AGENDA

SANTA MONICA COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

REGULAR MEETING

SEPTEMBER 3, 2013

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

5:45 p.m. – Closed Session
7 p.m. – Public Meeting

The complete agenda 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.

PUBLIC PARTICIPATION

ADDRESSING THE BOARD OF TRUSTEES

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

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

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

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

   <u>General Public Comments and Consent Agenda</u>

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

   <u>Major Items of Business</u>

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

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

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

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

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

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AGENDA

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, September 3, 2013.

5:45 p.m. *Closed Session (Business Building Room 111)*
7 p.m. *Public Meeting (Board Room)*

I. *ORGANIZATIONAL FUNCTIONS*

- CALL TO ORDER

- ROLL CALL
  Dr. Nancy Greenstein, Chair
  Dr. Susan Aminoff, Vice-Chair
  Judge David Finkel (Ret.)
  Dr. Louise Jaffe
  Dr. Margaret Quiñones-Perez
  Rob Rader
  Dr. Andrew Walzer
  Mr. Jesse A. Ramirez, Student Trustee

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS

II. *CLOSED SESSION*

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency designated representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel
Employee Organization: CSEA, Chapter 36

CONFERENCE WITH LABOR NEGOTIATORS (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

EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9 (4)(d)
Initiation of litigation: One case

REAL PROPERTY (Government Code Section 54956.8)
Property Address: 1914 14th Street, Santa Monica, CA 90404
Under Negotiation: Terms and Conditions of Lease/Purchase
College Negotiators: Dr. Chui L. Tsang, Bob Isomoto, Charlie Yen
Owners Representative: Mark Zamel

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

- PLEDGE OF ALLEGIANCE

- CLOSED SESSION REPORT (if any)

- RECOGNITON AND ACKNOWLEGEMENTS
  - Fall 2013 Athletic Program
  - Scholar Athletes/Transfers

IV. ***PUBLIC COMMENTS***

V. ***SUPERINTENDENT'S REPORT***

- Opening of Fall 2013 Semester
- Senate Bill 173 (Liu)

VI. ***ACADEMIC SENATE REPORT***

VII. ***MAJOR ITEMS OF BUSINESS***

VIII. ***CONSENT AGENDA***

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

Approval of Minutes

Grants and Contracts

Human Resources

VIII. ***CONSENT AGENDA*** *(continued)*

IX. ***CONSENT AGENDA – Pulled Recommendations***

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

X. **INFORMATION**

XI. **REPORTS FROM DPAC CONSTITUENCIES**
- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, October 1, 2013** 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.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1-A

SUBJECT: **PUBLIC HEARING, 2013-2014 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2013-2014 budget.

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

PUBLIC COMMENTS:

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1-B

SUBJECT; **ADOPTION OF THE 2013-2014 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2013-2014 budget as detailed in the various funds of the District (see Appendix A).

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2013-2014 is comprised of the following nine funds:

General Fund Unrestricted	$151,469,911
General Fund Restricted	$30,904,195
Total General Fund	$182,374,106
Special Reserve Fund (Capital)	$13,505,227
Bond Fund: Measure U	$24,712,713
Bond Fund: Measure S	$59,036,308
Bond Fund: Measure AA	$56,392,693
Bond Interest & Redemption Fund	$47,192,562
Student Financial Aid Fund	$36,389,573
Scholarship Trust Fund	$30,000
Auxiliary Operations	$5,097,589
Total Other Restricted	$242,356,665
TOTAL PROPOSED ADOPTED BUDGET	**$424,730,771**

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **2012-2013 FOURTH QUARTER FINANCIAL 311Q REPORT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge submittal of the fourth quarter financial 311Q report as of June 30, 2013 required by the Chancellor's Office (see Appendix B).

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **OTHER POST EMPLOYMENT BENEFITS FUNDING PLAN**

SUBMITTED BY: Vice-President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the proposed plan to fully fund the District's OPEB obligations. Adherence to the plan would guarantee the District's generous health benefits for all past, current, and future employees.

SUMMARY: The plan calls for as initial commitment of $500,000, and an additional $500,000 each succeeding year until the eighth year, at which time the Annual Required Contribution (ARC) $8.1 million will be met. Thereafter, the District will no longer need to allocate any new monies for the OPEB obligation. The District's total OPEB liability $101 million is projected to be funded in 2033 (20 years).

The proposed plan takes into consideration the previous administrative plan and the plan recommended by the District Planning and Advisory Council (DPAC). It offers a less aggressive funding schedule than the earlier proposed administrative plan and will be pay down the District's obligation sooner than the plan recommended by DPAC. This approach achieves a reasonable balance between securing a guarantee for employees' benefits in a predictable number of years and not placing undue fiscal burden on the institution's future budgetary needs.

The proposed plan would meet the requirements for ACCJC Accreditation Standard 3D.3c as a plan for funding the District's OPEB obligation. In addition, adherence to the plan would improve the District's audited financial statement and sustain the District's high ratings for issuing bonds.

The plan was reviewed by consultants from Total Compensation, Inc. and School Services of California and deemed to be a realistic proposal for funding the District's OPEB obligation.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **AWARD OF BID – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY CAMPUS AND PARKING STRUCTURE**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees award the bid to the lowest responsive bidder for construction of the Academy of Entertainment and Technology and Parking Structure project.

Bidder	Amount
CW Driver	$59,160,000
Pinner Construction	$61,453,000
SJ Amoroso	$66,097,000

FUNDING SOURCE: Measure AA

COMMENT: This project renovates and modernizes the Academy of Entertainment and Technology (AET) campus, providing space for additional technology-driven programs at the site. The project renovates the existing 50,000 sq. ft. instructional building; provides a new 30,000 sq. ft. instructional building; provides a 36,000 sq. ft. new office and studio complex for radio station KCRW; and adds a new 430-space parking garage.

Improvements to the existing AET program include new computer labs, editing and broadcast booths, a full film and television production studio and an auditorium/screening room. The new facilities will support the college's media instructional programs, which will move from the main campus to the AET campus. KCRW, with radio operations at five locations, including at the main campus and in leased space at the Santa Monica Airport, will consolidate its studios, control room, newsroom and offices into a single, larger facility at the AET site.

CW Driver is an experienced contractor with many successful university and community college projects including Cal Poly Pomona, Coastline College, CSU Fullerton, CSU Long Beach, CSU Northridge, DeAnza College, East LA College, El Camino College, Fullerton College, Irvine Valley College, Loyola Marymount, Orange Coast College, Saddleback College, Santa Ana College, UC Riverside, UC San Diego and UC Santa Barbara. In addition they have many entertainment industry clients including Disney, Sony Studios and Universal Studios.

The project is expected to take two years to complete.

BACKGROUND: SMC's Academy of Entertainment & Technology campus opened in 1998 as a state-approved Center to provide specialized instruction in digital and new media. The campus opened with programs in Entertainment Technology and in Graphic Design. Interior Architectural Design was added to the site a few years later.

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

The renovated campus will accommodate additional technology-driven programs at the site, including Film Studies (critical and production), Broadcasting, Radio, Journalism, and Mass Communication. These programs currently reside in 1950s era buildings that cannot support the modern infrastructure necessary for digital and online programs.

The campus will also provide new offices and studios for SMC's radio station KCRW, a nationally recognized leader in new media and online delivery. The radio station will provide a dynamic asset to the media and technology-driven instructional programs, making opportunities possible for students to learn through observing and perhaps working or interning, and providing academic program leaders with an on-site resource and with industry professionals who can serve as advisors.

Additionally, meeting spaces for students to congregate, collaborate, and cross-pollinate will be scattered throughout the site. Both KCRW staff and students will use the on-site café and share the outdoor plaza, providing further opportunities for sharing and learning. The central plaza will be an inviting focal point for gathering and exchange and offers a sense of community to a site that is surrounded by large industrial brick walls.

Located in the heart of the Santa Monica media corridor, the expanded AET site will serve as an educational resource for a broad spectrum of industry needs. Bringing the various disciplines together will enable students to cross-train in a way that better fits the changing needs of local industry. And from a more practical standpoint, it will allow multiple disciplines to share facilities and equipment that simply could not be economically duplicated.

With a greater focus on media disciplines, the College might want to consider a name change to convey the full scope of the offerings.

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

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **AGREEMENT FOR ENGINEERING SERVICES FOR SECURITY SYSTEMS UPGRADE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the agreement for Engineering Services with MDC Engineers for an amount not to exceed $365,000 plus reimbursable expenses for engineering services for the Security Systems Upgrade.

FUNDING SOURCE: Measure AA

SUMMARY: MDC Engineers will develop the technical bidding specifications and drawings for the District's Request for Proposal (RFP) for the security systems upgrade.

An independent review of the District's security systems was recently conducted by both Siemens Security and IVA Solutions. Several recommendations were made to improve current systems and add enhancements to improve campus security.

The Security Systems Upgrade project will incorporate many of these recommendations including:

- Integrate and automate alarm response from various sources including access control, intrusion alarm and fire.
- Upgrade existing analog video cameras to high resolution digital and add additional cameras in key areas.
- Add video analytics to automate the surveillance process and quickly identify problem situations.
- Add audio analytics to detect gunfire on and around the campus and determine the location of a shooter.
- Upgrade buildings that are on older stand-alone alarm systems to integrated alarms reporting directly to police dispatch.
- Add access control and lock down to exterior doors of major buildings that do not already have the capability.
- Add additional emergency call towers and stations.
- Upgrade police dispatch control center including cabinetry, computers, monitors, electrical and cooling.
- Upgrade older fire alarm systems and provide capacity for mass notification.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 6

SUBJECT: **SANTA MONICA COLLEGE DISTANCE EDUCATION 2012-2013 REPORT**

SUBMITTED BY: Vice-President, Academic Affairs

The purpose of this annual report is to provide the reader with an update on the trends, successes and challenges that the Santa Monica Distance Education (DE) program faced this past year.

Statewide and Santa Monica College Distance Education Growth Trends

Unless otherwise stated, all data in this report is specific only to DE classes which are delivered asynchronously via the internet or, as defined by the Chancellor's office as "delayed interaction, internet based" category. According to the Chancellors office, online asynchronous education represents 94% of all delivery methods."

In a summer 2013 report issued by the Chancellor's Office, "student headcount in distance education courses grew from 328,372 in 2005/2006 to 643,255 in 2011/2012. Distance education enrollments peaked in 2010/2011 with a student increase of 26,242 students before losing 32,505 students in 2011/2012. The drop is reflective of an overall drop in students in the CCC system" and was attributed to severe budget cuts creating shortages and reductions in course offerings statewide.

According to the California State Chancellor's Office data-mart, DE FTES have fluctuated over the past few years as institutions have tried to manage budget and related enrollment challenges. These changes are reflected in FTES and were taken from the CCC data-mart website from a five-year period as listed in the chart below.

Statewide and SMC FTES DE Breakdown by Year*

Year	Statewide DE FTES	SMC DE FTES
2008-2009	91,247	3,141
2009-2010	103,156	2,895
2010-2011	101,861	2,850
2011-2012	96,588	2,511
2012-2013	55,924	2,390

*Source: CCCCO Datamart

DE Percentage of Overall District Credit Enrollments**

Term	2010-2011	2011-2012	2012-2013
Summer	19.2%	17.4%	19.3%
Fall	10.7%	10.9%	11.3%
Winter	17.9%	15.4%	17.9%
Spring	10.9%	11.2%	11.4%
Total	**12.1%**	**11.8%**	**12.4%**

**Source: SMC Office of Institutional Research

The noticeable dip in FTES from the previous year, statewide down by 55,924 and SMC down by 121, may reflect reductions in overall course offerings statewide due to budget issues.

In terms of statewide trends for online programs among the California Community Colleges, Santa Monica College continues to maintain its slot among the top five largest online programs. This information is included to demonstrate the sheer size of the SMC online program compared to other institutions. Pulling data from the Chancellors Office data-mart, the table below illustrates the placement of the largest DE programs using the fall 2012 and 2011 FTES statistics as a sampling of the ebb and flow of online program growth and enrollments over a two-year cycle.

California Community Colleges FTES Rankings of DE Programs

Ranking	College	FTES FALL 2012	FTES FALL 2011
1	American River	1,204.35	1,164.96
2	Coastline	1,099.90	1,197.09
3	Santa Monica	937.28	985.99
4	San Joaquin Delta	930.84	1,064.78
5	Foothill	881.42	967.7
6	Mira Costa	847.01	723.44
7	Modesto	835.96	922.88
8	Santa Barbara	827.76	766.23
9	Rio Hondo	824.54	733.7
10	Mt. San Jacinto	775.96	809.92

Santa Monica College Distance Education (Online/Hybrid) Course Offerings

Despite budget and schedule challenges, SMC offered a slightly higher number of online and hybrid sections compared to the previous year. Below is a breakdown comparing the number of sections per term over a two-year academic cycle. There was a slight uptick in offerings this past year totaling 47 additional sections. Hybrid classes typically represent less than 5% of all offerings annually. Online classes remain in high demand and it is worth noting that no online class sections were cancelled due to low enrollments during the 2012-2013 academic year.

Number of Online Sections Offered 2011-2012 and 2012-2013

Term	2011-2012	2012-2013	Difference
Summer	86	112	+26
Fall	296	315	+19
Winter	55	45	+10
Spring	299	291	-8
Total	**736**	**763**	**+47**

The Curriculum Committee approved of twelve classes for online delivery during the past year. Half of these classes are specific to the District's new Medical Lab Technology program which will be relying heavily on the hybrid model to meet the needs of working students. Full details can be found below.

Online Classes Approved by Curriculum Committee

Course Number	Course Title
AHIS18	Introduction To African Art History
CIS70	Social Media Applications
CS87	Python Programming
ECE 48	Adult Supervision and Mentoring
GEOG20/GIS20	Introduction To Geographic Information Systems
LING1	Introduction To Linguistics
MLT2	Hematology, Coagulation, Urine and Body Fluid Analysis
MLT3	Blood Banking and Immunology
MLT4	Clinical Chemistry
MLT5	Clinical Microbiology
MLT10	Clinical Practicum
PHLBMY	Phlebotomy for MLT

The table below lists the four new to online classes which were included in the schedule during this past year.

New Online Classes 2012-2013

Course Number	Course Title	Year/Semester First Offered
BUS34	Introduction To Social Media Marketing	Spring 2013
ECE48	Adult Supervision and Mentoring	Fall 2012
GEOG20/GIS20	Geographic Information Systems	Fall 2012
INTARCH29	Computer Skills for Interior Architectural Design	Summer 2012

To date, two hundred and twenty one classes have been converted for online/hybrid delivery many of which cycle through the schedule each semester. While the SMC DE program is not in heavy growth mode at this time, much of this can be attributed to the fact that many of the high demand general education and transfer classes have already been converted and are offered online. The SMC Distance Education program now represents coursework from all but a few departments and disciplines.

Enrollments (by seat) - Classes Hosted on eCollege/Pearson Learning Studio***

Term	Online Classes	Hybrids	eCompanion
Summer 2012	3,621	88	7,157
Fall 2012	8,778	784	56,599
Winter 2013	1,438	36	6,908
Spring 2013	8,551	686	56,719
Annual Totals	**22,388**	**1,594**	**127,383**

***Count taken at eCollege census date: week three of each term. <3% of online classes are not hosted on eCollege and not included in this count.

While student success and retention rates for online classes fluctuate over terms (variables unknown) primarily they continue improve as noted below with the gap narrowing between online and traditional campus-based classes.

SMC DE vs. Non-DE Retention and Success Rates*

Student Outcomes	Statewide DE	SMC DE	SMC Non DE
Retention	80.29%	80.35%	83.47%
Success	60.69	66.79%	68.50%

*Source: CCCCO Datamart – fall 2012

Program Highlights

eCompanion Reorganization Project

"eCompanion" is the term used to refer to when faculty use the eCollege/Pearson Learning platform to support their ground classes with web enhanced content. The platform can be used simply as a convenient communication tool via the email function or in a more robust manner with supplemental lectures, quizzes, videos, paperless document access.

Earlier last year, the Distance Education Department officially moved eCompanion back under its direct supervision and support. The goal of this change was to help minimize confusion among faculty as to how to find a single source of support with the goal to better streamline services including an aggressive training schedule under one unit to bring more faculty users into the community. It is the belief of the Distance Education Department staff that this transition has been a success. Of the 1,316 faculty who taught for the District during last spring (non-credit included in this figure), 1,159 faculty logged time in their eCompanion shells. As indicated in the previous table, eCompanion student users increased by 25,946 (duplicated) from the previous year's numbers which would seem to indicate a jump in faculty using the eCollege/Pearson Learning Studio platform to supplement their ground classes.

Christine Miller, the Distance Education Department full-time Multimedia Specialist, offered four campus-wide eCompanion faculty training sessions over this past year, two of which took place during flex days in order to try to reach the maximum amount of faculty. All sessions were well attended and these sessions provided the Distance Education Department a great deal of information in understanding the skill-set of users and to calibrate the training needs of faculty moving forward. Since there has been a substantial spike in eCompanion users this past year, it is the hope of the Distance Education Department that some of this can be attributed to these focused efforts in training and supporting faculty.

In addition to the four eCompanion training sessions offered this past year, three eCollege hosted live webinars were offered. All three webinars were archived and added to our growing library of faculty resources housed in eCollege. Topics covered how to use the new integrated Turn-It-In product, Social Course Home Tour and How to effectively use the Gradebook and Dropbox tools. We now have over twelve hours of faculty training webinars available to help eCompanion and online/hybrid faculty to enhance and update their classes.

As the discussion of "online faculty certification" continues to be a front-burner item with the Distance Education Committee and gains steam as a state-wide initiative, it is the hope of the Distance Education Department that these webinars will be part of the resources to better prepare faculty to move into the world of online teaching.

Turn-It-In Plagiarism Software Integration

Using the Districts eCollege service credit funds, the Distance Education Department was able to support the full integration of the Turn-It-In plagiarism software within the eCollege system. This means students will no longer have to link out to a secondary vendor and faculty now have the ease and convenience of setting up Turn-It-In inside their online, hybrid and eCompanion shells via simple drop-box tool. This new integration was piloted by several online faculty during the spring term and fully launched as a campus-wide initiative as of summer 2013.

Faculty and Student Collaborative Virtual Groups

SMC faculty use the eCollege/Pearson Learning Studio in creative ways beyond the classroom. The DE department is happy to support use of the platform not only in traditional ways (online, hybrid and eCompanion) but in and non-traditional ways to maximize the value of our contract, provide faculty with virtual workplaces to gather, confer and share ideas. To date, approximately twenty-five shells have been set up to provide faculty with a virtual gathering place to work with colleagues including a group for the Counseling 20 faculty, Japanese Language faculty, several ESL workgroups, STEM, English Department faculty Common Essay collaborative group, Academic Senate and Math Department homeroom.

Another unique use of the eCollege/Pearson Learning Studio platform is the hosting of our Student Rules and Regulations shell. This shell contains information on student conduct expectations as well as links to various honor code information. All SMC students are enrolled in this resource. During the past year, Professor Teri Bernstein, Chair of the Professional Ethics and Responsibilities committee, used this student shell to post several plagiarism videos so our students can view them to gain a better understanding on what constitutes plagiarism. Professor Bernstein did a wonderful job informing faculty about this resource as indicated by the student user data. Between August 15 and September 5, a total of 1,152 students (unique users) accessed the plagiarism content in our Student Rules and Regulations shell.

Pearson Learning Studio My Math Labs and Student Tutoring Resources

Earlier in the year the math department decided to have Pearson Learning Studio My Math Labs publisher content integrated into several math class eCompanion shells. Integrating this publisher content within the eCollege eCompanion shells provided the District with an efficient and nimble way to track student user lab activity and generating a report which is a crucial component when claiming apportionment. In the fall of 2012, 85 sections were driven by the My Math Labs publisher content via eCollege. Math 18, 20, 31 and 85 have all moved over to this integrated publisher content providing our students with the convenience of seamless, single sign-on access to a myriad of resources.

When students purchase their My Math Labs textbook they have access to robust online content including free tutoring time. Tutoring is available to students on demand by a third party tutoring service vendor called "SmartThinking" and is a single click from inside the course shells. Each student is provided with one session up to thirty minutes as part of their eBook purchase. If students wish to continue to utilize the SmartThinking services beyond the free session, they have the option of paying for additional time if the student deems it necessary.

Beyond having this resource available to our math students, what is valuable from this experience is confirmation that, technically speaking and if need be, an outside tutoring vendor could help the District meet our tutoring obligations for our online population. Currently, tutoring for our online students is one support area which we have yet to implement. This issue has been addressed by the Distance Education Committee but how to approach this challenge has yet to be decided.

Program Challenges: Federal and State Issues Impacting Distance Education

There are currently numerous state and federal issues, regulations and guidelines which impact or have the potential to impact the online program at Santa Monica College. Among these issues is the Online Instructional Materials Fee which focuses on each institutions obligation to provide ongoing access for students to electronic publisher content which they purchase.

Also of note and getting a lot of press is MOOCS aka Massive Online Open Courses, OER's aka Open Educational Resources. Both of these initiatives seem exciting and promising while still in the early stages of finding its footing in the world of online teaching for credit-based coursework. MOOCS are getting a fair share of attention these days especially with Senator Steinberg's bill focusing on a creative way to meet the needs of student demand for classes. OER's are also exciting as they try to address the high cost of textbooks and supplementary learning resources. The caveat currently being concerns over accessibility issues associated with "free" and not necessarily vetted content.

Of more "heft" is the federal legislation regarding state authorization. This legislation from the Department of Education continues to change and almost on a weekly basis due to challenges and opposing voices. It is tied to financial aid and as currently written, requires each institution to seek authorization to legally offer distance education classes to students in a state which it is not physically located. Authorization must be done on a state-by-state basis and can be a simple approval in writing or a lengthy and expensive vetting process requiring hours of work and annual fees.

The SMC DE program does serve students not residing in the state of California. According to our Office of Institutional Research, 111 unique students from 31 different states took our online classes this past year. Hawaii, New York and Illinois represent the highest number of students at @ 10 per state. Smaller representation comes out of Alaska and Guam. In terms of beyond the U.S. (which is not subject to authorization) 11 students from other countries took our online classes including China, Thailand and Japan.

Since the state authorization legislation is of great concern to all institutions offering online classes, a large advocacy community has been created to help DE program maneuver through the ever-changing regulations. To insure we are looped in on all changes, challenges and decisions, we remain active in this community. The SMC Distance Education Department in partnership with multiple nationwide networks including WCET-WICHE SAN Network (http://wcet.wiche.edu/advance/state-authorization-network), as well as tracking the status of the SARA "State Authorization Agreement" which would make authorization a more stream-lined venture. For reference, WCET is a group of higher education institutions which focuses on improving the quality of online education.

The state authorization regulation was created by the Department of Education and partially born out of new regulations for "program integrity" with online education as a focus and originally aimed at the for-profits and its ties to financial aid. As the area of Distance Education traverses these new waters, SMC does have steps in place to insure we are not harboring "straw students" or supporting financial fraud. Below are a few recent additions that have been put into place to help mitigate financial aid fraud and academic integrity "lapses".

> Single Sign-on Password Protected Access: Students can only access their online & hybrid classes via Corsair Connect. This means that if our students do decide to allow other to impersonate them and take their classes for them, students must provide access to their entire Corsair Connect website including grades, personal contact information and enrollment & drop rights.

Substantive Participation Advisory: As of winter 2012, all students who enroll in an online/hybrid class are emailed an enrollment confirmation letter that now includes the following advisory: *"Important: You have registered for an online class. Online classes require substantive participation. This means that if you do not regularly and thoughtfully participate in the class activities defined in your course syllabus, you risk being dropped*." This advisory was crafted by the SMC Distance Education Committee to address the concerns of students enrolled in online classes who are not actively participating yet may be receiving financial aid.

Student Impersonation: As the SMC DE department moves closer toward adopting the new eCollege/Pearson Learning Studio "Social Course Home" and that tool moves beyond beta-stage, we hope to take advantage of the SKYPE feature. In the event faculty suspect a student taking the class is not the student enrolled, this integrated SKYPE option would provide faculty with a convenient way to hold online meetings with students so this issue can be discussed and to verify identity. As was recommended in one of our faculty training webinars titled "Combating Cheating in the Online Classroom", when faculty are concerned about a student identity, asking them to meet virtually is one way to address suspicions. It is during these live virtual meetings students can be asked to provide two forms of photo ID, one for being their SMC student ID card. Faculty have already been using SKYPE for this purpose among others but having a SKYPE feature built in the classroom shell would be an efficient way to support such meetings.

Conclusion

As the new academic year gets underway, the Santa Monica College Distance Education program will continue with its goal to support faculty and students in the most effective and efficient ways possible while staying current with technology changes and compliant with legislative initiatives. Both goals are incredibly dynamic and exciting areas of education.

This report was prepared by Julie Yarrish, Associate Dean, Online Services & Support (August 2013)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 3, 2013

MAJOR ITEMS OF BUSINESS

INFORMATION/DISCUSSION ITEM 7

SUBJECT: **ART INSTALLATION FOR COLLEGE CONSTRUCTION PROJECTS**

SUBMITTED BY: Superintendent/President

INTRODUCTION

The issue of art in the College's construction projects has been raised at several Board of Trustees meetings. Project architects have been asked about their plans for art installations in the projects. Because the College does not have a policy on incorporating art into its new buildings, project architects have no guidance concerning whether art should be incorporated into the project. Nor does it have guidance about the type of art, how it should be selected, or what amount of the project budget can be expended on the art component.

Several Board members have requested that this matter be discussed to consider whether the Board of Trustees should develop a policy on art in its construction projects.

BACKGROUND ON ART INSTALLATION FOR CONSTRUCTION PROJECTS

Incorporating art into public or private development projects usually arises in the context of percent-for-art programs.

> Percent-for-art programs, in essence, require that a percentage of a development project's overall construction costs, typically between 0.5 and 2.0 percent, are set aside to fund publicly-accessible art. Philadelphia enacted the first municipal percent-for-art program in 1959, with Baltimore following in 1964, San Francisco in 1967, and Seattle in 1973. Hawaii adopted the first statewide percent-for-art program in 1967. The last major study of state and local public art programs, conducted in 2001, found that there were 350 public art programs in the United States; more recent estimates indicate the numbers of programs has held steady since. Stephen R. Miller, *Percent-for Art Programs at Public Art's Frontier*, 35 Zoning & Planning Law Report, No. 5, at p. 1 (May 2012)

Although there are a variety of approaches, the unifying theme of percent-for-art programs is to make art available to the public. The City of Santa Monica adopted a percent-for-art program in 1986 applicable to public works projects. In 2006, it adopted an ordinance requiring private developers to make contributions to the City's cultural resources.

CONSIDERATONS

Following are some of the issues that would need to be considered:

- The type of construction project that would trigger an art installation
- The type of art to be installed
- The selection process
- Budget and Funding options – (percentage, fixed amount, donations)

It is requested that the Board of Trustees provide direction to staff on whether a Board policy on an art installation for construction projects should be drafted and presented to the Board for consideration.

VIII. 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 #8-#21.

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

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

IX. *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.

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 8 APPROVAL OF MINUTES

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

August 6, 2013 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 ACCEPTANCE OF GRANT AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification
Reviewed by: Laurie McQuay-Peninger, Director, Grants
Approved by: Randal Lawson, Executive Vice President

Title of Grant: **Guardian Scholars Partnership Project**

Granting Agency: Loyola Marymount University with funding from the Angell Foundation

Award Amount: $48,000

Matching Funds: Not applicable

Performance Period: July 1, 2013 – June 30, 2014

Summary: Santa Monica College will partner with Loyola Marymount University and the University of California, Los Angeles, to implement a grant from the Angell Foundation in the amount of $150,000 to support former foster youth through the development of a Guardian Scholars program at Santa Monica College. This program will provide direct services and support to a minimum of 50 Guardian Scholars each year. In addition, SMC will work with its partners to create a collaborative network among and between the college communities designed to 1) increase awareness among foster youth and their families of the resources and services available to assist them as they pursue their postsecondary goals and objectives; and 2) prepare foster youth for the requirements of college, thus increasing the likelihood for success.

Budget Augmentation: Restricted fund 01.3

Revenue (2013 - 2014)

8820	Private Donations	$ 48,000.00

Expenditures

1000	Academic Salaries	$ 31,860.00
2000	Non-Academic Salaries	$ 2,500.00
3000	Employee Benefits	$ 8,590.00
4000	Supplies and Materials	$ 1,100.00
5000	Other Operating Expenditures	$ 1,950.00
6000	Capital Outlay	$ 0.00
7600	Other Student Aid	$ 2,000.00
Total		**$ 48,000.00**

BOARD OF TRUSTEES Santa Monica Community College District	ACTION September 3, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 10 CONTRACTS FOR FOUR-WEEK STUDY ABROAD PROGRAM IN SOUTH AFRICA

Requested Action: Approval/Ratification
Reviewed by: Kelley Brayton, Dean, International Education
Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

Provider/Contract		Term/Amount	Service	Funding Source
A	African Angel Tours (South Africa)	January - February 2014 Not to exceed $75,000 which covers in-country travel, housing, lectures, and some meals.	Four-week student study abroad program in South Africa during winter session 2014. 25-26 students will study at the University of Cape Town and visit the historical and cultural sites in Johannesburg, Kruger National Park and Cape Town, South Africa. The South Africa program combines a solid background in the history and culture of the South Africa and students will experience first-hand the places studied in the SMC courses, service learning activities, guest lectures from University of Cape Town and excursions within the country.	Funding source for cost of ticket, taxes and fees, Program fees paid by participants. Scholarships in the amount of $500-$2,500 will be available.
B	Protea Travel Services (Florida)	$2,700 deposit for 27 tickets – Airfare for Student Study Abroad Program. This deposit is fully refundable if the program is canceled.	Deposit for round trip LAX to Johannesburg/Cape Town-LAX for group of up to 25 students and two faculty for an annual winter session study abroad program in South Africa led by SMC faculty.	Global Citizenship Fund or Study Abroad Fund
C	National Geographic “Live” Speaker Series	$15,000 ($5,000 per speaker)	World-class photojournalists share their experiences as part of the Global Citizenship campus sponsored events for 2013/14 on the main campus. This is a complement to the evening Broad Series National Geographic “Live” Series. Open to SMC students and staff/faculty at no charge. December 5 – Lens of Adventure March 6 – Pink Boots and a Machete May 1 – Stranger in a Strange Land	Global Citizenship District Fund

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 11 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Chui L. Tsang, Superintendent/President
Requested Action: Ratification

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

Authorization: Board Policy Section 6255, Delegation to Enter Into and Amend Contracts
Approved by Board of Trustees: 9/8/08
Reference: Education Code Sections 81655, 81656

Provider/Contract		Term/Amount	Service	Funding Source
A	Governet (provider of CurricUNET)	March 1, 2014 – June 30, 2014 Not to exceed $1,000	The payment for the stated time period, which was not covered by the Board approval on August 6, 2013 is required in order to merge the program review and curriculum module contracts on a July-June period basis.	District Budget/ Academic Affairs (100%)
Requested by: Georgia Lorenz, Dean, Instructional Services *Approved by: Jeff Shimizu, Vice-President, Academic Affairs*				
B	Dr. Lisa Mataczynski	July 1, 2013 – June 30, 2014 Not to Exceed $5,000	Dr. Lisa Mataczynski, who serves as a student advisor at the University of Southern California has extensive research expertise in student acculturation, sense of belonging and retention. She will be developing training materials and workshops for the GRIT Initiative's College Coaching program.	District Budget/ GRIT (100%)
Requested by: Brenda Benson, Dean, Counseling/Retention *Approved by: Jeff Shimizu, Vice-President, Academic Affairs*				
C	Next Vista for Learning (Facilitator: Rushton Hurley)	September 3, 2013 Not to exceed $3,300	This is an amendment (name change) to a consultant approved at the Board of Trustees meeting on August 6, 2013. Rushton Hurley, educational technology expert, will present workshops to help instructors learn about freely available online tools, digital media and open educational resources to help students strengthen the quality of their work, and vary the presentation of course content.	Title V Building Foundations for Academic and Career Success Grant (100%)
Requested by: Roberto Gonzalez, Associate Dean, Student Success Initiatives *Approved by: Jeff Shimizu, Vice President, Academic Affairs*				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 ACADEMIC PERSONNEL

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

EFFECTIVE DATE

ELECTION

PROJECT MANAGERS

Jenkins, Jerome, Athletic Events and Game Management – 50%	09/04/13 – 06/30/14
Prestby, Anthony, Supplemental Instruction (extension)	10/01/13 – 11/01/13
Sandoval, Audrey, Veteran's Resource Center (50%)	10/01/13 – 06/30/14

ADJUNCT FACULTY

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13 CLASSIFIED PERSONNEL - REGULAR

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

EFFECTIVE DATE

ABOLISH

Administrative Assistant II (1 position) 08/25/13
Community Relations, 12 mos, 40 hrs

ESTABLISH

Administrative Assistant II (1 position) 08/26/13
Community Relations/Superintendent, 12 mos, 40 hrs
Comment: The establishment of this position does not create a new position. The position will be split by two departments.

NEW CLASSIFICATION/POSITION

Film Production Coordinator (1 position)
Communications Department, 11 mos/40 hrs
Salary Range 41, Classified Salary Schedule

Programmer Analyst IV (1 position)
MIS Department, 12 mos, 40 hrs
Range 53, Classified Salary Schedule

SALARY REALLOCATION

Community College Police Sergeant
From: Range M17 Classified Management Schedule
To: Range M19 Classified Management Schedule

ELECTIONS

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

ADVANCE STEP PLACEMENT

Sheaffer, Carl, Skilled Maintenance Worker, Maintenance Step C 05/07/12

VOLUNTARY TRANSFER

Nematollahi, Ramin 08/26/13
From: Administrative Assistant II, ISC, 12 mos, 40 hours
To: Administrative Assistant II, Community Relations/Superintendent, 12 mos, 40 hours

PROBATIONARY

Borger, Sarah E. Dance Production Specialist, Dance 08/28/13
Winn, Ollie, Student Services Clerk, EOP&S 09/09/13

PROBATIONARY VOLUNTARY TRANSFER- DEMOTION

Kuykendall, Alan 08/26/13
From: Payroll Specialist, Fiscal Services, 12 mos, 40 hours
To: Administrative Clerk, Human Resources, 12 mos, 40 hours

VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Lemonds, Bradley 08/26 – 12/10/13
From: Lab. Tech.-Broadcasting/Electronic Media, Communications, 11 mos, 40 hrs
To: Lab. Tech.-Broadcasting/Electronic Media, Communications, 11 mos, 36 hrs

WORKING OUT OF CLASSIFICATION - PROVISIONAL

Acosta, Dennis, Journeyman Trade – Carpentry (100%)	07/29/2013-08/23/2013
Ghasami, Nilofar, Student Services Specialist – Financial Aid (100%)	07/01/2013-07/31/2013
Qualey, Patrick, Journeyman Trade – Carpentry (100%)	07/29/2013-08/23/2013
Sheaffer, Carl, Painter, provisional (100%)	07/29/2013-08/23/2013

EXTENSION OF WORKING OF OUT CLASSIFICATION – PROVISIONAL

Diaz, Veronica, Director of Fiscal Services (50%)	04/15/2013-8/16/2013 – 36 additional days
Gilden, Joan, Director of Fiscal Services (50%)	04/15/2013-8/16/2013 – 36 additional days

SEPARATIONS

RESIGNATION	LAST DAY OF PAY SERVICE
Godinez, Marco A., Custodian, Operations	08/16/13
Garrison, Brenden, Instructional Assistant – Math, Mathematics	08/23/13
Sandoval, Amy, Instructional Assistant – English, English	08/09/13

REITREMENT

de Wit, Lois A. Accounting Specialist II, Fiscal Services (18+years) 11/05/13

RECOMMENDATION NO. 14 CLASSIFIED PERSONNEL - NON MERIT

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/hour (STHP)	41
College Work-Study Assistant	23
CalWorks, $8.00/hour (FWS)	1

SPECIAL SERVICE

Art Model, $18/hour	49
Community Services Specialist II	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 15 CLASSIFIED PERSONNEL – LIMITED DURATION

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

ELECTIONS	EFFECTIVE DATE

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

Baumgartner, Aline, Tutoring Coordinator - Business, Learning Resource Ctr	08/21/13-12/19/13
Dolimar, Mitsuko, Accompanist-Performance, MUSIC	08/23/13-12/31/13
Duran, Cambria, Laboratory Technician-Life Science, LIFE SCIENCE	08/08/13-01/10/14
Ganelis, Inna, Accompanist-Voice, MUSIC	08/23/13-12/31/13
Gluck, Ferris, Accompanist-Voice, MUSIC	08/23/13-12/31/13
Gonzalez, Arturo, Groundskeeper/Gardener, GROUNDS	08/08/13-11/12/13
McNaughton, Joellen, Accompanist-Voice, MUSIC	08/23/13-12/31/13
Mitchell, Amy L., Personnel Analyst, Personnel Commission	08/07/13-12/16/13
Preponis, Andreas, Accompanist-Performance, MUSIC	08/23/13-12/31/13
Toomey-Solis, Kathleen, Sign Language Interpreter III,Disabled Students Center	08/21/13-08/23/13
Vigil, Nani, Sign Language Interpreter III, Disabled Students Center	08/21/13-08/23/13
Walsh, Carl Peter, Accompanist-Voice, MUSIC	08/23/13-12/31/13
Walsh, Carl Peter, Accompanist-Performance, MUSIC	08/23/13-12/31/13

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.

Daugherty, Grady, Shuttle Driver, Transportation	07/01/13-06/30/14
Williams, Juanita N., Human Resources Technician, Human Resources	08/12/13-09/30/13

SUBSTITUTE – LIMITED TERM: Positions established to replace temporarily absent employees. Substitute limited-term appointment may be made for the duration of the absence of a regular employee but need not be for the full duration of the absence.

Lockhart, Brandi A., Administrative Assistant I – Dance/ESL, DANCE/ESL	08/14/13-11/15/13

CONSENT AGENDA: FACILITIES AND FISCAL

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

RECOMMENDATION NO. 16 FACILITIES

16-A CHANGE ORDER NO. 5 – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY RELOCATION

Change Order No. 5 – FAST TRACK CONSTRUCTION on the AET Relocation project in the amount of $41,205.

Original Contract Amount	$2,303,600
Previously Approved Change Orders	$ 439,603
Change Order No. 5	$ 41,205
Revised Contract Amount	$2,784,408

This change order results in no change to the contract length.

Funding Source: Measure AA

Comment: Change Order 5 provides for the labor and material for the removal of parking wheel stops and modification to parking lot striping and directional arrows, the addition of accessible signage, and the installation of additional fencing, gates, and bollards to meet increased security requirements at Airport and Bundy campuses. At the Bundy campus, the scope also includes the installation of a new meter pedestal for the Department of Water and Power interconnection to the existing distribution board as required.

16-B LEASE AGREEMENT FOR PROPERTY AT 1914 14TH STREET SANTA MONICA

Lease Agreement with GIANCOLA BROS., INC. to lease property at 1914 14th Street in Santa Monica for the following basic terms:

Property Type:	Single level industrial warehouse
Square Footage:	10,000 building on 13,495 lot
Period of Lease:	January 1, 2014 to December 31, 2018
Option to Renew:	One additional 60-month period
Base Monthly Rent:	$17,500

Funding Source: District Capital Fund

Comment: The College currently uses space on the first level of Drescher Hall for bookstore receiving and general storage. Restoring this space immediately to instructional and student service use will assist the District in meeting existing student needs. Additionally, long-term plans for Drescher Hall and the Pico frontage are incompatible with the current receiving and storage functions. This is an existing warehouse space that is within walking distance of the main campus.

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued*)

16-C AGREEMENT FOR ARCHITECTURAL SERVICES – LIBRARY CAFE

Agreement with GWYNNE PUGH URBAN STUDIOS for architectural services for the Library Café project for $38,000 plus reimbursable expenses.

Funding Source: District Capital Funds

Comment: The Library has not been updated since its remodeling ten years ago. Due to student demand, newer college and university libraries and bookstores now have some type of beverage or food service inside the building. The Library staff has proposed a café to activate an area that is not productively used. The new café would be on the west end of the Library and be able to use an outdoor patio. Sufficient seating would be provided both inside and out to meet demand. The café area would be clearly defined in order to keep noise and food out of the main library.

RECOMMENDATION NO. 17 ESTABLISHMENT OF SCHOLARSHIP TRUST FUND – FUND 75.0

Requested by: Robert Isomoto, Vice President, Business/Administration
Approved by: Dr. Chui L Tsang, Superintendent/President
Requested Action: Approval/Ratification

In accordance with Education Code Section 84030 and the California Community College Budget and Accounting Manual, the District establishes Fund 75.0 as a Scholarship Trust Fund to account for gifts, donations bequests, and devises (subject to donor restrictions) which are to be used for scholarships or for grants in aid to students.

BOARD OF TRUSTEES	**ACTION**
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 GANN LIMIT, 2013-2014

Requested by: *Veronica Diaz, Accounting Manager*
Approved by: *Robert Isomoto, Vice President, Business and Administration*
Requested Action: *Approval/Ratification*

Adopt the 2013-2014 Gann Appropriations Limit for the Santa Monica Community College District as $133,194,884 and the 2013-2014 Appropriation Subject to Limit as $92,450,202.

Comment: Proposition 4 (November 1979, Special Election) added Article XIIIB to the State Constitution to place limitations of the expenditures of State and local governments. The calculation of the GANN Limit was completed using the method and worksheets prescribed by the Chancellor's Office and approved by the Department of Finance.

The Gann Limit figures are based on the prior year limit amended by a State formula. The Appropriation Subject to Limitation is based on the Adopted Budget for 2013-2014.

The idea of the Gann is to limit the growth of government by only allowing expenditures that are tax driven to grow by a certain amount each year (Fund 01.0 only). There are two parts in the calculation: The Appropriations Limit and the Appropriations Subject to Limit. The Appropriations Limit is the maximum amount that the District can budget from tax driven revenue. (Essentially the Gann Limit). This is calculated based on previous years Gann Limit, growth/decline in FTES and an inflation factor determined by the Department of Finance. For 2013-2014 the Appropriations Limit is $133,194,884.

The second factor, the Appropriations Subject to Limit, is how much the District has budgeted that is from tax driven revenues. This essentially is the tax driven revenue (General Apportionment, Taxes, etc.) less the budget of any unreimbursed state, court or federal mandates. For 2013-2014 the Appropriations Subject to Limit is $92,450,202.

As long as the Appropriations Limit is more than the Appropriations Subject to Limit, the District is in compliance. For 2013-2014 there is $40,744,682 left in the GANN Limit. This "extra" can be transferred to other Districts in the state that are over their limit. The transfer will be handled by the Chancellor's Office.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 3, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 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, 2013	C1L – E4A	$9,598,933.15

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

RECOMMENDATION NO. 20 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, 2013	5598 – 5640	$5,498,161.90

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

RECOMMENDATION NO. 21 AUXILIARY PAYMENTS AND 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, 2013	$10,584,400.27	$173,965.76

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 3, 2013

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22 PURCHASING

Requested by: *Cynthia Moore, Director, Purchasing Department*
Approved by: *Bob Isomoto, Vice President*
Requested Action: *Approval/Ratification*

22-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, 2013 $5,404,801.21

22-B PURCHASING AGREEMENT AND AUTHORIZATION OF PURCHASE ORDER

Authorize the awards of purchase orders from approved department budgets against the following competitive bid agreements not to exceed legal dollar threshold limits:

Western States Contracting Alliance (WSCA) for the State of Utah, Contract MA065, with UPS, to 08/27/2014, Express, Small Package air delivery and international

XI. ORGANIZATIONAL FUNCTIONS

INFORMATION ITEM NO. 23

SUBJECT: SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2014

SUMMARY: A draft schedule of Board Trustees meetings for 2014 is presented for review. The schedule of meetings will be submitted to the Board of Trustees for approval at the meeting on October 1, 2013.

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 14, 2014 (second Tuesday)
January 28 (fourth Tuesday - hold)

February 4

February 18
Winter Study Session

March 4
March 18 (hold)

April 1
April 15 (hold)

May 6

May 20
Special Meeting
Evaluation of Superintendent

June 3
June 17 (hold)

July 1

July 15
Summer Study Session
Board Self-Assessment

August 5
August 19 (hold)

September 2
September 16 (hold)

October 7
October 21 (hold)

November 4 (Election day)
November 18 (hold)

December 2 *(May be rescheduled if newly-elected trustees are sworn in at City Council meeting)*

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

The meeting will be adjourned in memory of **Alfredo Leon**, father of Maria Leon-Vasquez Project Manager, Workforce Development; and **Dr. Robert Silverman**, a former SMC faculty member and administrator.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, October 1, 2013** 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:

- Schedule of Board of Trustees Meetings, 2014
- Report: Enrollment Development

APPENDIX A: **ADOPTION OF THE 2013-2014 BUDGET**

SANTA MONICA COMMUNITY COLLEGE DISTRICT
2013-2014 PROPOSED ADOPTED BUDGET NARRATIVE

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2013-2014 is comprised of the following nine funds:

General Fund Unrestricted	$151,469,911
General Fund Restricted	$30,904,195
Total General Fund	$182,374,106
Special Reserve Fund (Capital)	$13,505,227
Bond Fund: Measure U	$24,712,713
Bond Fund: Measure S	$59,036,308
Bond Fund: Measure AA	$56,392,693
Bond Interest & Redemption Fund	$47,192,562
Student Financial Aid Fund	$36,389,573
Scholarship Trust Fund	$30,000
Auxiliary Operations	$5,097,589
Total Other Restricted	$242,356,665
TOTAL PROPOSED ADOPTED BUDGET	**$424,730,771**

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.

The District closed the 2012-2013 fiscal year with a ($4,616,562) operating deficit. During the year, the District experienced a revenue shortfall of 3.8% or $3,856,874, of which $1,428,055 is expected to be collected in FY 2013-2014. The decrease in revenue was mitigated by the restoration of workload reduction of $1,108,087 and the increase of $2,098,168 in fee-based instruction revenue. Salary and benefits increased by $1,645,697 and contracts and services decreased by $1,188,960. These resulted in an ending fund balance of $10,520,810 or 7.59% of total expenditures and transfers.

For FY 2013-2014, the District is projecting a revenue increase of 5.3% or $7,032,248 and an expenditure increase of 3.2% or $4,422,543. The net effect of the projected changes in revenue and expenditures will result in a projected operating deficit of <$2,006,857> which is less than half of the prior year operating deficit. The ending Unrestricted General Fund Balance is $8,513,953 or 5.96% of total expenditures and transfers.

Revenues

Summary

The proposed adopted budget is based on the FY 2013-2014 state budget which assumes a 1.57% COLA increase ($1,613,023), 1.63% Access/Restoration ($1,539,504), expected collection of the FY 2012-2013 Property Tax shortfall ($1,428,055), a zero deficit factor and an increase in Non-Resident Tuition ($940,392). The net effect of the changes in revenues has resulted in a projected 5.3% increase in total revenues from the prior year actuals.

Federal Revenue

The federal revenue levels for FY 2013-2014 represent projected federal grant administrative allowances including ACA allowances for Financial Aid programs.

State Revenue – Principal Apportionment

State funding, in the form of Principal Apportionment, constitutes 74% ($104,353,327) 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, coupled with enrollment fees, property taxes and the Education Protection Account (EPA), newly created as a result of the passage of Prop 30. These funds are combined to equal the Principal Apportionment. If actual receipts of revenue from EPA, Redevelopment Agency (RDA), property taxes and/or enrollment fees differ from estimates, the principal apportionment funding will be adjusted, subject to availability of state funding, to keep the formula constant.

The District has based its Principal Apportionment revenue projections on the state budget which includes a 1.63% access funding. This will result in the District being funded by the State to serve approximately 20,271 Credit FTES in FY 2013-2014. As of the proposed adopted budget, the target is to serve approximately 20,671 Credit FTES, which is 400 FTES more than the State is funding the District to serve. Between FY 2008-2009 thru FY 2012-2013, the District, using its reserves to cover instructional related expenditures, has served approximately 4,975 Credit FTES beyond what the state has funded.

State Revenue – Other

The proposed adopted budget includes an inflationary adjustment of 1.57%. All other State Revenue categories are projected to remain at approximately the same level as FY 2013-2014.

Property Taxes

Based on preliminary projections, the District will receive $19,226,383 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 resulting loss in funding.

Lottery

The State Lottery revenues are paid each year according to the annual enrollment figures. The estimated FY 2013-2014 non-Prop 20 lottery rate is $126 per FTES. If lottery sales or enrollment fall below projections, lottery revenue will be adjusted accordingly.

Local Revenues

The Local Revenue section of the budget contains the District's largest revenue sources outside of Principal Apportionment, 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's increase in non-resident tuition is expected to result in revenue increase of $940,392 over prior year actual. The remaining local revenue categories include property taxes, enrollment fees, student fees, interest, rental of facilities, etc.

Expenditures

Summary

The General Fund Unrestricted Expenditure budget is where the District accounts for all operational expenditures. The breakdown of expenditures is as follows: 87.8% on salaries and benefits, 10.9% on other operational expenses and services, 0.7% on supplies, .4% on capital, and 0.2% on transfers/financial aid. For FY 2013-2014, the largest projected expenditure increases are for Supplies and Contracts ($1,924,663), Hourly Instruction and Non-teaching ($1,548,491), Vacancy List ($1,071,256), Salary Step and Longevity ($717,943). Other Post Employment Benefits (OPEB) contribution ($500,000), Current Employee and Retiree Health and Welfare Benefits ($464,217). The largest decrease is the result of the net effect of FY 2012-13 full-time hiring and separations ($1,198,801).

Salary and Benefits

Salary and benefit expenditure projections reflect appropriate step, column and longevity increases for qualified employees. For the proposed adopted budget, changes in salary and benefit line items account for approximately a $1,861,058 increase in expenditures from prior year actuals. For FY 2013-2014 salaries and benefits represent 87.8% of total expenditures and transfers for the District's unrestricted general fund.

Supplies, Services, Capital and Transfers

Supplies, Services, Capital and Transfer expenditure projections reflect departmental requests based on operational needs. For the proposed adopted budget, changes in these line items account for an increase of approximately $2,561,485 over prior year actual expenditures. For FY 2013-2014, supplies, services, capital and transfers represent 12.2% of total expenditures and transfers for the District's unrestricted general fund.

The largest line item of non-salary and benefit related expenditure is contracts/services. The Contracts/Services line item in the adopted budget includes: Rents/Leases (Performing Arts Center, Swimming Pool, Big Blue Bus) 21%, Bank Fees and Bad Debt 12%, Advertising 11%. Repairs and Maintenance of Equipment 8%, Other Contract Services 8%, Online Course Management System 6%, Legal Services (including Personnel Commission) 5%, Consultants 5%, Software Licensing 4%, Postage and Delivery Services 3%, Conferences and Training 3%, District Copiers 3%, Off-Campus Printing 2%, LACOE Contracts (i.e. PeopleSoft, HRS) 2%, Professional Growth 2%, Repairs/Improvement of Facilities 1%, Memberships and Dues 1%, Audit 1% and Other Services (i.e. Mileage, Fingerprinting, Board Meetings, Field Trips) 2%.

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, 2014 will be carried over to the FY 2014-2015 budget, if permissible.

For the first time in four years, the State allocated funding for Instructional Equipment and Library Materials and Scheduled Maintenance and Repairs in the amount of $437,468.

The ending fund balance contains prior year balances from the following programs: Lottery, Contract Education, Parking, Community Services, Health and Psychological Services and the SMC Performing Arts Center. These balances represent revenue recognized and earned in prior years in excess of expenditures and are unavailable for transfer to other programs or funds.

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 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.

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 AA 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 Auditor-Controller'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 2013-2014 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.

Scholarship Trust Fund (75.0)

This fund is to account for gifts, donations bequests, and devises (subject to donor restrictions) which are to be used for scholarships or for grants in aid to students.

Auxiliary Operations

This budget reflects the revenue and expenditures of the auxiliary operations of the District, 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. 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, based upon the reconciliation of the RDA, EPA and other revenues, and others will be internal adjustments resulting from new or updated information.

UNRESTRICTED GENERAL FUND 01.0 2013-2014 ADOPTED REVENUE BUDGET			
ACCOUNTS	**2012-2013 ADOPTED BUDGET**	**2012-2013 ACTUAL REVENUE**	**2013-2014 ADOPTED BUDGET**
FEDERAL			
FIN AID ADM ALLOWANCES	126,921	119,436	126,654
TOTAL FEDERAL	**126,921**	**119,436**	**126,654**
STATE			
GENERAL APPORTIONMENT	74,405,308	43,258,930	55,597,141
EDUCATION PROTECTION ACCOUNT - PROP 30	-	15,065,153	13,046,096
ACCESS/RESTORATION OF WORKLOAD REDUCTION	1,000,641	1,108,087	1,539,504
COLA	-	-	1,613,023
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	416,586	1,428,055
HOMEOWNERS EXEMPT	101,571	100,571	100,594
STATE LOTTERY REVENUE	3,065,720	3,205,359	3,207,089
MANDATED COST RECOVERY	570,157	581,043	578,658
OTHER STATE	812,336	822,214	792,292
TOTAL STATE	**79,955,733**	**64,557,943**	**77,902,452**
LOCAL			
PROP TAX SHIFT (ERAF)	-	5,574,362	-
SECURED TAX	10,633,722	11,304,305	12,195,634
SUPPLEMENTAL TAXES	84,532	94,503	135,251
UNSECURED TAX	434,813	465,484	465,484
PRIOR YRS TAXES	889,399	846,410	648,775
PROPERTY TAX - RDA PASS THRU	1,807,045	611,375	5,147,840
PROPERTY TAX - RDA RESIDUAL	-	5,636,473	532,805
PRIVATE DONATIONS	-	265,482	-
RENTS	150,000	115,110	115,000
INTEREST	135,000	95,099	67,600
ENROLLMENT FEES	11,975,840	13,549,257	13,603,245
STUDENT RECORDS	420,100	461,096	463,600
NON-RESIDENT TUITION/INTENSIVE ESL	25,484,257	24,731,024	25,671,416
FEE BASED INSTRUCTION	400,000	2,508,437	1,681,000
OTHER STUDENT FEES & CHARGES	131,400	111,578	112,200
F1 APPLICATION FEES	324,300	311,454	313,200
OTHER LOCAL	549,200	1,194,491	421,800
I. D. CARD SERVICE CHARGE	1,017,600	988,115	993,500
LIBRARY CARDS	200	80	80
LIBRARY FINES	11,000	11,317	11,300
PARKING FINES	185,500	238,465	226,300
TOTAL LOCAL	**54,633,908**	**69,113,917**	**62,806,030**
TOTAL REVENUE	**134,716,562**	**133,791,296**	**140,835,136**
TRANSFER IN	135,934	122,670	113,965
SALE OF EQUIPMENT AND SUPPLIES	-	2,887	-
TOTAL OTHER FINANCING SOURCES	**135,934**	**125,557**	**113,965**
TOTAL REVENUE AND TRANSFERS	**134,852,496**	**133,916,853**	**140,949,101**

UNRESTRICTED GENERAL FUND 01.0
2013-2014 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL EXPENDITURES	2013-2014 ADOPTED BUDGET
INSTRUCTION	24,154,803	23,978,740	23,222,657
ACADEMIC MANAGERS	5,458,060	5,493,067	5,549,877
NON-INSTRUCTION	6,067,119	6,101,545	6,133,131
HOURLY INSTRUCTION	23,114,767	24,596,735	26,434,285
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	-	693,819	467,950
HOURLY NON-INSTRUCTION	3,827,673	3,821,504	3,955,679
FACULTY RETRO AND ONE-TIME PAYMENT	338,813	338,813	-
VACANT POSITIONS	367,708	-	371,285
VACANCY SAVINGS	(183,854)	-	(185,643)
TOTAL ACADEMIC	**63,145,089**	**65,024,223**	**65,949,221**
CLASSIFIED REGULAR	19,890,887	19,665,233	19,863,028
CLASSIFED MANAGERS	4,125,430	4,182,214	3,925,968
CLASS REG INSTRUCTION	2,756,222	2,727,651	2,775,567
CLASSIFIED HOURLY	1,854,079	1,899,344	1,826,113
CLASS HRLY INSTRUCTION	590,031	520,741	580,197
CLASSIFIED ONE-TIME PAYMENT	-	331,820	-
VACANT POSITIONS	723,939	-	1,384,872
VACANCY SAVINGS	(361,970)	-	(692,436)
TOTAL CLASSIFIED	**29,578,618**	**29,327,003**	**29,663,309**
STRS	3,939,453	4,308,423	4,238,754
PERS	3,741,008	3,483,435	3,728,988
OASDI/MEDICARE	2,919,877	3,108,581	3,123,050
H/W	13,054,283	12,881,905	13,014,488
RETIREES' H/W	2,833,505	2,667,748	3,014,555
RETIREE - OPEB	-	-	500,000
SUI	1,195,460	1,105,414	220,755
WORKERS' COMPENSATION	1,329,323	1,314,043	1,392,161
ALTERNATIVE RETIREMENT	500,000	302,938	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	-	120,068	79,552
BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT	41,932	41,932	-
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	71,240	-
BENEFITS RELATED TO VACANT POSITIONS	240,161	-	386,356
BENEFITS RELATED TO VACANCY SAVINGS	(120,081)	-	(193,178)
TOTAL BENEFITS	**29,674,921**	**29,405,727**	**30,005,481**
SUPPLIES	931,471	792,665	967,703
TOTAL SUPPLIES	**931,471**	**792,665**	**967,703**
CONTRACTS/SERVICES	10,975,354	9,823,831	11,573,456
INSURANCE	968,215	958,843	951,960
UTILITIES	2,884,437	2,653,946	3,019,195
TOTAL SERVICES	**14,828,006**	**13,436,620**	**15,544,611**
BLDG & SITES	38,250	1,283	30,000
EQUIPMENT	347,435	270,883	444,005
LEASE PURCHASES	67,735	-	66,130
TOTAL CAPITAL	**453,420**	**272,166**	**540,135**
TOTAL EXPENDITURES	**138,611,525**	**138,258,404**	**142,670,460**
OUTGOING TRANSFER/FINANCIAL AID	268,596	275,011	285,498
TOTAL TRANSFERS/FINANCIAL AID	**268,596**	**275,011**	**285,498**
TOTAL EXPENDITURES & TRANSFERS	**138,880,121**	**138,533,415**	**142,955,958**

UNRESTRICTED GENERAL FUND 01.0
2013-2014 ADOPTED FUND BALANCE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-13 ACTUAL FUND BALANCE	2013-2014 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS	134,282,339	132,366,706	138,942,388
TOTAL EXPENDITURES AND TRANSFERS	137,833,473	137,749,610	141,884,702
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	1,331,808	-	2,142,513
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(665,905)	-	(1,071,257)
OPERATING SURPLUS/(DEFICIT)	**(4,217,037)**	**(5,382,904)**	**(4,013,570)**
ONE-TIME ITEMS			
PRIOR YEAR APPORTIONMENT ADJ	-	416,586	1,428,055
MANDATED COST RECOVERY	570,157	581,043	578,658
REFUND FROM CA EDD (RECOVERY)	-	552,518	-
FACULTY RETRO AND ONE-TIME PAYMENT WITH RELATED BENE	(380,745)	(380,745)	-
CLASSIFIED ONE-TIME PAYMENT WITH RELATED BENE	-	(403,060)	-
OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS	**(4,027,625)**	**(4,616,562)**	**(2,006,857)**
BEGINNING BALANCE***	11,662,215	11,662,215	8,253,478
TRANSFER TO DESIGNATED RESERVE - NET	1,207,825	1,207,825	(595,400)
ENDING FUND BALANCE ***	**8,842,415**	**8,253,478**	**5,651,221**
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	**6.37%**	**5.96%**	**3.95%**
ENDING FUND BALANCE - UNDESIGNATED	**8,842,415**	**8,253,478**	**5,651,221**
DESIGNATED RESERVE FOR:			
UNFUNDED RETIREE BENEFITS	2,000,000	2,000,000	1,500,000
CLASSIFIED EMPLOYEE WELFARE FUND	100,000	100,000	191,405
NEW FACULTY TO BE HIRED	167,332	167,332	1,171,327
TOTAL	**2,267,332**	**2,267,332**	**2,862,732**
TOTAL FUND BALANCE	**11,109,747**	**10,520,810**	**8,513,953**
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS**	**8.00%**	**7.59%**	**5.96%**

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

*** Fund Balance excludes Designated Reserves.

UNRESTRICTED GENERAL FUND 01.0
2013-2014 ADOPTED REVENUE BUDGET

ACCOUNTS	2009-2010 ACTUAL REVENUE	2010-2011 ACTUAL REVENUE	2011-2012 ACTUAL REVENUE	2012-2013 ACTUAL REVENUE	2013-2014 ADOPTED BUDGET
FEDERAL					
FIN AID ADM ALLOWANCES	111,669	121,269	127,218	119,436	126,654
AMERICAN RECOVERY AND REINVESTMENT ACT	415,294	-	-	-	-
TOTAL FEDERAL	**526,963**	**121,269**	**127,218**	**119,436**	**126,654**
STATE					
GENERAL APPORTIONMENT	81,667,004	81,732,986	72,321,053	43,258,930	55,597,141
EDUCATION PROTECTION ACCOUNT - PROP 30	-	-	-	15,065,153	13,046,096
GROWTH/RESTORATION OF WORKLOAD REDUCTION	-	2,554,764	-	1,108,087	1,539,504
COLA	-	-	-	-	1,613,023
PRIOR YR APPORTIONMENT ADJ.	675,100	103,957	213,590	416,586	1,428,055
HOMEOWNERS EXEMPT	101,768	101,222	101,571	100,571	100,594
STATE LOTTERY REVENUE	3,076,260	3,098,011	3,124,856	3,205,359	3,207,089
MANDATED COST RECOVERY	270,993	413,930	-	581,043	578,658
OTHER STATE	593,863	636,762	642,683	822,214	792,292
TOTAL STATE	**86,384,988**	**88,641,632**	**76,403,753**	**64,557,943**	**77,902,452**
LOCAL					
PROP TAX SHIFT (ERAF)	1,935,724	1,549,779	739,934	5,574,362	-
SECURED TAX	10,136,023	10,286,796	10,633,722	11,304,305	12,195,634
SUPPLEMENTAL TAXES	75,884	92,383	84,532	94,503	135,251
UNSECURED TAX	475,136	443,088	434,813	465,484	465,484
PRIOR YRS TAXES	235,666	732,120	889,399	846,410	648,775
PROPERTY TAX - RDA PASS THRU	357,977	374,175	1,252,763	611,375	5,147,840
PROPERTY TAX - RDA RESIDUAL	-	-	-	5,636,473	532,805
PRIVATE DONATIONS	-	253,123	72,418	265,482	-
RENTS	56,919	114,919	136,393	115,110	115,000
INTEREST	234,374	222,864	193,413	95,099	67,600
ENROLLMENT FEES	9,945,255	9,595,086	11,513,579	13,549,257	13,603,245
STUDENT RECORDS	415,482	446,728	428,499	461,096	463,600
NON-RES TUITION/INTENSIVE ESL	20,199,343	21,387,129	24,544,282	24,731,024	25,671,416
FEE BASED INSTRUCTION	-	259,871	410,269	2,508,437	1,681,000
OTHER STUDENT FEES & CHARGES	193,886	143,948	133,964	111,578	112,200
F1 APPLICATION FEES	102,273	128,003	330,751	311,454	313,200
OTHER LOCAL	755,437	482,340	549,220	1,194,491	421,800
I. D. CARD SERVICE CHARGE	889,640	896,822	1,037,815	988,115	993,500
LIBRARY CARDS	160	140	200	80	80
LIBRARY FINES	15,247	14,949	10,464	11,317	11,300
PARKING FINES	268,497	196,264	185,230	238,465	226,300
TOTAL LOCAL	**46,292,923**	**47,620,527**	**53,581,660**	**69,113,917**	**62,806,030**
TOTAL REVENUE	**133,204,874**	**136,383,428**	**130,112,631**	**133,791,296**	**140,835,136**
TRANSFER IN	145,184	147,494	143,887	122,670	113,965
SALE OF EQUIPMENT AND SUPPLIES	-	-	-	2,887	-
TOTAL OTHER FINANCING SOURCES	**145,184**	**147,494**	**143,887**	**125,557**	**113,965**
TOTAL REVENUE AND TRANSFERS	**133,350,058**	**136,530,922**	**130,256,518**	**133,916,853**	**140,949,101**
BEGINNING BALANCE	17,408,758	18,470,103	20,675,673	11,662,215	8,253,478
BEGINNING DESIGNATED RESERVE	2,000,000	2,000,000	2,413,168	3,475,157	2,267,332
ADJUSTMENT TO BEGINNING BALANCE	-	-	889,005	-	-
TOTAL FUNDS AVAILABLE	**152,758,816**	**157,001,025**	**154,234,364**	**149,054,225**	**151,469,911**

UNRESTRICTED GENERAL FUND 01.0
2013-2014 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ACTUAL EXPENDITURES	2010-2011 ACTUAL EXPENDITURES	2011-2012 ACTUAL EXPENDITURES	2012-2013 ACTUAL EXPENDITURES	2013-2014 ADOPTED BUDGET
INSTRUCTION	22,953,111	22,757,111	22,956,851	23,978,740	23,222,657
ACADEMIC MANAGERS	5,272,095	5,580,839	5,609,726	5,493,067	5,549,877
NON-INSTRUCTION	5,746,275	5,894,175	6,038,634	6,101,545	6,133,131
HOURLY INSTRUCTION	25,298,301	24,851,260	24,270,814	24,596,735	26,434,285
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	-	-	-	693,819	467,950
HOURLY NON-INSTRUCTION	3,418,355	3,588,756	3,603,470	3,821,504	3,955,679
FACULTY RETRO AND ONE-TIME PAYMENT	-	-	-	338,813	-
VACANT POSITIONS	-	-	-	-	371,285
VACANCY SAVINGS	-	-	-	-	(185,643)
RESTORATION OF STUDENT SERVICES	236,300	51,861	360,532	-	-
TOTAL ACADEMIC	**62,924,437**	**62,724,002**	**62,840,027**	**65,024,223**	**65,949,221**
CLASSIFIED REGULAR	19,372,790	19,882,179	19,889,059	19,665,233	19,863,028
CLASSIFED MANAGERS	3,805,018	3,844,842	3,992,534	4,182,214	3,925,968
CLASS REG INSTRUCTION	2,889,770	2,833,721	2,917,147	2,727,651	2,775,567
CLASSIFIED HOURLY	1,669,226	1,717,282	1,728,258	1,899,344	1,826,113
CLASS HRLY INSTRUCTION	483,922	478,136	489,794	520,741	580,197
CLASSIFIED ONE-TIME PAYMENT	-	-	-	331,820	-
VACANT POSITIONS	-	-	-	-	1,384,872
VACANCY SAVINGS	-	-	-	-	(692,436)
RESTORATION OF STUDENT SERVICES	96,232	291,118	75,642	-	-
TOTAL CLASSIFIED	**28,316,958**	**29,047,278**	**29,092,434**	**29,327,003**	**29,663,309**
STRS	3,936,454	3,908,039	4,022,059	4,308,423	4,238,754
PERS	3,336,441	3,249,096	3,391,323	3,483,435	3,728,988
OASDI/MEDICARE	2,875,813	2,947,130	2,999,115	3,108,581	3,123,050
H/W	12,400,909	12,349,193	13,017,368	12,881,905	13,014,488
CALPERS PPO PREMIUM HOLIDAY	(901,830)	-	-	-	-
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	148,000	684,472	-	-
RETIREES' H/W	1,870,564	2,348,543	2,532,754	2,667,748	3,014,555
CALPERS PPO PREMIUM HOLIDAY - RETIREE H & W	(220,000)	-	-	-	-
SUI	465,123	900,865	1,632,323	1,105,414	220,755
WORKERS' COMPENSATION	1,302,437	1,294,230	1,389,775	1,314,043	1,392,161
ALTERNATIVE RETIREMENT	476,982	485,202	417,745	302,938	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	-	-	-	120,068	79,552
BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT	-	-	-	41,932	-
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	-	-	71,240	-
BENEFITS RELATED TO VACANT POSITIONS	-	-	-	-	386,356
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	-	(193,178)
RESTORATION OF STUDENT SERVICES	72,182	136,100	91,861	-	-
TOTAL BENEFITS	**25,615,075**	**27,766,398**	**30,178,795**	**29,405,727**	**30,005,481**
SUPPLIES	839,780	868,674	851,281	792,665	967,703
RESTORATION OF STUDENT SERVICES	60,876	162,410	176	-	-
TOTAL SUPPLIES	**900,656**	**1,031,084**	**851,457**	**792,665**	**967,703**
CONTRACTS/SERVICES	9,997,598	9,043,464	11,012,791	9,823,831	11,573,456
INSURANCE	782,256	924,486	871,706	958,843	951,960
UTILITIES	2,991,819	2,754,582	2,795,710	2,653,946	3,019,195
RESTORATION OF STUDENT SERVICES	173,354	43,242	1,370	-	-
TOTAL SERVICES	**13,945,027**	**12,765,774**	**14,681,577**	**13,436,620**	**15,544,611**
BLDG & SITES	30,471	32,346	-	1,283	30,000
EQUIPMENT	191,189	208,956	1,176,729	270,883	444,005
LEASE PURCHASES	-	216	-	-	66,130
RESTORATION OF STUDENT SERVICES	34,822	58,536	-	-	-
TOTAL CAPITAL	**256,482**	**300,054**	**1,176,729**	**272,166**	**540,135**
TOTAL EXPENDITURES	**131,958,635**	**133,634,590**	**138,821,019**	**138,258,404**	**142,670,460**
OUTGOING TRANSFER/FINANCIAL AID	241,473	254,866	275,973	275,011	285,498
RESTORATION OF STUDENT SERVICES	88,605	22,728	-	-	-
TOTAL TRANSFERS/FINANCIAL AID	**330,078**	**277,594**	**275,973**	**275,011**	**285,498**
TOTAL EXPENDITURES & TRANSFERS	**132,288,713**	**133,912,184**	**139,096,992**	**138,533,415**	**142,955,958**
CONTINGENCY RESERVE	18,470,103	20,675,673	11,662,215	8,253,478	5,651,221
DESIGNATED RESERVE	2,000,000	2,413,168	3,475,157	2,267,332	2,862,732
TOTAL	**152,758,816**	**157,001,025**	**154,234,364**	**149,054,225**	**151,469,911**

RESTRICTED GENERAL FUND 01.3
2013-2014 ADOPTED REVENUE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL REVENUE	2013-2014 ADOPTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	595,937	595,937	588,705
FWS-FEDERAL WORK STUDY	549,819	554,802	558,814
RADIO GRANTS	1,706,035	1,242,983	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	53,549	58,647	55,715
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	82,554	59,893	-
FEDERAL CARRYOVERS	1,709,005	1,501,086	1,989,209
OTHER FEDERAL	4,453,717	3,349,970	2,932,797
TOTAL FEDERAL	**9,150,616**	**7,363,318**	**7,831,275**
STATE			
LOTTERY	703,608	789,946	789,046
BASIC SKILLS INITIATIVE	420,248	-	420,248
SFAA-STUDENT FINANCIAL AID ADMIN	782,717	809,859	804,428
EOPS-EXTENDED OPPORTUNITY PROG & SERV	820,970	828,713	785,954
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	53,086	58,207	53,086
CALWORKS	163,965	206,231	172,169
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	804,706	1,180,832	842,638
MATRICULATION (CREDIT)	646,648	646,648	611,941
MATRICULATION (CREDIT) - TRANSFER RELATED	47,500	47,500	47,500
NON-CREDIT MATRICULATION	21,959	21,959	20,861
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	-	8,696
ENROLLMENT GROWTH	118,187	118,187	221,000
INSTRUCTIONAL EQUIPMENT AND LIBRARY	-	-	218,736
SCHEDULED MAINTENANCE AND REPAIRS	-	-	218,732
STATE CARRYOVERS	1,572,999	935,108	1,358,319
OTHER STATE	101,656	79,391	7,500
TOTAL STATE	**6,266,945**	**5,722,581**	**6,580,854**
LOCAL			
PICO PROMISE	155,230	155,230	155,230
HEALTH FEES	1,363,000	1,238,895	1,246,000
PARKING FEES	1,780,000	1,602,693	1,607,000
DONATIONS-KCRW	2,364,514	1,631,936	1,902,447
COMMUNITY SERVICES	1,040,000	525,003	822,734
COUNTY CALWORKS	64,000	63,936	51,000
CONSOLIDATED CONTRACT ED-LOCAL	200,070	81,192	225,070
LOCAL CARRYOVERS	327,681	239,974	131,138
OTHER LOCAL	4,411,832	5,304,776	5,087,352
TOTAL LOCAL	**11,706,327**	**10,843,635**	**11,227,971**
TOTAL REVENUE	**27,123,888**	**23,929,534**	**25,640,100**

RESTRICTED GENERAL FUND 01.3 2013-2014 ADOPTED EXPENDITURE BUDGET			
ACCOUNTS	**2012-2013 ADOPTED BUDGET**	**2012-2013 ACTUAL EXPENDITURES**	**2013-2014 ADOPTED BUDGET**
INSTRUCTION	-	11,638	-
MANAGEMENT	1,372,831	1,224,203	1,510,536
NON-INSTRUCTION	1,270,417	1,364,398	1,210,050
HOURLY INSTRUCTION	286,703	120,336	253,601
HOURLY NON-INSTRUCTION	1,338,179	1,584,391	1,791,885
TOTAL ACADEMIC	**4,268,130**	**4,304,966**	**4,766,072**
CLASSIFIED REGULAR	2,333,773	2,306,567	2,411,328
CLASSIFIED MANAGERS	390,392	289,334	247,543
CLASS REG INSTRUCTION	-	-	5,000
CLASSIFIED HOURLY	1,866,598	1,866,418	1,891,700
CLASS HRLY INSTRUCTION	439,630	223,525	184,000
TOTAL CLASSIFIED	**5,030,393**	**4,685,844**	**4,739,571**
BENEFITS HOLDING ACCOUNT	2,233,706		2,388,525
STRS	-	270,505	-
PERS	-	313,098	-
OASDI/MEDICARE	-	269,708	-
H/W	-	786,262	-
SUI	-	74,064	-
WORKERS' COMP.	-	103,319	-
ALTERNATIVE RETIREMENT	-	51,464	-
TOTAL BENEFITS	**2,233,706**	**1,868,420**	**2,388,525**
TOTAL SUPPLIES	**1,045,652**	**518,485**	**977,256**
CONTRACTS/SERVICES	7,133,722	4,780,335	5,330,140
INSURANCE	3,012,000	3,562,848	3,610,140
UTILITIES	222,350	136,338	224,150
TOTAL SERVICES	**10,368,072**	**8,479,521**	**9,164,430**
BLDG & SITES	1,725,000	1,548,872	1,883,712
EQUIPMENT/LEASE PURCHASE	1,668,610	1,158,690	1,236,890
TOTAL CAPITAL	**3,393,610**	**2,707,562**	**3,120,602**
TOTAL EXPENDITURES	**26,339,563**	**22,564,798**	**25,156,456**
OTHER OUTGO - STUDENT AID	480,783	626,282	499,633
OTHER OUTGO - TRANSFERS	135,934	122,670	113,965
TOTAL OTHER OUTGO	**616,717**	**748,952**	**613,598**
TOTAL EXPENDITURES & OTHER OUTGO	**26,956,280**	**23,313,750**	**25,770,054**

RESTRICTED GENERAL FUND 01.3 2013-2014 ADOPTED FUND BALANCE BUDGET			
ACCOUNTS	**2012-2013 ADOPTED BUDGET**	**2012-2013 ACTUAL FUND BALANCE**	**2013-2014 ADOPTED BUDGET**
TOTAL REVENUE AND TRANSFERS	27,123,888	23,929,534	25,640,100
TOTAL EXPENDITURES AND TRANSFERS	26,956,280	23,313,750	25,770,054
OPERATING SURPLUS/(DEFICIT)	**167,608**	**615,784**	**(129,954)**
BEGINNING BALANCE	4,648,310	4,648,310	5,264,094
CONTINGENCY RESERVE/ENDING FUND BALANCE	**4,815,918**	**5,264,094**	**5,134,140**
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	**17.87%**	**22.58%**	**19.92%**

RESTRICTED GENERAL FUND 01.3
2013-2014 ADOPTED REVENUE BUDGET

ACCOUNTS	2009-2010 ACTUAL REVENUE	2010-2011 ACTUAL REVENUE	2011-2012 ACTUAL REVENUE	2012-2013 ACTUAL REVENUE	2013-2014 ADOPTED BUDGET
FEDERAL					
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	526,491	619,408	564,868	595,937	588,705
FWS-FEDERAL WORK STUDY	622,799	505,002	537,374	554,802	558,814
RADIO GRANTS	1,361,188	1,120,125	1,094,606	1,242,983	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	52,105	53,534	56,367	58,647	55,715
TECH PREP	57,252	69,708	-	-	-
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	428,222	297,161	59,893	-
FEDERAL CARRYOVERS	1,158,027	1,723,699	2,012,451	1,501,086	1,989,209
OTHER FEDERAL	1,385,556	2,155,891	2,818,282	3,349,970	2,932,797
TOTAL FEDERAL	**5,163,418**	**6,675,589**	**7,381,109**	**7,363,318**	**7,831,275**
STATE					
LOTTERY	421,314	497,315	738,152	789,946	789,046
BASIC SKILLS INITIATIVE	91,349	-	-	-	420,248
SFAA-STUDENT FINANCIAL AID ADMIN	605,970	688,499	721,342	809,859	804,428
EOPS-EXTENDED OPPORTUNITY PROG & SERV	864,179	827,320	836,169	828,713	785,954
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	58,820	55,879	56,762	58,207	53,086
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,032,033	1,154,499	1,114,820	1,180,832	842,638
CALWORKS	173,562	162,303	172,595	206,231	172,169
MATRICULATION (CREDIT)	638,242	698,129	647,687	646,648	611,941
MATRICULATION (CREDIT)-TRANSFER RELATED	54,629	-	50,000	47,500	47,500
NON-CREDIT MATRICULATION	20,962	21,959	21,959	21,959	20,861
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	-	4,600	2,552	-	8,696
ENROLLMENT GROWTH	122,457	124,516	127,577	118,187	221,000
INSTRUCTIONAL EQUIPMENT AND LIBRARY	-	-	-	-	218,736
SCHEDULED MAINTENANCE AND REPAIRS	-	-	-	-	218,732
STATE CARRYOVERS	2,869,019	1,157,225	810,899	935,108	1,358,319
OTHER STATE	443,240	246,968	31,630	79,391	7,500
TOTAL STATE	**7,395,776**	**5,639,212**	**5,332,144**	**5,722,581**	**6,580,854**
LOCAL					
PICO PARTNERSHIP	153,127	135,203	144,405	155,230	155,230
HEALTH FEES	1,032,598	1,040,589	1,235,344	1,238,895	1,246,000
PARKING FEES	1,279,828	1,795,561	1,705,966	1,602,693	1,607,000
DONATIONS-KCRW	3,177,164	3,836,995	1,736,379	1,631,936	1,902,447
COMMUNITY SERVICES	747,128	664,103	671,112	525,003	822,734
COUNTY CALWORKS	64,000	64,000	64,000	63,936	51,000
CONSOLIDATED CONTRACT ED-LOCAL	74,881	353,069	43,167	81,192	225,070
LOCAL CARRYOVERS	805,943	23,135	34,066	239,974	131,138
OTHER LOCAL	2,704,152	4,121,960	4,217,245	5,304,776	5,087,352
TOTAL LOCAL	**10,038,821**	**12,034,615**	**9,851,684**	**10,843,635**	**11,227,971**
TOTAL REVENUE	**22,598,015**	**24,349,416**	**22,564,937**	**23,929,534**	**25,640,100**
BEGINNING BALANCE	-	-	4,003,398	4,648,310	5,264,094
ADJUSTMENT TO BEGINNING BALANCE	-	3,627,475	-	-	-
TOTAL FUNDS AVAILABLE	**22,598,015**	**27,976,891**	**26,568,335**	**28,577,844**	**30,904,194**

RESTRICTED GENERAL FUND 01.3
2013-2014 ADOPTED EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ACTUAL EXPENDITURES	2010-2011 ACTUAL EXPENDITURES	2011-2012 ACTUAL EXPENDITURES	2012-2013 ACTUAL EXPENDITURES	2013-2014 ADOPTED BUDGET
INSTRUCTION	220,506	78,905	-	11,638	-
MANAGEMENT	1,434,912	1,172,287	1,002,155	1,224,203	1,510,536
NON-INSTRUCTION	1,000,375	1,323,213	1,283,377	1,364,398	1,210,050
HOURLY INSTRUCTION	421,468	240,474	147,786	120,336	253,601
HOURLY NON-INSTRUCTION	1,570,689	1,673,188	1,279,744	1,584,391	1,791,885
TOTAL ACADEMIC	**4,647,950**	**4,488,067**	**3,713,062**	**4,304,966**	**4,766,072**
CLASSIFIED REGULAR	2,359,447	2,307,285	2,379,810	2,306,567	2,411,328
CLASSIFIED MANAGERS	320,940	255,021	229,170	289,334	247,543
CLASS REG INSTRUCTION	-	-	-	-	5,000
CLASSIFIED HOURLY	1,965,992	1,986,322	1,923,732	1,866,418	1,891,700
CLASS HRLY INSTRUCTION	339,970	268,607	230,869	223,525	184,000
TOTAL CLASSIFIED	**4,986,349**	**4,817,235**	**4,763,581**	**4,685,844**	**4,739,571**
BENEFITS HOLDING ACCOUNT	-	-	-	-	2,388,525
STRS	331,598	276,367	250,542	270,505	-
PERS	323,195	322,019	324,623	313,098	-
OASDI/MEDICARE	333,480	303,972	281,923	269,708	-
H/W	688,411	843,071	778,484	786,262	-
SUI	25,119	59,189	103,371	74,064	-
WORKERS' COMP.	110,606	103,159	96,286	103,319	-
ALTERNATIVE RETIREMENT	58,415	62,133	51,423	51,464	-
TOTAL BENEFITS	**1,870,824**	**1,969,910**	**1,886,652**	**1,868,420**	**2,388,525**
TOTAL SUPPLIES	**652,480**	**721,959**	**616,106**	**518,485**	**977,256**
CONTRACTS/SERVICES	4,882,853	5,646,547	4,804,507	4,780,335	5,330,140
INSURANCE	2,413,622	2,678,199	2,749,680	3,562,848	3,610,140
UTILITIES	179,551	270,484	142,272	136,338	224,150
TOTAL SERVICES	**7,476,026**	**8,595,230**	**7,696,459**	**8,479,521**	**9,164,430**
BLDG & SITES	1,187,335	1,522,788	1,460,492	1,548,872	1,883,712
EQUIPMENT/LEASE PURCHASE	1,205,996	1,132,022	1,020,396	1,158,690	1,236,890
TOTAL CAPITAL	**2,393,331**	**2,654,810**	**2,480,888**	**2,707,562**	**3,120,602**
TOTAL EXPENDITURES	**22,026,960**	**23,247,211**	**21,156,748**	**22,564,798**	**25,156,456**
OTHER OUTGO - STUDENT AID	425,871	578,788	619,390	626,282	499,633
OTHER OUTGO - TRANSFERS	145,184	147,494	143,887	122,670	113,965
TOTAL OTHER OUTGO	**571,055**	**726,282**	**763,277**	**748,952**	**613,598**
TOTAL EXPENDITURES & OTHER OUTGO	**22,598,015**	**23,973,493**	**21,920,025**	**23,313,750**	**25,770,054**
ENDING FUND BALANCE	-	4,003,398	4,648,310	5,264,094	5,134,140
TOTAL	**22,598,015**	**27,976,891**	**26,568,335**	**28,577,844**	**30,904,194**

CAPITAL OUTLAY FUND 40.0
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
REVENUE			
RENTS	90,000	86,975	-
PROPERTY TAX - RDA PASS THRU	-	615,320	-
INTEREST	130,800	58,701	66,000
NON-RESIDENT CAPITAL CHARGE	2,105,543	1,958,464	3,092,000
LOCAL INCOME	151,500	171,890	151,500
TOTAL REVENUE	**2,477,843**	**2,891,350**	**3,309,500**
EXPENDITURES			
SUPPLIES	50,000	2,323	57,500
CONTRACT SERVICES	425,000	117,334	460,000
CAPITAL OUTLAY	11,042,420	1,615,543	12,987,727
TOTAL EXPENDITURES	**11,517,420**	**1,735,200**	**13,505,227**
OPERATING SURPLUS/(DEFICIT)	**(9,039,577)**	**1,156,150**	**(10,195,727)**
BEGINNING BALANCE	9,039,577	9,039,577	10,195,727
ENDING FUND BALANCE	**-**	**10,195,727**	**-**

EARTHQUAKE FUND 41.0
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
REVENUE			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	8	4	-
TOTAL REVENUE	**8**	**4**	**-**
EXPENDITURES			
CONTRACT SERVICES	-	1,134,459	-
CAPITAL OUTLAY	2,262,272	1,127,809	-
TRANSFER OUT	-	-	-
TOTAL EXPENDITURES	**2,262,272**	**2,262,268**	-
OPERATING SURPLUS/(DEFICIT)	**(2,262,264)**	**(2,262,264)**	-
BEGINNING BALANCE	**2,262,264**	**2,262,264**	-
ENDING FUND BALANCE	**-**	**-**	**-**

MEASURE U FUND 42.2
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	223,400	153,458	159,000
TOTAL REVENUE	**223,400**	**153,458**	**159,000**
EXPENDITURES			
SUPPLIES	25,000	-	25,000
CONTRACT SERVICES	340,000	12,979	340,000
CAPITAL OUTLAY*	23,541,739	(729,895)	24,347,713
TOTAL EXPENDITURES	**23,906,739**	**(716,916)**	**24,712,713**
OPERATING SURPLUS/(DEFICIT)	**(23,683,339)**	**870,374**	**(24,553,713)**
BEGINNING BALANCE	23,683,339	23,683,339	24,553,713
ENDING FUND BALANCE	**-**	**24,553,713**	**-**

*Negative expenditure is due to transfer of expenditures to Fund 41.0.

MEASURE S FUND 42.3
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	555,900	379,340	376,000
TOTAL REVENUE	**555,900**	**379,340**	**376,000**
EXPENDITURES			
SUPPLIES	100,000	-	100,000
CONTRACT SERVICES	1,826,500	128,867	2,779,400
CAPITAL OUTLAY	57,789,000	749,765	56,156,908
TOTAL EXPENDITURES	**59,715,500**	**878,632**	**59,036,308**
OPERATING SURPLUS/(DEFICIT)	**(59,159,600)**	**(499,292)**	**(58,660,308)**
BEGINNING BALANCE	59,159,600	59,159,600	58,660,308
ENDING FUND BALANCE	**-**	**58,660,308**	**-**

MEASURE AA FUND 42.4
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	591,300	414,851	338,000
TOTAL REVENUE	**591,300**	**414,851**	**338,000**
EXPENDITURES			
SUPPLIES	100,000	37,128	100,500
CONTRACT SERVICES	1,667,250	521,977	1,800,500
CAPITAL OUTLAY	67,577,650	12,554,653	54,491,693
TOTAL EXPENDITURES	**69,344,900**	**13,113,758**	**56,392,693**
OPERATING SURPLUS/(DEFICIT)	**(68,753,600)**	**(12,698,907)**	**(56,054,693)**
BEGINNING BALANCE	68,753,600	68,753,600	56,054,693
ENDING FUND BALANCE	**-**	**56,054,693**	**-**

INTEREST AND REDEMPTION FUND 48.0 2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	**2012-2013 ADOPTED BUDGET**	**2012-2013 ACTUAL**	**2013-2014 ADOPTED BUDGET**
BEGINNING BALANCE	25,560,973	25,560,973	25,604,606
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	**25,560,973**	**25,560,973**	**25,604,606**
REVENUE			
FEDERAL REVENUES	-	1,545,616	-
STATE REVENUES	-	68,615	-
VOTER INDEBTED TAXES	28,477,026	30,431,823	21,587,956
TOTAL REVENUE	**28,477,026**	**32,046,054**	**21,587,956**
TOTAL FUNDS AVAILABLE	**54,037,999**	**57,607,027**	**47,192,562**
EXPENDITURES			
DEBT REDEMPTION	16,152,857	16,152,857	14,007,664
INTEREST CHARGES	15,849,564	15,849,564	16,589,683
TOTAL EXPENDITURES	**32,002,421**	**32,002,421**	**30,597,347**
ENDING FUND BALANCE	**22,035,578**	**25,604,606**	**16,595,215**

**The Bond Interest and Redemption Fund is controlled by the County of Los Angeles Department of Auditor-Controller.

STUDENT FINANCIAL AID FUND 74.0
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
REVENUE			
FEDERAL GRANTS	35,599,989	29,248,755	32,098,075
FEDERAL LOANS	3,300,000	2,231,290	2,800,000
CAL GRANTS	1,504,300	1,236,874	1,236,000
TRANSFER	268,596	264,120	255,498
TOTAL REVENUE	**40,672,885**	**32,981,039**	**36,389,573**
EXPENDITURES			
FINANCIAL AID	40,672,885	32,981,039	36,389,573
TOTAL EXPENDITURES	**40,672,885**	**32,981,039**	**36,389,573**
ENDING FUND BALANCE	**-**	**-**	**-**

SCHOLARSHIP TRUST FUND 2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET			
ACCOUNTS	**2012-2013 ADOPTED BUDGET**	**2012-2013 ACTUAL**	**2013-2014 ADOPTED BUDGET**
REVENUE			
TRANSFER	-	-	30,000
TOTAL REVENUE	**-**	**-**	**30,000**
EXPENDITURES			
SCHOLARSHIP	-		15,000
TOTAL EXPENDITURES	**-**	**-**	**15,000**
ENDING FUND BALANCE	**-**	**-**	**15,000**

AUXILIARY FUND
2013-2014 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2012-2013 ADOPTED BUDGET	2012-2013 ACTUAL	2013-2014 ADOPTED BUDGET
BEGINNING BALANCE	1,888,758	1,888,758	2,210,290
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	**1,888,758**	**1,888,758**	**2,210,290**
REVENUE			
GROSS SALES	5,523,972	6,129,157	6,152,765
LESS: COST OF GOODS	(3,871,766)	(4,393,368)	(4,204,000)
NET	1,652,206	1,735,789	1,948,765
VENDOR INCOME	648,175	785,433	674,469
AUXILIARY PROGRAM INCOME	245,499	423,534	249,550
NET INCOME	2,545,880	2,944,756	2,872,784
INTEREST	27,050	38,547	14,515
TOTAL REVENUE	**2,572,930**	**2,983,303**	**2,887,299**
TOTAL FUNDS AVAILABLE	**4,461,688**	**4,872,061**	**5,097,589**
EXPENDITURES			
STAFFING	1,129,793	1,095,877	1,116,400
FRINGE BENEFITS	337,981	295,915	303,500
OPERATING	2,040,386	1,269,979	2,027,313
TOTAL EXPENDITURES	**3,508,160**	**2,661,771**	**3,447,213**
ENDING FUND BALANCE	**953,528**	**2,210,290**	**1,650,376**

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD

Fiscal Year: 2012-2013

District: (780) SANTA MONICA

Quarter Ended: (Q4) Jun 30, 2013

Line	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Projected 2012-2013
		As of June 30 for the fiscal year specified			
I.	**Unrestricted General Fund Revenue, Expenditure and Fund Balance:**				
A.	**Revenues:**				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	133,204,874	136,383,429	130,112,632	133,791,296
A.2	Other Financing Sources (Object 8900)	145,184	147,494	143,887	125,557
A.3	**Total Unrestricted Revenue (A.1 + A.2)**	133,350,058	136,530,923	130,256,519	133,916,853
B.	**Expenditures:**				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	131,958,636	133,634,588	138,821,019	138,258,404
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	330,078	277,594	275,973	275,011
B.3	**Total Unrestricted Expenditures (B.1 + B.2)**	132,288,714	133,912,182	139,096,992	138,533,415
C.	**Revenues Over(Under) Expenditures (A.3 - B.3)**	1,061,344	2,618,741	-8,840,473	-4,616,562
D.	**Fund Balance, Beginning**	19,408,758	20,470,102	23,088,843	15,137,372
D.1	Prior Year Adjustments + (-)	0	0	889,002	0
D.2	**Adjusted Fund Balance, Beginning (D + D.1)**	19,408,758	20,470,102	23,977,845	15,137,372
E.	**Fund Balance, Ending (C. + D.2)**	20,470,102	23,088,843	15,137,372	10,520,810
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	15.5%	17.2%	10.9%	7.6%
II.	**Annualized Attendance FTES:**				
G.1	**Annualized FTES (excluding apprentice and non-resident)**	23,443	22,545	21,359	21,265

As of the specified quarter ended for each fiscal year

Line	**III. Total General Fund Cash Balance (Unrestricted and Restricted)**	2009-10	2010-11	2011-12	2012-2013
H.1	Cash, excluding borrowed funds		17,561,926	8,748,105	8,967,135
H.2	Cash, borrowed funds only		0	6,500,000	27,000,000
H.3	Total Cash (H.1+ H.2)	18,392,817	17,561,926	15,248,105	35,967,135

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)	134,716,562	137,403,309	133,791,296	97.4%
I.2	Other Financing Sources (Object 8900)	135,934	135,934	125,557	92.4%
I.3	**Total Unrestricted Revenue (I.1 + I.2)**	134,852,496	137,539,243	133,916,853	97.4%
J.	**Expenditures:**				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,611,525	144,134,584	138,258,404	95.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	268,596	268,596	275,011	102.4%
J.3	**Total Unrestricted Expenditures (J.1 + J.2)**	138,880,121	144,403,180	138,533,415	95.9%
K.	**Revenues Over(Under) Expenditures (I.3 - J.3)**	-4,027,625	-6,863,937	-4,616,562	
L	Adjusted Fund Balance, Beginning	15,137,372	15,137,372	15,137,372	
L.1	**Fund Balance, Ending (C. + L.2)**	11,109,747	8,273,435	10,520,810	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	8%	5.7%		

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)	Management	Academic Permanent	Academic Temporary	Classified

YYYY-YY		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.)? **YES**

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

(a) The District issued 2002 Election Series 2013A General Obligation Refunding Bonds and 2004 Election Series 2013B General Obligation Refunding Bonds, to lower tax rates and generate savings to taxpayers.
(b) The District borrowed $7M from its Capital Outlay Fund.

VII. Does the district have significant fiscal problems that must be addressed?

This year?	**NO**
Next year?	**YES**

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

The uncertainty of the timing and amount of RDA backfill to be received may cause difficulty in the District's cash flow and fund balance.