therapy Fundamentals

Distance Education

- CS 7 Programming for Non-Computer Science Majors
- CS 80 Internet Programming
- ECE 24 Preschool and Early Primary Development
- ECE 25 Assessment in Transitional Kindergarten and Kindergarten
- ECE 26 CA Preschool Foundations and Frameworks 1
- ECE 27 CA Preschool Foundations and Frameworks 2
- ECE 28 Practicum in Transitional Kindergarten Teaching
- ECE 29 Reflective Practice Seminar
- IXD 410 Project Management for Design
- IXD 450 Interaction Design Portfolio
- OFTECH 33 Records Management
- POL SC 51 / PHILOS 51 Political Philosophy

New Programs

- Psychology Associate in Arts for Transfer (AA-T)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Kathryn E. Jeffery, Superintendent/President

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 Comevo, Inc.	July 1, 2017 to June 30, 2018 \$48,400	Comevo, Inc. will provide its Launch Online Orientation Software and will customize an ultra-responsive template with a custom design inspired by SMC's website, branding, look, and feel. The new orientation will feature comprehensive multimedia capabilities and will guide users down appropriate paths and provide appropriate resource information based on answers to questions.	SSSP
<i>Requested by: Brenda Benson, Senior Administrative Dean, Counseling, Retention and Student Wellness</i>			
<i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i>			
B Don Lofthouse/ A Taste of Gourmet Catering	April 26, 2017 Not to exceed \$5,000	The catering services will provide food, beverages and flatware along with servers for the community partner event held on April 26, 2017.	Adult Education Block Grant 2016-2017
C Laemmle Monica Film Center	April 26, 2017 Not to exceed: \$625	The rental cost for the theatre. The theatre will provide a seating and the lobby area to host the community partner event held on April 26, 2017.	Adult Education Block Grant 2016-2017

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
D The State of Washington State Board for Community and Technical Colleges. Integrated Basic Education Skills Training (I-BEST)	May 12, 2017- May 13, 2017 Not to exceed \$5,000	I-BEST model uses a team-teaching approach to combine college-readiness classes with our hands-on competency based classes. This training includes six research-based strategies, evidence-based theory, video samples of effective instruction, and curricula samples and/or links. The resources in this section can function as a self-directed learning module or as the basis for group instruction. The training will be facilitated by certified I-BEST trainers.	Adult Education Block Grant 2016-2017
E Literacy Pro Systems Inc. / Community Pro Suites	June 1, 2017 – June 30, 2019 Not to exceed: \$47,500	The funding will be used to address AEBG data collection needs required by AB104, foster regional and local system integration, coordinate regional intake, assessment, and referral, align efforts under the Workforce Innovation and Opportunity Act, and ultimately connect to a state level AEBG Data System.	Adult Education Block Grant Data and Accountability Funding
F Literacy Pro Systems Inc./ Community Pro Suites	June 1, 2017 – June 30, 2019 Not to exceed: \$28,125	Will provide data quality and systems analysis and support to adopt the system and to meet state accountability requirements.	Adult Education Block Grant Data and Accountability Funding

B, C, D, E and F

Requested by: Dione Carter, Dean, Noncredit and External Programs

Laura H. Manyweather, Project Manager, AEBG, WIOA-AEFLA, SSSP (Noncredit)

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
G	Sustainable Technologies Program guest speakers	May 1 – June 30, 2017 Not to exceed \$200 Apollo Fraidany \$50 Mallory Burden \$50 Susi Borlido \$50 Tashanda Giles \$50 Tania Ragland \$50	The guest speakers will be presenting to the Sustainable Technologies Program course Recycling and Resources Management concepts, ideas, best practices on Mandatory Commercial Organics Recycling, Statewide Waste Characterization data, and Sustainable Works Business Green Programs, and Sustainability in schools including waste assessment and state mandates. These presentations will provide students with information on state regulations on commercial recycling, organic recycling, green business programs, and sustainability in schools. Students will learn about tools, resources and indicators used to achieve sustainability.	Perkins 2016-17
H	The Employer Training and Compliance Company	April 1, 2017 – December 31, 2017 Not to exceed \$37,400	The Employer Training and Compliance Company will provide specialized training to ETP (Employer Training Panel) clients who request specialized training. Classes in Manufacturing Skills, Continuous Improvement & Quality Control including LEAN & Six Sigma, Assembly, Inventory and Warehousing Control and Process Improvement etc, are approved categories of training for ETP contractors. Scope of work and class learning outcomes are clearly outlined by the Santa Monica College ETP Program, and adhered to by The Employer Training and Compliance Company.	ETP Contract

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
I	ER Consulting, LLA Dba The Company Doctors	April 1, 2017 – December 31, 2017 Not to exceed \$37,400	ER Consulting will provide specialized training to ETP (Employer Training Panel) clients who request specialized training. Classes in Manufacturing Skills, Continuous Improvement & Quality Control including LEAN & Six Sigma, Assembly, Inventory and Warehousing Control and Process Improvement etc, are approved categories of training for ETP contractors. Scope of work and class learning outcomes are clearly outlined by the Santa Monica College ETP Program, and adhered to by ER Consulting.	ETP Contract
<p><i>E, F and G</i> <i>Requested by: Patricia G. Ramos, Dean - Workforce & Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i></p>				
J	SectorPoint, Inc.	January 30 – June 30, 2017 <u>Amendment</u> Augmentation to previously approved contract for total amount of \$50,000, plus reimbursable expenses (originally approved for an amount of \$20,000).	Professional services to apply a web package to SMC's content management system (the underlying software of SMC's website). The package includes modifications to the master template, page layouts, and new web parts. Services will also include assistance in site administrative functions for indexing and inventory to track pages, scanning of broken links, and miscellaneous other duties.	District Budget Communications/ Marketing
<p><i>Requested by: Kiersten Elliott, Dean, Community and Academic Relations</i> <i>Approved by: Donald Girard, Senior Director, Government Relations/Institutional Communications</i></p>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 18 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

<p>K The following contracts are for the Public Policy Institute (PPI) Symposium, May 8-11, 2017 Funding Source: 2016-2017 Public Policy Institute (PPI) (50 percent) Associated Students (50 Percent)</p>		
Provider/Contract	Service	Amount
Santa Monica Bay Woman's Club	Venue rental for the keynote panel of the Public Policy Institute's Annual Spring Symposium. The keynote panel will feature local and state elected representatives.	\$2,000
Aero Theatre, Santa Monica	Venue rental for the screening of two films to be screened as part of the Public Policy Institute's Annual Spring Symposium. The films are: Agents of Change and Swimming in Auschwitz. The films will be screened at the Aero Theatre in Santa Monica on Monday, May 8 th and Tuesday, May 9 th , respectively.	\$4,000
K. Bradford	K. Bradford will receive an honorarium for her participation in the 2017 Annual Public Policy Institute's Spring Symposium: Liberty and Justice for All – Californians as Guardians of the Galaxy in a Post-Truth Era. She will be working directly with the symposium's project in developing a performance program in conjunction with the presentation of the Sanctuary-State Superheroes to the Rescue that will be featured on the SMC campus Thursday, May 11 th during the activity hour.	\$3,000 honorarium
Barbara Grover	Ms. Grover will receive an honorarium for her participation in the 2017 Annual Public Policy Institute's Spring Symposium: Liberty and Justice for All – Californians as Guardians of the Galaxy in a Post-Truth Era. She will be working directly with the symposium's project in developing advocacy tools through video in conjunction with the symposium event, We the People: A Projection Installation scheduled for Wednesday, May 10 th on the Main Campus.	\$3,000 honorarium
<p><i>Requested by: Public Policy Institute</i> <i>Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications</i></p>		

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

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

ELECTIONS

EFFECTIVE DATE

FULL-TIME FACULTY

Fall 2017

Chevant-Askoy, Aurielle, French
 Robinson, Bridgette, English

ADJUNCT FACULTY

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

ABOLISH ADMINISTRATIVE POSITIONS

Vice-President, Planning and Development (Range 12)
 Senior Director, Institutional Advancement/SMC Foundation President (Range 12)

SALARY REALLOCATION

Executive Vice-President
 From: Range 14
 To: Range 15

REDUCED ASSIGNMENT

Dworsky, Amy, Counselor
 reduced assignment to 60%)

08/28/2017 – 6/12/18

RETIREMENT

Shapiro, Elisha, English Instructor (12 years of service)
 Womack, Carol, Librarian (16 years of service)

06/14/17
 06/13/17

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: HUMAN RESOURCES

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

	<u>EFFECTIVE DATE</u>
<u>ESTABLISH NEW CLASS DESCRIPTION AND SALARY ALLOCATION</u> Research Assistant, Classified Range 36	05/04/17

<u>ESTABLISH</u> Lead Custodian (1 position) Operations, 12 months, 40 hours, NS-III Comment: Shift and differential pending outcome of promotional recruitment, per MOU	05/03/17
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ELECTIONS

<u>PROMOTION</u> Leahy, Ann Marie From: Administrative Assistant II, Admissions and Records To: Career Services Advisor, Career Services	04/26/17
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<u>PROBATIONARY</u> Mehrazar, Saman, Administrative Assistant II, Non-Credit Education Zepeda, Juliana, Community College Police Dispatcher, Campus Police	05/16/17 05/16/17
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<u>PROBATIONARY/ADVANCE STEP PLACEMENT</u> Brown, Chiquita, C. C. Police Sergeant, Campus Police (Step B) Milano, David, Student Services Clerk, A & R (Step C) Williams, Keinan, Student Services Clerk, A & R (Step C)	05/03/17 04/24/17 05/01/17
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<u>VOLUNTARY LATERAL TRANSFER (CSEA/DISTRICT AGREEMENT)</u> Barton, Cleve From: Student Services Specialist- Admissions & Records To: Student Services Specialist – Academic Records Evaluator	04/01/17
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Ruezga, Estela From: Senior Student Services Specialist- Admissions & Records To: Senior Student Services Specialist – Academic Records Evaluator	04/01/17
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<u>WORKING OUT OF CLASSIFICATION (PROVISIONAL)</u> Hightower, LaToya From: Student Services Clerk, ISC To: Student Services Assistant, ISC, 50%	04/24 – 05/12/2017
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SEPARATION

LAST DAY OF PAID SERVICE

RELEASE FROM PROBATION

Ventura, Jose, Student Services Specialist – EOP&S

04/13/17

RESIGNATION

McIntosh, Chelsea, Instructional Assistant - English

04/06/17

RETIREMENT

Wyban, Bruce, Director of Facilities Management (8 years)

06/30/17

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

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

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

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

Minor, Earl, Custodian, Operations	04/11/2017-06/30/2017
Urban, Kevin, Personnel Specialist, Personnel Commission	From: 01/18/2017-05/10/2017
	To: 01/18/2017-06/21/2017

LIMITED TERM: Position established to perform duties not expected to exceed 6 months in one fiscal year or positions established to replace temporarily absent employees; all appoints are made from eligibility lists or former employees in good standing.

Arias, Kelly A., Administrative Assistant I, LRC	From: 10/17/2016-04/21/2017
	To: 10/17/2016-04/30/2017
Arsene, Cristina, Instructional Assistant - English, English	From: 11/14/2016-04/06/2017
	To: 11/14/2016-06/30/2017
Crawford, Lucretia M., Administrative Asst. II, NC Education	From: 03/01/2017-03/31/2017
	To: 03/01/2017-04/28/2017
Marutyan, Nelli, Instructional Assistant - ESL, ESL	04/24/2017-06/30/2017
Pabst, Ester A., Bookstore Clerk/ Cashier, Bookstore	04/11/2017-06/30/2017
Pacheco, Wendy E., Bookstore Clerk/ Cashier, Bookstore	04/11/2017-06/30/2017
Pant, Namit, Student Services Clerk, Admissions/ Matriculation	04/12/2017-06/30/2017
Sandoval, Ana X., Custodian, Operations	04/20/2017-06/30/2017
Villasenor, Luis, Custodian, Operations	From: 03/07/2017-06/30/2017
	To: 03/07/2017-03/31/2017

SUBSTITUTE - LIMITED TERM:

Positions established to replace temporarily absent employees. Substitute limited-term appointment may be made for the duration of the absence of a regular employee but need not be for the full duration of the absence.

Nears, Pamela, Recycling Program Specialist, Grounds	From: 11/16/2016-05/15/2017
	To: 11/16/2016-04/28/2017

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 22 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, \$10.50/hour (STHP)	19
College Work-Study Student Assistant, \$10.50/hour (FWS)	23

SPECIAL SERVICE

Art Model, \$23.00/hour	1
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES

Requested by: Greg Brown, Director, Facilities Planning

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

Requested Action: Approval/Ratification

23-A CHANGE ORDER NO. 29 – AET CAMPUS

Change Order No. 29 – C.W. Driver on the AET Campus portion of the project in the amount of \$19,653.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 4,664,687
Previously Approved Change Orders (AET Parking Structure A)	\$ 796,870
Change Order No. 29 – AET Campus	\$ <u>19,653</u>
Revised Contract Amount	\$64,641,210

Change Order No. 29 for the AET Campus project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 29 for AET Campus includes the following labor and material costs to:

- Demo the existing restrooms at Building D. Original scope of work did not include reconstruction of existing restrooms and further inspection disclosed areas that did not meet current code;
- Credit for labor and material costs to delete new doors in Building B for Rooms 129D and 129C.
- Reroute sprinkler line so that existing duct in Building B could be repaired or replaced and allow for proper air flow;
- Demo existing structural slab to relocate maintenance sink in janitor’s closet to tie into existing drain and allow adequate work space;
- Chip concrete, add metal decking and edge metal and add new beam and concrete in Building B;
- Furnish and install closure metal not shown on original plans at existing opening in parapet wall at Building D;
- Furnish and install one (1) additional R4-E light fixture at Building C Vestibule 180A and tie into circuitry to provide adequate coverage.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES *(continued)*

23-B CHANGE ORDER NO. 16 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 16 – BERNARDS BROS. on the Health, PE, Fitness, Dance and Central Plant project in the amount of \$151,974.

Original Contract Amount	\$ 39,556,000
Previously Approved Change Orders	\$ 2,497,909
Change Order No. 16	\$ 151,974
Revised Contract Amount	\$ 42,205,883

This change order may result in a change to the contract length.

Funding Source: Measure AA

- Comment: Change Order No. 16 includes the labor and material cost for the following:
- Provide and install wireless seventeen (17) wireless clocks per the college’s standard in the Core Performance Center and Pavillion;
 - Re-route new storm drain line to avoid existing underground utilities near the southeast corner of the Gymnasium building;
 - Abatement and disposal of unforeseen hazardous materials found throughout the Pavillion Building first floor and basement.

23-C CHANGE ORDER NO. 1 – STUDENT SERVICES BUILDING

Change Order No. 1 – BERNARDS BROS. on the Student Services Building project in the amount of \$17,634.

Original Contract Amount	\$ 77,438,000
Previously Approved Change Orders	\$ 0
Change Order No. 1	\$ 17,634
Revised Contract Amount	\$ 77,455,634

This change order may result in a change to the contract length.

Funding Source: Measure U, S, AA

- Comment: Change Order No. 1 includes the labor and material cost for the following:
- Additional complete joint penetration welds required at built up moment frame embed columns for corner conditions not indicated on drawings;
 - Provide additional grout holes at various column base plates to allow grout and vibration installation.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES *(continued)*

23-D AMENDMENT NO. 7 TO AGREEMENT FOR ENGINEERING SERVICES – SECURITY AND FIRE ALARM UPGRADE

Amend the agreement with MDC ENGINEERS for the SECURITY UPGRADE project in the amount of \$72,500 plus reimbursable expenses.

Original Contract Amount	\$365,000
Amendment # 1	\$275,000
Amendment # 2	\$81,340
Amendment # 3	\$58,400
Amendment # 4	\$50,850
Amendment # 5	\$58,400
Amendment # 6	\$118,800
<u>Amendment # 7</u>	<u>\$72,500</u>
Total To Date	\$1,080,290

Funding Source: Measure AA

Comment: Amendment No. 7 provides for the design, preparation of bid documents and bid walk, construction administration and coordination between Fire Alarm contractor and security integrator and final closeout for the following buildings: Student Services/Admissions, Art, Business, Liberal Arts, Letters and Science, Humanities & Social Science, Math Complex, 1510 Pico, 1516 Pico, PAC Broad Stage, and 919 Santa Monica.

23-E AWARD OF BID – CAMPUS DOOR REMEDIATION RE-BID

Award the bid to the lowest responsive bidder for the Campus Door Remediation Re-Bid project

<u>Bidder</u>	<u>Amount</u>
Medallion Contracting, Inc.	\$719,987

Funding Source: Measure AA

Comment: This project includes the remediation, repair, upgrade or replacement of doors and exterior gates throughout various SMC Campuses. Doors and related systems to support the installation and integration of Access Control System components, which may include electrified locking hardware, position sensor switches, warning devices and required power supply units for doors in the following buildings: Student Services/Admissions, Art, Business, Liberal Arts, Letters and Science, Student Health Services, Science, 1510 Pico, 1516 Pico, 919 Santa Monica and Bundy.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES *(continued)*

23-F CHANGE ORDER NO. 1 – CENTER FOR TEACHING EXCELLENCE

Change Order No. 1 – EIDIM GROUP on the Center for Teaching Excellence project in the amount of \$11,870.

Original Contract Amount	\$	153,360
Previously Approved Change Orders	\$	0
Change Order No. 1	\$	<u>11,870</u>
Revised Contract Amount	\$	165,230

This change order may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order 1 includes the labor and material cost for the following:

- Removal of eight (8) side wall display mounts;
- Replacement of a display mount;
- Adding ceiling mount for Visualizer;
- Additional programming for the system;
- Provide additional manuals.

23-G AMENDMENT NO. 11 TO AGREEMENT FOR ENGINEERING SERVICES

Amendment No. 11 to agreement with Base Architecture Planning & Engineering Inc. to provide professional Architectural and Engineering services in preparation for bidding:

- Replacement of the existing air handlers on the roof of the Life Sciences Building in the amount of \$41,616
- Repair the leaks and deck of the Emeritus Building in the amount of \$12,150

Original Contract Amount	\$40,774
Previously Approved Change Orders	\$214,895
Amendment No. 11	\$53,766
Revised Contract Amount	\$309,435

Funding Source: 40.0 Scheduled Maintenance

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 FACILITIES *(continued)*

23-H LAND USE COVENANT WITH THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCE CONTROL

As a result of toxic substance remediation on the AET Site uncovered during construction, the Department of Toxic Substances Control (DTSC) approved a Supplemental Site Investigation Report on December 8, 2015, for the Proposed Santa Monica College, Academy of Entertainment and Technology. As part of the approval, the Department required that the College execute a Land Use Covenant with the Department as required by California law. The Land Use Covenant restricts future residential development of the property. In the event of changed circumstances in the future, California law sets forth a process to alter or remove the land use covenant. Approval of the Land Use Covenant is required prior to occupancy of the property.

23-I AMENDMENT TO AGREEMENT FOR LEED CERTIFICATION SERVICES – STUDENT SERVICES

Amend the agreement with EnerNOC, Inc. for LEED certification services for the Student Services building as follows:

- (1) Substitute the name “EnerNoc, Inc.” for “Empowered Solutions LLC” wherever it appears in the contract; and
- (2) Empowered Solutions LLC hereby unconditionally assumes, and agrees to be bound by, all obligations and liabilities of EnerNOC, Inc. under or relating to the contract

Funding Source: Measure U, S, AA

Comment: The engineering firm that is certifying the Student Services building is reorganizing their company structure and changing their contract name. There is no financial impact.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requestor: Teresita Rodriguez, Vice President Enrollment Development

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

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

Title of Grant: Full Time Student Success Grant (FTSSG)
 Granting Agency: California Community Colleges Chancellor’s Office
 Augmentation Amount: \$52,000 (Amended Allocation \$570,100)
 Matching Funds: None
 Performance Period: July 1, 2016 – June 30, 2017
 Summary: The Chancellor’s Office has increased the allocated funds for the 2016-2017 Full Time Student Success Grant in the amount of \$52,000. This increase is because the State estimated that there are going to be more “full time” Cal Grant B recipients then previously projected. The intent is to support student persistence, retention, and success—and to strengthen the value of the Cal Grant B Access award for the most disadvantaged students.

Eligible FTSSG recipients can receive up to \$300 per primary term—and up to \$600 annually.

Budget Augmentation:

Restricted Fund 74.0

Revenue

8600 State \$ 52,000

Expenditures

1000 Academic Salary	0
2000 Non-Academic Salary	0
3000 Employee Benefit	0
4000 Supplies & Materials	0
5000 Other Operational Expenses	0
6000 Capital Outlay	0
7300 Other Outgo	0
7500 Financial Aid	\$ 52,000
Total	\$ 52,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 BUDGET TRANSFERS

25-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
 Period: March 23, 2017 through April 19, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	7,305
3000	Benefits	0
4000	Supplies	-55,830
5000	Contract Services/Operating Exp	113,592
6000	Sites/Buildings/Equipment	9,933
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-75,000
Net Total:		0

25-B FUND 01.3 – GENERAL FUND - RESTRICTED
 Period: March 23, 2017 through April 19, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	8,158
2000	Classified/Student Salaries	-27,654
3000	Benefits	-4,352
4000	Supplies	287,791
5000	Contract Services/Operating Exp	372,748
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	-7,991
7900	Contingency Reserve	-628,700
Net Total:		0

25-C FUND 40.0 – CAPITAL PROJECTS FUND
 Period: March 23, 2017 through April 19, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	38,583
6000	Sites/Buildings/Equipment	-38,583
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 25 BUDGET TRANSFERS *(continued)*

25-D FUND 42.3 – REVENUE BOND CONSTRUCTION FUND (MEASURE S)

Period: March 23, 2017 through April 19, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	0
5000	Contract Services/Operating Exp	1,698
6000	Sites/Buildings/Equipment	-1,698
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

25-E FUND 42.4 – REVENUE BOND CONSTRUCTION FUND (MEASURE AA)

Period: March 23, 2017 through April 19, 2017

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	7,598
5000	Contract Services/Operating Exp	357
6000	Sites/Buildings/Equipment	-7,955
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 AUTHORIZATION OF SIGNATURE TO APPROVE INVOICES, 2017

Requested by: Christopher Bonvenuto Chief Director, Business Services

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

Requested Action: Approval/Ratification

Authorization of signatures for the following staff member to approve invoices as indicated for the period May 2 through August 14, 2017.

Name/Title	Invoices
Yahnian, Vanan, Project Manager HSI – Title III STEM	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. The auditing system at LACOE reviews each phase of the payment process including the authorized signatures approved by the Board.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register

March 1 -31, 2017 7394 through 7438 \$13,312,429.76

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

RECOMMENDATION NO. 28 PAYROLL WARRANT REGISTER

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

Payroll Warrant Register

March 1-31, 2017 C1H- C2I \$11,645,007.59

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

RECOMMENDATION NO. 29 REISSUE OF PAYROLL WARRANTS

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Maria L. Cook	4698002	02/27/1998	\$2,542.25
Lisa Courto	5542055	12/30/2009	\$4,313.15
John L. Mayer	7940404	03/31/2014	\$2,001.92
Susan P. Chapman	6393196	05/31/2011	\$1,781.25
Susan P. Chapman	5980412	09/30/2010	\$1,384.98
Susan P. Chapman	6343545	04/29/2011	\$1,395.96
Dontraneil Clayborne	8051757	05/30/2014	\$2,351.30
Caprice Y. Walker	7923461	03/14/2014	\$8.62

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 30 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: Mitch Heskell, Dean (Interim), Education Enterprise
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Auxiliary Operations Payments and Purchase Orders

March 1 – 31, 2017

Covered by check & voucher numbers: 011996-012436 & 01098-01139

Bookstore fund Payments	\$905,504.60
Other Auxiliary Fund Payments	\$96,044.99
Trust and Fiduciary Fund Payments	\$443,686.01
TOTAL	\$1,446,235.60

Purchase Orders issued

March 1 – 31, 2017 \$8,152.58

Comment: It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds.

RECOMMENDATION NO. 31 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. 32 ORGANIZATIONAL MEMBERSHIPS

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

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
	1	\$300

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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 2, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

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 CONTRACT

Contractor: A-Z Bus Sales
Amount: \$151,084.51
Funding Source: General Fund Transportation to be reimbursed by Auxiliary Services
Summary: Award of Bid# 040617SF Medium Duty Paratransit CNG Bus with Lift for use by the SMC Transportation Department. One additional bid was received from Nations Bus Corp. for \$153,149.

33-B AWARD OF PURCHASE ORDERS

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

March 1 – 31, 2017 \$69,466,568.84

33-C PURCHASING AGREEMENT

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

- Educational & Institutional Cooperative Purchasing, Contract CNR-01341, with Ferguson Facilities Supply 10/19/2012 - 10/31/2017 (with one 5-year renewal) for plumbing supplies and equipment

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 2, 2017

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

The meeting will be adjourned in memory of **Jesus Bohorquez**, father of Cristobal Bohorquez, Financial Aid Systems Specialist; and **Mel Risher**, long-time SMC supporter.

There will be a special meeting of the Santa Monica Community College District Board of Trustees on **Tuesday, May 16, 2017** at 5:30 p.m. in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, June 6, 2016** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Tentative 2016-2017 Budget
2. Report: Strategic Planning
3. Report: Campus Climate
4. Five-Year Construction Plan
5. Annual Agreements

**UNRESTRICTED GENERAL FUND 01.0
2016-2017 REVENUE BUDGET**

ACCOUNTS	2016-17 ADOPTED BUDGET	March 31, 2017 ACTUAL REVENUES	2016-2017 PROJECTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	116,798	104,493	104,493
TOTAL FEDERAL	116,798	104,493	104,493
STATE			
GENERAL APPORTIONMENT	63,622,481	44,014,738	58,611,716
EDUCATION PROTECTION ACCOUNT - PROP 30	15,936,584	12,374,049	16,508,349
GROWTH	-	-	73,084
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	1,584,111	2,303,675
PRIOR YEAR APPORTIONMENT ADJUSTMENTS - EPA	-	-	136,283
HOMEOWNERS EXEMPT	96,478	47,896	95,784
STATE LOTTERY REVENUE	3,783,348	1,334,261	3,867,120
MANDATED PROGRAM COSTS	2,610,606	2,611,038	2,619,044
STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	4,070,357	-	4,070,357
OTHER STATE	1,270,603	653,066	1,211,617
TOTAL STATE	91,390,457	62,619,159	89,497,029
LOCAL			
PROP TAX SHIFT (ERAF)	10,341,290	639,444	12,135,141
SECURED TAX	10,006,961	8,612,299	14,992,617
SUPPLEMENTAL TAXES	388,567	199,840	388,567
UNSECURED TAX	567,993	573,351	573,351
PRIOR YRS TAXES	313,955	134,030	134,030
PROPERTY TAX - RDA PASS THRU	1,196,922	664,024	664,024
PROPERTY TAX - RDA RESIDUAL	1,611,787	986,402	986,402
RENTS	300,000	81,697	206,000
INTEREST	256,500	176,842	361,000
ENROLLMENT FEES	13,892,659	13,485,267	14,430,627
STUDENT RECORDS	417,800	276,828	379,160
NON-RESIDENT TUITION/INTENSIVE ESL	33,038,107	31,526,478	33,446,786
FEE BASED INSTRUCTION	390,000	154,961	316,384
OTHER STUDENT FEES & CHARGES	112,000	85,591	111,972
F1 APPLICATION FEES	298,800	171,195	255,000
OTHER LOCAL	586,300	-	469,000
I. D. CARD SERVICE CHARGE	1,136,600	876,288	1,136,317
LIBRARY CARDS	140	-	140
LIBRARY FINES	7,834	3,265	7,834
PARKING FINES	225,465	118,525	225,465
TOTAL LOCAL	75,089,680	58,766,327	81,219,817
TOTAL REVENUE	166,596,935	121,489,979	170,821,339
TRANSFER IN	83,219	48,354	124,943
SALE OF EQUIPMENT AND SUPPLIES	-	5,356	5,356
TOTAL OTHER FINANCING SOURCES	83,219	53,710	130,299
TOTAL REVENUE AND TRANSFERS	166,680,154	121,543,689	170,951,638

**UNRESTRICTED GENERAL FUND 01.0
2016-2017 EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL EXPENDITURES	2016-2017 PROJECTED BUDGET
INSTRUCTION	27,115,586	17,333,783	27,623,667
ACADEMIC MANAGERS	6,850,507	4,677,735	6,789,790
NON-INSTRUCTION	6,198,965	3,857,635	6,321,016
HOURLY INSTRUCTION	32,352,405	21,691,068	33,954,555
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	100,569	32,862	78,714
HOURLY NON-INSTRUCTION	4,656,702	3,007,633	4,559,146
VACANT POSITIONS	-	-	397,938
VACANCY SAVINGS	-	-	(364,113)
TOTAL ACADEMIC	77,274,734	50,600,716	79,360,713
CLASSIFIED REGULAR	22,024,140	14,566,694	22,839,283
CLASSIFIED MANAGERS	5,688,827	3,794,516	5,733,083
CLASS REG INSTRUCTION	3,160,183	2,189,001	3,381,841
CLASSIFIED HOURLY	1,521,974	1,708,539	2,611,939
CLASS HRLY INSTRUCTION	585,740	296,664	612,434
VACANT POSITIONS	1,848,722	-	1,407,130
VACANCY SAVINGS	(1,220,157)	-	(1,287,524)
TOTAL CLASSIFIED	33,609,429	22,555,414	35,298,186
STRS	6,919,881	4,726,378	7,076,657
STATE ON-BEHALF PENSION CONTRIB TO STRS	4,070,357	-	4,070,357
PERS	5,102,073	3,347,585	5,236,266
OASDI/MEDICARE	3,633,276	2,521,962	3,779,431
H/W	14,104,007	8,746,419	14,653,738
RETIREEES' H/W	3,414,309	2,668,682	3,571,593
RETIREEE - OPEB	2,000,000	-	-
SUI	184,978	95,164	186,194
WORKERS' COMPENSATION	1,990,850	1,317,593	2,068,666
ALTERNATIVE RETIREMENT	500,000	347,091	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	22,124	9,156	17,317
BENEFITS RELATED TO VACANT POSITIONS	443,690	-	433,219
BENEFITS RELATED TO VACANCY SAVINGS	(292,838)	-	(396,395)
TOTAL BENEFITS	42,092,707	23,780,030	41,197,043
SUPPLIES	1,094,840	544,213	965,826
TCO-SUPPLIES	-	98,654	100,000
TOTAL SUPPLIES	1,094,840	642,867	1,065,826
CONTRACTS/SERVICES	14,002,571	8,623,866	13,360,637
INSURANCE	995,855	914,635	995,855
UTILITIES	3,000,394	2,165,085	3,000,394
TOTAL SERVICES	17,998,820	11,703,586	17,356,886
EQUIPMENT	200,000	-	-
TECHNOLOGY REPLACEMENT	183,600	-	-
TCO - EQUIPMENT REPLACEMENT	250,000	-	-
TOTAL CAPITAL	633,600	-	-
TOTAL EXPENDITURES	172,704,130	109,282,613	174,278,654
OTHER OUTGO - TRANSFERS	314,876	203,769	314,876
OTHER OUTGO - STUDENT AID	2,500	-	2,500
TOTAL TRANSFERS/FINANCIAL AID	317,376	203,769	317,376
TOTAL EXPENDITURES & TRANSFERS	173,021,506	109,486,382	174,596,030

**UNRESTRICTED GENERAL FUND 01.0
2016-2017 FUND BALANCE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL FUND BALANCE	2016-2017 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	164,677,905	117,957,329	163,522,346
TOTAL EXPENDITURES AND TRANSFERS	170,503,274	108,451,531	171,456,965
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	2,292,412	-	2,238,287
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(1,512,995)	-	(2,048,032)
OPERATING SURPLUS/(DEFICIT)	(6,604,786)	9,505,798	(8,124,874)
ONE-TIME ITEMS			
PRIOR YEAR APPORTIONMENT ADJ	-	1,584,111	2,439,958
FTES BORROWING	-	-	2,987,085
MANDATED COST BLOCK GRANT	2,002,249	2,002,249	2,002,249
ONE-TIME BUDGET AUGMENTATION	(1,105,215)	(936,197)	(2,848,810)
EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	(633,600)	(98,654)	(100,000)
OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	(6,341,352)	12,057,307	(3,644,392)
BEGINNING BALANCE	23,925,591	23,925,591	23,925,591
ENDING FUND BALANCE	17,584,239	35,982,898	20,281,199
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	10.16%	32.87%	11.62%

DESIGNATION OF FUND BALANCE

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL FUND BALANCE	2016-2017 PROJECTED BUDGET
UNDESIGNATED FUND BALANCE	14,236,800	32,635,459	16,933,760
UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	8.16%	29.81%	9.71%
DESIGNATED RESERVE FOR:			
CLASSIFIED EMPLOYEE WELFARE FUND	467,026	467,026	467,026
RESERVE FOR FUTURE STRS AND PERS INCREASES	2,880,413	2,880,413	2,880,413
TOTAL	3,347,439	3,347,439	3,347,439
DESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	1.92%	3.06%	1.92%
TOTAL ENDING FUND BALANCE	17,584,239	35,982,898	20,281,199
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	10.16%	32.87%	11.62%

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

**RESTRICTED GENERAL FUND 01.3
2016-2017 REVENUE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL REVENUES	2016-2017 PROJECTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	677,180	377,907	677,180
FWS-FEDERAL WORK STUDY	496,100	197,387	496,100
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	58,631	45,336	59,652
FEDERAL CARRYOVERS	1,308,352	1,120,797	1,308,352
OTHER FEDERAL	1,798,372	761,299	3,050,310
TOTAL FEDERAL	4,338,635	2,502,726	5,591,594
STATE			
LOTTERY	1,182,296	105,340	1,182,296
BASIC SKILLS INITIATIVE	351,560	267,186	351,560
SFAA-STUDENT FINANCIAL AID ADMIN	887,982	674,866	887,982
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,315,554	999,821	1,315,554
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	88,792	67,482	88,792
DSPTS-DISABLED STUDENTS PROGRAM & SERVICES	2,232,010	1,666,203	2,232,010
CALWORKS	267,669	241,302	317,502
STUDENT SUCCESS (CREDIT)	4,922,659	4,843,230	4,922,659
STUDENT SUCCESS (NON-CREDIT)	65,883	60,824	80,031
STUDENT SUCCESS (STUDENT EQUITY)	1,523,065	1,482,666	1,950,876
ENROLLMENT GROWTH	154,000	117,040	154,000
STRONG WORKFORCE PROGRAM	-	871,012	871,012
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,464,456	1,331,051	1,751,382
STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	632,052	-	632,052
STATE CARRYOVERS	5,302,122	5,070,185	5,352,122
OTHER STATE	2,207,621	1,249,925	2,396,127
TOTAL STATE	22,597,721	19,048,133	24,485,957
LOCAL			
PICO PROMISE	141,782	72,309	144,618
HEALTH FEES	1,366,750	1,201,444	1,366,750
PARKING FEES	1,844,371	1,649,995	1,844,371
DONATIONS-KCRW	2,998,849	1,055,964	2,903,190
RADIO GRANTS	1,206,947	900,276	1,286,109
COMMUNITY SERVICES	861,020	433,423	722,703
CONSOLIDATED CONTRACT ED-LOCAL	256,140	58,528	342,448
LOCAL CARRYOVERS	241,489	331,379	337,148
OTHER LOCAL	5,825,000	4,840,482	5,845,000
TOTAL LOCAL	14,742,348	10,543,800	14,792,337
TOTAL REVENUE	41,678,704	32,094,659	44,869,888

**RESTRICTED GENERAL FUND 01.3
2016-2017 EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL EXPENDITURES	2016-2017 PROJECTED BUDGET
INSTRUCTION	76,008	-	37,258
MANAGEMENT	1,706,344	1,025,578	2,007,754
NON-INSTRUCTION	1,893,634	1,719,991	2,214,197
HOURLY INSTRUCTION	96,840	58,085	205,509
HOURLY NON-INSTRUCTION	5,107,514	3,151,952	5,556,322
TOTAL ACADEMIC	8,880,340	5,955,606	10,021,040
CLASSIFIED REGULAR	4,597,660	2,825,644	4,772,684
CLASSIFIED MANAGERS	578,581	314,724	576,047
CLASS REG INSTRUCTION	33,250	26,522	76,579
CLASSIFIED HOURLY	1,837,777	1,059,938	2,124,132
CLASS HRLY INSTRUCTION	232,500	119,633	204,266
TOTAL CLASSIFIED	7,279,768	4,346,461	7,753,708
BENEFITS HOLDING ACCOUNT	5,152,656		1,988,708
STRS	-	537,050	537,050
STATE ON-BEHALF PENSION CONTRIB TO STRS	-	-	632,052
PERS	-	491,454	491,454
OASDI/MEDICARE	-	384,295	384,295
H/W	-	969,063	969,063
SUI	-	4,895	4,895
WORKERS' COMP.	-	177,718	177,718
ALTERNATIVE RETIREMENT	-	51,541	51,541
TOTAL BENEFITS	5,152,656	2,616,016	5,236,776
TOTAL SUPPLIES	1,038,863	545,060	1,469,255
CONTRACTS/SERVICES	7,216,393	3,629,452	8,330,236
INSURANCE	4,709,360	2,213,648	4,709,360
UTILITIES	178,800	96,538	178,800
TOTAL SERVICES	12,104,553	5,939,638	13,218,396
BLDG & SITES	1,911,110	206,400	1,753,310
EQUIPMENT/LEASE PURCHASE	4,001,859	1,380,159	4,604,537
TOTAL CAPITAL	5,912,969	1,586,559	6,357,847
TOTAL EXPENDITURES	40,369,149	20,989,340	44,057,022
OTHER OUTGO - STUDENT AID	548,357	290,347	638,644
OTHER OUTGO - TRANSFERS	83,219	48,354	124,943
TOTAL OTHER OUTGO	631,576	338,701	763,587
TOTAL EXPENDITURES & OTHER OUTGO	41,000,725	21,328,041	44,820,609

**RESTRICTED GENERAL FUND 01.3
2016-2017 FUND BALANCE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL FUND BALANCE	2016-2017 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	41,678,704	32,094,659	44,869,888
TOTAL EXPENDITURES AND TRANSFERS	41,000,725	21,328,041	44,820,609
OPERATING SURPLUS/(DEFICIT)	677,979	10,766,618	49,279
BEGINNING BALANCE	8,045,967	8,045,967	8,045,967
CONTINGENCY RESERVE/ENDING FUND BALANCE	8,723,946	18,812,585	8,095,246
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	21.28%	88.21%	18.06%

**CAPITAL OUTLAY FUND 40.0
2016-2017 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
REVENUE			
STATE			
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,464,456	1,331,052	1,751,382
PROP 39 - CLEAN ENERGY PROJECTS	794,724	794,724	794,724
STATE CARRYOVERS	1,408,210	1,408,210	1,408,210
TOTAL STATE	3,667,390	3,533,986	3,954,316
LOCAL			
PROPERTY TAX - RDA PASS THRU	-	733,922	733,922
RENTS	260,817	76,625	260,817
INTEREST	142,219	79,221	142,219
NON-RESIDENT CAPITAL CHARGE	2,946,451	2,800,174	2,946,451
LOCAL INCOME	137,688	3,315	137,688
TOTAL LOCAL	3,487,175	3,693,257	4,221,097
TOTAL REVENUES	7,154,565	7,227,243	8,175,413
EXPENDITURES			
SUPPLIES	1,500	-	1,500
CONTRACT SERVICES	370,000	1,396,545	1,700,000
CAPITAL OUTLAY	21,449,767	2,179,278	21,140,615
TOTAL EXPENDITURES	21,821,267	3,575,823	22,842,115
TOTAL EXPENDITURES AND TRANSFERS	21,821,267	3,575,823	22,842,115
OPERATING SURPLUS/(DEFICIT)	(14,666,702)	3,651,420	(14,666,702)
BEGINNING BALANCE	14,666,702	14,666,702	14,666,702
ENDING FUND BALANCE	-	18,318,122	-

**MEASURE U FUND 42.2
2016-2017 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	143,673	90,159	143,673
TOTAL REVENUE	143,673	90,159	143,673
EXPENDITURES			
SUPPLIES	-	-	-
CONTRACT SERVICES	-	-	-
CAPITAL OUTLAY	19,007,304	9,956,402	19,007,304
TOTAL EXPENDITURES	19,007,304	9,956,402	19,007,304
OPERATING SURPLUS/(DEFICIT)	(18,863,631)	(9,866,243)	(18,863,631)
BEGINNING BALANCE	18,863,631	18,863,631	18,863,631
ENDING FUND BALANCE	-	8,997,388	-

**MEASURE S FUND 42.3
2016-2017 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	20,000,000	-	20,000,000
INTEREST	481,920	222,002	481,920
TOTAL REVENUE	20,481,920	222,002	20,481,920
EXPENDITURES			
SUPPLIES	-	-	-
CONTRACT SERVICES	208,500	37,413	208,500
CAPITAL OUTLAY	65,851,327	4,347,445	65,851,327
TOTAL EXPENDITURES	66,059,827	4,384,858	66,059,827
OPERATING SURPLUS/(DEFICIT)	(45,577,907)	(4,162,856)	(45,577,907)
BEGINNING BALANCE	45,577,907	45,577,907	45,577,907
ENDING FUND BALANCE	-	41,415,051	-

**MEASURE AA FUND 42.4
2016-2017 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	50,000,000	-	50,000,000
INTEREST	693,621	343,079	693,621
TOTAL REVENUE	50,693,621	343,079	50,693,621
EXPENDITURES			
SUPPLIES	4,500	16,153	4,500
CONTRACT SERVICES	138,750	57,235	138,750
CAPITAL OUTLAY	123,376,610	42,834,549	123,376,610
TOTAL EXPENDITURES	123,519,860	42,907,937	123,519,860
OPERATING SURPLUS/(DEFICIT)	(72,826,239)	(42,564,858)	(72,826,239)
BEGINNING BALANCE	72,826,239	72,826,239	72,826,239
ENDING FUND BALANCE	-	30,261,381	-

**STUDENT FINANCIAL AID FUND 74.0
2016-2017 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
REVENUE			
FEDERAL GRANTS	31,915,627	20,070,862	31,915,627
FEDERAL LOANS	2,650,000	1,978,510	2,650,000
CAL GRANTS	2,083,000	2,157,609	2,083,000
FULL TIME STUDENT SUCCESS GRANT	518,100	662,482	662,482
TRANSFER	284,876	173,769	284,876
TOTAL REVENUE	37,451,603	25,043,232	37,595,985
EXPENDITURES			
FINANCIAL AID	37,451,603	25,652,892	37,595,985
TOTAL EXPENDITURES	37,451,603	25,652,892	37,595,985
ENDING FUND BALANCE*	-	(609,660)	-
*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
2016-2017 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
BEGINNING BALANCE	15,286	15,286	15,286
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	100	81	100
TOTAL REVENUE	30,100	30,081	30,100
TOTAL FUNDS AVAILABLE	45,386	45,367	45,386
EXPENDITURES			
SCHOLARSHIP	30,000	22,500	30,000
TOTAL EXPENDITURES	30,000	22,500	30,000
ENDING FUND BALANCE	15,386	22,867	15,386

**AUXILIARY FUND
2016-2017 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	March 31, 2017 ACTUAL	2016-2017 PROJECTED BUDGET
BEGINNING BALANCE	2,595,962	2,595,962	2,595,962
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>2,595,962</u>	<u>2,595,962</u>	<u>2,595,962</u>
REVENUE			
GROSS SALES	6,029,478	4,822,416	5,760,502
LESS: COST OF GOODS	<u>(4,217,863)</u>	<u>(3,470,236)</u>	<u>(4,071,856)</u>
NET	1,811,615	1,352,180	1,688,646
VENDOR INCOME	726,000	502,231	726,000
AUXILIARY PROGRAM INCOME	<u>523,615</u>	<u>379,009</u>	<u>523,615</u>
NET INCOME	3,061,230	2,233,420	2,938,261
INTEREST	<u>18,000</u>	<u>15,200</u>	<u>18,000</u>
TOTAL REVENUE	<u>3,079,230</u>	<u>2,248,620</u>	<u>2,956,261</u>
TOTAL FUNDS AVAILABLE	<u>5,675,192</u>	<u>4,844,582</u>	<u>5,552,223</u>
EXPENDITURES			
STAFFING	982,752	704,868	902,000
FRINGE BENEFITS	316,050	197,961	291,050
OPERATING	<u>1,900,681</u>	<u>1,061,442</u>	<u>1,883,439</u>
TOTAL EXPENDITURES	<u>3,199,483</u>	<u>1,964,271</u>	<u>3,076,489</u>
ENDING FUND BALANCE	<u>2,475,709</u>	<u>2,880,311</u>	<u>2,475,734</u>

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD ▼

Fiscal Year: 2016-2017

District: (780) SANTA MONICA

Quarter Ended: (Q3) Mar 31, 2017

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2013-14	Actual 2014-15	Actual 2015-16	Projected 2016-2017
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	144,834,471	150,335,559	175,904,203	170,821,339
A.2	Other Financing Sources (Object 8900)	111,105	120,779	128,383	130,299
A.3	Total Unrestricted Revenue (A.1 + A.2)	144,945,576	150,456,338	176,032,586	170,951,638
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	141,148,243	150,318,178	165,574,581	174,278,654
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	346,364	328,362	313,991	317,376
B.3	Total Unrestricted Expenditures (B.1 + B.2)	141,494,607	150,646,540	165,888,572	174,596,030
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	3,450,969	-190,202	10,144,014	-3,644,392
D.	Fund Balance, Beginning	10,520,810	13,971,779	13,781,577	23,925,591
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	10,520,810	13,971,779	13,781,577	23,925,591
E.	Fund Balance, Ending (C. + D.2)	13,971,779	13,781,577	23,925,591	20,281,199
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	9.9%	9.1%	14.4%	11.6%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,415	21,694	21,727	21,448
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2013-14	2014-15	2015-16	2016-2017
H.1	Cash, excluding borrowed funds		41,866,247	46,753,379	49,331,842
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	33,740,878	41,866,247	46,753,379	49,331,842

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	166,596,935	170,821,339	121,489,979	71.1%
I.2	Other Financing Sources (Object 8900)	83,219	130,299	53,710	41.2%
I.3	Total Unrestricted Revenue (I.1 + I.2)	166,680,154	170,951,638	121,543,689	71.1%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	172,704,130	174,278,654	109,282,613	62.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	317,376	317,376	203,769	64.2%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	173,021,506	174,596,030	109,486,382	62.7%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-6,341,352	-3,644,392	12,057,307	
L.	Adjusted Fund Balance, Beginning	23,925,591	23,925,591	23,925,591	
L.1	Fund Balance, Ending (C. + L.2)	17,584,239	20,281,199	35,982,898	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	10.2%	11.6%		

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

YES

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

Contract Period Settled (Specify)	Management	Academic		Classified
		Permanent	Temporary	

YYYY-YY	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1: 2016-17			1,323,382	2.8%	1,703,519	2.8%	939,079	2.8%
Year 2: 2017-18			795,808	2.2%	1,106,764	2.2%	758,508	2.2%
Year 3: 2018-19					171,875			
b. BENEFITS:								
Year 1: 2016-17			210,158	2.8%	270,526	2.8%	219,634	2.8%
Year 2: 2017-18			141,100	2.2%	196,233	2.2%	189,630	2.2%
Year 3: 2018-19					33,653			

* As specified in Collective Bargaining Agreement or other Employment Contract

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

The increases will be funded with a combination of budget reductions in supplies, contracts and equipment coupled with a suspension of the District annual payment into our irrevocable OPEB trust.

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

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

VII. Does the district have significant fiscal problems that must be addressed? **This year? NO**
Next year? YES

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

The District is currently experiencing a decline in resident credit enrollment that exceeds what was planned for at the Adopted Budget. This decline coupled with a lack of material growth in the area of non-resident FTES has impaired the District's ability to generate revenue. This projected impairment in generating additional revenues coupled with increases in expenditures related to salary (step/column, longevity and negotiated increases to the salary schedule), increases in pension contribution rates and increases in health and welfare costs has resulted in a significant structural deficit in the current year. Additionally, in 2015-2016 the District borrowed credit FTES to meet budgetary targets and maximize growth funding. The current decline in enrollment, coupled with borrowing, will result in a loss of more than <\$2.9> million in apportionment funding in future years if enrollment does not improve dramatically. While the District's reserves are healthy, without additional revenue generation or expenditure reductions, the District will face serious restraints in 2017-2018 and beyond.