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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING

FEBRUARY 5, 2013

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

Board Room (Business Building Room 117)

5:30 p.m. – Closed Session
7:00 p.m. – Public Meeting

*The complete agenda may be accessed on the
Santa Monica College website:*

<http://www.smc.edu/admin/trustees/meetings/>

*Written requests for disability-related modifications or accommodations,
including for auxiliary aids or services that are needed in order to
participate in the Board meeting are to be directed to the Office of the
Superintendent/President as soon in advance of the meeting as possible.*

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.

Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

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.

Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

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*

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

- PLEDGE OF ALLEGIANCE
- CLOSED SESSION REPORT (if any)

IV. **PUBLIC COMMENTS**

V. **SUPERINTENDENT'S REPORT**

- Acknowledgement:
 - The American Legion, Post 283 Donation to Veteran's Resource Center
- Updates:
 - Governor's Proposed State Budget

VI. **ACADEMIC SENATE REPORT**

VII. **MAJOR ITEMS OF BUSINESS**

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

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X. CONSENT AGENDA – Pulled Recommendations

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

XI. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

XII. BOARD COMMENTS AND REQUESTS

XIII. ADJOURNMENT

There will be a Board of Trustees Study Session on Tuesday, February 19, 2013 at 6:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, March 5, 2013** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

Appendix A: 2012-2013 Quarterly Budget Report and 311Q

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: **AGREEMENT REGARDING ACCEPTANCE OF GRANT BY KCRW FOUNDATION**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: It is recommended that the Board of Trustees approve an agreement between Santa Monica Community College District and KCRW Foundation concerning the naming of the Plaza Courtyard and Outdoor Stage at SMC’s Academy of Entertainment and Technology Campus.

COMMENT: The Annenberg Foundation has awarded a grant for \$2,000,000 to the KCRW Foundation in support of the KCRW Campaign, an ongoing fundraising project to provide for constructing and equipping the new, state of the art facility on the AET Campus and to create funding for programming and technology to help develop programming models that make KCRW’s programs richer, more accessible, and more informative for its audience.

The KCRW Campaign builds upon KCRW Foundation’s continuous efforts to innovate in the areas of technology and program delivery, and will enable the organization to reach an ever-growing and diverse audience of public radio listeners. The KCRW Campaign protects and enhances SMC’s considerable investment in its radio station, which is widely acknowledged to be a national leader in public radio and online delivery.

The Annenberg Foundation has requested recognition of this grant by naming the Plaza Courtyard and Outdoor Stage at the AET Campus, the Wallis Annenberg Plaza Courtyard and Outdoor Stage.

The process for naming District facilities requires an action by the District Board of Trustees. Acceptance of this agreement provides the necessary approval to name the facility as detailed above. The agreement also commits the KCRW Foundation Board to certain actions that acknowledge the mutual interests of the District and the KCRW Foundation in Radio Station KCRW and the strengths of both bodies.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

AGREEMENT

This Agreement is entered into on February 5, 2013, by and between the SANTA MONICA COMMUNITY COLLEGE DISTRICT ("District" or "SMC") and the KCRW Foundation ("Foundation").

RECITALS:

- A. KCRW is a radio station wholly owned and operated by the District.
- B. Foundation is a nonprofit organization that supports and assists the District in operating KCRW.
- C. The Annenberg Foundation ("Annenberg") has awarded a grant for \$2,000,000 to the Foundation in support of the KCRW Campaign, an ongoing fundraising project to provide for constructing and equipping the new, state-of-the art facility on the AET Campus and to create funding for programming and technology to help develop programming models that make KCRW's programs richer, more accessible, and more informative for its audience.
- D. As a condition of receiving the Annenberg grant, the Foundation has requested that the District approve the naming of the Plaza Courtyard and Outdoor Stage at SMC's Academy of Entertainment and Technology Campus as the Wallis Annenberg Plaza Courtyard and Outdoor Stage.
- E. Board Policy 6350 provides: "The Board of Trustees may recognize gifts of significant monetary value or service from individuals, corporations, and foundations to the District's Auxiliary/Foundation Organizations or to the Santa Monica Community College District by naming college facilities in honor of the donor."
- F. The District and Foundation are engaged in ongoing discussions to memorialize their working relationship. The District is committed to reaching a timely outcome in order to provide the Foundation certainty as it pursues additional grant opportunities. Pending such final agreement on their relationship, the parties agree as follows:
 1. Through its approval of this Agreement, the Board of Trustees of the District hereby approves the naming of the Plaza Courtyard and Outdoor Stage at SMC's Academy of Entertainment and Technology Campus as the Wallis Annenberg Plaza Courtyard and Outdoor Stage.
 2. The Foundation agrees to amend its Bylaws to provide for two District representatives: (a) one voting member of the Foundation Board of Directors, who shall be a member of the Board of Trustees of the District and shall be selected by the District Board of Trustees; and (b) one voting member of the Foundation Board of Directors, who shall be a College administrator appointed by the Superintendent/President.
 3. This Agreement shall become effective upon approval by the Board of Trustees of the District and the Board of Directors of the Foundation.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 2

SUBJECT: **RECEIPT OF AUDIT REPORTS**

SUBMITTED BY: Superintendent/President

REQUESTED ACTION: Acknowledge receipt of the 2011-2012 Audit Report of the Financial and Related Statements of the Santa Monica Community College District and the Proposition 39 Financial and Performance Audits prepared by the District’s contracted independent auditor Vicente, Lloyd & Stutzman, LLP.

COMMENT: The Auditor’s opinion is that the basic financial statements present fairly, in all material respects, the financial position of the Santa Monica Community College District as of June 30, 2012. . The Board’s Audit Task Force comprising Trustees Rob Rader and Louise Jaffe reviewed and discussed the reports with the auditors and fiscal staff to prepare for the presentation of the audit to the Board.

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

| | |
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| BOARD OF TRUSTEES | INFORMATION |
| Santa Monica Community College District | February 5, 2013 |

MAJOR ITEMS OF BUSINESS

INFORMATION ITEM 3

SUBJECT: **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES, 2012 UPDATE**

SUBMITTED BY: Superintendent/President

SUMMARY: The District engaged Total Compensation Systems, Inc. (TCS) to analyze liabilities associated with its current retiree health program as of June 30, 2011. Following is a preview of the Actuarial Study of Retiree Health Liabilities. A detailed report and discussion will be scheduled for the Board of Trustees meeting on March 5, 2013.

Currently, the district budgets and expenses the cost of retiree health benefits in the year that they are paid (*pay-as-you-go*), and does not budget the liability for future cost as the benefit is earned by the employee. For the past several years, the District has recognized the fact that we have a significant unfunded liability in the form of retiree health benefits. This unfunded liability continues to grow each year that it is not “prefunded” and will negatively affect the District’s financial statement. Prefunding retiree health benefits refers to the practice of setting aside funds that are earmarked for retiree health benefits while the employees are still active. By prefunding retiree benefits, there will be enough funds available at retirement that, with interest, will be sufficient to pay all promised benefits without the need for additional District funds. The amount required to prefund current retiree health benefits is referred to as the **normal cost**. The District’s most recent normal cost is calculated at \$3.9M. In addition to the normal cost, there is the **actuarial accrued liability (AAL)**, which refers to the *past* service health benefit liability for retirees and current employees. GASB 45 allows for the funding of the past service liability amortized over 30 years. As can be seen in the following table, the District’s AAL has increased over the years.

SANTA MONICA COMMUNITY COLLEGE DISTRICT
 SCHEDULE OF POST-EMPLOYMENT HEALTH CARE BENEFITS FUNDING PROGRESS
 For the Fiscal Year Ended June 30, 2012

| Actuarial Valuation Date | Actuarial Value of Assets (AVA) | Actuarial Accrued Liability (Unit Cost Method) (AAL) | Unfunded Actuarial Accrued Liability (UAAL) | Funding Ratio | UAAL as a Percentage of Covered Payroll |
|-----------------------------|---------------------------------------|---|---|------------------|---|
| 11/11/2008 | \$ 1,496,996 | \$ 68,668,113 | \$ 67,171,117 | 2.2% | 109.7% |
| 5/1/2010 | 1,641,391 | 83,792,387 | 82,117,696 | 2.0% | 125.2% |
| 6/30/2011 | * | 88,692,776 | 86,905,288 | 2.0% | 131.4% |

* The District maintains investments in an irrevocable trust. The fair value of the trust assets as of June 30, 2012 is \$2,160,732.

To meet the requirements in accordance with GASB 43 and 45, the District needs to provide the amount necessary to amortize the net past service liability (AAL minus AVA = UAAL) and to provide the amount of the normal cost. The sum of the UAAL and the normal cost is the **annual required contribution (ARC)**.

The annual required contribution for the District as of June 2011 is:

| | |
|--------------------|---------------|
| UAAL amortization | \$4.2M |
| <u>Normal Cost</u> | <u>\$3.9M</u> |
| ARC Total | \$8.1M |

To implement the requirements of GASB 43 and 45, the District should plan to move from the pay-as-you-go method, \$2.8M, to fully funding the ARC on an annual basis. The monetary difference between the methods is currently \$5.3M.

A survey of other Districts shows a tremendous variance on how different the situations of each college are in meeting the requirements of GASB 43 and 45.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 4

SUBJECT: **2012-2013 QUARTERLY BUDGET REPORT AND 311Q REPORT**

SUBMITTED BY: Superintendent/President

RECOMMENDATION: It is recommended that the Board of Trustees acknowledge receipt of the 2012-2013 Quarterly Report and the 311Q report, as of December 31, 2012 (see Appendix A).

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

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| BOARD OF TRUSTEES | ACTION |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | February 5, 2013 |

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 #5-#16.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES:

IX. CONSENT AGENDA – Pulled Recommendations

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

X. REPORTS FROM DPAC CONSTITUENCIES

- Associated Students
- CSEA
- Faculty Association
- Management Association

RECOMMENDATION NO. 5 APPROVAL OF MINUTES

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

January 15, 2013 (Regular Board of Trustees Meeting)

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 6 REVISED SUBCONTRACTUAL AGREEMENT WITH CRRA

Requested Action: Approval/Ratification

*Reviewed by: Patricia Ramos, Dean, Workforce and Economic Development
Laina Long, Project Manager, CBJT RRM Grant*

Approved by: Approved by: Jeff Shimizu, Vice President, Academic Affairs

Subcontractor: California Resource Recovery Association (CRRA)

Contract Amount: Original Contract Amount: \$224,750 (2012-2013)
(Approved by Board of Trustees on August 3, 2010)
Revised Contract Amount: \$232,459 (2012-2013)

Funding Source: Community Based Job Training Grant (2010-2013)

Granting Agency: Department of Labor Education and Training Administration

Performance Period: July 1, 2012 – June 30, 2013

Summary: The Board of Trustees accepted the Community Based Job Training Grant (\$4.87 million) on August 3, 2010 and approved the original grant partner subcontract for the California Resource Recovery Association (CRRA) at the same meeting. Santa Monica College (SMC) is the lead agency in this large consortium grant developed to create certificates and an Associate Degree in Recycling and Resource Management and to place participants in emerging green jobs related to this training.

CRRA is SMC’s regional Industry Certificate training partner for the grant. This contract revision is funded by redirecting unused funds from other grant partners. It will allow CRRA to provide training and job readiness activities for approximately 80-100 students to support the overall success of this multiple-partner grant program managed by SMC. The revision has also been discussed with and is supported by the Department of Labor grant officer.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: GRANTS AND CONTRACTS

RECOMMENDATION NO. 7 RATIFICATION OF CONTRACTS AND CONSULTANTS

Requested Action: Ratification

Approved by: Chui L. Tsang, Superintendent/President

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

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

Approved by Board of Trustees: 9/8/08

Reference: Education Code Sections 81655, 81656

| Provider/Contract | Term/Amount | Service | Funding Source |
|---|--|--|----------------|
| Limelight Networks | <p>Increase existing purchase order #A-130734-NC, by \$40,000.</p> <p>From not to exceed: \$126,347.84 To not to exceed: \$166,347.84.</p> <p>This will cover the final six months service during 2012-2013. Payable in advance.</p> | <p>Limelight Network, KCRW's content delivery network (CDN), hosts and distributes audio and video programming over the KCRW.com website, mobile applications, third party apps, and iTunes. Over the past few years, the demand for storage and delivery bandwidth has increased (with growing audiences on all platforms). The number of audio streams and stored video has increased and more audio streams will be added in the coming year.</p> | KCRW Donations |
| <p><i>Requested by: Cheryl Gee, Radio Station Services Assistant</i></p> <p><i>Approved by: Don Girard, Government Relations/Institutional Communications</i></p> | | | |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

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

ELECTIONS

ADJUNCT FACULTY

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

SEPARATIONS

LIMITED RETIREMENT

McCaskill, Carole, Instructor Health Science Fall 2013
 Comment: Limited Retirement - 50% assignment

McGrath, Marilyn, Instructor, ECE Fall 2013
 Comment: Limited Retirement – 50% assignment

RETIREMENT

Allen, Claudia, Instructor, Mathematics (28+ years) 02/07/13

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 CLASSIFIED PERSONNEL - REGULAR

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

EFFECTIVE

ELECTIONS

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

PROBATIONARY

| | |
|--|----------|
| Drozek, Michele, Student Services Clerk, Financial Aid | 02/01/13 |
| Lui, Diana, Student Services Clerk, Financial Aid | 02/01/13 |

RECLASSIFICATION

| | |
|---|----------|
| Liu, Wendy From: Information Systems Administrator To: Information Systems Database Administrator | 02/01/13 |
|---|----------|

VOLUNTARY TRANSFER (CSEA/DISTRICT AGREEMENT)

| | |
|--|----------|
| Gonzalez, Jaime From: Accountant, Fiscal Services, 12 mos, 40 hours To: : Accountant, Auxiliary Services, 12 mos, 40 hours | 02/06/13 |
|--|----------|

SEPARATION

LAST DAY OF PAID SERVICE

RESIGNATION

| | |
|--|----------|
| Burke, Madeline, Dance Production Specialist | 02/07/13 |
|--|----------|

39-MONTH REEMPLOYMENT LIST

| | |
|---------------------------|----------|
| Smith, Darrell, Custodian | 02/06/13 |
|---------------------------|----------|

RETIREMENT

| | |
|---|----------|
| Remonde, Lucita, Accountant, Auxiliary Services (18+ years) | 03/29/13 |
|---|----------|

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL – LIMITED DURATION

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

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

ELECTIONS

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

Tahan, Ciza A., Administrative Assistant I, Business/CSIS 01/28/13-07/03/13

RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL - NON MERIT

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

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

STUDENT EMPLOYEES

| | |
|---|----|
| College Student Assistant, \$8.00/hour (STHP) | 10 |
| College Work-Study Student Assistant, \$8.00/hour (FWS) | 13 |
| CalWorks, \$8.00/hour | 3 |

SPECIAL SERVICE

| | |
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| Art Models, \$18.00/hour | 46 |
| Art Models with costume, \$21.00/hour | 47 |
| Recreation Leader Director II, \$10.59/hour | 3 |

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: FACILITIES AND FISCAL

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

RECOMMENDATION NO. 12 FACILITIES

12-A CHANGE ORDER NO. 1 – AET Parking Structure

Change Order No. 1 – HB Parkco on the AET Parking Structure project in the amount of \$426,394.

| | |
|-----------------------------------|-------------|
| Approved Payments to Date | \$2,211,160 |
| Previously Approved Change Orders | 0 |
| Change Order No. 1 | \$ 426,394 |
| Revised Approved Payment Amount | \$2,637,554 |

This change order results in no change to the contract length

Funding Source: Measure AA

Comment: Change Order No. 1 provides for the labor and material arising out of unforeseen site soil conditions. These costs include temporary expansion of the site for use of stockpiling soil, direct cost to haul off contaminated soil, shut down of job site including standing equipment, remobilization and moving of equipment. Cost also includes removal of concrete debris encountered while drilling for caissons and contractor expenses resulting from District’s Termination for Convenience decision. The original contract amount was \$11,200,000.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: FACILITIES AND FISCAL

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

RECOMMENDATION NO. 13 BUDGET TRANSFERS

13-A FUND 01.0 – GENERAL FUND - UNRESTRICTED
 Period: December 22, 2012 to January 22, 2013

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | 0 |
| 2000 | Classified/Student Salaries | 1,630 |
| 3000 | Benefits | 0 |
| 4000 | Supplies | 20,751 |
| 5000 | Contract Services/Operating Exp | 100,397 |
| 6000 | Sites/Buildings/Equipment | -5,598 |
| 7000 | Other Outgo/Student Payments | -117,180 |
| Net Total: | | 0 |

13-B FUND 01.3 – GENERAL FUND - RESTRICTED
 Period: December 22, 2012 to January 22, 2013

| Object Code | Description | Net Amount of Transfer |
|-------------|---------------------------------|------------------------|
| 1000 | Academic Salaries | 2,713 |
| 2000 | Classified/Student Salaries | 2,320 |
| 3000 | Benefits | -3,964 |
| 4000 | Supplies | -918 |
| 5000 | Contract Services/Operating Exp | 227 |
| 6000 | Sites/Buildings/Equipment | -378 |
| 7000 | Other Outgo/Student Payments | 0 |
| Net Total: | | 0 |

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

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 14 PAYROLL WARRANT REGISTER

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

December 1 – December 31, 2012 C1E – C2F \$10,601,477.87

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

RECOMMENDATION NO. 15 COMMERCIAL WARRANT REGISTER

Requested by: Robin Quaille, Accounts Payable Supervisor
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

December 1 – December 31, 2012 5314 – 5346 \$4,973,005.76

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

RECOMMENDATION NO. 16 AUXILIARY PAYMENTS AND PURCHASE ORDERS

Requested by: George Prather, Director of Auxiliary Services
Approved by: Robert G. Isomoto, Vice-President, Business/Administration
Requested Action: Approval/Ratification

| | | |
|--------------------------------|--------------|-----------------|
| | Payments | Purchase Orders |
| December 1 – December 31, 2012 | \$692,076.42 | \$67,931.50 |

Comment: All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore, Trust and Other Auxiliary Funds. The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

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| BOARD OF TRUSTEES | ACTION |
| Santa Monica Community College District | February 5, 2013 |

CONSENT AGENDA: FACILITIES AND FISCAL

RECOMMENDATION NO. 17 PURCHASING

Requested by: Cynthia Moore, Director of Purchasing

Approved by: Robert Isomoto, Vice President

Requested Action: Approval/Ratification

17-A AWARD OF PURCHASE ORDERS

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

December 1 – December 31, 2012 \$1,760,430.40

17-B AWARD OF CONTRACT – ONLINE WRITING AND EVALUATION TOOL

Provider: IParadigms DBA Turnitin
Amount: \$96,240.60
Funding Source: Restricted Fund
Summary: Award a three-year agreement for a unique, single-source service, not offered by any other provider in the required format. The online service provides students and faculty with integrated functions designed help students understand what plagiarism is and how to accurately and appropriately cite sources as well as check their work to ensure its originality. The functions include originality checking, assessment and feedback tools, and student peer reviews. The service also helps students collaborate online. The service helps faculty to effectively manage student assignments, paper submissions, evaluation and grading and helps them identify potential plagiarism and improper citations in the work submitted by students.

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| BOARD OF TRUSTEES | INFORMATION |
| Santa Monica Community College District | February 5, 2013 |

INFORMATION ITEM 18

**CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING,
JANUARY 23, 2013**

A meeting of the Santa Monica Community College District Citizens’ Bond Oversight Committee was held on Wednesday, January 23, 2013 in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

1. CALL TO ORDER - 8:10 a.m.

2. ROLL CALL

- Todd Flora, Chair – Present
- Heather Anderson – Present
- Parker Jean, Not Present
- Corin Kahn – Present
- Katherine Reuter – Present
- Barry Snell - Present
- Bruce Sultan – Present
- Sam Zivi – Present

Others Present:

- Sara Banda, representing Vicenti Lloyd & Stutzman, LLP
- Greg Brown, Director of Facilities and Planning
- Don Girard, Senior Director, Institutional Communications/Government Relations
- Bob Isomoto, Vice-President, Business/Administration
- Lee Paul, LPI Inc.
- Lisa Rose, Citizens’ Bond Oversight Committee Coordinator
- Charlie Yen, Director, Contracts

3. APPROVAL OF MINUTES – October 17, 2012

Motion was made by Katherine Reuter and seconded by Barry Snell to approve the minutes of Citizen’s Bond Oversight Committee meeting on October 17, 2012.

- Ayes: 6
- Noes: 0
- Abstain: 1 (Sam Zivi)
- Absent: 1 (Parker Jean)

4. CONFLICT OF INTEREST FORMS

Members were reminded to sign and submit their Conflict of Interest forms for 2013.

5. REPORTS and DISCUSSION

2011-2012 Prop 39 Financial Audit and Performance Audit Reports

Sara Banda, representing the District’s auditing firm of Vicenti Lloyd & Stutzman, LLP, and Chris Bonvenuto, Director of Fiscal Services, provided an overview of the 2011-2012 Prop 39 Financial Audit and Performance Audit Reports. The Auditor indicated that there were no instances of noncompliance in both audits and did not identify any exceptions or deficiencies. Both audits will be presented to the Board of Trustees along with the District’s Audit Report at the Board meeting on February 5, 2013.

Motion was made by Berry Snell seconded by Corin Kahn to accept the 2011-2012 Prop 39 Financial Audit Report. *Unanimously approved.*

Motion was made by Katherine Reuter seconded by Heather Anderson to accept the 2011-2012 Prop 39 Performance Audit Report. *Unanimously approved*

SMC Bond Construction Projects Update

- Student Services Building: The project has been approved by DSA and the Chancellor's Office. The District is officially out to bid; eight construction companies were prequalified, and six attended the mandatory job walk. The bids are estimated to come in between \$75 and \$80 million and the District is required to take low bid. Funding for the project comes from Measures U, S and the State. A recommendation will be presented to the Board of Trustees for approval of a contractor at its April meeting, with construction to begin in May.
- The Information Technology project is out to bid (Measure AA)
- Madison East Wing plans will be in DSA a few more months (Measure AA)
- Malibu: All partners – the Sheriff's office, L.A. County, City of Malibu and SMC – have agreed on the design. However, there are some outstanding issues related to City of Malibu variances. Discussions will continue when the JPA meets in March.

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

- The *Bond Sales/Expenses Report* indicates total bond amounts, bond issue dates/amounts, unsold bond amount and total available as of December 31, 2012.
- The *SMC Bond Construction Program Contractor List* as of December 31, 2012 was presented for information.
- Current information on all bond construction projects is available at:
<http://smcbondprogram.com/>

6. SCHEDULE OF MEETINGS, 2012-2013

Wednesdays at 8 a.m.

April 17, 2013

7. ADJOURNMENT – 9:15 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 17, 2013 at 8 a.m. in Drescher Hall Room 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

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|---|------------------------|
| BOARD OF TRUSTEES | REGULAR MEETING |
| SANTA MONICA COMMUNITY COLLEGE DISTRICT | February 5, 2013 |

XI. BOARD COMMENTS AND REQUESTS

XII. ADJOURNMENT

There will be a Board of Trustees Study Session on Tuesday, February 19, 2013 at 6:30 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, February 5, 2013** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

1. Report: Strategic Initiatives – GRIT and I³

**UNRESTRICTED GENERAL FUND 01.0
2012-2013 REVENUE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL REVENUE | 2012-2013 PROJECTED BUDGET |
|--|---|---|---|
| FEDERAL | | | |
| FIN AID ADM ALLOWANCES | 126,921 | 80,706 | 126,921 |
| TOTAL FEDERAL | 126,921 | 80,706 | 126,921 |
| STATE | | | |
| GENERAL APPORTIONMENT | 74,405,308 | 25,269,062 | 74,464,659 |
| GROWTH/RESTORATION OF WORKLOAD REDUCTION | 1,000,641 | 291,802 | 859,902 |
| HOMEOWNERS EXEMPT | 101,571 | 15,089 | 101,600 |
| STATE LOTTERY REVENUE | 3,065,720 | 324,887 | 3,087,289 |
| MANDATED COST RECOVERY | 570,157 | 581,043 | 581,043 |
| OTHER STATE | 812,336 | 422,415 | 812,336 |
| TOTAL STATE | 79,955,733 | 26,904,298 | 79,906,829 |
| LOCAL | | | |
| PROP TAX SHIFT (ERAF) | - | 651,024 | 651,024 |
| SECURED TAX | 10,633,722 | 4,698,908 | 8,988,800 |
| SUPPLEMENTAL TAXES | 84,532 | 25,342 | 88,759 |
| UNSECURED TAX | 434,813 | 432,998 | 435,000 |
| PRIOR YRS TAXES | 889,399 | 620,946 | 810,760 |
| PROPERTY TAX - RDA PASS THRU | 1,807,045 | 53,425 | 599,346 |
| PROPERTY TAX - RDA RESIDUAL | - | - | 586,230 |
| PRIVATE DONATIONS | - | 24,226 | 250,890 |
| RENTS | 150,000 | 54,171 | 110,000 |
| INTEREST | 135,000 | 4,855 | 84,000 |
| ENROLLMENT FEES | 11,975,840 | 9,237,645 | 13,639,321 |
| STUDENT RECORDS | 420,100 | 176,504 | 419,200 |
| NON-RESIDENT TUITION/INTENSIVE ESL | 25,484,257 | 15,564,078 | 24,381,324 |
| FEE BASED INSTRUCTION | 400,000 | 1,039,715 | 1,957,000 |
| OTHER STUDENT FEES & CHARGES | 131,400 | 65,761 | 131,000 |
| F1 APPLICATION FEES | 324,300 | 120,150 | 324,300 |
| OTHER LOCAL | 549,200 | 136,046 | 549,200 |
| I. D. CARD SERVICE CHARGE | 1,017,600 | 662,529 | 1,015,398 |
| LIBRARY CARDS | 200 | - | 200 |
| LIBRARY FINES | 11,000 | 1,780 | 11,000 |
| PARKING FINES | 185,500 | 58,933 | 185,500 |
| TOTAL LOCAL | 54,633,908 | 33,629,036 | 55,218,252 |
| TOTAL REVENUE | 134,716,562 | 60,614,040 | 135,252,002 |
| TRANSFER IN | 135,934 | 49,794 | 135,934 |
| TOTAL REVENUE AND TRANSFERS | 134,852,496 | 60,663,834 | 135,387,936 |

**UNRESTRICTED GENERAL FUND 01.0
2012-2013 EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL EXPENDITURES | 2012-2013 PROJECTED BUDGET |
|--|---|--|---|
| INSTRUCTION | 24,154,803 | 9,341,843 | 24,113,631 |
| ACADEMIC MANAGERS | 5,458,060 | 2,283,142 | 5,542,347 |
| NON-INSTRUCTION | 6,067,119 | 2,145,334 | 6,044,387 |
| HOURLY INSTRUCTION | 23,114,767 | 12,524,203 | 24,997,691 |
| HOURLY INSTRUCTION-FEE BASED INSTRUCTION | - | 260,000 | 575,882 |
| HOURLY NON-INSTRUCTION | 3,827,673 | 1,721,436 | 3,908,286 |
| FACULTY RETRO AND ONE-TIME PAYMENT | 338,813 | 338,813 | 338,813 |
| VACANT POSITIONS | 367,708 | - | 120,600 |
| VACANCY SAVINGS | (183,854) | - | (90,450) |
| TOTAL ACADEMIC | 63,145,089 | 28,614,771 | 65,551,187 |
| CLASSIFIED REGULAR | 19,890,887 | 8,063,037 | 19,847,435 |
| CLASSIFIED MANAGERS | 4,125,430 | 1,685,184 | 4,156,836 |
| CLASS REG INSTRUCTION | 2,756,222 | 1,069,409 | 2,831,075 |
| CLASSIFIED HOURLY | 1,854,079 | 791,924 | 1,873,798 |
| CLASS HRLY INSTRUCTION | 590,031 | 331,931 | 595,661 |
| CLASSIFIED ONE-TIME PAYMENT | - | - | 397,000 |
| VACANT POSITIONS | 723,939 | - | 1,108,898 |
| VACANCY SAVINGS | (361,970) | - | (831,674) |
| TOTAL CLASSIFIED | 29,578,618 | 11,941,485 | 29,979,02 |
| STRS | 3,939,453 | 1,840,930 | 4,259,694 |
| PERS | 3,741,008 | 1,439,014 | 3,757,084 |
| OASDI/MEDICARE | 2,919,877 | 1,343,107 | 2,962,166 |
| H/W | 13,054,283 | 4,363,867 | 13,066,283 |
| RETIREEES' H/W | 2,833,505 | 1,366,418 | 2,833,505 |
| RETIREEE - OPEB | - | - | 2,000,000 |
| SUI | 1,195,460 | 530,147 | 1,224,587 |
| WORKERS' COMPENSATION | 1,329,323 | 551,967 | 1,329,323 |
| ALTERNATIVE RETIREMENT | 500,000 | 128,968 | 350,000 |
| BENEFITS REL TO FACULTY RETRO AND ONE-TIME PAYMENT | 41,932 | 41,932 | 41,932 |
| BENEFITS REL TO CLASSIFIED ONE-TIME PAYMENT | - | - | 87,340 |
| BENEFITS RELATED TO VACANT POSITIONS | 240,161 | - | 270,490 |
| BENEFITS RELATED TO VACANCY SAVINGS | (120,081) | - | (202,868) |
| TOTAL BENEFITS | 29,674,921 | 11,606,350 | 31,979,536 |
| SUPPLIES | 931,471 | 319,306 | 934,671 |
| TOTAL SUPPLIES | 931,471 | 319,306 | 934,671 |
| CONTRACTS/SERVICES | 10,975,354 | 4,970,807 | 10,923,704 |
| INSURANCE | 968,215 | 945,793 | 968,215 |
| UTILITIES | 2,884,437 | 1,342,553 | 2,884,437 |
| TOTAL SERVICES | 14,828,006 | 7,259,153 | 14,776,356 |
| BLDG & SITES | 38,250 | - | 38,250 |
| EQUIPMENT | 347,435 | 32,235 | 347,435 |
| LEASE PURCHASES | 67,735 | - | 67,735 |
| TOTAL CAPITAL | 453,420 | 32,235 | 453,420 |
| TOTAL EXPENDITURES | 138,611,525 | 59,773,300 | 143,674,199 |
| OUTGOING TRANSFER/FINANCIAL AID | 268,596 | 99,681 | 268,596 |
| TOTAL TRANSFERS/FINANCIAL AID | 268,596 | 99,681 | 268,596 |
| TOTAL EXPENDITURES & TRANSFERS | 138,880,121 | 59,872,981 | 143,942,795 |

**UNRESTRICTED GENERAL FUND 01.0
2012-2013 FUND BALANCE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL FUND BALANCE | 2012-2013 PROJECTED BUDGET |
|---|--------------------------------|---|----------------------------------|
| TOTAL REVENUE AND TRANSFERS | 134,282,339 | 60,082,791 | 134,806,893 |
| TOTAL EXPENDITURES AND TRANSFERS | 137,833,473 | 59,492,236 | 140,702,714 |
| VACANT POSITIONS WITH PAYROLL RELATED BENEFITS | 1,331,808 | - | 1,499,988 |
| VACANT SAVINGS WITH PAYROLL RELATED BENEFITS | (665,905) | - | (1,124,992) |
| OPERATING SURPLUS/(DEFICIT) | (4,217,037) | 590,555 | (6,270,817) |
| ONE-TIME ITEMS | | | |
| MANDATED COST RECOVERY | 570,157 | 581,043 | 581,043 |
| FACULTY RETRO AND ONE-TIME PAYMENT WITH RELATED BENE | (380,745) | (380,745) | (380,745) |
| CLASSIFIED ONE-TIME PAYMENT WITH RELATED BENE | - | - | (484,340) |
| RETIREE - OPEB | - | - | (2,000,000) |
| OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS | (4,027,625) | 790,853 | (8,554,859) |
| BEGINNING BALANCE*** | 11,662,215 | 11,662,215 | 11,662,215 |
| TRANSFER TO DESIGNATED RESERVE - NET | 1,207,825 | 1,207,825 | 3,207,825 |
| ENDING FUND BALANCE *** | 8,842,415 | 13,660,893 | 6,315,181 |
| FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS** | 6.37% | 22.82% | 4.39% |
| ENDING FUND BALANCE - UNDESIGNATED | 8,842,415 | 13,660,893 | 6,315,181 |
| DESIGNATED RESERVE FOR: | | | |
| UNFUNDED RETIREE BENEFITS | 2,000,000 | 2,000,000 | - |
| CLASSIFIED EMPLOYEE WELFARE FUND | 100,000 | 100,000 | 100,000 |
| NEW FACULTY TO BE HIRED | 167,332 | 167,332 | 167,332 |
| TOTAL | 2,267,332 | 2,267,332 | 267,332 |
| TOTAL FUND BALANCE | 11,109,747 | 15,928,225 | 6,582,513 |
| FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS** | 8.00% | 26.60% | 4.57% |

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

*** Fund Balance excludes Designated Reserves.

**RESTRICTED GENERAL FUND 01.3
2012-2013 REVENUE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL REVENUE | 2012-2013 PROJECTED BUDGET |
|--|---|---|---|
| FEDERAL | | | |
| PERKINS IV TITLE I-C | 595,937 | 200,406 | 595,937 |
| FWS-FEDERAL WORK STUDY | 549,819 | 97,806 | 549,819 |
| RADIO GRANTS | 1,706,035 | 795,692 | 1,706,035 |
| TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES | 53,549 | 27,845 | 53,549 |
| AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) | 82,554 | 59,893 | 82,554 |
| FEDERAL CARRYOVERS | 1,709,005 | 904,134 | 1,709,005 |
| OTHER FEDERAL | 4,453,717 | 335,206 | 5,093,161 |
| TOTAL FEDERAL | 9,150,616 | 2,420,982 | 9,790,060 |
| STATE | | | |
| LOTTERY | 703,608 | 188,915 | 703,608 |
| BASIC SKILLS INITIATIVE | 420,248 | 218,529 | 420,248 |
| SFAA-STUDENT FINANCIAL AID ADMIN | 782,717 | 407,013 | 782,717 |
| EOPS-EXTENDED OPPORTUNITY PROG & SERV | 820,970 | 426,904 | 820,970 |
| CARE-COOP AGENCIES RESOURCES FOR EDUCATION | 53,086 | 27,605 | 53,086 |
| DSPS-DISABLED STUDENTS PROGRAM & SERVICES | 804,706 | 418,447 | 804,706 |
| NON-CREDIT MATRICULATION | 21,959 | 10,848 | 21,959 |
| MATRICULATION | 646,648 | 319,958 | 646,648 |
| MATRICULATION-TRANSFER RELATED | 47,500 | 24,700 | 47,500 |
| EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY | 8,696 | 4,522 | 8,696 |
| CALWORKS | 163,965 | 85,262 | 163,965 |
| ENROLLMENT GROWTH | 118,187 | - | 118,187 |
| STATE CARRYOVERS | 1,572,999 | 1,096,249 | 1,572,999 |
| OTHER STATE | 101,656 | 10,000 | 121,656 |
| TOTAL STATE | 6,266,945 | 3,238,952 | 6,286,945 |
| LOCAL | | | |
| PICO PARTNERSHIP | 155,230 | 77,885 | 155,230 |
| HEALTH FEES | 1,363,000 | 821,378 | 1,363,000 |
| PARKING FEES | 1,780,000 | 998,558 | 1,780,000 |
| DONATIONS-KCRW | 2,364,514 | 474,758 | 2,364,514 |
| COMMUNITY SERVICES | 1,040,000 | 298,366 | 1,040,000 |
| COUNTY CALWORKS | 64,000 | 35,548 | 64,000 |
| CONSOLIDATED CONTRACT ED-LOCAL | 200,070 | - | 200,070 |
| LOCAL CARRYOVERS | 327,681 | 181,620 | 327,681 |
| OTHER LOCAL | 4,411,832 | 2,161,509 | 4,428,165 |
| TOTAL LOCAL | 11,706,327 | 5,049,622 | 11,722,660 |
| TOTAL REVENUE | 27,123,888 | 10,709,556 | 27,799,665 |

**RESTRICTED GENERAL FUND 01.3
2012-2013 EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL EXPENDITURES | 2012-2013 PROJECTED BUDGET |
|---|---|--|---|
| INSTRUCTION | - | 6,948 | 6,948 |
| MANAGEMENT | 1,372,831 | 480,351 | 1,474,281 |
| NON-INSTRUCTION | 1,270,417 | 653,870 | 1,338,249 |
| HOURLY INSTRUCTION | 286,703 | 77,970 | 328,714 |
| HOURLY NON-INSTRUCTION | 1,338,179 | 841,616 | 1,450,937 |
| TOTAL ACADEMIC | 4,268,130 | 2,060,755 | 4,599,129 |
| CLASSIFIED REGULAR | 2,333,773 | 1,095,650 | 2,359,646 |
| CLASSIFIED MANAGERS | 390,392 | 138,914 | 358,892 |
| CLASS REG INSTRUCTION | - | - | - |
| CLASSIFIED HOURLY | 1,866,598 | 805,698 | 1,985,085 |
| CLASS HRLY INSTRUCTION | 439,630 | 98,500 | 439,630 |
| TOTAL CLASSIFIED | 5,030,393 | 2,138,762 | 5,143,253 |
| BENEFITS HOLDING ACCOUNT | 2,233,706 | | 1,412,226 |
| STRS | - | 140,846 | 140,846 |
| PERS | - | 145,611 | 145,611 |
| OASDI/MEDICARE | - | 146,904 | 146,904 |
| H/W | - | 313,381 | 313,381 |
| SUI | - | 42,761 | 42,761 |
| WORKERS' COMP. | - | 53,426 | 53,426 |
| ALTERNATIVE RETIREMENT | - | 26,878 | 26,878 |
| TOTAL BENEFITS | 2,233,706 | 869,807 | 2,282,033 |
| TOTAL SUPPLIES | 1,045,652 | 195,786 | 1,043,840 |
| CONTRACTS/SERVICES | 7,133,722 | 1,830,975 | 7,157,459 |
| INSURANCE | 3,012,000 | 1,692,018 | 3,012,000 |
| UTILITIES | 222,350 | 66,691 | 222,650 |
| TOTAL SERVICES | 10,368,072 | 3,589,684 | 10,392,109 |
| BLDG & SITES | 1,725,000 | 291,794 | 1,725,000 |
| EQUIPMENT/LEASE PURCHASE | 1,668,610 | 500,703 | 1,827,776 |
| TOTAL CAPITAL | 3,393,610 | 792,497 | 3,552,776 |
| TOTAL EXPENDITURES | 26,339,563 | 9,647,291 | 27,013,140 |
| OTHER OUTGO - STUDENT AID | 480,783 | 140,041 | 482,983 |
| OTHER OUTGO - TRANSFERS | 135,934 | 49,794 | 135,934 |
| TOTAL OTHER OUTGO | 616,717 | 189,835 | 618,917 |
| TOTAL EXPENDITURES & OTHER OUTGO | 26,956,280 | 9,837,126 | 27,632,057 |

**RESTRICTED GENERAL FUND 01.3
2012-2013 FUND BALANCE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL FUND BALANCE | 2012-2013 PROJECTED BUDGET |
|---|---|--|---|
| TOTAL REVENUE AND TRANSFERS | 27,123,888 | 10,709,556 | 27,799,665 |
| TOTAL EXPENDITURES AND TRANSFERS | 26,956,280 | 9,837,126 | 27,632,057 |
| OPERATING SURPLUS/(DEFICIT) | 167,608 | 872,430 | 167,608 |
| BEGINNING BALANCE | 4,648,310 | 4,648,310 | 4,648,310 |
| CONTINGENCY RESERVE/ENDING FUND BALANCE | 4,815,918 | 5,520,740 | 4,815,918 |
| FUND BALANCE RATIO TO TTL EXPENDITURES & TRANSFERS | 17.87% | 56.12 | 17.43% |

**CAPITAL OUTLAY FUND 40.0
2012-2013 REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|------------------------------------|---|-------------------------------------|---|
| REVENUE | | | |
| PROPERTY TAX - RDA PASS THRU | - | 59,152 | 59,152 |
| RENTS | 90,000 | 86,975 | 90,000 |
| INTEREST | 130,800 | 26,908 | 130,800 |
| NON-RESIDENT CAPITAL CHARGE | 2,105,543 | 1,219,246 | 2,105,543 |
| LOCAL INCOME | 151,500 | 89,444 | 151,500 |
| TOTAL REVENUE | 2,477,843 | 1,481,725 | 2,536,995 |
| EXPENDITURES | | | |
| SUPPLIES | 50,000 | 1,225 | 50,000 |
| CONTRACT SERVICES | 425,000 | 59,768 | 425,000 |
| CAPITAL OUTLAY | 11,042,420 | 1,159,570 | 11,101,572 |
| TOTAL EXPENDITURES | 11,517,420 | 1,220,563 | 11,576,572 |
| OPERATING SURPLUS/(DEFICIT) | (9,039,577) | 261,162 | (9,039,577) |
| BEGINNING BALANCE | 9,039,577 | 9,039,577 | 9,039,577 |
| ENDING FUND BALANCE | - | 9,300,739 | - |

EARTHQUAKE FUND 41.0
2012-2013 REVENUE AND EXPENDITURE BUDGET

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|------------------------------------|--------------------------------|-----------------------------|----------------------------------|
| REVENUE | | | |
| FEDERAL/FEMA FUNDING | - | - | - |
| INTEREST | 8 | 1 | 8 |
| TOTAL REVENUE | 8 | 1 | 8 |
| EXPENDITURES | | | |
| CONTRACT SERVICES | - | - | - |
| CAPITAL OUTLAY | 2,262,272 | - | 2,262,272 |
| TRANSFER OUT | - | - | - |
| TOTAL EXPENDITURES | 2,262,272 | - | 2,262,272 |
| OPERATING SURPLUS/(DEFICIT) | (2,262,264) | 1 | (2,262,264) |
| BEGINNING BALANCE | 2,262,264 | 2,262,264 | 2,262,264 |
| ENDING FUND BALANCE | - | 2,262,265 | - |

MEASURE U FUND 42.2
2012-2013 REVENUE AND EXPENDITURE BUDGET

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|------------------------------------|--------------------------------|-----------------------------|----------------------------------|
| REVENUE | | | |
| OTHER FINANCING SOURCES | - | - | - |
| INTEREST | 223,400 | 42,369 | 138,100 |
| TOTAL REVENUE | 223,400 | 42,369 | 138,100 |
| EXPENDITURES | | | |
| SUPPLIES | 25,000 | - | 25,000 |
| CONTRACT SERVICES | 340,000 | - | 340,000 |
| CAPITAL OUTLAY | 23,541,739 | 80,712 | 23,456,439 |
| TOTAL EXPENDITURES | 23,906,739 | 80,712 | 23,821,439 |
| OPERATING SURPLUS/(DEFICIT) | (23,683,339) | (38,343) | (23,683,339) |
| BEGINNING BALANCE | 23,683,339 | 23,683,339 | 23,683,339 |
| ENDING FUND BALANCE | - | 23,644,996 | - |

**MEASURE S FUND 42.3
2012-2013 REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|------------------------------------|---|-------------------------------------|---|
| REVENUE | | | |
| OTHER FINANCING SOURCES | - | - | - |
| INTEREST | 555,900 | 105,827 | 344,000 |
| TOTAL REVENUE | 555,900 | 105,827 | 344,000 |
| EXPENDITURES | | | |
| SUPPLIES | 100,000 | - | 100,000 |
| CONTRACT SERVICES | 1,826,500 | 73,970 | 1,826,500 |
| CAPITAL OUTLAY | 57,789,000 | 455,913 | 57,577,100 |
| TOTAL EXPENDITURES | 59,715,500 | 529,883 | 59,503,600 |
| OPERATING SURPLUS/(DEFICIT) | (59,159,600) | (424,056) | (59,159,600) |
| BEGINNING BALANCE | 59,159,600 | 59,159,600 | 59,159,600 |
| ENDING FUND BALANCE | - | 58,735,544 | - |

**MEASURE AA FUND 42.4
2012-2013 REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|------------------------------------|---|-------------------------------------|---|
| REVENUE | | | |
| OTHER FINANCING SOURCES | - | - | - |
| INTEREST | 591,300 | 123,144 | 366,400 |
| TOTAL REVENUE | 591,300 | 123,144 | 366,400 |
| EXPENDITURES | | | |
| SUPPLIES | 100,000 | 12,545 | 100,000 |
| CONTRACT SERVICES | 1,667,250 | 126,124 | 1,667,250 |
| CAPITAL OUTLAY | 67,577,650 | 4,069,002 | 67,352,750 |
| TOTAL EXPENDITURES | 69,344,900 | 4,207,671 | 69,120,000 |
| OPERATING SURPLUS/(DEFICIT) | (68,753,600) | (4,084,527) | (68,753,600) |
| BEGINNING BALANCE | 68,753,600 | 68,753,600 | 68,753,600 |
| ENDING FUND BALANCE | - | 64,669,073 | - |

**STUDENT FINANCIAL AID FUND 74.0
2012-2013 REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|-----------------------------|---|-------------------------------------|---|
| REVENUE | | | |
| FEDERAL GRANTS | 35,599,989 | 14,381,092 | 35,599,989 |
| FEDERAL LOANS | 3,300,000 | 780,367 | 3,300,000 |
| CAL GRANTS | 1,504,300 | 382,104 | 1,504,300 |
| TRANSFER | 268,596 | 99,668 | 268,596 |
| TOTAL REVENUE | 40,672,885 | 15,643,231 | 40,672,885 |
| EXPENDITURES | | | |
| FINANCIAL AID | 40,672,885 | 15,973,517 | 40,672,885 |
| TOTAL EXPENDITURES | 40,672,885 | 15,973,517 | 40,672,885 |
| ENDING FUND BALANCE* | - | (330,286) | - |

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

**AUXILIARY FUND
2012-2013 REVENUE AND EXPENDITURE BUDGET**

| ACCOUNTS | 2012-2013 ADOPTED BUDGET | December 31, 2012 ACTUAL | 2012-2013 PROJECTED BUDGET |
|-----------------------------------|--------------------------------|-----------------------------|----------------------------------|
| BEGINNING BALANCE | 1,888,758 | 1,888,758 | 1,888,758 |
| ADJ. TO BEG. BALANCE | - | - | - |
| ADJUSTED BEGINNING BALANCE | <u>1,888,758</u> | <u>1,888,758</u> | <u>1,888,758</u> |
| REVENUE | | | |
| GROSS SALES | 5,523,972 | 2,956,482 | 5,523,972 |
| LESS: COST OF GOODS | <u>(3,871,766)</u> | <u>(1,872,908)</u> | <u>(3,871,766)</u> |
| NET | 1,652,206 | 1,083,574 | 1,652,206 |
| VENDOR INCOME | 648,175 | 290,636 | 648,175 |
| AUXILIARY PROGRAM INCOME | <u>245,499</u> | <u>190,844</u> | <u>245,499</u> |
| NET INCOME | 2,545,880 | 1,565,054 | 2,545,880 |
| INTEREST | <u>27,050</u> | <u>21,147</u> | <u>27,050</u> |
| TOTAL REVENUE | <u>2,572,930</u> | <u>1,586,201</u> | <u>2,572,930</u> |
| TOTAL FUNDS AVAILABLE | <u>4,461,688</u> | <u>3,474,959</u> | <u>4,461,688</u> |
| EXPENDITURES | | | |
| STAFFING | 1,129,793 | 454,181 | 1,129,793 |
| FRINGE BENEFITS | 337,981 | 110,484 | 337,981 |
| OPERATING | <u>2,040,386</u> | <u>526,083</u> | <u>2,040,386</u> |
| TOTAL EXPENDITURES | <u>3,508,160</u> | <u>1,090,748</u> | <u>3,508,160</u> |
| ENDING FUND BALANCE | <u><u>953,528</u></u> | <u><u>2,384,211</u></u> | <u><u>953,528</u></u> |

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2012-2013

Quarter Ended: (Q2) Dec 31, 2012

District: (780) SANTA MONICA

| Line | Description | As of June 30 for the fiscal year specified | | | |
|--|---|---|--------------------|--------------------|---------------------|
| | | Actual 2009-10 | Actual 2010-11 | Actual 2011-12 | Projected 2012-2013 |
| I. Unrestricted General Fund Revenue, Expenditure and Fund Balance: | | | | | |
| A. | Revenues: | | | | |
| A.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 133,204,874 | 136,383,429 | 130,112,632 | 135,252,002 |
| A.2 | Other Financing Sources (Object 8900) | 145,184 | 147,494 | 143,887 | 135,934 |
| A.3 | Total Unrestricted Revenue (A.1 + A.2) | 133,350,058 | 136,530,923 | 130,256,519 | 135,387,936 |
| B. | Expenditures: | | | | |
| B.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 131,958,636 | 133,634,588 | 138,821,019 | 143,674,199 |
| B.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 330,078 | 277,594 | 275,973 | 268,596 |
| B.3 | Total Unrestricted Expenditures (B.1 + B.2) | 132,288,714 | 133,912,182 | 139,096,992 | 143,942,795 |
| C. | Revenues Over(Under) Expenditures (A.3 - B.3) | 1,061,344 | 2,618,741 | -8,840,473 | -8,554,859 |
| D. | Fund Balance, Beginning | 19,408,758 | 20,470,102 | 23,088,843 | 15,137,372 |
| D.1 | Prior Year Adjustments + (-) | 0 | 0 | 889,002 | 0 |
| D.2 | Adjusted Fund Balance, Beginning (D + D.1) | 19,408,758 | 20,470,102 | 23,977,845 | 15,137,372 |
| E. | Fund Balance, Ending (C. + D.2) | 20,470,102 | 23,088,843 | 15,137,372 | 6,582,513 |
| F.1 | Percentage of GF Fund Balance to GF Expenditures (E. / B.3) | 15.5% | 17.2% | 10.9% | 4.6% |

II. Annualized Attendance FTES:

| | | | | | |
|-----|--|--------|--------|--------|--------|
| G.1 | Annualized FTES (excluding apprentice and non-resident) | 23,443 | 22,545 | 21,359 | 20,932 |
|-----|--|--------|--------|--------|--------|

III. Total General Fund Cash Balance (Unrestricted and Restricted)

| | Description | As of the specified quarter ended for each fiscal year | | | |
|-----|--------------------------------|--|-------------------|-------------------|-------------------|
| | | 2009-10 | 2010-11 | 2011-12 | 2012-2013 |
| H.1 | Cash, excluding borrowed funds | | 35,826,696 | 38,571,129 | 18,649,770 |
| H.2 | Cash, borrowed funds only | | 0 | 0 | 6,500,000 |
| H.3 | Total Cash (H.1+ H.2) | 36,246,398 | 35,826,696 | 38,571,129 | 25,149,770 |

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) | 134,716,562 | 135,252,002 | 60,614,040 | 44.8% |
| I.2 | Other Financing Sources (Object 8900) | 135,934 | 135,934 | 49,794 | 36.6% |
| I.3 | Total Unrestricted Revenue (I.1 + I.2) | 134,852,496 | 135,387,936 | 60,663,834 | 44.8% |
| J. Expenditures: | | | | | |
| J.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 138,611,525 | 143,674,199 | 59,773,300 | 41.6% |
| J.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 268,596 | 268,596 | 99,681 | 37.1% |
| J.3 | Total Unrestricted Expenditures (J.1 + J.2) | 138,880,121 | 143,942,795 | 59,872,981 | 41.6% |
| K. | Revenues Over(Under) Expenditures (I.3 - J.3) | -4,027,625 | -8,554,859 | 790,853 | |
| L. | Adjusted Fund Balance, Beginning | 15,137,372 | 15,137,372 | 15,137,372 | |
| L.1 | Fund Balance, Ending (C. + L.2) | 11,109,747 | 6,582,513 | 15,928,225 | |
| M. | Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3) | 8% | 4.6% | | |

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

38 **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 | % * | Permanent | | Temporary | | Total Cost Increase | % * |
| | | | Total Cost Increase | % * | Total Cost Increase | % * | | |
| a. SALARIES: | | | | | | | | |
| Year 1: 2012-13 | | | | | | | | |
| Year 2: 2013-14 | | | | | | | | |
| Year 3: | | | | | | | | |
| b. BENEFITS: | | | | | | | | |
| Year 1: 2012-13 | | | | | | | | |
| Year 2: 2013-14 | | | | | | | | |
| Year 3: | | | | | | | | |

* As specified in Collective Bargaining Agreement or other Employment Contract

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

The District settled a contract with the Santa Monica College Police Officers Association. The contract states that salaries increase by the amount of state funded COLA , less 1.5%, in future years; making it impossible to project cost. All increases will be paid for from additional funding received by the District through state funded COLA.

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

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

The District's Adopted Budget assumed that Winter Session would not occur. Subsequent to the passage of Prop 30 the District added back a reduced Winter Session resulting in an increase in expenditure and reduction in fund balance that was not represented in the Adopted Budget.

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.)

As of the second quarter, the District is projecting a current year deficit of <\$8,554,859> with an ongoing structural deficit of approximately <\$6.2 million> . While the District is projecting ending the current fiscal year with approximately a 5% fund balance plans are being developed through both participatory governance and at the Administrative level to reduce the structural deficit moving forward.