

M - N U T R E S



SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

SEPTEMBER 5, 2017

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

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/>*

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

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

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

V. ***PUBLIC COMMENTS***

David Burak

VI. ***ACADEMIC SENATE REPORT***

VII. **REPORTS FROM DPAC CONSTITUENCIES**

- Associated Students
- CSEA
- Faculty Association
- Management Association

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

- 1 Report: Workforce and Economic Development
- #2-A Public Hearing – 2017-2018 Budget
- #2-B Adoption of 2017-2018 Budget
- #3 2016-2017 Quarterly 311Q
- #4 Equal Employment Opportunity Plan
- #5 Services Agreement Between SMCCD and the Madison Project
- #6 Agreement for Construction Management Services for Bond Construction Program Legacy Projects
- #7 Board of Trustees Core Priorities, 2017-2020
- #8 Voting Delegates for ACCT Leadership Congress

IX. ***CONSENT AGENDA***

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

Approval of Minutes

- #9 Approval of Minutes: August 1, 2017 (Regular Meeting)
August 22, 2017 (Special Meeting/Study Session)

Contracts and Consultants

- #10 Ratification of Contracts and Consultants

Human Resources

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

Facilities and Fiscal

#15 Gann Limit, 2017-2018

#16 Facilities

A Change Order No. 32 AET Campus and Change Order No. 16 Parking Structure A

B Change Order No. 10 – Connection of Existing Facilities to Central Loop

C Change Order No. 4– Student Services Building

D Change Order No 19 – Health, PE, Fitness, Dance and Central Plant

E Change Order No. 23 – Performing Arts Center

F Change Order No. 2 – AET/KCRW Data Network

G Change Order No. 4 – AET Audiovisual and Broadcast Systems

H Change Order No. 1 – Roofing for Various Buildings

I Amendment No. 6 - Agreement for Architectural Services, Student Services Bldg.

J Amendment No. 1 – Agreement for Architectural Services, Facilities Master Plan

K Lease Agreement of Non-Educational Real Property

#17 Acceptance of Grants and Budget Augmentation

#18 Commercial Warrant Register

#19 Payroll Warrant Register

#20 Auxiliary Payments and Purchase Orders

#21 Providers for Community and Contract Education

#22 Organizational Memberships

#23 Purchasing

A Award of Purchase Orders

B Award of Contracts (Revision)

C Award of Annual Contracts 2017-2018

D Purchasing Agreement

#24 Authorization of Signature to Approve Invoices, 2017-2018

#25 Authorized Signature Resolution

X. ***CONSENT AGENDA – Pulled Recommendations***

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

XI. **INFORMATION**

26 Schedule of Board of Trustees Meetings, 2018

XII. **BOARD COMMENTS AND REQUESTS**

XIII. **ADJOURNMENT**

There will be a special joint meeting with the Santa Monica-Malibu Unified School District Board of Education on **Monday, September 11, 2017** at the Santa Monica High School (Cafeteria), 601 Pico Blvd., Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, October 3, 2017** 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: Workforce and Economic Development Report

APPENDIX B: 2017-2018 Budget and 2016-2017 Quarterly 311Q

APPENDIX C: Services Agreement between SMCCD and Madison Project

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	August 1, 2017

IV. SUPERINTENDENT'S REPORT – Dr. Kathryn E. Jeffery

- Opening of Fall 2017 Semester
 - Opening Day Activities: Nate Donahue, Flavio Martin-Medina and Edna Chavarry who serve on the Professional Development Committees reported on professional development activities provided on Opening Day, August 24th. The theme of the day was “Ask me, I can help,” and the activities and workshops were well attended. The Professional Development and Classified Professional Development Committees were commended for a wonderful and constructive day.
 - VIP Welcome Day: Vice-Presidents Mike Tuitasi and Teresita Rodriguez reported that VIP Welcome Day held on August 25th was a very successful event. 1,650 students participated in the numerous activities and workshops.
 - Back to School Activities: Campus police, grounds and facilities departments, the Bursar’s Office, the bookstore staff, staff in core services, students leaders and ambassadors were thanked for assisting with back to school activities. Lines, traffic and parking were well managed.
 - Enrollment Update: Vice-President of Enrollment Development Teresita Rodriguez reported that fall enrollment is running about 2.9 percent behind this time last fall, down 89 from goal, with a net loss of 72 sections. There were several communications to students to add classes and informing them that core services were extended the week prior to opening week and during opening week. There was a targeted message to Center for Media and Design (CMD) students.
 - Opening of the Center for Media and Design: Superintendent Jeffery acknowledged the college leaders and staff who facilitated the move to CMD. Greg Brown, Director of Facilities Planning, showed slides of the CMD campus.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 1

SUBJECT: **REPORT: WORKFORCE AND ECONOMIC DEVELOPMENT**

SUBMITTED BY: Vice-President, Academic Affairs

SUMMARY: The Office of Workforce and Economic Development dedicated its activities in 2016-2017 to continuing comprehensive projects in close collaboration with CTE Department Chairs, faculty leaders, administrators, and external partners. The Strong Workforce Program funding has also allowed the college to pursue exciting new activities and initiatives needed to improve the quantity and quality of CTE programs. Improving *post-college* outcomes, particularly in relation to job placement and wage gains has been a focus.

This report highlights some of the department’s major efforts including:

- The Strong Workforce Program and SMC’s work for both the local and regional shares in 2016-2017
- Ongoing investments and efforts for “more and better” Career Technical Education
- The Data Coach program
- The launch of a Business Engagement Center and Job Placement Center
- Local marketing efforts aligned with regional and state marketing efforts to promote the value of Career Technical Education programs
- Industry informed professional development
- Career Pathway development
- Collaborations with industry including Amazon Web Services and SAP
- Employment Training Panel and industry-based contract education
- Community and Contract education
- The Center for Competitive Workforce

APPENDIX A: Workforce and Economic Development Report

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2-A

SUBJECT: **PUBLIC HEARING - 2017-2018 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees conduct a public hearing on the 2017-2018 budget.

OPEN PUBLIC HEARING: 9:47 p.m.
MOTION MADE BY: Barry Snell
SECONDED BY: Rob Rader
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

PUBLIC COMMENTS: None

CLOSE PUBLIC HEARING: 9:48 p.m.
MOTION MADE BY: Rob Rader
SECONDED BY: Barry Snell
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2-B

SUBJECT; **ADOPTION OF THE 2017-2018 BUDGET**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees adopt the 2017-2018 budget as detailed in the various funds of the District (see Appendix B).

The Santa Monica Community College District Proposed Adopted Budget for fiscal year 2017-2018 is comprised of the following nine funds:

Unrestricted General Fund	\$195,254,026
Restricted General Fund	<u>\$ 55,583,553</u>
<i>Total General Fund</i>	\$250,837,579
Special Reserve Fund (Capital)	\$ 23,996,780
Bond Fund: Measure U	\$ 9,451,289
Bond Fund: Measure S	\$ 54,185,256
Bond Fund: Measure AA	\$ 66,863,966
Bond Interest & Redemption Fund	\$ 64,301,615
Student Financial Aid Fund	\$ 36,497,163
Scholarship Trust Fund	\$ 45,745
Auxiliary Operations	<u>\$ 5,197,521</u>
<i>Total Other Restricted</i>	\$260,539,335

TOTAL PROPOSED ADOPTED BUDGET \$511,376,914

**The projected unrestricted general fund operating/structural deficit for 2017-2018 is <\$12,364,691>.*

MOTION MADE BY: Margaret Quiñones-Perez
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 3

SUBJECT: **2016-2017 FOURTH QUARTER FINANCIAL 311Q REPORT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge submittal of the fourth quarter financial 311Q report as of June 30, 2017 required by the Chancellor's Office.

MOTION MADE BY: Susan Aminoff

SECONDED BY: Barry Snell

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **EQUAL EMPLOYMENT OPPORTUNITY PLAN**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve the revised Equal Employment Opportunity Plan that reflects suggestions from the State Chancellor’s Office.

SUMMARY: The commitment of the Santa Monica Community College District to equal employment opportunity and diversity is articulated in Board Policy 3121 – Diversity:

The Santa Monica Community College District is committed to building an inclusive and diverse environment and maintains a comprehensive program to ensure that practice reflects these principles. Diversity within the college environment provides opportunity to foster mutual awareness, knowledge, and sensitivity, to challenge ingrained stereotypes, and to promote mutual understanding and respect. The District is committed to a work and learning environment conducive to open discussion and the free exchange of ideas. Global awareness and exploration of the diversity of the local communities served by the College are both important components of the commitment of the college to diversity. Embodying, promoting and celebrating diversity inspires innovative ideas, practical solutions, and team-building in the District’s goal of achieving professional and educational excellence.

The commitment of the District to equal employment opportunity and diversity, and to the protections against unlawful discrimination and harassment as defined by federal and state law, is at the core of the SMC mission; the processes and procedures to support this commitment are set out in this Equal Employment Opportunity (EEO) Plan.

The SMC EEO Plan was originally approved in October 2014. Each district shall review its EEO Plan at least once every three years and revise as necessary (*California Code of Regulations, Title 5, Section 53003 (b)*). This revised Equal Employment Opportunity Plan was reviewed by the District Planning and Advisory Council on August 9, 2017.

Link to: [EEO Plan](#)

MOTION MADE BY: Susan Aminoff
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 5

SUBJECT: **SERVICES AGREEMENT BETWEEN SMCCD AND THE MADISON PROJECT**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to execute the renewal of a Services Agreement (“Agreement”) between the District and Madison Project, Inc., dba The Broad Stage, a California nonprofit public benefit corporation (“Madison Project”) for ten years, beginning September 6, 2017 and ending September 5, 2027.

SUMMARY: At its October 7, 2007 meeting, the Board of Trustees authorized an Agreement between Madison Project and SMC for a term of four years. At the time, neither of the two theaters at the Performing Arts Center campus were in operation, nor was there any notion that The Broad Foundation or another party would be interested in naming the two theaters. The nonprofit corporation had been formed a year earlier to select, present, and underwrite performances of distinction and merit for public enjoyment and to provide arts education programming for a range of audiences.

The intervening years have seen the Santa Monica College Performing Arts Center reach impressive heights in artistic vitality, organizational achievement, technical capabilities, public support, community impact, educational outreach, and educational delivery. Madison Project has been an integral part of this success.

The Center has delivered on its promise to be a self-funded operation since opening. In the past nine years, the Madison Project arm of the Center has raised more than \$30 million in charitable contributions and an additional \$9.2 million in endowed funds. Madison Project has also sold over 300,000 tickets generating nearly \$18 million in revenue. Rental income through the District’s operating unit has been approximately \$4.5 million for the nine years. During this time, the District has maintained its funding of the Executive Director position and one administrative assistant position, and has assisted on a one-time basis to address leadership transitions.

As one example of the overall benefit to the District, revenues from Madison Project and from licensed events at the Center have provided SMC with \$5.9 million over the past nine years to use in funding wages and salaries of SMC’s theater technical staff.

The primary benefit, of course, is the vast number of public events at the Center made possible by this cooperative arrangement with Madison Project. The Performing Arts Center has presented more 2,400 events of distinction since opening in Fall 2008. Of significance, the arts education programming provided by Madison Project is reputed to be the fourth largest arts education program in Los Angeles County.

This revised agreement reflects current naming conventions, defines facilities added at the Center since 2007, documents The Broad Foundation naming gift, makes minor modifications to reflect current practice, and adds a new section on site security. Also, a new paragraph on reserves has been added to a section that discusses Madison Project's annual business plan. Should reserves for Madison Project fall below five percent, Madison Project will submit a written plan to reduce expenses and/or increase revenues. If reserves remain below five percent, SMC will act to reduce Madison Project expenses as necessary. Other sections of the agreement have been modified to provide Madison Project with additional means to increase revenues. Notably, these include an adjustment to the reimbursement rate that Madison Project pays to SMC for use of SMC stage crew; some parking relief up to 15 days a year subject to SMC Superintendent/President approval; and incentives to maximize revenue potential from licensed events.

An influence on the revised agreement is the desire of various private funding parties to assure the longevity and success of Madison Project as an expressed commitment from Santa Monica College. This past August, two private foundations awarded grants to Madison Project: one, a \$950,000 grant to underwrite the 2017-18 season and to support additional key positions for artistic direction and for development; and the other, a \$550,000 grant to support specific 2017-18 programming. Other grants are in formation. The new Agreement supports the goals of longevity and success by recommending a longer term (now ten years rather than the initial four years) and by setting forth prescribed remedies to deal with fiscal shortfalls. The District may terminate the Agreement with cause with 30 days notice.

APPENDIX C: Agreement Between SMCCD and the Madison Project

MOTION MADE BY: Nancy Greenstein
SECONDED BY: Susan Aminoff
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 6

SUBJECT: **AGREEMENT FOR CONSTRUCTION MANAGEMENT SERVICES FOR BOND CONSTRUCTION PROGRAM LEGACY PROJECTS**

SUBMITTED BY: Vice President, Business and Administration

REQUESTED ACTION: It is recommended that the Board of Trustees approve an agreement with LPI, Inc. for construction management services to complete bond projects currently in construction including the Center for Media and Design and Student Services for the period of September 15, 2017 to June 30, 2019 for an amount not to exceed \$2,400,000.

FUNDING SOURCE Measure U, S, AA, V

COMMENT: The continuation of the services of LPI, Inc. will allow continuity during the completion of the construction projects that are currently in progress. The projects that are now in critical stages of construction include the Center for Media and Design and Student Services.

The District has previously selected Vanir Construction Management to perform similar services for all future projects.

LPI, Inc., under Lee Paul, is currently providing the above construction services under a Board-approved contract extension that ends December 31, 2017. Mr. Paul has been involved with all of the college’s major construction projects including Science, Library, Bundy Campus, Theatre Arts, Broad Stage, HSS, and the Quad. LPI is currently working on several projects under construction including the Center for Media and Design, Connection to Central Plant, East Wing of the Performing Arts Center, the Core Performance Center Phase 2, and Student Services.

MOTION MADE BY: Susan Aminoff
 SECONDED BY: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 6
 NOES: 1 (Quiñones-Perez)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 7

SUBJECT: **BOARD OF TRUSTEES CORE PRIORITIES, 2017-2020**

SUBMITTED BY: Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve its Core Priorities, 2017-2020.

SUMMARY: The Board of Trustees revised its *Goals and Priorities* to relate specifically to the *2017-2022 Strategic Initiatives and Objectives* developed by the Strategic Planning Task Force and the *California Community College's Vision for Success*. A new version – *Board of Trustees Core Priorities, 2017-2020* – was discussed at the Board Study Session on August 22, 2017 and is presented for approval.

As Amended

MOTION MADE BY: Susan Aminoff
SECONDED BY: Margaret Quiñones-Perez
STUDENT ADVISORY: Aye
AYES: 7
NOES: 0



BOARD OF TRUSTEES CORE PRIORITIES, 2017-2020

Access. Excellence. Equity.

Educational Quality, Achievement and Equity

1. Focus relentlessly on students' end goals and always design and decide with the student in mind. ¹
2. Pair high expectations with high support – eliminate barriers for student success. ¹
3. Use data, inquiry, and evidence for improving services at all levels. ¹
4. Foster institutional effectiveness by improving long-term and integrated planning linked to resource allocation. Enable action and thoughtful innovation. ^{1,2}
5. Continue to support and hire a diverse, outstanding, and innovative faculty and staff that demonstrate a commitment to student success, engagement and equity. ² Seek to increase the percentage of full-time faculty over time. ³
6. Develop a human resource plan that supports student success and is linked to the college's institutional priorities, the 2017-2022 Strategic Plan and institutional resources. ²
7. Enhance and develop programs and pathways that meet the current and future needs of local and regional industry and business. ²
8. Ensure a supportive, inclusive, and collegial environment for students and staff. ⁴

Fiscal Health and Internal Operations

9. Assure an effective and dynamic college by ensuring long-term fiscal stability. ²

Community and Government Relationships

10. Lead the work of partnering across systems (cities/school district/government/community/education). ¹

Facilities and Technology

11. Maintain and/or Improve facilities and technology infrastructure, integration and staffing. ²

Sustainability

12. Continue as a model of sustainability for all areas of the college. ⁴

1. CCC Vision for Success
2. SMC 2017-2022 Strategic Initiatives and Objectives
3. Board of Trustees Goals and Priorities, 2016-2019
4. SMC Supporting Goals

Board Subcommittee Discussion with Superintendent/President: 7/20/2017

Board Discussion at Special Meeting/Study Session: 8/22/2017

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 8

SUBJECT: **VOTING DELEGATES FOR ACCT LEADERSHIP CONGRESS**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees elect trustees Margaret Quiñones-Perez and Barry Snell as SMC's voting delegates at the Annual Association of Community College Trustees (ACCT) Leadership Congress, September 25-28, 2017 in Las Vegas, Nevada.

SUMMARY: Santa Monica College is entitled to two votes during the ACCT Leadership Congress. Two trustees are attending the Congress: Margaret Quiñones-Perez and Barry Snell.

MOTION MADE BY: Nancy Greenstein

SECONDED BY: Rob Rader

STUDENT ADVISORY: Aye

AYES: 7

NOES: 0

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

IX. 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 #9-#25.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations: #11, #14, #16-A #16-K

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

X. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 11 –Academic Personnel

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

Recommendation No. 14 –Classified Personnel, Non Merit

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

Recommendation No. 16 –Facilities

#16-A Change Order No 32 AET Campus and Change Order No. 16, Parking Structure A

MOTION MADE BY: Andrew Walzer
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Louise Jaffe
 AYES: 6
 NOES: 1 (Quiñes-Perez)

#16-K Lease Agreement for Non-Educational Real Property

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Rob Rader
 STUDENT ADVISORY: Aye
 AYES: 7
 NOES: 0

RECOMMENDATION NO. 9 **APPROVAL OF MINUTES**

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

- August 1, 2017 (Regular Board of Trustees Meeting)
- August 22, 2017 (Special Meeting/Study Session)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 10 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	Evelyn Cantacuzène - Spéransky	October 19, 2017 \$250	Evelyn Cantacuzène –Spéransky will co-chair a panel discussion following the film screening of “Revolution: Art for a New World.” She has worked closely with the director/producer of the film and is a passionate fan of the Russian Avante-Garde art and culture which the film features. This event is organized by Professor Walter Meyer, Art Department.	District – Global Citizenship
Requested by: Kelley Brayton, Chair, Global Citizenship Approved by: Teresita Rodriguez, Vice-President, Enrollment Development				
B	ProtoCall Services, Inc.	October 2017 - September 2018 Not to exceed \$19,000	ProtoCall Services provides students with immediate access to trained mental health professionals via telephone when the Center for Wellness & Wellbeing (CWW) is closed (i.e., after hours and on weekends), as well as during the weekday if a student is in crisis and there are not any CWW psychologists immediately available. ProtoCall staff work closely with the on-campus psychologists to ensure continuity of care. ProtoCall Services is currently being utilized by many psychological services centers on college campuses nationwide, including multiple California state and community colleges.	Student Health Services Center Auxiliary Account
Requested by: Alison Brown, Ph.D., Coordinator, Center for Wellness & Wellbeing Approved by: Mike Tuitasi, Vice-President, Student Affairs				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 10 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

Provider/Contract	Term/Amount	Service	Funding Source
C	<p>Darroch (Rocky) Young</p> <p>Workshop: \$1,000</p> <p>Plus: Travel reimbursement not to exceed \$1,000</p>	<p>The consultant will provide leadership development training for the "SMC Leadership Academy" in a workshop: Integrating Leadership with ISO: Strategic and policy development supporting long-range planning.</p> <p>One half day workshop (one 3-4 hour session) to be scheduled prior to December 31, 2017</p>	2017-2018 Human Resources (Grant Funding)
	<p>Dr. Helen Benjamin</p> <p>Workshop: \$1,000</p> <p>Plus: Travel reimbursement not to exceed \$1,000</p>	<p>The consultant will provide leadership development training for the "SMC Leadership Academy" in a workshop: Shared Language of Leadership</p> <p>One full day workshop (two 3 hour sessions) to be scheduled prior to December 31, 2017</p>	
	<p>Dr. Calvin Bonds</p> <p>Workshop: Not to exceed \$7,000</p> <p>Plus: Travel reimbursement not to exceed \$1,000</p>	<p>The consultant will provide leadership development training for the "SMC Leadership Academy" in a workshop: Conflict Resolution</p> <p>One full day workshop (two 3 hour sessions) to be scheduled prior to December 31, 2017</p>	
D	<p>PeopleAdmin</p> <p>\$26,360.64 Annual Maintenance Fee</p>	<p>Annual maintenance for online, fully hosted platform to facilitate the acceptance and processing of academic employment applications online; allow tracking of applications, facilitates real time reporting to assist in attaining EEO and diversity goals.</p> <p>The annual maintenance fee was unchanged since fiscal year 2015-2016. The fiscal year 2017-2018 annual fee is an increase of \$1,953.</p>	2017-2018 District Budget/ Human Resources

C and D

Requested by: Tre'Shawn Hall-Baker, Director, Human Resources

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 10 RATIFICATION OF CONTRACTS AND CONSULTANTS (continued)

	Provider	Term/Amount	Service	Funding Source
E	Sarah Spitz	July 1, 2017- June 30, 2018 <u>Amendment</u> Augmentation to previously approved contract for total amount not to exceed \$15,000 (originally approved for an amount of \$8,000)	Consultant will provide copyediting and writing support for news, features, profiles and brochures to be used across a number of communication channels for enrollment, brand management and marketing of college programs.	2017-2018 Public Affairs Budget/Marketing Budget
F	Sectorpoint, Inc.	September 1, 2017 - June 30, 2018 <u>Renewal</u> Not to exceed \$20,000	Professional services to apply a web package to SMC's content management system (the underlying software of SMC's website). The package includes modifications to the master template, page layouts, and new web parts. Services will also include assistance with site administrative functions for indexing and inventory to track pages, scanning of broken links, and other miscellaneous duties.	2017-2018 Marketing/ Web & Social Media Budget
G	Andes Translations	August 1, 2017 – June 30, 2017 <u>Renewal</u> Not to exceed \$800	Consultant will translate published articles in Spanish publications from Spanish to English, for the Public Information Office and for the dissemination to the campus and external community.	2017-2018 Public Affairs Budget

E, F, and G

Requested by: Kiersten Elliott, Dean, Community and Academic Relations

Approved by: Donald Girard, Senior Director, Government Relations/Institutional Communications

H	Sectorpoint, Inc.	July 20, 2017- June 30, 2018 <u>Amendment</u> Augmentation to previously approved contract for total amount not to exceed \$20,000 (originally approved for an amount of \$15,000)	Provide solutions to the news, calendar, and directory features of SharePoint (SMC's content management system) to ensure integration with the SMC app (via Moda Labs).	SSSP Funding
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Requested by: Esau Tovar, Dean, Enrollment Services

Approved by: Teresita Rodriguez, Vice-President, Enrollment Development

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 10 **RATIFICATION OF CONTRACTS AND CONSULTANTS** *(continued)*

	Provider	Term/Amount	Service	Funding Source
I	ER Consulting, LLC Dba "The Company Doctors"	August 1 – June 30, 2018 Not to exceed \$ 48,100	ER Consulting, LLC Dba "The Company Doctors" will provide specialized training to ETP (Employer Training Panel) clients who request specialized training. Classes in Manufacturing Skills (LEAN and Six Sigma) and Continuous Improvement & Quality Control, are approved categories of training for ETP contractors. Scope of work and class learning outcomes are clearly outlined by the Santa Monica College ETP Program, and adhered to by "The Company Doctors".	ETP Contract
<i>Requested by: Patricia G. Ramos, Dean - Workforce & Economic Development</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
J	Jennifer Jeanne Jones	August 1, 2017 – June 30, 2018 Not to exceed \$2,000	Scenic painting and set dressing for Theatre Arts productions.	District Budget/ Theater Arts
<i>Requested by: Adriane Harrop, Theater Arts Chair</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				
K	Trainer: Joe Darin (Certified Clifton StrengthsFinder® Coach)	October 20, 2017 Not to exceed \$2,000	Mr. Darin will provide guided Clifton StrengthsFinder® training to Noncredit (Adult Education) faculty leads, counselors, administrator, and classified staff. The training will assess individuals' strengths, and CONSULTANT will work with individuals to identify ways in which their strengths contribute to the student experience.	Workforce Innovation and Opportunity Act (WIOA)
<i>Requested by: Laura Manyweather, Project Manager, Non-Credit Education</i> <i>Approved by: Georgia Lorenz, Vice-President, Academic Affairs</i>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 10 RATIFICATION OF CONTRACTS AND CONSULTANTS *(continued)*

	Provider	Term/Amount	Service	Funding Source
L	Palisades Charter High School Faculty: Karineh Masihi Lisa Saxon Rick Steil Palisades Charter High School, 15777 Bowdoin Street, Pacific Palisades, CA 90272	Fall 2017 No Cost	The three faculty at Palisades Charter High School will be teaching Dual Enrollment classes under an Instructional Services Agreement.	Palisades Charter High School will cover all costs associated with the three faculty.
M	Beverly Hills High School Faculty: Timothy Briggs Romeo Carey Beverly Hills High School, 241 Moreno Dr, Beverly Hills, CA 90212.	Fall 2017 No Cost	The two faculty at Beverly Hills High School will be teaching Dual Enrollment classes under an Instructional Services Agreement.	Beverly Hills High School will cover all costs associated with the two faculty.

M and N

Requested by: Maral Hyeler, Associate Dean, Instructional Services/External Programs

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 11 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

ELECTIONS

ADMINISTRATOR

Brown, Nedra, Interim Assistant Director, Athletics	09/18/17
Ellis, Reggie, Director, Athletics	09/01/17
Chavarry, Edna, Director, Academic Affairs Initiatives	09/06/17

EXTENSION OF ASSIGNMENT

Johnson, Jacklyn, Interim Assistant Athletics Director	09/01/2017-09/17/2017
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ADJUNCT FACULTY

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

LONG TERM-SUBSTITUTE

Lai, I-Shen, Mathematics	08/28/17 – 12/31/2017
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RETIREMENT RESCINDED

Martin, James, Music, (17 years of service)	07/01/17
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SEPARATIONS

RESIGNATION

Ju, Siel, Instructor, English	08/25/17
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RETIREMENT

Nakao, Patricia, Counseling (24 years of service)	08/26/17
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL - REGULAR

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Campus Safety Officer (1 positions) Campus Police, 12 months, 40 hours, Varied Hours	09/05/17

Instructional Assistant – English (3 positions) English Department, 11 months, 20 hours, Varied Hours	09/05/17
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<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
Instructional Assistant – English (3 positions) English Department, 11 months, 20 hours	09/05/17

LEAVE OF ABSENCE – UNPAID
 Johnson, Jaclyn, Athletic Equipment Specialist, 11 mos, 40 hrs. 09/01/2017 – 09/17/2017
 Comment: Jaclyn will be on an unpaid leave from her classified assignment while working as the Interim Assistant Athletic Director.

<u>EXTENSION OF ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Johnson, Jacklyn, Interim Assistant Athletics Director	09/01/2017-09/17/2017

ELECTIONS

<u>PROBATIONARY</u>	<u>EFFECTIVE DATE</u>
Lyles, Asley, Custodian, Operations, NS-3	08/16/17
VanMaanen, Justine, Instructional Assistant - English, English	09/05/17

<u>RECLASSIFICATION (PERSONNEL COMMISSION PROCESS)</u>	<u>EFFECTIVE DATE</u>
Alvarado, Stephanie From: Administrative Assistant I Classified Salary Schedule – Range 26 To: Administrative Assistant II Classified Salary Schedule – Range 29	09/01/17

<u>PROBATIONARY/ADVANCE STEP PLACEMENT</u>	<u>EFFECTIVE DATE</u>
Antonio Jr., Angelo N., Instructional Assistant - English, English (Step B)	09/05/17
Arsene, Cristina, Instructional Assistant - English, English (Step B)	08/29/17
Barham Jr., Allen C., Instructional Assistant - English, English (Step B)	09/11/17
Di Vincenzo, Giorgio, Campus Safety Officer, Campus Police (Step C)	09/11/17
Ozello, Anne, Athletic Trainer, Athletics (Step C)	08/28/17

<u>VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)</u>	<u>EFFECTIVE DATE</u>
Bautista, Yomira From: Student Services Clerk, Outreach, 12 mos., 20 hrs. To: Student Services Clerk, Pico Promise, 12 mos., 20 hrs.	08/14/17

Winn, Jocelynn 08/21/17
From: Admin. Asst. II, Workforce & Economic Development/CBJT-CWA Jobs, 12 months/40 hours
To: Admin. Asst. II, Center for Media Design, 12 months/40 hours

Watanabe, Diane 07/01/17
From: Athletic Trainer, Athletics, 12 mos, 20 hrs
To: Athletic Trainer, Athletics, 12 mos, 40 hrs
(Correction from 7/11/17 meeting)

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Banks, Joe 07/24/2017 – 11/30/2017
To: Lead Custodian, NS-1, 100%
From: Custodian, NS-1
Comment: Not to exceed 90 working days

Casborn, Edgar 08/01/2017 – 11/29/2017
To: Receiving, Stockroom, and Delivery Worker, 100%
From: Custodian, Day
Comment: Not to exceed 90 working days

Huddleston, Donte 07/21/2017 – 11/29/2017
To: Lead Custodian, NS-1, 100%
From: Custodian, NS-1
Comment: Not to exceed 90 working days

VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Baginski, Pamela 08/28/2017 – 09/25/2017
Fr: Library Assistant, Library, 11 mos, 40 hrs
To: Library Assistant, Library, 11 mos, 16 hrs

RETIREMENT RESCINDED

Rojas, Anna, Administrative Assistant III, Government Relations (32 years) 08/23/17

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

Finney, Vanessa, Instructional Assistant - Instructional Assistant- English 08/25/17
Pekerol, Shirstan, CC Parking Enforcement Office, Campus Police 07/01/17
Sais, Marina, Student Services Specialist – International Students 09/08/17

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 13 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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

ELECTIONS

EFFECTIVE DATE

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

Berney, Andrew H., Laboratory Technician- Art, ART	08/28/2017-12/31/2017
Brown, Carla, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Brzechwa-White, Jaimee, Cash Receipts Clerk, Bursar's Office	08/21/2017-09/08/2017
Carter, Ashlie M., Bookstore Sales Clerk, Bookstore	08/14/2017-09/22/2017
Cibrian, Jenny M., Bookstore Sales Clerk, Bookstore	08/14/2017-09/22/2017
Dancygier, Lindsey, Sign Language Interpreter III, DSC	08/11/2017-06/30/2018
Fader, Stephen L., Laboratory Technician- Art, ART	08/28/2017-12/31/2017
Frale, Darren G., Laboratory Technician- Art, ART	08/28/2017-12/31/2017
Freedman, Myles, Laboratory Technician- Art, ART	08/28/2017-12/31/2017
Hofland, Keri L., Student Services Clerk, Bursar's Office	09/01/2017-09/08/2017
Juarez, Jessica, Student Services Clerk, Bursar's Office	09/01/2017-09/08/2017
Juarez, Tina L., Student Services Clerk, Bursar's Office	08/14/2017-09/08/2017
Knowles, Simon J., Theatre Technical Spec., SMC Performing Arts	08/01/2017-06/30/2018
Kobashi, Todd, Laboratory Technician- Art, ART	08/28/2017-12/31/2017
Krischer, Jennifer L., Theatre Technical Spec., SMC Performing Arts	08/03/2017-06/30/2018
Lemke, Connie, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Lopez, Vanessa, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Newsome, Mary A., Sign Language Interpreter III, DSC	08/11/2017-06/30/2018
Ramirez, Anthony M., Student Services Clerk, Bursar's Office	08/14/2017-09/08/2017
Ramirez, David, Bookstore Sales Clerk, Bookstore	08/14/2017-09/22/2017
Santhiago, Nicholas D., Student Services Clerk, Bursar's Office	08/31/2017-09/08/2017
Sutherland, Fitzgerald O., Bookstore Sales Clerk, Bookstore	08/14/2017-09/22/2017

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

Abdulhafiz, Meymuna, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Abel, Teneka, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Adebowale, Lena, Cash Receipts Clerk, Bursar's Office	08/21/2017-09/08/2017
Ashby, Deanna, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Austin, Harald, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Bae, Daniel, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Baskin, Patricia, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Camp, Monique, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Chang, Tony, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017

Eichen, John, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Exum, Ellen, Bookstore Sales Clerk, Bookstore	08/14/2017-09/22/2017
Garcia, Lucy, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Graham-Howard, Kimi, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Grau, Donald, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Hunter, Jennifer, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Jones, Jennifer, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Lemon, Curly, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Lopez, Veronica, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Mehary, Mehret, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Micas, Donna, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Miles, Erica, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Naylor, Marisa, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Nelli, Maria, Cash Receipts Clerk, Bursar's Office	08/21/2017-09/08/2017
Nwonwu, Vergie, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017
Reid, Maisha L., Student Services Clerk/Admissions-Matriculation	
From:	07/05/2017-09/08/2017
To:	07/05/2017-09/29/2017
Robles Jr., Jose, Bookstore Sales Clerk, Bookstore	08/14/2017-09/22/2017
Shine, Kevin, Cash Receipts Clerk, Bursar's Office	08/21/2017-09/08/2017
Stuck, Jennifer, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Vo, Thea, Student Services Clerk, Bursar's Office	08/21/2017-09/08/2017
Yogi, Nancy, Bookstore Clerk/Cashier, Bookstore	08/21/2017-09/22/2017

RECOMMENDATION NO. 14 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, \$10.50/hour (STHP)	60
College Work-Study Student Assistant, \$10.50/hour (FWS)	2

SPECIAL SERVICE

Community Services Specialist II, \$50.00/hour	2
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 15 GANN LIMIT, 2017-2018

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

Adopt the 2017-2018 Gann Appropriations Limit for the Santa Monica Community College District as \$152,297,299 and the 2017-2018 Appropriation Subject to Limit as \$110,240,347.

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

The Gann Limit figures are based on the prior year limit amended by a State formula. The Appropriation Subject to Limitation is based on the Adopted Budget for 2017-2018.

The idea of the Gann is to limit the growth of government by only allowing expenditures that are tax driven to grow by a certain amount each year (Fund 01.0 only). There are two parts in the calculation: The Appropriations Limit and the Appropriations Subject to Limit. The Appropriations Limit is the maximum amount that the District can budget from tax driven revenue. (Essentially the Gann Limit). This is calculated based on previous years Gann Limit, growth/decline in FTES and an inflation factor determined by the Department of Finance. For 2017-2018, the Appropriations Limit is \$152,297,299.

The second factor, the Appropriations Subject to Limit, is how much the District has budgeted that is from tax driven revenues. This essentially is the tax driven revenue (General Apportionment, Taxes, etc.) less the budget of any unreimbursed state, court or federal mandates. For 2017-2018, the Appropriations Subject to Limit is \$110,240,347.

As long as the Appropriations Limit is more than the Appropriations Subject to Limit, the District is in compliance. For 2017-2018, there is \$42,056,952 left in the GANN Limit. This “extra” can be transferred to other Districts in the state that are over their limit. The transfer will be handled by the Chancellor’s Office.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES

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

16-A CHANGE ORDER NO. 32 AET CAMPUS AND & CHANGE ORDER NO. 16 – PARKING STRUCTURE A
 Change Order No. 32 – C.W. Driver on the AET Campus portion of the project in the amount of \$231,170 and Change Order No. 16 on the AET Parking Structure A portion of the project in the amount of \$4,751.

Original Contract Amount	\$59,160,000
Previously Approved Change Orders (AET Campus)	\$ 5,309,031
Previously Approved Change Orders (AET Parking Structure A)	\$ 796,870
Change Order No. 32 – AET Campus	\$ 231,170
Change Order No. 16 – AET Parking Structure A	\$ <u>4,751</u>
Revised Contract Amount	\$65,501,822

Change Order No. 32 for the AET Campus & Change Order No. 16 for the AET Parking Structure A project may result in a change to the contract length.

Funding Source: Measure AA

- Comment: Change Order No. 32 for AET Campus includes the following labor and material costs to:
- Provide electrical lighting and hardware upgrades to existing infrastructure in Building D;
 - Repair or adjust framing, drywall, paint and scrim to existing curtain wall and modify existing door to fit;
 - Additional insulation between classrooms for sound control;
 - Repair broken existing truss;
 - Add six pendant fire sprinklers to provide code compliant coverage and reroute fire sprinkler line and add soffit at elevator machine room for code compliance;
 - Patch and repair existing ceilings;
 - Replace existing condensate pump, electric water heater and related piping;
 - Revise duct openings in framing based on revised wall framing heights;
 - Additional densglass sheathing at roof enclosure to seal existing openings;
 - Add lighted “KCRW” and “Center for Media Design” signage;
 - Drywall to low wall in Building C second floor to meet code requirements;
 - Removing and replacing the auditorium projection screen to allow SMC vendor to perform work;
 - Revisions to Building C mechanical deck and 2 stage drain assembly at Building B and C decks;
 - Revise downspouts on the South Side of Building B control discharge;
 - Relocate an exhaust fan and louver in Building B;
 - Relocate power feeder from the parking structure and reinstall in Building D to accommodate Sprint telephone tower requirements.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-A CHANGE ORDER NO. 32 AET CAMPUS AND & CHANGE ORDER NO. 16 – PARKING STRUCTURE A *(continued)*

Change Order No. 16 for the AET Parking Structure A includes labor and material to furnish and install the following:

- Additional clearance bars at entry and second level;
- Make adjustments to various stairs to allow Swiss Pearl siding alignment and handrail alignment;
- Install urethane sealant along ground level to prevent water intrusion into electrical room;
- Core drill two 6” holes on top two levels of the parking structure for Sprint service related electrical needs;
- Credit for a reduced scope through RFI and submittal responses.

16-B CHANGE ORDER NO. 10 – CONNECTION OF EXISTING FACILITIES TO CENTRAL PLANT LOOP

Change Order No. 10 – SJ AMOROSO on the Connection of Existing Facilities to Central Plant Loop project in the amount of \$11,856.

Original Contract Amount	\$ 8,087,000
Previously Approved Change Orders	\$ 431,469
Change Order No. 10	<u>\$ 11,856</u>
Revised Contract Amount	\$ 8,530,325

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

Funding Source: Measure AA

Comment: Change Order No. 10 includes labor and material cost for the following:

- Revised dimensions for pipe supports;
- Replace faulty existing flow switch in HSS Boiler in order to have heating available in building;
- Install seismic loop supports on HSS Building roof;
- Changes to the sequence of operations and BAS for the Multi-Aquas in HSS.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-C CHANGE ORDER NO. 4 – STUDENT SERVICES BUILDING

Change Order No. 4 – BERNARDS BROS. on the Student Services Building project in the amount of \$204,509.

Original Contract Amount	\$ 77,438,000
Previously Approved Change Orders	\$ 59,097
Change Order No. 4	<u>\$ 204,509</u>
Revised Contract Amount	\$ 77,701,606

This change order does not result in a change to the contract length.

Funding Source: Measure U

Comment: Change Order No. 4 includes the labor and material cost to furnish and install the following:

- Additional reinforcement and water stops to frame the existing tiebacks per CCD 01;
- Potable water line at water level sensor;
- Additional beams at stair four on the third floor;
- Additional shotcrete between shoring and face of shoring wall.

16-D CHANGE ORDER NO. 19 – HEALTH, PE, FITNESS, DANCE & CENTRAL PLANT

Change Order No. 19 – BERNARDS BROS. on the Health, PE, Fitness, Dance & Central Plant project in the amount of \$28,851.

Original Contract Amount	\$ 39,556,000
Previously Approved Change Orders	\$ 2,713,290
Change Order No. 19	<u>\$ 28,851</u>
Revised Contract Amount	\$ 42,298,141

This change order does not result in a change to the contract length.

Funding Source: Measure AA

Comment: Change Order No. 19 includes the labor and material cost for the following:

- Use concrete screw anchors instead of shot pins to be able to attach to existing concrete;
- Repair damaged fire alarm conduit that was undocumented and encased in parking garage’s stair slab
- Relocate mini power zone feeding quad receptacles;
- Repair existing shallow communication conduit located under walking path south of HSS.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-E CHANGE ORDER NO. 23 – PERFORMING ARTS CENTER – EAST WING

Change Order No. 23 – BERNARDS BROS. on the Performing Arts Center – East Wing project in the amount of \$12,174.

Original Contract Amount	\$ 18,378,000
Previously Approved Change Orders	\$ 1,581,658
Change Order No. 23	\$ <u>12,174</u>
Revised Contract Amount	\$ 19,971,832

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

Funding Source: Measure AA

Comment: Change Order No. 23 includes the labor and material costs for the following:

- Install additional WD-1 on the vertical face of the North and South soffit in Music Hall 110;
- GFCI receptacle outlets in lieu of standard 20A duplex receptacles for the courtyard theatrical light boxes;
- Credit to Owner for omitted earthquake valve.

16-F CHANGE ORDER NO. 2 – AET/KCRW DATA NETWORK

Change Order No. 2 – Dimension Data North America, Inc. on the AET/KCRW Data Network project in the credit amount of (\$179,280).

Original Contract Amount	\$ 1,446,790
Previously Approved Change Orders	\$ 0
Change Order No. 2	\$ <u>(179,280)</u>
Revised Contract Amount	\$ 1,267,510

Funding Source: Measure AA

Comment: Change Order No. 2 provides credit to the owner for revisions to the contracted scope of work such as changes to the firewall, support hours, warranty period and contact center.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-G CHANGE ORDER NO. 4 – AET AUDIOVISUAL & BROADCAST SYSTEMS

Change Order No. 4 – Key Code Media on the AET Audiovisual & Broadcast Systems project in the amount of \$107,108.

Original Contract Amount	\$ 3,992,558
Previously Approved Change Orders	\$ 194,174
Change Order No. 4	<u>\$ 107,108</u>
Revised Contract Amount	\$ 4,293,840

Funding Source: Measure AA

Comment: Change Order No. 4 includes cost for the following:

- Replace RFP specified Cartoni Camera Pedestal with a version that supports the weight of the camera package and provides flexibility for future additions to the camera package;
- Replace Owner furnished tablet computers for the classrooms and auditorium with Creston Touch panels;
- An additional 200 licenses for Cleartouch Displaynote software and two PC Modules for Rooms 214 and 216;
- Additional two CAT6A to nearest IDF for room 130 and custom provided Oppo Blue Ray Players in thirteen classrooms and mount twenty-four new wired touchscreens on walls adjacent to the teachers desk in Room 130 and an additional touchscreen in Room 216 as well as programming and adding thirteen Blu Ray players to creston control and touch screen;
- Four X-Mac Pro Server with three full length slots and two mobile rack bays, four internal Blu Ray writers, four circuit breaker units and twenty-one HP Z series adjustable sliding rail rack kits and forty-two rack rails;
- Interactive display, projector and projection screen in Room 271 and 75" interactive panel along with all infrastructure;
- Eighteen air media device next to each project, install and program eighteen Air Media Wireless sharing to the system and delete the VGA input;
- Credit for owner for cost of temporary power, substitution of Barco projector by Christie projector and substitution of Extron, AMX and Utology with Creston equipment.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-H CHANGE ORDER NO. 1 –ROOFING FOR VARIOUS BUILDINGS

Change Order No. 1 – LETNER ROOFING (bid#022117SF) for various buildings in the amount of \$18,318.

Original Contract Amount	\$ 526,600
Previously Approved Change Orders	\$ 0
Change Order No. 1	\$ <u>18,318</u>
Revised Contract Amount	\$ 544,918

This Change Order results in no change to contract time.

Funding Source: Capital Projects / Scheduled Maintenance

Comment: This project includes roofing work on the Math Complex, Operations and Maintenance, Liberal Arts, and the Airport Campus buildings. Change Order No. 1 includes labor and material cost for the following:

- To provide fully adhered roofing in lieu of mechanically attached roofing at the Math Complex, and
- To provide additional abatement of asbestos material in the roofing material removed at the Airport Campus.

16-I AMENDMENT NO. 6 - AGREEMENT FOR ARCHITECTURAL SERVICES – STUDENT SERVICES BUILDING

Amendment No. 6 to agreement for architectural services with MORRIS ARCHITECTS for the Student Services Building in the amount of \$10,525.

Original Contract Amount	\$ 3,825,500
Amendment # 1	\$ 150,896
Amendment # 2	\$ 2,680
Amendment # 3	\$ 620,000
Amendment # 4	\$ 59,230
Amendment # 5	\$ 16,710
<u>Amendment # 6</u>	\$ <u>10,525</u>
Revised Contract Amount	\$ 4,685,541

Funding Source: Measure U and S

Comment: Amendment No. 6 provides for architectural and engineering services for the Shoring Tieback de-tensioning engineering required to facilitate the early release of tiebacks in order to provide access for constructing the formwork for Level 1 concrete beams and slab.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-J AMENDMENT NO. 1 – AGREEMENT FOR ARCHITECTURAL SERVICES – FACILITIES MASTER PLAN UPDATE

Amendment 1 – DLR GROUP on the Facilities Master Plan Update for a one-year extension and additional fee of \$171,750.

Original Contract Amount	\$ 398,200
Previously Approved Amendments	-0-
Amendment No. 1	<u>\$ 171,750</u>
Revised Contract Amount	\$569,950

Funding Source: Measure AA

Comment: Amendment No. 1 is for additional services to address additional scope items from the previously-approved contract. This scope was determined before a 2016 bond initiative was finalized. Because of the success of the bond and the ability to fund the projects, the master plan update changed from a “wish list” to a project implementation plan. Some of the additional scope that DLR Group was requested to perform include:

- More detailed examination of programmatic spaces such as a new classroom building on Pico
- Phasing for swing space
- Complete relocation plan for many college classrooms and departments
- Phasing for demolition and construction

They are to document all the analysis in a completed master plan document. They shall also participate in presentations and informational meetings to stakeholders and community members to communicate and receive comments. This amendment extends the contract length by one year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 16 FACILITIES *(continued)*

16-K LEASE AGREEMENT OF NON-EDUCATIONAL REAL PROPERTY

Enter into a lease agreement with Tortuga Bay Inc. for use of approximately 870 square foot of food services area in the Student Activities building. The lease agreement shall be from October 1, 2017 through September 30, 2022 at a rental rate of \$4,500. per month. Total rental income for the lease term is \$270,000.

Comment: The District solicited proposals for the past six (6) weeks to approximately sixty (60) local firms, and thirteen (13) firms showed interest for the lease space. Three (3) firms submitted proposals but only one (1) proposal met the qualifications. The DPAC Campus Services Committee members, consisted of Manager/Classified Confidential, Faculty, Classified, and Student, evaluated the proposal and recommended lease of the space to the qualified firm, Tortuga Bay Inc.

Tortuga Bay will offer freshly-squeezed organic juices and smoothies with a wide variety of fruits and vegetables as well as house made agua fresca (fruit infused water; hibiscus, horchata and special fruit of the day). Food items will be grab-and-go and easy to eat for students and faculty who need to eat “on the run” but are seeking a healthy alternative. The menu will consist of daily specialty soups and stews including one vegan soup, a variety of freshly-tossed salads, pasta salads, cold chicken salad, vegetable sides, grilled panini and a few heartier selections such as short ribs, pulled pork, and homemade macaroni and cheese. Tortuga Bay Inc., will focus on healthy, grab-and-go options, utilizing organic, locally sourced produce.

The area to be leased is a food services kitchen and serving area in the Student Activities building. This agreement is being issue pursuant to California Education Code section 81378.1, which allows for the letting of the lease for a period of more than five days but less than five years. The food and beverage concession lease includes the preferential hiring of SMC students and it includes a labor peace agreement provision. In reviewing comparison locations in the area, the District arrived at the fair market value of the location to be leased by Tortuga Bay Inc., rent to be provided for this lease is at \$4,500 per month. Total rental income for the lease term is \$270,000.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 ACCEPTANCE OF GRANTS 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: Bob Isomoto, Vice President, Business and Administration

Title of Grant: SB 1070 – CTE Pathways Program
 Granting Agency: The Chancellor of the California Community Colleges
 Fiscal Agent: Rio Hondo Community College
 Award Amount: \$17,000
 Matching Funds: \$0
 Performance Period: July 13, 2017 – June 30, 2018
 Summary: The purpose of these funds is to provide staff development, conference attendance and meeting expenses to support the work of the CTE Pathways Specialist funded under the LA County Regional Strong Workforce Program.

Budget:	Restricted Fund 01.3	
	Revenue	
	8600 State	\$17,000
	Expenditures	
	1000 Academic Salaries	-0-
	2000 Non-Academic Salaries	-0-
	3000 Employee Benefits	-0-
	4000 Supplies & Materials	-0-
	5000 Other Operating Expenditures	17,000
	6000 Capital Outlay	-0-
	7300 Other Outgo/Indirect	-0-
	7600 Student Aid	-0-
	Total	\$17,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 21 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. 22 ORGANIZATIONAL MEMBERSHIPS

Requested by: Chris Bonvenuto, Chief Director of Business Services

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

Requested Action: Approval/Ratification

Organizational Memberships

September 2017	Number of Memberships	Amount
	8	\$8,712.00

Funding Sources: Departmental Budgets

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	September 5, 2017

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 23 PURCHASING

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

23-A AWARD OF PURCHASE ORDERS

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

July 1 – 31, 2017 \$113,262,761.54

23-B AWARD OF CONTRACTS (Revision)

Provider: TourCoach Charter and Tours
Amount: \$162,260.83
Funding Source: General Fund Transportation Budget
Summary: The amount includes an increase of \$19,264.80 to the recently approved renewal of shuttle services. This increase is to provide day/evening shuttle service to CMD campus for the first month of school at which time needs will be reviewed and re-evaluated.

23-C AWARD OF ANNUAL CONTRACTS 2017-2018

National Cooperative Purchasing*Alliance (NCPA) Contract NCPA01-65 with Synnex for Cloud Collaboration and Storage Services and Technology Catalog Contract (Line Card) to August 31, 2019 plus two additional option years.

Comment: The annual award of competitive contracts bid through various state and local agencies allow SMC to leverage buying power through strategic sourcing and achieve commodity and service saving as well as reduce administrative cost. These indirect (MR0) contracts are targeted to the products and services which SMC routinely purchases. Leveraging the aggregate power and strategic sourcing is a process that moves SMC away from numerous individual procurements to a broader aggregate approach allowing SMC to achieve savings ranging from 20 to 65%.

23-D PURCHASING AGREEMENT

- 1) Authorize the award of purchase order to CAMADEUS for Filming Equipment to be used by Film Department for \$93,108.31.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION September 5, 2017
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 24 AUTHORIZATION OF SIGNATURE TO APPROVE INVOICES, 2017-2018

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

Authorization of signature for the following staff member to approve invoices as indicated for the period July 1, 2017 through June 30, 2018.

Name/Title	Invoices
Nedra Brown Interim Assistant Director, Athletics	X
Marc T. Drescher Chief Director of Information Technology	X

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

RECOMMENDATION NO. 25 AUTHORIZED SIGNATURE RESOLUTION

Requested by: Kathryn E. Jeffery, Superintendent/President
Requested Action: Approval/Ratification

Authorization of signature of the following Santa Monica College administrator to sign District documents as indicated.

Name/Title	Orders for Salary Payment	Notices of Employment	District Warrants	District Contracts	District Purchase Orders	Auxiliary Warrants	Auxiliary Contracts	Auxiliary Purchase Orders
Elaine Polachek Interim Executive Vice-President	X	X	X	X	X	X	X	X

It is further recommended that the "Certification of Signatures" be completed and filed with the County Superintendent of Schools. The signature shall be considered valid for the period of September 6, 2017 through December 31, 2017.

BOARD OF TRUSTEES	REGULAR MEETING
Santa Monica Community College District	September 5, 2017

XI. ORGANIZATIONAL FUNCTIONS

INFORMATION ITEM NO. 26

SUBJECT: SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2018

SUMMARY: A draft schedule of Board Trustees meetings for 2018 is presented for review. The schedule of meetings will be submitted to the Board of Trustees for approval at the meeting on October 3, 2017.

Regular meetings (**in bold**) are scheduled on the first Tuesday of the month, except when indicated otherwise. Generally the third Tuesday of the month is held for special meetings or workshops. The schedule also includes Winter and Summer Board Study Sessions.

January 16, 2018 (third Tuesday)
January 30 (fifth Tuesday - hold)

February 6
February 20 (hold)

March 6

March 20
Winter Study Session

April 3
April 17 (hold)

May 1
May 15 (hold)

June 5
June 19 (hold)

July 3 or 10 (second or third Tuesday)

July 17 or 24 (third or fourth Tuesday)
Summer Study Session
*Superintendent's Evaluation and
Board Self-Assessment*

August 7
August 21 (hold)

September 4 or 11 (first or second Tuesday)
September 18 (hold)

October 2
October 16 (hold)

November 6
November 20 (hold)

December 4
(may be rescheduled because of election year)

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	September 5, 2017

XI. BOARD COMMENTS

XII. ADJOURNMENT – 11:37 p.m.

The meeting was adjourned in memory of **Adrienne Bauman**, sister of Georgia Lorenz, Vice-President of Academic Affairs.

There will be a special joint meeting with the Santa Monica-Malibu Unified School District Board of Education on **Monday, September 11, 2017** at Santa Monica High School (Cafeteria), 601 Pico Blvd., Santa Monica, California.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, October 3, 2017** 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:

Major Items of Business

- Schedule of Board of Trustees Meetings, 2018

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 5, 2017

APPENDIX A

INFORMATION ITEM 1

SUBJECT: **REPORT: WORKFORCE AND ECONOMIC DEVELOPMENT**

Year in Review: The Office of Workforce & Economic Development has dedicated its activities to continuing comprehensive projects in close collaboration with CTE Department Chairs, faculty leaders, administrators, and external partners. The Strong Workforce Program funding has also allowed the college to pursue exciting new activities and initiatives needed to improve the quantity and quality of CTE programs. Improving *post-college* outcomes, particularly in relation to job placement and wage gains has been a focus. This report highlights some of the department’s major efforts.

Strong Workforce Program: The Strong Workforce Program (SWP) was implemented in 16-17. The ongoing funding is structured as a **60 percent Local Share** allocation for each community college district and a **40 percent Regional Share** determined by a regional consortia of colleges. Both the Local and Regional Share require stakeholders to collaborate, including industry and local workforce development boards. As much as possible, this program builds upon existing regional partnerships formed in conjunction with the federal Workforce Innovation and Opportunity Act (WIOA), and public school CTE programs.

The Office of Workforce and Economic Development is administering approximately 3 million dollars (combined Local and Regional) of the Round I Strong Workforce funds for 2016-17. These funds must be expended by December, 2018. Round II and III SWP funds (2017-18 and 2018-19 respectively). Regional Awards are currently being discussed.

2016-17 SWP Local allocation for Santa Monica College was \$871,000. Funds will be used for CTE marketing, professional development, new program development, industry forums (including production equipment,) a video conferencing system, and an industry engagement and job placement center.

2016-17 SWP Regional funds were distributed through a competitive process among the 19 community colleges in Los Angeles. Colleges were required to submit proposals that addressed unmet labor needs in the L.A. region. SMC was able to secure over one million dollars to support SMC’s Entrepreneurship, ECE/Teacher Preparation Pipeline; Energy, Construction and Utilities; Global Trade and Logistics; Respiratory Therapy – Advanced Practice Neonatal Pediatric Respiratory Care; Radiation Technology; Cloud Computing; Graphic Design – User Experience (UX) 2+2+2; (Social) Media Marketing; and Career Pathways programs. Additionally, SMC was selected as project lead for the L.A. Region’s collective marketing investment of \$1,050,000.

2017-18 SWP Local share allocations were released in August and SMC is expected to receive approximately \$985,000. At its annual retreat in June, the CTE Committee committed to continued investment across all programs. These include but are not limited to CTE marketing, professional development, new program development, industry forums (including production equipment), and an industry engagement/job placement center and career pathways.

New Investments to Achieve “More and Better” CTE: Increasing enrollment and completion of postsecondary education requires a multi-pronged approach. The pathways approach is valuable to students because many have not been exposed to the career opportunities that are available, particularly pathways leading to high-wage, high-skill occupations. Yet pathways require comprehensive planning and investments if colleges are to achieve successful workforce outcomes. SMC is choosing to invest SWP Local share funds across all CTE programs that will maximize sustained industry engagement, strengthening career pathways from high schools, and expanding opportunities for work-based learning (paid and unpaid internships, job shadowing, and mentoring and job placement). New and seasoned Career Technical Education (CTE) faculty members require professional development and externships in order to address the needs of business and industry in identified priority and emerging sectors.

Strong Workforce Program Metrics

(<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>)

“More” Career and Technical Education	“Better” Career and Technical Education
Increased enrollment in programs leading to high-demand, high-wage jobs	<ul style="list-style-type: none"> • Completions • Transfer • Employment rates • Employment in field of study • Earnings • Median change in earnings • Proportion of students who attained living wages

LaunchBoard II and Data Coaches

The CCCCO LaunchBoard data system promotes access to data on student outcomes and labor market information. This feature gives faculty and college leadership easy access to the information needed for program review, accreditation, college planning, and regional coordination. Practitioners can access information by program, college, and region. Information is displayed in a visual format, based on common questions such as “Are we training the right number of students for available jobs?” “Are there equity gaps in student success?” “Are students getting jobs?”

In order to build our research and data capacity at SMC, The Office of Institutional Research, Center for Teaching Excellence and the Office of Workforce and Economic Development have partnered to implement the Data Coach Program. It aims to provide faculty and staff intensive training to become certified Data Coaches. Outcomes will inform program development, curricular alignment, as well as provide labor market data collection. The newly certified Data Coaches received approximately 12 hours of training this summer on how to access, analyze, and utilize data in a data academy.

Business Engagement and Job Placement Center (BEC & JPC) SMC has embarked on a comprehensive, multi-divisional effort to improve post-college outcomes in employment and wage gains. Employers want to engage with colleges investing in the development of career pathways to inform faculty of changing job requirements, validate skill competencies, create work-based learning for students, promote joint investment in new program development and credentialing, conduct outreach to students, and ultimately gain direct access to an industry-informed, pipeline of talent that will meet their hiring needs. The Business

Engagement Center (BEC) will assist in this effort by implementing a comprehensive relationship management process with which to engage employers. Industry members want to work more strategically with SMC by identifying and executing on objectives that will have long-term, mutual benefits, requiring a centralized, ongoing assessment of activities as industry interfaces with stakeholders on campus.

With the development of the Job Placement Center (JPC) SMC is embarking on a public-private partnership to aid students in the transition from college to the workplace. The formation of the Job Placement Center (JPC) will be funded with Strong Workforce local funds and will be self-sustaining once the grant ends. The JPC partnership includes the Career Services Center, The Offices of Workforce & Economic Development and Outreach & Recruitment. Apple One Inc., a nationally recognized job placement agency, will provide employment services to SMC students at no cost. The partners will also provide resources and expertise in job-readiness training, counseling, and enrollment assistance and will broaden SMC's access to industry to enhance our business engagement strategy and objectives.

CTE Marketing

CTE faculty members have embarked on an ambitious effort to design a comprehensive and sustained marketing campaign to highlight and promote all CTE disciplines at SMC. Communicating the value of CTE-workforce programs and how students can obtain their short- and long-term career objectives is critical. After much market research and cross campus collaboration, multi-year investments will be made to communicate the importance of CTE and middle-skill career education. A comprehensive digital marketing campaign is currently being developed with Local Share of SWP funds that compliment similar efforts at the state and regional levels. Sustained investments are intended to impact and improve CTE enrollment, completion, transfer success, and job placement rates.

Industry Informed Professional Development for CTE Faculty and Career Pathway Development

The Office of Workforce facilitated professional development to hundreds of instructors this past year, collaborating with the Center for Teaching Excellence, Institutional Research, Outreach and Recruitment, and Counseling. These collaborations provided support to our CTE Department Chairs and faculty members in CTE disciplines as well as English, Math, Counseling, and high school partners with the goal of improving the quality and quantity of certificates and degrees that prepare students for employment. Much more professional development has occurred as a result of the Strong Workforce Program, and faculty members have requested continuing sessions to ensure that they are preparing students with the competencies required for current and future jobs in our regional economy. Professional development will impact curriculum, student learning outcomes, performance standards and assessment, and the use of technology and equipment.

The Center for Media and Design

The opening of the Center for Media and Design provides a significant new facility that empowers our faculty, and it offers students a dynamic space for creative innovation and technology driven skills that industry is demanding. Two departments that have been heavily involved in the LA HI-TECH initiative form the centerpiece of our newest campus, and the shared campus location has already ignited conversations and planning for greater synergy that will play a pivotal role in the training and development of students for careers in the Design Technology and Media Production sectors of the regional economy. The proximity of the CMD to a large and growing number of industry relevant employers, along with industry connections already established through CTE Advisory Boards, LA HI-TECH program collaborations, the Career Center, and ongoing Workforce and Economic Development department initiatives, will connect faculty with externships and students with the internships and work-based learning opportunities critical to their success.

Pathways - High School, Community, and Industry Engagement: LA HI-TECH. SMC continues its collaborative work with the development of K-14/16 career pathways which includes dual enrollment and community outreach opportunities with the LA HI-TECH consortia grant. This California Career Pathways Trust (CCPT) grant is in the last year of funding. After the completion of year three, the program has served **over 800** students. **53** dual enrollment sections have been offered in ICTE (Information, Communications, Technology, and Entrepreneurship) Pathways since the grant began. Through these collaborations, SMC works closely with high school partners to align career pathways and ensure the students are career and college ready. Dual enrollment courses have been offered at **six** area high schools which include Santa Monica, Malibu, Beverly Hills, Crenshaw, Palisades Charter, and Venice. Through the partnership with the L.A. Chamber and Snapchat, two SMC students were selected for a coveted internship at Snap Inc. this past Fall semester. SMC continues to partner with high tech giants and small business to create the workforce needed to sustain these companies and grow the economy in Los Angeles. One of these giants is Amazon Web Services (AWS).

LA HI-TECH Dual Enrollment Data					
Term	CTE Sections	Counseling Sections	CTE Enrollment	Counseling Enrollment	Total Enrollment
Spring 2015	3	0	111	0	111
Fall 2015	9	1	201	35	236
Winter 2016	0	3	0	57	57
Spring 2016	10	2	263	41	304
Summer 2016	1	0	15	0	15
Fall 2016	8	2	208	39	247
Winter 2017	0	2	50	50	100
Spring 2017	11	1	261	23	284
	42	11	1109	245	1354

Unduplicated Headcount = 845

Amazon Web Services (AWS) and SMC

Through SMC's leadership in LA HI-TECH, CS faculty engaged in the development of new curriculum with AWS for a 12-unit certificate in Cloud Computing that has been approved. SMC will be offering the Cloud Computing classes for the first time in the Fall 2017 semester. These new courses filled in record time, and SMC is likely the first community college to offer a state approved certificate in this discipline. Very few universities in the nation offer specific Cloud programming courses, and this is a major growth area in the future of Information Technology employment nationally. SMC is also working with LAUSD to offer classes and will assist in the development and advancement of Cloud curriculum adoption by other community colleges and in high schools in L.A.

AWS and SMC will partner through the Strong Workforce Program to support the development of best practices in the education of future cloud professionals by advising on strategies to:

- a) Build and enhance the integration of industry practice(s) and research in the classroom
- b) Strengthen the relevance of industry to the education process and foster relationships that support the development of tomorrow's cloud professionals
- c) Provide guidance concerning the design and plans for classroom use of cloud-computing tools, research, curriculum and programs
- d) Recommend and support execution of strategies to promote adoption, integration, and research.

SAP and SMC

Through a partnership developed by the Office of Workforce and Economic Development, the tech giant SAP, based in Silicon Valley, invited SMC faculty and staff to the d.school at Stanford University for seminars in Design Thinking to support the inter-disciplinary nature of preparing the digital workforce. SAP has also committed to facilitating Design Thinking professional development workshops at SMC. SMC and Berkeley City College are the only community colleges that SAP is working with, although they are partnered with Universities across the globe.

Employment Training Panel (ETP) and Industry-based Contract Education

SMC is executing its largest ETP contract to date, in the amount of \$949,611, through June of 2018. Using these funds, SMC administers customized training programs that offset the high cost of employee-based training employers would otherwise be forced to finance and develop to maintain a high-performing workforce. SMC has trained more than 2,500 employees at over 40 area companies. And, employer client surveys have shown increases in employee productivity, process efficiencies, and overall revenue. The ETP employer training program has also provided the opportunity for SMC faculty to provide their expertise within the context of the corporate training platform, simultaneously building the SMC brand as a premier provider of industry-based educational programming.

Dermalogica and Santa Monica College

In one of those efforts, the Office of Workforce and Economic Development partnered with the Cosmetology and Business departments to create a customized, online, not-for-credit course in entrepreneurship for Cosmetologists. The Dermalogica Foundation funded its first cohort of 25 women entrepreneurs to enhance their skills as business owners. As a result of the program's great success, The Dermalogica Foundation will triple the number of students beginning in the Fall of 2017.

Community and Contract Education 2016-2017 Accomplishments

Community and Contract Education were able to develop external and internal collaborative partnerships to increase opportunities to generate revenue. Contract Education secured a \$100,000 contract to deliver career training in collaboration with the local America's Job Centers. The department delivered two training cohorts for students to receive training in Customer Service with Computer Skills and obtain the industry recognized Guest Service Gold Certification. Also, the department provided the proposal and operational infrastructure to support the launch of the SMC Dance Academy. Community Education supported academic programs while enhancing the SMC Extension offering. Community Education worked with several academic programs to develop supplemental curriculum as requested by Department Chairs that also served to enhance the SMC Extension professional development offerings.

The Center for Competitive Workforce, JP Morgan Chase Planning Grant and Strong Workforce

In order to respond to the State's call to drive economic growth for the region here in Los Angeles, colleges must make data driven investments and provide education and training for in-demand occupations in high growth industry sectors/clusters as do other workforce and economic development systems, agencies and programs. Producing primary quantitative and qualitative economic, labor market research and analysis is critically needed. Colleges in L.A. must identify and elevate awareness of the contributions, impact and strategic role of community colleges in the regional economy and regularly assess the impact of career technical education programs on labor market and occupational demand, in pursuit of the state's goal of 1 million new middle skill credentials by 2025.

To meet these needs JP Morgan Chase awarded SMC a \$100,000 planning grant to bring together the Los Angeles/Orange County Regional Consortium (LAOCRC 19 Community Colleges in the L.A. region) and create better alignment between workforce and economic development leaders. The JPMC planning grant led to the creation of The Center for a Competitive Workforce, which is funded/sustained by the Strong Workforce regional funds. This unprecedented, co-located Center within the Los Angeles County Economic

Development Corporation (LAEDC) supports the community college need for workforce education research. In true partnership with the community colleges in Los Angeles, the LAEDC, the Southern California Leadership Council (SCLC), and the L.A. Chamber of Commerce will begin important work to guide and support regional alignment. The outcomes involve coordination and collaboration between community college and adult education as well as training and workforce development systems and providers. Specifically, the work of the Center for Competitive Workforce will identify the demand for talent needed by employers and the supply of talent being produced by colleges and workforce providers in the region. Demand driven education and training and strategic employer engagement is an important outcome to drive needed economic growth. SMC's Office of Workforce and Economic Development will continue to help lead these efforts.

**UNRESTRICTED GENERAL FUND 01.0
2017-2018 ADOPTED REVENUE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-17 ACTUAL REVENUES	2017-2018 ADOPTED BUDGET
FEDERAL			
FIN AID ADM ALLOWANCES	116,798	104,493	107,933
TOTAL FEDERAL	116,798	104,493	107,933
STATE			
GENERAL APPORTIONMENT	63,622,481	56,001,655	61,230,146
EDUCATION PROTECTION ACCOUNT - PROP 30/55	15,936,584	15,951,192	15,019,386
GROWTH/ACCESS-RESTORATION OF WORKLOAD REDUCTION	-	3,174	-
COLA	-	-	1,860,805
PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	1,737,350	-
PRIOR YEAR APPORTIONMENT ADJUSTMENTS-RDA SHIFT	-	591,580	-
PRIOR YEAR APPORTIONMENT ADJUSTMENTS - EPA	-	112,504	-
HOMEOWNERS EXEMPT	96,478	95,788	95,788
STATE LOTTERY REVENUE	3,783,348	3,902,630	3,573,817
MANDATED PROGRAM COSTS	2,610,606	2,611,038	616,667
STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	4,070,357	3,591,831	3,996,071
OTHER STATE	1,270,603	806,230	1,204,361
TOTAL STATE	91,390,457	85,404,972	87,597,041
LOCAL			
PROP TAX SHIFT (ERAF)	10,341,290	13,824,023	13,824,023
SECURED TAX	10,006,961	14,527,492	13,775,270
SUPPLEMENTAL TAXES	388,567	361,103	361,103
UNSECURED TAX	567,993	573,351	573,351
PRIOR YRS TAXES	313,955	100,329	100,329
PROPERTY TAX - RDA PASS THRU	1,196,922	1,415,450	1,415,450
PROPERTY TAX - RDA RESIDUAL	1,611,787	2,307,502	2,307,502
RENTS	300,000	165,467	150,000
INTEREST	256,500	411,642	329,900
ENROLLMENT FEES	13,892,659	14,409,483	14,132,977
UPPER DIVISION FEES	-	32,760	65,520
STUDENT RECORDS	417,800	413,747	405,800
NON-RESIDENT TUITION/INTENSIVE ESL	33,038,107	33,434,401	35,920,056
FEE BASED INSTRUCTION	390,000	309,069	309,069
OTHER STUDENT FEES & CHARGES	112,000	90,422	88,700
F1 APPLICATION FEES	298,800	257,087	257,100
OTHER LOCAL	586,300	563,733	706,500
I. D. CARD SERVICE CHARGE	1,136,600	1,099,099	1,078,000
LIBRARY CARDS	140	-	-
LIBRARY FINES	7,834	7,075	7,075
PARKING FINES	225,465	203,662	203,662
TOTAL LOCAL	75,089,680	84,506,897	86,011,387
TOTAL REVENUE	166,596,935	170,016,362	173,716,361
TRANSFER IN	83,219	77,438	165,891
SALE OF EQUIPMENT AND SUPPLIES	-	12,797	-
TOTAL OTHER FINANCING SOURCES	83,219	90,235	165,891
TOTAL REVENUE AND TRANSFERS	166,680,154	170,106,597	173,882,252

**UNRESTRICTED GENERAL FUND 01.0
2017-2018 ADOPTED EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL EXPENDITURES	2017-2018 ADOPTED BUDGET
INSTRUCTION	27,115,586	27,354,343	29,264,953
ACADEMIC MANAGERS	6,850,507	7,023,106	7,102,482
NON-INSTRUCTION	6,198,965	6,525,280	6,865,613
HOURLY INSTRUCTION	32,352,405	33,047,270	32,301,769
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	100,569	74,686	77,001
HOURLY NON-INSTRUCTION	4,656,702	4,578,377	4,710,045
VACANT POSITIONS	-	-	139,360
VACANCY SAVINGS	-	-	(91,978)
TOTAL ACADEMIC	77,274,734	78,603,062	80,369,245
CLASSIFIED REGULAR	22,024,140	22,627,625	23,708,300
CLASSIFIED MANAGERS	5,688,827	5,751,991	6,072,998
CLASS REG INSTRUCTION	3,160,183	3,442,296	3,498,757
CLASSIFIED HOURLY	1,521,974	2,415,522	1,579,134
CLASS HRLY INSTRUCTION	585,740	495,328	566,478
VACANT POSITIONS	1,848,722	-	1,052,817
VACANCY SAVINGS	(1,220,157)	-	(694,859)
TOTAL CLASSIFIED	33,609,429	34,732,762	35,783,625
STRS	6,919,881	7,352,147	8,179,588
STATE ON-BEHALF PENSION CONTRIB TO STRS	4,070,357	3,591,831	3,996,071
PERS	5,102,073	5,109,670	6,027,797
OASDI/MEDICARE	3,633,276	3,806,791	3,866,289
H/W	14,104,007	14,653,754	15,612,979
RETIREEES' H/W	3,414,309	3,573,461	3,930,807
RETIREEE - OPEB	2,000,000	-	-
SUI	184,978	158,478	167,639
WORKERS' COMPENSATION	1,990,850	2,043,358	2,128,685
ALTERNATIVE RETIREMENT	500,000	528,223	530,000
BENEFITS REL TO FEE BASED INSTRUCTION	22,124	19,250	19,844
BENEFITS RELATED TO VACANT POSITIONS	443,690	-	286,126
BENEFITS RELATED TO VACANCY SAVINGS	(292,838)	-	(188,843)
TOTAL BENEFITS	42,092,707	40,836,963	44,556,982
SUPPLIES	1,094,840	855,634	1,027,740
TCO-SUPPLIES	-	106,573	76,440
TOTAL SUPPLIES	1,094,840	962,207	1,104,180
CONTRACTS/SERVICES	14,002,571	12,998,660	13,731,828
INSURANCE	995,855	930,695	1,133,798
UTILITIES	3,000,394	3,264,972	3,493,432
TOTAL SERVICES	17,998,820	17,194,327	18,359,058
EQUIPMENT	200,000	5,043	-
TECHNOLOGY REPLACEMENT	183,600	-	-
TCO - EQUIPMENT REPLACEMENT	250,000	-	-
TOTAL CAPITAL	633,600	5,043	-
TOTAL EXPENDITURES	172,704,130	172,334,364	180,173,090
OTHER OUTGO - TRANSFERS	314,876	324,731	333,689
OTHER OUTGO - STUDENT AID	2,500	1,319	2,500
TOTAL TRANSFERS/FINANCIAL AID	317,376	326,050	336,189
TOTAL EXPENDITURES & TRANSFERS	173,021,506	172,660,414	180,509,279

UNRESTRICTED GENERAL FUND 01.0			
2017-2018 ADOPTED FUND BALANCE BUDGET			
ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL FUND BALANCE	2017-2018 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS *	164,677,905	161,778,915	167,277,982
TOTAL EXPENDITURES AND TRANSFERS	170,503,274	170,225,731	179,140,050
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	2,292,412	-	1,478,303
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(1,512,995)	-	(975,680)
OPERATING SURPLUS/(DEFICIT)	(6,604,786)	(8,446,816)	(12,364,691)
ONE-TIME ITEMS			
FTES BORROWING	-	3,883,999	6,604,270
PRIOR YEAR APPORTIONMENT ADJ	-	2,441,434	-
MANDATED COST BLOCK GRANT	2,002,249	2,002,249	-
ONE-TIME BUDGET AUGMENTATION	(1,105,215)	(2,328,110)	(790,166)
EQUIPMENT, TECHNOLOGY REPLACEMENT, TCO-EQPT REPL	(633,600)	(106,573)	(76,440)
OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	(6,341,352)	(2,553,817)	(6,627,027)
BEGINNING BALANCE	23,925,591	23,925,591	21,371,774
ENDING FUND BALANCE	17,584,239	21,371,774	14,744,747
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS**	10.16%	12.38%	8.17%

DESIGNATION OF FUND BALANCE			
ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL FUND BALANCE	2017-2018 ADOPTED BUDGET
UNDESIGNATED FUND BALANCE	14,236,800	18,024,335	10,907,356
UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	7.90%	10.44%	6.05%
DESIGNATED RESERVE FOR:			
CLASSIFIED EMPLOYEE WELFARE FUND	467,026	467,026	461,846
RESERVE FOR FUTURE STRS AND PERS INCREASES	2,880,413	2,880,413	3,375,545
TOTAL	3,347,439	3,347,439	3,837,391
DESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	1.85%	1.94%	2.13%
TOTAL ENDING FUND BALANCE	17,584,239	21,371,774	14,744,747
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS**	10.16%	12.38%	8.17%

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

**UNRESTRICTED GENERAL FUND 01.0
2017-2018 ADOPTED REVENUE BUDGET**

ACCOUNTS	2013-2014 ACTUAL REVENUES	2014-2015 ACTUAL REVENUES	2015-2016 ACTUAL REVENUES	2016-2017 ACTUAL REVENUES	2017-2018 ADOPTED BUDGET
FEDERAL					
FIN AID ADM ALLOWANCES	118,830	118,373	103,192	104,493	107,933
TOTAL FEDERAL	118,830	118,373	103,192	104,493	107,933
STATE					
GENERAL APPORTIONMENT	54,274,001	52,911,323	56,362,913	56,001,655	61,230,146
EDUCATION PROTECTION ACCOUNT - PROP 30/55	14,834,772	18,331,702	16,715,978	15,951,192	15,019,386
GROWTH/ACCESS-RESTORATION OF WORKLOAD REI	2,419,048	2,142,390	222,022	3,174	-
COLA	1,593,144	895,436	1,107,543	-	1,860,805
PRIOR YR APPORTIONMENT ADJ.	3,793,314	1,764,481	603,509	1,737,350	-
PRIOR YEAR APPORTIONMENT ADJ-RDA SHIFT	-	-	-	591,580	-
PRIOR YR APPORTIONMENT ADJ. - EPA	145,046	(27,683)	23,389	112,504	-
HOMEOWNERS EXEMPT	95,360	97,867	96,478	95,788	95,788
STATE LOTTERY REVENUE	3,347,094	3,380,950	3,958,589	3,902,630	3,573,817
MANDATED PROGRAM COSTS	578,658	1,544,990	12,635,662	2,611,038	616,667
STATE ON-BEHALF PENSION CONTR TO STRS	-	-	3,622,320	3,591,831	3,996,071
OTHER STATE	822,173	838,766	1,638,801	806,230	1,204,361
TOTAL STATE	81,902,610	81,880,222	96,987,204	85,404,972	87,597,041
LOCAL					
PROP TAX SHIFT (ERAF)	1,390,148	1,630,112	10,341,290	13,824,023	13,824,023
SECURED TAX	12,066,281	12,711,869	13,632,190	14,527,492	13,775,270
SUPPLEMENTAL TAXES	182,708	347,025	388,567	361,103	361,103
UNSECURED TAX	476,047	520,962	567,993	573,351	573,351
PRIOR YRS TAXES	96,987	489,691	313,955	100,329	100,329
PROPERTY TAX - RDA PASS THRU	1,405,020	512,695	1,196,922	1,415,450	1,415,450
PROPERTY TAX - RDA RESIDUAL	1,905,876	3,254,646	1,611,787	2,307,502	2,307,502
RENTS	165,744	133,293	299,735	165,467	150,000
INTEREST	171,118	177,496	235,862	411,642	329,900
ENROLLMENT FEES	13,198,472	13,551,604	13,998,414	14,409,483	14,132,977
UPPER DIVISION FEES	-	-	-	32,760	65,520
STUDENT RECORDS	432,290	428,303	420,947	413,747	405,800
NON-RESIDENT TUITION/INTENSIVE ESL	27,182,917	31,065,989	33,038,107	33,434,401	35,920,056
FEE BASED INSTRUCTION	1,652,944	780,062	391,512	309,069	309,069
OTHER STUDENT FEES & CHARGES	106,400	103,846	112,830	90,422	88,700
F1 APPLICATION FEES	310,892	319,125	298,765	257,087	257,100
OTHER LOCAL	683,185	917,967	586,270	563,733	706,500
I. D. CARD SERVICE CHARGE	1,140,486	1,153,642	1,145,222	1,099,099	1,078,000
LIBRARY CARDS	100	120	140	-	-
LIBRARY FINES	9,718	8,745	7,834	7,075	7,075
PARKING FINES	235,697	229,772	225,465	203,662	203,662
TOTAL LOCAL	62,813,030	68,336,964	78,813,807	84,506,897	86,011,387
TOTAL REVENUE	144,834,470	150,335,559	175,904,203	170,016,362	173,716,361
TRANSFER IN	106,906	107,739	115,728	77,438	165,891
SALE OF EQUIPMENT AND SUPPLIES	4,199	13,040	12,655	12,797	-
TOTAL OTHER FINANCING SOURCES	111,105	120,779	128,383	90,235	165,891
TOTAL REVENUE AND TRANSFERS	144,945,575	150,456,338	176,032,586	170,106,597	173,882,252
BEGINNING BALANCE	8,253,478	12,609,047	11,533,449	17,730,338	18,024,335
BEGINNING DESIGNATED RESERVE	2,267,332	1,362,732	2,248,128	6,195,253	3,347,439
TOTAL FUNDS AVAILABLE	155,466,385	164,428,117	189,814,163	194,032,188	195,254,026

**UNRESTRICTED GENERAL FUND 01.0
2017-2018 ADOPTED EXPENDITURE BUDGET**

ACCOUNTS	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	ADOPTED BUDGET
INSTRUCTION	23,649,047	24,977,401	26,140,222	27,354,343	29,264,953
ACADEMIC MANAGERS	5,986,920	6,528,341	6,635,815	7,023,106	7,102,482
NON-INSTRUCTION	6,421,676	6,437,099	6,243,144	6,525,280	6,865,613
HOURLY INSTRUCTION	27,093,826	30,508,208	32,510,868	33,047,270	32,301,769
HOURLY INSTRUCTION - FEE BASED INSTRUCTION	417,044	361,817	95,814	74,686	77,001
HOURLY NON-INSTRUCTION	3,954,813	4,395,572	4,364,614	4,578,377	4,710,045
VACANT POSITIONS	-	-	-	-	139,360
VACANCY SAVINGS	-	-	-	-	(91,978)
TOTAL ACADEMIC	67,523,326	73,208,438	75,990,477	78,603,062	80,369,245
CLASSIFIED REGULAR	19,958,051	19,929,707	20,913,003	22,627,625	23,708,300
CLASSIFIED MANAGERS	4,062,966	4,409,542	5,242,299	5,751,991	6,072,998
CLASS REG INSTRUCTION	2,797,082	3,046,037	3,198,990	3,442,296	3,498,757
CLASSIFIED HOURLY	1,997,376	2,418,778	2,554,103	2,415,522	1,579,134
CLASS HRLY INSTRUCTION	478,963	447,830	637,310	495,328	566,478
CLASSIFIED ONE-TIME PAYMENT	-	-	376,192	-	-
VACANT POSITIONS	-	-	-	-	1,052,817
VACANCY SAVINGS	-	-	-	-	(694,859)
TOTAL CLASSIFIED	29,294,438	30,251,894	32,921,897	34,732,762	35,783,625
STRS	4,405,692	4,991,289	6,158,188	7,352,147	8,179,588
STATE ON-BEHALF PENSION CONTRIB TO STRS	-	-	3,622,320	3,591,831	3,996,071
PERS	3,572,393	3,774,060	4,111,904	5,109,670	6,027,797
OASDI/MEDICARE	3,198,790	3,353,552	3,620,575	3,806,791	3,866,289
H/W	12,400,869	12,757,427	13,322,989	14,653,754	15,612,979
RETIRES' H/W	2,679,913	2,747,963	3,190,943	3,573,461	3,930,807
RETIREE - OPEB	500,000	1,000,000	1,500,000	-	-
SUI	185,250	152,666	151,433	158,478	167,639
WORKERS' COMPENSATION	1,381,625	1,667,792	1,892,139	2,043,358	2,128,685
ALTERNATIVE RETIREMENT	407,740	412,235	399,950	528,223	530,000
BENEFITS REL TO FEE BASED INSTRUCTION	72,346	54,992	20,329	19,250	19,844
BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT	-	-	35,507	-	-
BENEFITS RELATED TO VACANT POSITIONS	-	-	-	-	286,126
BENEFITS RELATED TO VACANCY SAVINGS	-	-	-	-	(188,843)
TOTAL BENEFITS	28,804,618	30,911,976	38,026,277	40,836,963	44,556,982
SUPPLIES	830,357	786,208	956,090	855,634	1,027,740
TCO-SUPPLIES	-	-	216,372	106,573	76,440
TOTAL SUPPLIES	830,357	786,208	1,172,462	962,207	1,104,180
CONTRACTS/SERVICES	10,905,263	11,333,386	12,763,772	12,998,660	13,731,828
INSURANCE	965,710	938,330	986,093	930,695	1,133,798
UTILITIES	2,824,530	2,887,946	2,813,098	3,264,972	3,493,432
TOTAL SERVICES	14,695,503	15,159,662	16,562,963	17,194,327	18,359,058
EQUIPMENT	-	-	586,893	5,043	-
TECHNOLOGY REPLACEMENT	-	-	249,632	-	-
TCO - EQUIPMENT REPLACEMENT	-	-	63,980	-	-
TOTAL CAPITAL	-	-	900,505	5,043	-
TOTAL EXPENDITURES	141,148,242	150,318,178	165,574,581	172,334,364	180,173,090
OTHER OUTGO - TRANSFERS	346,166	328,362	313,309	324,731	333,689
OTHER OUTGO - STUDENT AID	198	-	682	1,319	2,500
TOTAL TRANSFERS/FINANCIAL AID	346,364	328,362	313,991	326,050	336,189
TOTAL EXPENDITURES & TRANSFERS	141,494,606	150,646,540	165,888,572	172,660,414	180,509,279
CONTINGENCY RESERVE	12,609,047	11,533,449	17,730,338	18,024,335	10,907,356
DESIGNATED RESERVE	1,362,732	2,248,128	6,195,253	3,347,439	3,837,391
TOTAL	155,466,385	164,428,117	189,814,163	194,032,188	195,254,026

**RESTRICTED GENERAL FUND 01.3
2017-2018 ADOPTED REVENUE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL REVENUES	2017-2018 ADOPTED BUDGET
FEDERAL			
PERKINS IV TITLE I-C	677,180	677,180	709,844
FWS-FEDERAL WORK STUDY	496,100	458,220	514,817
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	58,631	59,652	56,669
FEDERAL CARRYOVERS	1,308,352	1,200,290	1,481,415
OTHER FEDERAL	1,798,372	1,676,356	2,080,856
TOTAL FEDERAL	4,338,635	4,071,698	4,843,601
STATE			
LOTTERY	1,182,296	1,296,591	1,174,954
BASIC SKILLS INITIATIVE	351,560	200,344	356,040
SFAA-STUDENT FINANCIAL AID ADMIN	887,982	889,508	907,505
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,315,554	1,315,554	1,249,776
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	88,792	88,792	84,352
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	2,232,010	2,192,372	1,759,226
CALWORKS	267,669	317,502	301,627
STUDENT SUCCESS (CREDIT)	4,922,659	2,979,175	5,098,137
STUDENT SUCCESS (NON-CREDIT)	65,883	80,031	78,714
STUDENT SUCCESS (STUDENT EQUITY)	1,523,065	935,385	1,560,701
EQUAL EMPLOYMENT OPPORTUNITY	-	-	50,000
NURSING EDUCATION-ENROLLMENT GROWTH ASSOC DEGREE NURSING PROGRAI	154,000	140,869	154,000
NURSING EDUCATION-ASSESSMENT, REMEDIATION, & RETENTION FOR AA	114,000	93,081	114,000
STRONG WORKFORCE PROGRAM	-	37,751	985,024
ADULT EDUCATION BLOCK GRANT	-	82,261	386,508
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,464,456	361,261	726,994
STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	632,052	366,455	366,455
STATE CARRYOVERS	5,302,122	5,069,623	10,728,595
OTHER STATE	2,093,621	783,262	1,167,999
TOTAL STATE	22,597,721	17,229,817	27,250,607
LOCAL			
PICO PROMISE	141,782	144,618	147,800
HEALTH FEES	1,366,750	1,356,122	1,297,747
PARKING FEES	1,844,371	1,714,518	1,686,804
DONATIONS-KCRW	2,998,849	1,739,200	3,287,698
RADIO GRANTS	1,206,947	1,105,364	1,286,109
COMMUNITY SERVICES	861,020	704,879	693,991
CONSOLIDATED CONTRACT ED-LOCAL	256,140	277,697	318,059
LOCAL CARRYOVERS	241,489	337,148	221,811
OTHER LOCAL	5,825,000	5,608,186	6,311,595
TOTAL LOCAL	14,742,348	12,987,732	15,251,614
TOTAL REVENUE	41,678,704	34,289,247	47,345,822

**RESTRICTED GENERAL FUND 01.3
2017-2018 ADOPTED EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL EXPENDITURES	2017-2018 ADOPTED BUDGET
INSTRUCTION	76,008	-	21,515
MANAGEMENT	1,706,344	1,515,207	2,248,190
NON-INSTRUCTION	1,893,634	2,231,795	2,473,636
HOURLY INSTRUCTION	96,840	88,191	136,499
HOURLY NON-INSTRUCTION	5,107,514	4,521,228	5,851,092
TOTAL ACADEMIC	8,880,340	8,356,421	10,730,932
CLASSIFIED REGULAR	4,597,660	4,396,766	5,181,124
CLASSIFIED MANAGERS	578,581	464,701	534,162
CLASS REG INSTRUCTION	33,250	42,923	83,366
CLASSIFIED HOURLY	1,837,777	1,568,364	2,260,933
CLASS HRLY INSTRUCTION	232,500	177,122	322,000
TOTAL CLASSIFIED	7,279,768	6,649,876	8,381,585
BENEFITS HOLDING ACCOUNT	5,152,656	-	6,094,520
STRS	-	787,365	-
STATE ON-BEHALF PENSION CONTRIB TO STRS	-	366,455	-
PERS	-	755,774	-
OASDI/MEDICARE	-	559,794	-
H/W	-	1,547,613	-
SUI	-	6,991	-
WORKERS' COMP.	-	263,527	-
ALTERNATIVE RETIREMENT	-	77,479	-
TOTAL BENEFITS	5,152,656	4,364,998	6,094,520
TOTAL SUPPLIES	1,038,863	978,299	1,758,690
CONTRACTS/SERVICES	7,216,393	5,254,010	9,176,621
INSURANCE	4,709,360	4,489,048	4,716,220
UTILITIES	178,800	133,218	162,600
TOTAL SERVICES	12,104,553	9,876,276	14,055,441
BLDG & SITES	1,911,110	1,459,450	1,656,974
EQUIPMENT/LEASE PURCHASE	4,001,859	1,825,663	4,284,506
TOTAL CAPITAL	5,912,969	3,285,113	5,941,480
TOTAL EXPENDITURES	40,369,149	33,510,983	46,962,648
OTHER OUTGO - STUDENT AID	548,357	509,062	620,034
OTHER OUTGO - TRANSFERS	83,219	77,438	165,891
TOTAL OTHER OUTGO	631,576	586,500	785,925
TOTAL EXPENDITURES & OTHER OUTGO	41,000,725	34,097,483	47,748,573

**RESTRICTED GENERAL FUND 01.3
2017-2018 ADOPTED FUND BALANCE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL FUND BALANCE	2017-2018 ADOPTED BUDGET
TOTAL REVENUE AND TRANSFERS	41,678,704	34,289,247	47,345,822
TOTAL EXPENDITURES AND TRANSFERS	41,000,725	34,097,483	47,748,573
OPERATING SURPLUS/(DEFICIT)	677,979	191,764	(402,751)
BEGINNING BALANCE	8,045,967	8,045,967	8,237,731
CONTINGENCY RESERVE/ENDING FUND BALANCE	8,723,946	8,237,731	7,834,980
FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	21.28%	24.16%	16.41%

**RESTRICTED GENERAL FUND 01.3
2017-2018 ADOPTED REVENUE BUDGET**

ACCOUNTS	2013-2014 ACTUAL REVENUES	2014-2015 ACTUAL REVENUES	2015-2016 ACTUAL REVENUES	2016-2017 ACTUAL REVENUES	2017-2018 ADOPTED BUDGET
FEDERAL					
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	588,662	619,899	636,505	677,180	709,844
FWS-FEDERAL WORK STUDY	578,918	487,724	472,189	458,220	514,817
RADIO GRANTS	1,056,506	1,021,966	-	-	-
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	59,745	64,259	68,627	59,652	56,669
FEDERAL CARRYOVERS	1,334,368	1,191,951	910,563	1,200,290	1,481,415
OTHER FEDERAL	2,424,656	1,563,858	1,757,860	1,676,356	2,080,856
TOTAL FEDERAL	6,042,855	4,949,657	3,845,744	4,071,698	4,843,601
STATE					
LOTTERY	926,003	954,314	1,373,579	1,296,591	1,174,954
BASIC SKILLS INITIATIVE	-	339,147	351,560	200,344	356,040
SFAA-STUDENT FINANCIAL AID ADMIN	809,428	864,209	924,049	889,508	907,505
EOPS-EXTENDED OPPORTUNITY PROG & SERV	972,541	1,010,450	1,384,794	1,315,554	1,249,776
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	55,879	52,492	92,110	88,792	84,352
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,540,342	2,211,830	2,368,134	2,192,372	1,759,226
CALWORKS	289,931	301,105	263,141	317,502	301,627
STUDENT SUCCESS (CREDIT)	1,170,706	2,326,132	3,554,059	2,979,175	5,098,137
STUDENT SUCCESS (CREDIT) - TRANSFER RELATED	40,977	-	-	-	-
STUDENT SUCCESS (NON-CREDIT)	45,940	37,262	82,429	80,031	78,714
STUDENT SUCCESS (STUDENT EQUITY)	-	474,729	1,061,091	935,385	1,560,701
EQUAL EMPLOYMENT OPPORTUNITY	-	-	-	-	50,000
NURSING EDUCATION-ENROLLMENT GROWTH ASSOC DEGREE N	219,568	84,171	92,618	140,869	154,000
NURSING EDUCATION-ASSESSMENT, REMEDIATION, & RETENTIOI	-	109,605	110,006	93,081	114,000
STRONG WORKFORCE PROGRAM	-	-	-	37,751	985,024
ADULT EDUCATION BLOCK GRANT	-	-	-	82,261	386,508
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	-	1,420,113	900,960	361,261	726,994
INSTRUCTIONAL EQUIPMENT AND LIBRARY	155,071	-	-	-	-
STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	-	-	352,924	366,455	366,455
STATE CARRYOVERS	948,577	931,735	2,378,031	5,069,623	10,728,595
OTHER STATE	8,400	879,431	639,529	783,262	1,167,999
TOTAL STATE	7,183,363	11,996,725	15,929,014	17,229,817	27,250,607
LOCAL					
PICO PARTNERSHIP	151,770	150,408	141,782	144,618	147,800
HEALTH FEES	1,297,331	1,367,373	1,377,217	1,356,122	1,297,747
PARKING FEES	1,941,247	1,823,351	1,856,184	1,714,518	1,686,804
DONATIONS-KCRW	1,924,457	1,971,853	2,053,592	1,739,200	3,287,698
RADIO GRANTS	-	-	971,834	1,105,364	1,286,109
COMMUNITY SERVICES	686,387	610,637	785,233	704,879	693,991
COUNTY CALWORKS	51,000	38,000	-	-	-
CONSOLIDATED CONTRACT ED-LOCAL	93,133	96,809	68,118	277,697	318,059
LOCAL CARRYOVERS	344,237	288,888	430,743	337,148	221,811
OTHER LOCAL	5,792,037	6,136,263	6,297,594	5,608,186	6,311,595
TOTAL LOCAL	12,281,599	12,483,582	13,982,297	12,987,732	15,251,614
TRANSFER IN	346,399	197,825	-	-	-
TOTAL TRANSFER IN	346,399	197,825	-	-	-
TOTAL REVENUE	25,854,216	29,627,789	33,757,055	34,289,247	47,345,822
BEGINNING BALANCE	5,264,094	6,050,541	6,903,337	8,045,967	8,237,731
TOTAL FUNDS AVAILABLE	31,118,310	35,678,330	40,660,392	42,335,214	55,583,553

**RESTRICTED GENERAL FUND 01.3
2017-2018 ADOPTED EXPENDITURE BUDGET**

ACCOUNTS	2013-2014 ACTUAL EXPENDITURES	2014-2015 ACTUAL EXPENDITURES	2015-2016 ACTUAL EXPENDITURES	2016-2017 ACTUAL EXPENDITURES	2017-2018 ADOPTED BUDGET
INSTRUCTION	13,779	10,334	12,986	-	21,515
MANAGEMENT	1,266,840	1,220,321	1,601,278	1,515,207	2,248,190
NON-INSTRUCTION	1,243,993	1,479,134	1,860,255	2,231,795	2,473,636
HOURLY INSTRUCTION	151,787	98,788	64,365	88,191	136,499
HOURLY NON-INSTRUCTION	2,482,877	3,680,966	4,163,478	4,521,228	5,851,092
TOTAL ACADEMIC	5,159,276	6,489,543	7,702,362	8,356,421	10,730,932
CLASSIFIED REGULAR	2,564,387	3,109,708	3,870,148	4,396,766	5,181,124
CLASSIFIED MANAGERS	317,746	375,981	425,980	464,701	534,162
CLASS REG INSTRUCTION	-	9,620	39,406	42,923	83,366
CLASSIFIED HOURLY	1,827,356	1,752,189	1,534,116	1,568,364	2,260,933
CLASS HRLY INSTRUCTION	225,267	311,166	195,503	177,122	322,000
TOTAL CLASSIFIED	4,934,756	5,558,664	6,065,153	6,649,876	8,381,585
BENEFITS HOLDING ACCOUNT	-	-	-	-	6,094,520
STRS	370,605	468,175	628,771	787,365	-
STATE ON-BEHALF PENSION CONTRI	-	-	352,924	366,455	-
PERS	354,346	448,150	538,843	755,774	-
OASDI/MEDICARE	343,228	405,677	494,905	559,794	-
H/W	953,742	1,097,081	1,304,783	1,547,613	-
SUI	6,258	5,589	6,260	6,991	-
WORKERS' COMP.	130,718	187,131	221,520	263,527	-
ALTERNATIVE RETIREMENT	51,784	73,159	45,725	77,479	-
TOTAL BENEFITS	2,210,681	2,684,962	3,593,731	4,364,998	6,094,520
TOTAL SUPPLIES	599,980	914,051	853,179	978,299	1,758,690
CONTRACTS/SERVICES	4,132,890	3,693,293	5,025,906	5,254,010	9,176,621
INSURANCE	4,251,442	4,465,752	4,631,832	4,489,048	4,716,220
UTILITIES	128,414	151,235	148,725	133,218	162,600
TOTAL SERVICES	8,512,746	8,310,280	9,806,463	9,876,276	14,055,441
BLDG & SITES	1,499,517	1,451,557	1,485,644	1,459,450	1,656,974
EQUIPMENT/LEASE PURCHASE	1,458,584	2,773,414	2,320,685	1,825,663	4,284,506
TOTAL CAPITAL	2,958,101	4,224,971	3,806,329	3,285,113	5,941,480
TOTAL EXPENDITURES	24,375,540	28,182,471	31,827,217	33,510,983	46,962,648
OTHER OUTGO - STUDENT AID	585,323	484,783	671,480	509,062	620,034
OTHER OUTGO - TRANSFERS	106,906	107,739	115,728	77,438	165,891
TOTAL OTHER OUTGO	692,229	592,522	787,208	586,500	785,925
TOTAL EXPENDITURES & OTHER	25,067,769	28,774,993	32,614,425	34,097,483	47,748,573
CONTINGENCY RESERVE	6,050,541	6,903,337	8,045,967	8,237,731	7,834,980
TOTAL	31,118,310	35,678,330	40,660,392	42,335,214	55,583,553

CAPITAL OUTLAY FUND 40.0
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
REVENUE			
STATE			
PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	1,464,456	121,000	726,993
PROP 39 - CLEAN ENERGY PROJECTS	794,724	-	737,067
STATE CARRYOVERS	1,408,210	100,047	3,733,269
TOTAL STATE	3,667,390	221,047	5,197,329
LOCAL			
PROPERTY TAX - RDA PASS THRU	-	1,564,445	-
RENTS	260,817	274,525	274,525
INTEREST	142,219	190,599	200,000
NON-RESIDENT CAPITAL CHARGE	2,946,451	2,981,120	2,981,120
LOCAL INCOME	137,688	6,379	6,000
TOTAL LOCAL	3,487,175	5,017,068	3,461,645
TOTAL REVENUES	7,154,565	5,238,115	8,658,974
EXPENDITURES			
SUPPLIES	1,500	-	1,500
CONTRACT SERVICES	370,000	1,996,668	1,864,172
CAPITAL OUTLAY	21,449,767	2,570,343	22,131,108
TOTAL EXPENDITURES	21,821,267	4,567,011	23,996,780
TOTAL EXPENDITURES AND TRANSFERS	21,821,267	4,567,011	23,996,780
OPERATING SURPLUS/(DEFICIT)	(14,666,702)	671,104	(15,337,806)
BEGINNING BALANCE	14,666,702	14,666,702	15,337,806
ENDING FUND BALANCE	-	15,337,806	-

**MEASURE U FUND 42.2
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	-	-	-
INTEREST	143,673	150,498	75,000
TOTAL REVENUE	143,673	150,498	75,000
EXPENDITURES			
SUPPLIES	-	-	-
CONTRACT SERVICES	-	-	-
CAPITAL OUTLAY	19,007,304	9,637,840	9,451,289
TOTAL EXPENDITURES	19,007,304	9,637,840	9,451,289
OPERATING SURPLUS/(DEFICIT)	(18,863,631)	(9,487,342)	(9,376,289)
BEGINNING BALANCE	18,863,631	18,863,631	9,376,289
ENDING FUND BALANCE	-	9,376,289	-

**MEASURE S FUND 42.3
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	20,000,000	19,880,530	-
INTEREST	481,920	532,733	629,000
TOTAL REVENUE	20,481,920	20,413,263	629,000
EXPENDITURES			
SUPPLIES	-	-	-
CONTRACT SERVICES	208,500	44,459	176,000
CAPITAL OUTLAY	65,851,327	12,390,455	54,009,256
TOTAL EXPENDITURES	66,059,827	12,434,914	54,185,256
OPERATING SURPLUS/(DEFICIT)	(45,577,907)	7,978,349	(53,556,256)
BEGINNING BALANCE	45,577,907	45,577,907	53,556,256
ENDING FUND BALANCE	-	53,556,256	-

MEASURE AA FUND 42.4
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
REVENUE			
OTHER FINANCING SOURCES	50,000,000	49,786,974	-
INTEREST	693,621	707,606	644,000
TOTAL REVENUE	50,693,621	50,494,580	644,000
EXPENDITURES			
SUPPLIES	4,500	39,066	37,500
CONTRACT SERVICES	138,750	93,696	195,000
CAPITAL OUTLAY	123,376,610	56,968,091	66,631,466
TOTAL EXPENDITURES	123,519,860	57,100,853	66,863,966
OPERATING SURPLUS/(DEFICIT)	(72,826,239)	(6,606,273)	(66,219,966)
BEGINNING BALANCE	72,826,239	72,826,239	66,219,966
ENDING FUND BALANCE	-	66,219,966	-

INTEREST AND REDEMPTION FUND 48.0
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
BEGINNING BALANCE	31,253,945	31,253,945	32,835,539
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	31,253,945	31,253,945	32,835,539
REVENUE			
FEDERAL REVENUES	-	1,439,741	-
STATE REVENUES	-	53,100	-
VOTER INDEBTED TAXES	28,929,811	35,972,254	31,466,076
TOTAL REVENUE	28,929,811	37,465,095	31,466,076
TOTAL FUNDS AVAILABLE	60,183,756	68,719,040	64,301,615
EXPENDITURES			
DEBT REDEMPTION	18,643,586	18,643,586	15,624,292
INTEREST CHARGES	17,239,915	17,239,915	18,643,680
TOTAL EXPENDITURES	35,883,501	35,883,501	34,267,972
ENDING FUND BALANCE	24,300,255	32,835,539	30,033,643

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

**STUDENT FINANCIAL AID FUND 74.0
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
REVENUE			
FEDERAL GRANTS	31,915,627	27,352,983	28,927,066
FEDERAL LOANS	2,650,000	2,975,664	3,000,000
CAL GRANTS	2,083,000	2,907,220	2,954,500
FULL TIME STUDENT SUCCESS GRANT	518,100	641,250	911,908
CALIFORNIA COMPETITION GRANT	-	-	400,000
TRANSFER	284,876	294,731	303,689
TOTAL REVENUE	37,451,603	34,171,848	36,497,163
EXPENDITURES			
FINANCIAL AID	37,451,603	34,171,848	36,497,163
TOTAL EXPENDITURES	37,451,603	34,171,848	36,497,163
ENDING FUND BALANCE	-	-	-

SCHOLARSHIP TRUST FUND 75.0
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
BEGINNING BALANCE	15,286	15,286	15,515
REVENUE			
TRANSFER	30,000	30,000	30,000
INTEREST	100	229	230
TOTAL REVENUE	30,100	30,229	30,230
TOTAL FUNDS AVAILABLE	45,386	45,515	45,745
EXPENDITURES			
SCHOLARSHIP	30,000	30,000	30,000
TOTAL EXPENDITURES	30,000	30,000	30,000
ENDING FUND BALANCE	15,386	15,515	15,745

**AUXILIARY FUND
2017-2018 ADOPTED REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2016-2017 ADOPTED BUDGET	2016-2017 ACTUAL	2017-2018 ADOPTED BUDGET
BEGINNING BALANCE	2,595,962	2,595,962	2,408,566
ADJ. TO BEG. BALANCE	-	-	-
ADJUSTED BEGINNING BALANCE	<u>2,595,962</u>	<u>2,595,962</u>	<u>2,408,566</u>
REVENUE			
GROSS SALES	6,029,478	5,497,084	5,485,366
LESS: COST OF GOODS	<u>(4,217,863)</u>	<u>(4,050,140)</u>	<u>(3,832,214)</u>
NET	1,811,615	1,446,944	1,653,152
VENDOR INCOME	726,000	735,721	726,000
AUXILIARY PROGRAM INCOME	<u>523,615</u>	<u>554,392</u>	<u>388,803</u>
NET INCOME	3,061,230	2,737,057	2,767,955
INTEREST	<u>18,000</u>	<u>20,248</u>	<u>21,000</u>
TOTAL REVENUE	<u>3,079,230</u>	<u>2,757,305</u>	<u>2,788,955</u>
TOTAL FUNDS AVAILABLE	<u>5,675,192</u>	<u>5,353,267</u>	<u>5,197,521</u>
EXPENDITURES			
STAFFING	982,752	1,032,373	1,053,550
FRINGE BENEFITS	316,050	312,942	319,827
OPERATING	<u>1,900,681</u>	<u>1,599,386</u>	<u>1,530,308</u>
TOTAL EXPENDITURES	<u>3,199,483</u>	<u>2,944,701</u>	<u>2,903,685</u>
ENDING FUND BALANCE	<u>2,475,709</u>	<u>2,408,566</u>	<u>2,293,836</u>

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD ▼

Fiscal Year: 2016-2017

District: (780) SANTA MONICA

Quarter Ended: (Q4) Jun 30, 2017

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2013-14	Actual 2014-15	Actual 2015-16	Projected 2016-2017
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	144,834,471	150,335,559	175,904,203	170,016,362
A.2	Other Financing Sources (Object 8900)	111,105	120,779	128,383	90,235
A.3	Total Unrestricted Revenue (A.1 + A.2)	144,945,576	150,456,338	176,032,586	170,106,597
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	141,148,243	150,318,178	165,574,581	172,334,364
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	346,364	328,362	313,991	326,050
B.3	Total Unrestricted Expenditures (B.1 + B.2)	141,494,607	150,646,540	165,888,572	172,660,414
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	3,450,969	-190,202	10,144,014	-2,553,817
D.	Fund Balance, Beginning	10,520,810	13,971,779	13,781,577	23,925,591
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	10,520,810	13,971,779	13,781,577	23,925,591
E.	Fund Balance, Ending (C. + D.2)	13,971,779	13,781,577	23,925,591	21,371,774
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	9.9%	9.1%	14.4%	12.4%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	21,415	21,694	21,727	22,024
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2013-14	2014-15	2015-16	2016-2017
H.1	Cash, excluding borrowed funds		37,648,157	54,283,037	54,477,082
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	24,252,853	37,648,157	54,283,037	54,477,082

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)	166,596,935	170,016,362	170,016,362	100%
I.2	Other Financing Sources (Object 8900)	83,219	90,235	90,235	100%
I.3	Total Unrestricted Revenue (I.1 + I.2)	166,680,154	170,106,597	170,106,597	100%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	172,704,130	172,334,364	172,334,364	100%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	317,376	326,050	326,050	100%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	173,021,506	172,660,414	172,660,414	100%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-6,341,352	-2,553,817	-2,553,817	
L.	Adjusted Fund Balance, Beginning	23,925,591	23,925,591	23,925,591	
L.1	Fund Balance, Ending (C. + L.2)	17,584,239	21,371,774	21,371,774	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	10.2%	12.4%		

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

YES

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: 2016-17	221,586	2.8%						
Year 2: 2017-18	343,513	2.2%						
Year 3: 2018-19								
b. BENEFITS:								
Year 1: 2016-17	43,078							
Year 2: 2017-18	72,243							
Year 3: 2018-19								

* 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.

The increase will be funded from revenue from non-resident tuition (Object 8880)

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

YES

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

On March 7, 2017, the Board of Trustees authorized the issuance and sale of the remainder of the District's General Obligation Bond Authorizations related to the Measure S 2004 Election (\$20,000,000) and the Measure AA 2008 Election (\$50,000,000), along with the refunding of certain outstanding general obligation bonds from such elections (\$25,395,000). The bond sales took place on March 30, 2017, and the District successfully closed and issued the Bonds on April 13, 2017. As a result of such bond sales, the District achieved a true borrowing cost of 3.21% and generated total taxpayer savings of \$1.71million. Repayment ratios on the debt ranged from 1.06 to 1 to 1.20 to 1 depending on the issuance. As these issuances were General Obligation Bonds there will be no material effect on the Districts budget.

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

**This year?
Next year?**

**NO
YES**

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

The District is currently experiencing a decline in resident enrollment that exceeds what has been planned for. This decline in resident enrollment coupled with a lack of growth in non-resident enrollment has impaired the Districts ability to generate additional revenue. This impairment coupled with increases in expenditures related to salary (step/column, longevity and negotiated increases to the salary schedule), increases in pension contributions and increases on health and welfare costs has resulted in a projected operating deficit in the upcoming year. While the District reserves are healthy, without additional revenue generation or expenditure reduction, the District will face serious budgetary complications in 2018-2019 and beyond.

**AGREEMENT
BETWEEN THE SANTA MONICA COMMUNITY COLLEGE DISTRICT
AND THE MADISON PROJECT**

THIS SERVICES AGREEMENT (“Agreement”) is made as of this 6th day of September, 2017 (“Execution Date”), by and between the SANTA MONICA COMMUNITY COLLEGE DISTRICT, a California public entity (“SMC”), and MADISON PROJECT, a California Non-profit Public Benefit Corporation (“MP”). MP operates under the business name The Broad Stage (“TBS”). This Agreement supersedes the original Agreement dated as of November 11, 2007.

In consideration of the mutual promises and covenants contained herein, SMC and MP agree as follows:

1. **Term.** The Term of this Agreement shall begin as of the date first written above and continue for ten years until September 5, 2027.

2. **Definitions.**

- a. “Santa Monica College Performing Arts Center” (“Center”) shall mean the SMC satellite campus site bounded by Arizona Avenue on the north, 11th Street on the east, Santa Monica Boulevard on the south, and 10th Street on the west (the satellite site is also known as the Madison Campus); the buildings and improvements thereon; and an adjacent office building at 919 Santa Monica Boulevard. The Center is SMC’s comprehensive teaching, exhibit, and performance facility for the arts. It includes the Madison Building, the Broad Stage, the Edye Second Space, the East Wing, and the 919 building.
- b. “Madison Building” shall mean the existing two-story classroom building. The Madison Building includes the Edye Second Space (being the renovated center wing of the Madison Building, for use as a small performance hall). The Madison Building is used for classroom teaching, exhibitions, and offices.
- c. “Broad Stage” shall mean the state-of-the-art 538-seat multi-purpose main stage theater (located to the south of and physically connected to the Madison Building); support facilities (being the dressing room and support space); and the Courtyards (being the outdoor areas immediately east of the Broad Stage and the Edye Second Space, for use as event space and food service; use of outdoor space requires approval of SMC to avoid conflict with College use of Center). The use of the term “Broad Stage” in this Agreement refers to the main stage theater and does not refer to the business name of MP.
- d. “Edye Second Space” shall mean the small instructional and performance hall within the center wing of the Madison Building.

- e. “East Wing” shall mean the Music Hall, classroom rehearsal spaces, and food preparation facilities located within the newly constructed multi-story east wing addition to the Madison Building.
- f. “Music Hall” shall mean the large auditorium in the East Wing. The auditorium will accommodate rehearsals for Broad Stage performances, instruction, and public events. The Music Hall opens to the Courtyard along its western wall.
- g. “919” shall mean the three-story office building at 919 Santa Monica Boulevard.
- h. “SMC Events” shall mean all theater, dance, music, lectures and other such performances produced by SMC at the Theater.

3. Background.

- a. MP is a California Nonprofit Public Benefit Corporation that was formed for the purpose of programming, presenting and producing for the general public a season of performances and theatrical productions with high-profile, world-class performers and emerging national and local talent each year as well as other related activities.
- b. SMC offers its undergraduate students a variety of programs including courses in film, television, theater, dance and music, some of which may take place in the Broad Stage.
- c. SMC believes that the presence of MP at the Broad Stage will complement and enhance the education and cultural programs of SMC and its community service mission.
- d. In March 2008, the SMC Board of Trustees approved naming the main stage theater “The Eli and Edythe Broad Stage” and naming the small performance hall “The Edye Second Space” in acknowledgement of a gift of \$10 million from The Broad Foundation to MP. The gift established an endowment for the operational expenses of the theater. The Broad Stage opened in September 2008.

4. MP Obligations.

- a. MP shall provide the overall artistic vision for the Broad Stage.
- b. MP shall produce (or co-produce) professional theater programs at the Center (“MP Productions”).

- c. MP shall present to the general public a season of performances with high-profile, world-class performers and emerging national and local talent each year as well as other related activities (“MP Presentations”).
- d. MP shall have exclusive responsibility for the selection of MP Productions and for the hiring of its actors, designers, directors, playwrights, and for making other artistic decisions and setting technical specifications for their performances. MP shall have no such responsibility for productions produced by SMC and offered at the Center.
- e. MP shall have exclusive responsibility for the selection of the MP Presentations and for booking such acts, productions, and presentations into the Broad Stage and other halls at the Center.
- f. MP shall offer free arts education for the specific benefit of one or more of the following audiences: pre-school, Kindergarten through twelfth (12th) grade, SMC students, Emeritus and other underserved audiences. There shall be at least twelve such performances per year, spread somewhat evenly over the course of the year.
- g. MP shall provide managerial, production, and professional support for MP Productions and MP Presentations.
- h. MP shall allow SMC students the opportunity to volunteer or be employed as ushers and other such positions at the Broad Stage and other halls at the Center under the supervision of MP.
- i. MP shall provide student-discounted tickets to MP Productions and MP Presentations. SMC and MP shall jointly establish the amount of the discount. MP will make specific efforts to encourage student audience development and attendance for MP productions.
- j. MP may enter into independent agreements, contracts and producing partnerships consistent with the standards and norms of a professional, regional non-profit theater company. MP shall base their agreements on forms approved by SMC.
- k. Subject to SMC’s approval of the vendor and terms of the contract, MP may enter into a contract with a third party to prepare and serve food at the Broad Stage during MP Productions and MP Presentations.
 - (i) MP shall retain any profits earned from the sale of concessions.
 - (ii) Any sale or use of alcohol shall be consistent with SMC policies.

- l. MP shall be responsible for making arrangements for and supervising the sale of merchandise, if any. MP shall retain any profits earned from the sale of merchandise.
- m. MP shall provide advertising and promotion of its season and arts education programming at the Center.
- n. **Personnel.** All personnel of MP shall be hired following advertisement and search process approved by MP's Board of Directors.
- o. MP shall include in all of its printed material, in the manner approved by SMC, information concerning SMC's ownership of the Broad Stage and other halls at the Center.
- p. All signage on the Broad Stage shall be approved jointly by SMC and MP.
- q. **Corporate Sponsorships.** MP and SMC agree that it may be desirable to involve the Broad Stage with one or more corporate sponsorship programs so as to increase revenues or other resources that may be made available, including, without limitation, in-kind contributions in support of theater operations, marketing and other functions. MP shall be responsible for establishing appropriate concepts and general parameters for any corporate sponsorship programs involving the Broad Stage, and shall prepare written guidelines ("Sponsorship Guidelines") for review and approval by SMC. MP shall implement any sponsorship programs pursuant to the Sponsorship Guidelines. The corporate sponsorship programs shall be in full compliance with all applicable laws, regulations and ordinances. MP shall retain all revenues received from such corporate sponsorships.
- r. **Standard of Care.** MP shall furnish its best skill and judgment in the performance of services under this Agreement so as to achieve a high degree of cost efficiency while maintaining quality performance. MP shall cooperate with SMC in protecting and furthering the best interests of SMC regarding the use of the Broad Stage.
- s. **Miscellaneous Reports and Information.** MP shall deliver to SMC copies of all notices, agendas, and minutes of MP Board meetings. In addition, MP shall prepare, from time to time, reports concerning such other matters relating to its responsibilities as SMC may reasonably request.
- t. **Compliance with Laws.** In performing any obligation under this Agreement, MP shall be responsible for compliance with: (i) all applicable federal, state and municipal laws, ordinances, regulations and orders; (ii) applicable laws and regulations relating to workers' compensation, social security, unemployment

insurance, hours of labor, wages, working conditions and other employer-employee related subjects; and (iii) the rules, regulations or orders of the local Board of Fire Underwriters or other similar body. MP shall promptly remedy any violation of any such law, ordinance, rule, regulation or order that comes to its attention.

- u. **Nuisance.** MP shall not maintain, commit, or permit the maintenance or commission of any nuisance on or within the Center.

5. **SMC Obligations.**

a. **Event Staff.**

1. SMC shall be responsible to provide the technical staff for all events at the Center, including a technical lead that shall be present during rehearsals, load-in, and load-out.

2. SMC shall from time to time provide MP with its uniform schedule of costs for staff time for all non-SMC users of the facilities of the Center. The uniform schedule of costs shall be determined by the actual costs of wages and benefits for technical staff, technical supplies, technical equipment and repair, and other routine expenses related to the operation of the theaters. The uniform schedule of costs excludes expenses to be paid by SMC as described elsewhere in this section. Additionally, the uniform schedule of costs excludes utilities and maintenance contracts needed for the Center. Also, the uniform schedule of costs excludes rent, burden, or other indirect costs.

3. As a SMC-affiliated entity, MP shall receive a fifteen (15) percent reduction of the uniform schedule of costs.

4. SMC and MP shall mutually agree on the proportional assignment of overtime costs when such overtime is made necessary by overlapping scheduling requirements of SMC and MP events.

5. The payment of such charges shall be addressed in the Annual Business Plan and Annual Budget required pursuant to paragraph 7 below. Technical staffing for all MP Presentations and MP Productions shall be mutually determined between SMC and MP in accordance with SMC's minimal requirements and guidelines.

6. SMC shall make available to MP the right of access to audit and to inspect all books and records maintained by SMC pertaining to the operation of the Center.

- b. **Security.** SMC shall provide routine security for the Center. At its own expense, MP may hire additional security for specific performances. Any such additional security hired by MP shall follow any directions from the Santa Monica College Police.
- c. **Administrative Offices.** SMC shall provide MP with administrative offices at the Center. MP shall also have non-exclusive access to bathroom facilities and a kitchen. All such office space shall be provided to MP at no cost. Additionally, SMC shall pay for electricity, data connection, and water. At its sole discretion, SMC may relocate the administrative offices of MP now located on the third floor of 919 Santa Monica Boulevard to another location at the Center.
- d. **Development Office and Box Office.** MP shall operate and maintain its own Development Office. MP shall operate a box office and ticketing purchase system within the structures of its Development Office for MP Productions and MP Presentations at the Center.
- e. **Maintenance.**

SMC shall:

- 1. Maintain all administrative offices and space occupied by MP employees, all classrooms, and all exhibition spaces at the Center.
 - 2. Provide all routine maintenance service for the interior and exterior of the Broad Stage and other halls at the Center.
 - 3. Provide all capital repairs for the interior and exterior of the Broad Stage and other facilities at the Center.
- f. **Filming at the Theater.** MP and SMC agree that it may be desirable to permit filming of and/or in the Broad Stage from time to time to create revenues for the Center. SMC shall solicit, negotiate, and manage filming rights at the Center. SMC shall be responsible for establishing appropriate concepts, fees and general parameters for permitting such filming involving the facilities at the Center. SMC shall supervise all filming activity and ensure the facility is left in the same condition as it was at the beginning. SMC shall consult with MP as to the dates and times for filming to avoid conflicts in scheduling. All filming shall be in compliance with all applicable laws and all filming revenue shall belong to SMC to help recover the costs of operating the theaters at the Center.
 - g. SMC shall maintain a separate account for revenues that SMC receives from licenses for filming, revenues from non-MP users, and from parking at MP

Productions and MP Presentations. These books and records shall be provided on a quarterly basis to MP.

6. MP and SMC Joint Obligations.

a. Coordination of Events.

SMC shall be entitled to select at least 45 days for SMC academic and SMC program use of the Broad Stage. SMC shall schedule final rehearsals at the Broad Stage as required for instructional purposes. SMC shall schedule its performance classes and preliminary rehearsals at other locations at the Center or at SMC's main campus. The SMC calendar shall be submitted to MP at least 18 months prior to the start of the academic year. The remainder of the dates shall be available for scheduling by MP. Dates not used for MP Productions and MP Presentations shall be available for use by SMC or for license to third parties. The mechanics of such licensing activities shall be handled by SMC, which SMC may in its sole discretion delegate to MP. The decision of whom to license to and how much to charge shall be determined by SMC after good faith consultation with MP. SMC dedicates licensing revenue to maintaining and operating the Broad Stage and the other halls at the Center, including providing for the year-round employment of full-time theater technicians, providing theater supplies, maintaining equipment, and investing in small capital improvements. From time to time, following joint discussion, SMC directs some revenues from licensing to operational subsidies for MP. Both MP and SMC separately agree that maintaining a balance of MP Presentations, MP Productions, and SMC revenue generating events is in each of their interests and agree to coordinate events as needs and opportunities arise.

b. Use of Name.

SMC shall have the right to use of photographs and press relating to the Center and MP Productions and MP Presentations.

c. Facility Access.

SMC shall control access to all facilities at the Center. MP shall follow SMC protocols with regard to key request authorizations. MP shall notify SMC in a manner mutually acceptable to MP and SMC when MP personnel or third parties associated with MP enter the Broad Stage or the Edye Second Space. Such access protocols may include delegation of authority to the MP Director or to MP employees specifically designated by the Director to have the right to enter and access the lobby, auditorium, box office, artist entrance, dressing rooms, green room, and Edye Second Space with notification. Access protocols shall include

notification and approval by SMC staff for entry and access to the stage and to the area below the stage.

d. Naming of Theaters.

1. SMC and MP shall determine the name for the main stage theater and the name for any of the halls, rooms, areas, seats, or amenities of the main stage theater in accordance with Board Policy 7130. The proceeds of any naming activity shall be placed in an endowment for the benefit of the main stage theater, which endowment shall be administered by MP in accordance with the terms of gifts to the endowment and such endowment policies as the MP Board of Directors shall establish from time to time.
2. In March 2008, the main stage theater and the small performance hall were named The Eli and Edythe Broad Stage and The Edye Second Space respectively, in conformance with paragraph 6.c.1 above.
3. In March 2008, MP, SMC, and The Broad Foundation entered into a Charitable Gift Agreement. The Charitable Gift Agreement memorializes and permits specific naming agreements and Wall of Honor donor listings as then in place. Additional naming activity inside the Broad Stage requires the written consent of The Broad Foundation.
4. The Charitable Gift Agreement provides that MP and SMC agree that they shall not change the name of the Center, either with or without consideration, from the current name of the Center to a name that includes an individual, corporation or any other type of entity in any manner whatsoever for as long as the main stage theater and the small performance hall at the Center are named The Eli and Edythe Broad Stage and The Edye Second Space, respectively.

7. Business Plan.

- a. MP shall prepare and submit to SMC for SMC's approval, at least one hundred twenty (120) days prior to the commencement of each fiscal year, an overall operational, use, and business plan for all activities, policies, and strategies to be implemented by MP for each upcoming fiscal year of SMC ("Business Plan"). SMC shall have the sole authority to review and approve each Business Plan, including the annual Budget (as hereinafter defined) contained therein as necessary to implement each approved Business Plan. Each Business Plan shall include, without limitation, each of the following:
 1. A summary of the preceding years and schedule for the coming year of those activities, events, programs, and other areas of responsibility

assigned to MP in this Agreement, including, without limitation, those duties concerning the free arts education program (see paragraph 4.f.) advertising, event management, sponsorships and licensing, marketing and promotion, production schedule, and service contracts.

2. As appropriate, recommendations to SMC to address traffic, vehicular and pedestrian circulation, parking, safety, and other community concerns arising in the vicinity of the Broad Stage and the Edye Second Space.
3. As appropriate, recommendations to SMC on levels of staffing for performance of SMC responsibilities relating to operations, maintenance, repair and security.
4. A summary of advertising and marketing activities, events and programs to be undertaken by MP.

b. **Annual Budget.**

As part of the annual Business Plan summarized above, MP shall prepare and submit to SMC for SMC's approval a proposed operating budget and forecast of income and expenses for implementation and performance of those activities, events, and programs undertaken by MP. SMC shall have the sole authority to review and approve each Budget.

c. **Business Plan and Budget Review.**

Prior to approving the Business Plan and Budget, SMC will consult with MP in the period prior to the commencement of each subsequent fiscal year. In approving the Business Plan and Budget, SMC shall make such revisions as it deems appropriate in its sole discretion. If the Business Plan is not disapproved in writing in sixty (60) days after submission, MP shall give SMC five (5) days notice after which the Business Plan and Budget shall be deemed approved if SMC has not taken action within such time period.

d. **Implementation of Business Plan and Budget.**

Once approved by SMC, MP shall implement the Business Plan and Budget. During any fiscal year, either party may propose an amendment to the Business Plan or Budget based on changed circumstances, which amendment must be approved by SMC in writing.

e. **Reserves.**

1. MP shall maintain an unrestricted reserve of five (5) percent of its annual operating expenses.
2. At any time that unrestricted reserves fall below five percent of MP's annual operating expenses, MP shall submit to SMC a written plan to reduce expenses and/or increase revenues.
3. In the event that MP reserves remain below an unrestricted reserve of five percent, SMC shall reduce MP expenses as necessary to bring unrestricted reserves to five percent.

f. **Employment of Personnel.**

1. In accordance with the Business Plan, MP shall have in its employ at all times during the term of this Agreement a sufficient number of capable employees to enable it to properly, adequately and economically perform its responsibilities consistent with this Agreement and the standards contained herein, except for employees who were hired prior to the signing of this agreement. All matters pertaining to the employment, supervision, compensation, promotion and discharge of such employees, as well as union negotiation and compliance with laws and regulations dealing with employee matters, are the responsibility of MP, which is in all respects the employer of such employees. MP shall be responsible to SMC for the acts and omissions of its agents and employees, each acting within the scope of his or her relationship with MP. MP shall ensure that all of its employees understand that they are the employees of MP and not SMC.
2. MP shall provide equal opportunity employment to all people without regard to race, religion, color, sex, marital status, national origin, age, disability, the condition of having AIDS, and/or sexual orientation. MP shall provide SMC with a copy of its personnel policies manual, which sets forth the policies governing the transactions between employees and prospective employees and MP relating to employment benefits and other personnel-related activities.

8. **Parking.** In obtaining approval from the City of Santa Monica for the construction of the Theater, SMC agreed to certain mitigation measures to avoid adverse parking impacts. These mitigation measures are as follows:

- a. SMC shall prepare and implement a parking operations plan for the Center. The parking operations plan shall ensure there is at all times a sufficient supply of on-campus parking for all persons utilizing the campus. The plan shall satisfy this

requirement through a combination of measures, including: (1) limits on the scheduling of classroom activities prior to and during theater use to ensure classroom-related parking in combination with theater-related parking does not exceed campus parking capacity, (2) limits on theater ticket sales to ensure there is adequate parking for theater users after accounting for parking demand generated by other campus users, and (3) expanding the on-campus parking supply by use of an attendant/stacked parking system or the use of shuttle buses to and from offsite parking garages.

- b. The parking operations plan shall provide that attendance at any and all events in the theaters will not generate parking demand in excess of parking supply after accounting for non-theater parking demand during the time period affected by the theater events. When necessary to ensure that this requirement is met, the plan shall require that theater admissions shall be subject to a “cap” or maximum limit.
- c. The parking operations plan shall incorporate a provision requiring notification to theater users that the neighborhood in which the Center is located is protected by a preferential parking district, which generally prohibits parking by nonresidents. Such notification will direct theater users to park on-campus or to use shuttle parking.
- d. The parking operations plan shall include the name and phone number of a SMC contact person available to address any questions, comments or complaints about parking at the Center.
- e. The parking operations plan shall be reviewed and modified as necessary prior to the commencement of each academic session to account for any changes in parking demand due to changes in non-theater activities or anticipated theater events planned for the Center.
- f. The parking operations plan shall be available for public review.
- g. SMC shall maintain statistical information showing parking demand for theater and non-theater uses at the Center during each academic session. This information shall be available for public review.

SMC shall supply MP with a copy of SMC’s operation plan and each amendment thereto as soon as feasible. MP acknowledges that it will schedule and conduct its operations in full compliance with the parking operations plan developed and from time to time amended by SMC. The parking plan shall maximize use of parking for theater patrons in the surface lot of the Center, the garage at 919 Santa Monica Boulevard, and at neighboring lots with reciprocal parking arrangements with the Center. The parking plan shall provide up to fifteen (15) nights annually (on Mondays, Tuesdays, Wednesdays, and/or Thursdays) with student parking redirected to an

off-campus location, subject to approval by the SMC Superintendent/President and subject to the availability of shuttle service to the off-campus location.

9. **Accounts, Books and Records.** MP shall maintain its books and records in accordance with generally accepted accounting principles (“GAAP”) in a manner as will facilitate accurate preparation of necessary fiscal reports and in the form required by SMC and reasonably acceptable to SMC. Such books and records shall be maintained by MP at MP’s address set forth below or at such other location as may be mutually agreed upon in writing, and shall be so maintained for a period of ten (10) years after the creation of such books and records (except in the event of an audit, litigation or other proceeding involving such books and records which is not complete within said ten (10) year period, in which case, the books and records shall be maintained until the conclusion of the proceeding), or for such other period as SMC and MP shall agree. SMC and its representatives shall have the right of access to audit and to inspect all books and records maintained by MP. All such audits shall be at SMC’s cost, shall be conducted during normal business hours and shall be conducted at MP’s office where such books and records are located. Any audit may be conducted by SMC’s employees or by independent auditors engaged by SMC. MP shall cooperate with SMC’s auditors and accountants in any inspection and audit of the books and records. Should an inspection or audit reveal material weaknesses or material errors in record keeping, MP shall immediately correct such weaknesses or errors. MP shall expend commercially reasonable best efforts to control accounting and financial transactions as are reasonably required to protect MP’s and/or SMC’s assets from theft, error or fraudulent activity on the part of MP’s associates or direct employees.

10. **Accounting.** Monthly statements of MP operations shall be provided to SMC within thirty-five (35) days after each month hereunder and shall show payments, collections, delinquencies, uncollectible items, and other matters pertaining to the promotion, marketing, presenting, and producing theatrical events during the preceding month. The statements shall include a comparison of monthly and year-to-date actual income and expenses with the Budget. MP shall, on a quarterly basis, provide SMC with an analysis of any significant variances between budgeted and actual amounts. Such statements and reports shall be in a form required by SMC or otherwise acceptable to SMC.

11. **Copies of Books and Records.** MP shall maintain, and shall supply to SMC upon request, copies of the books and records maintained by MP, including, but not limited to:

- a. All bank statements, bank deposit slips and bank reconciliations.
- b. Detailed cash receipts and disbursement records.
- c. Detailed trial balance.
- d. Paid invoices.
- e. Summaries of adjusting journal entries.

- f. Supporting documentation for payroll, payroll taxes and employee benefits.
- g. Vouchers, statements and records from all independent contractors engaged by MP.

12. **Insurance.** During the term of this Agreement, MP and independent contractors employed by MP hereunder pursuant to a written agreement entered into after the date of Agreement shall maintain in full force and effect the following kinds of insurance covering its respective operations in the State of California:

- a. Broad Form Commercial Public Liability, including coverage of the contractual liability described in Articles 10.1 and 10.3, as applicable. Unless otherwise approved in writing by SMC, MP will maintain at least One Million Dollars (\$1,000,000) of such coverage and require all independent contractors it employs hereunder to maintain public liability insurance in the minimum amount of One Million Dollars (\$1,000,000), combined single limit, covering both bodily injury (including death) and property damage.
- b. Workers' Compensation and Employer's Liability in an amount not less than required by California laws, covering all employees who are engaged in any work under this Agreement.
- c. Comprehensive Automobile Liability when the services to be performed require use of a motor vehicle.
- d. Directors and Officers Liability in the amount of \$2 million.
- e. Such other insurance as SMC may reasonably require, upon 90 days advance written notice from SMC.

Such MP insurance coverage shall be subject to SMC's approval for carriers and adequacy of protection and SMC may elect to insure MP under policies carried by SMC. If SMC does not elect to insure SMC under SMC's policies, MP's policies shall name SMC, its Board of Trustees, its agents, representatives, and employees as additional insureds.

13. **Indemnification.** MP shall indemnify and hold SMC, its Board of Trustees, its agents, representatives, employees and affiliates harmless from, and defend them against, all liabilities, losses and claims, including personal injury or death to persons and damage to property, and reimburse them for all expenses they incur (including the costs of litigation and reasonable outside attorneys' fees), on account of any activity, condition, or event arising out of the performance, preparation for performance or nonperformance of any provisions of this Agreement by MP, its employees, contractors, or agents. MP shall require that each independent contractor that MP employs hereunder shall pay for and defend any and all suits or actions

threatened or instituted against MP or SMC, its Board of Trustees, its agents, representatives, employees, and affiliates, and shall pay all reasonable attorneys' fees, litigation costs and all other expenses in connection therewith, and shall promptly discharge any judgments arising therefrom. These conditions shall also apply to any work or operations subcontracted by such contractors. Such provisions shall expressly survive the expiration of any contracts in which they are contained.

14. **Termination; Obligations Upon Termination.** Notwithstanding the provisions of Paragraph 1, this Agreement may be terminated prior to the expiration of the term by SMC with cause for any breach of this Agreement upon 30 days prior notice to MP. Upon the termination of this Agreement by any means,

- a. MP shall remain obligated:
 1. To render to SMC a final accounting of income and expenses of the Theater as provided in this Agreement.
 2. To deliver to SMC all keys and records in MP's possession at the date of termination.
 3. All personal property (including but not limited to equipment, hardware, trade and non-trade fixtures, materials and supplies) acquired pursuant to this Agreement or the Business Plan, whether paid for directly by SMC or by way of reimbursement to MP or by MP from its funds shall become the property of SMC and shall remain on the Center at the termination of this Agreement.
- b. SMC shall remain obligated:
 1. To honor any agreement for use of the Theater of which it had knowledge prior to termination.
 2. To issue a public announcement only after good faith consultation with MP.

This Paragraph shall survive the expiration or earlier termination of this Agreement.

15. **Notices.** All notices, approvals, demands, reports and other communications provided for in this Agreement (individually, a "Notice") shall be in writing and shall be given to such party at its address set forth below or such other address as such party may hereafter specify for the purpose by Notice to the other party listed below. Each Notice shall be faxed or e-mailed to the other party in addition to the provisions of the next sentence. Each Notice shall be deemed delivered to the party to whom it is addressed (a) if personally served or delivered, upon delivery, (b) if given by certified or registered mail, return receipt requested, deposited with the

United States Mail with first-class postage prepaid, seventy-two (72) hours after such Notice is deposited with the United States Mail, (c) if given by overnight courier with overnight courier charges prepaid, twenty-four (24) hours after delivery to said overnight courier, or (d) if given by any other means, upon delivery when delivered at the following address:

If to SMC:

Santa Monica Community College District
1900 Pico Boulevard
Santa Monica, California 90405
Attention: Dr. Kathryn E. Jeffery, Superintendent/President

If to MP:

Name to come

16. **Prohibition Against Transfers.** Except for the retention of consultants, contractors or other third parties to assist the MP in providing the management services required hereunder, MP shall not assign, hypothecate, or transfer this Agreement or any interest therein directly or indirectly, by operation of law or otherwise. Any attempt to do so shall be null and void, and any assignee, hypothecate or transferee shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

17. **Amendments.** All amendments to this Agreement shall be in writing and executed by both parties.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California.

19. **No Waiver of SMC Rights.** The failure of either party to seek redress for violations, or to insist upon the strict performance of any covenant, agreement, provision or condition of this Agreement, shall not constitute a waiver of the terms of such covenant, agreement, provision or condition at any subsequent time, or of the terms of any other covenant, agreement, provision or condition contained in this Agreement.

20. **Agreement Not A Lease.** This Agreement shall not provide MP with any interest in the Theater. This Agreement does not constitute a lease.

21. **Remedies.** In the event of a dispute, disagreement, claim, or breach of contract, the sole and exclusive remedy of one party against the other shall be an action for specific performance. The parties agree that all material obligations of this Agreement are unique and special such that monetary damages for any breach would be an inadequate remedy. Prior to commencing such action, the aggrieved party must seek mediation. In the event that a party seeks mediation, it shall notify the other party in writing with a proposed list of at least four mediators. The party

receiving the notice shall select a mediator from the list or supply its own list of at least four (4) mediators within eight (8) days or the notifying party may make the choice and the parties will be bound by the choice. The process will continue until a mediator is selected. In exercising their right of nomination and selection of a mediator, each party will act in good faith and after a mediator is selected, each party will pay their share of the fees and select dates in good faith to expedite the resolution of any dispute. There shall be no action for monetary damages.

If either SMC or MP commences an action for a dispute arising under this Agreement, all of the issues in such action, whether of fact or law, shall be submitted to general judicial reference pursuant to California Code of Civil Procedure sections 638 and 641 through 645.1 or any successor statutes thereto.

22. **Severability.** If any provision of this Agreement or the application thereof to any person or circumstances shall be invalid or unenforceable to any extent, the remainder of this Agreement and the application of such provisions to other persons or circumstances shall not be affected thereby and shall be enforced to the greatest extent permitted by law.

23. **No Third Party Beneficiary.** This Agreement is made solely and specifically between and for the benefit of the parties hereto, and no other person whatsoever shall have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third party beneficiary or otherwise.

24. **No Lien.** This Agreement does not create a lien of any kind upon the Theater or any other real or personal property.

25. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties hereto with respect to all of the matters herein and its execution has not been induced by, nor do any of the parties hereto rely upon or regard as material, any representations or writing whatsoever not incorporated herein and made a part hereof.

26. **Counterparts.** This agreement may be signed in counterparts and facsimile copies shall be deemed originals.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be duly executed and delivered as of the day and year first above written.

SANTA MONICA COMMUNITY COLLEGE DISTRICT

By: Dr. Kathryn E. Jeffery
Its: President

MADISON PROJECT

By:
Its: Secretary