MINUTES
Santa Barbara Community College District
Board of Trustees
Study Session
Thursday, March 30, 2000

Present: All Board Members with the exception of Dr. Kathryn Alexander. Mr. Luria left the Board meeting at approximately 6:30 p.m.

I. Facilities Issues

A. Faculty & Staff Offices Space – Problem

The Superintendent/President stated that for the fall semester 2000 there is a shortage of approximately five office spaces for new faculty members, plus space needed for the Regional Health Occupational Center and an as yet undetermined need for additional staff offices. Further, it is anticipated that at least seven additional faculty members will be added for the fall 2001. Estimates for the next three to four years call for 20 to 30 additional office spaces to accommodate new faculty and support staff.

Two sites have been examined. Vice President Fahnestock recommended the site north of the International Students and ESL faculty offices temporary building. The Superintendent/President concurred. A plot plan for locating three (3) buildings on this site was shown to the Trustees. The three temporary buildings could accommodate up to 30 office cubicles.

The Trustees walked to the site recommended as the location for the temporaries. The space was acceptable. Suggestions were made that, if possible, the buildings should be moved to the east to provide for the view corridor. However, it was recognized three buildings would need to be placed in that area.

Though temporary buildings are not viewed as desirable, it is recognized that our present inability to proceed with permanent buildings necessitates such action. There was no disagreement expressed regarding the recommendation to locate the buildings in that area.

B. Hotel/Restaurant/Culinary Program

Trustees were asked to evaluate two specific proposals to improve the food service for students and to provide adequate facilities for the Hotel/Restaurant/Culinary Program.
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The proposed changes in the Cafeteria involved developing three distinct food preparation areas in the Cafeteria. Allan Sherwin, the Director of HRC, explained there could be a service focusing on "natural foods", another area in which stir fried Mandarin dishes were prepared, and a third in which pizza and other snacks were made available. The beverage distribution point would be located in the Cafeteria exterior to the present serving area. In addition, a coffee service would be provided in the southwestern portion of the Cafeteria. Some space would be taken from the Bake Shop to provide for the coffee service.

Mr. Sherwin outlined his intent to have the Cafeteria operate from approximately 6:30 or 7:00 a.m. until 8:30 p.m. It was no longer his intent to operate the snack facility on the outside. The rough estimate of the cost for these changes is $150,000. Funding to achieve these changes for the cafeteria is expected to come from the Cafeteria account.

The second proposal was a bit more complex. The intent is to develop a showcase kitchen/lecture demo facility. The proposal calls for accomplishing this by occupying the space that now serves as a student study area and a small ESL classroom. The space is to the left front as you enter the Cafeteria. Mr. Sherwin explained how approximately 26 to 30 food stations could be developed in that area. A camera, would provide students with access to the work of the instructor or guest chef, while the students carried out their work at the individual cooking stations. The room would be a primary kitchen lab demonstration area for the HRC Program. Mr. Sherwin also explained how, by involving local industry in training and the community through short-term training programs, the lab space would be used on a continuous basis. He assumes the kitchen lab demo area would function during the week and possibly on weekends.

To replace the space that would be taken, it was proposed to build an addition on the deck of the Campus Center. A new student study area and a space for the Associated Student Body would be located in that area. The new space for the ASB would be required because their old space would be used for the ESL classroom taken out of service to provide for the lecture lab demo facility.

The plan from the architect was not yet available and there was not a price estimate for the full project. Mr. Sherwin explained how he has had extensive discussions with representatives from the food service industry. They greeted the plans with enthusiasm and expressed a willingness to provide support for the new facility. In addition, Dr. Gayle Baker was submitting a vocational/technical grant which would provide funding to acquire equipment for the location. The grant was for approximately $250,000.

ASB President Matt Riley expressed the need for students to be involved in the decision making and receive assurance that adequate space would be provided for them to carry out their activities. Discussion of the plans with the students
and providing adequate space for student study were viewed as important parts of the process.

The Superintendent/President affirmed that there is considerable work remaining regarding planning, evaluation and determining the final recommendation on how to proceed with the project. Conceptually, Board Members acknowledged the importance of providing for adequate kitchen lab demo space and emphasized the concomitant requirements regarding paying for the project and the student relocation of the study and ASB areas.

The Superintendent/President stated that the project would be returned to the Board with a full proposal and recommendation. This will be done when the architect finishes his assessment of the situation, a cost is determined, students are consulted and a recommendation and means to fund the project are defined.

C. Castillo Point Project

The Castillo Point Overlook Project has been a part of the Landscape Master Plan and construction has been pending based on the ability to achieve private donations to fund the project. A donor has pledged a donation sufficient to cover all costs estimated for the project, however, that pledge may not be fulfilled until December 31, 2002. A $40,000 cash payment was made on the pledge and that has been used to pay for the completion of the working drawings by landscape architect George Girvin.

The Superintendent/President stated it was his desire to have the Castillo Point project completed prior to the start of construction on the LSG Building. LSG construction should begin in September 2000. The Castillo Point proposal was discussed with the Board Facilities Committee. A key consideration in evaluating the early start for the Castillo Point Project is that there will be a substantial increase of vehicular traffic and heavy construction activity in the LSG area. If the Castillo Point Project is going on simultaneously, there was concern about noise and safety issues.

The Superintendent/President stated his intent to present the Board with a proposal to have money from the Construction Fund that is presently designated for construction of a parking facility used to construct the Castillo Point Overlook. The understanding is that the funds used from the Construction Fund would be repaid from the donor’s contribution. Such action would enable the Castillo Point Project to be completed in a timely manner. If the bid for the project is awarded at the April 27 meeting, the construction time schedule estimated by the landscape architect, would result in the project being completed by August 15.

There was concern expressed regarding the money from the donor not yet being received. Though a legitimate pledge has been received, the money may not be paid to the Foundation until December 2002. The Superintendent/President felt
fully confident that the trust from which the gift will be received was fully capable of meeting its pledged obligation.

Trustees acknowledged the desirability of proceeding with the project. The Superintendent/President stated it was his intent to have a bid for the project recommended at the April 27, 2000, Board of Trustees meeting.

D. Long Range Development Plan

The Superintendent/President reported that within a few weeks the colleges LRDP is expected to be submitted to the Coastal Commission. Assuming it complies with Coastal Commission procedures, a courtesy notification will be provided to the two commission members from Santa Barbara.

Considerable discussion took place regarding the activities being pursued to meet the requests by the City and County of Santa Barbara. Specifically, responses to traffic demand management and housing issues that were raised in the review of the college’s LRDP by the governmental entities.

In regard to the TDM, the Superintendent/President noted the extensive and high quality work of Vice President Fahnstock in meeting with representatives from the City, County and Harbor. Board Members were provided with a copy of the extensive list of suggestions to decrease the number of individuals accessing the campus by one person per vehicle. Also provided was a ballot that will be sent to all participating TDM Advisory committee members asking them to rank the ten areas they feel represent the most feasible and productive suggestions for reducing access by individuals one per automobile.

In regard to housing options, there was a discussion of efforts underway to deal with student and faculty housing. Those options will continue to be pursued.

E. Possible Expansion of SBCC’s Cosmetology Program Facilities at the Magnolia Shopping Center

The Board discussed the need for expansion of facilities to accommodate program growth and the cost effectiveness of such expansion. The Superintendent/President responded that an analysis had been completed in regard to the desirability of expanding the program. Vice President Friedlander and Dean Gayle Baker concluded that a demand exists for expanding the program in selected areas. Such expansion is seen as educationally desirable to increase access and to provide a full cosmetology curriculum. Additional space is required for such program expansion to occur. In addition, there are cost benefits to expanding the space in meeting present program offerings. Specifically, the larger space would enable larger classes to be admitted and go through the program.

In regard to how much the college can contribute to the cost of preparing the new facilities, it was agreed that an analysis of “cost recovery” would take place.
The criterion is whether the cost recovery for the investment is reasonable in timing and amount to support district funds being used to prepare the expanded rental facilities. The length of the lease was also viewed as a key factor.

Given the desire of the Board, the Superintendent/President will provide information that was used to demonstrate the cost benefit of expanding the program. He also affirmed that before proceeding with an investment in the expansion of facilities, a financial analysis would occur and the cost recovery model would be concluded to be reasonable.

F. Administration Building Remodel

The Superintendent/President stated that he had had discussions with Vice President Fahnestock and that in the past week a meeting had been held with the bonding company and former contractor for the project. Considerable progress was made on agreeing to the parts of the project that were deemed completed and designating responsibility for completing the remaining parts of the project.

Following affirmation of the work to be completed, the college will make payment to the bonding company for expenditures deemed appropriate minus any penalties for late completion of the project. It is expected that following the district’s payment, negotiations will occur with the bonding company and former contractor. There is hope that an agreement can be reached and the project finally closed.

G. West Campus Overlooks

The Superintendent/President reported that a donor for one of the five overlook projects had pledged $50,000 for construction of one of the smaller overlook points. With that donation, there is an intent to proceed with the construction of that single overlook point.

The Superintendent/President then presented a situation in regards to the wiring for the full west campus area. Completing the wiring project on which overlooks would be located in its entirety was seen as being desirable to completing the wiring as each individual overlook was completed.

Completing the full wiring will involve an expenditure of approximately $80,000. The expenditure will be paid back to the district as donations are received for the remaining overlooks, (two small and two large are yet to be completed). The investment was seen as desirable to retain the quality of work and accountability for the work.
H. Other Facility Issues

A list of projects that are being considered was provided to the Trustees. In addition, the projects currently funded with funds in the Construction Fund were outlined.

II. College’s Marketing Plan Presented by Davies Communication

Associate Vice President William Cordero, co-chair of the college’s Marketing Committee, introduced Katrina Carl from Davies Communication. Katrina had been the principal member who worked with the college’s Marketing Committee in conducting the assessment of community views regarding SBCC and in the development of a marketing plan for effectively communicating with three target groups in the SBCCD. Ms. Karl reviewed the methodology used, the conclusions drawn and shared with the Board the approach that will be taken to affect the college’s marketing effort.

Following the presentation, Associate Vice President Cordero recognized Ms. Carl for the quality of her work and the satisfaction that members of the Marketing Committee had in working with her.

Board Members made suggestions regarding the items that were presented. There was concurrence in regard to the potential of the plan.

III. Strengthening the Board of Trustees

Board President Luis Villegas stated it was his desire to have this discussion with all members of the Board present. Dr. Alexander was ill and Mr. Luria had left the meeting by that time, thus, the discussion was postponed to the next Study Session.

Materials from the CCCT Trustee booklet were distributed to Board Members.

IV. Closed Session: Public Employee Discipline/Dismissal/Release

The Superintendent/President reviewed the substance of a case under consideration for discipline. Appropriate directions were provided.

The meeting adjourned at approximately 8:20 p.m.

\[4/10/00\]

Date

\[Signature\]

Peter R. MacDougall
Superintendent/President
Secretary/Clerk to the Board of Trustees