MINUTES

SPECIAL MEETING OF THE BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 14, 2007

SPECIAL MEETING
STUDY SESSION
4:00 p.m.
Room BC214

Business & Communications Building
West Campus
Santa Barbara City College

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

Vice President Livingston called the meeting to order.

1.2 ROLL CALL

Members present:

Kathryn Alexander
Joan Livingston, Vice President
Joe Dobbs
Sally Green
Des O’Neill
Luis Villegas, President

Members absent

Morris Jurkowitz

Others present for all or a portion of the meeting:

Mr. John Romo, Supt/President and Secretary Clerk to the Board of Trustees
Jack Friedlander, Executive Vice President
Joe Sullivan, VP Business Services
Pablo Buckelew, VP Continuing Education
Darla Cooper, Director Institutional Research
Ignacio Alarcon, President Academic Senate
Tom Garey, Academic Senate
Alice Sharper, Dean Educational Programs
Jessica Schley, Student Trustee
Liz Auchincloss, President CSEA
1.3 WELCOME

Vice President Livingston welcomed everyone.

1.4 HEARING OF CITIZENS

No citizen expressed an interest in addressing the Board.

1.5 GOVERNING BOARD MEMBERS

Board members may at this time report about various matters involving the District. No action will be taken unless listed on a subsequent Board Agenda.

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board approved convening into study session.

2. STUDY SESSION – (The study session will provide the Board with an opportunity to hold general discussions on a range of college issues. **NO** action will be taken.)

1. **07/08 Budget**

Vice President Sullivan reviewed with the Board the assumptions that were used to create the revenue, expense, and the transfers for the 2007/08 Budget.

Revenue:
- COLA for the state apportionment is estimated at 4.53% that is according to the Governor’s May revise budget.
- The non-credit enhanced FTES of 803.3 as reported in P2.
- International student fee revenue is budgeted to increase by $442,000 due to unit fee increase of $13.00 and additional enrollment.
- The out of state enrollments are held constant from 06-07.
- The growth enrollments are budgeted for credit courses at 1% and no growth in non-credit courses.
- 2006-07 for Basic Skills funding and equipment and construction is not budgeted for 2007-08.

Expense:
- Budgeted mid-year salary increase at the COLA.
- Benefit allowances is budgeted as actual.
- Third and final stage of the classification study is included.
- Adjuncts and overload reflect the increases that were negotiated in all of the agreements.
- Cost of Sabbaticals is budgeted based on actual replacement costs.
- To satisfy the full-time faculty obligation (75/25 rule), there will be 3 new full time faculty in the Fall.
- COLA increase of 4.53% is budgeted for supply and travel accounts.
- Increase for fixed and mandated expenses is estimated at 5.2%.
- No funding added for hourly staff or student hourly budget adjustments.
Transfers:
- Transfer to Children's Center estimated at $163,300.
- Transfer to the Equipment fund $1.8M.
- Transfer to Major Maintenance and on-going annual maintenance projects is $1.2M.

Fund Balance:
- Board operating contingencies is 5%.
- Other post-retirement benefits will be calculated based on actual study to be completed this fiscal year.
- Liabilities for banked TLU is estimated and reserved for.

Vice President Sullivan reviewed the budget for 2007-08 with the board members. By putting in the actual dollar amounts for both revenue and expenses the budget being presented at this meeting is within $604,000 of being a balanced budget.

President Romo reiterated that the college continues to use the same principles that have always been used, which are, the college's budget is based on the Governor's January budget and what is being presented today incorporates the Governor's May revise.

President Romo reported that the Board will be constantly receiving updates on the college's budget at all future study sessions.

Vice President Sullivan reported that the 2007-08 budget will be presented for board approval at the June board meeting. The Board concurred.

2. SoMA Capital Campaign Feasibility Survey Results

President Romo provided a brief update. The Foundation formed an advisory group, that included Foundation staff and board members (Morrie Jurkowitz represented the Board of Trustees) and President Romo.

The consultants who conducted the feasibility survey presented to the advisory group the recommendation that at this stage and with SoMA’s time constraints, they did not feel that the Foundation could, within the time frame given, raise $10 million for a capital campaign. However, given the results of the survey the consultants did feel that there was strong support for the college in the community and that a more realistic target would be to raise $5 million.

President Romo reported that the consultants felt that although there is a lot of support for the college; there are two reasons that were the greatest influences as to why at this time $10 million is not realistic:

- As hard as everyone has worked to communicate to the community everything that is done on the campus including SoMA, there is not a broad awareness of the power and the importance of SoMA to the community.
- The number of major capital campaigns currently taking place in the community is $700 million. Donors have already made major commitments and are unable to provide any donations at this time.
President Romo, his administrative staff, and Barbara Ben-Horin will be reviewing the results of the survey and put together a recommendation to present to the Foundation Board and to the Board of Trustees on how the college should proceed.

3. Carpinteria Higher Education Center – Item was deferred to a future study session.

4. Aspect Agreement: Temporary Building Office Space

Executive Vice President Friedlander reported that the college has had a positive partnership with Aspect. Aspect’s contract will expire at the end of September and Dr. Friedlander is working to continue this partnership with Aspect for a least another year. The buildings that currently house Aspect are going to be needed for faculty, staff and classrooms. The proposal being presented at this study session is to provide them with four classrooms in what was formerly the Life Fitness Center. After reviewing the new space, Aspect reported that it would be short some space for their programs; however, they are willing to pay for the installation of a temporary building in the same area as the other classrooms that can be used for office space. Aspect understands that this will be for one year only, as the college will need this space for the Drama/Music Modernization project next year.

The Board concurred that the work with Aspect could continue and that a contract for a one year period could be presented for Board approval sometime in September.

Vice President Sullivan presented to the board the additional swing space requirements the college will need and what the cost will be for this space. This is being reviewed at this meeting to open the discussion on what is needed, why we need it, and what it is going to cost. The final recommendations will be presented at a future study session.

The analysis completed for the Drama/Music Modernization shows that it is going to need approximately 29,000 sq ft of assignable space. It was noted that even using all of the temporary buildings currently available there is still a shortfall of approximately 12,256 sq ft. The campus center lawn can be built out creating an additional 8,190 sq ft, which still leaves a shortfall of 4,056 sq ft.

Vice President Sullivan also reported that there will be additional space requirements in the future; one being the Humanities building modifications that will take place in four years. Vice President Sullivan presented an option to deal with the remaining shortfall and that was to investigate adding temporary buildings under the bridge next to Marine Diving building.

Ms. Livingston did request that signage be placed next to the new temporary buildings to inform the public that these buildings are part of our program to enhance our permanent facilities. Staff agreed with this request.

The costs for the addition of adding these temporary buildings were reviewed and discussed. Vice President Sullivan reported that the funding of these buildings would come from the allocation from the District for the Drama/Music, SoMA and Humanities Modernization projects for swing space. The recommendation to possibly fund the balance of this project from the parking structure fund was presented for discussion.
5. President’s Climate Commitment

President Romo reported that this is being presented to the board as an information item. The President’s Climate Commitment is something that has been in motion for several months. All of the UC campuses, 8 community colleges districts, and all of the CSUs have signed a commitment. This is a very important area that needs to be given serious consideration. This has not gone through our consultation process; it has issues with regard to facilities, fiscal and curriculum implication.

President Romo’s intent is to take this through Consultation, Academic Senate, College Planning Council, back to the Board committees, and ultimately for consideration at a study session sometime in the Fall.

President Villegas noted that he had mentioned to President Romo that he would like to see the College venture into this slowly, so that faculty, staff, and students are not impacted by committing to this program.

6. Revisions to Policy 1311.5: Department Chair Job Description

President Romo reported this was discussed at June 7 Ed Policies meeting and the recommendation of the committee was to bring this to a study session for discussion. President Romo noted that this description has gone through extensive consultation with the Academic Senate working with Dr. Friedlander for a number of months.

President Villegas requested input from the committee members to point out what areas they had concerns with. Dr. Alexander felt that this would be changing a basic policy and that this should be left to the next President.

President Romo disagreed, as this has gone through consultation with the Academic Senate and was brought to Ed Policies for discussion. Executive Vice President Friedlander explained that this policy has not been addressed for many years and the policy needed to be clear, reflect our current practice and delineated those areas that were unclear. This proposed policy would allow the language to correspond with what is currently working very effectively.

After review and discussion, the Board concurred that this policy could be presented at the June board meeting for approval.

7. Board Self Evaluation – item was deferred

Upon motion by Ms. Livingston, seconded by Mrs. Green, the Board convened back into regular meeting.

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board approved adjourning this meeting.
3. **ADJOURNMENT**

The next Regular Meeting of the Board of Trustees will be held on Thursday, July 26, 2007 at 4:00 pm in EBS309.

[Signature]

John B. Romo, President