

# M I N U T E S



## SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

TUESDAY, JUNE 5, 2012

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

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

<http://www.smc.edu/ACG/Pages/Trustees-Meeting-Information.aspx>

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

## **MINUTES**

A meeting of the Board of Trustees of the Santa Monica Community College District was held at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California, on Tuesday, June 5, 2012.

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

### **I. ORGANIZATIONAL FUNCTIONS**

A CALL TO ORDER – 5 p.m.

B ROLL CALL

Dr. Margaret Quiñones-Perez, Chair - Present  
Dr. Nancy Greenstein, Vice-Chair - Present  
Dr. Susan Aminoff - Present  
Judge David Finkel (Ret.) - Present  
Louise Jaffe - Present  
Rob Rader - Present  
Dr. Andrew Walzer - Present

C PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

### **II. CLOSED SESSION**

**CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

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

Employee Organization: *CSEA, Chapter 36*

**CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

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

Employee Organization: *Santa Monica College Faculty Association*

**CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

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

Employee Organization: *Santa Monica College Police Officers Association*

**REAL PROPERTY (Government Code Section 54956.8)**

Property Address: *1660 Stewart Street, Santa Monica, CA 90404*  
Under Negotiation: *Lease Buyout Terms for Cellular Tower*  
College Negotiators: *Dr. Chui L. Tsang and Greg Brown*  
Property Representative: *Jon Silva, TowerCo*

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code Section 54956.9)

- I. Ruetz v. Santa Monica Community College District, United States District Court Case No. CV-11-03921-JAK
2. Alexander v. Santa Monica Community College District, Los Angeles Superior Court Case No. SC110129

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

PUBLIC EMPLOYEE – EVALUATION (Government Code Section 54957)

*Evaluation of the Superintendent/President*

CONFERENCE WITH LABOR NEGOTIATORS CONCERNING AMENDMENT OF SUPERINTENDENT/PRESIDENT'S CONTRACT (Government Code Section 54957.6)

Agency designated representatives: Trustees Susan Aminoff and David Finkel

Unrepresented Employee: Superintendent/President

F CLOSED SESSION REPORT

The Board of Trustees in closed session voted to accept a recommendation from the Superintendent/President to terminate the employment of one classified employee.

This termination will be effective on June 6, 2012.

MOTION MADE BY: Susan Aminoff

SECONDED BY: David Finkel

AYES: 7

NOES: 0

The Board of Trustees in closed session voted to approve a Settlement Agreement in the case of Ruetz vs. Santa Monica Community College District and authorize payment by the District in the amount of \$31,666.66 made payable to Russell Ruetz and his attorney of records, Lackie, Dammeier & McGill.

MOTION MADE BY: Nancy Greenstein

SECONDED BY: Rob Rader

AYES: 7

NOES: 0

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

D PLEDGE OF ALLEGIANCE – Executive Vice-President Randal Lawson

E STUDENT RECOGNITION

- 33<sup>rd</sup> Annual Student Photography Awards
- Student Athlete of the Year
- Swim Team Individual State Champions
- Junior Style Stars National Hair Competition Winners – SMC Students
- Third Annual Global Citizenship Research Symposium and Tournament Awards

G CEREMONIAL SIGNING OF CONTRACT WITH FACULTY ASSOCIATION

H INSTALLATION OF STUDENT TRUSTEE

Board Chair Margaret Quiñones-Perez, administered the Oath of Allegiance to Michelle Olivarez and installed her as Student Trustee.



### **Academic and Student Affairs**

#15 New Associate Degrees, Courses, and Certificates

### **Grants and Contracts**

#16 Contracts for Celebrate America, 2012

#17 Amendment to 2011-2012 Annual Marketing Contract

#18 Annual Contract with Big Blue Bus

#19 Ratification of Contracts and Consultants

### **Human Resources**

#20 Academic Personnel

#21 Classified Personnel – Regular

#22 Classified Personnel – Limited Duration

#23 Classified Personnel – Non Merit

### **Facilities and Fiscal**

#24 Facilities

A Amendment to Agreement for Architectural Services – Connection of Existing Facilities to Central Plant

B Agreement for Soils Management Services – AET Campus

C Agreement for Wastewater Engineering Services – Malibu Campus

D Award of Bid – Bundy Campus, New Roof

E Release of Partial Retention – Bundy Classroom Completion

F Change Order No. 3 – Bundy Classroom – Audio Visual Installation

G Pool Payment Under Joint Use Facilities Agreement

H Lease Buyout for Cellular Tower – 1660 Stewart Street

I Property Lease for Wireless Service Provider – AET Campus

#25 Budget Augmentation

#26 Budget Transfers

#27 Commercial Warrant Register

#28 Payroll Warrant Register

#29 Auxiliary Payments and Purchase Orders

#30 Purchasing

A Award of Purchase Orders

B Revision to Award of Bid – Audio Visual Systems Equipment and Integration

C Purchase Agreements and Authorization of Purchase Orders

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

### IX. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

### X. **BOARD COMMENTS AND REQUESTS**

### XI. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, July 17, 2012** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

## **APPENDIX A: 2012-2013 Tentative Budget**

**IV. SUPERINTENDENT'S REPORT**

- Acknowledgements
  - Connie Lemke, Statewide CSEA Member of the Year Award
  - Judy Neveau, Santa Monica Chamber of Commerce Chairman's Award
  - Kiersten Elliott, Manager of the Year
- Updates:
  - Malibu Center Scoping Meeting: The meeting was held on Thursday, May 31<sup>st</sup> at Malibu City Hall. College planning and academic staff were there to answer questions and hear comments about the college programming for the campus. Representatives of the City of Malibu, the Los Angeles County Supervisor's office, the Sheriff's office and real estate personnel were present.
  - State Budget: There have been several developments for the current year budget:
    - The original "hold" on \$192 million of the May apportionment payment was reduced to \$116 million
    - The \$116 million matches the estimate of the current year property tax that should materialize due to the dissolution of redevelopment agencies. If the payment of \$116 million had not been delayed, there could have been a year end deficit factor.
    - The February "surprise" amount of \$149 million was reduced to \$100 million due to the San Mateo CCD becoming a basic aid district.Assuming there will not be any more deficits, SMC has been reduced over \$11 million in funding for this year.

The two scenarios based on the Governor's Budget and Tax Passage are:

- Scenario A: Includes a \$313 million deferral buy-down and no net apportionment loss or workload reduction. However, there is a possibility of the RDA shortfall of up to \$341 million, creating a 7.3% deficit factor.
- Scenario B: No \$313 million deferral buy-down and programmatic reductions of \$287 million resulting in a workload reduction of 6.2%. Also, there is the possibility of the RDA shortfall of up to \$341 million, creating a 7.3% deficit factor. In the absolutely the worst case, there would be a \$628 million dollar or 13.5% reduction to the system.

The tentative budget presented for approval was developed with the Board's budget principles in mind. It protects full-time employees and has an ending fund balance over 5%. It is based on the optimistic assumption that the Governor's tax initiative will pass in November. There needs to be a lot of discussion in the next several month about redefining Santa Monica College within the context of the new fiscal realities.

- Graduation and Related Activities
  - Graduation – June 12, 2012
  - Recognition Event – June 13, 2012
  - Celebrate America – June 30, 2012

**V. ACADEMIC SENATE REPORT**

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 1**

**SUBJECT:**                   **PUBLIC HEARING - CSEA CHAPTER #36 INITIAL COLLECTIVE BARGAINING PROPOSAL FOR A SUCCESSOR CONTRACT**

SUBMITTED BY:               Superintendent/President

REQUESTED ACTION:       It is recommended that the Board of Trustees conduct a public hearing on the initial proposal submitted by California School Employees Association, Chapter #36 to extend the current contract through June 30, 2013.

At the May 1, 2012, meeting, the Board of Trustees received the CSEA Chapter #36 initial proposal and scheduled a public hearing on the proposal for the June 5, 2012 meeting. The purpose of the public hearing is to give the public an opportunity to comment on this proposal.

PUBLIC HEARING OPENED: 8:05 p.m.  
MOTION MADE BY: Susan Aminoff  
SECONDED BY: Nancy Greenstein  
STUDENT ADVISORY: Aye  
AYES: 7  
NOES: 0

PUBLIC COMMENT: Robert Boucher

PUBLIC HEARING CLOSED: 8:09 p.m.  
MOTION MADE BY: Nancy Greenstein  
SECONDED BY: Rob Rader  
STUDENT ADVISORY: Aye  
AYES: 7  
NOES: 0

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	May 1, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 2**

**SUBJECT:** **SMCCD RESPONSE TO CSEA CHAPTER #36 INITIAL COLLECTIVE BARGAINING PROPOSAL FOR A SUCCESSOR CONTRACT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees present the District's response to the CSEA Chapter #36 Initial Collective Bargaining proposal for a successor contract. A public hearing will be scheduled for the Board of Trustees meeting on July 17, 2012.

The District is prepared to enter into agreement with CSEA to extend the collective bargaining agreement to June 30, 2013, subject to reaching agreement on the applicability of Sections 11.1.4 and 12.16 to the new Faculty Association collective bargaining agreement.

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: Rob Rader  
 STUDENT ADVISORY: Aye  
 AYES: 7  
 NOES: 0



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 3**

**SUBJECT:**                    **2012-2013 TENTATIVE BUDGET**

SUBMITTED BY:                Superintendent/President

REQUESTED ACTION:        It is recommended that the Board of Trustees adopt the 2012-2013 Tentative Budgets (Appendix A).

The Santa Monica Community College District Proposed Tentative Budget for fiscal year 2012-2013 is comprised of the following nine funds:

General Fund Unrestricted	\$144,809,916
General Fund Restricted	\$30,071,500
<i>Total General Fund</i>	\$174,881,416
Special Reserve Fund (Capital)	\$12,112,967
Earthquake Fund	\$2,262,272
Bond Fund: Measure U	\$21,045,744
Bond Fund: Measure S	\$59,611,483
Bond Fund: Measure AA	\$53,954,386
Bond Interest & Redemption Fund	\$53,965,282
Student Financial Aid Fund	\$40,837,281
Auxiliary Operations	\$3,644,351
<i>Total Other Restricted</i>	\$247,433,766
<b>TOTAL PROPOSED TENTATIVE BUDGET</b>	<b>\$422,315,182</b>

The 2011-2012 fiscal year is projected to close with an Unrestricted General Fund ending balance of \$14,430,412, including Designated Reserves.

MOTION MADE BY:                Susan Aminoff  
 SECONDED BY:                    Rob Rader  
 STUDENT ADVISORY:            Aye  
 AYES:                                6  
 NOES:                                0  
 ABSTAIN:                          1 (Quiñones-Perez)

**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
2012-2013 TENTATIVE BUDGET NARRATIVE**

**GENERAL FUND**

General Fund Unrestricted Revenues (01.0)

These are the only funds available for the general operations of the College. All other funds are restricted with the exception of some parts of the Auxiliary fund.

The District has based the tentative budget on the Governor's "May Revise" budget proposal for the State. The "May Revise" assumes the passage of the Governor's tax proposals in November and maintains apportionment funding to the District at the 2011-2012 calculated level.

The two largest drivers of revenue generation for the District in any given year are the Cost of Living Adjustment (COLA) and growth funding. The proposed Tentative Budget for 2012-2013 provides for a 0.00% Cost of Living Adjustment (COLA) and a 0.00% Growth Funding adjustment as stated in the Governor's Budget.

The largest source of revenue for the District is state funding. The state funding formula is based on the combination of property taxes, enrollment fees and principal apportionment funds added together to equal the estimated State General Revenue. The figures in the tentative budget are based on estimates from the Chancellor's Office adjusted by the District's enrollment projections. The District is still awaiting the receipt of the official P2 report and the Advanced Apportionment report. In addition, the Governor's current state budget proposal depends on the successful passage of tax increases that provide additional resources to the State. If the tax increases are unsuccessful, the District expects a major budget realignment from the Governor's "May Revise" proposal in the amount of approximately \$6 million in mid-year reductions of State General Revenue.

Non-resident Tuition revenues are the second principal source of funding for the District. Unlike Enrollment Fee revenue that belongs to the State, all revenue received from tuition for non-resident students belongs to the District. The District anticipates growth in non-resident tuition of approximately 2% from the projected 2011-2012 revenue mainly due to fee increases adjusted for an expected decline caused by the impact insufficient funding from the State has on the College's course offering.

As a result of State funding reductions, the tentative budget assumes an elimination of winter intersession in the 2012-2013 fiscal year. The tentative budget also assumes an increase in the summer intersession offering to serve approximately 420 more credit FTES than in Summer 2011. The FTES plan is projected to result in the District serving 250 unfunded credit FTES in 2012-2013.

Local revenues are a combination of property taxes and revenue generated at the college level through the charging of fees and fines and through interest earned on cash. The District anticipates an increase in local revenue in fiscal year 2012-2013 mainly generated by increases from enrollment fees, non-resident tuition and property taxes.

General Fund Unrestricted Expenditures (01.0)

The District's largest expenditures (88.23% of the total budget) are related to salary and benefits. The salary and benefit related expenditure projections reflect appropriate step, column and longevity increases for all qualified employees, as well as any increases that will occur as specified in the collective bargaining agreements. The tentative budget does not include any assumptions of furloughs or layoffs of permanent employees. For 2012-2013, it is projected that increases in salary related expenditures will represent the largest area of expenditure increases in the budget.

The discretionary section of the expenditure budget (Supplies, Services and Capital), reflects a reduction in budget of approximately <\$1,111,692> from 2011-2012 projected expenditures. This represents an approximate 6% reduction in the discretionary section of the unrestricted general fund budget from projected prior year expenditures.

The amount of \$10,873,488 for the Contracts/Services line item in the tentative budget includes: Rents/Leases (i.e. Madison Site, Swimming Pool, Big Blue Bus) 21%; Bank Fees and Bad Debt 13%; Repairs of Equipment/Maintenance 9%; Advertising 7%; Legal Services (including those for the Personnel Commission) 6%; Online Course Management System 6%; Other Contract Services 6%; Consultants 5%; Postage and Delivery Services 4%; Managed Print Services 4%; Global Citizenship 3%; Off-Campus Printing 3%; Software Licensing 3%; LACOE Contracts (i.e. PeopleSoft, HRS) 2%; Conferences and Training 2%; Professional Growth 1%; Memberships and Dues 1%; Repairs on Facility 1%; Audit 1%; and Other Services – all under 1% of budget (e.g. Mileage, Commencement, Fingerprinting, Board Meetings, Field Trips) 2%.

The tentative budget also reflects expenditure savings primarily as a result of the elimination of winter session, the non-reoccurrence of the restoration of student services funding, a reduction of 75% of prior year augmentations for instructional equipment updates/technology equipment updates/facility maintenance updates, a non-reoccurrence of HRA related payments, a net savings from Health and Welfare plan changes and the use of the OPEB trust to pay for a portion of the retiree health and welfare expenditures.

It is expected that adjustments to projections will occur between the tentative budget and adopted budget as more information becomes available from the State.

## **RESTRICTED FUNDS**

### General Fund Restricted (01.3)

This fund represents restricted funding that is received by the District from Federal, State and Local sources. All grants that do not end by June 30, 2013 will be carried over to the 2013-2014 budget, if permissible.

When received, new grants will be presented to the Board of Trustees for approval, and the District's budget will be augmented to reflect the increase.

### Special Reserve Fund (40.0) Capital

This fund is also known as the Capital Expenditures Fund. The major source of revenue for this fund is the non-resident capital surcharge. These funds are used for capital outlay related projects, including the installment payments for the AET Certificate of Participation and any required expenditure matches to State capital outlay funding. State funding for capital projects is also accounted for in this fund.

All capital expenditures and revenue in the Special Reserve Fund, as well as Funds 41.0, 42.2, 42.3, and 42.4 reflect the total expenditure allocation and the total revenue for all projects, and are not limited to the current year, thus resulting in a zero ending balance. These funds are legally restricted and may not be transferred into the general fund.

#### Earthquake Fund (41.0)

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

#### Bond Fund Measure U (42.2)

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

#### Bond Fund Measure S (42.3)

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

#### Bond Fund Measure AA (42.4)

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

#### Bond Interest and Redemption Fund (48.0)

This fund is administered by the County of Los Angeles Department of Auditor-Controller and reflects the receipt of property tax revenue due to voted indebtedness for bond issues and the payment of interest on those bonds plus the redemption of the bonds that mature within the 2012-2013 fiscal year. This information is provided by the County of Los Angeles Department of Auditor-Controller through the Los Angeles County Office of Education.

#### Student Financial Aid Fund (74.0)

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

#### Auxiliary Operations

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

### **CONCLUSION**

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

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 4**

**SUBJECT:**                   **ANNUAL RESOLUTION – TEMPORARY INTER-FUND CASH BORROWING**

SUBMITTED BY:           Superintendent/President

WHEREAS,                   Sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS,                   Temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS,                   The following restrictions apply to this authorization:

- 1) Maximum amount of authorized borrowing: \$10,000,000
- 2) For Fiscal Year 2012-2013.
- 3) Shall not exceed 75 percent of any moneys held in any fund.
- 4) Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
- 5) Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amount borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE,       The Governing Board of the Santa Monica Community College District hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all district funds if the need arises. The maximum amount that is allowable in the borrowing would be \$10,000,000.

Comment:                   The State practice of deferring General Apportionment payments to deal with State cash flow issues could result in the District not receiving an adequate cash payment from the State in five of the twelve months of the fiscal year. While the District is in a fairly solid cash position Fiscal Services believes it is prudent to pass this resolution to ensure that all financial responsibilities and obligations of the District can be meet during the 2012-2013 fiscal year.

MOTION MADE BY:       Susan Aminoff  
 SECONDED BY:           Rob Rader  
 STUDENT ADVISORY:    Aye  
 AYES:                     7  
 NOES:                    0



<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	June 5, 2012

## MAJOR ITEMS OF BUSINESS

### **INFORMATION ITEM J**

**SUBJECT:**                    **UPDATE: BASIC SKILLS INITIATIVE/STUDENT SUCCESS**

**SUBMITTED BY:**            Superintendent/President

#### **SUMMARY:**

#### **Accelerated English Courses (English 85)**

##### **English 85**

English 85, the entry level basic skills English course, contextualizes reading and writing, combining what was 12 units of study (6 in writing and 6 in reading) into a 5 unit class with a required lab. Students meet five hours per week in classroom, plus two hours per week with Instructional Assistants in a writing lab where they work primarily in small groups on assignments designed by the classroom instructor. Students also fulfill one hour of reading lab per week (or 16 hours per semester), which may be done online. Successful students move on the English 20, or if further C-Level work is needed in reading or writing, 84W and/or 84R may be recommended by the instructor.

In fall 2011, there were 474 students enrolled in ENGL 85. The course success rate was 76.4% (362 out of 474). The course retention rate was 89.7% (425 out of 474).

In comparison, the course success rate for other C level English courses was 65.7%. The retention rate for other C level English courses was 86.4%.

##### **English 20**

English 20, the B level course, also contextualizes reading and writing, combining 21A and 23, giving the student progressing from C level greater instructional support than was available in the required 21A. Like English 85, students meet five hours per week in classroom, plus two hours per week with Instructional Assistants in a writing lab where they work primarily in small groups on assignments designed by the classroom instructor. Students succeeding in this course move on to 21B or English I.

Currently, the college is offering 17 sections of English 20, 14 sections of English 85.

#### **Professional Development**

The Accelerated classes require changes in pedagogy and content.

- Pedagogy will be more student-centered and engaging for students, and that more opportunities will exist for student-driven inquiry and collaboration.
- Students will be more self-reflective and engaged in monitoring and assessing their progress. Toward that end, we need to define and integrate ways for this to happen naturally within the accelerated course.
- Grammar and skill-building will be more thoughtfully contextualized into assignment sequences.

- Curriculum will move toward more cross-disciplinary opportunities, focusing more on reading and writing in the disciplines and career-technical fields.
- There will be a greater sense of purpose and articulation of goals for each assignment and for the course. Assignments will scaffold skills toward the expected learning outcomes of the course.
- We will be shedding the paragraph to essay structure and the focus on discreet grammar and usage skills that marks the “old” basic skills curriculum.

In order to support faculty, the Student Success Committee has offered and continues to offer professional development opportunities such as Acceleration in Context workshops, the Reading Apprenticeship Program, Mike Rose’s dialogue with faculty, and numerous technology workshops. Many of these directly affect English faculty as we move toward an accelerated model across pre-transfer level. But many of these continuing workshops also support cross campus disciplines as well as English.

### **Accelerated Math Courses**

Recent studies show that attrition is exponential in developmental sequences. Currently out of those students who begin in Math 81 (Arithmetic) only 9.8% make it to a transfer level course (Math 54, Math 21, and Math 26). This in part has to do with the number of courses they must take (81-84-31-18, 20). Even utilizing summer and winter terms, this is more than a full year without even reaching a transfer level course. For several years, the Mathematics Department has been investigating alternate models to address this “pipeline” effect. One of our first attempts was to create paired 8-week courses so that a student could complete two developmental math courses during a single full-length semester. We offered pairings of Math 81 and Math 84, Math 31 and Math 20, and Math 31 and Math 18. These pairings result in a unit count of six, ten, and eight units, respectively, and allow a student to complete their developmental sequence in significantly less time. It was theorized that since the students would spend so much time per week together that natural study teams would form, bonding would occur which would increase retention, and the immersion would increase understanding. Also because the mathematics courses were such a significant portion of a full-time twelve unit load, it was thought that students would have only one or two additional classes which would further increase success since students did not have to split their time between four or five different subjects. Unfortunately, many unforeseen problems arose including, but not limited to, issues with enrolling, issues with unit loads, and overlap of material. Although the pedagogy behind these pairings was sound, the unintended consequences are unacceptable to our department.

The department now is in the process of changing these eight week pairs to a compressed single accelerated course. This in itself will eliminate the overlap of material and the enrollment unit problem. This redesigning of the developmental track has several goals. A major goal is to decrease the amount of semesters necessary to reach a college level course and to update the program to meet the current needs of our global community. The creation of these compressed courses will be beneficial to students in terms of time required to complete a degree for several reasons. If the student is successful on the first enrollment, then essentially two courses have been completed in one semester. Secondly, if the student is unsuccessful on his/her first attempt and successful in the second attempt, the student would not have lost any time because it essentially took two terms to complete two semesters of material. They have essentially “bought” themselves a semester, since success the second time around still places them in their next course. Finally, consider a student who barely passes the equivalent of the first part of a compression course. This student could then take the complete compression course and better acquaint themselves with the old material while still learning the new material. (For example, Math 85 is a compression of Math 81/84. A Math 81 student who earns a low C could enroll in Math 85 instead of Math 84 and get a stronger foundation in Math 81 material to better prepare them for the material that is equivalent to Math 84 increasing their chance of success.)



Another important advantage of the compressed classes is that they will decrease the amount of money spent on non-transferrable math courses. Students would purchase one text instead of two and would experience a decrease in fees for units. The decrease of units associated with the compressed course would also help ensure students remain under the cap of thirty developmental units a student may accumulate.

### **Math 85 (Math 81 and Math 84)**

The department has completed a compression of Math 81 and Math 84 and will be teaching thirteen sections of a new 5-unit class Math 85 in Fall 2012. This course will replace the 8 week Math 81/84 pairing. Students with little or no assessed mathematics ability will be eligible for enrollment in Math 85 and upon successful completion be prepared for Math 31. This option is the first in three planned courses to be listed in the class schedule under an “accelerated pathway” to transfer. We will continue to offer the Math 81/Math 84 sequence for students who desire a slower pace, but the creation of Math 85 allows a viable option for accelerating the pathway to transfer for those students with the time and maturity to tackle such a course. The topics covered in Math 85 will be a merging of the content of Arithmetic and Pre-algebra so students from both the Math 81/Math 84 sequence or the accelerated course Math 85 will have the same preparation for Math 31.

### **Math 51 (Math 31 and Math 18)**

Under the guidance of Ebrahim Jahangard and Benjamin Jimenez, the department is currently developing an accelerated course for non-STEM majors to replace the pairing of Math 31/18. Currently there is much discussion about the amount of mathematical prerequisite material needed for statistics; however, basic mathematics has long been assumed of any college graduate. The need for literacy, including quantitatively literacy, is essential in today’s global environment. Mathematics departments are dividing along two different approaches of how to accelerate the statistics pathway, one that strips away the vast majority of algebra topics typically taught in a developmental sequence and one that tries to create an accelerated course while leaving in the traditional topics. The Mathematics Department at SMC will take the current 8 unit pairing of Math 31/18 and combine them to a 6 unit accelerated course, Math 51, tentatively titled “Algebra for Statistics and Finite Math”, with a prerequisite of Math 84 or Math 85. We will create a new exit skill list that clearly shows our commitment to Intermediate Algebra to satisfy the UC system requirements but that also incorporates skills that the Statistics and Finite Math teachers feel are lacking from the current curriculum. This will probably include an earlier commitment to the usage of technology. The department hopes to be teaching this course by Fall 2013.

### **Math 34 (Math 31 and Math 20)**

Under the guidance of Moya Mazorow and Maribel Lopez, the department is currently developing an accelerated course of algebra for STEM majors, Math 34, tentatively titled “Beginning and Intermediate Algebra”. This course will replace the Math 31/20 pairing. It will be an 8 unit course that uses a Beginning and Intermediate Algebra text that is designed for these accelerated courses. Because this particular class will be serving students whose next course will not be terminal, it is of utmost importance to maintaining consistency of exit skills; therefore, this course will be a simple merging of the exit skills from Math 31 and Math 20. It is thought that this course should be available to students in Fall of 2013.

Recapping, if a student is currently placed into Math 81, they would have to take four classes, 81-84-31-18 or 81-84-31-20, before being ready to take a transfer course. This would take four terms to complete which would be two years if summer and winter terms are not available. Under the new scheme, non-STEM majors could take two classes, Math 85 and 51, while STEM majors would take the two classes, Math 85 and 34. Both pathways will cut the required terms for completion for pre-collegiate mathematics from four to two terms.

### **Non-Credit Summer Intensives in Math**

Finally, some members of the department are exploring the possibility of adding an additional transfer level course for non-STEM majors and/or a non-credit summer intensive “MathJam” session. The additional transfer level course would be designed to give students an alternative to Math 21 and Math 54. Its goal would be to teach the skills required to understand and interpret quantitative information that is encountered in day to day life. The goal of the summer “MathJam” session would be to help students progress faster through the mathematics sequence, to develop a community of learners, and to increase students’ awareness of the tools and skills needed to be successful college students. It would be modeled after similar programs at Pasadena City College or Cañada College.

### **Basic Skills and Career Technical Education Collaborative**

Jeff Shimizu, Dr. Patricia Ramos and Dr. Roberto Gonzalez formed the BSI-CTE Collaborative to address the student needs in the areas of Basic Skills and Career Technical Education. Following is a complete listing of the BSI-CTE committee. The charge for the group was to come up with programs to positively impact the student success of large numbers of BSI/CTE students. The group has been meeting since August 2011.

#### ***BSI-CTE Collaborative Committee Members***

Dr. Patricia Ramos, Dean, Workforce and Economic Development  
Dr. Roberto Gonzalez, Associate Dean, Student Success Initiatives  
Alan Emerson, Department Chair, Math  
Susan Sterr, Department Chair, English  
Laura Campbell, Faculty Leader, BSI/Student Success  
Laurie Guglielmo, Department Chair, Counseling  
Frank Dawson, Department Chair, Communications  
Chris Fria, Department Chair, Design Technology  
Fariba Bolandhemat, Department Chair, Computer Science and Information Systems  
Vicki Drake, Department Chair, Earth Science  
Hannah Alford, Director, Institutional Research  
Maria Leon-Vasquez, Project Manager, Career and Technical Education  
Laura Manson, Faculty, Early Childhood Education

The BSI-CTE Collaborative has been looking at student success data provided by Hannah Alford from the Office of Institutional Research. Following is a synopsis of the major findings from the data

#### ***BSI-CTE Findings***

- There were 132 certificate and 96 degree completers in Communication, CSIS, Design Technology, and ECE (2009-2010).
- There were 7506 CTE concentrators. Concentrators were defined as first time students at SMC in the Fall 2006 term who enrolled in at least two courses coded SAM ‘B’ or ‘C’ in the same department within two years of entry. SAM code B courses are courses that are a capstone course that is taken after a sequence of courses. SAM code C courses are courses that are taken in the middle of a program.

- Of the completers who earned an AA degree, 39.4 % of students started in a basic skills English course. In the area of math, 68.4% of students who earned an AA degree started in a basic skills math course.
- Of the completers who earned a certificate, 50% of students started in a basic skills English course. Of the completers who earned a Certificate, 64.1% started in a basic skills math course.
- Of the students who started as first time freshman in the Fall of 2006, 10% became a CTE concentrator in one of the four CTE departments of Communication, CSIS, Design Technology, and ECE.
- In the Fall of 2010, CTE concentrators represented 24% of credit SMC student population (7506).
- Fewer than 50% of CTE concentrators enroll in English or Math courses. The lower students start in the sequence, the less likely they are to reach the transfer level course in English and Math.
- Of the cohort that started in the Fall of 2006 and became a CTE concentrator (689), 309 students(44.8%) persisted to the Fall 2008 term. By the Fall of 2009, 166 students (24.1%) persisted.
- By the fall 2008 term, 47 students (6.8%) from the Fall 2006 cohort were awarded a degree or certificate. By the fall of 2009, 103 students (14%) from the Fall 2006 cohort were awarded a degree or certificate.

In response to the statistics and findings listed above, the BSI-CTE Collaborative examined a variety of programs to help students who are Basic Skills students within the CTE departments. The Collaborative decided to create programs to assist students to develop the necessary skills in math and English to successfully enter the workforce. Overwhelmingly, CTE chairs communicated a need to implement more programs to help students develop the foundational skills in math. Below you will find descriptions of the programs submitted by the BSI-CTE Collaborative for future implementation. These programs were ranked as priority projects by the BSI-CTE Collaborative committee during the Spring 2012 term. Committee members will be working to develop and implement these programs within the next year.

### ***BSI-CTE Innovative Programs***

#### **Non-Credit Summer Intensives**

The intensives would be offered in the summer and would be 3-6 weeks long. These courses would provide students contextualized preparation (“jams”) for college success. The intensives will include career education and English/math instruction; they will set foundations for growth mindset and cultivate intrinsic motivation as students explore, view video, read, discuss, and write about published works/research encouraging meta-cognitive reflection. Throughout intensives, students will collaborate in small groups, using technology software to access and present information in assignments that teach and build technology skills.

Whether “jams” integrate math or English skills, they could culminate in reassessment and a tentative educational plan that leads to enrollment priority. Students could also be given a designed menu of fall courses to select from, according to areas of interest and eligibility. (Fall courses could be organized in career pathway clusters and be staffed by faculty who collaborate in curriculum design and teaching strategies.)

#### **Career Pathway Clusters- Themed Career Academies**

Career pathway clusters, where teachers from across disciplines engage in a "pathway" curriculum (like Promo Pathways). The pathway is pretty well defined for students, and teachers work together to dovetail curriculum so there is contextualization and integration of skills (math, reading, technology, public speaking). A very simple, scalable way to start a more general approach to contextualized learning is with themed composition/reading courses tailored to the kinds of real-life and academic reading/writing students will do in a field, like allied health, or education, or business, or you name it.

### **Contextualized Math Modules**

Math modules will be created to assure our students have sufficient math skills to successfully complete the second and third semester coursework in the Solar Photovoltaic Installation Certificate, as well as being successful in the workplace where math skills will be part of their job requirements. To that end, self-paced, online, industry-specific math modules would be developed with the assistance of the math department for students. These modules would also be used in other CTE departments to assist in providing students the necessary skills in math to be successful in the designated CTE department.

### **Non-Credit Math Course (ECE 84)**

Working closely with the Math Department we will develop a non-credit Early Childhood Education course ECE 84 that will focus on Math Skills for ECE students who are fearful of taking math or don't have the necessary skills to be successful. The math skills that will be address in ECE 84 course will be the Math 84 course objectives. ECE 84 will use a different textbook than the math department and the students will have a Supplemental Reader. ECE students will take the math placement exam, if they assess into Math 81 or Math 84 they would be eligible for ECE 84.

After completing ECE 84 course the students will retake the assessment test. ECE 84 Students will assess into Math 84 or ideally into Math 31. We know some students need more time to grasp concepts so even those you might need to take Math 84 after completing ECE 84, seeing the same types of information again might be the ticket to owning the math concepts. Hopefully acquiring the skills they need to move forward to Elementary Algebra

### **Contextual General Education for Media Studies Majors**

Course content could be contextualized within GE courses (including English and Math) for students in Promo Pathways and other media/arts/design programs to improve retention by adding relevance to careers. The instructors for these classes could be paid a stipend to work together to integrate curriculum across disciplines and all courses could potentially be contextualized for media-film-design studies to make the courses more relevant to students. These would be taken as part of a Career Pathway Model.

### **Assessment App Development**

Enrollment Development, Career and Technical Education, Student Affairs, Academic Affairs, and Management Information Services are working to develop a mobile website (assessment app) for incoming SMC students.

The purpose of the project is the following: (1) To communicate to new students the importance of the assessment test; (2) To consolidate math, English, and ESL review materials into one central location; (3) To include math, English, and ESL review materials to help students gauge their college readiness. The app would be available to students using smart phones, personal computers, tablets, and laptops.

At this point in the development of the mobile website, we are working with the Math department chair to identify faculty to assist with the development of math sample questions. These questions will help students review concepts in Math. The ESL department has already developed a set of sample test questions which will be used on the Assessment App. The English department has two faculty members assisting with the development of sample test questions. The English faculty will be finishing the sample questions this Spring 12 term. We are hoping to have the Math sample questions completed by Fall 2012.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 6**

**SUBJECT:** **FIVE-YEAR CONSTRUCTION PLAN 2013-2014 – 2018-2019 AND BOND CONSTRUCTION PROGRAM UPDATE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the filing of the Five Year Construction Plan, 2013-2014–2018-2019 with the State Chancellors Office.

Five Year Plan Priority Listing: See following page  
Initial Project Proposals (IPP): No new proposals  
Final Project Proposal (FPP): No new proposals

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

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

The projects are the same as presented last year and there are only changes in project priority listing and updated project budgets. These projects follow the 1998 Facilities Master Plan and Career & Educational Facilities Master Plan 2010 Update.

The Student Services project is approved and funded from a 2006 statewide bond. The Math/Science project was approved but not funded since the state has had no additional higher education bonds since 2006. This plan changes the project from “state funded” to “locally funded”. Due to the statewide economic conditions it is unlikely that the state will be a viable source of capital outlay funds for many years to come.

MOTION MADE BY: Susan Aminoff  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Aye  
AYES: 7  
NOES: 0

No.	Project Occupancy	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
ASF	Total Cost	Source		Schedule of Funds				
1	Student Services and Administration Building						Status: FPP Approved	
16,118	2014/2015	(C)		(E)				
	\$17,256,000 State	\$15,935,000		\$ 453,000				
	\$78,207,595 Non-State	\$57,717,597		\$3,911,000				
2	Replacement Math and Science Extension Building						Status: Locally Funded	
29,831	2016/2017	(P)(W)			(C)	(E)		
	\$80,017,948 Non-State	\$6,591,800			\$70,051,148	2,950,000		
3	Media and Technology Complex – Academy Site						Status: Locally Funded	
	2013/2014	(C)						
	\$64,186,591 Non-State	\$46,641,883	\$6,147,346					
4	Information Technology Relocation						Status: Locally Funded	
	2013/2014	(C, E)						
	\$13,287,218 Non-State	\$10,972,990						
5	Replacement Health, Fitness, P.E., Dance Building including Central Plant						Status: Locally Funded	
18,616	2013/2014	(P)(W)	(C)	(E)				
	\$40,200,333 Non-State	\$3,590,443	\$30,838,500	\$2,350,000				
6	Environmental Performance – Building Retrofits for Chilled Water from Central Plant						Status: Locally Funded	
	2013/2014	(P)(W)	(C, E)					
	\$4,882,119 Non-State	\$447,919	\$4,434,198					
7	Madison Site East Wing Seismic Upgrade						Status: Locally Funded	
6,820	2012/2013	(C)	(E)					
	\$12,292,000 Non-State	\$10,515,273	\$400,000					
8	Early Childhood Education Center						Status: Locally Funded	
11,399	2014/2015	(P)(W)	(C)(E)					
	\$4,422,000 Non-State	\$357,000	\$4,065,000					
9	Malibu Center						Status: Locally Funded	
16,705	2014/2015	(A)(P)(W)	(C)	(E)				
	\$23,520,091 Non-State	\$5,772,552	\$15,481,500	\$625,000				
10	Drescher Hall - Academic Modernization, Bookstore Relocation, Pico Promenade and Transit Plaza						Status: Locally Funded	
	2014/2015	(P)	(W)	(E)	(C)			
	\$34,026,480 Non-State	\$1,111,222	\$1,436,987	\$29,673,271	\$1,805,000			
11	Career Opportunity and Advancement Center – Bundy Campus						Status: Locally Funded	
18,931	2017/2018	(P)(W)	(C)					(E)
	\$29,375,790 Non-State	\$1,900,840	\$24,787,145					\$1,200,000

A – PROPERTY ACQUISITION; P – PRELIMINARY PLANS; W – WORKING DRAWINGS; C – CONSTRUCTION; E – EQUIPMENT FPP – FINAL PROJECT PROPOSAL

## **Bond Construction Program Update June 5, 2012**

### **PROJECTS IN CONSTRUCTION**

Bundy Classrooms (Completed) – Four new classrooms on the fourth floor plus a small office complex. A large 90-seat classroom that can be divided into two separate rooms is on the first floor. The roofing section of this project was broken out as a separate project and is scheduled for this summer.

1510 Pico Blvd. – Work in progress to refurbish the building for relocations. During the construction, several areas of water intrusion were discovered and these areas are being bid as a separate project since the costs are too high to be included in a change order (more than 10% of the original project).

AET Parking Garage – Work has commenced on the first phase of the rebuilding of the AET complex. The completed project will be a 430-space parking garage with 1½ underground levels and 5 above ground levels. A small amount of hazardous materials was discovered during excavation for the underground levels. A process is now underway to remove those materials and continue with the construction. There will be as much as a 90-day delay in the project along with significant costs to properly dispose of the materials.

### **PROJECTS IN DSA**

Student Services (Steinberg Architects) – The architectural and engineering team is working on changes to the plans requested by the Division of the State Architect (DSA). These changes are due back to DSA this month for final review. Approval is expected from DSA by August.

AET Complex (Clive Wilkinson Architects) – In DSA review for new buildings and renovations to the existing building. Approval should be received this fall.

Information Technology Relocations (Morris Architects) – In DSA review, some comments already received.

East Wing, Performing Arts Complex (WWCOT/DRR Architects) – Project recently submitted to DSA, awaiting review.

### **PROJECTS IN DESIGN**

919 Santa Monica Blvd. (Gwynne Pugh Architects) – Structural review underway to determine the extent of code required renovations and cost.

Early Childhood Development Center – A committee consisting of college faculty and staff, city representatives, and community members is currently in the middle of the architect selection process for this project. Architect expected to start planning this summer.

Health, PE, Fitness and Dance (Gensler) – In the final phases of the construction drawing process for this project, renovations to the existing Gymnasium, the Central Plant and the Chilled Water Loop for the Central Plant. Planned to be submitted to DSA later this summer.

Malibu Campus – In the CEQA process necessary to obtain entitlements to build the project. Public hearing for the EIR scoping to be held on Thursday May 31<sup>st</sup> in Malibu. Architect selection process is also underway.

Relocations (Morris Architects) – Plans to relocate staff from the Library Village (site of the Information Technology Project) are in progress. Also plans started to move some classes from the AET to temporary buildings at the Airport.

### **FUTURE PROJECTS**

Math/Science Addition – The district is currently working to revise the bond program to be able to proceed with this important project without state participation. A recommendation will be presented in the near future.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 7**

**SUBJECT:** **AGREEMENT FOR ARCHITECTURAL SERVICES – MALIBU CAMPUS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the contract with Quatro Design Group for the Malibu Campus project for an amount not to exceed \$1,350,000 plus reimbursable expenses.

FUNDING SOURCE: Measure AA

COMMENT: This project will create a new Malibu Campus site to serve the Malibu community on approximately 128,500 square feet of property to be leased from the County of Los Angeles in the Malibu Civic Center area. A 25,700 building is planned to include classrooms, an art studio, a science lab, community music hall, a multipurpose/emergency operations center, and interpretive center and a Sheriff's sub-station.

District planning efforts include site master planning, land use and CEQA processes currently underway in cooperation with the City of Malibu and the County of Los Angeles.

Quatro Design Group is a medium sized architectural firm based in Los Angeles. They have successfully completed many community college projects including Rio Hondo College and Mission College as well as many K-12 and civic projects.

The process to solicit architects began with mailings to 115 local firms, newspaper advertisements and web announcements. During SMC's first paperless architect screening process, four firms were selected to interview with the Superintendent/President and senior staff members.

MOTION MADE BY: Susan Aminoff  
 SECONDED BY: Louise Jaffe  
 STUDENT ADVISORY: Absent  
 AYES: 6  
 NOES: 0  
 ABSTAIN: 1 (Walzer)



**BOARD OF TRUSTEES****INFORMATION**

Santa Monica Community College District

June 5, 2012

MAJOR ITEMS OF BUSINESS**INFORMATION ITEM K****SUBJECT:**                    **UPDATE: CAMPUS SUSTAINABILITY****SUBMITTED BY:**            Superintendent/President**Programs**American College and University President's Climate Commitment (ACUPCC)

SMC continues to meet all of the ACUPCC requirements on schedule and is currently in good standing. Building on the SMC Greenhouse Gas Inventory, last year the ACUPCC Task Force developed the SMC Climate Action Plan, which provides a list of targeted recommendations for reducing SMC's carbon footprint. Three work groups were formed to focus on the areas of the Climate Action Plan: Energy, Transportation, and Education. The Academic Senate Environmental Affairs Committee, serves as the Education work group (see Curriculum). A work group composed of DPAC College Services and the ACUPCC task force representatives met monthly to develop a comprehensive Sustainable Transportation Plan (see Sustainable Transportation). The Energy subcommittee, chaired by the SMC Director of Maintenance, consists of Sustainable Technologies Program faculty and various environmentally focused students. This committee focused on improved data collection and monitoring of energy use, identifying funding for energy management system retrofits and utilizing SMC facilities as a teaching tool.

SMC Organic Learning Garden

Significant progress and success have been achieved in this first year of the SMC Organic Learning Garden. A Garden Oversight Committee was established to assist in the implementation and management of the Garden. The committee included a faculty leader, a student intern, the Associate Students Director of Sustainability, and the SMC Director of Sustainability. This group met on a weekly basis to assign plots, manage facilities, develop policies, and promote a diverse group of garden participants. There are currently 13 gardening groups, ranging from clubs to classes, representing the various stakeholders at SMC.

Earth Week

This year, Earth Week focused on transportation and included a variety of events that both educated and celebrated SMC's environmental community. The 2011-12 EcoHero Award was given to Tom Corpus and the Grounds Department and Madeline Brodie and the student recycling team for their work on supporting the newly implemented Green Zones Program and Organic Learning Garden and the Zero Waste and Recycling program, respectively. Other events included a movie screening of the critically acclaimed documentary *Your Environmental Road Trip*, Keynote Speaker Van Jones, Earth Day Festival, and Beach Clean-Up. Over 1000 faculty, staff and students participated in the week's events, including nearly 100 people who attended the Beach Clean-Up on behalf of SMC.

In addition to the spring's Earth Week celebration, the Center for Environmental and Urban Studies hosted a fall series of events for "Campus Sustainability Week". This included a keynote lecture from Andy Revkin, New York Times reporter for the environment, the grand opening of the Organic Learning Garden, and a documentary movie premier of *Urban Roots* with followed by a director and producer "Q and A".

### Center for Environmental and Urban Studies (CEUS)

The CEUS continues to be a hub of sustainability on campus. Most importantly, this unique space serves as a “living laboratory” for sustainability, with an emphasis on educational linkages such as signage, workshops, tours, consulting on facilities and academic programs, and events. The Center works closely with Institutional Research to assist in the data selection, collection and monitoring for environmental performance, one of this year’s strategic initiatives.

## **Facilities**

### Green Zones

Recently, the SMC Grounds department implemented several certified Green Zones, in which designated areas of SMC Campuses will use all electrical equipment and organic fertilizer and weed control. This program was funded in part by a grant from the City of Santa Monica and the Air Quality Management District.

### Green Building Policy

The ACUPCC Energy Workgroup drafted language for an SMC Green Building administrative regulation. This regulation is consistent with values and principles already guiding facilities development. Nevertheless, this regulation strengthens the College’s public commitment to the continued incorporation of green building features into its facilities, utilizing buildings as teaching tools, and informing the diverse stakeholders working on facilities planning through the participatory governance process.

### Bike Parking Master Plan

The Transportation Task Force assisted with the development of a Bike Parking Master Plan that more than doubles SMC’s existing bike parking infrastructure. The process involved community activists, transportation experts, and a diverse group of SMC stakeholders to identify issues and successes with bike parking at SMC. Bike parking areas will have improved security by offering two points of contact, water refilling stations, repair kits and stand, permeable pavement, and emergency lighting and phones.

### Energy Efficiency Project

The SMC Maintenance department is currently working with Compass Energy Solutions to identify additional campus-wide lighting retrofit opportunities, install high-efficiency boilers, and potential for increased solar generation.

### Water Refilling Stations

This year, SMC expanded on the successful installation of a single water refilling station in the cafeteria to 18 additional sites on the main campus. This program will reduce the number of plastic water bottles purchased at SMC, reducing waste, plastic pollution and costs for students purchasing bottled water. Several water bottle giveaways were hosted in partnership with the Associated Students, CEUS, and the Interclub Council (ICC).

## **Institutionalizing Sustainability**

### Integrating Sustainability into Existing Campus Programs

Sustainability is being utilized as an educational and marketing tool by many programs campus-wide, including providing Green Campus Tours for VIP Welcome Day, workshops for the approximately 80 students in the Young Collegians program, and tours and activities for the 150 middle school students in the Connect for Success program. Additionally, faculty members from a variety of disciplines, including ESL, Botany, and DSPS have incorporated tours of the Center’s green features into their curriculum.

### Green Grants

The newly awarded STEM grant includes funding and support for the Center for Environmental and Urban Studies as both a source for outreach and applied learning opportunities. A USDA grant application has recently received initial recommendation to award. This grant is a partnership with RootDown LA, a nonprofit organization working to educate inner-city families on proper nutrition, the US food system, and methods to grow their own food.

### Student Engagement

As in years past, SMC students are a critical partner in promoting sustainability at SMC. The Center for Environmental and Urban Studies (CEUS) continues to see an increase in student involvement in sustainability through participation in environmentally related clubs, service learning, work study, internship opportunities at the CEUS, and the Sustainable Works Student Sustainability Program.

### Sustainable Transportation

In 2010, the ACUPCC Sustainability Task Force produced a Greenhouse Gas Inventory, which identified transportation as SMC's primary contributor of greenhouse gases, by a considerable 75 percent. This year, many important processes were either expanded or established to further support the institutional shift towards sustainable transportation. This included working with the Institutional Research (IR) department to develop and administer an Annual Student Transportation Survey to assess the impact of student travel, the modes and patterns students use to commute, barriers to participation in sustainable alternatives, and awareness of existing programs and interest or need for future program development. In addition to gathering and analyzing data, the Transportation Task Force developed a comprehensive Sustainable Transportation Plan in response to a *Master Plan for Education* institutional objective. This plan highlighted SMC's achievements and identified several goals and objectives for reducing single-passenger car trips to campus and increasing participation in alternatives. A part of the plan focused solely on improving bike support services.

In addition to many programs and policies aimed at changing student and employee commute behavior Santa Monica College is also working closely with regional transportation agencies, such as the City of Santa Monica, Metro Transportation Authority, Big Blue Bus and Move LA, to improve regional sustainable transportation infrastructure through bike path connectivity between campuses, bus stop improvements, Expo Light Rail stops and additional boardings at 17th and Colorado Blvd, and participation in the City of Santa Monica's Land Use and Circulation Element and Bike Action Plan. This increased collaboration and planning has resulted in reduced congestion during peak periods and improved neighbor relations and student access.

### Marketing

Improving the awareness of SMC's environmental commitment and achievements is an ongoing priority. The SMC Sustainability website was launched during Earth Week and provides a comprehensive overview of SMC's environmental programs as well as detailed resources for adopting a more sustainable lifestyle and getting involved in sustainability at SMC. Significant college marketing efforts have been directed toward incoming and returning students to promote various sustainable transportation alternatives (such as the Any Line, Any Time program) included:

- Electronic mail blast and phone calls
- Postcard mailers
- Printed flyers and other materials
- Improvements to the SMC website
- Creation of alternative transportation logos
- Development of an SMC Green Map
- Participation in SMC VIP welcome day and other outreach programs

## **Curriculum**

Some of the greatest accomplishments in sustainability at SMC have occurred through greening the curriculum. From measuring the number of sustainability-related and sustainability-focused classes to launching the nation's first degree program in Recycling and Resource Management, SMC continues to be a leader in providing future generations the tools necessary to manage the environmental challenges of the 21<sup>st</sup> century.

### *Environmental Affairs Committee*

This academic senate joint committee focuses on integrating sustainability across the curriculum. This year the committee defined which courses can be classified as sustainability-related, sustainability-focused, and/or are taught through the lens of sustainability. The committee is currently working with Institutional Research to count the number of students taking qualifying courses. The committee is using these criteria to measure the directionality of greening the curriculum efforts at SMC and to assess the feasibility of implementing the Sustainability Tracking and Assessment Rating System (STARS) framework, facilitated by the Association for the Advancement of Sustainability in Education.

### *Sustainable Technologies Program (STP)*

Housed in the Earth Sciences Department, the Sustainable Technologies Program is both a traditional Career Technical Education program and a transfer oriented program that facilitates and supports students pursuing related fields in four-year and advanced degree programs while finding work in the emerging Green Collar economy. This year's accomplishments include approval of the nation's first 18-unit certificate and AS degree in Recycling and Resource Management (RRM). By the end of the academic year, the Earth Sciences Department will have awarded over 50 certificates in RRM and placed over 30 students in RRM related internships (both paid and unpaid). This program is funded by the Department of Labor, Community Based Job Training Grant.

### *Sustainable Works Student Greening Program*

The Sustainable Works Student Sustainability Workshop continues to flourish, consistently graduating over 700 participants, which is double the goal outlined in the Memorandum of Understanding with the College. Workshop participants contributed over 2100 community service hours, supporting over 20 local organizations. Furthermore, Sustainable Works, in partnership with the SMC Center for Environmental and Urban Studies, is providing more opportunities for student leadership and professional development through internships, research projects, peer-to-peer learning environments, and service learning opportunities.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

**VII. CONSENT AGENDA**

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

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #8-#30.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #17, #19-G, #24-D, #24-G

**Public Comments on #25**

Ernesto Moreno  
Rosemary Giror

Action on Consent Agenda excluding #17, #19-G, #24-D, #24-G  
MOTION MADE BY: Nancy Greenstein  
SECONDED BY: Rob Rader  
STUDENT ADVISORY: Absent  
AYES: 7  
NOES: 0

**VIII. CONSENT AGENDA – Pulled Recommendations**

Recommendation No. #17 – Amendment to 2011-2012 Annual Marketing Contract  
MOTION MADE BY: Louise Jaffe  
SECONDED BY: David Finkel  
STUDENT ADVISORY: Absent  
AYES: 6  
NOES: 1 (Quiñones-Perez)

Recommendation No. #19-G Ratification of Contracts and Consultants, Total Compensation Services  
MOTION MADE BY: Rob Rader  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Absent  
AYES: 7  
NOES: 0

Recommendation No. #24-D – Facilities, Award of Bid, Bundy Campus New Roof  
MOTION MADE BY: David Finkel  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Absent  
AYES: 6  
NOES: 0  
ABSTAIN: 1 (Walzer)

Recommendation No. #24-G – Facilities, Pool Payment Under Joint Use Facilities Agreement

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

**IX. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**RECOMMENDATION NO. 8 APPROVAL OF MINUTES**

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

- May 1, 2012 (Regular Board of Trustees Meeting)
- May 19, 2012 (Special Meeting/Closed Session)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

The following recommendations are required to be approved by Board of Trustees on an annual basis:

- #9 Election of Personnel
- #10 Destruction of Class 3 Records
- #11 Year-End Appropriations Transfers
- #12 Disposal of Surplus Property
- #13 Authorization of Signatures, 2012-2013
- #14 Organization Memberships, 2012-2013

**RECOMMENDATION NO. 9 ELECTION OF PERSONNEL**

*Requested Action: Approval of the following annual elections/reelections, effective July 1, 2012*

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

Academic Personnel: Declare salary schedules indefinite for 2012-2013 and place academic personnel to the appropriate place on their respective salary schedules for the 2012-2013 fiscal year.

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

Classified Personnel: Declare salary schedules indefinite for 2012-2013 and place classified personnel to the appropriate place on their respective 2012 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2012-2013 and place unrepresented personnel to the appropriate place on their respective 2012 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2012:

- Executive Vice-President
- Vice-President
- Senior Director, Government Relations/Institutional Communications
- Dean
- Associate Dean
- Director

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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 10    DESTRUCTION OF CLASS 3 RECORDS**

*Requested Action: Approval*

*Approved by: Randal Lawson, Executive Vice-President  
Robert Isomoto, Vice President, Business and Administration  
Teresita Rodriguez, Vice-President, Enrollment Development  
Marcia Wade, Vice-President, Human Resources*

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

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

**RECOMMENDATION NO. 11    YEAR-END APPROPRIATIONS TRANSFERS**

*Requested Action: Approval*

*Requested by: Chris Bonvenuto, Director, Fiscal Services  
Approved by: Robert Isomoto, Vice President, Business and Administration*

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2011-2012 to permit the payment of obligations of the district incurred during the year.

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



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 12    DISPOSAL OF SURPLUS PROPERTY**

*Requested Action: Approval*

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

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2012-2013.

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

- Transfer to other Institutions;
- Transfer to State agencies;
- Sale to other eligible political sub-divisions of the state and other governmental agencies;
- Donation to a public school or public school system;
- Sale by Public or Internet auction

BOARD OF TRUSTEES	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 13 AUTHORIZATION OF SIGNATURES, 2012-2013**

*Requested Action: Approval*  
*Approved by: Robert Isomoto, Vice President, Business and Administration*

Union Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on Union Bank accounts for 2012-2013 as indicated.

District Clearing Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Bursar's Office Credit Card Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Community Services Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Cal B and C Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Bursar's Office Cash Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Revolving Cash Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

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

Authorization that Robert Isomoto be designated as the primary contact for Union Bank.

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

BOARD OF TRUSTEES	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 14 ORGANIZATIONAL MEMBERSHIPS, 2012-2013**

*Requested Action: Approval*

*Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications  
 Robert Isomoto, Vice-President, Business and Administration  
 Dori MacDonald, Director of Classified Personnel  
 Teresita Rodriguez, Vice-President, Enrollment Development  
 Jeff Shimizu, Vice-President, Academic Affairs  
 Michael Tuitasi, Vice-President, Student Affairs  
 Chui L. Tsang, Superintendent/President  
 Marcia Wade, Vice-President, Human Resources*

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

Approval of the list of Organizational Memberships, 2012-2013 (List on file in the Offices of the Superintendent/President and Fiscal Services). Major categories of memberships include the following:

- Accreditation
- Board Organizations
- District-wide Organizations
- KCRW
- Personnel Commission
- Athletics

Funding Sources: Departmental Budgets

Comment: Total District expenditures for organizational memberships for 2011-2012 are approximately \$150,000 (excluding KCRW). Following are examples of memberships over \$10,000:

- Accrediting Commission for Community Colleges (\$26,180)
- Community College League of California (\$24,429)
- Association of Community College Trustees (\$15,990)
- Advisory Board Company (\$24,500)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 15      NEW ASSOCIATE DEGREES, COURSES AND CERTIFICATES**

*Requested Action: Approval/Ratification*

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

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

**Associate Degrees:**

- Associate in Science-Transfer, Business (AS-T Business)
- Associate in Arts-Transfer, History (AA-T History)

**New Courses – credit:**

- Dance 70: Dance Staging Technique
- Political Science 3: Introduction to Politics: Justice, Power and Agency
- Business 34: Introduction to Social Media Marketing
- Computer Information Systems (CIS) 67: WordPress
- Communication Studies 31: Research Methods for Communication Studies
- Nutrition 3: Introduction to the Dietetics Profession
- Nutrition 8: Principles of Food Preparation
- Office Technology (OFTECH) 28: Electronic Health Records
- Photography 31: Introduction: Photographing People
- Photography 33: Techniques of Lighting: Product
- Varsity Intercollegiate Sports – VAR PE 43V: Varsity Soccer For Men

**Distance Education Courses:**

- Business 34: Introduction to Social Media Marketing
- Business 53: Importing And Exporting
- Computer Information Systems (CIS) 67: WordPress
- Dance 5: Dance History
- Early Childhood Education (ECE) 48: Adult Supervision And Mentoring
- Geography (GEOG) 20/Geographic Information Systems (GIS) 20/Computer Information Systems (CIS) 20: Introduction To Geographic Information Systems
- Office Technology (OFTECH) 28: Electronic Health Records

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 16 CONTRACTS FOR CELEBRATE AMERICA, 2012**

Requested By: Linda Sullivan, Director Facilities Programming

Approved By: Don Girard, Senior Director, Government Relations/Institutional Communications

Requested Action: Approval/Ratification

Approval of the following contracts for Celebrate America 2012, scheduled for Saturday, June 30, 2012. All activities including entertainment and community picnic will be held on Corsair Field. There will be live music and an MC on the Corsair Stage and a spectacular fireworks show from the top of the Gym building and the driveway between the Gym and the Library. All costs are covered by sponsorships and donations.

	Provider	Amount	Service	Funding Source
A	Pyro Spectaculars - Fireworks	\$17,500	Fireworks	Sponsorships and Donations
B	Chris Mulkey Band	\$1,200	Music entertainment	Sponsorships and Donations
C	Eddie Jauregui, MC	\$300	Music entertainment	Sponsorships and Donations
D	Denise Flachbart	\$2,500	Production services	Sponsorships and Donations
E	Field Turf	\$2,500	Warranty repair and service of Corsair field turf	Sponsorships and Donations
F	Ling Audio Prod. – Stage and Sound	\$4,500	Stage and Sound System rentals	Sponsorships and Donations
G	Festival Lighting – Stage Lighting	\$1,975	Lighting equipment rental	Sponsorships and Donations
H	Andy Gump	\$1,797	Power Distribution	Sponsorships and Donations
I	SMC Campus Police	\$9,530	Police and Security	Sponsorships and Donations
J	Global Events – Security	\$5,383	Supplemental event security support services	Sponsorships and Donations
K	SMC Grounds/Maintenance	\$4,296	Custodial/clean-up John Adams	Sponsorships and Donations
L	Smart Party Rents	\$3,300	Rental of canopies, lighting, tables, and chairs	Sponsorships and Donations
M	West Coast Litho - Printing	\$2,095	Flyers and programs	Sponsorships and Donations

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 17 AMENDMENT TO 2011-2012 ANNUAL MARKETING CONTRACT**

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

Approved by: Chui L. Tsang, Superintendent/President

Requested Action: Ratification of Contract

Provider/Contract	Term/Amount	Service	Funding Source
CBS Outdoor	2011-2012 outdoor advertising for student recruitment (CBS Outdoor is the provider for the MTA bus system)  Increase contract approved July 7, 2011 in the amount not to exceed \$50,000 to new amount not to exceed \$100,000	This will expand outreach effort will provide both resident and nonresident prospective students with the opportunity to consider Santa Monica College for their higher education needs. SMC has suspended the use of radio for student recruitment for the past two years and suspended the use of general circulation print media for the past three years including a reduction in the printed schedule of classes. SMC has maintained the use of outdoor bus posters for student recruitment and community outreach at 2009-2010 levels. Neighboring colleges have recently increased their use of outdoor bus and billboard media for student recruitment for Fall 2012 as well as event sponsorship.	2011-2012 Marketing Budget

**RECOMMENDATION NO. 18 ANNUAL CONTRACT WITH BIG BLUE BUS**

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

Approved by: Chui L. Tsang, Superintendent/President

Requested Action: Ratification of Contract

Santa Monica Big Blue Bus	Provides a system-wide pass for all current SMC students and staff with ID to ride the Big Blue Bus any time, any line at no charge.  The City of Santa Monica did not increase the amount of this contract from 2010-2012.	Not to exceed \$1,219,480.	2012-2013 District/ Transportation Budget with an offset provided by the Associated Students (approximately 50 percent)
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 19    RATIFICATION OF CONTRACTS AND CONSULTANTS**

*Requested Action: Ratification*

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

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

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

*Approved by Board of Trustees: 9/8/08*

*Reference: Education Code Sections 81655, 81656*

	Provider/Contract	Term/Amount	Service	Funding Source
A	Ms. Desiree Cuevas	Not to exceed \$25,000. Payment will be made on a monthly basis.  August 27, 2012 – July 31, 2013	Ms. Desiree Cuevas, a doctoral student in clinical-community psychology at the University of La Verne, California, will serve as a full-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. All doctoral psychology students are required to continue their training after graduation in order to accrue the necessary hours of experience to be able to take the required California state licensing exam, and Ms. Cuevas will be fulfilling the requirement through this internship. She has significant experience working in a college setting and is in the process of completing her full-time predoctoral internship at Santa Ana Community College Psychological Services. The stipend amount is typical for post doctoral internships in this field.	Health Fees

*Requested by: Brenda Benson, Dean, Counseling/Retention*

*Approved by: Mike Tuitasi, Vice President, Student Affairs*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 19    RATIFICATION OF CONTRACTS AND CONSULTANTS**

(continued)

Provider/Contract	Term/Amount	Service	Funding Source
B A+ Safety Training	Not to exceed \$24,850  June 1, 2012 – March 30, 2014	A + Safety Training will provide specialized training to ETP (Employer Training Panel) clients who request specialized training in the area of OSHA (Occupational Safety and Health Administration) compliance. Classes in Hazardous Materials Handling and Quality Control are approved categories of training for ETP contractors. The scope of work and class learning outcomes are clearly outlined by OSHA and adhered to by A+ Safety Training.	ETP Contract (100%)
C S. Groner Associates, Inc. (Stephen Groner, President)	Not to exceed \$5,000  June 7, 2012 - December 31, 2012	S. Groner Associates, Inc. will develop and implement effective outreach, marketing and participant recruitment strategies for the California Works Alliance Community Based Jobs Training Program in Recycling and Resource Management (funded by a U.S. Department of Labor Education and Training Administration grant which has grant funds designated for this purpose). They will assist SMC in meeting grant goals for the numbers of participants trained by increasing the number of participants recruited by grant partners throughout the region.	CBJT/DOL – Jobs through Recycling (100%)

*Requested by: Patricia G. Ramos, Dean, Workforce & Economic Development*

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

D Bozena Morton	Not to exceed \$2,000  March 27, 2012 – April 20, 2012	Bozena Morton provided grant writing services for a U.S. Department of State, Capacity Building Program for U.S. Undergraduate Study Abroad, working with Laurie McQuay-Peninger, SMC Director of Grants, to develop this proposal. Ms. Morton is an experienced grant writer, who was previously the Director of Grants at El Camino College. Her expertise is in international education, which is ideal given the focus of this grant to establish a study abroad program in China.	Grants Office (100%)
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*Requested by: Laurie McQuay-Peninger, Director, Grants*

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



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 19    RATIFICATION OF CONTRACTS AND CONSULTANTS**

*(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
E	Transparent Language  Not to exceed \$1,000  August 21, 2012 - December 14, 2012  February 6, 2013 - June 11, 2013	Transparent Language, a language learning software company, will provide Internet access to four language programs in the Modern Languages and Cultures Department (MLCD) Language Lab in the Fall 2012 and Spring 2013 semesters.	MLCD District Lottery Budget (100%)
<i>Requested by: Toni Trives, Department Chair, Modern Languages &amp; Cultures</i> <i>Approved by: Jeff Shimizu, Vice President, Academic Affairs</i>			
F	Adcamp, Inc.  August 28, 2013 – August 27, 2017	Adcamp, Inc. is a Los Angeles-based company that provides kiosks services for campus newspaper distribution. Adcamp works with more than 30 colleges in Southern California as well as university campuses.	Revenue: \$805 per month (the Corsair's Auxiliary account)
<i>Requested by: Saul Rubin, Faculty Advisor, The Corsair</i> <i>Approved by: Jeff Shimizu, Vice President, Academic Affairs</i>			
G	Total Compensation Services  2011-2012  \$5,000	To perform an updated GASB 45 related actuarial valuation to reflect the changes in negotiated benefits that occurred in 2011-2012. The actuarial valuation is required to be performed to remain in compliance with regulations related to the issuance of the District audit and participation in the CalPERS CERBT irrevocable trust.	General Fund
<i>Requested by: Chris Bonvenuto, Director of Fiscal Services</i> <i>Approved by: Robert Isomoto, Vice President, Business/Administration</i>			



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 21 CLASSIFIED PERSONNEL - REGULAR**

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

The following positions will be established/abolished in accordance with district policies and salary schedules.

<u>SALARY ALLOCATION</u>	<u>EFFECTIVE DATE</u>
Senior Student Services Specialist – EOPS/CARE Salary Range: 32/Classified Salary Schedule	06/06/12

<u>ESTABLISH</u>	
Lab. Tech. – Chemistry, (1 position) Physical Science, 11 months/40 hours/Night Shift	06/06/12

<u>ABOLISH</u>	
Lab. Tech. – Chemistry, (1 position) Physical Science, 12 months/40 hours/Night Shift	06/05/12

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

<u>PROBATIONARY</u>	
Gateward, Deja, Tutoring Coordinator- Business, LRC	06/11/12
Hudshon, Pjlevo, Skilled Maintenance Worker, Maintenance	05/14/12
Johnson, Jaclyn, Athletic Equipment Specialist, Athletics/KDR	05/14/12
Sheaffer, Carl, Skilled Maintenance Worker, Maintenance	05/07/12
Williams, Brandon, Media Services Technician, Media Graphics	06/04/12

<u>PROMOTION</u>	
Meyering, Alice	05/29/12
From: Administrative Assistant II, Office of Community Relations, 12 mos, 40 hrs	
To: Program Coordinator – Community and Contract Ed., Workforce and Econ. 12 mos, 40 hrs	

<u>ADVANCED STEP PLACEMENT</u>	
Johnson, Jaclyn, Athletic Equipment Specialist, Athletics/KDR Step C	05/14/12

<u>STIPENDS</u>	
Cadena, Ruben, CC Police Officer, College Police 2.5%	05/01/12 – 08/25/12
Comment: Field Training Officer Duties This will be Mr. Cadena’s second stipend; therefore he is only eligible for a 2.5% stipend.	
Cadena, Ruben, CC Police Officer, College Police 5%	07/01/12 – 06/30/13
Comment: Access Control/CCTV Duties	
Echeverria, Alberto, CC Police Officer, College Police 5%	07/01/12 – 06/30/13
Comment: Range Master Duties	

Echeverria, Alberto, CC Police Officer, College Police	2.5%	07/01/12 – 06/30/13
Comment: Motorcycle Duties		
This will be Mr. Echeverria's second stipend; therefore he is only eligible for a 2.5% stipend.		
Wilson, Bryan, CC Police Officer, College Police	5%	04/23/12 – 06/30/12
Comment: Field Training Officer Duties		
Wilson, Bryan, CC Police Officer, College Police	2.5%	07/01/12 – 08/18/12
Comment: Field Training Officer Duties		
This will be Mr. Wilson's second stipend; therefore he is only eligible for a 2.5% stipend.		
Wilson, Bryan, CC Police Officer, College Police	5%	07/01/12 – 06/30/13
Comment: Training Coordinator Duties		

WORKING OUT OF CLASS ASSIGNMENT

Guzman, Jose, Personnel Technician		05/01/12 – 06/30/12
Pay Percentage: 50%		
Heximer, Brent, Administrative Assistant II		05/01/12 – 06/30/12
Pay Percentage: 50%		
Monzon, Karen, Personnel Analyst		05/01/12 – 06/30/12
Pay Percentage: 100%		
Vasquez, Olga, Employee Benefits Clerk		05/16/12 – 08/16/12
Pay Percentage: 50%		

LEAVES OF ABSENCE - UNPAID

Davis, Sandra, Buyer II, Purchasing		5/6/2012 6/5/2012
Hudson, Felicia, Custodian, Operations	(date correction)	02/14 – 04/29/12
Novella, Heriberto, Lead Custodian, Operations		6/4/2012 -6/5/2012

PERSONAL LEAVE

Kolbly, Joseph, Instructional Assistant – Math, Mathematics Department		06/18/12 – 07/27/12
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VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Johnson, Jaclyn, Athletic Equipment Specialist, Athletics/KDR		05/14/12 – 05/30/12
From: Athletic Equipment Specialist, Athletics/KDR, 11 mos, 40 hrs		
To: Athletic Equipment Specialist, Athletics/KDR, 11 mos, 15 hrs		

SEPARATIONS - RESIGNATION

Ishimaru, Randall, Lab. Tech. – Chemistry, Physical Science		05/16/12
LaBenda, Monica, Professional Development Coordinator, Human Resources		06/15/12
Lyon, Melissa, Student Services Specialist – Int'l, ISC		06/01/12
Mejia, Vanessa, Administrative Secretary, Academic Senate		06/13/12
Pratt, Jeffrey, Custodian, Operations		05/31/12
Ruetz, Russell D. Community College Police Officer, Campus Police		05/02/12
Wolf, Debora, Student Services Specialist – Fin. Aid, Financial Aid		05/23/12
Woodcock, Angela, Dispatcher, Campus Police		06/14/12

SEPARATION - 39-MONTH REEMPLOYMENT

Davis, Sandra, Buyer II, Purchasing		6/06/2012
Novella, Heriberto, Lead Custodian, Operations		6/06/2012

RETIREMENT

Huerta, Lucio, Custodian, Operations (13 years)		05/23/12
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL – LIMITED DURATION**

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

All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules.

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

Brown, Carla, Administrative Assistant I, Admissions & Records	04/13/12-04/13/12
Brown, Stacey, Administrative Clerk, Human Resources	05/21/12-09/25/12
Flores, Shannon, Sign Language Interpreter III, DSC	05/21/12-09/25/12
Lepe, Jose B., Laboratory Technician-Chemistry, Physical Science	06/04/12-10/04/12

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

Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Adebowale, Lena, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Banks, Nichole, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Barchenko, Olga, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Calman, Clio, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Chase, Gerald, Registration/Registration Clerk, Bursar's Office	05/29/12-06/22/12
Dawson, Rebecca, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Dear, Kathleen, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Friha, Mohammed, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Gaskell, Loretha, Student Services Clerk, Financial Aid	05/18/12-06/29/12
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Hardister III, Harold, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Hrast, Tanja, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Iannone, John, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Juarez Jr., Jorge, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Lam, Albert, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Lui, Diana, Student Services Clerk, Financial Aid	05/18/12-06/29/12

Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Palacio, DeeDee, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Ponce, Robert, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Ramirez, Lissette, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Sanchez, Oscar, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Seya, Thizier, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Smith, Roya, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Sutton, Bobbi, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Swaim, Nancy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Thomas, Gabrielle, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Walker, Terrence, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Wilks, Susan, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Yapkovitz, David, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12

**RECOMMENDATION NO. 23 CLASSIFIED PERSONNEL - NON MERIT**

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

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

Student Employees

College Student Assistant, \$8.00/hr (STHP)	49
College Work-Study Student Assistant, \$8.00/hr (FWS)	20
Cal Works, \$8.00/hr	1

Art Models

\$18.00/hr	1
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Art Models with costumes

\$21.00/hr	1
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24      FACILITIES**

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

24-A    AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT

Amend agreement with KISHIMOTO ARCHTIECTS expenses for architectural and engineering services for Connection of Existing Facilities to the Central Plant.

Original Contract Amount	\$633,000
Previously Approved Amendments	0
Amendment No. I	<u>\$14,000</u>
Revised Contract Amount	\$647,000

Funding Source: Measure AA

*Comment:*      As part of the connection to the Central Plant project the air handling equipment on the roof of the Business Building will be replaced. During the inspection of the building it was found that additional equipment will need to be replaced and the condition of the roof was poor. This amendment will cover the cost of engineering the replacement of the other mechanical equipment and the roof.

24-B    AGREEMENT FOR SOILS MANAGEMENT SERVICES – AET CAMPUS

Agreement with EEG SERVICES as Soils Management Consultant for the Academy of Entertainment and Technology Campus for an amount not to exceed \$145,000, plus reimbursable expenses.

Funding Source: Measure AA

*Comment:*      The consultant will provide soils management services including the preparation of a Soils Management Plan, testing, oversight and coordination with permitting agencies.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24**     **FACILITIES** *(continued)*

24-C    AGREEMENT FOR WASTEWATER ENGINEERING SERVICES – MALIBU CAMPUS

Agreement with ENSITU SERVICES as wastewater engineer for the Malibu Campus for an amount not to exceed \$25,440, plus reimbursable expenses.

Funding Source: Measure AA

Comment:     Development in the Malibu Civic Center is under strict limitations of the Los Angeles Regional Water Quality Control Board in regard to wastewater discharge.    The consultant will provide detailed engineering studies as required by the water board to approve the college’s plans for wastewater.

24-D    AWARD OF BID – BUNDY CAMPUS – NEW ROOF

Award the bid to the lowest responsive bidder for the Bundy Campus – New Roof.

<u>Bidder</u>	<u>Amount</u>
Trimax Construction Corp.	\$397,800

Funding Source:     Measure AA

Comment:            The roof was not replaced when this building was purchased by the District in 2002. This project involves the complete demolition of the existing built up roof, and installation of a new single ply roof on the SMC Bundy Campus. The new roof will include a twenty-year full system warranty.

24-E    RELEASE OF PARTIAL RETENTION – BUNDY CLASSROOM COMPLETION

Reduce the retention amount held from WAISMAN CONSTRUCTION for the Bundy Classroom Completion from 10% to 5%.

Comment:            The project is more than 90% completed.



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24      FACILITIES** *(continued)*

24-F    CHANGE ORDER NO. 3 – BUNDY CLASSROOM – AUDIO VISUAL INSTALLATION

Change Order No. 3 – SPINITAR on the Bundy Classroom – Audio Visual Installation project in the amount of \$1,915.

Original Contract Amount	\$188,231
Previously Approved Change Orders	4,937
Change Order No. 3	<u>\$1,915</u>
Revised Contract Amount	\$195,083
Original Contract Time	28 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	28days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	28 days

Funding Source:            Measure AA

Comment:            Change Order No. 3 provides for the labor and material for the addition of two (2) external Blu-Ray USB writer drives to the OFE PCs and the change in Creston Touch Panels and related equipment in Rooms 119 and 121.

24-G    POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT

Payment to:            City of Santa Monica  
Amount:                \$134,244.75  
For the Period:        July 1, 2011 – December 31, 2011 (6 months)  
Funding Source:       2011-2012 District General Fund

Comment:            Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. College paid the City of Santa Monica \$137,347.83 for the same period last year.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24**     **FACILITIES** *(continued)*

24-H LEASE BUYOUT FOR CELLULAR TOWER – 1660 STEWART STREET

Approve the contract with TowerCo for purchase of real property lease at 1660 Stewart Street, Santa Monica, California 90404 for \$100,000.

Comment:                    The District leases a site on the Academy of Entertainment and Technology campus for cellular transmission tower to TowerCo. The District receives \$34,392 annual rent from TowerCo and the lease still has about 20 years remaining.

As part of the renovation of the AET campus, all of the existing parking will be relocated to a new parking structure and two new buildings will be constructed on the former parking lot site. The District approached TowerCo with the option of relocating the cellular carriers from the tower to the top of the new parking structure, however, TowerCo has a strict business model that does not allow them to operate on buildings, only towers. Therefore, TowerCo asked to be bought out from the lease. Based on the current formula they use to buy tower sites, they asked to be compensated \$124,000 for the site. The amount was later negotiated down to \$100,000.

24-I PROPERTY LEASE FOR WIRELESS SERVICE PROVIDER – AET CAMPUS

Agreement with SPRINT/ PCS ASSETS, L.L.C. for approximately 800 square feet of property at the Academy of Entertainment and Technology campus for placement of antenna tower and base station for rent of \$1,803 per month to be increased annually by 3%. Period of lease will commence when the current lease from Tower Co. is transferred to the District and will end with the activation of a new antenna system on completed AET parking structure (approximately one year).

Funding Source:            Revenue to District

Comment:                    The construction of the next phase of development at the AET campus will require the removal of the current antenna tower. Sprint PCS has been offered a suitable relocation site on the new parking structure. The current lease holder TowerCo operates towers with multiple carriers and is not interested in owning a lease on a parking garage for a single carrier. In a separate action, the District intends to buy out TowerCo's leasehold to compensate them for the loss of the tower. This action is to transfer the existing lease on the current tower from TowerCo to the District during for the limited time during construction of the parking garage.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 25      BUDGET AUGMENTATION**

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

The 2011-2012 Adopted Budget will be amended to reflect the following budget augmentation:

25-A    BOARD FINANCIAL ASSISTANCE PROGRAM (BFAP)

Granting Agency:	State of California	
Appropriated Funding:	\$9,200	
Matching Funds:	None	
Performance Period:	July 1, 2011 – June 30, 2012	
Summary	The District qualifies for an additional \$9,200 in BFAP funding per the Second Principal Apportionment report issued by the Chancellor's Office.	
Budget Augmentation:	Revenue:	
	8600 State Revenue	\$9,200
	Expenditures:	
	6000 Capital Outlay	\$9,200

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 26 BUDGET TRANSFERS**

Requested by: Chris Bonvenuto, Director, Fiscal Services  
 Approved by: Bob Isomoto, Vice President, Business/Administration  
 Requested Action: Approval/Ratification

26-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: April 18, 2012 to May 18, 2012

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	18,427
3000	Benefits	1,163
4000	Supplies	14,846
5000	Contract Services/Operating Exp	51,400
6000	Sites/Buildings/Equipment	-39,525
7000	Other Outgo/Student Payments	-46,311
Net Total:		0

26-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: April 18, 2012 to May 18, 2012

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-37,827
2000	Classified/Student Salaries	-1,065
3000	Benefits	2,854
4000	Supplies	19,717
5000	Contract Services/Operating Exp	9,319
6000	Sites/Buildings/Equipment	1,065
7000	Other Outgo/Student Payments	5,937
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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 27    COMMERCIAL WARRANT REGISTER**

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

April 1 – April 30, 2012                    4980 – 5020                    \$ 13,146,342.77

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

**RECOMMENDATION NO. 28    PAYROLL WARRANT REGISTER**

Requested by:        *Ian Fraser, Payroll Manager*  
 Approved by:        *Bob Isomoto, Vice President, Business/Administration*  
 Requested Action:    *Approval/Ratification*

April 1 through April 30, 2012            C11 – C2J                    \$9,778,856.41

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

**RECOMMENDATION NO. 29    AUXILIARY PAYMENTS & PURCHASE ORDERS**

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

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

April 1 – April 30, 2012	Payments \$721,554.62	Purchase Orders \$28,216.98
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Comment:        The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 30 PURCHASING**

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

30-A AWARD OF PURCHASE ORDERS

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

April 1 – April 30, 2012 \$16,726,242.96

30-B REVISION TO AWARD TO BID –AUDIO VISUAL SYSTEMS EQUIPMENT AND INTEGRATION

Revision to the award the bid for audio-visual systems equipment and integration.

<u>Awarded Bid</u>	<u>Amount</u>
Golden Star Technology Inc. (GST)	\$195,507.04*

Funding: District General Fund  
 Academic Affairs General Funds \$121,934.35  
 (Bid Part A - Physical and Life Science 22 rooms)  
 Information Technology General Funds \$67,497.52  
 (Bid Part B - B-105, DH-222, Media Services)

Comment: This project is to furnish, install, and integrate audio visual equipment in 22 classrooms in Physical and Life Science Complex and furnish and install audio visual equipment in Business 105, Drescher Hall 222, and Media Services (equipment only).

\*The amount approved on May 1, 2012 contained a bidder calculation error in Part B funded with Information Technology General Funds. The revised total bid is \$195,507.04 (an increase of \$6,075.17). Golden Star Technology remains the lowest bidder for this project.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 30 PURCHASING** *(continued)*

30-C PURCHASING AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS

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

- 1) Glendale Unified School District, Contract P-13 08/09, with Apple Computers, to 11/15/2013, for Computer Equipment, Software, Peripherals and Service.
- 2) State of California/WSCA Contract, Contract B27160, with Dell Marketing L.P., to 08/31/2014, for Computer Equipment, Software, Peripherals and Service.
- 3) State of California/WSCA Contract, Contract B27164, with Hewlett Packard Company, to 08/31/2014, for Computer Equipment, Software, Peripherals and Service.
- 4) State of California (CMAS), Contract, Contract 3-94-70-0032, with IBM Corporation, to 12/31/2012, for Computer Equipment, Software, Peripherals and Service.
- 5) U.S. Communities for the County of Fairfax VA. Contract, Contract RQ09-997736-42B, with Insight Public Sector, Inc., to 04/30/2013, for Technology Products/Equipment, Section A and Technology Services/Solutions.
- 6) U.S. Communities for the County of Fairfax VA. Contract, Contract RQ09-997736-42C, with Tech Depot, to 04/30/2013, for Technology Products/Equipment, Section A.
- 7) State of California (CMAS), Contract, Contract 03-70-2023A, with Commercial Data System, Inc., to 05/31/2012, for Oracle Corporation for Software, License Support and Maintenance.
- 8) U.S. Communities for the County of Los Angeles Contract, Contract MA-IS-1140130, with Graybar Electric Company, Inc., to 01/13/2013, for Electrical Heating, Ventilation and supplies.
- 9) Western States Contracting Alliance (WSCA) for the State of California, Contract, Contract 7-09-79-02, with Waxie Enterprises, Inc., to 07/30/2011, for Janitorial Supplies.
- 10) State of California (CMAS), Contract, Contract 4-09-0087A, with ALLSTEEL Inc., to 12/31/2013, for Office Furnishings Systems, seating, files and Architectural Interiors.
- 11) State of California (CMAS) Contract, Contract 4-09-71-0091A, with Contract Office Group Inc., to 03/31/2013, for Haworth Office Furnishing Systems, seating files and Architectural Interiors.
- 12) Western States Contracting Alliance (WSCA) for the State of CA, Contract, Contract 07-08-99-5, with Pitney Bowes Inc., to 11/13/2012, for Mailroom Equipment and Maintenance.

- 13) Western States Contracting Alliance (WSCA) for the State of Utah, Contract, Contract MA-454/MSA5-06- 99-04, with Nexus IS, Inc., to 05/31/2011, for network communication equipment and maintenance.
- 14) California State University Contract, Contract 701/09/047, with Human Scale, to 05/31/2011, for Ergonomic Office Furniture.
- 15) University of California/California State University Contract, Contract 60119, with Steelcase, to 05/31/2011, for Office Furnishings Systems, seating, files and Architectural Interiors.
- 16) Western States Contracting Alliance (WSCA) for the State of Nevada, Contract 5-09-99-29 through 5-09-99-31, with NAPA Auto Parts, to 12/21/2012, for Auto parts and supplies.
- 17) Educational and Institutional Cooperative Purchasing, Contract CNR-01163, with VWR Scientific , to 06/2017, for General Laboratory Supplies
- 18) California State University Contract, Contract 90428, with Royal Paper Supply, to 10/13/2011, for Janitorial Paper Products
- 19) California State University Contract, Contract 1924, with PlanetBids, ongoing, for On-Line Bid/Vendor Management, Contract Management and Insurance Certificate Management Services Software Services.
- 20) California State University Contract, Contract 90365, with Mission Linen, to 08/31/2011, for Uniform Rentals and Sales.
- 21) EdBuy for the Los Angeles County Office of Education (LACOE), Contract, Contract 08/09-1383, with Xpedex, to 04/13/2012, for Cut Paper Supplies.
- 22) US Communities for Dallas County TX, Master Agreement, Contract 2007-118-3034, with Zep Manufacturing , to 12/13/2012, for Cleaning Chemicals and Supplies.
- 23) Western States Contracting Alliance (WSCA) for the State of Nevada, Contract 1568, with Simplex/Grinnel, to 10/31/2012, for Fire Alarm Testing/Fire Suppression Services
- 24) US Communities for City of Charlotte, Contract, with Autozone, to 01/25/2013, for Auto parts and supplies.
- 25) Western States Contracting Alliance (WSCA) for the State of California, Contract 05-09-99-31, with O'Reilly Auto Parts, to 12/31/2013, for Auto parts and supplies.
- 26) California County Superintendents Educational Services Association, with CalSave Program, ongoing contract, sponsored by Epylon.
- 27) University of California Office of the President (UCOP), Contract 708/OP/038, with Ricoh Americas Corporation, to 08/09/2011, Digital Copier Products and Services.
- 28) University of California Office of the President (UCOP), Contract 708/OP/039, with Xerox Corp., to 11/30/2011, Digital Copier Products & Services.



- 29) Western States Contracting Alliance (WSCA) for the State of Utah, Contract MA454, with Federal Express Corporation, to 08/27/2011, Express, Small Package air delivery and international shipments.
- 30) State of California/WSCA Contract, Contract 1862, with Grainger to 02/2014, for Industrial Supplies and Equipment, Janitorial Supplies and Equipment.
- 31) State of California/WSCA Contract, Contract 1336, with Fisher Scientific to 06/2013, for Science Supplies
- 32) US Communities Contract 11019, with Home Depot Supply, Inc., to 07/14, for Maintenance and Hardware Supplies.
- 33) Educational and Institutional Cooperative Purchasing, Contract CNR-01270, with Office Max to 12/31/15, for Office Supplies
- 34) State of California (CMAS), Contract 4-08-72-0008B, with Shaw Industries, to 04/2013, for Floor covering.
- 35) State of California (CMAS), Contract 4-08-72-0003G, with Continental Flooring, to 09/2015, for Floor covering.
- 36) Educational and Institutional Cooperative Purchasing, Contract CNR-01129, with Glidden Professional, to 07/31/15, for paint and supplies
- 37) Educational and Institutional Cooperative Purchasing, Contract CNR-01288, with School Health, to 11/30/14, for health and sports medicine supplies
- 38) US Communities Contract 11019, with Applied Industrial Technologies to 07/31/14, for Industrial MRO Supplies
- 39) SMC Bid 10-11/004SF year 2 renewal to Arrowhead/Nestle Waters for bottled water delivery through Auxiliary Services
- 40) SMC Bid 10-11/005SF year 2 renewal to Global Transportation Solutions for shuttle services

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

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT:** 10:57 p.m.

The meeting was adjourned in memory of **Gilbert Saint-Leon**, retired SMC English professor.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 17, 2012** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Report: 2011-2012 Grant Funded Projects
2. Report: Curriculum
3. Appointments to Citizens' Bond Oversight Committee
4. Annual Recommendations: Contracts and Consultants

## District Projects Priority Order - Santa Monica CCD

No.	Project Occupancy		Schedule of Funds					2018/2019	
	ASF	Total Cost Source	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017		2017/2018
1	Student Services and Administration Building								Status: FPP Approved
16,118	2014/2015	(C)			(E)				
	\$17,256,000 State		\$15,935,000		\$ 453,000				
	\$78,207,595 Non-State		\$57,717,597		\$3,911,000				
2	Replacement Math and Science Extension Building								Status: Locally Funded
29,831	2016/2017	(P)(W)				(C)	(E)		
	\$80,017,948 Non-State		\$6,591,800			\$70,051,148	2,950,000		
3	Media and Technology Complex – Academy Site								Status: Locally Funded
	2013/2014	(C)		(E)					
	\$64,186,591 Non-State		\$46,641,883	\$6,147,346					
4	Information Technology Relocation								Status: Locally Funded
	2013/2014	(C, E)							
	\$13,287,218 Non-State		\$10,972,990						
5	Replacement Health, Fitness, P.E., Dance Building including Central Plant								Status: Locally Funded
18,616	2013/2014	(P)(W)		(C)	(E)				
	\$40,200,333 Non-State		\$3,590,443	\$30,838,500	\$2,350,000				
6	Environmental Performance – Building Retrofits for Chilled Water from Central Plant								Status: Locally Funded
	2013/2014	(P)(W)		(C, E)					
	\$4,882,119 Non-State		\$447,919	\$4,434,198					
7	Madison Site East Wing Seismic Upgrade								Status: Locally Funded
6,820	2012/2013	(C)		(E)					
	\$12,292,000 Non-State		\$10,515,273	\$400,000					
8	Early Childhood Education Center								Status: Locally Funded
11,399	2014/2015	(P)(W)		(C)(E)					
	\$4,422,000 Non-State		\$357,000	\$4,065,000					
9	Malibu Center								Status: Locally Funded
16,705	2014/2015	(A)(P)(W)		(C)	(E)				
	\$23,520,091 Non-State		\$5,772,552	\$15,481,500	\$625,000				
10	Drescher Hall - Academic Modernization, Bookstore Relocation, Pico Promenade and Transit Plaza								Status: Locally Funded
	2014/2015	(P)		(W)	(C)		(E)		
	\$34,026,480 Non-State		\$1,111,222	\$1,436,987	\$29,673,271	\$1,805,000			
11	Career Opportunity and Advancement Center – Bundy Campus								Status: Locally Funded
18,931	2017/2018				(P)(W)		(C)	(E)	
	\$29,375,790 Non-State				\$1,900,840		\$24,787,145	\$1,200,000	

A – PROPERTY ACQUISITION; P – PRELIMINARY PLANS; W – WORKING DRAWINGS; C – CONSTRUCTION; E – EQUIPMENT FPP – FINAL PROJECT PROPOSAL

## **Bond Construction Program Update June 5, 2012**

### **PROJECTS IN CONSTRUCTION**

Bundy Classrooms (Completed) – Four new classrooms on the fourth floor plus a small office complex. A large 90-seat classroom that can be divided into two separate rooms is on the first floor. The roofing section of this project was broken out as a separate project and is scheduled for this summer.

1510 Pico Blvd. – Work in progress to refurbish the building for relocations. During the construction, several areas of water intrusion were discovered and these areas are being bid as a separate project since the costs are too high to be included in a change order (more than 10% of the original project).

AET Parking Garage – Work has commenced on the first phase of the rebuilding of the AET complex. The completed project will be a 430-space parking garage with 1½ underground levels and 5 above ground levels. A small amount of hazardous materials was discovered during excavation for the underground levels. A process is now underway to remove those materials and continue with the construction. There will be as much as a 90-day delay in the project along with significant costs to properly dispose of the materials.

### **PROJECTS IN DSA**

Student Services (Steinberg Architects) – The architectural and engineering team is working on changes to the plans requested by the Division of the State Architect (DSA). These changes are due back to DSA this month for final review. Approval is expected from DSA by August.

AET Complex (Clive Wilkinson Architects) – In DSA review for new buildings and renovations to the existing building. Approval should be received this fall.

Information Technology Relocations (Morris Architects) – In DSA review, some comments already received.

East Wing, Performing Arts Complex (WWCOT/DRR Architects) – Project recently submitted to DSA, awaiting review.

### **PROJECTS IN DESIGN**

919 Santa Monica Blvd. (Gwynne Pugh Architects) – Structural review underway to determine the extent of code required renovations and cost.

Early Childhood Development Center – A committee consisting of college faculty and staff, city representatives, and community members is currently in the middle of the architect selection process for this project. Architect expected to start planning this summer.

Health, PE, Fitness and Dance (Gensler) – In the final phases of the construction drawing process for this project, renovations to the existing Gymnasium, the Central Plant and the Chilled Water Loop for the Central Plant. Planned to be submitted to DSA later this summer.

Malibu Campus – In the CEQA process necessary to obtain entitlements to build the project. Public hearing for the EIR scoping to be held on Thursday May 31<sup>st</sup> in Malibu. Architect selection process is also underway.

Relocations (Morris Architects) – Plans to relocate staff from the Library Village (site of the Information Technology Project) are in progress. Also plans started to move some classes from the AET to temporary buildings at the Airport.

### **FUTURE PROJECTS**

Math/Science Addition – The district is currently working to revise the bond program to be able to proceed with this important project without state participation. A recommendation will be presented in the near future.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 7**

**SUBJECT:**                    **AGREEMENT FOR ARCHITECTURAL SERVICES – MALIBU CAMPUS**

SUBMITTED BY:                Superintendent/President

REQUESTED ACTION:        It is recommended that the Board of Trustees approve the contract with Quatro Design Group for the Malibu Campus project for an amount not to exceed \$1,350,000 plus reimbursable expenses.

FUNDING SOURCE:            Measure AA

COMMENT:                    This project will create a new Malibu Campus site to serve the Malibu community on approximately 128,500 square feet of property to be leased from the County of Los Angeles in the Malibu Civic Center area. A 25,700 building is planned to include classrooms, an art studio, a science lab, community music hall, a multipurpose/emergency operations center, and interpretive center and a Sheriff's sub-station.

District planning efforts include site master planning, land use and CEQA processes currently underway in cooperation with the City of Malibu and the County of Los Angeles.

Quatro Design Group is a medium sized architectural firm based in Los Angeles. They have successfully completed many community college projects including Rio Hondo College and Mission College as well as many K-12 and civic projects.

The process to solicit architects began with mailings to 115 local firms, newspaper advertisements and web announcements. During SMC's first paperless architect screening process, four firms were selected to interview with the Superintendent/President and senior staff members.

MOTION MADE BY:                Susan Aminoff  
 SECONDED BY:                    Louise Jaffe  
 STUDENT ADVISORY:              Absent  
 AYES:                                6  
 NOES:                                0  
 ABSTAIN:                          1 (Walzer)

**BOARD OF TRUSTEES****INFORMATION**

Santa Monica Community College District

June 5, 2012

MAJOR ITEMS OF BUSINESS**INFORMATION ITEM K****SUBJECT:**                    **UPDATE: CAMPUS SUSTAINABILITY****SUBMITTED BY:**            Superintendent/President**Programs**American College and University President's Climate Commitment (ACUPCC)

SMC continues to meet all of the ACUPCC requirements on schedule and is currently in good standing. Building on the SMC Greenhouse Gas Inventory, last year the ACUPCC Task Force developed the SMC Climate Action Plan, which provides a list of targeted recommendations for reducing SMC's carbon footprint. Three work groups were formed to focus on the areas of the Climate Action Plan: Energy, Transportation, and Education. The Academic Senate Environmental Affairs Committee, serves as the Education work group (see Curriculum). A work group composed of DPAC College Services and the ACUPCC task force representatives met monthly to develop a comprehensive Sustainable Transportation Plan (see Sustainable Transportation). The Energy subcommittee, chaired by the SMC Director of Maintenance, consists of Sustainable Technologies Program faculty and various environmentally focused students. This committee focused on improved data collection and monitoring of energy use, identifying funding for energy management system retrofits and utilizing SMC facilities as a teaching tool.

SMC Organic Learning Garden

Significant progress and success have been achieved in this first year of the SMC Organic Learning Garden. A Garden Oversight Committee was established to assist in the implementation and management of the Garden. The committee included a faculty leader, a student intern, the Associate Students Director of Sustainability, and the SMC Director of Sustainability. This group met on a weekly basis to assign plots, manage facilities, develop policies, and promote a diverse group of garden participants. There are currently 13 gardening groups, ranging from clubs to classes, representing the various stakeholders at SMC.

Earth Week

This year, Earth Week focused on transportation and included a variety of events that both educated and celebrated SMC's environmental community. The 2011-12 EcoHero Award was given to Tom Corpus and the Grounds Department and Madeline Brodie and the student recycling team for their work on supporting the newly implemented Green Zones Program and Organic Learning Garden and the Zero Waste and Recycling program, respectively. Other events included a movie screening of the critically acclaimed documentary *Your Environmental Road Trip*, Keynote Speaker Van Jones, Earth Day Festival, and Beach Clean-Up. Over 1000 faculty, staff and students participated in the week's events, including nearly 100 people who attended the Beach Clean-Up on behalf of SMC.

In addition to the spring's Earth Week celebration, the Center for Environmental and Urban Studies hosted a fall series of events for "Campus Sustainability Week". This included a keynote lecture from Andy Revkin, New York Times reporter for the environment, the grand opening of the Organic Learning Garden, and a documentary movie premier of *Urban Roots* with followed by a director and producer "Q and A".

### Center for Environmental and Urban Studies (CEUS)

The CEUS continues to be a hub of sustainability on campus. Most importantly, this unique space serves as a “living laboratory” for sustainability, with an emphasis on educational linkages such as signage, workshops, tours, consulting on facilities and academic programs, and events. The Center works closely with Institutional Research to assist in the data selection, collection and monitoring for environmental performance, one of this year’s strategic initiatives.

## **Facilities**

### Green Zones

Recently, the SMC Grounds department implemented several certified Green Zones, in which designated areas of SMC Campuses will use all electrical equipment and organic fertilizer and weed control. This program was funded in part by a grant from the City of Santa Monica and the Air Quality Management District.

### Green Building Policy

The ACUPCC Energy Workgroup drafted language for an SMC Green Building administrative regulation. This regulation is consistent with values and principles already guiding facilities development. Nevertheless, this regulation strengthens the College’s public commitment to the continued incorporation of green building features into its facilities, utilizing buildings as teaching tools, and informing the diverse stakeholders working on facilities planning through the participatory governance process.

### Bike Parking Master Plan

The Transportation Task Force assisted with the development of a Bike Parking Master Plan that more than doubles SMC’s existing bike parking infrastructure. The process involved community activists, transportation experts, and a diverse group of SMC stakeholders to identify issues and successes with bike parking at SMC. Bike parking areas will have improved security by offering two points of contact, water refilling stations, repair kits and stand, permeable pavement, and emergency lighting and phones.

### Energy Efficiency Project

The SMC Maintenance department is currently working with Compass Energy Solutions to identify additional campus-wide lighting retrofit opportunities, install high-efficiency boilers, and potential for increased solar generation.

### Water Refilling Stations

This year, SMC expanded on the successful installation of a single water refilling station in the cafeteria to 18 additional sites on the main campus. This program will reduce the number of plastic water bottles purchased at SMC, reducing waste, plastic pollution and costs for students purchasing bottled water. Several water bottle giveaways were hosted in partnership with the Associated Students, CEUS, and the Interclub Council (ICC).

## **Institutionalizing Sustainability**

### Integrating Sustainability into Existing Campus Programs

Sustainability is being utilized as an educational and marketing tool by many programs campus-wide, including providing Green Campus Tours for VIP Welcome Day, workshops for the approximately 80 students in the Young Collegians program, and tours and activities for the 150 middle school students in the Connect for Success program. Additionally, faculty members from a variety of disciplines, including ESL, Botany, and DSPS have incorporated tours of the Center’s green features into their curriculum.

### Green Grants

The newly awarded STEM grant includes funding and support for the Center for Environmental and Urban Studies as both a source for outreach and applied learning opportunities. A USDA grant application has recently received initial recommendation to award. This grant is a partnership with RootDown LA, a nonprofit organization working to educate inner-city families on proper nutrition, the US food system, and methods to grow their own food.

### Student Engagement

As in years past, SMC students are a critical partner in promoting sustainability at SMC. The Center for Environmental and Urban Studies (CEUS) continues to see an increase in student involvement in sustainability through participation in environmentally related clubs, service learning, work study, internship opportunities at the CEUS, and the Sustainable Works Student Sustainability Program.

### Sustainable Transportation

In 2010, the ACUPCC Sustainability Task Force produced a Greenhouse Gas Inventory, which identified transportation as SMC's primary contributor of greenhouse gases, by a considerable 75 percent. This year, many important processes were either expanded or established to further support the institutional shift towards sustainable transportation. This included working with the Institutional Research (IR) department to develop and administer an Annual Student Transportation Survey to assess the impact of student travel, the modes and patterns students use to commute, barriers to participation in sustainable alternatives, and awareness of existing programs and interest or need for future program development. In addition to gathering and analyzing data, the Transportation Task Force developed a comprehensive Sustainable Transportation Plan in response to a *Master Plan for Education* institutional objective. This plan highlighted SMC's achievements and identified several goals and objectives for reducing single-passenger car trips to campus and increasing participation in alternatives. A part of the plan focused solely on improving bike support services.

In addition to many programs and policies aimed at changing student and employee commute behavior Santa Monica College is also working closely with regional transportation agencies, such as the City of Santa Monica, Metro Transportation Authority, Big Blue Bus and Move LA, to improve regional sustainable transportation infrastructure through bike path connectivity between campuses, bus stop improvements, Expo Light Rail stops and additional boardings at 17th and Colorado Blvd, and participation in the City of Santa Monica's Land Use and Circulation Element and Bike Action Plan. This increased collaboration and planning has resulted in reduced congestion during peak periods and improved neighbor relations and student access.

### Marketing

Improving the awareness of SMC's environmental commitment and achievements is an ongoing priority. The SMC Sustainability website was launched during Earth Week and provides a comprehensive overview of SMC's environmental programs as well as detailed resources for adopting a more sustainable lifestyle and getting involved in sustainability at SMC. Significant college marketing efforts have been directed toward incoming and returning students to promote various sustainable transportation alternatives (such as the Any Line, Any Time program) included:

- Electronic mail blast and phone calls
- Postcard mailers
- Printed flyers and other materials
- Improvements to the SMC website
- Creation of alternative transportation logos
- Development of an SMC Green Map
- Participation in SMC VIP welcome day and other outreach programs



## **Curriculum**

Some of the greatest accomplishments in sustainability at SMC have occurred through greening the curriculum. From measuring the number of sustainability-related and sustainability-focused classes to launching the nation's first degree program in Recycling and Resource Management, SMC continues to be a leader in providing future generations the tools necessary to manage the environmental challenges of the 21<sup>st</sup> century.

### *Environmental Affairs Committee*

This academic senate joint committee focuses on integrating sustainability across the curriculum. This year the committee defined which courses can be classified as sustainability-related, sustainability-focused, and/or are taught through the lens of sustainability. The committee is currently working with Institutional Research to count the number of students taking qualifying courses. The committee is using these criteria to measure the directionality of greening the curriculum efforts at SMC and to assess the feasibility of implementing the Sustainability Tracking and Assessment Rating System (STARS) framework, facilitated by the Association for the Advancement of Sustainability in Education.

### *Sustainable Technologies Program (STP)*

Housed in the Earth Sciences Department, the Sustainable Technologies Program is both a traditional Career Technical Education program and a transfer oriented program that facilitates and supports students pursuing related fields in four-year and advanced degree programs while finding work in the emerging Green Collar economy. This year's accomplishments include approval of the nation's first 18-unit certificate and AS degree in Recycling and Resource Management (RRM). By the end of the academic year, the Earth Sciences Department will have awarded over 50 certificates in RRM and placed over 30 students in RRM related internships (both paid and unpaid). This program is funded by the Department of Labor, Community Based Job Training Grant.

### *Sustainable Works Student Greening Program*

The Sustainable Works Student Sustainability Workshop continues to flourish, consistently graduating over 700 participants, which is double the goal outlined in the Memorandum of Understanding with the College. Workshop participants contributed over 2100 community service hours, supporting over 20 local organizations. Furthermore, Sustainable Works, in partnership with the SMC Center for Environmental and Urban Studies, is providing more opportunities for student leadership and professional development through internships, research projects, peer-to-peer learning environments, and service learning opportunities.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

**VII. CONSENT AGENDA**

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

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #8-#30.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #17, #19-G, #24-D, #24-G

**Public Comments on #25**

Ernesto Moreno  
Rosemary Giror

Action on Consent Agenda excluding #17, #19-G, #24-D, #24-G  
 MOTION MADE BY: Nancy Greenstein  
 SECONDED BY: Rob Rader  
 STUDENT ADVISORY: Absent  
 AYES: 7  
 NOES: 0

**VIII. CONSENT AGENDA – Pulled Recommendations**

Recommendation No. #17 – Amendment to 2011-2012 Annual Marketing Contract  
 MOTION MADE BY: Louise Jaffe  
 SECONDED BY: David Finkel  
 STUDENT ADVISORY: Absent  
 AYES: 6  
 NOES: 1 (Quiñones-Perez)

Recommendation No. #19-G Ratification of Contracts and Consultants, Total Compensation Services  
 MOTION MADE BY: Rob Rader  
 SECONDED BY: Louise Jaffe  
 STUDENT ADVISORY: Absent  
 AYES: 7  
 NOES: 0

Recommendation No. #24-D – Facilities, Award of Bid, Bundy Campus New Roof  
 MOTION MADE BY: David Finkel  
 SECONDED BY: Louise Jaffe  
 STUDENT ADVISORY: Absent  
 AYES: 6  
 NOES: 0  
 ABSTAIN: 1 (Walzer)

Recommendation No. #24-G – Facilities, Pool Payment Under Joint Use Facilities Agreement

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

**IX. REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

**RECOMMENDATION NO. 8 APPROVAL OF MINUTES**

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

- May 1, 2012 (Regular Board of Trustees Meeting)
- May 19, 2012 (Special Meeting/Closed Session)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

The following recommendations are required to be approved by Board of Trustees on an annual basis:

- #9 Election of Personnel
- #10 Destruction of Class 3 Records
- #11 Year-End Appropriations Transfers
- #12 Disposal of Surplus Property
- #13 Authorization of Signatures, 2012-2013
- #14 Organization Memberships, 2012-2013

**RECOMMENDATION NO. 9 ELECTION OF PERSONNEL**

*Requested Action: Approval of the following annual elections/reelections, effective July 1, 2012*

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

Academic Personnel: Declare salary schedules indefinite for 2012-2013 and place academic personnel to the appropriate place on their respective salary schedules for the 2012-2013 fiscal year.

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

Classified Personnel: Declare salary schedules indefinite for 2012-2013 and place classified personnel to the appropriate place on their respective 2012 salary schedules for the period such salary schedules are effective.

Academic Management and Classified Management and Confidential employees other unrepresented personnel except those with individual employment contracts: Declare salary schedules indefinite for 2012-2013 and place unrepresented personnel to the appropriate place on their respective 2012 salary schedules.

Academic Management with individual employment contracts: Employment of all current academic administrators with individual employment contracts in the following positions, effective July 1, 2012:

- Executive Vice-President
- Vice-President
- Senior Director, Government Relations/Institutional Communications
- Dean
- Associate Dean
- Director

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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 10    DESTRUCTION OF CLASS 3 RECORDS**

*Requested Action: Approval*

*Approved by: Randal Lawson, Executive Vice-President  
Robert Isomoto, Vice President, Business and Administration  
Teresita Rodriguez, Vice-President, Enrollment Development  
Marcia Wade, Vice-President, Human Resources*

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

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

**RECOMMENDATION NO. 11    YEAR-END APPROPRIATIONS TRANSFERS**

*Requested Action: Approval*

*Requested by: Chris Bonvenuto, Director, Fiscal Services  
Approved by: Robert Isomoto, Vice President, Business and Administration*

In accordance with the provisions of Section 85201 of the Education Code, authorize the County Superintendent of Schools to make appropriate transfers necessary at the close of the fiscal year 2011-2012 to permit the payment of obligations of the district incurred during the year.

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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 12    DISPOSAL OF SURPLUS PROPERTY**

*Requested Action: Approval*

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

Authorize the disposal of surplus equipment through means deemed appropriate as required during fiscal year 2012-2013.

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

- Transfer to other Institutions;
- Transfer to State agencies;
- Sale to other eligible political sub-divisions of the state and other governmental agencies;
- Donation to a public school or public school system;
- Sale by Public or Internet auction

BOARD OF TRUSTEES	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 13 AUTHORIZATION OF SIGNATURES, 2012-2013**

*Requested Action: Approval*

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

Union Bank

Authorization of the following Santa Monica Community College District employees to be the designated signatories for the District on Union Bank accounts for 2012-2013 as indicated.

District Clearing Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Bursar's Office Credit Card Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Community Services Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Cal B and C Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Bursar's Office Cash Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

Revolving Cash Account:

Chui L. Tsang  
Randal Lawson  
Robert Isomoto  
Christopher M. Bonvenuto

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

Authorization that Robert Isomoto be designated as the primary contact for Union Bank.

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

BOARD OF TRUSTEES	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 14 ORGANIZATIONAL MEMBERSHIPS, 2012-2013**

*Requested Action: Approval*

*Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications  
 Robert Isomoto, Vice-President, Business and Administration  
 Dori MacDonald, Director of Classified Personnel  
 Teresita Rodriguez, Vice-President, Enrollment Development  
 Jeff Shimizu, Vice-President, Academic Affairs  
 Michael Tuitasi, Vice-President, Student Affairs  
 Chui L. Tsang, Superintendent/President  
 Marcia Wade, Vice-President, Human Resources*

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

Approval of the list of Organizational Memberships, 2012-2013 (List on file in the Offices of the Superintendent/President and Fiscal Services). Major categories of memberships include the following:

- Accreditation
- Board Organizations
- District-wide Organizations
- KCRW
- Personnel Commission
- Athletics

Funding Sources: Departmental Budgets

Comment: Total District expenditures for organizational memberships for 2011-2012 are approximately \$150,000 (excluding KCRW). Following are examples of memberships over \$10,000:

- Accrediting Commission for Community Colleges (\$26,180)
- Community College League of California (\$24,429)
- Association of Community College Trustees (\$15,990)
- Advisory Board Company (\$24,500)



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

**RECOMMENDATION NO. 15      NEW ASSOCIATE DEGREES, COURSES AND CERTIFICATES**

*Requested Action: Approval/Ratification*

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

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

**Associate Degrees:**

- Associate in Science-Transfer, Business (AS-T Business)
- Associate in Arts-Transfer, History (AA-T History)

**New Courses – credit:**

- Dance 70: Dance Staging Technique
- Political Science 3: Introduction to Politics: Justice, Power and Agency
- Business 34: Introduction to Social Media Marketing
- Computer Information Systems (CIS) 67: WordPress
- Communication Studies 31: Research Methods for Communication Studies
- Nutrition 3: Introduction to the Dietetics Profession
- Nutrition 8: Principles of Food Preparation
- Office Technology (OFTECH) 28: Electronic Health Records
- Photography 31: Introduction: Photographing People
- Photography 33: Techniques of Lighting: Product
- Varsity Intercollegiate Sports – VAR PE 43V: Varsity Soccer For Men

**Distance Education Courses:**

- Business 34: Introduction to Social Media Marketing
- Business 53: Importing And Exporting
- Computer Information Systems (CIS) 67: WordPress
- Dance 5: Dance History
- Early Childhood Education (ECE) 48: Adult Supervision And Mentoring
- Geography (GEOG) 20/Geographic Information Systems (GIS) 20/Computer Information Systems (CIS) 20: Introduction To Geographic Information Systems
- Office Technology (OFTECH) 28: Electronic Health Records

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 16    CONTRACTS FOR CELEBRATE AMERICA, 2012**

*Requested By: Linda Sullivan, Director Facilities Programming*

*Approved By Don Girard, Senior Director, Government Relations/Institutional Communications*

*Requested Action: Approval/Ratification*

Approval of the following contracts for Celebrate America 2012, scheduled for Saturday, June 30, 2012. All activities including entertainment and community picnic will be held on Corsair Field. There will be live music and an MC on the Corsair Stage and a spectacular fireworks show from the top of the Gym building and the driveway between the Gym and the Library. All costs are covered by sponsorships and donations.

	Provider	Amount	Service	Funding Source
A	Pyro Spectaculars - Fireworks	\$17,500	Fireworks	Sponsorships and Donations
B	Chris Mulkey Band	\$1,200	Music entertainment	Sponsorships and Donations
C	Eddie Jauregui, MC	\$300	Music entertainment	Sponsorships and Donations
D	Denise Flachbart	\$2,500	Production services	Sponsorships and Donations
E	Field Turf	\$2,500	Warranty repair and service of Corsair field turf	Sponsorships and Donations
F	Ling Audio Prod. – Stage and Sound	\$4,500	Stage and Sound System rentals	Sponsorships and Donations
G	Festival Lighting – Stage Lighting	\$1,975	Lighting equipment rental	Sponsorships and Donations
H	Andy Gump	\$1,797	Power Distribution	Sponsorships and Donations
I	SMC Campus Police	\$9,530	Police and Security	Sponsorships and Donations
J	Global Events – Security	\$5,383	Supplemental event security support services	Sponsorships and Donations
K	SMC Grounds/Maintenance	\$4,296	Custodial/clean-up John Adams	Sponsorships and Donations
L	Smart Party Rents	\$3,300	Rental of canopies, lighting, tables, and chairs	Sponsorships and Donations
M	West Coast Litho - Printing	\$2,095	Flyers and programs	Sponsorships and Donations

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: ANNUAL RECOMMENDATIONS

**RECOMMENDATION NO. 17 AMENDMENT TO 2011-2012 ANNUAL MARKETING CONTRACT**

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

Approved by: Chui L. Tsang, Superintendent/President

Requested Action: Ratification of Contract

Provider/Contract	Term/Amount	Service	Funding Source
CBS Outdoor	2011-2012 outdoor advertising for student recruitment (CBS Outdoor is the provider for the MTA bus system)  Increase contract approved July 7, 2011 in the amount not to exceed \$50,000 to new amount not to exceed \$100,000	This will expand outreach effort will provide both resident and nonresident prospective students with the opportunity to consider Santa Monica College for their higher education needs. SMC has suspended the use of radio for student recruitment for the past two years and suspended the use of general circulation print media for the past three years including a reduction in the printed schedule of classes. SMC has maintained the use of outdoor bus posters for student recruitment and community outreach at 2009-2010 levels. Neighboring colleges have recently increased their use of outdoor bus and billboard media for student recruitment for Fall 2012 as well as event sponsorship.	2011-2012 Marketing Budget

**RECOMMENDATION NO. 18 ANNUAL CONTRACT WITH BIG BLUE BUS**

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

Approved by: Chui L. Tsang, Superintendent/President

Requested Action: Ratification of Contract

Santa Monica Big Blue Bus	Provides a system-wide pass for all current SMC students and staff with ID to ride the Big Blue Bus any time, any line at no charge.  The City of Santa Monica did not increase the amount of this contract from 2010-2012.	Not to exceed \$1,219,480.	2012-2013 District/ Transportation Budget with an offset provided by the Associated Students (approximately 50 percent)
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 19    RATIFICATION OF CONTRACTS AND CONSULTANTS**

*Requested Action: Ratification*

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

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

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

*Approved by Board of Trustees: 9/8/08*

*Reference: Education Code Sections 81655, 81656*

	Provider/Contract	Term/Amount	Service	Funding Source
A	Ms. Desiree Cuevas	Not to exceed \$25,000. Payment will be made on a monthly basis.  August 27, 2012 – July 31, 2013	Ms. Desiree Cuevas, a doctoral student in clinical-community psychology at the University of La Verne, California, will serve as a full-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. All doctoral psychology students are required to continue their training after graduation in order to accrue the necessary hours of experience to be able to take the required California state licensing exam, and Ms. Cuevas will be fulfilling the requirement through this internship. She has significant experience working in a college setting and is in the process of completing her full-time predoctoral internship at Santa Ana Community College Psychological Services. The stipend amount is typical for post doctoral internships in this field.	Health Fees

*Requested by: Brenda Benson, Dean, Counseling/Retention*

*Approved by: Mike Tuitasi, Vice President, Student Affairs*

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 19    RATIFICATION OF CONTRACTS AND CONSULTANTS**

(continued)

Provider/Contract	Term/Amount	Service	Funding Source
B A+ Safety Training	Not to exceed \$24,850  June 1, 2012 – March 30, 2014	A + Safety Training will provide specialized training to ETP (Employer Training Panel) clients who request specialized training in the area of OSHA (Occupational Safety and Health Administration) compliance. Classes in Hazardous Materials Handling and Quality Control are approved categories of training for ETP contractors. The scope of work and class learning outcomes are clearly outlined by OSHA and adhered to by A+ Safety Training.	ETP Contract (100%)
C S. Groner Associates, Inc. (Stephen Groner, President)	Not to exceed \$5,000  June 7, 2012 - December 31, 2012	S. Groner Associates, Inc. will develop and implement effective outreach, marketing and participant recruitment strategies for the California Works Alliance Community Based Jobs Training Program in Recycling and Resource Management (funded by a U.S. Department of Labor Education and Training Administration grant which has grant funds designated for this purpose). They will assist SMC in meeting grant goals for the numbers of participants trained by increasing the number of participants recruited by grant partners throughout the region.	CBJT/DOL – Jobs through Recycling (100%)
Requested by: Patricia G. Ramos, Dean, Workforce & Economic Development Approved by: Jeff Shimizu, Vice President, Academic Affairs			
D Bozena Morton	Not to exceed \$2,000  March 27, 2012 – April 20, 2012	Bozena Morton provided grant writing services for a U.S. Department of State, Capacity Building Program for U.S. Undergraduate Study Abroad, working with Laurie McQuay-Peninger, SMC Director of Grants, to develop this proposal. Ms. Morton is an experienced grant writer, who was previously the Director of Grants at El Camino College. Her expertise is in international education, which is ideal given the focus of this grant to establish a study abroad program in China.	Grants Office (100%)
Requested by: Laurie McQuay-Peninger, Director, Grants Approved by: Jeff Shimizu, Vice President, Academic Affairs			

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 19    RATIFICATION OF CONTRACTS AND CONSULTANTS**

*(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
E	Transparent Language  Not to exceed \$1,000  August 21, 2012 - December 14, 2012  February 6, 2013 - June 11, 2013	Transparent Language, a language learning software company, will provide Internet access to four language programs in the Modern Languages and Cultures Department (MLCD) Language Lab in the Fall 2012 and Spring 2013 semesters.	MLCD District Lottery Budget (100%)
Requested by: Toni Trives, Department Chair, Modern Languages & Cultures Approved by: Jeff Shimizu, Vice President, Academic Affairs			
F	Adcamp, Inc.  August 28, 2013 – August 27, 2017	Adcamp, Inc. is a Los Angeles-based company that provides kiosks services for campus newspaper distribution. Adcamp works with more than 30 colleges in Southern California as well as university campuses.	Revenue: \$805 per month (the Corsair's Auxiliary account)
Requested by: Saul Rubin, Faculty Advisor, The Corsair Approved by: Jeff Shimizu, Vice President, Academic Affairs			
G	Total Compensation Services  2011-2012  \$5,000	To perform an updated GASB 45 related actuarial valuation to reflect the changes in negotiated benefits that occurred in 2011-2012. The actuarial valuation is required to be performed to remain in compliance with regulations related to the issuance of the District audit and participation in the CalPERS CERBT irrevocable trust.	General Fund
Requested by: Chris Bonvenuto, Director of Fiscal Services Approved by: Robert Isomoto, Vice President, Business/Administration			



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 21 CLASSIFIED PERSONNEL - REGULAR**

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

The following positions will be established/abolished in accordance with district policies and salary schedules.

<u>SALARY ALLOCATION</u>	<u>EFFECTIVE DATE</u>
Senior Student Services Specialist – EOPS/CARE Salary Range: 32/Classified Salary Schedule	06/06/12

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Lab. Tech. – Chemistry, (1 position) Physical Science, 11 months/40 hours/Night Shift	06/06/12

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Lab. Tech. – Chemistry, (1 position) Physical Science, 12 months/40 hours/Night Shift	06/05/12

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

<u>PROBATIONARY</u>	<u>EFFECTIVE DATE</u>
Gateward, Deja, Tutoring Coordinator- Business, LRC	06/11/12
Hudshon, Pjlevo, Skilled Maintenance Worker, Maintenance	05/14/12
Johnson, Jaclyn, Athletic Equipment Specialist, Athletics/KDR	05/14/12
Sheaffer, Carl, Skilled Maintenance Worker, Maintenance	05/07/12
Williams, Brandon, Media Services Technician, Media Graphics	06/04/12

<u>PROMOTION</u>	<u>EFFECTIVE DATE</u>
Meyering, Alice From: Administrative Assistant II, Office of Community Relations, 12 mos, 40 hrs To: Program Coordinator – Community and Contract Ed., Workforce and Econ. 12 mos, 40 hrs	05/29/12

<u>ADVANCED STEP PLACEMENT</u>	<u>EFFECTIVE DATE</u>
Johnson, Jaclyn, Athletic Equipment Specialist, Athletics/KDR Step C	05/14/12

<u>STIPENDS</u>	<u>EFFECTIVE DATE</u>
Cadena, Ruben, CC Police Officer, College Police 2.5% Comment: Field Training Officer Duties This will be Mr. Cadena’s second stipend; therefore he is only eligible for a 2.5% stipend.	05/01/12 – 08/25/12
Cadena, Ruben, CC Police Officer, College Police 5% Comment: Access Control/CCTV Duties	07/01/12 – 06/30/13
Echeverria, Alberto, CC Police Officer, College Police 5% Comment: Range Master Duties	07/01/12 – 06/30/13



Echeverria, Alberto, CC Police Officer, College Police	2.5%	07/01/12 – 06/30/13
Comment: Motorcycle Duties		
This will be Mr. Echeverria's second stipend; therefore he is only eligible for a 2.5% stipend.		
Wilson, Bryan, CC Police Officer, College Police	5%	04/23/12 – 06/30/12
Comment: Field Training Officer Duties		
Wilson, Bryan, CC Police Officer, College Police	2.5%	07/01/12 – 08/18/12
Comment: Field Training Officer Duties		
This will be Mr. Wilson's second stipend; therefore he is only eligible for a 2.5% stipend.		
Wilson, Bryan, CC Police Officer, College Police	5%	07/01/12 – 06/30/13
Comment: Training Coordinator Duties		

WORKING OUT OF CLASS ASSIGNMENT

Guzman, Jose, Personnel Technician		05/01/12 – 06/30/12
Pay Percentage: 50%		
Heximer, Brent, Administrative Assistant II		05/01/12 – 06/30/12
Pay Percentage: 50%		
Monzon, Karen, Personnel Analyst		05/01/12 – 06/30/12
Pay Percentage: 100%		
Vasquez, Olga, Employee Benefits Clerk		05/16/12 – 08/16/12
Pay Percentage: 50%		

LEAVES OF ABSENCE - UNPAID

Davis, Sandra, Buyer II, Purchasing		5/6/2012 6/5/2012
Hudson, Felicia, Custodian, Operations	(date correction)	02/14 – 04/29/12
Novella, Heriberto, Lead Custodian, Operations		6/4/2012 -6/5/2012

PERSONAL LEAVE

Kolbly, Joseph, Instructional Assistant – Math, Mathematics Department		06/18/12 – 07/27/12
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VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Johnson, Jaclyn, Athletic Equipment Specialist, Athletics/KDR		05/14/12 – 05/30/12
From: Athletic Equipment Specialist, Athletics/KDR, 11 mos, 40 hrs		
To: Athletic Equipment Specialist, Athletics/KDR, 11 mos, 15 hrs		

SEPARATIONS - RESIGNATION

Ishimaru, Randall, Lab. Tech. – Chemistry, Physical Science		05/16/12
LaBenda, Monica, Professional Development Coordinator, Human Resources		06/15/12
Lyon, Melissa, Student Services Specialist – Int'l, ISC		06/01/12
Mejia, Vanessa, Administrative Secretary, Academic Senate		06/13/12
Pratt, Jeffrey, Custodian, Operations		05/31/12
Ruetz, Russell D. Community College Police Officer, Campus Police		05/02/12
Wolf, Debora, Student Services Specialist – Fin. Aid, Financial Aid		05/23/12
Woodcock, Angela, Dispatcher, Campus Police		06/14/12

SEPARATION - 39-MONTH REEMPLOYMENT

Davis, Sandra, Buyer II, Purchasing		6/06/2012
Novella, Heriberto, Lead Custodian, Operations		6/06/2012

RETIREMENT

Huerta, Lucio, Custodian, Operations (13 years)		05/23/12
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 22 CLASSIFIED PERSONNEL – LIMITED DURATION**

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

All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules.

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

Brown, Carla, Administrative Assistant I, Admissions & Records	04/13/12-04/13/12
Brown, Stacey, Administrative Clerk, Human Resources	05/21/12-09/25/12
Flores, Shannon, Sign Language Interpreter III, DSC	05/21/12-09/25/12
Lepe, Jose B., Laboratory Technician-Chemistry, Physical Science	06/04/12-10/04/12

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

Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Adebowale, Lena, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Banks, Nichole, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Barchenko, Olga, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Calman, Clio, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Cannon, Ameenah, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Chase, Gerald, Registration/Registration Clerk, Bursar's Office	05/29/12-06/22/12
Dawson, Rebecca, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Dear, Kathleen, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Friedland, Shane, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Friha, Mohammed, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Gaskell, Loretha, Student Services Clerk, Financial Aid	05/18/12-06/29/12
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Hardister III, Harold, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Harge, Ronyee, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Harris, Yolanda, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Hrast, Tanja, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Iannone, John, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Juarez Jr., Jorge, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Lam, Albert, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Lui, Diana, Student Services Clerk, Financial Aid	05/18/12-06/29/12

Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Pabst, Ester, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Pacheco, Wendy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Palacio, DeeDee, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Ponce, Robert, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Ramirez, Lissette, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Sanchez, Oscar, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Seya, Thizier, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	05/29/12-06/22/12
Smith, Roya, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Sutton, Bobbi, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Swaim, Nancy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Thielking, Alan, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Thomas, Gabrielle, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Walker, Terrence, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Wilks, Susan, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Yapkovitz, David, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	06/04/12-06/29/12

**RECOMMENDATION NO. 23 CLASSIFIED PERSONNEL - NON MERIT**

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

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

Student Employees

College Student Assistant, \$8.00/hr (STHP)	49
College Work-Study Student Assistant, \$8.00/hr (FWS)	20
Cal Works, \$8.00/hr	1

Art Models

\$18.00/hr	1
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Art Models with costumes

\$21.00/hr	1
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24      FACILITIES**

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

24-A    AMENDMENT TO AGREEMENT FOR ARCHITECTURAL SERVICES – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT

Amend agreement with KISHIMOTO ARCHTIECTS expenses for architectural and engineering services for Connection of Existing Facilities to the Central Plant.

Original Contract Amount	\$633,000
Previously Approved Amendments	0
Amendment No. I	<u>\$14,000</u>
Revised Contract Amount	\$647,000

Funding Source: Measure AA

Comment:      As part of the connection to the Central Plant project the air handling equipment on the roof of the Business Building will be replaced. During the inspection of the building it was found that additional equipment will need to be replaced and the condition of the roof was poor. This amendment will cover the cost of engineering the replacement of the other mechanical equipment and the roof.

24-B    AGREEMENT FOR SOILS MANAGEMENT SERVICES – AET CAMPUS

Agreement with EEG SERVICES as Soils Management Consultant for the Academy of Entertainment and Technology Campus for an amount not to exceed \$145,000, plus reimbursable expenses.

Funding Source: Measure AA

Comment:      The consultant will provide soils management services including the preparation of a Soils Management Plan, testing, oversight and coordination with permitting agencies.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24**     **FACILITIES** *(continued)*

24-C    AGREEMENT FOR WASTEWATER ENGINEERING SERVICES – MALIBU CAMPUS

Agreement with ENSITU SERVICES as wastewater engineer for the Malibu Campus for an amount not to exceed \$25,440, plus reimbursable expenses.

Funding Source: Measure AA

Comment:     Development in the Malibu Civic Center is under strict limitations of the Los Angeles Regional Water Quality Control Board in regard to wastewater discharge.    The consultant will provide detailed engineering studies as required by the water board to approve the college’s plans for wastewater.

24-D    AWARD OF BID – BUNDY CAMPUS – NEW ROOF

Award the bid to the lowest responsive bidder for the Bundy Campus – New Roof.

<u>Bidder</u>	<u>Amount</u>
Trimax Construction Corp.	\$397,800

Funding Source:     Measure AA

Comment:            The roof was not replaced when this building was purchased by the District in 2002. This project involves the complete demolition of the existing built up roof, and installation of a new single ply roof on the SMC Bundy Campus. The new roof will include a twenty-year full system warranty.

24-E    RELEASE OF PARTIAL RETENTION – BUNDY CLASSROOM COMPLETION

Reduce the retention amount held from WAISMAN CONSTRUCTION for the Bundy Classroom Completion from 10% to 5%.

Comment:            The project is more than 90% completed.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24      FACILITIES** *(continued)*

24-F    CHANGE ORDER NO. 3 – BUNDY CLASSROOM – AUDIO VISUAL INSTALLATION

Change Order No. 3 – SPINITAR on the Bundy Classroom – Audio Visual Installation project in the amount of \$1,915.

Original Contract Amount	\$188,231
Previously Approved Change Orders	4,937
Change Order No. 3	<u>\$1,915</u>
Revised Contract Amount	\$195,083
Original Contract Time	28 days
Previous Time Extensions	<u>0 days</u>
Revised Contract Time	28days
Time Extension this Change Order	<u>0 days</u>
Current Revised Contract Time	28 days

Funding Source:            Measure AA

Comment:            Change Order No. 3 provides for the labor and material for the addition of two (2) external Blu-Ray USB writer drives to the OFE PCs and the change in Creston Touch Panels and related equipment in Rooms 119 and 121.

24-G    POOL PAYMENT UNDER JOINT USE FACILITIES AGREEMENT

Payment to:            City of Santa Monica  
Amount:                \$134,244.75  
For the Period:        July 1, 2011 – December 31, 2011 (6 months)  
Funding Source:       2011-2012 District General Fund

Comment:            Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share of maintenance and operation costs of the pool based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. College paid the City of Santa Monica \$137,347.83 for the same period last year.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 24**     **FACILITIES** *(continued)*

24-H LEASE BUYOUT FOR CELLULAR TOWER – 1660 STEWART STREET

Approve the contract with TowerCo for purchase of real property lease at 1660 Stewart Street, Santa Monica, California 90404 for \$100,000.

Comment:                The District leases a site on the Academy of Entertainment and Technology campus for cellular transmission tower to TowerCo. The District receives \$34,392 annual rent from TowerCo and the lease still has about 20 years remaining.

As part of the renovation of the AET campus, all of the existing parking will be relocated to a new parking structure and two new buildings will be constructed on the former parking lot site. The District approached TowerCo with the option of relocating the cellular carriers from the tower to the top of the new parking structure, however, TowerCo has a strict business model that does not allow them to operate on buildings, only towers. Therefore, TowerCo asked to be bought out from the lease. Based on the current formula they use to buy tower sites, they asked to be compensated \$124,000 for the site. The amount was later negotiated down to \$100,000.

24-I PROPERTY LEASE FOR WIRELESS SERVICE PROVIDER – AET CAMPUS

Agreement with SPRINT/ PCS ASSETS, L.L.C. for approximately 800 square feet of property at the Academy of Entertainment and Technology campus for placement of antenna tower and base station for rent of \$1,803 per month to be increased annually by 3%. Period of lease will commence when the current lease from Tower Co. is transferred to the District and will end with the activation of a new antenna system on completed AET parking structure (approximately one year).

Funding Source:                Revenue to District

Comment:                The construction of the next phase of development at the AET campus will require the removal of the current antenna tower. Sprint PCS has been offered a suitable relocation site on the new parking structure. The current lease holder TowerCo operates towers with multiple carriers and is not interested in owning a lease on a parking garage for a single carrier. In a separate action, the District intends to buy out TowerCo's leasehold to compensate them for the loss of the tower. This action is to transfer the existing lease on the current tower from TowerCo to the District during for the limited time during construction of the parking garage.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 25      BUDGET AUGMENTATION**

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

The 2011-2012 Adopted Budget will be amended to reflect the following budget augmentation:

25-A    BOARD FINANCIAL ASSISTANCE PROGRAM (BFAP)

Granting Agency:	State of California	
Appropriated Funding:	\$9,200	
Matching Funds:	None	
Performance Period:	July 1, 2011 – June 30, 2012	
Summary	The District qualifies for an additional \$9,200 in BFAP funding per the Second Principal Apportionment report issued by the Chancellor's Office.	
Budget Augmentation:	Revenue:	
	8600 State Revenue	\$9,200
	Expenditures:	
	6000 Capital Outlay	\$9,200



<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 26 BUDGET TRANSFERS**

Requested by: Chris Bonvenuto, Director, Fiscal Services  
 Approved by: Bob Isomoto, Vice President, Business/Administration  
 Requested Action: Approval/Ratification

26-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: April 18, 2012 to May 18, 2012

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	18,427
3000	Benefits	1,163
4000	Supplies	14,846
5000	Contract Services/Operating Exp	51,400
6000	Sites/Buildings/Equipment	-39,525
7000	Other Outgo/Student Payments	-46,311
Net Total:		0

26-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: April 18, 2012 to May 18, 2012

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-37,827
2000	Classified/Student Salaries	-1,065
3000	Benefits	2,854
4000	Supplies	19,717
5000	Contract Services/Operating Exp	9,319
6000	Sites/Buildings/Equipment	1,065
7000	Other Outgo/Student Payments	5,937
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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 27    COMMERCIAL WARRANT REGISTER**

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

April 1 – April 30, 2012                      4980 – 5020                      \$ 13,146,342.77

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

**RECOMMENDATION NO. 28    PAYROLL WARRANT REGISTER**

Requested by:        *Ian Fraser, Payroll Manager*  
 Approved by:        *Bob Isomoto, Vice President, Business/Administration*  
 Requested Action:    *Approval/Ratification*

April 1 through April 30, 2012              C11 – C2J                      \$9,778,856.41

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

**RECOMMENDATION NO. 29    AUXILIARY PAYMENTS & PURCHASE ORDERS**

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

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

	Payments	Purchase Orders
April 1 – April 30, 2012	\$721,554.62	\$28,216.98

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

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 30 PURCHASING**

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

30-A AWARD OF PURCHASE ORDERS

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

April 1 – April 30, 2012 \$16,726,242.96

30-B REVISION TO AWARD TO BID –AUDIO VISUAL SYSTEMS EQUIPMENT AND INTEGRATION

Revision to the award the bid for audio-visual systems equipment and integration.

<u>Awarded Bid</u>	<u>Amount</u>
Golden Star Technology Inc. (GST)	\$195,507.04*

Funding: District General Fund  
 Academic Affairs General Funds \$121,934.35  
 (Bid Part A - Physical and Life Science 22 rooms)  
 Information Technology General Funds \$67,497.52  
 (Bid Part B - B-105, DH-222, Media Services)

Comment: This project is to furnish, install, and integrate audio visual equipment in 22 classrooms in Physical and Life Science Complex and furnish and install audio visual equipment in Business 105, Drescher Hall 222, and Media Services (equipment only).

\*The amount approved on May 1, 2012 contained a bidder calculation error in Part B funded with Information Technology General Funds. The revised total bid is \$195,507.04 (an increase of \$6,075.17). Golden Star Technology remains the lowest bidder for this project.

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 5, 2012

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 30 PURCHASING** *(continued)*

30-C PURCHASING AGREEMENTS AND AUTHORIZATION OF PURCHASE ORDERS

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

- 1) Glendale Unified School District, Contract P-13 08/09, with Apple Computers, to 11/15/2013, for Computer Equipment, Software, Peripherals and Service.
- 2) State of California/WSCA Contract, Contract B27160, with Dell Marketing L.P., to 08/31/2014, for Computer Equipment, Software, Peripherals and Service.
- 3) State of California/WSCA Contract, Contract B27164, with Hewlett Packard Company, to 08/31/2014, for Computer Equipment, Software, Peripherals and Service.
- 4) State of California (CMAS), Contract, Contract 3-94-70-0032, with IBM Corporation, to 12/31/2012, for Computer Equipment, Software, Peripherals and Service.
- 5) U.S. Communities for the County of Fairfax VA. Contract, Contract RQ09-997736-42B, with Insight Public Sector, Inc., to 04/30/2013, for Technology Products/Equipment, Section A and Technology Services/Solutions.
- 6) U.S. Communities for the County of Fairfax VA. Contract, Contract RQ09-997736-42C, with Tech Depot, to 04/30/2013, for Technology Products/Equipment, Section A.
- 7) State of California (CMAS), Contract, Contract 03-70-2023A, with Commercial Data System, Inc., to 05/31/2012, for Oracle Corporation for Software, License Support and Maintenance.
- 8) U.S. Communities for the County of Los Angeles Contract, Contract MA-IS-1140130, with Graybar Electric Company, Inc., to 01/13/2013, for Electrical Heating, Ventilation and supplies.
- 9) Western States Contracting Alliance (WSCA) for the State of California, Contract, Contract 7-09-79-02, with Waxie Enterprises, Inc., to 07/30/2011, for Janitorial Supplies.
- 10) State of California (CMAS), Contract, Contract 4-09-0087A, with ALLSTEEL Inc., to 12/31/2013, for Office Furnishings Systems, seating, files and Architectural Interiors.
- 11) State of California (CMAS) Contract, Contract 4-09-71-0091A, with Contract Office Group Inc., to 03/31/2013, for Haworth Office Furnishing Systems, seating files and Architectural Interiors.
- 12) Western States Contracting Alliance (WSCA) for the State of CA, Contract, Contract 07-08-99-5, with Pitney Bowes Inc., to 11/13/2012, for Mailroom Equipment and Maintenance.

- 13) Western States Contracting Alliance (WSCA) for the State of Utah, Contract, Contract MA-454/MSA5-06- 99-04, with Nexus IS, Inc., to 05/31/2011, for network communication equipment and maintenance.
- 14) California State University Contract, Contract 701/09/047, with Human Scale, to 05/31/2011, for Ergonomic Office Furniture.
- 15) University of California/California State University Contract, Contract 60119, with Steelcase, to 05/31/2011, for Office Furnishings Systems, seating, files and Architectural Interiors.
- 16) Western States Contracting Alliance (WSCA) for the State of Nevada, Contract 5-09-99-29 through 5-09-99-31, with NAPA Auto Parts, to 12/21/2012, for Auto parts and supplies.
- 17) Educational and Institutional Cooperative Purchasing, Contract CNR-01163, with VWR Scientific , to 06/2017, for General Laboratory Supplies
- 18) California State University Contract, Contract 90428, with Royal Paper Supply, to 10/13/2011, for Janitorial Paper Products
- 19) California State University Contract, Contract 1924, with PlanetBids, ongoing, for On-Line Bid/Vendor Management, Contract Management and Insurance Certificate Management Services Software Services.
- 20) California State University Contract, Contract 90365, with Mission Linen, to 08/31/2011, for Uniform Rentals and Sales.
- 21) EdBuy for the Los Angeles County Office of Education (LACOE), Contract, Contract 08/09-1383, with Xpedex, to 04/13/2012, for Cut Paper Supplies.
- 22) US Communities for Dallas County TX, Master Agreement, Contract 2007-118-3034, with Zep Manufacturing , to 12/13/2012, for Cleaning Chemicals and Supplies.
- 23) Western States Contracting Alliance (WSCA) for the State of Nevada, Contract 1568, with Simplex/Grinnel, to 10/31/2012, for Fire Alarm Testing/Fire Suppression Services
- 24) US Communities for City of Charlotte, Contract, with Autozone, to 01/25/2013, for Auto parts and supplies.
- 25) Western States Contracting Alliance (WSCA) for the State of California, Contract 05-09-99-31, with O'Reilly Auto Parts, to 12/31/2013, for Auto parts and supplies.
- 26) California County Superintendents Educational Services Association, with CalSave Program, ongoing contract, sponsored by Epylon.
- 27) University of California Office of the President (UCOP), Contract 708/OP/038, with Ricoh Americas Corporation, to 08/09/2011, Digital Copier Products and Services.
- 28) University of California Office of the President (UCOP), Contract 708/OP/039, with Xerox Corp., to 11/30/2011, Digital Copier Products & Services.

- 29) Western States Contracting Alliance (WSCA) for the State of Utah, Contract MA454, with Federal Express Corporation, to 08/27/2011, Express, Small Package air delivery and international shipments.
- 30) State of California/WSCA Contract, Contract 1862, with Grainger to 02/2014, for Industrial Supplies and Equipment, Janitorial Supplies and Equipment.
- 31) State of California/WSCA Contract, Contract 1336, with Fisher Scientific to 06/2013, for Science Supplies
- 32) US Communities Contract 11019, with Home Depot Supply, Inc., to 07/14, for Maintenance and Hardware Supplies.
- 33) Educational and Institutional Cooperative Purchasing, Contract CNR-01270, with Office Max to 12/31/15, for Office Supplies
- 34) State of California (CMAS), Contract 4-08-72-0008B, with Shaw Industries, to 04/2013, for Floor covering.
- 35) State of California (CMAS), Contract 4-08-72-0003G, with Continental Flooring, to 09/2015, for Floor covering.
- 36) Educational and Institutional Cooperative Purchasing, Contract CNR-01129, with Glidden Professional, to 07/31/15, for paint and supplies
- 37) Educational and Institutional Cooperative Purchasing, Contract CNR-01288, with School Health, to 11/30/14, for health and sports medicine supplies
- 38) US Communities Contract 11019, with Applied Industrial Technologies to 07/31/14, for Industrial MRO Supplies
- 39) SMC Bid 10-11/004SF year 2 renewal to Arrowhead/Nestle Waters for bottled water delivery through Auxiliary Services
- 40) SMC Bid 10-11/005SF year 2 renewal to Global Transportation Solutions for shuttle services

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

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	June 5, 2012

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT:** 10:57 p.m.

The meeting was adjourned in memory of **Gilbert Saint-Leon**, retired SMC English professor.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, July 17, 2012** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Report: 2011-2012 Grant Funded Projects
2. Report: Curriculum
3. Appointments to Citizens' Bond Oversight Committee
4. Annual Recommendations: Contracts and Consultants

**UNRESTRICTED GENERAL FUND 01.0  
2012-2013 TENTATIVE REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>2011-2012 PROJECTED REVENUE</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>FEDERAL</b>			
FIN AID ADM ALLOWANCES	125,576	127,218	130,317
<b>TOTAL FEDERAL</b>	<b>125,576</b>	<b>127,218</b>	<b>130,317</b>
<b>STATE</b>			
GENERAL APPORTIONMENT	74,962,216	73,890,394	73,801,412
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	213,590	-
HOMEOWNERS EXEMPT	101,222	101,200	101,568
STATE LOTTERY REVENUE	3,071,618	2,993,364	2,898,516
MANDATED COST RECOVERY	-	-	598,136
OTHER STATE	633,259	635,252	631,129
<b>TOTAL STATE</b>	<b>78,768,315</b>	<b>77,833,800</b>	<b>78,030,761</b>
<b>LOCAL</b>			
PROP TAX SHIFT (ERAF)	1,549,779	906,185	-
SECURED TAX	9,581,287	8,752,069	10,558,806
SUPPLEMENTAL TAXES	92,383	96,078	73,906
UNSECURED TAX	443,088	443,000	434,813
PRIOR YRS TAXES	732,120	872,171	872,171
PROPERTY TAX - RDA PASS THRU	374,175	370,354	370,354
PRIVATE DONATIONS	83,510	83,510	-
RENTS	125,919	150,000	150,000
INTEREST	192,664	221,000	130,000
ENROLLMENT FEES	13,998,803	11,475,657	14,170,651
STUDENT RECORDS	431,634	448,800	433,720
NON-RESIDENT TUITION/INTENSIVE ESL	24,332,560	24,391,701	24,969,299
FEE BASED INSTRUCTION	150,000	286,000	400,000
OTHER STUDENT FEES & CHARGES	139,084	139,084	134,411
F1 APPLICATION FEES	170,040	235,000	227,104
OTHER LOCAL	482,340	482,340	482,340
I. D. CARD SERVICE CHARGE	866,521	1,030,000	995,392
LIBRARY CARDS	140	140	140
LIBRARY FINES	15,000	15,000	15,000
PARKING FINES	190,000	155,000	155,000
<b>TOTAL LOCAL</b>	<b>53,951,047</b>	<b>50,553,089</b>	<b>54,573,107</b>
<b>TOTAL REVENUE</b>	<b>132,844,938</b>	<b>128,514,107</b>	<b>132,734,185</b>
TRANSFER IN	170,540	215,059	141,643
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>133,015,478</b>	<b>128,729,166</b>	<b>132,875,828</b>



**UNRESTRICTED GENERAL FUND 01.0  
2012-2013 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED EXPENDITURES	2012-2013 TENTATIVE BUDGET
INSTRUCTION	23,190,440	22,983,295	24,651,885
ACADEMIC MANAGERS	5,475,177	5,547,047	5,463,886
NON-INSTRUCTION	5,878,973	6,025,175	6,355,228
HOURLY INSTRUCTION	23,307,962	23,697,245	23,230,057
HOURLY NON-INSTRUCTION	3,505,368	3,693,172	3,643,984
VACANT POSITIONS	173,864	173,864	292,974
VACANCY SAVINGS	(86,932)	(152,131)	(146,487)
RESTORATION OF STUDENT SERVICES	744,200	744,200	-
<b>TOTAL ACADEMIC</b>	<b>62,189,052</b>	<b>62,711,867</b>	<b>63,491,527</b>
CLASSIFIED REGULAR	20,056,289	19,855,450	20,178,313
CLASSIFIED MANAGERS	3,809,068	3,966,864	4,236,112
CLASS REG INSTRUCTION	2,925,769	2,962,486	2,859,512
CLASSIFIED HOURLY	1,687,901	1,839,096	1,845,631
CLASS HRLY INSTRUCTION	614,071	596,287	591,071
VACANT POSITIONS	1,158,979	1,072,185	907,059
VACANCY SAVINGS	(579,490)	(938,162)	(453,530)
RESTORATION OF STUDENT SERVICES	102,295	102,295	-
<b>TOTAL CLASSIFIED</b>	<b>29,774,882</b>	<b>29,456,501</b>	<b>30,164,168</b>
STRS	3,882,940	3,919,985	4,008,254
PERS	3,370,726	3,382,584	3,816,269
OASDI/MEDICARE	2,969,664	2,979,641	3,035,768
H/W	13,110,209	13,032,673	12,466,965
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	685,223	-
RETIREEES' H/W	2,559,772	2,569,119	2,887,117
NET EFFECT OF RETIREEE BENEFITS - GASB 45	-	-	(887,117)
SUI	1,638,836	1,650,349	1,208,847
WORKERS' COMPENSATION	1,370,311	1,370,311	1,334,499
ALTERNATIVE RETIREMENT	500,000	500,000	500,000
BENEFITS RELATED TO VACANT POSITIONS	266,569	249,210	264,005
BENEFITS RELATED TO VACANCY SAVINGS	(133,285)	(218,059)	(132,003)
RESTORATION OF STUDENT SERVICES	130,498	130,498	-
<b>TOTAL BENEFITS</b>	<b>29,666,240</b>	<b>30,251,534</b>	<b>28,502,604</b>
SUPPLIES	947,872	995,002	929,171
RESTORATION OF STUDENT SERVICES	-	-	-
<b>TOTAL SUPPLIES</b>	<b>947,872</b>	<b>995,002</b>	<b>929,171</b>
CONTRACTS/SERVICES	10,079,198	11,029,853	10,873,488
INSURANCE	913,397	913,397	913,397
UTILITIES	2,940,844	2,940,844	2,884,437
RESTORATION OF STUDENT SERVICES	43,807	43,807	-
<b>TOTAL SERVICES</b>	<b>13,977,246</b>	<b>14,927,901</b>	<b>14,671,322</b>
BLDG & SITES	288,250	-	38,250
EQUIPMENT	1,230,677	1,219,742	348,710
LEASE PURCHASES	72,090	15,035	67,735
RESTORATION OF STUDENT SERVICES	9,200	9,200	-
<b>TOTAL CAPITAL</b>	<b>1,600,217</b>	<b>1,243,977</b>	<b>454,695</b>
<b>TOTAL EXPENDITURES</b>	<b>138,155,509</b>	<b>139,586,782</b>	<b>138,213,487</b>
OUTGOING TRANSFER/FINANCIAL AID	252,137	252,137	234,495
RESTORATION OF STUDENT SERVICES	45,000	45,000	-
<b>TOTAL TRANSFERS/FINANCIAL AID</b>	<b>297,137</b>	<b>297,137</b>	<b>234,495</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>138,452,646</b>	<b>139,883,919</b>	<b>138,447,982</b>

**UNRESTRICTED GENERAL FUND 01.0  
2012-2013 TENTATIVE FUND BALANCE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED FUND BALANCE	2012-2013 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	133,015,478	131,938,249	132,277,692
TOTAL EXPENDITURES AND TRANSFERS	136,193,864	137,127,712	138,603,081
RESTORATION OF STUDENT SERVICES	1,075,000	1,075,000	-
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	1,599,412	1,495,259	1,464,038
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(799,707)	(1,308,352)	(732,020)
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(5,053,091)</b>	<b>(6,451,370)</b>	<b>(7,057,407)</b>
ONE-TIME FUNDING			
PRIOR YEAR APPORTIONMENT ADJ	-	213,590	-
MANDATED COST RECOVERY	-	-	598,136
DEFICIT FACTOR TO APPORTIONMENT	-	(3,422,673)	-
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	(685,223)	-
NET EFFECT OF RETIREE BENEFITS - GASB 45	-	-	887,117
FINANCIAL AID SYSTEM	-	(425,000)	-
COMPUTER LAB REPLACEMENTS-DEFERRED FROM 2010-11	(384,077)	(384,077)	-
POTENTIAL SAVINGS*	-	2,496,324	-
<b>OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS</b>	<b>(5,437,168)</b>	<b>(8,658,429)</b>	<b>(5,572,154)</b>
BEGINNING BALANCE***	20,675,673	20,675,673	10,952,975
TRANSFER TO DESIGNATED RESERVE - NET	(2,576,776)	(1,064,269)	3,377,437
<b>ENDING FUND BALANCE ***</b>	<b>12,661,729</b>	<b>10,952,975</b>	<b>8,758,258</b>
<b>FUND BALANCE RATIO TO TTL EXPENSES &amp; TRANSFERS**</b>	<b>9.15%</b>	<b>7.83%</b>	<b>6.33%</b>
<b>ENDING FUND BALANCE - UNDESIGNATED</b>	<b>12,661,729</b>	<b>10,952,975</b>	<b>8,758,258</b>
<b>DESIGNATED RESERVE FOR:</b>			
UNFUNDED RETIREE BENEFITS	2,000,000	2,000,000	-
CLASSIFIED EMPLOYEE WELFARE FUND	-	-	100,000
POSSIBLE MID-YEAR CUT - < \$2 BILLION NEW REVENUE	1,238,608	-	-
NEW FACULTY TO BE HIRED	826,336	1,074,237	-
SUPPLEMENTAL INSTRUCTION	500,000	403,200	-
FINANCIAL AID SYSTEM	425,000	-	-
<b>TOTAL</b>	<b>4,989,944</b>	<b>3,477,437</b>	<b>100,000</b>
<b>TOTAL FUND BALANCE</b>	<b>17,651,673</b>	<b>14,430,412</b>	<b>8,858,258</b>
<b>FUND BALANCE RATIO TO TTL EXPENSES &amp; TRANSFERS**</b>	<b>12.75%</b>	<b>10.32%</b>	<b>6.40%</b>

\* Potential Savings is not related to specific line items and therefore is not represented on the 311Q.

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

\*\*\* Fund Balance excludes Designated Reserves.

**UNRESTRICTED GENERAL FUND 01.0  
2012-2013 TENTATIVE REVENUE BUDGET**

ACCOUNTS	2008-2009 ACTUAL REVENUE	2009-2010 ACTUAL REVENUE	2010-2011 ACTUAL REVENUE	2011-2012 PROJECTED REVENUE	2012-2013 TENTATIVE BUDGET
<b>FEDERAL</b>					
FIN AID ADM ALLOWANCES	112,922	111,669	121,269	127,218	130,317
AMERICAN RECOVERY AND REINVESTMENT ACT	-	415,294	-	-	-
<b>TOTAL FEDERAL</b>	<b>112,922</b>	<b>526,963</b>	<b>121,269</b>	<b>127,218</b>	<b>130,317</b>
<b>STATE</b>					
PRINCIPAL APPORTIONMENT	87,063,646	81,667,004	81,732,986	73,890,394	73,801,412
CREDIT REVENUE GROWTH	-	-	2,554,764	-	-
PRIOR YR APPORTIONMENT ADJ.	1,480,188	675,100	103,957	213,590	-
HOMEOWNERS EXEMPT	94,813	101,768	101,222	101,200	101,568
STATE LOTTERY REVENUE	3,097,994	3,076,260	3,098,011	2,993,364	2,898,516
MANDATED COST RECOVERY	-	270,993	413,930	-	598,136
OTHER STATE	1,224,716	593,863	636,762	635,252	631,129
<b>TOTAL STATE</b>	<b>92,961,357</b>	<b>86,384,988</b>	<b>88,641,632</b>	<b>77,833,800</b>	<b>78,030,761</b>
<b>LOCAL</b>					
PROP TAX SHIFT (ERAF)	1,025,602	1,935,724	1,549,779	906,185	-
SECURED TAX	9,794,419	10,136,023	10,286,796	8,752,069	10,558,806
SUPPLEMENTAL TAXES	183,764	75,884	92,383	96,078	73,906
UNSECURED TAX	408,589	475,136	443,088	443,000	434,813
PRIOR YRS TAXES	416,358	235,666	732,120	872,171	872,171
PROPERTY TAX - RDA PASS THRU	317,365	357,977	374,175	370,354	370,354
PRIVATE DONATIONS	-	-	253,123	83,510	-
RENTS	69,960	56,919	114,919	150,000	150,000
INTEREST	414,554	234,374	222,864	221,000	130,000
ENROLLMENT FEES	8,244,191	9,945,255	9,595,086	11,475,657	14,170,651
STUDENT RECORDS	305,867	415,482	446,728	448,800	433,720
NON-RES TUITION/INTENSIVE ESL	17,961,185	20,199,343	21,387,129	24,391,701	24,969,299
FEE BASED INSTRUCTION	-	-	259,871	286,000	400,000
OTHER STUDENT FEES & CHARGES	140,060	193,886	143,948	139,084	134,411
F1 APPLICATION FEES	108,580	102,273	128,003	235,000	227,104
OTHER LOCAL	1,021,785	755,437	482,340	482,340	482,340
I. D. CARD SERVICE CHARGE	832,049	889,640	896,822	1,030,000	995,392
LIBRARY CARDS	280	160	140	140	140
LIBRARY FINES	17,114	15,247	14,949	15,000	15,000
PARKING FINES	273,447	268,497	196,264	155,000	155,000
<b>TOTAL LOCAL</b>	<b>41,535,169</b>	<b>46,292,923</b>	<b>47,620,527</b>	<b>50,553,089</b>	<b>54,573,107</b>
<b>TOTAL REVENUE</b>	<b>134,609,448</b>	<b>133,204,874</b>	<b>136,383,428</b>	<b>128,514,107</b>	<b>132,734,185</b>
TRANSFER IN	162,613	145,184	147,494	215,059	141,643
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>134,772,061</b>	<b>133,350,058</b>	<b>136,530,922</b>	<b>128,729,166</b>	<b>132,875,828</b>
BEGINNING BALANCE	16,797,976	17,408,758	18,470,103	20,675,673	8,456,651
BEGINNING DESIGNATED RESERVE	2,000,000	2,000,000	2,000,000	2,413,168	3,477,437
<b>TOTAL FUNDS AVAILABLE</b>	<b>153,570,037</b>	<b>152,758,816</b>	<b>157,001,025</b>	<b>151,818,007</b>	<b>144,809,916</b>

**UNRESTRICTED GENERAL FUND 01.0  
2012-2013 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	PROJECTED EXPENDITURES	TENTATIVE BUDGET
INSTRUCTION	23,070,875	22,953,111	22,757,111	22,983,295	24,651,885
ACADEMIC MANAGERS	4,892,447	5,272,095	5,580,839	5,547,047	5,463,886
NON-INSTRUCTION	5,337,375	5,746,275	5,894,175	6,025,175	6,355,228
HOURLY INSTRUCTION	27,304,843	25,298,301	24,851,260	23,697,245	23,230,057
HOURLY NON-INSTRUCTION	3,301,483	3,418,355	3,588,755	3,693,172	3,643,984
VACANT POSITIONS	-	-	-	173,864	292,974
VACANCY SAVINGS	-	-	-	(152,131)	(146,487)
RESTORATION OF STUDENT SERVICES	-	236,300	51,861	744,200	-
<b>TOTAL ACADEMIC</b>	<b>63,907,023</b>	<b>62,924,437</b>	<b>62,724,001</b>	<b>62,711,867</b>	<b>63,491,527</b>
CLASSIFIED REGULAR	19,099,152	19,372,790	19,882,179	19,855,450	20,178,313
CLASSIFIED MANAGERS	3,254,311	3,805,018	3,844,842	3,966,864	4,236,112
CLASS REG INSTRUCTION	2,841,378	2,889,770	2,833,721	2,962,486	2,859,512
CLASSIFIED HOURLY	1,885,963	1,669,226	1,717,282	1,839,096	1,845,631
CLASS HRLY INSTRUCTION	690,790	483,922	478,136	596,287	591,071
CLASSIFIED ONE-TIME OFF SCHEDULE PAY/RETRO	329,129	-	-	-	-
VACANT POSITIONS	-	-	-	1,072,185	907,059
VACANCY SAVINGS	-	-	-	(938,162)	(453,530)
RESTORATION OF STUDENT SERVICES	-	96,232	291,118	102,295	-
<b>TOTAL CLASSIFIED</b>	<b>28,100,723</b>	<b>28,316,958</b>	<b>29,047,278</b>	<b>29,456,501</b>	<b>30,164,168</b>
STRS	4,146,298	3,936,454	3,908,039	3,919,985	4,008,254
PERS	3,124,820	3,336,441	3,249,096	3,382,584	3,816,269
OASDI/MEDICARE	2,841,693	2,875,813	2,947,130	2,979,641	3,035,768
H/W	11,546,784	12,400,909	12,497,193	13,032,673	12,466,965
CALPERS PPO PREMIUM HOLIDAY	-	(901,830)	-	-	-
HRA FOR ADMIN, MANAGERS & CSEA MEMBERS-ONE-TIME	-	-	-	685,223	-
RETIREEES' H/W	1,895,557	1,870,564	2,348,543	2,569,119	2,887,117
NET EFFECT OF RETIREE BENEFITS - GASB 45	-	-	-	-	(887,117)
CALPERS PPO PREMIUM HOLIDAY - RETIREE H & W	-	(220,000)	-	-	-
SUI	344,132	465,123	900,865	1,650,349	1,208,847
WORKERS' COMPENSATION	1,140,082	1,302,437	1,294,230	1,370,311	1,334,499
ALTERNATIVE RETIREMENT	562,302	476,982	485,202	500,000	500,000
BENEFITS REL TO NON-FACULTY ONE-TIME OFF SCH PAY	61,613	-	-	-	-
BENEFITS RELATED TO VACANT POSITIONS	-	-	-	249,210	264,005
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	(218,059)	(132,003)
RESTORATION OF STUDENT SERVICES	-	72,182	136,100	130,498	-
<b>TOTAL BENEFITS</b>	<b>25,663,281</b>	<b>25,615,075</b>	<b>27,766,398</b>	<b>30,251,534</b>	<b>28,502,604</b>
SUPPLIES	909,098	839,780	868,674	995,002	929,171
RESTORATION OF STUDENT SERVICES	-	60,876	162,410	-	-
<b>TOTAL SUPPLIES</b>	<b>909,098</b>	<b>900,656</b>	<b>1,031,084</b>	<b>995,002</b>	<b>929,171</b>
CONTRACTS/SERVICES	11,150,163	9,997,598	9,043,464	11,029,853	10,873,488
INSURANCE	810,921	782,256	924,486	913,397	913,397
UTILITIES	3,107,023	2,991,819	2,754,582	2,940,844	2,884,437
RESTORATION OF STUDENT SERVICES	-	173,354	43,242	43,807	-
<b>TOTAL SERVICES</b>	<b>15,068,107</b>	<b>13,945,027</b>	<b>12,765,774</b>	<b>14,927,901</b>	<b>14,671,322</b>
BLDG & SITES	4,760	30,471	32,346	-	38,250
EQUIPMENT	193,224	191,189	208,956	1,219,742	348,710
LEASE PURCHASES	75,717	-	216	15,035	67,735
RESTORATION OF STUDENT SERVICES	-	34,822	58,536	9,200	-
<b>TOTAL CAPITAL</b>	<b>273,701</b>	<b>256,482</b>	<b>300,054</b>	<b>1,243,977</b>	<b>454,695</b>
<b>TOTAL EXPENDITURES</b>	<b>133,921,933</b>	<b>131,958,635</b>	<b>133,634,589</b>	<b>139,586,782</b>	<b>138,213,487</b>
OUTGOING TRANSFER/FINANCIAL AID	239,346	241,473	254,866	252,137	234,495
RESTORATION OF STUDENT SERVICES	-	88,605	22,728	45,000	-
<b>TOTAL TRANSFERS/FINANCIAL AID</b>	<b>239,346</b>	<b>330,078</b>	<b>277,594</b>	<b>297,137</b>	<b>234,495</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>134,161,279</b>	<b>132,288,713</b>	<b>133,912,183</b>	<b>139,883,919</b>	<b>138,447,982</b>
CONTINGENCY RESERVE	17,408,758	18,470,103	20,675,673	8,456,651	6,261,934
DESIGNATED RESERVE	2,000,000	2,000,000	2,413,168	3,477,437	100,000
<b>TOTAL</b>	<b>153,570,037</b>	<b>152,758,816</b>	<b>157,001,024</b>	<b>151,818,007</b>	<b>144,809,916</b>

**RESTRICTED GENERAL FUND 01.3  
2012-2013 TENTATIVE REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>2011-2012 PROJECTED REVENUE</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>FEDERAL</b>			
PERKINS IV TITLE I-C	570,647	563,416	595,937
FWS-FEDERAL WORK STUDY	553,353	553,353	531,512
RADIO GRANTS	1,620,125	1,620,125	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	53,534	53,534	56,367
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	490,977	490,977	110,000
FEDERAL CARRYOVERS	2,226,682	2,510,454	4,198,995
OTHER FEDERAL	5,001,178	6,491,301	1,627,536
<b>TOTAL FEDERAL</b>	<b>10,516,496</b>	<b>12,283,160</b>	<b>8,826,382</b>
<b>STATE</b>			
LOTTERY	460,915	460,915	569,794
BASIC SKILLS INITIATIVE	422,233	422,233	-
SFAA-STUDENT FINANCIAL AID ADMIN	702,062	707,062	676,535
EOPS-EXTENDED OPPORTUNITY PROG & SERV	827,320	836,169	827,320
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	55,879	55,879	55,879
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	766,831	1,113,656	1,113,656
NON-CREDIT MATRICULATION	20,861	20,861	20,861
MATRICULATION	613,223	613,223	615,302
MATRICULATION-TRANSFER RELATED	50,000	50,000	47,500
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	8,696	8,696	8,695
CALWORKS	154,188	172,595	172,595
ENROLLMENT GROWTH	160,937	160,937	118,187
STATE CARRYOVERS	1,257,658	1,190,896	1,547,689
OTHER STATE	3,800	797,420	7,500
<b>TOTAL STATE</b>	<b>5,504,603</b>	<b>6,610,542</b>	<b>5,781,513</b>
<b>LOCAL</b>			
PICO PARTNERSHIP	151,440	151,440	151,444
HEALTH FEES	1,142,326	1,198,826	1,364,750
PARKING FEES	1,746,196	1,746,196	1,600,000
DONATIONS-KCRW	5,047,836	5,047,836	2,364,514
COMMUNITY SERVICES	707,518	707,518	1,033,000
COUNTY CALWORKS	64,000	64,000	64,000
CONSOLIDATED CONTRACT ED-LOCAL	353,069	353,069	499,937
LOCAL CARRYOVERS	38,139	38,139	22,500
OTHER LOCAL	4,363,651	4,328,185	4,530,592
<b>TOTAL LOCAL</b>	<b>13,614,175</b>	<b>13,635,209</b>	<b>11,630,737</b>
<b>TOTAL REVENUE</b>	<b>29,635,274</b>	<b>32,528,911</b>	<b>26,238,632</b>

**RESTRICTED GENERAL FUND 01.3**  
**2012-2013 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED EXPENDITURES	2012-2013 TENTATIVE BUDGET
INSTRUCTION	15,288	10,000	-
MANAGEMENT	1,223,435	1,476,437	1,212,745
NON-INSTRUCTION	1,128,465	1,356,348	1,175,886
HOURLY INSTRUCTION	383,395	413,293	405,154
HOURLY NON-INSTRUCTION	1,228,022	1,455,959	1,311,399
<b>TOTAL ACADEMIC</b>	<b>3,978,605</b>	<b>4,712,037</b>	<b>4,105,184</b>
CLASSIFIED REGULAR	2,405,717	2,630,739	2,436,278
CLASSIFIED MANAGERS	328,316	224,024	411,150
CLASS REG INSTRUCTION	-	-	28,800
CLASSIFIED HOURLY	1,927,791	2,518,668	1,613,343
CLASS HRLY INSTRUCTION	398,339	362,339	286,000
<b>TOTAL CLASSIFIED</b>	<b>5,060,163</b>	<b>5,735,770</b>	<b>4,775,571</b>
BENEFITS HOLDING ACCOUNT	2,076,475	900,174	2,087,120
STRS	-	185,623	-
PERS	-	238,925	-
OASDI/MEDICARE	-	210,898	-
H/W	-	547,276	-
SUI	-	74,989	-
WORKERS' COMP.	-	67,139	-
ALTERNATIVE RETIREMENT	-	35,711	-
<b>TOTAL BENEFITS</b>	<b>2,076,475</b>	<b>2,260,735</b>	<b>2,087,120</b>
<b>TOTAL SUPPLIES</b>	<b>1,181,188</b>	<b>1,186,194</b>	<b>1,118,135</b>
CONTRACTS/SERVICES	10,532,128	11,128,473	6,969,137
INSURANCE	2,909,000	2,909,000	3,209,000
UTILITIES	231,700	231,700	221,500
<b>TOTAL SERVICES</b>	<b>13,672,828</b>	<b>14,269,173</b>	<b>10,399,637</b>
BLDG & SITES	1,585,000	1,585,000	1,725,000
EQUIPMENT/LEASE PURCHASE	1,454,302	2,037,039	1,438,549
<b>TOTAL CAPITAL</b>	<b>3,039,302</b>	<b>3,622,039</b>	<b>3,163,549</b>
<b>TOTAL EXPENDITURES</b>	<b>29,008,561</b>	<b>31,785,948</b>	<b>25,649,196</b>
OTHER OUTGO - STUDENT AID	626,703	698,434	538,250
OTHER OUTGO - TRANSFERS	170,540	215,059	141,643
<b>TOTAL OTHER OUTGO</b>	<b>797,243</b>	<b>913,493</b>	<b>679,893</b>
<b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b>	<b>29,805,804</b>	<b>32,699,441</b>	<b>26,329,089</b>

**RESTRICTED GENERAL FUND 01.3  
2012-2013 TENTATIVE FUND BALANCE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED FUND BALANCE	2012-2013 TENTATIVE BUDGET
TOTAL REVENUE AND TRANSFERS	29,635,274	32,528,911	26,238,632
TOTAL EXPENDITURES AND TRANSFERS	29,805,804	32,699,441	26,329,089
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(170,530)</b>	<b>(170,530)</b>	<b>(90,457)</b>
BEGINNING BALANCE	4,003,398	4,003,398	3,832,868
<b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>	<b>3,832,868</b>	<b>3,832,868</b>	<b>3,742,411</b>
<b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFERS</b>	<b>12.86%</b>	<b>11.72%</b>	<b>14.21%</b>

**RESTRICTED GENERAL FUND 01.3  
2012-2013 TENTATIVE REVENUE BUDGET**

<b>ACCOUNTS</b>	<b>2008-2009 ACTUAL REVENUE</b>	<b>2009-2010 ACTUAL REVENUE</b>	<b>2010-2011 ACTUAL REVENUE</b>	<b>2011-2012 PROJECTED REVENUE</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>FEDERAL</b>					
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	544,463	526,491	619,408	563,416	595,937
FWS-FEDERAL WORK STUDY	551,852	622,799	505,002	553,353	531,512
RADIO GRANTS	988,620	1,361,188	1,120,125	1,620,125	1,706,035
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	63,502	52,105	53,534	53,534	56,367
TECH PREP	81,405	57,252	69,708	-	-
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	-	428,222	490,977	110,000
FEDERAL CARRYOVERS	1,375,715	1,158,027	1,723,699	2,510,454	4,198,995
OTHER FEDERAL	1,897,927	1,385,556	2,155,891	6,491,301	1,627,536
<b>TOTAL FEDERAL</b>	<b>5,503,484</b>	<b>5,163,418</b>	<b>6,675,589</b>	<b>12,283,160</b>	<b>8,826,382</b>
<b>STATE</b>					
LOTTERY	367,949	421,314	497,315	460,915	569,794
BASIC SKILLS INITIATIVE	-	91,349	-	422,233	-
SFAA-STUDENT FINANCIAL AID ADMIN	629,706	605,970	688,499	707,062	676,535
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,424,488	864,179	827,320	836,169	827,320
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	98,579	58,820	55,879	55,879	55,879
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,512,738	1,032,033	1,154,499	1,113,656	1,113,656
NON-CREDIT MATRICULATION	47,233	20,962	21,959	20,861	20,861
MATRICULATION	1,223,762	638,242	698,129	613,223	615,302
MATRICULATION-TRANSFER RELATED	67,088	54,629	-	50,000	47,500
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	-	-	4,600	8,696	8,695
CALWORKS	322,783	173,562	162,303	172,595	172,595
ENROLLMENT GROWTH	242,005	122,457	124,516	160,937	118,187
STATE CARRYOVERS	3,105,910	2,869,019	1,157,225	1,190,896	1,547,689
OTHER STATE	780,128	443,240	246,968	797,420	7,500
<b>TOTAL STATE</b>	<b>9,822,369</b>	<b>7,395,776</b>	<b>5,639,212</b>	<b>6,610,542</b>	<b>5,781,513</b>
<b>LOCAL</b>					
PICO PARTNERSHIP	140,007	153,127	135,203	151,440	151,444
HEALTH FEES	884,710	1,032,598	1,040,589	1,198,826	1,364,750
PARKING FEES	1,637,321	1,279,828	1,795,561	1,746,196	1,600,000
DONATIONS-KCRW	4,048,708	3,177,164	3,836,995	5,047,836	2,364,514
COMMUNITY SERVICES	812,348	747,128	664,103	707,518	1,033,000
COUNTY CALWORKS	72,417	64,000	64,000	64,000	64,000
CONSOLIDATED CONTRACT ED-LOCAL	49,565	74,881	353,069	353,069	499,937
LOCAL CARRYOVERS	728,482	805,943	23,135	38,139	22,500
OTHER LOCAL	2,287,116	2,704,152	4,121,960	4,328,185	4,530,592
<b>TOTAL LOCAL</b>	<b>10,660,674</b>	<b>10,038,821</b>	<b>12,034,615</b>	<b>13,635,209</b>	<b>11,630,737</b>
<b>TOTAL REVENUE</b>	<b>25,986,527</b>	<b>22,598,015</b>	<b>24,349,416</b>	<b>32,528,911</b>	<b>26,238,632</b>
BEGINNING BALANCE	-	-	-	4,003,398	3,832,868
ADJUSTMENT TO BEGINNING BALANCE	-	-	3,627,475	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>25,986,527</b>	<b>22,598,015</b>	<b>27,976,891</b>	<b>36,532,309</b>	<b>30,071,500</b>



**RESTRICTED GENERAL FUND 01.3  
2012-2013 TENTATIVE EXPENDITURE BUDGET**

ACCOUNTS	2008-2009 ACTUAL EXPENDITURES	2009-2010 ACTUAL EXPENDITURES	2010-2011 ACTUAL EXPENDITURES	2011-2012 PROJECTED EXPENDITURES	2012-2013 TENTATIVE BUDGET
INSTRUCTION	342,717	220,506	78,905	10,000	-
MANAGEMENT	1,686,401	1,434,912	1,172,287	1,476,437	1,212,745
NON-INSTRUCTION	1,385,907	1,000,375	1,323,213	1,356,348	1,175,886
HOURLY INSTRUCTION	146,703	421,468	240,474	413,293	405,154
HOURLY NON-INSTRUCTION	2,057,493	1,570,689	1,673,188	1,455,959	1,311,399
<b>TOTAL ACADEMIC</b>	<b>5,619,221</b>	<b>4,647,950</b>	<b>4,488,067</b>	<b>4,712,037</b>	<b>4,105,184</b>
CLASSIFIED REGULAR	2,504,992	2,359,447	2,307,285	2,630,739	2,436,278
CLASSIFIED MANAGERS	367,907	320,940	255,021	224,024	411,150
CLASS REG INSTRUCTION	-	-	-	-	28,800
CLASSIFIED HOURLY	2,447,461	1,965,992	1,986,322	2,518,668	1,613,343
CLASS HRLY INSTRUCTION	287,990	339,970	268,607	362,339	286,000
<b>TOTAL CLASSIFIED</b>	<b>5,608,350</b>	<b>4,986,349</b>	<b>4,817,235</b>	<b>5,735,770</b>	<b>4,775,571</b>
BENEFITS HOLDING ACCOUNT	-	-	-	900,174	2,087,120
STRS	408,782	331,598	276,367	185,623	-
PERS	322,418	323,195	322,019	238,925	-
OASDI/MEDICARE	366,184	333,480	303,972	210,898	-
H/W	838,609	688,411	843,071	547,276	-
SUI	26,527	25,119	59,189	74,989	-
WORKERS' COMP.	122,499	110,606	103,159	67,139	-
ALTERNATIVE RETIREMENT	57,495	58,415	62,133	35,711	-
<b>TOTAL BENEFITS</b>	<b>2,142,514</b>	<b>1,870,824</b>	<b>1,969,910</b>	<b>2,260,735</b>	<b>2,087,120</b>
<b>TOTAL SUPPLIES</b>	<b>755,776</b>	<b>652,480</b>	<b>721,959</b>	<b>1,186,194</b>	<b>1,118,135</b>
CONTRACTS/SERVICES	5,616,217	4,882,853	5,646,547	11,128,473	6,969,137
INSURANCE	2,018,046	2,413,622	2,678,199	2,909,000	3,209,000
UTILITIES	174,215	179,551	270,484	231,700	221,500
<b>TOTAL SERVICES</b>	<b>7,808,478</b>	<b>7,476,026</b>	<b>8,595,230</b>	<b>14,269,173</b>	<b>10,399,637</b>
BLDG & SITES	1,929,592	1,187,335	1,522,788	1,585,000	1,725,000
EQUIPMENT/LEASE PURCHASE	1,239,779	1,205,996	1,132,022	2,037,039	1,438,549
<b>TOTAL CAPITAL</b>	<b>3,169,371</b>	<b>2,393,331</b>	<b>2,654,810</b>	<b>3,622,039</b>	<b>3,163,549</b>
<b>TOTAL EXPENDITURES</b>	<b>25,103,710</b>	<b>22,026,960</b>	<b>23,247,211</b>	<b>31,785,948</b>	<b>25,649,196</b>
OTHER OUTGO - STUDENT AID	720,204	425,871	578,788	698,434	538,250
OTHER OUTGO - TRANSFERS	162,613	145,184	147,494	215,059	141,643
<b>TOTAL OTHER OUTGO</b>	<b>882,817</b>	<b>571,055</b>	<b>726,282</b>	<b>913,493</b>	<b>679,893</b>
<b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b>	<b>25,986,527</b>	<b>22,598,015</b>	<b>23,973,493</b>	<b>32,699,441</b>	<b>26,329,089</b>
ENDING FUND BALANCE	-	-	4,003,398	3,832,868	3,742,411
<b>TOTAL</b>	<b>25,986,527</b>	<b>22,598,015</b>	<b>27,976,891</b>	<b>36,532,309</b>	<b>30,071,500</b>

**CAPITAL OUTLAY FUND 40.0**  
**2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 TENTATIVE BUDGET
<b>REVENUE</b>			
RENTS	-	163,500	90,000
INTEREST	64,235	118,000	141,500
NON-RESIDENT CAPITAL CHARGE	2,758,527	2,758,527	2,302,317
LOCAL INCOME	-	135,558	184,406
<b>TOTAL REVENUE</b>	<b>2,822,762</b>	<b>3,175,585</b>	<b>2,718,223</b>
<b>EXPENDITURES</b>			
SUPPLIES	60,250	2,750	50,000
CONTRACT SERVICES	365,369	149,464	425,000
CAPITAL OUTLAY	10,232,341	1,463,825	11,637,967
<b>TOTAL EXPENDITURES</b>	<b>10,657,960</b>	<b>1,616,039</b>	<b>12,112,967</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(7,835,198)</b>	<b>1,559,546</b>	<b>(9,394,744)</b>
<b>BEGINNING BALANCE</b>	7,835,198	7,835,198	9,394,744
<b>ENDING FUND BALANCE</b>	-	<b>9,394,744</b>	-

**EARTHQUAKE FUND 41.0**  
**2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-12 PROJECTED	2012-2013 TENTATIVE BUDGET
<b>REVENUE</b>			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	1,000	8	8
<b>TOTAL REVENUE</b>	<b>1,000</b>	<b>8</b>	<b>8</b>
<b>EXPENDITURES</b>			
CONTRACT SERVICES	-	-	-
CAPITAL OUTLAY	2,263,256	-	2,262,272
TRANSFER OUT	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>2,263,256</b>	<b>-</b>	<b>2,262,272</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(2,262,256)</b>	<b>8</b>	<b>(2,262,264)</b>
<b>BEGINNING BALANCE</b>	<b>2,262,256</b>	<b>2,262,256</b>	<b>2,262,264</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>2,262,264</b>	<b>-</b>

**MEASURE U FUND 42.2  
2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-12 ADOPTED BUDGET</b>	<b>2011-2012 PROJECTED</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	302,000	245,000	217,000
<b>TOTAL REVENUE</b>	<b>302,000</b>	<b>245,000</b>	<b>217,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	50,000	-	25,000
CONTRACT SERVICES	519,500	25,959	340,000
CAPITAL OUTLAY*	23,285,005	2,942,802	20,680,744
<b>TOTAL EXPENDITURES</b>	<b>23,854,505</b>	<b>2,968,761</b>	<b>21,045,744</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(23,552,505)</b>	<b>(2,723,761)</b>	<b>(20,828,744)</b>
<b>BEGINNING BALANCE</b>	23,552,505	23,552,505	20,828,744
<b>ENDING FUND BALANCE</b>	-	<b>20,828,744</b>	-

**MEASURE S FUND 42.3**  
**2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 TENTATIVE BUDGET
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	775,000	600,000	597,500
<b>TOTAL REVENUE</b>	<b>775,000</b>	<b>600,000</b>	<b>597,500</b>
<b>EXPENDITURES</b>			
SUPPLIES	100,000	648	100,000
CONTRACT SERVICES	1,627,500	285,440	1,826,500
CAPITAL OUTLAY	58,301,776	554,205	57,684,983
<b>TOTAL EXPENDITURES</b>	<b>60,029,276</b>	<b>840,293</b>	<b>59,611,483</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(59,254,276)</b>	<b>(240,293)</b>	<b>(59,013,983)</b>
<b>BEGINNING BALANCE</b>	59,254,276	59,254,276	59,013,983
<b>ENDING FUND BALANCE</b>	-	<b>59,013,983</b>	-

**MEASURE AA FUND 42.4  
2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>2011-2012 PROJECTED</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	1,100,000	850,000	528,785
<b>TOTAL REVENUE</b>	<b>1,100,000</b>	<b>850,000</b>	<b>528,785</b>
<b>EXPENDITURES</b>			
SUPPLIES	100,000	11,088	100,000
CONTRACT SERVICES	2,337,500	146,477	1,667,250
CAPITAL OUTLAY	84,541,901	33,146,235	52,187,136
<b>TOTAL EXPENDITURES</b>	<b>86,979,401</b>	<b>33,303,800</b>	<b>53,954,386</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(85,879,401)</b>	<b>(32,453,800)</b>	<b>(53,425,601)</b>
<b>BEGINNING BALANCE</b>	85,879,401	85,879,401	53,425,601
<b>ENDING FUND BALANCE</b>	-	<b>53,425,601</b>	-

**INTEREST AND REDEMPTION FUND 48.0**  
**2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2011-2012 ADOPTED BUDGET	2011-2012 PROJECTED	2012-2013 TENTATIVE BUDGET
<b>BEGINNING BALANCE</b>	24,467,046	24,467,046	24,295,797
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
<b>ADJUSTED BEGINNING BALANCE</b>	<b>24,467,046</b>	<b>24,467,046</b>	<b>24,295,797</b>
<b>REVENUE</b>			
FEDERAL SUBSIDY - (ARRA)	-	-	-
STATE REVENUES	-	-	-
VOTER INDEBTED TAXES	29,669,485	29,669,485	29,669,485
<b>TOTAL REVENUE</b>	<b>29,669,485</b>	<b>29,669,485</b>	<b>29,669,485</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>54,136,531</b>	<b>54,136,531</b>	<b>53,965,282</b>
<b>EXPENDITURES</b>			
DEBT REDEMPTION	14,515,096	14,515,096	14,515,096
INTEREST CHARGES	15,325,638	15,325,638	15,325,638
<b>TOTAL EXPENDITURES</b>	<b>29,840,734</b>	<b>29,840,734</b>	<b>29,840,734</b>
<b>ENDING FUND BALANCE</b>	<b>24,295,797</b>	<b>24,295,797</b>	<b>24,124,548</b>
**The Bond Interest and Redemption Fund is controlled by the County of Los Angeles Department of Auditor-Controller.			

**STUDENT FINANCIAL AID FUND 74.0  
2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET**

<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>2011-2012 PROJECTED</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>REVENUE</b>			
FEDERAL GRANTS	29,537,561	35,659,561	35,598,486
FEDERAL LOANS	3,000,000	3,800,000	3,500,000
CAL GRANTS	1,004,600	1,494,600	1,504,300
TRANSFER	252,137	252,137	234,495
<b>TOTAL REVENUE</b>	<b>33,794,298</b>	<b>41,206,298</b>	<b>40,837,281</b>
<b>EXPENDITURES</b>			
FINANCIAL AID	33,794,298	41,206,298	40,837,281
<b>TOTAL EXPENDITURES</b>	<b>33,794,298</b>	<b>41,206,298</b>	<b>40,837,281</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>



<b>AUXILIARY FUND</b>			
<b>2012-2013 TENTATIVE REVENUE AND EXPENDITURE BUDGET</b>			
<b>ACCOUNTS</b>	<b>2011-2012 ADOPTED BUDGET</b>	<b>2011-2012 PROJECTED</b>	<b>2012-2013 TENTATIVE BUDGET</b>
<b>BEGINNING BALANCE</b>	1,788,840	1,788,840	1,027,421
ADJ. TO BEG. BALANCE	-	-	-
<b>ADJUSTED BEGINNING BALANCE</b>	<u>1,788,840</u>	<u>1,788,840</u>	<u>1,027,421</u>
<b>REVENUE</b>			
GROSS SALES	7,142,698	6,209,882	5,523,972
LESS: COST OF GOODS	<u>(4,960,987)</u>	<u>(4,319,015)</u>	<u>(3,871,766)</u>
NET	2,181,711	1,890,867	1,652,206
VENDOR INCOME	567,496	585,031	692,175
AUXILIARY PROGRAM INCOME	<u>266,239</u>	<u>308,654</u>	<u>245,549</u>
NET INCOME	3,015,446	2,784,552	2,589,930
INTEREST	<u>33,300</u>	<u>39,000</u>	<u>27,000</u>
<b>TOTAL REVENUE</b>	<u>3,048,746</u>	<u>2,823,552</u>	<u>2,616,930</u>
<b>TOTAL FUNDS AVAILABLE</b>	<u>4,837,586</u>	<u>4,612,392</u>	<u>3,644,351</u>
<b>EXPENDITURES</b>			
STAFFING	1,237,496	1,237,496	1,129,794
FRINGE BENEFITS	331,643	331,643	337,982
OPERATING	<u>1,995,085</u>	<u>2,015,832</u>	<u>1,397,526</u>
<b>TOTAL EXPENDITURES</b>	<u>3,564,224</u>	<u>3,584,971</u>	<u>2,865,302</u>
<b>ENDING FUND BALANCE</b>	<u>1,273,362</u>	<u>1,027,421</u>	<u>779,049</u>