AGENDA

Special Meeting of the Board of Trustees
Santa Barbara Community College District

STUDY SESSION
HRC-102 (Catering Room)
February 3, 2000
4:00 p.m.

I. Administrative Reorganization

II. College Facility Needs and Options for Responding

III. Campus Construction

IV. College Financial System – Financial Reporting and the Availability of Timely and Accurate Information – An Assessment, Plan and Process

V. Policies and Practices to Guide Donations of Outdoor Sculpture to SBCC

VI. Miscellaneous Items
   A. State Budget – Advocacy Steps by SBCC
   B. Spring Semester Key Activities
   C. Board Coordination, SBSD
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I. Administrative Reorganization

The purpose of this item will be to discuss the recent efforts and emerging recommendations regarding reorganization of the college administrative units.

In the College Plan, under Government and Management on Page 13, the following is stated:

“Goal 8...Restructure leadership roles and organizational design from a function-based to a process-based model.

“Objective 28: Complete a redesign project that examines the college’s administrative and governance systems and leadership roles and, where appropriate, implement the recommended improvements.”

Since the beginning of spring 1999 to the present, discussions have been taking place regarding the colleges administrative structure and the consequent administrative leadership roles. As work has progressed, the primary area of change involves the Student and Academic Affairs Divisions. Specifically, the melding of the two distinct areas into an area entitled Student Learning led by an Executive Vice President.

In addition, emerging demands, complexity and the critical importance of Information Technology to college operations are yielding the need for a new staffing structure to enable the college to provide appropriate levels of leadership and support in this vital area.

For the Continuing Education, Business Services and Human Resources areas, minimum changes are proposed at this time. A concerted effort will be made to identify points of connectivity among the units and the proposed division of Student Learning. As key points of interface are identified, structural units to bridge and coordinate activities and the identification of responsibility to activate those units are seen as necessary to ensure that timely, competent and responsive support and coordination take place.

**Desired Outcome:** The Board will understand the changes in the college’s administrative structure being proposed, the rationale for those changes and the
expected benefits to be achieved. The Superintendent/President will receive feedback needed to assist in bringing the administrative reorganization effort to completion.

II. College Facility Needs and Options for Responding

A review of the options to address some of the facilities needs, sought through the failed bond issue, will be presented. The options will include the following:

A. Submission of Projects to the State of California

B. Joint Development of Facilities to Meet College Needs and Respond to Mitigation Requests

C. Faculty Offices and Additional Classrooms Projected Needs Fall 2000, Fall 2001 – Immediate Options. Use of Temporary Buildings, Rented Facilities, Public Schools

D. November Bond Issue (If Senator O’Connell’s Majority Initiative Passes)

Desired Outcome: General direction in pursuing options will be understood.

III. Campus Construction

A discussion will focus on the LSG Building Project and the use of a construction manager position as an alternative to a general contractor.

This item will include an outline of the funding for the LSG building in the Governor’s Budget, the timeline for submittal of the documents, timing for awarding a bid and construction schedule.

In addition to the LSG project, general discussions will take place regarding the West Campus Overlook and electrical wiring, Winslow Maxwell Overlook, the West Campus fountain sculpture project made possible by the donation of Eli Luria and Michael Towbes, the development of the playground for the Children’s Center, a roof for the sculpture area, and facility changes for the Cosmetology Program.

Desired Outcome: Direction regarding the use of the Construction Management option will be understood and a reaction for this alternative received. The Board will be informed of other projects planned for spring and summer.

IV. College Financial System – Financial Reporting and the Availability of Timely and Accurate Information – An Assessment, Plan and Process

The purpose of this item is to provide an overview of the fiscal services area by Vice President for Business Services, Brian Fahnestock. Specifically, his assessment of the present capacities of the financial system, the intermediate steps taken to improve timely and accurate reporting and further steps necessary to enhance unit effectiveness.
**Desired Outcome**: Board Members will have insight into the Fiscal Services area of the college and the steps being taken to ensure timely, accurate and consistent reporting of financial information.

V. **Policies and Practices to Guide Donations of Outdoor Sculpture to SBCC**

A paper prepared primarily by Mr. Ed Inks, Professor of Sculpture at SBCC, will be provided as background. Mr. Inks relied on sources from a number of institutions as well as information provided by individuals and, ultimately, his professional judgment. The Superintendent/President reviewed this information and ensured the policies and practices were consistent with general district operations and concerns of the Board of Trustees.

The purpose of presenting this item is to ensure that the policies and practices address the primary issues that Board Members have in regard to accepting how sculpture may be selected and placed in areas of the campus designated for this purpose.

**Desired Outcome**: There will be an understanding of the proposed policies and practices that will govern the acceptance of donations of sculpture. Steps will be taken to ensure concerns are incorporated into the final document for adoption by the Board of Trustees.

VI. **Miscellaneous Items**

A. **State Budget – Advocacy Steps by SBCC**
   - Attendance at the Legislative Conference
   - Breakfast Sessions with Senator O’Connell and Assemblywoman Jackson
   - Involvement by the Superintendent/President at the State Level
   - Consideration of Other Alternatives

B. **Spring Semester Key Activities**
   - Recruitment of New Faculty Members and the Dean of Technologies
   - Divisional Meetings
   - Follow Through on Implementation of the College Plan
   - Fiscal Services: Modification and Fuller Utilization of the New Financial Systems to Produce Timely, Accurate and Functional Financial Reports
   - Development of the 2000-01 Budget
   - Project Redesign: Applications Conversion with Particular Focus on the Student Information System and Human Resources; Development of a Web Development Business Plan; Decisions Regarding How Tech. Infrastructure Enhancement Will Occur; and, Continued Development of the Online College
   - Prepare for Implementation of the College’s New Administrative Structure
   - Facilities Development: Plan for a July/August Start on the LSG Building. Implement West Campus Fountain Sculpture, Castillo Point (W. Maxwell
Overlook), and West Campus Overlook. Develop Plans to Meet Immediate Needs for Office Space and Possibly Classrooms

♦ Emphasis on Instructional Planning (Student Success Plan) and Assessment of Institutional Effectiveness Including Meeting Partnership for Excellence Goals

C. Board Coordination, SBSD