

M I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, OCTOBER 4, 2004

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

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

7:00 p.m. - Public Meeting
Board Room
Business Building Room 117

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

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, October 4, 2004.

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

I. ORGANIZATIONAL FUNCTIONS

- A Call to Order
- B Roll Call

II. CLOSED SESSION (*Scheduled for 5:30 p.m.*)

- Collective Bargaining,
pursuant to Government Code Section 54957.6

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (*Continued*)

- C Pledge of Allegiance
- #1 Approval of Minutes: September 8, 2004 (Regular Meeting)
 September 20, 2004 (Special Meeting/Budget Workshop)

IV. SUPERINTENDENT'S REPORT

V. ACADEMIC SENATE REPORT

VI. CLASSIFIED SENATE REPORT

VII. COMMUNICATIONS OR PUBLIC COMMENTS

VIII. CONSENT AGENDA

Planning and Development

- #2 Acceptance of Grant
- #3 Amendment to Grant Budget

Academic and Student Affairs

- #4 Contracts and Consultants_
 - A Theatre Arts Department

Human Resources

- #5 Academic Personnel
- #6 Classified Personnel – Establish/Abolish Positions
- #7 Classified Personnel – Regular
- #8 Classified Personnel – Limited Duration
- #9 Classified Personnel – Non Merit

Business and Administration

- #10 Resolution Approving Assignment of Delinquent Tax Receivables
- #11 Contracts and Consultants
 - A Amendments to Agreements for KCRW
 - B Contract for Peoplesoft Financial Systems, 2004-05
 - C Amendment to Joint Powers Agreement with Joint Education Transit
- #12 Payment for Enron Bankruptcy Claim
- #13 Chancellor's Office Tax Offset Program
- #14 Facilities
 - A Additional Architectural Services – Theatre Arts Renovation
 - B Substitution of Subcontractors – Theatre Arts Renovation
 - C Substitution of Subcontractors – Renovation of West Building, Bundy Campus
- #15 Commercial Warrant Register
- #16 Payroll Warrant Register
- #17 Auxiliary Payments and Purchase Orders
- #18 Direct Payments
- #19 Purchasing

IX. **CONSENT AGENDA – Pulled Items**

X **MAJOR ITEMS OF BUSINESS**

- #20 Public Hearing, 2004-05 Budget
- #21 Adoption of 2004-05 Budget

XI. **INFORMATION ITEMS**

- D First Reading – Board Policy Section 2000, General District
- E Review of District Investments

XII. **BOARD REPORTS AND COMMENTS**

- XIII. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, November 15, 2004 at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

October 4, 2004

I. ORGANIZATIONAL FUNCTIONSA. CALL TO ORDER – 5:30 p.m.B. ROLL CALL

Dr. Margaret Quiñones, Chair - Present
Carole Currey, Vice-Chair - Present
Dr. Dorothy Ehrhart-Morrison - Present
Dr. Nancy Greenstein - Present
Graham Pope - Present
Herbert Roney - Present
Annette Shamey - Present
Dina Cervantes, Student Trustee - Present

II. CLOSED SESSION

- Collective Bargaining, pursuant to Government Code Section 54957.6

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:02 p.m.Report out of Closed Session:

Vice-Chair Carole Currey reported that during a previous closed session, the Board of Trustees approved a settlement agreement involving case number BC295756 filed in Los Angeles Superior Court. The settlement agreement is now final.

C. PLEDGE OF ALLEGIANCE – Trustee Annette Shamey**RECOMMENDATION NO. I APPROVAL OF MINUTES**

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

September 8, 2004 (Regular Meeting)

MOTION MADE BY: Herbert Roney
SECONDED BY: Dorothy Ehrhart-Morrison
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSTAIN: 1 (Quiñones)

September 20, 2004 (Special Meeting/Budget Workshop)

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Carole Currey
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

V. SUPERINTENDENT'S REPORT

- SMC has received two Title V Hispanic Serving Institutions grants from the U.S. Department of Education totaling approximately \$5.5 million over five years
- The SMC Faculty Association, Associated Students and student newspaper Corsair have joined a long list of community organizations and civic leaders who have endorse bond Measure S
- A workshop on Immigration rights will be held on October 7th with presenters Gloria Curiel and Maria Martinez
- Katharine Muller presented the Management Association Classified Staff Recognition Award to skilled maintenance worker Allyn Hawes
- The District has received its official Certificate of Accreditation
- The Governance Structure Work Group is moving ahead rapidly and set a very positive tone at its first meeting in September
- Randy Lawson, Vice-President of Academic Affairs, reported that SMC is working to identify potential new training programs that reflect growth in new occupations, particularly in emerging technologies.

VI. ACADEMIC SENATE REPORT**VII. CLASSIFIED SENATE REPORT****VIII. COMMUNICATIONS AND PUBLIC COMMENTS**

Lantz Simpson

BOARD OF TRUSTEES

SANTA MONICA COMMUNITY COLLEGE DISTRICT

ACTION

October 4, 2004

CONSENT AGENDA

It is recommended that the Board of Trustees take the action requested on Consent Agenda Recommendations #2-#19.

Recommendations pulled for questions and returned to Consent Agenda:

#3, #10, #11-B, #11-C, #14-A, #14-B, #14-C

Public Comments

Richard Tahvildaran-Jesswein on #5

Action on Consent Agenda

MOTION MADE BY: Carole Currey
SECONDED BY: Herbert Roney
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 **ACCEPTANCE OF GRANT**

Requested Action: Acceptance

Title of Grant: Even Start Family Literacy Program
(second year)

Granting Agency: California State Department of Education, Even Start Office

Funding: \$276,000

Matching Funds: N/A

Performance Period: July 1, 2004 – June 30, 2005

Summary: The goal of the Even Start program is to integrate the early childhood education, adult literacy/adult basic education, and parenting education programs offered at SMC, Santa Monica-Malibu Unified School District and local community based organizations' programs, and better serve "most in need" families' literacy needs.

 During the first half of 2004, the program successfully recruited and provided services to 14 families and 20 children.

Budget: Included in 2004-05 Budget

RECOMMENDATION NO. 3 **AMENDMENT TO GRANT BUDGET**

Requested Action: Ratification

Title of Grant: Title III – Strengthening Institutions Programs
(Year 5)

Granting Agency: U. S. Department of Education

Funding: \$350,000

Performance Period: October 1, 2003 – September 30, 2004

Budget Amendment: Expenses:
5000 Other outgo
SMC Foundation Endowment Fund not to exceed \$50,000

Comment: The original allocation to the SMC Foundation Endowment Fund was \$10,000 for year 5. Board approval is required to augment this allocation by an amount not to exceed \$50,000. The U.S. Department of Education authorizes the District to make budget amendments.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2004

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 **CONTRACTS AND CONSULTANTS**

Requested Action: Approval/Ratification

4-A THEATRE ARTS DEPARTMENT

Agreement with RON ECKERMAN to provide assistance to the Theatre Arts Department, August 30 through October 14, 2004 for an amount not to exceed \$2,500.

Funding Source: 2004-2005 Budget/Theatre Arts

Comment: Mr. Eckerman will design sets for the Theatre Arts production of *Beyond Therapy*.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 4, 2004
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 ACADEMIC PERSONNEL

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

NEW FACULTY POSITIONS FOR FALL 2005 – Phase I

- Anatomy
- Art – Digital Design
- Art – Drawing/Design
- Business Law
- Early Childhood Education
- Fashion Merchandising
- Geology
- Music – Piano
- Nursing
- Nutrition Dietetics
- Political Science (2 positions)

Comment: Two departments have deferred filling faculty positions until they complete an evaluation of their academic needs.

ELECTIONS

EFFECTIVE DATE

ADJUNCT
(List on file in the Office of Human Resources - Academic)

LEAVE OF ABSENCE WITH PAY

REDUCTION IN ASSIGNMENT

Farwell, Lisa Instructor, Psychology 08/24/04 - 12 /15/04
 Comment: Ms. Farwell has requested a reduction of her assignment to 80 percent for the fall 2004 semester..

LEAVE OF ABSENCE WITHOUT PAY

OPPORTUNITY

Farwell, Lisa Instructor, Psychology Spring 2005 - Fall 2005

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 4, 2004
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 **CLASSIFIED PERSONNEL**
ESTABLISH/ABOLISH POSITIONS

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Department Secretary II (1 position) Kinesiology/Dance, 12 mos, 40 hrs	10/02/04
Accounting Manager (2 positions) Fiscal Services, 12 mos, 40 hrs	10/05/04
 <u>ABOLISH</u>	
Department Secretary II (1 position/vacant) Kinesiology/Dance, 12 mos, 20 hrs	10/02/04
Accounting Manager-Restricted Funds (1 position/vacant) Fiscal Services, 12 mos, 40 hrs	10/05/04

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 4, 2004
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL - REGULAR

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

ELECTIONS

EFFECTIVE DATE

PROBATIONARY

Ross, Nancy, Instructional Asst-Learning Disabilities, DSC 09/21/04

PROMOTIONS

Lemke, Connie 09/20/04

Fr: Admissions & Records Clerk I, Admissions and Records, 12 mos, 40 hrs

To: Admissions & Records Clerk II, Admissions and Records, 12 mos, 40 hrs

PERMANENT EMPLOYEE WITH LIMITED TERM SUMMER ASSIGNMENT

Bennett, Carlota, Department Secretary I, Photo/Fashion 08/30/04 - 08/31/04

Graham, Carmen, Department Secretary II, TRIO 08/02/04 - 08/31/04

Jackson, Wendy, Library Asst. II, Library 08/04/04 - 08/12/04

Jackson, Wendy, Library Asst. II, Library 08/30/04 - 08/31/04

Kelly, Cindy, Clerical Asst. I, Library 08/30/04 - 08/31/04

Sealana, Aurora, Library Asst. II, Library 08/02/04 - 08/10/04

Sealana, Aurora, Library Asst. II, Library 08/30/04 - 08/31/04

Smith, Peter, Music Technical Asst., Music 08/30/04 - 08/31/04

Windish, Marge, Department Secretary I, Music 08/30/04 - 08/31/04

WORKING OUT OF CLASSIFICATION

Dammer, Robert 08/01/04 - 12/31/04

Fr: Technology Projects Mgr, Network Svcs, 12 mos, 40 hrs

To: Acting Dir-Network Svcs and Telecommunications, Netwrk Svcs, 12 mos, 40 hrs

Wu, Frank 08/01/04 - 12/31/04

Fr: Database Administrator, Information Mgmt, 12mos, 40hrs

To: Acting Dir-Mgmt Information Systems, Mgmt Info Systems, 12 mos, 40 hrs

SEPARATIONS

LEAVE OF ABSENCE WITH PAY

MILITARY

Carter, Thomas, Events Technician, Events 09/23/04 - 09/24/04

RETIREMENT

Blumkin, Stuart, Swim Instructor/Lifeguard, KD 09/07/04

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	October 4, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 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.

ELECTIONS

EFFECTIVE DATE

PROVISIONAL

Badaro, Luiz, Accompanist Percussion, Program Development	08/30/04 - 12/21/04
Badaro, Luiz, Accompanist Percussion, KD	08/30/04 - 12/21/04
Bice, Jaimee, Bookstore Clerk Cashier, Station C	09/13/04 - 12/31/04
Boone-Malbrew, Deborah, Department Secretary II, LRC	09/13/04 - 12/21/04
Calvert, Kimberly M., Instructional Assistant, English	08/30/04 - 12/21/04
Cleveland, Dekina F., Clerical Asst. I, LRC	09/16/04 - 12/21/04
Delatorre, Jose, Swim Instructor Lifeguard, KD	08/30/04 - 12/30/04
Elmi, Ismael, Instructional Assistant, English	08/30/04 - 12/21/04
Emata, Myrna, Accompanist Dance, KD	08/30/04 - 12/21/04
Gomez, Jesus, Bookstore Clerk/Cashier, Bookstore	08/25/04 - 12/31/04
Greco, Alina, Swim Instructor Lifeguard, KD	08/30/04 - 12/30/04
Hedreich, Joe, Accompanist Dance, KD	08/30/04 - 12/21/04
Hedreich, Joe, Accompanist Dance, Program Development	08/30/04 - 12/21/04
Johnson, Cydni, Counseling Aide, Counseling	09/01/04 - 12/23/04
Mc Laughlin, Cynthia, Swim Instructor Lifeguard, KD	08/30/04 - 12/30/04
Neflas, Mark, Registration Information Clerk, A & R	08/26/04 - 12/31/04
Nakama, Jeffrey, Registration Information Clerk, A & R	08/26/04 - 12/31/04
Nemirovich-Danchenko, Anastasiya, Accompanist Perf, Music	08/30/04 - 12/17/04
Notarides, Anthony, Instructional Assistant, English	09/20/04 - 12/22/04
Park, Spencer S., Instructional Assistant, English	09/20/04 - 12/22/04
Ponce, A. Robert, Bookstore Clerk Cashier, Bookstore	08/01/04 - 12/31/04
Soufi, Nour, Library Assistant II, Library	09/20/04 - 12/21/04
Watkins, Deanna, Accompanist Dance, KD	08/30/04 - 12/21/04

LIMITED TERM

Di Modica, Toni, Department Secretary II, ESL	08/16/04 - 12/22/04
Osterhout, Roy, Bookstore Clerk/Cashier, Bookstore	08/02/07 - 08/27/04
Reed, Jeffrey, Accompanist Percussion, KD	08/30/04 - 12/21/04
Sexton, Robert, Accompanist Dance, KD	08/30/04 - 12/21/04

BOARD OF TRUSTEES Santa Monica Community College District	ACTION October 4, 2004
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 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 \$7.00/hr	4
College Student Assistant \$7.00/hr	53
College Work-Study Student Assistant \$7.00/hr	105

SPECIAL SERVICES

Art Model \$14.00/hr	62
Art Model w/Costume \$17.00/hr	6
Community Services Specialist I \$27.40/hr	69
Community Services Specialist II \$38.00	20
Volunteer	4

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

BOARD OF TRUSTEES**ACTION**

Santa Monica Community College District

October 4, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION**RECOMMENDATION NO. 10** **RESOLUTION APPROVING ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO THE CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY FOR THE FISCAL YEARS ENDING JUNE 30 2005, 2006 AND 2007, AND AUTHORIZING EXECUTION AND DELIVERY OF RELATED DOCUMENTS AND ACTIONS**

WHEREAS, under Section 6516.6 of the Government Code of the State of California (the "Law"), a school district, community college district or other educational agency is authorized to sell and assign to a joint powers authority any or all of its right, title, and interest in and to the enforcement and collection of delinquent and uncollected property taxes, assessments, and other receivables that have been levied by or on behalf of the school agency for collection on the secured, unsecured, or supplemental property tax rolls in accordance with such terms and conditions as are set forth in an agreement with the joint powers authority; and

WHEREAS, the California Statewide Delinquent Tax Finance Authority (the "Authority") has been formed as a joint powers authority for the purpose of purchasing delinquent ad valorem property taxes in accordance with the Law upon terms and conditions which are acceptable to school agencies; and

WHEREAS, under the Law the amount of property tax receipts to be reported in a fiscal year for a school agency for revenue limit purposes is equal to 100% of the school agency's allocable share of the taxes distributed to it for the fiscal year, and any additional amounts will not be reported and will be provided directly to the school agency; and

WHEREAS, under a Future Tax Receivables Sales Agreement dated November 1, 2002, the Santa Monica Community College District (the "District") has previously agreed to sell its Tax Receivables to the Authority for the fiscal year ending June 30, 2004, the Board of Trustees of the District has previously adopted its resolution approving all documents and actions required to sell its Tax Receivables to the Authority for the fiscal year ending June 30, 2004; and

WHEREAS, the Authority has requested the District to sell its delinquent ad valorem property tax receivables (the "Tax Receivables") to the Authority for the fiscal years ending June 30 in each of the years 2005 through 2007 (the "Covered Fiscal Years") at a purchase price equal to 108.5% of the amount of Tax Receivables which have been levied; and

WHEREAS, the Authority has made arrangements to issue and sell a certificate of participation for each fiscal year, representing a participation interest in all of the Tax Receivables received from the District and from other participating school agencies in the County of Los Angeles for such fiscal year, which certificate of participation will be sold to a designee of Plymouth Park Tax Services, LLC, a Delaware limited liability company ("Plymouth"); and

WHEREAS, the Board wishes at this time to approve the foregoing financing plan and authorize the execution and delivery of all related documents and actions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Santa Monica Community College District as follows:

Section 1. Approval of Financing Plan; Sale of Tax Receivables to Authority. The Board hereby approves the financing plan presented to the Board at the meeting at which this Resolution is adopted, and as generally described in the recitals of this Resolution. The Board hereby acknowledges that under a Future Tax Receivables Sales Agreement dated November 1, 2002, the District has previously sold its Tax Receivables to the Authority for the fiscal year ending June 30, 2004. The Board further hereby approves and authorizes the sale of the Tax Receivables to Authority for each of the Covered Fiscal Years.

Section 2. Approval of Financing Documents. In order to implement the financing plan approved under Section 1, the Board hereby approves each of the following agreements, to be entered into for each of the Covered Fiscal Years:

- Future Tax Receivables Sales Agreement to be entered into among the Authority, Plymouth, and the District, under which the District agrees to sell its Tax Receivables to the Authority in each Covered Fiscal Year, in substantially the form on file with the Secretary.
- Purchase and Sale Agreement to be entered into between the Authority and the District with respect to the Tax Receivables, in substantially the form used on previous financings between the Authority and the District.

Each of the foregoing agreements is approved in substantially the respective forms on file with the Clerk of the Board, together with any changes therein or modifications thereof as may be approved by the Superintendent/President or Executive Vice-President, Business and Administration and the execution and delivery of each agreement by the District shall be conclusive evidence of the approval of all changes and modifications to said agreement. The Board hereby authorizes the delivery and performance of each of the foregoing agreements.

Section 3. Official Actions. The Superintendent/President or Executive Vice-President, Business and Administration are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the sale of the Tax Receivables to the Authority for each Covered Fiscal Year. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf if such officer is absent or unavailable.

Section 4. Effective Date. This resolution shall take effect from and after the date of approval and adoption thereof.

Comment: Normally, the District does not keep tax penalties and interest. This resolution allows the District to factor the delinquent property tax penalties and the interest receivable. This means that the District is paid 8.5% percent over the amount of the delinquent tax. The County of Los Angeles gets paid the delinquent tax, and the designee recovers the money when the parties pay the tax, penalties and interest.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11 CONTRACTS AND CONSULTANTS

Requested Action: Approval

11-A AMENDMENT TO AGREEMENTS FOR KCRW

Approval of the following annual contracts for the period of July 1, 2004 through June 30, 2005:

	Provider	Service	Amended Amount
1.	Perri Chasin	Program services, producer/co-host for "Final Curtain"	\$500 per program for a total not to exceed \$8,000 plus reimbursement of production expenses not to exceed \$2,000
2.	Forrest Murray	Program services, producer/co-host for "Final Curtain"	\$500 per program for a total not to exceed \$7,500
3.	Diana Nyad	Program services, weekly sports commentary, "The Score"	\$200 per program for a total not to exceed \$12,500
4.	Abraham Rivera DBA: Abraham Rivera Design	Design/artwork services as needed	Not to exceed \$10,000

Funding Source: KCRW Donations

Comment: These agreements are subject to termination/cancellation upon 15 days written notice to either party. KCRW raises funds for all operating and capital expenses of the station.

11-B CONTRACT WITH LACOE FOR PEOPLESFT FINANCIAL SYSTEMS, 2004-05

Los Angeles County Office of Education (LACOE) shall provide system services (General Ledger, Interface General Ledger, Inventory, Purchasing, 1099 Reporting, GL Uploads, PC Budget, Site Access, Automated Payroll Tax Payments, Automated Retirement Payment: PERS, STRS, TSA, Online Training, Downloadable Reports and Various Interfaces) to the District. The annual contract is \$135,108, plus cost of preparing special reports on an as needed basis.

Funding Source: District General Fund

Comment: The Los Angeles County Office of Education (LACOE) system services are required for the operation of Fiscal Services. This is an annual agreement with LACOE that is based upon the cost for LACOE to provide services to K-12 and community colleges.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11 CONTRACTS AND CONSULTANTS (continued)

11-C AMENDMENT TO JOINT POWERS AGREEMENT WITH JOINT EDUCATIONAL TRANSIT

Amend the agreement with Joint Educational Transit (JET) to with thirty (30) days after execution of Amendment by participant, the agency shall pay JET the sum of \$2,000, which represents the total payment due to JET at the rate of \$166.67 per month for the period from July 1, 2004 through June 30, 2005.

Funding Source: General Fund – Fiscal Services

Comment: Jet provides the delivery service between the Los Angeles County Office of Education and the SMCCD office. There are daily deliveries of documents, support for payments and checks.

RECOMMENDATION NO. 12 PAYMENT FOR ENRON BANKRUPTCY CLAIM

Recommended Action: Approval

Additional payment in the amount of \$2,000 to the COMMUNITY COLLEGE LEAGUE OF CALIFORNIA for the District's share of fees related to the Enron Bankruptcy Claim filed on behalf of community colleges.

Funding Source: 2004-05 District Budget/General Fund

Comment: In October 2003, the Community College League of California initiated claims against Enron on behalf of 32 districts, including SMCCD. The District paid an initial fee of \$4,000. Additional legal/consultant costs have been incurred and this payment represents the District's share of those costs.

RECOMMENDATION NO.13 CHANCELLOR'S OFFICE TAX OFFSET PROGRAM

Requested Action: Authorization

Continuation of the District's participation in the annual Chancellor's Office Tax Offset Program (COTOP) for the purpose of collecting outstanding student obligations by the Franchise Tax Board as deductions from the student's personal state income tax refund, lottery winnings or other state refunds. A 25 percent administrative fee for the service is deducted from the amount collected and the balance is remitted to the District.

Comment: The is one method the District has used to collect outstanding student fees, library fines, personal checks and short-term student loans from those students who refuse to pay their financial obligations.

BOARD OF TRUSTEES	Action
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CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14 FACILITIES

Requested Action: Approval

14-A ADDITIONAL ARCHITECTURAL SERVICES – THEATRE ARTS RENOVATION

Amend the agreement with LEO A. DALY for architectural and engineering services related to the Theatre Arts Renovation project. The architectural fee will now be based upon 10% of the FINAL COST ESTIMATE instead of 10% of the construction costs. Total fee for this project including all previous amendments not to exceed \$1,111,175, plus reimbursable expenses.

Funding Source: Measure U

Comment: The standard architectural contract sets a fee on the percentage of construction costs. However we have experienced an unprecedented increase in construction costs. The architectural fee will be more reasonably based upon the final cost estimate.

14-B SUBSTITUTION OF SUBCONTRACTORS – THEATRE ARTS RENOVATION

TURNER CONSTRUCTION, general contractor for the Theatre Arts Renovation project requests the following subcontractor substitution:

Concrete: From listed sub-contractor Champion Concrete, Inc. to McGuire Contracting, Inc.

Comment: The listed sub-contractor was unable to enter into an agreement with the general contractor.

14-C SUBSTITUTION OF SUBCONTRACTORS – RENOVATION OF WEST BUILDING, BUNDY CAMPUS

BERNARDS BROS. CONSTRUCTION COMPANY, general contractor for the Renovation of West Building, Bundy Campus requests the following listed subcontractor substitutions:

Plumbing: From listed sub-contractor Fidelity Construction Plumbing, Inc. to PPC Air Conditioning, Cypress, CA.

Channel Glass: From listed subcontractor Sashco, Inc. to Romanowski Glass & Mirror, Burbank, CA.

Comment: The listed subcontractors were unable to enter into agreements with the general contractor. The District is not a party to the agreements between the construction contractors and their subcontractors. However, the contractor must list the subcontractors at the time of bidding a project. Any change of subcontractor requires notification to the District and Board approval. In today's construction climate, it is common to have many changes.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	October 4, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 COMMERCIAL WARRANT REGISTER

Requested Action: Approval

July 1 – July 31, 2004	1171 – 1211	\$6,109,953.62
August 1 – August 31, 2004	1213 – 1256	\$3,930,166.69

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

RECOMMENDATION NO. 16 PAYROLL WARRANT REGISTER

Requested Action: Approval

July 1 – July 31, 2004	CIL – HIA	\$7,571,766.09
August 1 – August 31, 2004	CIA – HIC	\$5,932,449.21

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

RECOMMENDATION NO. 17 AUXILIARY PAYMENTS and PURCHASE ORDERS

Requested Action: Approval

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

	<u>Payments</u>	<u>Purchase Orders</u>
July 1 – July 31, 2004	\$274,185	\$236,788
August 1 – August 31, 2004	\$6,169,308	\$123,575

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

RECOMMENDATION NO. 18 DIRECT PAYMENTS

Requested Action: Approval

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.

July 1 – August 31, 2004	D000001 – D000042	\$2,469,771.82
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BOARD OF TRUSTEES	Action
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CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 19 PURCHASING

Requested Action: Approval

19-A AWARD OF PURCHASE ORDERS

Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments are made in accordance with Education Code requirements and allocated to approved budgets. Lists on file in the Purchasing Department

July 1 – August 31, 2004

\$4,204,675.10

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	October 4, 2004

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20 PUBLIC HEARING, 2004-2005 BUDGET

It is recommended that the Board of Trustees conduct a public hearing on the 2004-2005 budget.

PUBLIC HEARING OPENED: 8:47 p.m.
MOTION MADE BY: Herbert Roney
SECONDED BY: Carole Currey
STUDENT ADVISORY: Absent
AYES: 7
NOES: 0

PUBLIC COMMENTS: None

PUBLIC HEARING CLOSED: 8:48 p.m.
MOTION MADE BY: Carole Currey
SECONDED BY: Herbert Roney
STUDENT ADVISORY: Absent
AYES: 7
NOES: 0

RECOMMENDATION NO. 21 ADOPTION OF 2004-2005 BUDGET

It is recommended that the Board of Trustees adopt the 2004-2005 budget as stated in the following pages detailing the various funds of the District.

MOTION MADE BY: Carole Currey
SECONDED BY: Dorothy Ehrhart-Morrison
STUDENT ADVISORY: Absent
AYES: 7
NOES: 0

SANTA MONICA COMMUNITY COLLEGE DISTRICT
2004-2005 ADOPTED BUDGET NARRATIVE

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2004-2005 is comprised of the following separate funds:

General Fund Unrestricted	\$115,147,175
General Fund Restricted	<u>18,284,125</u>
Total General Fund	\$133,431,300
Special Reserve Fund (Capital)	\$ 9,821,891
Earthquake Fund	3,092,346
Bond Fund Prop T	329,377
Bond Fund Measure U	26,062,129
Bond Interest & Redemption Fund	6,236,868
Enterprise Fund	711,747
Student Financial Aid Fund	9,071,810
Auxiliary Operations	<u>5,249,627</u>
Total Other Restricted	\$60,575,795

TOTAL PROPOSED ADOPTED BUDGET \$194,007,095

Below is a summary of the Districts budgets with some of the highlights of the activity in the select funds.

GENERAL FUND

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted.

The Governor's Budget for Community Colleges provides for system wide growth of 3.00% , Equalization of \$80 million, and a Cost of Living Adjustment (COLA) of 2.41%. The 04/05 projections are based on the information from the Chancellor's Office.

State General revenue is driven by student enrollment calculations. In 03/04 SMC received stability funding from the state. This meant we were not funded by the normal calculation of enrollment, instead SMC's state general revenue calculation was back-filled for any revenue loss that was the result of enrollment decline. This allowed SMC to reduce expenditures in those areas that could be controlled to cover the increased costs of the areas that were not possible for the District to reduce in the short term. The 04/05 Adopted Budget reflects the District no longer being in this special funding category.

The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General revenue. Within the principal apportionment figure are the figures for COLA , equalization and growth. The state legislature approved the Governor's plan to move Partnership for Excellence and part-time faculty budget allocations into the base apportionment. For reporting purposes we are still showing them as separate items.

The State Lottery revenues are paid each year according to the annual enrollment figures. Since we are projecting an increase in enrollment in 2004-2005, the Lottery revenue has been increased.

Mandated Cost Reimbursement has been postponed by the State until fiscal year 2005-2006.

When preparing the 2004-2005 budget, the assumption was that non-resident tuition will remain unchanged. This is an optimistic approach given the federal position to restrict foreign students.

The projected ending balance for fiscal year 2003-2004 is \$6,834,088. However, \$213,303 must be returned to the State because we were overpaid that amount in 03/04. The adjusted reserve for 04/05 will therefore be \$6,620,785.

General Fund Unrestricted Expenditures (01.0)

Student Services has put in place a plan for students that coordinates recruitment, assessment, financial aid, and other student service areas to assist students in enrolling and enhancing their potential for success. Academic Services has developed a plan through the instructional departmental class offerings that are addressing the most impacted courses offered by SMC to ensure the greatest probability of reaching the projected student enrollment needed for the budget estimates. Part time expenses have been increased to reflect the major cost of the implementation of these approaches. An additional two fulltime faculty positions have been filled. Classified regular and instructional support staff will be expanded to better serve students and to cope with the demand placed on them by increased enrollment. The benefit costs have been increased to reflect the costs for added faculty and staff. The salary expenditure projections reflect appropriate step, and longevity increases for all qualified employees. Approximately \$125,000 has been added to the classified salaries for step increases and approximately \$344,000 in step and group increases added for faculty members which is reflected in the faculty expenditure lines. It's important to keep in mind that according to the state, Santa Monica College had no full-time faculty hiring obligation for Fall, 2004. This will change for Fall, 2005 where it's expected that we will have to hire approximately 45 new full-time faculty. This equates to a new cost of over \$3,000,000. Furthermore, we will need to begin preparing for accruing an actuarial liability for employee post-employment benefits including retiree health payments.

The contingency reserve is budgeted at \$6.6 million or approximately 6%. This may remove the District from level one on the watch list of the Chancellor's Office. With future expenditures for the Fall of 2005 to hire 45 full-time faculty and the impact of F-I enrollment restrictions unknown, it is essential that we not reduce our fund balance to pay for ongoing expenditures. The rating agencies will not look highly at us spending our reserve on normal operating expenses, which could endanger our financial recovery.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted money that is received by the District from Federal, State and Local sources. A summary of all grants is available in the Accounting office. The restricted lottery revenue is by law allocated to the purchase of instructional materials.

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

Special Reserve Fund (40.0) (Capital)

This fund is also known as the Capital Expenditures Fund. State funding for capital projects, scheduled maintenance, asbestos abatement and architectural barrier removal is reflected in this fund. The non-resident capital charge is a revenue source to this fund, and is the primary source of funds for the COP payment for AET. This fund includes the state funded capital project portion of the Liberal Arts Building.

Also included in this fund is the Earthquake Redevelopment Revenue from the City of Santa Monica for the replacement of the earthquake damaged Liberal Arts building. These funds will be combined with State funds for the Liberal Arts Project. The FEMA portion of the project is in different fund.

All capital expenditures and income in the Special Reserve Fund, as well as Fund 41.0 Fund 42.1 and Fund 42.2 reflect the total expense allocation and the total income for all projects and is not limited to current year, thus resulting in a zero ending balance. Money in these funds is restricted.

Earthquake Fund (41.0)

This fund reflects the FEMA and OES money received and expended as a result of the damage incurred at Santa Monica College due to the 1994 Northridge Earthquake. The remaining project is the replacement of the earthquake damaged Liberal Arts Bldg. This fund is based on receivables from the state and federal government. Cash must be loaned to this fund to cover expenses because of the delay in getting funds owed.

Bond Fund Prop T (42.1)

This fund reflects the revenue from the sale of bonds approved by Proposition "T" and the interest earned in the fund.

The expenditures in this fund are coupled with fund 40.0 State Grants and fund 41.0 FEMA funding to cover the necessary expenses related to the College construction plan approved under Prop T.

Bond Fund Measure U (42.2)

This fund reflects the revenue from the sale of bonds approved by Measure U and the interest earned in the fund. The first sale of bonds was \$25 million, the second sale was for \$22 million.

The expenditures in this fund relate to the College construction plan approved under Measure U. It is expected that all current funds will be expended prior to the three year time limit.

Bond Interest and Redemption Fund (48.0)

This fund is administered by the Los Angeles County Treasurer's Office and reflects the receipt of property tax money due to voted indebtedness for bond issues and the payment of interest on those bonds plus the redemption of the bonds whose maturity date is within the 2004-2005 fiscal year. This information is projected for the District by the Los Angeles County Treasurer's Office.

Enterprise Fund (50.0)

This was a new fund in 03/04 for Community Service and Contract Education under the new accounting system established by the Los Angeles County Department of Education. The fund will need to develop a small reserve to absorb minor fluctuations in programs.

Student Financial Aid Fund (74.0)

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

Auxiliary Operations

This budget reflects the income and expenses of the auxiliary operations of the District, namely the bookstore, the food and vending concessions, and College expenses in programs such as athletics, music, theatre arts, THE CORSAIR and transportation.

2004/05 UNRESTRICTED GENERAL FUND 01.0 ADOPTED INCOME BUDGET

ACCOUNTS	2003-2004 ADOPTED BUDGET	2003-2004 ACTUAL REVENUE	2004-2005 ADOPTED BUDGET
FEDERAL			
8189 FIN AIDS ADM ALLOWANCES	114,873	0	0
8190 OTHER FEDERAL REVENUE	0	430	0
TOTAL FEDERAL	114,873	430	0
STATE			
8610 PRINCIPAL APPT.	39,093,071	47,044,874	50,448,583
EQUALIZATION	0	0	3,607,904
8611 BASIC SKILLS APPT.	0	0	0
8616 PRIOR YR APPT. ADJ.	312,170	1,379,323	(213,303)
8660 INTEREST INCOME	0	1,161	0
8672 HOMEOWNERS EXEMPT	94,454	93,279	94,454
8680 STATE LOTTERY REV.	2,406,875	2,313,713	2,816,869
8692 MANDATED COST RECOV.	0	0	0
8699 OTH STATE	1,000,440	1,290,994	1,777,239
8698 PARTNERSHIP FOR EXCELLENCE	4,276,360	4,276,360	3,661,884
TOTAL STATE	47,183,370	56,399,704	62,193,630
LOCAL			
8810 PROP TAX SHIFT	25,497,202	15,161,214	10,890,346
8811 SECURED TAX	6,879,210	6,858,089	6,879,210
8812 SUPPLE. TAXES	105,342	287,358	175,345
8813 UNSECURED TAX	370,894	374,713	374,714
8816 PRIOR YRS TAXES	253,184	805,378	805,621
8830 INTENSIVE ESL	410,496	519,525	516,703
8850 RENTS	17,825	55,053	39,043
8860 INTEREST	204,242	155,862	204,242
8874 ENROLLMENT FEES	6,230,782	6,565,795	11,557,004
8879 STUDENT RECORDS	150,452	273,455	150,452
8880 NON RES TUITION	11,829,471	13,023,354	12,859,902
8885 OTHER STUDENT FEES & CHARGE:	0	254,137	292,258
8886 F1 APPLICATION FEES	71,545	61,495	63,885
8889 OTHER FEES	236,326	100,906	116,042
8890 OTHER LOCAL	278,175	292,550	278,175
8891 I. D. CARD SERVICE CHARGE	430,615	449,175	516,551
8892 LIBRARY FINES	16,472	620	16,472
8893 PARKING FINES	237,696	381,916	279,073
8912 SALE OF EQUIP AND SUPPLIES	0	100	0
TOTAL LOCAL	53,219,929	45,620,693	46,015,038
TOTAL INCOME	100,518,172	102,020,827	108,208,668
8980 TRANSFER IN	59,420	16,192	59,420
TOTAL REVENUE	100,577,592	102,037,019	108,268,088
BEGINNING BALANCE	1,862,057	1,862,057	6,834,088
ADJUSTMENT TO BEGINNING BALANCE	0	(102,707)	0
TOTAL FUNDS AVAILABLE	102,439,649	103,796,369	115,102,176

2004/05 UNRESTRICTED GENERAL FUND 01.0 ADOPTED INCOME BUDGET

ACCOUNTS	2000-2001 ACTUAL REVENUE	2001-2002 ACTUAL REVENUE	2002-2003 ACTUAL REVENUE	2003-2004 ACTUAL REVENUE	2004-2005 ADOPTED BUDGET
FEDERAL					
8189 FIN AIDS ADM ALLOWANCES	106,160	128,088	114,873	0	0
8190 OTHER FEDERAL REVENUE	0	0	0	430	0
TOTAL FEDERAL	106,160	128,088	114,873	430	0
STATE					
8610 PRINCIPAL APPT.	38,781,709	41,170,080	42,167,339	47,044,874	50,448,583
EQUALIZATION	0	0	0	0	3,607,904
8611 BASIC SKILLS APPT.	0	991,089	580,429	0	0
8616 PRIOR YR APPT. ADJ.	1,129,972	(1,451,243)	(308,756)	1,379,323	(213,303)
8660 INTEREST INCOME	0	0	0	1,161	0
8672 HOMEOWNERS EXEMPT	94,352	94,545	94,454	93,279	94,454
8680 STATE LOTTERY REV.	3,138,699	3,009,936	3,182,137	2,313,713	2,861,869
8692 MANDATED COST RECOV.	330,000	(133,913)	0	0	0
8699 OTH STATE	5,859,737	1,463,113	1,254,265	1,290,994	1,777,239
8698 PARTNERSHIP FOR EXCELLENCE	0	5,701,813	4,998,760	4,276,360	3,661,884
TOTAL STATE	49,334,469	50,845,420	51,968,628	56,399,704	62,238,630
LOCAL					
8810 PROP TAX SHIFT	19,999,752	21,961,645	23,016,951	15,161,214	10,890,346
8811 SECURED TAX	5,529,150	5,903,076	6,293,879	6,858,089	6,879,210
8812 SUPPLE. TAXES	115,678	124,295	105,343	287,358	175,345
8813 UNSECURED TAX	330,815	339,804	370,894	374,713	374,714
8816 PRIOR YRS TAXES	338,143	299,259	582,292	805,378	805,621
8830 INTENSIVE ESL	0	479,700	547,328	519,525	516,703
8850 RENTS	26,966	16,461	17,825	55,053	39,043
8860 INTEREST	876,608	461,341	272,322	155,862	204,242
8872 CONT ED, COMMUNITY SERVICE	653,392	636,409	610,529	0	0
8874 ENROLLMENT FEES	4,705,966	4,708,037	4,766,127	6,565,795	11,557,004
8879 STUDENT RECORDS	159,380	120,903	179,110	273,455	150,452
8880 NON RES TUITION	13,127,205	13,497,733	13,651,624	13,023,354	12,859,902
8885 OTHER STUDENT FEES & CHARGE:	0	0	0	254,137	292,258
8886 F1 APPLICATION FEES	0	58,805	87,250	61,495	63,885
8889 OTHER FEES	728,545	398,278	281,340	100,906	116,042
8890 OTHER LOCAL	258,446	315,486	331,161	292,550	278,175
8891 I. D. CARD SERVICE CHARGE	540,314	512,302	512,637	449,175	516,551
8892 LIBRARY FINES	21,648	20,673	19,610	620	16,472
8893 PARKING FINES	260,396	341,942	282,972	381,916	279,073
8912 SALE OF EQUIP AND SUPPLIES	0	0	0	100	0
TOTAL LOCAL	47,672,404	50,196,149	51,929,194	45,620,693	46,015,038
TOTAL INCOME	97,113,033	101,169,657	104,012,695	102,020,827	108,253,668
8980 TRANSFER IN	0	845,348	96,705	16,192	59,420
TOTAL REVENUE	97,113,033	102,015,005	104,109,400	102,037,019	108,313,088
BEGINNING BALANCE	4,129,295	5,821,609	1,210,760	1,862,057	6,834,088
ADJUSTMENT TO BEGINNING BALANCE	(305,548)	(36,388)	1,177,626	0	0
TOTAL FUNDS AVAILABLE	100,936,780	107,800,226	106,497,786	103,899,076	115,147,176

2004/05 UNRESTRICTED GENERAL FUND 01.0 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2003-2004 ADOPTED BUDGET	2003-2004 ACTUAL EXPENDITURES	2004-2005 ADOPTED BUDGET
1. INSTRUCTION	21,615,647	21,987,815	22,449,967
2. ACADEMIC MANAGERS	3,306,745	3,443,723	3,779,144
3. NON-INSTRUCTION	3,968,600	4,357,896	4,683,697
4. HOURLY INSTRUCTION	14,244,756	14,870,747	19,396,609
5. HOURLY NON INSTRUCTION	2,673,350	1,815,971	2,891,016
6. TOTAL ACADEMIC	45,809,098	46,476,152	53,200,433
7. CLASSIFIED REGULAR	15,521,369	14,720,401	16,119,900
8. CLASSIFIED MANAGERS	2,606,678	2,839,726	2,506,552
9. CLASS REG INSTRUCTION	2,230,413	1,976,481	2,448,771
10. CLASSIFIED HOURLY	1,385,704	1,112,001	1,605,816
11. CLASS HRLY INSTRUCTION	389,651	403,080	402,429
12. TOTAL CLASSIFIED	22,133,815	21,051,689	23,083,468
13. STRS	3,346,570	3,020,699	3,500,000
14. PERS	2,495,337	1,847,857	2,308,864
15. OASDHI/MEDICARE	1,976,982	2,033,329	2,300,000
16. H/W	9,060,044	8,122,204	9,760,000
17. RETIREE'S H/W	1,138,065	912,280	0
18. SUI	137,013	220,084	175,000
19. WORKERS' COMP.	1,157,757	806,458	841,500
20. DISTRICT RETIREMENT	541,379	328,901	475,000
21. TOTAL BENEFITS	19,853,147	17,291,812	19,360,364
22. TOTAL SUPPLIES	1,095,177	783,231	1,089,488
23. CONTRACTS/SERVICES	7,283,706	7,156,477	7,840,866
24. INSURANCE	585,635	591,847	596,788
25. UTILITIES	2,412,766	2,502,469	2,668,800
26. TOTAL SERVICES*	10,282,107	10,250,793	11,106,454
27. BLDG & SITES	0	121,910	0
28. EQUIPMENT	25,000	49,239	52,025
29. LEASE PURCHASES	818,874	680,735	354,158
30. TOTAL CAPITAL	843,874	851,884	406,183
31. TOTAL EXPENSES	100,017,218	96,705,561	108,246,390
32. OTHER TRANSFR FOR FIN AID	560,374	256,720	280,000
33. OTHER OUTGOING TRANSFER	0	0	0
34. TOTAL EXP. & TRANSFERS (Line	100,577,592	96,962,281	108,526,390
35. CONTINGENCY RESERVE	1,862,057	6,834,088	6,620,785
36. TOTAL (Lines 34 + 35)	102,439,649	103,796,369	115,147,175

*Lottery revenues are used to fund services.

2004/05 UNRESTRICTED GENERAL FUND 01.0 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2000-2001 ACTUAL EXPENDITURES	2001-2002 ACTUAL EXPENDITURES	2002-2003 ACTUAL EXPENDITURES	2003-2004 ACTUAL EXPENDITURES	2004-2005 ADOPTED BUDGET
1. INSTRUCTION	18,486,469	21,103,124	22,381,218	21,987,815	22,449,967
2. ACADEMIC MANAGERS	4,114,060	4,268,183	4,405,466	3,443,723	3,779,144
3. NON-INSTRUCTION	3,488,916	3,963,510	3,847,335	4,357,896	4,683,697
4. HOURLY INSTRUCTION	16,967,494	19,277,990	19,249,956	14,870,747	19,396,609
5. HOURLY NON INSTRUCTION	2,921,195	3,629,848	3,102,657	1,815,971	2,891,016
6. TOTAL ACADEMIC	45,978,134	52,242,655	52,986,632	46,476,152	53,200,433
7. CLASSIFIED REGULAR	14,029,658	15,382,598	15,753,123	14,720,401	16,119,900
8. CLASSIFIED MANAGERS	2,747,240	3,008,817	2,777,935	2,839,726	2,506,552
9. CLASS REG INSTRUCTION	1,797,992	2,056,421	2,130,091	1,976,481	2,448,771
10. CLASSIFIED HOURLY	3,326,230	2,949,545	1,456,115	1,112,001	1,605,816
11. CLASS HRLY INSTRUCTION	601,730	785,750	574,040	403,080	402,429
12. TOTAL CLASSIFIED	22,502,850	24,183,131	22,691,304	21,051,689	23,083,468
13. STRS	2,511,690	2,421,277	3,274,164	3,020,699	3,500,000
14. PERS	0	0	934,737	1,847,857	2,308,864
15. OASDHI/MEDICARE	2,305,717	2,288,625	2,378,899	2,033,329	2,300,000
16. H/W	5,675,558	6,178,525	7,729,133	8,122,204	9,760,000
17. RETIREE'S H/W	406,572	920,654	1,011,613	912,280	0
18. SUI	88,815	105,738	135,788	220,084	175,000
19. WORKERS' COMP.	635,976	738,380	821,571	806,458	841,500
20. DISTRICT RETIREMENT	458,754	620,132	538,919	328,901	475,000
21. TOTAL BENEFITS	12,083,082	13,273,331	16,824,824	17,291,812	19,360,364
22. TOTAL SUPPLIES	1,201,536	1,178,706	694,984	783,231	1,089,488
23. CONTRACTS/SERVICES	7,400,342	8,455,038	7,537,017	7,156,477	7,840,866
24. INSURANCE	333,979	423,763	531,427	591,847	596,788
25. UTILITIES	1,625,820	2,636,764	2,010,638	2,502,469	2,668,800
26. TOTAL SERVICES*	9,360,141	11,515,565	10,079,082	10,250,793	11,106,454
27. BLDG & SITES	682,342	1,106,658	15,723	121,910	0
28. EQUIPMENT	2,854,745	2,510,782	64,569	49,239	52,025
29. LEASE PURCHASES	0	0	822,391	680,735	354,158
30. TOTAL CAPITAL	3,537,087	3,617,440	902,683	851,884	406,183
31. TOTAL EXPENSES	94,662,830	106,010,828	104,179,509	96,705,561	108,246,390
32. OTHER OUTGO TRANSFERS FOR	0	6,856	0	256,720	280,000
33. OTHER OUTGOING TRANSFER	452,341	571,782	456,220	0	0
34. TOTAL EXP. & TRANSFERS (Line	95,115,171	106,589,466	104,635,729	96,962,281	108,526,390
35. CONTINGENCY RESERVE	5,821,609	1,210,760	1,862,057	6,834,088	6,620,785
36. TOTAL (Lines 34 + 35)	100,936,780	107,800,226	106,497,786	103,796,369	115,147,175

*Lottery revenues are used to fund services.

RESTRICTED GENERAL FUND 01.3 ADOPTED INCOME BUDGET

REVENUE ACCOUNT	03/04 ADOPTED BUDGET	03/04 ACTUAL INCOME	04/05 ADOPTED BUDGET
(a)	(b)	(d)	(d)
FEDERAL			
1. 8170 VOCATIONAL ED.	171,859	687,436	516,314
2. 8180 ECONOMIC OPP. ACT/FWS	648,904	711,959	623,713
3. 8190 RADIO GRANTS	975,000	975,000	975,000
4. 8190 RADIO GRANTS C/O	470,078	470,078	470,078
5. 8241 TECH PREP	72,000	72,000	68,800
6. OTHER FEDERAL	920,688	1,254,690	920,688
7. TOTAL FEDERAL	3,258,529	4,171,163	3,574,593
STATE			
8. 8620 BLOCK GRANT C/O	309,510	248,748	178,260
9. 8620 S.F.A.A.	700,602	239,846	746,703
10. 8620 TTIP	36,364	364,364	36,697
11. 8620 TTIP C/O	213,348	203,715	104,232
12. 8620 CALWORKS	339,619	406,876	380,181
13. 8620 TANF	82,641	92,024	87,423
14. 8622 EXTENDED OPP. PROG.	1,109,468	1,114,468	1,053,995
15. 8622 EXTENDED OPP. PROG. C/O	177,329	177,329	0
16. 8623 DISABLED STUDENTS	981,012	1,079,476	987,225
17. 8650 MATRICULATION	693,266	385,757	703,443
18. 8650 MATRICULATION C/O	284,015	284,015	244,035
19. 8650 NON-CREDIT MATRICULATION	30,901	1,084	39,733
20. 8650 NON-CREDIT MATRICULATION C/O	28,537	8,380	21,156
21. 8650 EOPS CARE	99,437	99,437	94,466
22. 8650 EOPS CARE C/O	61,125	61,125	0
23. 8650 STAFF/FAC DIVERSITY	23,118	3,833	18,443
24. 8650 ENERGY RELIEF	325,469	0	325,469
25. 8650 TEACHER READING DEVELOPMENT PROGR/	0	48,700	0
26. 8654 INSTR.EQUIP/LIBRARY MATL.	502,500	504,352	502,500
27. 8654 INSTR EQUIP LIBRARY MATL. C/O	382,285	366,093	108,273
28. 8656 STAFF DEVELOP. C/O	17,961	8,137	9,824
29. 8680 LOTTERY	318,762	253,261	318,762
30. OTHER STATE	1,192,477	600,183	414,044
31. TOTAL STATE	7,909,746	6,551,203	6,374,864
LOCAL			
32. 8830 PICO PARTNERSHIP	199,875	179,875	179,875
33. 8830 PICO PARTNERSHIP	14,615	0	0
34. 8876 HEALTH FEES	580,448	598,538	580,448
35. 8881 PARKING FEES	1,195,243	930,391	1,195,243
36. 8890 PARKING LOT INC	151,864	0	151,864
37. DONATIONS -KCRW	3,492,049	2,444,479	3,492,049
38. OTHER LOCAL	1,509,086	2,273,148	1,509,086
39. TOTAL LOCAL	7,143,180	6,426,431	7,108,565
40. TOTAL INCOME (Lines 7 + 31 + 39)	18,311,455	17,148,797	17,058,022
41. 8980 TRANSFERS	216,301	0	216,301
42. TOTAL REVENUE (Lines 40 + 41)	18,527,756	17,148,797	17,274,323
43. BEGINNING BALANCE	0	0	1,009,802
44. ADJUSTMENT TO BEGINNING BALANCE	0	0	0
45. TOTAL FUNDS AVAIL. (Lines 42 + 43 + 44)	18,527,756	17,148,797	18,284,125

RESTRICTED GENERAL FUND 01.3 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL EXPENDITURES	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. INSTRUCTION	432,720	94,412	157,720
2. MANAGEMENT	603,404	480,831	611,056
3. NON-INSTRUCTION	1,055,947	1,121,965	1,055,947
4. HOURLY INSTRUCTION	278,505	104,372	278,505
5. HOURLY NON INSTRUCTION	1,319,578	985,747	1,178,916
6. TOTAL ACADEMIC	3,690,154	2,787,326	3,282,144
7. CLASSIFIED REGULAR	1,611,092	1,430,420	1,647,123
8. CLASSIFIED MANAGERS	272,892	271,149	272,892
9. CLASS REG INSTRUCTION	157,545	150,248	197,545
10. CLASSIFIED HOURLY	1,250,004	1,164,702	1,340,495
11. CLASS HRLY INSTRUCTION	240,841	351,114	240,841
12. TOTAL CLASSIFIED	3,532,374	3,367,632	3,698,896
13. STRS	284,558	206,231	255,048
14. PERS	197,230	185,046	197,230
15. OASDHI	293,932	174,199	243,932
16. H/W	481,981	483,221	487,031
17. SUI	26,967	16,735	26,967
18. WORKERS' COMP.	63,976	62,399	64,476
19. DISTRICT RETIREMENT	30,373	16,376	30,373
20. TOTAL BENEFITS	1,379,017	1,144,208	1,305,057
21. TOTAL SUPPLIES	554,166	1,056,706	1,184,896
22. CONTRACTS/SERVICES	4,528,838	3,254,104	3,218,775
23. INSURANCE	4,077	1,546,988	1,554,077
24. UTILITIES	325,469	200,227	275,469
25. TOTAL SERVICES	4,858,384	5,001,319	5,048,321
26. BLDG & SITES	15,302	902,469	1,015,302
27. EQUIPMENT	3,473,372	1,065,289	1,182,660
28. TOTAL CAPITAL	3,488,674	1,967,758	2,197,962
29. TOTAL EXPENSES (Lines 6 + 12+ 20 + 21 + 25 + 28)	17,502,769	15,324,951	16,717,276
30. OTHER OUTGO - FINANCIAL AIDS	965,567	797,852	1,022,128
31. OTHER OUTGO - TRANSFERS	59,420	16,192	61,035
32. TOTAL OTHER OUTGO	1,024,987	814,044	1,083,163
33. TOTAL EXP. & OTHER OUTGO (Lines 29 + 32)	18,527,756	16,138,995	17,800,439
34. CONTINGENCY RESERVE	0	1,009,802	483,686
35. TOTAL (Lines 33 + 34)	18,527,756	17,148,797	18,284,125

SPECIAL RESERVE FUND 40.0 ADOPTED BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
BEGINNING BALANCE	1,155,173	1,155,173	0
ADJUSTMENT TO BEGINNING BALANCE	0	(1,650,941)	
ADJUSTED BEGINNING BALANCE	1,155,173	(495,768)	0
INCOME			
8652 SCHEDULED MAINTENANCE	82,578	0	0
8653 HAZARDOUS SUBSTANCES	241,210	241,210	0
8655 CAPITAL OUTLAY - LIBRARY ADDIT	400,099	0	0
8655 CAPITAL OUTLAY - LIBRARY EQUIF	2,362,219	1,353,623	0
8655 CAPITAL OUTLAY - LIBERAL ARTS	4,458,000	0	250,000
8820 DONATIONS	0	0	
8860 INTEREST	0	1,493	500
8880 NONRESIDENT CAPITAL CHARGE	1,120,000	1,627,714	1,120,000
8890 LOCAL INCOME	0	0	0
8891 LOCAL INCOME - REDEVELOPMEN	10,200,000	270,575	10,200,000
8912 SALE OF ASSETS	0	0	0
8980 INCOMING TRANSFERS	0	1,748,609	(1,748,609)
TOTAL INCOME	18,864,106	5,243,224	9,821,891
TOTAL FUNDS AVAILABLE	20,019,279	4,747,456	9,821,891
EXPENSES			
2000 CLASSIFIED SALARIES	235,272	0	0
3000 BENEFITS	56,483	0	0
4000 SUPPLIES	3,000	2,310	3,000
5000 CONTRACT SERVICES	250,000	354,133	250,000
6000 CAPITAL OUTLAY	19,474,524	4,391,013	9,568,891
TOTAL EXPENSES	20,019,279	4,747,456	9,821,891
ENDING BALANCE	0	0	0

EARTHQUAKE FUND 41.0 ADOPTED BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
BEGINNING BALANCE	3,252,284	3,252,284	3,092,346
INCOME			
8199 FEDERAL/FEMA FUNDING	0	0	0
8860 INTEREST	0	2,327	
TOTAL INCOME	0	2,327	0
TOTAL FUNDS AVAILABLE	3,252,284	3,254,611	3,092,346
EXPENSES			
5000 CONTRACT SERVICE	105,620	95,623	0
6000 CAPITAL OUTLAY	3,146,664	66,642	3,092,346
7000 TRANSFER OUT	0	0	0
TOTAL EXPENSES	3,252,284	162,265	3,092,346
ENDING BALANCE	0	3,092,346	0

BOND FUND 42.1 (PROP. T) ADOPTED BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
BEGINNING BALANCE	4,822,474	4,822,474	329,377
ADJUSTMENT TO BEGINNING BALANCE	0	280,845	0
ADJUSTED BEGINNING BALANCE	4,822,474	5,103,319	329,377
INCOME			
8860 INTEREST	28,656	15,723	0
8980 INCOMING TRANSFERS	0	0	0
TOTAL INCOME	28,656	15,723	0
TOTAL FUNDS AVAILABLE	4,851,130	5,119,042	329,377
EXPENSES			
4000 SUPPLIES	0	390	0
6000 CAPITAL OUTLAY	4,851,130	4,789,275	329,377
7000 TRANSFERS	0	0	0
TOTAL EXPENSES	4,851,130	4,789,665	329,377
ENDING BALANCE	0	329,377	0

ASURE U FUND 42.2 ADOPTED BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
BEGINNING BALANCE	12,814,147	12,814,147	25,952,129
ADJUSTMENTS	0	1,370,096	
ADJUSTED BEGINNING BALANCE	12,814,147	14,184,243	25,952,129
INCOME			
LOCAL INCOME	25,000,000	21,999,972	0
INTEREST	250,000	199,969	110,000
TOTAL INCOME	25,250,000	22,199,941	110,000
TOTAL FUNDS AVAILABLE	38,064,147	36,384,184	26,062,129
EXPENSES			
4000 SUPPLIES	0	40,928	50,000
5000 CONTRACT SERVICES	50,000	55,501	50,000
6000 CAPITAL OUTLAY	38,014,147	10,335,626	25,962,129
TOTAL EXPENSES	38,064,147	10,432,055	26,062,129
ENDING BALANCE	0	25,952,129	0

BOND INTEREST AND REDEMPTION FUND 48.0 (FORMERLY FUND 21)

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUALS	04/05 ADOPTED BUDGET
(a)	(d)	(c)	(d)
1. BEGINNING BALANCE	0	4,444,188	6,178,067
INCOME			
2. 8600 STATE REVENUES	0	25,018	0
3. 8814 VOTER INDEBTED TAXES	5,714,941	6,814,190	6,947,687
4. TOTAL INCOME	5,714,941	6,839,208	6,947,687
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	5,714,941	11,283,396	13,125,754
EXPENSES			
6. 7100 DEBT REDEMPTION	2,640,000	2,640,000	4,090,000
7. 7110 INTEREST CHARGES	2,465,329	2,465,329	2,798,886
8. TOTAL EXPENSES	5,105,329	5,105,329	6,888,886
9. ENDING BALANCE (Lines 5 - 8)	609,612	6,178,067	6,236,868

ENTERPRISE FUND 50.0 (NEW FUND FOR COMMUNITY SERVICES/CONTRACT EDUCATION)

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
BEGINNING BALANCE	0	0	27,672
INCOME			
CLASS FEES	753,042	635,940	684,075
TOTAL INCOME	753,042	635,940	684,075
TOTAL FUNDS AVAILABLE	753,042	635,940	711,747
EXPENSES			
ACADEMIC MANAGERS	35,147	60,665	68,250
HOURLY NON-INSTRUCTIONAL	27,179	11,132	54,890
CLASSIFIED REGULAR	122,073	95,817	77,870
CLASSIFIED HOURLY	70,411	0	0
CLASSIFIED HOURLY INSTRUCTIONAL	184,389	166,640	200,000
BENEFITS	87,840	81,276	63,875
SUPPLIES	23,877	12,638	16,400
CONTRACT SERVICES	198,609	180,100	202,790
CAPITAL OUTLAY	3,517	0	0
TOTAL EXPENSES	753,042	608,268	684,075
CONTINGENCY RESERVE	0	0	27,672
EXPENSES + CONTINGENCY RESERVE	753,042	608,268	711,747
ENDING BALANCE	0	27,672	0

STUDENT FINANCIAL AID 74.0 ADOPTED BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	03/04 ACTUAL	04/05 ADOPTED BUDGET
(a)	(b)	(c)	(d)
BEGINNING BALANCE	0	0	0
INCOME			
8330 FEDERAL GRANTS	4,180,823	7,161,855	7,956,217
8650 CAL. GRANTS	771,520	624,356	771,520
8981 TRANSFER	344,073	256,720	344,073
8860 INTEREST	0	1,609	0
TOTAL INCOME	5,336,416	8,044,540	9,071,810
TOTAL FUNDS AVAILABLE	5,336,416	8,044,540	9,071,810
EXPENSES			
7500 FINANCIAL AID	5,336,416	8,044,540	9,071,810
TOTAL EXPENSES	5,336,416	8,044,540	9,071,810
ENDING BALANCE	0	0	0

**AUXILIARY OPERATIONS
2004-2005**

BUDGET

Accounts	2003-2004 ADOPTED BUDGET	2003-2004 ACTUALS	2004-2005 Adopted BUDGET
BEGINNING BALANCE	1,913,238	1,913,238	1,958,439
ADJ. TO BEGINNING BALANCE		0	
ADJUSTED BEGINNING BALANCE		1,913,238	1,958,439
 INCOME			
GROSS SALES	6,268,349	7,194,090	7,524,699
LESS: COST OF GOODS	(4,756,330)	(4,788,014)	(5,073,761)
NET	1,512,019	2,406,076	2,450,938
VENDOR INCOME	561,118	625,311	572,000
AUXILIARY PROGRAM INCOME	273,700	264,276	265,250
NET	2,346,837	3,295,663	3,288,188
INTEREST	9,500	10,561	3,000
OTHER FUND TRANSFERS	0	0	0
TOTAL INCOME	2,356,337	3,306,224	3,291,188
 TOTAL FUNDS AVAILABLE	4,269,575	5,219,462	5,249,627
 EXPENDITURES			
STAFFING	1,103,968	1,045,481	1,009,000
FRINGE BENEFITS	160,530	200,203	202,000
OPERATING	2,068,305	1,587,551	1,816,355
COP'S/CAPITAL	100,000	0	100,000
TOTAL EXPENDITURES	3,432,803	2,833,235	3,127,355
INVENTORY ADJUSTMENT		(427,788)	
RETAINED EARNINGS ADJUSTMENT		0	
ENDING BALANCE	836,772	1,958,439	2,122,272

**AUXILIARY OPERATIONS
2004-2005**

BUDGET DETAIL

ACCOUNTS	2004-2005 BOOKSTORE BUDGET	2004-2005 FOOD & VENDING BUDGET	2004-2005 AUXILIARY DEPT. BUDGET	2004-2005 TOTAL AUX. ADOPTED BUDGET
BEGINNING BALANCE	1,314,434	233,995	410,010	1,958,439
ADJ. TO BEGINNING BALANCE				
ADJUSTED BEGINNING BALANCE				1,958,439
INCOME				
NET SALES	2,450,938	572,000	265,250	3,288,188
INTEREST	0	0	3,000	3,000
WITHIN FUND TRANSFERS	0	(305,000)	305,000	0
OTHER FUND TRANSFERS			0	0
TOTAL INCOME	2,450,938	267,000	573,250	3,291,188
TOTAL FUNDS AVAILABLE	3,765,372	500,995	983,260	5,249,627
EXPENDITURES				
STAFFING	1,009,000	0	0	1,009,000
FRINGE BENEFITS	202,000		0	202,000
OPERATING	332,100	500,995	983,260	1,816,355
COP'S/CAPITAL	100,000	0	0	100,000
TOTAL EXPENDITURES	1,643,100	500,995	983,260	3,127,355
ENDING BALANCE	2,122,272	0	0	2,122,272

**AUXILIARY FUND
2004-2005**

DEPARTMENTAL BUDGET

Program	Account	DEPARTMENT BEG. BALANCE	EARNED BY PROGRAM	INTEREST INCOME	INTERPROG. TRANSFER	AVAILABLE FUNDS	BUDGETED EXPENSES
222	PUBLIC RELATIONS	0	0		25,000	25,000	25,000
250	AUXILIARY BUSINESS OFFICE	0	15,000	3,000	27,000	45,000	45,000
251	CORSAIR	99,932	36,400		0	136,332	136,332
252	OPERA	916	15,225		0	16,141	16,141
253	JAZZ SERIES	713	28,500		0	29,213	29,213
254	ORCHESTRA	586	8,000		0	8,586	8,586
256	CHILDREN'S CENTER	0	0		0	0	0
257	PHOTO GALLERY OPENINGS	740	0		0	740	740
258	MUSICAL INSTRUMENTS	6,100	1,000		0	7,100	7,100
259	TRANSPORTATION	98,200	6,000		79,000	183,200	183,200
260	ETHNIC DANCE	123	8,300		0	8,423	8,423
262	DANCE	8,295	8,000		0	16,295	16,295
263	THEATRE ARTS	32,562	32,500		0	65,062	65,062
264	ATHLETICS	0	20,000		165,000	185,000	185,000
265	SANTA MONICA PRESS	2,927	0		0	2,927	2,927
267	SANTA MONICA REVIEW	15,626	4,500		0	20,126	20,126
268	EVENTS	128,355	65,375		0	193,730	193,730
269	BAND	12,154	8,200		0	20,354	20,354
271	MUSICAL/MUSICAL THEATRE	2,781	8,250		0	11,031	11,031
272	OFFICE OF PUBLIC PROGRAMS	0	0		8,500	8,500	8,500
273	ART GALLERY OPENINGS	0	0		500	500	500
TOTAL		410,010	265,250	3,000	305,000	983,260	983,260

**AUXILIARY FUND
2004-2005**

DEPARMENTAL EXPENDITURES

PROGRAM ACCOUNT	2003-2004 ADOPTED BUDGET	2003-2004 ACTUALS	2004-2005 ADOPTED BUDGET
222 PUBLIC RELATIONS	20,750	24,092	25,000
250 AUXILIARY BUSINESS OFFICE	89,120	75,675	45,000
251 CORSAIR	119,282	22,914	136,332
252 OPERA	20,615	10,657	16,141
253 JAZZ SERIES	31,793	26,593	29,213
254 ORCHESTRA	9,192	8,941	8,586
256 CHILDREN'S CENTER	0	0	0
257 PHOTO GALLERY OPENINGS	740	0	740
258 MUSICAL INSTRUMENTS	7,672	1,247	7,100
259 TRANSPORTATION	150,530	29,325	183,200
260 ETHNIC DANCE	7,583	470	8,423
262 DANCE	16,572	3,937	16,295
263 THEATRE ARTS	71,547	32,087	65,062
264 ATHLETICS	185,000	166,346	185,000
265 SANTA MONICA PRESS	2,927	0	2,927
267 SANTA MONICA REVIEW	10,855	45	20,126
268 EVENTS	165,427	52,167	193,730
269 BAND	24,926	8,788	20,354
271 MUSICAL/MUSICAL THEATRE	2,110	2,527	11,031
272 OFFICE OF PUBLIC PROGRAMS	8,300	8,729	8,500
273 ART GALLERY OPENINGS	830	296	500
TOTAL	945,771	474,836	983,260

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION October 4, 2004
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INFORMATION ITEM D

**FIRST READING – BOARD POLICY SECTION 2000,
GENERAL DISTRICT**

Revised Board Policy Section 2000, General District, is presented to the Board of Trustees for a first reading (review). The policies will be presented for a second reading and approval on November 15, 2004.

Only revised, rewritten or new policies are presented for Board review and consideration. All other policies in section 2000 remain unchanged.

Comment: Board Policy Section 2000 is presented for a first reading following a review by two subcommittees of the Board.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	October 4, 2004

INFORMATION ITEM E**REVIEW OF DISTRICT INVESTMENTS**

The attached statement shows the status of District investments as of June 30, 2004 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

6/30/2004

<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 6/30/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			97,259	97,259	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Nov 10, 2005	1,000,000	1,000,000	993,130	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Aug 03, 2004	1,034,000	1,024,935	1,031,415	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	MBNA AMERICA BANK	Jul 01, 2004	96,000	96,000	95,995	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 02, 2004	96,000	96,000	95,992	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	PARKWAY BANK & TRUST	Aug 12, 2004	96,000	96,000	96,069	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Aug 12, 2004	96,000	96,000	96,063	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	BREMER BANK	Sep 24, 2004	96,000	96,000	95,936	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	ENCORE BANK	Sep 24, 2004	96,000	96,000	95,936	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FREMONT INVESTMENT & LOAN	Sep 30, 2004	57,000	57,000	56,912	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	PNB FINANCIAL BANK, TX	Oct 15, 2004	96,000	96,000	95,923	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	INDYMAC BANK	Oct 27, 2004	96,000	96,000	95,770	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	WESTERN FINANCIAL BANK	Oct 29, 2004	96,000	96,000	95,779	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	IMPERIAL CAPITAL BANK	Mar 25, 2005	96,000	96,000	95,533	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	TREASURY BANK, VA	Apr 08, 2005	96,000	95,946	94,958	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	BPD BANK, NY	Apr 20, 2005	96,000	96,000	95,071	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 22, 2005	96,000	96,000	94,640	CITIGROUP GLOBAL MARKETS
TOTAL				3,427,140	3,422,381	

SIMON TRUST FUND INVESTMENTS

6/30/2004

<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 6/30/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			108,136	108,136	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	JUNIPER BANK	Jul 02, 2004	96,000	96,000	95,992	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NEW SOUTH FEDERAL SAVINGS	Jul 07, 2004	96,000	96,000	95,988	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNIVERSAL SAVINGS BANK	Aug 27, 2004	90,000	90,000	89,922	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	GREATER ATLANTIC BANK - VA	Sep 22, 2004	96,000	96,000	95,860	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NATIONAL BANK OF COMMERCE	Oct 29, 2004	96,023	96,023	95,915	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FIRST AMERICAN BANK	Nov 05, 2004	96,000	96,000	95,910	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	STILLWATER NAT'L BANK	Nov 05, 2004	96,000	96,000	95,875	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	LEHMAN BROS	Dec 09, 2004	96,000	96,000	95,716	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNIONBANK - IL	Mar 30, 2005	96,000	96,000	95,757	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	STILLWATER NAT'L BANK	Apr 08, 2005	96,000	95,946	94,959	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COLE TAYLOR BANK	Jul 29, 2005	96,000	96,000	94,769	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FLAGSTAR BANK	Sep 12, 2005	96,000	96,000	94,522	CITIGROUP GLOBAL MARKETS
MONEY FUND	MARKET PORTFOLIO CL Y			14,192	14,192	BEAR STEARNS
TREASURY NOTE	U.S. GOVERNMENT	Nov. 15, 2005	300,000	305,627	314,156	BEAR STEARNS
CORPORATE BOND	NATIONSBANK	Jul. 15, 2004	125,000	125,227	125,227	BEAR STEARNS
CORPORATE BOND	BANKAMERICA	Sep. 15, 2005	125,000	127,037	130,944	BEAR STEARNS
TOTAL				1,826,188	1,833,840	

ASSOCIATED STUDENT BODY

6/30/2004

<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 6/30/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			89	89	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNIVERSAL SAVINGS	Aug 27, 2004	96,000	96,000	95,916	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NATIONAL BANK OF COMMERCE	Oct 29, 2004	95,999	96,023	95,915	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	ADVANTA BANK	Jan 21, 2005	96,000	96,000	95,582	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNION BANK - IL	Mar 30, 2005	57,000	57,000	56,856	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	TREASURY BANK - VA	Apr 08, 2005	25,985	25,985	25,718	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	CAPITAL ONE BANK	Apr 27, 2005	100,000	100,000	99,091	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 22, 2005	96,000	96,000	94,640	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COLE TAYLOR BANK	Jul 29, 2005	96,000	96,000	94,769	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FLAGSTAR BANK	Sep 12, 2005	96,000	96,000	94,522	CITIGROUP GLOBAL MARKETS
TOTAL				759,097	753,098	

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	October 4, 2004

ADJOURNMENT – 10:13 p.m.

The meeting was adjourned in memory of **Arthur Gettleman**, father of Carl Gettleman and **Mandy McMahon**, Admissions registration clerk.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, November 15, 2004 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.

ROSE_LISA

From: ROSE_LISA
Sent: Wednesday, October 6, 2004 10:39 AM
To: WorkGroup
Subject: Work Group - Next Steps

To: Governance Structure Work Group
From: Joan Goldsmith
Re: Agreed Upon Next Steps

Thank you for excellent participation in our meeting yesterday and for all the work you are doing to gather data from the college-wide community that will help us make recommendations to the board about a planning structure as part of college governance.

Here are the next steps we agreed upon to be completed before our next meeting at 11:30-2:30 on October 14th:

1. All sub-committees will complete their plans to gather more data through focus groups and/or surveys (designed with the help of the research staff).
2. Individuals will be contacted who might have expertise in your area and invited to come to the focus groups so that we get informed data.
3. Each sub-committee will come to the meeting with 3 recommendations for the new planning structure.

Please let me know if you need assistance in taking these steps.

Regards, Joan