

MINUTES



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

SPECIAL MEETING
TUESDAY, NOVEMBER 3, 2015

REGULAR MEETING
TUESDAY, NOVEMBER 3, 2015

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
(Business Building Room 111)

Regular Public Meeting
Board Room (Business Building Room 117)

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

BOARD OF TRUSTEES	SPECIAL MEETING/CLOSED SESSION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 3, 2015

MINUTES

A special meeting/closed session of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, November 3, 2015.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER – 5:01 p.m.
- ROLL CALL
 - Rob Rader, Chair - Present
 - Dr. Louise Jaffe, Vice-Chair - Present
 - Dr. Susan Aminoff - Present
 - Dr. Nancy Greenstein - Present
 - Dr. Margaret Quiñones-Perez - Present
 - Barry Snell - Present
 - Dr. Andrew Walzer - Present
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS – None

II. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel

Employee Organization: CSEA, Chapter 36

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Marcia Wade, Vice-President, Human Resources
Robert Myers, Campus Counsel

Employee Organization: SMC Faculty Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)

HB Parkco v. Santa Monica Community College District, Los Angeles Superior Court Case No. SC120996
C.W. Driver Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC567227

SMC Faculty Association v. Santa Monica Community College District, Court of Appeal, Case No. B262360.

Matthew Nicholson v. Santa Monica Community College District, Los Angeles Superior Court BC596397

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

APPOINTMENT OF THE SUPERINTENDENT/PRESIDENT (Government Code Section 54957)

III. ADJOURNMENT: 5:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Tuesday, November 3, 2015 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	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 3, 2015

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, November 3, 2015.

I. *ORGANIZATIONAL FUNCTIONS*

II.

- CALL TO ORDER – 5:31 p.m.
- ROLL CALL
 Rob Rader, Chair - Present
 Dr. Louise Jaffe, Vice-Chair - Present
 Dr. Susan Aminoff - Present
 Dr. Nancy Greenstein - Present
 Dr. Margaret Quiñones-Perez - Present
 Barry Snell - Present
 Dr. Andrew Walzer - Present
 Jonathan Eady, Student Trustee (for public session)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
 Gilberto Mendez
 Lelyn Love-Sprull
 Emmanuel Salgado
 Tanya Singleton
 Jesse Ramirez
 Okky Taya
 Jamell Tyler

II. *CLOSED SESSION* – 5:44 p.m.

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: SMC Faculty Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)

HB Parkco v. Santa Monica Community College District, Los Angeles Superior Court Case No. SC120996

C.W. Driver Inc. v. Santa Monica Community College District, Los Angeles Superior Court Case No. BC567227

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

APPOINTMENT OF THE SUPERINTENDENT/PRESIDENT (Government Code Section 54957)

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** – 7:29 p.m.

- PLEDGE OF ALLEGIANCE – Nancy Grass
- CLOSED SESSION REPORT
The Board of Trustees authorizes the Superintendent/President to enter into a settlement agreement between the Santa Monica Community College District and C.W. Driver, Inc. to resolve certain construction related claims in the amount of \$725,000 along with providing 30 days of compensable delay.
AYES: 6
NOES: 1 (Quiñones-Perez)

IV. **SUPERINTENDENT'S REPORT**

V. **ACADEMIC SENATE REPORT**

VI. **PUBLIC COMMENTS**

Sam Ross
Alexandra Brechensbauer
Steven Maldonado
Matthew Nicholson
Arthur Mason
Barbara Tyler
Tanya Singleton
Lelyn Love-Sprulll
Jamell Tyler
Gilberto Mendez
Vanessa Green-Noland

VII. **REVISIONS/SUPPLEMENTAL STAFF REPORTS**

A two-thirds vote of the members present is required to include revisions and/or supplemental staff reports in the agenda as submitted. These are items received after posting of the agenda and require action before the next regular meeting. (Government Code Section 54954.b.2)

Approved without objection.

VIII. **MAJOR ITEMS OF BUSINESS**

- #1 Resolution: Veterans Awareness Week
- #2 Confirmation of Appointment to Personnel Commission
- #3 Appointment to Personnel Commission
- 4 Sustainable Transportation Update – Annual Report 2014-2015
- #5 Faculty Association Initial Collective Bargaining Proposal for Successor Negotiations
- #6 Notice of Public Hearing and Approval of Lease Agreement for Cingular Wireless PCS
- #7 2015-2016 Quarterly Budget Report and 311Q

IX. **INFORMATION**

- 8 Discussion: ACCT Leadership Congress
- 9 Superintendent/President Search Update

X. **CONSENT AGENDA**

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

Approval of Minutes

#10 Approval of Minutes: October 6, 2015 (Regular Meeting)

Grants and Contracts

#11 New Courses and Degrees, Fall 2015

#12 Ratification of Contracts and Consultants

Human Resources

#13 Academic Personnel

#14 Classified Personnel – Regular

#15 Classified Personnel – Limited Duration

#16 Classified Personnel – Non Merit

Facilities and Fiscal

#17 Facilities

A Change Orders No. 10 and 12– AET Campus and Parking Structure A

B Change Order No. 5 – Health, PE, Fitness, Dance and Central Plant

C Change Order No. 16 – Information Technology Relocation

D Agreement for Consulting Services – AET

E Change Order No. 6 – Performing Arts Center, East Wing

F Amendment No. 3 to Agreement for Architectural Services – Financial Aid Relocation

G Amendment No. 2 to Agreement for Engineering Services – Security Systems Upgrade

H Project Close Out – Art Building HVAC, Plumbing, Exterior Painting and Re-Roofing

I Amendment No. 11 to Agreement for Architectural Services – AET

J Amendment No. 7 to Agreement for Architectural Services – Health, PE, Fitness, Dance and Central Plant

K Agreement for Consulting Services – Feasibility Study for Air Conditioning

L Amendment to Agreement for Architectural and Engineering Services – Connection of Existing Facilities to Central Plant

#18 Budget Transfers

#19 Budget Increase

#20 Commercial Warrant Register

#21 Payroll Warrant Register

#22 Reissue of Warrants

#23 Auxiliary Payments and Purchase Orders

#24 Organizational Memberships, 2015-2016

#25 Providers for Community and Contract Education

#26 Purchasing

A Award of Purchase Orders

XI. **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.

XII. **INFORMATION**

27 Citizens' Bond Oversight Committee Meeting, October 21, 2015

XIII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

XIV. **BOARD COMMENTS AND REQUESTS**

XV. **ADJOURNMENT**

There will be a special Board of Trustees meeting (closed session) on Friday, November 13, 2015 at 6:30 p.m. in Santa Monica College Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

There will be a special Board of Trustees meeting (closed session) on Saturday, November 14, 2015 at 7:30 a.m., in the Santa Monica College Alumni Conference Room, 1510 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, December 1, 2015** 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	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 3, 2015

IV. SUPERINTENDENT'S REPORT

- Recent activities during Sprit Week included the College Fair, Career Day, Club Row and Homecoming. Sustainability Week is November 2-6, 2015.
- Upcoming Events include the following:

November 11	Veterans Day
November 12-13	Superintendent/President Finalists' Campus Visits
November 14	Board Interviews of Superintendent/President Finalists
November 16-20	International Education Week
November 16	Public Policy Institute Kick-off –The Broad Stage
November 18-20	CCLC Conference in San Francisco
December 1	Board of Trustees Meeting
- Introductions:
 - Wiley Hausam, Artistic Director, SMC Performing Arts Center
 - Lisa Winter, Compliance Administrator/Title IX Coordinator
- Homecoming 2015: A successful tailgate event was held prior to the game on the campus quad. The Corsairs won the football game 59-6.
- The Great Shake Out – October 15, 2014 at 10:15 a.m. The college participated in this annual activity which is held to test the notification system and conduct an evacuation drill of the entire campus.
- New Heroes Celebration: This annual event held on October 26th was hosted by the Santa Monica Chamber of Commerce to allow the business community to honor new employees in education and public safety.
- Distance Education Course Management System: After much discussion and deliberation, a resolution was approved by the Distance Education Committee, the Academic Senate Executive Committee and the Academic Senate for the District to move to Instructure Canvas for its distance education course management system. There are two items on the agenda to implement this move - one is adoption of the system at no cost to the District, and the other is a separate agreement to implement the migration from eCollege to Instructure Canvas.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **RESOLUTION: VETERANS AWARENESS WEEK**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution in support of Veterans Awareness Week, November 8-14, 2015.

WHEREAS, the United States Congress has declared the second week of November as National Veterans Awareness Week since 2000 to emphasize the need to develop educational programs regarding the contributions of veterans to the country; and

WHEREAS, Santa Monica College has many veteran students, many of whom are student leaders, and has a long history of serving this population with special programs and services; and

WHEREAS, the United States Department of Veterans Affairs, as well as many other education-focused organizations have produced educator's guides, which advocate multiple ways to recognize veterans and teach youth about veterans; and

WHEREAS, many veterans continue to serve their country in public schools and colleges as teachers, classified professionals, and other school employees providing valuable instructional and support services to the schools and students of Santa Monica College; and

WHEREAS, the veterans on staff deserve recognition for their continued service to the future of our country and education and safety of the students of Santa Monica College; and

WHEREAS, the veterans on staff can best provide a meaningful personal connection between the students of the Santa Monica College, Armed Forces veterans and service to our country;

THEREFORE, BE IT RESOLVED, that the Santa Monica Community College District Board of Trustees declares the week of November 8-14, 2015, as Veterans Awareness Week at Santa Monica College; and

BE IT FURTHER RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the continued contributions and sacrifices of the Armed Forces veterans, especially those serving as teachers, classified professionals, employees and students at Santa Monica College; and

BE IT FURTHER RESOLVED, that the Santa Monica Community College District encourages the development of a program utilizing Armed Forces veterans on staff to educate the students of Santa Monica College about the sacrifices and contributions of the Armed Forces veterans.

Motion was made by Jonathan Eady and seconded by Susan Aminoff to amend the resolution as underlined.

STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

AS AMENDED

MOTION MADE BY: Jonathan Eady
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **CONFIRMATION OF APPOINTMENT TO PERSONNEL COMMISSION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees confirm the appointment of Deborah Jansen to the SMC Personnel Commission for a three-year term, December 1, 2015 through December 1, 2018.

SUMMARY: The process of filling a position on the Personnel Commission requires that two members be appointed by Board of Trustees; two members be appointed by the classified employees of the District; and the fifth member is appointed by the four appointed commissioners. CSEA is reappointing Deborah Jansen for a three-year term, December 1, 2015 through December 1, 2018.

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **APPOINTMENT TO PERSONNEL COMMISSION**

SUBMITTED BY: Chair and Vice-Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees appoint Joe Metoyer to the SMC Personnel Commission for a three-year term, December 1, 2015 through December 1, 2018.

SUMMARY: The Board of Trustees requested that the Personnel Commission conduct a recruitment to fill the vacancy resulting from the expired term of Joe Metoyer. two applications were received and reviewed by the Board Chair and Vice-Chair. It is their recommendation to re-appoint Joe Metoyer.

The process of filling a position on the Personnel Commission requires that two members be appointed by Board of Trustees; two members be appointed by the classified employees of the District; and the fifth member is appointed by the four appointed commissioners.

MOTION MADE BY: Barry Snell
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 3, 2015

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 4

SUBJECT: **SUSTAINABLE TRANSPORTATION UPDATE - ANNUAL REPORT 2014-2015**

SUBMITTED BY: Vice-President, Student Affairs

EXECUTIVE SUMMARY

Santa Monica College as a signatory of the American College and University President's Climate Commitment program (ACUPCC) requires the College to perform a Greenhouse Gas (GHG) Inventory and use the results to develop a Climate Action Plan. For the past 10 years, the District has led the way in sustainable transportation efforts in the California Community System.

The GHG Inventory indicated that the majority of SMC's greenhouse gas contributions can be attributed to the commuting behavior of the faculty, staff and students. Based on this report, SMC developed a comprehensive transportation demand management plan that was consistent with the Final Facilities Master Plan EIR mitigation methods, and it includes incentives, legislative recommendations, a robust bicycle support system, public transit, vanpool, carpool programs, and other alternative modes of transit.

The SMC Climate Action Plan implementation is the sole responsibility of the Center for Environmental & Urban Studies (CEUS). Therefore, much of the CEUS services focus on this area. As a result, the CEUS has taken a more instrumental role in transportation management at SMC, including Co-chairing the Transportation Task Force, facilitating the development of a Sustainable Transportation Plan, assuming responsibility for the AQMD Employee Trip Reduction Plan, promoting alternative modes of transportation for students and employees, and administering the Employee's Sustainable Transportation Incentive Program.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 3, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **FACULTY ASSOCIATION INITIAL COLLECTIVE BARGAINING PROPOSAL FOR SUCCESSOR NEGOTIATIONS**

SUBMITTED BY: Santa Monica College Faculty Association

REQUESTED ACTION; It is recommended that the Board of Trustees acknowledge receipt of the initial proposal for successor negotiations submitted by the Santa Monica College Faculty Association.

There will be a public hearing on the Faculty Association's initial proposal scheduled for the Board of Trustees meeting on December 1, 2015.

MOTION MADE BY: Barry Snell
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0



October 28, 2015

Board of Trustees
Santa Monica College
1900 Pico Boulevard
Santa Monica, CA 90405

Dear Members of the Board,

In order to comply with Section 3547 of the California Education Code and current PERB guidelines, the Faculty Association presents the following items for the 2016 contract negotiations, for the contract period beginning August 23, 2016.

1. Reorganization of contract form and correction of language for clarity; incorporation of all language settled upon since the prior contract, including but not limited to all Memoranda of Understanding
2. Compensation
 - a. Adjustment and modification of all existing salary schedules for all faculty to incorporate across-the-board salary increases and equal pay for equal work provisions
 - b. Increased reassigned time and compensation for all faculty performing leadership positions, department chair and/or additional tasks and duties, and Academic Senate
 - c. Adjustment and clarification of step and group advancement policies for all faculty
 - d. Office hour compensation for all faculty during intersessions
 - e. Complete the adjustment of part-time faculty office hours already begun in Article 14
 - f. Revisit initial placement language in Appendices C-1, C-2, C-3 and C-4
3. Assignment and Load
 - a. Reduction in faculty loads, particularly in vocational, technology and other areas of inequity

- b. Increase and clarification of course load factors, particularly in vocational, technology and other areas of inequity
 - c. Distance Education and Contract Education
 - d. Calendar
 - e. Inclusion of all reassigned time and stipends in the contract
 - f. Class size including but not limited to the definition and/or reduction in stated sizes
 - g. Strengthen provisions for Associate Faculty protections
 - h. Enhanced consideration to in-house applicants for full-time faculty positions
 - i. Clarification of faculty leadership duties and responsibilities
 - j. Increase and clarification of athletic coaching compensation and added responsibility stipends
 - k. Scheduling
- 4. Professional Development
 - a. Sabbaticals, fellowships, conference attendance and related professional activities
 - b. Ancillary Service Fund to compensate part-time faculty for their participation in shared governance and departmental activities and tasks
 - 5. Working Conditions
 - a. On-Campus Parking
 - b. Campus health and safety conditions
 - c. Clarification of the process and notification of faculty investigations
 - d. Space for office hours for part-time faculty members
 - 6. Leave
 - a. Clarification, expansion and improvement of language and policies governing all leaves
 - 7. Association Rights
 - a. Increase District-paid reassigned time
 - b. Official Faculty Association participation in the Board of Trustees meetings
 - 8. Grievance Procedure
 - a. Right to information
 - b. Due process language
 - c. Clarify article 28.2
 - 9. Replacement and New Faculty Positions
 - 10. Baccalaureate Degree contractual rights
 - 11. Any additional subjects within the scope of EERA

We look forward to productive and mutually satisfying negotiations. Sincerely,



Matthew Hotsinpillar, Chief Negotiator



Peter Morse, President

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 3, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6-A

SUBJECT: **NOTICE OF PUBLIC HEARING AND APPROVAL OF LEASE AGREEMENT FOR NEW CINGULAR WIRELESS PCS, LLC TO INSTALL, OWN, OPERATE, AND MAINTAIN A CELL SITE ON THE SECOND FLOOR AND ON THE ROOF TOP OF THE ADMINISTRATION BUILDING**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is request that the Board of Trustees conduct (A) Public Hearing, (B) Approve Lease Contract for New Cingular Wireless PCS LLC to install, own, operate, and maintain a cell site on the second floor and on the rooftop of the Administration Building.

PUBLIC HEARING

PUBLIC HEARING OPENED: 8:58 p.m.

PUBLIC COMMENTS: None

PUBLIC HEARING CLOSED: 8:59

RECOMMENDATION NO. 6-B

SUBJECT: **LEASE CONTRACT WITH NEW CINGULAR WIRELESS PCS, LLC**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the District to renew the lease contract with New Cingular Wireless PCS, LLC.

SUMMARY: New Cingular Wireless PCS, LLC will continue to lease approximately five hundred (500) square feet of space on the second floor and on the rooftop of the Administration Building located at 2714 Pico Blvd., Santa Monica, Los Angeles County, California.

The initial renew term of the lease is for five (5) years and shall be extended for four (4) additional five (5) year terms with mutual agreement.

Annual rental of Forty Eight Thousand and 00/100 Dollars (\$48,000.00) to be paid in equal monthly installments. Commencing on the first (1st) annual anniversary, and on each annual anniversary of the Commencement Date thereafter, the annual rental shall be increased by three percent (3.0%).

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Greenstein)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **2015-2016 QUARTERLY BUDGET REPORT and 311Q**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge receipt of the 2015-2016 Quarterly Budget Report and 311 Quarterly State Financials, as of September 30, 2015 (Appendix A).

COMMENT: The Board of Trustees is presented on a quarterly basis with a set of financial statements for the general fund along with the quarterly 311Q report required by the Chancellor's Office.

MOTION MADE BY: Barry Snell
 SECONDED BY: Susan Aminoff
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 0
 ABSENT: 1 (Greenstein)

BOARD OF TRUSTEES	DISCUSSION
Santa Monica Community College District	November 3, 2015

INFORMATION ITEM

DISCUSSION ITEM 8

SUBJECT: **ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) LEADERSHIP CONGRESS**

SUBMITTED BY: Chair, Board of Trustees

DISCUSSION: The annual ACCT Leadership Congress of the Association of Community College Trustees (ACCT) was held October 14-17, 2015 in San Diego. The conference theme was “High Expectations: The New Community College Model.” Trustees Susan Aminoff, Nancy Greenstein, Louise Jaffe, Barry Snell and Andrew Walzer joined 2,000 trustees, presidents, chancellor’s government officials, foundation representatives and experts to exchange information and ideas on successful new models, innovations and programs. Trustees Susan Aminoff and Barry Snell were the SMC voting delegates at the conference.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 3, 2015

INFORMATION ITEM 9

SUBJECT: **SUPERINTENDENT/PRESIDENT SEARCH PROCESS UPDATE**

SUBMITTED BY: Ralph Andersen & Associates

Outlined below for the Board's information is a summary of the search process to date and an overview of upcoming activities in the Superintendent/President Search process.

Candidate Pool

The candidate pool has remained strong. No withdrawals have occurred as of this update.

Search Committee Activities

The second meeting of the Search Committee was held October 14, 2015. All committee members were in attendance, with the exception of one member who had to withdraw from the committee due to illness. An update of the search process was provided to the committee, along with results from the paper screening process that concluded October 6th.

Interview questions established at the first committee meeting were reviewed and confirmed. Oral presentation topics were also reviewed, along with the rating sheet to be used for scoring the oral presentations. The need for strict confidentiality, open-mindedness, and a fair / impartial review of the candidates was again stressed.

The committee proceeded with a review of the candidate ranking summary, and deliberated to select semi-finalists. The committee is to be commended for its conscientious, due diligence to the process. Candidates were reviewed with a critical eye. Every committee member participated, and deliberation continued for the entire day. Of special note was the excellent review and contributions of the student representatives, who are to be especially applauded for their thorough and thoughtful consideration of what is important to students, and the leadership qualities students desire in the next SMC President.

For the deliberation process, candidates were divided into three groups: Group A comprised those candidates committee members agreed should be invited for interview as semi-finalists; Group B comprised those candidates that required more committee discussion to determine whether or not they should be selected as semi-finalists; and Group C comprised those candidates committee members rejected as semi-finalists. Group B candidates were then discussed individually, as the committee examined each candidate's strengths and weaknesses in the areas of the Presidential Profile/ Recruitment Brochure. Personal characteristics, professional experience, and the candidate's ability to address Santa Monica College's challenges and opportunities as its next Superintendent/President were discussed. The complete list of candidates to be invited for interview was then finalized.

Semi-Finalist Interviews

The committee selected candidates for interview as Semi-finalists for the Superintendent/President position. The make-up of this semi-finalist pool is very diverse, and includes both in-state and out-of-state candidates with traditional and non-traditional backgrounds. All semi-finalist candidates have accepted the invitation for interview. Semi-finalist interviews are being conducted this week, after which the committee will deliberate to recommend finalists.

Upcoming Activities

A minimum of three finalists will be forwarded to the Board of Trustees for consideration. Greater than three finalists may be forwarded if deemed appropriate by the Search Committee.

Campus meetings, open forums, and interviews by the Board remain scheduled for November 12-14, 2015. Board deliberation on finalists is expected at that time and/or a Special Board Meeting may be held November 17, 2015.

Following contract negotiations, it is anticipated that Board appointment will take place at the December 1, 2015 Regular Board Meeting. The start date for the new Superintendent/President will be negotiated, and is expected for January 1, 2016 or thereafter.

Board Updates

Regular updates will continue to be provided to the Board of Trustees throughout the process. A summary of the Search Process timetable and upcoming activities is provided below for ease of reference.

Ralph Andersen & Associates continues its commitment to a comprehensive, high-quality search process, including a comprehensive, non-discriminatory, and fair screening process to present highly qualified candidates with a passion for education for the Board to consider in its selection of the next Superintendent / President of Santa Monica College.

SEARCH PROCESS TIMETABLE AND ACTIVITIES

Dates	Activities
October 29-30, 2015	Search Committee Meeting #3: Semi-finalist Interviews; Finalists recommended to Board of Trustees
November 12-14, 2015	Finalist campus forums, meetings, and interviews by Board of Trustees; Board deliberation of Finalists
November 17, 2015	Special Board Meeting (if needed) to deliberate and select Finalist
November 18-30, 2015	Contract negotiations with Finalist
December 1, 2015	Board Appointment of new Superintendent / President
January 1, 2016 (or thereafter)	Start date for new Superintendent / President of Santa Monica College

Chair Rob Rader announced that a task force comprising Susan Aminoff, Louise Jaffe and himself has been formed to work on the Superintendent/President's contract.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 3, 2015

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 #10-#26.

Recommendations pulled for separate action and discussed in
Section VIII, Consent Agenda – Pulled Recommendations: #12-D and L, #13, #17-B and J

MOTION MADE BY: Louise Jaffe
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. #12-D – Ratification of Contracts and Consultants: Skillbuilders

MOTION MADE BY: Louise Jaffe
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. #12-L – Ratification of Contracts and Consultants: Sonoma County Junior College District

MOTION MADE BY: Louise Jaffe
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. #13 – Academic Personnel

MOTION MADE BY: Andrew Walzer
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. #17-B – Facilities: Change Order No. 5 – Health, PE, Fitness and Central Plant

MOTION MADE BY: Barry Snell
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

Recommendation No. #17-J – Facilities: Amendment to Agreement for Architectural Services - Health, PE, Fitness and Central Plant

MOTION MADE BY: Barry Snell
SECONDED BY: Louise Jaffe
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

RECOMMENDATION NO. 10 APPROVAL OF MINUTES

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

October 6, 2015 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 11 NEW COURSES AND DEGREES: FALL 2015

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

Approved by: Georgia Lorenz, Vice-President, Academic Affairs

New Courses

GR DES 60 Design Research

GR DES 62 User Experience Design 2

Course Reinstatement

HIST 28: Modern Europe: 1914 to the Present

HEBREW 3: Intermediate Hebrew 1

HEBREW 4: Intermediate Hebrew 2

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Jeff Shimizu, Interim 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 approval or 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	Total Recall Captioning Inc.	July 1, 2014 – June 30, 2015 Total not to exceed \$41,000 . \$60 per hour-Single Onsite; \$110 per hour-Team Onsite; \$75 per hour-Remote This is an increase from the previously approved amount of \$36,500 and completes all services performed during the 2014-2015 academic year.	Consultant provided real-time captioning services to non-signing deaf and hard of hearing students on an as-needed basis.	2014-2015 District Budget/Disabled Students
Requested by: Disabled Students Program and Services Approved by: Mike Tuitasi, Vice-President, Student Affairs				
B	Liebert Cassidy and Whitmore	July 1, 2015 – June 30, 2016 Total not to exceed \$5,000 (fee and travel)	Consultant will provide two three-hour training sessions for the Title IX Coordinator and Title IX Deputies. Session one is titled Understanding Title IX and Session two is Advanced Investigations.	2015-2016 Auxiliary Services/ Campus Health and Safety
Requested by: Lisa Winter, Compliance Administrator/Title IX Coordinator Approved by: Mike Tuitasi, Vice-President, Student Affairs				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
C	Ms. Mariam MacLeod	November 2015 through July 2016. 20 hours per week Not to exceed \$12,500	Ms. Mariam MacLeod, a doctoral graduate in clinical psychology from Fuller Theological Seminary, will serve as a part-time Post Doctoral Intern to assist the psychological services staff in working with individual students, conducting group workshops, and providing training and consultation to faculty and staff. She has experience working in college settings including Whittier College Student Counseling Center and the student medical and counseling clinic at Central Washington University.	District Funds
<i>Requested by: Sandra Rowe, Ph.D., Coordinator, Psychological Services</i> <i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i>				
D	SkillBuilders	November 4, 2015 – June 30, 2016 Not to Exceed Amount: \$100,000	SkillBuilders will provide ongoing support to further develop MyEdPlan and the Prep2Test app. Additionally, the contractor will develop a proof of concept for a new SSSP student portal and a redesign of our student portal, Corsair Connect. The work will focus on redesign, improving the application, and recommend/integrate user experience (UX) / user interface (UI) improvements, implement approved enhancements, including those in compliance with Section 508 (29 U.S.C. '794 d) of Rehabilitation Act of 1973. One key feature to be integrated into MyEdPlan is the ability to drag and drop courses in the education planner.	Student Success and Support Program (SSSP)
<i>Requested by: Esau Tovar, Interim Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				
E	Revolution Prep, LLC	November 2015 – May 2016 (seven sessions) Total of \$2,100	The consultant will provide In person group tutoring during Upward Bound Saturday Academy sessions.	TRIO/Upward Bound
<i>Requested by: Bonita Cooper, Project Manager, TRIO/Upward Bound</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
F	Do Kim	July 1, 2015 – December 31, 2015 Not to Exceed: \$1,000	Mr. Kim, who leads the K.W. Lee Center for Leadership, will help SMC faculty and students identify and access individuals from the community to participate in Santa Monica College's oral history project focused on the Korean American experience during the 1992 Los Angeles Riot.	CalHumanities Community Stories Grant
G	Kyung Won Lee	July 1, 2015 – December 31, 2015 Not to Exceed: \$1,000	Mr. Lee, who was editor of the Korean Times English Edition during the LA Riots, will help SMC faculty and students identify and access individuals from the community to participate in Santa Monica College's oral history project focused on the Korean American experience during the 1992 Los Angeles Riot.	CalHumanities Community Stories Grant
<i>F and G</i> <i>Requested by: Laurie McQuay-Peninger, Director of College Advancements/Grants</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
H	Steve Sedlic, Jr	June 30, 2015 – July 10, 2016 Not to Exceed: \$2,500	SMC has been contracted to provide Creative Thinking For Career Development Instruction (WED Contract Ed.) to Hong Kong Community College. Steve will provide curriculum development and deliver instruction. This is the second year that HKCC has contracted with the District. The customized training concentrates on creative exercise and techniques for improving the flexibility and originality of their thinking and will explore approaches used by managers and organizations to create and sustain high levels of innovation.	Contract Education

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
I	Grid Alternatives Greater Los Angeles	October 1, 2015 – June 30, 2016 Not to Exceed: \$5,000	GRID Alternatives will provide a venue and a safe learning environment for hands-on work-based learning activities at a site of a solar job installation. It will provide all needed safety equipment, track all students' Installation hours and provide reports detailing hours worked, kilowatts installed, equipment installed, home-owner savings, and CO2 savings. They will allow concurrent teaching and training by Santa Monica College faculty at the site. As a result of this partnership, expected outcomes include: education regarding career opportunities in the solar industry, increased competitiveness of trainees in the green employment sector and the opportunity for student participants to receive advanced training and networking through Grid Alternatives Team Leader Safety & Development Training.	CTE Enhancement Funds 2015 - 2016
J	Community Partners: Sustainable Works	October 1, 2015 – June 30, 2016 Not to Exceed: \$6,000	Sustainable Works will conduct a six-week Green Living Workshop for 25-30 students at Santa Monica High School and Venice High School, providing a trained instructor to facilitate sustainable topic specific meetings at these schools and provide a Sustainable Works WorkBook to each participating student to support pathways model of providing environmental education starting at the K-12 level and encouraging students to continue on in higher education. Sustainable Works will also provide information on SMC's Sustainable Technologies Program and build relationships with these high schools on behalf of SMC.	CTE Enhancement Funds 2015-2016

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
K	Chuck Wiseley	July 1, 2015 – December 31, 2016 Not to Exceed: \$8,000	Dr. Wiseley is a recognized Perkins expert who will provide consulting to SMC staff and provide faculty workshops on maximizing Perkins allocation funds and using data for program improvement. Topics will include Perkins Planning, Core Indicators, and Analyzing Core Indicator and other data such as California Community Colleges (CCC) Data Mart reports to develop Perkins applications. Consulting work will include research using both qualitative and quantitative methods to determine barriers to student success and advise on methods to improve performance outcomes for CTE students. Dr. Wisely will work with IR, IT and CTE administrators to determine SMC is using best practices to capture CTE data, outcomes, and maximizes Perkins state allocation.	Perkins

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract		Term/Amount	Service	Funding Source
L	Sonoma County Junior College District (SCJCD)	July 1, 2015 – September 1, 2016 Not to Exceed: \$21,000	The CTE employment Outcomes Survey, administered by Sonoma County Junior College District (SCJCD) will gather information on employment outcomes for SMC students participating in CTE programs, including whether students became employed within their field of study, if their coursework positively affected their earning potential and how CTE programs can be improved. SMC will provide the SCJCD with student contact information that will be used to request their participation in an email, US mail and/or telephone survey, based on a list of student identification numbers provided by the California Community College Chancellor's Office. The SCJCD will provide SMC with a summary report of its results, its data set and a report on aggregated results for all participating community colleges.	Perkins 2015-16
<u>H, I, J, K and L</u> <i>Requested by: Patricia Ramos, Dean of Workforce and Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
M	Theo Jemison	October – November 2015 Not to exceed \$6,000 plus reimbursable expenses	Media Services (Expo Safety Campaign photography, including pre-production and art direction)	2015-2016 Marketing Budget
<i>Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications</i> <i>Approved by: Jeff Shimizu, Interim Superintendent/President</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 12 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

	Provider/Contract	Term/Amount	Service	Funding Source
N	Butte-Glenn Community College District, California Community Colleges Technology Center, Online Education Initiative	\$0	Upon the recommendation of the Distance Education Committee, the Academic Senate Executive Committee, and the Academic Senate, enter into an Institution Participation Agreement in the Online Education Initiative and adopt Instructure Canvas as the course management system for the District.	District Funds
O	Instructure Canvas	Not to exceed \$10,000	Content migration (from eCollege to Canvas). Includes set-up and implementation costs for migration tool.	District Funds

N and O

Requested by: Julie Yarrish, Associate Dean, Online Services & Support

Approved by: Georgia Lorenz, Vice-President, Academic Affairs

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

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

ESTABLISH

Project Manager, Grants - 25%

Funded by NSF Grant

EFFECTIVE DATE

09/08/2015

ELECTIONS

Gausman, Jenna, Project Manager, Grants – 25%

Schlatter, Stephanie, Director of DSPS

09/08/2015

01/04/2016

ADJUNCT FACULTY

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

SEPARATIONS

RETIREMENT

Feiger, Helen, Instructor, Counseling (38 years of service)

Selby, William, Instructor, Earth Science (34 years of service)

Hoover, John, Instructor, ESL (28 years of service)

Alvarado, Maria, Instructor, Counseling (38 years of service)

Simpson, Lantz, Instructor, English (31 years of service)

01/31/2016

12/31/2015

06/29/2016

10/30/2015

12/22/2015

DECEASED

Tarvyd, Edward, Professor, Life Science

10/24/2015

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 14 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

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

ABOLISH

EFFECTIVE DATE

Student Services Clerk (1 position)

11/03/15

Scholars Office, 11 months, 40 hours

Student Services Assistant (1 position)

11/04/15

EOPS/ CalWorks, 12 months, 20 hours

ESTABLISH

Web Services Coordinator (1 position)

11/03/15

Community & Academic Relations, 12 months, 40 hours

Assistant Director of Facilities Management

Range M24 on the Classified Management Salary Range

11/04/15

Custodial Operations Supervisor (1 position)

11/04/15

Operations, 12 months, 40 hours, NSII

ELECTIONS

PROMOTION

Alarcon, Hector

10/26/15

From: Student Services Assistant, Admissions and Records

To: Student Services Specialist – EOP&S EOP&S

Cardenas, Sergio

10/13/15

From: Groundskeeper/Gardener, Grounds

To: Gardener Equipment Operator, Grounds

REEMPLOYMENT

Hudson, Felicia, Custodian/Day, Operations

11/02/15

PROBATIONARY VOLUNTARY TRANSFER- DEMOTION

Gothold, Julia

10/05/15

To: Student Services Clerk, Pico Promise, 12 mos., 20 hrs.

From: Administrative Assistant I, Counseling, 12 mos., 40hrs

PROBATIONARY/ADVANCE STEP PLACEMENT

Carrion-Palomares, Silvana, Student Services Specialist – Supplemental Inst. (Step B)	10/01/15
Gorman, Dagmar, Administrative Assistant I, Counseling (Step C)	11/16/15
Harvey, Brianna, Student Services Specialist – EOP's, EOP's (Step C)	10/26/15
Tovares, Louis, Skilled Maintenance Worker, Maintenance (Step C)	10/12/15

PROBATIONARY

Kagan, William, CC Parking Enforcement Officer, Campus Police (34 years of service)	12/30/15
Lucero, Paul W., Bookstore Sales Clerk, Campus Bookstore	10/19/15

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

Fuller, Christina	11/02/15
From: Student Services Assistant, EOPS/ CalWorks, 12 mos, 20 hours	
To: Student Services Assistant, EOPS/ CalWorks, 12 mos, 40 hours	

VOLUNTARY CHANGE IN WORKSHIFT/PERMANENT

Botello, Mary	08/02/15
From: Custodian, Operations, 12 mos, 40 hrs/NSII	
To: Custodian, Operations, 12 mos, 40 hrs/NSII/Weekend	

Orozco, Frank	08/02/15
From: Custodian, Operations, 12 mos, 40 hrs/NSII	
To: Custodian, Operations, 12 mos, 40 hrs/NSII/Weekend	

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Barton, Cleve	11/05 - 12/18/15
To: Student Services Specialist – Admissions & Records, A & R 100%	
From: Student Services Assistant, A & R	
Comment: Not to exceed 90 working days	

Dammer, Michael	10/26 - 12/18/15
To: Student Services Assistant, A & R 100%	
From: Student Services Clerk, A & R	
Comment: Not to exceed 90 working days	

Dever, David	
Director of Auxiliary Services (Extension) 100%	
Comment: Not to exceed 90 working days	07/01/15 – 11/03/15
Not to exceed 36 additional working days	11/04/15 – 12/23/15

Michalowski, Terra	11/05 - 12/18/15
To: Student Services Assistant, A & R 100%	
From: Student Services Clerk, A & R	
Comment: Not to exceed 90 working days	

Yancey, Robin	10/26/15 - 02/01/16
Student Services Assistant, 100%	
Comment: Not to exceed 90 working days	

EDUCATIONAL PAY DIFFERENTIAL

Echeverria, Alberto, C C Police Officer, Campus Police, Advanced Post	*3%	11/01/15
Felder, Ronnie, Senior Student Services Specialist, A&R	1.5%	11/01/15
Gothold, Julia, Student Services Clerk, Pico Partnership	1.5%	11/01/15
Grigoryan, Larisa, Accountant, Fiscal Services	1.5%	11/01/15
Henry, Rudy, Mail Clerk, Purchasing/Receiving/Mail	1.5%	11/01/15
Korzeniowska, Maja, Computer Lab Inst. Spec., Acad. Comp.	1.5%	11/01/15
Kuykendall, Alan, Human Resources Specialist, HR	1.5%	11/01/15
Levin, Simon, C C Police Dispatcher, Campus Police	.75%	11/01/15
Sheppherd, Devina, Student Services Clerk, SSSP	1.5%	11/01/15
Wilson, Bryan, C C Police Officer, Campus Police, Intermediate Post	2%	11/01/15

*Comment: Per SMCPOA 11.10.3.4 upon when Officer Echeverria receives the 3% for the advance post certificate, his 2% intermediate post will terminate.

LONGEVITY PAY – Additional two-range increase (5 percent) for 40 years of continuous service

Brown, Greg, Director of Facilities Planning	01/01/16
Rose, Lisa, Executive Coordinator, District/Board of Trustees Office	01/01/16
Comment: Extended longevity compensation may be approved by the Superintendent/ President (<i>approved by Board of Trustees on October 6, 2015</i>).	

SEPARATIONLAST DAY OF PAID SERVICERESIGNATION

Grigoryan, Larisa, Accountant Fiscal Services	11/13/15
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RETIREMENT

Burke, Ronald, Shuttle Driver, Transportation (28 years)	12/30/15
Kagan, William, CC Parking Enforcement Officer, Campus Police (34 years of service)	12/30/15
Trager, Phyllis, Admin. Asst. I, Earth Science & Health Asst (34 years)	12/23/15

DECEASED

McCoy, Paul, Payroll Specialist, Fiscal Services	09/26/15
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

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.

Wilkerson, Shelley, Custodian, Operations	10/7/15-10/17/15
Guerrero, Gloria, Administrative Asst. I, TRIO	9/25/15-12/23/15
Sandoval, Ana, Custodian, Operations	10/9/15-2/19/16
Locke, Ghared, Custodian, Operations	10/5/15-2/19/16
Segura, Rosa, Custodian, Operations	10/5/15-10/15/15
Williams, Xia, Custodian, Operations	10/5/15-2/19/16

PROVISIONAL EXTENDED

Brown, Stacey, Administrative Assistant, TRIO	10/1/15-11/30/15
Hamawe, Samir, Student Services Specialist – EOPS	6/30/15-10/30/15
Marashian-Echevarria, Ani, Administrative Assistant, Academic Affairs	10/30/15-11/30/15

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.

Nguyen, Binh, Student Services Assistant, Welcome Center	9/30/15-10/12/15
Gorman, Dagmar, Administrative Assistant I, LRC	9/30/15-2/10/16
Weidenbenner, Nathan, Instructional Assistant – English	10/1/15-5/1/16

LIMITED TERM EXTENDED

Valdiviezo, Raymond, Administrative Clerk, Cosmetology	10/6/15-12/31/15
Devine, Robert, Bookstore Clerk/Cashier	9/18/15-10/9/15
Lopez, Jose, Bookstore Clerk/Cashier	9/18/15-10/9/15
Miles, Erik, Bookstore Clerk/Cashier	9/18/15-10/9/15
Thielking, Alan, Bookstore Clerk/Cashier	9/18/15-10/9/15

RECOMMENDATION NO. 16 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, \$10.00/hour (STHP)	54
College Work-Study Student Assistant, \$10.00/hour (FWS)	79

SPECIAL SERVICE

Art Models, \$23.00/hour	1
Community Services Specialist I, \$35.00/hour	1
Community Services Specialist II, \$50.00/hour	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 FACILITIES

Requested by: Greg Brown, Director, Facilities Planning

Approved by: Robert Isomoto, Vice President of Business and Administration

Requested Action: Approval/Ratification

17-A CHANGE ORDER NO. 10 and 12 – AET CAMPUS AND PARKING STRUCTURE A

Change Order No. 10 – C.W. Driver on the AET PARKING STRUCTURE A portion of the project in the amount of \$846 and Change Order No. 12 on the AET Campus portion of the project in the amount of \$26,158.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 162,798
Previously Approved Change Orders (AET Parking Structure A)	\$ 488,420
Change Order No. 10 – AET Parking Structure A	\$ 846
<u>Change Order No. 12 – AET Campus</u>	<u>\$ 26,158</u>
Revised Contract Amount	\$59,838,222

Change Orders No. 10 and 12 for the AET Campus and Parking Structure A project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 10 for the Parking Structure includes labor and material to provide additional BIM detailing to resolved and coordinate hoist beam and structural steel conflict at elevator.

Change Order No. 12 for AET Campus includes labor and material to relocate roof antenna support at roof deck and add a new penetration to structural steel as necessary for fire sprinkler main line at Building B, revise fire sprinkler piping and heads as required to avoid conflict with sound baffles at Building C Auditorium and repair existing roof joists at Building D to correct sagging roof.

Change Order No. 10 for AET Parking Structure A and Change Order No. 12 for AET Campus are being processed as Unilateral Change Orders.

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 FACILITIES *(continued)*

17-B CHANGE ORDER NO. 5 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 5 – BERNARDS BROS. on the Health, PE, Fitness, Dance and Central Plant project in the amount of \$241,439.

Original Contract Amount	\$ 39,556,000
Previously Approved Change Orders	\$ 299,456
Change Order No. 5	<u>\$ 241,439</u>
Revised Contract Amount	\$ 40,096,895

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

Funding Source: Measure AA

Comment: Change Order No. 5 provides labor and material costs to add a 200 amp 2-pole circuit breaker and two underground feeders to panel boards for the temporary trailer, abatement and removal of hazardous material in the demolished locker building, installation of temporary washer and dryer in the gated area north of Drescher Hall and to relocate gas meter and consolidation of two gas meters to one at the Northwesterly corner of the PE Building per coordination with the Gas Company. Also includes the reconnection of the existing 3" roof drain that was found to be disconnected under the slab in Pavilion Room 100A, to make a new sewer line and connection north of the Pavilion Corridor and placed behind a new furred wall following the demolition of the existing basement furred wall and to add an additional 12'x40' temporary trailer and 11 lockers and 14 benches and in additional 25 lockers and 2 benches in the existing Coach's locker's room. Change Order No. 5 also provides credit to owner for costs of overtime tests/inspections.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

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

17-C CHANGE ORDER NO. 16 – INFORMATION TECHNOLOGY RELOCATION

Change Order No. 16 – BERNARDS BROS. on the Information Technology Relocation project in the amount of \$318,755.

Original Contract Amount	\$12,392,000
Previously Approved Change Orders	\$ 1,765,184
Change Order No. 16	<u>\$ 318,775</u>
Revised Contract Amount	\$14,475,939

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

Funding Source: Measure AA

Comment: Change Order No. 16 includes labor and material costs associated with the installation of a cooling unit for the IDF room located on the second floor of the IT Building, the relocation of the new CRAC 2 unit from the MDF room to room M166A in the Media Center, the installation of six additional 4" conduit to existing communications man hole located outside limit of work area and for an additional control station in Police Dispatch for the bollard control tower. Also includes changes in routing for the 10" chilled water lines including addition of valves, insulation and redesigned vault and other material as specified. Change Order No. 16 also includes a credit to the college for omitting the removal of an existing light pole and street light and for keeping the existing CRAC 1 unit undisturbed in its current location.

17-D AGREEMENT FOR CONSULTING SERVICES – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY

Agreement with Cumming Corporation for consulting services for the Academy of Entertainment and Technology project in the amount of \$115,000 plus reimbursable expenses for the period October 12 - December 18, 2015.

Founding Source: Measure AA

Comment: Additional project support to assist the contractor in maintaining the project schedule.

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: FACILITIES AND FISCAL

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

17-E CHANGE ORDER NO. 6 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 6 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$57,049.

Original Contract Amount	\$ 18,378,000
Previously Approved Change Orders	\$ 98,672
Change Order No. 6	<u>\$ 57,049</u>
Revised Contract Amount	\$ 18,533,721

This change order results in no change to the contract length

Funding Source: Measure AA

Comment: Change Order No. 6 provides labor and material cost for remediation of soil erosion discovered under the demolished concrete paving next to the Broad Stage, the addition of GPS wireless clocks, added and relocated rebar at all isolated footings and revised grade beams, changes to metal stud framing and changes to the mechanical ductwork. Change Order No. 6 also provides credit to owner for costs of overtime tests/ inspections.

17-F AMENDMENT NO. 3 TO AGREEMENT FOR ARCHITECTURAL SERVICES – FINANCIAL AID RELOCATION

Amend the agreement with MORRIS ARCHITECTS for the FINANCIAL AID RELOCATION project in the amount of \$17,250.

Original Contract Amount	\$67,829
Amendment No. 1	\$9,750
Amendment No. 2	\$33,885
Amendment No. 3	<u>\$17,250</u>
Total To Date	\$128,714

Funding Source: Measure U

Comment: Amendment No. 3 provides for architectural and engineering services to obtain the Division of State Architect's (DSA) Certification on previous SMC Projects that were not closed with the proper certifications in Drescher Hall and Parking Structure 3. DSA would not proceed with project approval until all certifications were resolved and closed which resulted in almost 12 months of additional work including coordination, calls and documentation as well as additional back check meetings, re-reviewing meetings and approvals. Also includes consulting services for furniture design and installation not previously part of the original agreement. This includes furniture layout and coordination with Pacific Office Interiors, product and material selection, furniture documentation and purchase order review and construction administration and close out.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

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

17-G **AMENDMENT NO. 2 TO AGREEMENT FOR ENGINEERING SERVICES – SECURITY SYSTEMS UPGRADE**

Amend the agreement with MDC ENGINEERS for the SECURITY SYSTEMS UPGRADE project in the amount of \$81,340.

Original Contract Amount	\$365,000
Amendment No. 1	\$275,000
Amendment No. 2	<u>\$81,340</u>
Total To Date	\$721,340

Funding Source: Measure AAA

Comment: Amendment No. 2 provides for engineering services for additional scope of work at Parking Structures 3 and 4 including revised design drawings and Bulletin separate for Fire Alarm & Security contractor, for the fire alarm and security access control interface relays and coordination with fire alarm and security contractors, including revised design drawings and Bulletins. Amendment No. 2 also provides for extended Construction Administration through June 2016.

17-H **PROJECT CLOSE OUT – ART BUILDING HVAC, PLUMBING, EXTERIOR PAINTING AND RE-ROOFING**

Subject to completion of punch list items by SEA PAC ENGINEERING INC., authorize the District Representative without further action of the Board of Trustees, to accept the project described as ART BUILDING HVAC, PLUMBING, EXTERIOR PAINTING AND RE-ROOFING as being complete upon completion of punch list items by SEA PAC ENGINEERING INC. The District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

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

17-I AMENDMENT NO. 11 TO AGREEMENT FOR ARCHITECTURAL SERVICES – ACADEMY OF ENTERTAINMENT AND TECHNOLOGY

Amend agreement with CLIVE WILKINSON ARCHITECTS for the Academy of Entertainment and Technology project for \$81,775 plus reimbursable expenses.

Original Contract Amount	\$5,550,000
Amendment No. 1	496,000
Amendment No. 2	78,868
Amendment No. 3	121,095
Amendment No. 4	74,500
Amendment No. 5	144,126
Amendment No. 6	2,925
Amendment No. 7	109,585
Amendment No. 8	90,585
Amendment No. 9	94,500
Amendment No. 10	163,500
<u>Amendment No. 11</u>	<u>81,775</u>
Revised Contract Amount	\$7,007,459

Funding Source: Measure AA

Comment: Amendment No. 11 provides for professional design and consulting services for AET Staff requested Building C & D Audio Visual and IT Changes including adding new AV equipment to 15 existing general classrooms, analysis and recommendations for 4K video presentation and signal distribution, electronic lecture capture/distribution, add interactive flat panel capabilities in four computer classrooms and in large conference room as well as a second screen and develop centrally managed AV Control systems. Amendment No. 11 also includes revising the foundation plan at Grid E/8 shear wall pile caps by providing design and structural details for shortening the required length of (3) piles and providing services associated with CCD submittal to DSA. Amendment No. 11 also provides for preparation and DSA submission of several CCDs required due to contractor generated errors and omissions and excessive reviews and coordination of contractor's deferred approval package for DSA Submittal.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

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

17-J AMENDMENT NO. 7 TO AGREEMENT FOR ARCHITECTURAL SERVICES – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Amend agreement with GENSLER for the Health, PE, Fitness, Dance and Central Plant project for \$497,786 plus reimbursable expenses.

Original Contract Amount	\$3,589,000
Amendment No. 1	675,000
Amendment No. 2	198,000
Amendment No. 3	4,500
Amendment No. 4	8,400
Amendment No. 5	29,500
Amendment No. 6	150,000
<u>Amendment No. 7</u>	<u>497,786</u>
Revised Contract Amount	\$5,152,186

Funding Source: Measure AA

Comment: Amendment No. 7 provides for professional design and consulting services to provide remedial recommendations regarding the slab settlement at Room 100-A of the pavilion, including researching existing conditions and coordination with the structural and geotechnical engineers. Amendment also includes costs incurred by efforts by the architect to control costs by challenging plan check corrections that exceeded code requirements and for ten months of extended Construction Administration, including consultants, on the project.

17-K AGREEMENT FOR CONSULTING SERVICES – FEASIBILITY STUDY FOR AIR CONDITIONING

Agreement with P2S Engineering to conduct a feasibility study to provide air conditioning for five Santa Monica College Buildings in an amount not to exceed \$35,000 plus reimbursable expenses for the period October 1, 2015 to June 30, 2016.

Founding Source: District Capital Funds

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

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

17-L **AMENDMENT TO AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES –
CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT**

Amend the agreement with P2S ENGINEERING for the CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT in the amount of \$18,500.

Original Contract Amount	\$427,645
Amendment No. 1	\$14,500
Amendment No. 2	<u>\$18,500</u>
Total To Date	\$460,645

Funding Source: Measure AA

Comment: Amendment No 2 provides for Owner Requested revisions to the Theater Arts chilled water system and locating Vault-3 to the north of the loading dock which is different then what has been designed and approved by DSA. Amendment No. 2 is for the redesign of the location point and pipe routing to the mechanical equipment which includes verification that the existing structure can support the pipe, design for extended screen wall height to hide the pipes from outside view and the specification of service valves, pipe and insulation materials to meet the project requirements as well as updating the project plans to the new location and submittal to DSA for approval.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 BUDGET TRANSFERS

Requested by: Chris Bonvenuto, Chief Director of Business Services

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

18-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: September 22, 2015 thru October 21, 2015

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	215,000
2000	Classified/Student Salaries	8,125
3000	Benefits	60,000
4000	Supplies	13,106
5000	Contract Services/Operating Exp	128,579
6000	Sites/Buildings/Equipment	17,411
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-442,221
Net Total:		0

18-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: September 22, 2015 thru October 21, 2015

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-169
2000	Classified/Student Salaries	0
3000	Benefits	169
4000	Supplies	0
5000	Contract Services/Operating Exp	286
6000	Sites/Buildings/Equipment	-286
7000	Other Outgo/Student Payments	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 BUDGET INCREASE

Requested by: Chris Bonvenuto, Chief Director of Business Services

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

The 2015-2016 Adopted Budget will be amended to reflect the following budget increase

NIH BUILD PONDER

Granting Agency: National Institute of Health

Appropriated Funding: \$26,091

Matching Funds: None

Performance Period: July 1, 2015 – June 30, 2016

Summary NIH BUILD: Building Infrastructure Leading to Diversity sub-award received from CSUN. Project Performance Period (incrementally funded) is from September 26, 2014 – June 30, 2019. This is the funding for the Year two budget period: July 1, 2015 – June 30, 2016.

Budget Increase: Revenue:

8100 Federal Revenue	\$26,091
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Expenditures:

1000 Academic Salaries	\$ 8,500
2000 Non-Academic Salaries	\$10,000
3000 Employee Benefits	\$ 2,158
4000 Supplies and Materials	\$ 1,500
5000 Other Operating Expenditures	\$ 2,000
7000 Other Outgo	\$ 1,933

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 20 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register

September 1 - 30, 2015 6668 through 6708 \$9,903,260.18

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

RECOMMENDATION NO. 21 PAYROLL WARRANT REGISTER

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

Payroll Warrant Register

September 1 – September 30, 2015 C1C – C2C \$10,256,892.23

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

RECOMMENDATION NO. 22 REISSUE OF WARRANTS

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

Warrants not presented to the county treasurer within six months are void; therefore it is requested that LACOE draw a new warrant to replace the following void expired warrants:

Temporary Classified Employee, Josephine R. Kidd:

Warrant #	Issue Date	Amount
W5391932	05-28-2004	\$78.01
W5710328	10-29-2004	\$123.64
W6253565	05-31-2005	\$83.31
W8350315	12-10-2014	\$14.05

Temporary Classified Employee, Kamran A. Khairzad:

Warrant #	Issue Date	Amount
W7479414	05-24-2013	\$20.08
W8350832	12-10-2014	\$20.07

Faculty, Elinor B. Bernstein:

Warrant #	Issue Date	Amount
W7035178	04-28-2006	\$234.51

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 AUXILIARY PAYMENTS AND PURCHASE ORDERS

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

Auxiliary Operations Payments and Purchase Orders
September 1 – 30, 2015

Bookstore fund Payments	\$ 882,343.00
Other Auxiliary Fund Payments	\$ 33,920.25
Trust and Fiduciary Fund Payments	\$ 250,432.17
TOTAL	\$1,166,695.42

<u>Purchase Orders issued</u>	\$ 148,129.40
September 1 – 30, 2015	

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

RECOMMENDATION NO. 24 ORGANIZATIONAL MEMBERSHIPS, 2014-2015

Requested by: Chris Bonvenuto, Chief Director of Business Services
Approved by: Robert Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

Organizational Memberships, 2015 – 2016

November 1, 2015	Number of Memberships	Amount
	8	\$5,619.00

Funding Sources: Departmental Budgets

Comment: The list of organizational memberships is on file in the Offices of the Superintendent/President and Fiscal Services. The Los Angeles County Office of Education requires monthly approval of the list on file.

RECOMMENDATION NO. 25 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested by: Michelle King, Director, Career and Contract Education
Approved by: Georgia Lorenz, Vice-President, Academic Affairs
Requested Action: Approval/Ratification

Authorization of payment for delivery of seminars and courses for SMC Community and Contract Education. The list of providers is on file in the office of Community and Contract Education. Payment per class is authorized as stated on the list on file.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 3, 2015

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 26 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing

Approved by: Robert G. Isomoto, Vice-President, Business/Administration

Requested Action: Approval/Ratification

AWARD OF PURCHASE ORDERS

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

September 1 – 30, 2015

\$3,916,141.36

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 3, 2015

INFORMATION ITEM 27 **CITIZENS' BOND OVERSIGHT COMMITTEE MEETING – OCTOBER 21, 2015**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, October 21, 2015 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:00 a.m.

2. ROLL CALL

Jeffrey Graham, Chair - Present
 Sion Roy, Vice-Chair –Present
 Sharon Barovsky – Present
 Michael Dubin – Present
 Katherine Reuter – Absent
 Aurelia Shymer – Present
 Sonya Sultan – Present
 Sam Zivi – Present

Staff Present:

Don Girard, Senior Director Government Relations and Institutional Communications
 Bob Isomoto, Vice-President, Business/Administration
 Ramin Nematollahi, Office of Business/Administration
 Lee Paul, LPI
 Lisa Rose, Citizens' Bond Oversight Committee Coordinator
 Charlie Yen, Director, Contracts
 Emil Zordilla, Assistant Director of Facilities Planning

2. APPROVAL OF MINUTES

Motion was made by Michael Dubin and seconded by Sam Zivi to approve the minutes of the Citizens' Bond Oversight Committee meeting of July 15, 2015. *Unanimously approved.*

3. INTRODUCTION OF NEW MEMBERS

Sharon Barovsky, 2015-2017 (*appointed by Board of Trustees on August 4, 2015*)
 Aurelia Rhymer, SMC student representative for a one-year term, 2015-2016 (*appointed by the Board of Trustees on September 1, 2015*)

4. CITIZENS' BOND OVERSIGHT COMMITTEE ANNUAL REPORT, 2014-2015

Motion was made by Sonya Sultan and seconded by Sam Zivi to approve the Citizens' Bond Oversight Committee Annual Report, 2014-2015. *Unanimously approved.*

5. REPORTS and DISCUSSION

SMC Bond Construction Projects Update:

- A visual overview of the following bond construction projects was presented:
 - Center for Media and Design (formerly Academy of Entertainment and Technology): The project is expected to be completed for occupancy by Fall 2016.
 - Performing Arts Center: Expected completion in April/May 2016
 - Health, PE, Dance/Central Plant: There will be a topping off ceremony in November.

- Air conditioning in existing buildings: As part of the Central Plant Connections project, HSS Buildings, Theater Arts Building, and the Library will be retrofitted/upgraded with air conditioning.
- Student Services Building: The design stage for this project has been completed and sent to the Division of State Architect (DSA) for review. It is expected to be approved by DSA by the end of December. There are four pre-qualified bidders. Construction is expected to start second quarter 2016 with estimated 24-month construction period.

In response to a question about this being the second set of plans for the Student Services Building, it was explained that the first set of plans was submitted to DSA, and state seismic requirements related to the design of the building kept changing. Consequently, the building as designed became unaffordable. The new design keeps the project within budget, adds slightly more usable interior space, and provides improved flexibility for use of space. The new design incorporates the existing excavation for underground parking.

- The Early Childhood Education Center is a cooperative project with the City of Santa Monica. The College has completed the entitlement process, including the EIR for the Civic Center, approval by the Planning Commission, and approval by the City Council. Construction documents are being prepared which will be sent to DSA for approval.

Measure U, S and AA and Bond Sales Expenses Reports (reports included with agenda)

- The SMC Bond Capital Construction Budget Summary as of June 30, 2015 reports the following:

Measure U Budget:	\$160,000,000
Measure S Budget:	\$143,500,000
Measure AA Budget	\$295,000,000
Other Funding Received:	\$ 43,968,930
Other Funding Pending	\$ 53,980,950
Total Budget	\$696,449,880
Estimate at Completion	\$696,449,880
Bond Funds Remaining	\$251,939,976

- Measure U: Total Measure U expenditures last period were \$56,938; total remaining funds are \$14,492,6121; no budget variance.
- Measure S: Total expenditures last period were \$1,381,335 total remaining funds are \$60,493,665; no budget variance. Unsold bond amount: \$20,002,143.
- Measure AA: Total expenditures last period were \$1,794,059; total remaining funds are \$176,953,699; no budget variance. Unsold bond amount: \$50,004,171.
- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of September 30, 2015.

Total Bond	\$598,500,000
Total Available	\$528,492,559
Total Expenses	\$346,560,024
Total Available Remaining	\$181,932,535
Total Unsold Bond	\$ 70,007,441

- The *SMC Bond Construction Program Contractor List* as of September 30, 2015 was presented for information.
- Current information on all bond construction projects is available at:
<http://smcbondprogram.com/>
- Future Facilities and Funding
 - A handout providing a brief overview of the history of Santa Monica and Malibu voter support for Santa Monica College, beginning in 1940 with the purchase of 29 acres for the main campus, was distributed at the meeting and is attached.
 - The District is examining the possibility of a 2016 funding measure. The Board of Trustees and staff will study remaining needs to complete the 2010 SMC Facilities Master Plan and other improvements that may be identified. Possible projects might include replacement of all temporary buildings dating from the 1994 Northridge earthquake, replacing a small 1970s temporary structure serving ESL, providing for the full financing of the proposed expansion of a Science and Math addition, providing a new Campus Police station and community room, and addressing certain needed safety improvements. Possible projects may also include joint projects with other local agencies. A poll to determine potential support by the public for a 2016 funding measure will likely be conducted prior to February 2016.

6. PUBLIC COMMENTS - None

7. SCHEDULE OF MEETINGS, 2015-2016

Wednesdays at 8 a.m.

January 20, 2016

April 20, 2016

8. ADJOURNMENT – 9:14 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, January 20, 2016, at 8 a.m. Drescher Hall 300-E (the Loft) at Santa Monica College.

BOARD OF TRUSTEES	REGULAR MEETING
Santa Monica Community College District	November 3, 2015

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT – 10:05 p.m.

The meeting was adjourned in memory of **Edward Tarvyd**, SMC Life Science professor.

There will be a special Board of Trustees meeting (closed session) on Friday, November 13, 2015 at 6:30 p.m. in Santa Monica College Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

There will be a special Board of Trustees meeting (closed session) on Saturday, November 14, 2015 at 7:30 a.m., in the Santa Monica College Alumni Conference Room, 1510 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, December 1, 2015** 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:

- Reports: Student Equity Plan Update
- Board of Trustees Organizational Functions
 - Election of Officers for 2016
 - Seating
 - Authorized Signature Resolution

UNRESTRICTED GENERAL FUND 01.0
2015-2016 REVENUE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL REVENUES	2015-2016 PROJECTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	118,373	4,510	118,373
TOTAL FEDERAL	118,373	4,510	118,373
STATE			
GENERAL APPORTIONMENT*	62,913,537	17,745,491	63,315,792
EDUCATION PROTECTION ACCOUNT - PROP 30	16,855,409	4,263,434	17,053,736
GROWTH/ACCESS-RESTORATION OF WORKLOAD REDUCTION	2,096,283	618,842	2,096,283
COLA	1,107,892	327,060	1,107,892
HOMEOWNERS EXEMPT	92,844	-	92,844
STATE LOTTERY REVENUE	3,767,820	-	3,767,820
MANDATED PROGRAM COSTS	12,613,744	-	12,613,744
OTHER STATE	845,433	219,099	845,433
TOTAL STATE	100,292,962	23,173,926	100,893,544
LOCAL			
PROP TAX SHIFT (ERAF)	1,133,894	33,609	1,133,894
SECURED TAX	15,228,978	-	15,228,978
SUPPLEMENTAL TAXES	237,520	57,223	237,520
UNSECURED TAX	520,962	428,464	520,962
PRIOR YRS TAXES	439,470	261,216	439,470
PROPERTY TAX - RDA PASS THRU	213,627	-	213,627
PROPERTY TAX - RDA RESIDUAL	2,396,518	-	2,396,518
RENTS	135,000	76,475	135,000
INTEREST	223,700	-	223,700
ENROLLMENT FEES	13,903,973	9,354,824	13,903,973
STUDENT RECORDS	438,000	14,797	438,000
NON-RESIDENT TUITION/INTENSIVE ESL	32,887,749	15,465,483	32,887,749
FEE BASED INSTRUCTION	350,000	-	350,000
OTHER STUDENT FEES & CHARGES	106,200	52,355	106,200
F1 APPLICATION FEES	319,100	48,300	319,100
OTHER LOCAL	686,300	18,695	686,300
I. D. CARD SERVICE CHARGE	1,179,700	511,950	1,179,700
LIBRARY CARDS	120	-	120
LIBRARY FINES	8,745	-	8,745
PARKING FINES	229,772	7,501	229,772
TOTAL LOCAL	70,639,328	26,330,892	70,639,328
TOTAL REVENUE	171,050,663	49,509,328	171,651,245
TRANSFER IN	103,070	6,445	103,070
SALE OF EQUIPMENT AND SUPPLIES	-	471	471
TOTAL OTHER FINANCING SOURCES	103,070	6,916	103,541
TOTAL REVENUE AND TRANSFERS	171,153,733	49,516,244	171,754,786

UNRESTRICTED GENERAL FUND 01.0
2015-2016 EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL EXPENDITURES	2015-2016 PROJECTED BUDGET
INSTRUCTION	26,413,943	3,272,848	26,413,943
ACADEMIC MANAGERS	6,156,799	1,062,340	6,156,799
NON-INSTRUCTION	6,464,172	799,838	6,464,172
HOURLY INSTRUCTION	32,945,787	6,351,787	32,945,787
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	166,991	-	166,991
HOURLY NON-INSTRUCTION	4,721,917	878,234	4,721,917
VACANT POSITIONS	337,000	-	337,000
VACANCY SAVINGS	(168,500)	-	(168,500)
TOTAL ACADEMIC	77,038,109	12,365,047	77,038,109
CLASSIFIED REGULAR	20,158,590	3,244,192	20,158,590
CLASSIFIED MANAGERS	4,780,513	792,149	4,780,513
CLASS REG INSTRUCTION	3,299,393	412,566	3,299,393
CLASSIFIED HOURLY	1,948,396	414,554	1,948,396
CLASS HRLY INSTRUCTION	526,525	121,301	526,525
VACANT POSITIONS	2,500,000	-	2,500,000
VACANCY SAVINGS	(1,650,000)	-	(1,650,000)
TOTAL CLASSIFIED	31,563,417	4,984,762	31,563,417
STRS	6,261,096	1,006,391	6,261,096
PERS	3,986,081	602,607	3,986,081
OASDI/MEDICARE	3,412,378	642,767	3,412,378
H/W	13,166,728	317,095	13,166,728
RETIREE'S H/W	2,830,402	991,738	2,830,402
RETIREE - OPEB	1,500,000	-	1,500,000
SUI	182,768	9,136	182,768
WORKERS' COMPENSATION	1,856,951	299,420	1,856,951
ALTERNATIVE RETIREMENT	500,000	-	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	26,704	-	26,704
BENEFITS RELATED TO VACANT POSITIONS	624,140	-	624,140
BENEFITS RELATED TO VACANCY SAVINGS	(400,070)	-	(400,070)
TOTAL BENEFITS	33,947,178	3,869,154	33,947,178
SUPPLIES	1,098,158	178,182	1,098,158
TOTAL SUPPLIES	1,098,158	178,182	1,098,158
CONTRACTS/SERVICES	13,912,499	3,733,167	13,912,499
INSURANCE	966,480	820,622	966,480
UTILITIES	3,005,068	760,284	3,005,068
TOTAL SERVICES	17,884,047	5,314,073	17,884,047
EQUIPMENT	1,030,094	348,072	1,030,094
TECHNOLOGY REPLACEMENT	418,100	418,100	418,100
TCO - EQUIPMENT REPLACEMENT	500,000	-	500,000
TOTAL CAPITAL	1,948,194	766,172	1,948,194
TOTAL EXPENDITURES	163,479,103	27,477,390	163,479,103
OUTGOING TRANSFER/FINANCIAL AID	270,839	79,438	270,839
TOTAL TRANSFERS/FINANCIAL AID	270,839	79,438	270,839
TOTAL EXPENDITURES & TRANSFERS	163,749,942	27,556,828	163,749,942

UNRESTRICTED GENERAL FUND 01.0
2015-2016 FUND BALANCE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS *	160,245,157	49,516,244	160,443,790
TOTAL EXPENDITURES AND TRANSFERS	159,945,546	27,556,828	159,945,546
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	3,461,140	-	3,461,140
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(2,218,570)	-	(2,218,570)
OPERATING SURPLUS/(DEFICIT)	(942,959)	21,959,416	(744,326)
ONE-TIME ITEMS			
DEFICIT FACTOR TO APPORTIONMENT	(1,097,741)	-	(695,321)
MANDATED COST BLOCK GRANT	12,006,317	-	12,006,317
ONE-TIME BUDGET AUGMENTATION	(613,632)	-	(613,632)
EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	(1,948,194)	-	(1,948,194)
OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	7,403,791	21,959,416	8,004,844
BEGINNING BALANCE	13,781,577	13,781,577	13,781,577
ENDING FUND BALANCE	21,185,368	35,740,993	21,786,421
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	12.94%	129.70%	13.30%

DESIGNATION OF FUND BALANCE

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
UNDESIGNATED FUND BALANCE	14,985,387	29,541,012	15,586,440
UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	9.16%	107.20%	9.53%
DESIGNATED RESERVE FOR:			
CLASSIFIED EMPLOYEE WELFARE FUND	371,754	371,754	371,754
NEW FACULTY TO BE HIRED	1,945,604	1,945,604	1,945,604
RESERVE FOR FUTURE STRS AND PERS INCREASES	3,882,623	3,882,623	3,882,623
TOTAL	6,199,981	6,199,981	6,199,981
DESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	3.79%	22.50%	3.79%
TOTAL ENDING FUND BALANCE	21,185,368	35,740,993	21,786,421
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	12.94%	129.70%	13.30%

* In 2015-2016, the District will receive \$1.16M in State funding to support hiring of full-time faculty. This amount is accounted for within the General Apportionment line items.

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

RESTRICTED GENERAL FUND 01.3
2015-2016 REVENUE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL REVENUES	2015-2016 PROJECTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	636,677	-	636,677
FWS-FEDERAL WORK STUDY	460,327	-	460,327
RADIO GRANTS	1,155,218	-	1,155,218
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	61,708	17,278	61,708
FEDERAL CARRYOVERS	1,770,872	23,462	1,770,872
OTHER FEDERAL	2,324,342	-	2,426,342
TOTAL FEDERAL	6,409,144	40,740	6,511,144
STATE			
LOTTERY	1,103,433	-	1,103,433
BASIC SKILLS INITIATIVE	356,040	98,616	356,040
SFAA-STUDENT FINANCIAL AID ADMIN	919,049	257,334	919,049
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,384,794	271,499	1,384,794
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	93,465	14,864	93,465
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,696,232	474,945	1,696,232
CALWORKS	264,983	74,195	264,983
STUDENT SUCCESS (CREDIT)	3,022,977	846,434	3,022,977
STUDENT SUCCESS (NON-CREDIT)	41,933	11,741	41,933
STUDENT SUCCESS (STUDENT EQUITY)	1,035,343	289,896	1,035,343
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	7,940	2,223	7,940
ENROLLMENT GROWTH	106,787	-	106,787
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,408,210	394,299	1,408,210
STATE CARRYOVERS	3,413,521	130,867	3,413,521
OTHER STATE	795,250	-	795,250
TOTAL STATE	15,649,957	2,866,913	15,649,957
LOCAL			
PICO PROMISE	141,782	-	141,782
HEALTH FEES	1,437,117	654,686	1,437,117
PARKING FEES	1,858,884	881,755	1,858,884
DONATIONS-KCRW	2,400,417	191,225	2,400,417
COMMUNITY SERVICES	894,593	164,170	894,593
CONSOLIDATED CONTRACT ED-LOCAL	315,750	-	315,750
LOCAL CARRYOVERS	9,388	-	9,388
OTHER LOCAL	6,282,031	2,373,409	6,282,031
TOTAL LOCAL	13,339,962	4,265,245	13,339,962
TRANSFER IN	-	-	-
TOTAL TRANSFER IN	-	-	-
TOTAL REVENUE	35,399,063	7,172,898	35,501,063

RESTRICTED GENERAL FUND 01.3
2015-2016 EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL EXPENDITURES	2015-2016 PROJECTED BUDGET
INSTRUCTION	200,207	-	200,207
MANAGEMENT	1,673,749	234,784	1,705,657
NON-INSTRUCTION	1,471,557	211,515	1,493,410
HOURLY INSTRUCTION	55,940	14,098	57,595
HOURLY NON-INSTRUCTION	2,692,512	846,940	2,683,764
TOTAL ACADEMIC	6,093,965	1,307,337	6,140,633
CLASSIFIED REGULAR	3,690,915	580,598	3,690,201
CLASSIFIED MANAGERS	457,614	85,790	457,614
CLASS REG INSTRUCTION	79,720	2,436	79,720
CLASSIFIED HOURLY	1,856,760	244,666	1,862,474
CLASS HRLY INSTRUCTION	153,350	43,936	153,350
TOTAL CLASSIFIED	6,238,359	957,426	6,243,359
BENEFITS HOLDING ACCOUNT	3,326,154		3,015,054
STRS	-	93,285	93,285
PERS	-	84,402	84,402
OASDI/MEDICARE	-	92,796	92,796
H/W	-	16,420	16,420
SUI	-	1,157	1,157
WORKERS' COMP.	-	38,541	38,541
ALTERNATIVE RETIREMENT	-	-	-
TOTAL BENEFITS	3,326,154	326,601	3,341,655
TOTAL SUPPLIES	1,102,566	110,959	1,116,886
CONTRACTS/SERVICES	8,169,662	894,148	8,188,193
INSURANCE	4,708,640	2,036,588	4,708,640
UTILITIES	171,350	38,912	171,350
TOTAL SERVICES	13,049,652	2,969,648	13,068,183
BLDG & SITES	1,668,031	-	1,668,031
EQUIPMENT/LEASE PURCHASE	2,703,315	200,209	2,705,295
TOTAL CAPITAL	4,371,346	200,209	4,373,326
TOTAL EXPENDITURES	34,182,042	5,872,180	34,284,042
OTHER OUTGO - STUDENT AID	595,558	41,381	595,558
OTHER OUTGO - TRANSFERS	103,070	6,445	103,070
TOTAL OTHER OUTGO	698,628	47,826	698,628
TOTAL EXPENDITURES & OTHER OUTGO	34,880,670	5,920,006	34,982,670

**RESTRICTED GENERAL FUND 01.3
2015-2016 FUND BALANCE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	35,399,063	7,172,898	35,501,063
TOTAL EXPENDITURES AND TRANSFERS	34,880,670	5,920,006	34,982,670
OPERATING SURPLUS/(DEFICIT)	518,393	1,252,892	518,393
BEGINNING BALANCE	6,903,337	6,903,337	6,903,337
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
CONTINGENCY RESERVE/ENDING FUND BALANCE	7,421,730	8,156,229	7,421,730
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	21.28%	137.77%	21.22%

CAPITAL OUTLAY FUND 40.0
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
STATE			
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,408,105	394,299	1,408,210
PROP 39 - CLEAN ENERGY PROJECTS	621,744	621,744	621,744
STATE CARRYOVERS	1,986,553	-	1,986,553
TOTAL STATE	4,016,402	1,016,043	4,016,507
LOCAL			
INTEREST	103,300	-	103,300
NON-RESIDENT CAPITAL CHARGE	2,992,428	1,368,832	2,992,428
LOCAL INCOME	137,688	21,521	137,688
TOTAL LOCAL	3,233,416	1,390,353	3,233,416
TOTAL REVENUES	7,249,818	2,406,396	7,249,923
EXPENDITURES			
SUPPLIES	107,000	-	107,000
CONTRACT SERVICES	1,006,345	98,817	1,006,345
CAPITAL OUTLAY	18,992,730	934,167	18,992,835
TOTAL EXPENDITURES	20,106,075	1,032,984	20,106,180
OTHER OUTGO - TRANSFERS	-	-	-
TOTAL TRANSFERS	-	-	-
TOTAL EXPENDITURES AND TRANSFERS	20,106,075	1,032,984	20,106,180
OPERATING SURPLUS/(DEFICIT)	(12,856,257)	1,373,412	(12,856,257)
BEGINNING BALANCE	12,856,257	12,856,257	12,856,257
ENDING FUND BALANCE	-	14,229,669	-

MEASURE U FUND 42.2
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	143,800	-	143,800
TOTAL REVENUE	143,800	-	143,800
EXPENDITURES			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	98,000	-	98,000
CAPITAL OUTLAY	21,246,063	113,013	21,246,063
TOTAL EXPENDITURES	21,394,063	113,013	21,394,063
OPERATING SURPLUS/(DEFICIT)	(21,250,263)	(113,013)	(21,250,263)
BEGINNING BALANCE	21,250,263	21,250,263	21,250,263
ENDING FUND BALANCE	-	21,137,250	-

MEASURE S FUND 42.3
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	359,500	-	359,500
TOTAL REVENUE	359,500	-	359,500
EXPENDITURES			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	760,000	21,351	760,000
CAPITAL OUTLAY	50,833,810	1,363,429	50,833,810
TOTAL EXPENDITURES	51,643,810	1,384,780	51,643,810
OPERATING SURPLUS/(DEFICIT)	(51,284,310)	(1,384,780)	(51,284,310)
BEGINNING BALANCE	51,284,310	51,284,310	51,284,310
ENDING FUND BALANCE	-	49,899,530	-

MEASURE AA FUND 42.4
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	1,371,800	-	1,371,800
TOTAL REVENUE	1,371,800	-	1,371,800
EXPENDITURES			
SUPPLIES	113,500	484	113,500
CONTRACT SERVICES	2,492,000	16,809	2,492,000
CAPITAL OUTLAY	131,393,920	4,227,340	131,393,920
TOTAL EXPENDITURES	133,999,420	4,244,633	133,999,420
OPERATING SURPLUS/(DEFICIT)	(132,627,620)	(4,244,633)	(132,627,620)
BEGINNING BALANCE	132,627,620	132,627,620	132,627,620
ENDING FUND BALANCE	-	128,382,987	-

STUDENT FINANCIAL AID FUND 74.0
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 ADOPTED BUDGET
REVENUE			
FEDERAL GRANTS	33,772,016	5,694,817	33,772,016
FEDERAL LOANS	2,604,000	317,052	2,604,000
CAL GRANTS	2,165,000	535,462	2,165,000
TRANSFER	240,839	49,438	240,839
TOTAL REVENUE	38,781,855	6,596,769	38,781,855
EXPENDITURES			
FINANCIAL AID	38,781,855	8,323,508	38,781,855
TOTAL EXPENDITURES	38,781,855	8,323,508	38,781,855
ENDING FUND BALANCE*	-	(1,726,739)	-

*Negative ending balance is a result of a timing difference between financial aid check issuance and deposit of Federal and CAL Grant Funds.

SCHOLARSHIP TRUST FUND 75.0
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
BEGINNING BALANCE	15,188	15,188	15,188
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	110	-	110
TOTAL REVENUE	30,110	30,000	30,110
TOTAL FUNDS AVAILABLE	45,298	45,188	45,298
EXPENDITURES			
SCHOLARSHIP	30,000	15,000	30,000
TOTAL EXPENDITURES	30,000	15,000	30,000
ENDING FUND BALANCE	15,298	30,188	15,298

AUXILIARY FUND
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	September 30, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
BEGINNING BALANCE	2,560,512	2,562,729	2,560,512
ADJ. TO BEG. BALANCE	-	-	2,217
ADJUSTED BEGINNING BALANCE	2,560,512	2,562,729	2,562,729
REVENUE			
GROSS SALES	6,452,500	2,544,189	6,452,500
LESS: COST OF GOODS	(4,543,800)	(1,774,548)	(4,543,800)
NET	1,908,700	769,641	1,908,700
VENDOR INCOME	675,068	104,435	675,068
AUXILIARY PROGRAM INCOME	370,450	18,115	370,450
NET INCOME	2,954,218	892,191	2,954,218
INTEREST	17,000	4,081	17,000
OTHER INCOME	-	-	-
TOTAL REVENUE	2,971,218	896,272	2,971,218
TOTAL FUNDS AVAILABLE	5,531,730	3,459,001	5,533,947
EXPENDITURES			
STAFFING	1,221,500	240,623	1,221,500
FRINGE BENEFITS	313,000	33,298	313,000
OPERATING	2,027,994	173,840	2,027,994
TOTAL EXPENDITURES	3,562,494	447,761	3,562,494
ENDING FUND BALANCE	1,969,236	3,011,240	1,971,453

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q

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Fiscal Year: 2015-2016

District: (780) SANTA MONICA

Quarter Ended: (Q1) Sep 30, 2015

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2012-13	Actual 2013-14	Actual 2014-15	Projected 2015-2016
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	133,791,295	144,834,471	150,335,559	171,651,245
A.2	Other Financing Sources (Object 8900)	125,558	111,105	120,779	103,541
A.3	Total Unrestricted Revenue (A.1 + A.2)	133,916,853	144,945,576	150,456,338	171,754,786
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,258,404	141,148,243	150,318,178	163,479,103
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	275,011	346,364	328,362	270,839
B.3	Total Unrestricted Expenditures (B.1 + B.2)	138,533,415	141,494,607	150,646,540	163,749,942
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-4,616,562	3,450,969	-190,202	8,004,844
D.	Fund Balance, Beginning	15,137,372	10,520,810	13,971,779	13,781,577
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	15,137,372	10,520,810	13,971,779	13,781,577
E.	Fund Balance, Ending (C. + D.2)	10,520,810	13,971,779	13,781,577	21,786,421
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.6%	9.9%	9.1%	13.3%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,265	21,415	21,694	22,196
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2012-13	2013-14	2014-15	2015-2016
H.1	Cash, excluding borrowed funds		39,929,814	42,207,822	41,708,719
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	29,932,786	39,929,814	42,207,822	41,708,719

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)	171,050,663	171,651,245	49,509,328	28.8%
I.2	Other Financing Sources (Object 8900)	103,070	103,541	6,916	6.7%
I.3	Total Unrestricted Revenue (I.1 + I.2)	171,153,733	171,754,786	49,516,244	28.8%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	163,479,103	163,479,103	27,477,390	16.8%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	270,839	270,839	79,438	29.3%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	163,749,942	163,749,942	27,556,828	16.8%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	7,403,791	8,004,844	21,959,416	
L.	Adjusted Fund Balance, Beginning	13,781,577	13,781,577	13,781,577	
L.1	Fund Balance, Ending (C. + L.2)	21,185,368	21,786,421	35,740,993	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	12.9%	13.3%		

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	Classified
		Permanent	Temporary

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.)?

NO

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

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

This year?
Next year?

NO
YES

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

The increase in the required employer contributions for retirement plans and the possible decrease in revenue as a result of the termination of Prop 30 may cause difficulty in the District's fund balance and cash flow. The District has designated a portion of the fund balance to partially cover the future increases in retirement contribution.