

# MINUTES



## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MONDAY,  
JUNE 9, 2008

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

5:30 p.m. – Call to Order  
Closed Session

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/>

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

|                                         |                        |
|-----------------------------------------|------------------------|
| <b>BOARD OF TRUSTEES</b>                | <b>REGULAR MEETING</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008           |

## ***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, June 9, 2008.

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.)*

Public Comments on Closed Session Items

- Conference with Legal Counsel – Anticipated/Existing Litigation  
(Government Code Section 54956.9)  
Two cases

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

- C Pledge of Allegiance
- D Closed Session Report (if any)
- E Installation of Student Trustee
- F Public Comments

IV. **SUPERINTENDENT'S REPORT**

- 29<sup>th</sup> Annual Student Photography Show Winners - Professor Larry Jones
  - Bob Friedman - Best of Show
  - Jamin Mathis – Best Color
  - Hojin Yun - Best Black and White
  - Chris Straus - Best Wildlife
  - Emily Eisen, Best People
  - Anna Gessler, Best Photo I
  - Mary Schwinn, Honorable Mention
  - Alex Vacca, Honorable Mention
  - Molly Robinson, Honorable Mention
- Management Association Update

IV. **SUPERINTENDENT'S REPORT** (continued)

- Updates:
  - Graduation Activities
  - Solar Power Feasibility Study
  - State Budget

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

- #1 2008-2009 Tentative Budget
- G Presentation: Vocational Education/Workforce Development
- #2 Five-Year Construction Plan

VII.. **CONSENT AGENDA**

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

- #3 Approval of Minutes: May 12, 2008 (Regular Meeting)

**Annual Recommendations, 2008-09**

- #4 Election of Personnel
- #5 Annual Declaration of Indefinite Salaries for Retroactive Pay
- #6 Resolution Fixing the Employer's Contribution Under the Public Employees' Medical and Hospital Care Act
- #7 Destruction of Class 3 Records
- #8 Year-End Appropriations Transfers
- #9 Disposal of Surplus Property
- #10 Authorization of Signatures, 2008-09
- #11 Annual Contracts and Consultants
  - A Academic and Student Affairs
  - B Auxiliary Services
  - C Construction/Facilities Services
  - D Continuing and Community Education
  - E Enrollment Development
  - F Events
  - G Fiscal/Advocacy
  - H Human Resources/Personnel Commission Services
  - I KCRW
  - J Legal Services
  - K Marketing, Community Outreach and Recruitment
  - L Risk Management
- #12 Organizational Memberships, 2008-2009

**Grants and Contracts**

- #13 Acceptance of Grant Augmentation

### **Academic and Student Affairs**

- #14 New Courses, Certificates, Associate of Arts Degree and A.A. Degree Requirement Courses

### **Human Resources**

- #15 Resolution for Establishment of 457 Deferred Compensation Plan
- #16 Academic Personnel
- #17 Classified Personnel – Regular
- #18 Classified Personnel – Limited Duration
- #19 Classified Personnel – Non Merit

### **Facilities and Fiscal**

- #20 Facilities
  - 20-A Award of Bid – Structure “A” Improvements
  - 20-B Change Order No. 3 – Re-Bid Campus Quad
  - 20-C Substitution of Subcontractors – Bundy Northeast Driveway
  - 20-D Construction Escrow Agreement – Corsair Field Renovations
  - 20-E Construction Escrow Agreement – John Adams Middle School
- #21 Budget Augmentations
- #22 Budget Transfers
- #23 Commercial Warrant Register
- #24 Payroll Warrant Register
- #25 Auxiliary Payments and Purchase Orders
- #26 Direct, Benefit & Student Grant Payments
- #27 Purchasing
  - 27-A Purchasing Agreement and Authorization of Purchase Orders
  - 27-B Award of Purchase Orders
  - 27-C Declaration and Donation of Surplus Computer Equipment

### **VIII. CONSENT AGENDA – Pulled Recommendations**

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

### **IX. BOARD COMMENTS AND REQUESTS**

### **X. ADJOURNMENT**

There will be a Board of Trustees Retreat on Saturday, June 21, 2008 at the SMC Bundy Campus, Multipurpose Room (Room 123), 3171 Bundy Drive, Los Angeles.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, July 7, 2008 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.

### **Appendix A: 2008-09 Tentative Budget**

**BOARD OF TRUSTEES**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING**

June 9, 2008

**I. ORGANIZATIONAL FUNCTIONS**

- A. CALL TO ORDER – 5:32 p.m.
- B. ROLL CALL  
Rob Rader, Chair - Present  
Louise Jaffe, Vice-Chair - Present  
Dr. Susan Aminoff - Present  
Judge David Finkel (Ret.) - Present  
Dr. Nancy Greenstein - Present  
Dr. Margaret Quiñones-Perez - Present  
Dr. Andrew Walzer - Present

**II. CLOSED SESSION**Public Comments on Closed Session Items

- Conference with Legal Counsel – Anticipated/Existing Litigation  
(Government Code Section 54956.9)  
Two cases

**III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- C PLEDGE OF ALLEGIANCE – Cameron Henton, Incoming Student Trustee
- D CLOSED SESSION REPORT - None
- E INSTALLATION OF STUDENT TRUSTEE  
Board Chair Rob Rader administered the Oath of Allegiance to Cameron Henton and installed him as Student Trustee.
- F PUBLIC COMMENTS  
Renay Garcia  
James Price  
Linda Reza  
Lesley Kawaguchi

|                                         |                        |
|-----------------------------------------|------------------------|
| <b>BOARD OF TRUSTEES</b>                | <b>REGULAR MEETING</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | May 12, 2008           |

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

**Graduation:** Graduation festivities will begin with a pre-graduation reception for the commencement speaker Dr. Gene Block and two outstanding alumni, Dr. Jeremy Pal and Eddie Guerboian. Graduation will be held at 6 p.m. on Corsair Field.

**Management Association Update:** Board Chair Rob Rader presented a gift to Management Association President Mona Martin, who ends her one-year term as president on June 30. Mona Martin reported that Kiersten Elliott, Associate Dean of Enrollment Services, will take over July 1st as president for 2008-09; Erica LeBlanc, Dean of Academic Affairs, is president-elect; Lisa Rose, Executive Coordinator of District/Board of Trustees Office, continues on as secretary; and Regina Jennings, Project Manager for CAHSEE, will serve as treasurer. The Management Association "Above and Beyond" award went in May to Lin Caldwell, administrative assistant in the SMC President's Office.

**Tentative 2008-09 Budget:** SMC's lobbyist in Sacramento, Dale Shimasaki of Strategic Education Services, reported there is still great uncertainty about the state budget situation. However, college officials have said that SMC is projected to end this fiscal year with a healthy level of reserves. At the same time, the college is seeking to reduce its annual operating deficit by \$12 million over the next three years.

**Solar Power:** Greg Brown, Director of Facilities Planning, reported that the college is taking a three-pronged approach to studying the feasibility of the use of solar power at SMC. The college has completed one study that has concluded that in the short term the best site for installing solar power on campus is Parking Structure C. The college is seeking state and private funds for a solar retrograde project for the parking structure. In addition, the college is cooperating with the City of Santa Monica on its comprehensive solar feasibility study that will provide a long-term view for the main campus and SMC's satellite sites. The college examines solar power feasibility when planning all new buildings.

#### **V. ACADEMIC SENATE REPORT**

*Richard Tahvildaran-Jesswein*

| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 1**

**SUBJECT:**                      **2008-2009 TENTATIVE BUDGET**

**SUBMITTED BY:**              Superintendent/President

**REQUESTED ACTION:**      It is recommended that the Board of Trustees adopt the 2008-2009 Tentative Budget (Appendix A).

**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
2008-2009 TENTATIVE BUDGET**

The Santa Monica Community College District Proposed Budget for fiscal year 2008-2009 comprises of the following nine funds:

|                                 |                     |
|---------------------------------|---------------------|
| General Fund Unrestricted       | \$148,070,687       |
| General Fund Restricted         | <u>\$28,422,727</u> |
| <i>Total General Fund</i>       | \$176,493,414       |
| Special Reserve Fund (Capital)  | \$4,476,500         |
| Earthquake Fund                 | \$3,094,515         |
| Measure U                       | \$11,432,000        |
| Measure S                       | \$50,960,000        |
| Bond Interest & Redemption Fund | \$18,969,033        |
| Student Financial Aid Fund      | \$13,932,801        |
| Auxiliary Operations            | <u>\$4,795,883</u>  |
| <i>Total Other Restricted</i>   | \$107,660,732       |

**TOTAL PROPOSED TENTATIVE BUDGET              \$284,154,146**

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

| <b>BOARD OF TRUSTEES</b>                | <b>INFORMATION</b> |
|-----------------------------------------|--------------------|
| Santa Monica Community College District | June 9, 2008       |

## MAJOR ITEMS OF BUSINESS

### **INFORMATION ITEM G**

**SUBJECT:** **VOCATIONAL EDUCATION/WORKFORCE DEVELOPMENT**

**SUBMITTED BY:** Superintendent/President

**SUMMARY:** The Occupational Ed Committee, with support from the Workforce and Economic Development Department, is continuing to expand and enhance SMC's vocational course menu using the annual Vocational and Technical Education Act (VTEA) fund and other categorically-funded resources. For 2008-09, the committee has endeavored to bring existing vocational programs up-to-date with industry standards while attempting to address the environmental movement. With all vocational programs participating in the distribution process, the following highlights the committee's strategies for the current year:

- Explore new ways of expanding the capacity of all vocational faculty – as they pertain to emerging industry trends and the skills needed to gain entry into the workforce
- Deploy better student/graduate tracking mechanisms – to ensure continued communication between SMC and graduating students
- Encourage a wider understanding of the environmental movement
- Strengthen the working relationship between campus programs, departments, student services, and special projects
- Set-aside resources to support the creation of new vocational courses that align with the trends of business/industry



|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
| Santa Monica Community College District | June 9, 2008  |

## **MAJOR ITEMS OF BUSINESS**

### **RECOMMENDATION NO. 2**

### **FIVE-YEAR CONSTRUCTION PLAN 2010-2011**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the filing of the Five-Year Construction Plan, 2010-2011 including Initial Project Proposals and Final Project Proposals, with the State Chancellors Office.

Five-Year Plan Priority Listing: See following page

Initial Project Proposals (IPP): Health, PE, and Fitness, Career Advancement and Opportunity Center, Madison East Wing Seismic Renovation

Final Project Proposal (FPP): Early Childhood Education Center

**COMMENT:** The Five-Year Construction plan identifies all potential future projects, especially those that may be eligible for state matching funds. The District selects projects that are expected to have the greatest possibility of state funding to be developed into an IPP. If the state approves the IPP, then the project can be developed into an FPP the following year.

The projects are listed in order of priority for state funding purposes only. Projects that are more likely to receive state funding are ranked higher. This does not necessarily reflect the District's priority rankings for these projects.

### **PUBLIC COMMENTS**

Betsy Hiteshew  
Wendy Parise

MOTION MADE BY: Nancy Greenstein  
SECONDED BY: Andrew Walzer  
STUDENT ADVISORY: Aye  
AYES: 6  
NOES: 0  
ABSTAIN: 1 (Quiñones-Perez)

| No. Project Occupancy                                                     |                        | Schedule of Funds |              |              |                        |                     |
|---------------------------------------------------------------------------|------------------------|-------------------|--------------|--------------|------------------------|---------------------|
| ASF                                                                       | Total Cost Source      | 2009/2010         | 2010/2011    | 2011/2012    | 2012/2013              | 2013/2014 2014/2015 |
| <b>1 Student Services and Administration Building</b>                     |                        |                   |              |              | Status: FPP Approved   |                     |
| 16,118                                                                    | 2011/2012              | (C)(E)            |              |              |                        |                     |
|                                                                           | \$17,256,000 State     | \$15,935,000      |              |              |                        |                     |
|                                                                           | \$36,476,000 Non-State | \$33,831,000      |              |              |                        |                     |
| <b>2 Replacement Math and Science Extension Building</b>                  |                        |                   |              |              | Status: FPP Approved   |                     |
| 29,831                                                                    | 2012/2013              | (P)(W)            | (C)(E)       |              |                        |                     |
|                                                                           | \$40,134,000 State     | \$2,756,000       | \$37,378,000 |              |                        |                     |
|                                                                           | \$68,259,000 Non-State | \$4,731,000       | \$63,528,000 |              |                        |                     |
| <b>3 Early Childhood Education Center</b>                                 |                        |                   |              |              | Status: FPP Submitting |                     |
| 11,399                                                                    | 2013/2014              |                   | (P)(W)       |              | (C)(E)                 |                     |
|                                                                           | \$4,422,000 State      |                   | \$357,000    |              | \$4,065,000            |                     |
|                                                                           | \$4,422,000 Non-State  |                   | \$357,000    |              | \$4,065,000            |                     |
| <b>4 Madison Site East Wing Seismic Upgrade</b>                           |                        |                   |              |              | Status: IPP Submitting |                     |
| 6,820                                                                     | 2014/2015              |                   |              | (P)(W)       | (C)                    | (E)                 |
|                                                                           | \$5,741,000 State      |                   |              | \$448,000    | \$5,145,000            | \$148,000           |
|                                                                           | \$5,741,000 Non-State  |                   |              | \$448,000    | \$5,145,000            | \$148,000           |
| <b>5 Replacement Health, Fitness, P.E. Building</b>                       |                        |                   |              |              | Status: IPP Submitting |                     |
| 18,616                                                                    | 2014/2015              |                   |              | (P)(W)       | (C)(E)                 |                     |
|                                                                           | \$7,870,000 State      |                   |              | \$604,000    | \$7,266,000            |                     |
|                                                                           | \$7,870,000 Non-State  |                   |              | \$604,000    | \$7,266,000            |                     |
| <b>6 Career Opportunity and Advancement Center – Bundy Campus</b>         |                        |                   |              |              | Status: IPP Submitting |                     |
| 18,931                                                                    | 2014/2015              |                   |              | (P)(W)       | (C)(E)                 |                     |
|                                                                           | \$10,593,000 State     |                   |              | \$1,431,000  | \$9,162,000            |                     |
|                                                                           | \$30,093,000 Non-State |                   |              | \$1,431,000  | \$28,662,000           |                     |
| <b>7 Corsair Stadium Seismic Upgrade</b>                                  |                        |                   |              |              |                        |                     |
|                                                                           | 2013/2014              |                   |              | (P)(W)       | (C)                    | (E)                 |
|                                                                           | \$11,203,000 Non-State |                   |              | \$1,038,000  | \$10,120,000           | \$45,000            |
| <b>8 Media and Technology Complex – Academy Site</b>                      |                        |                   |              |              |                        |                     |
| 16,366                                                                    | 2011/2012              | (W)               | (C)          | (E)          |                        |                     |
|                                                                           | \$58,013,000 Non-State | \$2,731,000       | \$51,361,000 | \$2,000,000  |                        |                     |
| <b>9 Media and Technology Phase II – Academy Site</b>                     |                        |                   |              |              |                        |                     |
|                                                                           | 2012/2013              | (W)               | (C)          | (E)          |                        |                     |
|                                                                           | \$5,995,000 Non-State  | \$280,000         | \$5,000,000  | \$495,000    |                        |                     |
| <b>10 Malibu Site Acquisition and Facilities</b>                          |                        |                   |              |              |                        |                     |
|                                                                           | 2013/2014              | (A)               | (P)(W)       |              | (C)(E)                 |                     |
|                                                                           | \$25,362,000 Non-State | \$10,500,000      | \$1,246,000  |              | \$13,616,000           |                     |
| <b>11 Drescher Hall Phase I - Academic Facilities Modernization</b>       |                        |                   |              |              |                        |                     |
|                                                                           | 2013/2014              | (P)               | (W)          | (C)          | (E)                    |                     |
|                                                                           | \$10,618,000 Non-State | \$464,000         | \$683,000    | \$9,351,000  | \$120,000              |                     |
| <b>12 Drescher Hall Phase II - Bookstore Relocation and Modernization</b> |                        |                   |              |              |                        |                     |
|                                                                           | 2013/2014              | (P)               | (W)          | (C)          | (E)                    |                     |
|                                                                           | \$29,329,000 Non-State | \$1,023,000       | \$1,477,000  |              | \$26,329,000           | \$500,000           |
| <b>13 Drescher Hall Phase III - Pico Promenade and Transit Plaza</b>      |                        |                   |              |              |                        |                     |
|                                                                           | 2013/2014              | (P)               | (W)          | (C)          | (E)                    |                     |
|                                                                           | \$6,255,000 Non-State  | \$259,000         | \$338,000    | \$5,633,000  | \$25,000               |                     |
| <b>14 Malibu Library Educational Center</b>                               |                        |                   |              |              |                        |                     |
|                                                                           | 2012/2013              | (P)               | (W)          | (C)          | (E)                    |                     |
|                                                                           | \$13,238,000 Non-State | \$512,000         | \$696,000    | \$11,110,000 | \$920,000              |                     |
| <b>15 Environmental Performance Projects Santa Monica College</b>         |                        |                   |              |              |                        |                     |
|                                                                           | \$10,000,000 Non-State |                   |              |              |                        |                     |

A – Site Acquisition, P – Preliminary Plans, W – Working Drawings, C – Construction, E – Equipment

| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
|-----------------------------------------|---------------|
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008  |

## **VII. CONSENT AGENDA**

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

### **ANNUAL RECOMMENDATIONS**

The annual recommendations No. 4 through No. 12 (pages 12-48) are approvals of contracts, consultants and memberships required for the District to continue operations for 2008-09 (unless otherwise indicated). A majority of the recommendations are required by county and state agencies to continue necessary services provided to the District. All recommendations have been reviewed and approved by the vice-presidents responsible for their respective areas.

#### **RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #3-#28

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

|                   |                    |
|-------------------|--------------------|
| MOTION MADE BY:   | David Finkel       |
| SECONDED BY:      | Andrew Walzer      |
| STUDENT ADVISORY: | Aye                |
| AYES:             | 6                  |
| NOES:             | 0                  |
| ABSENT:           | 1 (Quiñones-Perez) |

## **VIII. CONSENT AGENDA – Pulled Recommendations**

*Recommendations pulled from the Section VII, Consent Agenda discussed and voted on separately.*

### **Recommendation No. 11-A (15): Work Study Agreement with CSUN and UCLA**

|                   |                    |
|-------------------|--------------------|
| Motion Made By:   | David Finkel       |
| Seconded By:      | Louise Jaffe       |
| Student Advisory: | Aye                |
| Ayes:             | 6                  |
| Noes:             | 0                  |
| Absent:           | 1 (Quiñones-Perez) |

### **Recommendation No. 11-B (4):Coast Professional**

|                   |                    |
|-------------------|--------------------|
| Motion Made By:   | Louise Jaffe       |
| Seconded By:      | David Finkel       |
| Student Advisory: | Aye                |
| Ayes:             | 5                  |
| Noes:             | 0                  |
| Abstain:          | 1 (Rader)          |
| Absent:           | 1 (Quiñones-Perez) |

| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
|-----------------------------------------|---------------|
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008  |

**VIII. CONSENT AGENDA – Pulled Recommendations** *(continued)*

Recommendation No. II-C (4): LPI, Inc.

Motion Made By: Susan Aminoff  
 Seconded By: Louise Jaffe  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. II-G (3): Los Angeles County Office of Education

Motion Made By: David Finkel  
 Seconded By: Louise Jaffe  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. II-I: KCRW

Motion Made By: Louise Jaffe  
 Seconded By: David Finkel  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. II-J: Legal Services

Motion Made By: Susan Aminoff  
 Seconded By: Louise Jaffe  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. II-K: Marketing, Community Outreach and Recruitment

Motion Made By: Louise Jaffe  
 Seconded By: David Finkel  
 Student Advisory: Aye  
 Ayes: 5  
 Noes: 0  
 Abstain: 1 (Rader)  
 Absent: 1 (Quiñones-Perez)

| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
|-----------------------------------------|---------------|
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008  |

**VIII. CONSENT AGENDA – Pulled Recommendations** *(continued)*

Recommendation No. 12: Organizational Memberships, 2008-09

Motion Made By: Louise Jaffe  
 Seconded By: David Finkel  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. 15: Resolution for Establishment of 457 Deferred Compensation Plan

Motion Made By: Susan Aminoff  
 Seconded By: Andrew Walzer  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. 16: Academic Personnel

Motion Made By: Louise Jaffe  
 Seconded By: Nancy Greenstein  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

Recommendation No. 20-A: Facilities – Award of Bid, Structure A Improvements

Motion Made By: David Finkel  
 Seconded By: Louise Jaffe  
 Student Advisory: Aye  
 Ayes: 6  
 Noes: 0  
 Absent: 1 (Quiñones-Perez)

**RECOMMENDATION NO. 3      APPROVAL OF MINUTES**

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

May 12, 2008 (Regular Meeting)

|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 4 ELECTION OF PERSONNEL**

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

Requested Action: Approval of the following annual elections/reelections, effective July 1, 2008

Academic Personnel: Declare salary schedules indefinite for 2008-09 and place academic personnel to the appropriate place on their respective salary schedules for the 2008-09 fiscal year.

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

Classified Personnel: Declare salary schedules indefinite for 2008-09 and place classified personnel to the appropriate place on their respective 2008 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2008-09 and place unrepresented personnel to the appropriate place on their respective 2008 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2008.

Executive Vice-President  
Vice-President  
Senior Director, Government Relations/Institutional Communications  
Associate Vice-President  
Dean  
Director, Police and Safety Services  
Associate Dean  
Director  
Assistant Director

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

**RECOMMENDATION NO. 5 ANNUAL DECLARATION OF INDEFINITE SALARIES FOR RETROACTIVE PAY**

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

Requested Action: Approval/Ratification

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for 2008-09.

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 6**      **RESOLUTION FIXING THE EMPLOYER'S  
CONTRIBUTION UNDER THE PUBLIC  
EMPLOYEES' MEDICAL AND HOSPITAL CARE  
ACT**

Reviewed by:      Sherri Lee-Lewis, Dean, Human Resources  
Approved by:      Marcia Wade, Vice-President, Human Resources  
Requested Action:      Adoption

WHEREAS, (1)      Government Code Section 22825.6 provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employers' contribution at an amount not less than the amount required under Section 22825 of the Act, and

WHEREAS, (2)      Santa Monica Community College District, hereinafter referred to as Public Agency is a local agency contracting under the Act for participation by members of the classified and certificated units;

WHEREAS, (3)      Santa Monica Community College District, hereinafter referred to as Public Agency is a local agency contracting under the Act for participation by members of the Special Districts hereinafter referred to as the Board of Trustees and the Personnel Commission; now, therefore be it

RESOLVED, (4)      That the employer's contribution for each employee who is eligible for health benefits and for each annuitant who retired from employment, who would have been covered by the above identified recognized employee organization enrolled in PERS health plans, shall be as follows:

\$593.50 per month tenthly (\$494.58 per month twelfthly), effective August 1, 2008

and that the contribution shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund.

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

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 7      DESTRUCTION OF CLASS 3 RECORDS**

Approved by:      *Randal Lawson, Executive Vice-President*  
                          *Teresita Rodriguez, Vice-President, Enrollment Development*  
                          *Marcia Wade, Vice-President, Human Resources*  
 Requested Action:      *Approval*

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

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

**RECOMMENDATION NO. 8      YEAR-END APPROPRIATIONS TRANSFERS**

Requested by:      *Chris Bonvenuto, Director, Fiscal Services*  
 Approved by:      *Randal Lawson, Executive Vice-President*  
 Requested Action:      *Approval*

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2007-2008 to permit the payment of obligations of the district incurred during the year.

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

**RECOMMENDATION NO. 9      DISPOSAL OF SURPLUS PROPERTY**

Approved by:      *Randal Lawson, Executive Vice-President*  
 Requested Action:      *Approval*

Disposal of surplus equipment through public auction, private sale (if under \$2,500) or other means deemed appropriate as required during fiscal year 2008-2009.

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



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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 10 AUTHORIZATION OF SIGNATURES, 2008-09**

Approved by: *Randal Lawson, Executive Vice-President*

Requested Action: *Approval*

I. Union Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on Union Bank accounts for 2008-09 as indicated:

District Clearing Account:

Chui L. Tsang  
Randal Lawson  
Christopher M. Bonvenuto

Community Services Account:

Chui L. Tsang  
Randal Lawson  
Christopher M. Bonvenuto

Bursar's Office Cash Account:

Chui L. Tsang  
Randal Lawson  
Christopher M. Bonvenuto

Bursar's Office Credit Card Account:

Chui L. Tsang  
Randal Lawson  
Christopher M. Bonvenuto

Authorization for the District to use a stamp signature for Chui L. Tsang when two signatures are required. Two signatures are required on all checks that are more than \$500.

Authorization that Randal Lawson be designated as the primary contact for Union Bank.

Comment: Union Bank requires specific action to designate signatories instead of the previous blanket authorization.

2. U.S. Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on U.S. Bank accounts for 2008-09 as indicated:

Revolving Cash Account:

Chui L. Tsang  
Randal Lawson  
Christopher M. Bonvenuto

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
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| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2008 through June 30, 2009, unless otherwise indicated.*

11-A ACADEMIC AND STUDENT AFFAIRS

*Approved by: Brenda Benson, Acting Vice-President, Student Affairs  
Jeff Shimizu, Vice-President, Academic Affairs  
Randal Lawson, Executive Vice-President*

|   |                                              |                                                                                                                                                                                       |                                                                                                                                                                   |                                             |
|---|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1 | Sandi Eisenberg, dba Total Recall Captioning | Real-time captioning services to non-signing deaf and hard of hearing students. The District meets the needs of non-signing deaf students by providing real-time captioning services. | Not to exceed \$57 per hour single, on-site; \$110 per hour teamed, on-site \$57 per hour remote; and \$100 per hour teamed; total amount not to exceed \$175,000 | 2008-2009 District Budget/Disabled Students |
| 2 | PeopleSupport Transcriptions (RapidText)     | Real-time captioning services to non-signing deaf and hard of hearing students                                                                                                        | Not to exceed \$65 per hour on-going classes; \$85 per hour occasional classes, total amount not to exceed \$3,750                                                | 2008-2009 District Budget/Disabled Students |
| 3 | Quick Caption                                | Real-time captioning services to non-signing deaf and hard of hearing students on an as-needed basis.                                                                                 | \$60 per hour on site; \$55 per hour remote, \$120 per hour teamed, on-site; \$110 per hour teamed, remote, not to exceed \$6,000.                                | 2008-09 District Budget/Disabled Students   |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11     ANNUAL CONTRACTS AND CONSULTANTS**

11-A    ACADEMIC AND STUDENT AFFAIRS *(continued)*

|   |                                                               |                                                                                                                                                |                                                                                                                                                                         |                                                 |
|---|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| 4 | Accommodating Ideas                                           | Sign language interpreters for an influx of deaf students at the beginning of each semester and for an on-going need for emergency substitutes | Not to exceed \$60 per hour daytime; \$65 per hour nights and weekends; and \$70 per hour emergencies; plus mileage expenses, total amount not to exceed \$15,000       | 2008-2009 District/<br>Budget Disabled Students |
| 5 | Links Sign Language Interpreting Services/Goodwill Industries | Sign language interpreters for an influx of deaf students at the beginning of each semester and for an on-going need for emergency substitutes | \$62 per hour single; \$62 teamed; \$79 per hour for less than 48 hours notice; \$100 per hour emergencies; plus mileage expenses, total amount not to exceed \$10,000. | 2008-2009 District<br>Budget/Disabled Students  |
| 6 | LIFESIGNS Sign Language Interpreting Services                 | Sign language interpreters for an influx of deaf students at the beginning of each semester and for an on-going need for emergency substitutes | \$65 per hour single; \$65 per hour teamed; \$75 per hour for less than 48 hours notice and nights; plus mileage expenses, not to exceed \$10,000.                      | 6/01/08-6/30/09<br>Budget/Disabled Students     |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-A    ACADEMIC AND STUDENT AFFAIRS** *(continued)*

|   |                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                |                                                                              |
|---|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| 7 | Child Care Providers (list on file in the office of the Director of Child Care Services) | To provide child care services for CalWORKS and Pico Partnership recipients.<br><br>Comment:<br>Students are required to be enrolled in at least 6 units for fall and spring, and 3 units for winter and summer. Each contract is determined by the number of units a student is enrolled in, if they are working, and the age of the child. They may select from a list of licensed providers, select their own licensed provider, use a relative exempt provider, or a non-relative provider. Or a non-relative Trustline provider. | The reimbursement ceiling rate is consistent with the Regional Market rate.                                                                                                                    | CalWORKS, City of Santa Monica/<br>Chancellor's Office<br>(Pico Partnership) |
| 8 | Santa Monica-Malibu Unified School District                                              | Provide child care services for up to five (5) Santa Monica College students who have children ages birth to 36 months and who are participating in the Pico Partnership On-the-Move Program, dependent on space available.                                                                                                                                                                                                                                                                                                           | \$1,050 per month for infants (birth to 18 months); \$750 per month for toddlers (19 to 36 months).<br><br>Note: The rates of reimbursement reflect rates mandated by the State of California. | \$41,216 from the City of Santa Monica                                       |
| 9 | City of Santa Monica Community Program Division                                          | Rental of Clover Park Sports Facilities for SMC Athletics Department                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Not to exceed \$2,000                                                                                                                                                                          | 2008-2009 District Budget/Athletics                                          |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11     ANNUAL CONTRACTS AND CONSULTANTS**

11-A    ACADEMIC AND STUDENT AFFAIRS *(continued)*

|    | Provider                 | Service                                                                                                                                                                                                                                                                                                            | Amount                                   | Funding Source                                                                              |
|----|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------------------------------------------------------------------|
| 10 | Rockreation Climbing Gym | Rental of space and equipment for physical education classes.<br><br>Comment:<br>Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities. Appropriate protective gear will be required for students in these classes. | \$100 per student for rock climbing      | 2008-2009 District Budget<br>Costs completely covered by student fees (no cost to District) |
| 11 | Spectrum Club            | Rental of space and equipment for physical education classes.<br><br>Comment:<br>Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities. Appropriate protective gear will be required for students in these classes. | \$60 per student for spinning            | 2008-2009 District Budget<br>Costs completely covered by student fees (no cost to District) |
| 12 | Matt Rosas               | Rental of surf equipment for physical education classes.<br>Comment:<br>Education Code Section 26395 authorizes districts to impose a fee on students participating in physical education courses in non-district facilities.<br>Appropriate protective gear will be required for students in these classes.       | \$170 per student for surfing equipment. | 2008-2009 District Budget<br>Costs completely covered by student fees (no cost to District) |

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| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-A    ACADEMIC AND STUDENT AFFAIRS *(continued)*

|    | Provider     | Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Amount                                                                                                                                  | Funding Source                            |
|----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| 13 | Peak Medical | Perform athletic pre-participation physical screenings throughout the academic year which will include: reviewing of the student athlete health survey, conducting the physical screening and completing the physical examination form, authorizing physician clearance of student athletes and referral of students back to SMC Health Services for final processing, providing referrals when physician clearance is withheld and making referrals for off-campus diagnostic or consultation with specialist. | \$80 per physical screening, not to exceed 150 screenings                                                                               | 2008-2009 District Budget/Athletics       |
| 14 | Peak Medical | One licensed physician to act as medical director for the College's Student Health Services; up to 10 hours per week of licensed physician services to provide for the examination and treatment of students in the Health Services Office; Health Services staff access to a physician for consultation and advice during Health Services Office operating hours; and a provision for administrative meetings, as needed, with Health Services staff.                                                          | \$2,000 monthly stipend for medical director services and \$120 per hour for patient care and related administrative meeting attendance | 2008-2009 District Budget/Health Services |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-A    ACADEMIC AND STUDENT AFFAIRS (continued)

|    |                                                             |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                  |                                                                     |
|----|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 15 | Work Study Agreements with CSUN and UCLA                    | These are renewal agreements which allow university work-study students to be placed at Santa Monica College. The District pays the percentage of the students' wages as indicated. Tutors may work in English, Social Science, Math, Modern Language or Science. | CSUN – 45% of the students' salary paid by SMC; UCLA – 55%+ share of Workers Comp; Unemployment and Medicare; and 5 percent Administrative Fees paid by SMC                      | 2008-2009 Budget/Academic Affairs (District's share)                |
| 16 | List of providers on file in the office of Emeritus College | Off-campus facilities for Emeritus College                                                                                                                                                                                                                        | Payment per class is authorized as state on the list                                                                                                                             | 2008-09 District Budget/Emeritus College                            |
| 17 | Ecollege                                                    | Provide support for SMC's 21,000 distance education enrollments or "seats."                                                                                                                                                                                       | \$752,000 to \$950,000 for up to 21,000 seats. Any seats above 21,000 will be paid on a per-seat charge of \$46 per seat for 100% online courses and \$21.50 for hybrid courses. | 2008-09 Apportionment for enrollment in Distance Education courses. |
| 18 | Career Services Central ASP                                 | Provide functionality to collect, enter and approve job postings, search resumes, and refer them to prospective employers and to generate reports about students, alumni, employers and job postings.                                                             | \$1,000                                                                                                                                                                          | District Budget/ Career Services Center                             |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

**11-B AUXILIARY SERVICES**

Requested by: *George Prather, Director of Auxiliary Services*

Approved by: *Randal Lawson, Executive Vice-President*

|   | Provider                  | Service                                                                                                                    | Amount                             | Funding Source                  |
|---|---------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------------|
| 1 | Norton Medical Industries | Drug testing services to transportation employees pursuant to Board Policy 3116                                            | Not to exceed \$1,000              | 2008-2009 Transportation Budget |
| 2 | Deidre Weaver             | Advertising consulting services including the sale of advertising space in the Corsair and special advertising supplements | 25 percent of revenues received    | 2008-2009 Auxiliary Budget      |
| 3 | Nu-Crest Company          | Electronic equipment maintenance for Bookstore                                                                             | Not to exceed \$9,000              | 2008-2009 Auxiliary Budget      |
| 4 | Coast Professional        | Debt collection service                                                                                                    | 25 to 35% on all amounts collected | Amounts collected               |

**11-C CONSTRUCTION/FACILITIES SERVICES**

Requested by: *Greg Brown, Director of Facilities and Planning*

*J.C. Saunders-Keurjian, Chief Director, Facilities/Maintenance*

Approved by: *Randal Lawson, Executive Vice-President*

|   | Provider                 | Services                                                                           | Amount                                                                          | Funding Source                                                        |
|---|--------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| 1 | Geolabs-Westlake Village | Geotechnical services                                                              | \$75 to \$200 per hour up to \$500 per final report                             | State Construction Grants/FEMA/Measure U or S/ District Capital Funds |
| 2 | Ellis Environmental      | Hazardous material monitoring & testing                                            | \$40 to \$200 for on-site services & up to \$500 per laboratory test and report | State Construction Grants/FEMA/Measure U or S/ District Capital Funds |
| 3 | Twining Labs             | Construction material testing, special inspection services & geotechnical services | \$75 to \$150 per hour & up to \$500 per laboratory test and report             | State Construction Grants/FEMA/Measure U or S/ District Capital Funds |



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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-C    CONSTRUCTION/FACILITIES SERVICES (continued)

|    |                                                                                    |                                                                                                                                                                         |                                                                                                                                                       |                                                                                       |
|----|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 4  | LPI, Inc.<br>(Lee Paul,<br>Construction<br>Management Team,<br>Project Inspectors) | Construction<br>management, program<br>management & inspection<br>services; two-year<br>agreement with 4.5%<br>increase in fees effective<br>July 1, 2008               | \$75 to \$150 per<br>hour, not to<br>exceed \$900,000;<br>\$5,560 per<br>month for<br>Project<br>Management<br>Software<br>development and<br>support | State Construction<br>Grants/FEMA/ District<br>Capital Funds/<br>Measure U or S Funds |
| 5  | TOMIT Consulting,<br>Inc. (Tim Mawhinny<br>and Project<br>Management Team)         | Construction management<br>and support                                                                                                                                  | \$115 per hour,<br>not to exceed<br>\$140,000                                                                                                         | State Construction<br>Grants/FEMA/ District<br>Capital Funds/<br>Measure U or S Funds |
| 6  | IVA Solutions                                                                      | Security consulting                                                                                                                                                     | \$55 to \$135 per<br>hour plus<br>reimbursable<br>expenses, not to<br>exceed \$90,000                                                                 | State Construction<br>Grants/FEMA/Measure<br>U or S/ District Capital<br>Funds        |
| 7  | CCS Group                                                                          | Prepare capital outlay<br>funding requests and<br>reports required by the<br>Chancellor's Office<br>including the Five-Year<br>Construction Plan and<br>Space Inventory | Not to exceed<br>\$80,000 plus<br>reimbursable<br>expenses                                                                                            | Measure U or S/<br>District Capital Funds                                             |
| 8  | Foundation for<br>California<br>Community Colleges                                 | Annual license fee for<br>State facilities planning<br>program                                                                                                          | Not to exceed<br>\$19,000                                                                                                                             | District Capital Funds                                                                |
| 9  | Building Electronic<br>Controls, Inc.                                              | Fire alarm monitoring<br>services for Emeritus<br>College Campus                                                                                                        | Not to exceed<br>\$1,200                                                                                                                              | Maintenance<br>Department Budget                                                      |
| 10 | IVA                                                                                | Fire alarm monitoring<br>services for Bundy<br>Campus                                                                                                                   | Not to exceed<br>\$1,200                                                                                                                              | Maintenance<br>Department Budget                                                      |
| 11 | GMR Construction<br>(Gary Rose)                                                    | Provide support to the<br>maintenance and facilities<br>department                                                                                                      | \$58 per hour,<br>not to exceed<br>\$60,000                                                                                                           | 6/01/08-6/30/09<br>Maintenance<br>Department Budget                                   |
| 12 | Linda Sullivan                                                                     | Facility planning for public<br>use of SMC indoor and<br>outdoor spaces, and<br>operational planning for<br>SMC public programs.                                        | Not to exceed<br>\$90,000, plus<br>reimbursable<br>expenses                                                                                           | 2008-09 SMC<br>Performing Arts<br>Center Budget                                       |

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| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-D    CONTINUING AND COMMUNITY EDUCATION**

Requested by:        *Chito Cajayon, Dena, Workforce Development*

Approved by:        *Jeff Shimizu, Vice-President, Academic Affairs*

|   | Provider                          | Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Revenue                                                                                             |
|---|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| 1 | Institute of Reading Development  | <p>Agreement with the Institute of Reading Development for the rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated.</p> <p>Comment:<br/>The Institute of Reading Development offers reading programs for children and adults. The program will be publicized in the Continuing and Community Education schedule of classes; however, all enrollment is done through IRD. The classroom use will not conflict with any District programs.</p> | <p>Revenue generated by registration fees charged</p> <p>The college receives 10% gross revenue</p> |
| 2 | Gatlin Education                  | <p>Agreement for online classes to be offered through SMC's Continuing and Community Education Program in exchange for a percentage of the enrollment fees generated.</p> <p>Comment:<br/>Gatlin Services offers online certification programs and provides the course contents and instructors. All programs have been reviewed with the respective department chairs.</p>                                                                                                                              | <p>Revenue generated by registration fees charged</p> <p>The college receives \$300 per student</p> |
| 3 | Education Fitness Solutions (EFS) | <p>Agreement for the provision of an online professional certification in personal fitness training in exchange for a percentage of the enrollment fees generated.</p> <p>Comment:<br/>EFS is an outgrowth of a collaboration between San Diego State University's College of Extended Studies, faculty members, industry experts, internship affiliates, colleges/ universities, national organizations and its Board of Advisors.</p>                                                                  | <p>Revenue generated by registration fees charged</p> <p>The college receives 30% gross revenue</p> |
| 4 | Ed2Go                             | <p>Agreement to offer online classes through SMC's Continuing and Community Education program in exchange for a percentage of the enrollment fees generated.</p>                                                                                                                                                                                                                                                                                                                                         | <p>Revenue generated by registration fees charged</p> <p>The college receives \$34 per student</p>  |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-D CONTINUING AND COMMUNITY EDUCATION (continued)

|    | Provider                                                                  | Service                                                                                                                                                                                                      | Revenue                                                                                      |                                                                    |
|----|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 5  | Collette Vacations                                                        | Approval of agreement with Collette Vacations for advertising educational tour packages in the Continuing and Community Education schedule of classes. Collette Vacations will pay SMC 10% of the tour fare. | Revenue generated by registration fees charged<br><br>The college receives 10% of tour price |                                                                    |
| 6  | West Los Angeles College, Westside Extension                              | Agreement to offer joint community education classes through SMC's Continuing and Community Education program in exchange for a percentage of the enrollment fees charged.                                   | Revenue generated by registration fees charged<br><br>The college receives 60% gross revenue |                                                                    |
| 7  | Los Angeles International Fencing Center (LAIFC).                         | Agreement to offer fencing classes through SMC's Continuing and Community Education program in exchange for a percentage of the enrollment fees generated.                                                   | Revenue generated by registration fees charged<br><br>The college receives \$25 per student  |                                                                    |
|    | Provider                                                                  | Service                                                                                                                                                                                                      | Amount                                                                                       | Funding Source                                                     |
| 8  | We Search Research                                                        | Editorial copywriting; information research & verification                                                                                                                                                   | Not to exceed \$11,000 plus reimbursable expenses                                            | Revenue generated by registration fees charged                     |
| 9  | Augusoft, Inc.                                                            | Approval of annual maintenance agreement for Lumens Software, used by Continuing and Community Education for online registration and Paypal for credit card transactions.                                    | Not to exceed \$9,000.                                                                       | Revenue generated by registration fees charged                     |
| 10 | List of providers on file in the office of Continuing/Community Education | Facilities for Continuing and Community Education courses<br><br>Seminars and courses for SMC Continuing and Community Education courses                                                                     | Payment per class is authorized as stated on the list.                                       | Revenue generated by registration fees charged by the C&CE Program |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-E    ENROLLMENT DEVELOPMENT**

Approved by:        *Teresita Rodriguez, Vice-President, Enrollment Development*

|   | Provider            | Service                                                                                                                                                                                                                                                                                                                            | Amount                                                                                                                                                                                                                                                                                                                       | Funding Source                                    |
|---|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| 1 | Credentials, Inc.   | The company will provide services for the automated processing of Enrollment and Degree Verifications and online transcript ordering. This service also provided online ordering and shipping of student parking decals as well as the printing of all parking decals sold on campus.                                              | Fees include \$2.50 per decal ordered mailed to student (including printing, processing and mailing); \$.65 for printed decals sold on campus. Enrollment & Degree Verifications, as well as online transcript ordering, are optional services at no cost to the District. A small convenience fee charged to the requestor. | 2008-2009 District Budget                         |
| 2 | The NTI Group, Inc. | Renewal of the service that enables staff to record, schedule, send, and track thousands of voice and text messages. The service has improved student communication through the enrollment management process, providing opportunities to improve outreach and retention services through targeted telephone messages to students. | \$32,000 for 180,000 message units (including support fee)                                                                                                                                                                                                                                                                   | 2008-2009 District Budget/ Enrollment Development |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-E ENROLLMENT DEVELOPMENT (continued)

|    | Provider               | Service                                        | Amount   | Funding Source                               |
|----|------------------------|------------------------------------------------|----------|----------------------------------------------|
|    |                        | SMC International Education Center Advertising |          | 2008-09<br>International<br>Education Budget |
| 3  | ALC Press Japan        | Print ad                                       | \$2,000  |                                              |
| 4  | CJR Education          | Print ad, Student web video profile            | \$1,500  |                                              |
| 5  | EI Group               | Web Banners                                    | \$2,000  |                                              |
| 6  | Hobson's International | Print and web ads/profiles                     | \$16,000 |                                              |
| 7  | InterStudy Korea, inc. | Print ad and web banner                        | \$1,200  |                                              |
| 8  | Spindle                | Print ads                                      | \$12,000 |                                              |
| 9  | Study in the USA       | Print and web ads/profiles                     | \$36,750 |                                              |
| 10 | US Journal             | Print profile                                  | \$1,100  |                                              |

11-F EVENTS

*Requested by: Charlie Yen, Director, Events and Contracts*

*Approved by: Randal Lawson, Executive Vice-President*

|   | Provider    | Service                                                                                                                                                                                                | Amount           | Funding Source                                                                              |
|---|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------------------------------------------------------------------|
| 1 | James Mahon | Weekday School Planetarium Lectures, Friday Night Planetarium lecture series<br><br>Comment: There is average of 80 weekday school planetarium lectures per year (not including Friday night lectures. | \$75 per lecture | 2008-2009 District Budget<br>Costs completely covered by ticket sales (no cost to District) |
| 2 | Nick Read   | Back-up for Friday Night Planetarium lecture series                                                                                                                                                    | \$75 per lecture | 2008-2009 District Budget<br>Costs completely covered by ticket sales (no cost to District) |

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| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-G    FISCAL/ADVOCACY**

Requested by:     *Chris Bonvenuto, Director, Fiscal Services*  
                              *Don Girard, Senior Director, Government Relations/Institutional Communications*

Approved by:     *Randal Lawson, Executive Vice-President*

|   | Provider                                                  | Service                                                                                                                                                                                                                                                                                       | Amount                                                                              | Funding Source                                                                      |
|---|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1 | SixTen and Associates                                     | Mandated Cost Claim services; provide legal and professional services in filing claims with the State                                                                                                                                                                                         | Not to exceed \$25,000                                                              | State Mandated Cost Program Reimbursement                                           |
| 2 | CLM Financial Consultants, Inc.                           | Mandated Cost Claim services; provide assistance in the process of data collection for mandated cost claims                                                                                                                                                                                   | Not to exceed \$10,000                                                              | State Mandated Cost Program Reimbursement                                           |
| 3 | Los Angeles County Office of Education                    | PeopleSoft Financial System and HRS System; i.e., general ledger, accounts payable, employee database, inventory, purchasing, 1099 reporting, payroll, retirements, PC budget, training and downloadable reports.                                                                             | Not to exceed \$225,000                                                             | 2008-2009 District/Fiscal Services budget                                           |
| 4 | Michael Hill                                              | Provide services in the areas of finance, facilities, and land use issues; and assist with long-term financial analysis and budget strategies.                                                                                                                                                | \$200 per hour, for a total not to exceed \$50,000, plus related travel expenses    | 2008-2009 District/Fiscal Services Budget                                           |
| 5 | Strategic Education Services (SES)                        | Lobbying and advocacy services on budget issues, legislation affecting the District, issues before the CCC Chancellor's Office and Board of Governors, and represent the district with the Governor's Office, and other state agencies that work with postsecondary educational institutions. | Not to exceed \$5,000 per month, plus reimbursable expenses                         | 2008-2009 District/Fiscal Services Budget                                           |
| 6 | Urban Dimensions                                          | Urban Dimensions will (1) continue to provide advocacy to identify additional transportation funds at state and federal levels; and (2) assist the college with business activities and relations with the City of Santa Monica,                                                              | \$5,000 per month, not to exceed \$60,000, plus expenses                            | 2008-2009 District Budget/Transportation Funds                                      |
| 7 | The California Statewide Delinquent Tax Finance Authority | This is a joint powers authority that finances delinquent taxes owed the District allowing for the District to receive the revenue from those taxes before they are collected from the taxpayer.                                                                                              | Fees are paid from the financing of the taxes and are not passed on to the District | Fees are paid from the financing of the taxes and are not passed on to the District |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-H    HUMAN RESOURCES/PERSONNEL COMMISSION SERVICES**

Requested by:     *Dori MacDonald, Director of Classified Personnel*

*Pat Brown, Dean, Human Resources*

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

|   | Provider                       | Service                                                                                                                                                                                                                                                                                                  | Amount                                                                                                                                                       | Funding Source                                                           |
|---|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| 1 | Victoria J. Havassy, Ph.D.     | To administer psychological tests to Community College Police Officer candidates and provide the District with a written evaluation of each candidate within ten working days after the administration of each test                                                                                      | \$350 per candidate; consultations at \$250 per employee; interviews at \$250 per employee, testing at \$75 per employee, total amount not to exceed \$2,000 | 2008-2009 District Budget/Human Resources                                |
| 2 | Westfield Investigations       | To conduct background investigations for Community College Police Officer candidates and prepare written evaluations for each candidate                                                                                                                                                                  | \$525 per candidate, not to exceed \$3,000                                                                                                                   | 2008-2009 District Budget/Human Resources                                |
| 3 | The Baron Center, Incorporated | The Baron Center will provide investigative and training services to the District, as needed, to intervene and assist in the areas of workplace violence awareness and prevention, risk assessment, anger management and interventions.                                                                  | Amendment for 2007-08<br>Not to exceed \$50,000<br><br>2008-09<br>Not to exceed \$50,000                                                                     | 2007-2008 Budget/Human Resources<br><br>2008-2009 Budget/Human Resources |
| 4 | Background Unlimited           | Background Services will conduct background investigations and prepare written evaluations for each candidate applying for the positions of Director of Police and Safety Services, Community College Police Officer, Community College Police Trainee for an amount not to exceed \$3,500 plus expenses | Not to exceed \$3,500 plus expenses                                                                                                                          | 2008-2009 Human Resources Budget                                         |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-H    HUMAN RESOURCES/PERSONNEL COMMISSION SERVICES (continued)

|   | Provider                                                                                                                                                                             | Service                                                                                                                                                    | Amount                                                                                                                                                          | Funding Source                            |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| 5 | James (Jim) Gardiner<br>James Gardiner<br>Associates                                                                                                                                 | James Gardiner Associates will conduct background investigations for community college police positions, including Director of Police and Safety Services. | Not to exceed \$2,500 plus expenses                                                                                                                             | 2008-2009 Human Resources Budget          |
| 5 | Ray Craemer, M.D.<br>Scott Halderman, M.D.<br>Jeffrey Hirsch, M.D.<br>Stuart Gold, M.D.<br>Martin Levine, M.D.<br>Harry Marinow, M.D.<br>Dr. Sherry Mendelsohn<br>Myron Nathan, M.D. | Provide fitness for duty assessment reports to the Vice-President, Human Resources on an as-needed basis                                                   | Not to exceed \$5,000 each for the period July 1, 2007 through June 30, 2008                                                                                    | 2008-2009 District Budget/Human Resources |
| 6 | Los Angeles County<br>Office of Education                                                                                                                                            | To set up an Employee Assistance program for eligible Santa Monica College employees.                                                                      | The cost of the program is based on the number of eligible employees in the District who may potentially use the service. Estimated cost not to exceed \$11,000 | 2008-2009 District Budget/Human Resources |



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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-H    HUMAN RESOURCES/PERSONNEL COMMISSION SERVICES (continued)

|    | Provider                    | Service                                                                                                            | Amount                                                                                                                                                                                                | Funding Source                        |
|----|-----------------------------|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 7  | Littler, Mendelson P.C.     | Legal services for the Personnel Commission                                                                        | \$445 per hour for primary attorney services; \$265\$395 per hour for other attorneys; \$175 per hour for paralegal services; \$85 per hour for clerk services, plus expenses; not to exceed \$25,000 | 2008-2009 Personnel Commission Budget |
| 8  | Hay Group                   | To provide salary and classification information, training, and related services to the Personnel Commission       | \$5,000 for 2008-2009                                                                                                                                                                                 | 2008-2009 Personnel Commission Budget |
| 9  | Esquire Deposition Services | Hearing recorders to record and transcribe disciplinary and/or investigative hearings held by Personnel Commission | \$270 for half days; \$320 for full days; plus \$300 per transcript, plus expenses                                                                                                                    | 2008-2009 Personnel Commission Budget |
| 10 | Michael Prihar, Esq.        | Hearing officer to be used to hear the appeal of a classified employee, review records and prepare reports         | \$1,100 per day plus expenses                                                                                                                                                                         | 2008-2009 Personnel Commission Budget |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-1 KCRW

Requested by: Cheryl Gee, Radio Station Services Assistant

Approved by: Don Girard, Government Relations/Institutional Communications

|   | Provider                            | Service                                                                                                                                                                                                           | Amount                                                                                                                                                                                                                                                                                                                    |
|---|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | American Public Media               | Institutional membership;<br><br>Program Acquisition;<br><br>Studio usage/ISDN lines/engineering time for various KCRW programs.                                                                                  | Payable upon billing;<br>Not to exceed \$10,000 for membership;<br>Not to exceed \$83,000 for program acquisition;<br>Not to exceed \$8,000 for Studio usage/ISDN lines/engineering time.                                                                                                                                 |
| 2 | National Public Radio               | Institutional membership;<br><br>Program Acquisition;<br><br>Annual one-time Interconnect fee (for access)<br><br>Monthly Interconnect;<br><br>Studio usage/ISD lines/engineering time for various KCRW programs. | Payable upon billing;<br>Not to exceed \$10,000 for membership;<br>Not to exceed \$1,300,000 for program acquisition;<br><br>Not to exceed \$10,000 for Annual Interconnect fee;<br><br>Not to exceed \$31,800 for monthly Interconnect fees;<br><br>Not to exceed \$10,000 for studio usage/ISDN lines/engineering time. |
| 3 | Public Radio International          | Institutional Affiliation fee (membership);<br>Program Acquisition                                                                                                                                                | Payable upon billing;<br>Not to exceed \$123,000 for membership/affiliation fee;<br>Not to exceed \$125,000 for program acquisition.                                                                                                                                                                                      |
| 4 | Corporation for Public Broadcasting | Acceptance of grant monies. Period of July 1, 2008 through June 30, 2010.                                                                                                                                         | Not to exceed \$1,133,380                                                                                                                                                                                                                                                                                                 |
| 5 | Santa Monica City Council           | Acceptance of monthly payments of approx. \$6,355.00 to KCRW for broadcast of Santa Monica City Council meetings. Period: July 1, 2008 through June 30, 2009.                                                     | Annual fee: \$76,260                                                                                                                                                                                                                                                                                                      |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-1 KCRW (continued)

|   | Provider                                                  | Service                                                                                                                                                                                     | Amount                                                                                                                                                                                                                                                     |
|---|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6 | City of Los Angeles/Dept of Water and Power               | Continuing agreement for usage of Department's Briarcrest water tank site for KCRW to maintain and operate a radio antenna facility. Period: May 1, 2009 through April 30, 2010.            | Annual usage fee, not to Exceed \$1000                                                                                                                                                                                                                     |
| 7 | IntelSat                                                  | Usage of satellite transponder space for KCRW. Period: February 18, 2009 through February 17, 2012                                                                                          | Monthly fee of \$2,500                                                                                                                                                                                                                                     |
| 8 | Richard E. King                                           | Usage, access and maintenance Of private road leading to KCRW's transmitter site at South Mountain, above Santa Paula, Ventura County. Period: July 31, 2008 through July 30, 2009          | Annual usage fee \$2,500<br>Variable fee, for maintenance And repair; not to exceed \$7,500                                                                                                                                                                |
| 9 | Point Broadcasting, Owner/Rincon Broadcast, LLC, Site Mgr | Remainder of Term #1 of 3: Period: July 1, 2008 through December 31, 2008<br><br>Term #2 of 3 term agreement; Rental, K295AH Goleta site. Period: January 1, 2009 through December 31, 2011 | Payable at:<br><br>July 1, 2008 through December 31, 2008: \$530.45/month<br><br>January 1, 2009 through December 31, 2009: \$546.36/month<br><br>Jan 1, 2010 through Dec 31, 2010: \$562.75/month<br><br>Jan 1, 2011 through Dec 31, 2011: \$579.63/month |

Funding Source: For Items 1 through 3: CPB Grant money and KCRW Donations  
Funding Source: For Items 4 thru 5: Acceptance of Grant money From CPB and Santa Monica City  
Funding Source: For Items 6 thru 9: KCRW Donations

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-I KCRW (continued)

|    | Provider                          | Service                                                                                                                                                                                             | Amount                                                      | Funding Source                                                                                                                                                                                     |
|----|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10 | List of providers on file at KCRW | Other Contract/ Consultant services                                                                                                                                                                 | Payment is authorized as stated on the list on file at KCRW | KCRW<br>Donations/District<br><br>KCRW<br>Donations/Auxiliary                                                                                                                                      |
| 11 | List of providers on file at KCRW | Program services, including guest host;<br><br>Program Acquis,<br>Program support, including editing and producer services.                                                                         | 839,500                                                     | KCRW/Donations/<br>District                                                                                                                                                                        |
| 12 | List of providers on file at KCRW | Design and artwork services, including art direction, design, production supervision                                                                                                                | 279,500                                                     | KCRW/Donations/<br>District for<br>\$193,000.<br><br>KCRW/Donations/<br>Auxiliary for<br>\$86,500.                                                                                                 |
| 12 | List of providers on file at KCRW | Other services needed to support the operation of KCRW, including legal services, broadcast feasibility studies, engineering services, Web programming services, Miscellaenous management services. | 524,100                                                     | KCRW/Donations/<br>District<br>Legal:<br>NTE \$42,000;<br>Broadcst studies:<br>NTE \$12,000;<br>Broadcast Eng:<br>NTE \$30,020.<br>Web services:<br>NTE \$400,000;<br>Misc Mgmt:<br>NTE \$119,900. |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-1 KCRW (continued)

|    |                                   |                                                                                                                                                                                                                                                                                                                  |                                                                                            |                                                                                                                                                                                                                                                                                                                     |
|----|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 13 | List of providers on file at KCRW | <p>Promotional and marketing services:</p> <p>Misc CD copying and distribution services;<br/>CBS Outdoor;<br/>City of Santa Monica Big Blue Bus;<br/>Santa Barbara Independent;<br/>Santa Barbara Metropolitan Transit;<br/>Titan Outdoor;<br/>Vista Media;</p> <p>Misc. advertisers to be determined later.</p> | 606,000                                                                                    | <p>KCRW/Donations/District</p> <p>CD copying and Distribution: NTE \$6,000.<br/>CPB Outdoor: NTE \$80,000;<br/>Big Blue: NTE: \$54,060;<br/>SB Independent: NTE: \$21,000;<br/>SB Metro Transit: NTE: \$8,600;<br/>Titan Outdoor: NTE: \$198,000;<br/>Vista Media: NTE: \$149,000;<br/>Misc Adv: NTE: \$83,340.</p> |
| 14 | Reed Rudy                         | Voice-over coaching for various KCRW hosts/ commentators, as needed and authorized by KCRW management                                                                                                                                                                                                            | Payable at \$125 per hourly session; hourly rate subject to change; not to exceed \$8,500, | January 1, 2008 through June 30, 2008                                                                                                                                                                                                                                                                               |
| 15 | Mario Cotto                       | Program guest host                                                                                                                                                                                                                                                                                               | Payable at \$100 per online show; varying rates for other shows, not to exceed \$5,000.    | May 1, 2008 through June 30, 2008                                                                                                                                                                                                                                                                                   |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-]    LEGAL SERVICES**

Requested by:    *Greg Brown, Director, Facilities and Planning*  
                          *Don Girard, Senior Director, Government Relations/Institutional Communications*  
                          *Marcia Wade, Vice-President, Human Resources*  
                          *Chui Tsang, Superintendent/President*

Approved by:    *Randal Lawson, Executive Vice-President*

|   | Provider                                         | Service                                                                                      | Amount                                                                                                                                              | Funding Source                                                                      |
|---|--------------------------------------------------|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1 | Liebert, Cassidy, Whitmore                       | Human Resources, Student Services issues                                                     | \$210 to \$260 per hour for attorney services; \$100 to \$110 per hour for paralegal services; plus expenses                                        | 2008-2009 Human Resources Budget                                                    |
| 2 | Atkinson, Andelson, Loya, Ruud & Romo            | Human Resources, Student Services issues                                                     | \$260 per hour for attorney services; \$220 for associates; \$140 per hour for paralegal services; plus expenses                                    | 2008-2009 Human Resources Budget                                                    |
| 3 | Parker Covert, LLP                               | Legal services reasonably required to represent the District's interest on requested matters | \$195 per hour for partners, \$185 for senior associates, \$165 per hour for associates, \$95 per hour for law clerks and paralegals; plus expenses | 2008-2009 Human Resources Budget                                                    |
| 4 | Harding, Larmore, Mullen, Jakle, Kutcher & Kozal | Municipal, land use & CEQA issues                                                            | \$200 to \$325 per hour plus expenses                                                                                                               | 2008-2009 Business & Administration Capital Outlay Fund Bond Measures U and S funds |
| 5 | Newman, Aaronson, Vanaman                        | Municipal, land use & CEQA issues                                                            | \$200 to \$375 per hour plus expenses                                                                                                               | 2008-2009 Business & Administration Capital Outlay Fund Bond Measures U and S funds |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-J    LEGAL SERVICES *(continued)*

|    | Provider                                | Service                                                                                                                                                                                                                                                      | Amount                                                                                                                                                      | Funding Source                                                                                          |
|----|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| 6  | Garcia, Calderon, and Ruiz, LLP         | Legal services reasonably required to represent the District's best interests on requested matters                                                                                                                                                           | \$255 per hour for partners; \$205 per hour for associates; \$110 per hour for clerks and paralegals                                                        | 2008-2009 District Budget/Board of Trustees                                                             |
| 7  | Fulbright and Jaworski, LLP             | (1) Provide legal services associated with real property acquisition and Joint Powers Authority (JPA) agreement between the District and the City of Malibu.<br>(2) Provide bond counsel<br>(3) Provide legal counsel for facilities contract related issues | \$225 to \$650 per hour, plus reimbursement of actual and necessary expenses                                                                                | 2008-2009 Business and Administrative Budget; Bond Measures U and S funds; District Capital Outlay Fund |
| 8  | Burke, Williams and Sorensen, LLP       | Provide legal advice and representation pursuant to direction of the Board of Trustees.                                                                                                                                                                      | \$260 per hour for partners; \$230 per hour for associates; \$115 per hour for clerks and paralegals; plus costs and expenses in performing legal services. | 2008-2009 District Budget/Board of Trustees                                                             |
| 9  | Jeffer, Mangels Butler and Marmaro, LLP | Provide legal counsel for assistance in contracting, performing due diligence phases of property acquisition, and analyzing various potential scenarios.                                                                                                     | \$225 to \$750 per hour, plus reimbursement of actual and necessary expenses                                                                                | Capital Outlay Fund Bond Measures U and S funds; 2008-2009 District Budget/Business and Administration  |
| 10 | Orbach, Huff & Suarez, LLP              | Provide facilities and construction legal services.                                                                                                                                                                                                          | \$225 to \$250 per hour for attorneys; \$125 per hour for paralegals; and \$25 per hour for clerks plus reimbursable expenses                               | Measures U and S; District Capital Funds                                                                |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-J    LEGAL SERVICES *(continued)*

|    |                                     |                                                                                                     |                                                                                                                |                                                      |
|----|-------------------------------------|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| 11 | Law Offices of Micheal C. Donaldson | To provide legal assistance for the operations of SMC's Performing Arts Center and Music Academy.   | \$325 to \$525 for attorney services; \$150 per hour for paralegal services; plus expenses                     | 2008-2009 Business and Administration Budget/Madison |
| 12 | Zampi & Associates, LLP             | Legal services reasonably required to represent the District's best interests on requested matters. | \$160 per hour for attorneys; \$10 per hour for law clerks and paralegals, and \$125 per hour for consultation | 2008-2009 District Budget/Human Resources            |
| 13 | Public Agency Law Group             | Legal opinions and reviews of various contract and procurement related issues                       | Not to exceed \$5,000; plus expenses                                                                           | 2008-2009 Purchasing Department Budget               |

Comment:        The college uses the legal firms listed above for personnel, facilities, and fiscal issues; bond counsel; and legal services required by the Board on an as-needed basis. The total amount budgeted for legal services for 2008-09 is \$462,000, which is a decrease from 2007-08.



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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-K    MARKETING, COMMUNITY OUTREACH AND RECRUITMENT**

Requested by:        *Don Girard, Senior Director, Government Relations/Institutional Communications*

Approved by:        *Chui Tsang, Superintendent/President*

|   | Provider                  | Service                                                                                                                   | Amount                                            | Funding Source                                             |
|---|---------------------------|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------|
| 1 | Randy Bellous Productions | Media services (Brochure photography, including pre-production and art direction)                                         | Not to exceed \$22,000 plus reimbursable expenses | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 2 | Golden Cane Advertising   | Advertising services (radio, print, and outdoor production; media placement; electronic media production and supervision) | Not to exceed \$59,500 plus reimbursable expenses | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 3 | Will Lewis Associates     | Advertising services (Strategic and creative direction; copywriting)                                                      | Not to exceed \$45,000 plus reimbursable expenses | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 4 | Sergio Ortiz              | Media services (Brochure photography, including pre-production and art direction)                                         | Not to exceed \$12,000 plus reimbursable expenses | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 5 | Peevers Creative Services | Editorial copywriting, photography for student profiles used in print, web and cable media                                | Not to exceed \$22,000 plus reimbursable expenses | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 6 | We Search Research        | Editorial copywriting; information research & verification for schedule of classes and college catalog                    | Not to exceed \$25,000 plus reimbursable expenses | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 7 | SantaMonica Closeup.com   | Media services (Brochure photography, including pre-production and art direction)                                         | Not to exceed \$4,000 plus reimbursable expenses  | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 8 | KPWR 105.9 FM Radio       | Fall 2007, Spring 2008, Summer 2008 radio advertising and internet/text messaging for student recruitment                 | Not to exceed \$270,000                           | 2008-2009 Marketing, Matriculation & Financial Aid budgets |
| 9 | KROQ 106.7 FM Radio       | Fall 2007, Spring 2008, Summer 2008 radio advertising and internet/text messaging for student recruitment                 | Not to exceed \$340,000                           | 2008-2009 Marketing, Matriculation & Financial Aid budgets |

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**RECOMMENDATION NO. 11 ANNUAL CONTRACTS AND CONSULTANTS**

11-K MARKETING, COMMUNITY OUTREACH AND RECRUITMENT (continued)

|    |                          |                                                                                                 |                        |                                                                                    |
|----|--------------------------|-------------------------------------------------------------------------------------------------|------------------------|------------------------------------------------------------------------------------|
| 10 | LA Weekly newspaper      | 2008-2009 print advertising for student recruitment                                             | Not to exceed \$70,000 | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 11 | Santa Monica Daily Press | 2008-2009 print advertising for college advancement and student recruitment                     | Not to exceed \$23,000 | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 12 | La Opinión newspaper     | 2008-2009 print advertising for student recruitment                                             | Not to exceed \$22,400 | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 13 | Los Angeles Sentinel     | 2008-2009 print advertising for student recruitment                                             | Not to exceed \$5,400  | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 14 | Korean Directory         | 2008-2009 print advertising for student recruitment                                             | Not to exceed \$2,250  | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 15 | Barbara Jacobs           | Program coordinating services for Academy of Entertainment & Technology outreach speaker series | Not to exceed \$10,000 | 2008-2009 Marketing budget                                                         |
| 16 | SurfSantaMonica.com      | 2008-2009 advertising for student recruitment                                                   | Not to exceed \$9,000  | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 17 | Big Blue Bus             | 2008-2009 outdoor advertising for student recruitment                                           | Not to exceed \$70,000 | 2008-2009 Marketing, Matriculation & Financial Aid budgets                         |
| 18 | MySpace.com              | 2008-2009 web advertising (banner) for student recruitment                                      | Not to exceed \$5,000  | 2008-2009 Marketing, International Students, Matriculation & Financial Aid budgets |
| 19 | Facebook                 | 2008-2009 web advertising (banner) for student recruitment                                      | Not to exceed \$5,000  | 2008-2009 Marketing, International Students, Matriculation & Financial Aid budgets |
| 20 | Google                   | 2008-2009 web advertising (search) for student recruitment                                      | Not to exceed \$40,000 | 2008-2009 Marketing, International Students, Matriculation & Financial Aid budgets |

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-K    MARKETING, COMMUNITY OUTREACH AND RECRUITMENT** *(continued)*

|    |                     |                                                                                                                     |                                                            |                                                                           |
|----|---------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|---------------------------------------------------------------------------|
| 21 | Andrew<br>Tonkovich | 2007-2008 Editorial, Publicity<br>& Related Professional<br>Services to Produce Santa<br>Monica Review Twice Yearly | Not to exceed<br>\$10,000 plus<br>reimbursable<br>expenses | 2007-2008 Auxiliary<br>Budget, Santa Monica<br>Review Program<br>Revenues |
|    |                     | 2008-2009 Editorial, Publicity<br>& Related Professional<br>Services to Produce Santa<br>Monica Review Twice Yearly | Not to exceed<br>\$10,000 plus<br>reimbursable<br>expenses | 2008-2009 Auxiliary<br>Budget, Santa Monica<br>Review Program<br>Revenues |

Comment: The Marketing Department provides for the media component of student recruitment (advertising, class schedule, direct mail). Marketing also provides the graphic arts and printing services required by the college for all its departmental programs. Recruitment is handled by Outreach, which is a separate department under Enrollment Management. Community Outreach is a term of art and does not exist as a separate department.

The 2008-09 budget for the marketing department is the same as the 2007-08 budget, \$1,351,500. Of this, about \$960,000 is related to the production and placement of media (radio, print, bus, banner, web) for student recruitment.

|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

**11-L    RISK MANAGEMENT**

Requested by:        *Cozetta Wilson-Carlton, Risk Manager*

Approved by:        *Randal Lawson, Executive Vice-President*

|   | Provider                         | Service                                                                                                                                                          | Amount                                                                                    | Funding Source                   |
|---|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----------------------------------|
| 1 | Keenan & Associates              | Claims management services for the District's self-insured property and liability insurance program                                                              | Hourly rate basis for an amount not to exceed \$30,000                                    | 2008-2009 Risk Management Budget |
| 2 | Santa Monica Bay Physicians      | Industrial injury medical services to District employees                                                                                                         | Not to exceed \$2,000                                                                     | 2008-2009 Risk Management Budget |
| 3 | Paradise Consulting              | Tabulation services of the annual Average Vehicle Riders (AVR) survey as required by the City of Santa Monica as part of the District's Emissions Reduction Plan | Not to exceed \$4,000                                                                     | 2008-2009 Risk Management Budget |
| 4 | American Scientific Laboratories | Wastewater sampling and testing twice a year as a required by the City of Santa Monica                                                                           | Not to exceed \$10,000                                                                    | 2008-2009 Risk Management Budget |
| 5 | Dr. Alex Charish                 | Perform ergonomic assessments and reports; supply training material; recommend ergonomic equipment and other related ergonomic tasks as needed                   | Not to exceed \$10,000                                                                    | 2008-2009 Risk Management Budget |
| 6 | GEM                              | Collection and transportation of hazardous waste management; inspection and documentation of hazardous waste storage areas                                       | Not to exceed \$72,000                                                                    | 2008-2009 Risk Management Budget |
| 7 | 3E Company                       | Online database of chemical inventory and materials safety data sheets                                                                                           | Not to exceed \$15,000                                                                    | 2008-2009 Risk Management Budget |
| 8 | McCune & Harber, LLP             | Legal defense for District's self-insured liability program                                                                                                      | \$160 per hour for attorney services; \$75 per hour for paralegal services; plus expenses | 2008-2009 Risk Management Budget |

|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 11    ANNUAL CONTRACTS AND CONSULTANTS**

11-L    RISK MANAGEMENT (continued)

|    | Provider                                    | Service                                                                                                                                                                                        | Amount                                                                                    | Funding Source                   |
|----|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----------------------------------|
| 9  | Harrington, Foxx, Dubrow & Canter           | Legal defense for District's self-insured liability program                                                                                                                                    | \$165 per hour for attorney services; \$75 per hour for paralegal services; plus expenses | 2008-2009 Risk Management Budget |
| 10 | Maureen Sassoon                             | Safety consulting services to include training, air monitoring, lab pick-up, chain-of-custody, lab fees, inspections and written reports as necessary to investigate health and safety issues. | Not to Exceed \$33,000 for 2008-2009                                                      | 2008-2009 Risk Management Budget |
| 11 | Gary McGavin                                | Disaster Preparedness training, equipment inventory and replacement suggestions, schematics and visual records of all buildings, develop and practice disaster simulations                     | Not to Exceed \$40,000 for 2008-2009                                                      | 2008-2009 Risk Management Budget |
| 12 | Pro-Active SCAQMD/Environmental Consultants | Conduct SCAQMD and environmental audit and report findings and/or implement corrective actions                                                                                                 | Not To Exceed \$15,000                                                                    | 2008-2009 Risk Management Budget |
| 13 | EORM                                        | Conduct SCAQMD and environmental audit and report findings and/or implement corrective actions                                                                                                 | Not To Exceed \$23,000                                                                    | 2008-2009 Risk Management Budget |

|                                         |               |
|-----------------------------------------|---------------|
| BOARD OF TRUSTEES                       | <b>ACTION</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008  |

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 12      ORGANIZATIONAL MEMBERSHIPS, 2008-2009**

*Requested Action: Approval*

Accreditation

Accrediting Commission for Community and Junior Colleges (WASC)  
 American Medical Association  
 Commission on Allied Health, Education and Accreditation  
 Council for Higher Education Accreditation (CHEA)  
 National League of Nursing (NLN)  
 National League for Nursing Accrediting Commission (NLNAC)

Board Organizations

American Association of Community Colleges  
 Association of Community College Trustees  
 California Association of African American Community College Trustees (CAAACCT)  
 California Association of Latino Community College Trustees (CALCCT)  
 Community College League of California  
 Community College Leadership Development Initiative Foundation (CCLDIF)  
 Consortium of Under-Funded Districts  
 National Association of Latino Elected Officials (NALEO)

District-Wide Organizations

Academic Senate for California Community Colleges  
 Affirmative Action, Diversity & Equity Consortium-So. Region (AADEC-SR)  
 Affirmative Action Officers Association (AAOA)  
 American Association of Collegiate Registrars and Admissions Officers  
 American Association of Higher Education (AAHE)  
 American Association of University Women (AAUW)  
 American Council of Education (ACE)  
 American Mathematical Association of Two-Year Colleges  
 American Society of Composers, Authors and Publishers  
 AMIDEAST  
 Arts Advocates  
 Asian Pacific Americans in Higher Education (APAHE)  
 Asian Pacific Islander (API) Council  
 Associate Degree Nursing Program, Southern California Directors (COADN)  
 Association of Chief Human Resources Officers/Equal Opportunity Officers (ACHRO)  
 Association of Departments of Foreign Languages (ADFL), *a division of the Modern Language Association*  
 Association of Community and Continuing Education (ACCE)  
 Association for the Advancement of Sustainability in Higher Education ((AASHE)  
 Association for Institutional Research (AIR)  
 Association of International Education Administrators (AIEA)  
 Association of Performing Arts Presenters  
 Beverly Hills Chamber of Commerce  
 Broadcast Education Association (BEA)  
 Broadcast Music, Inc. (BMI)  
 California Arts Advocates

California Association of Institutional Research  
California Association of Public Purchasing Officers, Inc. (CAPPO)  
California Association of School Business Officers (CASBO)  
California Association of Student Financial Aid Administrators  
California Campus Environmental Health and Safety Association  
California Colleges for International Education (CCIE)  
California Community College Association for Occupational Education (CCCAOE)  
California Community College Chief Instructional Officers (CCCCIO)  
California Community College Chief Student Services Administrators Association  
California Community Colleges Classified Senate (CCCCS)  
California Community Colleges Counselors Association (CCCCA)  
California Community College Early Childhood Educators  
California Community Colleges Registrars and Admissions Officers (CACCRAO)  
California Community College Student Affairs Association (CCCSAA)  
California Community College Transfer Center Director's Association  
California Community Colleges Student Financial Aid Administrators Association  
California Cooperative Education Association  
California Fashion Association  
California Heritage Museum  
California Information System Office Association (CISOA)  
California Newspaper Publishers Association  
California Placement Association  
California Presenters  
California Resource Recovery Association  
California Space Authority  
California Transit Association  
Career Planning and Adult Development Network  
CMJ New Music Report  
The College Board  
College Consortium for International Studies  
Color Association of the United States  
Communicators for Higher Education  
Community College Facility Coalition  
Community College Instructional Network  
California Community College Statewide CB Database Project (CCLC-OCB)  
Community College Public Relations Organization  
Consortium for North American Higher Education Collaboration (CONAHEC)  
Consortium of Southern California Colleges & Universities (CSCCU)  
Council for Advancement and Support of Education (CASE)  
Council for Adult and Experiential Learning  
Council of Chief Librarians  
Council for Opportunity in Education (COE)  
Council for Resource Development (CRD)  
Culver City Chamber of Commerce  
Creative LA  
Directors of Educational Technology/California Higher Education (DETCHE)  
Education Mandated Cost Network  
English Council of California Two-Year Colleges  
Equal Employment Diversity and Equity Consortium/Southern Region)  
Fulbright Association

Health Services Association of California Community Colleges  
Hispanic Association of Colleges and Universities  
Honors Transfer Council  
Institute of International Education (IIE)  
Institute for Supply Management  
International Animated Film Society (ASIFA-Hollywood)  
International Association for Continuing Education and Training (IACET)  
International Personnel Management Association  
International Society for the Performing Arts Foundation  
Journalism Association of Community Colleges  
KCET-TV  
KOCE-TV  
LA Press Club  
LAX Coastal Chamber of Commerce  
Latin Business Association  
Latina Leadership Network  
League for Innovation  
Learning Resources Network  
Liebert, Cassidy, Whitmore/Employment Relations Consortium (ERC)  
Los Angeles Area Chamber of Commerce  
Los Angeles World Affairs Council  
Los Angeles Economic Development Corporation (LAEDC)  
Malibu Chamber of Commerce  
Metropolitan Cooperative Library System  
Music Association of California Community Colleges (MACCC)  
NAFSA Association of International Educators  
National Association for Asian and Pacific American Education (NAAPAE)  
National Association for the Advancement of Color People (NAACP)  
National Association of College Admission Counselors  
National Association of Educational Buyers  
National Association of Foreign Student Admissions Officers  
National Association of Student Employment Administrators (NASEA)  
National Association of Student Financial Aid Administrators  
National Association of Women Business Owners  
National Association for the Education of Young Children  
National College Fairs Advisory Committee (NACAC)  
National Communication Association  
National Community College Hispanic Council  
National Council for Marketing and Public Relations  
National Council on Research and Planning (NCRP)  
National Endowment for the Arts (NEA)  
National Endowment for Humanities (NEH)  
National Institute for Staff & Organizational Development (NISOD)  
National Orientation Director's Association (NODA)  
Network of California Community College Foundation  
Pacific Association of Community College Registrars and Admissions Officers  
Pacific Coast College Health Association  
Pacific Council on International Policy  
The Presidential Summit (An Association of Community Colleges and Public Universities)  
Recording for the Blind and Dyslexic  
Research and Planning Group for California Community Colleges  
Santa Monica Chamber of Commerce  
Santa Monica Business Roundtable



Santa Monica Sister City Association  
SESAC (license for public performance of music works)  
Society for Human Resource Management  
South Bay Police Training Committee  
Southern California Consortium for International Studies  
Southern California Regional Transit Training Consortium  
Southern California CCD ERC  
Southern California Intersegmental Articulation Council (SCIAC)  
Southern 30 Information Exchange Consortium  
Vernon Chamber of Commerce  
West Hollywood Chamber of Commerce  
Western Alliance of Arts Administrators  
Western Arts Alliance  
Western Association of College Admissions Counselors  
Women in Animation  
Women in Higher Education

Funding Source: 2008-2009 Departmental Budgets

It is further recommended that the Board of Trustees approve the following 2008-2009 organizational memberships for KCRW:

American Public Media  
California Broadcasters Association  
California Public Radio  
Development Exchanges, Inc.  
Integrated Media Association  
Major Market Partnership  
National Association of Broadcasters  
National Public Radio  
National Translator Association  
Public Broadcasting Management Association  
Public Radio Exchange  
Public Radio International  
Public Radio Program Directors  
Society of Professional Journalists  
Southern California Broadcasters Association

Funding Source: 2008-2009 Budget/KCRW  
Grants and donations

It is further recommended that the Board of Trustees approve the following 2008-2009 organizational memberships for the Personnel Commission:

California School Personnel Commissioners Association (CSPCA)  
Cooperative Organizations for the Development of Employee Selection Procedures (CODESP)  
International Public Management Association (IPMA)  
International Public Management Association Assessment Council (APMAAC)  
Personnel Commissioners Association of Southern California (PCASC)  
Personnel Testing Council (PTC)  
Southern California Public Management Association  
Society for Human Resource Management (SHRM)  
Western Regional Intergovernmental Personnel Assessment Council (WRIPAC)  
Western Region Item Bank (WRIB)

Funding Source: 2008-2009 Budget/Personnel Commission

It is further recommended that the Board of Trustees approve the following 2008-2009 organizational memberships for Athletics:

California Community College Athletic Academic Advisors Association  
California Community College Athletic Directors Association  
California Community College Athletes Training Association  
California Community College Cross Country + Track & Field Coaches Association  
California Community College Fastpitch Softball Coaches Association  
California Community College Football Coaches Association  
California Community College Men's Basketball Coaches Association  
California Community College Soccer Coaches Association  
California Community College Swimming & Diving Coaches Association  
California Community College Tennis Coaches Association  
California Community College Women's Basketball Coaches Association  
Commission on Athletics  
Intercollegiate Tennis Association  
National Association of Collegiate Directors of Athletics  
National Association of Academic Advisors for Athletics  
National Athletes Training Association  
Western States Conference

Funding Source: 2008-2009 Budget/Athletics

COMMENT: Total District funds expended for 2007-2008 were approximately \$114,000 (excluding KCRW). The same amount is budgeted for 2008-2009. This action is for authorization of organizational memberships, although not all memberships are renewed.



| <b>BOARD OF TRUSTEES</b>                | <b>ACTION</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 14**     **NEW COURSES, CERTIFICATES, ASSOCIATE OF ARTS DEGREES AND A.A. DEGREE REQUIREMENT COURSES**

*Requested Action: Approval/Ratification*

*Requested by: Georgia Lorenz, Dean, Academic Affairs*

*Approved by: Jeff Shimizu, Vice-President, Academic Affairs*

The following new courses and certificates were approved by the Curriculum Committee and the Academic Senate in Spring 2008:

**New Courses:**

Arabic 01: Elementary Arabic I  
Chinese 04: Intermediate Chinese 2  
Counseling 59: Textbook Strategies Using Technology  
English 09: Literature of California  
Music 81: Introduction to Mariachi Performance  
OFTECH 27: Medical Office Procedures  
OFTECH 30: Legal Office Procedures  
OFTECH 31: Legal Terms and Transcription  
Spanish 12: Spanish for Native Speakers 2

**Distance Education:**

Biology 15N: Marine Biology  
Business 23: Principles of Selling  
Communication 10: Journalism, Gender and Race  
English 09: Literature of California  
History 12: United States History since Reconstruction  
History 13: History of U.S. since 1945  
OFTECH 27: Medical Office Procedures  
OFTECH 30: Legal Office Procedures  
OFTECH 31: Legal Terms of Transcription  
Photo 52/Art 73: History of Photography

**Certificates:**

Legal Administrative Assistant  
Medical Records Clerk/Receptionist

**New AA Degrees:**

Environmental Studies AA Degree  
Environmental Science AA Degree  
Ethnic Studies AA Degree

**Global Citizenship AA Degree Requirement Courses:**

Biology 09: Introduction to Environmental Biology  
English 09: Literature of California  
Speech 07: Intercultural Communication

|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
| Santa Monica Community College District | June 11, 2007 |

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 15      RESOLUTION FOR ESTABLISHMENT OF 457  
DEFERRED COMPENSATION PLAN**

*Approved by:        Marcia Wade, Vice-President, Human Resources*  
*Requested Action:   Approval/Ratification*

WHEREAS, the Santa Monica Community College District desires to establish additional deferred compensation plans for the benefit of its employees in compliance with State and Federal laws; and,

WHEREAS, California State Teachers Retirement System (CalSTRS) and California Public Employees Retirement System (CalPERS) both provide public pension funds and world class investment management and plan designs, have established a 457 Program which may be adopted by school and community college districts; and,

WHEREAS, the Santa Monica Community College District believes that the CalSTRS and CalPERS 457 Deferred Compensation Plans and the investment options available thereunder will provide financial security, value, low cost and quality customer service to employers and plan participants;

NOW, THEREFORE, BE IT RESOLVED that the Santa Monica Community College District Board of Trustees adopts the CalSTRS and CalPERS 457 Programs for the benefit of its employees and authorizes and directs the Superintendent/President or designee to execute agreements on behalf of the Santa Monica Community College District and to provide such information and cooperation as may be needed on an ongoing basis in the administration of the 457 Plan. A copy of the necessary agreements and any attachments thereto shall be kept on file in the Business Office of the Santa Monica Community District.

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 11, 2007 |

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 16 ACADEMIC PERSONNEL**

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

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

Requested Action: Approval/Ratification

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

ESTABLISH

Project Manager, Men's Basketball Programs (75%) 07/01/08

Project Manager, Supplemental Instruction 07/01/08  
Funding source: Title V Math Coop

ELECTIONS

ADMINISTRATIVE

Albert Vasquez  
Director, Police and Safety Services

Michael V. Tuitasi 07/01/08  
Vice-President, Student Affairs

Project Managers 07/01/08 – 06/30/09

Bertone, Genevieve, Sustainability  
(Renewal /Categorical 25%) 07/01/08 – 08/01/08  
(Renewal/Categorical 75% 08/01/08 – 06/30/09

Cooper, Bonita, Upward Bound 07/01/08 – 06/30/09  
(Renewal/Categorical 100%)

DeMorst, Wendy, CAHSEE, Student Recruitment 07/01/08 – 06/30/09  
(Renewal/Categorical 100%)

Furuyama, Ron. Dual Enrollment 07/01/08 – 06/30/09  
(Renewal/Categorical 100%)

Gonzalez, Roberto. Title V 07/01/08 – 06/30/09  
(Renewal/Categorical 100%)

Hyeler, Maral, Dual Enrollment 07/01/08 – 06/30/09  
(Renewal/Categorical 100%)

|                                                                         |                     |
|-------------------------------------------------------------------------|---------------------|
| Jennings, Regina, CAHSEE<br>(Renewal/Categorical 100%)                  | 07/01/08 – 06/30/09 |
| Leon-Vasquez, Maria, Copernicus Project<br>(Renewal/Categorical 100%)   | 07/01/08 – 06/30/09 |
| Murphy, Dawn, Nursing Initiatives<br>(Renewal/Categorical 100%)         | 07/01/08 – 06/30/09 |
| Peters, Hazel, Nursing Skills<br>(Renewal/Categorical 100%)             | 07/01/08 – 06/30/09 |
| Santos, Sarita, Title V Grant/Teacher Ed.<br>(Renewal/Categorical 100%) | 07/01/08 – 06/30/09 |

PROBATIONARY:

|                       |                                                      |          |
|-----------------------|------------------------------------------------------|----------|
| Brown, Alison         | Psychological Services Counselor                     | 08/19/08 |
| Campbell, Laura       | English Basic Skills Writing                         | 08/19/08 |
| Hotsinpillar, Matthew | English Basic Skills Reading                         | 08/19/08 |
| Huang, Aileen         | Accounting                                           | 08/19/08 |
| Lopez, Maribel        | Developmental Math                                   | 08/19/08 |
| Martinez, Mario       | Developmental Math                                   | 08/19/08 |
| Minzenberg, Eric      | Cultural Anthropology Instructor                     | 08/19/08 |
| Narey, Valerie        | Biology/Microbiology Instructor                      | 08/19/08 |
| Nauli, Sehat          | Chemistry Instructor                                 | 08/19/08 |
| Teruya, Sharon        | Disabled Students – Learning Disabilities Specialist | 08/19/08 |

LEAVE OF ABSENCE

|                                                        |            |                           |
|--------------------------------------------------------|------------|---------------------------|
| Dworksy, Amy                                           | Counseling | Fall, 2008 – Spring, 2009 |
| Comment: Partial Reduction of 2008-09 contract to 55%. |            |                           |

SEPARATIONS

RETIREMENTS:

|               |            |          |
|---------------|------------|----------|
| Finch, Leland | Counseling | 06/11/08 |
|---------------|------------|----------|

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

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 17 CLASSIFIED PERSONNEL – REGULAR**

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

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

Requested Action: Approval/Ratification

Approval/ratification of the establishment of classified positions, and other actions involving classified personnel including hiring, promoting, changing work shifts, working out of classification, and advanced step placements. All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

| <u>ESTABLISH</u>                                                                                  | <u>EFFECTIVE DATE</u> |
|---------------------------------------------------------------------------------------------------|-----------------------|
| Administrative Assistant III- Confidential (1 position)<br>Human Resources, 12 mos, 40 hrs        | 06/10/08              |
| Disabled Student Services Assistant VI-I (2 positions)<br>Disabled Student Center, 11 mos, 30 hrs | 06/10/08              |
| Disabled Student Services Assistant VH-I (2 positions)<br>Disabled Student Center, 11 mos, 25 hrs | 06/10/08              |
| Disabled Student Services Assistant VH-I (5 positions)<br>Disabled Student Center, 11 mos, 15 hrs | 06/10/08              |
| Student Services Clerk (5 positions)<br>Admissions                                                | 06/01/08              |
| Student Services Clerk (3 positions)<br>International Education                                   | 06/01/08              |
| Student Services Clerk (1 position)<br>Office of School Relations                                 | 06/01/08              |

ABOLISH

|                                                                                                      |          |
|------------------------------------------------------------------------------------------------------|----------|
| Administrative Assistant III- Confidential/Bilingual (1 position)<br>Human Resources, 12 mos, 40 hrs | 06/10/08 |
|------------------------------------------------------------------------------------------------------|----------|

ELECTIONS

PROMOTIONS

|                                                           |          |
|-----------------------------------------------------------|----------|
| Monzon, Karen, Personnel Technician, Personnel Commission | 05/16/08 |
| Guzman, Jose, Personnel Specialist, Personnel Commission  | 06/01/08 |



## DEMOTION

Romano, Martha 05/13/08  
Fr: Administrative Assistant-III-Confidential/Bilingual, Human Resources  
To: Administrative Assistant-II, Library

## PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT

Felder, Ronnie 06/02/08 – 10/07/08  
Fr: Student Services Assistant, Admissions and Records  
To: Student Services Assistant-International, International Student Center

## WORKING OUT OF CLASSIFICATION

Guzman, Jose (ext) 05/07/08 – 05/31/08  
Fr: Administrative Clerk, Personnel Commission  
To: Personnel Specialist, Personnel Commission

Monzon, Karen (ext) 05/07/08 – 05/15/08  
Fr: Personnel Specialist, Personnel Commission  
To: Personnel Technician, Personnel Commission

## ADVANCED STEP PLACEMENT

|                                                           |   |          |
|-----------------------------------------------------------|---|----------|
| Gallegos, Antonio, Custodian, Operations                  | C | 04/21/08 |
| Henninger, Denise, Sign Language Interpreter III, DSC     | C | 03/03/08 |
| Joseph Peters, Jo An, Sign Language Interpreter III, DSC  | C | 01/22/08 |
| Kato, Rosie, Administrative Assistant I, Human Resources  | C | 04/14/08 |
| Meyering, Alice, Administrative Assistant I, Supt/Pres    | B | 04/01/08 |
| Monzon, Karen, Personnel Technician, Personnel Commission | C | 05/16/08 |
| Williams Jr., Anthony, Custodian, Operations              | B | 04/21/08 |

## REEMPLOYMENT

Martin, Julian, Gardener/Equipment Operator, Grounds 06/01/08

## RECLASSIFICATIONS (Through Personnel Commission Process)

Prong, Ben 06/01/08  
Fr: Multimedia Computer Lab Specialist, AET, 12 mos, 40 hrs  
To: Multimedia Computer Lab Specialist-AET, AET, 12 mos, 40 hrs

Thomas, Tamorah 05/01/08  
Fr: Administrative Assistant I, Financial Aid, 12 mos, 40 hrs  
To: Administrative Assistant II, Financial Aid, 12 mos, 40 hrs

## LEAVES OF ABSENCE WITHOUT PAY

### PERSONAL

Sturgis, Denise, Student Services Clerk, Financial Aid 05/19/08 – 05/30/08

## SEPARATIONS

### RESIGNATION

|                                                                       |          |
|-----------------------------------------------------------------------|----------|
| Cole, Gina, Administrative Assistant II, International Student Center | 06/06/08 |
| Jansen, Michael, Lab Technician, Physical Science                     | 05/01/08 |

### RETIREMENT

|                                                  |                     |          |
|--------------------------------------------------|---------------------|----------|
| Graham, Carmen, Administrative Assistant I, TRIO | 27 yrs (correction) | 07/01/08 |
|--------------------------------------------------|---------------------|----------|

### 39-MONTH REEMPLOYMENT LIST (Medical)

|                                                                   |          |
|-------------------------------------------------------------------|----------|
| Glaser, Raymond, C. C. Parking Enforcement Officer, Campus Police | 04/30/08 |
|-------------------------------------------------------------------|----------|

## **RECOMMENDATION NO. 18 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Reviewed by:* Sherri Lee-Lewis, Dean, Human Resources  
*Approved by:* Marcia Wade, Vice-President, Human Resources  
*Requested Action:* Approval/Ratification

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

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

|                                                             |                   |
|-------------------------------------------------------------|-------------------|
| Andrade, Hector, Bookstore Clerk/Cashier, Bookstore         | 05/27/08-10/06/08 |
| Gulley, Arthur, EOP&S Program Specialist, Trio              | 05/12/08-09/17/08 |
| George, Melvon, EOP&S Program Specialist, Trio              | 04/07/08-08/12/08 |
| LeMmons, Dena, Administrative Assistant II, Madison Theatre | 05/29/08-10/03/08 |
| Reed, Nathan A., Instructional Assistant – ESL, ESL         | 06/02/08-10/07/08 |
| Rosenberg, Mickey C., Instructional Assistant-ESL, ESL      | 05/30/08-10/06/08 |

**LIMITED TERM:** Positions established to perform duties not expected to exceed 6 months in one Fiscal Year or positions established to replace temporarily absent employees; all appointments are made from eligibility lists or former employees in good standing.

|                                                 |                   |
|-------------------------------------------------|-------------------|
| Francis, Anthony, Counseling Aide, Student life | 04/23/08-06/30/08 |
|-------------------------------------------------|-------------------|

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 19 CLASSIFIED PERSONNEL - NON MERIT**

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

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

*Requested Action: Approval/Ratification*

All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

STUDENT EMPLOYEES

|           |    |
|-----------|----|
| CalWORKS  | 01 |
| \$8.00/hr |    |

|                           |    |
|---------------------------|----|
| College Student Assistant | 23 |
| \$8.00/hr (STHP)          |    |

|                                      |    |
|--------------------------------------|----|
| College Work-Study Student Assistant | 14 |
| \$8.00/hr (FWS)                      |    |

SPECIAL SERVICE

|            |    |
|------------|----|
| Art Model  | 02 |
| \$18.00/hr |    |

|                                        |    |
|----------------------------------------|----|
| <u>Community Services Specialist I</u> | 01 |
| \$35.00/hr                             |    |

|                                         |    |
|-----------------------------------------|----|
| <u>Community Services Specialist II</u> | 04 |
| \$50.00/hr                              |    |

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 20    FACILITIES**

Requested by:        *Greg Brown, Director, Facilities and Planning*

Approved by:        *Randy Lawson, Executive Vice-President*

Requested Action:    *Approval/Ratification*

20-A    AWARD OF BID – STRUCTURE “A” IMPROVEMENTS

Award of bid for the Structure A Improvements project to the lowest responsive bidder:

| <u>Bidder</u>             | <u>Bid Amount</u> |
|---------------------------|-------------------|
| Trimax Construction Corp. | \$858,300         |
| Minako America            | No Bid            |
| McAloney Enterprises      | No Bid            |

Funding Source:        Measure S

Comment:        This project provides visual improvements to Structure A which include new landscaping, painting of both the exterior and interior structure and the addition of an automatic car counting system.

20-B    CHANGE ORDER NO. 3 – RE-BID CAMPUS QUAD

Change Order No. 3 – TRIMAX CONSTRUCTION CORP. on the Re-bid Campus Quad project in the amount of \$82,572:

|                                         |               |
|-----------------------------------------|---------------|
| Original Contract Amount                | \$8,709,500   |
| Previously Approved Change Orders 1 - 2 | 218,230       |
| Change Order No. 3                      | <u>82,572</u> |
| Revised Contract Amount                 | \$ 9,010,302  |
| Original Contract Time                  | 360 days      |
| Previous Time Extensions                | <u>0 days</u> |
| Revised Contract Time                   | 360 days      |
| Time Extension this Change Order        | <u>0 days</u> |
| Current Revised Contract Time           | 360 days      |

Funding Source: Measures U

Comment:        Change Order No. 03 – provides for new owner requested site waste and recycle receptacles . . .

|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 20** **FACILITIES** *(continued)*

20-C SUBSTITUTION OF SUBCONTRACTORS – BUNDY NORTHEAST DRIVEWAY

PIMA CONSTRUCTION COMPANY, general contractor for the BUNDY NORTHEAST DRIVEWAY project requests the following subcontractor substitution:

ASBESTOS ABATEMENT: From listed sub-contractor FRESHAIR ENVIRONMENTAL SERVICES, Commerce, CA to ACT, Inc.

Comment: The listed sub-contractor could not enter into a contract.

20-D CONSTRUCTION ESCROW AGREEMENT – CORSAIR FIELD RENOVATIONS

Pursuant to Section 22300 of the Public Contract Code, retention due the Contractor, Byrom-Davey, Inc. to be paid into an escrow account held by California Bank & Trust.

Funding Source: Measure S

Comment: Byrom-Davey, Inc. has requested to exercise its right under the Public Contract Code to have the retention portion of their payments placed in an escrow account until principal and interest earned is released by the District.

20-E CONSTRUCTION ESCROW AGREEMENT – JOHN ADAMS MIDDLE SCHOOL FIELD RENOVATIONS

Pursuant to Section 22300 of the Public Contract Code, retention due the Contractor, Byrom-Davey, Inc. to be paid into an escrow account held by California Bank & Trust.

Funding Source: Measure S

Comment: Byrom-Davey, Inc. has requested to exercise its right under the Public Contract Code to have the retention portion of their payments placed in an escrow account until principal and interest earned is released by the District.

Certificate of Participation and any District required expenditure matches for scheduled maintenance/physical plant, special repair projects and architectural barrier removal.

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.

All capital expenditures and revenue in the Special Reserve Fund, as well as Fund 41.0, Fund 42.2, and 42.3 reflect the total expenditure allocation and the total revenue for all projects, and are not limited to the current year, thus resulting in a zero ending balance. These funds cannot be transferred into the general fund.

#### Earthquake Fund (41.0)

This fund reflects the FEMA and OES funding received and expended as a result of the damage incurred at Santa Monica College due to the 1994 Northridge Earthquake. These funds are for the Liberal Arts Replacement (Humanities and Social Sciences Building) Project, the District's last earthquake project.

#### Measure U (42.2)

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

#### Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S in November, 2004 and the interest earned in the fund. The expenditures in this fund relate to the college construction plan approved under Measure S.

#### 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 revenue due to voted indebtedness for bond issues and the payment of interest on those bonds plus the redemption of the bonds that mature within the 2008-2009 fiscal year. This information is provided by the Los Angeles County Treasurer's Office through the Los Angeles County Office of Education.

#### Student Financial Aid Fund (74.0)

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

#### Auxiliary Operations

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

### **CONCLUSION**

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

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21    BUDGET AUGMENTATION**

*Requested by:*            *Chris Bonvenuto, Director, Fiscal Services*

*Approved by:*           *Randy Lawson, Executive Vice-President*

*Requested Action:*      *Approval/Ratification*

The 2007-2008 Adopted Budget will be amended to reflect the following budget augmentations

**21-A    Instructional Equipment & Library Materials Ongoing Block Grant**

Granting Agency:        California Community Colleges Chancellor's Office

Appropriated Funding: \$2,993

Matching Funds:        None

Performance Period:    July 1, 2007 – June 30, 2008

Summary                    The budget for Instructional Equipment & Library Materials Ongoing Block Grant increased by \$2,993. The funding increase is a result of the recalculations reported on the first apportionment report.

|                      |               |                   |         |
|----------------------|---------------|-------------------|---------|
| Budget Augmentation: | Revenue:      |                   |         |
|                      | 8000          | Revenue           | \$2,993 |
|                      | Expenditures: |                   |         |
|                      | 5000          | Contract Services | \$ 503  |
|                      | 6000          | Equipment         | \$2,490 |

**21-B    Instructional Equipment & Library Materials Onetime Block Grant**

Granting Agency:        California Community Colleges Chancellor's Office

Appropriated Funding: (\$35)

Matching Funds:        None

Performance Period:    July 1, 2007 – June 30, 2008

Summary                    The budget for Instructional Equipment & Library Materials Onetime Block Grant decreased by \$35. The funding decreased is a result of the recalculations reported on the first apportionment report

|                      |               |           |        |
|----------------------|---------------|-----------|--------|
| Budget Augmentation: | Revenue:      |           |        |
|                      | 8000          | Revenue   | (\$35) |
|                      | Expenditures: |           |        |
|                      | 6000          | Equipment | (\$35) |

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 21**    **BUDGET AUGMENTATION** *(continued)*

21-C    Scheduled Maintenance & Special Repairs Ongoing

Granting Agency: California Community Colleges Chancellor's Office  
Appropriated Funding: \$2,994  
Matching Funds: None  
Performance Period: July 1, 2007 – June 30, 2008  
Summary The budget for Scheduled Maintenance and Special Repairs Ongoing increased by \$2,994. The funding increased as a result of the issuance of P1.  
Budget Augmentation: Revenue:  
8000 Revenue \$2,994  
Expenditures:  
6000 Building and Additions \$2,994

21-D    Scheduled Maintenance & Special Repairs Onetime

Granting Agency: California Community Colleges Chancellor's Office  
Appropriated Funding: (\$35)  
Matching Funds: None  
Performance Period: July 1, 2007 – June 30, 2008  
Summary The budget for Scheduled Maintenance & Special Repairs Onetime decreased by \$35. The funding decreased as a result of the issuance of P1.  
Budget Augmentation: Revenue:  
8000 Revenue (\$35)  
Expenditures:  
6000 Buildings and Additions (\$35)



|                                         |               |
|-----------------------------------------|---------------|
| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 22 BUDGET TRANSFERS**

*Requested by:* Chris Bonvenuto, Director, Fiscal Services

*Approved by:* Randy Lawson, Executive Vice-President

*Requested Action:* Approval/Ratification

**22-A FUND 01.0 – GENERAL FUND - UNRESTRICTED**

Period of: April 24, 2008 thru May 27, 2008

:

| Object Code | Description                  | Net Amount of Transfer |
|-------------|------------------------------|------------------------|
| 1000        | Academic Salaries            | 9,237                  |
| 2000        | Classified/Student Salaries  | -17,986                |
| 3000        | Benefits                     | 3,000                  |
| 4000        | Supplies                     | -17,982                |
| 5000        | Contract Svcs/Operating Exp  | 16,190                 |
| 6000        | Sites/Bldgs/Equipment        | 7,541                  |
| 7000        | Other Outgo/Student Payments | 0                      |
| Net Total:  |                              | 0                      |

**22-B FUND 01.3 – GENERAL FUND - RESTRICTED**

Period of: April 24, 2008 thru May 27, 2008

| Object Code | Description                  | Net Amount of Transfer |
|-------------|------------------------------|------------------------|
| 1000        | Academic Salaries            | -17,841                |
| 2000        | Classified/Student Salaries  | 219,612                |
| 3000        | Benefits                     | 14,619                 |
| 4000        | Supplies                     | -67,894                |
| 5000        | Contract Svcs/Operating Exp  | -225,099               |
| 6000        | Sites/Bldgs/Equipment        | 76,603                 |
| 7000        | Other Outgo/Student Payments | 0                      |
| Net Total:  |                              | 0                      |

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

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 23    COMMERCIAL WARRANT REGISTER**

*Requested by:*            *Robin Quaile, Accounts Payable Supervisor*

*Approved by:*            *Randy Lawson, Executive Vice-President*

*Requested Action:*      *Approval/Ratification*

|                          |             |                   |
|--------------------------|-------------|-------------------|
| April 1 – April 30, 2008 | 3012 – 3054 | \$ \$7,064,305.42 |
|--------------------------|-------------|-------------------|

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

**RECOMMENDATION NO. 24    PAYROLL WARRANT REGISTER**

*Requested by:*            *Ian Fraser, Payroll Manager*

*Approved by:*            *Randy Lawson, Executive Vice-President*

*Requested Action:*      *Approval/Ratification*

|                          |           |                |
|--------------------------|-----------|----------------|
| March 1 – March 31, 2008 | C1H – C2I | \$8,545,356.06 |
| April 1 – April 30, 2008 | C1I – C2J | \$8,100,827.15 |

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

**RECOMMENDATION NO. 25    AUXILIARY PAYMENTS & PURCHASE ORDERS**

*Requested by:*            *George Prather, Director of Auxiliary Services*

*Approved by:*            *Randy Lawson, Executive Vice-President*

*Requested Action:*      *Approval/Ratification*

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

|                          |           |                 |
|--------------------------|-----------|-----------------|
|                          | Payments  | Purchase Orders |
| April 1 – April 30, 2008 | \$880,452 | \$39,961        |

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

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 26    DIRECT, BENEFIT & STUDENT GRANT PAYMENTS**

*Requested by:*                *Robin Quaile, Accounts Payable Supervisor*

*Approved by:*               *Randy Lawson, Executive Vice-President*

*Requested Action:*        *Approval/Ratification*

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.

April – April 30, 2008

|                   |                 |
|-------------------|-----------------|
| D001110 – D001292 | \$ 256,551.69   |
| B000568 – B000634 | \$ 1,189,537.20 |
| ST00071 – ST00083 | \$ 366.00       |

*D – Direct Payments*

*B – Benefit Payments (health insurance, retirement, etc.)*

*ST – Student Grant Payments*

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 27 PURCHASING**

*Requested by: Keith Webster, Director, Purchasing*

*Approved by: Randy Lawson, Executive Vice-President*

*Requested Action: Approval/Ratification*

**27-A PURCHASING AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS**

Authorize the awards of purchase orders for the amount from approved department budgets against the following competitively bid agreements and any extensions thereof.

- (1) CalSAVE (State of California, Monterey County Office of Education) Bid # IFB007C to 9/30/2008 with Dave Bang Associates for Athletic and Site Equipment.
- (2) Glendale Unified School District with Apple Computer, Inc. Bid #PI3-03/04 to 12/31/2008 for Computer Equipment, Software, Peripherals and Service.
- (3) Western States Contracting Alliance (WSCA), Contract # A63307-CA with Dell Marketing L.P. to 8/31/2009 for Computer Equipment, Software, Peripherals and Service.
- (4) Western States Contracting Alliance (WSCA) Contract #A63309-CA with Hewlett Packard Company to 8/31/2009 for Computer Equipment, Software, Peripherals and Service.
- (5) Western States Contracting Alliance (WSCA), Contract #A63311 with IBM Corporation to 8/31/2009 for Computer Equipment, Software, Peripherals and Service.
- (6) California State University, Agreement #40372 to 8/30/2010 with Oracle Corporation for Software, Maintenance and License Support.
- (7) State of California (CMAS) Contract #3-04-00-0486A to 8/23/2008 with NEC Unified Solutions, Inc. for Computer Servers and Maintenance Service.
- (8) U.S. Communities for County of Los Angeles, Contract # 41902 to 1/31/2011 with Graybar Electric Company, Inc. for Electrical Heating, Ventilation, and supplies.
- (9) Western States Contracting Alliance (WSCA) for the State of California, Contract # 7066 to 11/30/2008 with Grainger Industrial Supplies for Industrial Supplies and Equipment, Janitorial Supplies and Equipment.
- (10) U.S. Communities for the County of Maricopa, AZ., Contract # 5091 to 11/30/2008 with HD Supply Facilities Maintenance (Home Depot Supply, Inc.) for - Maintenance and Hardware Supplies.
- (11) Dallas County of Texas, Agreement RFP #2007-118-3034 to 12/31/09 with Zep Manufacturing for Janitorial Supplies and Maintenance Products.

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 27 PURCHASING**

**27-A PURCHASING AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS** *(continued)*

- (12) U.S. Communities for the Wichita School District, Contract # 204011 Amendment 7 to 1/31/2009 with Virco Inc. for Classroom Furniture and Equipment.
- (13) U.S. Communities for the County of Fairfax, Va., Contract # RQ07-878957-20 from 5/1/2007 to 12/31/2008 with Haworth, Inc, KI (Krueger International), Knoll Inc., Herman Miller Inc., All Steel Inc. for Office Furnishings Systems, Seating, Files and Architectural Interiors.
- (14) Foundation for California Community College, Contract # PI06 to 9/11/2010 with Office Depot for Office and Classroom Supplies.
- (15) The State of California (CMAS) Contract # 3-00-58-0153B to 6/30/2008 with CCS Presentation Systems Inc. for Classroom Audio-Visual Equipment.
- (16) Western States Contracting Alliance (WSCA) for the State of California, Contract #5-06-99-02 to 8/27/2009 with California Overnight for Small Packages – Intrastate deliveries only.
- (17) Western States Contracting Alliance (WSCA) for the State of California, Contract #5-06-99-03 to 8/27/2009 with DHL Express (USA), Inc. for Small Packages.
- (18) Western States Contracting Alliance (WSCA) for the State of California, Contract #5-06-99-04 to 8/27/2009 with FedEx Worldwide Services (USA) for Small Packages – Intrastate, Interstate and International Deliveries.
- (19) County of Los Angeles, Contract #42684 to Corporate Express to 1/10/10 for Office Supplies.
- (20) City of San Jose, Blanket Purchase Order # OP 39697 to 6/30/08 with Computerland of Silicon Valley for Computer Hardware, Peripheral and Software.
- (21) State of California Department of General Services' California Multiple Awards Schedule (CMAS) contract #3-03-70-01635 from 6/18/2003 through 12/31/2008 with NEC United Solutions, Inc. for computer server maintenance service for MIS and the Library.

Comment: The Public Contracts Code Section 20652 allows for public education entities in the State of California to place orders under these competitively bid contracts without advertising. There are significant cost savings to the district by joining in purchasing agreements with other agencies.

| <b>BOARD OF TRUSTEES</b>                | <b>Action</b> |
|-----------------------------------------|---------------|
| Santa Monica Community College District | June 9, 2008  |

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 27 PURCHASING**

**27-B AWARD OF PURCHASE ORDERS**

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

|                          |                |
|--------------------------|----------------|
| April 1 – April 30, 2008 | \$2,160,245.16 |
| May 1 – May 31, 2008     | \$745,644.65   |

**27-C DECLARATION AND DONATION OF SURPLUS COMPUTER EQUIPMENT**

- (1) Declare as surplus miscellaneous computers and monitors and authorize the District to donate the Hewlett Packard computers to the Riordan Foundation and the Macintosh computers to the Santa Monica Malibu Unified School District because they have been determined to be of insufficient value to defray the cost to sell.

Comment: This action is in accordance with SMC Board Policy 6531 and Education Code section 81452.

|                                         |                        |
|-----------------------------------------|------------------------|
| <b>BOARD OF TRUSTEES</b>                | <b>REGULAR MEETING</b> |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | June 9, 2008           |

IX. **BOARD COMMENTS AND REQUESTS**

X. **ADJOURNMENT:** 11:32 p.m.

The meeting was adjourned in memory of **Jessica Downie-Fiorino**, sister of Communications professor Nancy Grass Hemmert; **Humberto Malpartida**, father-in-law of Don Girard, Senior Director of Government Relations/Institutional Communications; **Joe Miko**, a long-term supporter of Santa Monica College and former president of the General Advisory Board; and **Norma Ring**, an Emeritus College student of over ten years and major donor to Emeritus College.

There will be a Board of Trustees Retreat on Saturday, June 21, 2008 at the SMC Bundy Campus, Multipurpose Room (Room 123), 3171 Bundy Drive, Los Angeles.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, July 7, 2008 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

- Public Hearing and Recommendation to Order a Bond Measure Election
- Appointments to Citizens' Bond Oversight Committee
- Report on Strategic Planning
- Report on Grants

Santa Monica Community College District  
Board of Trustees Meeting

June 9, 2008

**Appendix A**

**2008-2009 TENTATIVE BUDGET**



**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
2008-2009 TENTATIVE BUDGET NARRATIVE**

The Santa Monica Community College District Proposed Budget for fiscal year 2008-2009 is comprised of the following nine funds:

|                           |                     |
|---------------------------|---------------------|
| General Fund Unrestricted | \$148,070,687       |
| General Fund Restricted   | <u>\$28,422,727</u> |
| <i>Total General Fund</i> | \$176,493,414       |

|                                 |                    |
|---------------------------------|--------------------|
| Special Reserve Fund (Capital)  | \$4,476,500        |
| Earthquake Fund                 | \$3,094,515        |
| Measure U                       | \$11,432,000       |
| Measure S                       | \$50,960,000       |
| Bond Interest & Redemption Fund | \$18,969,033       |
| Student Financial Aid Fund      | \$13,932,801       |
| Auxiliary Operations            | <u>\$4,795,883</u> |
| <i>Total Other Restricted</i>   | \$107,660,732      |

**TOTAL PROPOSED TENTATIVE BUDGET      \$284,154,146**

The 2007-2008 fiscal year is projected to close with an Unrestricted General Fund ending balance of \$17,706,008 which includes \$9,193,886 of Contingency Reserve.

**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 two largest drivers of revenue generation for the District in any given year are the Cost of Living Adjustment (COLA) and growth funding. The proposed California Community College System budget for 2008-2009 provides for a Cost of Living Adjustment (COLA) of 0.00%. The District projects that, based upon information received in the Governor's "May Revise," the District will be allotted a 1.14% growth rate in the coming fiscal year, but the District does not anticipate FTES beyond restoration to achieve any growth funding for fiscal year 2008-2009.

The largest source of revenue for the District is state funding. The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General Revenue. The figures in the tentative budget are based on estimates from the Chancellor's Office adjusted by the District's enrollment projections. The District is still awaiting the receipt of the official P2 report and the Advanced Apportionment report. Therefore, adjustments to revenue should be anticipated between the tentative budget and adopted budget. If actual receipts of either property taxes or enrollment fees differ from projections, principal apportionment funding will be adjusted to keep the formula constant.

State Lottery revenues are also a large source of state funding for the District, and they are based each year on the District's annual Full Time Equivalent Students (FTES) and the amount of revenue the State generates from Lottery sales. The District anticipates growth in Lottery revenue in the 2008-2009 fiscal year.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines and through interest earned on cash. The District anticipates a small drop in local revenue in fiscal year 2008-2009.

#### General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures are related to salary and benefits. The salary and payroll benefit related expenditure projections reflect appropriate step, column and longevity increases for all qualified employees, as well as any increases that will occur as specified in the collective bargaining agreements. In particular, the \$3,023,300 increase in the hourly instructional budget is based upon implementation of new contractual agreements as well expenditures related to the District's forecast of increased FTES. To enhance the usefulness and transparency of the District's financial records, a new expenditure line has been added to the major salary and benefit sections of the budget. The new lines titled "Vacant Positions" represent the full year's compensation for all vacant positions approved for hiring. The addition of these lines is intended to depict clearly the approved expenditure levels in the salary and benefits areas. As the year progresses, a second new line will be introduced to represent any cost savings achieved through delay in the hiring of approved positions.

In the discretionary section of the expenditure budget (Supplies, Services and Capital), there was an increase in budget of approximately \$96,000 over 2007-2008. This compares with increases of \$255,000 in 2007-2008, \$1,646,000 (excluding Compton-related expenditures) in 2006-2007, and \$1,522,000 in 2005-2006. It is therefore evident from historical data that approved discretionary budget increases in for 2008-2009 are at the lowest level in several years.

The Contracts/Services line item in the tentative budget includes: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 21%; Other Contract Services (i.e. Pest Control, Child Care Collaborative) 18%; Advertising (targeted to increase FTES) 12%; Repairs of Equipment 10%; Bank Fees and Bad Debt 7%; Postage and Delivery Services 6%; Conferences and Training 5%; Legal Services (including those for the Personnel Commission) 4%; Off-Campus Printing 4%; Consultants 4%; LACOE Contracts (i.e. PeopleSoft, HRS) 2%; Memberships and Dues 1%; Repairs on Facility 1%; Audit 1%; and Other Services – all under 1% of budget (i.e. Software Licensing, Mileage, Professional Growth, Fingerprinting, Board Meetings, Field Trips) 4%.

### **RESTRICTED FUNDS**

#### General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from federal, state and local sources. The restricted lottery revenue is by law allocated to the purchase of instructional materials. All grants that do not end by June 30, 2008 will be carried over to the 2009-2010 budget.

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 and required expenditure matches to state funding for scheduled maintenance/physical plant, special repair projects and architectural barrier removal are reflected in this fund. The main source of revenue for this fund is the non-resident capital surcharge. Those funds are used to cover the installment payments for the AET

**UNRESTRICTED GENERAL FUND 01.0**  
**2008-2009 TENTATIVE REVENUE BUDGET**

| ACCOUNTS                             | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED<br>REVENUE | 2008-2009<br>TENTATIVE<br>BUDGET |
|--------------------------------------|--------------------------------|-----------------------------------|----------------------------------|
| <b>FEDERAL</b>                       |                                |                                   |                                  |
| FIN AID ADM ALLOWANCES               | 117,101                        | 117,101                           | 109,046                          |
| OTHER FEDERAL REVENUE                | -                              |                                   | -                                |
| <b>TOTAL FEDERAL</b>                 | <b>117,101</b>                 | <b>117,101</b>                    | <b>109,046</b>                   |
| <b>STATE</b>                         |                                |                                   |                                  |
| PRINCIPAL APPORTIONMENT              | 67,940,795                     | 69,086,946                        | 87,404,132                       |
| STABILIZATION ADJUSTMENT             | 12,824,009                     | 14,579,763                        | -                                |
| COLA                                 | 4,035,423                      | 4,037,675                         | -                                |
| PRIOR YEAR APPORTIONMENT ADJUSTMENTS | -                              | 1,784,262                         | -                                |
| HOMEOWNERS EXEMPT                    | 99,401                         | 94,454                            | 94,454                           |
| STATE LOTTERY REVENUE                | 2,862,134                      | 2,901,671                         | 3,240,108                        |
| MANDATED COST RECOVERY               | -                              | 25,681                            | -                                |
| OTHER STATE                          | 1,239,344                      | 1,239,344                         | 1,239,344                        |
| <b>TOTAL STATE</b>                   | <b>89,001,106</b>              | <b>93,749,796</b>                 | <b>91,978,038</b>                |
| <b>LOCAL</b>                         |                                |                                   |                                  |
| PROP TAX SHIFT (ERAF)                | 2,350,423                      | -                                 | -                                |
| SECURED TAX                          | 8,975,712                      | 9,088,197                         | 9,088,197                        |
| SUPPLEMENTAL TAXES                   | 506,685                        | 429,799                           | 429,799                          |
| UNSECURED TAX                        | 384,262                        | 363,604                           | 363,604                          |
| PRIOR YRS TAXES                      | 450,713                        | 631,288                           | 631,288                          |
| RENTS                                | 125,000                        | 125,000                           | 125,000                          |
| INTEREST                             | 400,000                        | 1,000,000                         | 750,000                          |
| ENROLLMENT FEES                      | 8,374,195                      | 7,782,362                         | 7,917,362                        |
| STUDENT RECORDS                      | 280,000                        | 280,000                           | 280,000                          |
| NON-RESIDENT TUITION/INTENSIVE ESL   | 14,450,743                     | 17,005,788                        | 17,005,788                       |
| OTHER STUDENT FEES & CHARGES         | 150,000                        | 185,000                           | 185,000                          |
| F1 APPLICATION FEES                  | 82,000                         | 90,000                            | 90,000                           |
| OTHER LOCAL                          | 420,000                        | 420,000                           | 420,000                          |
| I. D. CARD SERVICE CHARGE            | 365,000                        | 503,000                           | 503,000                          |
| LIBRARY CARDS                        | 500                            | 500                               | 500                              |
| LIBRARY FINES                        | 16,000                         | 16,000                            | 16,000                           |
| PARKING FINES                        | 250,000                        | 300,000                           | 300,000                          |
| <b>TOTAL LOCAL</b>                   | <b>37,581,233</b>              | <b>38,220,538</b>                 | <b>38,105,538</b>                |
| <b>TOTAL REVENUE</b>                 | <b>126,699,440</b>             | <b>132,087,435</b>                | <b>130,192,622</b>               |
| TRANSFER IN                          | 210,999                        | 210,999                           | 172,057                          |
| <b>TOTAL REVENUE AND TRANSFERS</b>   | <b>126,910,439</b>             | <b>132,298,434</b>                | <b>130,364,679</b>               |

**UNRESTRICTED GENERAL FUND 01.0**  
**2008-2009 TENTATIVE EXPENDITURE BUDGET**

| ACCOUNTS                                     | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED<br>EXPENDITURES | 2008-2009<br>TENTATIVE<br>BUDGET |
|----------------------------------------------|--------------------------------|----------------------------------------|----------------------------------|
| INSTRUCTION                                  | 21,203,756                     | 23,147,249                             | 23,627,447                       |
| ACADEMIC MANAGERS                            | 3,977,087                      | 4,564,365                              | 4,860,197                        |
| NON-INSTRUCTION                              | 5,035,094                      | 5,287,318                              | 5,403,952                        |
| HOURLY INSTRUCTION                           | 25,176,718                     | 25,611,454                             | 28,200,018                       |
| HOURLY NON-INSTRUCTION                       | 3,452,393                      | 3,063,744                              | 3,286,075                        |
| VACANT POSITIONS                             | -                              | -                                      | 1,176,077                        |
| <b>TOTAL ACADEMIC</b>                        | <b>58,845,048</b>              | <b>61,674,130</b>                      | <b>66,553,766</b>                |
| CLASSIFIED REGULAR                           | 16,148,029                     | 17,935,161                             | 19,292,627                       |
| CLASSIFIED MANAGERS                          | 2,560,389                      | 2,809,280                              | 2,842,838                        |
| CLASS REG INSTRUCTION                        | 2,128,000                      | 2,399,496                              | 2,504,118                        |
| CLASSIFIED HOURLY                            | 1,922,731                      | 2,054,021                              | 1,539,162                        |
| CLASS HRLY INSTRUCTION                       | 600,245                        | 781,237                                | 857,991                          |
| CLASSIFIED ONE-TIME OFF SCHEDULE PAY         | -                              | 838,567                                | -                                |
| VACANT POSITIONS                             | -                              | -                                      | 1,648,663                        |
| <b>TOTAL CLASSIFIED</b>                      | <b>23,359,394</b>              | <b>26,817,762</b>                      | <b>28,685,399</b>                |
| STRS                                         | 3,913,196                      | 4,101,330                              | 4,479,764                        |
| PERS                                         | 2,604,552                      | 2,892,992                              | 3,079,948                        |
| OASDI/MEDICARE                               | 2,473,817                      | 2,695,747                              | 2,858,769                        |
| H/W                                          | 10,506,849                     | 10,506,849                             | 11,219,213                       |
| RETIREE'S H/W                                | 1,891,904                      | 1,891,905                              | 2,014,879                        |
| SUI                                          | 140,757                        | 143,477                                | 145,901                          |
| WORKERS' COMP.                               | 1,285,889                      | 1,285,889                              | 1,352,683                        |
| ALTERNATIVE RETIREMENT                       | 525,000                        | 525,000                                | 525,000                          |
| BENEFITS REL TO NON-FACULTY ONE-TIME OFF SCH | -                              | 167,450                                | -                                |
| BENEFITS RELATED TO VACANT POSITIONS         | -                              | -                                      | 555,150                          |
| <b>TOTAL BENEFITS</b>                        | <b>23,341,964</b>              | <b>24,210,639</b>                      | <b>26,231,307</b>                |
| <b>TOTAL SUPPLIES</b>                        | <b>1,031,665</b>               | <b>964,000</b>                         | <b>1,076,483</b>                 |
| CONTRACTS/SERVICES                           | 10,482,412                     | 10,505,930                             | 10,424,566                       |
| INSURANCE                                    | 851,930                        | 860,891                                | 1,118,824                        |
| UTILITIES                                    | 3,382,115                      | 3,382,115                              | 3,251,811                        |
| <b>TOTAL SERVICES</b>                        | <b>14,716,457</b>              | <b>14,748,936</b>                      | <b>14,795,201</b>                |
| BLDG & SITES                                 | 10,000                         | 10,000                                 | 2,000                            |
| EQUIPMENT                                    | 127,200                        | 171,701                                | 173,270                          |
| LEASE PURCHASES                              | 673,986                        | 659,736                                | 608,686                          |
| <b>TOTAL CAPITAL</b>                         | <b>811,186</b>                 | <b>841,437</b>                         | <b>783,956</b>                   |
| <b>TOTAL EXPENDITURES</b>                    | <b>122,105,714</b>             | <b>129,256,904</b>                     | <b>138,126,112</b>               |
| OTHER TRANSFER FOR FIN AID                   | 296,118                        | 296,118                                | 259,450                          |
| OTHER OUTGOING TRANSFER                      | 1,000,000                      | 1,000,000                              | -                                |
| <b>TOTAL EXPENDITURES &amp; TRANSFERS</b>    | <b>123,401,832</b>             | <b>130,553,022</b>                     | <b>138,385,562</b>               |

**UNRESTRICTED GENERAL FUND 01.0**  
**2008-2009 TENTATIVE FUND BALANCE BUDGET**

| ACCOUNTS                                                            | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED<br>FUND BALANCE | 2008-2009<br>TENTATIVE<br>BUDGET |
|---------------------------------------------------------------------|--------------------------------|----------------------------------------|----------------------------------|
| TOTAL REVENUE AND TRANSFERS                                         | 123,949,191                    | 128,693,682                            | 130,364,679                      |
| TOTAL EXPENDITURES AND TRANSFERS                                    | 122,401,832                    | 128,547,005                            | 135,005,672                      |
| VACANT POSITIONS WITH PAYROLL RELATED BENEFITS                      | -                              | -                                      | 3,379,890                        |
| <b>OPERATING SURPLUS/(DEFICIT)</b>                                  | <b>1,547,359</b>               | <b>146,677</b>                         | <b>(8,020,883)</b>               |
| ONE-TIME FUNDING/(EXPENDITURES):                                    |                                |                                        |                                  |
| STABILIZATION 08-09                                                 | 2,961,248                      | 1,820,490                              | -                                |
| PRIOR YEAR APPORTIONMENT ADJ                                        | -                              | 1,784,262                              | -                                |
| ONE-TIME OFF SCHEDULE/RETRO PAY WITH RELATED BENEFITS               | -                              | (1,006,017)                            | -                                |
| PERFORMING ARTS CENTER                                              | (1,000,000)                    | (1,000,000)                            | -                                |
| <b>OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS</b>              | <b>3,508,607</b>               | <b>1,745,412</b>                       | <b>(8,020,883)</b>               |
| BEGINNING BALANCE                                                   | 15,960,596                     | 15,960,596                             | 17,706,008                       |
| ENDING FUND BALANCE PRIOR TO DESIGNATED RESERVES                    | <b>19,469,203</b>              | <b>17,706,008</b>                      | <b>9,685,125</b>                 |
| FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS **                   | <b>15.78%</b>                  | <b>13.56%</b>                          | <b>7.00%</b>                     |
| <b>DESIGNATED RESERVES FOR:</b>                                     |                                |                                        |                                  |
| GLOBAL EDUCATION INITIATIVE 2008-2010                               | (400,000)                      | (400,000)                              | (200,000)                        |
| UNFUNDED RETIREE BENEFITS                                           | (2,000,000)                    | (2,000,000)                            | (2,000,000)                      |
| CSEA FUTURE COST OF HAY STUDY                                       | (1,000,000)                    | -                                      | -                                |
| VACANT POSITIONS WITH RELATED PAYROLL BENEFITS (NOT INCLUDING H & I | (3,150,874)                    | (3,150,874)                            | -                                |
| ESTIMATE OF BOARD OFFERED SALARY INCREASES/RETRO WITH REL PAYROLL   |                                |                                        |                                  |
| BENEFITS NOT INCLUDING H & W                                        | (2,535,934)                    | -                                      | -                                |
| POTENTIAL REVENUE DEFICIT - FTES LOSS AND STABILIZATION             | (2,961,248)                    | (2,961,248)                            | -                                |
| <b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>                      | <b>7,421,147</b>               | <b>9,193,886</b>                       | <b>7,485,125</b>                 |
| <b>FUND BALANCE RATIO TO TOTAL EXPENDITURES/TRF **</b>              | <b>5.60%</b>                   | <b>6.76%</b>                           | <b>5.32%</b>                     |

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

**UNRESTRICTED GENERAL FUND 01.0**  
**2008-2009 TENTATIVE REVENUE BUDGET**

| ACCOUNTS                                 | 2004-2005<br>ACTUAL<br>REVENUE | 2005-2006<br>ACTUAL<br>REVENUE | 2006-2007<br>ACTUAL<br>REVENUE | 2007-2008<br>PROJECTED<br>REVENUE | 2008-2009<br>TENTATIVE<br>BUDGET |
|------------------------------------------|--------------------------------|--------------------------------|--------------------------------|-----------------------------------|----------------------------------|
| <b>FEDERAL</b>                           |                                |                                |                                |                                   |                                  |
| FIN AID ADM ALLOWANCES                   | 144,445                        | 115,864                        | 100,212                        | 117,101                           | 109,046                          |
| OTHER FEDERAL REVENUE                    | -                              | -                              | -                              | -                                 | -                                |
| <b>TOTAL FEDERAL</b>                     | <b>144,445</b>                 | <b>115,864</b>                 | <b>100,212</b>                 | <b>117,101</b>                    | <b>109,046</b>                   |
| <b>STATE</b>                             |                                |                                |                                |                                   |                                  |
| PRINCIPAL APPORTIONMENT w/ STABILIZATION | 53,839,551                     | 62,038,681                     | 72,590,365                     | 83,666,709                        | 87,404,132                       |
| PRIOR YEAR APPORTIONMENT - COMPTON       | -                              | -                              | 987,069                        | -                                 | -                                |
| CREDIT REVENUE GROWTH                    | -                              | -                              | 2,404,891                      | -                                 | -                                |
| COLA                                     | 3,607,904                      | 3,718,656                      | 5,580,297                      | 4,037,675                         | -                                |
| EQUALIZATION AUGMENTATION                | -                              | 951,769                        | 3,172,563                      | -                                 | -                                |
| ONE-TIME FTES BLOCK GRANT                | -                              | -                              | 1,931,782                      | -                                 | -                                |
| PRIOR YR APPORTIONMENT ADJ.              | 354,548                        | 812,352                        | (3,159)                        | 1,784,262                         | -                                |
| HOMEOWNERS EXEMPT                        | 96,195                         | 95,305                         | 93,686                         | 94,454                            | 94,454                           |
| STATE LOTTERY REVENUE                    | 2,705,193                      | 3,213,071                      | 3,262,395                      | 2,901,671                         | 3,240,108                        |
| MANDATED COST RECOVERY                   | -                              | 294,831                        | 714,191                        | 25,681                            | -                                |
| PARTNERSHIP FOR EXCELLENCE               | 3,661,884                      | 4,276,362                      | -                              | -                                 | -                                |
| OTHER STATE                              | 1,331,151                      | 1,226,550                      | 1,259,898                      | 1,239,344                         | 1,239,344                        |
| <b>TOTAL STATE</b>                       | <b>65,596,426</b>              | <b>76,627,577</b>              | <b>91,993,978</b>              | <b>93,749,796</b>                 | <b>91,978,038</b>                |
| <b>LOCAL</b>                             |                                |                                |                                |                                   |                                  |
| PROP TAX SHIFT (ERAF)                    | 8,058,717                      | 4,052,395                      | 2,215,290                      | -                                 | -                                |
| SECURED TAX                              | 7,174,389                      | 7,467,473                      | 8,459,672                      | 9,088,197                         | 9,088,197                        |
| SUPPLEMENTAL TAXES                       | 405,910                        | 468,060                        | 477,554                        | 429,799                           | 429,799                          |
| UNSECURED TAX                            | 381,106                        | 380,949                        | 362,170                        | 363,604                           | 363,604                          |
| PRIOR YRS TAXES                          | 315,633                        | 349,522                        | 751,189                        | 631,288                           | 631,288                          |
| RENTS                                    | 60,575                         | 54,750                         | 124,847                        | 125,000                           | 125,000                          |
| INTEREST                                 | 334,669                        | 147,492                        | 683,323                        | 1,000,000                         | 750,000                          |
| ENROLLMENT FEES                          | 9,420,875                      | 9,510,565                      | 8,209,995                      | 7,782,362                         | 7,917,362                        |
| STUDENT RECORDS                          | 280,252                        | 279,718                        | 272,744                        | 280,000                           | 280,000                          |
| NON-RES TUITION/INTENSIVE ESL            | 13,068,506                     | 13,685,553                     | 14,700,743                     | 17,005,788                        | 17,005,788                       |
| OTHER STUDENT FEES & CHARGES             | 202,790                        | 184,554                        | 146,489                        | 185,000                           | 185,000                          |
| F1 APPLICATION FEES                      | 64,510                         | 69,174                         | 80,951                         | 90,000                            | 90,000                           |
| OTHER LOCAL                              | 559,446                        | 426,533                        | 416,689                        | 420,000                           | 420,000                          |
| I. D. CARD SERVICE CHARGE                | 434,100                        | 396,465                        | 366,632                        | 503,000                           | 503,000                          |
| LIBRARY CARDS                            | 6,639                          | 420                            | 360                            | 500                               | 500                              |
| LIBRARY FINES                            | 15,690                         | 15,416                         | 16,343                         | 16,000                            | 16,000                           |
| PARKING FINES                            | 373,596                        | 316,581                        | 279,913                        | 300,000                           | 300,000                          |
| SALE OF EQUIP AND SUPPLIES               | 150                            | -                              | -                              | -                                 | -                                |
| <b>TOTAL LOCAL</b>                       | <b>41,157,553</b>              | <b>37,805,620</b>              | <b>37,564,904</b>              | <b>38,220,538</b>                 | <b>38,105,538</b>                |
| <b>TOTAL REVENUE</b>                     | <b>106,898,424</b>             | <b>114,549,061</b>             | <b>129,659,094</b>             | <b>132,087,435</b>                | <b>130,192,622</b>               |
| TRANSFER IN                              | 51,683                         | 82,991                         | 100,705                        | 210,999                           | 172,057                          |
| <b>TOTAL REVENUE AND TRANSFERS</b>       | <b>106,950,107</b>             | <b>114,632,052</b>             | <b>129,759,799</b>             | <b>132,298,434</b>                | <b>130,364,679</b>               |
| BEGINNING BALANCE                        | 6,834,088                      | 5,586,996                      | 8,385,633                      | 15,960,596                        | 17,706,008                       |
| ADJUSTMENT TO BEGINNING BALANCE          | (1,564,387)                    | 386,417                        | -                              | -                                 | -                                |
| <b>TOTAL FUNDS AVAILABLE</b>             | <b>112,219,808</b>             | <b>120,605,465</b>             | <b>138,145,432</b>             | <b>148,259,030</b>                | <b>148,070,687</b>               |

**UNRESTRICTED GENERAL FUND 01.0**  
**2008-2009 TENTATIVE EXPENDITURE BUDGET**

| ACCOUNTS                                         | 2004-2005<br>ACTUAL<br>EXPENDITURES | 2005-2006<br>ACTUAL<br>EXPENDITURES | 2006-2007<br>ACTUAL<br>EXPENDITURES | 2007-2008<br>PROJECTED<br>EXPENDITURES | 2008-2009<br>TENTATIVE<br>BUDGET |
|--------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|----------------------------------------|----------------------------------|
| INSTRUCTION                                      | 21,745,648                          | 21,125,509                          | 20,954,375                          | 23,147,249                             | 23,627,447                       |
| ACADEMIC MANAGERS                                | 3,854,003                           | 4,358,126                           | 4,169,071                           | 4,564,365                              | 4,860,197                        |
| NON-INSTRUCTION                                  | 4,289,451                           | 4,491,827                           | 5,040,308                           | 5,287,318                              | 5,403,952                        |
| HOURLY INSTRUCTION                               | 20,668,876                          | 21,654,116                          | 23,887,295                          | 25,611,454                             | 28,200,018                       |
| HOURLY NON-INSTRUCTION                           | 2,730,973                           | 2,887,230                           | 3,244,178                           | 3,063,744                              | 3,286,075                        |
| FACULTY RETRO AND ONE-TIME OFF SCHEDULE PAY      | -                                   | -                                   | 2,157,561                           | -                                      | -                                |
| ACADEMIC MANAGER ONE-TIME OFF SCHEDULE PAY       | -                                   | -                                   | 117,141                             | -                                      | -                                |
| VACANT POSITIONS                                 | -                                   | -                                   | -                                   | -                                      | 1,176,077                        |
| <b>TOTAL ACADEMIC</b>                            | <b>53,288,951</b>                   | <b>54,516,808</b>                   | <b>59,569,929</b>                   | <b>61,674,130</b>                      | <b>66,553,766</b>                |
| CLASSIFIED REGULAR                               | 14,460,879                          | 16,137,063                          | 15,993,029                          | 17,935,161                             | 19,292,627                       |
| CLASSIFIED MANAGERS                              | 2,515,706                           | 2,682,966                           | 2,649,286                           | 2,809,280                              | 2,842,838                        |
| CLASS REG INSTRUCTION                            | 1,829,489                           | 2,046,452                           | 2,182,013                           | 2,399,496                              | 2,504,118                        |
| CLASSIFIED HOURLY                                | 1,658,358                           | 1,644,135                           | 1,829,310                           | 2,054,021                              | 1,539,162                        |
| CLASS HRLY INSTRUCTION                           | 541,007                             | 629,360                             | 627,725                             | 781,237                                | 857,991                          |
| CLASSIFIED ONE-TIME OFF SCHEDULE PAY             | -                                   | -                                   | 677,575                             | 838,567                                | -                                |
| VACANT POSITIONS                                 | -                                   | -                                   | -                                   | -                                      | 1,648,663                        |
| <b>TOTAL CLASSIFIED</b>                          | <b>21,005,439</b>                   | <b>23,139,976</b>                   | <b>23,958,938</b>                   | <b>26,817,762</b>                      | <b>28,685,399</b>                |
| STRS                                             | 3,287,618                           | 3,479,021                           | 3,727,663                           | 4,101,330                              | 4,479,764                        |
| PERS                                             | 2,195,902                           | 2,412,882                           | 2,522,492                           | 2,892,992                              | 3,079,948                        |
| OASDI/MEDICARE                                   | 2,145,540                           | 2,332,240                           | 2,387,329                           | 2,695,747                              | 2,858,769                        |
| H/W                                              | 8,540,335                           | 9,265,433                           | 9,839,716                           | 10,506,849                             | 11,219,213                       |
| RETIREE'S H/W                                    | 1,355,143                           | 1,446,254                           | 1,771,778                           | 1,891,905                              | 2,014,879                        |
| SUI                                              | 470,690                             | 426,904                             | 93,554                              | 143,477                                | 145,901                          |
| WORKERS' COMP.                                   | 1,501,094                           | 1,089,084                           | 1,179,391                           | 1,285,889                              | 1,352,683                        |
| ALTERNATIVE RETIREMENT                           | 645,902                             | 495,821                             | 471,435                             | 525,000                                | 525,000                          |
| BENEFITS REL TO FACULTY ONE-TIME OFF SCH PAY     | -                                   | -                                   | 222,898                             | -                                      | -                                |
| BENEFITS REL TO NON-FACULTY ONE-TIME OFF SCH PAY | -                                   | -                                   | 142,197                             | 167,450                                | -                                |
| BENEFITS RELATED TO VACANT POSITIONS             | -                                   | -                                   | -                                   | -                                      | 555,150                          |
| <b>TOTAL BENEFITS</b>                            | <b>20,142,224</b>                   | <b>20,947,639</b>                   | <b>22,358,453</b>                   | <b>24,210,639</b>                      | <b>26,231,307</b>                |
| <b>TOTAL SUPPLIES</b>                            | <b>908,283</b>                      | <b>903,300</b>                      | <b>869,469</b>                      | <b>964,000</b>                         | <b>1,076,483</b>                 |
| CONTRACTS/SERVICES                               | 7,289,128                           | 8,452,505                           | 10,564,651                          | 10,505,930                             | 10,424,566                       |
| INSURANCE                                        | 597,237                             | 618,707                             | 770,606                             | 860,891                                | 1,118,824                        |
| UTILITIES                                        | 2,297,437                           | 2,665,353                           | 2,919,575                           | 3,382,115                              | 3,251,811                        |
| <b>TOTAL SERVICES</b>                            | <b>10,183,802</b>                   | <b>11,736,565</b>                   | <b>14,254,832</b>                   | <b>14,748,936</b>                      | <b>14,795,201</b>                |
| BLDG & SITES                                     | 15,620                              | 6,455                               | 4,700                               | 10,000                                 | 2,000                            |
| EQUIPMENT                                        | 208,372                             | 119,297                             | 318,454                             | 171,701                                | 173,270                          |
| LEASE PURCHASES                                  | 469,021                             | 541,760                             | 567,789                             | 659,736                                | 608,686                          |
| <b>TOTAL CAPITAL</b>                             | <b>693,013</b>                      | <b>667,512</b>                      | <b>890,943</b>                      | <b>841,437</b>                         | <b>783,956</b>                   |
| <b>TOTAL EXPENDITURES</b>                        | <b>106,221,712</b>                  | <b>111,911,800</b>                  | <b>121,902,564</b>                  | <b>129,256,904</b>                     | <b>138,126,112</b>               |
| OTHER TRANSFER FOR FIN AID                       | 411,100                             | 308,032                             | 274,350                             | 296,118                                | 259,450                          |
| OTHER OUTGOING TRANSFER                          | -                                   | -                                   | 7,922                               | 1,000,000                              | -                                |
| <b>TOTAL EXPENDITURES &amp; TRANSFERS</b>        | <b>106,632,812</b>                  | <b>112,219,832</b>                  | <b>122,184,836</b>                  | <b>130,553,022</b>                     | <b>138,385,562</b>               |
| DESIGNATED RESERVES                              | -                                   | -                                   | -                                   | 8,512,122                              | 2,200,000                        |
| CONTINGENCY RESERVE                              | 5,586,996                           | 8,385,633                           | 15,960,596                          | 9,193,886                              | 7,485,125                        |
| <b>TOTAL</b>                                     | <b>112,219,808</b>                  | <b>120,605,465</b>                  | <b>138,145,432</b>                  | <b>148,259,030</b>                     | <b>148,070,687</b>               |

**RESTRICTED GENERAL FUND 01.3**  
**2008-2009 TENTATIVE REVENUE BUDGET**

| ACCOUNTS                                    | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED<br>REVENUE | 2008-2009<br>TENTATIVE<br>BUDGET |
|---------------------------------------------|--------------------------------|-----------------------------------|----------------------------------|
| <b>FEDERAL</b>                              |                                |                                   |                                  |
| VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT | 434,168                        | 434,168                           | 562,109                          |
| FWS-FEDERAL WORK STUDY                      | 639,087                        | 639,087                           | 541,893                          |
| RADIO GRANTS                                | 1,938,202                      | 1,938,202                         | 1,133,380                        |
| TANF-TEMPORARY ASSIST FOR NEEDY FAMILIES    | 79,378                         | 79,378                            | 63,502                           |
| TECH PREP                                   | 76,648                         | 76,648                            | 81,405                           |
| FEDERAL CARRYOVERS                          | 957,258                        | 957,257                           | 1,278,073                        |
| OTHER FEDERAL                               | 2,943,756                      | 3,038,757                         | 2,826,743                        |
| <b>TOTAL FEDERAL</b>                        | <b>7,068,497</b>               | <b>7,163,497</b>                  | <b>6,487,105</b>                 |
| <b>STATE</b>                                |                                |                                   |                                  |
| LOTTERY                                     | 686,309                        | 686,309                           | 686,309                          |
| INSTRUCTIONAL EQUIP/LIBRARY MATERIALS       | 238,055                        | 241,048                           | -                                |
| TTIP-TELECOM & TECH INFO PROGRAMS           | 36,363                         | 36,363                            | 34,544                           |
| SFAA-STUDENT FINANCIAL AID ADMIN            | 628,089                        | 675,333                           | 641,566                          |
| EOPS-EXTENDED OPPORTUNITY PROG & SERV       | 1,198,092                      | 1,409,660                         | 1,339,171                        |
| CARE-COOP AGENCIES RESOURCES FOR EDUCATION  | 94,422                         | 102,960                           | 97,813                           |
| DSPTS-DISABLED STUDENTS PROGRAM & SERVICES  | 1,234,100                      | 1,506,143                         | 1,430,836                        |
| NON-CREDIT MATRICULATION                    | 25,735                         | 47,338                            | 40,474                           |
| MATRICULATION                               | 1,270,698                      | 1,366,812                         | 1,233,180                        |
| MATRICULATION-TRANSFER RELATED              | 64,500                         | 69,500                            | 59,500                           |
| STAFF/FACULTY DIVERSITY                     | 21,117                         | 22,238                            | 21,126                           |
| CALWORKS                                    | 343,114                        | 369,287                           | 274,468                          |
| ENROLLMENT GROWTH                           | 57,142                         | 57,142                            | 221,000                          |
| TRANSFER AND ARTICULATION                   | 5,000                          | 5,000                             | -                                |
| SCHEDULE OF MAINTENANCE-ONGOING             | 238,076                        | 241,070                           | -                                |
| STATE CARRYOVERS                            | 2,575,682                      | 2,575,682                         | 3,698,910                        |
| OTHER STATE                                 | 3,764,661                      | 4,533,847                         | 886,217                          |
| <b>TOTAL STATE</b>                          | <b>12,481,155</b>              | <b>13,945,732</b>                 | <b>10,665,114</b>                |
| <b>LOCAL</b>                                |                                |                                   |                                  |
| PICO PARTNERSHIP                            | 150,000                        | 150,000                           | 150,000                          |
| HEALTH FEES                                 | 895,797                        | 1,127,332                         | 947,108                          |
| PARKING FEES                                | 1,661,300                      | 1,866,526                         | 1,662,000                        |
| DONATIONS-KCRW                              | 4,764,294                      | 4,772,494                         | 5,070,136                        |
| COMMUNITY SERVICES                          | 750,000                        | 750,000                           | 750,000                          |
| COUNTY CALWORKS                             | 81,144                         | 81,144                            | 81,144                           |
| CONSOLIDATED CONTRACT ED-LOCAL              | 22,530                         | 22,530                            | 120,000                          |
| PERFORMING ARTS CENTER                      | 322,055                        | 322,055                           | -                                |
| LOCAL CARRYOVERS                            | 280,567                        | 280,567                           | -                                |
| OTHER LOCAL                                 | 2,194,778                      | 2,586,578                         | 2,490,120                        |
| <b>TOTAL LOCAL</b>                          | <b>11,122,465</b>              | <b>11,959,226</b>                 | <b>11,270,508</b>                |
| <b>TOTAL REVENUE</b>                        | <b>30,672,117</b>              | <b>33,068,455</b>                 | <b>28,422,727</b>                |
| TRANSFERS IN - PERFORMING ARTS CENTER       | 1,000,000                      | 1,000,000                         | -                                |
| <b>TOTAL REVENUE AND TRANSFERS</b>          | <b>31,672,117</b>              | <b>34,068,455</b>                 | <b>28,422,727</b>                |



**RESTRICTED GENERAL FUND 01.3**  
**2008-2009 TENTATIVE EXPENDITURE BUDGET**

| ACCOUNTS                                    | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED<br>EXPENDITURES | 2008-2009<br>TENTATIVE<br>BUDGET |
|---------------------------------------------|--------------------------------|----------------------------------------|----------------------------------|
| INSTRUCTION                                 | 87,023                         | 52,430                                 | 285,600                          |
| MANAGEMENT                                  | 1,669,461                      | 1,851,540                              | 1,866,481                        |
| NON-INSTRUCTION                             | 993,699                        | 1,129,625                              | 1,378,069                        |
| HOURLY INSTRUCTION                          | 129,503                        | 129,963                                | 88,754                           |
| HOURLY NON-INSTRUCTION                      | 2,127,823                      | 2,433,074                              | 2,219,972                        |
| <b>TOTAL ACADEMIC</b>                       | <b>5,007,509</b>               | <b>5,596,632</b>                       | <b>5,838,876</b>                 |
| CLASSIFIED REGULAR                          | 2,018,504                      | 2,063,886                              | 2,105,081                        |
| CLASSIFIED MANAGERS                         | 444,364                        | 444,364                                | 355,847                          |
| CLASS REG INSTRUCTION                       | 57,750                         | 57,750                                 | 32,576                           |
| CLASSIFIED HOURLY                           | 2,362,952                      | 2,628,108                              | 2,088,268                        |
| CLASS HRLY INSTRUCTION                      | 788,000                        | 931,756                                | 649,914                          |
| <b>TOTAL CLASSIFIED</b>                     | <b>5,671,570</b>               | <b>6,125,864</b>                       | <b>5,231,686</b>                 |
| BENEFITS HOLDING ACCOUNT                    | 2,422,648                      | 1,367,898                              | 2,453,581                        |
| STRS                                        | -                              | 234,331                                | -                                |
| PERS                                        | -                              | 164,229                                | -                                |
| OASDI/MEDICARE                              | -                              | 190,232                                | -                                |
| H/W                                         | -                              | 461,469                                | -                                |
| SUI                                         | -                              | 2,899                                  | -                                |
| WORKERS' COMP.                              | -                              | 83,762                                 | -                                |
| ALTERNATIVE RETIREMENT                      | -                              | 34,282                                 | -                                |
| <b>TOTAL BENEFITS</b>                       | <b>2,422,648</b>               | <b>2,539,102</b>                       | <b>2,453,581</b>                 |
| <b>TOTAL SUPPLIES</b>                       | <b>1,439,172</b>               | <b>1,533,959</b>                       | <b>1,486,640</b>                 |
| CONTRACTS/SERVICES                          | 9,114,493                      | 9,904,113                              | 6,820,241                        |
| INSURANCE                                   | 1,972,500                      | 1,972,500                              | 2,153,002                        |
| UTILITIES                                   | 257,720                        | 257,720                                | 224,200                          |
| <b>TOTAL SERVICES</b>                       | <b>11,344,713</b>              | <b>12,134,333</b>                      | <b>9,197,443</b>                 |
| BLDG & SITES                                | 2,394,063                      | 2,587,289                              | 2,045,551                        |
| EQUIPMENT/LEASE PURCHASE                    | 2,546,105                      | 2,585,920                              | 1,460,713                        |
| <b>TOTAL CAPITAL</b>                        | <b>4,940,168</b>               | <b>5,173,209</b>                       | <b>3,506,264</b>                 |
| <b>TOTAL EXPENDITURES</b>                   | <b>30,825,780</b>              | <b>33,103,099</b>                      | <b>27,714,490</b>                |
| OTHER OUTGO - FINANCIAL AIDS                | 635,338                        | 710,619                                | 536,180                          |
| OTHER OUTGO - TRANSFERS                     | 210,999                        | 254,737                                | 172,057                          |
| <b>TOTAL OTHER OUTGO</b>                    | <b>846,337</b>                 | <b>965,356</b>                         | <b>708,237</b>                   |
| <b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b> | <b>31,672,117</b>              | <b>34,068,455</b>                      | <b>28,422,727</b>                |

**RESTRICTED GENERAL FUND 01.3**  
**2008-2009 TENTATIVE FUND BALANCE BUDGET**

| ACCOUNTS                                                     | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED<br>FUND BALANCE | 2008-2009<br>TENTATIVE<br>BUDGET |
|--------------------------------------------------------------|--------------------------------|----------------------------------------|----------------------------------|
| TOTAL REVENUE AND TRANSFERS                                  | 31,672,117                     | 34,068,455                             | 28,422,727                       |
| TOTAL EXPENDITURES AND TRANSFERS                             | 31,672,117                     | 34,068,455                             | 28,422,727                       |
| <b>OPERATING SURPLUS/(DEFICIT)</b>                           | -                              | -                                      | -                                |
| BEGINNING BALANCE                                            | -                              | -                                      | -                                |
| ADJUSTMENT TO BEGINNING BALANCE                              | -                              | -                                      | -                                |
| <b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>               | -                              | -                                      | -                                |
| <b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFER</b> | <b>0.00%</b>                   | <b>0.00%</b>                           | <b>0.00%</b>                     |

| CAPITAL OUTLAY FUND 40.0                           |                                |                        |                                  |
|----------------------------------------------------|--------------------------------|------------------------|----------------------------------|
| 2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET |                                |                        |                                  |
| ACCOUNTS                                           | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
| <b>REVENUE</b>                                     |                                |                        |                                  |
| CAPITAL OUTLAY - LIBERAL ARTS                      | 495,000                        | 495,000                | -                                |
| CAPITAL OUTLAY - STUDENT SERVICES & ADMIN          | -                              | -                      | 1,321,000                        |
| INTEREST                                           | 100,000                        | 150,000                | 90,000                           |
| NON-RESIDENT CAPITAL CHARGE                        | 1,925,000                      | 2,165,000              | 2,165,000                        |
| LOCAL INCOME - REDEVELOPMENT                       | 6,167,070                      | 6,405,718              | 900,500                          |
| <b>TOTAL REVENUE</b>                               | <b>8,687,070</b>               | <b>9,215,718</b>       | <b>4,476,500</b>                 |
| <b>EXPENDITURES</b>                                |                                |                        |                                  |
| SUPPLIES                                           | 46,550                         | 46,550                 | 55,000                           |
| CONTRACT SERVICES                                  | 568,743                        | 568,743                | 446,000                          |
| CAPITAL OUTLAY                                     | 11,029,943                     | 11,558,591             | 3,975,500                        |
| <b>TOTAL EXPENDITURES</b>                          | <b>11,645,236</b>              | <b>12,173,884</b>      | <b>4,476,500</b>                 |
| <b>OPERATING SURPLUS/(DEFICIT)</b>                 | <b>(2,958,166)</b>             | <b>(2,958,166)</b>     | <b>-</b>                         |
| <b>BEGINNING BALANCE</b>                           | <b>2,958,166</b>               | <b>2,958,166</b>       | <b>-</b>                         |
| <b>ENDING FUND BALANCE</b>                         | <b>-</b>                       | <b>-</b>               | <b>-</b>                         |

| <b>EARTHQUAKE FUND 41.0</b><br><b>2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET</b> |                                         |                                |                                           |
|------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------|-------------------------------------------|
| <b>ACCOUNTS</b>                                                                          | <b>2007-2008<br/>ADOPTED<br/>BUDGET</b> | <b>2007-2008<br/>PROJECTED</b> | <b>2008-2009<br/>TENTATIVE<br/>BUDGET</b> |
| <b>REVENUE</b>                                                                           |                                         |                                |                                           |
| FEDERAL/FEMA FUNDING                                                                     | -                                       | -                              | -                                         |
| INTEREST                                                                                 | -                                       | -                              | -                                         |
| <b>TOTAL REVENUE</b>                                                                     | -                                       | -                              | -                                         |
| <b>EXPENDITURES</b>                                                                      |                                         |                                |                                           |
| CONTRACT SERVICES                                                                        | 4,515                                   | -                              | 4,515                                     |
| CAPITAL OUTLAY                                                                           | 3,090,000                               | -                              | 3,090,000                                 |
| TRANSFER OUT                                                                             | -                                       | -                              | -                                         |
| <b>TOTAL EXPENDITURES</b>                                                                | <b>3,094,515</b>                        | -                              | <b>3,094,515</b>                          |
| <b>OPERATING SURPLUS/(DEFICIT)</b>                                                       | <b>(3,094,515)</b>                      | -                              | <b>(3,094,515)</b>                        |
| <b>BEGINNING BALANCE</b>                                                                 | <b>3,094,515</b>                        | <b>3,094,515</b>               | <b>3,094,515</b>                          |
| <b>ENDING FUND BALANCE</b>                                                               | -                                       | <b>3,094,515</b>               | -                                         |

**PROP T 42.1**  
**2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS                           | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
|------------------------------------|--------------------------------|------------------------|----------------------------------|
| <b>REVENUE</b>                     |                                |                        |                                  |
| INTEREST                           | -                              | 2,027                  | -                                |
| OTHER FINANCING SOURCES            | -                              | -                      | -                                |
| <b>TOTAL REVENUE</b>               | -                              | <b>2,027</b>           | -                                |
| <b>EXPENDITURES</b>                |                                |                        |                                  |
| SUPPLIES                           | -                              | -                      | -                                |
| CAPITAL OUTLAY                     | 18,113                         | 20,140                 | -                                |
| <b>TOTAL EXPENDITURES</b>          | <b>18,113</b>                  | <b>20,140</b>          | -                                |
| <b>OPERATING SURPLUS/(DEFICIT)</b> | <b>(18,113)</b>                | <b>(18,113)</b>        | -                                |
| <b>BEGINNING BALANCE</b>           | -                              | <b>18,113</b>          | -                                |
| <b>ENDING FUND BALANCE</b>         | <b>(18,113)</b>                | -                      | -                                |

**MEASURE U FUND 42.2**  
**2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS                           | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
|------------------------------------|--------------------------------|------------------------|----------------------------------|
| <b>REVENUE</b>                     |                                |                        |                                  |
| OTHER FINANCING SOURCES            | -                              | 2,038                  | 11,000,000                       |
| INTEREST                           | 500,000                        | 720,000                | 432,000                          |
| <b>TOTAL REVENUE</b>               | <b>500,000</b>                 | <b>722,038</b>         | <b>11,432,000</b>                |
| <b>EXPENDITURES</b>                |                                |                        |                                  |
| SUPPLIES                           | 10,000                         | 60,000                 | 50,000                           |
| CONTRACT SERVICES                  | 55,000                         | 140,000                | 5,500,000                        |
| CAPITAL OUTLAY                     | 22,915,713                     | 23,002,751             | 5,882,000                        |
| <b>TOTAL EXPENDITURES</b>          | <b>22,980,713</b>              | <b>23,202,751</b>      | <b>11,432,000</b>                |
| <b>OPERATING SURPLUS/(DEFICIT)</b> | <b>(22,480,713)</b>            | <b>(22,480,713)</b>    | -                                |
| <b>BEGINNING BALANCE</b>           | 22,480,713                     | 22,480,713             | -                                |
| <b>ENDING FUND BALANCE</b>         | -                              | -                      | -                                |

**MEASURE S FUND 42.3**  
**2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS                           | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
|------------------------------------|--------------------------------|------------------------|----------------------------------|
| <b>REVENUE</b>                     |                                |                        |                                  |
| OTHER FINANCING SOURCES            | -                              | 4,748                  | 50,000,000                       |
| INTEREST                           | 1,600,000                      | 1,600,000              | 960,000                          |
| <b>TOTAL REVENUE</b>               | <b>1,600,000</b>               | <b>1,604,748</b>       | <b>50,960,000</b>                |
| <b>EXPENDITURES</b>                |                                |                        |                                  |
| SUPPLIES                           | 25,000                         | 25,000                 | 50,000                           |
| CONTRACT SERVICES                  | 450,000                        | 450,000                | 520,000                          |
| CAPITAL OUTLAY                     | 38,287,131                     | 38,291,879             | 50,390,000                       |
| <b>TOTAL EXPENDITURES</b>          | <b>38,762,131</b>              | <b>38,766,879</b>      | <b>50,960,000</b>                |
| <b>OPERATING SURPLUS/(DEFICIT)</b> | <b>(37,162,131)</b>            | <b>(37,162,131)</b>    | -                                |
| <b>BEGINNING BALANCE</b>           | 37,162,131                     | 37,162,131             | -                                |
| ADJUSTMENT TO BEGINNING BALANCE    | -                              | -                      | -                                |
| <b>ENDING FUND BALANCE</b>         | -                              | -                      | -                                |

**INTEREST AND REDEMPTION FUND 48.0**  
**2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS                                                                                                                                                   | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------|----------------------------------|
| <b>BEGINNING BALANCE</b>                                                                                                                                   | 10,236,421                     | 10,236,421             | 14,602,727                       |
| ADJUSTMENT TO BEGINNING BALANCE                                                                                                                            | -                              | -                      | -                                |
| <b>ADJUSTED BEGINNING BALANCE</b>                                                                                                                          | <b>10,236,421</b>              | <b>10,236,421</b>      | <b>14,602,727</b>                |
| <b>REVENUE</b>                                                                                                                                             |                                |                        |                                  |
| STATE REVENUES                                                                                                                                             | -                              | -                      |                                  |
| VOTER INDEBTED TAXES                                                                                                                                       | 15,015,998                     | 15,015,998             | 15,015,998                       |
| <b>TOTAL REVENUE</b>                                                                                                                                       | <b>15,015,998</b>              | <b>15,015,998</b>      | <b>15,015,998</b>                |
| <b>TOTAL FUNDS AVAILABLE</b>                                                                                                                               | <b>25,252,419</b>              | <b>25,252,419</b>      | <b>29,618,725</b>                |
| <b>EXPENDITURES</b>                                                                                                                                        |                                |                        |                                  |
| DEBT REDEMPTION                                                                                                                                            | 6,456,572                      | 6,456,572              | 6,456,572                        |
| INTEREST CHARGES                                                                                                                                           | 4,193,120                      | 4,193,120              | 4,193,120                        |
| <b>TOTAL EXPENDITURES</b>                                                                                                                                  | <b>10,649,692</b>              | <b>10,649,692</b>      | <b>10,649,692</b>                |
| <b>ENDING FUND BALANCE</b>                                                                                                                                 | <b>14,602,727</b>              | <b>14,602,727</b>      | <b>18,969,033</b>                |
| <p>**LACOE has complete control of this fund since it is the fiscal agent for the Bond Fund tax revenue and interest and Bond Redemption and interest.</p> |                                |                        |                                  |



**STUDENT FINANCIAL AID FUND 74.0**  
**2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS                   | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
|----------------------------|--------------------------------|------------------------|----------------------------------|
| <b>REVENUE</b>             |                                |                        |                                  |
| FEDERAL GRANTS             | 12,554,354                     | 12,554,354             | 12,444,351                       |
| CAL. GRANTS                | 1,226,500                      | 1,226,500              | 1,229,000                        |
| TRANSFER                   | 296,118                        | 296,118                | 259,450                          |
| <b>TOTAL REVENUE</b>       | <b>14,076,972</b>              | <b>14,076,972</b>      | <b>13,932,801</b>                |
| <b>EXPENDITURES</b>        |                                |                        |                                  |
| FINANCIAL AID              | 14,076,972                     | 14,076,972             | 13,932,801                       |
| <b>TOTAL EXPENDITURES</b>  | <b>14,076,972</b>              | <b>14,076,972</b>      | <b>13,932,801</b>                |
| <b>ENDING FUND BALANCE</b> | <b>-</b>                       | <b>-</b>               | <b>-</b>                         |

**AUXILIARY FUND**  
**2008-2009 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS                          | 2007-2008<br>ADOPTED<br>BUDGET | 2007-2008<br>PROJECTED | 2008-2009<br>TENTATIVE<br>BUDGET |
|-----------------------------------|--------------------------------|------------------------|----------------------------------|
| <b>BEGINNING BALANCE</b>          | 2,604,032                      | 2,604,032              | 1,539,600                        |
| ADJ. TO BEG. BALANCE              | -                              | -                      | -                                |
| <b>ADJUSTED BEGINNING BALANCE</b> | <b>2,604,032</b>               | <b>2,604,032</b>       | <b>1,539,600</b>                 |
| <b>REVENUE</b>                    |                                |                        |                                  |
| GROSS SALES                       | 7,846,932                      | 7,921,998              | 7,925,401                        |
| LESS: COST OF GOODS               | (5,589,513)                    | (5,903,839)            | (5,766,288)                      |
| NET                               | 2,257,419                      | 2,018,159              | 2,159,113                        |
| VENDOR INCOME                     | 655,120                        | 727,210                | 685,120                          |
| AUXILIARY PROGRAM INCOME          | 239,600                        | 301,231                | 315,850                          |
| NET INCOME                        | 3,152,139                      | 3,046,600              | 3,160,083                        |
| INTEREST                          | 300,000                        | 249,143                | 96,200                           |
| <b>TOTAL REVENUE</b>              | <b>3,452,139</b>               | <b>3,295,743</b>       | <b>3,256,283</b>                 |
| <b>TOTAL FUNDS AVAILABLE</b>      | <b>6,056,171</b>               | <b>5,899,775</b>       | <b>4,795,883</b>                 |
| <b>EXPENDITURES</b>               |                                |                        |                                  |
| STAFFING                          | 1,133,585                      | 1,133,585              | 1,172,629                        |
| FRINGE BENEFITS                   | 255,109                        | 255,109                | 255,108                          |
| OPERATING                         | 2,647,265                      | 2,971,481              | 1,408,678                        |
| <b>TOTAL EXPENDITURES</b>         | <b>4,035,959</b>               | <b>4,360,175</b>       | <b>2,836,415</b>                 |
| <b>ENDING FUND BALANCE</b>        | <b>2,020,212</b>               | <b>1,539,600</b>       | <b>1,959,468</b>                 |