

M - I N U T E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
TUESDAY, MAY 3, 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	May 3, 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, May 3, 2016.

I. ORGANIZATIONAL FUNCTIONS

- CALL TO ORDER - 5:30 p.m.
- 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)
- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
 - Robert Villanueva
 - Natalie Rey
 - Paige Begell
 - Victoria Boardman
 - Berenice Rivera
 - Delmy Luna
 - Katty Barahona
 - Crystal Sanchez

II. CLOSED SESSION - 5:49 p.m.

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

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

Employee Organization: CSEA, Chapter 36

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

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

Employee Organization: SMC Faculty Association

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency designated representatives: Louise Jaffe, Board Chair

Unrepresented Employee: Superintendent/President

PUBLIC EMPLOYEE APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)
CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9 (4)(d))
Initiation of litigation: Two cases

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

- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT - None
- RE-ORDER OF MAJOR ITEMS OF BUSINESS AND REVISIONS/SUPPLEMENTAL STAFF REPORTS:
It was requested that the recommendations in Major Items of Business be re-ordered as follows (#6 and #8 were moved up to #2 and #3):

- #1 Classified School Employees Week
- #2 Receipt of Personnel Commission 2016-2017 Proposed Budget
- #3 Resolution of the Board of Trustees Approving, Authorizing and Directing the Execution and Delivery of a Lease with Option to Purchase, Assignment of Lease and Other Documents and Certificates Relating Thereto and Authorizing and Directing Certain Actions with Respect Thereto
- 4 Report: 2016 Institutional Effectiveness Update/Student Success Scorecard
- 5 Report: SMC Facility Needs and Potential November 2016 Bond Measure
- #6 2015-2016 Quarterly Budget Report and 311Q
- #7 Public Hearing and Adoption of Education Protection Account (EPA-Prop 30) Funding and Expenditures
- 8 Discussion: Board of Trustees' Budget Objectives and Principles
- #9 Process to Appoint Members to the Citizens' Bond Oversight Committee
- #10 Annual Authorization of Privileges for Student Trustee
- #11 First Reading: Board Policies 1210, 1220 and 1280
- #12 Award of Bid – Student Services Building (*presented as an addendum to the agenda*)

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

IV. **PUBLIC COMMENTS**

David Burak
Willis Barton
Nancy Morse

V. **SUPERINTENDENT'S REPORT**

VI. **ACADEMIC SENATE REPORT**

Textbook Prices: A Crisis

VII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. **MAJOR ITEMS OF BUSINESS**

- #1 Classified School Employees Week
- #2 Receipt of Personnel Commission 2016-2017 Proposed Budget
- #3 Resolution of the Board of Trustees Approving, Authorizing and Directing the Execution and Delivery of a Lease with Option to Purchase, Assignment of Lease and Other Documents and Certificates Relating Thereto and Authorizing and Directing Certain Actions with Respect Thereto
- 4 Report: 2016 Institutional Effectiveness Update/Student Success Scorecard
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- 8 Discussion: Board of Trustees' Budget Objectives and Principles
- #9 Process to Appoint Members to the Citizens' Bond Oversight Committee
- #10 Annual Authorization of Privileges for Student Trustee
- #11 First Reading: Board Policies 1210, 1220 and 1280
- #12 Award of Bid – Student Services Building*

**This recommendation was initially submitted as #28 in an addendum to the agenda. It has been included in Major Items of Business as #12 and subsequent recommendations are renumbered.*

VIII. **CONSENT AGENDA**

Approval of Minutes

- #13 Approval of Minutes: April 5, 2016 (Regular Meeting)

Academic and Student Affairs

- #14 New Courses and Degrees, Spring 2016**

***Recommendation #14 was initially submitted as #29 in an addendum to the agenda.*

It has been included in the Consent Agenda and subsequent recommendations are renumbered.

Grants and Contracts

- #15 ~~Subcontractual Agreement with CRRA~~-(listed as #13 in the agenda) *Item Pulled, No Action Taken*
- #16 Ratification of Contracts and Consultants

Human Resources

- #17 Academic Personnel
- #18 Classified Personnel – Regular
- #19 Classified Personnel – Limited Duration
- #20 Classified Personnel – Non Merit

Facilities and Fiscal

#21 Facilities

- A Change Order No. 18 – AET Campus and Parking Structure A
- B Change Order No. 10 - Performing Arts Center East Wing
- C Change Order No. 9 – Health, PE, Fitness, Dance and Central Plant
- D Change Order No. 2 – Financial Aid Relocation
- E Change Order No. 2 – Campus Wide Fire Alarm Upgrade 2015
- F Change Order No. 2 – Upgrading of Security Systems
- G Change Order No. 2 – Group 2 Switchgear Replacement
- H Change Order No. 1 – Campus Energy Management System
- I Correction to Change Order No. 1 – Roof Replacement
- J Amendment No. 12 to Agreement for Architectural Services – AET
- K Project Close Out – Campus Signage Project
- L Amendment No. 1 to Agreement for Consulting Services – Malibu Campus
- M Award of Bid – Math Complex Exterior Paint Project
- N Consent to Assign Subcontractor Agreement – AET Campus

#22 Acceptance of Grant and Budget Augmentation

#23 Budget Transfers

#24 Providers for Community and Contract Education

#25 Commercial Warrant Register

#26 Payroll Warrant Register

#27 Auxiliary Payments and Purchase Orders

#28 Purchasing

- A Award of Purchase Orders
- B Award of Bid – Performing Arts Center Pianos and Accessories

IX. *CONSENT AGENDA – Pulled Recommendations*

X. *INFORMATION*

- 29 Citizens’ Bond Oversight Committee Meeting, April 20, 2016

XI. *BOARD COMMENTS AND REQUESTS*

XII. *ADJOURNMENT*

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

APPENDIX A 2016 Institutional Effectiveness Update/Student Success Scorecard

APPENDIX B 2015-2016 Quarterly Budget Report and 311Q

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	April 5, 2016

V. SUPERINTENDENT'S REPORT

Recognition and Acknowledgements

- **Alpha Gamma Sigma (AGS)** is the California Community College academic honor society and service organization of the California Community Colleges. The AGS Chapter of Santa Monica College nominated four students for AGS Scholarships for academic excellence, community service and leadership: **Sara King, Chuchu Gao, Bryce McGuire** and **Charmain Narbuada**.

AGS holds an annual spring convention attended by California community college students from throughout the state. Each year, the organization awards scholarships, and this year awarded approximately \$40,000 to students who excelled in academics and community service. **Chuchu Gao** and **Bryce McGuire** were awarded a Kathleen D. Loly scholarship award for academic excellence. **Sarah King** and **Charmaine Narbuada** were recognized for their community service with an Ed Walsh scholarship award.

- **Howard Stahl** was elected Vice-President of California Community College Independents (CCCI), an association of independent bargaining agents for California community college faculty. Howard is a CIS faculty member, sits on DPAC as Co-Chair of Budget Committee and is the former Chief Negotiator for the Faculty Association.
- **Jonathan Eady, Student Trustee, 2015-2016**
Jonathan has been awarded a scholarship under the Science, Mathematics, and Research for Transformation (SMART) Defense Education Program supported through the Department of Defense. He has chosen the Naval Surface Warfare Center at Port Hueneme in Oxnard, CA as his sponsoring facility. This is where he will carry out summer internships and employment after graduation.

Updates

- **Malibu Project:** At its meeting on April 1st, the Malibu City Council approved variances for the SMC Malibu Campus project adopted in a Planning Commission Resolution thereby approving a Coastal Development permit.
- **College Fair on April 26th in the Quad:** There were 190 Schools represented (a combination of UCs, CSUs, Private local, Out-of-State and International Schools). It is estimated that approximately 4,000 enthusiastic students attended the fair. The feedback from the university representatives was extremely positive and those attending the fair for the first time commented on the beauty of the SMC campus. There were some representatives who wanted to RSVP in advance for the Fall 2016 Fair.
- **CCCT Annual Conference:** Trustees Louise Jaffe, Barry Snell, and Susan Aminoff and Superintendent/President Kathryn Jeffery attended the CCCT Annual Conference in Palm Desert.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **CLASSIFIED SCHOOL EMPLOYEES WEEK**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified School Employees Week, May 16-20, 2016.

WHEREAS, classified employees provide valuable services to the College and students of the Santa Monica Community College District; and

WHEREAS, classified employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified employees play a vital role in providing for the welfare and safety of Santa Monica Community College District's students; and

WHEREAS, classified employees employed by the Santa Monica Community College District strive for excellence in all areas relative to their workplace,

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 16-20, 2016 as Classified School Employees Week in the Santa Monica Community College District.

COMMENT: The District will recognize classified service employees during Classified School Employees Week with the following activities:

- Vice-President Open House, May 16th, 8:30-10:30 a.m., 2714 Pico Blvd.
- Karaoke, May 16th, 11:30 a.m. – 1:30 p.m., Skybox
- Classified Staff Bingo, May 17th, Staff Lounge Main Campus
- Vice-President Open House, May 18th, Admissions Complex
- Planetarium Show, May 19th, 12 noon, 12:30 p.m., 1:15 p.m., Drescher Hall
- Management Association Ice-Cream Social, May 19th, 1-3 p.m., Staff Lounge
- Classified Employee Luncheon, May 20th, 11:30 a.m. – 1:30 p.m., Quad
- Classified Employee Dinner and Ice Cream Social, May 20th, 5:30-6:30 p.m., Staff Lounge

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **RECEIPT OF PERSONNEL COMMISSION 2016-2017 PROPOSED BUDGET**

SUBMITTED BY: Personnel Commission

REQUESTED ACTION #1: It is recommended that the Board of Trustees acknowledge receipt of the 2016-2017 proposed budget for the Santa Monica Community College District Personnel Commission. The Personnel Commission Budget will be discussed as part of the District’s regular budget process.

SUMMARY: Per Merit Rule 2.4, the Director of Classified Personnel shall prepare and submit to the Personnel Commission a proposed operating budget for the Commission for the next ensuing fiscal year. The budget shall be submitted not later than the appropriate Commission meeting in April.

The Director of Classified Personnel presented an initial draft of the proposed operating budget for a first reading at the Personnel Commission meeting on April 20, 2016. The Personnel Commission will hold a public hearing on its proposed budget on May 18, 2016, at which time it will fully consider all comments and suggestions that may be offered by District administration, the Board, or other concerned persons or organizations.

The Personnel Commission budget for fiscal year 2016-2017 reflects the following adjustments against the prior year’s budget:

- 19% overall increase in total salary and benefits due to the following:
 - 8% increase from fiscal year 2015-2016 approved adjustments (Reclassification of one clerical position; one clerical position salary reallocation; move of two part-time positions to two full-time positions)
 - 7% increase in total salaries due to mandatory step and longevity changes for multiple staff members
 - 21% increase in staff benefits costs (computed against approved and anticipated salary increase and insurance premium increases)

No additional permanent positions have been added to staff this past fiscal year. No additional staffing increases are being proposed at this time.

Some overtime is still anticipated to cover written and performance testing, which is often restricted to weekend administrations when testing sites are available.

- 27% reduction in operating and equipment expenses to help offset salary and benefits increases

Overall, the Personnel Commission is requesting a 15.5% increase to its budget for fiscal year 2016-2017, in order to maintain its current level of staffing.

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

PERSONNEL COMMISSION BUDGET 2016-2017

Description	Object	2015/16	2016/17	Difference	% Change
Administrative & Management	2110	\$287,856.00	\$344,524.00	\$56,668.00	
Clerical	2120	\$336,581.00	\$409,635.00	\$73,054.00	
Clerical Hourly	2323	11,000.00	11,000.00	0.00	
Clerical Overtime	2324	2,000.00	2,000.00	0.00	
Personnel Commissioners	2380	7,725.00	7,725.00	0.00	
Other Classified Hourly	2393	0.00	0.00	0.00	
Benefits (Staff - 33%)	Various	\$204,979.00	\$248,872.00	\$43,893.00	
Benefits (Commissioners)	Various	\$77,145.00	\$79,000.00	\$1,855.00	
Total Salary & Benefits		\$927,286.00	\$1,102,756.00	\$175,470.00	19%

Supplies	4550	\$4,396.00	\$4,396.00	\$0.00	
Mileage	5210	\$300.00	\$150.00	\$(150.00)	
Conf./Training/Staff Development	5220	\$6,200.00	\$6,200.00	\$0.00	
Meeting Reimbursements	5241	\$500.00	\$-	\$(500.00)	
Meals/Catering for Raters	5242	\$2,000.00	\$2,000.00	\$0.00	
Dues & Memberships	5310	\$6,000.00	\$3,500.00	\$(2,500.00)	
Repairs & Equipment Maintenance	5650	\$400.00	\$400.00	\$0.00	
Legal	5730	\$32,312.00	\$20,000.00	\$(12,312.00)	
Off Campus Printing	5820	\$500.00	\$-	\$(500.00)	
Advertising	5830	\$6,500.00	\$6,500.00	\$0.00	
Software Licensing	5840	\$9,000.00	\$8,000.00	\$(1,000.00)	
Postage	5850	\$200.00	\$-	\$(200.00)	
Other Contract Services	5890	\$1,500.00	\$-	\$(1,500.00)	
Total Operating Expenses		\$69,808.00	\$51,146.00	\$(18,662.00)	-27%
Total Budget		\$997,094.00	\$1,153,902.00	\$156,808.00	15.5%

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT APPROVING, AUTHORIZING AND DIRECTING THE EXECUTION AND DELIVERY OF A LEASE WITH OPTION TO PURCHASE, ASSIGNMENT OF LEASE AND OTHER DOCUMENTS AND CERTIFICATES RELATING THERETO AND AUTHORIZING AND DIRECTING CERTAIN ACTIONS WITH RESPECT THERETO**

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve the resolution to authorize the District to refinance the 2008 Lease with Option to Purchase #08-042 for energy projects.

SUMMARY: The Santa Monica Community College District (the "District") and the Municipal Finance Corporation (the "Corporation") entered into a Lease with Option to Purchase #08-042, dated September 12, 2008 (the "2008 Lease"), for the purpose of financing the acquisition and installation of energy conservation and alternative energy measures (the "Project"), pursuant to an energy services contract with Chevron Energy Solutions Company. The Project was completed on September 9, 2011. The 2008 Lease has a final maturity of September 12, 2028 and an interest rate of 4.50% per annum. The Corporation assigned its right, title and interest in the 2008 Lease to Citizens Business Bank.

It is proposed that the District now refinance the Project by entering into a new Lease with Option to Purchase (the "2016 Lease") with the Corporation with a final maturity of September 12, 2028. The 2016 Lease would have an interest rate of 3.00% per annum if executed by the District and the Corporation on or before June 3, 2016. The aggregate principal amount due under the 2016 Lease would not exceed \$5,300,000.00, as provided in the proposed Resolution. As with the 2008 Lease, the Corporation expects to assign its right, title and interest in the 2016 Lease to Citizens Business Bank. In deciding to recommend approval of the 2016 Lease, staff reviewed proposals from two other banks and a Public Sale calculation, in addition to Citizens Business Bank. Based on the proposed 2016 Lease terms, including the "all-in" costs of issuance, staff recommends selection of Citizens Business Bank and adoption of the proposed standard resolution for the purpose of completing the refinancing of the Project. The proposals were:

Project Refunding Results (as of May 12, 2016)	Current Lease	Citizens Business Bank	Bank 2	Bank 3	Public Sale
Quote Rate	4.50%	3.00%	2.90%	3.05%	3.22% **
Total Debt Service	\$6,838,111.57	\$6,353,616.46	\$6,376,156.22	\$6,455,077.50	\$6,582,005.77
Gross Savings		\$484,495.11	\$461,955.35	\$383,034.07	\$259,371.70***
Issuance Costs*		\$50,000.00	\$102,595.73	\$117,747.25	\$202,900.00
All-In True Interest Cost		3.170%	3.228%	3.427%	3.589%
Net PV Savings		\$401,039.30	\$381,136.88	\$312,458.22	\$257,341.97***
% Saving of Refunded bonds		7.854%	7.465%	6.120%	5.040%
* Estimated					
** Average Coupon					
*** Includes Funds On Hand					

District staff instructed the District's Financial Advisor to prepare options for a refinancing of the Lease in an effort to take advantage of historically low rates and to reduce the District's annual debt payment. The Financial Advisor presented the District four refinancing options which reflected interest rates ranging from 2.90% to 3.22%, issuance costs ranging from \$50,000 to \$202,900 and total gross savings ranging from \$259,371.70 to \$484,495.11. The selection of Citizens Business Bank is projected to result in annual savings of approximately \$39,283 or \$3,273 a month.

Following is the standard resolution submitted for Board approval.

WHEREAS, the Board of Trustees (the "Board") of the Santa Monica Community College District (the "District"), working with the Municipal Finance Corporation (the "Corporation"), is proposing to enter into a Lease with Option to Purchase (the "Lease") for the purpose of refinancing the Lease with Option to Purchase #08-042 (the "2008 Lease"); and

WHEREAS, the 2008 Lease was executed and delivered by the District and the Corporation in connection with the financing of the acquisition and installation of energy conservation and alternative energy measures (the "Project"), pursuant to an energy services contract with Chevron Energy Solutions Company; and

WHEREAS, the interest rate under the 2008 Lease is 4.50% per annum and the interest rate under the Lease will be 3.00% per annum; and

WHEREAS, the Corporation is authorized to assist the District in refinancing the Project; and

WHEREAS, the Corporation will assign its right, title and interest in and to the Lease to Citizens Business Bank; and

WHEREAS, the District is a community college district duly organized and existing under the laws of the State of California; and

WHEREAS, there have been presented to this meeting of the Board the following documents:

- (a) the proposed form of the Lease; and
- (b) the proposed form of the Assignment of Lease (the "Assignment") by the Corporation.

NOW, THEREFORE, the Board of Trustees of the District resolves as follows:

The form, terms and provisions of the Lease are hereby approved and any of the Chair of the Board, Vice-Chair of the Board, the Superintendent/President, the Executive Vice President, the Vice President, Business/Administration and any other officer designated in writing by the District to perform the obligations set forth herein (each an "Authorized Representative") is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Corporation, the Lease in substantially the form presented to and considered at this meeting of the Board, with such changes therein as may be approved by any Authorized Representative, such approval to be conclusively evidenced by such Authorized Representative's execution thereof; provided, that (i) the aggregate principal amount of the Lease does not exceed \$5,300,000.00; (ii) the term of the Lease will not mature later than September 12, 2028; and (iii) the Lease will be designated as a bank-qualified or "qualified tax-exempt obligation."

The interest rate per annum under the Lease shall be 3.00%.

The form, terms and provisions of the Assignment is hereby approved. Any Authorized Representative is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Corporation, the Acknowledgement of Assignment in substantially the form presented to and considered at this meeting of the Board as part of the Assignment, with such changes therein, however, as may be approved by any Authorized Representative, such approval to be conclusively evidenced by such Authorized Representative's execution thereof.

This Board hereby authorizes and directs any Authorized Representative to cause notices of the proposed sale and final sale and itemized costs of issuance of the Lease to be filed in a timely manner with the California Debt and Investment Advisory Commission pursuant to Section 8855 of the Government Code of the State of California.

Any Authorized Representative and the Secretary of this Board are hereby authorized and directed to attest to the signature of any other Authorized Representative, whenever required or advisable for the transactions contemplated by this Resolution. Any Authorized Representative, acting individually, is hereby authorized and directed to execute and/or attest to such further documents, instruments and certificates as may be deemed necessary or advisable by Special Counsel to accomplish the purposes of this Resolution.

All actions heretofore taken by any officer or agent of the District with respect to the execution and delivery of the Lease or in connection with or related to any of the agreements, documents or certificates referenced herein and the refinancing of the Project, are hereby approved, confirmed and ratified.

This Resolution shall take effect immediately upon its adoption.

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **2016 INSTITUTIONAL EFFECTIVENESS UPDATE/STUDENT SUCCESS SCORECARD**

SUBMITTED BY: Vice-President, Enrollment Development

STAFF REPORT: The ultimate purpose of the institutional effectiveness process is to build and sustain college effectiveness. Santa Monica College assesses institutional effectiveness by monitoring the College's performance on over 40 metrics that align with the five supporting goals of the College: innovative and supportive academic, supportive learning, stable fiscal, sustainable physical, and supportive collegial. The process informs the College by identifying and prioritizing the areas needing critical attention and improvement. The data ultimately inform the development of institutional objectives on the Master Plan for Education.

Drs. Christine Schultz (Chair of the Academic Senate Joint Institutional Effectiveness Committee) and Hannah Lawler (Vice-Chair of the Academic Senate Joint Institutional Effectiveness Committee and Dean of Institutional Research) will present the Institutional Effectiveness data, as well as an overview of the Student Success Scorecard and IEPI.

The College's internal Institutional Effectiveness (IE) Dashboard and accompanying narrative can be found on the following links:

IE Dashboard:

http://www.smc.edu/EnrollmentDevelopment/InstitutionalResearch/Documents/Reports/Institutional_Effectiveness/2016.Dashboard.Final.pdf

Narrative report:

http://www.smc.edu/EnrollmentDevelopment/InstitutionalResearch/Documents/Reports/Institutional_Effectiveness/2016.IE.Report.Final.pdf

In addition to the review of internal institutional effectiveness data, the College analyzes its performance for metrics on the statewide accountability systems, the Student Success Scorecard and the Institutional Effectiveness Partnership Initiative (IEPI) Framework.

The Student Success Scorecard, a comprehensive accountability system for California Community Colleges, replaces the old system known as the Accountability Reporting for the Community Colleges (ARCC). The Student Success Scorecard was developed to address a recommendation of the Student Success Task Force to build on the existing reporting system (ARCC) and develop a more clear and concise tool to track student progress and success. Legislation requires that each college's local Board of Trustees review the College's Scorecard annually. No action is required by the Board; review of the 2016 SMC Student Success Scorecard fulfills this legislative requirement.

Scorecard:

http://www.smc.edu/EnrollmentDevelopment/InstitutionalResearch/Documents/Reports/Institutional_Effectiveness/2016.Scorecard.Final.pdf

Narrative report:

http://www.smc.edu/EnrollmentDevelopment/InstitutionalResearch/Documents/Reports/Institutional_Effectiveness/2016.Student.Success.Scorecard.Report.Final.pdf

The Institutional Effectiveness Partnership Initiative (IEPI) is a state-wide initiative aimed to assist California community colleges advance institutional effectiveness by improving four primary operational areas: (1) student performance, (2) accreditation, (3) fiscal health, and (4) programmatic compliance with state and federal guidelines. A framework of indicators helps colleges monitor the ongoing condition of the College's operational environment for the four defined areas. For the second year of implementation (2015-2016), legislation is mandating that colleges develop, adopt, and post target goals for five metrics on the framework of indicators (Successful Course Completion, Accreditation Status, Fund Balance, Audit Findings, and one metric on the Student Success Scorecard of the College's choosing), and that each college's local Board of Trustees adopt and approve the goals framework by June 15, 2016. SMC's IEPI Framework of Indicators can be found on the following link:

http://www.smc.edu/EnrollmentDevelopment/InstitutionalResearch/Documents/Reports/Institutional_Effectiveness/2016.IEPI.Report.pdf

REQUESTED ACTION: It is recommended that the Board of Trustees adopt and approve the IEPI goals framework as required by legislation.

MOTION MADE BY: Susan Aminoff

SECONDED BY: Barry Snell

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	May 3, 2016

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 5

SUBJECT: SMC Facility Needs and Potential November 2016 Bond Measure

SUBMITTED BY: Senior Director, Government Relations/Institutional Communications

BACKGROUND

The District is continuing the work of implementing its 2010 Career and Educational Facilities Master Plan. Toward this end, an effort is underway to update the plan to address the proper sequencing of remaining projects on the main campus and to reflect a current description of facilities overall. The Board of Trustees approved this work with the DLR Group at its February 2016 meeting.

At the same time, the District is reviewing its means of financing future improvements.

The Board conducted a study session on facility needs in mid-March 2016. The study provided the Board with information about current SMC standing, the status of the current bond program, and the highest priority future needs. A public survey of Santa Monica and Malibu voters conducted in December 2015 provided a snapshot of public support and engagement.

SMC Standing. SMC is regarded highly, above all other institutions in Santa Monica. 85 percent of those expressing an opinion in a recent survey of District voters give SMC a positive rating for its performance and services. This is consistent with a recent state study that shows SMC leading the state in local participation, which is a measure of how well SMC serves its local residents. Incidentally, the local public opinion survey conducted this past December found 55 percent of respondents reporting that they or members of their family have taken classes at SMC. Among those under the age of 39, 12 percent say they are currently enrolled at SMC.

Current Bond Program. Current funding will support the completion of projects currently in construction or in design. Specifically, this includes the Center for Media and Design projects; the Health, PE, Fitness, Dance project; the East Wing addition at the Performing Arts Center; the Student Services building and underground parking garage; the Malibu Campus; and the Early Childhood Development Education Center at the Santa Monica Civic Center. Change orders or extensive delays may impact the ability to complete all projects.

Highest Priority Future Needs. The highest priority future needs are to replace temporary trailer classrooms with permanent classrooms and to add science labs (life science, chemistry, and planetarium) to meet program demand.

Public Support and Engagement. In rating SMC, voters see that SMC is an affordable pathway to college for local high school graduates; that SMC is the number one institution in transfers to the UC; that SMC strives to ensure that high school graduates are college-ready so they can succeed in college and careers; that SMC provides the best and most innovative career training for adults and veterans so they can live in Santa Monica and work in Santa Monica's new high tech economy; and that SMC strives to provide safe, modern college buildings to keep students secure and improve the quality of community life.

Potential November 2016 Bond Measure. Santa Monica College asked Goodwin Simon Strategic Research to conduct a survey of District voters to assess the feasibility of passing a bond measure for the District on the November 2016 ballot. In the survey, which proposed specific bond measure language, voters expressed their highest preference of reasons for the bond—first, that the bond is needed for important improvements, and second, that the bond will in fact make a difference in the quality of education and the quality of life in the area.

Top priorities for voters are repairing aging and unsafe buildings (mold, asbestos, leaky roofs, and accessibility); providing career training and especially for veterans; helping high school students transition to college; ensuring that SMC remains an affordable pipeline to the UC for local students; helping special needs students and students with disabilities; more classrooms for high-demand classes; and a new math and science wing.

The top three messages that are projected to appeal across most voting groups are about SMC providing an affordable pathway to a college degree, fixing aging and unsafe buildings, and providing career training for adults.

Poll Results. The language of the bond measure tested in the December 2015 survey indicated that the measure would expand local access to affordable higher education in math, science, the arts, and business; and improve career training for adults and veterans. The measure asked if the District should issue \$295 million in bonds at legal rates to construct, modernize, and equip facilities for technology, media, biotech, and other fields; to improve emergency response and campus safety; to reduce parking and traffic impacts; to strengthen seismic safety; and to provide college-preparation classrooms at Santa Monica High; with citizens' oversight and annual performance and financial audits.

69 percent of Santa Monica and Malibu voters expressed support for the proposed bond measure. (N=604).

POTENTIAL PROJECT LIST

At the March 15 study session, a potential project list that included ongoing Master Plan projects and several new projects was presented.

Replacements or Renovations

Replace temporary classrooms. Replace the 1994 temporary trailer Math Village classroom complex (25 classrooms plus offices) with permanent First Year Experience classrooms, student support study spaces, and instructional support labs. These trailers were rushed into service following the 1994 Northridge earthquake and have exceeded their time of usable service. Replace the 1984 modular ESL classroom building (5 classrooms plus offices). This modular building lacks fire sprinklers, is poorly ventilated, and has exceeded its time of usable service.

Upgrade, renovate, or replace two 1950s buildings. The 1952 Liberal Arts building is 16 classrooms plus offices. The building has the poorest Facility Condition Index rating on the main campus, lacks fire sprinklers, and does not have an elevator. The 1952 Letters & Science building is 12 classrooms plus offices. The building has the second poorest Facility Condition Index rating on the main campus, lacks fire sprinklers, and does not have an elevator.

Renovate Business building. The 1981 building is 20 classrooms and is overdue for renovation. The building houses a large number of computer classrooms and labs.

Replace Campus Police station. The current facility is antiquated and undersized. Moving the station to the Pico side of campus offers an opportunity to include a public space for community and neighborhood use.

Upgrade, renovate or replace Art building. SMC anticipates receiving up to \$20 million in state funding requiring a local match to consolidate the Art department into a single location. The department has several 1952 studio buildings and a 1972 two-story building on the main campus; however, the ceramics program and the arts mentor program are at the Airport Arts campus. A new structure will replace aging building systems and improve space distribution for the many disciplines within the department.

Master Plan Projects

Science and Math Extension. SMC is renowned for its science and allied health programs, however the existing labs for Life, Physical, and Earth Sciences are at capacity; also, the current facility for the Math department lacks the infrastructure for smart classrooms and support for the use of modern technology for instructional use. Consolidating Math and Science programs into a new Science Extension building would benefit both programs and encourage interdisciplinary interaction. The building qualifies for up to \$40 million in state funding, requiring a local match. The proposed building contains an upgraded planetarium; and could include a community lab for all ages for teaching the chemistry and practice of cooking, and to support the college's nutrition program.

Complete Pico Boulevard frontage improvements. The current effort to update the 2010 Facilities Master Plan will include addressing some landscaping improvements between the Student Services building and the 17th Street entrance along Pico Boulevard.

Underground parking at PAC and aboveground art gallery and greenspace. Construction at the Performing Arts Center campus has proceeded in phases, in coordination with available funding. The first phase added the Broad Stage and the Edye Second Space theaters. The second phase is nearly complete, with the addition of the East Wing rehearsal hall and music performance labs. The final phase includes an underground three-level parking structure to replace most of the existing surface parking along with an aboveground art gallery and greenspace plaza. The theaters at the PAC are among the most heavily used theaters in Los Angeles County.

Other Projects

Outdoor classroom. The new space adjacent to the Campus Quad between the Health and HSS buildings is a natural, ideal venue for outdoor plays and class lectures.

Library interior conversion. The Library department has suggested converting some of the existing floor space used for book stacks to additional student study space, tutoring, and collaborative learning; and to add a café within the interior of the Library.

Potential Joint Use Projects

A cultural or recreational facility with City of Santa Monica. City officials have indicated interest in SMC participating in and providing partial funding for a joint use agency that furthers an arts alliance that could include the Santa Monica Civic Auditorium; or alternatively, contributing to funding the expansion of Memorial Park to accommodate soccer; or alternatively or additionally, to contribute to funding additional soccer fields at the Santa Monica Airport.

Instructional facilities with the Santa Monica-Malibu Unified School District. The John Adams Middle School Auditorium is no longer in service. SMC could assist in funding a replacement auditorium with a seating capacity of approximately 650. SMC could also fund several classrooms at Santa Monica High School as part of SMMUSD's next building project to provide for a "College on a High School Campus" SMC instructional program. School officials have indicated interest in both possibilities.

Malibu infrastructure and community educational uses. SMC could assist in funding enhancements to its instructional presence in Malibu in partnership with the City of Malibu.

COST AND BOND SCHEDULE OPTIONS

SMC has contracted with FirstSouthwest, a Division of Hilltop Securities, for its financial analysis with regard to bond measures and certificates of participations. The analysis notes the strong growth in assessed property valuations in the District (48 percent since 2007-08) and the strong probability of continued growth. This ongoing improvement in valuation offers Santa Monica College the ability to reduce the maximum tax rate to \$18 per \$100,000 assessed valuation for the proposed bond measure, significantly below the prior rate of \$25 per \$100,000 established for SMC's 2008 bond measure.

Cost to residents. The analysis provided by FirstSouthwest suggests that the average monthly cost to Santa Monica renters would be about \$1.59 per month. The average monthly cost to Santa Monica homeowners would be about \$8.65 per month and the average monthly cost to all District homeowners (Santa Monica, Malibu, and unincorporated LA County) would be about \$10 per month.

Bond Schedule Options. Option 1, for \$295 million, proposes four series of bonds issued over eight years, with the first issue in August 2018, and a maximum tax rate of \$18 per \$100,000 AV. Option 2, for \$345 million, proposes five series of bonds issued over eleven years, with the first issue in August 2018, and a maximum tax rate of \$18 per \$100,000 AV. Option 2 provides a means for Santa Monica College to make a greater funding contribution to the proposed joint projects with the City of Santa Monica, the Santa Monica-Malibu Unified School District, and the City of Malibu, as the funding can be structured to accommodate the timing differences without delay to the project. It should be noted that the cost per month is unchanged for either scenario.

BOARD BRIEFINGS

The Board will hear from faculty members and administrators to learn first-hand their perspective on the needs and recommended improvements. The areas to be covered include instruction in general, Art, Business, CSIS, Math, Physical Science, Life Science, Earth Science, and the Library.

NEXT STEPS

Subsequent to discussion and general direction from the Board, staff recommends preparing the necessary legal documents and notifications to call for a November 2016 bond measure election for Board of Trustees action at its July 2016 Board meeting. Staff also recommends that the Board appoint two members, possibly the Chair and the Vice Chair, to meet with similar pairings of elected officials from the potential partner agencies, together with college administration, to further define the potential joint use projects. Staff will continue to meet with college and community constituencies to communicate its facilities needs and their impact on educational quality and student success.

Online resources, including the March 15, 2016 study document and the current and historical Facility Master Plans, are at www2.smc.edu/planning.

Speakers

Vicki Drake
Mary Colavito
Jamie Anderson
Sal Veas
Howard Stahl
Ron Davis
Marc Trujillo
Fabienne Chauderlot
Erica LeBlanc
Johnnie Adams

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

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

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: Acknowledge receipt of the 2015-2016 Quarterly Budget Report, as of March 31, 2016 (Appendix B).

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

MOTION MADE BY: Margaret Quiñones-Perez

SECONDED BY: Rob Rader

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **PUBLIC HEARING AND ADOPTION OF EDUCATION PROTECTION ACCOUNT (EPA – PROP 30) FUNDING AND EXPENDITURES**

SUBMITTED BY: Vice-President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing to receive comments on the Santa Monica Community College District’s Education Protection Account (Proposition 30) Funding and Expenditures and to approve the plan to expend the Education Protection Account (EPA) funds of \$16,894,391 on instructional salaries.

SUMMARY: Proposition 30, *The Schools and Local Public Safety Protection Act of 2012* passed in November 2012. This proposition temporarily raises the sales and use tax by .25 cents for four years and raises the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) for seven years to provide continuing funding for local school districts and community colleges. EPA is created in the General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its Internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

This recommendation is submitted to comply with the Chancellor’s Office and with Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA funds that our District will receive as of P1 are \$16,894,391 and the entire amount will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculations.

PUBLIC HEARING OPENED: 10:54 p.m.
PUBLIC COMMENTS: None
PUBLIC HEARING CLOSED: 10:55 p.m.

MOTION MADE BY: Rob Rader
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	May 3, 2016

DISCUSSION ITEM 8 - *No Discussion (Deferred to Board meeting on June 3, 2016)*

SUBJECT: BOARD OF TRUSTEES’ BUDGET OBJECTIVES AND PRINCIPLES

SUBMITTED BY: Chair and Vice-Chair
Board of Trustees

SUMMARY: The Board of Trustees will review and discuss updating Budget Objectives and Principles adopted on May 1, 2012 to reflect current budget realities and projections. The staff report below was prepared by the Superintendent/President and Vice-President, Business/Administration. Suggested revisions to the Budget Objectives and Principles are included.

STAFF REPORT: During the last five years, the California Community Colleges have experienced the worst and the best budgets in the State’s history. For example, in 2011-12, at the heart of the recession, the State reduced the Districts apportionment payment by <\$9.3> million. At the opposite end of the spectrum in 2015-16, the State increased the Districts apportionment by more than \$8 million, mostly due to one-time adjustments to the base. The college’s previous high water mark for apportionment came in 2008-09 at \$108 million; the lowest in 2011-12 at \$98 million. The District did not recover to the \$108 million mark until 2014-15. While the District’s apportionment has recovered from the lows of the recession, mostly due to one-time base allocations in 2015-16, there are still some major issues of budgetary concerns that need to be addressed including:

1. New state growth allocation formula
2. Funding of STRS/PERS benefits increases
3. Funding of STRS/PERS future pension obligations
4. Funding of OPEB obligations
5. Flattening of enrollment for Resident and Non-Resident students
6. Reliance on one-time funds to offset the operating deficit
7. Uncertainty of Proposition 30 funding
8. Increases in expenses higher than COLA
9. Finalization of the Governor’s Budget for 2016-2017

The District managed through the state budget funding decreases during the recession and avoided layoffs of permanent employees by using a portion of its fund balance of over \$23 million and maintaining unfunded FTES, which was used to capture growth/access funding when available. Currently, the projection for the fund balance is \$18 million with the District only able to capture 65 credit FTES of the available 432 credit FTES of growth. However, a review of the Board's strategic planning Principles and Guidelines is needed. With this as guidance to aid college-wide planning, SMC can develop a budget strategic plan that aligns more realistically to the dynamic fiscal changes and continue to move forward as the premier community college in the State.

Santa Monica Community College District
Board of Trustees ~~2012-2013-2015-2016~~
Budget Objectives and Principles
Adopted May 1, 2012

OBJECTIVES

- ~~1.~~ Develop a budget plan ~~guided by benchmarks~~ that brings available ongoing revenues and expenditures into balance effective with the adoption budget for ~~2013-2014-2016-2017~~.
2. Protect the College's ongoing operation by maintaining a fund balance for the District of ~~5%~~ **7.5%** or more going forward from ~~2012-2013-2016-2017~~.

~~In a time of state-mandated limits on resources, the following are the Board of Trustees guiding principles.~~
The following budget principles have been developed in response to the changing environment, including enrollment trends and funding formulas.

PRINCIPLES

- A. The College is committed to student access and success and service to the community.
- B. Ensure that enrollment targets are consistent with the state-funded FTES cap, and, to the degree that they are the basis for revenue projections, can realistically be achieved within the fiscal limitations of the College.
- C. Maintain course offerings that are responsive to student needs and consistent with the State priorities of **student success**, transfer, career technical, and basic skills education.
- D. Programs will not be eliminated or reduced without careful review **of program viability**.
- E. Establish and maintain an acceptable cost effective level of learning resources and student support services based on comparative performance data as determined by the College.
- F. Develop **and implement** a variety of expenditure reduction strategies.
- G. Expedite changes that may produce lower costs over time such as energy saving retrofits, alternative energy sources, reduction or consolidation of facility usage, etc.
- H. ~~Where possible and practicable,~~ Use staff attrition and/or existing vacancies as one means of reaching budget targets, **where possible, and as an opportunity to restructure, if appropriate**.
- I. Seek to spread cost reductions ~~equitably.~~ **strategically**.
- J. **Budget planning should attempt** to avoid future layoffs of permanent employees. **If necessary, the District may** seek salary freezes, furloughs, salary reductions, and other temporary or ongoing adjustments.

- K. Continue to seek external sources of funding, such as grants, to support the College's core missions, but avoid those with matching, management, or reporting requirements that demand significant college resources.
- L. Develop a budget process that manages the growth of expenditures based on: analysis of program need (rather than historical allocations); realistic expectations of revenues; updated ~~market~~ **financial** information; and performance measurements.
- M. ~~In light of the current State-imposed funding reductions,~~ review ongoing and future planning initiatives in terms of their long term advantages to the College in meeting public demand for **classes and** services, improving student success outcomes, or to provide new revenues. Modify, defer, or abandon as appropriate those for which the costs outweigh their potential for furthering the College's core missions and goals.
- N. Make effective use of the College's established planning structures and processes to recommend specific actions to reach the stated objectives, following the principles listed above. The College President shall clarify how these recommendations will be evaluated and the timelines necessary to arrive at a set of final recommendations for any particular budget cycle.
- O. ~~Benchmarks will be used as a guide to inform the decision-making process.~~ **Develop strategies to address employee health and benefit increases as well as future retiree health and pension liabilities.**

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 9

SUBJECT: **PROCESS TO APPOINT MEMBERS OF THE CITIZENS’ BOND OVERSIGHT COMMITTEE**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees commence the application process (1) to fill a vacancy on the Citizens’ Bond Oversight Committee (CBOC) caused by the expiring terms of current members, effective July 1, 2016, and (2) to possibly appoint additional members to serve on the Citizens’ Bond Oversight Committee.

SUMMARY: The Government Code and Education Code require that the Citizens’ Bond Oversight Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees, with at least:

1. one representative of the business community within the District
2. one person active in a senior citizens' organization
3. one person active in a bona fide taxpayers' organization
4. one student who is currently enrolled at SMC
5. one person active in the support and organization of the District
6. additional appointees to represent the communities of Santa Monica and Malibu

Following is the status of Citizens’ Bond Oversight Committee membership:

Members with continuing terms through June 30, 2017	Sharon Barovsky, Local Community-Malibu Michael Dubin, Business Community, Taxpayers Organization Sonya Sultan, Local/Business Community Sion Roy, Business Community/Taxpayers Association
Members with terms expiring June 30, 2016 who are eligible to apply for reappointment	Jeffrey Graham, Local Business Samuel Zivi, Local Community/ Business/Senior Citizens’ Organization Katherine Reuter, Senior Citizens’ Organization
Student Representative term expiring June 30, 2016	Aurelia Rhymer Associated Students Representative

The Committee meets quarterly (July, October, January and April) and reviews quarterly expenditure reports produced by the District to ensure that (a) bond proceeds are expended only for the purposes set forth in the ballot measure; (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses; (c) bond proceeds are maximized. Members of the Citizens' Bond Oversight Committee shall serve for no more than three consecutive terms (Education Code Section 15282.)

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 10

SUBJECT: ANNUAL AUTHORIZATION OF PRIVILEGES FOR STUDENT TRUSTEE

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the continuation of privileges for the student trustee in accordance with Board Policy 1412 and Education Code Section 72023.5.

1. The student trustee may make and second motions.
2. The Student Trustee is entitled to an advisory vote which shall be cast before the rest of the Board of Trustees and be recorded as such in the official minutes. The vote shall not be included in determining the vote required to carry any measure before the Board.
3. The student trustee may receive compensation up to the amount prescribed by Education Code Section 72425 and Board Policy. The term of compensation for the student trustee shall run from June through May.

SUMMARY: Education Code Section 72023.5 states that Board action to determine the privileges of the student trustee is required each year by May 15th for the succeeding year.

Rights and responsibilities dealing with term, closed sessions and conference attendance are included in Board Policy.

MOTION MADE BY: Rob Rader
SECONDED BY: Andrew Walzer
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 11 – No Action Taken (Deferred to Board meeting on June 3, 2016)

SUBJECT: **FIRST READING: BOARD POLICY SECTION 1000 – BYLAWS OF THE BOARD**
BP 1210, POWERS AND RESPONSIBILITIES
BP 1220, BOARD OF TRUSTEES POLICIES
BP 1280, EVALUATION OF THE SUPERINTENDENT/PRESIDENT

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a first reading of revised Board Policies in Section 1000 – Bylaws of the Board of Trustees:
BP 1210, Powers and Responsibilities
BP 1220, Board of Trustees Policies
BP 1280, Evaluation of the Superintendent/President

COMMENT: **Board Policies 1210 and 1220:** The College’s accrediting agency, ACCJC, has revised the standards that guide the college’s self-evaluation report, developed as part of the process of its accreditation reaffirmation. Some of those changes, reviewed in conjunction with board policies, resulted in the identification of needed revisions to board policies.

- **Board Policy 1210 Powers and Responsibilities:** Changes to the wording of Standard IV.C.5 asks whether the college’s governing board establishes policies consistent with the college mission “to ensure the quality, integrity, and improvement of student learning programs and services and the resources to support them.” The proposed revision to BP 1210 addresses that question.
- **Board Policy 1220, Board of Trustees Policies:** ACCJC has also added emphasis on tying the college’s policies and processes to the college’s mission. The change to BP 1220, Board of Trustees Policies, confirms that policies are developed and implemented in accordance with the college’s Vision, Mission, Supporting Goals and Institutional Learning Outcomes.

Board Policy 1280, Evaluation of the Superintendent/President: The proposed revision (delete date of June 1st) to bring the policy in line with the current Superintendent’s contract.

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

Section 1000 – Bylaws of the Board of Trustees

BP 1210 Powers and Responsibilities

The Board of Trustees of the Santa Monica Community College District derives its powers from the Constitution of the State of California (Article IX; Section 14), and laws enacted by the Legislature of the State of California (Education Code).

The Board of Trustees has the Power(s) and Responsibility:

1. to determine the educational program of the Santa Monica Community College District and to ensure the quality, integrity, and improvement of student learning programs and services and the resources necessary to support them..
2. to hire, evaluate and terminate the Superintendent/President.
3. to make rules and regulations for the operation of the District; generally it delegates that authority to the Superintendent/President, retaining the right to review rules and regulations for harmony with Board of Trustees policies.
4. to call or cause to call the elections for certain purposes among the voters of the District.
5. to hold and convey property for the use and benefit of the District.
6. to impose the authorization of eminent domain.
7. to contract for goods and services necessary for the operation of the District.
8. to be fiscally independent from the County Department of Education for the purpose of processing payroll, retirement and payment of expenditures, or of causing special assessments to be levied on property within the District.
9. to fix and prescribe duties to be performed by employees of the District.
10. to establish its own procedures.
11. to sue and be sued.
12. to appraise and review its actions and policies.

Reference: Education Code Sections 5304, 72000, 72400

Reviewed and Adopted: 5/1/2000

Section 1000 – Bylaws of the Board of Trustees

BP 1220 Board of Trustees Policies

The Board of Trustees shall be the policy-making body of the Santa Monica Community College District and shall establish general policies governing the operations of the college in accordance with its Vision, Mission, Supporting Goals, and Institutional Learning Outcomes. Implicit in the adoption of policies is the understanding that the Superintendent/President is delegated the authority to carry them out. The policies adopted by the Board of Trustees are consistent with the provisions of the law, but do not encompass all laws relating to the District's activities.

The Board of Trustees shall determine the general scope and nature of the operation of the District, but shall not make specific administrative regulations, unless:

1. law requires the Board of Trustees to do so, or
2. a particular matter is of such magnitude that the Superintendent/President should not bear the responsibility alone and needs specific action of the Board of Trustees on such matter.

The Board of Trustees shall seek the recommendation of the Superintendent/President prior to adopting, amending, repealing, or suspending any policy. The formal adoption of policies shall be recorded in the minutes of the Board of Trustees. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

The bylaws and the policies of the Board of Trustees shall be subject to adoption, amendment, or repeal only upon the affirmative vote of four or more members of the Board of Trustees at a meeting held subsequent to a meeting in which the proposed amendment has been submitted in writing. However, revisions of a technical nature that do not affect the intent of the bylaws may be adopted, amended, or repealed at a meeting in which the proposal has been submitted in writing.

The bylaws and the policies of the Board of Trustees shall be subject to temporary suspension upon the affirmative vote of four or more members of the Board of Trustees.

The Board of Trustees does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent/President. Adoption and amendment of such adopted regulations shall be by the same procedure as that specified for policies.

The Board of Trustees reserves the right to review and direct revisions of administrative regulations should they, in the judgment of the Board, be inconsistent with the policies adopted by the Board.

Reference: Education Code Section 72000

Reviewed and Adopted: 5/1/2000

Section 1000 – Bylaws of the Board of Trustees

BP 1280 Evaluation of the Superintendent/President

The Board of Trustees shall hold an annual evaluation of the Superintendent/President ~~by June 1st~~ each year at a special meeting scheduled on a mutually agreed upon date.

Each member of the Board will individually rate the Superintendent's performance on the following criteria:

Standard Leadership Criteria

- Educational Advancement and Quality
- Fiscal Health and Internal Operations
- Community and Government Relations (Local/State/National)
- Facilities and Sustainability
- Partnership with the Board of Trustees

Annual Performance Criteria

The performance criteria will be drawn each year from goals and priorities identified by the Board of Trustees.

Reviewed and Adopted: 5/1/2000

Revised 12/1/2003, 5/6/2014

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 12

SUBJECT: **AWARD OF BID – STUDENT SERVICES BUILDING**

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees award the bid to the lowest responsive bidder for the Student Services project:

<u>Bidder</u>	<u>Amount</u>
Bernards Bros.	\$77,438,000
SJ Amoroso	\$79,647,000
Pinner Construction	\$79,699,000
T.B. Penick & Sons, Inc.	\$79,900,900
Clark & Sullivan/Walsh Construction	\$83,760,000

FUNDING SOURCE: Measure AA, S, U

COMMENT: The Student Services Building project consolidates most student services and some administrative functions to a single location at the front gateway of the main campus. At present, student services are dispersed throughout the main campus and many are housed in temporary buildings. The project also provides a new campus entry, including a pedestrian walkway, a passenger drop off area, and a driveway to a new underground parking garage. The 112,000 square foot building is three stories, with work areas for approximately 300 people, along with an assessment center, two classrooms, a 300-seat auditorium for orientation and other uses, and underground parking for 500 cars. The building is designed to meet the LEED gold standard and includes rooftop photovoltaic panels.

PROGRAM BACKGROUND: Many of today’s services and support programs for students had not been established at the time of the original campus construction in the 1950s and early 1960s. As a result, programs such as Financial Aid, EOP&S, Assessment, Career Services, Scholars, Latino Center, African American Collegian Center, Black Collegians, International Education, and Center for Students with Disabilities are housed in temporary facilities.

Additionally, Academic Counseling and the Transfer Center operate in the campus’s original administration building, which has limited floor space. Growth in Counseling has required the relocation of the Administrative offices and Admissions functions originally housed in the building to other campus locations, mostly in temporary facilities. Newer counseling functions such as Assessment and the Welcome Center have needed to operate in separate facilities. The campus also lacks an appropriate assembly space for new student orientation.

Housing these programs, and several others such as the Bursar’s Office, in a consolidated Student Services building at the front gate of the main campus or in the center of campus has been one of the principal goals of SMC’s master facilities plan since the early 1990s.

CONSTRUCTION PROJECT BACKGROUND: The original design for the building was envisioned beginning in 2003 with the submittal of a project proposal to the State Chancellor's Office. Additional funding was secured with the passage of Measure S in November 2004. Architectural work began in May 2007. A year later, the original design was altered to embrace a signature physical form and contour for the building and to increase the underground parking to three levels. The project was broken into phases. Phase 1 started in January 2009 and included the demolition and excavation for the parking structure. Phase 1 was completed in 2010 at a cost of \$7.9 million. Phase 2, construction of the building itself, has endured a long delay. The original building design needed to be abandoned, as revisions in State of California guidelines and interpretations regarding seismic standards resulted in building construction costs that were unaffordable. The effort to retain the original design was complex and lengthy. After much effort, in July 2013, the Board of Trustees approved moving forward with a new design that could be economically constructed and would meet the latest seismic safety requirements.

Morris Architects, recognizing the ongoing nature of changing requirements of student services programs, met with each of the programs to be housed in the building, and made allowances to accommodate new programs. The design team has brought the space allocations up to date. Of note, even with an increase in floor area to approximately 112,000 square feet, the new design is more efficient in terms of site use, and allows for an improved setback from Pico Boulevard and significantly more open space to the west of the building leading into the campus. The new design is also flexible, and the building, once constructed, can be readily modified as program needs change.

The District pre-qualified five firms to bid on the construction project and all participated. In anticipation of bids, in March 2016, the District received a cost estimate of \$82,643,000 from an independent consultant, Faithful and Gould. The District received four bids below its estimate and one bid slightly above the estimate. The low bid is Bernards Bros., at \$77,438,000. The cost for constructing the new building is \$691 per square foot compared to \$1,207 per square foot for the previous design (both numbers include the cost of building the parking garage).

Bernards is a major Los Angeles general contractor with extensive experience in the building of school renovation and expansion projects, including on campuses that are fully in operation. They have been a reliable contractor for Santa Monica College previously, completing both the Bundy Campus West Building in 2005 and the Information Technology relocation building on the main campus in 2015. Bernards is also currently the construction contractor for SMC's East Wing addition at the Performing Arts Center and the Health, PE, Fitness, and Dance complex on the main campus. The firm has recently completed higher education projects include the USC Wallis Annenberg Hall, Pierce College Library, Crafton Hills College Center, Claremont McKenna Kravis Center, CSULA Science Building, and multiple buildings at Rancho Santiago CCD. Other major Southern California projects include Disney's California Adventure, Legoland, Rose Bowl Renovation, and Americana at Brand.

The enhanced planning and design effort was completed with the submittal to DSA in March 2015. The project received DSA approval this past week, in April 2016. With the approval of the Board of Trustees, construction is expected to start in June and the building to be completed by the end of 2018.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

VIII. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #15-#28.

Recommendation pulled from the Consent Agenda: #15 (listed at #13 in the agenda)

MOTION MADE BY: Barry Snell
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Quiñones-Perez)

IX. CONSENT AGENDA – Pulled Recommendations

Recommendations pulled from the Section VII, Consent Agenda to be discussed and voted

RECOMMENDATION NO. 13 APPROVAL OF MINUTES

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

April 5, 2016 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 14 NEW COURSES AND DEGREES: SPRING 2016

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

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

New Courses

CIS 37 Microsoft Word
ET 21A Character Design
ET 21B Environment Design
ET 21C Prop and Vehicle Design
HEALTH 70 Integrative Health
MATH 50 Pre-Statistics
POL SC 24 Introduction to Law

New Programs

Visual Development Department Certificate

Course Reinstatement

TH ART 28B 3D Make-Up and Theatrical Styles
TH ART 32 Scenic Design

Distance Education

CIS 37 Microsoft Word

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

~~**RECOMMENDATION NO. 15 SUBCONTRACTUAL AGREEMENT WITH CRRA**~~ **PULLED – NO ACTION TAKEN**

Requested Action: Approval/Ratification

Requested by: Maral Hyeler, Director, Instructional Services and External Programs

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

Subcontractor: **Stanford University**

Contract Amount: \$94,363, including
 \$46,484 in 2015-2016
 \$47,879 in 2016-2017

Funding Source: U.S. Dept. of Education – Institute of Education Sciences (IES)

Performance Period: September 1, 2015 – August 31, 2019

Purpose of Contract: This four-year grant will fund a research study to investigate whether an internet-based growth mindset intervention can reliably raise community college students' persistence in developmental and gateway courses.

Santa Monica College agrees to implement the study with developmental math classes including Math 81, Basic Arithmetic; Math 84, Pre-Algebra; and Math 85, Arithmetic and Pre-algebra. All faculty who teach these classes (25-30 faculty) will be invited to enroll their students to participate (1,700-2,000 students). It is anticipated that 85% of faculty will participate. Maral Hyeler, Director of Instructional Services, will act as the Campus Coordinator.

Faculty will schedule their classes to participate in the two different intervention sessions during the Fall 2015 and Fall 2016 semesters. Each session will take students between 30-45 minutes to complete. All students will complete the entire intervention as a homework assignment completed outside of class time for credit.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 16 RATIFICATION OF CONTRACTS AND CONSULTANTS

Approved by: Kathryn E. Jeffery, Superintendent/President

Requested Action: Ratification

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

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

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

Provider/Contract	Term/Amount	Service	Funding Source
A Loyola Marymount University- URSA Summer Program	February 2 – November 1, 2016 Increasing the current purchase order by \$10,020 to be funded through the STEM Grant. Amended program costs not to exceed: \$42,020	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. Budget Augmentation to accommodate 10 additional SMC student (per head cost of \$1,020).	Student Equity: \$32,000 STEM: \$10,020
B Dr. Rasheeda Hawk	May 13, 2016 Not to exceed \$750	As an educator, Dr. Hawk conducts science experiment workshops for K-12 teachers and college instructors to assist them with their STEM curriculum and instruction.	STEM Grant

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 16 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
C Center for Organizational Responsibility and Advancement: CORA	June 19, 2016 – June 21, 2017 Program Cost Not to exceed \$15,000	<p>Certificate Details:</p> <ul style="list-style-type: none"> Facilitated by: Dr. Luke Wood and Dr. Frank Harris One-week sessions (M-F), 3-4 hours average per day, fully online Modules: Factors Necessitating Enhanced Teaching and Learning Strategies Theoretical and Epistemological Foundations of Teaching Men of Color Building Relationships with College Men of Color Teaching and Learning Strategies for Instructional Faculty <p>Institutional Partnership <i>Unlimited participant enrollment</i> for all college Faculty, Staff, Administrators and Trustees. Cost: \$15,000 for 1 year</p>	Student Equity

A, B and C

Requested by: Melanie Bocanegra, Associate Dean of STEM/Equity Programs

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

D Guest speakers presenting to the Sustainable Technologies Program course Recycling and Resources Management	April 4 – June 30, 2016 Not to exceed \$2000: Tania Ragland \$250 Apollo Fraidany \$250 Susi Borlido \$250 Tashanda Giles \$250 Mallory Burden \$250 Ivanni Perez Schulam \$150 Tom Fleming \$150 Evelina Christopherson \$150 Chanel Kincaid \$150 Adam Holt \$150	The guest speakers will be presenting to the Sustainable Technologies Program course Recycling and Resources Management concepts, ideas, best practices on Mandatory Commercial Organics Recycling, Statewide Waste Characterization data, and Sustainable Works Business Green Programs.	CTE Enhancement Funds 2015-2016
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Requested by: Patricia G. Ramos, Dean of Workforce & Economic Development

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 16 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

Provider/Contract	Term/Amount	Service	Funding Source
E Seunghwan (Anthony) Yom	May 17, 2016 Not to exceed \$400	Yom will instruct on the following: 1. How to incorporate real world examples within a mathematics class 2. Why it is important for faculty to foster a professional relationship with students 3. How to maintain high standards by creating a culturally responsive atmosphere.	Title V
<i>Requested by: Roberto Gonzalez, Dean of Student Success under Title V, Center for Teaching Excellence</i>			
<i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>			
F Dr. Paul Lane, Ph.D.	May 4 - June 30, 2016 Not to exceed \$6,500	Provides psychological fitness for duty exams with regard to job-related employee examinations, including but not limited to return to work and fitness for duty.	2015-2016 Human Resources
<i>Requested by: Tre'Shawn Hall-Baker, Director, Human Resources</i>			
<i>Approved by: Marcia Wade, Vice-President, Human Resources</i>			
G Individual honoraria based on potential presenters below (LEED Classes)	July 1, 2015 – June 30, 2016 Not to exceed \$2000: Rebecca Ferdman, LEED Consultant, \$250 Argento/Graham \$250 Kyle Moss, Levitt-Moss Associates, Architects \$250 Jason Oliver, AIA, Architect \$250 Victoria Charles \$250 Stuart Cooley \$250 Cameron Church \$250 Alexander Berger, Architect \$250	LEED training at Bundy Campus over Spring Break: Honoraria for three hours (each) of LEED (Leadership in Energy and Environmental Design)-concept training in discipline-specific categories	Prop 39 funds awarded to Sustainable Technologies based on completions and certifications earned in previous year. \$9,038 in 2016

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 16 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Service	Provider/Term/Amount	Service	Funding Source
H	Individual honoraria based on potential presenters listed (LBC Classes)	May 24, 26, & 31, 2016 Not to exceed \$1350: Joel Cesare, City of Santa Monica \$600 Cameron Church, Mech Engineer \$250 Speaker TBD \$250 Speaker TBD \$250	Living Building Challenge is the International Living Futures Institute's seminal program in sustainability	Prop 39 funds awarded to Sustainable Technologies based on completions and certifications earned in previous year. \$9,038 in 2016
I	Student LEED Scholarships	Date of Exam listed below each recipient Not to exceed \$1,200: Aaron Strebs , April 21, 2016 \$100 Ivannia Perez-Schlemm, June 9, 2016 \$100 Jessica Jensen, May 10, 2016 \$100 Joel Williamson April 23, 2016 \$100 Liudmila Sergeeva \$100 Mathew Cose \$100 Mingxu Yan, May 3, 2016 \$100 She'Tara Franklin, April 30, 2016 \$100 Tannaz Fotowatjah, May 3, 2016 \$100 Tara Huhn, April 27, 2016 \$100 Yi Tsau, April 21, 2016 \$100 Eric Meeks \$100	LEED training at Bundy Campus over Spring Break: Scholarship to repay students for attempting LEED (Leadership in Energy and Environmental Design) Green Associate Exam	Prop 39 funds awarded to Sustainable Technologies based on completions and certifications earned in previous year. \$9,038 in 2016

G, H and I
 Requested by: Stuart Cooley, Professor of Earth Science
 Approved by: Georgia Lorenz, Vice-President, Academic Affairs

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 17 ACADEMIC PERSONNEL

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

AMENDMENT TO SUPERINTENDENT/PRESIDENT’S CONTRACT

- 6) Relocation Allowance/Interim Housing Allowance:
 The District will pay the President the total sum of fifty-five thousand Dollars (\$55,000.00) to defray expenses associated with relocating to Southern California and obtaining interim housing in an area within or adjacent to the District during her first year of employment.

ELECTIONS

NEW FULL-TIME FACULTY FALL 2016

Armstrong, Robert W., Fashion Technology
 Battista, Clare, Economics
 Blaize-Hopkins, Ashanti, Journalism
 Griffy, Walker, English-Transfer Composition
 Krug, Jessica, English-Basic Skills
 Misaghi, Angelina, English
 Mitchell, Kenya, English-Transfer Composition
 Obsatz, Sharyn, Journalism
 Qureshi Urrutia, Amber, Economics
 Raymer, Poliana, General Biology/Environment
 Vaughn, Dawn, General Biology/Environment

EFFECTIVE DATE

TEMPORARY ASSIGNMENT

Brown, Alison, Coordinator of Psychological Services 3/15/16-5/24/16
 Comment: Temporary assignment while permanent Coordinator is on unpaid FMLA leave.

ADJUNCT FACULTY

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

RESCISSION OF RETIREMENT

Shimizu, Jeffery 04/01/16

APPOINTMENT

Shimizu, Jeffery, Interim Executive Vice President 04/01/2016 – 10/31/2016

Comment: Mr. Shimizu rescinded his retirement and will work as interim executive vice president from the first business day in May through October 31, 2016.

SEPARATIONS

RETIREMENT

Farber, Georgia, Health Sciences, Counseling (20 years) 06/14/16

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 18 CLASSIFIED PERSONNEL - REGULAR

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

EFFECTIVE DATE

ESTABLISH NEW CLASS DESCRIPTION AND SALARY ALLOCATION

Property Clerk 05/041/16
Classified Salary Schedule – Range 28

CLASSIFICATION RE-TITLE AND SALARY RE-ALLOCATION

Lee, Jung
From: Information Systems Administrator 04/01/16
Range 52 on the Classified Salary Schedule
To: Information Systems Engineer
Range 55 on the Classified Salary Schedule
Correction from 4/5/16
Comment: The above “Classification Re-Title and Salary Re-Allocation” was due only to Mr. Jung Lee for his reclassification. No other incumbents in this classification are affected.

ELECTIONS

EFFECTIVE DATE

PROBATIONARY/ADVANCE STEP PLACEMENT

Chen, Yanping, Academic Computing Instructional Specialist (C) 04/25/16
Goldstein, Jasmin, Robert, Athletic Equipment Specialist, Athletics (C) 04/29/16
Hernandez, Berta F., Payroll Specialist, Fiscal Services (C) 04/18/16
Himmelstein, Sherri, Buyer II, Purchasing (C) 06/01/16
Mascarenas, Robert, Athletic Equipment Specialist, Athletics (50%) (C) 04/19/16
Shahoomian, Masis, Journeyman Trade – HVAC (C) 05/02/16
Vasquez, Hugo, Journeyman Trade- Plumbing, Maintenance (C) 05/09/16
Webb, George, Custodial Operations Supervisor, NS II (C) 05/04/16

PROBATIONARY

Lanz, Mattie R., Student Services Clerk, Admissions & Records 04/12/16

PROMOTION

Sheaffer, Carl 05/04/16
From: Skilled Maintenance Worker I, Maintenance Department
To: Assistant Director of Facilities Management, Facilities

WORKING OUT OF CLASSIFICATION (LIMITED TERM)

Monzon, Karen 04/21 - 06/30/16
To: Supervising Personnel Analyst, 100%
From: Personnel Analyst

WORKING OUT OF CLASSIFICATION (PROVISIONAL) EXTENSION

Chan, Jessica 05/07 – 06/27/16
To: Accountant, 100%
From: Accounting Specialist II

Moreno, Blanca 05/01 – 06/30/16
To: Lead Lab. Tech., - Chemistry, Physical Science, Variable Hours, 100%
From: Lab. Tech., - Chemistry, Physical Science, NS I

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Recinos, Jaime 02/16 – 06/30/16
To: Bookstore Manager, 100%
From: Assistant Bookstore Manager

Juarez, Elease 02/16 – 6/30/16
To: Assistant Bookstore Manager, 100%
From: Bookstore Operations Assistant

WORKING OUT OF CLASSIFICATION SUBSTITUTE ASSIGNMENT (EXTENSION)

Henninger, Denise 03/17 – 08/31/16
To: Deaf and Hard of Hearing Supervisor, 100%
From: Sign Language Interpreter III, 50%

SEPARATION

LAST DAY OF PAID SERVICE

RELEASED

Williams, Alma, Custodian, NS-II, Operations 04/29/16

RESIGNATION

Diaz, Sandy, Student Services Assistant, ISC 04/15/16
Hong, Damhee, Student Services Specialist- ISC 05/27/16
Lu, Yang, Programmer Analyst I, Information Management 04/15/16
Thomas, Lori, Administrative Clerk, Human Resources 05/02/16

RETIREMENT

Rabito, Rosanne, Instructional Assistant- English (11 years) 06/09/16
Takamatsu, Noel, Custodian, NS-II, Operations (10 years) 04/17/16

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 19 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

PROVISIONAL

Bruce, Jerome, Shuttle Driver, Transportation	03/30/2016-06/30/2016
Connor, Patrick, Lab Tech – Photography, Photography	04/18/2016-07/18/2016
Martin, Esteban, Shuttle Driver, Transportation	07/01/2015-04/01/2016
Ibanez, Mike, Graphic Designer, Marketing	02/08/2016-02/26/2016
Olaoluwa, Adoela, Personnel Technician, Personnel Commission	04/05/2016-07/05/2016
Romo, Olivia, Administrative Clerk, Library	04/25/2016-07/25/2016
Trevizo, Alfonso Jr., Personnel Technician, Personnel Commission	04/05/2016-07/05/2016

PROVISIONAL EXTENDED

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.

LIMITED TERM

Estwick, Kevin, Instructional Assistant – English, English	04/04/2016-06/14/2016
Kladouris, Dino, Instructional Assistant – English, English	04/04/2016-06/14/2016
Machian, Noelle, Instructional Assistant – English, English	04/04/2016-06/14/2016
Ito, Sun, Student Services Clerk, Assessment Center	04/21/2016-06/30/2016
Casale, Danielle, Student Services Clerk, Assessment Center	03/14/2016-04/03/2016
Weidenbenner, Nathan, Instructional Asst-English, English	10/01/2015-04/19/2016

LIMITED TERM EXTENDED

Edwards, Flor, Instructional Assistant – English, English	02/16/2016-04/01/2016
Marcial, Christina, Student Services Clerk, Assessment Center	01/19/2016-06/30/2016
Marshall, Isaiah, Student Services Clerk, Assessment Center	01/19/2016-06/30/2016
Romano, Maria, Instructional Assistant – English, English	02/16/2016-04/01/2016

LIMITED TERM SUBSTITUTE

Ventura, Jose J., Student Services Specialist, ISC	05/10/2016-06/30/2016
Ventura, Jose J., Student Services Specialist, ISC	07/01/2016-10/27/2016

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 20 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

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

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

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

STUDENT EMPLOYEES

College Student Assistant, \$10.00/hour (STHP)	41
College Work-Study Student Assistant, \$10.00/hour (FWS)	22

SPECIAL SERVICE

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES

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

21-A CHANGE ORDER NO. 18 – AET CAMPUS AND PARKING STRUCTURE A

Change Order No. 18 – C.W. Driver on the Academy of Entertainment and Technology Campus portion of the project in the amount of \$438,148.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 996,688
Previously Approved Change Orders (AET Parking Structure A)	\$ 647,836
Change Order No. 18 – AET Campus	<u>\$ 438,148</u>
Revised Contract Amount	\$61,242,672

Change Order No. 18 for the AET Campus and AET Parking Structure A project may result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 18 for AET Campus includes the following:

- Labor and material to add additional steel and pipe supports for catwalk at Building B Mechanical Well;
- Modify fire door assembly, (Won Door), between Buildings C & D as required by DSA;
- Revise framing and waterproofing at the mineral fiber cement panels at Building B per manufacturers’ and installers’ recommendations and standards
- Install an additional fire sprinkler head and relocate one head at Building C, Room 281;
- Revise layout of Faculty Offices, replace existing storefront, and change wall ratings in Building D;
- Install three additional fire protection auxiliary drains in Building B;
- Install compensating headers to allow deflection to miscellaneous windows as required, enlarge doors and change glazing type at two locations;
- Install gate hardware and provide infill panel to align with adjacent fence at utility yard;
- Install updated security hardware and provide electrical rough-in as required for electronic hardware;
- Revise storage cabinet layout and type and omit chain link fencing at Building B, Mail Room;
- Add additional finishes and clarify locations to include acoustic ceiling tile, plastic laminate and veneers, paint, carpet, fabric wrapped acoustic panels, countertops, etc. in select locations;
- Install acoustic ceiling tile in Building B, Room 129D;
- Structural framing modifications at Buildings B, Room 110;

- Relocate data outlet in Building B, Room 110;
- Replace sections of fire sprinkler pipe that was previously compromised;
- Extend coping and add coping cap along the parapet at the center of Building D roof due to unforeseen conditions;
- Install additional block outs for sleeved openings and floor boxes at Level 3 of Building B for added power;
- Modify wall framing to accommodate existing conditions and conceal two storm drain pipes in Building D;
- Demolish and erect duct and mechanical piping steel roof supports at Building C.

21-B CHANGE ORDER NO. 10 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 10 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$631,891.

Original Contract Amount	\$18,378,000
Previously Approved Change Orders	\$309,945
Change Order No. 10	<u>\$631,891</u>
Revised Contract Amount	\$19,319,836

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

Funding Source: Measure AA

Comment: Change Order No. 10 includes the following:

- Labor and material for modified and added beams at mechanical platform and third floor terrace;
- Thicker plate materials and additional welding at beam-column connections;
- Field modification of bent plate for revised slab edge at third floor;
- Field modification of structural glazing column head connections and changes to the structural glazing supports, including added columns;
- Added steel at Door 311 frame;
- Added framing for revised sill detail at restroom recessed windows;
- Added box outs around the mechanical platform beams;
- Repair a 50-Feet section of subsiding/loose soils next to the Broad Stage, including excavation, backfill, re-compaction, slurry and waterproofing repair.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES (continued)

21-C CHANGE ORDER NO. 9 – HEALTH, PE, FITNESS, DANCE AND CENTRAL PLANT

Change Order No. 9 – BERNARDS BROS. on the Health, PE, Fitness, Dance and Central Plant project in the amount of \$6,380.

Original Contract Amount	\$39,556,000
Previously Approved Change Orders	\$949,155
Change Order No. 9	<u>\$6,380</u>
Revised Contract Amount	\$40,511,535

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

Funding Source: Measure AA

Comment: Change Order No. 9 includes the following:

- Labor and material cost to video camera the existing telecommunication conduits from the manhole south of HSS to the vault near the northeast corner of the Gymnasium and report on the condition and sizes of the conduits;
- Clear and re-route waste line for drinking fountain in the Drescher Hall temporary fitness room;
- Add rebar for the thickened pad/slab at washers located at Room 112;
- Add rebar at 12" x 16" concrete beam.

21-D CHANGE ORDER NO. 2 – FINANCIAL AID RELOCATION

Change Order No. 2 – MINCO CONSTRUCTION on the Financial Aid Relocation project for \$7,481.

Original Contract Amount	\$1,777,000
Previously Approved Change Orders	\$4,384
Change Order No. 2	<u>\$7,481</u>
Revised Contract Amount	\$1,788,865

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

Funding Source: Measure U

Comment: Change Order No. 2 includes the following:

- Labor and material cost to demolish entire wall in men’s restroom and replace with 4 inch, 18 gage stud partition wall with 1-1/2 inch hat channel furring;
- Material costs to replace surface mounted electrical panel covers.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES (continued)

21-E CHANGE ORDER NO. 2 – CAMPUS WIDE FIRE ALARM UPGRADE 2015

Change Order No. 2 – RED HAWK FIRE & SECURITY on the Campus Wide Fire Alarm Upgrade 2015 project for \$82,829.

Original Contract Amount	\$1,740,000
Previously Approved Change Orders	\$36,462
Change Order No. 2	<u>\$82,829</u>
Revised Contract Amount	\$1,859,291

This change order results in an added 4 days change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 2 includes the following:

- Labor and material cost to provide and furnish an additional Firework system control station in Police Dispatch room.

21-F CHANGE ORDER NO. 2 – UPGRADING OF SECURITY SYSTEMS

Change Order No. 2 – NEXUS IS, INC. on Upgrading of Security Systems project for \$33,108.

Original Contract Amount	\$5,699,482
Previously Approved Change Orders	\$0
Change Order No. 2	\$33,108
Revised Contract Amount	\$5,732,590

Funding Source: Measure AA

Comment: Change Order 2 adds emergency radio communication repeaters for satellite campus sites.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES (continued)

21-G CHANGE ORDER NO. 2 – GROUP 2 SWITCHGEAR REPLACEMENT

Change Order No. 2 – ROBNETT ELECTRIC, INC. on the Group 2 Switchgear Replacement project for \$7,261.

Original Contract Amount	\$1,018,100
Previously Approved Change Orders	\$12,445
Change Order 2	<u>\$7,261</u>
Revised Contract Amount	\$1,037,806

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

Funding Source: State Scheduled Maintenance

Comment: Change Order No. 2 includes the following:

- Labor and material cost to relocate a temporary generator in response to noise complaints

21-H CHANGE ORDER NO. 1 – CAMPUS ENERGY MANAGEMENT SYSTEM

Change Order No. 1 – COMPASS ENERGY SOLUTIONS on the Campus Energy Management System project for \$2,024.

Original Contract Amount	\$2,505,880
Previously Approved Change Orders	\$0
Change Order No. 1	<u>\$2,024</u>
Revised Contract Amount	\$2,507,904

Funding Source: State Proposition 39 Clean Energy Fund, District Capital Fund, Utility Incentives

Comment: Change Order No. 1 includes the following:

- Labor and material cost to add control systems of 3 radiant panel pumps for the existing Performing Arts Center building.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES *(continued)*

21-I CORRECTION TO CHANGE ORDER NO. 1 – ROOF REPLACEMENT ART, ESL AND MADISON (PAC)
 Correction to March 1, 2016 Board of Trustees meeting item #10-E Change Order No. 1 – Roof Replacement Art, ESL, and Madison (PAC).

Revision:	
Original Contract Amount	\$333,800
Previously Approved Change Orders	\$0
Change Order No. 1	<u>\$8,215</u>
Revised Contract Amount	\$342,015

Funding Source: State Scheduled Maintenance

Comment: A typographical error was made in the original item.

21-J AMENDMENTS NO. 12, 13 AND 14 TO AGREEMENT FOR ARCHITECTURAL SERVICES – AET
 Amend agreement with CLIVE WILKINSON ARCHITECTS for the Academy of Entertainment and Technology project for \$956,570 plus reimbursable expenses.

Original Contract Amount	\$5,550,000
Amendment No. 1	\$496,000
Amendment No. 2	\$78,868
Amendment No. 3	\$121,095
Amendment No. 4	\$74,500
Amendment No. 5	\$144,126
Amendment No. 6	\$2,925
Amendment No. 7	\$109,585
Amendment No. 8	\$90,585
Amendment No. 9	\$94,500
Amendment No. 10	\$163,500
Amendment No. 11	\$81,775
Amendment No. 12	\$850,000
Amendment No. 13	\$38,990
Amendment No. 14	<u>\$67,580</u>
Revised Contract Amount	\$7,964,029

Funding Source: Measure AA

Comment: Amendment No. 12 provides for supplemental construction administration due to extended project schedule. Amendment No. 13 provides for redesign work to correct contractor errors. This will be charged back to the contractor. Amendment No. 14 provides for user requested changes to the technology in the audio-visual systems.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES (continued)

21-K PROJECT CLOSE OUT – CAMPUS SIGNAGE PROJECT

Subject to completion of punch list items by SIGN EXCELLENCE authorize the District Representative without further action of the Board of Trustees, to accept the project described as CAMPUS SIGNAGE as being complete. Upon completion of punch list items by Sign Excellence 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.

21-L AMENDMENT NO. 1 TO AGREEMENT FOR CONSULTING SERVICES – MALIBU CAMPUS

Amend agreement with M6 CONSULTING, INC. for the Malibu Campus project for \$15,000 plus reimbursable expenses.

Original Contract Amount	\$66,000
<u>Amendment No. 1</u>	<u>\$15,000</u>
Revised Contract Amount	\$81,000

Funding Source: Measure AA

Comment: Amendment No. 1 provides for additional services that were required during a lengthy approval process with the City of Malibu.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 FACILITIES *(continued)*

21-M AWARD OF BID - MATH COMPLEX EXTERIOR PAINT PROJECT

Award the bid to the lowest responsive bidder for the Math Complex Exterior Paint Project

<u>Bidder</u>	<u>Amount</u>
Skyline Painting Inc.	\$17,900
Leonida Builders Inc.	\$21,850
Dulux Painting Inc.	\$35,000
Color New Co.	\$42,000
US National Corp.	\$43,000
Fix Painting Company	\$56,989
CTG Construction, Inc.	\$62,000
Paina Construction and Painting Inc.	\$69,000

Comment: This project is a scheduled maintenance project to paint the exterior of the Math Complex. Skyline Painting Inc. has a current and active contractor's license in California (license no. 914718) in good standing and is registered with The Department of Industrial Relations (DIR registration number 1000007474). Skyline Painting Inc. has previously satisfactorily completed similar projects.

21-N CONSENT TO ASSIGN SUBCONTRACTOR AGREEMENT – AET CAMPUS AND PARKING STRUCTURE A

The District consents to the assignment and assumption of the subcontract of W & W STEEL, LLC by W&W-AFCO STEEL, LLC under the contract of C.W. DRIVER, INCORPORATED for the AET Campus and Parking Structure A project. The Assignee, W&W-AFCO STEEL, LLC shall be entitled to bill for, and receive, all retention held for W & W STEEL, LLC on the AET Campus and Parking Structure A project.

Comment: A subcontractor on this project has changed its business name and ownership.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 22 ACCEPTANCE OF GRANT AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

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

Reviewed by: Christopher M. Bonvenuto, Chief Director, Business Services

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

Title of Grant: Community Colleges Basic Skills and Student Outcomes Transformation Program

Granting Agency: CHANCELLOR'S OFFICE CALIFORNIA COMMUNITY COLLEGES

Award Amount: \$1,500,000

Matching Funds: Not applicable

Performance Period: July 1, 2016 – June 30, 2019

Summary: Santa Monica College will scale up many of its successful interventions, including its First Year Experience for students who assess into pre-college math and/or English and Supplemental Instruction Program. SMC will expand interventions that have demonstrated success in pre-college English study to the teaching and learning of pre-college mathematics, including the development of a Math Academy that mirrors the college's successful pre-college English Academy. The College will also introduce first time freshmen to theme-based instruction that aligns with their programs of study and/or areas of interest. Professional development for faculty and classified staff will also be offered to increase the success of Santa Monica College's pre-college students.

Budget: Restricted Fund 01.3

Revenue

8600 State \$1,500,000

Expenditures

1000 Academic Salaries \$819,922

2000 Non-Academic Salaries \$276,368

3000 Employee Benefits \$274,073

4000 Supplies & Materials \$27,600

5000 Other Operating Expenditures \$42,500

6000 Capital Outlay \$1,845

7000 Other Outgo/Indirect \$57,692

Total \$1,500,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 BUDGET TRANSFERS

23-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
 Period: March 23, 2016 through April 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	\$0
2000	Classified/Student Salaries	\$41,833
3000	Benefits	\$0
4000	Supplies	\$6,027
5000	Contract Services/Operating Exp	\$15,133
6000	Sites/Buildings/Equipment	\$23,373
7100-7699	Other Outgo/Student Payments	\$0
7900	Contingency Reserve	\$-86,366
Net Total:		\$0

23-B FUND 01.3 – GENERAL FUND - RESTRICTED
 Period: March 23, 2016 through April 20, 2016

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	\$15,208
2000	Classified/Student Salaries	\$-55,200
3000	Benefits	\$26,250
4000	Supplies	\$2,666
5000	Contract Services/Operating Exp	\$77,320
6000	Sites/Buildings/Equipment	\$-58,624
7100/7699	Other Outgo/Student Payments	\$-7,620
7900	Contingency Reserve	\$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	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 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. 25 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
 March 1 - 31, 2016 6902 through 6946 \$16,736,094.25

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

RECOMMENDATION NO. 26 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
 March 1-31, 2016 C1H – C2I \$11,270,372.66

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 3, 2016

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 27 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: Mitch Hesel, Dean (Interim), Educational Enterprise

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

Requested Action: Approval/Ratification

It is recommended that the following Auxiliary Operations payments and Purchase Orders be ratified.

Auxiliary Operations Payments and Purchase Orders

March 1 – 31, 2016

Covered by check and voucher numbers: 007947-008346 and 00690-00735

Bookstore fund Payments	\$224,826.32
Other Auxiliary Fund Payments	\$57,146.95
Trust and Fiduciary Fund Payments	\$340,232.29
TOTAL	\$622,205.56

Purchase Orders issued \$ 49,570.28
 March 1 – 31, 2016

Comment: All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Auxiliary Funds.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	May 3, 2016

INFORMATION ITEM 29 CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING – APRIL 20, 2016

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

1. CALL TO ORDER - 8:04 a.m.

2. ROLL CALL

- Jeffrey Graham (Chair) - Present
- Sion (Shy) Roy (Vice Chair) - Present
- Sharon Barovsky – Not Present
- Michael Dubin – Present
- Katherine Reuter – Present
- Sion Roy – Not Present
- Sonya Sultan – Present
- Sam Zivi – Not Present

Others Present:

- Dr. Kathryn Jeffery, Superintendent/President
- 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
- Regina Ip, Social Media Manager

3. APPROVAL OF MINUTES – January 20, 2016

Motion was made by Sonya Sultan and seconded by Katherine Reuter to approve the minutes of Citizens’ Bond Oversight Committee as is. *The minutes were approved unanimously.*

4. REPORTS and DISCUSSION

SMC Bond Construction Projects Update: Greg Brown presented a visual overview of the following bond construction projects:

- **Center for Media and Design:** This project is progressing as planned and the future home of KCRW and the Center for Media & Design is projected to be completed at the end of 2016.
- **East Wing Performing Arts Center:** The Performing Arts Center – East Wing was formerly the Madison Elementary School. The District has done several renovations to the campus and has recently added the Broad Stage and Edye Second Space as part of a Performing Arts Center. The campus is also home to the Music Department. Constructed in the 1930’s the original building’s East Wing has some seismic deficiencies that need to be remedied. The one-story East Wing currently houses a multipurpose room and some offices. The Facilities Master Plan shows the east wing being replaced by a new two-story facility that would include a multipurpose room, offices and music classroom/labs. The project is on track to be completed by the end of 2016.

- **Health/P.E./Fitness/Central Plant:** Approximately 63,500 square feet of new construction and is comprised of a three-story above grade building consisting of athletic locker rooms, classrooms, fitness center, dance studios, offices, restrooms and a climbing wall. In addition, the new building will house a central plant facility on the ground floor and thermal energy storage (“TES”) located within a below grade basement. The central plant is intended to provide chilled water to multiple buildings elsewhere on campus and, as such, the chilled water distribution loop is included in the scope of the project. The basement level will also contain electrical equipment rooms, boilers and other infrastructure. Approximately 18,800 square feet of the adjacent Pavilion is to be remodeled and renovated as part of the Project. Projected to be completed in 2016.

- **Financial Aid Relocation:** This project includes the modernization of space currently used by Bookstore for deliveries and storage to office space for Financial Aid. Includes creating access to space from walkway along west side of Admin Bungalows, new seating in area currently used for loading and creation of offices, workstations and conference room using systems furniture. The financial aid offices will be relocated to the first floor of Drescher hall and should be operational by summer of 2016.

- **Student Services Building:** The Division of State Architect (DSA) has approved the design. Construction bids are anticipated and will be presented to the Board of Trustees. Greg recapped the specifics of the building:
 - The first floor includes a lobby, Welcome Center, Admissions/Records, Financial Aid, Assessment Center, and Disabled Students Center, an orientation hall (auditorium), with seating up to 300, the Bursar’s Office and an atrium which will allow natural light into the building. The second floor includes a lobby, upper level of the orientation hall, Counseling and special programs. The third floor includes International Students. The building will have substantial parking for staff and visitors.

The Student Services Building is expected to break ground in summer 2016 and is to be completed in 2018.

- **Malibu Campus:** The Planning Committee and City Council of Malibu have approved the project. A 14-day waiting period is in place to address any concerns from the Coastal Commission. No foreseeable challenges are anticipated. Completion for this project is projected for the end of 2018.

- **Early Childhood Education Center:** This is a laboratory school located on the Civic Center property for SMC students to be operated by a third party. The college is working with the City of Santa Monica on this project. The plans are to be submitted to the Division of State Architects (DSA) February of 2017 and construction is to commence May 2017. The project is to be completed end of 2018.

Dr. Kathryn Jeffery welcomed the committee and thanked them for their service and time. She expressed support for a 2016 Bond measure and stated the importance of updating the aging buildings on campus. She also discussed working closely with Bond measures at Sacramento City College and she looks forward to working with the community in completing this goal.

State Bond/Local Bond

There has not been a state bond for capital construction since 2006. The Board of Trustees held a Special Session in March to discuss possible 2016 Bond measure. Current surveys show that a bond measure on the November ballot is favorable. Further surveys will be conducted. The bond would fund the update of aging buildings including the Liberal Arts, Letters & Science, Math Complex, Arts Complex and the Police department. Furthermore, funding would be used for an addition to the Science Building. Greg stated \$40 Million in state modernization apportionment funds is available in updating the Letters & Science and the Liberal Arts buildings and a request will be made to the to secure \$20 Million in state modernization apportionment funds in updating the Arts Complex. This funding would be in addition to the November bond measure.

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

- The SMC Bond Capital Construction Budget Summary as of March 31, 2016 reports the following:

Measure U Budget:	\$160,000,000
Measure S Budget:	\$143,500,000
Measure AA Budget	\$295,000,000
Other Funding Received:	\$ 26,019,534
Other Funding Pending	\$ 50,250,950
Total Budget	\$694,767,779
Estimate at Completion	\$694,767,779
Bond Funds Remaining	\$218,693,634

- Measure U: Total Measure U expenditures last period were \$1,022,891; total remaining funds are \$13,252,963; no budget variance.
- Measure S: Total expenditures last period were \$1,531,579 total remaining funds are \$56,004,059; no budget variance.
- Measure AA: Total expenditures last period were \$19,364,071; total remaining funds are \$149,436,612; no budget variance.
- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of March 31, 2016.

Total Bond	\$598,500,000
Total Available	\$528,492,559
Total Expenses	\$379,806,366
Total Available Remaining	\$148,686,193
Total Unsold Bond	\$ 70,007,441

- The *SMC Bond Construction Program Contractor List* as of March 31, 2016 was presented for information.
- Current information on all bond construction projects is available at: <http://smcbondprogram.com> and at <http://www.smc.edu/CBOC>

5. INFORMATION – Expiring terms of members of the Citizens’ Bond Oversight Committee

The terms of the following members of the Citizens’ Bond Oversight Committee are expiring effective June 30, 2016 and are eligible for reappointment:

- Jeffrey Graham - Local Business
- Katherine Reuter - Senior Citizen’s Organization
- Samuel Zivi – Local Community/Business/Senior Citizen’s Organization
- The associate student representative will be selected in September.

The terms of the following members of the Citizens’ Bond Oversight Committee are expiring effective June 30, 2017 and are eligible for reappointment:

- Sharon Barvosky, Local Community-Malibu
- Michael Dubin, Business Community/Taxpayers Organizations
- Sonya Sultan, Local/Business Community
- Sion Roy, Business Community/Taxpayers Association

The Board of Trustees will follow a recruitment and application process to appoint/reappoint members to fill the vacancies.

6. PUBLIC COMMENTS - None

7. SCHEDULE OF MEETINGS, 2016-2017

Wednesdays at 8 a.m.

July 20, 2016

October 19, 2016

January 18, 2017

April 19, 2017

8. ADJOURNMENT – 8:57 a.m.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 3, 2016

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT – 11:05 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, June 7, 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. Tentative 2016-2017 Budget
2. Board of Trustees Budget Objectives and Principles
3. First Reading: Board Policies 1210, 1220 and 1280
4. Annual Agreements and Organizational Memberships



2016 Institutional Effectiveness Dashboards



APRIL 2016

2016 GOALS DASHBOARD

IE Indicator	Page #	Link to Other Reports	IE REPORT YEAR					Institution-set standard	Target goal by 2015-2016
			2012	2013	2014	2015	2016		
STUDENT PERFORMANCE AND ACHIEVEMENT									
1.1 Fall-to-Fall Persistence Rate	10	NA	76.2%	78.1%	73.2%	75.2%	74.0%	71.8%	75.0%
1.5 Transfer Rate	17	NA	51.9%	47.0%	47.4%	44.8%	Not yet available	47.0%	Remain Steady
1.8 Course Success Rate	24	IEPI 1	68.3%	68.8%	68.3%	68.1%	68.0%	64.9%	70.0%
1.15 Basic Skills Course Improvement Rate	39	NA	71.5%	71.5%	71.9%	74.0%	71.5%	66.7%	73.0%
1.16 Basic Skills Success in College Course Rate - English	42	IEPI 3b SC 5	42.6%	43.7%	42.8%	41.8%	46.6%	41.3%	50.1%
1.17 Basic Skills Success in College Course Rate - Math	45	IEPI 3a SC 4	28.2%	29.2%	28.7%	26.7%	27.8%	26.7%	31.2%
1.18 Basic Skills Success in College Course Rate - ESL	48	IEPI 3c SC 6	61.7%	62.1%	58.7%	65.7%	50.7%	50.7%	TBD
1.20 CTE Completion Rate	53	IEPI 4 SC 7	53.7%	51.0%	48.5%	46.9%	49.3%	47.4%	TBD
FISCAL VIABILITY									
3.3 Fund Balance	78	IEPI 9	17.2%	10.9%	7.6%	9.9%	9.1%	5.0%	TBD

Definitions and Defined Cohort Years: Goals

1.1: Enrolled in credit course in subsequent fall term anywhere in CCC / First-time freshmen completed 6 units. The IE report year 2016 describes the performance of the Fall 2013 cohort.

1.5: Transferred to any four-year institution within 6 years / First-time freshmen completed 12 units & attempted transfer-level English or math. The IE report year 2015 describes the performance of the 2008-2009 cohort. The data for the 2009-2010 cohort is not yet available.

1.8: A, B, C, CR, P grades / A, B, C, CR, D, DR, F, I, NC, NP, P, W grades. The IE report year 2016 describes the course success rates in Fall 2014.

1.15: Successfully completed higher level course within 3 years / Began English, math, or ESL sequence and successfully completed course 2 or more levels below transfer. The IE report year 2015 describes the performance of the 2011-2012 cohort.

1.16: Successfully completed degree-applicable English writing course within 6 years / Began English sequence in basic skills. The IE report year 2016 describes the performance of the 2009-2010 cohort.

1.17: Successfully completed degree-applicable math course within 6 years / Began math sequence at least 2 courses below transfer. The IE report year 2016 describes the performance of the 2009-2010 cohort.

1.18: Successfully completed degree-applicable ESL or English course within 6 years / Began ESL sequence in basic skills. The IE report year 2016 describes the performance of the 2009-2010 cohort.

1.20: Earned certificate or AA/AS, transferred, or achieved transfer prepared status within 6 years / First-time freshmen completed 8 units in a single 2-digit TOP code where at least one course is SAM coded A-C during first three years of enrollment. The IE report year 2015 describes the performance of the 2009-2010 cohort.

3.3: Fund balance (including designated reserves) / total expenditures and transfers

INNOVATIVE AND RESPONSIVE ACADEMIC DASHBOARD

IE Indicator	Page #	Link to Other Reports	IE REPORT YEAR					Institution-set Standard
			2012	2013	2014	2015	2016	
PROGRESS AND ACHIEVEMENT								
1.2 Degrees Awarded	13	IEPI 5	1,243	1,225	1,207	1,434	2,222	1,459
1.3 Certificates Awarded	14	IEPI 6	1,397	1,505	1,373	1,528	1,515	1,325
1.4 Transfers to Public 4-Years	15	IEPI 7	2,063	2,176	1,913	2,059	2,269	1,800
1.6 Completion Rate	20	IEPI 2 SC 1	50.5%	51.5%	48.2%	48.4%	50.2%	47.3%
1.7 Semesters to Associate Degree Completion	22	NA	7.79	7.78	8.16	8.71	9.83*	NA
INSTITUTIONAL LEARNING OUTCOMES								
1.9 Personal Attributes ILO #1 Mastery Rate	27	NA	86.8%	86.5%	85.4%	85.2%	85.8%	82.7%
1.10 Analytic & Comm Skills ILO #2 Mastery Rate	29	NA	85.7%	84.8%	83.3%	83.1%	85.1%	81.0%
1.11 Applied Social Know & Val ILO #3 Mastery Rate	31	NA	86.3%	85.9%	86.2%	86.7%	86.4%	81.8%
1.12 Applied Know & Val of Phys World ILO #4 Mastery Rate	33	NA	86.1%	86.0%	86.0%	85.3%	88.3%	80.8%
1.13 Authentic Engagement ILO #5 Mastery Rate	35	NA	NA	NA	88.7%	87.2%	90.6%	84.4%
BASIC SKILLS								
1.14 Basic Skills Course Success Rate	37	NA	57.1%	56.9%	55.1%	54.3%	52.9%	53.0%
CAREER TECHNICAL EDUCATION (CTE)								
1.19 CTE Course Success Rate	51	NA	70.8%	71.4%	72.5%	72.6%	71.5%	66.4%
1.21 Registered Nursing License Exam Pass Rate	56	ACCJC	94.4%	96.4%	98.2%	87.0%	100%	90.9%
1.22 Respiratory Therapy License Exam Pass Rate	57	ACCJC	92.3%	96.0%	100%	100%	97.2%	91.3%
1.23 Cosmetology License Exam Pass Rate	58	ACCJC	92.4%	85.8%	86.7%	84.2%	89.1%	84.8%
DISTANCE EDUCATION								
1.24 Distance Learning Course Success Rate Gap	59	NA	5.3%	4.1%	3.0%	0.2%	2.1%	<=5.8%
1.25 Distance Learning Course Retention Rate Gap	61	NA	6.5%	5.1%	4.4%	3.0%	3.0%	<=7.1%
CURRICULAR INITIATIVES								
1.26 % Students Enrolled in Sustainability Courses	63	NA	61.2%	63.4%	66.9%	65.4%	71.5%	NA
1.27 % Students Enrolled in Global Courses	64	NA	NA	NA	NA	78.3%	64.7%	NA
RESPONSE TO COMMUNITY NEEDS								
1.28 SMMUSD Graduates to SMC Rate	65	NA	30.1%	30.2%	33.1%	31.9%	30.1%	NA
1.29 Geographic Area HS Graduates to SMC Rate	66	NA	21.9%	20.0%	21.5%	21.0%	19.7%	NA

* Includes auto-awards

Definitions and Defined Cohort Years: Innovative and Responsive Academic

- 1.2: # Associate Degrees awarded. The IE report year 2016 describes degrees awarded in 2014-2015.
- 1.3: # career certificates awarded (does not include departmental certificates). The IE report year 2016 describes certificates awarded in 2014-2015.
- 1.4: # transferred to UC or CSU institution. The IE report year 2016 describes students who transferred in 2014-2015.
- 1.6: Transferred to a four-year institution, earned a certificate or AA/AS, or achieved transfer prepared status (completed 60 UC/CSU transferable units with 2.0 GPA or higher) within 6 years / First-time freshmen completed 6 units during first three years of enrollment with C/P or better & attempted any math or English course in first three years. The IE report year 2016 describes the performance of the 2009-2010 cohort.
- 1.7: Average # fall and spring semesters from first fall/spring semester to last spring semester (including first and last) to degree completion. Only includes students who began and completed all of their coursework at SMC. The IE report year 2016 describes students who earned a degree in 2014-2015.
- 1.9: Assessed as "mastered" SLO mapped to ILO #1 / Total SLO assessments in ILO #1. The IE report year 2016 describes the SLO mastery rates in Fall 2015.
- 1.10: Assessed as "mastered" SLO mapped to ILO #2 / Total SLO assessments in ILO #2. The IE report year 2016 describes the SLO mastery rates in Fall 2015.
- 1.11: Assessed as "mastered" SLO mapped to ILO #3 / Total SLO assessments in ILO #3. The IE report year 2016 describes the SLO mastery rates in Fall 2015.
- 1.12: Assessed as "mastered" SLO mapped to ILO #4 / Total SLO assessments in ILO #4. The IE report year 2016 describes the SLO mastery rates in Fall 2015.
- 1.13: Assessed as "mastered" SLO mapped to ILO #5 / Total SLO assessments in ILO #5. The IE report year 2016 describes the SLO mastery rates in Fall 2015.
- 1.14: A, B, C, CR P grades in basic skills English, ESL, and math courses / A, B, C, CR, D, DR, F, I, NC, NP, P, W grades in basic skills English, ESL, and math courses. The IE report year 2016 describes the course success rates in 2014-2015.
- 1.19: A, B, C, CR P grades in courses with SAM code A, B, C, or D / A, B, C, CR, D, DR, F, I, NC, NP, P, W grades in courses with SAM code A, B, C, or D. The IE report year 2016 describes the course success rates in 2014-2015.
- 1.21: Passed NCLEX exam on first attempt / Earned an RN associate degree at SMC. The IE report year 2016 describes the 2014-2015 performance.
- 1.22: Passed CRT exam on first attempt / Earned a respiratory therapy associate degree at SMC/ELAC. The IE report year 2016 describes the 2015 calendar year performance.
- 1.23: Pass events / Test (Cosmetology, Esthetician, and Manicuring written and practical) event by student who completed cosmetology coursework at SMC. The IE report year 2016 describes the 2015 calendar year performance.
- 1.24: Difference between course success rates in distance learning and on-ground classes for same courses. The IE report year 2016 describes the course success rates in 2014-2015.
- 1.25: Difference between course retention rates in distance learning and on-ground classes for same courses. The IE report year 2016 describes the course retention rates in 2014-2015.
- 1.26: Enrolled in credit course identified as sustainability related or focused / Credit student. The IE report year 2016 describes the enrollment of Fall 2015 students.
- 1.27: Enrolled in credit course identified as global related or focused / Credit student. The IE report year 2016 describes the enrollment of Fall 2015 students.
- 1.28: Enrolled in credit course at SMC within 1 year of HS graduation / Graduated from public HS in SMMUSD. The IE report year 2015 describes the performance of the graduating senior class of 2014.
- 1.29: Enrolled in credit course at SMC within 1 year of HS graduation / Graduated from public/charter HS within 10 miles of SMC main campus zip code (90405). The IE report year 2015 describes the performance of the graduating senior class of 2014.

SUPPORTIVE LEARNING DASHBOARD

IE Indicator	Page #	Link to Other Reports	IE REPORT YEAR					Trend (Prior to Current Year)
			2012	2013	2014	2015	2016	
2.1 First-time Freshmen Orientation	68	SSSP	100%	100%	100%	100%	96.1%	↓
2.2 First-time Freshmen Assessment Rate	69	SSSP	100%	100%	100%	100%	98.3%	↓
2.3 First-time Freshmen Education Plan Rate	70	SSSP	NA	NA	NA	NA	62.4%	NA
2.4 Percentage of Students Receiving Financial Aid	71	NA	40.4%	46.1%	51.2%	53.8%	53.7%	↓
2.5 Student-Counseling Ratio	73	SC	NA	NA	373:1	361:1	330:1	↓
2.6 Percentage of Students on Probation/Disq.	74	NA	12.6%	13.5%	13.7%	13.6%	14.1%	↑

LEGEND:

- ↑ = indicates that the value in 2016 reported year is higher than the value in the prior year
- ↓ = indicates that the value in the 2016 reported year is lower than the value in the prior year
- NA = indicates that there was no data collected for the reported year

Definitions and Defined Cohort Years: Supportive Learning

- 2.1: Completed online orientation within 1 year of enrollment / Credit first-time freshmen not exempted from initial orientation services. The IE report year 2016 describes students who were first-time freshmen in Fall 2014.
- 2.2: Completed assessment (including SMC placement, challenge exam, prior completion of coursework, advanced placement exam, or other college's placement) within 1 year of enrollment / Credit first-time freshmen not exempted from initial assessment testing services. The IE report year 2016 describes students who were first-time freshmen in Fall 2014.
- 2.3: Completed an abbreviated and/or comprehensive education plan within 1 year of enrollment / Credit first-time freshmen not exempted from developing an education plan. The IE report year 2016 describes students who were first-time freshmen in Fall 2014.
- 2.4: Received BOG enrollment fee waivers, grants, loans, scholarships, and/or work-study / Enrolled in credit course. The IE report year 2016 describes students who were credit students in 2014-2015.
- 2.5: Student headcount / Counseling faculty FTE (excluding EOPS & DSPS student and counseling FTE). The IE report year 2016 describes the student-counseling ratio in Fall 2014.
- 2.6: On probation/disqualification / Credit students. The IE report year 2016 describes students enrolled in Fall 2015.

STABLE FISCAL AND SUPPORTIVE COLLEGIAL DASHBOARD

IE Indicator	Page #	Link to Other Reports	FISCAL YEAR					Trend (Prior to Current Year)
			2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	
3.1 Annual Operating Excess/(Deficiency) (\$)	76	IEPI 11	2,618,741	(8,840,473)	(4,616,562)	3,450,969	(190,202)	↓
3.2 Cash Balance (\$)	77	IEPI 12	17,561,926	15,248,105	35,967,135	24,252,853	37,648,157	↑
3.4 Salary & Benefits	79	IEPI 10	89.5%	88.0%	89.5%	89.0%	89.4%	↑
3.5 Non-Resident Tuition Revenue/Intensive Engl (\$)	80	NA	21,387,129	24,544,282	24,731,024	27,182,917	31,065,989	↑
			FALL TERM					
			2011	2012	2013	2014	2015	
3.6 WSCH/FTEF	81	NA	635.00	629.23	619.53	603.94	599.59	↓

LEGEND:

- ↑ = indicates that the value in 2016 reported year is higher than the value in the prior year
- ↓ = indicates that the value in the 2016 reported year is lower than the value in the prior year

Definitions – Stable Fiscal

- 3.1: Actual revenues and transfers (-) Actual expenditures with one-time items (general fund balance)
- 3.2: Unrestricted and restricted general fund cash balance, excluding investments
- 3.4: Salaries and benefits as a percentage of unrestricted general fund expenditures, excluding other outgoing expenditures
- 3.5: Fees paid by international and out-of-state residents and Intensive English Program students
- 3.6: Sum of class contact hours per week per student in each class section / Sum of weekly teaching load or FTEF

SUSTAINABLE PHYSICAL DASHBOARD

IE Indicator	Page #	Link to Other Reports	FISCAL YEAR					Trend (Prior to Current Year)
			2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	
4.1 Electricity Usage (kWh) by Sq. Foot	83	NA	12.84	13.76	12.59	12.38	11.81	↓
4.2 Gas Usage (BTU) by Sq. Foot	84	NA	25,859	21,855	15,567	13,899	11,409	↓
4.3 Average Vehicle Ridership (AVR) - Employees	85	NA	1.47	1.53	1.51	1.52	1.51	↓
4.4 Average Vehicle Ridership (AVR) - Students	86	NA	NA	NA	2.59	2.47	2.64	↑

SUPPORTIVE COLLEGIAL DASHBOARD

IE Indicator	Page #	Link to Other Reports	ACADEMIC YEAR					Trend (Prior to Current Year)
			2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	
5.1 Institutional Objectives Completion Rate	88	MPE	78.6%	81.8%	100%	100%	70.0%	↓

LEGEND:

- ↑ = indicates that the value in 2016 reported year is higher than the value in the prior year
- ↓ = indicates that the value in the 2016 reported year is lower than the value in the prior year

Definitions – Sustainable Physical

- 4.1 Annual electricity usage in kilowatt-hour (kWh) by the gross square footage from space inventory (not including space that does not meter electricity)
- 4.2 Annual natural gas usage in British Thermal Unit (BTU) by the gross square footage from space inventory (not including space that does not use or meter gas)
- 4.3 Employees worked per week day in survey week / Vehicles used to commute to work per week day in survey week
- 4.4 Students traveling to campus in survey week during peak hours / Vehicles used to commute to campus during peak hours per week day in survey week

Definitions - Supportive Collegial

- 5.1 Institutional objectives in the SMC Master Plan for Education that is “Completed” or “Substantially Completed” / Institutional objectives in the SMC Master Plan for Education. The IE report year 2016 describes the objectives completed in the 2014-2015 Master Plan for Education.

2016 SANTA MONICA COLLEGE STUDENT SUCCESS SCORECARD (SC)

Metric	Link to Other Reports	Cohort Year					Statewide 2009-2010
		2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	
1. Completion	IE 1.6 IEPI 2	50.5%	51.5%	48.2%	48.4%	50.2%	47.1%
2. Persistence	NA	67.4%	68.7%	71.8%	71.1%	76.0%	73.4%
3. 30 Units	NA	67.0%	68.5%	67.5%	68.1%	70.4%	67.6%
4. Remedial Progress - Math	IE 1.17 IEPI 3a	28.2%	29.2%	28.7%	26.7%	27.8%	32.7%
5. Remedial Progress – English	IE 1.16 IEPI 3b	42.6%	43.7%	42.8%	41.8%	46.6%	45.4%
6. Remedial Progress - ESL	IE 1.18 IEPI 3c	61.7%	62.1%	58.7%	65.7%	50.7%	28.6%
7. Career Technical Education	IE 1.20 IEPI 4	53.7%	51.0%	48.5%	46.9%	49.3%	51.4%
8. Career Development & College Preparation	NA	NA	7.2%	7.6%	7.0%	7.4%	NA
Metric	Link to Other Reports	2012-2013					Statewide 2012-2013
9. (New) Skills builder	NA	+14.8%					+13.6%

Definitions – Student Success Scorecard

SC 1: Transferred to a four-year institution, earned a certificate or AA/AS, or achieved transfer prepared status (completed 60 UC/CSU transferable units with 2.0 GPA or higher) within 6 years / First-time freshmen completed 6 units during first three years of enrollment with C/P or better & attempted any math or English course in first three years.

SC 2: Attempted a credit course in the first three primary semester terms, completed degree or certificate, and/or transferred to a four-year institution / First-time freshmen completed 6 units during first three years of enrollment with C/P or better & attempted any math or English course in first three years.

SC 3: Earned at least 30 units anywhere in the CCC system / First-time freshmen completed 6 units during first three years of enrollment with C/P or better & attempted any math or English course in first three years.

SC 4: Successfully completed degree-applicable math course within 6 years / Began math sequence at least 2 courses below transfer.

SC 5: Successfully completed degree-applicable English writing course within 6 years / Began English sequence in basic skills.

SC 6: Successfully completed degree-applicable ESL or English course within 6 years / Began ESL sequence in basic skills. The IE report year 2016 describes the performance of the 2009-2010 cohort.

SC 7: Earned certificate or AA/AS, transferred, or achieved transfer prepared status within 6 years / First-time freshmen completed 8 units in a single 2-digit TOP code where at least one course is SAM coded A-C during first three years of enrollment

SC 8: Transferred to a four-year institution, earned a certificate or AA/AS, or achieved transfer prepared status (completed 60 UC/CSU transferable units with 2.0 GPA or higher) within 6 years / Enrolled in two or more CDCP courses and completed 4 or more positive attendance hours in each of these two courses

SC 9: Annual inflation adjusted median percentage change in earnings (1 year before to 1 year after) for students in the cohort. The cohort consisted of students who completed 0.5 units during a given academic year with SAM code A-C, did not enroll anywhere in the system, earn an award, or transfer the following academic year, and did not fail any CTE coursework in the year of enrollment.

Santa Monica College
2015-2016 Institutional Effectiveness Partnership Initiative (IEPI)
Framework of Indicators

May 3, 2016

Introduction

The Institutional Effectiveness Partnership Initiative (IEPI) is a state-wide initiative designed to advance institutional effectiveness at California community colleges. The initiative was an outcome of recently enacted legislation (Senate Bill 860, 2014-15 Higher Education Trailer Bill) aimed to reduce the number of accreditation sanctions and audit findings at local colleges, to increase student access and success, and to ultimately improve institutional effectiveness at colleges. Pursuant to Education Code section 84754.6, the Board of Governors (BOG) adopted a framework of indicators. A framework of indicators help the system and local colleges monitor the ongoing conditions of a college's operational environment. The legislation requires that colleges develop, adopt, and post a goals framework.

Framework of Indicators

The framework of indicators monitors a college's performance in four areas:

- 1) Student performance and outcomes
- 2) Accreditation status
- 3) Fiscal viability
- 4) Compliance with state/federal guidelines

For the second year of implementation (2015-2016), the legislation is requiring that colleges set and adopt a goal for five indicators by June 15, 2016:

1. Course Completion Rate
2. Accreditation Status
3. Fund Balance
4. Overall Audit Opinion
5. College choice – any metric in the “Student Performance and Outcomes” area

The definitions for the indicators can be found here: <https://misweb.cccco.edu/ie/Documentation.aspx>

Data and Goals

The following framework presents historical trend data for Santa Monica College's performance on the IEPI indicators. Goals were established for course completion rate, accreditation status, fund balance, overall audit opinion, remedial math (college choice), and remedial English (college choice).

Many of the indicators on the IEPI framework correspond to existing indicators on the internal SMC dashboard. A notation is made in the “link to other reports” column in cases where IEPI indicators overlap with metrics on the SMC dashboard (IE) and the state's accountability system, Student Success Scorecard (SC).

INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE (IEPI) FRAMEWORK OF INDICATORS

Student Performance and Outcomes												
Link to other reports	Indicator	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Goal					
IE 1.8	1. Successful Course Completion	Percentage of Fall term credit course enrollments where students earned a grade of C or better					68.3	68.8	68.3	68.1	68.0	70.0
IE 1.6 SC 1	2. Completion Rate	Percentage of degree, certificate, and/or transfer seeking students starting first timetracked for six years who completed a degree, certificate, or transfer related outcome					75.8	75.6	74.1	74.0	75.0	NA
	a. College Prepared	Student's lowest course attempted in Math and/or English was college level					38.4	40.8	37.2	36.8	38.8	NA
	b. Unprepared for College	Student's lowest course attempted in Math and/or English was pre-collegiate level					50.5	51.5	48.2	48.4	50.2	NA
	Overall	Student attempted any level of Math or English in the first three years					28.2	29.2	28.7	26.7	27.8	31.2
IE 1.16- 1.18 SC 4-6	3. Remedial Rate	Percentage of credit students tracked for six years who started below transfer level in English, mathematics, and/or ESL and completed a college-level course in the same discipline					42.6	43.7	42.8	41.8	46.6	50.1
	a. Math						61.7	62.1	58.7	65.7	50.7	NA
	b. English						53.7	51.0	48.5	46.9	49.3	NA
IE 1.20 SC 7	4. Career Technical Education Rate	Percentage of students tracked for six years who completed more than eight units in courses classified as career technical education in a single discipline who completed a degree or certificate or transferred					1,243	1,229	1,207	1,434	2,222	NA
IE 1.2	5. Completion of Degrees	Number of associate degrees completed					1,397	1,505	1,373	1,528	1,515	NA
IE 1.3	6. Completion of Certificates	Number of Chancellor's Office approved certificates completed					2,766	2,793	2,590	2,606	3,107	NA
IE 1.4	7. Transfers to 4-year Institutions	Number of students who transfer to a four-year institution, including CSU, UC, private and out-of-state universities										
Accreditation Status												
	Indicator	July 2010	July 2011	July 2012	July 2013	July 2014	Goal					
NA	8. Accreditation Status	Latest Accrediting Commission for Community and Junior Colleges (ACCJC) action					Reaffirmed	No action	No action	No action	No action	Reaffirm
Fiscal Viability												
	Indicator	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Goal					
IE 3.3	9. Fund Balance	Ending unrestricted general fund balance as a percentage of total expenditures					17.2	10.9	7.6	9.9	9.1	5.0
IE 3.4	10. Salary and Benefits	Salaries and benefits as a percentage of unrestricted general fund expenditures, excluding other outgoing expenditures					89.5	88.0	89.5	89.0	89.4	NA
IE 3.1	11. Annual Operating Excess/(Deficiency)	Net increase or decrease in general fund balance					2,618,741	(8,840,473)	(4,616,562)	3,450,969	(190,202)	NA
IE 3.2	12. Cash Balance	Unrestricted and restricted general fund cash balance, excluding investments					17,561,926	15,248,105	35,967,135	24,525,853	37,648,157	NA
NA	13. Full-time Equivalent Students	Annual number of full-time equivalent status					26,828.2	25,393.8	25,106.9	25,461.1	26,048.0	NA

District Programmatic Compliance with State and Federal Guidelines Indicators

Indicator	2014-2015	Goal
14. Audit Findings – Audit Opinion Financial Statement	A 'yes' indicates the district has achieved (historical) or has set a goal to achieve an 'unmodified' or 'unqualified' independent audit opinion (minimal or no material weakness or significant deficiencies) Yes	Unmodified
15. Audit Findings – State Compliance	A 'yes' indicates the district has achieved (historical) or has set a goal to achieve an 'unmodified' or 'unqualified' independent audit opinion (minimal or no material weakness or significant deficiencies) Yes	Unmodified
16. Audit Findings – Federal Award/Compliance	A 'yes' indicates the district has achieved (historical) or has set a goal to achieve an 'unmodified' or 'unqualified' independent audit opinion (minimal or no material weakness or significant deficiencies) Yes	Unmodified

The data for the IEPI framework of indicators were obtained from the California Community Colleges Chancellor's Office Institutional Effectiveness website (<http://misweb.cccco.edu/ie>).

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL REVENUES	2015-2016 PROJECTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	118,373	103,192	120,812
TOTAL FEDERAL	118,373	103,192	120,812
STATE			
GENERAL APPORTIONMENT	62,913,537	46,472,703	61,666,685
EDUCATION PROTECTION ACCOUNT - PROP 30	16,855,409	12,681,045	16,894,391
GROWTH/ACCESS-RESTORATION OF WORKLOAD REDUCTION	2,096,283	-	293,833
COLA	1,107,892	849,922	1,107,543
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	363,002	363,002
PRIOR YEAR APPORTIONMENT ADJUSTMENTS - EPA	-	(48,279)	(48,279)
HOMEOWNERS EXEMPT	92,844	48,240	97,900
STATE LOTTERY REVENUE	3,767,820	1,189,574	3,707,157
MANDATED PROGRAM COSTS	12,613,744	10,403,573	12,634,554
OTHER STATE	845,433	956,037	1,195,433
TOTAL STATE	100,292,962	72,915,817	97,912,219
LOCAL			
PROP TAX SHIFT (ERAF)	1,133,894	240,857	5,995,062
SECURED TAX	15,228,978	7,896,882	13,255,817
SUPPLEMENTAL TAXES	237,520	257,186	433,781
UNSECURED TAX	520,962	567,993	567,993
PRIOR YRS TAXES	439,470	357,242	448,317
PROPERTY TAX - RDA PASS THRU	213,627	473,520	473,520
PROPERTY TAX - RDA RESIDUAL	2,396,518	630,842	630,842
RENTS	135,000	193,376	215,000
INTEREST	223,700	82,668	204,000
ENROLLMENT FEES	13,903,973	13,662,742	14,016,228
STUDENT RECORDS	438,000	307,337	430,900
NON-RESIDENT TUITION/INTENSIVE ESL	32,887,749	31,503,970	32,967,485
FEE BASED INSTRUCTION	350,000	170,844	288,869
OTHER STUDENT FEES & CHARGES	106,200	98,135	102,100
F1 APPLICATION FEES	319,100	201,210	319,100
OTHER LOCAL	686,300	94,423	686,300
I. D. CARD SERVICE CHARGE	1,179,700	987,170	1,135,000
LIBRARY CARDS	120	40	120
LIBRARY FINES	8,745	5,078	8,745
PARKING FINES	229,772	141,622	229,772
TOTAL LOCAL	70,639,328	57,873,137	72,408,951
TOTAL REVENUE	171,050,663	130,892,146	170,441,982
TRANSFER IN	103,070	55,680	105,003
SALE OF EQUIPMENT AND SUPPLIES	-	582	582
TOTAL OTHER FINANCING SOURCES	103,070	56,262	105,585
TOTAL REVENUE AND TRANSFERS	171,153,733	130,948,408	170,547,567

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL EXPENDITURES	2015-2016 PROJECTED BUDGET
INSTRUCTION	26,413,943	17,464,467	25,957,855
ACADEMIC MANAGERS	6,156,799	4,144,764	6,461,121
NON-INSTRUCTION	6,464,172	3,868,757	6,431,886
HOURLY INSTRUCTION	32,945,787	21,806,145	32,593,679
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	166,991	147,278	223,141
HOURLY NON-INSTRUCTION	4,721,917	3,085,699	4,662,214
VACANT POSITIONS	337,000	-	-
VACANCY SAVINGS	(168,500)	-	-
TOTAL ACADEMIC	77,038,109	50,517,110	76,329,896
CLASSIFIED REGULAR	20,158,590	13,294,496	20,523,293
CLASSIFIED MANAGERS	4,780,513	3,349,876	5,062,261
CLASS REG INSTRUCTION	3,299,393	2,023,451	3,245,192
CLASSIFIED HOURLY	1,948,396	1,722,752	2,569,903
CLASS HRLY INSTRUCTION	526,525	389,096	604,653
VACANT POSITIONS	2,500,000	-	2,500,000
VACANCY SAVINGS	(1,650,000)	-	(2,287,500)
TOTAL CLASSIFIED	31,563,417	20,779,671	32,217,802
STRS	6,261,096	4,119,865	6,218,218
PERS	3,986,081	2,640,661	4,057,395
OASDI/MEDICARE	3,412,378	2,394,445	3,457,940
H/W	13,166,728	7,876,097	13,538,500
RETIREEES' H/W	2,830,402	2,360,971	3,194,445
RETIREEE - OPEB	1,500,000	1,500,000	1,500,000
SUI	182,768	94,527	183,144
WORKERS' COMPENSATION	1,856,951	1,238,576	1,868,763
ALTERNATIVE RETIREMENT	500,000	237,817	500,000
BENEFITS REL TO FEE BASED INSTRUCTION	26,704	23,566	35,703
BENEFITS RELATED TO VACANT POSITIONS	624,140	-	550,000
BENEFITS RELATED TO VACANCY SAVINGS	(400,070)	-	(503,250)
TOTAL BENEFITS	33,947,178	22,486,525	34,600,858
SUPPLIES	1,098,158	661,156	1,243,353
TOTAL SUPPLIES	1,098,158	661,156	1,243,353
CONTRACTS/SERVICES	13,912,499	8,238,580	14,031,115
INSURANCE	966,480	976,850	967,380
UTILITIES	3,005,068	2,155,982	3,007,568
TOTAL SERVICES	17,884,047	11,371,412	18,006,063
BUILDING & EQUIPMENT	1,030,094	617,060	668,633
TECHNOLOGY REPLACEMENT	418,100	32,130	418,100
TCO - EQUIPMENT REPLACEMENT	500,000	-	500,000
TOTAL CAPITAL	1,948,194	649,190	1,586,733
TOTAL EXPENDITURES	163,479,103	106,465,064	163,984,705
OUTGOING TRANSFER/FINANCIAL AID	270,839	212,941	273,339
TOTAL TRANSFERS/FINANCIAL AID	270,839	212,941	273,339
TOTAL EXPENDITURES & TRANSFERS	163,749,942	106,678,005	164,258,044

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS *	160,245,157	120,488,442	158,539,812
TOTAL EXPENDITURES AND TRANSFERS	159,945,546	105,462,377	161,656,810
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	3,461,140	-	3,050,000
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(2,218,570)	-	(2,790,750)
OPERATING SURPLUS/(DEFICIT)	(942,959)	15,026,065	(3,376,248)
ONE-TIME ITEMS			
PRIOR YEAR APPORTIONMENT ADJ	-	314,723	314,723
FUNDING FOR BACCALAUREATE PILOT DEGREE	-	350,000	350,000
DEFICIT FACTOR TO APPORTIONMENT	(1,097,741)	-	(684,300)
MANDATED COST BLOCK GRANT	12,006,317	9,795,243	12,027,332
ONE-TIME BUDGET AUGMENTATION	(613,632)	(566,438)	(755,251)
EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	(1,948,194)	(649,190)	(1,586,733)
OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	7,403,791	24,270,403	6,289,523
BEGINNING BALANCE	13,781,577	13,781,577	13,781,577
ENDING FUND BALANCE	21,185,368	38,051,980	20,071,100
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	12.94%	35.67%	12.22%

DESIGNATION OF FUND BALANCE

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
UNDESIGNATED FUND BALANCE	14,985,387	31,851,999	13,871,119
UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	9.16%	29.86%	8.45%
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%	5.81%	3.77%
TOTAL ENDING FUND BALANCE	21,185,368	38,051,980	20,071,100
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS **	12.94%	35.67%	12.22%

* In 2015-2016, the District will receive \$1.17M 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	March 31, 2016 ACTUAL REVENUES	2015-2016 PROJECTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	636,677	211,854	636,677
FWS-FEDERAL WORK STUDY	460,327	172,969	460,327
RADIO GRANTS	1,155,218	844,863	1,155,218
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	61,708	46,905	61,717
FEDERAL CARRYOVERS	1,770,872	1,221,892	1,770,872
OTHER FEDERAL	2,324,342	551,606	2,718,650
TOTAL FEDERAL	6,409,144	3,050,089	6,803,461
STATE			
LOTTERY	1,103,433	81,225	1,103,433
BASIC SKILLS INITIATIVE	356,040	267,671	352,199
SFAA-STUDENT FINANCIAL AID ADMIN	919,049	698,477	919,049
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,384,794	1,052,443	1,384,794
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	93,465	71,033	93,465
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,696,232	1,785,608	2,349,484
CALWORKS	264,983	203,428	267,669
STUDENT SUCCESS (CREDIT)	3,022,977	4,676,526	6,153,324
STUDENT SUCCESS (NON-CREDIT)	41,933	62,589	82,354
STUDENT SUCCESS (STUDENT EQUITY)	1,035,343	1,446,912	1,903,831
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	7,940	6,609	7,940
ENROLLMENT GROWTH	106,787	81,158	106,787
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,408,210	1,070,238	1,408,210
STATE CARRYOVERS	3,413,521	2,030,245	3,413,521
OTHER STATE	795,250	471,515	1,170,250
TOTAL STATE	15,649,957	14,005,677	20,716,310
LOCAL			
PICO PROMISE	141,782	141,782	141,782
HEALTH FEES	1,437,117	1,281,433	1,437,117
PARKING FEES	1,858,884	1,775,093	1,858,884
DONATIONS-KCRW	2,400,417	985,250	2,452,146
COMMUNITY SERVICES	894,593	465,441	894,593
CONSOLIDATED CONTRACT ED-LOCAL	315,750	-	315,750
LOCAL CARRYOVERS	9,388	2,239	9,388
OTHER LOCAL	6,282,031	5,185,183	6,313,015
TOTAL LOCAL	13,339,962	9,836,421	13,422,675
TOTAL REVENUE	35,399,063	26,892,187	40,942,446

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL EXPENDITURES	2015-2016 PROJECTED BUDGET
INSTRUCTION	200,207	10,102	191,378
MANAGEMENT	1,673,749	1,154,852	1,948,165
NON-INSTRUCTION	1,471,557	1,177,379	1,768,794
HOURLY INSTRUCTION	55,940	39,181	80,450
HOURLY NON-INSTRUCTION	2,692,512	2,796,234	4,882,523
TOTAL ACADEMIC	6,093,965	5,177,748	8,871,310
CLASSIFIED REGULAR	3,690,915	2,440,277	4,330,736
CLASSIFIED MANAGERS	457,614	282,252	541,336
CLASS REG INSTRUCTION	79,720	23,239	74,113
CLASSIFIED HOURLY	1,856,760	1,021,920	2,000,781
CLASS HRLY INSTRUCTION	153,350	136,819	176,362
TOTAL CLASSIFIED	6,238,359	3,904,507	7,123,328
BENEFITS HOLDING ACCOUNT	3,326,154		2,084,685
STRS	-	413,038	413,038
PERS	-	352,063	352,063
OASDI/MEDICARE	-	335,691	335,691
H/W	-	773,424	773,424
SUI	-	4,342	4,342
WORKERS' COMP.	-	150,942	150,942
ALTERNATIVE RETIREMENT	-	26,015	26,015
TOTAL BENEFITS	3,326,154	2,055,515	4,140,200
TOTAL SUPPLIES	1,102,566	437,784	1,350,260
CONTRACTS/SERVICES	8,169,662	3,495,421	8,956,354
INSURANCE	4,708,640	3,872,832	4,708,640
UTILITIES	171,350	111,637	171,350
TOTAL SERVICES	13,049,652	7,479,890	13,836,344
BLDG & SITES	1,668,031	226,496	1,632,601
EQUIPMENT/LEASE PURCHASE	2,703,315	1,347,899	2,984,096
TOTAL CAPITAL	4,371,346	1,574,395	4,616,697
TOTAL EXPENDITURES	34,182,042	20,629,839	39,938,139
OTHER OUTGO - STUDENT AID	595,558	364,950	706,311
OTHER OUTGO - TRANSFERS	103,070	55,680	105,003
TOTAL OTHER OUTGO	698,628	420,630	811,314
TOTAL EXPENDITURES & OTHER OUTGO	34,880,670	21,050,469	40,749,453

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL FUND BALANCE	2015-2016 PROJECTED BUDGET
TOTAL REVENUE AND TRANSFERS	35,399,063	26,892,187	40,942,446
TOTAL EXPENDITURES AND TRANSFERS	34,880,670	21,050,469	40,749,453
OPERATING SURPLUS/(DEFICIT)	518,393	5,841,718	192,993
BEGINNING BALANCE	6,903,337	6,903,337	6,903,337
CONTINGENCY RESERVE/ENDING FUND BALANCE	7,421,730	12,745,055	7,096,330
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	21.28%	60.55%	17.41%

**CAPITAL OUTLAY FUND 40.0
2015-2016 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
STATE			
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,408,105	1,070,241	1,408,210
PROP 39 - CLEAN ENERGY PROJECTS	621,744	621,744	621,744
STATE CARRYOVERS	1,986,553	1,986,553	1,986,553
TOTAL STATE	4,016,402	3,678,538	4,016,507
LOCAL			
PROPERTY TAX - RDA PASS THRU	-	523,370	523,370
RENTS	-	2,850	2,850
INTEREST	103,300	54,435	103,300
NON-RESIDENT CAPITAL CHARGE	2,992,428	2,801,744	2,992,428
LOCAL INCOME	137,688	70,068	137,688
TOTAL LOCAL	3,233,416	3,452,467	3,759,636
TOTAL REVENUES	7,249,818	7,131,005	7,776,143
EXPENDITURES			
SUPPLIES	107,000	-	107,000
CONTRACT SERVICES	1,006,345	269,061	1,006,345
CAPITAL OUTLAY	18,992,730	2,838,405	19,519,055
TOTAL EXPENDITURES	20,106,075	3,107,466	20,632,400
TOTAL EXPENDITURES AND TRANSFERS	20,106,075	3,107,466	20,632,400
OPERATING SURPLUS/(DEFICIT)	(12,856,257)	4,023,539	(12,856,257)
BEGINNING BALANCE	12,856,257	12,856,257	12,856,257
ENDING FUND BALANCE	-	16,879,796	-

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	143,800	74,758	143,800
TOTAL REVENUE	143,800	74,758	143,800
EXPENDITURES			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	98,000	-	98,000
CAPITAL OUTLAY	21,246,063	1,387,330	21,246,063
TOTAL EXPENDITURES	21,394,063	1,387,330	21,394,063
OPERATING SURPLUS/(DEFICIT)	(21,250,263)	(1,312,572)	(21,250,263)
BEGINNING BALANCE	21,250,263	21,250,263	21,250,263
ENDING FUND BALANCE	-	19,937,691	-

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	359,500	177,992	359,500
TOTAL REVENUE	359,500	177,992	359,500
EXPENDITURES			
SUPPLIES	50,000	-	50,000
CONTRACT SERVICES	760,000	98,310	760,000
CAPITAL OUTLAY	50,833,810	5,779,874	50,833,810
TOTAL EXPENDITURES	51,643,810	5,878,184	51,643,810
 OPERATING SURPLUS/(DEFICIT)	 (51,284,310)	 (5,700,192)	 (51,284,310)
BEGINNING BALANCE	51,284,310	51,284,310	51,284,310
ENDING FUND BALANCE	-	45,584,118	-

**MEASURE AA FUND 42.4
2015-2016 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	1,371,800	469,874	1,371,800
TOTAL REVENUE	1,371,800	469,874	1,371,800
EXPENDITURES			
SUPPLIES	113,500	484	113,500
CONTRACT SERVICES	2,492,000	175,855	2,492,000
CAPITAL OUTLAY	131,393,920	29,257,653	131,393,920
TOTAL EXPENDITURES	133,999,420	29,433,992	133,999,420
OPERATING SURPLUS/(DEFICIT)	(132,627,620)	(28,964,118)	(132,627,620)
BEGINNING BALANCE	132,627,620	132,627,620	132,627,620
ENDING FUND BALANCE	-	103,663,502	-

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL	2015-2016 PROJECTED BUDGET
REVENUE			
FEDERAL GRANTS	33,772,016	21,689,563	33,772,016
FEDERAL LOANS	2,604,000	1,796,000	2,604,000
CAL GRANTS	2,165,000	1,441,320	2,165,000
FULL-TIME STUDENT SUCCESS GRANT	-	518,000	518,000
TRANSFER	240,839	182,941	240,839
TOTAL REVENUE	38,781,855	25,627,824	39,299,855
EXPENDITURES			
FINANCIAL AID	38,781,855	26,470,396	39,299,855
TOTAL EXPENDITURES	38,781,855	26,470,396	39,299,855
ENDING FUND BALANCE	-	(842,572)	-

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

SCHOLARSHIP TRUST FUND 75.0
2015-2016 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 ACTUAL	2015-2016 PROJECTED BUDGET
BEGINNING BALANCE	15,188	15,188	15,188
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	110	32	110
TOTAL REVENUE	30,110	30,032	30,110
TOTAL FUNDS AVAILABLE	45,298	45,220	45,298
EXPENDITURES			
SCHOLARSHIP	30,000	30,000	30,000
TOTAL EXPENDITURES	30,000	30,000	30,000
ENDING FUND BALANCE	15,298	15,220	15,298

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

ACCOUNTS	2015-2016 ADOPTED BUDGET	March 31, 2016 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	5,395,639	6,452,500
LESS: COST OF GOODS	<u>(4,543,800)</u>	<u>(3,770,634)</u>	<u>(4,543,800)</u>
NET	1,908,700	1,625,005	1,908,700
VENDOR INCOME	675,068	444,193	675,068
AUXILIARY PROGRAM INCOME	<u>370,450</u>	<u>278,733</u>	<u>370,450</u>
NET INCOME	2,954,218	2,347,931	2,954,218
INTEREST	17,000	13,055	17,000
OTHER INCOME	-	-	-
TOTAL REVENUE	<u>2,971,218</u>	<u>2,360,986</u>	<u>2,971,218</u>
TOTAL FUNDS AVAILABLE	<u>5,531,730</u>	<u>4,923,715</u>	<u>5,533,947</u>
EXPENDITURES			
STAFFING	1,221,500	809,003	1,221,500
FRINGE BENEFITS	313,000	197,073	313,000
OPERATING	<u>2,027,994</u>	<u>902,869</u>	<u>2,027,994</u>
TOTAL EXPENDITURES	<u>3,562,494</u>	<u>1,908,945</u>	<u>3,562,494</u>
ENDING FUND BALANCE	<u>1,969,236</u>	<u>3,014,770</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: (Q3) Mar 31, 2016

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	170,441,982
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	170,547,567
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,258,404	141,148,243	150,318,178	163,984,705
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	275,011	346,364	328,362	273,339
B.3	Total Unrestricted Expenditures (B.1 + B.2)	138,533,415	141,494,607	150,646,540	164,258,044
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-4,616,562	3,450,969	-190,202	6,289,523
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	20,071,100
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.6%	9.9%	9.1%	12.2%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,265	21,415	21,694	21,742
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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		33,740,878	41,866,247	46,753,379
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	32,084,601	33,740,878	41,866,247	46,753,379

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	170,441,982	130,892,146	76.8%
I.2	Other Financing Sources (Object 8900)	103,070	105,585	56,262	53.3%
I.3	Total Unrestricted Revenue (I.1 + I.2)	171,153,733	170,547,567	130,948,408	76.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	163,479,103	163,984,705	106,465,064	64.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	270,839	273,339	212,941	77.9%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	163,749,942	164,258,044	106,678,005	64.9%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	7,403,791	6,289,523	24,270,403	
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	20,071,100	38,051,980	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	12.9%	12.2%		

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 District is currently projecting a <\$3,376,248> structural deficit which will continue into the 2016-2017 fiscal year. This structural deficit coupled with the minimal growth the District will receive due to the new growth formula, minimal inflationary adjustment (COLA) and increasing costs related to pensions and health care is expected to lead the District into significant deficit spending in the 2016-2017 fiscal year.