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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, FEBRUARY 11, 2002

Santa Monica College
Madison Campus
1310 – 11th Street
Santa Monica, California

5:30 p.m. - Closed Session

7:00 p.m. - Public Meeting

*The complete agenda may be accessed on the
Santa Monica College website:
<http://www.smc.edu/admin/trustees/meetings/>*

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.

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.

2. No uncivil or disorderly conduct shall be permitted at any Board of Trustees meeting. Persistence in displaying such conduct shall be grounds for summary termination and/or removal of the person from the meeting by the Chair.
3. No oral presentation shall include charges or complaints against any employee of the District, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify the individual. Charges or complaints against employees shall be submitted to the Board of Trustees under provisions of Board Policy Section 9421. Any employee against whom charges or complaints are to be made must be given 24 hours advanced notice and may request any such charges or complaints are heard in closed session.
4. Exceptions: This policy does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

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

February 11, 2002

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District is scheduled be held in the Santa Monica College Madison Campus, 1310 – 11th Street, Santa Monica, California, on Monday, February 11, 2002.

5:30 p.m. – Closed Session

7:00 p.m. – Public Meeting

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

- | | |
|--|---|
| <p>I. ORGANIZATIONAL FUNCTIONS</p> <p style="padding-left: 20px;">A Call to Order</p> <p style="padding-left: 20px;">B Roll Call</p> <p>II. CLOSED SESSION (<i>Scheduled for 5:30 p.m.</i>)</p> <ul style="list-style-type: none"> • Public Employee: Employment, Discipline, Dismissal, Release Pursuant to Government Code Section 54957 • Collective Bargaining: Pursuant to Government Code Section 54957.6 • Existing Litigation: Pursuant to Government Code Section 54956.9
Arbitration: Santa Monica College Faculty Association vs. Santa Monica Community College District <p>III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (<i>Continued</i>)</p> <p style="padding-left: 20px;">C Pledge of Allegiance</p> <p style="padding-left: 20px;">#1 Approval of Minutes: January 14, 2002
January 25, 2002 (Board Retreat)</p> <p>IV. SUPERINTENDENT'S REPORT</p> <p>V. ACADEMIC SENATE REPORT</p> <p>VI. CLASSIFIED SENATE REPORT</p> <p>VII. COMMUNICATIONS OR PUBLIC COMMENTS</p> <p>VIII. BOARD REPORT AND COMMENTS</p> | <p><u>Page No.</u></p> <p>1</p> <p>1</p> <p>2</p> |
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XII. **INFORMATON ITEMS**

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XIII. **ADJOURNMENT:** There will be a Board of Trustees Dialog with SMC Faculty on Monday, February 25, 2002 at 5:30 p.m. in Business Building Room 111, Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, March 4, 2002 at 7 p.m. (5:30 p.m. if there is a closed session) in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Dr. Patrick Nichelson, Chair
Herbert Roney, Vice-Chair
Dr. Nancy Cattell-Luckenbach
Carole Currey
Dr. Dorothy Ehrhart-Morrison
Dr. Margaret Quiñones
Annette Shamey

Eric Yoshida, Student Trustee

II. CLOSED SESSION

- Public Employee: Employment, Discipline, Dismissal, Release Pursuant to Government Code Section 54957
- Collective Bargaining: Pursuant to Government Code Section 54957.6
- Existing Litigation: Pursuant to Government Code Section 54956.9
Arbitration: Santa Monica College Faculty Association vs. Santa Monica Community College District

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

C. PLEDGE OF ALLEGIANCE – Dale Franzen

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

ORGANIZATIONAL FUNCTIONS

RECOMENDATION NO. 1

APPROVAL OF MINUTES

It is recommended that the minutes from the following meetings of the Santa Monica Community College District Board of Trustees be approved:

January 14, 2002 (Regular Meeting)
January 25, 2002 (Board Retreat)

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA

It is recommended that the Board of Trustees approve/ratify the Consent Agenda, Recommendations #2-#17.

Recommendations pulled for separate action:

Action on Consent Agenda

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 **ACCEPTANCE OF GRANT AND BUDGET AUGMENTATION**

Title of Grant: **Infusing Information Competency in the Curriculum**

Granting Agency: Chancellor's Office

Requested Funding: \$97,048

Matching Funds \$16,706

Performance Period: September 12, 2001 – October 11, 2002

Summary: The state's Chancellor's Office has granted the funding for the Infusing Information Competency in the Curriculum program. This grant will address the needs of faculty as they face the challenge of both understanding information competency and how to infuse it into the curriculum.

Budget Augmentation:	<u>Income</u>		
	State Income	80000	\$97,048
	<u>Expenditures</u>		
	Certificated Salaries	10000	\$ 52,380
	Classified Salaries	20000	7,100
	Benefits	30000	28,618
	Books & Supplies	40000	2,750
Other Operating Exp.	50000	6,200	

Title of Grant: **Advancing the Humanities in Teacher Preparation Programs at Community Colleges**

Granting Agency: Community College Humanities Association

Requested Funding: Approximately \$7,000: Travel expenses for two SMC faculty to attend mentoring meetings in Washington, D.C. will be paid for by CCHA.

Matching Funds Approximately \$3,500: SMC's TRDP Grant will support travel for Judy Schwartz to attend the meetings.

Performance Period: March 2002 – April 2003

Summary: Two SMC faculty (Gwen Dophna and J.E. Goldfarb-Young) and Judy Schwartz will work with mentor community colleges to develop an action plan for improving the recruitment of future teachers and the teacher preparation program.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: PLANNING AND DEVELOPMENT

Title of Grant: Adult Education and Family Literacy Grants – Sections 225 and 231

Granting Agency: California Department of Education

Requested Funding: Augmentation of the original grant from \$270,000 to \$276,525 (an increase of \$6,525).

Matching Funds: Not Applicable

Performance Period: FY 2001-2003

Summary: SMC’s funding level will be based on the numbers of learners who meet specific “benchmark” gains measured on the CASAS tests (SMC does not currently use the CASAS test but is in the process of purchasing the testing system with non-credit matriculation funds). The three core performance indicator benchmarks that establish the grant award are:

- achieving a significant gain,
- completing two levels,

Budget Augmentation:	<u>Income</u>	
	8000	\$276,525
	<u>Expenditures</u>	
	1000	\$102,500
	2000	23,280
	3000	24,964
	4000	52,000
	5000	60,612
	7000	13,170
	Total	\$276,525

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 3 CONTRACTS AND CONSULTANTS

#3-A EXTENSION OF THE CONTRACT WITH CONNECTIONS FOR CHILDREN

Authorization to extend the contract with *Connections For Children* on a month-to-month basis through July 31, 2002 in the amount of \$30,138 per month to provide services to support the "Careers in Child Care" child care training project grant. Services will include recruitment of participants, introductory workshops for participants, assistance to placement supervisors in mentoring participants, assistance to sites in developing permanent job placements, and workshops for child care teachers.

Funding Source: "Careers in Child Care" Child Care Training Project Grant

Comment: Extension of the subcontract with Connections for Children was previously approved through January 31, 2002 because the County of Los Angeles has been extending the contract on a month-to-month basis. This action will authorize the District to extend the contract on a month-to-month basis through July 31, 2002 to parallel the County .

#3-B EVENTS PROGRAM – PLANETARIUM LECTURERS, SPRING 2002

Friday Night Planetarium Lectures

February 11-July 31, 2002 Dr. Kevin Grazier \$60 per lecture

Weekday School Planetarium Show

February 11-July 31, 2002 Julie Silverman \$55 per show

Funding Source: Fees will be covered by ticket sales

#3-C MUSICAL PERFORMANCE AT MADISON SITE

Approval of agreement with the Matthew Klauschie in the amount of \$600 for a musical performance at the Madison site on March 15, 2002.

Funding Source: 2001-2002 Budget/ Community Relations-Consultants

Comment: Matthew Klauschie and his group *Los Angelitos* will perform at the Art Gallery opening. This is part of the continuing effort to enhance community awareness at the Madison Site.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4 CONTRACTS AND CONSULTANTS

#4-A CONSULTANT FOR CLASSIFIED EMPLOYEE APPEAL

R. DOUGLAS COLLINS to provide services related to a classified employee appeal and hearing, at the rate of \$900 per day for a fee not to exceed \$3,600.

Funding Source: 2001-2002 Budget/Human Resources

RECOMMENDATION NO. 5 REIMBURSEMENT OF COURT COSTS

Authorization to reimburse a faculty member for court fees and related expenses in the amount of \$299.17 paid by the faculty member in connection with obtaining an employment related restraining order.

RECOMMENDATION NO. 6 ACADEMIC PERSONNEL

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

EFFECTIVE DATE

SEPARATIONS

LIMITED RETIREMENT

Shouse, LeDonna	Dean, Academic Affairs	02/01/02 - 06/30/07
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The Board hereby accepts immediately the retirement of the above listed personnel to be effective as indicated

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL
ESTABLISH/ABOLISH

The following positions will be established/abolished in accordance with District policies and salary schedules.

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Personnel Analyst II (1 position) Personnel Commission, 12 mos, 40 hrs Comment: Funding from 2001-2002 Personnel Commission Budget	02/01/02
Program Assistant (new classification)	02/01/02
Project Support Specialist - WIA Bus Program Case Management Services (new classification)	02/01/02
Project Specialist - DPSS Careers in Child Care Program (new classification)	02/01/02
Project Specialist - WIA Bus Program Employment (new classification)	02/01/02
Internship Placement Specialist - Career Services Center Internship Program (new classification)	02/01/02
Sign Language Interpreter III (new classification/1 position) Disabled Student Center, 12 mos, 30 hrs	01/11/02

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: HUMAN RESOURCES

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

All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

EFFECTIVE DATE

ELECTIONS

PROBATIONARY

Caffrey, Jeffrey, Media Services Tech, Media Ctr/Graphics	01/09/02
Greer, Kathleen, Clerical Assistant I, LRC/Science	01/24/02
Greco, Gina, Department Secretary II, Mathematics	01/02/02
Huber, Teresa, Clerical Assistant I, Library/LRC	01/28/02
Wagner, Joann, Department Secretary II, Cosmetology	01/28/02

PROMOTION

Sicilia, Fernando, Van Driver, Transportation	01/22/02
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PERMANENT EMPLOYEE WITH LIMITED TERM ASSIGNMENT

Sicilia, Fernando, Acting Van Driver, Transportation (ext)	01/07/02 - 01/21/02
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WORKING OUT OF CLASSIFICATION

Botello, Mary	11/13/01 - 01/03/02
Fr: Custodian NS-II, Operations, 12 mos, 40 hrs	
To: Acting Lead Custodian, Operations, 12 mos, 40 hrs	

Bruce, Raymond	11/13/01 - 01/31/02
Fr: Lead Custodian, Operations, 12 mos, 40 hrs	
To: Acting Custodial Supervisor, Operations, 12 mos, 40 hrs	

Vaval, Mireille	12/07/01 - 04/11/02
Fr: Employee Benefits Assistant, Risk Management, 12 mos, 40 hrs	
To: Acting Employee Benefits Coord., Risk Management, 12 mos, 40 hrs	

WORKING OUT OF CLASSIFICATION (additional responsibilities)

Villafuerte, Roger, Telecom Tech I, Telecom	+5.0%	02/02/02 - 06/30/02
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STIPEND

Harris, Craig, Construction Services Supervisor Maintenance, Hazardous	+5.0%	02/12/02
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SEPARATIONS

RETIREMENT (with District Early Retirement Benefit)

Andrews, Noel, Bookstore Manager, Bookstore	06/28/02
Silva, Albert, Plumber, Maintenance	02/25/02

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 **CLASSIFIED PERSONNEL – LIMITED DURATION**

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

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
<u>PROVISIONAL</u>	
Carmona, Lizette, Internship Placement Specialist, CalWORKS	02/01/02 - 06/11/02
Check, Laura, Proj Sup Spec-WIA Bus Prog Mgmt Svcs, CalWORKS	02/01/02 - 06/11/02
Hammond, Judy, Instructional Assistant-ESL, ESL	01/07/02 - 02/14/02
Ito, Hisao, Art Gallery Installer, Art	01/18/02 - 05/24/02
Johnson, Michelle, Proj Spec-DPSS, CalWORKS	02/01/02 - 06/11/02
Lam, Chin, Instructional Assistant-ESL, CalWORKS	01/18/02 - 02/28/02
McSherry, Carrie, Instructional Assistant-ESL, ESL	01/07/02 - 02/14/02
Miyazaki, Yuki, Multimedia Computer Lab Specialist, AET	01/08/02 - 01/31/02
Remstein, Robert, Accompanist-Voice, Emeritus	01/14/02 - 05/22/02
Rincon-Ledesma, Terry, Program Assistant	02/01/02 - 06/11/02
Seeds, Bob, Personnel Analyst II, Personnel Commission	01/02/02 - 01/23/02
Violin, Kevin, HVAC Specialist, Maintenance (ext)	01/02/02 - 03/11/02
Walker, David, Instructional Assistant-ESL, ESL	01/07/02 - 02/14/02
Yanez, Mercedes, Proj Spec-WIA Bus Prog Emp, CalWORKS	02/01/02 - 06/11/02
<u>LIMITED TERM</u>	
Campbell, Bonita, Department Secretary II, Math (ext)	01/07/02 - 01/15/02
Donohue, Nancy, Department Secretary I, Women's College (ext)	01/02/02 - 01/31/02
Gutierrez, Debbie, Counseling Aide, Pico Partnership	11/05/01 - 06/30/02
Huoth, Nazareth, Instructional Assistant-ESL, ESL	01/07/02 - 02/14/02
Janssen, Gerriet, Instructional Assistant-ESL, ESL	01/07/02 - 02/14/02
Moss, Lisa, Department Secretary I, Personnel Commission (ext)	01/02/02 - 01/23/02
Rogers, Cheryl, Department Secretary II, Operations (ext)	01/02/02 - 01/11/02
Switzer, Stella, Department Secretary II, Facilities (ext)	01/02/02 - 06/30/02

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2001

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10

CLASSIFIED PERSONNEL - NON MERIT

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

CalWORKS Student Assistant \$7.00/hr	6
College Student Assistant \$7.00/hr	82
College Work-Study Student Assistant \$7.00/hr	63

SPECIAL SERVICES

Art Model \$14.00/hr	3
Community Services Specialist I \$27.40/hr	1
Tutorial Aide \$10.50/hr	5
Volunteers	7

List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11

CONTRACTS AND CONSULTANTS

#11-A ASBESTOS AWARENESS TRAINING

Agreement with ELLIS ENVIRONMENTAL MANAGEMENT, INC. to provide asbestos awareness training on January 25, 2002 for an amount not to exceed \$1,000.

Funding Source: 2001-2002 Budget/Risk Management

Comment: Asbestos awareness training was provided for the Facilities and Telecommunications departments

#11-B AUDIT SERVICES PAYMENT

An additional payment to VICENTE, LLOYD & STUTZMAN, LLP for KCRW auditing services for fiscal year 2000-2001 not to exceed \$3,000 for work outside the scope of the original agreement.

Funding Source: KCRW Donations

Comment: Additional work was required to respond to the Corporation for Public Broadcasting program review of KCRW for the years 1998, 1999 and 2000. KCRW raises all operating and capital expenses of the station.

#11-C TELECOMMUNICATIONS & TECHNOLOGY NETWORK SERVICES AND SUPPORT AGREEMENT

Renewal of an agreement with the LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE) for the provision of telecommunications and technology network services and support for the period of July 1, 2002 through June 30, 2005 at a cost of \$4,000 per year.

Funding Source: 2001-2002 Budget/Telecommunications

Comment: This agreement provides for the support and maintenance of the computer network with LACOE.

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 12 **FACILITIES**

#12-A GRANT OF EASEMENT TO SOUTHERN CALIFORNIA EDISON

Authorize the District to grant to SOUTHERN CALIFORNIA EDISON (SCE), its successors and assigns, an easement and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time, underground electrical supply systems and communication systems in, on, over, under, across and along that certain real property in the County of Los Angeles, State of California, described as follows:

That portion of lots 1 and 2, block 44, map of east Santa Monica in the city of Santa Monica, County of Los Angeles, State of California, as per map recorded in book 17, page 95, miscellaneous records, records of said county described as follows:

Beginning at the intersection of 16th St. and Pico Blvd. as shown on tract 12543, map book 253, page 49 records of said county, thence south 40°57'10" east along the centerline of 16th street 157.00 feet; thence north 49°02'50" east 35.00 feet to the true point of beginning; thence north 49°02'50" east 8.00 feet; thence south 40°57'10" east 10.00 feet; thence south 49°02'50" west 8.00 feet; thence north 40°57'10" west 10.00 feet to the true point of beginning.

Comment: The granting of this easement to SCE for the 8' x 10' area of property at the southwest corner of Parking Structure A will allow the City of Santa Monica to install a new electrical transformer to service the aquatic center being constructed on campus.

#12-B AGREEMENT FOR ENVIRONMENTAL ASSESSMENT

Agreement with WEST COAST ENVIRONMENTAL to conduct assessment sampling and prepare reports of findings regarding the property located at 3171 Centinela Ave., Los Angeles, California for an amount not to exceed \$25,000 plus reimbursable expenses.

Funding Source: 2001/2002 Fund 15 Budget/2001 COP

Comment: When the Board of Trustees approved the consultants to assist the District in the purchase of the 3171 Centinela Ave. property, West Coast Environmental was inadvertently omitted from the list. The agreement provides for assessment sampling for the purchase of the property by the District and for planning future use of the property by the District.

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

#12-C REPLACE CHILLER UNIT, TECHNOLOGY BUILDING, CHANGE ORDER NO. 1

Change Order No.1 on the Replace Chiller Unit, Technology Building project with AIR MECHANICAL, INC.

Original Contract Amount	\$210,815.00
Change Order No. 1	<u>0.00</u>
Revised Contract Amount	\$210,815.00

Funding Source: State 2001-02 Scheduled Maintenance & Special Repairs Program/District

Comment: This no-cost Change Order provides for a 109 consecutive calendar day Time Extension to the original contract to accommodate the manufacturer's long-lead time frame to supply the General Contractor with the new specified chiller unit, and to allow rescheduling the chiller unit installation at the Technology Building during the upcoming SMC Spring Break 2002.

#12--D ASBESTOS ABATEMENT/WINDOW AND ROOF REPLACEMENT, ADMINISTRATION COMPLEX (STUDENT SERVICES BUILDING), CHANGE ORDER NO. 1

Change Order No. 1 for the Asbestos Abatement/Window and Roof Replacement, Administration Complex (Student Services) project.

Original Contract Amount	\$418,500.00
Change Order No. 1	<u>16,448.77</u>
Revised Contract Amount	\$434,948.77

Funding Source: State 98/99 Scheduled Maintenance & Special Repairs Program/District, Asbestos Abatement Grant

Comment: This Change Order provides for the replacement of flat roof on the East/West arcade within the former Administration Complex (Student Services Building).

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

#12-E AGREEMENT FOR ENGINEERING SURVEY - MADISON THEATER

Agreement with THE KEITH COMPANIES (TKC) to perform preliminary engineering survey work associated with the Madison Theater project for an amount not to exceed \$7,500 plus reimbursable expenses.

Funding Source: SMC Foundation/2001-2002 District Capital Outlay Fund

Comment: The engineering survey will assist the District in obtaining an accurate site survey.

#12-F AIRPORT ART ANNEX REMODEL, CHANGE ORDER NO. 2

Change Order No.1 on the Airport Art Annex Remodel project with GAFF GROUP, INC.

Original Contract Amount	\$510,295.00
Change Order No. 1	(122.00)
Change Order No. 2	<u>0.00</u>
Revised Contract Amount	\$510,173.00

Funding Source: FEMA/District Capital Outlay Fund

Comment: This change order provides for owner requested installation of 2 exhaust fans, installation of 2 additional light fixture, addition of new weather proof electrical receptacle, modifications of cord drops and power in potter wheel area, reconfigure power to electric kilns and a provide GFI receptacle to gas kiln, seal and stripe new handicapped area and provide Gas Company requested bollards at new gas meter. This change order also provides credits to the contract amount for deletion of sandblasting and clear coat sealer at exterior walls and replace with water blasting and paint, and credit for deleting furnish new fume hoods at kilns provided under owner furnished equipment agreement with kiln vendor. The net cost impact of change order No. 2 changes is zero.

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

#12-G COMPLETION OF AIRPORT ART ANNEX REMODEL PROJECT

Subject to completion of punch list items by GAFF GROUP, INC. it is recommended that the Board of Trustees authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as AIRPORT ART ANNEX REMODEL as being complete upon GAFF GROUP completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

#12-H COMPLETION OF ASBESTOS ABATEMENT/WINDOW AND FLOORING REPLACEMENT, MUSIC BUILDING PROJECT

Subject to completion of punch list items by JANUS CORPORATION, it is recommended that the Board of Trustees authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as ASBESTOS ABATEMENT/WINDOW AND FLOORING REPLACEMENT, MUSIC BUILDING as being complete upon JANUS CORPORATION completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 13 **COMMERCIAL WARRANT REGISTER**

January 1 – January 31, 2002 4672 – 4691 \$4,698,016.39

Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 14 **PAYROLL WARRANT REGISTER**

January 1 – January 31, 2002 333-C – C2F-C \$6,903,011.32

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

RECOMMENDATION NO. 15 **PAYMENTS FROM AUXILIARY OPERATIONS**

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore fund, Trust fund and other Auxiliary funds.

January 1 – January 31, 2002 82037 – 82544 \$2,654,894

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

RECOMMENDATION NO. 16 **DIRECT PAYMENTS**

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approved budgets. List on file in Business Office.

January 1 – January 31, 2002 D35999 – D36283 \$505,852.38

BOARD OF TRUSTEES	Action
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 17 PURCHASING

#17-A AWARD OF PURCHASE ORDERS

Ratification and authorization of payment of the following purchase orders upon delivery and acceptance of the items ordered. All orders are placed in accordance with Education Code requirements and allocated to approved budgets.

<u>Purchase Orders - FY 2001/02</u>	<u>Total</u>
A) P. O. 81952 – 82101	\$398,491.13
B) Telephone Orders	\$39,963.58
C) Change Orders	\$48,465.66
D) Auxiliary Orders	\$2,402.00
E) Auxiliary Change Orders	\$407.42

Comment: Lists of orders placed or amended between December 20, 2001 and January 28, 2002 are part of records on file in Purchasing Department

BOARD OF TRUSTEES	Information
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

INFORMATION ITEM D

REVIEW OF DISTRICT INVESTMENTS

The attached statement shows the status of District investments as of December 31, 2001 and is presented for Board review. The report provides information required by California Government Code §53646. The investment portfolio is in compliance with District investment policy and will allow the District Trust Fund to meet expenditure requirements for the next six months. All investments are in government securities and high investment grade bonds and notes.

COMBINED TRUST FUND INVESTMENTS

12/31/2001

TYPE OF INVESTMENT	ISSUER	DATE OF MATURITY	QUANTITY	TOTAL COST	MARKET VALUE AS OF		SOURCE OF MARKET VALUATION
					12/31/2001	12/31/2001	
MONEY FUND	SALOMON SMITH BARNEY		418		418	418	SALOMON SMITH BARNEY
US GOVERNMENT CERTIFICATE OF DEP	FED HOME LOAN MTG	Jan 2, 2002	2,447,000	2,443,555	2,446,878	2,446,878	SALOMON SMITH BARNEY
MONEY FUND	MIDFIRST BANK - OK	Feb 21, 2002	96,000	96,000	96,000	96,000	SALOMON SMITH BARNEY
MONEY FUND	BEAR STEARNS		0	0	0	0	BEAR STEARNS
MONEY FUND	MARKET PORTFOLIO CL Y			35,415	35,415	35,415	BEAR STEARNS
U.S. TREASURY NOTE	U.S. GOVERNMENT	Jan. 31, 2002	500,000	497,734	501,875	501,875	BEAR STEARNS
CORPORATE BOND	FED. NAT'L MTG. ASSN.	Mar. 15, 2002	200,000	196,631	201,312	201,312	BEAR STEARNS
GNMA	GNMA PASS THRU POOL	Apr. 15, 2017	21,672	21,672	22,502	22,502	BEAR STEARNS
TOTAL				3,291,425	3,304,400		

SIMON TRUST FUND INVESTMENTS

12/31/2001

TYPE OF INVESTMENT	ISSUER	DATE OF MATURITY	QUANTITY	TOTAL COST	MARKET VALUE AS OF		SOURCE OF MARKET VALUATION
					12/31/2001	12/31/2001	
MONEY FUND	SALOMON SMITH BARNEY		728		728	728	SALOMON SMITH BARNEY
US GOVERNMENT CERTIFICATE OF DEP	FED HOME LOAN MTG	Jan 2, 2002	278,000	277,609	277,986	277,986	SALOMON SMITH BARNEY
CERTIFICATE OF DEP	BEAL BANK	Jan 30, 2002	96,000	96,000	96,023	96,023	SALOMON SMITH BARNEY
CERTIFICATE OF DEP	COMMERCIAL FEDERAL BANK	Feb 01, 2002	96,000	96,000	96,012	96,012	SALOMON SMITH BARNEY
CERTIFICATE OF DEP	LEHMAN BROTHERS BANK	Feb 01, 2002	96,000	96,000	96,016	96,016	SALOMON SMITH BARNEY
CERTIFICATE OF DEP	JUNIPER BANK - DE	Feb 6, 2002	96,000	96,000	95,901	95,901	SALOMON SMITH BARNEY
CERTIFICATE OF DEP	WESTERNBANK PUERTO RICO	Feb 6, 2002	96,000	96,000	95,906	95,906	SALOMON SMITH BARNEY
CERTIFICATE OF DEP	MILLENNIUM BANK - VA	Feb 20, 2002	96,000	96,000	95,871	95,871	SALOMON SMITH BARNEY
MONEY FUND	BEAR STEARNS		0	0	0	0	BEAR STEARNS
MONEY FUND	MARKET PORTFOLIO CL Y			26,162	26,162	26,162	BEAR STEARNS
TREASURY NOTE	U.S. GOVERNMENT	Nov. 15, 2005	300,000	305,627	318,750	318,750	BEAR STEARNS
CORPORATE BOND	GENERAL MOTORS ACCEPT. CORP.	Sep. 15, 2002	125,000	128,895	127,500	127,500	BEAR STEARNS
CORPORATE BOND	FORD MOTOR CREDIT	Apr. 28, 2003	125,000	125,452	127,262	127,262	BEAR STEARNS
CORPORATE BOND	NATIONSBANK	Jul. 15, 2004	125,000	125,227	131,134	131,134	BEAR STEARNS
CORPORATE BOND	BANKAMERICA	Sep. 15, 2005	125,000	127,037	132,634	132,634	BEAR STEARNS
TOTAL				1,692,737	1,717,885		

ASSOCIATED STUDENT BODY

12/31/2001

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 12/31/2001</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	MERRILL LYNCH INSTITUTIONAL FUND			167,316	167,316	MERRILL LYNCH
MONEY FUND	SALOMON SMITH BARNEY			1,743	1,743	SALOMON SMITH BARNEY
CORPORATE BOND	ARCHER DANIELS MIDLAND CO	May 15, 2003	25,000	24,958	25,993	SALOMON SMITH BARNEY
CORPORATE BOND	BALTIMORE GAS & ELEC	Jul 01, 2003	26,000	25,870	27,008	SALOMON SMITH BARNEY
CORPORATE BOND	NEW YORK TEL CO	Sep 01, 2003	26,000	25,611	26,390	SALOMON SMITH BARNEY
CORPORATE BOND	CARNIVAL CORP NOTES-REG	Oct 01, 2003	25,000	24,711	24,281	SALOMON SMITH BARNEY
GOVERNMENT BOND	U.S. TREASURY NOTES-SER H 2003	Jun 30, 2003	26,000	25,872	27,081	SALOMON SMITH BARNEY
CERTIFICATES OF DEP.	BANK OF OKLAHOMA	Jan 30, 2002	96,000	96,000	96,000	SALOMON SMITH BARNEY
CERTIFICATES OF DEP.	JUNIPER BANK - DE	Jan 30, 2002	96,000	96,000	96,000	SALOMON SMITH BARNEY
CERTIFICATES OF DEP.	BEAL BANK -TX	Feb 20, 2002	70,000	70,000	70,000	SALOMON SMITH BARNEY
CERTIFICATES OF DEP.	HOUSEHOLD BANK	Aug 25, 2003	26,000	26,000	26,000	SALOMON SMITH BARNEY
TOTAL				584,081	587,812	

BOARD OF TRUSTEES	Information
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 11, 2002

INFORMATION ITEM E

2001-2002 QUARTERLY BUDGET REPORT

GENERAL FUND BUDGET SUMMARY
(as of December 31, 2001)

Beginning Balance	\$ 5,985,039
Income	<u>118,648,862</u>
Total Funds Available	\$124,633,901
Less: Expenses & Transfers	120,861,689
Ending Balance	\$ 3,772,212

Comment: On a quarterly basis Business Services provides to the Board of Trustees a complete set of financial statements for all funds along with the quarterly 311Q report required by the Chancellor's Office.



California Community Colleges
Quarterly Financial Report, CCFS-311Q

Fiscal Year 2001-2002

District:(780)SANTA MONICA Quarter Ended: (Q2) December 31, 2001

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	As of June 30 for fiscal year (FY) specified.			
	FY98-99	FY99-00	FY00-01	FY01-02
General Fund Revenues (Objects 8100, 8600, and 8800)	90,891,685	99,223,907	115,768,649	118,450,235
Other Financing Sources (Objects 8900)	1,102,505	102,015	323,963	198,627
General Fund Expenditures (Objects 1000-6000)	90,417,519	96,886,910	111,934,300	119,473,212
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,793,457	958,086	1,383,093	1,388,477
Reserve for contingency Unrestricted	0	0	0	0
Reserve for contingency Total	0	0	0	0
General Fund Ending Balance Unrestricted	3,025,068	4,129,295	5,821,609	4,834,963
General Fund Ending Balance Total	4,498,714	5,670,038	7,047,790	4,834,963
Prior-Year Adjustments	413,229	-309,602	-1,397,467	-1,062,751
Attendance FTES	18,424	19,786	20,083	21,814

<u>Quarter</u>	For the same quarter to each fiscal year (FY) specified			
	FY98-99	FY99-00	FY00-01	FY01-02
General Fund Cash Balance (Excluding investments)	9,899,042	2,362,507	9,188,444	9,823,973

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage %
General Fund Revenues (Objects 8100, 8600, and 8000)	118,450,235	56,236,474	47.48
Other Financing Source (Objects 8900)	198,627	0	0.00
General Fund Expenditures (Objects 1000-6000)	119,473,212	48,780,418	40.83
Other Outgo (Objects 7100, 7300, 7400, and 7600)	1,388,477	3,013,874	217.06

III. Has the district settled any employee contracts during this quarter? Yes No

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

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1 2001	79,607	3.87%	2,790,140	3.87%	0	
Year 2 2002	0		0		0	
Year 3 2003	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1 2001	22,087	349,711	0
Year 2 2002	0	0	0
Year 3 2003	0	0	0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

SALARY AND BENEFIT INCREASES ARE FUNDED BY COLA AND GROWTH PROVIDED BY THE STATE.

IV. Did the district have significant events for the quarter(include incurrence of long-term debt, settlement of audit citings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.) Yes No If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

DISTRICT ISSUED C.O.P.'S TO PURCHASE LAND FOR FUTURE SITE. COP IS SELF-FUNDED BY LEASE-BACK FOR 18 -24 MONTHS.

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

Next year? Yes No If yes, what are the problems and what actions will be taken? (Include additional pages of explanation if needed.)

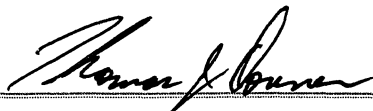
ADDITIONAL REVENUE IS NEEDED TO OFFSET GOVERNOR'S 02/03 BUDGET CUTS TO MATRICULATION, TTIP, AND CALWORKS. THE ALTERNATIVE IS TO REDUCE THE SERVICES TO STUDENTS.

districtname Certified Date:February 4,2002 03:47:38

CERTIFICATION

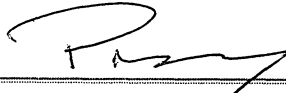
To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of meeting.



2/4/02

District Chief Business Officer Date



2/4/02

District Superintendent Date

Quarter Ended: (Q2) December 31, 2001

Governing Board Meeting Date: 1 1

[Print View](#)

[Back](#)

2001/02 UNRESTRICTED GENERAL FUND (01) INCOME BUDGET

ACCOUNTS (a)	01/02 ADOPTED BUDGET (b)	DEC 31, 2001 ACTUAL INCOME (c)	01/02 PROJECTED BUDGET (d)
FEDERAL			
1. 8120 VETERANS ED.	0	0	0
2. 8189 FIN AIDS ADM ALLOWANCES	106,160	0	106,160
3. TOTAL FEDERAL	106,160	0	106,160
STATE			
4. 8610 PRINCIPAL APPT.	45,385,303	21,940,509	45,385,303
5. 8611 BASIC SKILLS APPT.	0	398,511	0
6. 8616 PRIOR YR APPT. ADJ.	0	0	0
7. 8672 HOMEOWNERS EXEMPT	94,352	14,182	94,352
8. 8680 STATE LOTTERY REV.	2,774,538	27,278	2,774,538
9. 8692 MANDATED COST RECOV.	330,000	0	330,000
10. 8699 OTH STATE	7,176,751	2,750,877	7,176,751
11. TOTAL STATE	55,760,944	25,131,357	55,760,944
LOCAL			
12. 8810 PROP TAX SHIFT	20,928,283	9,094,550	20,928,283
13. 8811 SECURED TAX	5,529,150	2,514,572	5,529,150
14. 8812 SUPPLE. TAXES	115,678	24,518	115,678
15. 8813 UNSECURED TAX	330,815	292,957	330,815
16. 8816 PRIOR YRS TAXES	338,143	149,070	338,143
17. 8850 RENTS	26,966	3,205	26,966
18. 8860 INTEREST	876,608	31,328	876,608
19. 8872 CONT.ED/COMM SERV.	653,392	0	653,392
20. 8874 ENROLLMENT FEES	3,392,885	2,379,879	3,392,885
21. 8879 STUDENT RECORDS	159,380	0	159,380
22. 8880 NON RES TUITION	13,127,205	8,267,186	13,127,205
23. 8886 F1 APPLICATION FEES	0	25,825	0
24. 8889 OTHER FEES	728,545	569,648	728,545
25. 8890 OTHER LOCAL	258,446	84,698	258,446
26. 8891 I. D. CARD SERVICE CHARGE	540,314	241,054	540,314
27. 8892 LIBRARY FINES	21,648	7,974	21,648
28. 8893 PARKING FINES	260,396	142,885	260,396
29. 8895 F1 INSURANCE	0	(31,318)	0
30. TOTAL LOCAL	47,287,854	23,798,031	47,287,854
31. TOTAL INCOME (Lines 3 + 11 + 30)	103,154,958	48,929,388	103,154,958
32. 8912 SALE OF EQUIP/SUPPL.	5,000	0	5,000
33. TOTAL REVENUE (Lines 31 + 32)	103,159,958	48,929,388	103,159,958
34. BEGINNING BALANCE	5,821,609	5,821,609	5,821,609
35. ADJUSTMENT TO BEGINNING BALANCE	0	0	(1,062,751)
36. TOTAL FUNDS AVAIL. (Lines 33 + 34 + 35)	108,981,567	54,750,997	107,918,816

2001/02 UNRESTRICTED GENERAL FUND (01) EXPENDITURE BUDGET

ACCOUNTS	01/02 ADOPTED BUDGET	DEC 31, 2001 ACTUAL EXPENDITURES	01/02 PROJECTED BUDGET
(a)	(b)	(c)	(d)
1. INSTRUCTION	19,586,528	7,135,327	20,301,956
2. ACADEMIC MANAGERS	4,273,274	1,857,502	4,273,274
3. NON-INSTRUCTION	3,513,989	1,200,361	3,649,009
4. HOURLY INSTRUCTION	18,172,586	8,196,690	19,999,228
5. HOURLY NON INSTRUCTION	3,128,668	1,577,318	3,241,718
6. TOTAL ACADEMIC	48,675,045	19,967,198	51,465,185
7. CLASSIFIED REGULAR	16,931,427	6,099,275	16,931,427
8. CLASSIFIED MANAGERS	2,853,558	1,271,620	2,853,558
9. CLASS REG INSTRUCTION	1,867,574	787,979	1,867,574
10. CLASSIFIED HOURLY	3,219,586	1,483,191	3,219,586
11. CLASS HRLY INSTRUCTION	539,023	345,066	539,023
12. TOTAL CLASSIFIED	25,411,168	9,987,131	25,411,168
13. STRS	2,753,338	927,485	2,893,567
14. PERS	0	0	0
15. OASDHI	2,633,586	1,198,388	2,633,586
16. H/W	6,638,558	3,189,978	6,638,558
17. RETIREE'S H/W	475,283	237,786	475,283
18. SUI	94,863	33,766	94,863
19. WORKERS' COMP.	678,639	812,744	678,639
20. DISTRICT RETIREMENT	488,912	301,313	488,912
21. TOTAL BENEFITS	13,763,179	6,701,460	13,903,408
22. TOTAL SUPPLIES	1,474,215	571,593	1,474,215
23. CONTRACTS/SERVICES	7,271,697	3,182,831	7,271,697
24. INSURANCE	474,153	447,740	474,153
25. UTILITIES	2,500,000	441,447	2,500,000
26. TOTAL SERVICES*	10,245,850	4,072,018	10,245,850
27. BLDG & SITES	1,030,000	324,023	1,030,000
28. EQUIPMENT	3,088,565	1,014,110	3,088,565
29. TOTAL CAPITAL	4,118,565	1,338,133	4,118,565
30. TOTAL EXPENSES	103,688,022	42,637,533	106,618,391
31. OTHER OUTGO-TRANSFERS	458,582	2,675,801	458,582
32. TOTAL EXP. & TRANSFERS (Lines 30 + 31)	104,146,604	45,313,334	107,076,973
33. CONTINGENCY RESERVE	4,834,963	0	841,843
34. TOTAL (Lines 32 + 33)	108,981,567	45,313,334	107,918,816

*Lottery revenues are used to fund services.

2001/02 RESTRICTED GENERAL FUND (03) INCOME BUDGET

REVENUE ACCOUNT	01/02 ADOPTED BUDGET	DEC 31, 2001 ACTUAL INCOME	01/02 PROJECTED BUDGET
(a)	(b)	(c)	(d)
FEDERAL			
1. 8170 VOCATIONAL ED.	449,482	275,902	449,482
2. 8180 ECONOMIC OPP. ACT/FWS	580,880	121,398	580,880
3. 8241 TECH PREP	71,000	31,240	71,000
4. 8190 RADIO GRANTS	0	490,820	0
5. OTHER FEDERAL	833,783	180,624	833,783
6. TOTAL FEDERAL	1,935,145	1,099,984	1,935,145
STATE			
7. 8620 BLOCK GRANT	1,113,805	1,441,008	1,113,805
8. 8622 EXTENDED OPP. PROG.	926,337	501,455	926,337
9. 8623 DISABLED STUDENTS	882,429	458,863	882,429
10. 8650 MATRICULATION	1,045,718	543,774	1,045,718
11. 8650 NON-CREDIT MATRICULATION	95,442	49,630	95,442
12. 8650 EOPS CARE	96,802	50,336	96,802
13. 8650 STAFF/FAC DIVERSITY	24,151	12,559	24,151
14. 8654 INSTR.EQUIP/LIBRARY MATL.	98,043	259,658	98,043
15. 8656 STAFF DEVELOP.	100,362	52,188	100,362
16. 8680 LOTTERY	356,538	0	356,538
17. OTHER STATE	3,231,935	1,622,130	3,231,935
18. TOTAL STATE	7,971,562	4,991,601	7,971,562
LOCAL			
19. 8820 SM CITY- KCRW	74,400	25,420	74,400
20. 8830 PICO PARTNERSHIP	199,875	99,938	199,875
21. 8876 HEALTH FEES	618,832	400,940	618,832
22. 8881 PARKING FEES	948,191	630,332	948,191
23. 8890 PARKING LOT INC	151,864	0	151,864
24. DONATIONS -KCRW	2,941,644	0	2,941,644
25. OTHER LOCAL	453,764	58,871	453,764
26. TOTAL LOCAL	5,388,570	1,215,501	5,388,570
27. TOTAL INCOME (Lines 6 + 18 + 26)	15,295,277	7,307,086	15,295,277
28. 8980 TRANSFERS	193,627	0	193,627
29. TOTAL REVENUE (Lines 27 + 28)	15,488,904	7,307,086	15,488,904
30. BEGINNING BALANCE	1,226,181	1,226,181	1,226,181
31. ADJUSTMENT TO BEGINNING BALANCE	0	0	0
32. TOTAL FUNDS AVAIL. (Lines 29 + 30 + 31)	16,715,085	8,533,267	16,715,085

2001/02 RESTRICTED GENERAL FUND (03) EXPENDITURE BUDGET

ACCOUNTS (a)	01/02 ADOPTED BUDET (b)	DEC 31, 2001 ACTUAL EXPENDITURES (c)	01/02 PROJECTED BUDGET (d)
1. INSTRUCTION	120,223	310,629	120,223
2. MANAGEMENT	750,344	191,312	750,344
3. NON-INSTRUCTION	518,955	377,857	518,955
4. HOURLY INSTRUCTION	138,082	168,037	138,082
5. HOURLY NON INSTRUCTION	767,771	250,558	767,771
6. TOTAL ACADEMIC	2,295,375	1,298,393	2,295,375
7. CLASSIFIED REGULAR	1,920,308	743,242	1,920,308
8. CLASSIFIED MANAGERS	271,813	129,781	271,813
9. CLASS REG INSTRUCTION	118,004	72,508	118,004
10. CLASSIFIED HOURLY	1,435,784	547,734	1,435,784
11. CLASS HRLY INSTRUCTION	319,686	100,399	319,686
12. TOTAL CLASSIFIED	4,065,595	1,593,664	4,065,595
13. STRS	299,146	51,430	299,146
14. PERS	0	0	0
15. OASDHI	201,843	0	201,843
16. H/W	254,515	0	254,515
17. SUI	9,485	0	9,485
18. WORKERS' COMP.	43,643	0	43,643
19. DISTRICT RETIREMENT	18,481	7,999	18,481
20. TOTAL BENEFITS	827,113	59,429	827,113
21. TOTAL SUPPLIES	918,221	278,455	918,221
22. CONTRACTS/SERVICES	2,454,106	1,665,415	2,454,106
23. INSURANCE	4,077	3,722	4,077
24. UTILITIES	218,015	97,872	218,015
25. TOTAL SERVICES	2,676,198	1,767,009	2,676,198
26. BLDG & SITES	468,406	397,041	468,406
27. EQUIPMENT	4,534,282	748,894	4,534,282
28. TOTAL CAPITAL	5,002,688	1,145,935	5,002,688
29. TOTAL EXPENSES (Lines 6 + 12+ 20 + 21 + 25 + 28)	15,785,190	6,142,885	15,785,190
30. OTHER OUTGO - FINANCIAL AIDS	797,301	338,073	797,301
31. OTHER OUTGO - TRANSFERS	132,594	0	132,594
32. TOTAL OTHER OUTGO	929,895	338,073	929,895
33. TOTAL EXP. & OTHER OUTGO (Lines 29 + 32)	16,715,085	6,480,958	16,715,085
34. CONTINGENCY RESERVE	0	0	0
35. TOTAL (Lines 33 + 34)	16,715,085	6,480,958	16,715,085

STUDENT FINANCIAL AID (FUND 09)

ACCOUNTS (a)	01/02 ADOPTED BUDGET (b)	DEC 31, 2001 ACTUAL (c)	01/02 PROJECTED BUDGET (d)
1. BEGINNING BALANCE	0	0	0
INCOME			
2. 8330 FEDERAL GRANTS	6,403,468	3,115,406	6,403,468
3. 8622 ST. EOPS GRANTS	38,000	0	38,000
4. 8650 CAL. GRANTS	495,088	349,771	495,088
5. 8981 TRANSFER	397,549	152,315	397,549
6. TOTAL INCOME	7,334,105	3,617,492	7,334,105
7. TOTAL FUNDS AVAILABLE (Lines 1 + 6)	7,334,105	3,617,492	7,334,105
EXPENSES			
8. 7500 FINANCIAL AID	7,334,105	3,617,492	7,334,105
9. TOTAL EXPENSES	7,334,105	3,617,492	7,334,105
10. ENDING BALANCE (Lines 7 - 9)	0	0	0

SPECIAL RESERVE FUND (FUND 15)

ACCOUNTS	01/02 ADOPTED BUDGET	DEC 31, 2001 ACTUAL	01/02 PROJECTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	2,209,985	2,209,985	2,209,985
INCOME			
2. 8652 SCHEDULED MAINTENANCE	1,282,377	0	1,282,377
3. 8653 ASBESTOS ABATEMENT	1,514,716	0	1,514,716
4. 8654 ARCHITECTURAL BARRIER REMOVAL	233,352	0	233,352
5. 8655 CAPITAL OUTLAY - SCIENCE BUILDING	0	0	0
6. 8655 CAPITAL OUTLAY - LIBRARY ADDITION	14,566,643	0	14,566,643
7. 8655 CAPITAL OUTLAY - LIBRARY EQUIPMENT	2,418,000	0	2,418,000
8. 8860 INTEREST	85,000	0	85,000
9. 8880 NONRESIDENT CAPITAL CHARGE	1,800,000	0	1,800,000
10. 8890 LOCAL INCOME	0	206,212	0
11. 8930 TRANSFER IN - DEFER. MAINT. MATCH	0	2,500,000	0
12. 8930 TRANSFER IN - ARCH. BAR. REM. MATCH	0	0	0
13. TOTAL INCOME	21,900,088	2,706,212	21,900,088
14. TOTAL FUNDS AVAILABLE (Lines 1 + 13)	24,110,073	4,916,197	24,110,073
EXPENSES			
15. 2000 CLASSIFIED SALARIES	0	6,204	0
16. 4000 SUPPLIES	1,000	158	1,000
17. 5000 CONTRACT SERVICES	80,000	0	80,000
18. 6000 CAPITAL OUTLAY	24,029,073	4,883,872	24,029,073
19. TOTAL EXPENSES	24,110,073	4,890,234	24,110,073
20. ENDING BALANCE (Lines 14 - 19)	0	25,963	0

BOND FUND (FUND 70)

ACCOUNTS	01/02 ADOPTED BUDGET	DEC 31, 2001 ACTUAL	01/02 PROJECTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	6,549,010	6,549,010	6,549,010
2. BEGINNING BALANCE ADJUSTMENT	0	0	0
INCOME			
3. 8860 INTEREST	100,000	0	100,000
4. TOTAL INCOME	100,000	0	100,000
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	6,649,010	6,549,010	6,649,010
EXPENSES			
6. 4000 SUPPLIES	1,000	0	1,000
7. 5000 CONTRACT SERVICE	100,000	0	100,000
8. 6000 CAPITAL OUTLAY	6,548,010	(121,561)	6,548,010
9. 7300 TRANS-SCHED. MAINT. MATCH	0	0	0
10. 7300 TRANS-ARCH. BARRIER REMOVAL	0	0	0
11. TOTAL EXPENSES	6,649,010	(121,561)	6,649,010
12. ENDING BALANCE (Lines 5 - 11)	0	6,670,571	0

EARTHQUAKE FUND (FUND 73)

ACCOUNTS (a)	01/02 ADOPTED BUDGET (b)	DEC 31, 2001 ACTUAL (c)	01/02 PROJECTED BUDGET (d)
1. BEGINNING BALANCE	354,338	354,338	354,338
2. BEGINNING BALANCE ADJUSTMENT	0	0	0
INCOME			
3. 8199 FEDERAL/FEMA FUNDING	6,996,257	0	6,996,257
8980 TRANSFER IN	0	50,000	0
4. TOTAL INCOME	6,996,257	0	6,996,257
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	7,350,595	404,338	7,350,595
EXPENSES			
6. 2000 CLASSIFIED	0	0	0
7. 3000 BENEFITS	0	0	0
8. 4000 SUPPLIES	50,000	0	50,000
9. 5000 CONTRACT SERVICE	750,000	57,158	750,000
10. 6000 CAPITAL OUTLAY	6,550,595	342,850	6,550,595
11. TOTAL EXPENSES	7,350,595	400,008	7,350,595
12. ENDING BALANCE (Lines 5 - 11)	0	4,330	0

INFORMATION ITEM F**SUBMITTAL OF GRANTS****Title of Grant: Nursing Enrollment Growth for ADN Programs**

Granting Agency: Chancellor's Office

Requested Funding: \$59,701

Matching Funds: N/A

Performance Period: February 2002 – June 2004

Summary: The proposed program will enable the SMC Nursing program to accept 10 additional students each year for two years. In addition to funding additional adjunct faculty hours, the funding will also provide additional counseling hours, nursing lab hours, and supplies to support the expanded enrollment.

Title of Grant: Professional Development Institute for Early Childhood Educators

Granting Agency: Prop. 10 Commission: Children and Families First, Community Developed Initiatives

Requested Funding: \$1,533,390

Matching Funds: \$164,033

Performance Period: June 2002 – May 2007

Summary: The proposed project is a collaborative effort on behalf of the college, the Santa Monica-Malibu Unified School District, Connections for Children, St. John's Child and Family Development Center and the Santa Monica Child Care and Early Education Task Force. The grant will provide professional development opportunities and mentoring for early childhood educators and in-home family day care providers.

BOARD OF TRUSTEES Santa Monica Community College District	Adjournment February 11, 2002
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ADJOURNMENT

The meeting will be adjourned in memory of **Sudha Zara John**, wife of Computer Laboratory Supervisor Joshi John, and **Rolf Stumley**, retired SMC chemistry instructor.

There will be a Board of Trustees Dialog with SMC Faculty on Monday, February 25, 2002 at 5:30 p.m. in Business Building Room 111, Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, March 4, 2002 at 7 p.m. (5:30 p.m. if there is a closed session) in the Board Room (Business Building Room 117) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California