

AGENDA



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

**TUESDAY,
SEPTEMBER 15, 2009**

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

5:30 p.m. – Call to Order
Closed Session
7:30 p.m. – Public Meeting

Board Room (Business Building Room 117)

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

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

Any disclosable public records related to an open session item on the agenda and distributed to the Board of Trustees less than 72 hours prior to the meeting are available for public inspection in the office of the Superintendent/President, 2714 Pico Boulevard, Santa Monica, during normal business hours.

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

PUBLIC PARTICIPATION

ADDRESSING THE BOARD OF TRUSTEES

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

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

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

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

General Public Comments and Consent Agenda

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

Major Items of Business

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

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

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

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

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2009

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, September 15, 2009.

5:30 p.m. – *Call to Order*
Closed Session
7:30 p.m. – *Public Meeting*

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

I. ORGANIZATIONAL FUNCTIONS

Page No.

- A Call to Order – 5:30 p.m.
- B Roll Call
- C Public Comments on Closed Session Items

I

II. CLOSED SESSION

- Conference with Labor Negotiators (Government Code Section 54957.6)
Agency Designated Representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel
Employee Organization: CSEA Chapter 36
- Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
- Conference with Legal Counsel - Existing Litigation (Subdivision (a) of Government Code Section 54956.9)
Name of case: Clovis Unified School District, et al. v. Westley, et al., Court of Appeal, Third Appellate District, Case No. C061696
- Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9)
Name of Case: PERB Case No. LA-SV-160-E
- Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(a))
One case
- Real Property (Government Code Section 54956.8)
Property Address: 919 Santa Monica Blvd., Santa Monica, California 90404
Under Negotiation: Due diligence investigation
College Negotiators: Dr. Chui L. Tsang and Charlie Yen
Owner's Representative: Steve Wiseman, CBRE
- Real Property (Government Code Section 54956.8)
Property Address: Santa Monica College Olympic Shuttle Lot
Under Negotiation: Terms and Conditions of Land Swap with City of Santa Monica
College Negotiators: Dr. Chui L. Tsang and Charlie Yen
City of Santa of Monica's Representative: Lamont Ewell, City Manager

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** (Scheduled for 7:30 p.m.)

- D Pledge of Allegiance
- E Closed Session Report (if any)
- F Public Comments
- G Santa Monica Sister City Association (SMSCA) Presentation

IV. **SUPERINTENDENT'S REPORT**

- Management Association Update
- Updates:
 - First Week of Fall 2009 Semester
 - Enrollment
 - Opening Day and VIP Welcome Day Activities
 - Transportation and Parking
 - AB 947

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

#1	Public Hearing, 2009-2010 Budget	8
#2	Adoption of 2009-10 Budget	9
#3	2008-09 Quarterly Budget Report and 311Q	30
#4	Agreement for Architectural Services – Media and Technology Complex	33
#5	Acceptance of Grant: Asian American and Native American Pacific Islander Serving Institution (AANAPISI) Program	35
#6	Board of Trustees Goals and Priorities, 2009-2010	36
#7	Second Reading and Approval – Board Policy Section 2163, Conflict of Interest Code Designated Positions	38
#8	A Resolution of the Board of Trustees of the SMCCD Adopting Board Policy Section 623I	41

VII. **CONSENT AGENDA**

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

Approval of Minutes

#9	Approval of Minutes: August 1, 2009 (Study Session) August 4, 2009 (Regular Meeting)	42
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Grants and Contracts

#10	Acceptance of Grant and Budget Augmentation	43
#11	Contracts and Consultants 11-A Memorandum of Understanding for Santa Monica Preschool Collaborative	44
#12	Ratification of Contracts and Consultants	45

Human Resources

#13	Academic Personnel	46
#14	Classified Personnel – Regular	47
#15	Classified Personnel – Limited Duration	49
#16	Classified Personnel – Non Merit	50

Facilities and Fiscal

#17	Facilities	
17-A	Change Order No. 5 – Student Services and Administration Building, Phase I, Site Preparation	51
17-B	Change Order No. 3 – International Education Temporary Facility	52
17-C	Change Order No. 1 – Gym Bleacher Replacement	52
#18	Commercial Warrant Register	53
#19	Payroll Warrant Register	53
#20	Reissue of Payroll Warrant	53
#21	Auxiliary Payments and Purchase Orders	54
#22	Direct, Benefit and Student Grant Payments	54
#23	Purchasing	
23-A	Award of Purchase Orders	55
23-B	Declaration and Donation of Surplus Computer Equipment	55
23-C	Purchasing Agreement and Authorization of Purchase Order	55

VIII. CONSENT AGENDA – Pulled Recommendations

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

IX. INFORMATION

H	Schedule of Board of Trustees Meetings, 2010	56
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X. BOARD COMMENTS AND REQUESTS

XI. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, October 6, 2009** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2009

I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER
- B ROLL CALL
Louise Jaffe, Chair
David Finkel, Superior Court Judge (Ret.), Vice-Chair
Dr. Susan Aminoff
Dr. Nancy Greenstein
Dr. Margaret Quiñones-Perez
Rob Rader
Dr. Andrew Walzer
Seth Smith, Student Trustee
- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. CLOSED SESSION

- Conference with Labor Negotiators (Government Code Section 54957.6)
Agency Designated Representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel
Employee Organization: CSEA Chapter 36
- Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
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City of Santa of Monica's Representative: Lamont Ewell, City Manager

BOARD OF TRUSTEES

SANTA MONICA COMMUNITY COLLEGE DISTRICT

REGULAR MEETING

September 15, 2009

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

- D PLEDGE OF ALLEGIANCE
- E CLOSED SESSION REPORT (if any)
- F PUBLIC COMMENTS
- G Santa Monica Sister City Association (SMSCA) Presentation

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. I

SUBJECT: **PUBLIC HEARING, 2009-2010 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2009-2010 budget.

OPEN PUBLIC HEARING:
MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:

PUBLIC COMMENTS:

CLOSE PUBLIC HEARING:
MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY:
AYES:
NOES:

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **ADOPTION OF 2009-2010 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2009-2010 budget as stated in the following pages detailing the various funds of the District.

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

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
 2009-2010 PROPOSED ADOPTED BUDGET NARRATIVE**

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2009-2010 is comprised of the following eight funds:

General Fund Unrestricted	\$150,074,004
General Fund Restricted	<u>\$28,396,506</u>
<i>Total General Fund</i>	\$178,470,510
Special Reserve Fund (Capital)	\$7,790,756
Earthquake Fund	\$3,096,315
Bond Fund: Measure U	\$23,464,660
Bond Fund: Measure S	\$67,988,495
Bond Interest & Redemption Fund	\$35,711,640
Student Financial Aid Fund	\$19,769,388
Auxiliary Operations	<u>\$5,172,103</u>
<i>Total Other Restricted</i>	\$162,993,357

TOTAL PROPOSED ADOPTED BUDGET \$341,463,867

The 2008-2009 fiscal year closed with an Unrestricted General Fund ending balance estimated at \$17,408,758, including designated reserves, or 12.98%. The Adopted Budget for 2009-2010 projects an ending Unrestricted General Fund Balance of \$15,603,195, including designated reserves, or 11.60%.

It is important to note that, due to the complexity of the State budget, the California Community College Chancellor's Office (CCCCO) has yet to distribute accurate budgetary information. While the District feels reasonably comfortable with its projections, there may need to be significant revisions as the CCCCCO releases more accurate budgetary information.

GENERAL FUND

General Fund Unrestricted Revenues (01.0)

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

Federal Revenue

The federal revenue levels for 2009-2010 are projected at the 2008-2009 rate adjusted for projected increases in financial aid, as notification has not been received regarding all of the 2009-2010 federal funding.

State Revenue

During the 2008-2009 fiscal year the District served 22,860 credit FTES (Full-time Equivalent Students) but was only funded by the State to serve approximately 21,632 credit FTES. 1,228 unfunded credit FTES amounts to \$5,605,611 of underfunding by the State.

Due to State budgetary constraints, the Community College System budget has been reduced significantly in the 2009-2010 year, resulting in a workload reduction that lowers the District's base funding by approximately 809 credit FTES. While the District will only be funded to serve 20,823 credit FTES in the current year, the Adopted Budget is based on the District continuing to serve students beyond its funded FTES base. As of the Adopted Budget, the target is to serve 21,632 credit FTES in 2009-2010, resulting in underfunding in the amount of <\$3,694,450>. While this is the Adopted Budget FTES target, the District, through increased efficiency, is planning to serve more students while maintaining expenditures at the 21,632 credit FTES level.

The workload reduction imposed by the State is equal to a permanent 3.39% reduction in base revenue from 2008-2009 levels for the District. If the State budget falls further into a deficit during the year, the CCCCCO will increase the permanent reduction. Each 1% permanent reduction by the State is equal to \$1,100,000 in permanently reduced funding for the District. The State budget also reduced the District's funding for Part-time Faculty Office Hours, Part-time Faculty Health Insurance and Part-time Faculty Compensation resulting in a further reduction in funding of <\$577,790>. The State budget for 2009-2010 includes no COLA and no Growth for 2009-2010, leaving no opportunity for the District to increase State apportionment funding during the year.

In the 2008-2009 year, the District received a one-time apportionment backfill of \$1,480,188 for property tax shortfalls in the 2007-2008 year. The State budget does not allow for a backfill in 2009-2010 for property tax shortfalls in the 2008-2009 year.

The State Lottery revenues are paid each year according to the annual enrollment figures. The projected workload reduction has lowered lottery projections slightly from 2008-2009 levels.

Based on preliminary projections of property taxes, the District will receive \$11,183,344 in property tax in the current year. This is a combination of property tax shift, homeowner's exemption, secured taxes, unsecured taxes, supplemental taxes, RDA pass through and prior years' taxes. If receipt of property tax does not meet these projections, the State may impose a further workload reduction to offset the loss in funding.

The Local Revenue section of the budget contains the District's largest increase in revenue in the form of Non-resident Tuition. The non-resident tuition line item includes both revenue generated from non-resident tuition and revenue from special Intensive ESL classes for international students. The District increased Non-resident Tuition by 15.9%, the lowest level allowed by the State, for the 2009-2010 year. This increase is expected to generate \$2,726,439 additional revenue for the District. Additionally, the District collects a capital surcharge for international nonresident students that is shown in Fund 40.0 and used to offset capital expenditures. (If the Governor approves AB 947, the District will have the ability in the future to collect this capital surcharge for out-of-state nonresident students as well.)

General Fund Unrestricted Expenditures (01.0)

The General Fund Unrestricted Expenditure budget is where the District accounts for all operational expenditures. The breakdown of expenditures is as follows: 88.2% on salaries and benefits, .08% on supplies, 10.4% on other operational expenses and services, .03% on capital and .03% on transfers/financial aid. For 2009-2010 the top three increases to expenditures are faculty salary schedule compression (\$295,745) and part-time parity (\$1,035,851) - \$1,331,596, increase in Health and Welfare benefits - \$877,556 and backfill for categoricals - \$851,675. The top three decreases to expenditure are savings through course schedule reduction - <\$3,493,944>, decreases in contracts and contract services - <\$1,361,171> and non-reoccurring expenditures related to retroactive compensation - <\$390,742>.

The State budget has reduced funding for categorical programs by 16% for some programs(Basic Skills, DSPS, EOPS, CARE, etc.)and 32% for other programs (Matriculation, etc.) in 2009-2010 , assuming the receipt of \$140 million in Federal Stimulus backfill. (Funding for some categorical programs (CAHSEE, etc.) has been eliminated.) The District has built into the budget a new expenditure category called "Backfill for Categorical Funds" to lessen the impact on these student services programs. The total amount of the backfill is equal to half of the reduction the individual categorical programs received. With the assumption that the full \$140 million in Federal Stimulus backfill is received by the Community College System, the total projected expenditure to backfill the categoricals is \$851,675.

During the development of the 2009-2010 Adopted Budget, the District's goal was to reduce the following expenditures from the 2008-2009 Adopted Budget levels as follows: 1% reduction in supplies, 15% reduction in contracts/services (excluding certain fixed expenditures—rents/leases, Global Citizenship and Copiers) and 20% reduction in Capital expenditures. The Adopted Budget reflects that the District has achieved or exceeded the goal in all three areas.

The Contracts/Services line item in the adopted budget include: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 22%, Other Contract Services (i.e. Pest Control, Elevator Maintenance) 21%, Advertising 11%, Repairs and Maintenance of Equipment/Facilities 9%, Bank Fees and Bad Debt 6%, Legal Services (including Personnel Commission) 6%, Postage and Delivery Services 5%, Conferences and Training 5%, Consultants 4%, Off Campus Printing 3%, LACOE Contracts (i.e. PeopleSoft, HRS) 2%, Repairs/Improvement of Facilities 1%, Memberships and Dues 1%, Audit 1%, and Other Services (i.e. Software Licensing, Mileage, Professional Growth, Fingerprinting, Board Meetings, Field Trips) 3%.

The expenditure projections reflect appropriate step, column and longevity increases for all qualified employees. They also include the incorporation of costs related to any contractual increases and filling of vacant positions as noted. (These are included in the budget under the lines titled “Vacant Positions” and “Benefits Related to Vacant Positions”) Consistent with Board principles, these projections do not include any assumptions for furloughs or lay offs of permanent employees in the current year.

RESTRICTED FUNDS

General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State and Local sources. All grants that do not end by June 30, 2010 will be carried over to the 2010-2011 budget, if permissible.

As noted above, the State has reduced funding to the categorical programs between 16% to 100%. The programs that were affected (based on the latest information from the State) include Basic Skills, DSPS, EOPS, CARE, Nursing, CalWorks, TTIP, Economic Development, Matriculation, Schedule Maintenance and Instructional Equipment Block grant, CAHSEE and Transfer Articulation. The District has developed the Adopted budget to backfill 50% of these reductions through the Unrestricted General Fund. The total amount of the backfill is \$851,675, assuming that the System receives \$140 million in Federal Stimulus backfill. It is important to note that the State is in the process of passing trailer legislation that will further define how these reductions in funding are to be allocated. Any changes in funding will be updated in future reports.

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. The major source of revenue for this fund is the non-resident capital surcharge. These funds are used for capital outlay related projects, including the installment payments for the AET Certificate of Participation and any required expenditure matches for scheduled maintenance/physical plant, special repair projects and architectural barrier removal. State funding for capital projects is also accounted for in this fund.

All capital expenditures and revenue in the Special Reserve Fund, as well as Fund 41.0, Fund 42.1, 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. Money in these funds may not 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 from the 1994 Northridge Earthquake. These funds are for the Humanities and Social Sciences (Liberal Arts Replacement) Project, the District’s last earthquake project.

Bond Fund 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.

Bond Fund Measure S (42.3)

This fund reflects the revenue from the sale of bonds approved through Measure S 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 2009-2010 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 adoption. It reflects the best information currently available. The budget has been reviewed by DPAC's Budget Planning subcommittee, which acknowledged that the budget procedure followed transparent processes and that all constituencies had input.

While it is usually expected that changes will occur during the year, it is inevitable that there will be such changes during this particular fiscal year. Some changes will be the result of revised state revenue, and others will be internal adjustments resulting from new or updated information.

UNRESTRICTED GENERAL FUND 01.0
2009-2010 ADOPTED REVENUE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL REVENUE	2009-2010 ADOPTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	125,012	112,922	125,639
OTHER FEDERAL REVENUE	-	-	-
TOTAL FEDERAL	125,012	112,922	125,639
STATE			
PRINCIPAL APPORTIONMENT	87,354,857	87,063,646	84,184,986
COLA	-	-	-
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	1,480,188	-
HOMEOWNERS EXEMPT	94,458	94,813	94,810
STATE LOTTERY REVENUE	3,068,670	3,097,994	2,910,974
OTHER STATE	1,244,726	1,224,716	646,926
TOTAL STATE	91,762,711	92,961,357	87,837,696
LOCAL			
PROP TAX SHIFT (ERAF)	-	1,025,602	-
SECURED TAX	8,878,263	9,794,419	9,726,071
SUPPLEMENTAL TAXES	454,539	183,764	136,362
UNSECURED TAX	363,604	408,589	408,589
PRIOR YRS TAXES	449,187	416,358	500,147
PROPERTY TAX - RDA PASS THRU	238,000	317,365	317,365
RENTS	135,000	69,960	69,960
INTEREST	615,800	414,554	373,099
ENROLLMENT FEES	7,975,266	8,244,191	10,142,144
STUDENT RECORDS	300,000	305,867	305,867
NON-RESIDENT TUITION/INTENSIVE ESL	17,228,000	17,961,185	20,687,624
OTHER STUDENT FEES & CHARGES	182,000	140,060	132,539
F1 APPLICATION FEES	96,500	108,580	108,580
OTHER LOCAL	450,000	1,021,785	486,556
I. D. CARD SERVICE CHARGE	728,159	832,049	787,368
LIBRARY CARDS	500	280	500
LIBRARY FINES	20,000	17,114	20,000
PARKING FINES	300,000	273,447	280,000
TOTAL LOCAL	38,414,818	41,535,169	44,482,771
TOTAL REVENUE	130,302,541	134,609,448	132,446,106
TRANSFER IN	188,791	162,613	219,140
TOTAL REVENUE AND TRANSFERS	130,491,332	134,772,061	132,665,246

UNRESTRICTED GENERAL FUND 01.0
2009-2010 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL EXPENDITURES	2009-2010 ADOPTED BUDGET
INSTRUCTION	23,370,823	23,070,875	23,056,664
ACADEMIC MANAGERS	4,823,670	4,892,447	5,169,423
NON-INSTRUCTION	5,701,691	5,337,375	5,695,451
HOURLY INSTRUCTION	27,842,843	27,304,843	24,888,904
HOURLY NON-INSTRUCTION	3,520,000	3,301,483	3,108,687
VACANT POSITIONS	646,754	-	-
BACKFILL FOR CATEGORICAL FUNDS	-	-	261,302
TOTAL ACADEMIC	65,905,781	63,907,023	62,180,431
CLASSIFIED REGULAR	19,569,704	19,099,152	19,818,881
CLASSIFIED MANAGERS	2,894,234	3,254,311	3,697,351
CLASS REG INSTRUCTION	2,668,243	2,841,378	3,083,831
CLASSIFIED HOURLY	1,566,869	1,885,963	1,556,805
CLASS HRLY INSTRUCTION	861,659	690,790	832,287
CLASSIFIED ONE-TIME OFF SCHEDULE PAY/RETRO	313,260	329,129	-
VACANT POSITIONS	2,422,861	-	270,616
VACANCY SAVINGS	-	-	(67,654)
BACKFILL FOR CATEGORICAL FUNDS	-	-	93,652
TOTAL CLASSIFIED	30,296,830	28,100,723	29,285,769
STRS	4,368,069	4,146,298	4,153,228
PERS	3,143,349	3,124,820	3,293,805
OASDI/MEDICARE	2,890,755	2,841,693	2,953,845
H/W	11,296,283	11,546,784	12,424,340
RETIREEES' H/W	1,952,047	1,895,557	2,081,322
SUI	326,087	344,132	336,787
WORKERS' COMPENSATION	1,247,045	1,140,082	1,289,890
ALTERNATIVE RETIREMENT	525,000	562,302	525,000
BENEFITS REL TO NON-FACULTY ONE-TIME OFF SCH/RETRO	62,652	61,613	-
BENEFITS RELATED TO VACANT POSITIONS	613,923	-	54,123
BENEFITS RELATED TO VACANCY SAVINGS	-	-	(13,531)
BACKFILL FOR CATEGORICAL FUNDS	-	-	34,113
TOTAL BENEFITS	26,425,210	25,663,281	27,132,922
SUPPLIES	1,081,020	909,098	1,070,210
BACKFILL FOR CATEGORICAL FUNDS	-	-	38,190
TOTAL SUPPLIES	1,081,020	909,098	1,108,400
CONTRACTS/SERVICES	10,811,357	11,150,163	9,788,992
INSURANCE	801,000	810,921	756,100
UTILITIES	3,251,811	3,107,023	3,266,011
BACKFILL FOR CATEGORICAL FUNDS	-	-	152,753
TOTAL SERVICES	14,864,168	15,068,107	13,963,856
BLDG & SITES	2,000	4,760	46,600
EQUIPMENT	173,270	193,224	154,830
LEASE PURCHASES	607,986	75,717	81,489
BACKFILL FOR CATEGORICAL FUNDS	-	-	165,319
TOTAL CAPITAL	783,256	273,701	448,238
TOTAL EXPENDITURES	139,356,265	133,921,933	134,119,616
OUTGOING TRANSFER/FINANCIAL AID	258,252	239,346	244,847
BACKFILL FOR CATEGORICAL FUNDS	-	-	106,346
TOTAL TRANSFERS/FINANCIAL AID	258,252	239,346	351,193
TOTAL EXPENDITURES & TRANSFERS	139,614,517	134,161,279	134,470,809

UNRESTRICTED GENERAL FUND 01.0
2009-2010 ADOPTED FUND BALANCE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL FUND BALANCE	2009-2010 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS	130,491,332	133,291,873	132,665,246
TOTAL EXPENDITURES AND TRANSFERS	135,555,067	134,161,279	133,375,580
BACKFILL FOR CATEGORICAL FUNDS	-	-	851,675
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	3,683,538	-	324,739
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	-	-	(81,185)
OPERATING SURPLUS/(DEFICIT)	(8,747,273)	(869,406)	(1,805,563)
ONE-TIME FUNDING/(EXPENDITURES):			
PRIOR YEAR APPORTIONMENT ADJ	-	1,480,188	-
ONE-TIME OFF SCHEDULE/RETRO PAY WITH RELATED BENEFITS	(375,912)	-	-
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(9,123,185)	610,782	(1,805,563)
BEGINNING BALANCE***	16,797,976	16,797,976	17,408,758
ENDING FUND BALANCE***	7,674,791	17,408,758	15,603,195
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS **	5.50%	12.98%	11.60%

** Chancellor's Office recommended ratio is 5%. Please see ADDENDUM for Designated Reserves.

*** Fund Balance reflects designated reserves.

UNRESTRICTED GENERAL FUND 01.0
2009-2010 ADOPTED REVENUE BUDGET

ACCOUNTS	2005-2006 ACTUAL REVENUE	2006-2007 ACTUAL REVENUE	2007-2008 ACTUAL REVENUE	2008-2009 ACTUAL REVENUE	2009-2010 ADOPTED BUDGET
FEDERAL					
FIN AID ADM ALLOWANCES	115,864	100,212	101,674	112,922	125,639
OTHER FEDERAL REVENUE	-	-	-	-	-
TOTAL FEDERAL	115,864	100,212	101,674	112,922	125,639
STATE					
PRINCIPAL APPORTIONMENT w/ STABILIZATION	62,038,681	72,590,365	83,714,229	87,063,646	84,184,986
PRIOR YEAR APPORTIONMENT - COMPTON	-	987,069	-	-	-
CREDIT REVENUE GROWTH	-	2,404,891	-	-	-
COLA	3,718,656	5,580,297	4,037,782	-	-
EQUALIZATION AUGMENTATION	951,769	3,172,563	-	-	-
ONE-TIME FTES BLOCK GRANT	-	1,931,782	-	-	-
PRIOR YR APPORTIONMENT ADJ.	812,352	(3,159)	1,783,352	1,480,188	-
HOMEOWNERS EXEMPT	95,305	93,686	94,458	94,813	94,810
STATE LOTTERY REVENUE	3,213,071	3,262,395	2,799,931	3,097,994	2,910,974
MANDATED COST RECOVERY	294,831	714,191	25,681	-	-
PARTNERSHIP FOR EXCELLENCE	4,276,362	-	-	-	-
OTHER STATE	1,226,550	1,259,898	1,249,191	1,224,716	646,926
TOTAL STATE	76,627,577	91,993,978	93,704,624	92,961,357	87,837,696
LOCAL					
PROP TAX SHIFT (ERAF)	4,052,395	2,215,290	-	1,025,602	-
SECURED TAX	7,467,473	8,459,672	8,878,263	9,794,419	9,726,071
SUPPLEMENTAL TAXES	468,060	477,554	454,539	183,764	136,362
UNSECURED TAX	380,949	362,170	363,604	408,589	408,589
PRIOR YRS TAXES	349,522	751,189	449,187	416,358	500,147
PROPERTY TAX - RDA PASS THRU	-	-	238,648	317,365	317,365
RENTS	54,750	124,847	134,025	69,960	69,960
INTEREST	147,492	683,323	1,184,250	414,554	373,099
ENROLLMENT FEES	9,510,565	8,209,995	7,867,266	8,244,191	10,142,144
STUDENT RECORDS	279,718	272,744	294,285	305,867	305,867
NON-RES TUITION/INTENSIVE ESL	13,685,553	14,700,743	17,227,972	17,961,185	20,687,624
OTHER STUDENT FEES & CHARGES	184,554	146,489	172,049	140,060	132,539
F1 APPLICATION FEES	69,174	80,951	96,432	108,580	108,580
OTHER LOCAL	426,533	416,689	450,927	1,021,785	486,556
I. D. CARD SERVICE CHARGE	396,465	366,632	506,730	832,049	787,368
LIBRARY CARDS	420	360	260	280	500
LIBRARY FINES	15,416	16,343	20,435	17,114	20,000
PARKING FINES	316,581	279,913	311,339	273,447	280,000
TOTAL LOCAL	37,805,620	37,564,904	38,650,211	41,535,169	44,482,771
TOTAL REVENUE	114,549,061	129,659,094	132,456,509	134,609,448	132,446,106
TRANSFER IN	82,991	100,705	213,913	162,613	219,140
TOTAL REVENUE AND TRANSFERS	114,632,052	129,759,799	132,670,422	134,772,061	132,665,246
BEGINNING BALANCE	5,586,996	8,385,633	15,960,596	16,797,976	17,408,758
ADJUSTMENT TO BEGINNING BALANCE	386,417	-	-	-	-
TOTAL FUNDS AVAILABLE	120,605,465	138,145,432	148,631,018	151,570,037	150,074,004

UNRESTRICTED GENERAL FUND 01.0
2009-2010 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2005-2006 ACTUAL EXPENDITURES	2006-2007 ACTUAL EXPENDITURES	2007-2008 ACTUAL EXPENDITURES	2008-2009 ACTUAL EXPENDITURES	2009-2010 ADOPTED BUDGET
INSTRUCTION	21,125,509	20,954,375	22,903,542	23,070,875	23,056,664
ACADEMIC MANAGERS	4,358,126	4,169,071	4,373,445	4,892,447	5,169,423
NON-INSTRUCTION	4,491,827	5,040,308	5,601,931	5,337,375	5,695,451
HOURLY INSTRUCTION	21,654,116	23,887,295	26,099,322	27,304,843	24,888,904
HOURLY NON-INSTRUCTION	2,887,230	3,244,178	3,312,981	3,301,483	3,108,687
FACULTY RETRO AND ONE-TIME OFF SCHEDULE PAY	-	2,157,561	-	-	-
ACADEMIC MANAGER ONE-TIME OFF SCHEDULE PAY	-	117,141	-	-	-
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	261,302
TOTAL ACADEMIC	54,516,808	59,569,929	62,291,221	63,907,023	62,180,431
CLASSIFIED REGULAR	16,137,063	15,993,029	17,642,386	19,099,152	19,818,881
CLASSIFIED MANAGERS	2,682,966	2,649,286	2,791,070	3,254,311	3,697,351
CLASS REG INSTRUCTION	2,046,452	2,182,013	2,355,121	2,841,378	3,083,831
CLASSIFIED HOURLY	1,644,135	1,829,310	2,107,281	1,885,963	1,556,805
CLASS HRLY INSTRUCTION	629,360	627,725	776,274	690,790	832,287
CLASSIFIED ONE-TIME OFF SCHEDULE PAY/RETRO	-	677,575	838,567	329,129	-
VACANT POSITIONS	-	-	-	-	270,616
VACANCY SAVINGS	-	-	-	-	(67,654)
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	93,652
TOTAL CLASSIFIED	23,139,976	23,958,938	26,510,699	28,100,723	29,285,769
STRS	3,479,021	3,727,663	3,981,094	4,146,298	4,153,228
PERS	2,412,882	2,522,492	2,846,879	3,124,820	3,293,805
OASDI/MEDICARE	2,332,240	2,387,329	2,621,421	2,841,693	2,953,845
H/W	9,265,433	9,839,716	10,676,007	11,546,784	12,424,340
RETIREEES' H/W	1,446,254	1,771,778	1,844,861	1,895,557	2,081,322
SUI	426,904	93,554	105,383	344,132	336,787
WORKERS' COMPENSATION	1,089,084	1,179,391	1,227,681	1,140,082	1,289,890
ALTERNATIVE RETIREMENT	495,821	471,435	469,055	562,302	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	61,613	-
BENEFITS RELATED TO VACANT POSITIONS	-	-	-	-	54,123
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	-	(13,531)
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	34,113
TOTAL BENEFITS	20,947,639	22,358,453	23,939,831	25,663,281	27,132,922
SUPPLIES	903,300	869,469	929,899	909,098	1,070,210
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	38,190
TOTAL SUPPLIES	903,300	869,469	929,899	909,098	1,108,400
CONTRACTS/SERVICES	8,452,505	10,564,651	10,283,931	11,150,163	9,788,992
INSURANCE	618,707	770,606	860,891	810,921	756,100
UTILITIES	2,665,353	2,919,575	3,006,397	3,107,023	3,266,011
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	152,753
TOTAL SERVICES	11,736,565	14,254,832	14,151,219	15,068,107	13,963,856
BLDG & SITES	6,455	4,700	245	4,760	46,600
EQUIPMENT	119,297	318,454	170,923	193,224	154,830
LEASE PURCHASES	541,760	567,789	571,975	75,717	81,489
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	165,319
TOTAL CAPITAL	667,512	890,943	743,143	273,701	448,238
TOTAL EXPENDITURES	111,911,800	121,902,564	128,566,012	133,921,933	134,119,616
OUTGOING TRANSFER/FINANCIAL AID	308,032	282,272	1,267,030	239,346	244,847
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	-	106,346
TOTAL TRANSFERS/FINANCIAL AID	308,032	282,272	1,267,030	239,346	351,193
TOTAL EXPENDITURES & TRANSFERS	112,219,832	122,184,836	129,833,042	134,161,279	134,470,809
CONTINGENCY RESERVE	8,385,633	15,960,596	16,797,976	17,408,758	15,603,195
TOTAL	120,605,465	138,145,432	146,631,018	151,570,037	150,074,004

RESTRICTED GENERAL FUND 01.3
2009-2010 ADOPTED REVENUE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL REVENUE	2009-2010 ADOPTED BUDGET
FEDERAL			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	562,109	544,463	592,344
FWS-FEDERAL WORK STUDY	576,502	551,852	661,641
RADIO GRANTS	1,988,206	988,620	1,939,980
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	63,502	63,502	60,327
TECH PREP	81,405	81,405	67,750
FEDERAL CARRYOVERS	1,689,552	1,375,715	1,489,988
OTHER FEDERAL	2,675,709	1,897,927	1,408,755
TOTAL FEDERAL	7,636,985	5,503,484	6,220,785
STATE			
LOTTERY	686,309	367,949	697,359
INSTRUCTIONAL EQUIP/LIBRARY MATERIALS-ONGOING	228,995	-	-
TTIP-TELECOM & TECH INFO PROGRAMS	34,545	-	-
SFAA-STUDENT FINANCIAL AID ADMIN	641,566	629,706	646,061
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,339,171	1,424,488	1,184,114
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	97,813	98,579	82,163
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,447,086	1,512,738	1,270,700
NON-CREDIT MATRICULATION	44,971	47,233	45,654
MATRICULATION	1,233,180	1,223,762	953,649
MATRICULATION-TRANSFER RELATED	59,500	67,088	59,905
STAFF/FACULTY DIVERSITY	21,126	-	18,815
CALWORKS	274,468	322,783	264,023
ENROLLMENT GROWTH	221,000	242,005	235,732
TRANSFER AND ARTICULATION	-	1,100	2,720
SCHEDULE OF MAINTENANCE-ONGOING	229,016	-	-
STATE CARRYOVERS	4,206,043	3,105,910	3,481,992
OTHER STATE	1,489,231	779,028	1,131,496
TOTAL STATE	12,254,020	9,822,369	10,074,383
LOCAL			
PICO PARTNERSHIP	153,750	140,007	153,750
HEALTH FEES	947,108	884,710	1,086,287
PARKING FEES	1,662,000	1,637,321	1,665,550
DONATIONS-KCRW	5,070,136	4,048,708	4,958,513
COMMUNITY SERVICES	750,000	812,348	862,850
COUNTY CALWORKS	81,144	72,417	64,000
CONSOLIDATED CONTRACT ED-LOCAL	120,000	49,565	-
LOCAL CARRYOVERS	890,298	728,482	805,858
OTHER LOCAL	2,494,632	2,287,116	2,504,530
TOTAL LOCAL	12,169,068	10,660,674	12,101,338
TOTAL REVENUE	32,060,073	25,986,527	28,396,506

RESTRICTED GENERAL FUND 01.3
2009-2010 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL EXPENDITURES	2009-2010 ADOPTED BUDGET
INSTRUCTION	280,000	342,717	221,913
MANAGEMENT	2,089,263	1,686,401	1,530,353
NON-INSTRUCTION	1,408,803	1,385,907	1,253,231
HOURLY INSTRUCTION	111,773	146,703	130,204
HOURLY NON-INSTRUCTION	2,456,605	2,057,493	1,751,096
TOTAL ACADEMIC	6,346,444	5,619,221	4,886,797
CLASSIFIED REGULAR	2,253,848	2,504,992	2,478,657
CLASSIFIED MANAGERS	355,847	367,907	383,407
CLASS REG INSTRUCTION	23,591	-	206,742
CLASSIFIED HOURLY	2,170,494	2,447,461	2,027,978
CLASS HRLY INSTRUCTION	762,306	287,990	563,774
TOTAL CLASSIFIED	5,566,086	5,608,350	5,660,558
BENEFITS HOLDING ACCOUNT	2,619,372	-	2,275,597
STRS	-	408,782	-
PERS	-	322,418	-
OASDI/MEDICARE	-	366,184	-
H/W	-	838,609	-
SUI	-	26,527	-
WORKERS' COMP.	-	122,499	-
ALTERNATIVE RETIREMENT	-	57,495	-
TOTAL BENEFITS	2,619,372	2,142,514	2,275,597
TOTAL SUPPLIES	1,287,267	755,776	1,205,540
CONTRACTS/SERVICES	8,639,887	5,616,217	7,402,745
INSURANCE	2,137,970	2,018,046	2,309,530
UTILITIES	226,800	174,215	232,700
TOTAL SERVICES	11,004,657	7,808,478	9,944,975
BLDG & SITES	2,296,985	1,929,592	1,850,050
EQUIPMENT/LEASE PURCHASE	2,151,681	1,239,779	1,740,210
TOTAL CAPITAL	4,448,666	3,169,371	3,590,260
TOTAL EXPENDITURES	31,272,492	25,103,710	27,563,727
OTHER OUTGO - FINANCIAL AIDS	598,790	720,204	613,639
OTHER OUTGO - TRANSFERS	188,791	162,613	219,140
TOTAL OTHER OUTGO	787,581	882,817	832,779
TOTAL EXPENDITURES & OTHER OUTGO	32,060,073	25,986,527	28,396,506

RESTRICTED GENERAL FUND 01.3
2009-2010 ADOPTED FUND BALANCE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL FUND BALANCE	2009-2010 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS	32,060,073	25,986,527	28,396,506
TOTAL EXPENDITURES AND TRANSFERS	32,060,073	25,986,527	28,396,506
OPERATING SURPLUS/(DEFICIT)	-	-	-
BEGINNING BALANCE	-	-	-
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
CONTINGENCY RESERVE/ENDING FUND BALANCE	-	-	-
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	0.00%	0.00%	0.00%

CAPITAL OUTLAY FUND 40.0			
2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
REVENUE			
CAPITAL OUTLAY - STUDENT SERVICES & ADMIN	1,321,000	-	-
INTEREST	90,000	101,379	60,000
NON-RESIDENT CAPITAL CHARGE	2,257,200	2,692,461	2,692,500
LOCAL INCOME - REDEVELOPMENT	-	-	-
TOTAL REVENUE	3,668,200	2,793,840	2,752,500
EXPENDITURES			
SUPPLIES	55,000	2,153	54,000
CONTRACT SERVICES	446,000	294,659	378,500
CAPITAL OUTLAY	6,723,784	1,015,356	7,358,256
TOTAL EXPENDITURES	7,224,784	1,312,168	7,790,756
OPERATING SURPLUS/(DEFICIT)	(3,556,584)	1,481,672	(5,038,256)
BEGINNING BALANCE	3,556,584	3,556,584	5,038,256
ENDING FUND BALANCE	-	5,038,256	-

EARTHQUAKE FUND 41.0 2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	-	-	1,800
TOTAL REVENUE	-	-	1,800
EXPENDITURES			
CONTRACT SERVICES	4,515	-	4,515
CAPITAL OUTLAY	3,090,000	-	3,091,800
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	3,094,515	-	3,096,315
OPERATING SURPLUS/(DEFICIT)	(3,094,515)	-	(3,094,515)
BEGINNING BALANCE	3,094,515	3,094,515	3,094,515
ENDING FUND BALANCE	-	3,094,515	-

MEASURE U FUND 42.2 2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	11,000,000	-	11,000,000
INTEREST	432,000	411,879	250,000
TOTAL REVENUE	11,432,000	411,879	11,250,000
EXPENDITURES			
SUPPLIES	50,000	2,568	50,000
CONTRACT SERVICES	90,000	525,602	763,253
CAPITAL OUTLAY	29,680,354	6,057,403	22,651,407
TOTAL EXPENDITURES	29,820,354	6,585,573	23,464,660
OPERATING SURPLUS/(DEFICIT)	(18,388,354)	(6,173,694)	(12,214,660)
BEGINNING BALANCE	18,388,354	18,388,354	12,214,660
ENDING FUND BALANCE	-	12,214,660	-

MEASURE S FUND 42.3 2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	50,000,000	56,997,857	-
INTEREST	960,000	784,538	470,000
TOTAL REVENUE	50,960,000	57,782,395	470,000
EXPENDITURES			
SUPPLIES	50,000	7,555	20,000
CONTRACT SERVICES	520,000	651,265	814,500
CAPITAL OUTLAY	80,945,724	20,160,804	67,153,995
TOTAL EXPENDITURES	81,515,724	20,819,624	67,988,495
OPERATING SURPLUS/(DEFICIT)	(30,555,724)	36,962,771	(67,518,495)
BEGINNING BALANCE	30,555,724	30,555,724	67,518,495
ENDING FUND BALANCE	-	67,518,495	-

INTEREST AND REDEMPTION FUND 48.0
2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
BEGINNING BALANCE	16,796,991	16,796,991	18,194,968
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	16,796,991	16,796,991	18,194,968
REVENUE			
STATE REVENUES	-	47,625	-
VOTER INDEBTED TAXES	16,528,386	19,892,816	17,516,672
TOTAL REVENUE	16,528,386	19,940,441	17,516,672
TOTAL FUNDS AVAILABLE	33,325,377	36,737,432	35,711,640
EXPENDITURES			
DEBT REDEMPTION	13,085,103	13,085,103	12,555,372
INTEREST CHARGES	5,457,361	5,457,361	7,485,174
TOTAL EXPENDITURES	18,542,464	18,542,464	20,040,546
ENDING FUND BALANCE	14,782,913	18,194,968	15,671,094

**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.

STUDENT FINANCIAL AID FUND 74.0 2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
REVENUE			
FEDERAL GRANTS	12,452,757	15,132,466	18,597,541
CAL GRANTS	1,229,000	693,866	927,000
TRANSFER	258,252	230,932	244,847
TOTAL REVENUE	13,940,009	16,057,264	19,769,388
EXPENDITURES			
FINANCIAL AID	13,940,009	16,057,264	19,769,388
TOTAL EXPENDITURES	13,940,009	16,057,264	19,769,388
ENDING FUND BALANCE	-	-	-

AUXILIARY FUND
2009-2010 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	2008-2009 ACTUAL	2009-2010 ADOPTED BUDGET
BEGINNING BALANCE	1,912,815	1,912,815	2,181,123
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>1,912,815</u>	<u>1,912,815</u>	<u>2,181,123</u>
REVENUE			
GROSS SALES	8,174,674	8,021,383	7,484,197
LESS: COST OF GOODS	<u>(5,885,765)</u>	<u>(5,840,612)</u>	<u>(5,451,637)</u>
NET	2,288,909	2,180,771	2,032,560
VENDOR INCOME	685,120	744,352	637,420
AUXILIARY PROGRAM INCOME	<u>315,850</u>	<u>308,949</u>	<u>265,000</u>
NET INCOME	3,289,879	3,234,072	2,934,980
INTEREST	<u>96,000</u>	<u>133,757</u>	<u>56,000</u>
TOTAL REVENUE	<u>3,385,879</u>	<u>3,367,829</u>	<u>2,990,980</u>
TOTAL FUNDS AVAILABLE	<u>5,298,694</u>	<u>5,280,644</u>	<u>5,172,103</u>
EXPENDITURES			
STAFFING	1,176,207	1,400,982	1,255,409
FRINGE BENEFITS	257,208	288,583	308,000
OPERATING	<u>2,097,460</u>	<u>1,409,956</u>	<u>2,030,436</u>
TOTAL EXPENDITURES	<u>3,530,875</u>	<u>3,099,521</u>	<u>3,593,845</u>
ENDING FUND BALANCE	<u><u>1,767,819</u></u>	<u><u>2,181,123</u></u>	<u><u>1,578,258</u></u>

**ADDENDUM TO UNRESTRICTED GENERAL FUND 01.0
2009-2010 ADOPTED DESIGNATED RESERVE**

ACCOUNTS

**2009-2010
ADOPTED
BUDGET**

DESIGNATED RESERVE FOR:

UNFUNDED RETIREE BENEFITS

2,000,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **2008-2009 QUARTERLY 311Q**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge submittal of the quarterly 311Q report as of June 30, 2009 required by the Chancellor's Office.

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

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD 

Fiscal Year: 2008-2009

Quarter Ended: (Q4) Jun 30, 2009

District: (780) SANTA MONICA

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2005-06	Actual 2006-07	Actual 2007-08	Projected 2008-2009
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	114,549,061	129,659,094	132,456,509	134,609,448
A.2	Other Financing Sources (Object 8900)	82,991	100,705	213,913	162,613
A.3	Total Unrestricted Revenue (A.1 + A.2)	114,632,052	129,759,799	132,670,422	134,772,061
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	111,911,800	121,902,564	128,566,012	133,921,933
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	308,032	282,272	1,267,030	239,346
B.3	Total Unrestricted Expenditures (B.1 + B.2)	112,219,832	122,184,836	129,833,042	134,161,279
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	2,412,220	7,574,963	2,837,380	610,782
D.	Fund Balance, Beginning	5,586,996	8,385,633	15,960,596	18,797,976
D.1	Prior Year Adjustments + (-)	386,417	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	5,973,413	8,385,633	15,960,596	18,797,976
E.	Fund Balance, Ending (C. + D.2)	8,385,633	15,960,596	18,797,976	19,408,758
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.5%	13.1%	14.5%	14.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,066	21,684	18,843	23,547
-----	---	--------	--------	--------	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2005-06	2006-07	2007-08	2008-2009
H.1	Cash, excluding borrowed funds			28,696,345	20,184,936
H.2	Cash, borrowed funds only			0	0
H.3	Total Cash (H.1+ H.2)	7,712,494	26,143,303	28,696,345	20,184,936

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	130,302,541	134,609,448	134,609,448	100%
I.2	Other Financing Sources (Object 8900)	188,791	162,613	162,613	100%
I.3	Total Unrestricted Revenue (I.1 + I.2)	130,491,332	134,772,061	134,772,061	100%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	139,356,265	133,921,933	133,921,933	100%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	258,252	239,346	239,346	100%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	139,614,517	134,161,279	134,161,279	100%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-9,123,185	610,782	610,782	
L	Adjusted Fund Balance, Beginning	18,797,976	18,797,976	18,797,976	
L.1	Fund Balance, Ending (C. + L.2)	9,674,791	19,408,758	19,408,758	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.9%	14.5%		

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

31

NO

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

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified	
	Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1:						
Year 2:						
Year 3:						
b. BENEFITS:						
Year 1:						
Year 2:						
Year 3:						

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

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

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

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

Due to the deteriorating State Budget and the resulting loss of both general apportionment and categorical funding the District expects to drawdown on its reserves in 09-10. Additionally the extensive cash deferral mechanism in the State General Apportionment dispersal process may cause the District cash flow issues that will require external borrowing and additional borrowing related expenditures.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **AGREEMENT FOR ARCHITECTURAL SERVICES – MEDIA AND TECHNOLOGY COMPLEX**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the agreement with CLIVE WILKINSON ARCHITECTS for the Media and Technology Complex project for \$5,500,000 plus reimbursable expenses.

Funding Source: Measure AA

SUMMARY: This contract is for design development, construction drawings, and construction administration for the Media & Technology Complex located at the Academy of Entertainment & Technology. The complex will consist of the existing AET building which will be renovated, a new addition to the AET building, and a new building for radio station KCRW. In addition to the current programs at the AET much of the Communication Department will be relocated to the site from the main campus along with all of KCRW. The KCRW Foundation covered the preliminary planning costs for this project.

BACKGROUND: SMC's Academy campus opened in 1998 as a state-approved Center to provide specialized instruction in digital and new media, especially to address a local labor shortage for special effects work in film and related media. Thus was launched the Academy of Entertainment & Technology (AET) which included the programs of Entertainment Technology (ET) and Graphic Design. Interior Architectural Design was moved to the site a few years later.

Today, the programs at AET include Graphic Design, Web Design, Animation (2-D and 3-D), Game Design, Visual Effects, Post Production (audio and video), and Interior Architectural Design. Currently, however, advances in technology, and the ways that technology is accessed and used by the consuming public, are causing lines among media-related disciplines to overlap and blur.

Recognizing this, in 2007 SMC proposed aggregating additional technology-driven programs at the site, including Film Studies (critical and production), Broadcasting, Radio, Journalism, and Mass Communication. These programs currently reside in 1950s era buildings that cannot support the modern infrastructure necessary for digital and online programs. SMC also proposed moving KCRW, a nationally recognized leader in new media and online delivery, to this site, providing a dynamic asset to the media and technology-driven instructional programs.

The proposed new and renovated facilities at the AET site will have the data, communications, electrical, and ventilation systems necessary to support these programs. One phase of the project renovates and adds additional space to the existing building to house and expand SMC's Communication programs and to provide replacement and additional parking. A second phase provides a much-needed new home for KCRW and adds a state-of-the-art professional operation to the mix.

The proposed project was added to SMC's Five-Year Construction Plan (2009-2013) and was approved by the Board of Trustees in June 2007. The project was subsequently included for funding in Measure AA.

Measure AA encompasses a large modernization program, much of which will be on the main campus. The proposed Replacement Math and New Science Building requires the relocation of the Communication program and KCRW prior to the Math/Science project going forward. In order to shorten the timeline, SMC approached the KCRW Foundation to request an early start to the proposed media project at AET. The Foundation agreed to fund a start up phase prior to the outcome of Measure AA, and to fund the architectural schematic design phase of the drawings should Measure AA pass.

A Request for Qualifications (RFQ) for architectural services for the proposed project was advertised and circulated by the District in May 2008. The District held interviews in July 2008. From the five finalists, Clive Wilkinson Architects (CWA) was selected. On October 15, 2008, the KCRW Foundation entered into an agreement with CWA. The agreement conforms to District requirements and was reviewed by District counsel. The agreement was for \$780,000 for basic services for the pre-design phase and the schematic design phase for the two AET site projects (the renovation and addition to the existing building along with parking, and the replacement KCRW building).

District voters approved Measure AA in November 2008.

CWA has developed the proposed schematic design for the instructional programs in consultation with department chairs and key faculty from Graphic Design, Entertainment Technology, Communication, Broadcasting, Journalism, and Film Studies; the proposed schematic design for KCRW in coordination with KCRW management and key staff; and the overall site design in coordination with the site users and SMC administration. There have been a total of 25 programming, visioning, and schematic design meetings with the site users through August 2009.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **ACCEPTANCE OF GRANT: ASIAN AMERICAN AND NATIVE AMERICAN PACIFIC ISLANDER SERVING INSTITUTION (AANAPISI) PROGRAM AND BUDGET AUGMENTATION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees accept the following grant and budget augmentation:

Title of Grant: **Asian American and Native American Pacific Islander Serving Institution (AANAPISI) Program**

Granting Agency: U.S. Department of Education

Award Amount: \$2,126,521

Matching Funds: None

Performance Period: October 1, 2009 – September 30, 2011

Summary: The AANAPISI grant will support the development of the Santa Monica College Academic Achievement Program, a comprehensive two-year pilot program that will serve a cohort of approximately 300 students with an emphasis on the participation of Asian American, Pacific Islanders and other low-income students. The program will provide a comprehensive array of innovative student support services and instructional strategies designed to help participants complete their AA degree and/or transfer within three years, resulting in a significant increase in the success rate of Asian Americans, Pacific Islanders and low-income students.

Budget Augmentation: Restricted fund 01.3

Income

8000 Federal	\$ 2,126,521
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Expenditures:	\$ 2,126,521
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1000 Academic	900,410
2000 Classified	400,491
3000 Benefits	400,258
4000 Supplies/Materials	100,500
5000 Other Operating Expenses	121,000
6000 Capital Outlay	203,862

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **BOARD OF TRUSTEES GOALS AND PRIORITIES, 2009-2010**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve its Goals and Priorities, 2009-2010.

SUMMARY: The Board of Trustees discussed and drafted its Goals and Priorities, 2009-2010, at the Summer Study Session on August 1, 2009. They are presented for approval.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES GOALS AND PRIORITIES 2009-2010

Goal 1—Educational Advancement and Quality

- Improve student achievement, with particular emphasis on addressing basic skills education issues and improving retention for all student populations.
- Strengthen and expand workforce/career technical programs and develop plans to guide the expansion of resources and offerings.
- Infuse global citizenship into student learning.
- Expand Performing Arts Center program offerings.
- Strengthen the “culture of evidence.” Develop and implement institutional data-driven effectiveness measures to regularly and consistently evaluate the quality of programs and services.
- Explore the possible addition of baccalaureate and advanced degree opportunities through public and/or private partnerships.

Goal 2—Community and Government Relationships and Funding Opportunities (Local/State/National)

- Foster community and government relationships and partnerships in fulfillment of SMC mission and goals.
- Acquire internal and external capacity to pursue and obtain federal funds as well as other grant opportunities.

Goal 3—Facilities and Sustainability

- Continue advocacy on the local, state and national level for mass transit solutions including a Santa Monica College station for Expo.
- Maintain progress on construction of the Student Services Building.
- Adopt and implement sustainability designs and practices for construction and maintenance of facilities.
- Plan and implement a resource management program to expand the public use of the SMC Performing Arts Center and other college facilities and promote new sources of revenue.
- Adopt an updated Master Plan for Facilities that is linked to the Master Plan for Education.

Goal 4—Internal Operations and Relations

- Ensure the financial health of the College through enrollment development, budget discipline, grants, and enterprise opportunities.
- Ensure inclusiveness in the budget development process and transparency in budget communication efforts.

Goal 5—Campus Relations

- Promote professional relationships among all members of the campus community, including classified and academic staffs and their associations, representatives, organizations, and unions.
- Prepare to implement intermediate and long-term plans to increase the number of full-time faculty members and continue to move toward parity for adjunct faculty.

Goal 6—Leadership and Articulating a Vision

- Include in the planning process the development of a vision for the future of the college.
- Complete the Accreditation 2010 Institutional Self-Study in preparation for the March 2010 accrediting team visit.

Goal 7—Effectiveness and Efficiency of Board Operations

- Explore ways to make the Board operate more effectively and efficiently, focusing on Board of Trustees meetings.
- Implement strategies to enhance communications with periodic evaluation of effectiveness.

Discussed by the Board of Trustees: 8/4/09

Reviewed and discussed by Senior Staff: 8/5/09

Reviewed and discussed by Board Chair and Vice-Chair: 9/9/09

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **SECOND READING AND APPROVAL – BOARD
POLICY SECTION 2163, CONFLICT OF INTEREST
CODE DESIGNATED POSITIONS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a second reading of and approve revised Board Policy Section 2163 – Conflict of Interest Code Designated Positions.

SUMMARY: The Los Angeles County Board of Supervisors approved the amended Conflict of Interest and Disclosure Code for the Santa Monica Community College District, effective June 10, 2009. It is necessary for the amended list of designated positions be included in the Board Policy 2163.

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

BP 2163 Conflict of Interest Code Designated Positions *(revised)*

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member of the Board of Trustees	1, 2, 3
Superintendent /President	1, 2, 3
Campus Counsel	1, 2, 3
Executive Vice President	1, 2, 3
Vice President, Academic Affairs	4
Vice President, Business and Administration	1, 2, 3
Vice President, Enrollment Development	4
Vice President, Human Resources	2, 3
Vice President, Planning & Development	4
Vice President, Student Affairs	4
Senior Director, Government Relations/Institutional Communications	4
Dean, Academic Affairs	4
Dean, Campus Security, Student Health and Safety	4
Dean, Counseling and Retention	4
Dean, International Education	4
Dean, Information Technology	4
Dean, Institutional Research	4
Dean, Learning Resources	4
Dean, Student Services	4
Dean, Workforce Development/Occupational Education	4
Associate Dean, Enrollment Services	4
Associate Dean, Financial Aid/Scholarships	2, 3
Associate Dean, Health Sciences	4
Associate Dean, International Education	4
Associate Dean, On-Line Services Support	4
Associate Dean, Outreach and Recruitment	4
Associate Dean, Student Life	4
Chief Director, Facilities/Maintenance	4
Director, Athletics	4
Director, Auxiliary Services	2, 3
Director, Campus Operations	4
Director, Events and Contracts	4
Director, Facilities and Planning	4
Director, Facilities Programming	4
Director, Fiscal Services	4
Director, Grants	4
Director, Maintenance	4
Director, Purchasing	2, 3
Financial Aid Supervisor	2, 3
Bookstore Manager	4
Admissions and Records Supervisor	4
Risk Manager	2, 3
Consultant	5

COMMENT: Descriptions of the Conflict of Interest Code Categories are included in Board Policy 2162, as follows:

- Category 1: Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency. Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.
- Category 2: Persons in this category shall disclose all investments and business positions.
- Category 3: Persons in this category shall disclose all income and business positions.
- Category 4: Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.
- Category 5: Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 8

SUBJECT: **A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT ADOPTING BOARD POLICY SECTION 623 I**

SUBMITTED BY: Superintendent/President

RESOLUTION: WHEREAS, Board Policy Section 623I was considered on first reading on August 4, 2009; and

WHEREAS, Government Code Section 935.4 provides that any action to delegate the governing board's responsibilities under the Tort Claim Act be adopted by ordinance or resolution,

Now, therefore, the Board of Trustees of the Santa Monica Community College District does resolve as follows:

Board Policy 623I is adopted to read as follows:

BP 623 I Action on Claims Against the District

The Board of Trustees authorizes the Superintendent/President, or designee, to take the following action on behalf of the Santa Monica Community College District in connection with any claim filed against the District under Board Policy 6230:

1. Give notice of insufficiency of the claim as authorized by Government Code Section 910.8.
2. Give notice that the claim was filed late and return the claim without further action as authorized by Government Code Section 911.3.
3. Reject the claim as authorized by Government Code Section 912.6.

Reference: Government Code Section 935.4.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2009

VII. CONSENT AGENDA

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

RECOMMENDATION

The Board of Trustees take the action requested on Consent Agenda Recommendations #10-#18

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

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

VIII. CONSENT AGENDA – Pulled Recommendations

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

RECOMMENDATION NO. 9 APPROVAL OF MINUTES

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

August 1, 2009 (Board of Trustees Study Session)
 August 4, 2009 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 10 **ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION**

Requested Action: *Approval/Ratification*
 Requested by: *Laurie McQuay-Peninger, Director, Grants*
 Approved by: *Jeff Shimizu, Vice-President, Academic Affairs*

Title of Grant: **Undergraduate International Studies and Foreign Language Programs**

Granting Agency: U.S. Department of Education

Award Amount: \$178,486, including
 \$88,500 in 2009-2010
 \$89,986 in 2010-2011

Matching Funds: \$192,000 (may receive waiver of match due to Title V status)

Performance Period: August 1, 2009 – July 31, 2010

Summary: This grant will assist the college in its efforts to develop a comprehensive Global Studies Program, supporting the college's third Institutional Learning Outcome. Through this grant, SMC will increase student access to and participation in activities both in and out of the classroom that raise their awareness and understanding of cultures other than their own. Significant outcomes of this project include the development of a Global Studies degree, expansion of the existing study abroad program to include Turkey and China, and expansion of the Visiting Scholars/Distinguished Lecturer program.

Budget Augmentation: Restricted fund 01.3

Income (2009-2010)		
8120 Federal		\$ 88,500
Expenditures		
1000	Instructional Salaries	\$ 42,000
3000	Benefits	11,280
4000	Books, Supplies, Materials	10,064
5000	Contracted Services/Travel	18,600
7000	Indirect Costs	6,556
Total		88,500

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 11 CONTRACTS AND CONSULTANTS

11-A MEMORANDUM OF UNDERSTANDING (MOU) FOR SANTA MONICA PRESCHOOL COLLABORATIVE, 2009-2010

Requested by: Jenny Trickey, Director, Childcare Services
Approved by: Michael Tuitasi, Vice President, Student Affairs
Requested Action: Approval/Ratification

Participating Agencies: Santa Monica-Malibu Unified School District, (SMMUSD) and
Santa Monica Community College District (SMCCD)

Services: The mission of the Santa Monica Preschool Collaborative is to provide staff for full day/full year child care and development services up to 108 children under the age of six. Services will be delivered in two sites: John Adams Child Development Center and Washington West Preschool. SMMUSD will be the operational agent for the Collaborative and will be responsible for staffing, management and oversight of the centers.

Duration of MOU: July 1, 2009 – June 30, 2010

Funding Source: 2009-10 District Budget (reduced 15 percent from \$150,000 to \$127,500 per District's budget policy)

Terms of MOU: The Program Advisory Committee composed of representatives of the SMMUSD and SMC will guide the Collaborative

As a participating agency, SMMUSD will:

- With input from the Program Advisory Committee, will be responsible for recruiting, selection, training and supervising the staff at Adams and Washington West.
- work with SMC to establish Collaborative preschools at work study sites,
- work with SMC to offer an internship program and implement a Mentor program
- assume responsibility for daily operations of Adams and Washington West sites
- be responsible for meeting all requirements as set forth by the preschool services contract with the Department of Education
- identify and refer children, and offer priority enrollment to students, faculty and staff of SMC when there are vacancies
- be responsible for meeting all Head Start requirements
- provide full day/full year childcare and child development services to approximately 108 children
- provide materials and supplies for children in the Head Start program

As a participating agency, SMCCD will:

- supervise practicum students from child development and early childhood education classes at all sites
- provide training on desired results and assist with professional development plans for teachers and assistants
- coordinate recruitment efforts with others members of the collaborative
- underwrite the Collaborative in an amount not to exceed \$127,500 annually to assure that SMMUSD expenses are covered to that limit.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: *Chui L. Tsang, Superintendent/President*

Requested Action: *Ratification*

The following contracts for goods, services, equipment and rental of facilities, and acceptance of grants in the amount of \$50,000 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6255, Delegation to Enter Into and Amend Contracts

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

Provider/Contract	Service	Term/Amount	Funding Source
Dan Levitt	Consultation for the development of Sign Language Interpreter materials	August 12, 2009 \$400	Personnel Commission Budget

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

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

ELECTION

ESTABLISH

Project Manager, Academic Achievement Project
Funding Source: AANAPISI Grant

9/16/09

ADJUNCT

Approval /ratification of the hiring of adjunct faculty (48)
(List on file in the Office of Human Resources)

SEPARATIONS

RETIREMENTS

Patricia Mantabe, Professor, CSIS (24 years of service)

7/31/09

Luis Martinez, Associate Professor, Graphic Design (22 years of service)

12/22/09

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

DECEASED

Christian Hart, Professor – Psychology

8/31/09

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14 CLASSIFIED PERSONNEL – REGULAR

Requested Action: *Approval/Ratification*

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

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

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>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Alternate Media Specialist, (1 position) DSC, 12 mos, 40hrs	09/16/09
Skilled Maintenance Worker II, (1 position) Maintenance, 12 mos, 40 hrs	09/16/09
Director of Management Information System (1 position) MIS, 12 mos, 40 hrs Comment: A second Director of MIS had been established and hired to provide an overlap of the retiring director and the new director. It is necessary to abolish the position effective the date of retirement.	12/31/09

ESTABLISH NEW CLASSIFICATION/POSITION

Human Resources Analyst – Leaves & Benefits (1 position) Human Resources Salary Allocation: Range 40	09/16/09
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ELECTIONS

PROBATIONARY

Baumert, William, Instructional Assistant- Math, Math Department	08/31/09
French, Aaron, Alternate Media Specialist, DSC	09/08/09
Garmon, Ashleigh, Student Services Assistant, ISC	08/24/09
Lagunas, Crystal, Sign Language Interpreter III, DSC	08/31/09
Lyon, Melissa, Student Services Specialist- International Students, ISC	08/24/09
Mosher, Judith, Instructional Assistant- Math, Math Department	08/31/09
Partridge, Jeffrey K., Custodial Operations Supervisor, Operations	08/24/09
Watts, Rassheedah, Administrative Assistant II, AET	08/31/09

REINSTATEMENT

Abel, Andrew, Custodian/NS-II, Operations	08/22/09
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ADVANCE STEP PLACEMENT

Mosher, Judith, Instructional Assistant- Math, Math Department
Partridge, Jeffrey K., Custodial Operations Supervisor, Operations

Step B 08/31/09
Step C 08/24/09

WORKING OUT OF CLASSIFICATION

Hawes, Allyn
From: Skilled Maintenance Worker II, Maintenance, 12 mos, 40 hrs
To: Journeyman Trade – Painting, Maintenance, 12 mos, 40 hrs

08/17/09 – 08/28/09

Ponce, Robert
From: Skilled Maintenance Worker I, Maintenance, 12mos, 40 hrs
To: Journeyman Trade – Painting, Maintenance, 12 mos, 40 hrs

08/17/09 – 08/28/09

11-month Employees

Brown, Tim, Van Driver, Transportation
Brunell, Gina, Administrative Assistant I, Math
Zimmerman, Adrienne, Van Driver, Transportation

08/27/09
08/24/09 – 08/26/09
08/27/09

CHANGE IN WORK SHIFT/TEMPORARY

Garcia, Kathleen (date correction)
From: Custodian, Operations, 12 mos, 40 hrs/NS-II
To: Custodian, Operations, 12 mos, 40 hrs/Day

07/13/09 – 10/05/09

SEPARATIONS

RELEASED FROM PROBATION

Abel, Andrew, Lead Custodian/NS-II, Operations
Westlund, Joan, Disabled Student Services Assistant, DSC

08/21/09
08/12/09

RESIGNATION

Brundige, Emily, Disabled Student Services Assistant, DSC
Sydney, Karen, Student Services Specialist, A & R

08/14/09
09/22/09

RETIREMENT

Hendricks, Phil, Accountant, Fiscal Services (19 years of service)
Webster, Keith, Director of Purchasing, Purchasing (6 years 10 months of service)
(Mr. Webster is separating from the District effective 9/1/09 and
starting his retirement effective 10/15/09)
Wu, Cheng-Szu (Frank), Director of MIS, MIS (23 years of service)

10/02/09
09/02/09
12/31/09

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

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

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.

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

Busch, Jenny, Cash Receipts Clerk, Bursar's Office	08/17/09-09/18/09
Cassaro, John A, Instructional Assistant-English, English	08/28/09-01/19/10
De Assis Rocha, Rodney, Accompanist-Percussion, Dance	09/03/09-01/22/10
Green, Kennisha, Instructional Assistant-English, English	08/28/09-01/19/10
Hsu, Tuan Li, Instructional Assistant-English, English	08/28/09-01/19/10
Huxtable, Joel, Theatre Technical Specialist, SMC Performing Arts	09/01/09-01/20/10
Johnson, Andrea M, Cash Receipts Clerk, Bursar's Office	08/10/09-09/18/09
Lagroe, Darren, Theatre Technical Specialist, SMC Performing Arts	08/17/09-01/04/10
Levine, Lorraine, Instructional Assistant-English, English	08/28/09-01/19/10
Lieber-Wilkins, Carole M, Instructional Assistant-English, English	08/28/09-01/19/10
Louis, John, Theatre Technical Specialist, SMC Performing Arts	08/03/09-12/11/09
Lozada, Christian H, Instructional Assistant-English, English	08/28/09-01/19/10
Mason, Tara D, Instructional Assistant-English, English	08/28/09-01/19/10
McBride, Elvira, Student Services Clerk, Trio	08/10/09-12/23/09
Moore II, Kevin R, Accompanist-Percussion, Dance	09/03/09-01/22/10
Osborne, Christopher, Theatre Tech Specialist, SMC Performing Arts	08/10/09-12/17/09
Padilla, Omar, Student Services Clerk, Admissions & Records	08/28/09-12/14/09
Plotkin, Alla, Accompanist-Dance, Dance	09/08/09-01/26/10
Ribeiro, Ricardo C, Cash Receipts Clerk, Bursar's Office	08/10/09-09/18/09
Rowley, Kelly, Instructional Assistant-English, English	08/28/09-01/19/10
Saldivia, Stefan M, Cash Receipts Clerk, Bursar's Office	08/10/09-09/18/09
San Diego, Rose E, Cash Receipts Clerk, Bursar's Office	08/10/09-09/18/09
St. Amand, Constance, Cash Receipts Clerk, Bursar's Office	08/10/09-09/18/09
Sweeney, Te'Amir, Accompanist-Percussion, Dance	09/03/09-01/22/10
Trenholm, John, Theatre Technical Specialist, SMC Performing Arts	08/10/09-12/17/09
Tuttle, Daniel W, Theatre Technical Specialist, SMC Performing Arts	08/10/09-12/17/09
Valle, Dahlia C, Student Services Clerk, Latino Center	08/19/09-12/23/09
Vega, Carmen, Cash Receipts Clerk, Bursar's Office	08/10/09-09/18/09
Woodruff, Kathryn K, Instructional Assistant-English, English	08/28/09-01/19/10

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15 **CLASSIFIED PERSONNEL – LIMITED DURATION** *(continued)*

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.

Allen, Camilo, Instructional Assistant-English, English	08/28/09-01/19/10
Alling, Bethany, Instructional Assistant –ESL, ESL	08/10/09-02/10/10
Alvarez, Ana, Bookstore Clerk/Cashier, Bookstore	07/01/09-12/23/09
Austin, Amanda J, Administrative Clerk, ISC	07/27/09-01/27/10
Cain, Julie, Instructional Assistant-English, English	08/28/09-02/26/10
Caston, Mayah, Administrative Clerk, Human Resources	08/31/09-02/26/10
Gomez, Tiffany, Registration/Info Clerk, Program Development	08/31/09-02/26/10
Hammerslough, Jane, Instructional Assistant-English, English	08/28/09-02/26/10
Kim, Eun Hye, Instructional Assistant-ESL, ESL	08/28/09-02/26/10
Morwick, Carolyn, Instructional Assistant-English, English	08/28/09-02/26/10
Patton-Dickson, Laniece, Admin. Assistant I, Latino Ctr.	08/13/09-02/13/09
Spann, James, Groundskeeper/Gardner, Grounds	08/18/09-02/18/10
Wang, Sarah, Instructional Assistant-English, English	08/28/09-02/26/10

RECOMMENDATION NO. 16 **CLASSIFIED PERSONNEL - NON MERIT**

Requested Action: *Approval/Ratification*

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

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

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

<u>CalWORKS</u>	4
\$8.00/hr	

College Student Assistant	
\$8.00/hr (STHP)	108

College Work-Study Student Assistant	
\$8.00/hr (FWS)	73

SPECIAL SERVICE

<u>Art Model</u>	
\$18.00/hr	

<u>Community Services Specialist I</u>	
\$35.00/hr	1

<u>Community Services Specialist II</u>	
\$50.00/hr	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 FACILITIES

Requested Action: *Approval/Ratification*
 Requested by: *Greg Brown, Director, Facilities and Planning*
 Approved by: *Robert Isomoto, Vice-President, Business/Administration*

**17-A CHANGE ORDER NO. 5 – STUDENT SERVICES AND ADMINISTRATION BUILDING –
 PHASE I – SITE PREPARATION**

Change Order No. 5 – MINCO CONSTRUCTION on the Student Services and Administration Building Phase I – Site Preparation project in the amount of \$41,718.

Original Contract Amount	\$7,977,000
Previously Approved Change Orders	25,555
Change Order No. 5	<u>41,718</u>
Revised Contract Amount	\$8,044,273
Original Contract Time	406 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	406 days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	406 days

Funding Source: Measure S

Comment: Change Order No. 5 provides, due to unforeseen condition, the removal, abatement and disposal of existing storm drain pipe that was discovered during excavation to contain hazardous materials. It also provides for the construction of new temporary sidewalk adjacent to Art Complex that allows disabled access.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 **FACILITIES** *(continued)*

17-B CHANGE ORDER NO. 3 – INTERNATIONAL EDUCATION TEMPORARY FACILITY

Change Order No. 3 – TRIMAX CONSTRUCTION CORP. on the International Education Temporary Facility project in the amount of \$12,612.

Original Contract Amount	\$188,000
Previously Approved Change Orders	20,400
Change Order No. 3	<u>12,612</u>
Revised Contract Amount	\$221,012
Original Contract Time	36 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	36 days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	36 days

Funding Source: Measure S

Comment: Change Order No. 3 provides for changes to fire alarm to satisfy code requirements, added lighting and power to interior partitions, and the cost to move stored boxes and relocation of existing clean out.

17-C CHANGE ORDER NO. 1 – GYM BLEACHER REPLACEMENT

Change Order No. 1 – AJ STEVENS CONSTRUCTION, INC on the Gym Bleacher Replacement project in the amount of \$39,909:

Original Contract Amount	\$540,642
Previously Approved Change Orders	0
Change Order No. 1	<u>39,909</u>
Revised Contract Amount	\$580,551
Original Contract Time	100 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	100 days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	100 days

Funding Source: Measure S

Comment: Change Order No. 1 provides for extension of fiber optic cable for connection to campus network central station fire monitoring, and refinish the gym floor complete and re-paint lines to meet new NCAA regulations.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 COMMERCIAL WARRANT REGISTER

Requested Action: *Approval/Ratification*
 Requested by: *Robin Quaile, Accounts Payable Supervisor*
 Approved by: *Robert G. Isomoto, Vice-President, Business and Administration*

July 1 – July 31, 2009 3632 – 3674 \$8,159,739.28

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

RECOMMENDATION NO. 19 PAYROLL WARRANT REGISTER

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

July 1 – July 31, 2009 CIL – VIC \$10,812,800.15

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

RECOMMENDATION NO. 20 REISSUE OF PAYROLL WARRANT

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

Warrants not presented to the county treasurer within six (6) months after being issued are void; therefore, it is requested that LACOE draw a new warrant to replace the following expired void warrant for Temporary Classified, Margaret Drach.

<u>Warrant #</u>	<u>Date</u>	<u>Amount</u>
4293067	3/10/03	\$ 686.24

Comment: The warrants is beyond the four (4) year limitation.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 15, 2009

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 AUXILIARY PAYMENTS & PURCHASE ORDERS

Requested Action: *Approval/Ratification*
 Requested by: *George Prather, Director of Auxiliary Services*
Robert G. Isomoto, Vice President, Business/Administration

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
August 1 – 31, 2009	\$2,839,849.34	\$152,797.06

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

RECOMMENDATION NO. 22 DIRECT, BENEFIT & STUDENT GRANT PAYMENTS

Requested Action: *Approval/Ratification*
 Requested by: *Robin Quaile, Accounts Payable Supervisor*
 Approved by: *Robert G. Isomoto, Vice President, Business/Administration*

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

July 1 – July 31, 2009	
D000001 – D000218	\$ 654,838.72
B000001 – B000074	\$1,305,620.85
ST00001 – ST00033	\$ 5,250.00

D – Direct Payments
B – Benefit Payments (health insurance, retirement, etc.)
S – Student Payments

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 15, 2009

INFORMATION ITEM G

SUBJECT: **SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2010**

SUBMITTED BY: Superintendent/President

SUMMARY: A draft schedule of Board Trustees meetings for 2010 is presented for review. The schedule of meetings will be submitted to the Board of Trustees for approval at the meeting on October 6, 2009.

Regular meetings (**in bold**) are scheduled on the first Tuesday of the month, except when indicated otherwise. Generally the third Tuesday of the month is held for special meetings or workshops.

Winter and summer Board Study Sessions are held on a Saturday (dates to be determined).

January 12, 2009 (*second Tuesday*)
January 26 (*fourth Tuesday - hold*)

July 6
July 20 (*hold*)

February 2
February 16(*hold*)

Summer Study Session
Select a date - Saturdays
July 17, 24
August 7

Winter Study Session
Select a date - Saturdays
February 13, 20
March 6, 13

August 3
August 17 (*hold*)

March 2
March 16 (*hold*)

September 7
September 21 (*hold*)

April 6
April 20 (*hold*)

October 5
October 19 (*hold*)

May 4
May 18 (*hold*)

November 2 (*election day – reschedule to November 9?*)
November 16 (*hold*)

June 1
June 15, fourth Tuesday

December 7 (*election year - may need to be rescheduled to after City Council meeting*)
December 21 (*hold*)

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 15, 2008

XI. **BOARD COMMENTS AND REQUESTS**

XII. **ADJOURNMENT**

The meeting will be adjourned in memory of **Christian Hart**, SMC Psychology Professor; and **Mary Kay Kamath**, Malibu community activist and former member of the Santa Monica Community College District Board of Trustees and Santa Monica-Malibu Unified School District Board of Education.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, October 6, 2009** 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:

- Student Services Building Project
- Adoption of Schedule of Board of Trustees Meetings, 2010