

MINUTES



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

TUESDAY,
SEPTEMBER 7, 2010

Santa Monica College
Board Room (Business Building Room 117)
1900 Pico Boulevard
Santa Monica, California

*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.

BOARD OF TRUSTEES

SANTA MONICA COMMUNITY COLLEGE DISTRICT

REGULAR MEETING

September 7, 2010

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 Tuesday, September 7, 2010.

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

I. ORGANIZATIONAL FUNCTIONS

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

II. CLOSED SESSION**III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- D Pledge of Allegiance
- E Closed Session Report
- F Public Comments

IV. SUPERINTENDENT'S REPORT

Updates:

- Facilities Projects
- Fall 2010 Opening
- AB 2297

Management Association Report

V. ACADEMIC SENATE REPORT**VI. MAJOR ITEMS OF BUSINESS**

- #1-A Public Hearing – 2010-2011 Budget
- #1-B Adoption of 2010-2011 Budget
- #2 2009-2010 Quarterly 311Q
- #3 Resolution Establishing Maximum District Contributions for Health Insurance Benefits
- #4 Resolution in Support of Measures Y and YY
- #5 Board of Trustees Goals and Priorities, 2010-2011
- G Report: Enrollment Development 2009-2010 Summary
- H SMC Performing Arts Center
- I Global Citizenship Initiative

VII. **CONSENT AGENDA**

Approval of Minutes

#6 Approval of Minutes: August 3, 2010 (Regular Meeting)

Contracts and Consultants

- #7 Acceptance of Grants and Budget Augmentations
- #8 Subcontractual Agreements for Community Based Job Training Grant
- #9 Ratification of Contracts and Consultants

Human Resources

- #10 Academic Personnel
- #11 Classified Personnel – Regular
- #12 Classified Personnel – Limited Duration
- #13 Classified Personnel – Non Merit

Facilities and Fiscal

- #14 Facilities
 - A Change Order No. 1 – Digital Learning Studio
 - B Agreement for Facilities Programming Study
 - C Resolution to Participate in the Owner Controlled Insurance Program
Established by the Alliance for Schools Cooperative Insurance Programs –
Student Services Project
- #15 Budget Augmentation
- #16 Commercial Warrant Register
- #17 Payroll Warrant Register
- #18 Auxiliary Payments and Purchase Orders
- #19 Direct, Benefit and Student Grant Payments
- #20 Purchasing
 - A Award of Purchase Orders

VIII. **CONSENT AGENDA – Pulled Recommendations**

IX. **INFORMATION**

- J Schedule of Board of Trustees Meetings, 2011

X. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, October 5, 2010** 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: 2010-2011 Adopted Budget

APPENDIX B: Enrollment Development 2009-2010 Summary

APPENDIX C: Global Citizenship Initiative

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 7, 2010

I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER – 5:30 p.m.
- B ROLL CALL
Judge David Finkel (Ret.), Chair - Present
Dr. Andrew Walzer, Vice-Chair - Present
Dr. Susan Aminoff - Present
Dr. Nancy Greenstein - Present
Louise Jaffe - Present
Dr. Margaret Quiñones-Perez - Present
Rob Rader - Present
Michael Song, Student Trustee – Present (for public session)
- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

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*

CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*
Robert Myers, Campus Counsel
Employee Organization: *Santa Monica College Faculty Association*

CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*
Robert Myers, Campus Counsel
Employee Organization: *Santa Monica College Police Officers Association*

REAL PROPERTY (Government Code Section 54956.8)

Property Address: Santa Monica College Olympic Shuttle Lot/3400-3500 Airport Avenue
Under Negotiation: Terms and Conditions of Land Swap with City of Santa Monica
College Negotiators: Dr. Chui L. Tsang
Property Representative: Rod Gould, City Manager

REAL PROPERTY (Government Code Section 54956.8)

Property Address: 1510 Pico Boulevard, Santa Monica, California
Under Negotiation: Terms and Conditions of Purchase
College Negotiators: Dr. Chui L. Tsang
Property Representative: Grace Cheng Braun, WISE & Healthy Aging

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 7, 2010

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS – 7:10 p.m.

D PLEDGE OF ALLEGIANCE – Eric Oifer

E CLOSED SESSION REPORT

The Board of Trustees authorizes the District to purchase the real property located at 1510 Pico Boulevard in the City of Santa Monica for the amount of \$4,000,000 plus customary costs, and authorizes the Los Angeles County Office of Education to transfer funds into escrow for the maximum amount of \$4,025,000. Upon the close of escrow, the Board of Trustees accepts title to said property.

AYES: 6
 NOES: 0
 ABSTAIN: 1 (Quiñones-Perez)

F PUBLIC COMMENTS

Steven Altman
 Chris Hartzell
 Regina Hartzell
 Jack Gorster
 Gail Kaplan
 Meredith Gordon
 Harry Parker
 Edward Eisenstein
 Marika Vosr
 Hanna Levinson
 John Merriam
 Betty Hiroto
 Marge Sakamoto
 Violet Shemaya
 Shirley Levy
 Raymonde Cenzano
 Birgit Vogler
 Claudia Flanders
 Marjorie Friedlander
 Harriet Epstein
 Evelyn Harb
 Toni Colvin
 Barbara Milliken
 Ruth San Pietro
 Linda Wapner
 Francine Dorsey
 Gitta Walton
 Wanda Solomon
 Michail Pronilover

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 7, 2010

IV. SUPERINTENDENT'S REPORT

- Updates
 - Facilities Projects: The Facilities Department finished several major projects during the summer – a revamp of the Cafeteria, with new floors, paint and furniture, as well as video screens; installation of solar panels on parking structures; the new Digital Learning Studio in the Letters and Science Building; a reconfiguration of Parking Lot 2, north of Drescher Hall, to include more spaces; and preparing the auto room at Santa Monica High School for offering SMC auto technology classes.
 - Fall 2010 Opening: On the first day of the fall semester, enrollment was at 31,000, which grew to 33,000 in just one week. Enrollment is down by 3 percent from last year, the result of a planned reduction in class offerings. Demand for classes is high, with many students crashing courses. Financial Aid is experiencing record demand, but the lines in Admissions are the shortest ever, thanks to an increase in online registration. VIP Welcome Day on August 27th, the Friday before the first day of classes, drew an estimated 4,500 students and family members.
 - Assembly Bill 2297: Assembly Bill 2297, which would change the state formula for the amount of community college tuition charged to nonresident students, has passed the state Legislature and is awaiting Governor Arnold Schwarzenegger's signature. The Governor has until September 30 to sign the bill. The net effect of Assembly Bill 2297, by Assemblymember Julia Brownley of Santa Monica, would be to allow colleges to charge higher tuition for nonresident students than they may under the current formula.
- Management Association Report: Management Association President Al Vasquez praised managers Al DeSalles and Regina Jennings for spearheading the new Digital Learning Studio project that opened the first day of classes and Brenda Benson and Kiersten Elliott for their hard work in organizing a successful VIP Welcome Day August 27th. He added that managers have accepted the proposed change in the maximum District contribution to payment of health plan premiums.

V. ACADEMIC SENATE REPORT – Eric Oifer, President

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. I-A

SUBJECT: **PUBLIC HEARING, 2010-2011 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2010-2011 budget.

OPEN PUBLIC HEARING: 9:14 p.m.
MOTION MADE BY: Nancy Greenstein
SECONDED BY: Andrew Walzer
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 9:50 p.m.
MOTION MADE BY: Nancy Greenstein
SECONDED BY: Andrew Walzer
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. I-B

SUBJECT: **ADOPTION OF 2010-2011 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2010-2011 budget as stated in the following pages detailing the various funds of the District.

The detailed budgets are included as Appendix A.

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
2010-2011 PROPOSED ADOPTED BUDGET**

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2010-2011 is comprised of the following nine funds:

General Fund Unrestricted	\$154,259,278
General Fund Restricted	<u>\$31,624,604</u>
<i>Total General Fund</i>	\$185,883,882
Special Reserve Fund (Capital)	\$9,149,031
Earthquake Fund	\$3,097,281
Bond Fund: Measure U	\$22,746,564
Bond Fund: Measure S	\$59,874,952
Bond Fund: Measure AA	\$96,101,753
Bond Interest & Redemption Fund	\$48,432,031
Student Financial Aid Fund	\$27,387,615
Auxiliary Operations	<u>\$5,121,712</u>
<i>Total Other Restricted</i>	\$271,910,939

TOTAL PROPOSED ADOPTED BUDGET \$457,794,821

***It is important to note that the State has not passed an Adopted Budget. As such the District has based its projections on the Governor's proposed budget adjusted by the District's internal projections. While the District feels reasonably comfortable with its projections, there may need to be significant revisions when the State releases more accurate budgetary information.*

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **2009-2010 QUARTERLY 311Q**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge submittal of the quarterly 311Q report as of June 30, 2010 required by the Chancellor's Office.

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-31 IQ
VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2009-2010

Quarter Ended: (Q4) Jun 30, 2010

District: (780) SANTA MONICA

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2006-07	Actual 2007-08	Actual 2008-09	Projected 2009-2010
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	129,659,094	132,456,509	134,609,448	133,204,874
A.2	Other Financing Sources (Object 8900)	100,705	213,913	162,613	145,184
A.3	Total Unrestricted Revenue (A.1 + A.2)	129,759,799	132,670,422	134,772,061	133,350,058
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	121,902,564	128,566,012	133,921,933	131,958,635
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	282,272	1,267,030	239,346	330,078
B.3	Total Unrestricted Expenditures (B.1 + B.2)	122,184,836	129,833,042	134,161,279	132,288,713
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	7,574,963	2,837,380	610,782	1,061,345
D.	Fund Balance, Beginning	8,385,633	15,960,596	18,797,976	19,408,758
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	8,385,633	15,960,596	18,797,976	19,408,758
E.	Fund Balance, Ending (C. + D.2)	15,960,596	18,797,976	19,408,758	20,470,103
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	13.1%	14.5%	14.5%	15.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,684	18,843	23,547	23,443
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III. Total General Fund Cash Balance (Unrestricted and Restricted)		As of the specified quarter ended for each fiscal year			
		2006-07	2007-08	2008-09	2009-2010
H.1	Cash, excluding borrowed funds		28,696,345	20,184,936	18,392,817
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	26,143,303	28,696,345	20,184,936	18,392,817

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)	132,446,106	133,204,874	133,204,874	100%
I.2	Other Financing Sources (Object 8900)	219,140	145,184	145,184	100%
I.3	Total Unrestricted Revenue (I.1 + I.2)	132,665,246	133,350,058	133,350,058	100%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	134,119,616	131,958,635	131,958,635	100%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	351,193	330,078	330,078	100%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	134,470,809	132,288,713	132,288,713	100%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-1,805,563	1,061,345	1,061,345	
L	Adjusted Fund Balance, Beginning	19,408,758	19,408,758	19,408,758	
L.1	Fund Balance, Ending (C. + L.2)	17,603,195	20,470,103	20,470,103	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	13.1%	15.5%		

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

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	% *	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? YES**
Next year? YES

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

The District closed the 2009-2010 fiscal year with a <\$1,567,597> operating deficit; excluding one-time items. This deficit is projected to grow into a <\$5,998,320> operating deficit in 2010-2011 placing significant strain on the District's reserves. Other issues that must be addressed include:

1) Due to the continued effect of the reductions to both unrestricted and categorical funding in 2009-2010, the District expects to significantly drawdown on its reserves in the 2010-2011 fiscal year.

2) The extensive cash deferral mechanism in the State Principal Apportionment dispersal process could cause the District cash flow issues in the 2010-2011 fiscal year that may require borrowing and additional borrowing related expenditures.

3) The reduction in categorical funding has placed significant strain on the General Unrestricted Fund. The program reductions in DSPS, Scheduled Maintenance and Instructional Block grant poses significant issues as mandates and operational need prevents the District from reducing expenditures in these areas to match the reduced funding from the State resulting in a shift of resources from the Unrestricted General Fund to fund these programs and related expenditures.

4) If the State Budget does not include an inflationary adjustment that is based on restoring the workload reduction, rather than the growth calculation traditionally used, the District will have to draw on reserves more than projected.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **RESOLUTION ESTABLISHING MAXIMUM DISTRICT CONTRIBUTIONS FOR HEALTH INSURANCE BENEFITS FOR BOARDS AND COMMISSIONS, ACADEMIC MANAGERS, CLASSIFIED MANAGERS, AND CONFIDENTIAL EMPLOYEES**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution establishing maximum district contributions for health insurance benefits for boards and commissions, academic managers, classified managers, and confidential employees:

WHEREAS, the Board of Trustees is authorized by law to establish the District's contribution to health benefits for District employees,

NOW, THEREFORE, the Board of Trustees does establish the District's contributions for health benefits for specified District employees as follows:

SECTION 1. This Resolution applies to Board of Trustees, Personnel Commission, the Superintendent/President, all Academic Managers, all Classified Managers, and all Confidential Employees.

SECTION 2. Effective January 1, 2011, the maximum District contribution to payment of the premiums for the health plan selected by any person subject to Section 1 shall be as follows:

- a. For an individual, the annual Individual premium for the PERS Choice Insurance Plan.
- b. For Two-Party coverage, the annual Two-Party premium for the PERS Choice Insurance Plan.
- c. For Family coverage, the annual Family premium for the PERS Choice Insurance Plan.

If person subject to Section 1 selects a District-offered health plan with a premium greater than the District's contribution, the person shall pay the difference between the premium and the District contribution. The difference shall be paid in equal monthly installments.

SECTION 3. The District hereby establishes a Health Reimbursement Arrangement for those persons subject to Section 1 effective January 1, 2011 with the following provisions:

- a. The annual amount of the HRA for the 2011 and 2012 calendar year shall be as follows:
 \$1,000 for a PPO plan for a single employee
 \$2,000 for a PPO plan for a two-party or family
 \$1,000 for any employee with an HMO plan

- b. The plan shall provide for reimbursement for all qualified medical expenses authorized by law.

SECTION 4. The Superintendent/President is directed to prepare for approval by the Board of Trustees a health reimbursement arrangement plan meeting the requirements of Section 105 of the Internal Revenue Service Code of 1986, as amended.

MOTION MADE BY:	Louise Jaffe
SECONDED BY:	Rob Rader
STUDENT ADVISORY:	Aye
AYES:	6
NOES:	1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **RESOLUTION IN SUPPORT OF MEASURES Y AND YY**

SUBMITTED BY: David Finkel, Chair

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution in support of the City of Santa Monica's Measures Y and YY at the November 2, 2010 General Election

SUMMARY: Measure Y proposes a half cent transaction and use tax within the City of Santa Monica, and Measure YY is an advisory question concerning revenue allocation of the proceeds of the tax. If successful, Measure Y would generate approximately \$12 million annually; Measure YY advises the City Council that half of the Measure Y revenue should be used to support school, educational, and afterschool programs, and half should be used for general City services such as police, fire, paramedic and emergency 911 response, public transit, services for the disabled, gang and drug prevention programs, environmental, library and other general fund services.

BACKGROUND: The persistent operating deficits of the State of California, including an approximately \$20 billion deficit in its 2010-11 fiscal year, have led to reduced funding to the City of Santa Monica and to counties and school and community college districts in order to fund its deficits, with no end in sight.

The City of Santa Monica needs dependable and local sources of revenue that are not subject to being taken by the State to fund and to support essential, necessary and appropriate general city services such as police, fire, paramedic and emergency 911 response, school, educational and afterschool programs, public transit, services for the disabled, gang and drug prevention programs, environmental, library and other general fund services.

Many residents live in the City of Santa Monica because it offers a higher level of service, programs and quality of life than other neighboring cities and creating and preserving local revenue sources will ensure that the City can maintain and improve the high quality of programs and services that residents desire and expect.

Over the past six years, Sacramento has slashed funding to the City of Santa Monica by over \$40 million, impacting a number of vital services. Our Police Department has been impacted, and other essential programs, such as Meals on Wheels, have experienced budget reductions. After 20% cuts from Sacramento, our local schools have been forced to eliminate more than 62 teaching and staff positions, increase class size, and slash music and core academic programs. While the Save Our Schools campaign and one-time federal funds have helped our schools this year, this is only a one-time solution.

Measure Y provides a mechanism to protect all of our services for the long term. Measure Y generates new revenue that Sacramento cannot touch; it gives our community local control over money that is generated locally. Without Measure Y, vital services, such as 911 services, paramedics and police, school and community college funding face serious cuts.

Measure Y requires a 50% plus one vote for passage.

MOTION MADE BY:	Louise Jaffe
SECONDED BY:	David Finkel
STUDENT ADVISORY:	Aye
AYES:	7
NOES:	0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 7, 2010

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **BOARD OF TRUSTEES GOALS AND PRIORITIES, 2010-2011**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve its Goals and Priorities, 2010-2011.

SUMMARY: The Board of Trustees discussed and drafted its Goals and Priorities, 2010-2011 at the Summer Study Session on July 20, 2010 and discussed at the regular meeting on August 3, 2010. A draft is presented for discussion and approval.

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES GOALS AND PRIORITIES 2010-2011

Goal 1—Educational Advancement and Quality

- Strengthen institutional research to measure and improve institutional effectiveness. Create an enhanced “culture of evidence” based on data.
- Improve student achievement with particular emphasis on addressing basic skills education; document improvements in course completion, retention, persistence, and other measures for all student populations.
- Strengthen, expand, and promote workforce/career technical programs.
- Infuse global citizenship into student learning.

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.
- 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 and continuation of the “Any Line, Any Time” program.
- Maintain progress on all SMC construction projects.
- Continue to adopt sustainability designs and practices for construction, maintenance, and operations of facilities.
- Expand public use of college facilities and maximize revenue-generation.

Goal 4—Internal Operations and Relations

- Ensure the financial health of the College through enrollment development, budget discipline, grants, enterprise opportunities and other revenue-generating and cost-saving initiatives.
- 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.
- 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

- Continue planning the development and implementation of a vision for the future of the college.
- Implement appropriate strategies and initiatives to address the recommendations of the ACCJC following the evaluation team’s visit in March 2010.

Goal 7—Effectiveness and Efficiency of Board Operations

- Provide periodic reports from the Superintendent/President to the Board on key initiatives, issues, and items of concern to Board members.

*Discussed by the Board of Trustees: 7/20/2010, 8/3/2010, 9/7/2010
Approved 9/7/2010*

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM G

SUBJECT: **ENROLLMENT DEVELOPMENT 2009-2010 SUMMARY**

SUBMITTED BY: Superintendent/President

SUMMARY: The division of Enrollment Development has had another very productive year, boasting record enrollment demand and providing quality services for the increased student body. Through the use of innovative technology to improve service delivery, the creation of marketing materials both online and in print, web development, and the implementation of new and improved programs and services the Enrollment Development Team has met the needs of the changing student body during very difficult financial times. The 2010-11 year will be met with program enhancements and the implementation of many of the projects initiated this year.

The report (included as Appendix B) contains a brief summary of some of the noteworthy 2009-2010 accomplishments of the Enrollment Development units, followed by statistical information on student enrollment demographics. The final section of the report contains brief look at 2010-2011.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM H

SUBJECT: **SMC PERFORMING ARTS CENTER**

SUBMITTED BY: Superintendent/President

SUMMARY: Santa Monica College's Performing Arts Center and the Broad Stage continue to shine as Westside audiences gain awareness of the new facilities. There were nearly 200 performances and usages this past year, including SMC events, public presentations, and rentals. Revenues, up 34%, covered all operating expenses for the year.

In 2009-10, Santa Monica College offered about 50 performances at the Broad Stage and the Edye Second Space, sponsored by the Art, Dance, Emeritus, Music, and President's Office departments. This was in addition to the more than 45 academic rehearsal days in the Broad. The Music Department increased its use of the Broad Stage by 29% over last year. Of note is the move of the Music Department's Opera Theatre from the smaller Edye room to the Broad Stage to accommodate a full-scale production with orchestra. Dance maintained a program similar to last year.

Madison Project, SMC's presenting arts foundation, offered 14 free or low cost arts education outreach events and 73 public presentations, including extended runs of theater (Love's Labour's Lost, Jane Austen, Basil Twist's Petrushka, and Daddy Long Legs); such outstanding artists as Juan Diego Flórez, Savion Glover, and Lee Ritenour; and opera conducted by Plácido Domingo! Ticket sales increased to 23,160, nearly three times that of the first year.

Santa Monica College also attracted 59 rental uses to the site, including photo shoots, TV pilots, cable shows, benefit concerts, public concerts, KCRW programs, corporate, dance, foundation, and community groups. Rental income increased 32% for the year.

This year, we look forward to continued improvements to the calendaring process and web resources. Planning is underway on a marquee on the site along with east wing improvements as part of the Measure AA bond program. Tickets sales for Madison Project's third season are brisk, with the first concert of the season starting this weekend.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM I

SUBJECT: **GLOBAL CITIZENSHIP INITIATIVE**

SUBMITTED BY: Superintendent/President

SUMMARY: The Global Citizenship initiative continues to grow and thrive at SMC. 2009-2010 marked the first year in which the college adopted an annual Global Citizenship theme: Water. This proved to be an effective tool for integrating the ideas and philosophy of global citizenship across the curriculum and the activities of the college. The Global Citizenship Council continued to develop the initiative through the work of four subcommittees who addressed Study Abroad, integration across the curriculum, promoting student involvement, and professional development for faculty and staff.

Milestones for the year included the approval of a Global Studies degree program and related courses, the success of the annual theme, and three successful Study Abroad programs. During the Fall 2010 semester, the college will introduce the new annual theme, Food, and is planning for International Week in November which will prominently feature Global Citizenship at SMC.

The full report is included as Appendix D.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 7, 2010

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 #6-#20.

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

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

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. 6 APPROVAL OF MINUTES

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

August 3, 2010 (Regular Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 7 **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: LAUP Workforce Initiative: Forging Collaborations, Removing Barriers, Creating Pathways

Granting Agency: Los Angeles Universal Preschool (LAUP)

Award Amount: \$328,834

Matching Funds: \$ -0-

Performance Period: July 1, 2010 – June 30, 2011

Summary: This is the fourth year that the District has received funding for the LAUP Workforce Initiative to establish an educational and career pathway for the field of Early Childhood Education, building partnerships among K-12, community college, and baccalaureate programs. SMC will partner with the Bais Chana High School, Santa Monica-Malibu Unified School District, and National University to create a 2+2+2 pathway that identifies multiple points of entry, provides ongoing support and resources, and facilitates career advancement through student progression up the educational ladder. Through this grant, SMC will 1) increase the number of high school students pursuing coursework, activities, and/or career opportunities in early care and education; 2) maintain and/or increase retention rates among child development students enrolled in both 2-year and 4-year programs; and 3) increase the rates of AA degree completion, BA degree completion, and ECE certificate completion; and 4) increase the number of students at community colleges who are transfer-ready for university admission.

Budget Augmentation: Restricted fund 01.3

Income	
8890 Other State Revenue	\$328,834
Expenditures	
1000 Academic	\$140,533
2000 Classified	16,667
3000 Benefits	31,440
4000 Supplies/Materials	4,200
5000 Other Operating Expenses	17,900
7000 Student Assistance/Indirect Costs	118,094

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 8 **CONTRACTS AND CONSULTANTS**

8-A SUBCONTRACTUAL AGREEMENTS FOR COMMUNITY BASED JOB TRAINING GRANT

Requested Action: *Approval/Ratification*

Requested by: *Laurie McQuay-Peninger, Director, Grants*
 Genevieve Bertone, Project Manager, Sustainability Coordination

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

1. Subcontractor: Coast Community College District fbo Golden West College
 Contract Amount: \$530,000 including
 \$146,990 in 2010-2011
 \$189,582 in 2011-2012
 \$193,428 in 2012-2013

2. Subcontractor: South Orange County Community College District
 fbo Irvine Valley College
 Contract Amount: \$555,000 including
 \$185,000 in 2010-2011
 \$185,000 in 2011-2012
 \$185,000 in 2012-2013

Funding Source: Community Based Job Training Grant (2010-2013)

Performance Period: August 15, 2010 – June 30, 2013

Summary: The Board of Trustees accepted the Community Based Job Training Grant (\$4.87) million at its meeting on August 3, 2010. Santa Monica College is the lead agency in this large consortium grant developed to create a certificate and AA in Recycling and Resource Management. SMC will contract with (1) Golden West College, a college within the Coast Community College District, and (2) Irvine Valley College, a college within the South Orange County Community College District, to serve as regional academic partners for SMC's 2010 Community Based Job Training Grant in Recycling and Resource Management. As partners, Golden West College and Irvine Valley College will:

- Identify faculty to serve on the curriculum development team that will work together with subject matter experts to transform the existing non-credit certificate program to a for-credit academic program;
- Upon completion, adapt curriculum for local delivery, working with the K-12 and baccalaureate systems to identify potential articulation opportunities as appropriate;

- Coordinate with the local WIB/WorkSource Centers and CRRRA to raise awareness of career opportunities in this industry among unemployed, dislocated, and incumbent workers;
- Enroll a minimum of 50 students per year, beginning Fall Semester 2011, in for credit programming
- Maintain a course completion and retention rate of 80 percent, leveraging resources offered through the WorkSource Centers for WIA eligible participants, as well as existing SMC resources and services, such as tutoring and counseling;
- Incorporate applied teaching and learning strategies to ensure that students are learning theory and application at the same time through real-world activities; and
- Evaluate the effectiveness of training efforts in meeting the needs of workforce.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Chui L. Tsang, Superintendent/President

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	Term/Amount	Service	Funding Source
A	Mountain Investments	December 1, 2009 – June 30, 2011 (19 months) with automatic renewal for two additional terms of one year each. There is automatic increase of 4% per year during the term of this agreement for the rental charges only. Termination of lease must be done in writing, at least 90 days prior to expiration of term or renewal term. \$877.40 per month; electrical charges of maximum \$60 monthly; term total, not to exceed: \$16,873.20	Lease of Bald Mountain, near Gorman, California. Approximate coordinates, 34-44-41N 118-43-41W	KCRW Donations
<i>Requested by: Cheryl Gee, Radio Station Services Assistant</i> <i>Approved by: Don Girard, Senior Director, Government Relations/Institutional Communications</i>				
B	Jennifer Jeanne Jones	August 2010 – June, 2011 Not to exceed \$1,500	Ms. Jones will provide artistic scenic design and creation for Theatre Arts productions	District Budget/Theater Arts Department
<i>Requested by: Perviz Sawoski, Department Chair, Theater Arts Department</i> <i>Approved by: Jeff Shimizu, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS

(continued)

	Provider/Contract	Term/Amount	Service	Funding Source
B	Provider: RealD Inc.	\$5,000 per year for five years, commencing at installation date; plus \$0.50 per ticket for a 3-D rebroadcast of a live performance or film for which tickets are on sale to the general public.	License of RealD System for use with Digital Projector at the Broad Stage. A new high-quality digital projector is to be installed this Fall at the Broad Stage. The equipment supports 3-D projection. A license of the RealD System allows the Performing Arts Center to serve film production companies needing a 3-D screening facility prior to general release and to serve non-profit fundraisers whose program is designed around a 3-D film screening. The Performing Arts Center does not intend to market the showing of 3-D films to the general public. This license provides 50 sets of reusable 3-D viewing glasses, with additional glasses available for \$1.50 each. Funds for the license are from earned revenues.	Performing Arts Center Program Revenues
<i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i> <i>Approved by: Chui L. Tsang, Superintendent/President</i>				
D	Dr. Myron H. Dembo	September 30, 2010 \$2,500	Dr. Myron Dembo will conduct two 90-minute workshops to faculty members from various disciplines about student engagement and motivation. Specifically, he will present key research findings and recommend instructional strategies that are likely to improve students' motivation, engagement, and ultimately, their academic performance and completion.	Basic Skills Initiative
<i>Requested by: Roberto Gonzalez, Director, Student Success Initiatives</i> <i>Approved by: Jeff Shimizu, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 ACADEMIC PERSONNEL

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

ESTABLISH

Project Manager, Student Development, Community Based Job Training (CBJT)
Recycling and Resource Management Grant, (50%)

Project Manager, Early Start Pathway Grant

ELECTIONS

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

Demorst, Wendy, Project Manager, HIT Recruitment and Job Placement (100%)	09/01/10 – 06/30/10
King, Michelle, Director, SBDC	09/01/10 – 06/30/10

Adjunct Faculty

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

RETIREMENT

John Kennedy, Instructor, Math	01/31/10
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL - REGULAR

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

All personnel assigned into authorized positions will be abolished, established, and elected to employment (merit system) in accordance with district policies and salary schedules.

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant II (1 position) Campus Events, 12 months/40 hours	09/07/10

<u>ESTABLISH NEW POSITION</u>	
Administrative Secretary, Planning and Development (1 position), 12 mos, 40hrs	09/09/10

<u>ESTABLISH NEW CLASSIFICATION/POSITION</u>	
Research Analyst (1 position) Institutional Research, 12 mos, 40 hrs Salary Allocation: Range 43 (Bargaining Unit Salary)	09/07/10

Senior Research Analyst (1 position) Institutional Research, 12 mos, 40 hrs Salary Allocation: Range 48 (Bargaining Unit Salary)	09/07/10
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<u>CLASSIFICATION Title Change</u>	
From: Buyer I To: Course Materials Buyer Salary: No Salary Change	09/07/10

ELECTIONS

<u>PROBATIONARY</u>	
Aragon, Michelle, Administrative Secretary, Health Science/ECE	08/16/10
Davis-Ludlow, Eloisa, Student Services Clerk, Counseling (CalWORKS)	09/01/10
Heximer, Brent, Administrative Clerk, Personnel Commission	08/16/10
Kharpuri Mukhim, Ribhalin, HR Analyst – Employee and Labor Rel., Human Resources	09/01/10
Knox, Debra D. Administrative Assistant II, Human Resources	09/01/10
Shabazz, Ishmael, Network Administrator, Network Services	09/01/10
Tang, Yvonne, Administrative Assistant II, Workforce and Economics Dev.	09/07/10
Thomas-Green, Rachelle, Administrative Secretary, EOP'S	08/16/10
Villanueva, Robert, Receiving, Stockroom and Delivery Worker, P/R/M	09/01/10

<u>ADVANCED STEP PLACEMENT</u>	
Shabazz, Ishmael, Network Administrator, Network Services Step C	09/01/10
Tang, Yvonne, Administrative Assistant II, Workforce and Economics Dev. Step C	09/07/10

PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT

(Working Out of Classification)

Guercio, Joanne

07/01/10-11/13/10

From: Administrative Assistant II, Counseling

To: Student Services Specialist, Counseling

Percentage: 100%

LATERAL TRANSFER

Conlin, Sean

09/01/10

From: Stage Construction Technician – Lighting, Theatre Arts, 12 mos, 27 hrs

To: Events Technician, Facilities Programming, 12 mos, 40 hrs

11-MONTH EMPLOYEES WITH ADDITIONAL ASSIGNMENTS

Henninger, Denise, Sign Language Interpreter III, DSC

08/02/10 – 08/13/10

Henninger, Denise, Sign Language Interpreter III, DSC

08/30/10 – 08/31/10

Lagunas, Crystal, Sign Language Interpreter III, DSC

08/02/10 – 08/13/10

Lagunas, Crystal, Sign Language Interpreter III, DSC

08/30/10 – 08/31/10

Sussman, Dena, Sign Language Interpreter III, DSC

08/02/10 – 08/13/10

Sussman, Dena, Sign Language Interpreter III, DSC

08/30/10 – 08/31/10

Vigil, Nani, Sign Language Interpreter III, DSC

08/02/10 – 08/13/10

Vigil, Nani, Sign Language Interpreter III, DSC

08/30/10 – 08/31/10

SEPARATIONS

RESIGNATION

Esmaili, Akram, Instructional Assistant – Math, Mathematics

08/27/10

Karasik, Pavel, Instructional Assistant – Math, Mathematics

08/27/10

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

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

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

Allen, Camilo, Instructional Assistant-English, English	08/30/10-01/13/11
Angelfire, Zang, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Auld, James, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Badaro, Luiz, Accompanist-Dance, Dance	07/01/10-12/21/10
Baker, Mark, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Beckham, Joshua, Registration/Information Clerk, Matriculation	08/11/10-12/16/10
Bencivenga, Rich, Instructional Assistant-English, English	08/30/10-01/18/11
Bernaert, Angelica, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Bonner, Gary, Accompanist-Dance, Dance	07/01/10-12/21/10
Bowen, Breece, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Brummer, Alison, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Brundage, Kirk, Accompanist-Dance, Dance	07/01/10-12/21/10
Cassaro, John, Instructional Assistant-English, English	08/30/10-01/13/11
Chang, Hua Chen "Jocelyn", Accompanist-Voice, Music	08/25/10-06/30/11
Chapa, Eric, Lab Technician-Chemistry, Physical Science	07/26/10-12/02/10
Cotton, Nyla P, Buyer II, Purchasing	08/16/10-01/03/11
Courtney, David, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Dancygier, Lindsey, Sign Language Interpreter III, DSC	08/30/10-12/31/10
Dunham, Leonard, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Doran-Sheeran, Patrick, Accompanist-Dance, Dance	07/01/10-12/21/10
Duron, Renee, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Eshenbaugh, Stephen, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Fairchild, Theron, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Ferguson, Eric, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Geller, Francis, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Greenberg, Andrew, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Hedderich, Joseph, Accompanist-Dance, Dance	07/01/10-12/21/10
Hunt, James, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Huxtable, Joel, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Kinn, Danielle, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Kuroda, Mika, Accompanist-Dance, Dance	07/01/10-12/21/10
Labor, Jo, Buyer II, Purchasing	08/13/10-12/22/10
Lachey, Michael, Instructional Assistant-English, English	08/30/10-01/18/11
Lagroe, Darren, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Lieber-Wilkins, Carole, Instructional Assistant-English, English	08/30/10-01/13/11
Logvinsky, Leon, Accompanist-Dance, Dance	07/01/10-12/21/10

Louis, John, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Maas, Benjamin, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/31/11
Mason, Tara, Instructional Assistant-English, English	08/30/10-01/13/11
Moore, Kevin, Accompanist-Dance, Dance	07/01/10-12/21/10
Neal, Kimberly, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
O'Keefe, Jaclyn, Sign Language Interpreter III, DSC	08/30/10-12/31/10
Osborne, Christopher, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Osipova, Yelena, Accompanist-Dance, Dance	07/01/10-12/21/10
Outwater, Hildur, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Palmer, John, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Park, Kenny, Instructional Assistant-English, English	08/30/10-01/18/11
Plotkin, Alla, Accompanist-Dance, Dance	07/01/10-12/21/10
Reed, Thadeus, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Robinson, Dwaine, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Root, Jerrold, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Rudolph, Robert, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Ruebsamen, Kyle, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Schlesinger, Cynthia, Sign Language Interpreter Trainee, DSC	08/30/10-01/18/11
Smith, Ferman, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Snyder, John, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Snyder, Ronald, Accompanist-Voice, Music	08/03/10-08/12/10
Spilny, Valerie, Accompanist-Dance, Dance	07/01/10-12/21/10
Sweeney, Te'amir, Accompanist-Dance, Dance	07/01/10-12/21/10
Sykes, Cecila, Sign Language Interpreter III, DSC	08/30/10-12/31/10
Talbot, Emily, Sign Language Interpreter III, DSC	08/30/10-12/31/10
Thomas, Adrian, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Tittle, Toby, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Tobe, Lawrence, Instructional Assistant-English, English	08/30/10-01/18/11
Toomey, Kathleen, Sign Language Interpreter III, DSC	08/30/10-12/31/10
Trenholm, John, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Tuttle, Daniel, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Tyler, Lauren, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Walker, Frederick, Accompanist-Dance, Dance	07/01/10-12/21/10
Watkins, Deanna, Accompanist-Dance, Dance	07/01/10-12/21/10
Wending, Andrew, Theatre Tech Specialist, SMC Performing Arts	07/01/10-06/30/11
Zibalese, David, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11
Zimmerman, Eric, Theatre Technical Specialist, SMC Performing Arts	07/01/10-06/30/11

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.

Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Adams, Terezenha, Cash Receipts Clerk, Bursar's Office	08/09/10-09/17/10
Adebowale, Lena, Cash Receipts Clerk, Bursar's Office	08/11/10-09/17/10
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Aguilar, Darlene, Student Services Clerk, Pico Partnership	08/09/10-02/04/11
Arenas, Leyla, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Arevalo, Mat, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Baker, Anthony, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10

Banks, Nichole, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Barajas Jr, Octavio, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Barchenko, Olga, Cash Receipts Clerk, Bursar's Office	08/02/10-09/17/10
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Benvenuto, Arlene, Cash Receipts Clerk, Bursar's Office	08/02/10-09/17/10
Brazier, Quiniece, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Burns, Lisa, Cash Receipts Clerk, Bursar's Office	08/16/10-09/17/10
Caceres, Karla, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Cadena, Allison, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Cain, Julie, Instructional Assistant-English, English	08/30/10-02/28/11
Campagna, Victoria, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	06/07/10-07/09/10
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Chase, Gerald, Registration/Information Clerk, Bursar's Office	08/16/10-09/17/10
Clark, Jessica, Cash Receipts Clerk, Bursar's Office	08/09/10-09/17/10
Devine Jr, Robert L, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Doyle, Maria L, Student Services Clerk, TRIO	08/06/10-02/04/11
Eckford, Christine, Cash Receipts Clerk, Bursar's Office	08/02/10-09/17/10
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	06/07/10-07/09/10
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Getachew, Lilly, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Godlock, Yadira, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Gutierrez, Alexis, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Hammerslough, Jane, Instructional Assistant-English, English	08/30/10-02/28/11
Hardister III, Harold, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Hassen, Nuritu, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Hayduk, Cheryl, Instructional Assistant-English, English	08/30/10-02/28/11
Henninger, Denise, Sign Language Interpreter III, DSC	08/02/10-08/31/10
Hrast, Tanja, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Juarez Jr., Jorge A, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Lagunas, Crystal, Sign Language Interpreter III, DSC	08/02/10-08/31/10
Lam, Albert B, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Lopez, Elizabeth, Student Services Clerk, Latino Center	08/31/10-02/28/11
Luna, Yadira, Cash Receipts Clerk, Bursar's Office	08/02/10-09/17/10
Ma, Felix W, Lab Technician-Life Science, Life Science	08/24/10-01/10/11
Martinez, Debra, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
McIntosh, Bryan, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Miles, Erik, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Miles, Shadae, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Moges, Aster, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/07/10
Morwick, Carolyn, Instructional Assistant-English, English	08/30/10-02/28/11
Nelli, Maria, Cash Receipts Clerk, Bursar's Office	08/16/10-09/17/10
Nwonwu, Vergie, Bookstore Clerk/Casher, Bookstore	08/16/10-09/17/10
Omerigbo, Dibiansi, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Perry, Nakeya, Cash Receipts Clerk, Bursar's Office	08/09/10-09/17/10
Pettway-Karou, Donna, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10

Ponce, Robert A, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Reisenfeld, Daniel, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Richardson, Pamela, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10
Samel, Kascia, Student Services Clerk, TRIO	08/06/10-02/04/11
Smith, Nadaley, Cash Receipts Clerk, Bursar's Office	08/16/10-09/17/10
Sussman-Schechter, Dena, Sign Language Interpreter III, DSC	08/02/10-08/31/10
Vigil, Nani, Sign Language Interpreter III, DSC	08/02/10-08/31/10
Woldt, Lisa, Instructional Assistant-English, English	08/30/10-02/28/11
Yapkovitz, David, Bookstore Clerk/Cashier, Bookstore	08/16/10-09/17/10

RECOMMENDATION NO. 13 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.

STUDENT EMPLOYEES

College Student Assistant, \$8.00/hr (STHP)	249
College Work-Study Student Assistant, \$8.00/hr (FWS)	3

SPECIAL SERVICE

Art Models, \$18.00/hr	3
Community Services Specialist 1, \$35.00/hr	5
Community Services Specialist 2, \$50.00/hr	4

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 FACILITIES

Requested Action: *Approval/Ratification*
 Requested by: *Greg Brown, Director, Facilities Planning*
 JC Keurjian, Chief Director, Facilities Management
 Approved by: *Robert G. Isomoto, Vice-President, Business/Administration*

14-A CHANGE ORDER NO. 1 – DIGITAL LEARNING STUDIO

Change Order No. 1 - 2 – GRAPH CO. on the Digital Learning Studio project in the amount of \$5,508:

Original Contract Amount	\$64,500
Previously Approved Change Orders	0
Change Order No. 1	\$ 3,032
Change Order No. 2	<u>\$ 2,476</u>
Revised Contract Amount	\$70,008
Original Contract Time	30 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	30 day
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	30 days

Funding Source: US Department of Education Grant

Comment: Change order #1 includes electrical modifications to accommodate the smart classroom and computer equipment. Change order #2 includes additional painting and relocation of a fire alarm strobe.

14-B AGREEMENT FOR FACILITIES PROGRAMMING STUDY

Agreement with GENSLER not to exceed \$30,000 plus reimbursable expenses for a facilities programming study for the facilities housing the Health/PE/Fitness and Dance Building, Corsair Stadium, and Custodial Operations offices.

Funding Source: Measure AA

Comments: Following the approval of the Facilities Master Plan at the last Board of Trustees meeting, discussions were held on how to best move forward with the planning of the facilities housing the Health/PE/Fitness and Dance Building, Corsair Stadium, and Custodial Operations offices. Gensler is best suited for the task since they have already had in-depth information gathering sessions with the potential users. The study will better define the scope of the projects including athletics, facilities maintenance, and receiving uses.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 **FACILITIES** *(continued)*

14-C RESOLUTION TO PARTICIPATE IN THE OWNER CONTROLLED INSURANCE PROGRAM ESTABLISHED BY THE ALLIANCE FOR SCHOOLS COOPERATIVE INSURANCE PROGRAMS – STUDENT SERVICES PROJECT

Santa Monica Community College District (the “**District**”) shall be a participant in an Owner Controlled Insurance Program (the “**OCIP**”) that has been established by the Alliance of Schools for Cooperative Insurance Programs (“**ASCIP**”). In accordance with the provisions of Government Code §4420.5, Labor Code §§6300, et seq. and Title 8 of the California Code of Regulations, the District has elected to include the Student Services Project in the OCIP

Comment: Owner Controlled Insurance Programs (OCIP) are widely used by community college and school districts in an effort to better control project insurance costs, coverage and safety of major construction projects. Previously, the District has had the general contractor provide some of this coverage. However, most general contractors are not able to obtain as favorable of a rate as a large consortium and they also add a mark-up to all their costs. District staff currently must track contractor insurance to make sure that coverage does not lapse. The OCIP provides better rates and more complete coverage and on-site safety programs.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 BUDGET AUGMENTATION

Requested by: *Chris Bonvenuto, Director, Fiscal Services*
Approved by: *Robert G. Isomoto, Vice-President, Business/Administration*
Requested Action: *Approval/Ratification*

The 2010-2011 adopted Budget will be amended to reflect the following budget augmentations

15-A The Child Development Careers Works! (CDC-WORKs!) PROGRAM

Granting Agency: Foundation for California Community Colleges
Appropriated Funding: \$16,700
Matching Funds: None
Performance Period: July 1, 2010 – June 30, 2011
Summary The goal of the CDC-WORKs! Program is to provide supportive services and financial resources to assist CalWORKs recipients as they pursue education and careers in Early Childhood Education.

Budget Augmentation:

Revenue:	8000 State Revenue	\$16,700
Expenditures:	1000 Academic Salaries	\$ 6,324
	3000 Benefits	\$ 1,992
	4000 Supplies	\$ 500
	5000 Other Operating Expenses	\$ 2,384
	7000 Transfers / Student Aid	\$ 5,500

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 **COMMERCIAL WARRANT REGISTER**

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

July 1 – July 31, 2010 4124 – 4164 \$7,381,619.61

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

RECOMMENDATION NO. 17 **PAYROLL WARRANT REGISTER**

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

July 1 – July 31, 2010 CIL-VIC \$10,907,725.52

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

RECOMMENDATION NO. 18 **AUXILIARY PAYMENTS & PURCHASE ORDERS**

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

	Payments	Purchase Orders
July 1 – July 31, 2010	\$348,501.08	\$920,913.59

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 7, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 DIRECT, BENEFIT AND STUDENT GRANT PAYMENTS

Requested by: Robin Quaile, Accounts Payable Supervisor
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
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 approve budgets. List on file in Business Office.

July 1 – July 31, 2010	
D000001 – D000185	\$1,743,903.28
B000761 – B000776	\$ 48,888.09
B000001 – B000040	\$1,350,418.56

D – Direct Payments
B – Benefit Payments (Health Insurance, Retirement, etc.)

RECOMMENDATION NO. 20 PURCHASING

Requested by: Cynthia Moore, Director, Purchasing
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

20-A 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 approve budgets. Lists of vendors on file in the Purchasing Department

July 1 – July 31, 2010	\$2,291,863.37
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BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

INFORMATION ITEM J

SUBJECT: **SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2011**

SUBMITTED BY: Superintendent/President

SUMMARY: A draft schedule of Board Trustees meetings for 2011 is presented for review. The schedule of meetings will be submitted to the Board of Trustees for approval at the meeting on October 5, 2010.

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 the third Tuesday in February and July (hold dates).

January 11, 2011 (*second Tuesday*)
January 25 (*fourth Tuesday - hold*)

February 1

February 15 (*third Tuesday*)
Winter Study Session

March 1
March 15 (*hold*)

April 5
April 19 (*hold*)

May 3
May 17(*hold*)

June 7
June 21 (*hold*)

July 5

July 19 (*third Tuesday*)
Summer Study Session

August 2
August 16 (*hold*)

September 6
September 20 (*hold*)

October 4
October 18 (*hold*)

November 1
November 15 (*hold*)

December 6
December 20 (*hold*)

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 7, 2010

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT**

The meeting was adjourned in memory of **Beverly Diane Longstreet**, mother of Ronnie Felder, Senior Student Services Specialist in Admissions and Records.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, October 5, 2010** 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:

1. Basic Skills Digital Studio (demonstration)
2. Accreditation Follow-Up Report
3. Master Plan for Education Update
4. Workforce Development/Career Tech Pathways
5. Schedule of Board of Trustees Meetings, 2011

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

APPENDIX A

2010-2011 ADOPTED BUDGET

SANTA MONICA COMMUNITY COLLEGE DISTRICT 2010-2011 PROPOSED ADOPTED BUDGET NARRATIVE

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2010-2011 is comprised of the following nine funds:

General Fund Unrestricted	\$154,259,278
General Fund Restricted	<u>\$31,624,604</u>
<i>Total General Fund</i>	\$185,883,882
Special Reserve Fund (Capital)	\$9,149,031
Earthquake Fund	\$3,097,281
Bond Fund: Measure U	\$22,746,564
Bond Fund: Measure S	\$59,874,952
Bond Fund: Measure AA	\$96,101,753
Bond Interest & Redemption Fund	\$48,432,031
Student Financial Aid Fund	\$27,387,615
Auxiliary Operations	<u>\$5,121,712</u>
<i>Total Other Restricted</i>	\$271,910,939

TOTAL PROPOSED ADOPTED BUDGET \$457,794,821

***It is important to note that the State has not passed an Adopted Budget. As such the District has based its projections on the Governor's proposed budget adjusted by the District's internal projections. While the District feels reasonably comfortable with its projections, there may need to be significant revisions when the State releases more accurate budgetary information.*

GENERAL FUND

General Fund Unrestricted (01.0)

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

Summary

2009-2010

The District closed the 2009-2010 fiscal year with a **<\$1,567,597>** operating deficit, based on a comparison of ongoing revenues and expenditures. During the year, the District realized numerous one-time revenue items totaling \$1,507,112 from sources including ARRA, mandated cost payment, insurance rebates and other items. The District also realized a one-time Health and Welfare premium savings of approximately \$1,121,830. The total effect of one-time revenues and expenditure savings in the 2009-2010 fiscal year equaled \$2,628,942. Further, the District was successful in reducing

expenditures in the supplies, services and capital line items to pre-2007-2008 levels and in many areas pre-2006-2007 levels. The realization of one-time funding and savings coupled with the successful reduction of expenditures resulted in an increase in fund balance of approximately \$1,061,345. This increase resulted in an Unrestricted General Fund ending balance estimated at \$18,470,103, excluding designated reserves or 13.96% of expenditures and transfers. It is also important to note that during the 2009-2010 fiscal year, the District served 23,443 FTES (Full-time Equivalent Students) but was only funded by the State to serve approximately 21,515 FTES. The 1,928 unfunded FTES equates to approximately <\$8,428,387> of underfunding by the State in the 2009-2010 fiscal year.

2010-2011

As the State has yet to adopt a State Budget, the District has based its projections for the 2010-2011 fiscal year on the Governor's proposed budget. While the Governor's proposed budget calls for 2.21% (\$2,136,223) growth funding, the District is also projecting reductions in revenue from non-reoccurrence of one-time revenues, reduction in non-resident tuition, and other funding reductions such as negative inflation adjustments and reductions in part-time faculty compensation funding. The net effect of the changes in revenues has resulted in less than a 0.5% increase in total revenues from the prior year actual.

The District is projecting expenditure increases of approximately 5.67% or \$7,498,782 compared with prior year actual. The largest projected increases to expenditures are from non-reoccurrence of one-time Health and Welfare premium savings (\$1,121,830), step and column increases (\$1,113,676) and increases in Health and Welfare premiums (\$1,019,655). The District is also transferring to designated reserves \$413,168 for the hiring of new faculty members. The net effect of the projected changes in revenue and expenditures will result in a projected operating deficit of <\$5,998,320> and a projected ending Unrestricted General Fund Balance of \$12,058,615, excluding designated reserves, or 8.63% of total expenditures and transfers.

Revenues

Federal Revenue

The federal revenue levels for 2010-2011 represent projected federal grant administrative allowances including ACA allowances for Financial Aid programs.

State Revenue – Principal Apportionment

State revenue, in the form of Principal Apportionment, constitutes 80% (\$107,059,094) of the District's operating revenue. The calculation for Principal Apportionment is based on the number of FTES (Full Time Equivalent Students) the District serves but is capped based on the State adopted budget. The District receives Principal Apportionment through a combination of direct State funds known as General Apportionment, enrollment fees and property taxes which are combined to equal the Principal Apportionment. If actual receipts of property taxes or enrollment fee differ from projections, General Apportionment funding will be adjusted to keep the formula constant.

The District has based its revenue projections on the assumption that a 2.21% growth funding rate will be approved in the passage of the State budget. This will result in the District being funded by the State to serve 21,991 FTES in 2010-2011. The proposed adopted budget is based on the District continuing to serve students well beyond its funded FTES base. As of the proposed adopted budget, the target is to serve 23,193 FTES in 2010-2011, resulting in underfunding by the State in the amount of <\$5,123,274>.

In 2009-2010, the State imposed a workload reduction which was equivalent to an approximate 3.32% permanent reduction in base revenue for the District. While the proposed adopted budget assumes no such workload reduction in the 2010-2011 fiscal year, if the State budget falls further into a deficit during the current year, or if the State failed to meet its budget in the 2009-2010 fiscal year, the CCCCCO may impose additional reductions in the form of further workload reductions (permanent) or deficit factors (one-time). Each 1% reduction by the State is equivalent to approximately \$1,100,000 in reduced funding for the District.

State Revenue – Other

The District is projecting a reduction in part-time faculty allocation from the State of <\$159,333> from prior year. This projected reduction will result in the District receiving \$347,989 in 2010-2011 for all part-time faculty allocations. This represents a 69% decrease in part-time faculty allocations from the State since 2007-2008 when the District received \$1,138,047 in allocations. The proposed adopted budget also includes a negative 0.38% inflationary adjustment.

Property Taxes

Based on preliminary projections, the District will receive \$11,099,302 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 the receipt of property tax does not meet these projections, the State may impose a further workload reduction or deficit factor to offset the loss in funding.

Lottery

The State Lottery revenues are paid each year according to the annual enrollment figures. The State is projecting slightly higher lottery sales in 2010-2011 resulting in a projected increase in lottery revenue of \$111,043 from prior year actuals. If lottery sales or enrollment falls below projections, lottery revenue will be adjusted lower.

Local Revenues

The Local Revenue section of the budget contains the District's largest revenue sources outside of Principal Apportionment 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 decreased non-resident tuition by approximately 2%, as instructed to by the State, for the 2010-2011 year. This decrease is expected to result in a reduction in revenue of <\$409,477> from prior year actuals. The remaining local revenue categories include property taxes, enrollment fees, student fees, interest, rental of facilities and others.

Expenditures

Summary

The General Fund Unrestricted Expenditure budget is where the District accounts for all operational expenditures. The breakdown of expenditures is as follows: 87.7% on salaries and benefits, 10.9% on other operational expenses and services, 0.8% on supplies, 0.4% on capital and 0.2% on transfers/financial aid. For 2010-2011 the top three projected increases to expenditures are from non-reoccurrence of one-time Health and Welfare premium savings (\$1,121,830), step and column increases (\$1,113,676) and increases in Health and Welfare premiums (\$1,019,655). The largest decrease to expenditure are achieved through course schedule reduction of <\$491,159>.

Backfill for Categoricals

In 2009-2010, the State budget reduced funding for categorical programs by approximately 30% to 40% for some programs (Basic Skills, DSPS, EOPS, CARE, etc.) and 50% or more for other programs (Matriculation, Instructional Block Grant etc.). In order to lessen the impact of these reductions on students, the District created a new expenditure category called "Backfill for Categorical Funds". In the proposed adopted budget the District is continuing the backfill at a funding level equal to 2009-2010 less ARRA funding and adjusted for discontinued grants. The total proposed backfill for 2010-2011 is \$1,423,773.

Salary and Benefits

Salary and benefit expenditure projections reflect appropriate step, column and longevity increases for qualified employees. For the proposed adopted budget, increases in salary and benefit expenditures account for approximately \$5,742,498 of the total \$7,498,782 projected increase in total expenditures and transfers and represent 87.7% of total expenditures and transfers for the District's unrestricted fund. Consistent with Board principles, these projections do not include any assumptions for furloughs or layoffs of permanent employees in the 2010-2011 fiscal year.

Supplies, Services, Capital and Transfers

Supplies, Services, Capital and Transfer expenditure projections reflect departmental requests based on operational needs. For the proposed adopted budget, increases in these line items account for approximately \$1,756,284 of the total projected increase in total expenditures and transfers and represent 12.3 % of total expenditures and transfers for the Districts unrestricted fund.

The largest line item of none salary and benefit related expenditure is contracts/services. The Contracts/Services line item in the adopted budget include: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 20%, Other Contract Services (i.e. Pest Control, Elevator Maintenance) 11%, Advertising 10%, Repairs and Maintenance of Equipment/Facilities 9%, Bank Fees and Bad Debt 8%, Legal Services (including Personnel Commission) 7%, E-College 7%, Postage and Delivery Services 5%, Conferences and Training 4%, Consultants 4%, Off Campus Printing 3%, District Copiers 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) 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. All grants that do not end by June 30, 2011 will be carried over to the 2011-2012 budget, if permissible.

As noted above, in 2009-2010 the State reduced funding to the categorical programs between 30% to 100%. The programs that were affected 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 proposed adopted budget to backfill a portion of these reductions through the Unrestricted General Fund to lessen the impact on students. The total amount of the proposed backfill is \$1,423,773 and is accounted for in the Unrestricted General Fund. 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, 42.3, and 42.4 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 Fund Measure AA (42.4)

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 AA.

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 2010-2011 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, Loans and Cal Grants). The 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 was 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
2010-2011 ADOPTED REVENUE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL REVENUE	2010-2011 ADOPTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	125,639	111,669	132,866
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	415,294	-
TOTAL FEDERAL	125,639	526,963	132,866
STATE			
GENERAL APPORTIONMENT	84,184,986	81,667,004	84,581,383
GROWTH	-	-	2,136,223
COLA	-	-	(400,228)
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	675,100	-
HOMEOWNERS EXEMPT	94,810	101,768	101,768
STATE LOTTERY REVENUE	2,910,974	3,076,260	3,187,303
MANDATED COST RECOVERY	-	270,993	-
OTHER STATE	646,926	593,863	434,530
TOTAL STATE	87,837,696	86,384,988	90,040,979
LOCAL			
PROP TAX SHIFT (ERAF)	-	1,935,724	-
SECURED TAX	9,726,071	10,136,023	9,777,848
SUPPLEMENTAL TAXES	136,362	75,884	75,884
UNSECURED TAX	408,589	475,136	475,136
PRIOR YRS TAXES	500,147	235,666	310,689
PROPERTY TAX - RDA PASS THRU	317,365	357,977	357,977
RENTS	69,960	56,919	57,000
INTEREST	373,099	234,374	234,500
ENROLLMENT FEES	10,142,144	9,945,255	9,839,198
STUDENT RECORDS	305,867	415,482	415,500
NON-RESIDENT TUITION/INTENSIVE ESL	20,687,624	20,199,343	19,789,866
OTHER STUDENT FEES & CHARGES	132,539	193,886	194,000
F1 APPLICATION FEES	108,580	102,273	102,500
OTHER LOCAL	486,556	755,437	609,712
I. D. CARD SERVICE CHARGE	787,368	889,640	890,000
LIBRARY CARDS	500	160	200
LIBRARY FINES	20,000	15,247	15,500
PARKING FINES	280,000	268,497	268,500
TOTAL LOCAL	44,482,771	46,292,923	43,414,010
TOTAL REVENUE	132,446,106	133,204,874	133,587,855
TRANSFER IN	219,140	145,184	201,320
TOTAL REVENUE AND TRANSFERS	132,665,246	133,350,058	133,789,175

UNRESTRICTED GENERAL FUND 01.0
2010-2011 ACTUAL EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL EXPENDITURES	2010-2011 ADOPTED BUDGET
INSTRUCTION	23,056,664	22,953,111	23,344,741
ACADEMIC MANAGERS	5,169,423	5,272,095	5,341,854
NON-INSTRUCTION	5,695,451	5,746,275	5,708,145
HOURLY INSTRUCTION	24,888,904	25,298,301	25,151,622
HOURLY NON-INSTRUCTION	3,108,687	3,418,355	3,661,838
VACANT POSITIONS	-	-	85,653
VACANCY SAVINGS	-	-	(42,827)
BACKFILL FOR CATEGORICAL FUNDS	261,302	236,300	505,329
TOTAL ACADEMIC	62,180,431	62,924,437	63,756,355
CLASSIFIED REGULAR	19,818,881	19,372,790	20,048,288
CLASSIFIED MANAGERS	3,697,351	3,805,018	3,946,602
CLASS REG INSTRUCTION	3,083,831	2,889,770	2,819,937
CLASSIFIED HOURLY	1,556,805	1,669,226	1,623,362
CLASS HRLY INSTRUCTION	832,287	483,922	786,122
VACANT POSITIONS	270,616	-	677,575
VACANCY SAVINGS	(67,654)	-	(338,788)
BACKFILL FOR CATEGORICAL FUNDS	93,652	96,232	324,626
TOTAL CLASSIFIED	29,285,769	28,316,958	29,887,724
STRS	4,153,228	3,936,454	4,002,736
PERS	3,293,805	3,336,441	3,746,802
OASDI/MEDICARE	2,953,845	2,875,813	3,002,056
H/W	12,424,340	12,400,909	13,385,959
CALPERS PPO PREMIUM HOLIDAY	-	(901,830)	-
RETIREEES' H/W	2,081,322	1,870,564	1,905,169
CALPERS PPO PREMIUM HOLIDAY - RETIREE H & W	-	(220,000)	-
SUI	336,787	465,123	829,135
WORKERS' COMPENSATION	1,289,890	1,302,437	1,283,254
ALTERNATIVE RETIREMENT	525,000	476,982	500,000
BENEFITS RELATED TO VACANT POSITIONS	54,123	-	198,684
BENEFITS RELATED TO VACANCY SAVINGS	(13,531)	-	(99,342)
BACKFILL FOR CATEGORICAL FUNDS	34,113	72,182	200,436
TOTAL BENEFITS	27,132,922	25,615,075	28,954,889
SUPPLIES	1,070,210	839,780	1,108,228
BACKFILL FOR CATEGORICAL FUNDS	38,190	60,876	20,800
TOTAL SUPPLIES	1,108,400	900,656	1,129,028
CONTRACTS/SERVICES	9,788,992	9,997,598	10,925,645
INSURANCE	756,100	782,256	913,397
UTILITIES	3,266,011	2,991,819	3,266,052
BACKFILL FOR CATEGORICAL FUNDS	152,753	173,354	180,454
TOTAL SERVICES	13,963,856	13,945,027	15,285,548
BLDG & SITES	46,600	30,471	45,000
EQUIPMENT	154,830	191,189	218,430
LEASE PURCHASES	81,489	-	81,489
BACKFILL FOR CATEGORICAL FUNDS	165,319	34,822	167,188
TOTAL CAPITAL	448,238	256,482	512,107
TOTAL EXPENDITURES	134,119,616	131,958,635	139,525,651
OUTGOING TRANSFER/FINANCIAL AID	244,847	241,473	236,904
BACKFILL FOR CATEGORICAL FUNDS	106,346	88,605	24,940
TOTAL TRANSFERS/FINANCIAL AID	351,193	330,078	261,844
TOTAL EXPENDITURES & TRANSFERS	134,470,809	132,288,713	139,787,495

UNRESTRICTED GENERAL FUND 01.0
2010-2011 ADOPTED FUND BALANCE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL FUND BALANCE	2010-2011 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS	132,665,246	131,842,946	133,789,175
TOTAL EXPENDITURES AND TRANSFERS	133,375,580	132,648,172	137,882,767
BACKFILL FOR CATEGORICAL FUNDS	851,675	762,371	1,423,773
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	324,739	-	961,912
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(81,185)	-	(480,957)
OPERATING SURPLUS/(DEFICIT)	(1,805,563)	(1,567,597)	(5,998,320)
ONE-TIME FUNDING/SAVINGS			
PRIOR YEAR APPORTIONMENT ADJ	-	675,100	-
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	415,294	-
MANDATED COST RECOVERY	-	270,993	-
SWACC REBATE	-	145,725	-
CALPERS PPO PREMIUM HOLIDAY	-	1,121,830	-
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	(1,805,563)	1,061,345	(5,998,320)
BEGINNING BALANCE***	17,408,758	17,408,758	18,470,103
TRANSFER TO DESIGNATED RESERVE - NEW FACULTY	-	-	(413,168)
ENDING FUND BALANCE***	15,603,195	18,470,103	12,058,615
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS **	11.60%	13.96%	8.63%

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

*** Fund Balance reflects designated reserves.

UNRESTRICTED GENERAL FUND 01.0
2010-2011 ADOPTED REVENUE BUDGET

ACCOUNTS	2006-2007 ACTUAL REVENUE	2007-2008 ACTUAL REVENUE	2008-2009 ACTUAL REVENUE	2009-2010 ACTUAL REVENUE	2010-2011 ADOPTED BUDGET
FEDERAL					
FIN AID ADM ALLOWANCES	100,212	101,674	112,922	111,669	132,866
AMERICAN RECOVERY AND REINVESTMENT ACT	-	-	-	415,294	-
TOTAL FEDERAL	100,212	101,674	112,922	526,963	132,866
STATE					
GENERAL APPORTIONMENT w/ STABILIZATION	72,590,365	83,714,229	87,063,646	81,667,004	84,581,383
PRIOR YEAR APPORTIONMENT - COMPTON	987,069	-	-	-	-
CREDIT REVENUE GROWTH	2,404,891	-	-	-	2,136,223
COLA	5,580,297	4,037,782	-	-	(400,228)
EQUALIZATION AUGMENTATION	3,172,563	-	-	-	-
ONE-TIME FTES BLOCK GRANT	1,931,782	-	-	-	-
PRIOR YR APPORTIONMENT ADJ.	(3,159)	1,783,352	1,480,188	675,100	-
HOMEOWNERS EXEMPT	93,686	94,458	94,813	101,768	101,768
STATE LOTTERY REVENUE	3,262,395	2,799,931	3,097,994	3,076,260	3,187,303
MANDATED COST RECOVERY	714,191	25,681	-	270,993	-
OTHER STATE	1,259,898	1,249,191	1,224,716	593,863	434,530
TOTAL STATE	91,993,978	93,704,624	92,961,357	86,384,988	90,040,979
LOCAL					
PROP TAX SHIFT (ERAF)	2,215,290	-	1,025,602	1,935,724	-
SECURED TAX	8,459,672	8,878,263	9,794,419	10,136,023	9,777,848
SUPPLEMENTAL TAXES	477,554	454,539	183,764	75,884	75,884
UNSECURED TAX	362,170	363,604	408,589	475,136	475,136
PRIOR YRS TAXES	751,189	449,187	416,358	235,666	310,689
PROPERTY TAX - RDA PASS THRU	-	238,648	317,365	357,977	357,977
RENTS	124,847	134,025	69,960	56,919	57,000
INTEREST	683,323	1,184,250	414,554	234,374	234,500
ENROLLMENT FEES	8,209,995	7,867,266	8,244,191	9,945,255	9,839,198
STUDENT RECORDS	272,744	294,285	305,867	415,482	415,500
NON-RES TUITION/INTENSIVE ESL	14,700,743	17,227,972	17,961,185	20,199,343	19,789,866
OTHER STUDENT FEES & CHARGES	146,489	172,049	140,060	193,886	194,000
F1 APPLICATION FEES	80,951	96,432	108,580	102,273	102,500
OTHER LOCAL	416,689	450,927	1,021,785	755,437	609,712
I. D. CARD SERVICE CHARGE	366,632	506,730	832,049	889,640	890,000
LIBRARY CARDS	360	260	280	160	200
LIBRARY FINES	16,343	20,435	17,114	15,247	15,500
PARKING FINES	279,913	311,339	273,447	268,497	268,500
TOTAL LOCAL	37,564,904	38,650,211	41,535,169	46,292,923	43,414,010
TOTAL REVENUE	129,659,094	132,456,509	134,609,448	133,204,874	133,587,855
TRANSFER IN	100,705	213,913	162,613	145,184	201,320
TOTAL REVENUE AND TRANSFERS	129,759,799	132,670,422	134,772,061	133,350,058	133,789,175
BEGINNING BALANCE	8,385,633	15,960,596	16,797,976	17,408,758	18,470,103
DESIGNATED RESERVE	-	-	2,000,000	2,000,000	2,000,000
TOTAL FUNDS AVAILABLE	138,145,432	148,631,018	153,570,037	152,758,816	154,259,278

UNRESTRICTED GENERAL FUND 01.0
2010-2011 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2006-2007 ACTUAL EXPENDITURES	2007-2008 ACTUAL EXPENDITURES	2008-2009 ACTUAL EXPENDITURES	2009-2010 ACTUAL EXPENDITURES	2010-2011 ADOPTED BUDGET
INSTRUCTION	20,954,375	22,903,542	23,070,875	22,953,111	23,344,741
ACADEMIC MANAGERS	4,169,071	4,373,445	4,892,447	5,272,095	5,341,854
NON-INSTRUCTION	5,040,308	5,601,931	5,337,375	5,746,275	5,708,145
HOURLY INSTRUCTION	23,887,295	26,099,322	27,304,843	25,298,301	25,151,622
HOURLY NON-INSTRUCTION	3,244,178	3,312,981	3,301,483	3,418,355	3,661,838
FACULTY RETRO AND ONE-TIME OFF SCHEDULE PAY	2,157,561	-	-	-	-
ACADEMIC MANAGER ONE-TIME OFF SCHEDULE PAY	117,141	-	-	-	-
VACANT POSITIONS	-	-	-	-	85,653
VACANCY SAVINGS	-	-	-	-	(42,827)
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	236,300	505,329
TOTAL ACADEMIC	59,569,929	62,291,221	63,907,023	62,924,437	63,756,355
CLASSIFIED REGULAR	15,993,029	17,642,386	19,099,152	19,372,790	20,048,288
CLASSIFIED MANAGERS	2,649,286	2,791,070	3,254,311	3,805,018	3,946,602
CLASS REG INSTRUCTION	2,182,013	2,355,121	2,841,378	2,889,770	2,819,937
CLASSIFIED HOURLY	1,829,310	2,107,281	1,885,963	1,669,226	1,623,362
CLASS HRLY INSTRUCTION	627,725	776,274	690,790	483,922	786,122
CLASSIFIED ONE-TIME OFF SCHEDULE PAY/RETRO	677,575	838,567	329,129	-	-
VACANT POSITIONS	-	-	-	-	677,575
VACANCY SAVINGS	-	-	-	-	(338,788)
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	96,232	324,626
TOTAL CLASSIFIED	23,958,938	26,510,699	28,100,723	28,316,958	29,887,724
STRS	3,727,663	3,981,094	4,146,298	3,936,454	4,002,736
PERS	2,522,492	2,846,879	3,124,820	3,336,441	3,746,802
OASDI/MEDICARE	2,387,329	2,621,421	2,841,693	2,875,813	3,002,056
H/W	9,839,716	10,676,007	11,546,784	12,400,909	13,385,959
CALPERS PPO PREMIUM HOLIDAY	-	-	-	(901,830)	-
RETIREE'S H/W	1,771,778	1,844,861	1,895,557	1,870,564	1,905,169
CALPERS PPO PREMIUM HOLIDAY - RETIREE H & W	-	-	-	(220,000)	-
SUI	93,554	105,383	344,132	465,123	829,135
WORKERS' COMPENSATION	1,179,391	1,227,681	1,140,082	1,302,437	1,283,254
ALTERNATIVE RETIREMENT	471,435	469,055	562,302	476,982	500,000
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	-	-	-	-	198,684
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	-	(99,342)
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	72,182	200,436
TOTAL BENEFITS	22,358,453	23,939,831	25,663,281	25,615,075	28,954,889
SUPPLIES	869,469	929,899	909,098	839,780	1,108,228
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	60,876	20,800
TOTAL SUPPLIES	869,469	929,899	909,098	900,656	1,129,028
CONTRACTS/SERVICES	10,564,651	10,283,931	11,150,163	9,997,598	10,925,645
INSURANCE	770,606	860,891	810,921	782,256	913,397
UTILITIES	2,919,575	3,006,397	3,107,023	2,991,819	3,266,052
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	173,354	180,454
TOTAL SERVICES	14,254,832	14,151,219	15,068,107	13,945,027	15,285,548
BLDG & SITES	4,700	245	4,760	30,471	45,000
EQUIPMENT	318,454	170,923	193,224	191,189	218,430
LEASE PURCHASES	567,789	571,975	75,717	-	81,489
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	34,822	167,188
TOTAL CAPITAL	890,943	743,143	273,701	256,482	512,107
TOTAL EXPENDITURES	121,902,564	128,566,012	133,921,933	131,958,635	139,525,651
OUTGOING TRANSFER/FINANCIAL AID	282,272	1,267,030	239,346	241,473	236,904
BACKFILL FOR CATEGORICAL FUNDS	-	-	-	88,605	24,940
TOTAL TRANSFERS/FINANCIAL AID	282,272	1,267,030	239,346	330,078	261,844
TOTAL EXPENDITURES & TRANSFERS	122,184,836	129,833,042	134,161,279	132,288,713	139,787,495
CONTINGENCY RESERVE	15,960,596	16,797,976	17,408,758	18,470,103	12,058,615
DESIGNATED RESERVE	-	2,000,000	2,000,000	2,000,000	2,413,168
TOTAL	138,145,432	148,631,018	153,570,037	152,758,816	154,259,278

RESTRICTED GENERAL FUND 01.3
2010-2011 ADOPTED REVENUE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL REVENUE	2010-2011 ADOPTED BUDGET
FEDERAL			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	592,344	526,491	620,461
FWS-FEDERAL WORK STUDY	661,641	622,799	535,774
RADIO GRANTS	1,939,980	1,361,188	1,700,000
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	60,327	52,105	52,106
TECH PREP	67,750	57,252	69,708
FEDERAL CARRYOVERS	1,489,988	1,158,027	1,571,449
OTHER FEDERAL	1,408,755	1,385,556	7,822,459
TOTAL FEDERAL	6,220,785	5,163,418	12,371,957
STATE			
LOTTERY	697,359	421,314	697,359
SFAA-STUDENT FINANCIAL AID ADMIN	646,061	605,970	705,598
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,184,114	864,179	820,970
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	82,163	58,820	55,879
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,270,700	1,032,033	980,431
NON-CREDIT MATRICULATION	45,654	20,962	20,861
MATRICULATION	953,649	638,242	667,773
MATRICULATION-TRANSFER RELATED	59,905	54,629	-
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	18,815	-	8,696
CALWORKS	264,023	173,562	164,884
ENROLLMENT GROWTH	235,732	122,457	160,937
TRANSFER AND ARTICULATION	2,720	-	-
STATE CARRYOVERS	3,481,992	2,869,019	1,611,247
OTHER STATE	1,131,496	534,589	315,919
TOTAL STATE	10,074,383	7,395,776	6,210,554
LOCAL			
PICO PARTNERSHIP	153,750	153,127	151,444
HEALTH FEES	1,086,287	1,032,598	1,230,000
PARKING FEES	1,665,550	1,279,828	1,600,000
DONATIONS-KCRW	4,958,513	3,177,164	5,027,286
COMMUNITY SERVICES	862,850	747,128	845,000
COUNTY CALWORKS	64,000	64,000	64,000
CONSOLIDATED CONTRACT ED-LOCAL	-	74,881	146,092
LOCAL CARRYOVERS	805,858	805,943	1,037,206
OTHER LOCAL	2,504,530	2,704,152	2,941,065
TOTAL LOCAL	12,101,338	10,038,821	13,042,093
TOTAL REVENUE	28,396,506	22,598,015	31,624,604

RESTRICTED GENERAL FUND 01.3
2010-2011 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL EXPENDITURES	2010-2011 ADOPTED BUDGET
INSTRUCTION	221,913	220,506	18,414
MANAGEMENT	1,530,353	1,434,912	1,695,480
NON-INSTRUCTION	1,253,231	1,000,375	1,182,346
HOURLY INSTRUCTION	130,204	421,468	479,367
HOURLY NON-INSTRUCTION	1,751,096	1,570,689	1,599,258
TOTAL ACADEMIC	4,886,797	4,647,950	4,974,865
CLASSIFIED REGULAR	2,478,657	2,359,447	2,460,834
CLASSIFIED MANAGERS	383,407	320,940	277,483
CLASS REG INSTRUCTION	206,742	-	30,000
CLASSIFIED HOURLY	2,027,978	1,965,992	1,857,282
CLASS HRLY INSTRUCTION	563,774	339,970	314,459
TOTAL CLASSIFIED	5,660,558	4,986,349	4,940,058
BENEFITS HOLDING ACCOUNT	2,275,597	-	2,328,952
STRS	-	331,598	-
PERS	-	323,195	-
OASDI/MEDICARE	-	333,480	-
H/W	-	688,411	-
SUI	-	25,119	-
WORKERS' COMP.	-	110,606	-
ALTERNATIVE RETIREMENT	-	58,415	-
TOTAL BENEFITS	2,275,597	1,870,824	2,328,952
TOTAL SUPPLIES	1,205,540	652,480	1,143,978
CONTRACTS/SERVICES	7,402,745	4,882,853	11,663,815
INSURANCE	2,309,530	2,413,622	2,459,000
UTILITIES	232,700	179,551	232,700
TOTAL SERVICES	9,944,975	7,476,026	14,355,515
BLDG & SITES	1,850,050	1,187,335	1,585,000
EQUIPMENT/LEASE PURCHASE	1,740,210	1,205,996	1,538,004
TOTAL CAPITAL	3,590,260	2,393,331	3,123,004
TOTAL EXPENDITURES	27,563,727	22,026,960	30,866,372
OTHER OUTGO - FINANCIAL AIDS	613,639	425,871	556,912
OTHER OUTGO - TRANSFERS	219,140	145,184	201,320
TOTAL OTHER OUTGO	832,779	571,055	758,232
TOTAL EXPENDITURES & OTHER OUTGO	28,396,506	22,598,015	31,624,604

RESTRICTED GENERAL FUND 01.3
2010-2011 ADOPTED FUND BALANCE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL FUND BALANCE	2010-2011 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS	28,396,506	22,598,015	31,624,604
TOTAL EXPENDITURES AND TRANSFERS	28,396,506	22,598,015	31,624,604
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
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
REVENUE			
INTEREST	60,000	83,320	85,000
NON-RESIDENT CAPITAL CHARGE	2,692,500	2,938,075	3,411,958
TOTAL REVENUE	2,752,500	3,021,395	3,496,958
EXPENDITURES			
SUPPLIES	54,000	9,462	63,000
CONTRACT SERVICES	378,500	677,657	436,507
CAPITAL OUTLAY	7,358,256	1,720,459	8,649,524
TOTAL EXPENDITURES	7,790,756	2,407,578	9,149,031
OPERATING SURPLUS/(DEFICIT)	(5,038,256)	613,817	(5,652,073)
BEGINNING BALANCE	5,038,256	5,038,256	5,652,073
ENDING FUND BALANCE	-	5,652,073	-

EARTHQUAKE FUND 41.0
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	1,800	1,366	1,400
TOTAL REVENUE	1,800	1,366	1,400
EXPENDITURES			
CONTRACT SERVICES	4,515	-	-
CAPITAL OUTLAY	3,091,800	-	3,097,281
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	3,096,315	-	3,097,281
OPERATING SURPLUS/(DEFICIT)	(3,094,515)	1,366	(3,095,881)
BEGINNING BALANCE	3,094,515	3,094,515	3,095,881
ENDING FUND BALANCE	-	3,095,881	-

MEASURE U FUND 42.2
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	11,000,000	10,998,992	-
INTEREST	250,000	225,792	220,000
TOTAL REVENUE	11,250,000	11,224,784	220,000
EXPENDITURES			
SUPPLIES	50,000	1,393	100,000
CONTRACT SERVICES	763,253	222,199	540,000
CAPITAL OUTLAY	22,651,407	689,288	22,106,564
TOTAL EXPENDITURES	23,464,660	912,880	22,746,564
OPERATING SURPLUS/(DEFICIT)	(12,214,660)	10,311,904	(22,526,564)
BEGINNING BALANCE	12,214,660	12,214,660	22,526,564
ENDING FUND BALANCE	-	22,526,564	-

MEASURE S FUND 42.3
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	470,000	902,706	780,000
TOTAL REVENUE	470,000	902,706	780,000
EXPENDITURES			
SUPPLIES	20,000	3,801	104,057
CONTRACT SERVICES	814,500	966,225	5,355,259
CAPITAL OUTLAY	67,153,995	8,356,223	54,415,636
TOTAL EXPENDITURES	67,988,495	9,326,249	59,874,952
OPERATING SURPLUS/(DEFICIT)	(67,518,495)	(8,423,543)	(59,094,952)
BEGINNING BALANCE	67,518,495	67,518,495	59,094,952
ENDING FUND BALANCE	-	59,094,952	-

MEASURE AA FUND 42.4
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	100,000,000	-
INTEREST	-	512,487	490,000
TOTAL REVENUE	-	100,512,487	490,000
EXPENDITURES			
SUPPLIES	-	-	728,038
CONTRACT SERVICES	-	21,235	14,923,450
CAPITAL OUTLAY	-	4,879,499	80,450,265
TOTAL EXPENDITURES	-	4,900,734	96,101,753
OPERATING SURPLUS/(DEFICIT)	-	95,611,753	(95,611,753)
BEGINNING BALANCE	-	-	95,611,753
ENDING FUND BALANCE	-	95,611,753	-

INTEREST AND REDEMPTION FUND 48.0
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
BEGINNING BALANCE	18,194,968	18,194,968	20,148,179
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	18,194,968	18,194,968	20,148,179
REVENUE			
STATE REVENUES	-	49,890	-
VOTER INDEBTED TAXES	17,516,672	21,943,867	28,283,852
TOTAL REVENUE	17,516,672	21,993,757	28,283,852
TOTAL FUNDS AVAILABLE	35,711,640	40,188,725	48,432,031
EXPENDITURES			
DEBT REDEMPTION	12,555,372	12,555,372	11,916,323
INTEREST CHARGES	7,485,174	7,485,174	14,453,842
TOTAL EXPENDITURES	20,040,546	20,040,546	26,370,165
ENDING FUND BALANCE	15,671,094	20,148,179	22,061,866

**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
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
REVENUE			
FEDERAL GRANTS	18,597,541	21,615,282	23,078,711
FEDERAL LOANS	-	-	3,250,000
CAL GRANTS	927,000	744,734	822,000
TRANSFER	244,847	241,473	236,904
TOTAL REVENUE	19,769,388	22,601,489	27,387,615
EXPENDITURES			
FINANCIAL AID	19,769,388	22,601,489	27,387,615
TOTAL EXPENDITURES	19,769,388	22,601,489	27,387,615
ENDING FUND BALANCE	-	-	-

AUXILIARY FUND
2010-2011 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUAL	2010-2011 ADOPTED BUDGET
BEGINNING BALANCE	2,181,123	2,181,123	2,006,239
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>2,181,123</u>	<u>2,181,123</u>	<u>2,006,239</u>
REVENUE			
GROSS SALES	7,484,197	7,127,495	7,532,949
LESS: COST OF GOODS	<u>(5,451,637)</u>	<u>(5,624,469)</u>	<u>(5,516,522)</u>
NET	2,032,560	1,503,026	2,016,427
VENDOR INCOME	637,420	965,000	757,496
AUXILIARY PROGRAM INCOME	<u>265,000</u>	<u>331,030</u>	<u>298,550</u>
NET INCOME	2,934,980	2,799,056	3,072,473
INTEREST	<u>56,000</u>	<u>43,888</u>	<u>43,000</u>
TOTAL REVENUE	<u>2,990,980</u>	<u>2,842,944</u>	<u>3,115,473</u>
TOTAL FUNDS AVAILABLE	<u>5,172,103</u>	<u>5,024,067</u>	<u>5,121,712</u>
EXPENDITURES			
STAFFING	1,255,409	1,233,417	1,317,228
FRINGE BENEFITS	308,000	278,109	308,000
OPERATING	<u>2,030,436</u>	<u>1,506,302</u>	<u>2,202,043</u>
TOTAL EXPENDITURES	<u>3,593,845</u>	<u>3,017,828</u>	<u>3,827,271</u>
ENDING FUND BALANCE	<u>1,578,258</u>	<u>2,006,239</u>	<u>1,294,441</u>

ADDENDUM TO UNRESTRICTED GENERAL FUND 01.0 - DESIGNATED RESERVE 2010-2011 ADOPTED BUDGET

ACCOUNTS	2010-2011 ADOPTED BUDGET
DESIGNATED RESERVE FOR:	
UNFUNDED RETIREE BENEFITS	2,000,000
NEW FACULTY TO BE HIRED	413,168
TOTAL	<u>2,413,168</u>

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

APPENDIX B

ENROLLMENT DEVELOPMENT 2009-2010 SUMMARY

Enrollment Development 2010 Board Report

SANTA MONICA COLLEGE

August 3, 2010

Teresita Rodriguez, Vice President of Enrollment Development

ENROLLMENT DEVELOPMENT 2009-10 SUMMARY

The division of Enrollment Development has had another very productive year, boasting record enrollment demand and providing quality services for the increased student body. Through the use of innovative technology to improve service delivery, the creation of marketing materials both online and in print, web development, and the implementation of new and improved programs and services the Enrollment Development Team has met the needs of the changing student body during very difficult financial times. The 2010-11 year will be met with program enhancements and the implementation of many of the projects initiated this year.

This report contains a brief summary of some of the noteworthy 2009-2010 accomplishments of the Enrollment Development units, followed by statistical information on student enrollment demographics. The final section of the report contains enrollment projections for 2010-2011.

2009-2010 ACCOMPLISHMENTS

Admissions & Records

- *Approximately 100,000 transcripts and enrollment / degree verifications are processed annually.*
- *Processed 76061 Admission Application in 2009, up from 61443 in 2008.*
- *Successfully transitioned the entire student population to an Identity Management system (personalized passwords and recovery process.) This was an extremely smooth transition thanks to MIS.*
- *The Residency and Reclassification process went through a healthy revitalization process. Policies and forms were evaluated to ensure accuracy according to Ed Code and Title V, and staff worked together to envision more efficient ways to serve the students. While the evaluation process is still ongoing, Thelma Hoffman and Sandra Franco should be commended for their efforts.*

- *FERPA policy revision- The Board policy was revised and a mandatory FERPA online tutorial in late summer or early fall 2010. There were many in-person trainings held on campus as well this year. Special thanks go to Bob Myers, the District's legal counsel, and Waleed Nasr, for their work to make this a reality.*
- *Created "Enroll Info" Website: Not only did this transition save the District money on postage and printing, but it is also a more current and effective way to communicate with students about enrollment issues. International and domestic student information is easily made available in a more student friendly way. Thank you to Waleed Nasr for creating and helping to maintain this site.*
- *Streamlined and clarified the Athletic Eligibility process between Admissions and the Athletic department. Special thanks go to Ronnie Felder for working closely with MIS and Gregg Simmons, Director of Athletics to create a system of checks and balances to remain in compliance with the COA.*

Assessment

- *Student traffic data show that the Center broke records once again for the entire 2009 calendar year culminating at 30,409 students, a net increase of 16% over 2008, and 38% over 2007 statistics.*
- *The Math Placement test was administered to 16360 students in 2009, up from 14550 in the previous year.*
- *The English Placement test was administered to 13943 students in 2009, compared to 12599 in 2008.*
- *In April 2008 the center successfully launched a "remote proctoring" service designed for out-of-state students. This permits students to complete the SMC assessment tests at a location of the students' choosing. They received placement results immediately. Requests for this service continue to increase, including for out-of-the-country students. To date, we have processed 1,065 COMPASS remote testing requests. We processed 298 requests in 2008, 411 in 2009, and 356 thus far in 2010 (as of June 28).*

Financial Aid

➤ **Financial Aid Funds, Number of Recipients, and Total Aid:**

In recent years—from 2004-05 through 2007-08—SMC has averaged around 10,500 financial aid recipients annually. During this span of time, SMC has generated over \$73,268,240 of federal and state financial assistance—an average of \$18,317,060 per year.

In 2008-09, though, the number of aid recipients and total financial aid increased significantly. Last year, 14,081 students received some type of assistance—an increase of over 2000 students. Total financial aid dollars reached \$24,057,292.

For the 2009-10 academic year, the Financial Aid Office, again, is setting substantial new records for the total number of aid recipients—as this number has increased to 16,092, as of mid-May 2010. Total financial aid dollars have already exceeded \$30,000,000—with total aid this year being anticipated to reach the \$32—\$33 million dollar mark.

➤ **Record Number of Federal Aid Applications (FAFSAs) Processed:** *The Financial Aid Office processed the FAFSAs for 26,539 students, as of mid-May, for 2009-10. This is up from 20,372 applicants in 2008-09, 16,171 in 2007-08, and 15,546 in 2006-07.*

➤ **Outreach and In-Reach Activities:** *The Financial Aid Office participated in 31 outreach or in-reach activities in 2009-10. These activities include Counseling 20 presentations, high school presentations, nursing orientations, Cal Grant and federal aid workshops, workshops at the Black Student and Latina/Latino Conferences, info sessions at VIP Welcome Day, FAFSA application guidance at SMC's Cash for College event. At these events, over 1300 students were provided financial aid information or actual assistance with federal and/or state aid applications.*

➤ **Student Employment Processing:** *In 2009-10 the Financial Aid Office continued to process a large number of student workers. 916 students were processed for the year—up from 871 students in 2008-09. 533 students have worked under the FWS program and 383 students have worked under Student Help. 268 of the students working under Student Help are international students.*

International Education

- *Implemented Agency Newsletter designed to improve communication with overseas educational partners.*
- *Redesigned student newsletter designed to improve communication with students.*
- *Improved marketing materials. In conjunction with Outreach, produced a new recruitment publication. The new brochure will be distributed beginning Fall 2010. A redesigned application is anticipated in Fall 2010 and the Fact Sheets have been translated into several languages.*
- *Currently developing a "Welcome Guide for International Students". This Pre-Arrival booklet will be hosted on the SMC Intl. Education website as well as mailed with admission materials for incoming international students as they prepare for studies at SMC and life in Santa Monica.*
- *Through ongoing collaboration with administration, ESL Department Chair, Toni Randall and ESL faculty member Janet Harcelrode, the Intensive English 1 (IE1) not-for-credit curriculum was developed and approved by the Curriculum Committee. This new course is being offered beginning summer session 2010. This course offering will provide a more seamless transition for F-1 international students from the IE1 not-for-credit course to the ESL credit courses with a curriculum and student learning outcomes which will better prepare international students for ESL and academic courses at SMC. Through restructuring the IEP to this new model, it is anticipated that this will lead to greater transparency and market appeal for students pursuing an Intensive English Program that will provide them with an immersion experience (20 contact hours per week) to prepare them for a rigorous ESL and academic program at the credit level.*

Institutional Research

- *Created a new Institutional Research website with additional documents and resources to assist in college decision-making and program improvement. The newer, more robust, site was launched in Summer 2010.*
- *Developed a plan for the development of an Institutional Effectiveness matrix. The new matrix will be prepared for distribution late Fall 2010.*

- *Provided a comprehensive report of data related to basic skills English composition, English reading, and mathematics. The purpose of the report was to provide a description of current basic skills enrollment patterns, students by course level, and course success and migration through the course sequence. The report was presented to the Board of Trustees and the BSI committee and the discussion around the data generated many follow-up questions. A follow-up report including basic skills ESL is expected to be completed by fall 2010.*
- *BSI baseline data established in 2007-2008 is currently being updated and will be presented to the BSI committee by early fall 2010.*
- *Supported CTE by engaging in several activities, including, co-presenting on the industry inventory at the college-wide spring Flex Day, providing training for CTE faculty on content analysis, and providing institutional data related to CTE programs for the final report.*
- *Executed a prerequisite validation study for the life sciences department.*
- *Designed and implemented two large-scale surveys: the College Services survey and the Housing/Bachelor's Degree interest survey.*
- *Met with the Program Review committee to establish a standard set of data reports to be provided to each instructional program each academic year. The data set will include information on students enrolled in the program and course achievement. The first round of data reports were delivered via the new website in summer 2010.*

Outreach

- *Enrolled 2040 First-Time California students in Fall 2009, up from 1976 the previous Fall.*
- *Enrolled 1524 First-Time Out-of-State students in Fall 2009, up from 1427 the previous Fall.*
- *Produced a new recruitment publication. The new brochure will be distributed beginning Fall 2010 through high school visits, college and community fairs, mailings to out of state prospective students, high school counselors and for general college marketing. Informal focus groups of current students were conducted to make sure the design is in alignment with students' preferences.*

- *Improved services for out-of-state students by providing Out-of-State student orientations designed to meet the special needs of non-resident students including providing information on residency determination and housing.*
- *Employed the use of Skype as an added communication vehicle. Skype is free and allows students to have virtual “face to face” appointments with an outreach counselor. Skype presentations were conducted for out-of-state high schools that also have the available technology.*
- *Implemented two new student enrollment yield programs for feeder high schools. In conjunction with Cash for College, the Office of Outreach and Recruitment hosted an “Instant Admission Day” for our local feeder schools that resulted in 156 applications in one day. Additionally, two “Enrollment Days” were hosted to assist students in enrolling for classes.*
- *Created and implemented electronic communication plan. This plan allows prospective students to receive electronic emails about current events, programs and deadlines at SMC throughout the year.*
- *Maintained SMC’s presence on social networking sites. All social networking sites are updated on a daily basis and have thousands of followers.*
- *Redesigned new student website, in collaboration with Waleed Nasr.*

New Student Online Orientation

46,660 students completed online orientation in 2009-10, up 24,654 the previous year. Although record numbers of students complete the online orientation, student feedback revealed that the current design is outdated and lacks student interest. Efforts are underway to create an interactive online orientation with added features such as linking the orientation with the student Educational Plans and Placement information. The new online orientation is scheduled to be launched Summer 2010.

Early Alert

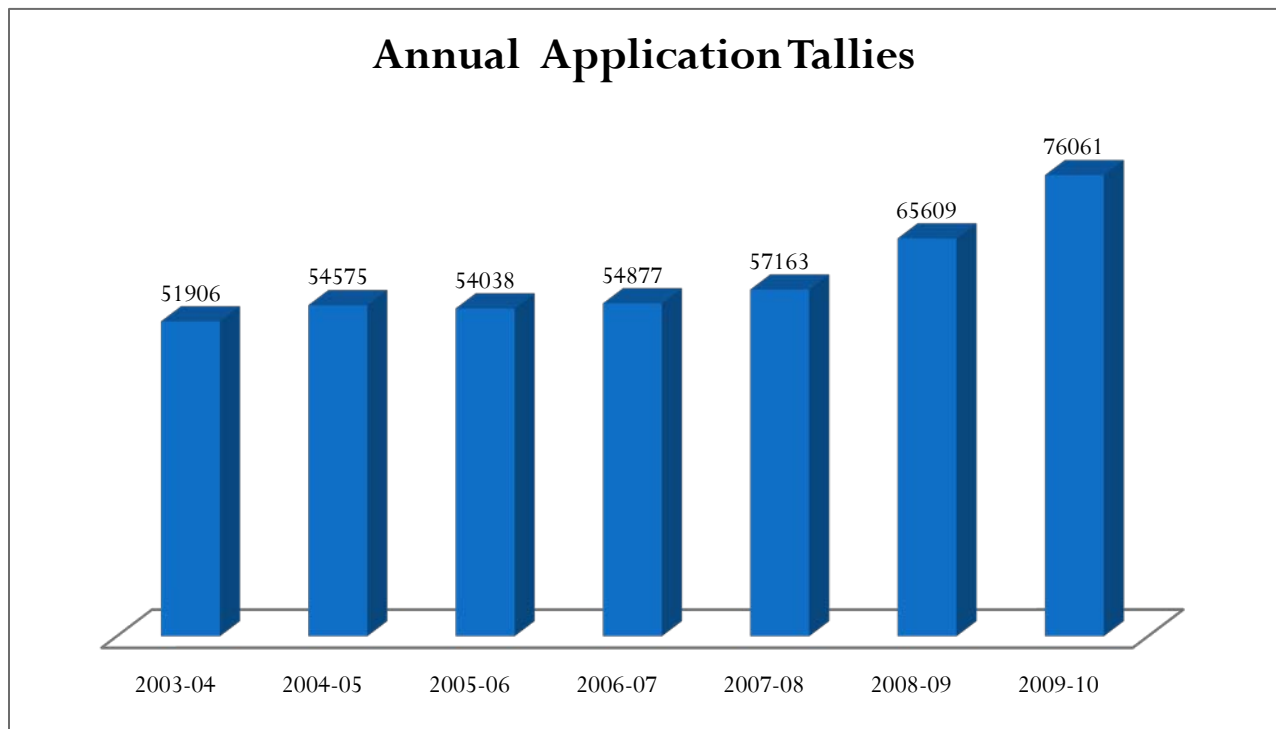
Since the new Early Alert system was launched in Spring 2008, over 3000 contacts have been made by faculty through the Early Alert system to inform students of their academic difficulties. Follow up was then conducted systematically by counselors.

APPLICATIONS FOR ADMISSION

Application data provide an early indicator of student demand and often used for preliminary trend analysis for enrollment. Table 1 below shows continued high student demand for admission. The increase in student applications of nearly 16% over the previous year's increase of over 13% is significant and consistent with the trends being seen statewide. Applications for the 2010-11 academic year are still in the very preliminary stages, but are showing a slowing of the growth. The Fall 2010 tallies as of the end of June 2010 are showing an increase of just over 10% over the previous year at the same time. At this time, it is far too early to predict final numbers for the 2010-11 year.

Table 1

Annual Application Tallies							
	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10
Applications Received	51906	54575	54038	54877	57163	65609	76061



Source: SMC Student System (ISIS)

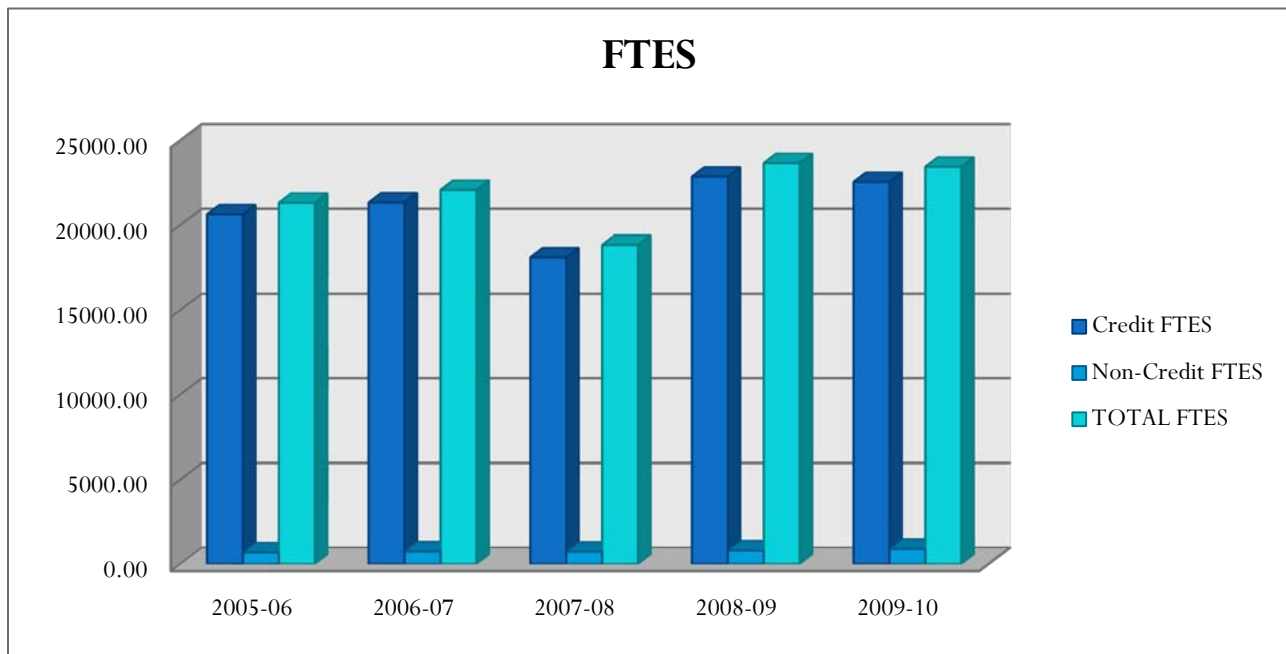
FULL-TIME EQUIVALENT STUDENTS (FTES)

The 2007-08 year we were in stabilization and did not have any borrowing. Additionally, we no longer had the FTES generated from Compton that year. The following year, in 2008-09, the college experienced considerable growth through the efforts of outreach, marketing, and enrollment management. Due to the current statewide budget crisis, and the related “workload reduction” imposed by the Chancellor’s Office, the college set out to reduce expenditures by reducing unfunded FTES.

Table 2

Full-Time Equivalent Students (FTES)

	2005-06	2006-07	2007-08	2008-09	2009-10
Credit FTES	20627.99	21327.90	18112.86	22859.59	22545.99
Non-Credit FTES	687.60	745.79	730.26	802.41	897.22
TOTAL FTES	21315.59	22073.69	18843.12	23662.00	23443.21



Source: CCFS – 320 Report

ENROLLMENT COMPARISON BY STUDENT TYPE

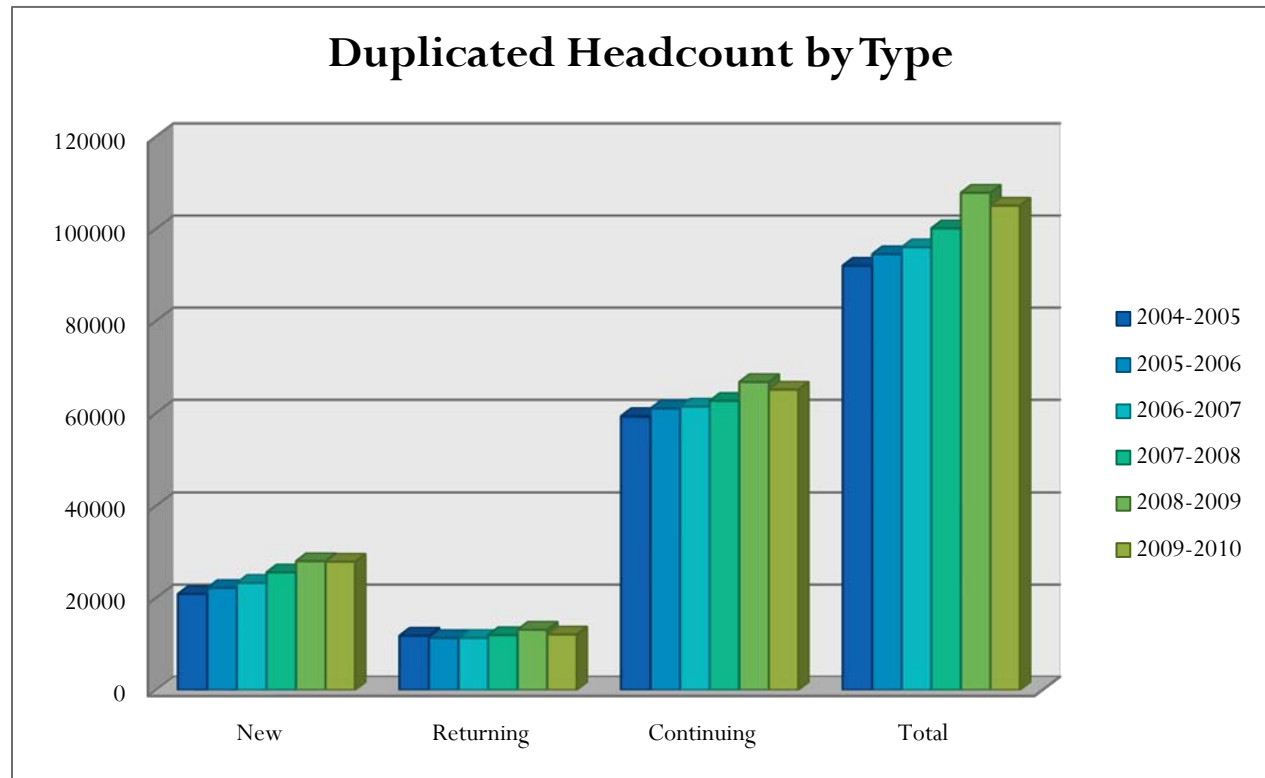
On average, New Students (first time at SMC) make up approximately 25%, Returning Students (previously attended SMC, but have been away for a year or more) 12% and Continuing Students (continuing from previous 2 semesters) 63% of the total annual enrollment. During the 2009-2010 year, despite the plan to reduce unfunded FTE, the net effect was that headcount decreased by only 2791 students. This is a testament to the commitment of the entire campus community to preserving access for students. Faculty were very accommodating as evidenced by record-high efficiency rates.

NOTE: THE NUMBERS REPRESENTED IN TABLE 3 BELOW ARE ESTIMATES BASED ON WORKING DOCUMENTS IN OUR STUDENT SYSTEM AND NOT CONSIDERED OFFICIAL.

Table 3

Annual Headcount by Student Type

	New	Returning	Continuing	Total
2004-2005	20859	11812	59355	92026
2005-2006	22195	11316	61017	94528
2006-2007	23281	11319	61427	96027
2007-2008	25552	11930	62653	100135
2008-2009	27997	13105	66753	107855
2009-2010	27878	12080	65106	105064



Source: SMC Student System (ISIS)

ENROLLMENT COMPARISON BY RESIDENCY STATUS

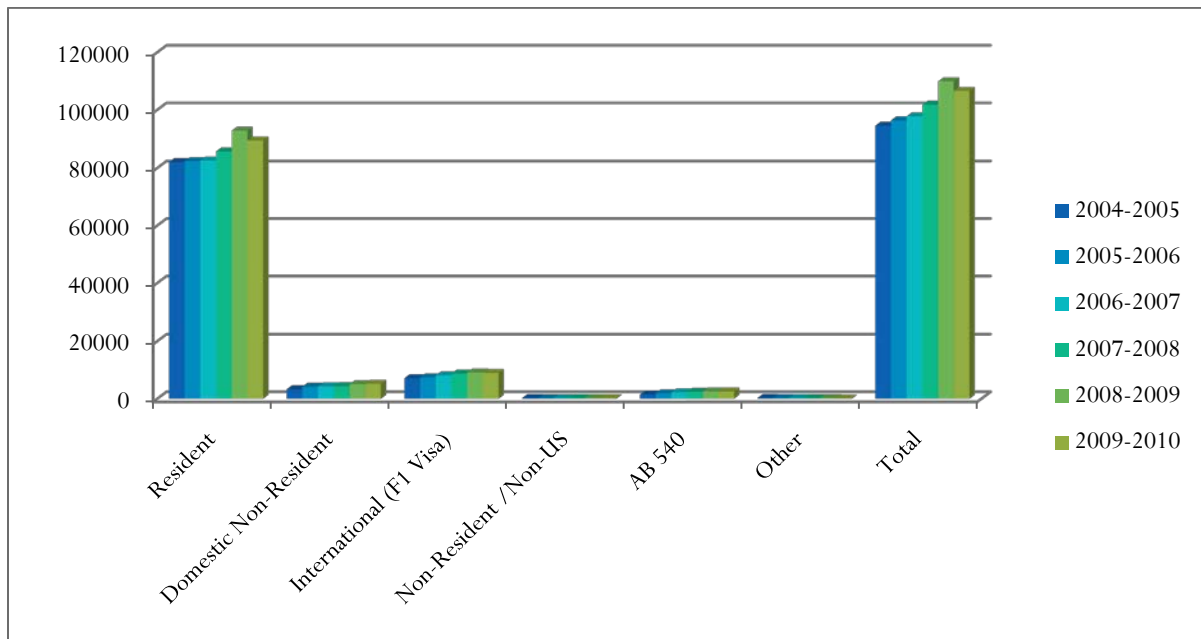
Table 4 depicts Duplicated headcount for the four terms (Summer, Fall, Winter, and Spring) of the year.

On average, California Residents make up approximately 85% of the total credit enrollment, while Domestic Non-Residents (out-of-state and most visa types) comprise 4%, International (F1 Visa) Students 8%, AB 540 Students (non-residents, including undocumented students who graduated from a California high school and attended 3 or more years of high school in California) 2% and Others (not-for-credit students without residency data in our system) and Non-US Non-Residents (citizens of other countries on visa types not qualifying for residency, including students taking classes from abroad) less than 1% each of the total annual enrollment.

NOTE: THE NUMBERS REPRESENTED IN TABLE 4 BELOW ARE ESTIMATES BASED ON WORKING DOCUMENTS IN OUR STUDENT SYSTEM AND NOT CONSIDERED OFFICIAL.

Table 4

Annual Headcount by Residency							
	Resident	Domestic Non-Res	International (F1 Visa)	Non-US Non-Res	AB 540	Other	Total
2004-2005	82053	3302	7137	248	1451	291	94482
2005-2006	82400	4197	7439	185	1885	251	96357
2006-2007	82624	4317	8134	206	2248	242	97771
2007-2008	85761	4359	8755	262	2441	226	101804
2008-2009	92782	5031	9118	246	2531	200	109908
2009-2010	89575	5207	8964	237	2507	90	106580



Source: SMC Student System (ISIS)

ENROLLMENT BY ETHNICITY/ RACE

FALL SEMESTER - CREDIT ONLY

Table 5 shows unduplicated headcount by race/ethnicity as a Fall-to-Fall comparison for credit students only.

Table 5

Enrollment by Race/Ethnicity

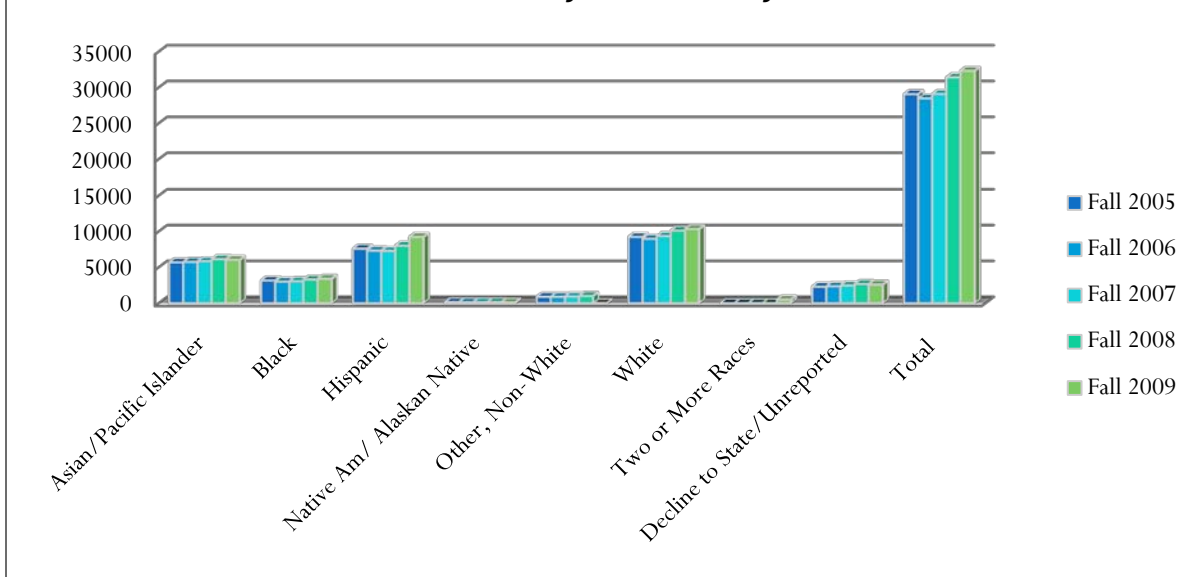
Ethnicity/Race	Fall 2005		Fall 2006		Fall 2007		Fall 2008		Fall 2009	
	COUNT	%	COUNT	%	COUNT	%	COUNT	%	COUNT	%
Asian/Pacific Islander ¹	5,695	19.6%	5,752	20.2%	5,850	20.5%	6,137	19.5%	6,048	18.7%
Black	3,176	10.9%	3,018	10.6%	3,058	10.7%	3,296	10.5%	3,406	10.5%
Hispanic	7,606	26.2%	7,341	25.8%	7,292	25.6%	8,026	25.6%	9,250	28.6%
Native Am/ Alaskan Native	145	0.5%	131	0.5%	133	0.5%	142	0.5%	110	0.3%
Other, Non-White ²	897	3.1%	893	3.1%	939	3.3%	1,011	3.2%	--	--
White	9,252	31.8%	8,985	31.5%	9,356	32.8%	10,128	32.2%	10,339	32.2%
Two or More Races ³	--	--	--	--	--	--	--	--	514	1.6%
Decline to State/Unreported	2,305	7.9%	2,363	8.3%	2,465	8.7%	2,672	8.5%	2,600	8.0%
Total	29,076	100%	28,483	100%	29,093	100%	31,412	100%	32,327	100%

¹ Includes students who report Asian, Filipino, and Pacific Islander

³ The Two or More Races category was added in fall 2009

² As of fall 2009, the Other, Non-White category is no longer used

Enrollment by Ethnicity/Race



Office of Institutional Research

Source: California Community College Chancellor's Office MIS Data

ENROLLMENT BY AGE

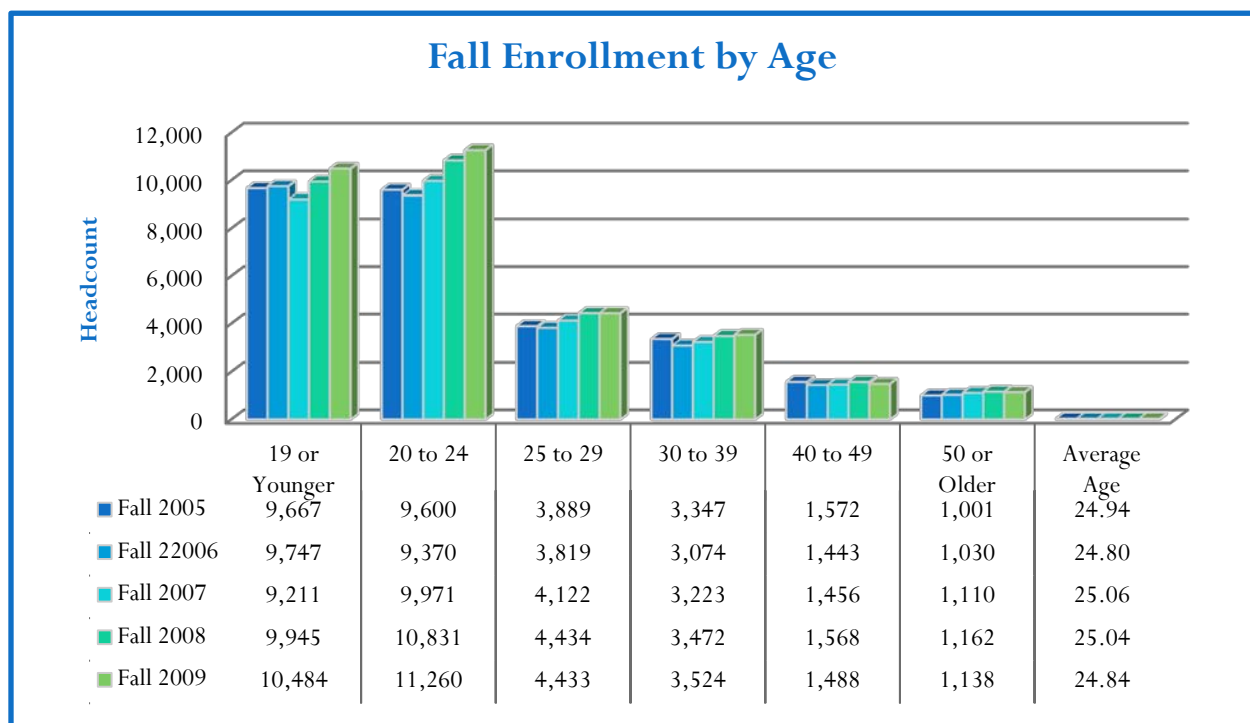
FALL SEMESTER - CREDIT ONLY

Table 6 shows unduplicated headcount by age as a Fall-to-Fall comparison for credit students only.

Table 6

Enrollment by Age

Age at Term	Fall 2005		Fall 2006		Fall 2007		Fall 2008		Fall 2009	
	COUNT	%	COUNT	%	COUNT	%	COUNT	%	COUNT	%
19 or Younger	9,667	33.2%	9,747	34.2%	9,211	31.7%	9,945	31.7%	10,484	32.4%
20 to 24	9,600	33.0%	9,370	32.9%	9,971	34.3%	10,831	34.5%	11,260	34.8%
25 to 29	3,889	13.4%	3,819	13.4%	4,122	14.2%	4,434	14.1%	4,433	13.7%
30 to 39	3,347	11.5%	3,074	10.8%	3,223	11.1%	3,472	11.1%	3,524	10.9%
40 to 49	1,572	5.4%	1,443	5.1%	1,456	5.0%	1,568	5.0%	1,488	4.6%
50 or Older	1,001	3.4%	1,030	3.6%	1,110	3.8%	1,162	3.2%	1,138	3.5%
Total	29,076	100%	28,483	100%	29,093	100%	31,412	100%	32,327	100%
Average Age	24.94		24.80		25.06		25.04		24.84	



Office of Institutional Research
Source: California Community College Chancellor's Office MIS Data

2010-2011 ENROLLMENT GOALS

The trend data indicate that the strong demand for enrollment will continue in 2010-2011. Given that enrollment has already exceeded the funded enrollment cap, and that the college is operating at an extremely high efficiency rate, the goal is for 2010-11 enrollments to remain relatively flat. The focus this year will be to maintain enrollment levels relatively close to 2009-10, to retain some level of flexibility to respond to any budgetary changes that may arise later in the year, to preserve relationships with the community, and finally, to preserve market position so that the college is well-situated to respond positively once the state budget situation improves and growth becomes the target.

Revenues are projected to remain flat as well. We will be monitoring non-resident revenue given the decrease in per unit tuition and the limited course offerings to meet the demand in international admission.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 7, 2010

APPENDIX C

GLOBAL CITIZENSHIP INITIATIVE **SANTA MONICA COLLEGE**

Three years ago, President Dr. Chui L. Tsang presented the people of Santa Monica College with both a challenge and an opportunity: to define and develop the idea of global citizenship, and to broadly integrate these ideas in innovative programs that positively impact the lives of our students.

Under the leadership of an Academic Senate Joint Presidents' Task Force, now called the Global Citizenship Council, a fluid and diverse group of faculty, staff, and student volunteers have passionately responded to that challenge. One of the earliest accomplishments was to develop a definition of Global Citizenship¹ for SMC and incorporate it into the college's new Mission, Vision, and Goals, as well as its Institutional Learning Outcomes.

As these words have developed into actions and activities, both in and out of the classroom, it has become clear that global citizenship to Santa Monica College centers around three overlapping values:

- the promotion of inter-cultural exchange, both domestically and internationally, as a celebration of our human diversity and a commitment to peace and understanding;
- a commitment to environmental sustainability and to understanding how our daily activities impact our planet; and
- a commitment to service both globally reaching to the far ends of the earth, and locally rooted in our own back yards.

These three values are joined by two pairs of global concepts: connection and change, peril and promise. However "globalization" might be defined by different academic disciplines, and whatever it might connote to various ideological and philosophical perspectives, it is a label that suggests processes of change linked to increasing connections between peoples and places.

With significant change comes the twin prospects of both peril and promise. What old problems are being exacerbated, and what new problems are arising, as a result of the disruptions and dislocations generated by global change? Conversely, how can the new connections be harnessed to address problems both old and new, and how can we as individual global citizens seize the opportunities that global change presents?

¹ "To be a global citizen, one: is knowledgeable of peoples, customs and cultures in regions of the

world beyond one's own; understands the interdependence that holds both promise and peril for

the future of the global community; and is committed to combining one's learning with a dedication to foster a livable, sustainable world."

Our efforts to define and apply global citizenship are far from complete. Citizenship, after all, is truly a lifelong project. This report provides a brief summary of progress made during the 2009–10 academic year, as well as a look ahead to our plans for 2010–11.

Annual Theme

The most visible development of 2009–10 was the identification of a first annual Global Citizenship theme: Water. The intention of the annual theme is to make the initiative more accessible—to provide a tangible concept that will inspire and facilitate the integration of the ideas (and ideals) of global citizenship in campus life and scholarship. That is, rather than limit our attention to a single issue, examined from a single perspective, the idea is to encourage as many people at the college as possible to find ways in which our work and our personal passions connect to something in common.

We chose Water as the first annual theme with the hope that it would be specific enough to ground otherwise abstract notions of globalism and citizenship in examinations of significant present-day issues, but also general enough to allow a wide diversity of academic disciplines and campus functions—including students, faculty, staff, and administrators—to find relevance in it to their work. Water proved to be a successful choice, as faculty members across many different disciplines addressed the theme in a variety of ways. Specific examples are highlighted throughout this report; they include lectures by SMC faculty and invited guests, art exhibitions, dance performances, film screenings and discussions, class research and writing projects, development of learning resources, charity events, and more.

The annual theme for 2010–11 is Food, which we excitedly expect will continue the process of embedding global citizenship throughout the work of the college. Again, the hope is that each department and area within the college will make the theme their own and run with it. To that end, the Global Citizenship Curriculum subcommittee has asked each department to come up with a “tag line”—a slogan of sorts that can tailor the theme to the interests and expertise of the department’s members. Examples include:

- Counseling: Part of a Complete Academic Diet (Counseling)
- Food: Fuel for Performance (Kinesiology)

While we want to encourage a multiplicity of perspectives, we also want to foster a common dialog around the Food theme. With that in mind, the Global Citizenship Council has decided to promote a common book for the academic year: Michael Pollan’s *Food Rules* (New York: Penguin, 2009). This very slim “Eater’s Manual” takes many of the lessons Pollan developed in earlier works such as *The Botany of Desire*, *The Omnivore’s Dilemma*, and *In Defense of Food*, and distills them into 64 pithy rules for modern eaters to follow if we are to reform our complex and opaque global food system into something healthier for our bodies and our planet. At least that is Pollan’s intention. Our intention is to engage this provocative book, use it as a quick introduction into Pollan’s highly influential work, and then pursue our own campus-wide dialog as to the state of modern eating and the place of food in global citizenship.

We are still developing a calendar of events for the year, with a general call for proposals to be issued in the first weeks of the Fall semester. Among the anticipated highlights already being planned are:

- In October, SMC faculty Bill Selby and Nancy Grass Hemmert will reprise their popular tour of several of the Los Angeles region’s distinctive ethnic neighborhoods. Given that professor Selby has long offered a version of this tour as his “Eat Your Way Through L.A.” field trip, the Food theme will be on prominent display.

- In November, International Education Week will feature a series of presentations by the United Nation's Najwa Gadaheldam, who several of our faculty first met at the Salzburg Global Seminar, as well as a first annual "Global Citizenship Day." This event will be held during the activity hour and will feature an international (but also local) food experience. Beyond being an intercultural celebration, we see this as a keystone event in building toward one of our major goals for the year—increased student awareness and involvement in global citizenship.
- In April, SMC's Earth Week celebrations will include a visit and presentation by Gary Paul Nabhan of the University of Arizona. One of the world's foremost experts on the ethnobotany of desert environments, Dr. Nabhan is also a prolific writer and a leading voice in the global movement to promote more local and sustainable food practices.
- In May, the Second Annual Research Symposium and Tournament will again prominently feature student projects addressing the annual Global Citizenship theme.

These, again, are just some of the planned highlights. Given the early feedback we have already received, we expect another year full of interesting and innovative events: class projects, lectures, performances, exhibitions, field trips, and more. We also plan to record as many of these events as possible in words, photographs, and video, in order to create an enduring learning resource for years to come. Already to that end, we've begun to compile an annotated bibliography and webliography of food-related resources.

Curriculum

The curriculum at Santa Monica College represents the most powerful tool to reach all students with the ideas, philosophy, and skills of the Global Citizenship initiative. We have taken a three-pronged approach to integrating global citizenship into the curriculum: 1. expand the number of courses that fulfill the A.A. degree requirement; 2. develop new Global Studies courses and a degree/certificate program; and 3. continue efforts to integrate global citizenship in all courses, regardless of discipline.

All students pursuing an Associate in Arts degree must take a Global Citizenship course. This course may also be used to satisfy general education and transfer requirements. The courses fall into three categories: American cultures, ecological literacy, and global studies. Every year we encourage faculty across disciplines to consider revising current courses or to create new courses which might fulfill this requirement. During the 2009–10 academic year the following courses were approved as Global Citizenship courses:

Anthro 2, Cultural Anthropology

Anthro 14, Sex, Gender and Culture

Econ/Pol Sc/Global Studies 5, International Political Economy: Introduction to Global Studies

Geog/Global Studies 11, World Geography: Introduction to Global Studies

Global Studies 10, Global Issues

Music 36, History of Rock Music

Pol Sc 22, Environmental Politics and Policies

During the 2010–11 academic year, we plan to complete an audit of the existing course catalog to identify additional offerings that are good candidates for being approved as Global Citizenship courses, either in their current or revised form.

The Academic Senate's Interdisciplinary Studies (IDS) initiative proposed a new degree and certificate program, Global Studies, as well as two new and two revised courses. During the 2010 Spring semester, this proposal was approved by the Curriculum committee, Academic Senate, and the Board of Trustees, and will now be sent to the Chancellor's Office for approval. In developing the Global Studies A.A. degree, IDS studied and considered degree programs across the state including UCLA, SJSU, UCR, UCSB, UCI, and CSUMB, deciding to model our degree program after UCLA's because it fit best with our own conception of the degree. However, many of the courses that serve as the core courses or as the required electives will articulate with other baccalaureate programs as well.

The new Global Studies program consists of four core courses and four elective courses. The core courses include International Political Economy, World Geography, Global Issues, and an experiential learning course. Each of the elective courses falls within one of several thematic areas of study. These include: culture and society, governance and conflict, markets and economics, and world history/area studies.

The requirement of an experiential learning course is unique to SMC among lower-division requirements. IDS felt strongly that the program should include a component in which the student must take action in order to enact the "citizenship" aspect of our Global Citizenship initiative. For this purpose IDS created Global Studies 95, "Global Los Angeles—Experiential Learning" which gives students the opportunity to utilize Los Angeles as a learning laboratory. The course description reads in part, "By applying theoretical ideas and empirical data to their experiences, students develop a deeper understanding of international and global relations and issues, particularly as they impact the target population(s) of the organization with which students are working." Ultimately, the Global Studies A.A. degree not only represents a valuable educational program for students, it is also the embodiment of an ethos at SMC to help our students become more knowledgeable and effective global citizens.

Finally, the Global Citizenship initiative continues to focus on the integration of global citizenship across the curriculum, beyond new "global" degree programs and requirements. Much as we had hoped, the annual theme proved to be an effective tool in doing so. Rather than trying to incorporate global citizenship writ large into one's course, the theme gives faculty members a place to start. As mentioned above, during the 2009–10 academic year the theme was Water. Faculty within disciplines across campus took the lead in conversations among colleagues as to how one might use this theme in their courses. For example, philosophy professor Amber Katharine asked students to debate the question of private property raised by John Locke and Jean-Jacques Rousseau, using the documentary film "FLOW" to bring the debate over private property into the present moment. Anne Karlsen's drawing students also watched the film "FLOW" and then were asked to create a drawing which addressed the theme of water in Los Angeles. Janet Harclerode and Janine Poreba from the ESL department created an online list of resources related to the water theme for fellow faculty to use in their courses. The Photography department sponsored an exhibit of student work entitled, "On Water: Pictures on an Environmental Theme." The Dance department used the theme of water for its Fall 2009 World Dance performance. In Spanish 4 Toni Trives asked her students to work in groups to prepare oral presentations (in Spanish) on the theme of water in a Spanish speaking country; topics chosen by the students included: Water Scarcity and Water Pollution in El Salvador, Water in the Art of Manuel Lepe, Marine Biodiversity in Cuba, and Water and Agriculture in Ecuador.

Perhaps the best evidence of the Water theme's broad and diverse integration across the curriculum was the First Annual Global Citizenship Research Symposium and Tournament, held in May 2010. Professors Nancy Grass Hemmert and Nate Brown created and coordinated this wonderful event in which students competed for scholarship prizes sponsored by the Foundation's President's Circle. Students entered research papers and films; presented and performed their original works of visual art, dance, and music; and participated in a speech tournament. All of the work was derived from a project they had completed for one of their SMC classes, and it was judged for both its overall quality and its illustration of global citizenship. An additional prize was awarded for the best entry of any type

that specifically addressed the annual theme of Water. In total, there were 33 submissions, some of which represented small groups of students, and all of which were evaluated by SMC faculty and other invited judges. The Friday afternoon Symposium and Tournament was made possible by a dozen volunteers and attracted approximately 50 audience members. The event was a great success and a rare opportunity to showcase the talent and work of SMC's students, while demonstrating the many different approaches that we can take in cultivating an active global citizenry. Plans are already underway to hold the Second Annual Global Citizenship Research Symposium and Tournament in May 2011.

Professional Development

Professional development among our faculty and staff continues to be a priority in terms of building capacity across campus. During 2009–10 global citizenship was an essential component of both institutional Flex days. The initiative was prominently featured in the morning portions of these days, which all participants attend, in addition to several workshops in the afternoon.

Throughout the year there were lectures and events by our own faculty, as well as invited guests, which serve to provide faculty and staff with new knowledge and tools to utilize in their work at the college. Several of our faculty did lectures on the Water theme from a wide variety of different disciplinary perspectives, including philosophy, geography, environmental studies, mass communications, and English literature—illustrating just how broadly global citizenship can be integrated across the curriculum. This included a fascinating inter-disciplinary discussion built around the classic Jack Nicholson film, *Chinatown*; following an evening screening, a panel of SMC faculty representing English, Film, Geography, and History discussed the film's place in the story of water in Los Angeles and how these issues continue to reverberate today. Lending strong support to the initiative, the Associates' Global Connections and Distinguished Scientists lecture series, expertly organized by Judy Neveau, also included a number of presentations involving the water theme, including several—like Barbara Goldberg's discussion of her work with "Wells Bring Hope"—that demonstrated how we can put global citizenship into action.

For the past three years, utilizing the funds set aside by the Board of Trustees, faculty have applied for mini-grants which often contribute to professional development. The Los Angeles Cultural Tour led by Professors William Selby and Nancy Grass Hemmert, for example, included a number of faculty and took a "train the trainer" approach such that the faculty in attendance could repeat a similar field trip for their own students.

Like previous years, during the summer of 2010 a group of four faculty and staff participated in the Pacifica Tour of Turkey and eight faculty and staff were sent to the Salzburg Global Seminar. Participants included faculty from business, health sciences, political science, counseling, psychology, mathematics, and music, and administrators from grant development, international education, public information, and campus safety. We have begun plans for Fall 2010 to bring this summer's groups together with the previous years' to discuss methods for disseminating what participants have learned and otherwise share their experiences with the larger college community. Already this summer's participants have reported, that their experiences were intellectually stimulating, and they bring back to SMC a fresh supply of energy and ideas as to how each person can effectively integrate global citizenship into his/her work for the college.

For the 2010–11 academic year the Global Citizenship initiative will again be highlighted on both institutional Flex Days. The theme of the recent Opening Day, for example, was "Food for Thought", and the global citizenship of food was discussed with great enthusiasm in both the morning presentations and the afternoon workshops. Global issues, and food in particular, will again feature prominently in our annual series of lectures and activities. In one of our new professional-development activities, Dr. Toni Trives will work with the Modern Languages and Cultures faculty to develop a special workshop series. Each workshop will feature a language taught at SMC and provide a

primer about the culture and current events of the country(ies) which speak the language. For example, a professor of Japanese would lead a workshop focused on the cultures and current events of Japan; a professor of German would present on life in Germany, Austria, and Switzerland. The goal of these workshops is to familiarize our own faculty ranks with countries around the world such that they feel more comfortable and equipped in integrating international and intercultural topics into their own courses. The series will be funded by the Title VIA grant the college received last year.

Student Affairs

Thanks to the prominence that Global Citizenship has had in recent years in institutional Flex days, other on-campus events, curriculum development, and college accreditation and planning work, the initiative has become widely known and favorably regarded among SMC's faculty, staff, and administration. Raising and maintaining such awareness among the college's large, diverse, and transient study body, however, remains a perennial challenge.

The already discussed events tied to the annual theme of Water helped diffuse the idea of global citizenship more widely than in previous years. Likewise, the continuing development of SMC's Study Abroad programs and the new addition of a Global Studies major promise to further raise awareness. Much of what we accomplished in 2009–10, however, was to build a foundation for reaching a much larger audience in the year ahead. Following is a summary of our plans for increasing Global Citizenship's profile among students.

Thanks to the efforts of Peggy Kravitz, Jose Cue, and their Student Affairs subcommittee, Global Citizenship was on display at the VIP Welcome Day, the Friday before the start of the Fall semester. This event has become an essential orientation to SMC for new students, and through information tables and workshops, they learned about the central role global citizenship serves in the college's mission and our commitment to student success. VIP Welcome Day also affords the opportunity to introduce "global citizenship" as more than just a fashionable label, but as a living idea both defined in the abstract and applied through specific programs in and out of the classroom. Students at VIP Welcome Day learned about Study Abroad, the lecture series, the course offerings, service learning, and they are encouraged—and hopefully inspired—to weave their own threads of global citizenship through their experiences at SMC.

To develop and communicate the "brand" of Global Citizenship at SMC, Zeny Baduel, Professor of Graphic Design, designed a graphic logo for the initiative in Fall 2009 which has appeared on our promotional materials and publications since the start of the calendar year. In print, these materials so far have been limited to fliers announcing various events. The Summer 2010 group of Salzburg Fellows, however, has already produced a first-ever Global Citizenship newsletter that is being distributed at the start of the Fall 2010 semester. With initial plans to be produced twice each year, the newsletter will communicate information about upcoming opportunities, and it will also provide a place for SMC students, faculty, and staff to share photos and stories of their global citizenship experiences.



Of course, our global age revolves around communications that are increasingly in electronic form, and we expanded the initiative's online presence in 2009–10 accordingly. While still very much a work in progress, new content was added to the Global Citizenship website (smcglobal.org), including a regularly updated calendar of events and sections devoted to our annual themes: Water and Food. In 2010–11 we will continue to grow the website, possibly adding a blog, photo and video collections, and any additional materials that would further develop the website's role as a record of global-citizenship events and a collection of resources to inspire and support future efforts.

Alongside the Global Citizenship website, we have added pages on the two most prominent examples of today's new interactive social media: Facebook and Twitter. Active since January 2010, both sites so far have attracted only a modest following.² We have used these first several months, though, to develop a strong sense of the content these sites can provide and the role they can play in communicating and promoting global citizenship at SMC. Through increased promotion at VIP Welcome Day, Opening Day, and other venues—as well as the general growth in popularity of social media—we expect our Facebook page and Twitter feed to reach a significantly larger audience in the year ahead.

Two areas of student life that Global Citizenship needs to develop further—and two priorities for the upcoming year—are (1) its connections to the Associated Students, Inter-Club Council, and the clubs themselves, and (2) its community service component. Significant steps have already been taken in both areas, but they remain relatively limited. While there are usually a few students in attendance at the monthly Global Citizenship Council meetings, the primary partnership between the Council and student groups have been the efforts each of the last two years to set aside scholarship money for Study Abroad (see below). These scholarships have been significant, to say the least, but they represent just one component of what could and should be a more complete partnership.

Likewise, through some of the recent Global Connections speakers—such as Barbara Goldberg of Wells Bring Hope and Kevin Bales, founder of Free the Slaves—we have begun to include an active service dimension to global citizenship. Perhaps the most innovative and timely such effort was led by Cosmetology professor Helen LeDonne who mobilized her students this Spring to collect hair clippings and donated stockings that were passed on to the local charity, Matter of Trust, and transformed into simple but highly effective, oil-absorbing “hair booms” for cleaning the disastrous spill in the Gulf of Mexico. Again, however, we consider these efforts to be only a start of a significantly larger service component. There are already plans to incorporate a service component into November's International Education Week—utilizing our guest speaker's expertise and experience with the United Nations—and we have discussed introducing a college-wide Day of Service in Spring 2011.

Study Abroad

The Study Abroad program continues to grow as an integral part of the Global Citizenship initiative. This past year has also allowed for working closely with faculty on the overall structure through the establishment of a Study Abroad sub-committee of the Global Citizenship Council and also with the respective faculty leaders of the individual programs. Collaboration with the Study Abroad subcommittee is important as we standardize practices and continually shape the program. A standard SMC study abroad application has been developed, along with a Medical Information Form, a revised Agreement and Release form, and a “Steps to Study Abroad” customized for each of the programs, with guidelines for payments, insurance, and necessary documents required for all participants. This collaboration extends beyond the faculty to include departments across campus such as Risk Management, Auxiliary Services, Fiscal Services, Health Services, Legal, the Global Citizenship Council, business (STA Travel, Travel Vendors), and governmental agencies (Italian, Greece, Belize, Guatemala and Mexico consulates for F-1 student and permanent resident participants requiring visas for the program).

To ensure Study Abroad as a more sustainable and viable offering at SMC, we are developing annual centers, with summer programs based in Turkey (Istanbul) and China, and winter programs based in Mexico (Merida) and South Africa. Additional study abroad programs in other locations will also be offered on a two-year rotation. The goal of the annual centers is to maintain consistency of programming at a lower cost through establishment of partner institutions/organizations in the host

² As of August 18, 2010, the Facebook page for the *Global Citizenship Council - Santa Monica College* has 42 followers; the Twitter feed for *globalSMC* has 29.

country, as well as to provide a practical template that will facilitate the inclusion of more faculty and courses into Study Abroad. We see this as yet another way to build “global” capacity among our faculty, providing them with international experience they can bring back to their students at home. The rotation of the two-year programs (e.g. Astronomy and Italian in Italy during the summer sessions of 2009 and 2010) is to complement the annual center offerings through unique programming, expanding even further the professional development opportunities for faculty leading such programs. Through the Title VIA Grant, SMC received funding to send two faculty to do a site visit to Istanbul during the spring break 2010 with the goal of the development of an annual center in the future; a similar opportunity will exist for faculty for the spring 2011 as SMC explores an annual study abroad site in China.

We are expanding promotion of study abroad through a variety of avenues, including faculty announcements and listings in the SMC catalog and schedule. During summer 2010, new outreach marketing materials were developed that highlight Study Abroad as part of the Santa Monica student experience as does the SMC 2010 Student Planner. VIP Welcome Day 2010 featured faculty leading the winter 2011 programs, each giving a presentation to prospective participants. Returning summer 2010 participants who were recipients of Associated Student Scholarships, will also be part of International Education Week to talk about their experiences with the campus community.

Each winter and summer brings back stories from study abroad that reaffirm our belief that these programs are life-changing learning experiences, pivotal in promoting student success. For many of our domestic students, study abroad is their first-ever opportunity to travel outside the United States. The experience can be rewarding, as well, to our international students. For example, Mayumi Kimura, an SMC F-1 international student, was accepted to UC Berkeley as a Media Studies major for the fall 2010 semester. Even more impressively, she was awarded the Regents’ and Chancellor’s Scholarship (\$49,022.00)—the highest honor awarded by UC Berkeley to entering undergraduates,” per the Berkeley website. Mayumi’s extra-curricular experiences and her personal statement highlighted her experience in the SMC Study Abroad program to South Africa in winter 2009, in particular her work there side by side with local residents to help build sitting walls and to expand an organic garden. While there she studied Communication I and Psychology 5.

Program offerings during summer 2010 included programs to Italy (Astrology & Italian), Greece (Philosophy and English), and Belize, Guatemala & Mexico (Anthropology and Creative Writing). Through the generous support of Associated Students, \$68,000 in scholarship money were distributed to partly offset the programs’ cost. These scholarships were based on financial need, and they allowed dozens of SMC students to have an invaluable international experience that would have otherwise been beyond their financial reach. We are thus quite proud of the demographic mix of the summer group; across all programs, over half of the participants came from traditionally underrepresented groups.

Summer 2010 Study Abroad Programs - 75 Participants by Ethnicity (Self-identified in ISIS)



The Winter Session 2011 programs will again represent a variety of disciplines in the humanities and the sciences along with a strong service learning component, in particular for the programs in South Africa and Mexico.

Program offerings – Winter Session 2011

South Africa – Participants will study with Professors Frank Dawson and Karen Gunn in Johannesburg, Cape Town, and several township communities. The program also includes a safari in Kruger National Park; sightseeing visits to Robben Island, Nelson Mandela's house, Soweto, and the Apartheid Museum; and scenic and cultural tours of Cape Town. Students will also participate in at least two service learning projects designed to fulfill the goals and objectives of global citizenship.

Course offerings:

- Speech 1 – Elements of Public Speaking
- Speech 2 – Persuasion
- Psychology 5 – The Psychology of Communication
- Psychology 35 – Contemporary Psychological Issues

Culture, Power, and Healthcare in Yucatan, Mexico – Professors Eric Minzenberg and Eve Adler will introduce participants to historical and cultural uses of power, and to the healthcare practices of the peoples of the Yucatan. Together they will explore the effects of European colonization, the impact of African and indigenous Latin American slavery, and various efforts of empowerment by indigenous cultures; they will also examine and compare health and healing practices from the Yucatan to the American healthcare delivery system. The program will include visits to several area archeological sites, Mayan cenotes, and a flamingo sanctuary.

Course offerings:

- Anthropology 21, Peoples and Power in Latin America
- Nursing 60 – Multicultural Health and Healing Practices.

Egypt and the Red Sea – Participants will study marine biology and learn to SCUBA dive with Professors Garen Baghdasarian and Day Vinson, with the Red Sea as their classroom. Cities included on this educational trip will include Cairo, Alexandria, Sharm el Sheikh, Mars Alam, and Luxor.

Course offerings:

- Biology 15 – Marine Biology
- Kinesiology 49D – Basic Scuba

The Upcoming Year

In conclusion, the Global Citizenship Council looks forward to another busy and productive year during which students will become a more significant voice in shaping this initiative at the college and service will become a more prominent part of our citizenship.

Appendix— *Campus Activities and Events in support of Global Citizenship, 2009-2010*

- Opening Day, “Global Citizenship: Make it Work for You”
- Professor William Selby, “Everything you wanted to know about water but were afraid to ask”
- Kenneth Libbrecht, “The Secret Life of a Snowflake: A Closer Look at the Physics of Crystal Growth”
- Kamran Pasha, “A Muslim Writer’s Perspective: Hollywood and the Publishing Industry”
- Professor Karlyn Musante, “Food: Italian Style”
- Professor Amber Katherine, “Water Consciousness for Global Citizenship”
- Handel’s “Water Music” performed by the SMC Music dept
- Peter Asmus (UC Press Lecture), “California Energy: Sustainable Solutions for the 21st Century”
- Art and Water, a display of student work from the art department on the theme of Water
- Professors Makiko Fujiwara-Skrobak and Maria Montero, “Culinary Serendipity” featuring Japanese-Ibero and Near Eastern-Iberian cuisine.
- Sean Anderson, “After the River Runs Dry: Lessons from Phased Ecological Restoration Experiments—from California salt marshes to Anatolian Steppes and points in between”
- Reuvan Firestone, “Who are the Real Chosen People: The Meaning of Chosenness in Judaism, Christianity and Islam”
- A screening of the film “Chinatown” followed by an interdisciplinary faculty panel discussing Water issues in the film: Vicki Drake, Lantz Simpson, Josh Kanin, Suzanne Borghei
- International Education Week Celebration
- Kal Raustiala, “Is Bagram the New Guantanamo? War and the Courts after 9/11”
- “Of Water: Pictures on an Environmental Theme,” photography exhibition by the Photography department students
- Glenn McDonald, “Climate Warming, Perfect Droughts and Southern California Water Resources”
- Professors William Selby and Nancy Grass-Hemmert, “A Cultural Tour of LA”
- World Dance performance at the Broad featuring Water
- Kevin Bales, founder of “Free the Slaves”
- Spring Flex Day Workshops:
 - The New and Improved Study Abroad Program
 - Planting a Conversational Tree: Thinking Globally by Engaging Locally
 - Global Citizenship: Becoming a Player!
 - Infusing Global Citizenship into Your Course
 - Greening SMC: What We have done and What We still plan to do
- “What I learned on Study Abroad” featuring student participants from Summer 2009
- Presentations on Summer 2010 Study Abroad programs by faculty
- Professor Lawrence Driscoll, “Eau to Joy(ce): Fascism, Modernism, and James Joyce”
- United Nations World Water Day dance celebration at the fountains in the Quad
- Dr. Braimiah Apamibire, “Drinking Water Supplies in Developing Countries: The Magnitude and Solutions of the Problem.”
- Screening of the film “Tapped” presented by Sara Byles, producer
- Andrew Lam, Vietnamese-American author discusses “East Eats West”
- Dr. Louise Hamlin, “Water: A Personal Journey”
- Dr. Kristin Kowolik, “Naturally-occurring Arsenic in Drinking Water”
- Dr. Laura Stachel, “Where There is No Light: Improving Maternity Care in Developing Regions through Solar Power”
- Dr. Amy Zegart, “Intelligence and National Security: A Hard Look”
- Black Collegians and Pan African Student Union field trip to “America I Am” exhibit at the California Science Center, funded by Global Citizenship, led by Counselor Sherri Bradford and Professor Frank Dawson
- Barbara Goldberg, “Wells Bring Hope”

- Professor Darryl-Keith Ogata, “Water and Communication: Clean and Kind Necessities for Living and Flourishing”
- Global Motion Folklórico performance, financial support for world dance costumes from Global Citizenship
- Black Collegians Program 20th Anniversary, financial support from Global Citizenship
- First Annual Student Research Symposium and Tournament, organized by Professors Nancy Grass-Hemmert and Nate Brown, funded and sponsored by Global Citizenship, also sponsored by the Communications department
- Peter Edmunds, “The Acid Test for Coral Reefs in Hot Water”
- Tricia Allen, “Polynesian Tattoo Art”
- Conversation Exchange Program—partnering modern language students with students in ESL who are native speakers of the language under study in order to promote language acquisition both in English, for the international student, and the target language. Funded by Global Citizenship. Created and coordinated by the faculty of Modern Languages and Cultures and ESL.
- Establishment of the student club, “Students for Sustainable Futures” to work closely with Nutrition and Education International to bring soy protein nutrition to the women and children of Afghanistan. Faculty Advisor, Professor Tom Chen of Life Sciences.
- Screening of “El Perro del Hortelano” (The Gardener’s Dog), featuring a special talk with producer Annika Beaulieu and cast members from the production