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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

SPECIAL MEETING
MONDAY, SEPTEMBER 15, 2003

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

BOARD OF TRUSTEES	SPECIAL MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2003

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, September 15, 2003.

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

- Collective Bargaining,
pursuant to Government Code Section 54957.6

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (Continued)

- C Pledge of Allegiance

IV. SUPERINTENDENT'S REPORT

V. COMMUNICATIONS OR PUBLIC COMMENTS

Phil Hendricks

VI. MAJOR ITEMS OF BUSINESS

- #1 Classified Personnel – Retirements
- #2 Reduction of Classified Positions
- #3 Public Hearing – 2003-2004 Budget
- #4 Adoption of 2003-043 Budget
- #5 Filling the Vacancy on the Board of Trustees

- VII. ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Wednesday**, October 1, 2003 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	September 15, 2003

I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Herbert Roney, Chair - Present
Dr. Margaret Quiñones, Vice-Chair - Present
Carole Currey - Present
Dr. Dorothy Ehrhart-Morrison - Present
Dr. Nancy Greenstein - Present
Dr. Patrick Nichelson – Absent (Excused)
Annette Shamey - Present
Melvon George, Student Trustee - Present

II. CLOSED SESSION

- Collective Bargaining, pursuant to Government Code Section 54957.6

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7 p.m.

PLEDGE OF ALLEGIANCE - Thomas J. Donner

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2003

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

CLASSIFIED PERSONNEL – RETIREMENTS

It is recommended that the Board of Trustees approve the following retirements pursuant to the Early Retirement Incentive Program agreed upon with CSEA.

EFFECTIVE DATE

RETIREMENT/EARLY RETIREMENT INCENTIVE PROGRAM

(Pursuant to the MOU between the District and CSEA)

Baldwin, Laura, Switchboard Operator, Telecommunications	09/03/03
Cummins, Claude L., Tutoring Coordinator-Math, Math	09/03/03
D'ull, Deana L., Library Asst. III, Library	09/03/03
Estrada, Theresa, Lead Custodian/NS II, Operations	09/03/03
Fenn, John L., Locksmith, Maintenance	09/03/03
Fontana, Donna, Costume Design Technician, Theatre Arts	09/03/03
Hart, Mary-John, Women's Center Coordinator, Women's Center	09/03/03
Hayes, Lorna Y., Custodian/NS II, Operations	09/03/03
Keep, Donald C., Painter, Maintenance	09/03/03
Stankunas, Alexander E., Carpenter, Maintenance	09/03/03
Stokes, Clinton, Custodian, NS II, Operations	07/21/03
Thomas, Martha, Accompanist-Dance, KDR	09/03/03
Tomko, Michael G., Stage Design Technician, Theatre Arts	09/03/03
Williamson, Wilber, Lead Custodian, Operations	08/01/03

MOTION MADE BY: Annette Shamey
 SECONDED BY: Carole Currey
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Patrick Nichelson)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2003

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

REDUCTION OF CLASSIFIED POSITIONS

It is recommended that the following classified positions be abolished due to lack of funds/lack of work, pursuant to Education Code Sections 88014, 88017, and 88127, effective October 16, 2003.

- Athletic Trainer II (.5 FTE)
- Carpenter
- Clerical Assistant I, Campus Police
- Community Services Assistant
- Computer Support Specialist (3 FTE)
- Department Secretary I, Human Resources
- Department Secretary II, Madison (.5 FTE)
- Educational Computer Specialist (2 FTE)
- Gardener/Equipment Operator (3 FTE)
- Personnel Specialist II, Human Resources
- Personnel Technician, Personnel Commission
- Photographer
- Print Coordinator

The Superintendent/President is directed to give notice of layoff to the effected classified employees pursuant to the requirements of law.

The employees laid off pursuant to this recommendation shall be eligible for reemployment pursuant to Education Code Section 88117.

MOTION MADE BY: Carole Currey
 SECONDED BY: Dorothy Ehrhart-Morrison

Public Comments

- | | |
|------------------|--------------------|
| Lantz Simpson | Ana Jara |
| Jimmie Thompson | Sasha Agard |
| Phil Hendricks | Kaveh Shokravi |
| Lesley Kawaguchi | Russ Black |
| Chason Smith | Barbara Siegel |
| Kathy Shamey | Lee Peterson |
| Diane Watanabe | Peggy Rhoads |
| Karin Costello | Cindy Kelly |
| Gerry Clark | Christine Holmgren |
| Petra Wolfe | Tom Hruska |
| Beverly Brown | Milagros Piedra |
| Corey Cohen | Karl Karlshammar |
| John Samargis | Willis Barton |
| Cecil Godbold | Eric Roth |
| Philip Daughtry | Edward Bermudez |
| Carl Gettleman | Tom Carter |

Amendment

The following amendment was accepted by the makers of the motion:

It is further recommended that the layoff notices authorized by this resolution shall be rescinded if the District and CSEA negotiators reach an agreement by October 6, 2003 on a workshare plan which produces cost savings for fiscal year 2003-04 at or in excess of the savings that would have been generated by the layoff and CSEA withdraws its condition that the District must forfeit its right to issue future layoff notices within the fiscal year to address any future fiscal crises.

Action on Recommendation as Amended:

STUDENT ADVISORY:	Aye
AYES:	6
NOES:	0
ABSENT:	1 (Nichelson)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2003

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

PUBLIC HEARING, 2003-2004 BUDGET

It is recommended that the Board of Trustees conduct a public hearing on the 2003-2004 budget.

PUBLIC HEARING OPENED: 9:45 p.m.
MOTION MADE BY: Margaret Quiñones
SECONDED BY: Carole Currey
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Patrick Nichelson)

PUBLIC COMMENTS: Chason Smith

PUBLIC HEARING CLOSED: 9:52 p.m.
MOTION MADE BY: Nancy Greenstein
SECONDED BY: Carole Currey
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Patrick Nichelson)

RECOMMENDATION NO. 4

ADOPTION OF 2003-2004 BUDGET

It is recommended that the Board of Trustees adopt the 2003-2004 budget as stated in the following pages detailing the various funds of the District.

GENERAL FUND BUDGET SUMMARY

Beginning Balance	\$ 1,862,057
Revenue	<u>119,105,348</u>
Total Funds Available	\$120,967,405
Proposed Expenses & Transfers	\$119,105,348
Estimated Contingency Reserves	<u>\$ 1,862,057</u>
Total	\$120,967,405

MOTION MADE BY: Annette Shamey
SECONDED BY: Melvon George
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Patrick Nichelson)

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2003-2004 ADOPTED BUDGET NARRATIVE**

The Santa Monica Community College District Proposed Budget for fiscal year 2003-2004 is comprised of the following nine funds:

General Fund Unrestricted	\$102,439,649
General Fund Restricted	<u>18,527,756</u>
Total General Fund	\$120,967,405
Special Reserve Fund (Capital)	\$ 20,019,279
Earthquake Fund	3,252,284
Bond Fund Prop T	4,851,130
Bond Fund Measure U	38,064,147
Bond Interest & Redemption Fund	10,159,129
Enterprise Fund	753,042
Student Financial Aid Fund	5,336,416
Auxiliary Operations	4,269,575
Total Other Restricted	\$ 86,705,002
TOTAL PROPOSED ADOPTED BUDGET	\$207,672,407

The 2002-2003 fiscal year closed with a combined General Fund ending balance of \$1,862,057 which is 1.6% of the total actual 2002-2003 combined General Fund expenditures of \$119,801,619. This is a slight increase over the 1.2% ending balance for 2001-2002. All District entities should be commended for withstanding mid-year cuts while maintaining service to students.

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. Because of the deficit in the State's budget, there were many proposals with varied impacts being debated in the State Assembly and Senate. The final State budget was a compromise that reduced funding and shifted \$200 million of the Community College funding to be paid from the 2004-2005 Community College share of Prop 98 during the month of July 2004.

The federal income levels for 2003-2004 are projected at the 2002-2003 rate, as notification has not been received regarding the 2003-2004 funding.

The Community College budget provides for a system wide growth of 1.5% but does not include a Cost of Living Adjustment (COLA). Projections are based on the information received at the Chancellor's Office Budget Workshop. For Santa Monica College the assigned growth rate of 4.17% is reduced to 1.8% because the Chancellor's Office projection is that growth will only be funded at 44.23%. Due to reduction of classes in 2002-2003 and 2003-2004 Santa Monica College will not participate in growth funding for fiscal year 2003-2004.

The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General revenue. The figures in our budget are based on estimates from the Chancellor's Office Budget Workshop adjusted by our enrollment projections. If actual receipts of either property taxes or enrollment fees differ from projections, apportionment funding will be adjusted to keep the formula constant. The enrollment fee has increased to \$18 per unit for the 2003-2004 fiscal year, starting with the fall semester.

The State Lottery revenues are paid each year according to the annual enrollment figures. Since we are projecting a decline in enrollment in 2002-2003 the Lottery revenue has been reduced.

Mandated Cost Reimbursement has been postponed by the State until fiscal year 2004-2005.

Partnership for Excellence (PFE) funding has been reduced from \$5,701,813 budgeted in 2002-2003 to \$4,276,360 for 2003-2004. During 2002-2003 the State reduced our PFE funding by \$703,053. This cut was absorbed by reductions in classes in the spring of 2003. Thirty-two (32) full time faculty positions for over \$3 million, \$700,000 for part-time faculty and \$900,000 for instructional-related classified positions were funded from PFE dollars in 2002-2003. Some of these expenses are now eliminated because of the reduction in revenue. In the income account titled "Other State Income" the District has placed the 2003-2004 part-time faculty compensation, which was decreased by about 10% in the 2003-2004 State Budget.

Local income figures reflect the State Chancellor's Office projection of property taxes of \$33,200,286. This is a combination of lines 6, 12, 13, 14, 15 and 16. There will be no special adjustment this year for delinquent taxes. Intensive ESL revenue comes from special classes for foreign students and this program is negatively affected by new INS rules. Interest is expected to drop due to the State deferment of revenues to the next of the fiscal year. The last principal apportionment payment will not be made until July 2004. Non-resident tuition fees represent an increase from \$141 to \$149 and an 18% drop in enrollment. The capital surcharge for non-resident students is shown in fund 40.0. F-1 Application fees also reflect an 18% decrease. All other student-based fees assume a 16% drop in enrollment

General Fund Unrestricted Expenditures (01.0)

The expenditure projections reflect appropriate step, column and longevity increases for all qualified employees. The final increase from decompression of the faculty salary schedule for 2003-2004 has also been included. Health and Welfare benefits have again increased to reflect the January 1st 2004 rate changes. The PERS contribution rate has increased by 360% from 2.894% to 10.42%.

The expenditure projections also reflect no COLA for 2003-2004 for any salaries, the hiring of no new faculty positions in 2003-2004, reduction in counseling, a 25% reduction in class offerings for 2003-2004, a reduction of management positions, the early retirement of faculty and classified employees, and the layoff of classified employees.

Both the 30% reduction to discretionary funds implemented for the 2002-2003 Adopted Budget and the 10% cut to these funds done mid-year in 2002-2003 have been carried forward into the 2003-2004 fiscal year.

No building and site improvements are budgeted in the General Fund. The equipment expenditure budget reflects ongoing lease purchases and \$25,000 for emergency equipment replacement.

The projected ending balance for fiscal year 2003-2004 is the same as the 2002-2003 ending balance of \$1,862,057. The ending balance could be affected by any adjustments to the State budget during the fiscal year.

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.

State funding reductions have caused major decreases in CalWORKS and Matriculation as reflected in this budget. All grants that did not end by June 30, 2003 have been carried over to the 2003-2004 budget.

\$700,602 of funding to be received from the State is for Student Financial Aid Administration. \$566,582 of this allocation is a new funding to promote financial aid to eligible students.

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. This fund includes three State funded capital projects, the Library Addition, equipment for the Library Addition and 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.

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 may not be transferred into the general fund.

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.

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. The Library Project was the last major remaining project in this fund and as the bills are paid for the completion of the project this fund will close.

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 expenditures in this fund relate to the College construction plan approved under Measure U.

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 2003-2004 fiscal year. This information is projected for the District by the Los Angeles County Treasurer's Office.

Enterprise Fund (50.0)

This is a new fund for Community Service and Contract Education. Under the new accounting system established by the Los Angeles County Department of Education, it was deemed appropriate to create a separate fund for these revenues and expenditures.

Student Financial Aid Fund (74.0)

This fund consists of all student financial aid 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.

Since our default rate has fallen to an all-time low, we will not be subject to any Federal penalties that could result in a reduction in allocations. Additional allocations for fiscal year 2003-2004 will be augmented to the Adopted Budget by Board of Trustee's action when awards are received and approved.

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.

CONCLUSION

Due to the reduction in State funding, many long hours were spent in balancing this budget by all sectors of the College. This budget is presented to the Board of Trustees for adoption.

2003/04 UNRESTRICTED GENERAL FUND 01.0 (FORMERLY 01) INCOME BUDGET

ACCOUNTS (a)	02/03 ADOPTED BUDGET (b)	02/03 ACTUALS (c)	03/04 ADOPTED BUDGET (d)
FEDERAL			
1. 8189 FIN AIDS ADM ALLOWANCES	106,160	114,873	114,873
2. TOTAL FEDERAL	106,160	114,873	114,873
STATE			
3. 8610 PRINCIPAL APPT.	41,312,763	42,167,339	39,093,071
4. 8611 BASIC SKILLS APPT.	700,000	580,429	0
5. 8616 PRIOR YR APPT. ADJ.	0	(308,756)	312,170
6. 8672 HOMEOWNERS EXEMPT	94,352	94,454	94,454
7. 8680 STATE LOTTERY REV.	2,800,296	3,182,137	2,406,875
8. 8692 MANDATED COST RECOV.	128,748	0	0
9. 8699 OTH STATE	1,384,813	1,254,265	1,000,440
10. PARTNERSHIP FOR EXCELLENCE	5,701,813	4,998,760	4,276,360
11. TOTAL STATE	52,122,785	51,968,628	47,183,370
LOCAL			
12. 8810 PROP TAX SHIFT	24,328,357	23,016,951	25,497,202
13. 8811 SECURED TAX	5,903,076	6,293,879	6,879,210
14. 8812 SUPPLE. TAXES	124,295	105,343	105,342
15. 8813 UNSECURED TAX	339,804	370,894	370,894
16. 8816 PRIOR YRS TAXES	299,259	253,184	253,184
17. 8816 SPECIAL ADJUSTMENT	0	329,108	0
18. 8830 INTENSIVE ESL	479,700	547,328	410,496
19. 8850 RENTS	16,461	17,825	17,825
20. 8860 INTEREST	466,130	272,322	204,242
8872 CONT. ED/COMM SERV.	636,409	610,529	0
21. 8874 ENROLLMENT FEES	4,804,455	4,766,127	6,230,782
22. 8879 STUDENT RECORDS	120,903	179,110	150,452
23. 8880 NON RES TUITION	13,497,733	13,651,624	11,829,471
24. 8886 F1 APPLICATION FEES	58,805	87,250	71,545
25. 8889 OTHER FEES	398,278	281,340	236,326
26. 8890 OTHER LOCAL	310,269	331,161	278,175
27. 8891 I. D. CARD SERVICE CHARGE	512,302	512,637	430,615
28. 8892 LIBRARY FINES	20,673	19,610	16,472
29. 8893 PARKING FINES	225,000	282,972	237,696
30. TOTAL LOCAL	52,541,909	51,929,194	53,219,929
31. TOTAL INCOME (Lines 2 + 11 + 31)	104,770,854	104,012,695	100,518,172
32. 8912 SALE OF EQUIP/SUPPL.	0	0	0
33. 8980 TRANSFER IN	96,458	96,705	59,420
34. TOTAL REVENUE (Lines 32 + 33 +34)	104,867,312	104,109,400	100,577,592
35. BEGINNING BALANCE	1,210,760	1,210,760	1,862,057
36. ADJUSTMENT TO BEGINNING BALANCE	0	1,177,626	0
37. TOTAL FUNDS AVAIL. (Lines 35 + 36 + 37)	106,078,072	106,497,786	102,439,649

2003/04 UNRESTRICTED GENERAL FUND 01.0 (FORMERLY 01) EXPENDITURE BUDGET

ACCOUNTS (a)	02/03 ADOPTED BUDGET (b)	02/03 ACTUALS (c)	03/04 ADOPTED BUDGET (d)
1. INSTRUCTION	21,504,352	22,381,218	21,615,647
2. ACADEMIC MANAGERS	4,269,334	4,405,466	3,306,745
3. NON-INSTRUCTION	3,323,913	3,847,335	3,968,600
4. HOURLY INSTRUCTION	20,000,369	19,249,956	14,244,756
5. HOURLY NON INSTRUCTION	2,951,129	3,102,657	2,673,350
6. TOTAL ACADEMIC	52,049,097	52,986,632	45,809,098
7. CLASSIFIED REGULAR	15,782,713	15,753,123	15,521,369
8. CLASSIFIED MANAGERS	2,751,969	2,777,935	2,606,678
9. CLASS REG INSTRUCTION	2,304,362	2,130,091	2,230,413
10. CLASSIFIED HOURLY	1,361,321	1,456,115	1,385,704
11. CLASS HRLY INSTRUCTION	155,941	574,040	389,651
12. TOTAL CLASSIFIED	22,356,306	22,691,304	22,133,815
13. STRS	2,850,938	3,274,164	3,346,570
14. PERS	1,010,921	934,737	2,495,337
15. OASDHI	2,600,473	2,378,899	1,976,982
16. H/W	8,059,946	7,729,133	9,060,044
17. RETIREE'S H/W	953,855	1,011,613	1,138,065
18. SUI	114,630	135,788	137,013
19. WORKERS' COMP.	799,371	821,571	1,157,757
20. DISTRICT RETIREMENT	621,165	538,919	541,379
21. TOTAL BENEFITS	17,011,299	16,824,824	19,853,147
22. TOTAL SUPPLIES	1,381,161	694,984	1,095,177
23. CONTRACTS/SERVICES	6,745,286	7,537,017	7,283,706
24. INSURANCE	461,067	531,427	585,635
25. UTILITIES	2,954,510	2,010,638	2,412,766
26. TOTAL SERVICES*	10,160,863	10,079,082	10,282,107
27. BLDG & SITES	0	15,723	0
28. EQUIPMENT	738,877	64,569	25,000
29. LEASE PURCHASES	1,370,000	822,391	818,874
30. TOTAL CAPITAL	2,108,877	902,683	843,874
31. TOTAL EXPENSES	105,067,603	104,179,509	100,017,218
32. OTHER OUTGO FINANCIAL AID	0	0	0
33. OTHER OUTGO-TRANSFERS	404,991	456,220	560,374
34. TOTAL EXP. & TRANSFERS (Lines 31 + :	105,472,594	104,635,729	100,577,592
35. CONTINGENCY RESERVE	605,478	1,862,057	1,862,057
37. TOTAL (Lines 34 + 35)	106,078,072	106,497,786	102,439,649

*Lottery revenues are used to fund services.

RESTRICTED GENERAL FUND 01.3 (FORMERLY FUND 03) INCOME BUDGET

REVENUE ACCOUNT	02/03 ADOPTED BUDGET	02/03 ACTUALS	03/04 ADOPTED BUDGET
(a)	(b)	(c)	(d)
FEDERAL			
1. 8170 VOCATIONAL ED.	510,076	510,076	171,859
2. 8180 ECONOMIC OPP. ACT/FWS	648,904	488,751	648,904
3. 8190 RADIO GRANTS	490,820	1,594,477	975,000
4. 8190 RADIO GRANTS C/O	0	0	470,078
5. 8241 TECH PREP	72,630	63,769	72,000
6. OTHER FEDERAL	2,096,312	939,357	920,688
7. TOTAL FEDERAL	3,818,742	3,596,430	3,258,529
STATE			
8. 8620 BLOCK GRANT	0	0	0
9. 8620 BLOCK GRANT C/O	0	247,398	309,510
10. 8620 ECONOMIC DEVELOPMENT	350,500	347,850	0
11. 8620 ECONOMIC DEVELOPMENT C/O	0	55,753	0
12. 8620 S.F.A.A.	0	0	700,602
13. 8620 TTIP	0	41,234	36,364
14. 8620 TTIP C/O	265,618	126,008	213,348
15. 8620 CALWORKS	342,771	394,857	339,619
16. 8620 CALWORKS C/O	0	150,650	0
17. 8620 TANF	86,991	86,991	82,641
18. 8622 EXTENDED OPP. PROG.	1,043,882	948,873	1,109,468
19. 8622 EXTENDED OPP. PROG.C/O	0	0	177,329
20. 8623 DISABLED STUDENTS	916,378	1,071,790	981,012
21. 8650 MATRICULATION	646,026	457,217	693,266
22. 8650 MATRICULATION C/O	0	409,562	284,015
23. 8650 NON-CREDIT MATRICULATION	41,276	33,260	30,901
24. 8650 NON-CREDIT MATRICULATION C/O	0	0	28,537
25. 8650 EOPS CARE	102,619	43,546	99,437
26. 8650 EOPS CARE C/O	0	0	61,125
27. 8650 STAFF/FAC DIVERSITY	24,437	24,437	23,118
28. 8650 ENERGY RELIEF C/O	417,666	102,495	325,469
29. 8650 TEACHER READING DEVELOPMENT PROG.	137,500	206,372	0
30. 8654 INSTR.EQUIP/LIBRARY MATL.	877,891	97,188	502,500
31. 8654 INSTR.EQUIP/LIBRARY MATL. C/O	0	17,817	382,285
32. 8656 STAFF DEVELOP. C/O	0	2,373	17,961
33. 8680 LOTTERY	270,204	311,643	318,762
34. OTHER STATE	1,533,778	930,681	1,192,477
35. TOTAL STATE	7,057,537	6,107,995	7,909,746
LOCAL			
36. 8830 PICO PARTNERSHIP	199,875	168,177	199,875
37. 8830 PICO PARTNERSHIP	0	0	14,615
38. 8876 HEALTH FEES	669,582	673,482	580,448
39. 8881 PARKING FEES	1,022,395	1,105,444	1,195,243
40. 8890 PARKING LOT INC	151,864	242,310	151,864
41. DONATIONS -KCRW	3,419,587	2,166,757	3,492,049
42. OTHER LOCAL	591,841	1,964,241	1,509,086
43. TOTAL LOCAL	6,055,144	6,320,411	7,143,180
44. TOTAL INCOME (Lines 6 + 25 + 33)	16,931,423	16,024,836	18,311,455
45. 8980 TRANSFERS	139,913	172,420	216,301
46. TOTAL REVENUE (Lines 34 + 35)	17,071,336	16,197,256	18,527,756
47. BEGINNING BALANCE	204,458	204,458	
48. ADJUSTMENT TO BEGINNING BALANCE	0	(82,943)	
49. TOTAL FUNDS AVAIL. (Lines 36 + 37 + 38)	17,275,794	16,318,771	18,527,756

RESTRICTED GENERAL FUND 01.3 (FORMERLY FUND 03) EXPENDITURE BUDGET

ACCOUNTS (a)	02/03 ADOPTED BUDGET (b)	02/03 ACTUALS (c)	03/04 ADOPTED BUDGET (d)
1. INSTRUCTION	135,600	0	432,720
2. MANAGEMENT	832,773	684,837	603,404
3. NON-INSTRUCTION	716,954	871,541	1,055,947
4. HOURLY INSTRUCTION	90,509	52,206	278,505
5. HOURLY NON INSTRUCTION	919,598	1,122,521	1,319,578
6. TOTAL ACADEMIC	2,695,434	2,731,105	3,690,154
7. CLASSIFIED REGULAR	1,573,658	1,591,578	1,611,092
8. CLASSIFIED MANAGERS	271,813	259,415	272,892
9. CLASS REG INSTRUCTION	112,884	159,997	157,545
10. CLASSIFIED HOURLY	1,621,370	1,410,213	1,250,004
11. CLASS HRLY INSTRUCTION	139,799	315,382	240,841
12. TOTAL CLASSIFIED	3,719,524	3,736,585	3,532,374
13. STRS	207,669	228,674	284,558
14. PERS	20,702	29,659	197,230
15. OASDHI	241,129	143,574	293,932
16. H/W	380,069	351,546	481,981
17. SUI	10,074	1,698	26,967
18. WORKERS' COMP.	45,680	55,742	63,976
19. DISTRICT RETIREMENT	13,541	25,104	30,373
20. TOTAL BENEFITS	918,864	835,997	1,379,017
21. TOTAL SUPPLIES	627,275	809,556	554,166
22. CONTRACTS/SERVICES	3,948,751	3,497,430	4,528,838
23. INSURANCE	4,077	1,529,004	4,077
24. UTILITIES	218,515	187,040	325,469
25. TOTAL SERVICES	4,171,343	5,213,474	4,858,384
26. BLDG & SITES	443,068	1,452,224	15,302
27. EQUIPMENT	4,076,750	843,169	3,473,372
28. TOTAL CAPITAL	4,519,818	2,295,393	3,488,674
29. TOTAL EXPENSES (Lines 6 + 12+ 20 + 21 + 25 + 28)	16,652,258	15,622,110	17,502,769
30. OTHER OUTGO - FINANCIAL AIDS	487,078	617,651	965,567
31. OTHER OUTGO - TRANSFERS	136,458	79,010	59,420
32. TOTAL OTHER OUTGO	623,536	696,661	1,024,987
33. TOTAL EXP. & OTHER OUTGO (Lines 29 + 32)	17,275,794	16,318,771	18,527,756
34. CONTINGENCY RESERVE	0	0	0
35. TOTAL (Lines 33 + 34)	17,275,794	16,318,771	18,527,756

SPECIAL RESERVE FUND 40.0 (FORMERLY FUND 15)

ACCOUNTS (a)	02/03 ADOPTED BUDGET (b)	02/03 ACTUALS (c)	03/04 ADOPTED BUDGET (d)
1. BEGINNING BALANCE	2,486,666	2,486,666	1,155,173
2. ADJUSTMENT TO BEGINNING BALANCE	0	(213,851)	0
3. ADJUSTED BEGINNING BALANCE	2,486,666	2,272,815	1,155,173
INCOME			
4. 8652 SCHEDULED MAINTENANCE	514,747	418,618	82,578
5. 8653 HAZARDOUS SUBSTANCES	788,956	371,268	241,210
6. 8655 CAPITAL OUTLAY - LIBRARY ADDITION	7,985,568	7,953,911	400,099
7. 8655 CAPITAL OUTLAY - LIBRARY EQUIPMENT	2,418,000	55,781	2,362,219
8. 8655 CAPITAL OUTLAY - LIBERAL ARTS	0	0	4,458,000
9. 8820 DONATIONS	350,000	0	0
10. 8860 INTEREST	85,000	0	0
11. 8880 NONRESIDENT CAPITAL CHARGE	2,000,000	1,400,535	1,120,000
12. 8890 LOCAL INCOME	0	3,688	0
13. 8891 LOCAL INCOME - REDEVELOPMENT	12,500,000	216,037	10,200,000
14. TOTAL INCOME	26,642,271	10,419,838	18,864,106
15. TOTAL FUNDS AVAILABLE (Lines 3 + 14)	29,128,937	12,692,653	20,019,279
EXPENSES			
16. 2000 CLASSIFIED SALARIES	235,272	235,272	235,272
17. 3000 BENEFITS	39,856	56,483	56,483
18. 4000 SUPPLIES	3,000	2,108	3,000
19. 5000 CONTRACT SERVICES	15,000	254,957	250,000
20. 6000 CAPITAL OUTLAY	28,835,809	10,988,660	19,474,524
21. TOTAL EXPENSES	29,128,937	11,537,480	20,019,279
22. ENDING BALANCE (Lines 15 - 21)	0	1,155,173	0

EARTHQUAKE FUND FUND 41.0 (FORMERLY FUND 73)

ACCOUNTS (a)	02/03 ADOPTED BUDGET (b)	02/03 ACTUALS (c)	03/04 ADOPTED BUDGET (d)
1. BEGINNING BALANCE	205,805	205,805	3,252,284
INCOME			
2. 8199 FEDERAL/FEMA FUNDING	9,479,483	4,261,452	0
3. TRANSFER IN	0	0	0
4. TOTAL INCOME	9,479,483	4,261,452	0
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	9,685,288	4,467,257	3,252,284
EXPENSES			
6. 4000 SUPPLIES	3,000	0	0
7. 5000 CONTRACT SERVICE	862,670	105,620	105,620
8. 6000 CAPITAL OUTLAY	8,819,618	1,109,353	3,146,664
9. TOTAL EXPENSES	9,685,288	1,214,973	3,252,284
10. ENDING BALANCE (Lines 5 - 9)	0	3,252,284	0

BOND FUND 42.1 (FORMERLY FUND 70)

ACCOUNTS (a)	02/03 ADOPTED BUDGETS (b)	02/03 ACTUALS (c)	03/04 TENTATIVE BUDGET (d)
1. BEGINNING BALANCE	6,122,900	6,127,713	4,822,474
2. ADJUSTMENT TO BEGINNING BALANCE	0	500,000	0
3. ADJUSTED BEGINNING BALANCE	6,122,900	6,627,713	4,822,474
INCOME			
4. 8860 INTEREST	100,000	36,412	28,656
5. TOTAL INCOME	100,000	36,412	28,656
6. TOTAL FUNDS AVAILABLE (Lines 3 + 5)	6,222,900	6,664,125	4,851,130
EXPENSES			
7. 6000 CAPITAL OUTLAY	6,222,900	1,841,651	4,851,130
8. TOTAL EXPENSES	6,222,900	1,841,651	4,851,130
9. ENDING BALANCE (Lines 6 - 8)	0	4,822,474	0

MEASURE U FUND 42.2 (FORMERLY FUND 71)

ACCOUNTS	02/03 ADOPTED BUDGET	02/03 ACTUALS	03/04 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	0	0	12,814,147
INCOME			
2. LOCAL INCOME	25,000,000	25,000,000	25,000,000
3. INTEREST	0	252,643	250,000
4. TOTAL INCOME	25,000,000	25,252,643	25,250,000
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	25,000,000	25,252,643	38,064,147
EXPENSES			
6. 4000 SUPPLIES	0	2,014	0
7. 5000 CONTRACT SERVICES	1,000,000	35,289	50,000
8. 6000 CAPITAL OUTLAY	24,000,000	12,401,193	38,014,147
9. TOTAL EXPENSES	25,000,000	12,438,496	38,064,147
10. ENDING BALANCE (Lines 4 - 9)	0	12,814,147	0

BOND INTEREST AND REDEMPTION FUND 48.0 (FORMERLY FUND 21)

ACCOUNTS	02/03 ADOPTED BUDGET	02/03 ACTUALS	03/04 ADOPTED BUDGET
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	1,282,014	1,282,014	4,444,188
INCOME			
2. 8600 STATE REVENUES	0	22,669	0
3. 8814 VOTER INDEBTED TAXES	4,568,048	4,848,035	5,714,941
4. TOTAL INCOME	4,568,048	4,870,704	5,714,941
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	5,850,062	6,152,718	10,159,129
EXPENSES			
6. 7100 DEBT REDEMPTION	645,000	645,000	2,640,000
7. 7110 INTEREST CHARGES	1,063,531	1,063,530	2,465,329
8. TOTAL EXPENSES	1,708,531	1,708,530	5,105,329
9. ENDING BALANCE (Lines 5 - 8)	4,141,531	4,444,188	5,053,800

STUDENT FINANCIAL AID FUND 74.0 (FORMERLY FUND 09)

ACCOUNTS (a)	02/03 ADOPTED BUDGET (b)	02/03 ACTUALS (c)	03/04 ADOPTED BUDGET (d)
1. BEGINNING BALANCE	5,756	5,756	0
INCOME			
2. 8330 FEDERAL GRANTS	8,100,947	8,077,594	4180823*
3. 8622 ST. EOPS GRANTS	0	40,000	40,000
4. 8650 CAL. GRANTS	665,784	918,476	771,520
5. 8981 TRANSFER	305,078	283,800	344,073
6. 8860 INTEREST	0	0	0
7. TOTAL INCOME	9,071,809	9,319,870	5,336,416
8. TOTAL FUNDS AVAILABLE (Lines 1 +7)	9,077,565	9,325,626	5,336,416
EXPENSES			
9. 7500 FINANCIAL AID	9,077,565	9,325,626	5,336,416
10. TOTAL EXPENSES	9,077,565	9,325,626	5,336,416
11. ENDING BALANCE (Lines 7 - 10)	0	0	0

* Reflects current awards of PELL and SEOG

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

	02/03 ADOPTED BUDGET	02/03 ACTUALS	03/04 ADOPTED BUDGET
-	(b)	(c)	(d)
(a)			
1. BEGINNING BALANCE	0	0	0
2. INCOME			
3. CLASS FEES	0	0	753,042
4. TOTAL INCOME	0	0	753,042
5. TOTAL FUNDS AVAILABLE (Lines 1 + 6)	0	0	753,042
6. EXPENSES			
7. ACADEMIC MANAGERS	0	0	35,147
8. HOURLY NON-INSTRUCTION	0	0	27,179
9. CLASSIFIED REGULAR	0	0	122,073
10. CLASSIFIED HOURLY	0	0	70,411
11. CLASSIFIED HOURLY INSTRUCTION	0	0	184,389
12. BENEFITS	0	0	87,840
13. SUPPLIES	0	0	23,877
14. CONTRACT SERVICES	0	0	198,609
15. CAPITAL OUTLAY	0	0	3,517
16. TOTAL EXPENSES	0	0	753,042
17. ENDING BALANCE (Lines 7 - 16)	0	0	0

**AUXILIARY OPERATIONS
2003-2004**

BUDGET

Accounts	2002-2003 ADOPTED BUDGET	2002-2003 ACTUALS	2003-2004 Adopted BUDGET
BEGINNING BALANCE	1,723,719	1,723,719	1,913,238
ADJ. TO BEGINNING BALANCE		(7,230)	
ADJUSTED BEGINNING BALANCE		1,716,489	1,913,238
INCOME			
GROSS SALES	7,893,152	7,612,228	6,268,349
LESS: COST OF GOODS	(6,540,345)	(5,812,808)	(4,756,330)
NET	1,352,807	1,799,420	1,512,019
VENDOR INCOME	600,000	652,982	561,118
AUXILIARY PROGRAM INCOME	354,131	364,005	273,700
NET	2,306,938	2,816,407	2,346,837
INTEREST	36,556	20,707	9,500
OTHER FUND TRANSFERS	0	0	0
TOTAL INCOME	2,343,494	2,837,114	2,356,337
TOTAL FUNDS AVAILABLE	4,067,213	4,553,603	4,269,575
EXPENDITURES			
STAFFING	815,645	1,144,749	1,103,968
FRINGE BENEFITS	84,929	159,359	160,530
OPERATING	1,389,967	839,528	2,068,305
COP'S/CAPITAL	100,000	0	100,000
TOTAL EXPENDITURES	2,390,541	2,143,636	3,432,803
INVENTORY ADJUSTMENT		(496,729)	
RETAINED EARNINGS ADJUSTMENT		0	
ENDING BALANCE	1,676,672	1,913,238	836,772

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2003

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5 **FILLING THE VACANCY ON THE BOARD OF TRUSTEES**

It is recommended that the Board of Trustees fill the vacancy on the Board by appointing a person to serve as trustee until the next regularly scheduled election (November, 2004).

It is further recommended that the Board of Trustees screen applications and develop selection criteria and interview questions.

Comment: Patrick Nichelson submitted his resignation from the Board of Trustees, effective September 30, 2003. The Los Angeles County Office of Education was notified and responded with options for filling the vacancy, which included a provisional appointment within 60 days of filing of the resignation.

The District will follow a process culminating with the appointment of a trustee to fill the vacancy at the regular Board of Trustees meeting on November 3, 2003.

It is recommended that members of the Board of Trustees refer all possible candidates to the Board of Trustees Office.

- Weeks 1-3 Publicize vacancy and recruit candidates.
- Week 3 *Regular Board meeting on October 1, 2003*
Board of Trustees develops selection criteria and interview questions
- Week 4 Deadline for receiving applications
- Week 4 Announce names of applicants
- Week 5 *Special Board meeting on October 13, 2003*
Board of Trustees screens applications and selects finalists.
- Week 6 Staff to arrange and conduct Informational meetings for finalists
- Week 8 *Regular Board Meeting on November 3, 2003*
Presentations by finalists, interviews by Board of Trustees, and selection of trustee. Administer Oath of Office and install newly-appointed trustee.

MOTION MADE BY: Margaret Quiñones
 SECONDED BY: Dorothy Ehrhart-Morrison
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Patrick Nichelson)

BOARD OF TRUSTEES	
Santa Monica Community College District	September 15, 2003

ADJOURNMENT

The meeting was adjourned in memory of Jolanie Carter, a student at Santa Monica High School who was a victim of a violent crime.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Wednesday**, October 1, 2003 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.