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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, NOVEMBER 15, 2004

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

5:30 p.m. – Closed Session
Business Building Room 111

7:15 p.m. - Public Meeting
Board Room
Business Building Room 117

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

PUBLIC PARTICIPATION ADDRESSING THE BOARD OF TRUSTEES

Members of the public may address the Board of Trustees by oral presentation **concerning any subject that lies within the jurisdiction of the Board of Trustees** provided the requirements and procedures herein set forth are observed:

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.

General Public Comments and Consent Agenda

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting **before** the Board reaches the Public Comments section in the agenda.
- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

Major Items of Business

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting **before** the Board reaches that specific item in the Major Items of Business in the agenda.
- Five minutes is allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

2. No uncivil or disorderly conduct shall be permitted at any Board of Trustees meeting. Persistence in displaying such conduct shall be grounds for summary termination and/or removal of the person from the meeting by the Chair.
3. No oral presentation shall include formal charges or complaints against any employee of the District, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify the individual. Charges or complaints against employees shall be submitted to the Board of Trustees for consideration in closed session. Any employee against whom charges or complaints are to be made must be given 24 hours advanced notice and may request any such charges or complaints are heard in closed session.
4. Exceptions: This policy does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent.

No action may be taken on items of business not appearing on the agenda

Reference: *Board Policy Section 1570*
Education Code Section 72121.5
Government Code Sections 54954.2, 54954.3, 54957.9

BOARD OF TRUSTEES	REGULAR MEETING
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District is scheduled be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, November 15, 2004.

5:30 p.m. – Closed Session

7:15 p.m. – Public Meeting

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

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| A Call to Order | 1 |
| B Roll Call | |
| II. CLOSED SESSION <i>(Scheduled for 5:30 p.m.)</i> | |
| • Anticipated Litigation,
pursuant to Government Code Section 54957 | |
| III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS <i>(Continued)</i> | |
| C Pledge of Allegiance | |
| #1 Approval of Minutes: October 4, 2004 (Regular Meeting) | |
| October 12, 2004 (Special Meeting) | |
| IV. SUPERINTENDENT'S REPORT | |
| V. ACADEMIC SENATE REPORT | |
| VI. CLASSIFIED SENATE REPORT | |
| VII. COMMUNICATIONS OR PUBLIC COMMENTS | |
| VIII. CONSENT AGENDA <i>(All items considered in one motion unless
pulled for discussion later in the meeting)</i> | |

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| #3 Contracts and Consultants | |
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XIII. **BOARD REPORTS AND COMMENTS**

XIV. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, December 6, 2004 at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES**REGULAR MEETING**

SANTA MONICA COMMUNITY COLLEGE DISTRICT

November 15, 2004

I. ORGANIZATIONAL FUNCTIONSA. CALL TO ORDER – 5:30 p.m.B. ROLL CALL

Dr. Margaret Quiñones, Chair
Carole Currey, Vice-Chair
Dr. Dorothy Ehrhart-Morrison
Dr. Nancy Greenstein
Graham Pope
Herbert Roney
Annette Shamey
Dina Cervantes, Student Trustee

II. CLOSED SESSION

- Anticipated Litigation
pursuant to Government Code Section 54957

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONSC. PLEDGE OF ALLEGIANCE – Graham Pope**RECOMMENDATION NO. I APPROVAL OF MINUTES**

It is recommended that the minutes from the following meeting of the Santa Monica Community College District Board of Trustees be approved:

October 4, 2004 (Regular Meeting)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

October 12, 2004 (Special Meeting)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA

It is recommended that the Board of Trustees take the action requested on Consent Agenda Recommendations #2-#19.

Recommendations pulled for separate action:

Action on Consent Agenda

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 ACCEPTANCE OF GRANTS

Requested Action: Acceptance

Title of Contract: Job Development Incentive Fund (JDIF)

Contracting Agency: Chancellor's Office, California Community Colleges
Economic and Workforce Development Program

Amount of Award: \$600,000 (FY2004-06)

Matching Funding: \$762,040 (paid for by project business/industry partners)

Performance Period: November 9, 2004 – June 30, 2006

Summary: The California Community Colleges Chancellor's Office will be contracting with Santa Monica College (SMC) to deliver training activities to upgrade highly skilled and technical health care workers as well as create new job opportunities for CalWORKS and working poor participants. SMC, in collaboration with the Service Employees International Union (SEIU) Local 434b and other training professionals, will provide health care-related short-term training activities for individuals wishing to enter the health care field as certified nurse assistants, home health aides, etc., at one of SEIU's participating employers or other health care facilities.

The purpose of the project will be to cover the costs for training and activity coordination. SEIU, as a business industry partner, will provide an in-kind contribution on a dollar-for-dollar match basis to maximize the project's menu of training services. All components of the project will be geared toward developing the job-specific skills needed by participants to successfully obtain and retain health care careers. Other project partners include Country Villa Convalescent Hospitals and Meritcare Medical Centers.

Budget:	Income (FY2004-06):	
	8600	\$600,000
	Expenditures	
	2000 Classified Salaries	\$286,000
	3000 Benefits	63,000
	4000 Supplies	2,168
	5000 Other	216,332
	6000 Equipment	8,500
	7000 Other outgo	24,000

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 **ACCEPTANCE OF GRANTS** (Continued)

Requested Action: Acceptance

Title of Grant: **Title V – Hispanic Serving Institution Grant
(Strengthening Institutions Grant)**

Granting Agency: U.S. Department of Education

Amount of Award: \$2,750,000

Year 1	\$550,000
Year 2	\$546,773
Year 3	\$547,000
Year 4	\$547,960
Year 5	\$550,000

Performance Period: 2004-09

Summary: The grant was awarded to help first-time college students succeed through the development of four primary activities: 1) A systemic "New Student" summer bridge program; 2) Strengthened services to address the needs of first-time students on probation; 3) Faculty development, development of linked courses and supplemental instruction; and 4) Comprehensive intake services: Student Education Plans (SEPs), Early Warning, Assessment, and Advisement. By June 2009, the goal will be to increase the percentage of first-time full-time students who successfully complete their AA or Certificate Program or are transfer ready after two years.

Budget:

Income: (Year 1)	
8100	\$550,000

Expenditures (2004-2005):

1000 Academic Salaries	\$293,040
2000 Classified Salaries	56,885
3000 Benefits	89,125
4000 Supplies	16,140
5000 Other	74,110
6000 Equipment	20,700

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 ACCEPTANCE OF GRANTS (Continued)

Requested Action: Acceptance

Title of Grant: **Title V – Cooperative Grant (“Preparing Tomorrow’s Teachers Today” Grant)**

Granting Agency: U.S. Department of Education

Amount of Award \$1,375,000

Year 1	\$275,000
Year 2	\$275,000
Year 3	\$275,000
Year 4	\$275,000
Year 5	\$275,000

Matching Funds: None

Performance Period: 2004-09

Summary: The Title V cooperative agreement grant with El Camino College is designed to improve the transfer and graduation rate of future teachers completing their lower-division coursework.

- Establish a paraprofessional certificate that satisfies local school district requirements and assists teacher aides in meeting the “No Child Left Behind” mandate of completion of 60 units, while at the same time recruiting quality teachers.
- Increase articulation with universities that have teacher preparation programs.
- Offer preparation courses for students to successfully pass the California Basic Education Skills Test (CBEST) and the newly required California Subject Examination for Teachers (CSET)

An “EPICENTER”— a one-stop teacher information center located at the Bundy Campus -- will allow students to receive personalized teacher preparation guidance and support.

Budget:

Income: (Year 1)	
8100	\$275,000
Expenditures (2004-2005):	
1000 Academic Salaries	\$112,261
2000 Classified Salaries	35,660
3000 Benefits	48,473
4000 Supplies	10,289
5000 Other	39,900
6000 Equipment	28,417

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 ACCEPTANCE OF GRANTS (Continued)

Requested Action: Acceptance

Title of Grant: **Child Development Training Consortium
Reimbursement Program**

Granting Agency: Yosemite Community College District and
Child Development Training Consortium

Requesting Funds: \$10,856

Matching Funds: None

Performance Period: August 1, 2004 – July 31, 2005

Summary: A total of 108 students have been served during the past four years. In this fifth year of the grant, 24-32 new students will be served by the grant, as follows:

- 1) Reimburse students who are seeking a child development permit from the State Credential Office and those who are maintaining their permits.
- 2) Provide Professional Growth Advisor Training to advise Permit holders concerning their 105 professional hours needed for renewal of Child Development Permit.

Budget: Income:

8600		\$10,856
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Expenditures:

7000	Other outgo	\$10,856
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Paying for students Tuition, supplies and books related to Child development classes and/or general education courses and stipends for Trainers.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 ACCEPTANCE OF GRANTS *(Continued)*

Requested Action: Acceptance

Title of Grant: **Teacher Quality Improvement Grant**

Funding Agency: University of California, Riverside

Amount of Award: \$92,000 per year for 5 years totaling \$460,000

Performance Period: 2004-2009

Project Summary: University of California, Riverside was recently awarded an \$11.5 million Fund for Improvement of Post Secondary Education grant from the U.S. Department of Education to develop a comprehensive program. This grant will identify and recruit prospective high school and college students indicating interest as future science and math teachers, educate them in single subject teaching strategies, and mentor them through their early years of teaching.

SMC’s role will be in teacher recruitment and preparation that provides advisement and support to SMC students, resulting in a smooth transition to a four-year university, as well as partnerships with school districts to provide field experience and introduction to the G* Star e-portfolio system. The G*Star e-portfolio system is designed to deepen teacher understanding and competency by adding technology and Web-based resources for effective teaching, preparation and continuity. The goal is to prepare teachers with an interest in attaining National Board Certification.

Students recruited into this particular grant will also benefit from the Title V – Preparing Tomorrow’s Teacher Today grant by receiving counseling and instructional services designed to help them graduate and transfer to a local university.

Budget:

Income (Year 1)		
8200		\$92,000
Expenditures		
1000 Academic Salaries		\$ 60,945
3000 Benefits		21,330
4000 Supplies		2,000
5000 Equipment		4,045
7000 Other outgo		3,680

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3 **CONTRACTS AND CONSULTANTS**

Requested Action: Approval/Ratification

3-A **EMERITUS COLLEGE FACILITIES, WINTER, 2005**

Off-campus Emeritus College classes for the Winter 2005, January 3-February 10, 2005.
Payment per class session is authorized as stated on the list.

Funding Source: 2004-2005 Budget/Emeritus College

Comment: The list of facilities is on file in the Office of Academic Affairs and Emeritus College.

3-B **CONTINUING AND COMMUNITY EDUCATION, WINTER 2005**

(1) Seminars/classes for Santa Monica College Continuing and Community Education for Winter 2005, January 3 – February 10, 2005.

(2) Off-campus Continuing and Community Education classes for Winter 2005, January 3 - February 10, 2005. Payment per class session is authorized as stated on the list.

Funding Source: 2004-2005 Budget of Continuing and Community Education
All costs will be covered by the registration fees charged.

Comment: The lists of Continuing and Community Education classes and facilities are on file in the Office of Planning and Development and in the Office of Continuing and Community Education.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3 **CONTRACTS AND CONSULTANTS**

Requested Action: Approval/Ratification

3-C **CONSULTANT FOR INSTITUTIONAL DEVELOPMENT SERVICES ON TITLE V GRANTS**

Agreement for consultant services with Linda Dowden to assist Title V project staff and College leadership to provide the following institutional development services: 1) tie improved practices in teaching and learning to college-wide assessment and program review process; 2) keep Title V activities tied to internal planning of budgeting processes to maximize potential for institutionalization at grant's end; 3) to mesh Title V strengthening Institutions initiatives to recommendations related to institutional effectiveness and outcomes tracking by accrediting agency; 4) retain focus on the need to improve institutional effectiveness as Hispanic Serving Institutions.

Funding Source: Title V Grants

Amount of Contract:	Title V – Strengthening Institutions	\$35, 805
	Title V – Cooperative Grant	13,950

Term of Contract: November 15, 2004–June 30, 2005

Comment: Institutional Development Specialist Linda Dowden has specialized in designing and implementing strengthening institutions projects funded by Title III and Title V for fifteen years. She brings more than twenty-five years of experience in the field of education as an instructor, as an administrator in a community college and as district director of grants development for a multiple-college district.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 CONTRACTS AND CONSULTANTS

Requested Action: Approval/Ratification

4-A SANTA MONICA PRESCHOOL COLLABORATIVE

Payments under the Memorandum of Understanding between Easter Seals Southern California, Santa Monica Community College District, and Santa Monica-Malibu Unified School District to continue the Santa Monica Preschool Collaborative for 2003-2004. Under the MOU the District is responsible for underwriting the Collaborative's actual expenses to a limit of \$100,000 annually and the expenses of one site supervisor. The cost of the site supervisor for 2003-04 was \$50,484.65

Funding Source: 2004-2005 Budget/Child Care Center

Comment: Under the 2002-03 MOU, the District was responsible for the actual expenses and providing two child care instructors. Under the 2003-04 MOU, the District responsibility was changed to providing one instructor and reimbursement of the cost of one site supervisor. Billing for the Collaborative was received at the end of the 2003-04 fiscal year.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5

Requested Action: Approval/Ratification

ACADEMIC PERSONNEL

ESTABLISH/ABOLISH POSITIONS

It is recommended that the following actions be approved for academic personnel. All personnel will be properly elected in accordance with district policies, salary schedules and appropriate account numbers.

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Assistant Director, Madison Theatre (1 position)	11/16/04

RECOMMENDATION NO. 6

Requested Action: Approval/Ratification

ACADEMIC PERSONNEL

All personnel will be properly elected in accordance with district policies, salary schedules, and appropriate account numbers.

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
<u>ADMINISTRATIVE</u>	
Bauman, Georgia Director, Instructional Services	01/03/05
Crawford, Leonard Director, EOPS	01/04/05
Elliott, Kierston Asst. Dean, Enrollment Services	01/03/05
Phillipson, Adam Acting Asst. Director, Madison Theatre	11/16/04

ADJUNCT

(List on file in the Office of Human Resources - Academic)

SEPARATIONS

RETIREMENT

Ceclair, Larry Instructor, Social Science	06/30/04
Cohen, Helen J. Counselor, Counseling Services	12/31/04
DiNiro, Domenic A. Instructor, English	12/22/04

The Board hereby accepts immediately the retirement of the above listed personnel to be effective as indicated.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 7

Requested Action: Approval/Ratification

CLASSIFIED PERSONNEL

ESTABLISH/ABOLISH POSITIONS

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

<u>ESTABLISH</u>	<u>EFFECTIVE DATE</u>
Administrative Assistant II (1 position) Madison Theatre, 12 mos, 40 hrs	11/16/04
Accountant I (1 position) Fiscal Services, 12 mos, 40 hrs	11/16/04

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 CLASSIFIED PERSONNEL - REGULAR

Requested Action: Approval/Ratification

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

EFFECTIVE DATE

ELECTIONS

PROBATIONARY

Duran, Francine, Administrative Asst. I, Athletics/KD	10/11/04
Mitchell, Michael, Parking Security Officer, Campus Police	10/11/04
Negron, Robert, Parking Security Officer, Campus Police	10/11/04
Thomas, Clyde X., Personnel Analyst, Personnel Commission	11/01/04
Valdez, Roland, Parking Security Officer, Campus Police	10/11/04

CHANGE IN WORKSHIFT/TEMPORARY

Rodriguez, Rogelio	10/11/04 - 11/27/04
Fr: Groundskeeper, Grounds, 12 mos, 40 hrs	
To: Groundskeeper/VH-I, Grounds, 12 mos, 40 hrs	

VOLUNTARY REDUCTION IN HOURS/TEMPORARY

Gutierrez, Karina	10/11/04 - 11/11/04
Fr: Personnel Specialist I, Human Resources, 12 mos, 40 hrs	
To: Personnel Specialist I, Human Resources, 12 mos, 20 hrs	
Ross, Nancy	09/20/04 - 3/20/05
Fr: Instructional Asst-LD, DSC, 12 mos, 20 hrs	
To: Instructional Asst-LD, DSC, 12 mos, 15 hrs	

ADVANCED STEP PLACEMENT

The employee(s) listed has met the standards for Advanced Step Placement. Salary advance step placement is retroactive to initial hire date.

Castellane, Anthony, Fin Aid Customer Svc Clerk, Fin Aid	Step B	06/28/04
Diaz, Veronica, Accountant, Fiscal Svcs	Step C	08/16/04

SEPARATIONS

RESIGNATION

Hoepner, Brian, College Police Dispatcher, Campus Police	10/29/04
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RETIREMENT

Blumhorst, Ray, Supv-Mech/Energy Syst., Maintenance	12/31/04
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The Board hereby accepts immediately the resignation/retirement of the above listed personnel to be effective as indicated.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules. No limited term assignment shall exceed 120 working days per fiscal year.

ELECTIONS

EFFECTIVE DATE

PROVISIONAL

Abraham, Mark, Lifeguard, KD	08/26/04 - 02/18/05
Bonvenuto, Chris, Accounting Manager, Fiscal Services	10/01/04 - 11/05/04
Bonvenuto, Chris, Accounting Manager, Fiscal Services (ext)	11/08/04 - 01/07/05
Brown, Carla, Registration Enrollment Coord., Prog. Dev	08/23/04 - 12/21/04
Butler, Eric, Lifeguard, KD	09/30/04 - 12/18/04
Carreon, Guillermo, Bookstore Clerk Casher, Bookstore	09/07/04 - 12/31/04
Carter, Jermaine, Custodian/NS-II, Operations	10/04/04 - 02/27/05
Casillas, Brian, Registration Information Clerk, Prog. Dev.	09/20/04 - 12/21/04
Childs, Billy W., Counseling Aide, DSC	09/30/04 - 12/22/04
Flores, Maria, Library Assistant III, Library	10/15/04 - 12/21/04
Franco, Sandra, Admissions and Records Clerk I, A & R	09/20/04 - 12/31/04
Garcia, Irene, Registration Information Clerk, Prog. Dev.	09/20/04 - 12/21/04
Gomez, Tiffany V., Registration Information Clerk, A & R	10/05/04 - 12/31/04
Gray, I. Darryl, Custodian/NS-II, Operations	10/04/04 - 02/27/05
Harris, Sharon, Custodian/NS-II, Operations	10/04/04 - 10/06/04
Hayes, Ronald, Custodian/NS-II, Operations	10/04/04 - 02/27/05
Jackson, Sheralynn, Registration Information Clerk, Prog. Dev.	09/20/04 - 12/21/04
Jarret, Gabriel, Sign Language Interpreter Trainee, DSC	08/30/04 - 12/22/04
Lavin, Dhanvantari, Lifeguard, KD	09/26/04 - 12/18/04
Lozano, Gerardo, Custodian/NS-I, Operations	10/04/04 - 02/27/05
Mays, Meshana L., Custodian/NS-II, Operations	10/25/04 - 02/27/05
Raby, Emily, Custodian/NS-I, Operations	10/04/04 - 02/27/05
Razon, Nadia, Registration Information Clerk, A & R	09/20/04 - 12/31/04
Richardson, Maree E., Custodian, Operations	10/04/04 - 02/27/05
Soleymani, Saman, Instructional Assistant-Math, Mathematics	10/01/04 - 12/21/04
Thomas, Clyde X, Personnel Analyst, Personnel Commission (ext.)	10/01/04 - 11/05/04
Vento, Victor, Accompanist - Guitar, Emeritus	08/30/04 - 12/18/04

LIMITED TERM

Bennett, Carlota, Department Secretary I, Academic Senate	09/20/04 - 06/30/05
Fletcher, Gerald, Registration Information Clerk, Prog. Dev.	09/20/04 - 12/21/04
Gordon, Jeffrey, Counseling Aide, Counseling	09/13/04 - 12/23/04
Parker, Rashad, Bookstore Clerk Cashier, Station C	09/27/04 - 12/31/04
Tran, Kim, Accountant, Fiscal Services (ext)	11/01/04 - 01/31/05

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

ELECTIONS

STUDENT EMPLOYEES

CalWORKS	3
\$7.00/hr	
College Student Assistant	74
\$7.00/hr	
College Work-Study Student Assistant	146
\$7.00/hr	

SPECIAL SERVICES

Art Model	1
\$14.00/hr	
Art Model w/Costume	1
\$17.00/hr	
Community Services Specialist I	2
\$27.40/hr	
Community Services Specialist II	11
\$38.00	
Volunteer	

List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11 CLAIM FOR DAMAGES

Requested Action: Approval

Reject the following claim and refer the claim to the District's claims management firm

<u>Claimant</u>	<u>Date Filed</u>	<u>Amount of Claim</u>
Antoinette Griffiths	09/29/04	\$10,000

Comment: Mr. John A. Shelley, Esq. alleges his client, Antoinette Griffiths was injured on March 30, 2004 during a lash and brow tint in the Cosmetology Department.

RECOMMENDATION NO. 12 CONTRACTS AND CONSULTANTS

Requested Action: Approval/Ratification

12-A AGREEMENT FOR COLLECTION SERVICES

Agreement with COAST PROFESSIONAL to provide debt collection services to the District. District will pay Coast Professional 25 percent to 35percent on all amounts collected.

Comment: In the past the District has exclusively used the Chancellor's Office Tax Offset Program (COTOP) for debt collection. COTOP has not yielded satisfactory results. This agreement provides the District with another collection option. Future decisions about collection services will be determined following a review of the results.

12-B AGREEMENTS FOR SECURITY SERVICES

Agreements with IVA SOLUTIONS to provide security alarm monitoring services for seven locations with automatic three-month renewals subject to 30-day cancellation by the District. Payment by the District to be \$320 per month for all seven locations, for the period of November 1, 2004 through January 31, 2005.

Funding Source: 2004-2005 Budget/Telecommunications

Comment: These interim agreements will provide the District with the opportunity to develop specifications to solicit bids for a long-term agreement. The seven locations are Business Building, Dresher Hall, Music Room #169, AET, Madison, Bookstore/Cashier's Office and Station C.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

12-C AGREEMENT TO PREPARE LOCAL HAZARD MITIGATION PLAN

Agreement with DIMENSIONS UNLIMITED, INC. to prepare the District's Local Hazard Mitigation Plan. Fee for services not to exceed \$9,000, for the period of November 15, 2004 through June 30, 2005.

Funding Source: 2004/2005 Budget/Risk Management

Comment: Under the Federal Disaster Mitigation Act of 2000, the District is required to have an approved Local Hazard Mitigation Plan on file in order to qualify for future federal disaster relief funds. This consultant will assist the District in preparing this highly technical document.

12-D AGREEMENTS FOR MARKETING AND RECRUITMENT

Marketing and Recruitment Services for Spring, 2005:

	Provider	Service	Amount
1.	Sergio Ortiz	Media services	Total not to exceed \$2,500
2.	Golden Cane Advertising	Advertising services	Increase of \$4,000, for a total not to exceed \$49,600
3	KPWR 105 FM Radio	Advertising for Student Recruitment	Not to exceed \$70,000
\$.	KROQ 106.7 FM Radio	Advertising for Student Recruitment	Not to exceed \$70,000

Funding Source: SMC Marketing Budget/General Fund/Financial Aid

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 13 GANN LIMIT, 2004-2005

Requested Action: Approval

Adopt the 2004-2005 Gann Limit for the Santa Monica Community College District as \$75,505,097 and the 2004-2005 Appropriation Subject to Limitation as \$75,505,097.

Comment: The Gann Limit figures are based on the prior year limit amended by a State formula. The Appropriation Subject to Limitation is based on the Adopted Budget for 2004-2005.

The Gann Limit is the maximum amount of tax driven revenues that may be budgeted by law. The Appropriation Subject to Limitation is the amount of tax driven revenues that are expected to be available for budget purposes. These tax revenues include state and local levied taxes. Because Santa Monica College has historically been a low revenue district, and because community colleges have not been funded at a rate which would keep pace with the growth and price inflator factors found in the Gann Limit, the appropriation amount is significantly below the Gann Limit.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14 FACILITIES

Requested Action: Approval/Ratification

14-A QUARTERLY POOL PAYMENTS UNDER JOINT USE OF FACILITIES AGREEMENT WITH THE CITY OF SANTA MONICA

Quarterly payments to the CITY OF SANTA MONICA for the District’s share of maintenance and operation costs of the new pool under the terms of the Joint Use of Facilities Agreement:

October 1 – December 31, 2003	\$59,530.10
January 1 – March 31, 2004	\$65,235.98
April 1 – June 30, 2004	<u>\$73,501.35</u>
Total	\$198,267.43

Funding Source: 2004-2005 District General Fund

Comment: Under the terms of the Joint Use of Facilities Agreement with the City of Santa Monica, the District pays a pro rata share based on the number of hours the College uses the pool compared to the total hours of pool use by all parties. There was a delay in obtaining adequate back-up for the invoices for the last three quarters of 2003-04.

14-B SUBSTITUTION OF SUBCONTRACTORS – RENOVATION OF WEST BUILDING, BUNDY CAMPUS

BERNARDS BROS. CONSTRUCTION COMPANY, general contractor for the Renovation of West Building, Bundy Campus requests the following listed subcontractor substitutions:

Replace listed “Gypsum Board” subcontractor McKinney Wall Systems, Inc., Anaheim, California with the Nevell Group, Inc., Brea, California.

Replace listed “Painting” subcontractor Performance Construction and Painting, Alta Loma with Borbon Inc., Buena Park.

Replace listed “Site Concrete” subcontractor L.J. Rotunno Concrete Construction, Inc., San Clemente with Conrad Concrete, Inc., Lancaster.

Comment: The listed sub-contractor was unable to enter into an agreement with the general contractor. The District is not a party to the agreements between the construction contractors and their subcontractors. However, the contractor must list the subcontractors at the time of bidding a project. Any change of subcontractor requires notification to the District and Board approval. In today’s construction climate, it is common to have many changes.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14 FACILITIES (continued)

14-C CHANGE ORDER NO.1 – THEATER ARTS RENOVATION

Change Order No. 1 TURNER CONSTRUCTION on the Theater Arts Renovation project.

Original Contract Amount	\$ 13,053,000
Change Order No. 1	<u>5,160</u>
Revised Contract Amount	\$13,058,160

Funding Source: Measure U

Comment: Change Order No. 1 provides for temporary chain link fencing for short term faculty parking and to facilitate access to SMC Events area adjacent to existing project fence, and to break and remove an unforeseen underground concrete obstruction.

14-D AGREEMENT FOR SPECIAL INSPECTION, GEOTECHNICAL & TESTING SERVICES

Agreement with SIGNET TESTING LABS to provide Construction Material Testing, Special Inspection Services and Geotechnical Services associated with various construction projects during the period of November 1, 2004 through June 30, 2005. Fees for services shall be \$53 to \$135 per hour and up to \$500 per laboratory test.

Funding Source: State Construction Grants/FEMA/Measure U/Measure S/
District Capital Funds

Comment: This agreement will provide the District with greater flexibility to meet the increased demands of anticipated construction projects.

14-E AGREEMENT FOR ARCHITECTURAL SERVICES – CAMPUS QUAD

Agreement with GENSLER for architectural services associated with the Campus Quad project for an amount not to exceed \$345,000, plus reimbursable expenses.

Funding Source: Measure U

Comment: This agreement provides for the planning and construction administration for a new campus quad. The quad will complete the area between the new Theater Arts Complex, new Liberal Arts and Library. This will be an open landscaped area and will have facilities for special events.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 14 **FACILITIES** (continued)

14-F AWARD OF BID – NEW MUSIC AND PERFORMING ARTS COMPLEX, MADISON CAMPUS

Award of construction bid for the New Music and Performing Arts Complex, Madison Campus project to the lowest responsive bidder:

<u>Bidder</u>	<u>Bid Amount</u>
---------------	-------------------

To be presented at the meeting

Funding Source: Measure S, Measure U, Federal Transportation Grant, SMC Foundation

Comment: This project provides for a renovation of the Madison Campus for a new Music and Performing Arts Center for use by the Music Department, other college programs and community groups.

The Mitigation Monitoring Program for this project was approved by the Board in August 2003. The Monitoring Program begins prior to construction and continues during construction and throughout the life of the project.

14-G PROJECT COMPLETION– KINESIOLOGY/DANCE AND ATHLETICS OFFICES

Subject to completion of punch list items by G.B. COOKE, INC., authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as KINESIOLOGY/DANCE AND ATHLETICS OFFICES as being complete upon G.B. COOKE, INC. completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES	Action
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 COMMERCIAL WARRANT REGISTER

Requested Action: Ratification/Approval

September 1 – September 30, 2004	1258 – 1298	\$5,012,587.13
October 1 – October 31, 2004	1300 – 1338	\$7,987,177.99

Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 16 PAYROLL WARRANT REGISTER

Requested Action: Approval

September 1 – September 30, 2004	VIE – C2C	\$5,909,652.00
October 1 – October 31, 2004	CIC – C2D	\$6,799,745.07

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

RECOMMENDATION NO. 17 AUXILIARY PAYMENTS & PURCHASE ORDERS

Requested Action: Approval

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore fund, Trust fund and other Auxiliary funds.

	Payments	Purchase Orders
September 1 – October 31, 2004	\$1,917,092	\$14,598

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

RECOMMENDATION NO. 18 DIRECT PAYMENTS

Requested Action: Approval

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approved budgets. List on file in Business Office.

September 1 – October 31, 2004	DC00043 – D000310	\$591,781.43
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BOARD OF TRUSTEES	Action
Santa Monica Community College District	November 15, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 19 PURCHASING

Requested Action: Ratification/Approval

19-A AWARD OF PURCHASE ORDERS

Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments are made in accordance with Education Code requirements and allocated to approved budgets. Lists on file in the Purchasing Department

September 1 – October 31, 2004

\$4,204,675.10

19-B PARTICIPATION IN PURCHASE AGREEMENTS

Authorize the use of the following bid and purchase agreements and the award of purchase orders:

State of California Department of General Services' California Multiple Awards Schedule (CMAS) contract #3-94-70-0012 with Dell Computer for computer equipment for various departments.

Authorize the award of purchase orders to Dell Computer in a total amount not to exceed \$515,000.

Funding Sources: 2004-2005 Budgets/Matriculation, Title III, VTEA, Financial Aid, Instruction Equipment & Library Materials, Even Start, Prop 10, Athletics, Superintendent, Board of Trustees

Comment: Public Contract Code §20652 allows the District to purchase through other public agencies without advertising for bids.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 20 **APPOINTMENT TO CITIZENS' BOND OVERSIGHT COMMITTEE**

It is recommended the Board of Trustees appoint Clarence Chapman to serve as the representative of a taxpayers' association on the SMCCD the Citizens' Bond Oversight Committee for a two-year term, 2004-2006.

Comment: Mr. Chapman submitted an application and was interviewed for the position representing a taxpayers' organization on the Citizens' Bond Oversight Committee. He is a resident of Malibu and has 39 years of experience as a public administrator in state, county and municipal government.

The Citizens' Bond Oversight Committee is required by Education Code Section 15282, Board Policy Section 1264, and its Bylaws to consist of seven members representing (1) local business community, (2) senior citizen's organization, (3) taxpayers' organization, (4) student, (5) college advisory board or foundation.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION November 15, 2004
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BOARD POLICY

RECOMMENDATION NO. 21 **SECOND READING AND APPROVAL**
BOARD POLICY SECTION 2000, GENERAL DISTRICT

It is recommended that the Board of Trustees conduct a second reading and approve revised Board Policy Section 2000, General District. Only revised, rewritten or new policies are presented for Board consideration. All other policies in section 2000 remain unchanged.

Comment: Board Policy Section 2000, General District, is presented for approval following a review by two subcommittees of the Board and minor changes resulting from the first reading held on October 4, 2004.

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

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 15, 2004

INFORMATION ITEM D **SCHEDULE OF BOARD OF TRUSTEES MEETINGS, 2005**

Following is the tentative schedule of Board of Trustees meetings for 2005. The dates in **bold** are regular meetings or retreats; alternate dates are included for special meetings or workshops. The schedule will be approved at the organizational meeting on December 20, 2004.

Board of Trustees Meeting	Comment
January 10, 2005 (second Monday)	Meeting is scheduled on the second Monday of the month because of the preceding holidays.
January 28 Board Retreat (Friday)	CCLC Orientation/Legislative Conference: 1/29-1/31
February 7	
February 28 (<i>hold</i>)	
March 14 (second Monday)	Board of Governors meeting: 3/7-3/8
March 21 (<i>hold</i>)	
April 4	Spring Break: 4/12-4/16
April 18 (<i>hold</i>)	Passover: 4/24*
May 9 (second Monday)	Board of Governors meeting: 5/2-5/3
May 23 (<i>hold</i>)	
June 6 <i>Tentative 2005-2006 Budget</i>	CCCT Annual Conference: 5/29-6/1 Graduation: 6/14
June 20 (<i>hold</i>)	
July 6 (Wednesday)	College holiday: 7/4 Board of Governors meeting: 7/11-7/12
July 15-16 Board Retreat	Relay for Life: 7/23-7/24
August 1	
August 15 (<i>hold</i>)	
September 7 (Wednesday) <i>2005-2006 Budget Adoption</i>	College holiday: 9/5 Board of Governors meeting: 9/12-9/13
September 19 (<i>hold</i>)	
October 10 (second Monday)	Rosh Hashanah: 10/4* Yom Kippur: 10/13*
October 17 (<i>hold</i>)	
November 7	Election Day: 11/8 Board of Governors meeting: 11/14-11/15
November 21 (<i>hold</i>)	CCLC Annual Conference: 11/17-11/19 Thanksgiving: 11/24
December 5	Organizational Meeting: Election of Officers
December 19 (<i>hold</i>)	

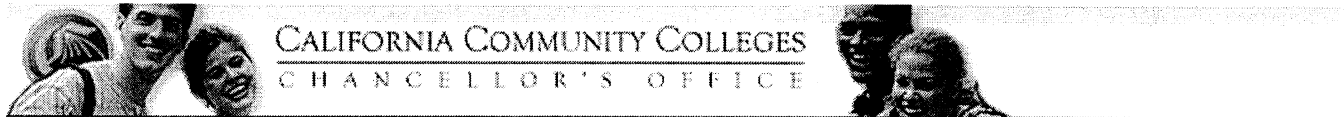
*Jewish Holidays begin at sundown the day before

BOARD OF TRUSTEES Santa Monica Community College District	INFORMATION November 15, 2004
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INFORMATION ITEM E

2003-2004 QUARTERLY BUDGET REPORT
2004-2005 QUARERLY BUDGET REPORT

- Quarterly 311Q General Fund Budget report for the quarter ended June 30, 2004
- Quarterly 311Q General Fund Budget report for the quarter ended September 30, 2004
- 2004-2005 Quarterly Budget Report for the quarter ended September 30, 2004



Fiscal Year 2003-2004
District:(780)SANTA MONICA Quarter Ended: (Q4) June 30, 2004
Certified Date: 19-Oct-04 02:18 PM

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	<u>As of June 30 for fiscal year (FY) specified.</u>			
	FY00-01	FY01-02	FY02-03	FY03-04
General Fund Revenues (Objects 8100, 8600, and 8800)	115,768,649	117,591,098	120,037,531	119,169,524
Other Financing Sources (Objects 8900)	323,963	1,019,335	269,125	16,292
General Fund Expenditures (Objects 1000-6000)	111,934,300	122,038,663	119,801,619	112,030,513
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,383,093	2,204,342	1,152,881	1,070,764
Reserve for contingency Unrestricted	0	0	0	0
Reserve for contingency Total	0	0	0	0
General Fund Ending Balance Unrestricted	5,821,609	1,210,760	767,374	6,834,088
General Fund Ending Balance Total	7,047,790	1,415,218	767,374	7,843,889
Prior-Year Adjustments	-1,397,467	0	1,094,683	0
Attendance FTES	20,083	21,814	22,729	15,727
<u>Quarter</u>	<u>For the same quarter to each fiscal year (FY) specified</u>			
	FY00-01	FY01-02	FY02-03	FY03-04
General Fund Cash Balance (Excluding investments)	17,158,622	4,725,606	9,424,737	-1,900,158

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage %
General Fund Revenues (Objects 8100, 8600, and 8000)	118,829,627	119,169,524	100.29
Other Financing Source (Objects 8900)	275,721	16,292	5.91
General Fund Expenditures (Objects 1000-6000)	117,519,987	112,030,513	95.33
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,585,361	1,070,764	67.54

III. Has the district settled any employee contracts during this quarter? Yes No If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0

Year 3

0

0

0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

[Empty text box for statement regarding revenue sources]

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

Yes No

If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

The delay of the apportionment payment until July caused the District to end the year with a negative cash balance in the General Fund.

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

Next year? Yes No If yes, what are the problems and what actions will be taken?

(Include additional pages of explanation if needed.)

In 03/04 major reductions in class offerings were made to balance the budget and create a reserve for the start of 04/05 so the District could recover enrollment in 04/05. The major problem for 04/05 will be to retain the 6% reserve since there are no settled union contracts. The Board of Trustees need to make sure expenditures do not exceed income.

CERTIFICATION

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of meeting.

[Signature] 11/9/04 *[Signature]* 11/9/04
District Chief Business Officer Date District Superintendent Date

Quarter Ended: (Q4) June 30, 2004 Governing Board Meeting Date ___/___/___

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California Community Colleges		Governmental Funds Group					
Year-to-Date Actual Financial and Budget Report		10 General Fund:					
		11 Unrestricted Subfund					
		12 Restricted Subfund					
REVENUES, EXPENDITURES & FUND BALANCE							
Actual Year-to-Date and Budget Year: 2004-2005							
Actual FTES Report							
Annualized - Resident Credit & Non-Credit							
Description	State Use EDP (only)	Unrestricted Subfund		Restricted Subfund		Total	
		Year-to-Date	Budget	Year-to-Date	Budget	Year-to-Date	Budget
Revenues							
Federal	8100	-	-	265,143	3,574,593	265,143	3,574,593
State	8600	18,591,155	62,238,630	1,259,786	6,374,864	19,850,941	68,613,494
Local	8800	12,491,624	46,015,038	1,693,670	7,108,565	14,185,294	53,123,603
Total Revenues	801	31,082,779	108,253,668	3,218,599	17,058,022	34,301,378	125,311,690
Expenditures							
Academic Salaries	1000	8,608,932	53,200,433	388,591	3,282,144	8,997,523	56,482,577
Classified Salaries	2000	3,291,364	23,083,468	539,412	3,698,896	3,830,776	26,782,364
Employee Benefits	3000	1,892,272	19,360,364	116,060	1,305,057	2,008,332	20,665,421
Supplies and Materials	4000	221,451	1,089,488	96,126	1,184,896	317,577	2,274,384
Other Operating Expenses & Services	5000	2,653,293	11,106,454	1,256,612	5,048,321	3,909,905	16,154,775
Capital Outlay	6000	14,326	406,183	205,717	2,197,962	220,043	2,604,145
Total Expenditures	501	16,681,638	108,246,390	2,602,518	16,717,276	19,284,156	124,963,666
Excess/(Deficiency) of Revenues over Expenditures	201	14,401,141	7,278	616,081	340,746	15,017,222	348,024
Other Financing Sources	8900	-	59,420	-	216,301	-	275,721
Other Outgo	7000	140,106	280,000	19,940	1,083,163	160,046	1,363,163
Net Increase/(Decrease) in Fund Balance	901	14,261,035	(213,302)	596,141	(526,116)	14,857,176	(739,418)
Beginning Fund Balance:							
Net Beginning Balance, July 1	902	6,834,088	6,834,088	1,009,803	1,009,803	7,843,891	7,843,891
Prior Years Adjustments	903	-	-	-	-	-	-
Adjusted Beginning Balance	904	6,834,088	6,834,088	1,009,803	1,009,803	7,843,891	7,843,891
Ending Fund Balance, June 30	905	21,095,123	6,620,786	1,605,944	483,687	22,701,067	7,104,473

	Credit	Noncredit	Total
Resident FTES (Annualized)	20942	522	21464



Fiscal Year 2004-2005
District:(780)SANTA MONICA Quarter Ended: (Q1) September 30, 2004
Certified Date:10-Nov-04 09:42 AM

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	<u>As of June 30 for fiscal year (FY) specified.</u>			
	<u>FY01-02</u>	<u>FY02-03</u>	<u>FY03-04</u>	<u>FY04-05</u>
General Fund Revenues (Objects 8100, 8600, and 8800)	117,591,098	120,037,531	119,169,524	125,311,690
Other Financing Sources (Objects 8900)	1,019,335	269,125	16,292	275,721
General Fund Expenditures (Objects 1000-6000)	122,038,663	119,801,619	112,030,513	124,963,666
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	2,204,342	1,152,881	1,070,764	1,363,163
Reserve for contingency Unrestricted	0	0	0	6,620,725
Reserve for contingency Total	0	0	0	6,620,725
General Fund Ending Balance Unrestricted	1,210,760	767,374	6,834,088	0
General Fund Ending Balance Total	1,415,218	767,374	7,843,889	0
Prior-Year Adjustments	0	1,094,683	0	0
Attendance FTES	21,814	22,729	15,727	21,464
<u>Quarter</u>	<u>For the same quarter to each fiscal year (FY) specified</u>			
	<u>FY01-02</u>	<u>FY02-03</u>	<u>FY03-04</u>	<u>FY04-05</u>
General Fund Cash Balance (Excluding investments)	11,460,396	1,662,092	11,217,315	21,878,841

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage %
General Fund Revenues (Objects 8100, 8600, and 8000)	125,311,690	34,301,378	27.37
Other Financing Source (Objects 8900)	275,721	0	0.00
General Fund Expenditures (Objects 1000-6000)	124,963,666	19,284,156	15.43
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,363,163	160,046	11.74

III. Has the district settled any employee contracts during this quarter? Yes No If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0

Year 3

0

0

0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

District is negotiating with both classified and academic unions for new contracts.

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

Yes No

If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

Faculty union contract expired in August 2004.

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

Next year? Yes No If yes, what are the problems and what actions will be taken?

(Include additional pages of explanation if needed.)

Recovery of FTE is top priority of District. This means shifting resources from other areas. In 05-06 recovery must be substained and adjustments will be needed to cover the areas shifted from in 04-05. The balancing of priorities will need cooperation from all parts of the college community.

CERTIFICATION

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of meeting.

District Chief Business Officer

Date

District Superintendent

Date

Quarter Ended: (Q1) September 30, 2004

Governing Board Meeting Date

___/___/___

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UNRESTRICTED GENERAL FUND 01.0 INCOME BUDGET			
ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL INCOME	2004-2005 PROJECTED INCOME
(a)	(b)	(c)	(d)
FEDERAL			
8189 FIN AIDS ADM ALLOWANCES	-	-	-
8190 OTHER FEDERAL REVENUE	-	-	-
TOTAL FEDERAL	-	-	-
STATE			
8610 PRINCIPAL APPT. EQUALIZATION	50,448,583	17,375,694	50,448,583
8611 BASIC SKILLS APPT.	-	-	-
8616 PRIOR YR APPT. ADJ.	(213,303)	-	(213,303)
8660 INTEREST INCOME	-	6,283	-
8672 HOMEOWNERS EXEMPT	94,454	-	94,454
8680 STATE LOTTERY REV.	2,861,869	-	2,861,869
8692 MANDATED COST RECOV.	-	-	-
8698 PARTNERSHIP FOR EXCELLENCE	3,661,884	931,297	3,661,884
8699 OTH STATE	1,777,239	277,882	1,777,239
TOTAL STATE	62,238,630	18,591,155	62,238,630
LOCAL			
8810 PROP TAX SHIFT	10,890,346	1,040,490	10,890,346
8811 SECURED TAX	6,879,210	-	6,879,210
8812 SUPPLE. TAXES	175,345	49,308	175,345
8813 UNSECURED TAX	374,714	273,292	374,714
8816 PRIOR YRS TAXES	805,621	200,050	805,621
8830 INTENSIVE ESL	516,703	353,600	516,703
8850 RENTS	39,043	21,015	39,043
8860 INTEREST	204,242	4,218	204,242
8874 ENROLLMENT FEES	11,557,004	3,683,612	11,557,004
8879 STUDENT RECORDS	150,452	-	150,452
8880 NON RES TUITION	12,859,902	6,372,768	12,859,902
8885 OTHER STUDENT FEES & CHARGES	292,258	61,029	292,258
8886 F1 APPLICATION FEES	63,885	22,730	63,885
8889 OTHER FEES	116,042	29,930	116,042
8890 OTHER LOCAL	278,175	112,341	278,175
8891 I. D. CARD SERVICE CHARGE	516,551	202,564	516,551
8892 LIBRARY FINES	16,472	80	16,472
8893 PARKING FINES	279,073	64,598	279,073
8912 SALE OF EQUIP AND SUPPLIES	-	-	-
TOTAL LOCAL	46,015,038	12,491,624	46,015,038
TOTAL INCOME	108,253,668	31,082,780	108,253,668
8980 TRANSFER IN	59,420	-	59,420
TOTAL REVENUE	108,313,088	31,082,780	108,313,088
BEGINNING BALANCE	6,834,088	6,834,088	6,834,088
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
TOTAL FUNDS AVAILABLE	115,147,176	37,916,868	115,147,176

UNRESTRICTED GENERAL FUND 01.0 EXPENDITURE BUDGET			
ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL EXPENDITURES	2004-2005 PROJECTED EXPENDITURES
(a)	(b)	(c)	(d)
1. INSTRUCTION	22,449,967	2,347,373	22,449,967
2. ACADEMIC MANAGERS	3,779,144	648,427	3,779,144
3. NON-INSTRUCTION	4,683,697	503,968	4,683,697
4. HOURLY INSTRUCTION	19,396,609	4,398,318	19,396,609
5. HOURLY NON INSTRUCTION	2,891,016	710,846	2,891,016
6. TOTAL ACADEMIC	53,200,433	8,608,932	53,200,433
7. CLASSIFIED REGULAR	16,119,900	2,284,078	16,119,900
8. CLASSIFIED MANAGERS	2,506,552	413,300	2,506,552
9. CLASS REG INSTRUCTION	2,448,771	234,272	2,448,771
10. CLASSIFIED HOURLY	1,605,816	275,336	1,605,816
11. CLASS HRLY INSTRUCTION	402,429	84,378	402,429
12. TOTAL CLASSIFIED	23,083,468	3,291,364	23,083,468
13. STRS	3,500,000	493,827	3,500,000
14. PERS	2,308,864	338,996	2,308,864
15. OASDHI/MEDICARE	2,300,000	349,223	2,300,000
16. H/W	8,840,000	74,802	8,840,000
17. RETIREE'S H/W	920,000	326,695	920,000
18. SUI	175,000	77,398	175,000
19. WORKERS' COMP.	841,500	140,444	841,500
20. DISTRICT RETIREMENT	475,000	90,887	475,000
21. TOTAL BENEFITS	19,360,364	1,892,272	19,360,364
22. TOTAL SUPPLIES	1,089,488	221,451	1,089,488
23. CONTRACTS/SERVICES	7,840,866	1,575,825	7,840,866
24. INSURANCE	596,788	593,762	596,788
25. UTILITIES	2,668,800	483,706	2,668,800
26. TOTAL SERVICES*	11,106,454	2,653,293	11,106,454
27. BLDG & SITES	-	-	-
28. EQUIPMENT	52,025	14,326	52,025
29. LEASE PURCHASES	354,158	-	354,158
30. TOTAL CAPITAL	406,183	14,326	406,183
31. TOTAL EXPENSES	108,246,390	16,681,638	108,246,390
32. OTHER TRANSFR FOR FIN AID	280,000	140,106	280,000
33. OTHER OUTGOING TRANSFER	-	-	-
34. TOTAL EXP. & TRANSFERS	108,526,390	16,821,744	108,526,390
35. CONTINGENCY RESERVE	6,620,785	-	6,620,785
36. TOTAL	115,147,176	16,821,744	115,147,176

*Lottery revenues are used to fund services.

RESTRICTED GENERAL FUND 01.3 ADOPTED INCOME BUDGET

REVENUE ACCOUNT (a)	2004-2005	Sept 30, 2004	2004-2005
	ADOPTED BUDGET (b)	ACTUAL INCOME (c)	PROJECTED INCOME (d)
FEDERAL			
1. 8170 VOCATIONAL ED.	516,314	103,263	516,314
2. 8180 ECONOMIC OPP. ACT/FWS	623,713	-	623,713
3. 8190 RADIO GRANTS	975,000	-	975,000
4. 8190 RADIO GRANTS C/O	470,078	-	470,078
5. 8241 TECH PREP	68,800	6,880	68,800
6. OTHER FEDERAL	920,688	155,000	920,688
7. TOTAL FEDERAL	3,574,593	265,143	3,574,593
STATE			
8. 8620 BLOCK GRANT C/O	178,260	-	178,260
9. 8620 BLOCK GRANT	-	100,299	-
10. 8620 S.F.A.A.	746,703	209,076	746,703
11. 8620 TTIP	36,697	10,182	36,697
12. 8620 TTIP C/O	104,232	-	104,232
13. 8620 CALWORKS	380,181	104,506	380,181
14. 8620 TANF	87,423	-	87,423
15. 8622 EXTENDED OPP. PROG.	1,053,995	295,119	1,053,995
16. 80	-	-	-
17. 8623 DISABLED STUDENTS	987,225	276,423	987,225
18. 8650 MATRICULATION	703,443	196,963	703,443
19. 8650 MATRICULATION C/O	244,035	-	244,035
20. 8650 NON-CREDIT MATRICULATION	39,733	11,126	39,733
21. 8650 NON-CREDIT MATRICULATION C/O	21,156	-	21,156
22. 8650 EOPS CARE	94,466	26,450	94,466
23. 8650 EOPS CARE C/O	-	-	-
24. 8650 STAFF/FAC DIVERSITY	18,443	5,163	18,443
25. 8650 ENERGY RELIEF	325,469	-	325,469
26. 8650 TEACHER READING DEVELOPMENT PROGRAM	-	-	-
27. 8654 INSTR.EQUIP/LIBRARY MATL.	502,500	-	502,500
28. 8654 INSTR EQUIP LIBRARY MATL. C/O	108,273	-	108,273
29. 8656 STAFF DEVELOP. C/O	9,824	-	9,824
30. 8680 LOTTERY	318,762	-	318,762
31. OTHER STATE	414,044	24,479	414,044
32. TOTAL STATE	6,374,864	1,259,786	6,374,864
LOCAL			
33. 8830 PICO PARTNERSHIP	179,875	-	179,875
34. 8830 PICO PARTNERSHIP	-	-	-
35. 8876 HEALTH FEES	580,448	301,054	580,448
36. 8881 PARKING FEES	1,195,243	648,394	1,195,243
37. 8890 PARKING LOT INC	151,864	-	151,864
38. DONATIONS -KCRW	3,492,049	-	3,492,049
39. OTHER LOCAL	1,509,086	744,222	1,509,086
40. TOTAL LOCAL	7,108,565	1,693,670	7,108,565
41. TOTAL INCOME	17,058,022	3,218,599	17,058,022
42. 8980 TRANSFERS	216,301	-	216,301
43. TOTAL REVENUE	17,274,323	3,218,599	17,274,323
44. BEGINNING BALANCE	1,009,802	1,009,802	1,009,802
45. ADJUSTMENT TO BEGINNING BALANCE	-	-	-
46. TOTAL FUNDS AVAILABLE	18,284,125	4,228,401	18,284,125

RESTRICTED GENERAL FUND 01.3 ADOPTED EXPENDITURE BUDGET

ACCOUNTS (a)	2004-2005	Sept 30, 2004	2004-2005
	ADOPTED BUDGET (b)	ACTUAL EXPENDITURES (c)	PROJECTED EXPENDITURES (d)
1. INSTRUCTION	157,720	-	157,720
2. MANAGEMENT	611,056	88,723	611,056
3. NON-INSTRUCTION	1,055,947	103,256	1,055,947
4. HOURLY INSTRUCTION	278,505	-	278,505
5. HOURLY NON INSTRUCTION	1,178,916	196,612	1,178,916
6. TOTAL ACADEMIC	3,282,144	388,591	3,282,144
7. CLASSIFIED REGULAR	1,647,123	228,857	1,647,123
8. CLASSIFIED MANAGERS	272,892	45,482	272,892
9. CLASS REG INSTRUCTION	197,545	17,856	197,545
10. CLASSIFIED HOURLY	1,340,495	175,437	1,340,495
11. CLASS HRLY INSTRUCTION	240,841	71,780	240,841
12. TOTAL CLASSIFIED	3,698,896	539,412	3,698,896
13. STRS	255,048	27,301	255,048
14. PERS	197,230	31,703	197,230
15. OASDHI	243,932	31,033	243,932
16. H/W	487,031	3,115	487,031
17. SUI	26,967	5,395	26,967
18. WORKERS' COMP.	64,476	10,906	64,476
19. DISTRICT RETIREMENT	30,373	6,608	30,373
20. TOTAL BENEFITS	1,305,057	116,060	1,305,057
21. TOTAL SUPPLIES	1,184,896	96,126	1,184,896
22. CONTRACTS/SERVICES	3,218,775	503,823	3,218,775
23. INSURANCE	1,554,077	696,150	1,554,077
24. UTILITIES	275,469	56,639	275,469
25. TOTAL SERVICES	5,048,321	1,256,612	5,048,321
26. BLDG & SITES	1,015,302	-	1,015,302
27. EQUIPMENT	1,182,660	205,717	1,182,660
28. TOTAL CAPITAL	2,197,962	205,717	2,197,962
29. TOTAL EXPENSES	16,717,276	2,602,518	16,717,276
30. OTHER OUTGO - FINANCIAL AIDS	1,022,128	19,940	1,022,128
31. OTHER OUTGO - TRANSFERS	61,035	-	61,035
32. TOTAL OTHER OUTGO	1,083,163	19,940	1,083,163
33. TOTAL EXP. & OTHER OUTGO	17,800,439	2,622,458	17,800,439
34. CONTINGENCY RESERVE	483,686	-	483,686
35. TOTAL	18,284,125	2,622,458	18,284,125

SPECIAL RESERVE FUND 40.0 (FORMERLY FUND 15)

ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL	2004-2005 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	-	-	-
2. ADJUSTMENT TO BEGINNING BALANCE	-	-	-
3. ADJUSTED BEGINNING BALANCE	-	-	-
INCOME			
4. 8652 SCHEDULED MAINTENANCE	-	-	-
5. 8653 HAZARDOUS SUBSTANCES	-	-	-
6. 8655 CAPITAL OUTLAY - LIBRARY ADDITION	-	-	-
7. 8655 CAPITAL OUTLAY - LIBRARY EQUIPMENT	-	-	-
8. 8655 CAPITAL OUTLAY - LIBERAL ARTS	250,000	-	250,000
9. 8820 DONATIONS	-	-	-
10. 8860 INTEREST	500	-	500
11. 8880 NONRESIDENT CAPITAL CHARGE	1,120,000	-	1,120,000
12. 8890 LOCAL INCOME	-	-	-
13. 8891 LOCAL INCOME - REDEVELOPMENT	10,200,000	-	10,200,000
14. 8912 SALE OF ASSETS	-	-	-
15. 8980 INCOMING TRANSFERS	(1,748,609)	-	(1,748,609)
16. TOTAL INCOME	9,821,891	-	9,821,891
17. TOTAL FUNDS AVAILABLE	9,821,891	-	9,821,891
EXPENSES			
18. 2000 CLASSIFIED SALARIES	-	-	-
19. 3000 BENEFITS	-	-	-
20. 4000 SUPPLIES	3,000	172	3,000
21. 5000 CONTRACT SERVICES	250,000	52,175	250,000
22. 6000 CAPITAL OUTLAY	9,568,891	(479,357)	9,568,891
23. TOTAL EXPENSES	9,821,891	(427,010)	9,821,891
24. ENDING BALANCE	-	427,010	-

EARTHQUAKE FUND 41.0 (FORMERLY FUND 73)			
ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL	2004-2005 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	3,092,346	3,092,346	3,092,346
INCOME			
2. 8199 FEDERAL/FEMA FUNDING	-	-	-
3. 8860 INTEREST	-	-	-
4. TOTAL INCOME	-	-	-
5. TOTAL FUNDS AVAILABLE	3,092,346	3,092,346	3,092,346
EXPENSES			
6. 5000 CONTRACT SERVICE	-	-	-
7. 6000 CAPITAL OUTLAY	3,092,346	-	3,092,346
8. 7000 TRANSFER OUT	-	-	-
9. TOTAL EXPENSES	3,092,346	-	3,092,346
10. ENDING BALANCE	-	3,092,346	-

BOND FUND 42.1 PROP T (FORMERLY FUND 70)

ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL	2004-2005 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	329,377	329,377	329,377
2. ADJUSTMENT TO BEGINNING BALANCE	-	-	-
3. ADJUSTED BEGINNING BALANCE	329,377	329,377	329,377
INCOME			
4. 8860 INTEREST	-	-	-
5. 8980 INCOMING TRANSFERS	-	-	-
6. TOTAL INCOME	-	-	-
7. TOTAL FUNDS AVAILABLE	329,377	329,377	329,377
EXPENSES			
8. 4000 SUPPLIES	-	-	-
9. 6000 CAPITAL OUTLAY	329,377	-	329,377
10. TOTAL EXPENSES	329,377	-	329,377
11. ENDING BALANCE	-	329,377	-

MEASURE U FUND 42.2 (FORMERLY FUND 71)			
ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL	2004-2005 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	25,952,129	25,952,129	25,952,129
2. ADJUSTMENTS			
3. ADJUSTED BEGINNING BALANC	25,952,129	25,952,129	25,952,129
INCOME			
4. LOCAL INCOME	-	-	-
5. INTEREST	110,000	-	110,000
6. TOTAL INCOME	110,000	-	110,000
7. TOTAL FUNDS AVAILABLE	26,062,129	25,952,129	26,062,129
EXPENSES			
8. 4000 SUPPLIES	50,000	254	50,000
9. 5000 CONTRACT SERVICES	50,000	4,825	50,000
10. 6000 CAPITAL OUTLAY	25,962,129	1,712,292	25,962,129
11. TOTAL EXPENSES	26,062,129	1,717,371	26,062,129
12. ENDING BALANCE	-	24,234,758	-

ENTERPRISE FUND 50.0 (NEW FUND FOR COMMUNITY SERVICES/CONTRACT EDUCATION)			
ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL	2004-2005 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	27,672	27,672	27,672
INCOME			
2. CLASS FEES	684,075	199,844	684,075
3. TRANSFER IN	-	-	-
4. TOTAL INCOME	684,075	199,844	684,075
5. TOTAL FUNDS AVAILABLE	711,747	227,516	711,747
EXPENSES			
6. ACADEMIC MANAGERS	68,250	13,067	68,250
7. HOURLY NON-INSTRUCTIONAL	54,890	-	54,890
8. CLASSIFIED REGULAR	77,870	12,961	77,870
9. CLASSIFIED HOURLY	-	1,628	-
10. CLASSIFIED HOURLY INSTRUCTIONAL	200,000	60,138	200,000
11. BENEFITS	63,875	9,479	63,875
12. SUPPLIES	16,400	3,537	16,400
13. CONTRACT SERVICES	202,790	49,290	202,790
14. CAPITAL OUTLAY	-	-	-
15. TOTAL EXPENSES	684,075	150,100	684,075
16. CONTINGENCY RESERVE	27,672	-	27,672
17. ENDING BALANCE	-	77,416	-

STUDENT FINANCIAL AID 74.0 (FORMERLY FUND 09)

ACCOUNTS	2004-2005 ADOPTED BUDGET	Sept 30, 2004 ACTUAL	2004-2005 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	-	-	-
INCOME			
2. 8330 FEDERAL GRANTS	7,956,217	1,645,477	7,956,217
3. 8650 CAL. GRANTS	771,520		771,520
4. 8981 TRANSFER	344,073	140,106	344,073
5. 8860 INTEREST	-	-	-
6. TOTAL INCOME	9,071,810	1,785,583	9,071,810
7. TOTAL FUNDS AVAILABLE (Lines 1 +6)	9,071,810	1,785,583	9,071,810
EXPENSES			
8. 7500 FINANCIAL AID	9,071,810	1,983,405	9,071,810
9. TOTAL EXPENSES	9,071,810	5,336,416	9,071,810
10. ENDING BALANCE (Lines 7 - 10)	-	(197,822)	-

*Negative ending balance is a result of a timing issue with Cal. Grant income.

**AUXILIARY OPERATIONS
2004-2005
1st Quarter Ending 9/30/04**

ACCOUNTS	2004-2005 ADOPTED BUDGET	2004-2005 ACTUALS	Projected To 06/30/05
BEGINNING BALANCE	1,958,439	1,958,439	1,958,439
ADJ. TO BEG. BALANCE		0	
ADJUSTED BEGINNING BAL.	1,958,439	1,958,439	1,958,439
 INCOME			
GROSS SALES	7,524,699	3,006,838	7,524,699
LESS: COST OF GOODS	(5,073,761)	(2,576,500)	(5,073,761)
NET	2,450,938	430,338	2,450,938
VENDOR INCOME	572,000	128,096	572,000
AUXILIARY PROGRAM INCOME	265,250	36,826	265,250
NET INCOME	3,288,188	595,260	3,288,188
INTEREST	3,000	1,842	3,000
OTHER FUND TRANSFERS	0	0	0
TOTAL INCOME	3,291,188	597,102	3,291,188
 TOTAL FUNDS AVAILABLE	5,249,627	2,555,541	5,249,627
 EXPENDITURES			
STAFFING	1,009,000	312,443	1,009,000
FRINGE BENEFITS	202,000	42,953	202,000
OPERATING	1,816,355	216,686	1,816,355
COP'S	100,000	0	100,000
TOTAL EXPENDITURES	3,127,355	572,082	3,127,355
 ENDING BALANCE	2,122,272	1,983,459	2,122,272

BOARD OF TRUSTEES

Santa Monica Community College District

INFORMATION

November 15, 2004

INFORMATION ITEM F**REVIEW OF DISTRICT INVESTMENTS****COMBINED TRUST FUND INVESTMENTS**

9/30/2004

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 9/30/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			57,705	57,705	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Nov 10, 2005	1,000,000	1,000,000	995,940	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Feb 24, 2006	1,420,000	1,420,000	1,420,895	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Oct 05, 2004	100,000	99,978	99,976	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Oct 06, 2004	100,000	99,957	99,971	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	PNB FINANCIAL BANK, TX	Oct 15, 2004	96,000	96,000	95,988	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NEW YORK COMMUNITY BANK	Oct 21, 2004	96,000	96,000	95,942	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	INDYMAC BANK	Oct 27, 2004	96,000	96,000	95,946	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	WESTERN FINANCIAL BANK	Oct 29, 2004	96,000	96,000	95,946	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	IMPERIAL CAPITAL BANK	Mar 25, 2005	96,000	96,000	95,706	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	TREASURY BANK, VA	Apr 08, 2005	96,000	95,946	95,361	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	BPD BANK, NY	Apr 20, 2005	96,000	96,000	95,425	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 22, 2005	96,000	96,000	95,178	CITIGROUP GLOBAL MARKETS
TOTAL				<u>3,445,586</u>	<u>3,439,979</u>	

SIMON TRUST FUND INVESTMENTS

9/30/2004

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 9/30/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			1,665	1,665	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NATIONAL BANK OF COMMERCE	Oct 29, 2004	96,023	96,023	95,983	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FIRST AMERICAN BANK	Nov 05, 2004	96,000	96,000	95,976	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	STILLWATER NAT'L BANK	Nov 05, 2004	96,000	96,000	95,965	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	LEHMAN BROS	Dec 09, 2004	96,000	96,000	95,889	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NEW YORK COMMUNITY BANK	Dec 30, 2004	96,000	96,000	95,874	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	INDEPENDENT BANK	Jan 03, 2005	96,000	96,000	95,813	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	MIDFIRST BANK	Mar 08, 2005	92,000	92,000	91,711	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNIONBANK - IL	Mar 30, 2005	96,000	96,000	95,702	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	STILLWATER NAT'L BANK	Apr 08, 2005	96,000	95,946	95,356	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COLE TAYLOR BANK	Jul 29, 2005	96,000	96,000	95,279	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FLAGSTAR BANK	Sep 12, 2005	96,000	96,000	95,090	CITIGROUP GLOBAL MARKETS
MONEY FUND	MARKET PORTFOLIO CL Y			146,924	146,924	BEAR STEARNS
TREASURY NOTE	U.S. GOVERNMENT	Nov. 15, 2005	300,000	305,627	312,000	BEAR STEARNS
CORPORATE BOND	BANKAMERICA	Sep. 15, 2005	125,000	127,037	130,000	BEAR STEARNS
TOTAL				<u>1,633,222</u>	<u>1,639,227</u>	

ASSOCIATED STUDENT BODY

9/30/2004

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 9/30/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			3,596	3,596	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NATIONAL BANK OF COMMERCE	Oct 29, 2004	95,999	96,023	95,983	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	ADVANTA BANK	Jan 21, 2005	96,000	96,000	95,774	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	MIDFIRST BANK	Mar 08, 2005	96,000	96,000	95,699	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNION BANK - IL	Mar 30, 2005	57,000	57,000	56,823	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	TREASURY BANK - VA	Apr 08, 2005	25,985	25,985	25,827	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	CAPITAL ONE BANK	Apr 27, 2005	100,000	100,000	99,444	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 22, 2005	96,000	96,000	95,178	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COLE TAYLOR BANK	Jul 29, 2005	96,000	96,000	95,279	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FLAGSTAR BANK	Sep 12, 2005	96,000	96,000	95,090	CITIGROUP GLOBAL MARKETS
TOTAL				<u>762,604</u>	<u>758,693</u>	

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 15, 2004

INFORMATION ITEM G

SUBMITTAL OF GRANT

Title of Grant: **High-Growth Job Training Incentive (HGJTI)**

Organization: Department of Labor/
Employment & Training Administration

Requested Funding: \$983,207

Performance Period: January 2005 – June 30, 2007

Summary: SMC is applying for a High-Growth Job Training Incentive (HGJTI) grant from the Department of Labor/Employment & Training Administration that will involve a collaboration of regional employment and training resources. The proposed project will address the workforce development needs of local health care providers. The project involves Santa Monica College (SMC), Workforce Investment Board (WIB) One-Stop Centers, and regional hospitals that will provide training services to 1,300 participants. These participants include incumbent health care workers needing skill upgrading support and individuals seeking to enter the health care field. The project will address the industry’s need for specialized skill sets by providing the following services:

- Information technology competency training for medical documentation and exchange;
- Professional communication and courteous interaction workshops; and
- Industry-driven/customized basic skills education

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	November 15, 2004

INFORMATION ITEM H

MINUTES OF CITIZENS' BOND OVERSIGHT COMMITTEE

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, October 20, 2004 at 8 a.m. at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER – 8:12 a.m.

2. ROLL CALL

- Linda Sullivan, Chair - Present
- Paul Leoni, Vice-Chair - Present
- Veronica Lopez - Present
- Eleanore Meyer - Present
- Ed Moosbrugger - Present
- James Mount – Present
- Herb Reich - Present
- Herb Rose - Absent
- Bertrand Staggars - Absent
- Irma Vargas - Present
- Pierce Watson - Present
- Joe Weichman - Absent
- Allen Weiss – Present

John Jalili, Committee Advisor – Absent

- Others Present:
- Piedad F. Robertson, Superintendent/President
 - Tom Donner, Executive Vice-President, Business/Administration
 - Bruce Smith, Public Information Officer
 - Lisa Rose, Committee Coordinator

3. APPROVAL OF MINUTES – July 21, 2004

Paul Leoni requested that the minutes of July 21, 2004 reflect his request for an expenditure report for the last quarter and that the report be included with the agenda for this meeting.

There was consensus that the language of the minutes should only reflect discussions and actions taken that pertain to the oversight responsibilities of the committee. It was agreed that the minutes should capture the essence of the meeting and not be as extensive as they have been.

Motion was made by James Mount and seconded by Paul Leoni to amend the minutes of July 21, 2004 as agreed and present them at the next meeting for approval. *Unanimously approved.*

4. APPOINTMENT OF STUDENT REPRESENTATIVE, 2004-05

SMC student Veronica Lopez was unanimously appointed by the Board of Trustees on September 8, 2004 to serve as the student representative on the Citizens' Bond Oversight Committee for a one-year term, 2004-05.

5. ELECTION OF OFFICERS FOR 2004-06

Motion was made by Ed Moosbrugger and seconded by Pierce Watson to elect Linda Sullivan as Chair for a two-year term, 2004-06. *Unanimously approved.*

Motion was made by Linda Sullivan and seconded by Irma Vargas to elect Paul Leoni as Vice-Chair for a two-year term, 2004-06, *Unanimously approved.*

6. NEW BUSINESS

Superintendent/President Piedad Robertson reported that Board Chair Margaret Quiñones, Tom Donner and she had interviewed Clarence Chapman, an applicant to fill the vacant position representing a taxpayers' organization on the CBOC. His appointment will be submitted to the Board of Trustees for approval on November 15, 2004. His biographical sketch is enclosed.

7. REPORTS and DISCUSSION

Measure U Construction Projects Timeline (distributed at meeting)

- The first four projects on the list have been completed: Emeritus College facility, physical education temporary building replacement, northwest campus master plan*, remodel Library village (* update of master plan will be sent to CBOC)
- Main Stage project: in process
- Bundy site: will be open for fall, 2005
- Liberal Arts Building, Phase 1: ready for construction.
Phase 2: in process, waiting for DSA approval
- Madison Remodel for Music project: should start in spring, 2005; the District has the permits and has gone out for construction bids.
- Shuttle Replacement Parking project: much depends the results of the election
- North Quad Plaza project: will proceed once Main Stage is complete
- Infrastructure and Safety project: studies are being completed; scheduled to start in 2005
- 14th and Pico project: on hold because of the increase in the costs of construction
- Student Services Building: construction to start in 2008; discussions are underway regarding elements for the building
- Pico Entrance: No design yet; will happen after everything else.
- Letters and Science demo: classes are being relocated, so that eventually building can be demolished to create a quad (no replacement of building is planned).

Measure U Construction Project List – Expenditure Report (distributed at meeting)

- The revised expenditure report shows the budgeted amount for each project, with expenditures for 2002-03 and 2003-04. The sequence of projects more closely corresponds to those on the Timeline.
- Items F/G/H/I represent the budget and expenses for the Bundy site.
- Item J-Shuttle Replacement Parking: SMC needs to relocate parking because the shuttle lot currently being used at Santa Monica Airport will no longer be available. The original concept was that the shuttle parking lot be located on the Bundy site, but access to Airport Avenue is in question. The college is in negotiations with the City of Santa Monica for access to Airport Avenue; however, much depends on the results of the election.
- In response to a question about a contingency fund, the contingency fund is the last project on the list.
- Increase in costs are far beyond expected when Measure U passed
- Liberal Arts Building, Phase 1: Bids on this project originally budgeted at \$8 million came in millions of dollars over budget. The project was revised and rebid, and the bids came in even higher. The project then underwent a major redesign which will be sent out for bid shortly, but it is expected that the project will come in at almost \$12 million. It is anticipated that construction will start in 2005.

- Liberal Arts Building, Phase 2: This project was originally budgeted at \$10 million and is now estimated to be \$13 million. The District is looking at a total redesign by deleting many important features that are cost prohibitive to include, such as underground parking. Other projects will be delayed to proceed with this project, since other funding sources (SMRA and FEMA) are in jeopardy. City of Santa Monica Redevelopment Agency funding is \$10,206,823. Because cost overruns on the project are anticipated to exceed other available funding, it will be necessary to use Measure U fund to complete the project.
- The only project that will have underground parking is the 14th and Pico, which is on hold
- Two parking related Federal grants have been awarded to the District: \$1 million for Madison, \$2.3 million for the Bundy site.
- Reasons for increased costs at the Bundy site: (1) Expanded scope of project to include landscaping; (2) major increase costs of construction, in particular steel and concrete
- Bundy site: The two-story building needs to be remodeled. The original plan to lease the building to the University of West Los Angeles included UWLA covering the costs of remodeling; however, they were not able to raise the funds. Therefore, the college will most likely use the building for offices and continuing education after making some improvements. Much less renovation will be required if the District deals with the City of Los Angeles instead of DSA.

8. APPROVAL OF ANNUAL REPORT, 2003-04

Tom Donner explained that the District's 2002-03 audit report includes a post-closing entry related to an expenditure for the remodel/expansion of Library incorrectly charged to the Measure U. The Auditor will be issuing a statement related to the correction which will be forwarded to the CBOC when it is received. Since the Annual Report contains a statement of compliance that bond revenues have been expended only for the purposes so described in Measure U, it is necessary to defer approval until the statement from the auditor is received. Therefore, approval of the Annual Report, 2003-04 will be deferred until the meeting on January 19, 2005.

9. PUBLIC COMMENTS

None

10. ADJOURNMENT – 9:13 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, January 19, 2005 at 8 a.m.

The Agenda will include Old Business:

1. Approval of amended minutes of July 21, 2004 meeting
2. Review of District Audit Statements and Approval of Annual Reports, 2003-04

Schedule of Meetings: January 19, 2005
 April 20, 2005

BOARD OF TRUSTEES	ADJOURNMENT
SANTA MONICA COMMUNITY COLLEGE DISTRICT	November 15, 2004

ADJOURNMENT

The meeting will be adjourned in memory of **Charity Blackman**, mother of Pat Brown, Dean of Human Resources; **David Murdock**, SMC alumn; and **Andrea Tilos**, mother of Lucita Remonde, accountant in Auxiliary Services.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, December 6, 2004 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.