

M - N U T R E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
TUESDAY, FEBRUARY 2, 2016

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Closed Session
(Business Building Room 111)

Regular Public Meeting
Board Room (Business Building Room 117)

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

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2016

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, February 2, 2016.

I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER – 5:30 p.m.

- B ROLL CALL
 Dr. Louise Jaffe, Chair - Present
 Dr. Andrew Walzer, Vice-Chair - Present
 Dr. Susan Aminoff - Present
 Dr. Nancy Greenstein - Present
 Dr. Margaret Quiñones-Perez - Present
 Rob Rader - Present
 Barry Snell - Present
 Jonathan Eady, Student Trustee – Present (for public session)

- C PUBLIC COMMENTS ON CLOSED SESSION ITEMS - None

II. CLOSED SESSION

Agency designated representatives: Marcia Wade, Vice-President, Human Resources
 Robert Myers, Campus Counsel
 Employee Organization: CSEA, Chapter 36

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

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

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9)
 Bridges v. Santa Monica Community College District, Los Angeles Superior Court, Case No. BC607675.

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

- PLEDGE OF ALLEGIANCE – Interim Superintendent/President Jeff Shimizu

- CLOSED SESSION REPORT
Action No. 1
 The Board of Trustees in closed session voted to release one academic administrator and authorized the Superintendent/President, or his designee, to provide the academic administrator with notice on or before March 15, 2016 that the administrator will not be reemployed by appointment or contract upon the conclusion of the 2015-2016 fiscal year.
 Ayes: 7
 Noes: 0

Action No. 2

The Board of Trustees in closed session voted to release one project manager and authorized the Superintendent/President, or his designee, to provide the academic administrator with notice on or before March 15, 2016 that the project manager will not be reemployed by appointment or contract upon the conclusion of the 2015-2016 fiscal year.

Ayes: 7

Noes 0

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

MOTION MADE BY: Rob Rader

SECONDED BY: Andrew Walzer

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

IV. ***SUPERINTENDENT'S REPORT***

V. ***ACADEMIC SENATE REPORT***

VI. ***REPORTS FROM DPAC CONSTITUENCIES***

- Associated Students
- CSEA
- Faculty Association
- Management Association

VII. ***PUBLIC COMMENTS***

Aretta Gottke

VIII. ***MAJOR ITEMS OF BUSINESS***

- #1 Receipt of 2014-2015 Audit Reports
- #2 Agreement for Architectural Services – 2016 Facilities Master Plan Update
- #3 Amendments to Citizens' Bond Oversight Committee Bylaws
- #4 2015-2016 Quarterly Budget Report and 311Q Report
- 5 Update: Student Success Initiatives
- 6 Update: Progress Report on Collaborations with SMMUSD
- 7 Discussion: Board of Trustees Study Session

IX. ***CONSENT AGENDA***

Approval of Minutes

- #8 Approval of Minutes: January 12, 2016 (Regular Meeting)
January 13, 2016 (Special Meeting)

Grants and Contracts

- #9 Ratification of Contracts and Consultants

Human Resources

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

Facilities and Fiscal

- #14 Facilities
 - A Change Order No. 15 and No. 12 – AET Campus and Parking Structure A
 - B Change Order No. 7 – Health, PE, Fitness, Dance and Central Plant
 - C Project Close Out – Information Technology Relocation Project
- #15 Budget Transfers
- #16 Commercial Warrant Register
- #17 Payroll Warrant Register
- #18 Authorization of Signatures to Approve Invoices, 2015-2016
- #19 Organizational Memberships, 2015-2016
- #20 Providers for Community and Contract Education
- #21 Purchasing
 - A Award of Purchase Orders
 - B Award of Bid – Airport Campus Fire Sprinkler Pipe Repair
 - C Award of Bid – Tree Service
 - D Award of Contracts

X. **CONSENT AGENDA – Pulled Recommendations**

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

XI. **INFORMATION ITEM**

22 Citizens' Bond Oversight Committee Meeting, January 20, 2016

XII. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

The Board of Trustees will hold a special meeting/closed session on **Saturday, February 20, 2016** at 10 a.m. at the SMC Alumni Office, 1510 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, March 3, 2015** 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 History of SMC Facility Master Planning
- Appendix B Citizens' Bond Oversight Committee Bylaws
- Appendix C 2015-2016 Quarterly Budget Report and 311Q Report
- Appendix D Update: Progress Report on Collaborations with SMMUSD

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2016

IV. SUPERINTENDENT'S REPORT

Recognition

- Dominic Jester was sworn in as a Santa Monica College Police Officer
- Two new managers were introduced: Steve Chen, Chief Director of Information Technology, and Dione Carter, Dean, Noncredit/External Programs

Updates:

- Superintendent/President Transition: Interim Superintendent/President Jeff Shimizu reported that he will be meeting with incoming Superintendent/President Kathryn E. Jeffery upon her arrival and will be introducing her to the college community by accompanying her to meetings with college and officials in the city. Board Chair Louise Jaffe reported that the Board's Transition Committee met to discuss scheduling meetings and activities for Dr. Jeffery. The Committee will meet with Dr. Jeffery to discuss a community-wide event to be planned to introduce her to the college and the community.
- Second Annual Equity Summit: Melanie Bocanegra, Associate Dean of Student Equity and STEM Programs, reported on the second Annual Equity Summit held on January 29, 2016 at the Bundy Campus. 66 members of the SMC community attended the training facilitated by Dr. Veronica Neal, Director of Equity, Social Justice and Multicultural Education at De Anza Community College. The Summit included inspirational, profound activities and in-depth conversations about cultivating a culture of equity mindedness and addressing unconscious bias.
- Malibu Campus: The Board of Trustees held a special meeting in Malibu on January 13, 2016 to certify the Final Environmental Impact Report (FEIR) prepared for the Santa Monica College Malibu Project. The City of Malibu Planning Commission is meeting on February 29, 2016 to consider zoning variances for the project.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: RECEIPT OF 2014-2015 AUDIT REPORTS

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees acknowledge receipt of the 2014-2015 Audit Report of the Financial and Related Statements of the Santa Monica Community College District and the Proposition 39 Financial and Performance Audits prepared by the District’s contracted independent auditor Vicente, Lloyd & Stutzman, LLP.

COMMENT: The Auditor’s opinion is that the basic financial statements present fairly, in all material respects, the financial position of the Santa Monica Community College District as of June 30, 2015. The Board’s Audit Task Force comprising Trustees Louise Jaffe, Rob Rader and Barry Snell reviewed and discussed the reports with the auditors and fiscal staff to prepare for the presentation of the audit to the Board.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **AGREEMENT FOR ARCHITECTURAL SERVICES – 2016 FACILITIES MASTER PLAN UPDATE**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the agreement with DLR GROUP for architectural and planning services for the 2016 Facilities Master Plan in an amount not to exceed \$398,200 plus reimbursable expenses.

FUNDING SOURCE: Measure AA

SUMMARY: The primary purpose of the 2016 Master Plan Update is to create a detailed phasing plan for the completion of the 2010 Facility Master Plan Update improvements on the main campus, including the new science and math wing and the replacement of the temporary trailers on the south side of the campus. The plan will provide a complete study of relocations and sequences needed in order to preserve program continuity. The plan will also evaluate the costs and benefits attached to various solutions. Additional purposes of the 2016 update are to provide a current description of facilities, including projects under construction or in design; to provide Santa Monica College with the necessary documentation to meet Chancellor Office guidelines and state funding requirements; to augment the 2010 plan to include projects currently under submission for state funding; and to make recommendations to the District with regard to future studies based on campus input.

The District received eight submissions to its request for proposals for a 2016 Master Plan Update. Four firms were interviewed by a District panel consisting of the college president and college staff familiar with facilities planning, including the director and assistant director of facilities planning. The Santa Monica office of DLR Group has extensive history with SMC, including preparing the Bundy Campus Master Plan in 2005, the Initial Project Proposal (IPP) for the student services building in 2006, and the architectural design for the Performing Arts Campus east wing building now under construction.

For reference, a history of facility planning at Santa Monica College (Appendix A) includes the original 1950s-era campus plan, the move of the former “North Campus” from its location at what is now Virginia Avenue Park to the north side of the main campus in the 1960s, the addition of the Library and the Business Building in the early 1980s, the second campus master plan adopted in 1998 to address the effects of the 1994 Northridge earthquake, a 2002 update to reflect various land acquisitions, the 2007 Bundy Campus master plan, and the 2010 master plan which incorporated all of the campus sites and approved projects.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: AMENDMENTS TO CITIZENS' BOND OVERSIGHT COMMITTEE BYLAWS

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve amendments to the Citizens' Bond Oversight Committee Bylaws (Appendix B).

COMMENT: These amendments add Measure S and Measure AA to the Bylaws, and revise the Term of the Citizens' Bond Oversight Committee membership from two (2) consecutive terms to three (3) consecutive terms per AB1199, Chapter 73 and Section 15282 of the Education Code.

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 6
NOES: 0
ABSENT: 1 (Snell)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

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

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees acknowledge receipt of the 2015-2016 Quarterly Report and the 311Q report, as of December 31, 2015 (see Appendix C).

COMMENT: The Board of Trustees is presented a quarterly budget report with the 311Q report required by the Chancellor’s Office. This report summarizes the financial statements of the District’s Unrestricted General Fund for review by the Chancellor’s Office.

MOTION MADE BY: Margaret Quiñones-Perez

SECONDED BY: Nancy Greenstein

STUDENT ADVISORY: Aye

AYES: 6

NOES: 0

ABSENT: 1 (Snell)

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 5

SUBJECT: **REPORT: STUDENT SUCCESS INITIATIVES**

SUBMITTED BY: Vice-President, Enrollment Development

SUMMARY: The statewide Student Success Initiative, and related funding, has provided the opportunity to expand efforts and create innovative strategies designed to improve student access, retention and persistence, and progress toward completion/goal attainment. Vice President of Enrollment Development, Teresita Rodriguez, along with Dr. Esau Tovar, Interim Dean of Enrollment Services, Dr. Roberto Gonzalez, Dean of Student Success Initiatives, Dr. Delores Akins Raveling, Interim Associate Dean of Student Success and Outreach, and Mike Tuitasi, Vice-President, Student Affairs, provided an update on the College response to these initiatives including:

- First Year Experience
- Technology Initiatives, including MyEdPlan
- Summer Transition Programs
- High School Outreach and Transition Programs
- Counseling Initiatives

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 6

SUBJECT: **UPDATE: PROGRESS REPORT ON COLLABORATIONS WITH SMMUSD**

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: In September 2015, Santa Monica College (SMC) and the Santa Monica Malibu Unified School District held a Joint Board meeting in support of a collective purpose—to ensure access and success in post-secondary education for all students. At that meeting, the discussion focused on ways to deepen collaboration in order to address the issue of college readiness and academic success as well as expanding dual enrollment opportunities to develop pathways to college and careers. Vice President of Academic Affairs, Georgia Lorenz, provided a progress report on these activities as well as the following:

- Dual Enrollment opportunities
- The LA HI-TECH grant initiative
- Young Collegians
- The Adult Education Block Grant

See Appendix D

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 2, 2016

MAJOR ITEMS OF BUSINESS

DISCUSSION ITEM 7

SUBJECT: **BOARD OF TRUSTEES STUDY SESSION**

SUBMITTED BY: Chair, Board of Trustees

DISCUSSION: The Board of Trustees = discussed topics for its Study Session to be held on Tuesday, March 15, 2016. Possible topics include:

- Potential November 2016 Bond Measure
- Budget

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2016

VIII. CONSENT AGENDA

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

RECOMMENDATION: Approve Consent Agenda, Recommendations #8-#23.

Recommendations pulled for separate action and discussed in Section IX, Consent Agenda – Pulled Recommendations: #9, #14

MOTION MADE BY: Rob Rader
 SECONDED BY: Margaret Quiñones-Perez
 STUDENT ADVISORY: Absent
 AYES: 5
 NOES: 0
 ABSENT: 2 (Greenstein, Snell)

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 9: Ratification of Contracts and Consultants

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSENT: 2 (Greenstein, Snell)

Recommendation No. 14: Facilities

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Andrew Walzer
 STUDENT ADVISORY: Aye
 AYES: 4 (Aminoff, Jaffe, Rader, Walzer)
 NOES: 1 (Quiñones-Perez)
 ABSENT: 2 (Greenstein, Snell)

RECOMMENDATION NO. 8 APPROVAL OF MINUTES

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

- January 12, 2016 (Regular Board of Trustees Meeting)
- January 13, 2016 (Special Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Jeff Shimizu, Interim 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	National Communication Association	March 10, 2016 Not to exceed \$1,100 (\$800 for tour Fee and up to \$300 for Marketing)	The SMC Debate Team and Communication and Media Studies Department will co-host the Japanese National Debate team while they are in Los Angeles as part of their U. S. tour. The consultant will facilitate the team's participation.	Global Citizenship
B	Anita Sarkeesian	March 8, 2016 Global Citizenship-not to exceed \$4,000 to be paid as honorarium Associated Students-not to exceed \$2,500 including travel expenses	Guest lecture to the campus community (60 minutes). Plus, one classroom and/or lunch visit focused on the Global Citizenship Annual Theme for 2015-16 "Gender Equity: Is Equity Enough?" March is also Women's Empowerment Month. Anita Sarkeesian, an SMC alumna, is a media critic and creator of Feminist Frequency, a nonprofit charity and video web series that analyzes representations of women in popular culture.	Global Citizenship Associated Students

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

C	SMC Art Song Project			
	The faculty and students in the Voice Area of the Music Department at SMC will create an Art Song Project as a global citizenship learning experience for the campus community. This would include public master classes with renowned Art Song specialists, and a public recital featuring our students and faculty. Repertoire for master classes will include Art Song from any country (Germany, France, England, Spain, Russia, etc.). The recital will be a special presentation of songs from Spain and Latin America. Students will research and offer program notes on the songs they perform for master classes and recitals. Their study will reflect the unique lingual, cultural, historical and musical elements that distinguish Art Song from different countries and regions, with a special focus on Spain and Latin America.			
	Provider/Contract	Term/Amount	Service	Funding Source
		February 16 and April 15, 2016		Global Citizenship
	Armen Guzelimian, Professional Vocal Coach	\$600	Master class presenter	
	Lisa Silvester, Vocal Literature USC	\$600	Master class presenter	
	Scott Wolf	\$500	Guitar Accompanist	
	Luis Reyes	\$1,000	Piano Accompanist	
	Marketing	\$200	Postcards, Posters, etc.	
	Supplies	\$100	Sheet Music for Music Department Library	
<i>A, B and C</i>				
<i>Requested by: Kelley Brayton, Dean, International Education</i>				
<i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				
D	California Law Inc. Payable to Foundation for California Community Colleges	2015-2016 \$5,000	The Memorandum of Understanding signed by Santa Monica College on January 20, 2015 states that each community college shall contribute \$5,000 per academic year for the employment of a Statewide Executive Director for California LAW, Inc. for the Community College Partners in Pathway to Law School Initiative.	District Budget
<i>Requested by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
<i>Approved by: Jeff Shimizu, Interim Superintendent/President</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Provider/Contract	Term/Amount	Service	Funding Source
E	Organization for Tropical Studies	April 8-18, 2016 Not to exceed \$40,000 which covers in-country travel, housing, lectures, and most meals in Costa Rica for up to 20 students and 2 faculty.	Ten-day student study abroad program in Costa Rica during Spring Break 2016. 10-26 students will accompany two faculty leaders to study abroad at the world's pre-eminent tropical research station, La Selva Biological Station. The program also includes guest lectures, and an excursion within the country to Tortuguero National Park, a sea turtle sanctuary.	Fees paid participants
F	iNext Insurance (CCIE) (US)	April 2016 – travel dates only. Not to exceed \$1,750	iNext comprehensive travel insurance to cover all participants (up to 26 students) and two faculty during duration of the trip (including travel dates to/from the United States).	Fees paid participants
<i>E and F</i> <i>Requested by: Jennifer Merlic, Dean, Instructional Services</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
G	Diablo Valley College Community Education (Academy Support Center)	March 1 to June 30, 2016 Not to exceed \$550/year	Agreement to establish an affiliation between Diablo Valley College Community Education Academy Support Center and SMC Community Education. The yearly payment will cover the cost of Academy support for SMC Community Education becoming a CISCO Networking Center.	Community Education
H	BankWorks	February 8 to June 30, 2016 Not to exceed \$550/year	Agreement to establish an affiliation with BankWorks, a bank career training program. BankWorks trainings will be offered in partnership with SMC Community Education and featured in the Professional Development catalog.	Community Education:
<i>G and H</i> <i>Requested by: Patricia G. Ramos, Dean of Workforce & Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
I Loyola Marymount University- URSA Summer Program	February 2, 2016 – November 1, 2016 Program costs not to exceed \$32,000	Loyola Marymount University (LMU) to support costs associated with hosting a 10-day Bridge Program at LMU in summer 2015 for 20 SMC students. This activity is part of a larger effort being undertaken by SMC in relation to the Student Equity Plan. SMC expects LMU to maintain complete and accurate records of expenditures relating to this grant. LMU will submit a final report by November 1, 2016 that includes highlights of program activities and program data to include in the next equity plan update.	Student Equity
<p><i>Requested by: Melanie Bocanegra, Associate Dean of STEM/Equity Programs</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i></p>			
J Rosa Moreno	March 10, 2016 Not to exceed \$3,000	Ms. Moreno will provide a “front lines” set of perspectives regarding some of the devastating inequities of some global corporations and the ways they contribute to the observation, “Americans lose jobs, foreign workers lose limbs.”	2015-16 District Budget: GRIT (\$2,000) 2015-16 District Budget: Global Citizenship (\$500) 2015-16 Budget: SMC Health Services (\$500)
K Helena Lazaro	April 19, 2016 Not to exceed \$2,000	Helena Lazaro will give a lecture on her experience as an advocate for sexual assault victims/survivors during consent month.	2015-16 District Budget: GRIT
L Dr. Gabe Crenshaw	May 3, 2016 Not to exceed \$500	Dr. Gabe Crenshaw will give a lecture on overcoming hardships to achieve educational and career goals.	2015-16 District Budget: GRIT
<p><u>J, K and L</u> <i>Requested by: Brenda Benson, Senior Administrative Dean, Counseling, Retention and Student Wellness</i> <i>Approved by: Mike Tuitasi, Vice-President, Student Affairs</i></p>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 9 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
M IntelliResponse	January 31, 2016 – June 30 2016 Not to exceed \$15,000	Consultant will provide a customized online question and answer program for the college community. This fee will include creating a web-portal to be linked to the SMC website, storing information on the IntelliResponse server, development of questions and responses, trouble-shooting, upgrades, and maintenance.	SSSP
<i>Requested by: Dr. Esau Tovar, Interim Dean, Enrollment</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>			
N Study Smart Tutors, Inc.	February 20, April 23, and May 21, 2016 \$1,000 per session, for a total of \$3,000	This three-session test prep course will prepare Santa Monica College TRIP/Upward Bound 9 th -11 th graders for the newly re-designed SAT exam required for college admission.. This comprehensive course will cover all aspects of the assessment – evidence based reading and writing, the essay, and math.	TRIO/Upward Bound
<i>Requested by: Roberto Gonzalez, Dean, Student Success Initiatives</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>			
O Study California	April 20-25, 2016 \$3,000 plus related expenses	Santa Monica College will be hosting an “in-reach “visit of high school counselors and EducationUSA advisors from Southeast Asian countries. This visit provides the opportunity for the college to showcase its academic excellence to the participants. It will include networking dinners to which all participating institutions contribute.	International Education/ Auxiliary
<i>Requested by: Kelley Brayton, Dean, International Education</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>			

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 ACADEMIC PERSONNEL

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

ESTABLISH

Project Manager, LA Hi-Tech Student Support (JPMC) 50%

ELECTION

EFFECTIVE DATE

FULL-TIME FACULTY

Bene, Alex, Mathematics instructor	08/23/2016
Chauderlot, Fabienne, Dean, Learning Resources (<i>correction of effective date</i>)	03/14/2016
Lui-Martinez, Kristina, Mathematics instructor	08/23/2016
Miano, Iris, Mathematics-Pre-Collegiate Instructor	08/23/2016
Mitchell, Caleb, Dance	08/23/2016
Musselman, Matthew, Mathematics, Pre-Collegiate Instructor	08/23/2016
Ross, Kristin, Mathematics, Pre-Collegiate Instructor	08/23/2016
Van Wormer, Vanessa, Dance	08/23/2016

ACADEMIC MANAGER

Carter, Dione, Dean, Noncredit and External Programs	03/07/2016
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PROJECT MANAGER

Cardenas, Nancy, Project Manager, LA Hi-Tech Student Support (JPMC) 50%	02/02/2016
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PROJECT MANAGER (Extension)

Jenkins, Jerome, Athletic Events and Game Management (50%)	12/31/15 – 06/30/2016
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LONG-TERM SUBSTITUTE

Kubo, Madeline, Japanese Instructor	02/16/2016
Tsurumi, Keiko, Japanese Instructor	02/16/2016

ADJUNCT FACULTY

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

SEPARATIONS

RETIREMENT

Anderson, Rebecca, Spanish Instructor (17 years of service)	06/30/2016
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

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

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant I (1 position) Communications, 12 months, 40 hours	02/02/16

Lead Lab. Tech. – Chemistry, (1 position) Physical Science, 12 months, 40 hours, Variable Hours	02/03/16
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Student Services Assistant (1 position) Campus and Alumni Relations, 12 months, 40 hours	02/02/16
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<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Lead Lab. Tech. – Chemistry, (1 position) Physical Science, 12 months, 40 hours	02/02/16

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

<u>RE-TITLE</u>	<u>EFFECTIVE DATE</u>
From: Electronic Equipment Technician To: Audio/Visual Equipment Technician	02/03/16

From: Painter To: Journeyman Trade- Painting	09/16/15
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<u>SALARY REALLOCATION</u>	<u>EFFECTIVE DATE</u>
Graphic Designer From: Range 35 on the Classified Salary Schedule To: Range 39 on the Classified Salary Schedule	02/03/16

ELECTIONS

PROBATIONARY/ADVANCE STEP PLACEMENT

Brummer, Alison, Stage Construction Tech. - Lighting (Step C)	01/15/16
Klienman, Janet, Administrative Assistant I, Alumni & Campus Relations (Step C)	02/16/16
Fullard, Anisha, Administrative Assistant I, Earth Science (Step C)	02/02/16

PROMOTION

Luis, Jaime 02/08/16
From: Skilled Maintenance Worker I, Maintenance Department
To: Skilled Maintenance Worker II, Maintenance Department

Roberts, Michael 01/14/16
From: Journeyman Trade-Plumber, Maintenance Department
To: Construction Systems Supervisor, Maintenance Department

Sheaffer, Carl 01/15/16
From: Skilled Maintenance Worker I, Maintenance Department
To: Skilled Maintenance Worker II, Maintenance Department

REINSTATEMENT

Grigoryan, Larisa, Accountant, Fiscal Services 02/08/16
Cotton, Nyla, Buyer II, Purchasing 02/08/16

CHANGE IN WORK SHIFT/TEMPORARY

Henriquez, Wendy 12/22 – 06/30/16
From: Custodian, Operations, 12 mos, 40 hrs/Day
To: Custodian, Operations, 12 mos, 40 hrs/Swing

INCREASE IN WORK MONTHS/PERMANENT

Gurjian, Armineh (Amy) 02/01/16
From: Classification and Compensation Manager 12 mos, 25 hours
To: Classification and Compensation Manager 12 mos, 35 hours

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Gray, I. Darryl 01/04 - 01/29/16
To: Custodial Operations Supervisor, NSII, 100%
From: Lead Custodian, NSII
Comment: not to exceed 90 working days per fiscal year

Moreno, Blanca 01/07 – 04/30/16
To: Lead Lab. Tech., - Chemistry, Physical Science, Variable Hours, 100%
From: Lab. Tech., - Chemistry, Physical Science, NS I
Comment: Not to exceed 90 working days

WORKING OUT OF CLASSIFICATION (PROVISIONAL) EXTENSION

Barton, Cleve 11/05 - 12/23/15 & 01/04 - 03/18/16
To: Student Services Specialist – Admissions & Records, A & R, 100%
From: Student Services Assistant, A & R
Comment: Not to exceed 90 working days

Dammer, Michael 10/26 - 12/23/15 & 01/04 - 03/08/16
To: Student Services Assistant, A & R, 100%
From: Student Services Clerk, A & R
Comment: Not to exceed 90 working days

Kessler, Mark
To: Chief of Police, 100%
From: Community College Police Sergeant

02/02 - 03/07/16

Michalowski, Terra
To: Student Services Assistant, A & R, 100%
From: Student Services Clerk, A & R
Comment: Not to exceed 90 working days

11/05 - 12/23/15 & 01/04 - 03/18/16

Monzon, Karen
To: Supervising Personnel Analyst, 100%
From: Personnel Analyst not to exceed 90 working days per fiscal year

01/23 - 02/12/16

Roberts, Michael
To: Construction Systems Supervisor, 100%
From: Journeyman Trade-Plumbing
Comment: Date adjusted from 1/12/16 action due to promotion

01/04 - 01/13/16

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Mejia Leiva, Cesar, Lead Lab. Tech., - Chemistry, Physical Science
Navarro-Sanchez, Ricardo, C. C. Police Officer Recruit, Campus Police

01/06/16

01/26/16

RETIREMENT

Cardenas, Consuelo, Administrative Assistant II, MIS (18 years)
Marjanen, Michael, Student Services Clerk, IEC (8 years)

03/04/16

01/31/16

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

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

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

ELECTIONS

EFFECTIVE DATE

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

Jang, Michelle, Theatre Technical Specialist, SMC Performing Arts	01/20/16-06/30/16
Krawczyk, Sylvia, Theatre Technical Specialist, SMC Performing Arts	01/19/16-06/30/16
Miller, Geoff, Theatre Technical Specialist, SMC Performing Arts	01/19/16-06/30/16
Pineda, Johnny Angel, Theatre Technical Specialist, SMC Performing Arts	01/19/16-06/30/16
Vigil, Nani, Sign Language Interpreter III, DSPS	01/04/16-01/15/16
Cheng, Peter, Sign Language Interpreter III, DSPS	01/04/16-01/15/16
Lagunas, Crystal, Sign Language Interpreter III, DSPS	01/04/16-01/15/16
Widnt, Neil, Accompanist-Performance, Music	11/01/15-12/31/15
Widnt, Neil, Accompanist-Voice, Music	11/01/15-12/31/15

Provisional Extended:

Mascarenas, Robert, Athletic Equipment Specialist, Athletics	08/13/15-02/16/16
Martin, Esteban, Shuttle Driver, Auxiliary Services	07/01/15-02/29/16
Newsome, Mary, Sign Language Interpreter III, DSPS	01/08/16-03/01/16
Dancygier, Lindsey, Sign Language Interpreter III, DSPS	12/22/15-03/09/16
Sprigg, Rebecca, Buyer II, Purchasing	03/13/15-06/30/16
Guerrero, Gloria, Administrative Assistant I, TRIO	09/25/15-02/16/16
Stone, Robert, Stage Construction Technician-Lighting, Academic Affairs	07/01/15-06/30/16
Blair, Lauren, Costume Designer, Academic Affairs	07/01/15-06/30/16

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.

Ramos, Eugene, Administrative Clerk, Human Resources	01/21/16-06/30/16
Marcial Santana, Christina, Student Services Clerk, Admissions & Records	01/19/16-03/11/16
Marshall, Isaiah, Student Services Clerk, Admissions & Records	01/19/16-03/11/16

Limited Term Extended

Austin, Harald, Student Services Clerk, Bursar's Office	12/14/15-01/15/16
Vo, Thea, Student Services Clerk, Bursar's Office	12/14/15-01/15/16
Brown, Thomas, Instructional Assistant-ESL	08/31/15-06/30/16
Hoch, Marilyn, Instructional Assistant-ESL	08/31/15-06/30/16
Davenport Landou, Rosetta, Personnel Technician, Personnel Commission	08/13/15-12/23/15

Sanchez, Antonio, Painter, Facilities/Maintenance	07/27/15-01/08/16
Johnson, Brieanne, Instructional Assistant-English	08/31/15-02/29/16
Okonoboh, Barry, Instructional Assistant-Math	08/31/15-02/29/16
Black, William, Instructional Assistant-Math	08/31/15-02/29/16
Stuck, Jennifer, Student Services Clerk, Bursar's Office	07/01/15-01/15/16
Tolentino, Casimiro, Student Services Clerk, Bursar's Office	07/01/15-01/15/16
Graham-Howard, Kimi, Student Services Clerk, Bursar's Office	07/01/15-01/15/16
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	07/01/15-01/15/16
Nelli, Maria, Cash Receipts Clerk, Bursar's Office	07/01/15-01/15/16
Wilks, Susan, Cash Receipts Clerk, Bursar's Office	07/01/15-01/15/16

RECOMMENDATION NO. 13 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: *Approval/Ratification*
Reviewed by: *Sherrri 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, \$10.00/hour (STHP)	77
College Work-Study Student Assistant, \$10.00/hour (FWS)	9

SPECIAL SERVICE

Recreation Director II, \$10.59/hour	0
Art Model, \$23.00/hour	24
Art Model w/ Costume, \$26.00/hour	0
Community Services Specialist I, \$35.00/hour	0
Community Services Specialist II, \$50.00/hour	1

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 FACILITIES

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

14-A CHANGE ORDER NO. 15 and CHANGE ORDER NO. 12 – AET CAMPUS AND PARKING STRUCTURE A

Change Order No. 15 – C.W. Driver on the AET Campus portion of the project in the amount of \$121,359 and Change Order 12 on the Parking Structure A portion of the project in the amount of \$56,277.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 644,210
Previously Approved Change Orders (AET Parking Structure A)	\$ 519,329
Change Order No. 15 – AET Campus	\$ 121,359
<u>Change Order No. 12 – AET Parking Structure A</u>	<u>\$ 56,277</u>
Revised Contract Amount	\$60,501,175

Change Order No. 15 and Change Order No. 12 for the AET Campus and Parking Structure A project may result in a change to the contract length.

Funding Source: Measure AA

- Comment: Change Order No. 15 for AET Campus includes the following:
- labor and material to relocate HVAC and fire sprinkler systems to maintaining proper coverage between ductwork;
 - revise elevator call buttons to fully illuminated;
 - furnish and install anchor bolts for Emergency Call Stations;
 - rework Southern California Edison (SCE) equipment pads and conduit, already installed, per SCE’s directive, to provide additional services to make SCE connection at the corner of Stewart Street and Pennsylvania Avenue due to unforeseeable conditions;
 - revise circuit breakers and wiring as directed due to the load on the security booth;
 - to engineer and detail plenum supports shown to be installed at the northwest corner of Level 5.

Change Order No. 12 for AET Parking Structure A includes labor and material to furnish and install vehicular gates and adjacent full height infill panels as directed per Bulletin 66R1 and required per SCE for accessing equipment.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 FACILITIES

14-B CHANGE ORDER NO. 7 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 7 – BERNARDS BROS. on the Health, PE, Fitness, Dance & Central Plant project in the amount of \$294,983.

Original Contract Amount	\$ 39,556,000
Previously Approved Change Orders	\$ 602,709
Change Order No. 7	<u>\$ 294,983</u>
Revised Contract Amount	\$ 40,453,692

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

Funding Source: Measure AA

Comment: Change Order No. 7 includes the following:

- labor and material cost to reroute the utility line due to conflicts with the existing undocumented concrete duct banks at South of Pavilion;
- change exhaust fan EF-P2 from a 480 Volt to a 120 Volt and re-circuit from MCC-PV to Panel 1PVA and change the fan coil unit FC-PC-5 from 480 volt to 208 volt and re-circuit from MCC-PV to panel board 1PVA;
- abate and remove the wrapping of the exposed gas line from chilled water trench west of the HSS building, to reroute the domestic water line connections to the existing HSS building and new PE building replacing the existing water lines that were removed during the demolition of the existing PE building;
- remove portion of 8" storm drain and overflow drain system installed at Pavilion Corridor P102, to trace and CCTV 4" sewer line prior to relocation due to existing sewer line conflicting with new footing at F9 and to relocate existing storm drain that conflicted with new footing location at shearwall footing north of Pavilion;
- remove uncertified soil at grids 6-9 and to add 4" waste piping from Grid P4 to P13 along PE and the extension of 3" storm drain piping at Grid P12 and PA;
- This change order also includes a back charge to the contractor per General Conditions Article 11.1.2 for cost of overtime tests/inspections.

14-C PROJECT CLOSE OUT – INFORMATION TECHNOLOGY RELOCATION PROJECT

Subject to completion of punch list items by BERNARDS BROS. CONSTRUCTION authorize the District Representative without further action of the Board of Trustees, to accept the project described as IT RELOCATION as being complete. Upon completion of punch list items by Bernards Bros. the District Representative shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance disbursement of the final payment is authorized.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 BUDGET TRANSFERS

15-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: December 19, 2015 thru January 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	50,234
3000	Benefits	-73
4000	Supplies	1,017
5000	Contract Services/Operating Exp	28,134
6000	Sites/Buildings/Equipment	622
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-79,934
Net Total:		0

15-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: December 19, 2015 thru January 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	234,111
2000	Classified/Student Salaries	-68,117
3000	Benefits	-60,009
4000	Supplies	15,951
5000	Contract Services/Operating Exp	-161,563
6000	Sites/Buildings/Equipment	39,627
7000	Other Outgo/Student Payments	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER

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

Commercial Warrant Register

December 1 - 31, 2015 6786 through 6824 \$9,976,605.54

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

RECOMMENDATION NO. 17 PAYROLL WARRANT REGISTER

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

Payroll Warrant Register

December 1 – December 31, 2015 C1E – C2F \$12,287,912.26

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

RECOMMENDATION NO. 18 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2015-2016

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

Authorization of signatures the following managers/staff to sign District documents are indicated for 2015-2016.

Name/Title	Invoices
Shihong (Steve) Chen, Chief Director of Information Technology	X
Fabienne Chauderlot, Dean, Learning Resources	X
Janet Robinson, Transfer Faculty Leader	X
Dione Carter, Dean, Noncredit and External Programs	X

Comment: To comply with Education Code Sections 85232 and 85233 and the Los Angeles County Office of Education (LACOE), the Board of Trustees is required to authorize signatures of those persons who approve invoices. The auditing system at LACOE reviews each phase of the payment process including the authorized signatures approved by the Board.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 19 ORGANIZATIONAL MEMBERSHIPS, 2015-2016

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

Organizational Memberships, 2015 – 2016

February 2016	Number of Memberships	Amount
	3	\$452.00

Funding Sources: Departmental Budgets

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

RECOMMENDATION NO. 20 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

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

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

RECOMMENDATION NO. 21 PURCHASING

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

21-A AWARD OF PURCHASE ORDERS

Establish purchase orders and authorize payments to all vendors upon delivery and acceptance of services or goods ordered. The amount includes payments related to bond construction projects. 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.

December 1 – 23, 2015

\$10,239,775.42

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	February 2, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 PURCHASING (continued)

21-B AWARD OF BID – AIRPORT CAMPUS FIRE SPRINKLER PIPE REPAIR

Award of bid 12162015001CM to the only bidder for airport campus fire sprinkler pipe repair

<u>Bidder</u>	<u>Amount</u>
BAVCO	\$24,800

Funding Source:

Comment: This project is for repair of fire sprinkler pipe at the airport campus.

21-C AWARD OF BID – TREE SERVICE

Award of bid 122115SF to the lowest responsive bidder for District-wide Tree Services.

<u>Bidder</u>	<u>Amount</u>
Tree Pros Inc.	\$66,625.00
International Environmental Corp.	\$149,818.50

Funding Source: General Fund Grounds Budget

Comment: This project includes tree trimming, thinning, removal, and stump grinding of select identified trees on various district campuses. Several trees have been identified as urgent need and will be scheduled for February 12-15, 2016 with the remainder of the trees scheduled for services during the week of spring break.

21-D AWARD OF CONTRACTS

The annual award of competitive contracts bid through various state and local agencies allows SMC to leverage buying power through strategic sourcing and achieved commodity and service savings as well as reduce administrative cost. These indirect (MRO) contracts are targeted to the products and services which SMC routinely purchases. Leveraging the aggregate buying power and strategic sourcing is a process that moves SMC away from numerous individual procurements to a broader aggregate approach, allowing SMC to achieve savings ranging from 20 to 65 percent.

1. Western States Contracting Alliance (WSCA) Contract 7-11-51-03, with MSC Industrial through February 28, 2017, for facilities/maintenance/industrial supplies and tools.
2. Committee on Institutional Purchasing Consortium (CIPC) Master agreement 111 with Office Max through December 2020

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 2, 2016

INFORMATION ITEM 22 CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING, JANUARY 20, 2016

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee was held on Wednesday, January 20, 2016 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:02 a.m.

2. ROLL CALL

- Jeffrey Graham, Chair – Not Present
- Sion Roy – Present
- Sharon Barovsky - Present
- Michael Dubin – Not Present
- Katherine Reuter – Present
- Aurelia Rhymer – Present
- Sonya Sultan – Present
- Sam Zivi – Present

Others Present:

- Chris Bonvenuto, Chief Director, Business Services
- Greg Brown, Director of Facilities and Planning
- Don Girard, Senior Director, Government Relations/Institutional Communications
- Ramin Nematollahi, Citizens’ Bond Oversight Committee Coordinator
- Charlie Yen, Director, Contracts
- Emil Zordilla, Assistant Director, Facilities Planning
- Lisalee Wells, representing Santa Monica College District Bond Counsel, Nixon Peabody
- Renee S. Graves, representing Vicenti, Lloyd, Stutzman LLP

3. APPROVAL OF MINUTES – October 21, 2015

Motion was made by Katherine Reuter and seconded by Sonya Sultan to approve the minutes of Citizen’s Bond Oversight Committee meeting on October 21, 2015. *Unanimously approved.*

4. CONFLICT OF INTEREST FORMS

Members were reminded to sign and submit their Conflict of Interest forms for 2016.

5. ROLES/RESPONSIBILITY OF CITIZENS’ BOND OVERSIGHT COMMITTEE: Lisalee Wells, representing the Santa Monica College District’s bond counsel Nixon Peabody, provided an orientation and update for Citizens’ Bond Oversight Committee role and responsibility. Discussion involved about revising the Citizens’ Bond Oversight Committee By-Laws term limits from serving two, two-year-terms to three, two-year-terms in accordance with new changes, Lisalee Wells will present the revised ByLaws. Additionally the committee expressed interest in school site visits, including KCRW, and arrangements will be made to accommodate. The presentation covered the following topics:

1. General Obligation Bonds
 - a. Historical Framework (Proposition 39)
 - b. Cost of Borrowing
 - c. Procedural Steps
 - d. Campaign Promises (Project Lists)
 - e. Bond Proceeds
2. Citizens' Bond Oversight Committee
 - a. Organizational representation
 - b. Brown Act/Basic Requirements
 - c. Annual Report
 - d. Oversight
 - e. Purpose of Committee
3. Arbitrage
4. Private Use projects

6. 2014-2015 PROP 39 FINANCIAL AUDIT AND PERFORMANCE AUDIT REPORTS:

Renée S. Graves, representing the District's auditing firm of Vicenti Lloyd & Stutzman, LLP, and Chris Bonvenuto, Chief Director of Fiscal Services, provided an overview of the 2014-2015 Prop 39 Financial Audit and Performance Audit Reports. The Auditor indicated that there were no instances of noncompliance in both audits and did not identify any exceptions or deficiencies. Both audits will be presented to the Board of Trustees along with the District's Audit Report at the Board meeting on February 2, 2016.

Motion was made by Sonya Sultan seconded by Katherine Reuter to accept the 2014-2015 Prop 39 Financial Audit and Performance Audit Report. *Unanimously approved by the committee.*

7. REPORTS and DISCUSSION

Measure U, S and AA and Bond Sales Expenses Reports

The SMC Bond Capital Construction Budget Summary as of December 31, 2015 reports the following:

Measure U Budget:	\$160,000,000
Measure S Budget:	\$143,500,000
Measure AA Budget	\$295,000,000
Other Funding Received:	\$ 43,968,930
Other Funding Pending:	\$ 53,980,950
Total Budget:	\$696,449,880
Estimate at Completion:	\$696,449,880
Bond Funds Remaining:	\$240,612,175

- Measure U: Total Measure U expenditures last period were \$216,758; total remaining funds are \$14,275,854. Remaining Measure U funds will be used for the Student Services Project.
- Measure S: Total expenditures last period were \$2,958,027 total remaining funds are \$57,535,638. Remaining Measure S funds will be used for the Early Childhood Education Center, Health/P.E./Fitness/Central Plant project, Malibu, and the Student Services Project.
- Measure AA: Total expenditures last period were \$8,153,016; total remaining funds are \$168,800,683. Remaining Measure AA funds will be used for the Academy of Entertainment and Technology, Information Technology, Health/P.E./Fitness/Central Plant Project, Madison East Wing, the Student Services Project, and security projects.

- The Bond Sales/Expenses Report indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of December 31, 2015.

Total Bond	\$598,500,000
Total Available	\$528,492,559
Total Expenses	\$357,887,825
Total Available Remaining	\$170,604,734
Total Unsold Bond	\$ 70,007,441

- The SMC Bond Construction Program Contractor List as of December 31, 2015 was presented for information.
- Current information on all bond construction projects are available at: <http://smcbondprogram.com/>
- Agendas, minutes and other related material regarding the Citizens' Bond Oversight Committee are available at: <http://www.smc.edu/CBOC>

8. PUBLIC COMMENTS:

None

9. SCHEDULE OF MEETINGS, 2015-2016

Wednesday at 8 a.m., April 20, 2016

10. ADJOURNMENT – 9:33 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 20, 2016 at 8 a.m. in Drescher Hall 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2016

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT – 10:52 p.m.

The meeting was adjourned in memory of **Jose A. Monzon**, father of Karen Monzon, Personnel Analyst in the Personnel Commission.

The Board of Trustees will hold a special meeting/closed session on Saturday, February 20, 2016 at 10 a.m. at the SMC Alumni Office, 1510 Pico Boulevard, Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, March 1, 2016** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Accreditation Update
2. OPEB (Other Post Employment Benefits) – Actuarial Study
3. Update on Strategic Initiative - GRIT



Figure 1 – Original main campus design (The SMCC Corsair, October 18, 1950).



Figure 2 – Aerial photograph of main campus, circa 1962.

FOUNDING MASTER PLAN

The original main campus design dates from the late 1940s, conceived of as a community park. The design is attributed to Bill Evans, who gained prominence in the landscaping industry for his later work in the planning of Disneyland. Much of the original design was realized, though not the business and administrative wing (4) or the auditorium (8). A version of the recital hall (11) was built in 1979, using Federal funds. Three bond measures, in 1946, 1950, and 1957, funded the improvements as shown in this 1962 aerial photograph. The vocational trades were not included in the planned campus, as these were taught at the “North Campus” on the site of what is now Virginia Avenue Park.



Figure 3 – Aerial photograph of main campus, circa 1983.

CAMPUS ADDITIONS

Subsequent changes to the main campus occurred on an individual basis. The Board of Education sold the North Campus and moved the vocational programs to what is now Drescher Hall in the late 1960s. The student amphitheater also dates from the late 1960s. The Concert Hall (a version of the planned recital hall) was added in the late 1970s. The Library with its outdoor garden, the Business building, and a small parking structure (now gone) were added in the early 1980s. Funding for these came from a 1966 bond, from state grants, from Federal funds, from reserves, and from the Associated Students. Note that Miller Drive, the roadway that cut through the campus, is now gone. Various temporary buildings began to appear, including the ESL building and the former PE annex building. This aerial photo was taken in the early 1980s.

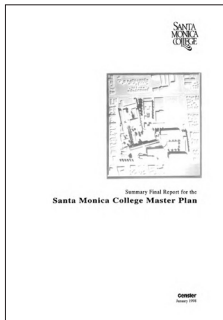


Figure 4 –1998 SMC Facility Master Plan.



Figure 5 – Illustrative concept for main campus from 1998.



Figure 6 – Aerial photograph of main campus, 2007.

1998 MASTER PLAN

The introduction of preferential parking in 1988 led to the construction of two new on-campus parking structures that opened in 1991, one on a surface parking lot and the other on an athletic field. The damage from the 1994 Northridge earthquake resulted in immediate losses of the Science Building and the older parking structure. Severe damage to the remaining facilities led to other displacements. As a result, many temporary facilities and “villages” were constructed. At this time also, the City of Santa Monica had received funding to upgrade the Municipal Pool to an Olympic competition configuration and add a family pool. The 1998 Master Plan reestablished a system of planning principles that would give coherence to the campus and guide the District through multiple projects. Key projects realized included the new pool complex, an addition to the larger parking structure with a new pedestrian bridge and entryway, the new Science building, the Library expansion, the new Humanities and Social Sciences building complex, the new Theatre Arts building, and the new campus quad. The plan also identified sites for a new student services building and a new underground parking structure. The 2007 photo shows the finished buildings. Funding was from FEMA, state funds, a 1992 bond, redevelopment, and student parking fees.



Figure 7 – 2002 SMC Facility Master Plan Update.

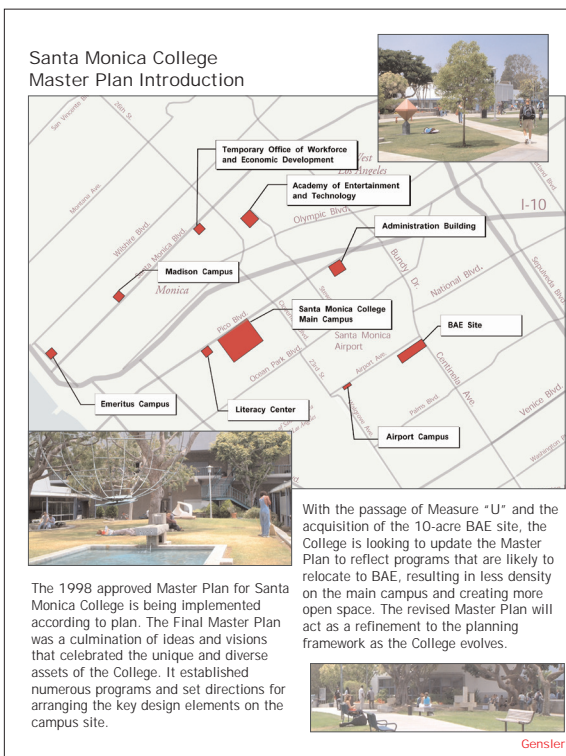


Figure 8 – Map of SMC instructional sites as of 2002.

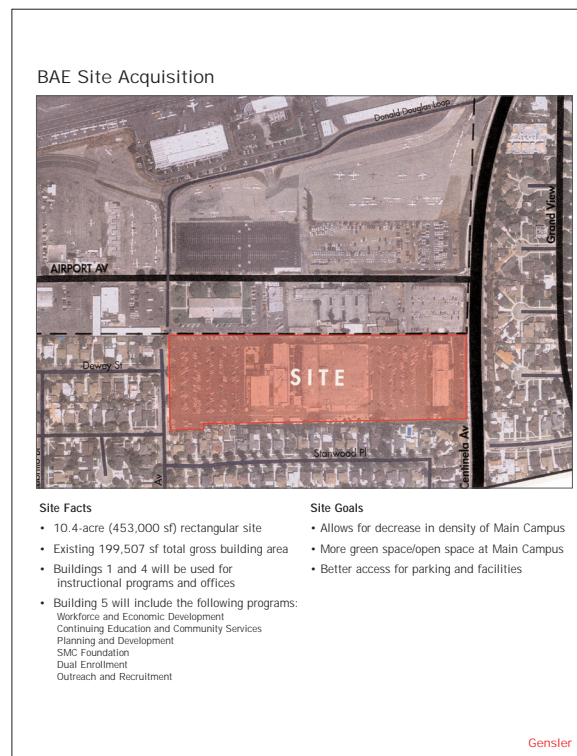


Figure 9 – First planning concept for Bundy campus as of 2002.

2002 MASTER PLAN UPDATE

The 1998 master plan was updated in 2002 to incorporate the 1998 acquisition of parking lot 6 and its original planning as a Literacy Center, the acquisition of the 10.4-acre Bundy Campus site in 2001, and the opening of the Emeritus campus in 2003. The update also reflected the actual projects completed, and identified new opportunities, including a second option for a site for the student services building. Funding was from a 2002 bond, international student fees, and private gifts.

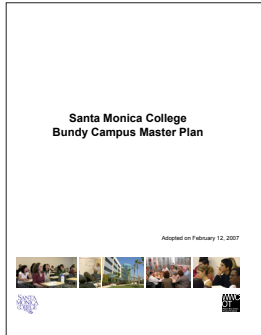


Figure 10 – 2007 SMC Bundy Campus Facility Master Plan.



Figure 11 – Final phase master plan for the 10.4 acre Bundy campus from 2007.

2007 BUNDY CAMPUS MASTER PLAN

A comprehensive master plan for the Bundy Campus was adopted in 2007. This new SMC campus opened in 2005 and replaced an existing commercial office complex operated by BAE, an aeronautics company that had historical ties to the Santa Monica Airport. The master plan confirmed the educational purposes for the site, designed new access points to the property, addressed infrastructure needs, identified structures to be renovated and others to be demolished, established a site for one replacement building, and documented campus and public outreach efforts. The environmental impact studies for the final phase of the plan were also approved in 2007. Funding was from a 2002 bond and from rental income.

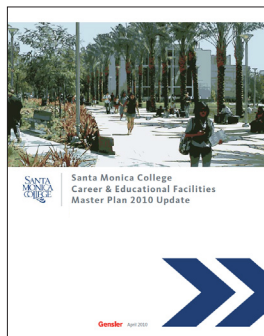


Figure 12 – 2010 SMC Facility Master Plan Update.

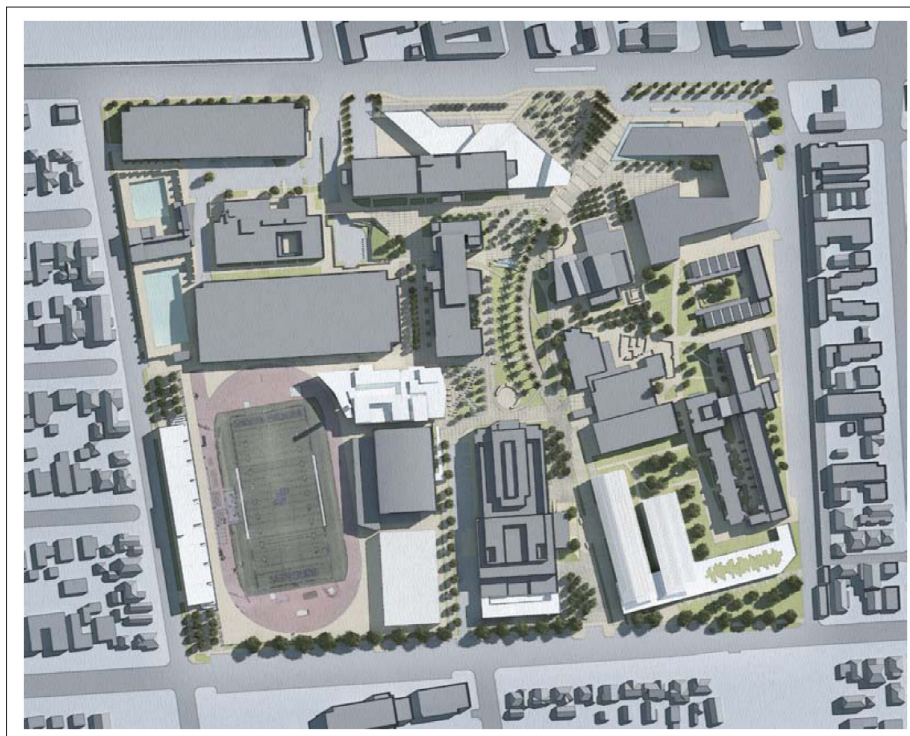


Figure 13 – Illustrative concept for main campus from 2010.

2010 MASTER PLAN UPDATE

The 2010 master plan provided for the orderly implementation of facility improvement projects as identified in the 2008 bond measure on the Main campus, the Academy of Entertainment and Technology campus, and the Performing Arts campus. The plan set forward guidance for open space, sustainability, pathways, and setbacks, among other criteria. The plan provided building envelopes for current and future projects on the three campuses. The environmental impact studies for the plan were also approved in 2010. At this point today, the full implementation of the master plan at the Center for Media and Design campus (the new name for the AET campus) is underway with completion set for later in 2016. For the Performing Arts Center campus, the east wing project is underway with completion set in 2016, and remaining projects are yet to be scheduled. At the Main campus, the Information Technology building is complete and the Health, PE, Fitness, Dance, and Central Plant building and project is underway, with completion set in 2016. Two of the remaining projects, the replacement Math and Science extension and the replacement of the Math Complex temporary trailers, are to be studied further in the 2016 Master Plan Update, and the other two projects, the Drescher Hall modernization and Pico frontage project and the Corsair Stadium replacement project, are deferred to a future Master Plan study expected to begin in 2018, following the completion and occupancy of the new Student Services building.

All SMC facility master plans are available at www2.smc.edu/planning.

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2016

APPENDIX B

Changes are underlined

**SANTA MONICA COMMUNITY COLLEGE DISTRICT
CITIZENS' OVERSIGHT COMMITTEE BYLAWS**

WHEREAS, Santa Monica Community College District (the "District") has been successful at elections conducted on March 5, 2002, November 4, 2004 and November 4, 2008 (collectively, the "Elections"), in obtaining authorization from the District's voters to issue up to \$160,000,000, \$135,000,000 and \$295,000,000, respectively, aggregate principal amount of the District's general obligation bonds ("Bonds"), under the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000 ("Prop 39"), as set forth in the Ballot Measure and Project List approved at each Election; and

WHEREAS, pursuant to Section 15278 of the Education Code of the State, the District is obligated to establish and has established its Citizens' Oversight Committee (the "Committee") in order to satisfy the accountability requirements of Prop 39; and

WHEREAS, the Board of Trustees of the District (the "Board") has requested the Citizens' Oversight Committee (the "Committee") to oversee the expenditure of proceeds of the Bonds in accordance with the related Project Lists approved at the Elections; and

WHEREAS, the Board has established the following bylaws (the "Bylaws") to govern the operation of the Committee:

Purposes. The purposes of the Committee shall be those purposes set forth in Prop 39 and, in particular, Section 15278 of the Education Code of the State. The Committee is subject to the Ralph M. Brown Public Meetings Act of the State of California, being Section 54950 *et seq.* of the Government Code of the State (the "Brown Act") and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to either Election are hereinafter referred to as "Bond proceeds."

Duties. To carry out its stated purposes, the Committee shall perform the following duties:

Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that (a) Bond proceeds are expended only for the purposes set forth in the Ballot Measure and the Project List; (b) no Bond proceeds are used for any teacher or administrative salaries or other operating expenses of the District.

Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include a summary of the Committee's proceedings and activities for the preceding year.

Authorized Activities.

In order to perform the duties set forth in Section 3, the Committee may engage in the following authorized activities:

Receive and review copies of the District's annual independent performance audit and annual independent financial audit.

Inspect facilities and grounds at or for which Bond proceeds have been or will be expended, in accordance with any access procedure established by the Superintendent/President.

Review copies of deferred maintenance proposal or plans developed by the District.

Review the District's efforts to maximize use of Bond proceeds in ways designed to: (1) reduce costs of professional fees or site acquisition; (2) incorporate efficiencies in design; (3) encourage joint use of core facilities; or (4) involve cost-effective and efficient reusable facility plans.

Make requests for copies or inspection of District records in writing to the Superintendent/President of the District through the District staff supporting the Committee.

Membership.

Number. The Committee shall consist of a minimum of 7 members appointed by the Board.

Qualification Standards.

To be a qualified person, he or she must be at least 18 years of age, in accordance with Government Code Section 1020 and reside or operate a business within the District's geographic boundary, in accordance with Section 15282 of the Education Code.

The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District, or members of their immediate families.

Ethics; Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code § 81000 *et seq.*), and to complete the Form 700 as required by all "designated employees" of the District. Additionally, each member shall comply with the Committee Ethics Policy attached as Attachment A to these Bylaws.

Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, beginning on the date of adoption of these Bylaws, or on the date appointed by the Board. No member may serve more than **three (3)** consecutive terms. At the Committee's first meeting, members shall draw lots to select a minimum majority for an initial two-year term and the remaining members for an initial one-year term.

Removal; Vacancy. The Board may remove any Committee member for cause, including failure to attend three consecutive Committee meetings or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with its established appointment process, shall fill any vacancies on the Committee, in compliance with Prop 39.

Compensation. The Committee members shall not be compensated for their services.

Meetings of the Committee.

Regular Meetings. The Committee shall establish a schedule for the date and time of regular meetings to be held periodically, and to include an annual meeting to be held to approve its report to the taxpayers of the District, as required under Prop 39.

Location. All meetings shall be held at 1900 Pico Boulevard, located in Santa Monica, California, or at some other location within the District freely accessible to the public, as may be designated by the Committee on the particular agenda.

Procedures. All meetings shall be open to the general public in accordance with the Brown Act. Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business except adjournment.

District Support.

The District shall provide to the Committee necessary technical and administrative assistance as follows:

- preparation of and posting of public notices as required by the Brown Act, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the Board;
- provision of a meeting room, including any necessary audio/visual equipment;
- preparation and copies of any documentary meeting materials, such as agendas and reports; and
- retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

District staff shall attend all Committee proceedings in order to report on the status of projects and the expenditures of Bond proceeds.

Reports. In addition to the Annual Report required in Section 3.2, the Committee shall report to the Board periodically in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Officers. The Committee shall elect a chair and a vice-chair who shall act as chair only when the chair is absent, each of which positions shall continue for a one-year term. No person shall serve as Chair for more than two consecutive terms.

Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a two-thirds vote of the entire Board.

Termination. The Committee shall automatically terminate and disband when all Bond proceeds are spent.

ATTACHMENT A

CITIZENS' OVERSIGHT COMMITTEE ETHICS POLICY STATEMENT

This Ethics Policy Statement (this "Statement") provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Statement.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by Bond proceeds or (2) any District construction project which will benefit the Committee member's outside employment, business, or personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by Bond proceeds, or (2) any District construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (a) bidding on projects funded by Bond proceeds; and (b) any District construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Santa Monica Community College District and its Board of Trustees.

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 2, 2016

APPENDIX D

INFORMATION ITEM 6

SUBJECT: UPDATE: PROGRESS REPORT ON SANTA MONICA COLLEGE AND SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT COLLABORATIONS

In September 2015 Santa Monica College (SMC) and the Santa Monica Malibu Unified School District (SMMUSD) held a Joint Board meeting in support of a collective purpose—to ensure access and success in post-secondary education for all students. At that meeting the discussion focused on ways to deepen our collaboration in order to address the issue of college readiness and academic success and expanding dual enrollment opportunities to develop pathways to college and careers.

College Readiness

In November a meeting was held to initiate discussions focused on curriculum alignment and college readiness. In December the SMC Department Chair for English, English faculty members, and Maral Hyeler attended a meeting at SMMUSD with their English faculty and leadership to discuss the California State University, Northridge Expository Writing and Reading curriculum (EWRC). The objective is to enroll high school students who are determined to be “conditionally ready” for college level English in this course in their senior year. SMC faculty will explore the possibility of articulating this course with English 21A/B such that students would be able to enroll in English 1 upon matriculating at SMC.

SMC and SMMUSD are also working collaboratively to offer Elementary Algebra at Santa Monica High School (Samohi) for second semester seniors who assessed as “conditionally ready” for college level math. Maral Hyeler will work with Samohi principal, Eva Mayoral on this opportunity.

Terry Deloria, Assistant Superintendent for Educational Services, plans to hold a meeting for high school counselors and advisors to share information about the joint board meeting, dual enrollment, and math and English remediate options for juniors who are “conditionally ready” for college level courses. A joint meeting of counselors from SMC and SMMUSD is in the planning stage.

Dual Enrollment

The Dual Enrollment program offered five courses at Santa Monica High School (Samohi) and one course at Malibu High School during the Fall 2015 semester. The goal is to expand the program at Malibu High School for the Spring 2016 semester and offer three courses. Through the LA HI-TECH initiative, pathways in Computer Science, Education and Media Studies have been developed (designated with an asterisk). The specific courses offered are outlined below.

Fall 2015

Santa Monica High School

- *CS 3- Introduction to Computer Systems
- ECE 11- Child, Family and Community
- *Media 1- Survey of Mass Media Communications
- Music 78- Jazz Ensemble
- Music 84A- Guitar I

Malibu High School

- Music 53- Jazz Vocal Ensemble

Spring 2016

Santa Monica High School

*CS 15 - Visual Basic Programming
Education 1- Career Choices in Education
*Media 10- Media, Gender and Race
Music 78- Jazz Ensemble
Music 84B- Guitar II

Malibu High School

*Media 20- Introduction to Writing and
Producing Short Form Media
Music 53- Jazz Vocal Ensemble
Music 78- Jazz Ensemble

Summer 2016

Santa Monica High School

History 1- History of Western Civilization I
History 2- History of Western Civilization II
History 11- United States History through
Reconstruction
History 12- United States History since
Reconstruction

**LA-HITECH pathway course*

For the 2016-2017 school year, the Dual Enrollment program is working with Samohi to continue offering classes in the Computer Science, Education, and Media Studies pathways, as well as offering two SMC math classes for seniors who will be matriculating to SMC after graduation. The program is also working with Samohi staff to identify additional Dual Enrollment classes that can be offered.

Another exciting addition to the Dual Enrollment program is Olympic High School. Summer and Fall Dual Enrollment classes will be offered that will help encourage students graduating from this school to matriculate to SMC.

Young Collegians

Summer 2016 will be the ninth year of the Young Collegians (YC) program, and during the spring semester "Cohort 9" will be recruited.

During the summer of 2015, 61 YC students participated in the program. In addition, the overall success rate of this group during the summer 2015 semester was 96% with a retention rate of 90%. This high success and retention rate can be attributed to the continuous support that is provided by the program throughout the summer.

19 Young Collegians graduated from high school in 2015 and *all* of them are attending a college or university. Nine of these students are at SMC and have been connected with a student support program.

In the coming year, the program looks forward to working with SMMUSD staff to strengthen support for the students in the program during both the summer session and the subsequent academic year.

LA HI-TECH

SMMUSD have been active partners in this important and innovative grant initiative. The principal of Samohi, Eva Mayoral and members of her faculty have engaged in multiple meetings regarding pathway development and alignment with existing certificates and Associate Degrees at SMC. As described above, CS 15 and Media 10 are being offered at Samohi this spring as part of the LA HI-TECH grant activities. These classes have 65 students enrolled. In addition during the current winter session these students are enrolled in Counseling 19, Orientation Seminar to prepare for success in their college courses.

Samohi students participated in two out-of-school “Hackathon” events that promoted development of coding skills. On October 17, 2015, Hackerfund held an all-day Hackathon for LA HITECH students at the Microsoft office in Playa Vista in which 16 Samohi students participated. On October 24, 2015 at the US Bank Tower, Downtown Los Angeles, 11 Samohi students were among the 82 LA HITECH students from multiple High Schools engaged in this activity. Additional Hackathon events are being planned.

Short term goals for the LA HI-TECH collaboration include the following:

- promoting the Summer Bridge programs at SMC to SAMOHI students enrolled in dual enrollment classes and facilitating their participation;
- scheduling a SMC-Samohi faculty-to-faculty Professional Development workshop similar to the successful session held with Palisades High School;
- sponsoring a “Parents Night” or Saturday session to better familiarize the Samohi Community with the LA HI-TECH Pathway to SMC’s Interaction design Bachelor of Science Degree through enrollment in Graphic Design dual enrollment classes.
- By the end of the 2016-17 academic year, more than double the number of Samohi students enrolled in LA HI-TECH dual enrollment courses, and align those classes with fully developed Career Pathways at SMC.

Adult Education Block Grant (AEBG)

December 31st marked the completion of the planning phase of the Adult Education Block Grant (AEBG), previously known as AB 86. The consortium is now at the start of the implementation phase. SMC and SMMUSD hold regular joint workgroup meetings focused on alignment and education planning as well as faculty training. During the planning phase a community resource inventory was completed by a joint faculty group from both SMMUSD and SMC. The resulting resource directory provides information for student referral and has provided a starting place to build relationships with the community and its resource organizations. In addition a website has been developed by the SMC Project Manager, Dawn Murphy, to promote the regional Adult Education efforts.

Short term goals for the consortium include:

- Alignment and pathways development, focusing on ESL in the first year
- SMMUSD curriculum updates
- SMC noncredit Career Technical Education and Workforce preparation program development in collaboration with academic department faculty

Long term goals for the consortium include:

- Expanded Adult Education Services as well as new offerings at both SMMUSD and SMC
- A coordinated regional system of assessment, referral, instruction, and student services for the region’s adult ESL learners

The Educational Collaborative

The Educational Collaborative continues its important work. The monthly meetings enable SMC, SMMUSD, and Santa Monica city staff to develop partnerships and projects such as those outlined above, share resources, and execute the objectives of the Memorandum of Understanding (MOU) established by the two districts entered into in May 2007.

**UNRESTRICTED GENERAL FUND 01.0
2015-2016 REVENUE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL REVENUES	2015-2016 PROJECTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	118,373	65,937	120,812
TOTAL FEDERAL	118,373	65,937	120,812
STATE			
GENERAL APPORTIONMENT	62,913,537	34,105,888	63,388,526
EDUCATION PROTECTION ACCOUNT - PROP 30	16,855,409	8,526,868	17,053,736
GROWTH/ACCESS-RESTORATION OF WORKLOAD REDUCTION	2,096,283	-	351,684
COLA	1,107,892	606,700	1,107,892
HOMEOWNERS EXEMPT	92,844	14,471	92,844
STATE LOTTERY REVENUE	3,767,820	-	3,692,102
MANDATED PROGRAM COSTS	12,613,744	5,505,971	12,634,759
OTHER STATE	845,433	406,898	845,433
TOTAL STATE	100,292,962	49,166,796	99,166,976
LOCAL			
PROP TAX SHIFT (ERAF)	1,133,894	182,751	1,133,894
SECURED TAX	15,228,978	5,549,285	15,214,420
SUPPLEMENTAL TAXES	237,520	139,755	237,520
UNSECURED TAX	520,962	535,520	535,520
PRIOR YRS TAXES	439,470	417,719	439,470
PROPERTY TAX - RDA PASS THRU	213,627	-	213,627
PROPERTY TAX - RDA RESIDUAL	2,396,518	-	2,396,518
RENTS	135,000	127,404	213,980
INTEREST	223,700	38,336	204,000
ENROLLMENT FEES	13,903,973	9,146,200	13,840,231
STUDENT RECORDS	438,000	194,795	429,200
NON-RESIDENT TUITION/INTENSIVE ESL	32,887,749	19,418,154	32,086,214
FEE BASED INSTRUCTION	350,000	170,844	288,869
OTHER STUDENT FEES & CHARGES	106,200	55,432	101,700
F1 APPLICATION FEES	319,100	131,292	319,100
OTHER LOCAL	686,300	68,466	686,300
I. D. CARD SERVICE CHARGE	1,179,700	659,552	1,130,400
LIBRARY CARDS	120	20	120
LIBRARY FINES	8,745	3,226	8,745
PARKING FINES	229,772	85,299	229,772
TOTAL LOCAL	70,639,328	36,924,050	69,709,600
TOTAL REVENUE	171,050,663	86,156,783	168,997,388
TRANSFER IN	103,070	32,169	105,003
SALE OF EQUIPMENT AND SUPPLIES	-	582	582
TOTAL OTHER FINANCING SOURCES	103,070	32,751	105,585
TOTAL REVENUE AND TRANSFERS	171,153,733	86,189,534	169,102,973

**UNRESTRICTED GENERAL FUND 01.0
2015-2016 EXPENDITURE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL EXPENDITURES	2015-2016 PROJECTED BUDGET
INSTRUCTION	26,413,943	10,470,174	26,243,237
ACADEMIC MANAGERS	6,156,799	2,570,937	6,266,775
NON-INSTRUCTION	6,464,172	2,291,222	6,363,812
HOURLY INSTRUCTION	32,945,787	15,513,668	32,945,787
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	166,991	147,279	223,141
HOURLY NON-INSTRUCTION	4,721,917	2,019,580	4,721,917
VACANT POSITIONS	337,000	-	-
VACANCY SAVINGS	(168,500)	-	-
TOTAL ACADEMIC	77,038,109	33,012,860	76,764,669
CLASSIFIED REGULAR	20,158,590	8,251,452	20,351,809
CLASSIFIED MANAGERS	4,780,513	2,072,758	4,804,716
CLASS REG INSTRUCTION	3,299,393	1,229,492	3,209,617
CLASSIFIED HOURLY	1,948,396	1,081,818	2,525,727
CLASS HRLY INSTRUCTION	526,525	282,971	526,525
VACANT POSITIONS	2,500,000	-	2,500,000
VACANCY SAVINGS	(1,650,000)	-	(2,075,000)
TOTAL CLASSIFIED	31,563,417	12,918,491	31,843,394
STRS	6,261,096	2,605,836	6,246,374
PERS	3,986,081	1,666,565	4,003,306
OASDI/MEDICARE	3,412,378	1,525,127	3,427,046
H/W	13,166,728	4,364,462	13,239,371
RETIREEES' H/W	2,830,402	1,769,002	3,194,445
RETIREEE - OPEB	1,500,000	-	1,500,000
SUI	182,768	73,170	183,068
WORKERS' COMPENSATION	1,856,951	790,739	1,866,146
ALTERNATIVE RETIREMENT	500,000	149,410	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	26,704	23,565	35,703
BENEFITS RELATED TO VACANT POSITIONS	624,140	-	550,000
BENEFITS RELATED TO VACANCY SAVINGS	(400,070)	-	(456,500)
TOTAL BENEFITS	33,947,178	12,967,876	34,288,959
SUPPLIES	1,098,158	423,377	1,211,459
TOTAL SUPPLIES	1,098,158	423,377	1,211,459
CONTRACTS/SERVICES	13,912,499	5,760,638	14,205,405
INSURANCE	966,480	899,945	967,380
UTILITIES	3,005,068	1,404,089	3,007,568
TOTAL SERVICES	17,884,047	8,064,672	18,180,353
EQUIPMENT	1,030,094	431,900	1,166,847
TECHNOLOGY REPLACEMENT	418,100	32,130	418,100
TCO - EQUIPMENT REPLACEMENT	500,000	-	500,000
TOTAL CAPITAL	1,948,194	464,030	2,084,947
TOTAL EXPENDITURES	163,479,103	67,851,306	164,373,781
OUTGOING TRANSFER/FINANCIAL AID	270,839	160,689	270,839
TOTAL TRANSFERS/FINANCIAL AID	270,839	160,689	270,839
TOTAL EXPENDITURES & TRANSFERS	163,749,942	68,011,995	164,644,620

**UNRESTRICTED GENERAL FUND 01.0
2015-2016 FUND BALANCE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS *	160,245,157	80,683,563	157,760,696
TOTAL EXPENDITURES AND TRANSFERS	159,945,546	67,108,468	161,162,179
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	3,461,140	-	3,050,000
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(2,218,570)	-	(2,531,500)
OPERATING SURPLUS/(DEFICIT)	(942,959)	13,575,095	(3,919,983)
ONE-TIME ITEMS			
DEFICIT FACTOR TO APPORTIONMENT	(1,097,741)	-	(685,055)
MANDATED COST BLOCK GRANT	12,006,317	5,505,971	12,027,332
ONE-TIME BUDGET AUGMENTATION	(613,632)	(439,497)	(878,994)
EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	(1,948,194)	(464,030)	(2,084,947)
OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	7,403,791	18,177,539	4,458,353
BEGINNING BALANCE	13,781,577	13,781,577	13,781,577
ENDING FUND BALANCE	21,185,368	31,959,116	18,239,930
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	12.94%	46.99%	11.08%

DESIGNATION OF FUND BALANCE

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
UNDESIGNATED FUND BALANCE	14,985,387	25,759,135	12,039,949
UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	9.16%	37.87%	7.32%
DESIGNATED RESERVE FOR:			
CLASSIFIED EMPLOYEE WELFARE FUND	371,754	371,754	371,754
NEW FACULTY TO BE HIRED	1,945,604	1,945,604	1,945,604
RESERVE FOR FUTURE STRS AND PERS INCREASES	3,882,623	3,882,623	3,882,623
TOTAL	6,199,981	6,199,981	6,199,981
DESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	3.79%	9.12%	3.77%
TOTAL ENDING FUND BALANCE	21,185,368	31,959,116	18,239,930
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	12.94%	46.99%	11.08%

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

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

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL REVENUES	2015-2016 PROJECTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	636,677	67,517	636,677
FWS-FEDERAL WORK STUDY	460,327	-	460,327
RADIO GRANTS	1,155,218	421,407	1,155,218
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	61,708	32,785	61,708
FEDERAL CARRYOVERS	1,770,872	-	1,770,872
OTHER FEDERAL	2,324,342	26,224	2,712,433
TOTAL FEDERAL	6,409,144	547,933	6,797,235
STATE			
LOTTERY	1,103,433	59,656	1,103,433
BASIC SKILLS INITIATIVE	356,040	183,143	352,199
SFAA-STUDENT FINANCIAL AID ADMIN	919,049	477,905	919,049
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,384,794	504,212	1,384,794
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	93,465	27,604	93,465
DSPTS-DISABLED STUDENTS PROGRAM & SERVICES	1,696,232	882,041	1,696,232
CALWORKS	264,983	137,791	264,983
STUDENT SUCCESS (CREDIT)	3,022,977	1,571,948	3,022,977
STUDENT SUCCESS (NON-CREDIT)	41,933	21,805	41,933
STUDENT SUCCESS (STUDENT EQUITY)	1,035,343	538,378	1,035,343
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	7,940	4,129	7,940
ENROLLMENT GROWTH	106,787	-	106,787
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,408,210	732,268	1,408,210
STATE CARRYOVERS	3,413,521	1,991,053	3,412,269
OTHER STATE	795,250	218,854	796,502
TOTAL STATE	15,649,957	7,350,787	15,646,116
LOCAL			
PICO PROMISE	141,782	70,892	141,782
HEALTH FEES	1,437,117	840,649	1,437,117
PARKING FEES	1,858,884	1,048,496	1,858,884
DONATIONS-KCRW	2,400,417	569,743	2,452,146
COMMUNITY SERVICES	894,593	280,592	894,593
CONSOLIDATED CONTRACT ED-LOCAL	315,750	-	315,750
LOCAL CARRYOVERS	9,388	2,239	9,388
OTHER LOCAL	6,282,031	2,973,404	6,298,015
TOTAL LOCAL	13,339,962	5,786,015	13,407,675
TOTAL REVENUE	35,399,063	13,684,735	35,851,026

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL EXPENDITURES	2015-2016 PROJECTED BUDGET
INSTRUCTION	200,207	5,051	200,207
MANAGEMENT	1,673,749	696,780	1,709,825
NON-INSTRUCTION	1,471,557	668,712	1,491,342
HOURLY INSTRUCTION	55,940	20,121	63,279
HOURLY NON-INSTRUCTION	2,692,512	1,890,514	2,771,980
TOTAL ACADEMIC	6,093,965	3,281,178	6,236,633
CLASSIFIED REGULAR	3,690,915	1,500,045	3,707,900
CLASSIFIED MANAGERS	457,614	200,572	438,518
CLASS REG INSTRUCTION	79,720	12,659	79,720
CLASSIFIED HOURLY	1,856,760	685,099	1,860,654
CLASS HRLY INSTRUCTION	153,350	105,536	159,655
TOTAL CLASSIFIED	6,238,359	2,503,911	6,246,447
BENEFITS HOLDING ACCOUNT	3,326,154		2,078,776
STRS	-	257,752	257,752
PERS	-	219,584	219,584
OASDI/MEDICARE	-	214,154	214,154
H/W	-	403,068	403,068
SUI	-	2,808	2,808
WORKERS' COMP.	-	97,271	97,271
ALTERNATIVE RETIREMENT	-	15,194	15,194
TOTAL BENEFITS	3,326,154	1,209,831	3,288,607
TOTAL SUPPLIES	1,102,566	312,948	1,180,772
CONTRACTS/SERVICES	8,169,662	2,167,457	8,286,072
INSURANCE	4,708,640	2,285,928	4,708,640
UTILITIES	171,350	74,682	171,350
TOTAL SERVICES	13,049,652	4,528,067	13,166,062
BLDG & SITES	1,668,031	226,496	1,632,601
EQUIPMENT/LEASE PURCHASE	2,703,315	955,071	2,770,860
TOTAL CAPITAL	4,371,346	1,181,567	4,403,461
TOTAL EXPENDITURES	34,182,042	13,017,502	34,521,982
OTHER OUTGO - STUDENT AID	595,558	302,560	705,648
OTHER OUTGO - TRANSFERS	103,070	32,169	105,003
TOTAL OTHER OUTGO	698,628	334,729	810,651
TOTAL EXPENDITURES & OTHER OUTGO	34,880,670	13,352,231	35,332,633

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	35,399,063	13,684,735	35,851,026
TOTAL EXPENDITURES AND TRANSFERS	34,880,670	13,352,231	35,332,633
OPERATING SURPLUS/(DEFICIT)	518,393	332,504	518,393
BEGINNING BALANCE	6,903,337	6,903,337	6,903,337
CONTINGENCY RESERVE/ENDING FUND BALANCE	7,421,730	7,235,841	7,421,730
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	21.28%	54.19%	21.01%

CAPITAL OUTLAY FUND 40.0
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
STATE			
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,408,105	732,270	1,408,210
PROP 39 - CLEAN ENERGY PROJECTS	621,744	621,744	621,744
STATE CARRYOVERS	1,986,553	1,986,552	1,986,553
TOTAL STATE	4,016,402	3,340,566	4,016,507
LOCAL			
RENTS	-	2,850	2,850
INTEREST	103,300	27,217	103,300
NON-RESIDENT CAPITAL CHARGE	2,992,428	1,727,201	2,992,428
LOCAL INCOME	137,688	32,732	137,688
TOTAL LOCAL	3,233,416	1,790,000	3,236,266
TOTAL REVENUES	7,249,818	5,130,566	7,252,773
EXPENDITURES			
SUPPLIES	107,000	-	107,000
CONTRACT SERVICES	1,006,345	154,601	1,006,345
CAPITAL OUTLAY	18,992,730	2,071,757	18,995,685
TOTAL EXPENDITURES	20,106,075	2,226,358	20,109,030
TOTAL EXPENDITURES AND TRANSFERS	20,106,075	2,226,358	20,109,030
OPERATING SURPLUS/(DEFICIT)	(12,856,257)	2,904,208	(12,856,257)
BEGINNING BALANCE	12,856,257	12,856,257	12,856,257
ENDING FUND BALANCE	-	15,760,465	-

**MEASURE U FUND 42.2
2015-2016 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	143,800	38,156	143,800
TOTAL REVENUE	143,800	38,156	143,800
EXPENDITURES			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	98,000	-	98,000
CAPITAL OUTLAY	21,246,063	766,379	21,246,063
TOTAL EXPENDITURES	21,394,063	766,379	21,394,063
OPERATING SURPLUS/(DEFICIT)	(21,250,263)	(728,223)	(21,250,263)
BEGINNING BALANCE	21,250,263	21,250,263	21,250,263
ENDING FUND BALANCE	-	20,522,040	-

**MEASURE S FUND 42.3
2015-2016 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	359,500	93,552	359,500
TOTAL REVENUE	359,500	93,552	359,500
EXPENDITURES			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	760,000	64,493	760,000
CAPITAL OUTLAY	50,833,810	4,282,995	50,833,810
TOTAL EXPENDITURES	51,643,810	4,347,488	51,643,810
OPERATING SURPLUS/(DEFICIT)	(51,284,310)	(4,253,936)	(51,284,310)
BEGINNING BALANCE	51,284,310	51,284,310	51,284,310
ENDING FUND BALANCE	-	47,030,374	-

MEASURE AA FUND 42.4
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	1,371,800	247,179	1,371,800
TOTAL REVENUE	1,371,800	247,179	1,371,800
EXPENDITURES			
SUPPLIES	113,500	484	113,500
CONTRACT SERVICES	2,492,000	55,146	2,492,000
CAPITAL OUTLAY	131,393,920	10,018,331	131,393,920
TOTAL EXPENDITURES	133,999,420	10,073,961	133,999,420
OPERATING SURPLUS/(DEFICIT)	(132,627,620)	(9,826,782)	(132,627,620)
BEGINNING BALANCE	132,627,620	132,627,620	132,627,620
ENDING FUND BALANCE	-	122,800,838	-

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
FEDERAL GRANTS	33,772,016	14,743,072	33,772,016
FEDERAL LOANS	2,604,000	751,701	2,604,000
CAL GRANTS	2,165,000	1,441,807	2,165,000
TRANSFER	240,839	130,689	240,839
TOTAL REVENUE	38,781,855	17,067,269	38,781,855
EXPENDITURES			
FINANCIAL AID	38,781,855	17,020,177	38,781,855
TOTAL EXPENDITURES	38,781,855	17,020,177	38,781,855
ENDING FUND BALANCE	-	47,092	-

SCHOLARSHIP TRUST FUND 75.0
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
BEGINNING BALANCE	15,188	15,188	15,188
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	110	2	110
TOTAL REVENUE	30,110	30,002	30,110
TOTAL FUNDS AVAILABLE	45,298	45,190	45,298
EXPENDITURES			
SCHOLARSHIP	30,000	30,000	30,000
TOTAL EXPENDITURES	30,000	30,000	30,000
ENDING FUND BALANCE	15,298	15,190	15,298

**AUXILIARY FUND
2015-2016 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	December 31, 2015 ACTUAL	2015-2016 PROJECTED BUDGET
BEGINNING BALANCE	2,560,512	2,562,729	2,560,512
ADJ. TO BEG. BALANCE	-	-	2,217
ADJUSTED BEGINNING BALANCE	<u>2,560,512</u>	<u>2,562,729</u>	<u>2,562,729</u>
REVENUE			
GROSS SALES	6,452,500	2,925,614	6,452,500
LESS: COST OF GOODS	(4,543,800)	(2,051,366)	(4,543,800)
NET	1,908,700	874,248	1,908,700
VENDOR INCOME	675,068	288,000	675,068
AUXILIARY PROGRAM INCOME	370,450	207,491	370,450
NET INCOME	2,954,218	1,369,739	2,954,218
INTEREST	17,000	8,163	17,000
OTHER INCOME	-	-	-
TOTAL REVENUE	<u>2,971,218</u>	<u>1,377,902</u>	<u>2,971,218</u>
TOTAL FUNDS AVAILABLE	<u>5,531,730</u>	<u>3,940,631</u>	<u>5,533,947</u>
EXPENDITURES			
STAFFING	1,221,500	481,273	1,221,500
FRINGE BENEFITS	313,000	106,740	313,000
OPERATING	2,027,994	479,371	2,027,994
TOTAL EXPENDITURES	<u>3,562,494</u>	<u>1,067,384</u>	<u>3,562,494</u>
ENDING FUND BALANCE	<u>1,969,236</u>	<u>2,873,247</u>	<u>1,971,453</u>

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD ▼

Fiscal Year: 2015-2016

District: (780) SANTA MONICA

Quarter Ended: (Q2) Dec 31, 2015

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2012-13	Actual 2013-14	Actual 2014-15	Projected 2015-2016
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	133,791,295	144,834,471	150,335,559	168,997,388
A.2	Other Financing Sources (Object 8900)	125,558	111,105	120,779	105,585
A.3	Total Unrestricted Revenue (A.1 + A.2)	133,916,853	144,945,576	150,456,338	169,102,973
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,258,404	141,148,243	150,318,178	164,373,781
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	275,011	346,364	328,362	270,839
B.3	Total Unrestricted Expenditures (B.1 + B.2)	138,533,415	141,494,607	150,646,540	164,644,620
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-4,616,562	3,450,969	-190,202	4,458,353
D.	Fund Balance, Beginning	15,137,372	10,520,810	13,971,779	13,781,577
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	15,137,372	10,520,810	13,971,779	13,781,577
E.	Fund Balance, Ending (C. + D.2)	10,520,810	13,971,779	13,781,577	18,239,930
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.6%	9.9%	9.1%	11.1%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,265	21,415	21,694	21,772
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2012-13	2013-14	2014-15	2015-2016
H.1	Cash, excluding borrowed funds		28,793,874	32,588,528	35,788,091
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	25,149,770	28,793,874	32,588,528	35,788,091

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	171,050,663	168,997,388	86,156,783	51%
I.2	Other Financing Sources (Object 8900)	103,070	105,585	32,751	31%
I.3	Total Unrestricted Revenue (I.1 + I.2)	171,153,733	169,102,973	86,189,534	51%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	163,479,103	164,373,781	67,851,306	41.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	270,839	270,839	160,689	59.3%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	163,749,942	164,644,620	68,011,995	41.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	7,403,791	4,458,353	18,177,539	
L.	Adjusted Fund Balance, Beginning	13,781,577	13,781,577	13,781,577	
L.1	Fund Balance, Ending (C. + L.2)	21,185,368	18,239,930	31,959,116	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	12.9%	11.1%		

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

NO

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

Contract Period Settled (Specify)	Management	Academic		Classified
		Permanent	Temporary	

YYYY-YY	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

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

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

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

The increase in the required employer contribution for retirement plans may cause difficulty in the District's fund balance. The District has designated a portion of the fund balance to partially cover the increase in retirement contribution.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	February 2, 2016

APPENDIX D

INFORMATION ITEM 6

SUBJECT: UPDATE: PROGRESS REPORT ON SANTA MONICA COLLEGE AND SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT COLLABORATIONS

In September 2015 Santa Monica College (SMC) and the Santa Monica Malibu Unified School District (SMMUSD) held a Joint Board meeting in support of a collective purpose—to ensure access and success in post-secondary education for all students. At that meeting the discussion focused on ways to deepen our collaboration in order to address the issue of college readiness and academic success and expanding dual enrollment opportunities to develop pathways to college and careers.

College Readiness

In November a meeting was held to initiate discussions focused on curriculum alignment and college readiness. In December the SMC Department Chair for English, English faculty members, and Maral Hyeler attended a meeting at SMMUSD with their English faculty and leadership to discuss the California State University, Northridge Expository Writing and Reading curriculum (EWRC). The objective is to enroll high school students who are determined to be “conditionally ready” for college level English in this course in their senior year. SMC faculty will explore the possibility of articulating this course with English 21A/B such that students would be able to enroll in English 1 upon matriculating at SMC.

SMC and SMMUSD are also working collaboratively to offer Elementary Algebra at Santa Monica High School (Samohi) for second semester seniors who assessed as “conditionally ready” for college level math. Maral Hyeler will work with Samohi principal, Eva Mayoral on this opportunity.

Terry Deloria, Assistant Superintendent for Educational Services, plans to hold a meeting for high school counselors and advisors to share information about the joint board meeting, dual enrollment, and math and English remediate options for juniors who are “conditionally ready” for college level courses. A joint meeting of counselors from SMC and SMMUSD is in the planning stage.

Dual Enrollment

The Dual Enrollment program offered five courses at Santa Monica High School (Samohi) and one course at Malibu High School during the Fall 2015 semester. The goal is to expand the program at Malibu High School for the Spring 2016 semester and offer three courses. Through the LA HI-TECH initiative, pathways in Computer Science, Education and Media Studies have been developed (designated with an asterisk). The specific courses offered are outlined below.

Fall 2015

Santa Monica High School

- *CS 3- Introduction to Computer Systems
- ECE 11- Child, Family and Community
- *Media 1- Survey of Mass Media Communications
- Music 78- Jazz Ensemble
- Music 84A- Guitar I

Malibu High School

- Music 53- Jazz Vocal Ensemble

Spring 2016

Santa Monica High School

*CS 15 - Visual Basic Programming
Education 1- Career Choices in Education
*Media 10- Media, Gender and Race
Music 78- Jazz Ensemble
Music 84B- Guitar II

Malibu High School

*Media 20- Introduction to Writing and
Producing Short Form Media
Music 53- Jazz Vocal Ensemble
Music 78- Jazz Ensemble

Summer 2016

Santa Monica High School

History 1- History of Western Civilization I
History 2- History of Western Civilization II
History 11- United States History through
Reconstruction
History 12- United States History since
Reconstruction

**LA-HITECH pathway course*

For the 2016-2017 school year, the Dual Enrollment program is working with Samohi to continue offering classes in the Computer Science, Education, and Media Studies pathways, as well as offering two SMC math classes for seniors who will be matriculating to SMC after graduation. The program is also working with Samohi staff to identify additional Dual Enrollment classes that can be offered.

Another exciting addition to the Dual Enrollment program is Olympic High School. Summer and Fall Dual Enrollment classes will be offered that will help encourage students graduating from this school to matriculate to SMC.

Young Collegians

Summer 2016 will be the ninth year of the Young Collegians (YC) program, and during the spring semester "Cohort 9" will be recruited.

During the summer of 2015, 61 YC students participated in the program. In addition, the overall success rate of this group during the summer 2015 semester was 96% with a retention rate of 90%. This high success and retention rate can be attributed to the continuous support that is provided by the program throughout the summer.

19 Young Collegians graduated from high school in 2015 and *all* of them are attending a college or university. Nine of these students are at SMC and have been connected with a student support program.

In the coming year, the program looks forward to working with SMMUSD staff to strengthen support for the students in the program during both the summer session and the subsequent academic year.

LA HI-TECH

SMMUSD have been active partners in this important and innovative grant initiative. The principal of Samohi, Eva Mayoral and members of her faculty have engaged in multiple meetings regarding pathway development and alignment with existing certificates and Associate Degrees at SMC. As described above, CS 15 and Media 10 are being offered at Samohi this spring as part of the LA HI-TECH grant activities. These classes have 65 students enrolled. In addition during the current winter session these students are enrolled in Counseling 19, Orientation Seminar to prepare for success in their college courses.

Samohi students participated in two out-of-school “Hackathon” events that promoted development of coding skills. On October 17, 2015, Hackerfund held an all-day Hackathon for LA HITECH students at the Microsoft office in Playa Vista in which 16 Samohi students participated. On October 24, 2015 at the US Bank Tower, Downtown Los Angeles, 11 Samohi students were among the 82 LA HITECH students from multiple High Schools engaged in this activity. Additional Hackathon events are being planned.

Short term goals for the LA HI-TECH collaboration include the following:

- promoting the Summer Bridge programs at SMC to SAMOHI students enrolled in dual enrollment classes and facilitating their participation;
- scheduling a SMC-Samohi faculty-to-faculty Professional Development workshop similar to the successful session held with Palisades High School;
- sponsoring a “Parents Night” or Saturday session to better familiarize the Samohi Community with the LA HI-TECH Pathway to SMC’s Interaction design Bachelor of Science Degree through enrollment in Graphic Design dual enrollment classes.
- By the end of the 2016-17 academic year, more than double the number of Samohi students enrolled in LA HI-TECH dual enrollment courses, and align those classes with fully developed Career Pathways at SMC.

Adult Education Block Grant (AEBG)

December 31st marked the completion of the planning phase of the Adult Education Block Grant (AEBG), previously known as AB 86. The consortium is now at the start of the implementation phase. SMC and SMMUSD hold regular joint workgroup meetings focused on alignment and education planning as well as faculty training. During the planning phase a community resource inventory was completed by a joint faculty group from both SMMUSD and SMC. The resulting resource directory provides information for student referral and has provided a starting place to build relationships with the community and its resource organizations. In addition a website has been developed by the SMC Project Manager, Dawn Murphy, to promote the regional Adult Education efforts.

Short term goals for the consortium include:

- Alignment and pathways development, focusing on ESL in the first year
- SMMUSD curriculum updates
- SMC noncredit Career Technical Education and Workforce preparation program development in collaboration with academic department faculty

Long term goals for the consortium include:

- Expanded Adult Education Services as well as new offerings at both SMMUSD and SMC
- A coordinated regional system of assessment, referral, instruction, and student services for the region’s adult ESL learners

The Educational Collaborative

The Educational Collaborative continues its important work. The monthly meetings enable SMC, SMMUSD, and Santa Monica city staff to develop partnerships and projects such as those outlined above, share resources, and execute the objectives of the Memorandum of Understanding (MOU) established by the two districts entered into in May 2007.