



MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

TUESDAY, NOVEMBER 5, 2019

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/>

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 5, 2019

MINUTES

A meeting of the Board of Trustees of the Santa Monica Community College District was held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, November 5, 2019.

I. ORGANIZATIONAL FUNCTIONS - 5:30 p.m.

- CALL TO ORDER
 Dr. Margaret Quiñones-Perez, Chair - Present
 Dr. Nancy Greenstein, Vice-Chair - Present
 Dr. Susan Aminoff – Excused Absence
 Dr. Louise Jaffe - Present
 Rob Rader – Excused Absence
 Dr. Sion Roy - Present
 Barry A. Snell - Present
 Brooke Harrington, Student Trustee – Present (for public session)

- PUBLIC COMMENTS ON CLOSED SESSION ITEMS
 Peter Morse

II. CLOSED SESSION - 5:34 p.m.

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 Agency designated representatives: Sherri Lee-Lewis, Vice-President, Human Resources
 Robert Myers, Campus Counsel
 Employee Organization: SMC Police Officers Association

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

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

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS - 7:05 p.m.

- PLEDGE OF ALLEGIANCE – Associated Students President Daniel Cha

- CLOSED SESSION REPORT – None

- 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: Louise Jaffe
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Rader)

IV. SUPERINTENDENT'S REPORT

V. PUBLIC COMMENTS

Gabriella Daroudpar
Chloe Levian
Nathan Silverberg
Tiffany Inabu
José Quintero (on Recommendation No 3-A)

VI. ACADEMIC SENATE REPORT

VII. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

VIII. CONSENT AGENDA

Approval of Minutes

#1 Approval of Minutes: October 1, 2019 (Regular Meeting)

Academic Affairs

#2 Courses Approved for Distance Education, Fall 2019

Contracts and Consultants

- #3-A Approval of Contracts and Consultants
(Greater than the amount specified in Public Contract Code Section 20651)
- #3-B Ratification of Contracts and Consultants
(Less than the amount specified in Public Contract Code Section 20651)

Human Resources

- #4 Academic Personnel
- #5 Classified Personnel – Regular
- #6 Classified Personnel – Limited Duration
- #7 Classified Personnel – Non Merit

Facilities and Fiscal

- #8 Facilities
- A Change Order No. 24– Student Services Building
 - B Amendment No. 2 to Agreement for Engineering Services/Construction Administration, Student Services Building
 - C Amendment No. 4 to Agreement for Engineering Services/Construction Administration, Air Conditioning Design
 - D Amendment No. 12 to Agreement for Architect Services/Construction Administration, Student Services Building
 - E Award of Contract – STEM Shop Renovation
 - F Project Close Out – Student Services Audio Visual
- #9 Acceptance of Grants and Budget Augmentation
- #10 Budget Transfers

Facilities and Fiscal *(continued)*

- #11 Commercial Warrant Register
- #12 Payroll Warrant Register
- #13 Reissue of Payroll Warrant
- #14 Auxiliary Payments and Purchase Orders
- #15 Providers for Community and Contract Education
- #16 Organizational Memberships
- #17 Authorization of Signatures to Approve Invoices, 2019-2020
- #18 Purchasing
 - A Award of Purchase Orders
 - B Award of Contracts

IX. CONSENT AGENDA – Pulled Recommendations

X. MAJOR ITEMS OF BUSINESS

- #19 Reappointment to Personnel Commission
- #20 Resolution: Veterans Awareness Week
 - 21 Update: Veterans Resource Center
- #22 MOU Between the SMCCCD and SMC Police Officers Association
- #23 First Modification to Ground Lease with City of Santa Monica for Early Childhood Lab School and Direction to Establish Operator Funding and Grant Funding Agreements with Growing Place
- #24 Board of Trustees Goals and Priorities, 2019-2020
- #25 2019-2020 Quarterly Budget Report and 311Q *(see Appendix A)*
- #26 Board of Trustees Budget Objectives and Principles

XI. INFORMATION

- 27 Citizens' Bond Oversight Committee Meeting, October 16, 2019

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, December 3, 2019 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	SUPERINTENDENT'S REPORT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 5, 2019

IV. SUPERINTENDENT'S REPORT

- Fire Update: SMC Police Chief Johnnie Adams reported how the college responded to the effects of the recent Getty fire. College staff monitored general air quality outside and also inside buildings, wind speed and direction, traffic conditions, and what other nearby educational agencies were doing. It was a dynamic situation that changed quickly. Decisions were made based on emerging conditions, and communications to all college staff and students were done in a timely manner.
- The Great Shake Out – October 17, 2019: This year senior staff members were incorporated in the decision-making process, and there were new duties for building monitors. As always, there was an opportunity to learn about communication and training issues which will be helpful in the future.
- Student Services Center Ribbon-cutting Ceremony/SMC 90th Anniversary Celebration– October 22, 2019: Dr. Jeffery commended the planners, Kiersten Elliott and Lizzy Moore, and the many departments across the college that contributed to the two very successful events. The Associated Students sponsored the Student Services Center Ribbon-cutting event which was moved into the Orientation Hall because of the warm weather. The celebration of the 90th anniversary in the evening was well attended and attracted many former staff members and students. Former SMC Vice-President Darroch “Rocky” Young was the keynote speaker, and the event included a tour of the Student Services Center.
- SMC Debate Team Wins Three First-Place Awards: SMC fielded its largest debate team ever and walk away with nearly a dozen individual and team awards at the Crossman Invitational Tournament in October. A total of 21 SMC students took part in the annual tournament held October 19 and 20 at El Camino College, which included team from 16 community colleges and six universities. The SMC team took first place in the Sweepstakes by earning more points than any of the other 15 community college teams. The SMC Associated Students sponsored the SMC speech and debate team’s participation in the competition.
- Storycorp Program: This program will be coordinated and facilitated by NPR in conjunction with the SMC Emeritus Program. The mission is to record, preserve, and share the stories of Americans from all backgrounds and beliefs. StoryCorps facilitators interview usually take place between two people who know and care about each other. For this program, they will be interviewing members of the Emeritus Program. There will be two major events in January and February 2020 -- a press conference will be held in January on the Third Street Promenade, and a formal program by StoryCorps producers will be held in February.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 5, 2019

VIII. CONSENT AGENDA

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

RECOMMENDATION:

The Board of Trustees take the action requested on Consent Agenda Recommendations #1-#18.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations:

MOTION MADE BY: Sion Roy
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Rader)

IX. CONSENT AGENDA – Pulled Recommendations

Recommendation No. 8 – Facilities (A, B, C, D)

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Absent
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Rader)

Recommendation No. 9 – Acceptance of Grants and Budget Augmentation

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Nancy Greenstein
 STUDENT ADVISORY: Absent
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Rader)

RECOMMENDATION NO. 1 APPROVAL OF MINUTES

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

October 1, 2019 (Regular Board of Trustees Meeting)

BOARD OF TRUSTEES

ACTION

SANTA MONICA COMMUNITY COLLEGE DISTRICT

November 5, 2019

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 2 COURSES APPROVED FOR DISTANCE EDUCATION, FALL 2019

Requested Action: Approval/Ratification

Requested by: Curriculum Committee

Approved by: Jennifer Merlic, Vice-President, Academic Affairs

Distance Education

AD JUS 3 Legal Aspects of Evidence

AD JUS 5 Criminal Investigation

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 5, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3-A APPROVAL OF CONTRACTS AND CONSULTANTS

The following contracts are greater than the amount specified in Public Contract Code Section 20651, and are presented to the Board of Trustees for approval.

➤ AMENDMENTS TO PREVIOUSLY APPROVED CONTRACT

	Provider/Contract	Term/Amount	Service	Funding Source
A	Univision	<p>July 2019 - September 2020</p> <p>Increase of \$100,000 for a total not to exceed \$200,000</p> <p>This contract was originally approved on June 4, 2019 in the amount of \$100,000.</p> <p>The original amount provided for 2019 Summer/Fall Radio, Digital and Social Media student recruitment. This amendment provides for 2020 Winter/Spring Radio, Digital and Social Media student recruitment.</p>	<p>2020 Winter/Spring Radio, Digital and Social Media student recruitment.</p> <p>This contract augments SMC’s overall media mix to reach the growing Latinx Spanish/Bilingual speaking population of Los Angeles.</p> <p>Messaging has been built around SMC’s four brand pillars: Location, Security (#1 in Transfers), Value, and Flexibility.</p> <p>Univision combined its media efforts on behalf of SMC with their rising young show host and top influencer, Jose “El Masters” Quintero. Quintero has a sincere passion for education and has used his celebrity to become a motivational speaker at local high schools.</p> <p>To date, Univision has allowed SMC to increase its market reach in the 18-34 demo by 7% and in the 25-54 demo by 13%, an increase of 353,500 total listeners.</p>	District Funds/ Marketing
<p><i>Requested by: Don Girard, Senior Director, Government Relations/ Institutional Communications</i></p> <p><i>Approved by: Kathryn E. Jeffery, Superintendent/President</i></p>				

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 5, 2019

CONSENT AGENDA: CONTRACTS AND CONSULTANTS

RECOMMENDATION NO. 3-B RATIFICATION OF CONTRACTS AND CONSULTANTS

The following contracts are less than the amount specified in Public Contract Code Section 20651, have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: Board Policy Section 6340, Bids and Contracts

Approved by Board of Trustees: 9/8/2008; revised 12/4/2018

Reference Education Code Sections 71028, 81641 et seq, 81655, 81656; Public Contract Code Sections 201650 et seq, and 10115

➤ NEW CONTRACTS AND CONSULTANTS SUBMITTED FOR RATIFICATION

	Provider/Contract	Term/Amount	Service	Funding Source
A	GeckoEngage	Two-year contract Effective January 2020 \$40,000 per year \$2,000 for onsite training in Year One	Gecko Chat+Bot is an artificial intelligence-driven chat and bot system that helps answer queries from students and prospects across the multiple channels they prefer, including live chat on the web, text messaging, Facebook, Twitter, WeChat, and Whatsapp. GeckoChat unifies all of these communication channels into a single cloud-based platform from which college staff/student workers can answer questions as they come in. Gecko Chat+Bot will replace the platform used by "Ask SMC," a Q&A applet currently available on select SMC webpages. That platform has outlived its usefulness. Comment: This contract with GeckoEngage replaces a current contract with Intelliresponse in the amount of \$35,750 per year for improved services. The contract with Intelliresponse will be terminated in June 2020.	Student Equity and Achievement Program
<i>Requested by: Esau Tovar, Dean, Enrollment Services</i> <i>Approved by: Teresita Rodriguez, Vice-President, Enrollment Development</i>				

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 4 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

Reviewed by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources

Approved by: Sherri Lee- Lewis, Vice President, Human Resources

ELECTIONS

INTERIM ACADEMIC ADMINISTRATOR

Kinsella, Denise, Dean, International Education - Extension 11/1/2019-12/31/2019

PROJECT MANAGER

Yahnian, Vanan, Project Manager, STEM 11/6/2019-06/30/2020

INTERIM PROJECT MANAGERS

Clark, Gerald, Project Manager, Distance Education (50%) (corrected date) 9/9/2019-6/30/2020

Garcia, Amanda, Project Manager, Interaction Design (IxD) (50%) (corrected date) 7/16/2019-6/30/2020

Lem, Aimee, Project Manager, Pico Promise (50%) – (corrected date) 8/26/2019-6/30/2020

ADJUNCT FACULTY

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

RETIREMENT

Harclerode, Janet, Full-Time Faculty, English as Second Language (31 Years of Service) 12/17/2019

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification
Reviewed by: Tre'Shawn Hall-Baker, Interim Dean, Human Resources
Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Instructional Assistant - Math (5 positions) Math Department, 11 months, 40 hour, Variable Hours	11/06/2019
Instructional Assistant - Math (7 positions) Math Department, 11 months, 40 hour	11/06/2019

CLASSIFICATION RE-TITLE

From: Journeyman Trade – Carpentry Classified Regular Schedule Range 39	11/06/2019
To: Carpenter Classified Regular Schedule Range 39	
From: Journeyman Trade - Locksmithing Classified Regular Schedule Range 39	11/06/2019
To: Locksmith Classified Regular Schedule Range 39	
From: Journeyman Trade - Painting Classified Regular Schedule Range 39	11/06/2019
To: Painter Classified Regular Schedule Range 39	

PROBATIONARY/ADVANCE STEP PLACEMENT

Delton, Tanysha E., Administrative Assistant II, Academic Affairs (Step C)	10/16/2019
Fernandez, Cyrus, Prof. Development Coordinator, Human Resources (B)	11/18/2019
Gainey, Wayne, Facilities Maintenance Supervisor, Maintenance (C)	11/06/2019
Hall, Martha L., Administrative Assistant I, English Department (Step B)	11/01/2019
Lucio, Carlos A., Lead Events Technician, PAC (C)	11/01/2019

PROBATIONARY

Luna, Leonardo, Journeyman Trade-HVAC, Maintenance	10/16/2019
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PROMOTION

Yihunie, Yosief	11/01/2019
From: Research and Planning Analyst, Institutional Research	
To: Senior Research Analyst, Institutional Research	
Tostado, Jose N.	11/21/2019
From: Carpenter, Maintenance	
To: Construction Maintenance Supervisor, Maintenance	

CLASSIFICATION RE-TITLE

Hnilo, Robert 11/06/2019
From: Journeyman Trade - Painting
Classified Regular Schedule Range 39
To: Painter
Classified Regular Schedule Range 39

Luis, Jaime 11/06/2019
From: Journeyman Trade - Locksmithing
Classified Regular Schedule Range 39
To: Locksmith
Classified Regular Schedule Range 39

Sanchez, Antonio 11/06/2019
From: Journeyman Trade - Painting
Classified Regular Schedule Range 39
To: Painter
Classified Regular Schedule Range 39

Tostado, Jose 11/06/2019
From: Journeyman Trade - Carpentry
Classified Regular Schedule Range 39
To: Carpenter
Classified Regular Schedule Range 39

WORKING OUT OF CLASSIFICATION (PROVISIONAL)

Barba, Ernesto 09/20/2019 - 12/24/2019
From: Network Administrator, Network Services 01/02/2020 - 01/10/2020
To: Network Engineer, Network Services
Percentage: Less than 50%

Bukauskas, Donatas 09/25/2019 – 10/18/2019
From: Instructional Assistant – Math, 30 hours
To: Tutoring Coordinator – Math, 40 hours
Percentage: More than 50%

WORKING OUT OF CLASSIFICATION (LIMITED TERM ASSIGNMENT)

Thomas, Sharon 07/01/2019 – 07/31/2019
From: Administrative Assistant II 08/01/2019 – 10/31/2019*
To: Administrative Assistant III- Confidential
Percentage: More than 50%
(*adjustment to end date)

Weiland, Rebecca 07/01/2019 – 07/31/2019
From: Administrative Assistant III- Conf., Academic Affairs 08/01/2019 – 10/31/2019*
To: H. R. Analyst- Employee and Labor Relations- Conf., Human Resources
Percentage: More than 50%
(*adjustment to end date)

POA EDUCATIONAL PAY DIFFERENTIAL

Dickenson, Traci, CC Police Officer, Intermediate POST Cert.	2.00%	11/01/2019
Gordon, Sean, CC Police Officer, Intermediate POST Cert.	2.00%	11/01/2019

Jester, Dominic, CC Police Officer, Intermediate POST Cert.	2.00%	11/01/2019
<u>CSEA EDUCATIONAL PAY DIFFERENTIAL</u>		
Aragon, Michelle, Administrative Assistant I	1.5%	11/01/2019
Guzman, Jose – Personnel Technician	.75%	11/01/2019
Hightower, Latoya, Student Services Clerk	1.5%	11/01/2019
Khandelwal, Rajesh, Accountant	.75%	11/01/2019
Lee, Jung H., Information Systems Engineer	.75%	11/01/2019
Miller, Christine, Instructional Media Specialist	.75%	11/01/2019
Monzon, Karen, Personnel Analyst	1.5%	11/01/2019
Vasquez, Olga, Personnel Analyst	.75%	11/01/2019
Yan, Yongjian, Sr. Programmer Analyst	.75%	11/01/2019
Zepeda, Juliana, CC Police Dispatcher	.75%	11/01/2019

SEPARATION

LAST DAY OF PAID SERVICE

LEAVES OF ABSENCE- UNPAID RESCINDED

Cardenas, Sergio, Grounds Equipment Operator, Grounds 04/16/2019 – 07/31/2019*

* Mr. Cardenas CalPERS retirement date has been retroactive to April 16, 2019. Therefore, his last day of paid service with the District has been adjusted to April 15, 2019.

RESIGNATION

Arora, Akansha, Student Services Assistant, ISC	10/04/2019
Aviles, Wendy, Disabled Student Services Assistant, DSC	10/11/2019
Bohorquez, Cristobal, Financial Aid Systems Specialist, Financial Aid	10/11/2019
Everett, Joshua, Tutoring Coord, MD&C, LRC	10/17/2019
Mascarenas, Robert, Athletic Equipment Specialist, Athletics	10/21/2019
Prieto, Jose J., Grounds Worker, Grounds	10/11/2019
Vaccaro, Maria Belen, Financial Aid & Scholarship Specialist, Financial Aid	10/10/2019

RETIREMENT

LAST DAY OF PAID SERVICE

Cardenas, Sergio, Grounds Equipment Operator, Grounds	04/15/2019*
*date adjustment from August 6, 2019 meeting	
Hershon, Robert, Multimedia Specialist- CMD, CMD (12 years)	12/29/2019
Seldon, Stuart, Multimedia Specialist- CMD, Academic Comp, CMD (20 years)	12/30/2019

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification
Reviewed by: Tre’Shawn Hall-Baker, Interim Dean, Human Resources
Approved by: Sherri Lee- Lewis, Vice President, Human Resources

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

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

Baldwin, Julianna E., Library Assistant, Library	10/17/2019-02/28/2020
Curriel Lopez, Pedro, Grounds Worker, Grounds	
From:	06/20/2019-10/04/2019
To:	06/20/2019-11/06/2019
Gallego, Luis M., Admin. Asst., Procurement, Log & Contracts	
From:	07/01/2019-10/11/2019
To:	07/01/2019-11/05/2019
Hong, Meghan H., Theatre Technical Specialist, SMC Broad Theatre	
From:	07/01/2019-06/30/2020
To:	12/11/2019-06/30/2020
Huddleston Jr., Donte D., Custodian, Operations	10/15/2019-03/16/2019
Iles II, Dwayne D., Custodian, Operations	06/06/2019-10/04/2019
Macias, Matthew H., Theatre Tech Specialist, SMC Broad Theatre	
From:	10/12/2019-12/31/2019
To:	10/12/2019-06/30/2020
Mendoza, Jesus, Grounds Worker, Grounds	
From:	06/20/2019-10/04/2019
To:	06/20/2019-11/06/2019
Newton, Stephen L., Custodian, Operations	06/05/2019-10/04/2019
Ruff, Ranon A., Custodian, Operations	08/26/2019-11/25/2019
Sanchez, Tristien, Grounds Worker, Grounds	
From:	07/22/2019-10/04/2019
To:	07/22/2019-11/26/2019
To:	07/22/2019-10/08/2019

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.

Abid, Michelle H., Administrative Assistant II, Academic Affairs	11/01/2019-12/20/2019
Iles II, Dwayne E., Custodian, Operations	10/15/2019-12/23/2019
Morrison, Tatiana, Personnel Specialist, Personnel Commission	
From:	07/16/2019-12/31/2019
To:	07/16/2019-05/31/2020

Munoz, Maria D. (aka Angela), Administrative Assistant, Supt/Pres Office	
From:	07/01/2019-12/31/2019
To:	07/01/2019-06/30/2020
Newton, Stephen L., Custodian, Operations	10/15/2019-12/23/2019
Ruff, Ranon A., Custodian, Operations	08/26/2019-02/28/2020
Torregano, Erik M., Custodian, Operations	10/17/2019-03/16/2019

SUBSTITUTE - LIMITED TERM:

Positions established to replace temporarily absent employees. Substitute limited-term appointment may be made for the duration of the absence of a regular employee but need not be for the full duration of the absence.

Abid, Michelle H., Administrative Assistant II, Academic Affairs	09/23/2019-12/31/2019
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RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL – NON MERIT

Requested Action: *Approval/Ratification*
Reviewed by: *Tre’Shawn Hall-Baker, Interim Dean, Human Resources*
Approved by: *Sherri Lee- Lewis, 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, \$14.25/hour (STHP)	46
College Work-Study Student Assistant, \$14.25/hour (FWS)	94
College CalWorks, \$14.25/hour (CALWorks)	2

PHYSICAL EDUCATION DEPARTMENT EMPLOYEES

Recreation Director II \$14.25/hour	1
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SPECIAL SERVICES

Art Model [no costume], \$27.00/hour	1
Community Services Specialist II, \$50.00/hour	1

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 FACILITIES

Requested by: Charlie Yen, Director of Facilities Planning
Approved by: Elaine Polachek, Executive Vice President
Requested Action: Approval/Ratification

8-A CHANGE ORDER NO. 24 - STUDENT SERVICES BUILDING

Change Order No. 24 – BERNARDS BROS. on the Student Services Building project in the amount of \$135,865.

Original Contract Amount	\$77,438,000
Change Order No. 1	17,634
Change Order No. 2	13,169
Change Order No. 3	28,294
Change Order No. 4	204,509
Change Order No. 5	39,913
Change Order No. 6	93,862
Change Order No. 7	86,274
Change Order No. 8	67,477
Change Order No. 9	114,030
Change Order No. 10	25,628
Change Order No. 11	66,285
Change Order No. 12	270,585
Change Order No. 13	14,589
Change Order No. 14	15,578
Change Order No. 15	258,060
Change Order No. 16	301,259
Change Order No. 17	112,151
Change Order No. 18	648,355
Change Order No. 19	365,038
Change Order No. 20	194,533
Change Order No. 21	152,870
Change Order No. 22	437,671
Change Order No. 23	182,020
Change Order No. 24	135,865
<hr/> Revised Contract Amount	<hr/> \$81,288,261

Project Schedule: This change order does result in a change to the contract length. Project has achieved Substantial Completion.

Total Change Orders represents 5% of the original contract.

Funding Source: Measure V

- Comment: Change Order No. 24 includes the following:
- Furnish and install an additional steel member to strengthen the beam at the courtyard next to the main lobby stair;
 - Relocate structural braces at several locations on 3rd floor due to the congestion of utility lines in the ceiling.
 - Provide additional waterproofing membrane at shower rooms to tie the wall and floor waterproofing assembly to avoid any water leakage at the corners.
 - Provide custom fabricated nested stud to fit inside curtain wall mullion.
 - Provide positive/mechanical attachment of HVAC diffusers to T-Bar Ceiling Systems as required to comply with DSA requirements.
 - Re-grade southern end of the east driveway and rebuild the concrete curb and trench drain to accommodate the existing grade of Parking Lot 1;
 - Provide slurry at the planter near the northeast corner of the building to terminate the area of lightweight soil;
 - Core concrete for site railing installation at path of travel south of the building;
 - Provide paint for contrasting tread striping at Stair 2 and Stair 3;
 - Provide additional striping and signage per the requirements of the city of Santa Monica;
 - Provide revised footings for exterior signs at podium level;
 - Add door pulls at courtyard doors;
 - Provide power and wall backing for TV mount at room S337.

8- B AMENDMENT NO. 2 TO AGREEMENT FOR ENGINEERING SERVICES/CONSTRUCTION ADMINISTRATION, STUDENT SERVICES BUILDING

Amendment No. 2 – MDC Engineers to extend Engineering Services/Construction Administration for the Student Services building for a 6 months extension to the contract length.

Comment: Amendment No. 2 adds 6 months to the contract length, from July 1, 2019 to December 31, 2019. There is no financial impact to the District.

8- C AMENDMENT NO. 4 TO AGREEMENT FOR ENGINEERING SERVICES/CONSTRUCTION ADMINISTRATION, AIR CONDITIONING DESIGN

Amendment No. 4 – P2S Engineers to extend Engineering Services/Construction Administration for the Air Conditioning Design project for an 18 months extension to the contract length.

Comment: Amendment No. 4 adds 18 months to the contract length, from July 1, 2019 to December 31, 2020. There is no financial impact to the District.

BOARD OF TRUSTEES	ACTION
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 FACILITIES (continued)

8- D AMENDMENT NO. 12 TO AGREEMENT FOR ARCHITECT SERVICES/CONSTRUCTION ADMINISTRATION, STUDENT SERVICES BUILDING

Amendment No. 12 – Morris Architects for the Student Services Project in the amount of \$285,481.

Original Contract Amount	\$ 3,825,500
Amendment No.1	\$ 150,896
Amendment No.2	\$ 2,680
Amendment No.3	\$ 620,000
Amendment No.4	\$ 59,230
Amendment No.5	\$ 16,710
Amendment No.6	\$ 10,525
Amendment No.7	\$ 22,535
Amendment No.8	\$ 32,910
Amendment No.9	\$ 44,560
Amendment No.10	\$ 429,375
Amendment No.11	\$ 71,200
<u>Amendment No.12</u>	<u>\$ 285,481</u>
Revised Contract Amount	\$ 5,571,602

Total Amendments represents 45.6% of the original contract.

Funding Source: Measure V

Comment: Amendment No. 12 provides for architectural and engineering services for:

- Extended Construction Administration - Provide Extended Construction Administration Services for the Student Services Building for 8 additional months, from April 20, 2019 through December 31, 2019
- Design Revision – provide updated fire protection drawings for resubmittal to and approval by DSA

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 8 **FACILITIES** *(continued)*

8- E **AWARD OF CONTRACT – STEM SHOP RENOVATION**

It is recommended that the Board of Trustees award the Contract to KC Axis, Inc., deemed as the lowest responsive bidder for the STEM Shop Renovation project in the amount of \$433,000.

Bidder	Amount
KG Axis, Inc.	\$ 433,000
G2K Construction, Inc.	\$ 624,000

Funding Source: Title III HIS STEM Grant, and District Capital Funds

Comment: The project is to renovate the existing storage room at Drescher Hall (Room 109) into a new wood shop and classroom for the STEM program. The newly renovated space will be able to accommodate wood working, 3D printing/ modeling, drilling, and laser cutting classes for students.

It is recommended that the Board authorize staff to contract with KG Axis, Inc. The college’s Award of Contract shall be finalized upon the review and verification of all the requirements as outlined in the Contract Documents and the successful execution of the Contract.

8-F **PROJECT CLOSE OUT – STUDENT SERVICES AUDIO VISUAL**

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

Comment: This project was for audio visual equipment for the Orientation Hall, classrooms and conference rooms in the Student Services Center.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 9 ACCEPTANCE OF GRANTS AND BUDGET AUGMENTATION

Requested Action: Approval/Ratification

Requested by: Michael Tuitasi, Vice-President, Student Affairs

Reviewed by: Christopher M. Bonvenuto, Vice President, Business and Administration

Approved by: Elaine Polachek, Executive Vice President

Title of Grant: Navigating the Pathway to Success
 Granting Agency: US Department of Education, Title V Developing Hispanic Serving Institutions Program
 Award Amount: \$3,000,000 over 5 years (fiscal year 2019-20 Year 1 award \$600,000)
 Matching Funds: N/A
 Performance Period: October 1, 2019 – September 30, 2024

Summary: Santa Monica College applied for funding from the Department of Education for a five-year program to support the Student Care Team model as part of the Guided Pathways to Success Initiative.

Through this program, SMC will develop support teams around the Guided Pathways Areas of Interest by utilizing a combination of Counselors, Program Specialists, and peer coaches to monitor and ensure that first year students have the necessary support to make steady progress toward their educational goals. In addition to helping first year students develop a sense of belonging at SMC and navigate first year obstacles that may hinder success, peer coaches will encourage and help students access available Career Services, Academic support, and financial resources, including applying for financial aid and enrolling in financial literacy coursework.

Budget:	Restricted Fund 01.3	
	Revenue	
	8100 Federal	\$ 3,000,000
	Expenditures	
	1000 Academic Salaries	\$ 956,487
	2000 Non-Academic Salaries	\$ 1,173,227
	3000 Employee Benefits	\$ 479,848
	4000 Supplies & Materials	\$ 56,438
	5000 Other Operating Expenditures	\$ 231,500
	6000 Capital Outlay	\$ 102,500
	7000 Other Outgo/Indirect	\$ -0-
	Total	\$ 3,000,000

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 BUDGET TRANSFERS

Requested Action: Approval/Ratification

Reviewed by: Christopher M. Bonvenuto, Vice President, Business and Administration

Approved by: Elaine Polachek, Executive Vice President

10-A FUND 01.0 – GENERAL FUND - UNRESTRICTED

Period: September 19, through October 23, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	2,369,073
3000	Benefits	547,534
4000	Supplies	43,558
5000	Contract Services/Operating Exp	215,081
6000	Sites/Buildings/Equipment	0
7100-7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	-3,175,246
Net Total:		0

10-B FUND 01.3 – GENERAL FUND - RESTRICTED

Period: September 19 through October 23, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	94,721
2000	Classified/Student Salaries	0
3000	Benefits	27,397
4000	Supplies	0
5000	Contract Services/Operating Exp	-122,118
6000	Sites/Buildings/Equipment	0
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 5, 2019
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 10 BUDGET TRANSFERS *(continued)*

10-C FUND 40.0 – CAPITAL PROJECTS FUND

Period: September 19 through October 23, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	3,031
5000	Contract Services/Operating Exp	11,880
6000	Sites/Buildings/Equipment	-14,911
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

10-D FUND 42.5 – REVENUE BOND CONSTRUCTION FUND (MEASURE V)

Period: September 19 through October 23, 2019

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	0
2000	Classified/Student Salaries	0
3000	Benefits	0
4000	Supplies	8,714
5000	Contract Services/Operating Exp	76,281
6000	Sites/Buildings/Equipment	-84,995
7100/7699	Other Outgo/Student Payments	0
7900	Contingency Reserve	0
Net Total:		0

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 11 COMMERCIAL WARRANT REGISTER

Requested Action: Approval/Ratification
Requested by: Christopher M. Bonvenuto, Vice-President, Business/Administration
Approved by: Elaine Polachek, Executive Vice President

<u>Commercial Warrant Register</u>		
September 2019	8634 through 8672	\$10,469,580.06

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

RECOMMENDATION NO. 12 PAYROLL WARRANT REGISTER

Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Elaine Polachek, Executive Vice President

<u>Payroll Warrant Register</u>		
September 2019	C1B – C2C	\$11,725,793.54

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

RECOMMENDATION NO. 13 REISSUE PAYROLL WARRANT REGISTER

Requested Action: Approval/Ratification
Requested by: Ian Fraser, Payroll Manager
Approved by: Elaine Polachek, Executive Vice President

Warrants not presented to the County Treasurer within six months are void; therefore, it is requested that LACOE draw a new warrant to replace the following expired warrants.

<u>Employee Name</u>	<u>Warrant #</u>	<u>Issue Date</u>	<u>Amount</u>
Carol Lee	W9262041	June 27, 2016	\$500.42

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 5, 2019
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested Action: Approval/Ratification
Requested by: Mitch Heskel, Dean, Educational Enterprise
Approved by: Elaine Polachek, Executive Vice President

Auxiliary Operations Payments and Purchase Orders

September 2019 Covered by check & voucher numbers: 022940-023461 & 01946-01961

Bookstore fund Payments	\$ 629,707.02
Other Auxiliary Fund Payments	\$ 77,697.51
Trust and Fiduciary Fund Payments	<u>\$ 499,612.83</u>
	\$1,207,017.36

Purchase Orders issued

September 2019 \$24,063.19

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

RECOMMENDATION NO. 15 PROVIDERS FOR COMMUNITY AND CONTRACT EDUCATION

Requested Action: Approval/Ratification
Requested by: Scott Silverman, Associate Dean, Emeritus (Community Education)
Requested by: Patricia Ramos, Dean, Workforce Development (Contract Education)
Approved by: Jennifer Merlic, Vice-President, Academic Affairs

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

RECOMMENDATION NO. 16 ORGANIZATIONAL MEMBERSHIPS

Requested Action: Approval/Ratification
Requested by: Christopher M. Bonvenuto, Vice-President, Business/Administration
Approved by: Elaine Polachek, Executive Vice President

<u>Organizational Memberships</u>	<u>Number of Memberships</u>	<u>Amount</u>
November 2019	9	\$28,650

Funding Sources: Unrestricted General Fund

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 AUTHORIZATION OF SIGNATURES TO APPROVE INVOICES, 2019-2020

Requested Action: Approval/Ratification
Requested by: Christopher M. Bonvenuto, Vice-President, Business/Administration
Approved by: Elaine Polachek, Interim Vice-President

Authorization of signatures for the following staff members to approve invoices for 2019-2020:

Name/Title
Wayne Gainey Facilities Maintenance Supervisor
Yahnian, Vanan Project Manager, STEM

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. 18 PURCHASING

Requested Action: Approval/Ratification
Requested by: Cynthia Moore, Director of Procurement, Contracts & Logistics
Approved by: Elaine Polachek, Executive Vice President

18-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.

September 2019

\$87,713,650.59

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 5, 2019
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CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 18 PURCHASING *(continued)*

18-B AWARD OF CONTRACTS

	Provider	Service	Amount	Funding Source
A	Superior Paving Company dba United Paving Co.	Parking Lot Reseal and Restripe of Main Campus parking lot 1, 5, and Performing Arts Campus Bid 090319SF Comment: 176 notified vendors, 2 bidders attended mandatory job walk. Other Bidders: Graph Co. \$178,360.00	\$101,200.32	Capital Equipment Funds
B	Golden Star Technology	Emeritus Audio Visual Upgrades for six classrooms at Emeritus Bid 090519SF Comment: 146 notified vendors, 9 bidders attended mandatory job walk. Other Bidders: EIDM Group \$78,105.75	Not to Exceed \$58,000 with add alternate included	Emeritus Auxiliary Funds
C	Athens Services	Refuse Hauling and Recycling Services Campus-wide Bid 0906SH Comments: 337 notified vendors, 3 bidders attended mandatory job walk. Other Bidders: Republic Services \$132775.12	\$131,247 per year. Contract for three years and two (2) one (1) year optional extensions. Contract Price Firm for all five years.	General Fund

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 19

SUBJECT: **REAPPOINTMENT TO PERSONNEL COMMISSION**

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

REQUESTED ACTION: It is recommended that the Board of Trustees reappoint Joy Abbott to the SMC Personnel Commission for a three-year term, December 1, 2019 through December 1, 2022.

SUMMARY: The process of filling a position on the Personnel Commission requires that two members be appointed by Board of Trustees; two members be appointed by the classified employees of the District; and the fifth member is appointed by the four appointed commissioners. Personnel Commissioner Joy Abbott indicated her willingness to continue serving on the Personnel Commission, and the Board Chair and Vice-Chair recommend her reappointment.

MOTION MADE BY: Nancy Greenstein
 SECONDED BY: Barry Snell
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Rader)

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20

SUBJECT: **RESOLUTION: VETERANS AWARENESS WEEK**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution in support of Veterans Awareness Week, November 4-8, 2019.

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

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

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

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

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

THEREFORE, BE IT RESOLVED, that the Santa Monica Community College District Board of Trustees declares the week of November 4-8, 2019, as Veterans Awareness Week at Santa Monica College; and

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

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

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

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION November 5, 2019
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MAJOR ITEMS OF BUSINESS

INFORMATION ITEM NO. 21

SUBJECT: UPDATE: VETERANS RESOURCE CENTER

SUBMITTED BY: Vice-President, Student Affairs

Introduction

The Santa Monica College Veterans Resource Center (VRC) assists veterans in making a seamless transition from military to civilian life and helps them successfully acclimate to a college setting by removing barriers and providing support. The VRC strives to provide a welcoming and relaxed environment for veterans to connect with each other and employs a staff that understands the experiences and struggles that student veterans may face. The VRC currently serves 410 student veterans and/or their dependents.

While SMC has served veterans in a limited capacity for many years, the current Veterans Resource Center was established in 2010-2011 in response to and preparation for an increased number of veterans returning home from Afghanistan and Iraq. With start-up funding from the U. S. Department of Education's Center for Excellence for Veteran Student Success Program, SMC identified a location, hired staff, and created partnerships both on and off campus. These partnerships included U.S. Vets, the American Legion, the Veterans Administration (VA), the SMC Office of Disability Services and the SMC Foundation. Working with these partners, SMC expanded direct services beyond certification of benefits to include more holistic services and support such as individual academic and mental health counseling, faculty and peer tutoring, book vouchers and the formation of a Student Veterans Association (SVA). The Center also created a small computer lab and a safe space for veterans to study and relax between classes.

Since 2010-2011, the SMC VRC has received numerous other grants and donations including a \$100,000 Parson's Foundation grant, three grants from the Chancellor's Office totaling over \$320, 000 and generous donations from the American Legion. These grants and donations have allowed the VRC to continue to expand services and programming efforts and award scholarships to student veterans.

Overview of Staff and Services

VRC Staff

Leadership for the VRC is provided by a Counseling Faculty Leader who is a veteran, and a 50% VRC Project Manager who is managing a two-year \$200,000 grant from the Chancellor's Office.

Critical staff for the VRC also includes:

- a Certifying Official who is a liaison between the VA and SMC and certifies veteran student enrollment,
- a Student Services Assistant who is a veteran and secondary Certifying Official, and
- three adjunct counselors, one of whom is a veteran.

The VRC is also fortunate to have a Vocational Rehabilitation Counselor from the VA two days per week, a part-time mental health clinician from U.S. Vets, and regular visits from SMC's Acquired Brain Injury program staff. In partnership with the VA, the Center also employs several veteran student workers who are paid for by the VA and who support the day-to-day operation of the VRC and assist with programming efforts.

VRC Services and Support

In order for student veterans to receive benefits from the VA, each term they must have an educational plan on file and have their coursework approved by a counselor. This coursework is then submitted to the Certifying Official who enters this information into specialized VA software called VA Once. This information is then processed by the VA and payments are generated to student veterans. Given this process, the importance of academic counselors and our Certifying Officials cannot be overstated.

The VRC also sponsors a new student veterans' orientation program at the beginning of each academic year as well as numerous workshops each term. Workshop topics include "Maximizing Your Veterans Educational Benefits," "Translating Military Experience for Civilian Jobs," and "Personal Finance for Veterans." The VRC also sponsors campus tours – this fall to USC and UCLA – as well as workshops specific to the transfer process itself.

Mental health counseling is also a critical component of the VRC and has been supplied through a Memorandum of Understanding (MOU) with U. S. Vets. Many of our veterans have acquired brain injuries or suffer from Post Traumatic Stress Disorder (PTSD) so this is a key service that is well utilized.

The VRC also recently launched a Peer Mentor program and is in the process of establishing a Veterans Advisory Board that will meet biannually. The first meeting is scheduled for December 2019.

The VRC also issues book vouchers to student veterans, has a short-term laptop loan program, maintains a textbook loan library, and is home to a well utilized food pantry. Waffle Wednesdays has also become an eagerly anticipated weekly event.

Veteran Student Data

- Enrollment: This fall there are currently 410 veterans enrolled at SMC, 383 of whom utilize the VRC and receive benefits. The total unduplicated student veteran count for the 2018-2019 academic year was 829.
- Average age: 25 – 29
- Gender: 73.6% - male; 24.4% - female
- Ethnicity: 38.2% - Hispanic/LatinX; 28.1% - White; 12.3% - Asian; 8.7% - Black; 12.8% - Asian; 7.4% - Unknown; 5% - Two or more; and .2% - Native American
- Course Retention: 83.8%
- Course Success Rate: 70.6%

VRC Survey Results

In May 2019 the VRC conducted a survey to assess student veteran satisfaction with the Center and its services. 63 students responded and indicated a 90.6 % satisfaction rate. These students reported appreciating the VRC counseling staff, having regular representation from the VA, the presence of a VRC food pantry and the welcoming family environment. They also indicated several desired improvements. Among them was the need for a larger space and earlier communication about VRC programs and events.

VRC of Tomorrow

As the needs for student veterans and their families change, so do the services for veterans at Santa Monica College. Given the upcoming and eagerly anticipated move to a new location on campus, the VRC will likely re-brand itself and change its name to incorporate the word "resilience."

With the support and assistance of senior leadership, in winter 2020 the VRC will move into a portion of the lower level of the Cayton Center previously occupied by KCRW. This new location will provide space to expand services and provide a larger net to reach SMC student veterans and their families. As a result of the new space, there are plans in the works to expand mental health counseling to our veterans, provide individual career counseling from SMC's Career Services Center staff, and bring in vetted community partners who can help with legal concerns, housing issues, art therapy, and therapy dogs.

Additionally, the VRC intends to enter into a partnership with the Department of Defense to provide active duty service members with a Tuition Assistance Program. This partnership is intended to increase enrollment of active duty service members as there are several reserve bases and the Los Angeles Air Force base near SMC.

In conclusion, the goal of the SMC VRC staff is to distinguish SMC's Veterans Resource Center as the best in the state and the nation. Given the current staff, the upcoming move to the Cayton Center and the expansion of programs to serve and support student veterans, SMC is on track to make this a reality!

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

SUBJECT: **MEMORANDUM OF UNDERSTANDING BETWEEN THE SANTA MONICA COMMUNITY COLLEGE DISTRICT AND SANTA MONICA COLLEGE POLICE OFFICERS ASSOCIATION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve a Memorandum of Understanding with the Santa Monica College Police Officers Association providing for the following salary increase:

- Effective July 1, 2018, the salary schedule for the community College Police Officers and Trainees shall be increased by a percentage equal to the actually-received COLA in the adopted budget less 1.0%; however, in no event shall the percentage increase be less than 2.5%.
- Effective July 1, 2019, the salary schedule for the community College Police Officers and Trainees shall be increased by a percentage equal to the actually-received COLA in the adopted budget less 1.0%; however, in no event shall the percentage increase be less than 2.5%.

Following is the projected cost impact of SMCPOA salary increase:

Projected Cost Impact of SMCPOA Increase for Fiscal Years 2018-2019 (2.5%) and 2019-2020 (2.5%)		
	<u>2018-2019</u>	<u>2019-2020</u>
Salaries	\$ 31,955	\$ 33,326
PERS	\$ 6,584	\$ 6,866
Medicare	\$ 463	\$ 483
SUI	\$ 16	\$ 17
Workers' Comp	\$ 521	\$ 544
Total Projected Cost	\$ 39,539	\$ 41,236

MOTION MADE BY: Louise Jaffe
 SECONDED BY: Sion Roy
 STUDENT ADVISORY: Aye
 AYES: 5
 NOES: 0
 ABSENT: 2 (Aminoff, Rader)

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 5, 2019
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23

SUBJECT: FIRST MODIFICATION TO GROUND LEASE WITH CITY OF SANTA MONICA FOR EARLY CHILDHOOD LAB SCHOOL AND DIRECTION TO ESTABLISH OPERATOR FUNDING AND GRANT FUNDING AGREEMENTS WITH GROWING PLACE

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to negotiate and execute two agreements related to the operation of the Santa Monica Early Childhood Lab School. The first agreement modifies the Ground Lease Agreement by and between the City of Santa Monica (City) and the Santa Monica Community College District (District) by allocating \$1,161,304 from the City to the District for costs related to the start-up and operation of the Early Childhood Lab School.

It is furthermore recommended that the Board of Trustees authorize the Superintendent/President to negotiate and execute an Operator Funding Agreement by and between the Santa Monica Community College District and Growing Place to transfer the \$1,161,304 in funding that the District receives from the City to Growing Place for start-up and operation of the Santa Monica Early Childhood Lab School, contingent upon Growing Place providing requested information on expenditures of the funds and enrollment data.

Finally, it is recommended that the Board of Trustees authorize the Superintendent/President to negotiate and execute a Grant Funding Agreement by and between the Santa Monica Community College District and Growing Place to reimburse Growing Place for startup salary and benefit costs for the Director (7 months) and Business Manager (3 months) through US Department of Education CCAMPIS grant in the amount of \$80,625.

SUMMARY: The Santa Monica Early Childhood Lab School is a joint project of Santa Monica College and the City of Santa Monica. The facility is under construction on property leased from the City of Santa Monica within the Santa Monica Civic Center. SMC is funding the building of the Early Childhood Lab School through bond funds, with additional funds provided by the City with the requirement that 30% of families served are Santa Monica residents and that half of those, or a minimum of 15%, are from Santa Monica households of low-income status. The purpose of the recommended actions is to provide a mechanism to enable the City to transmit \$1,161,304 of pre-approved funding to SMC and for SMC to transmit the funding to Growing Place to be expended on start-up costs and tuition assistance for children of Santa Monica households of low-income status. Additionally, the recommended action allows SMC to reimburse Growing Place for the costs of salaries and benefits for two positions with funds from the US Department of Education CCAMPIS grant in the amount of \$80,625.

SMC entered into an Agreement with Growing Place, approved by the Board of Trustees on May 7, 2019, for Operation that will provide care and education for up to 110 infants, toddlers and preschoolers, for a term of eight years, with three renewal options of eight years each. The term will commence on the date that SMC notifies Growing Place that construction has been substantially completed. The entire Agreement is available at:

http://www.smc.edu/ACG/Documents/Board%20of%20Trustees%20Meetings/Board_of_Trustees_Meetings/2019/ECLS%20Operator%20Agreement%20FINAL.pdf

Santa Monica College's Education/Early Childhood Department will use the Early Childhood Lab School as a training facility for students enrolled in SMC's Early Childhood Education program.

Operations are expected to begin in fall 2020.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 5, 2019
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 24

SUBJECT; **BOARD OF TRUSTEES GOALS AND PRIORITIES, 2019-2020**

SUBMITTED BY: Chair, Board of Trustees

REQUESTED ACTION: It is recommended that the Board of Trustees approve its Goals and Priorities, 2019-2020.

BACKGROUND: The Board of Trustees discussed the revised Goals and Priorities at its meeting on September 3, 2019. Additional suggested revisions as underlined have been incorporated in the Goals and Priorities which are presented for approval (*see next page*).

MOTION MADE BY: Barry Snell
SECONDED BY: Sion Roy
STUDENT ADVISORY: Aye
AYES: 5
NOES: 0
ABSENT: 2 (Aminoff, Rader)

Board Goals and Priorities 2019-2020

I. Educational Advancement, Quality, and Equity

1. Based on evidence, continue to implement models of support and instruction that increase student success and decrease the equity gaps.
2. Continue implementation of initiatives the college has begun to meet the Visions for Success (VFS) goals that propose:
 - An increase in course completion, transfer rates, and employment in student's field of study.
 - A decrease in the number of units taken at SMC on the way to transfer.
3. Continue to support and hire a diverse and innovative faculty and staff, while seeking to increase the percentage of fulltime faculty over time.
4. Develop new programs and partnerships in the allied health sector.

II. Student Life

5. Assess and fix system/structure issues that impede positive user experience in the application, enrollment, and financial aid process.
6. Continue implementing initiatives that focus on solving barriers related to students' financial resources.
 - Improve financial literacy.
 - Support faculty adoption of Open Educational Resources (OER) and other efforts to address the high cost of course materials.
 - Support student efforts in addressing food and housing insecurity.
 - Increase financial aid.
 - Place more students in jobs on and off campus.
7. Continue support for campus resources that assist students with personal circumstances that may negatively impact student success.

III. Fiscal and Facilities

8. Provide reports for the Board that align with Board Goals, funding formula metrics, and the Vision For Success.
9. Develop a strategic vision for the future of the college that is responsive to the opportunities and risks inherent in the new funding formula as it evolves.
10. Work with allies and legislators to align funding with mission and fiscal health.

11. Continue efforts in revenue generation, cost control, and enrollment management.
12. Build and maintain a reserve sufficient to protect against anticipated and unforeseen circumstances.
13. Continue the plan to safeguard post-retirement employee benefits, and implement a plan to address increases in PERS, STRS, and other benefit obligations.
14. Update the Facilities Master Plan. Secure funding to maintain progress on all SMC security, technology infrastructure, and facilities construction projects.
15. Continue as a model of sustainability for all areas of the college.

IV. Community and Government Relationships

16. Ensure a supportive, inclusion, and collegial environment for students and staff.
17. Maintain good partnerships across systems (Cities/SMMUSD) in fulfillment of SMC's vision and mission.
18. Continue support for special programs that serve local students and increase college readiness and success. Examples:
 - Concurrent and dual enrollment
 - SMC Promise
 - Young Collegians
19. Continue strong support for Emeritus College.
20. Continue to serve the community with stellar facilities and programs, Examples:
 - Planetarium, Santa Monica Swim Center, Corsair Field,
 - Broad Stage, Barrett Art Gallery, Early Childhood Lab School, KCRW,
 - Celebrate America

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 5, 2019
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25

SUBJECT: 2019-2020 QUARTERLY BUDGET REPORT AND 311Q

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge receipt of the 2019-2020 Quarterly Budget Report and 311 Quarterly State Financials, as of September 30, 2019 (Appendix A).

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

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

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 5, 2019

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 26

SUBJECT: **BOARD OF TRUSTEES' BUDGET OBJECTIVES AND PRINCIPLES**

SUBMITTED BY: Superintendent/President

SUMMARY: The Board of Trustees will review and discuss updating its Budget Objectives and Principles adopted on May 16, 2017 to reflect current budget realities and projections.

COMMENT: Santa Monica College is currently experiencing declining enrollment coupled with unsustainable expenditure growth particularly in the areas of pension and health and welfare costs. The District's two main sources of unrestricted revenue are State Apportionment and Non-resident Tuition, which together represent approximately 91% of the District's total unrestricted revenue. Both State Apportionment and Non-Resident Tuition revenue amounts are highly dependent on the number of Full-time Equivalent Students (FTES) the District serves which has been on a steady decline for the past several years. In 2015-2016, the District served 20,950.58 Credit Resident FTES, while the current year projection is that the District will serve approximately 19,542.89 Credit Resident FTES. This represents a decline in Credit Resident FTES over the last four years of <1,407.69> or <6.7%>. Non-resident FTES has also seen significant declines in the past several years. In 2015-2016, the District served 4,742.31 Non-resident FTES while the current year projection is that the District will serve approximately 3,755.29 Non-resident FTES. This represents a decline in Non-resident FTES over the last four years of <987.02> or <20.8%>.

Unfortunately, while FTES declined, District expenditures continued to increase during that same period. Since 2015-2016, expenditures have increased by approximately \$27.1 million from \$165,888,572 in 2015-2016 to a projected \$192,982,952 in 2019-2020. The primary reasons for the increase in expenditures are pension and health and welfare costs, which are projected to have increased by approximately \$12.1 million or 44.3% over the four years. The District was able to mitigate the increases in expenditures by leveraging increases to the Non-resident Tuition rate and borrowing FTES to maximize State Apportionment funding. An additional budgetary concern is that the "Hold Harmless" provision of the Student-Centered Funding Formula is scheduled to sunset in 2021-2022, and is projected to result in a reduction in State Apportionment of approximately <\$9.167> million in 2022-2023. The continued decline in enrollment coupled with continuing increases in expenditures and the expected end of the "Hold Harmless" poses significant challenges in managing the District's budget. The "Fixed Costs" for operating the District are currently increasing at a rate of approximately 4.1 percent per year.

Strategies to consider for managing the District's budget:

- Using attrition to generate savings in personnel and benefit costs
- Adjusting services and class offerings to reflect the decline in enrollment
- Freezing all requests for increases in discretionary budget
- Increasing lobbying efforts at the state level for additional funding for community colleges

The 2019-2020 budget year is pivotal, and the District is faced with stagnant revenues and increasing expenditures. The District will be tasked to adjust spending accordingly while still providing sufficient programs and services to ensure student success and retaining Santa Monica College's position as one of the premier community colleges in the State.

The Board of Trustees requested input on the proposed Board of Trustees Budget Objectives and Principles. The discussion will continue at the next Board of Trustees meeting on December 3, 2019.

Santa Monica Community College District
Board of Trustees
Budget Objectives and Principles
Adopted: May 1, 2012
Revised: June 7, 2016, May 16, 2017

OBJECTIVES

1. Develop a budget plan that brings available ongoing revenues and expenditures into balance effective with the adoption budget for 2019-2020.
2. Protect the College's ongoing operation by maintaining a fund balance for the District of 7.5% or more going forward from 2016-2017.
3. Protect the College's ability to innovate and respond to changing circumstances by reducing salary and benefits toward a ratio that does not exceed 85% of unrestricted general fund expenditures.

The following budget principles have been developed in response to the changing environment, including enrollment trends and funding formulas.

PRINCIPLES

- A. The College is committed to student access and success and service to the community.
- B. Ensure that enrollment targets are consistent with state funding opportunities, and, to the degree that they are the basis for revenue projections, can realistically be achieved within the fiscal limitations of the College.
- C. Maintain course offerings that are responsive to community and student needs, and that are consistent with local and State priorities of equity and student success, including expeditious basic skills, career technical education, degree completion, and transfer pathways.
- D. Programs will not be eliminated or reduced without careful review of program viability.
- E. Establish and maintain an acceptable cost effective level of learning resources and student support services based on comparative performance data as determined by the College.
- F. Implement a variety of expenditure reduction strategies.
- G. Expedite changes that may produce lower costs over time such as energy saving retrofits, alternative energy sources, reduction or consolidation of facility usage, etc.
- H. Use staff attrition and/or existing vacancies as one means of reaching budget targets, where possible, or as an opportunity for reorganization to increase efficiency.

- I. Seek to increase the ratio of full-time faculty.
- J. Seek to spread cost reductions strategically.
- K. Budget planning should attempt to avoid future layoffs of permanent employees. If necessary, the District may seek salary freezes, furloughs, salary reductions, and other temporary or ongoing adjustments.
- L. Develop strategies to address employee health and benefit increases as well as future retiree health and pension liabilities.
- M. Continue to seek external sources of funding, such as grants, to support the College's core missions, but avoid those with matching, management, or reporting requirements that demand significant college resources.
- N. Seek new partnerships with businesses.
- O. Develop a budget process that manages the growth of expenditures based on: analysis of program need (rather than historical allocations); realistic expectations of revenues; updated financial information; and performance measurements.
- P. Review ongoing and future planning initiatives in terms of their long term advantages to the College in meeting public demand for classes and services, improving student success outcomes, or to provide new revenues. Modify, defer, or abandon as appropriate those for which the costs outweigh their potential for furthering the College's core missions and goals.
- Q. Make effective use of the College's established planning structures and processes to recommend specific actions to reach the stated objectives, following the principles listed above. The College President shall clarify how these recommendations will be evaluated and the timelines necessary to arrive at a set of final recommendations for any particular budget cycle.
- R. Encourage the generation of revenue through entrepreneurial and asset management activity.

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 5, 2019

INFORMATION ITEM NO. 27

SUBJECT: CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, OCTOBER 16, 2019

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee (CBOC) was held on Wednesday, October 16, 2019 in the Academic Affairs Conference Room (SSC 396) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

Public Comments - None

1. **CALL TO ORDER** – 8:06 a.m.

2. **ROLL CALL – Members of the Citizens' Bond Oversight Committee**

Patrick Acosta - Absent
 Heather Anderson - Absent
 Alfred Barrett- Present
 Michael Dubin- Absent
 Elizabeth Greenwood - Present
 Donald Schort - Present
 Sonya Sultan – Present
 Christine Tai - Present

Others Present

Chris Bonvenuto, Chief Director, Business Services
 Don Girard, Senior Director, Government Relations/Institutional Communications
 Elaine Polachek, Interim Executive Vice-President
 Lisa Rose, Citizens' Bond Oversight Committee Coordinator
 Charlie Yen, Director of Facilities Planning

3. **INTRODUCTION OF REAPPOINTED AND NEW MEMBER**

At its meeting on August 6, 2019, the SMCCD Board of Trustees approved the following appointment to the Citizens' Bond Oversight Committee for a one-year term, 2019-2020:

Christine Tai, student representative

4. **ELECTION OF CHAIR, 2019-2021**

This was postponed until the next meeting.

5. **APPROVAL OF MINUTES OF CBOC MEETING, JULY 17, 2019**

Motion was made by Elizabeth Greenwood and seconded by Donald Schort to approve the minutes of the Citizens' Bond Oversight Committee meeting held on July 17, 2019. It was unanimously approved.

6. **CITIZENS' BOND OVERSIGHT COMMITTEE ANNUAL REPORT, 2018-2019**

The CBOC Annual Report, 2018-2019 was unanimously approved.

http://www.smc.edu/ACG/Documents/Citizens_Bond_Oversight_Committee/2019-2020/CBOC%202018-2019%20Annual%20Report.pdf

7. **REPORTS and DISCUSSION**

A. Bond Construction Projects

- Santa Monica College Early Childhood Lab School: Project is continued as planned with completion date of June 2020.
- Malibu Campus: Project is continuing as planned with completion date of Spring 2022.
- The Math/Science Extension: Construction will start in 2020, estimated completion in May 2023.
- Temporary classroom village will serve as “swing” space (23 classrooms) during construction projects.
- Facilities Master Plan: This process for looking at facilities for the next 20 years will engage the entire college community.
- Art Complex: Selection of an architect for this project at 14th Street and Pico Boulevard is in progress.

B. Measure V, S and AA and Bond Sales Expense Reports

The SMC Bond Capital Construction Budget Summary as of September 30, 2019 reports the following:

Measure S Budget:	\$143,500,000
Measure AA Budget:	\$295,000,000
Measure V Budget:	\$345,000,000
Interest	\$29,858,053
Other Funding Received:	\$37,391,478
Other Funding Pending:	\$66,656,280
Total Budget:	\$1,074,078,596
Estimate at Completion:	\$1,072,068,596
Bond Funds Remaining:	\$ 333,126,502

- Measure S: Total Measure S Expenditures as of September 30, 2019 were \$134,144,455; total remaining funds are \$9,355,545.
- Measure AA: Total Measure AA Expenditures as of September 30, 2019 were \$290,878,348; total remaining funds are \$4,121,652.
- Measure V: Total Measure V Expenditures as of September 30, 2019 were - \$25,344,381; total remaining funds are \$319,655,619.
- The Bond Sales/Expense Report
Indicates total bond amounts, bond issue dates/amounts unsold bond amount and total available as of September 30, 2019.

Total Bond:	\$783,500,000
Total Available:	\$618,493,686
Total Expenses:	\$450,367,184
Total Available Remaining:	\$168,126,502
Total Unsold Bond:	\$165,006,314

C. SMC Bond Program – Contractor List as of September 30, 2019

8. **SCHEDULE OF MEETINGS, 2019-2020**

Wednesdays at 8 a.m.

January 29, 2020

April 22, 2020

9. **ADJOURNMENT** - 9:13 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, January 29, 2020 at 8 a.m. in the Academic Affairs Conference Room, Room (SSC 396), Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 5, 2019

XII. BOARD COMMENTS

XIII. CLOSED SESSION – 9:22 p.m.

XIV. ADJOURNMENT – 10:01 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, December 3, 2019 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

- Report: Student Equity and Achievement Program
- Annual Organization Functions

**UNRESTRICTED GENERAL FUND 01.0
2019-2020 REVENUE BUDGET**

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL REVENUES	2019-2020 PROJECTED BUDGET
FEDERAL			
01 FIN AID ADM ALLOWANCES	136,173	89,658	136,173
02 TOTAL FEDERAL	136,173	89,658	136,173
STATE			
03 GENERAL APPORTIONMENT	64,019,115	17,823,779	64,243,747
04 EDUCATION PROTECTION ACCOUNT - PROP 30/55	19,901,099	4,975,275	19,901,099
05 COLA	4,350,124	1,294,556	4,350,124
06 PRIOR YEAR APPORTIONMENT ADJUSTMENTS	-	-	-
07 PRIOR YEAR APPORTIONMENT ADJUSTMENTS - EPA	-	-	-
08 HOMEOWNERS EXEMPT	93,379	-	93,379
09 STATE LOTTERY REVENUE	3,742,060	1,268,339	3,679,062
10 MANDATED PROGRAM COSTS	622,981	-	622,981
11 STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	5,911,144	-	5,911,144
12 OTHER STATE	2,860,941	434,067	2,860,941
13 TOTAL STATE	101,500,843	25,796,016	101,662,477
LOCAL			
14 PROP TAX SHIFT (ERAF)	13,211,517	31,049	13,211,517
15 SECURED TAX	16,737,824	-	16,737,824
16 SUPPLEMENTAL TAXES	391,781	22,260	391,781
17 UNSECURED TAX	600,542	489,517	600,542
18 PRIOR YRS TAXES	550,358	288,954	550,358
19 PROPERTY TAX - RDA PASS THRU	1,752,991	-	1,752,991
20 PROPERTY TAX - RDA RESIDUAL	2,837,858	-	2,837,858
21 RENTS	152,000	6,000	152,000
22 INTEREST	926,400	-	926,400
23 ENROLLMENT FEES	13,615,223	5,906,483	13,386,007
24 UPPER DIVISION FEES	73,294	14,028	73,294
25 STUDENT RECORDS	394,300	7,198	387,700
26 NON-RESIDENT TUITION/INTENSIVE ESL	30,740,290	14,858,333	29,080,244
27 OTHER STUDENT FEES & CHARGES	64,600	7,218	63,500
28 F1 APPLICATION FEES	203,800	19,275	203,800
29 OTHER LOCAL	894,100	91,144	894,100
30 I. D. CARD SERVICE CHARGE	962,300	312,822	946,100
31 LIBRARY CARDS	40	-	40
32 LIBRARY FINES	4,000	-	4,000
33 PARKING FINES	128,290	11,952	128,290
34 TOTAL LOCAL	84,241,508	22,066,233	82,328,346
35 TOTAL REVENUE	185,878,524	47,951,907	184,126,996
36 TRANSFER IN	203,978	-	203,978
37 SALE OF EQUIPMENT AND SUPPLIES	-	1,911	1,911
38 TOTAL OTHER FINANCING SOURCES	203,978	1,911	205,889
39 TOTAL REVENUE AND TRANSFERS	186,082,502	47,953,818	184,332,885

**UNRESTRICTED GENERAL FUND 01.0
2019-2020 EXPENDITURE BUDGET**

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL EXPENDITURES	2019-2020 PROJECTED BUDGET
01 INSTRUCTION	29,613,615	3,669,116	29,613,615
02 ACADEMIC MANAGERS	6,889,431	1,114,762	6,889,431
03 NON-INSTRUCTION	6,377,580	822,231	6,377,580
04 HOURLY INSTRUCTION	31,934,158	6,080,285	31,934,158
05 HOURLY NON-INSTRUCTION	5,106,871	952,259	5,106,871
06 VACANT POSITIONS	139,360	-	-
07 VACANCY SAVINGS	(91,978)	-	-
08 TOTAL ACADEMIC	79,969,037	12,638,653	79,921,655
09 CLASSIFIED REGULAR	22,375,623	3,109,517	23,970,344
10 CLASSIFIED MANAGERS	5,119,053	895,240	5,119,053
11 CLASS REG INSTRUCTION	3,659,966	423,011	3,686,588
12 CLASSIFIED HOURLY	2,117,676	505,467	2,361,930
13 CLASS HRLY INSTRUCTION	530,751	46,605	550,914
14 CLASS ONE-TIME OFF SCHEDULE PAYMENT/RETRO	-	1,013,499	1,013,499
15 VACANT POSITIONS	2,878,382	-	2,548,570
16 VACANCY SAVINGS	(1,899,732)	-	(1,682,056)
17 TOTAL CLASSIFIED	34,781,719	5,993,339	37,568,842
18 STRS	9,947,295	1,553,654	9,947,295
19 STATE ON-BEHALF PENSION CONTRIB TO STRS	5,911,144	-	5,911,144
20 PERS	7,189,068	1,272,978	7,508,813
21 OASDI/MEDICARE	3,773,034	681,335	3,900,902
22 H/W	16,509,281	412,700	16,509,281
23 RETIREES' H/W	4,753,535	1,505,789	4,753,535
24 SUI	166,319	9,481	167,262
25 WORKERS' COMPENSATION	1,967,806	293,658	1,998,572
26 ALTERNATIVE RETIREMENT	502,260	89,350	512,176
27 SUPPLEMENTAL RETIREMENT PLAN	1,298,771	-	1,298,771
28 BENE REL TO CLASS ONE-TIME ODFD SCHEDULE PAY AND RETRO	-	174,517	174,517
29 BENEFITS RELATED TO VACANT POSITIONS	905,321	-	764,574
30 BENEFITS RELATED TO VACANCY SAVINGS	(597,512)	-	(504,619)
31 TOTAL BENEFITS	52,326,322	5,993,462	52,942,223
32 SUPPLIES	1,042,786	127,069	1,101,603
33 TCO-SUPPLIES	65,538	-	65,538
34 TOTAL SUPPLIES	1,108,324	127,069	1,167,141
35 CONTRACTS/SERVICES	16,000,197	1,859,505	16,118,947
36 INSURANCE	1,143,085	1,074,585	1,143,085
37 UTILITIES	4,021,059	925,146	4,021,059
38 TOTAL SERVICES	21,164,341	3,859,236	21,283,091
39 EQUIPMENT	100,000	-	100,000
40 TOTAL CAPITAL	100,000	-	100,000
41 TOTAL EXPENDITURES	189,449,743	28,611,759	192,982,952
42 OTHER OUTGO - TRANSFERS	384,498	93,545	384,498
43 OTHER OUTGO - STUDENT AID	2,500	-	2,500
44 TOTAL TRANSFERS/FINANCIAL AID	386,998	93,545	386,998
45 TOTAL EXPENDITURES & TRANSFERS	189,836,741	28,705,304	193,369,950

**UNRESTRICTED GENERAL FUND 01.0
2019-2020 FUND BALANCE BUDGET**

ACCOUNTS	2019-20 ADOPTED BUDGET	September 30, 2019 ACTUAL FUND BALANCE	2019-2020 PROJECTED BUDGET
01 TOTAL REVENUE AND TRANSFERS	177,670,960	47,953,818	175,165,630
02 TOTAL EXPENDITURES AND TRANSFERS	188,044,822	27,137,181	190,206,443
03 VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	3,923,063	-	3,313,144
04 VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(2,589,222)	-	(2,186,675)
05 OPERATING SURPLUS/(DEFICIT)	(11,707,703)	20,816,637	(16,167,282)
ONE-TIME ITEMS			
06 FTES BORROWING/DECLINE	8,411,542	-	9,167,255
07 PRIOR YEAR APPORTIONMENT ADJ	-	-	-
08 CLASSIFIED ONE-TIME OFF SCHEDULE PAY & RETRO AND REL BENE		(1,188,016)	(1,188,016)
09 GENDER EQUITY AND SOCIAL JUSTICE	(75,000)	-	(75,000)
10 SAFE PARKING PILOT PROGRAM	(50,000)	-	(50,000)
11 EQUIPMENT FOR VETERANS RESOURCE CENTER	(25,000)	-	(25,000)
12 TCO-EQPT REPLACEMENT	(65,538)	-	(65,538)
13 ONE-TIME BUDGET AUGMENTATION	(242,540)	(380,107)	(633,484)
14 OPERATING SURPLUS/(DEFICIT) INCLUDING ONE-TIME ITEMS	(3,754,239)	19,248,514	(9,037,065)
15 BEGINNING BALANCE	30,676,107	30,676,107	30,676,107
16 ENDING FUND BALANCE	26,921,868	49,924,621	21,639,042
17 FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS**	14.18%	173.92%	11.19%

DESIGNATION OF FUND BALANCE

ACCOUNTS	2019-20 ADOPTED BUDGET	September 30, 2019 ACTUAL FUND BALANCE	2019-2020 PROJECTED BUDGET
18 UNDESIGNATED FUND BALANCE	25,011,582	48,418,089	20,132,510
19 UNDESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	13.18%	168.67%	10.41%
DESIGNATED RESERVE FOR:			
20 CLASSIFIED EMPLOYEE WELFARE FUND	456,733	-	-
21 RESERVE FOR FUTURE STRS AND PERS INCREASES	1,453,553	1,506,532	1,506,532
22 TOTAL	1,910,286	1,506,532	1,506,532
23 DESIGNATED FB RATIO TO TTL EXPENDITURES & TRANSFERS	1.01%	5.25%	0.78%
24 TOTAL ENDING FUND BALANCE	26,921,868	49,924,621	21,639,042
25 FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS**	14.18%	173.92%	11.19%

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

**RESTRICTED GENERAL FUND 01.3
2019-2020 REVENUE BUDGET**

ACCOUNTS	2019-20 ADOPTED BUDGET	September 30, 2019 ACTUAL REVENUES	2019-2020 PROJECTED BUDGET
FEDERAL			
01 PERKINS IV TITLE I-C	808,020	-	808,020
02 FWS-FEDERAL WORK STUDY	561,721	-	561,721
03 TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	60,025	-	60,025
04 FEDERAL CARRYOVERS	2,013,502	-	2,013,502
05 OTHER FEDERAL	2,032,494	-	2,032,494
06 TOTAL FEDERAL	5,475,762	-	5,475,762
STATE			
07 LOTTERY	1,320,727	-	1,320,727
08 SFAA-STUDENT FINANCIAL AID ADMIN	828,006	231,842	828,006
09 FINANCIAL AID TECHNOLOGY-ONGOING	69,167	19,367	69,167
10 DSPTS-DISABLED STUDENTS PROGRAM & SERVICES	2,197,413	615,275	2,197,413
11 CALWORKS	343,764	96,254	343,764
12 MENTAL HEALTH SUPPORT	-	-	-
13 HUNGER FREE CAMPUS	-	-	-
14 GUIDED PATHWAYS	554,999	554,999	554,999
15 STUDENT EQUITY AND ACHIEVEMENT	8,907,810	2,494,187	8,907,810
16 VETERANS RESOURCE CENTER	17,699	4,956	17,699
17 EQUAL EMPLOYMENT OPPORTUNITY	45,000	45,000	45,000
18 STRONG WORKFORCE PROGRAM	891,721	242,914	891,721
19 ADULT EDUCATION BLOCK GRANT	428,049	107,012	428,049
20 NURSING EDUCATION PROGRAM SUPPORT	251,070	70,300	251,070
21 EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,308,990	354,931	1,308,990
22 CARE-COOP AGENCIES RESOURCES FOR EDUCATION	83,416	23,356	83,416
23 PHYSICAL PLANT & INSTRUCTIONAL SUPPORT	247,966	-	247,966
24 STATE ON-BEHALF PENSION CONTRIBUTION TO STRS	907,560	-	907,560
25 STATE CARRYOVERS	18,335,438	10,550,436	18,335,438
26 OTHER STATE	1,040,513	540,513	1,040,513
27 TOTAL STATE	37,779,308	15,951,342	37,779,308
LOCAL			
28 PICO PROMISE	151,347	75,674	151,347
29 HEALTH FEES	1,208,562	447,304	1,208,562
30 PARKING FEES	1,305,777	76,651	1,305,777
31 DONATIONS-KCRW	2,909,949	154,782	2,909,949
32 RADIO GRANTS	1,294,677	-	1,294,677
33 COMMUNITY SERVICES	661,795	76,602	661,795
34 CONSOLIDATED CONTRACT ED-LOCAL	238,700	-	238,700
35 LOCAL CARRYOVERS	199,287	156,890	199,287
36 OTHER LOCAL	6,657,022	2,789,055	6,657,022
37 TOTAL LOCAL	14,627,116	3,776,958	14,627,116
38 TOTAL REVENUE	57,882,186	19,728,300	57,882,186

**RESTRICTED GENERAL FUND 01.3
2019-2020 EXPENDITURE BUDGET**

ACCOUNTS	2019-20 ADOPTED BUDGET	September 30, 2019 ACTUAL EXPENDITURES	2019-2020 PROJECTED BUDGET
01 INSTRUCTION	221,500	-	221,500
02 MANAGEMENT	2,697,824	300,338	2,697,824
03 NON-INSTRUCTION	2,158,107	340,127	2,158,107
04 HOURLY INSTRUCTION	38,620	7,896	38,620
05 HOURLY NON-INSTRUCTION	5,952,498	996,996	5,952,498
06 TOTAL ACADEMIC	11,068,549	1,645,357	11,068,549
07 CLASSIFIED REGULAR	5,665,078	743,690	5,665,078
08 CLASSIFIED MANAGERS	454,668	95,546	454,668
09 CLASS REG INSTRUCTION	71,424	8,546	71,424
10 CLASSIFIED HOURLY	2,256,441	326,245	2,256,441
11 CLASS HRLY INSTRUCTION	258,088	24,153	258,088
12 TOTAL CLASSIFIED	8,705,699	1,198,180	8,705,699
13 BENEFITS HOLDING ACCOUNT	7,046,927		6,451,384
14 STRS	-	184,032	184,032
15 STATE ON-BEHALF PENSION CONTRIB TO STRS	-	-	-
16 PERS	-	180,117	180,117
17 OASDI/MEDICARE	-	118,156	118,156
18 H/W	-	46,877	46,877
19 SUI	-	1,398	1,398
20 WORKERS' COMP.	-	45,969	45,969
21 ALTERNATIVE RETIREMENT	-	18,994	18,994
22 SUPPLEMENTAL RETIREMENT PLAN	-	-	-
23 TOTAL BENEFITS	7,046,927	595,543	7,046,927
24 TOTAL SUPPLIES	1,599,718	99,963	1,599,718
25 CONTRACTS/SERVICES	15,929,465	2,754,977	15,929,465
26 INSURANCE	5,538,551	543,286	5,538,551
27 UTILITIES	154,000	13,869	154,000
28 TOTAL SERVICES	21,622,016	3,312,132	21,622,016
29 BLDG & SITES	2,029,278	-	2,029,278
30 EQUIPMENT/LEASE PURCHASE	2,991,674	13,377	2,991,674
31 TOTAL CAPITAL	5,020,952	13,377	5,020,952
32 TOTAL EXPENDITURES	55,063,861	6,864,552	55,063,861
33 OTHER OUTGO - STUDENT AID	3,203,724	139,533	3,203,724
34 OTHER OUTGO - TRANSFERS	203,978	-	203,978
35 TOTAL OTHER OUTGO	3,407,702	139,533	3,407,702
36 TOTAL EXPENDITURES & OTHER OUTGO	58,471,563	7,004,085	58,471,563

**RESTRICTED GENERAL FUND 01.3
2019-2020 FUND BALANCE BUDGET**

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL FUND BALANCE	2019-2020 PROJECTED BUDGET
01 TOTAL REVENUE AND TRANSFERS	57,882,186	19,728,300	57,882,186
02 TOTAL EXPENDITURES AND TRANSFERS	58,471,563	7,004,085	58,471,563
03 OPERATING SURPLUS/(DEFICIT)	(589,377)	12,724,215	(589,377)
04 BEGINNING BALANCE	8,971,703	8,971,703	8,971,703
05 CONTINGENCY RESERVE/ENDING FUND BALANCE	8,382,326	21,695,918	8,382,326
06 FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS	14.34%	309.76%	14.34%

**RESTRICTED GENERAL FUND 01.3
DETAIL OF OTHER REVENUES AND CARRYOVER**

ACCOUNTS	2019-2020 ADOPTED REVENUES	September 30, 2019 ACTUAL REVENUES	2019-2020 PROJECTED BUDGET	
FEDERAL CARRYOVER				
01	CHILD CARE ACCESS MEANS PARENTS IN SCHOOL	306,551	-	306,551
02	TRIO UPWARD BOUND	162,864	-	162,864
03	STEM LEARNING AND LEADERSHIP INNOVATION CENTER	1,209,219	-	1,209,219
04	MINORITY COLLEGE CURRICULUM IMPROVEMENT	60,246	-	60,246
05	STEM SCHOLARS PROGRAM (NSF)	137,553	-	137,553
06	UISFL-UNDERGRADUATE INTERNATIONAL STUDIES AND FOREIGN	45,939	-	45,939
07	PROMOTION OF HUMANITIES - TEACHING AND LEARNING	91,130	-	91,130
08	TOTAL FEDERAL CARRYOVER	2,013,502	-	2,013,502
FEDERAL CURRENT YEAR				
09	CHILD CARE ACCESS MEANS PARENTS IN SCHOOL	284,562	-	284,562
10	TRIO UPWARD BOUND	287,537	-	287,537
11	STEM LEARNING AND LEADERSHIP INNOVATION CENTER	1,139,572	-	1,139,572
12	CAREER TECHNICAL EDUCATION	46,195	-	46,195
13	WORKFORCE INNOVATION AND OPPORTUNITY ACT	132,801	-	132,801
14	STEM SCHOLARS PROGRAM (NSF)	141,827	-	141,827
15	TOTAL FEDERAL CURRENT YEAR	2,032,494	-	2,032,494
GRAND TOTAL - FEDERAL		4,045,996	-	4,045,996
STATE - CARRYOVER				
16	INSTRUCTIONAL EQUIPMENT BLOCK GRANT	41,009	41,009	41,009
17	UMOJA PROGRAM - AFRICAN AMERICAN COLLEGIATE	16,000	16,000	16,000
18	EQUAL EMPLOYMENT OPPORTUNITY	71,157	71,156	71,156
19	TRANSFER AND ARTICULATION	2,529	2,528	2,529
20	PHYSICAL PLANT AND INSTRUCTIONAL SUPPORT	253,727	253,728	253,728
21	EMPLOYMENT TRAINING PANEL	670,978	74,445	670,978
22	CALIFORNIA ADULT EDUCATION PROGRAM	63,068	63,067	63,068
23	TEXTBOOK AFFORDABILITY PROGRAM	12,550	8,875	12,550
24	LEADERSHIP DEVELOPMENT PROGRAM	6,651	6,651	6,651
25	STRONG WORKFORCE PROGRAM	2,065,012	2,065,012	2,065,012
26	STRONG WORKFORCE PROGRAM - REGIONAL	6,830,111	-	6,830,111
27	AWARD FOR INNOVATION IN HIGHER EDUCATION	733,049	733,049	733,049
28	SMALL BUSINESS SECTOR NAVIGATOR	4,678	-	4,678
29	HUNGER FREE CAMPUS SUPPORT	201,606	201,606	201,606
30	VETERANS RESOURCE CENTER - ONGOING	57,211	57,211	57,211
31	CAMPUS SAFETY AND SEXUAL ASSAULT	25,492	25,492	25,492
32	GUIDED PATHWAYS	535,750	535,748	535,750
33	CA COMMUNITY COLLEGES MENTAL HEALTH SERVICES	172,602	22,602	172,602
34	STUDENT EQUITY AND ACHIEVEMENT PROGRAM	5,677,367	5,677,367	5,677,367
35	VETERANS RESOURCE CENTER - ONE TIME	200,000	-	200,000

TO BE CONTINUED

**RESTRICTED GENERAL FUND 01.3
DETAIL OF OTHER REVENUES AND CARRYOVER**

ACCOUNTS	2019-2020 ADOPTED REVENUES	September 30, 2019 ACTUAL REVENUES	2019-2020 PROJECTED BUDGET
<i>CONTINUATION</i>			
36 MENTAL HEALTH SUPPORT	192,188	192,187	192,188
37 INNOVATION AND EFFECTIVENESS	148,152	148,152	148,152
38 CLASSIFIED PROFESSIONAL DEVELOPMENT	95,161	95,161	95,161
39 FINANCIAL AID TECHNOLOGY - ONGOING	70,106	70,106	70,106
40 FINANCIAL AID TECHNOLOGY - ONE TIME	189,284	189,284	189,284
41 TOTAL STATE CARRYOVER	18,335,438	10,550,436	18,335,438
STATE - CURRENT YEAR			
42 AWARD FOR INNOVATION IN HIGHER EDUCATION	540,513	540,513	540,513
43 IMPROVING ONLINE CTE PATHWAYS	500,000	-	500,000
44 TOTAL STATE CURRENT YEAR	1,040,513	540,513	1,040,513
45 GRAND TOTAL - STATE	19,375,951	11,090,949	19,375,951
LOCAL CARRYOVER			
46 KCRW - CORPORATION FOR PUBLIC BROADCASTING	156,891	156,890	156,891
47 SOLAR PHOTOVOLTAIC PROGRAM	42,396	-	42,396
48 TOTAL - LOCAL CARRYOVER	199,287	156,890	199,287
LOCAL-CURRENT YEAR			
49 F1 INSURANCE	5,531,551	2,789,055	5,531,551
50 SMC PERFORMING ARTS CENTER	1,089,756	-	1,089,756
51 INFUSING LUBERAL ARTS IN UCLA'S UNDERGRADUATE ENGINEERI	35,715	-	35,715
52 TOTAL LOCAL-CURRENT YEAR	6,657,022	2,789,055	6,657,022
53 GRAND TOTAL - LOCAL	6,856,309	2,945,945	6,856,309

**CAPITAL OUTLAY FUND 40.0
2019-2020 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
REVENUE			
STATE			
01 STATE CARRYOVERS	3,196,018	3,196,016	3,196,018
02 STATE CAPITAL OUTLAY	5,000,000	-	5,000,000
03 TOTAL STATE	8,196,018	3,196,016	8,196,018
LOCAL			
04 PROPERTY TAX - RDA PASS THRU	1,937,516	-	1,937,516
05 DONATIONS	2,200,000	-	2,200,000
06 RENTS	217,945	-	217,945
07 INTEREST	411,000	-	411,000
08 NON-RESIDENT CAPITAL CHARGE	2,432,882	1,175,776	2,432,882
09 LOCAL INCOME	42,000	42,071	42,253
10 TOTAL LOCAL	7,241,343	1,217,847	7,241,596
11 OTHER FINANCING SOURCES	-	-	-
12 TOTAL OTHER FINANCING SOURCES	-	-	-
13 TOTAL REVENUES	15,437,361	4,413,863	15,437,614
EXPENDITURES			
14 SUPPLIES	1,500	-	1,500
15 CONTRACT SERVICES	2,015,876	429,735	2,015,876
16 CAPITAL OUTLAY	28,937,066	631,963	28,937,319
17 TOTAL EXPENDITURES	30,954,442	1,061,698	30,954,695
18 TOTAL EXPENDITURES AND TRANSFERS	30,954,442	1,061,698	30,954,695
19 OPERATING SURPLUS/(DEFICIT)	(15,517,081)	3,352,165	(15,517,081)
20 BEGINNING BALANCE	15,517,081	15,517,081	15,517,081
21 ENDING FUND BALANCE	-	18,869,246	-

MEASURE S FUND 42.3
2019-2020 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
REVENUE			
01 OTHER FINANCING SOURCES	-	-	-
02 INTEREST	239,000	-	239,000
03 TOTAL REVENUE	239,000	-	239,000
EXPENDITURES			
04 SUPPLIES	-	-	-
05 CONTRACT SERVICES	90,000	5,367	90,000
06 CAPITAL OUTLAY	12,473,732	951,681	12,473,732
07 TOTAL EXPENDITURES	12,563,732	957,048	12,563,732
08 OPERATING SURPLUS/(DEFICIT)	(12,324,732)	(957,048)	(12,324,732)
09 BEGINNING BALANCE	12,324,732	12,324,732	12,324,732
10 ENDING FUND BALANCE	-	11,367,684	-

MEASURE AA FUND 42.4
2019-2020 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
REVENUE			
01 OTHER FINANCING SOURCES	-	-	-
02 INTEREST	163,000	36	163,000
03 TOTAL REVENUE	163,000	36	163,000
EXPENDITURES			
04 SUPPLIES	-	-	-
05 CONTRACT SERVICES	60,000	8,425	60,000
06 CAPITAL OUTLAY	5,871,159	43,591	5,871,159
07 TOTAL EXPENDITURES	5,931,159	52,016	5,931,159
08 OPERATING SURPLUS/(DEFICIT)	(5,768,159)	(51,980)	(5,768,159)
09 BEGINNING BALANCE	5,768,159	5,768,159	5,768,159
10 ENDING FUND BALANCE	-	5,716,179	-

**MEASURE V FUND 42.5
2019-2020 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
REVENUE			
01 OTHER FINANCING SOURCES	-	-	-
02 INTEREST	3,079,000	153	3,079,000
03 TOTAL REVENUE	3,079,000	153	3,079,000
EXPENDITURES			
04 SUPPLIES	25,000	22,819	25,000
05 CONTRACT SERVICES	405,000	12,440	405,000
06 CAPITAL OUTLAY	163,183,975	1,965,255	163,183,975
07 TOTAL EXPENDITURES	163,613,975	2,000,514	163,613,975
08 OPERATING SURPLUS/(DEFICIT)	(160,534,975)	(2,000,361)	(160,534,975)
09 BEGINNING BALANCE	160,534,975	160,534,975	160,534,975
10 ENDING FUND BALANCE	-	158,534,614	-

**STUDENT FINANCIAL AID FUND 74.0
2019-2020 REVENUE AND EXPENDITURE BUDGET**

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
REVENUE			
01 FEDERAL GRANTS	31,073,495	6,705,150	31,073,495
02 FEDERAL LOANS	3,510,000	-	3,510,000
03 CAL GRANTS	3,562,000	51,427	3,562,000
04 SANTA MONICA COLLEGE PROMISE	1,686,693	1,686,693	1,686,693
05 STUDENT SUCCESS COMPLETION	2,238,310	2,238,310	2,238,310
06 TRANSFER	354,498	63,545	354,498
07 TOTAL REVENUE	42,424,996	10,745,125	42,424,996
EXPENDITURES			
08 FINANCIAL AID	42,424,996	10,904,548	42,424,996
09 TOTAL EXPENDITURES	42,424,996	10,904,548	42,424,996
10 ENDING FUND BALANCE	-	(159,423)	-
*Negative ending balance is a result of a timing difference between financial aid check issuance and deposit of Federal and CAL Grant Funds.			

SCHOLARSHIP TRUST FUND 75.0
2019-2020 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
01 BEGINNING BALANCE	15,000	15,000	15,000
REVENUE			
02 TRANSFER	30,000	30,000	30,000
03 INTEREST	-	-	-
04 TOTAL REVENUE	30,000	30,000	30,000
05 TOTAL FUNDS AVAILABLE	45,000	45,000	45,000
EXPENDITURES			
06 SCHOLARSHIP	30,000	-	30,000
07 TOTAL EXPENDITURES	30,000	-	30,000
08 ENDING FUND BALANCE	15,000	45,000	15,000

AUXILIARY FUND
2019-2020 REVENUE AND EXPENDITURE BUDGET

ACCOUNTS	2019-2020 ADOPTED BUDGET	September 30, 2019 ACTUAL	2019-2020 PROJECTED BUDGET
01 BEGINNING BALANCE	1,397,246	1,397,246	1,397,246
02 ADJ. TO BEG. BALANCE	-	-	-
03 ADJUSTED BEGINNING BALANCE	<u>1,397,246</u>	<u>1,397,246</u>	<u>1,397,246</u>
REVENUE			
04 GROSS SALES	4,925,000	1,908,028	4,925,000
05 LESS: COST OF GOODS	<u>(3,392,500)</u>	<u>(1,288,615)</u>	<u>(3,392,500)</u>
06 NET	1,532,500	619,413	1,532,500
07 VENDOR INCOME	771,000	128,881	771,000
08 AUXILIARY PROGRAM INCOME	<u>340,550</u>	<u>28,184</u>	<u>340,550</u>
09 NET INCOME	2,644,050	776,478	2,644,050
10 INTEREST	<u>80,000</u>	<u>26,948</u>	<u>80,000</u>
11 TOTAL REVENUE	<u>2,724,050</u>	<u>803,426</u>	<u>2,724,050</u>
12 TOTAL FUNDS AVAILABLE	<u>4,121,296</u>	<u>2,200,672</u>	<u>4,121,296</u>
EXPENDITURES			
13 STAFFING	1,056,500	268,373	1,056,500
14 FRINGE BENEFITS	379,100	45,090	379,100
15 OPERATING	<u>1,451,300</u>	<u>262,401</u>	<u>1,457,300</u>
16 TOTAL EXPENDITURES	<u>2,886,900</u>	<u>575,864</u>	<u>2,892,900</u>
17 ENDING FUND BALANCE	<u>1,234,396</u>	<u>1,624,808</u>	<u>1,228,396</u>

**OTHER POST EMPLOYMENT BENEFITS - IRREVOCABLE TRUST
FOR THE FISCAL YEARS ENDED JUNE 30, 2009 THROUGH SEPTEMBER 30, 2019**

ACCOUNTS	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-20	TOTAL As of 9/30/19
01 BEGINNING BALANCE	-	1,496,721	1,730,957	2,160,034	2,160,732	2,411,648	3,381,152	4,345,509	5,936,276	6,560,495	7,079,191	7,513,223	-
INCREASES/(DECREASES) IN FUNDS:													
02 CONTRIBUTIONS	1,496,996	-	-	-	-	500,000	1,000,000	1,500,000	-	-	-	-	4,496,996
03 INVESTMENT EARNINGS/(LOSSES)	(259)	235,928	431,640	3,203	254,447	473,322	(32,072)	94,708	629,498	524,606	440,064	95,096	3,150,181
04 DISBURSEMENTS	-	-	-	-	-	-	-	-	-	-	-	-	-
05 ADMINISTRATIVE EXPENSES	(16)	(1,692)	(2,563)	(2,505)	(3,531)	(3,818)	(3,571)	(2,277)	(3,049)	(3,414)	(3,484)	(930)	(30,850)
06 INVESTMENT EXPENSES	-	-	-	-	-	-	-	(1,664)	(2,230)	(2,496)	(2,548)	(680)	(9,618)
07 ENDING FUND BALANCE	1,496,721	1,730,957	2,160,034	2,160,732	2,411,648	3,381,152	4,345,509	5,936,276	6,560,495	7,079,191	7,513,223	7,606,709	7,606,709

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD ▼

Fiscal Year: 2019-2020

Quarter Ended: (Q1) Sep 30, 2019

District: (780) SANTA MONICA

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2016-17	Actual 2017-18	Actual 2018-19	Projected 2019-2020
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	170,016,362	186,576,675	185,183,457	184,126,996
A.2	Other Financing Sources (Object 8900)	90,235	113,497	138,175	205,889
A.3	Total Unrestricted Revenue (A.1 + A.2)	170,106,597	186,690,172	185,321,632	184,332,885
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	172,334,364	180,098,390	181,968,724	192,982,952
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	326,050	315,213	325,144	386,998
B.3	Total Unrestricted Expenditures (B.1 + B.2)	172,660,414	180,413,603	182,293,868	193,369,950
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-2,553,817	6,276,569	3,027,764	-9,037,065
D.	Fund Balance, Beginning	23,925,591	21,371,774	27,648,343	30,676,107
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	23,925,591	21,371,774	27,648,343	30,676,107
E.	Fund Balance, Ending (C. + D.2)	21,371,774	27,648,343	30,676,107	21,639,042
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	12.4%	15.3%	16.8%	11.2%

II. Annualized Attendance FTES: This data is being captured in CCFS-320 and is no longer required here.

G.1	Annualized FTES (excluding apprentice and non-resident)				
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2016-17	2017-18	2018-19	2019-2020
H.1	Cash, excluding borrowed funds		51,217,708	63,416,024	59,974,400
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	54,684,728	51,217,708	63,416,024	59,974,400

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)	185,878,524	184,126,996	47,951,907	26%
I.2	Other Financing Sources (Object 8900)	203,978	205,889	1,911	0.9%
I.3	Total Unrestricted Revenue (I.1 + I.2)	186,082,502	184,332,885	47,953,818	26%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	189,449,743	192,982,952	28,611,759	14.8%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	386,998	386,998	93,545	24.2%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	189,836,741	193,369,950	28,705,304	14.8%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-3,754,239	-9,037,065	19,248,514	
L.	Adjusted Fund Balance, Beginning	30,676,107	30,676,107	30,676,107	
L.1	Fund Balance, Ending (C. + L.2)	26,921,868	21,639,042	49,924,621	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	14.2%	11.2%		

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) YYYY-YY	Management		Academic			Classified		
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1: 2018-19							1,185,302	2.5%
Year 2: 2019-20							790,009	2.5%
Year 3:								
b. BENEFITS:								
Year 1: 2018-19							344,366	
Year 2: 2019-20							229,521	

Year 3:									
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* 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.

Year 1 salary increase includes both an ongoing salary adjustment and a one-time off-schedule payment. The ongoing salary adjustments will be funded through operating funds and reserves while the one-time off-schedule payment was a result of the liquidation of an employee health and welfare fund.

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

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

VII. Does the district have significant fiscal problems that must be addressed?	This year?	YES
	Next year?	YES

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

For the third straight year, the District is experiencing a decline in non-r longevity), pension contributions and health and welfare costs has resul harmless provision of the SCFF ends and the District funding is further r expenditure reduction, the District faces serious budgetary complication