MINUTES

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

April 24, 2008

REGULAR MEETING
Room A-211
4:00 pm

MAC Building
Santa Barbara City College
721 Cliff Drive

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

President O’Neill called the meeting to order.

1.2 ROLL CALL

Members present:
Dr. Alexander
Mrs. Green
Mr. Jurkowitz, Vice President
Mr. O’Neill, President
Mr. Montgomery, Student Services

Members absent:
Dr. Dobbs
Ms. Livingston
Mr. Villegas

Others present for all or a portion of the meeting:

Mr. John Romo, Supt/President and Secretary Clerk to the Board of Trustees
Aguiar, Rosa, Admissions
Alarcon, Ignacio, President, Academic Senate
Anderson, Jan, ADN Program
Arnout, Mary, HR/LA
Arrington, Homer, President, IA
Auchincloss, Liz, President, CSEA
Baird, Nancy, HR/LA
Barthelmes, Marine Tech
Bishop, Paul, VP, IT
Blanchard, Pam, HR/LA
Browne, Leilani, HR/LA
Bucklew, Pablo, VP, Continuing Ed
Cartwright, Joan, Ed Programs

Castellanos, Stella, HR/LA
Danielson, Sue Adult Ed
Eggertsen, Jennifer, ISSP
Ehrlich, Sue, VP HR/LA
Fargo, Sara, President’s Office
Fitzgerald, Tom, President, ASB
Forbes, Alexandra, Facilities
Friedlander, Jack, Executive VP, Ed Prgrms
Fryslie, Ann, Director, Student Life
Galvan, Joan, Public Information Officer
Garfinkel, Atsiyah, Student Senate
Gill, Sally, Adult Ed
Gilles, Tim, Automotive
1.3 WELCOME

Mr. O’Neill extended a cordial welcome to all.

1.4 MINUTES OF THE REGULAR MEETING OF MARCH 27, 2008

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the minutes of the regular meeting of March 27, 2007.

1.5 HEARING OF CITIZENS

No citizen expressed an interest to address the Board.

1.6 COMMUNICATIONS

The following reports were presented to the Board of Trustees about various matters involving the District. No action was taken unless listed on a subsequent agenda.

a. REPORT BY ACADEMIC SENATE

   - Ignacio Alarcon

   Mr. Alarcon reported on the following: Congratulated all the Classified Employees who had been nominated for the 2008 Outstanding Classified Employee Awards. Reported that the Academic Senate had finalized the college mission statement. Reported that the Academic Senate has elected a faculty coach for accreditation – Kelly Lake. Dr. Serban, will be chairing the Accreditation Steering Committee. Reported that their first meeting with Dr. Serban will be in early in May. Reported that he along with two members of the Academic Senate: Karolyn Hannah, and Kathy O’Connor attended the State-wide Senate Plenary Sessions, accreditation and budget rules were the focus of the sessions. The Meary Award nominee will be brought to the board in the agenda. The Academic Senate enthusiastically endorses this nomination.

b. REPORT BY ASSOCIATED STUDENTS

   - Tom Fitzgerald

   Mr. Fitzgerald reported on the following: Congratulated members of the classified staff who were nominated for the CSEA Employee of the Year. Reported on the results of the Student Senate election for 08-09 Officers. The Student Senate voted in six new officers and two new Senators. Introduced three of the new members who were present: Tanja Khosrawipour, Student Body President, Sean Knotts, Student Trustee, and, Atsiyah Garfinkel, Commissioner of Clubs. The Merchants’ Bazaar was held last week on West Campus with very positive results as always. Many students attended. Reported that The
Student Senate has changed their bylaws so that the Student Advocate officer position would also include advocating for environmental issues on campus. Reported that the students are utilizing the free legal services that continue to be offered every week. Reported that nine Student Senate members along with their advisor, Ann Fryslie, will attend their last Conference of the semester in Los Angeles. The theme of the conference is ‘Strength through diversity, United in Action’. The Student Senate continues to make frequent classroom presentations to educate students campus-wide about Measure V. Reported that in April, the Student Senate assisted “Students for California’s Future”, a non-profit group based in Sacramento, in organizing a rally and marched against the recent budget cuts. Reported that this was a statewide event and SBCC was chosen as the central coast location. Three other local schools participated in the walk from West Campus down Cabrillo to City Hall in De la Guerra Plaza. The Student Senate End of Semester breakfast is Friday the 16th at 7:30 am in the John Dunn Gourmet Dining Room.

c. REPORT ON CLASSIFIED EMPLOYEES — Liz Auchincloss

Ms. Auchincloss presented the 2008 Outstanding Classified Employee and the Honorable Mention Classified Employees. 11:00 3.2B

2008 Outstanding Classified Employee

Rosemary Santillan has served SBCC for 20 years. In 1988, she was hired as an Admissions & Records Clerk where she worked until December 1997, when she was promoted to Special Program Advisor in the International Student Support Program. In August 2006, she was promoted to Senior International Student Advisor. Throughout her years working in the International Student Support Program, she has been instrumental in implementing many of the procedures and policies that are currently in place for this program and has provided continuity to a program that has undergone numerous personnel changes within the last few years. She is an exceptional employee in every regard. In her interactions with students, she is compassionate, supportive, and caring, and she is always willing to go the extra mile to ensure that the students are served to the best of her abilities. Among her colleagues, she is highly respected and well-liked, and she is a role model and mentor to the junior staff in the International Student Support Program. As an individual, she is thoughtful, caring, and a loyal friend. She has served as a volunteer on the scholarship committee for a number of years and has participated in a variety of professional growth opportunities. In addition to working full-time she cheerfully juggles her many responsibilities as a single parent of two daughters, Christina and Victoria, and is a re-entry student who recently completed her B.A. degree is Business Management at Antioch University and has started a full-time Masters program in Organizational Management. She also works part time in the Records Division for the Santa Barbara Police Department. This past spring break she volunteered for the Santa Barbara Sister Cities and was a mentor to Santa Barbara High School students who traveled to Mexico to study Spanish and learn first-hand about Mexican culture. One of her proudest moments here at SBCC was when an International Student along with his father walked into her office. The father told her that this was the last school that he was going to allow his son to attend because he had been doing so poorly at other schools that he had attended. The student enrolled in the HRC program. He did well in the hands on portion of his classes but was having a very hard time doing class work. Because of the support mechanisms that have been setup here at SBCC and all our Student Services Programs, the student was tested by the DSPS Department and was found to have numerous learning disabilities. A support plan was developed and implemented. The student’s grades dramatically improved and he went on to graduate. Sometime later she received
an email from her former student letting her know that he is now a Head Chef for a Biltmore Hotel in Utah.

2008 Classified Employee Honorable Mentions

Pam Blanchard has worked in Human Resources and Legal Affairs since 2003 as a Human Resources Tech II. Before that she worked in Payroll. Her many duties in HRLA include coordinating the Classified In-service, the Professional Growth Program, and Employee Benefits. One vendor she worked with during the recent classified in-service writes: She is an excellent representation of SBCC. She excels in her communication skills and her ability to make you feel that your needs are of the most importance. As a vendor dealing with the details, she made it a pleasure and an ease. I just wanted to let you know what an asset I feel you have. One employee writes: “In all my interactions with this employee, I have been so impressed with her willingness to go the extra mile, along with being able to do so in such a positive, can-do manner.” During a forum held earlier this year to inform employees of the issues with Blue Shield, she ended up on stage alone to field questions. While the VPs of HRLA and Business Services provided backup support, she did an amazing job of fielding questions and providing very detailed answers. Due to her calm demeanor and quiet professionalism she came off prepared and spoke eloquently.

Lupe Huerta works as a lead custodian in the Facilities and Operations Department. He has worked for SBCC since 1988. As the day-lead custodian, he continuously shows pride in his work by providing outstanding and thorough service over and beyond what his daily duties require. His contributions have been many on this campus, ranging from daily set-ups needed for school events, assisting last minute requests or urgent matters, and maintaining the facilities this campus relies upon every day. His quick response to urgent or non-urgent situations and helping fellow co-workers is valued greatly by all who have every known or needed him. Over all, he exemplifies the standards for what is expected of a lead employee, and sets the bar for productivity, accomplishments, friendly and valued assistance and overall support of SBCC. We endearingly call him our “Eveready Rabbit” who keeps going, going and going.

Lorraine Michalak is the first person everyone sees as they enter the Health Technologies office at SBCC. She is the Nursing Programs Support Specialist. Her vast job description would cripple the likes of most of us and yet, she is able to manage her duties and maintain a smile on her face for all who pass through the office. She interacts with more than 30 faculty members and up to 350 enrolled students on an almost daily basis. She also fields information phone calls from innumerable prospective students for the impacted Health Technology programs. Although it is likely that she is inundated with details swirling around in her mind, headset attached to her ear, and working on her computer, Lorraine greet us with an expression exuding, “What can I do for you?” She currently volunteers in the community for Boo at the Zoo, and the Team Bike Challenge with the Santa Barbara City-Wide Biking Coalition. She is low-key and whatever she does, she does without fanfare and selflessly. She is a role model for others on campus. She is hard working, never satisfied with the status quo, and always looking for ways to improve student service. She is always a professional, always considerate, and truly a team player who makes a difference in everything she does.

Josue Miranda works as an LTA for the Automotive Department. His job requires the knowledge and skills of a master technician, effective communication skills, patience, and ability to manage and upkeep two very busy automotive labs. Despite all stress and demands that are made on him, he is always easy to work with. His top priority always revolves around helping our students and promoting their success. He is an excellent role
model for them. The students have a great respect for his knowledge and opinions. He is a member of the Independent Automotive Professionals Association and attends all meetings. He is well known in the community and has helped many of our students locate jobs due to his connections. He also teaches bi-lingual adult education classes.

d. REPORT ON CURRENT EVENTS

- Joan Galvan

Ms. Galvan reported on the following: Harold Dunne Memorial Spring Concert Series will close out the semester with concerts by a wide range of professional community and student musicians such as The Concert Choir, The Chamber Singers, The City College Concert Band, The Jazz Ensemble, The City College Jazz Choir and the Santa Barbara City College Quire of Voices. The SBCC Theater Group will present the play Omnium Gatherum on May 2\textsuperscript{nd} thru 17\textsuperscript{th} at the Jurkowitz Theater. On May 22\textsuperscript{nd} the School of Media Arts will present its annual Student Showcase.

e. REPORT FROM BOARD MEMBERS

President O'Neill, on behalf of the Board of Trustees, expressed appreciation and thanks to everybody involved in the annual Classified Staff recognition event and to the entire staff of the college and acknowledged how vital classified staff is to the institution.

President O'Neill on behalf of the Board of Trustees congratulated Don Barthelmes on his superb faculty lecture and hopes to see it on Channel 21.

2. GOVERNING BOARD

2.1 RESOLUTION NO. 35 (2007-08) REQUIRING THAT THE GOVERNING BOARD MEMBER ELECTION IN THIS DISTRICT BE HELD ON NOVEMBER 4, 2008 TO CONSOLIDATE WITH ANY OTHER SCHOOL DISTRICT GOVERNING BOARD MEMBER ELECTION BEING HELD ON THE SAME DATE IN THE SAME DISTRICT OR AREA.

Upon motion by Mrs. Green, seconded by Mr. Jurkowitz, the Board approved Resolution No. 35 (2007-08) requiring consolidation of election dates of those Board members whose terms expire this year, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Mrs. Green, Mr. Jurkowitz, Mr. O'Neill

Absent: Dr. Dobbs, Ms. Livingston, Mr. Villegas

Noes: None

Concur: Mr. Montgomery (Student Trustee)

2.2 RESOLUTION NO. 36 (2007-08) CANDIDATES' STATEMENTS

In accordance with Section 11307 of the Education Code, the Board of Trustees of the Santa Barbara Community College District is required to adopt policies regarding the statements of candidate.

Upon motion by Mrs. Green, seconded by Mr. Jurkowitz, the Board approved Resolution No. 36 (2007-08) which establishes policies regarding the candidates' statements, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Mrs. Green, Mr. Jurkowitz, Mr. O'Neill
Absent: Dr. Dobbs, Ms. Livingston, Mr. Villegas

Noes: None

Concur: Mr. Montgomery (Student Trustee)

3. HUMAN RESOURCES & LEGAL AFFAIRS – Ms. Sue Ehrlich

3.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

- The 3 TBD positions, listed under certificated faculty appointments were removed from the agenda.
- Patrick Foster’s position should have been listed under notification of certificated faculty appointments by President.
- Instructor, Biological Sciences position was removed from the agenda.
- Information Systems Specialist II position was removed from the agenda.

Upon motion by Dr. Alexander, seconded by Mrs. Green, the Board approved the Human Resources & Legal Affairs consent items, as contained in the agenda and attachments.

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3.2 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS


Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved Resolution No. 37 (2008-09) declaring May 18-24, 2008 as Classified School Employees Week, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Mrs. Green, Mr. Jurkowitz, Mr. O'Neill

Absent: Dr. Dobbs, Ms. Livingston, Mr. Villegas

Noes: None

Concur: Mr. Montgomery (Student Trustee)

b. RECOGNITION OF 2008 OUTSTANDING CLASSIFIED EMPLOYEE AND THE HONORABLE MENTION CLASSIFIED EMPLOYEES.

Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved the award of a special Certificate of Recognition and an honorarium of $500.00 to the Outstanding Classified Employee and the plaque bearing the names of each year’s honoree be engraved with his/her name.

Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved the award of a special Certificate of Recognition and an honorarium of $100.00 to each of the
Honorable Mention Classified Employees.

c. APPROVAL OF JOB DESCRIPTIONS FOR INFORMATION TECHNOLOGY POSITIONS: REORGANIZATION OF INFORMATION TECHNOLOGY

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the two new job descriptions in the area of Information Technology.

d. APPROVAL OF JOB DESCRIPTIONS FOR FACILITIES AND OPERATIONS

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the job descriptions for Facilities and Operations.

4. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

4.1 PRESENTATION OF FACULTY LECTURER HONORARIUM

Don Barthelness, Professor in Marine Technology, was presented with a $1,000 honorarium and a Certificate of Recognition for his selection as the 2007-2008 faculty lecturer.

4.2 RECOMMEND APPROVAL OF THE NOMINATION OF AN INDIVIDUAL FOR THE ASSOCIATION OF COMMUNITY COLLEGES TRUSTEES (ACCT) MEARDY AWARD.

Upon motion by Mrs. Green, seconded by Mr. Jurkowitz, the Board approved the nomination of Jan Anderson, for the Association of Community Colleges Trustees (ACCT) Meardy Award.

4.3 RECOMMEND APPROVAL OF SUBMITTAL OF A GRANT REQUESTING $164,077 TO THE CHANCELLOR’S OFFICE ENTITLED “CAREER TECHNICAL EDUCATION, EQUIPMENT FOR NURSING AND ALLIED HEALTH PROGRAMS”.

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the submittal of this grant, as contained in the agenda and attachment.

4.4 RECOMMEND APPROVAL OF SUBMITTAL OF A GRANT REQUESTING $185,000 TO THE CHANCELLOR’S OFFICE ENTITLED, “ENROLLMENT GROWTH AND RETENTION FOR REGISTERED NURSING PROGRAMS”.

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the submittal of this grant, as contained in the agenda and attachment.

4.5 RECOMMEND APPROVAL OF NEW PROGRAMS AND NEW COURSES.

Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved the Curriculum Advisory Committee’s recommendations, as contained in the agenda and attachment.

5. CONTINUING EDUCATION – Mr. Pablo Buckelew

5.1 RECOMMENDED APPROVAL OF CONTINUING EDUCATION DIVISION CALENDAR — 2008-2009

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the 2008-2009 Continuing Education Division calendar, as contained in the agenda and attachment.

6. BUSINESS SERVICES – Mr. Joe Sullivan

6.1 BUSINESS CONSENT ITEMS
Upon motion by Mrs. Green, seconded by Mr. Jurkowitz, the Board approved the Business Consent items, as contained in the agenda and attachments.

a. RATIFICATION OF PURCHASE ORDERS, Attachment 6.1-a

b. RATIFICATION OF PAYMENTS AS SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130.)

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c. AUTHORIZATION TO PURCHASE MODULAR RELOCATEABLE BUILDINGS AND ACCESSORIES FROM MODTECH MANUFACTURING AND CONSTRUCTION, THROUGH A "PIGGYBACK" CONTRACT WITH COACHELLA VALLEY UNIFIED SCHOOL DISTRICT BID #46-04/05FB WHICH WAS APPROVED BY THE COACHELLA VALLEY UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES ON 10/28/04. THE CVUSD BOARD HAS EXTENDED THIS AGREEMENT THROUGH 10/28/08.

d. AUTHORIZATION TO ESTABLISH NEW FUND 75 SCHOLARSHIP / LOAN FINANCIAL AID AND FUND 79 SPECIAL TRUST FOR 2007-08, Attachment 6.1-d

e. APPROVAL OF CHANGE ORDERS: CAMPUS SWING SPACE, Attachment 6.1-e
   1) Change Order No. 1 – Campus Swing Space #1
   2) Change Order No. 1 – Campus Swing Space #2
   (This item was reviewed at the April 15, 2008 Facilities Committee meeting.)

f. RETROACTIVE APPROVAL OF LICENSE AGREEMENT FOR USE OF MARJORIE LUKE THEATRE, SBCC DANCE CONCERT, MAY 2008, $2,339, Attachment 6.1-f

g. APPROVAL TO RENEW LICENSE AND SERVICES AGREEMENT WITH BLACKBOARD, WEB CT, 4/02/08 - 4/01/09, $131,200 - license fee and $76,700 - web hosting fee, Attachment 6.1-g

h. ACCEPTANCE OF FUNDING, $8,100 (POSSIBLE ADDITIONAL $16,950) AND APPROVAL OF SUB-AGREEMENT WITH U.C.S.B. REGENTS, “R.E.U. SITE: INTERNSHIPS IN NANOSYSTEMS SCIENCE, ENGINEERING AND TECHNOLOGY PROGRAM,” 04/01/08 - 03/31/09, Attachment 6.1-h

i. ACCEPTANCE OF PROPOSAL FROM KRUGER BENSEN ZIEMER ARCHITECTS FOR ARCHITECTURAL SERVICES, WEST CAMPUS SWING SPACE 1 AND 2, $141,838, Attachment 6.1-i

j. RETROACTIVE APPROVAL TO SUBMIT CERTIFICATION OF INTEREST AND QUALIFICATIONS IN ADMINISTERING THE C.C.C. STATEWIDE FINANCIAL AID MEDIA CAMPAIGN, Attachment 6.1-j

k. RECOMMENDATION TO ACCEPT BIDS AND APPROVAL TO AWARD CONTRACT FOR PORTABLE BUILDINGS FIRE HYDRANTS, BID #628, TO TIERRA CONTRACTING INC. OF GOLETA IN THE AMOUNT OF $20,900, Attachment 6.1-k

l. BETTY PAZICH, ASSOCIATE DEAN, OCCUPATIONAL PROGRAMS: AUTHORIZATION TO SIGN BILLING AGREEMENTS AND VENDOR AUTHORIZATIONS WITH THE COUNTY OF SANTA BARBARA FOR WELFARE-TO-WORK PROGRAM.
m. ACCEPTANCE OF GRANT AND APPROVAL OF M.O.U WITH THE COLLEGE OF THE SEQUOIAS, $13,500, REGIONAL HEALTH OCCUPATIONS RESOURCE CENTER, Attachment 6.1-m

n. APPROVAL OF CONSULTANT: CARLOS CAMPOS, TO ASSIST FACILITIES AND OPERATIONS WITH ENVIRONMENTAL/COMPLIANCE ISSUES, FOR AN AMOUNT NOT TO EXCEED $20,000, THROUGH 6/30/09

6.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 38 (2007-08) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Dr. Alexander, seconded by Mrs. Green, the Board approved Resolution No. 38 (2007-08) authorizing routine internal transfers as contained in the agenda and attachment. The vote follows:

Ayes:  Dr. Alexander, Mrs. Green, Mr. Jurkowitz, Mr. O'Neill

Absent: Dr. Dobbs, Ms. Livingston, Mr. Villegas

Noes:  None

Concur: Mr. Montgomery (Student Trustee)

b. ADOPTION OF RESOLUTION NO. 39 (2007-08) PROVIDING FOR 2007-08 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Dr. Alexander, seconded by Mrs. Green, the Board approved Resolution No. 39 (2007-08) authorizing 2007-08 budget revisions for unbudgeted revenue as contained in the agenda and attachment. The vote follows:

Ayes:  Dr. Alexander, Mrs. Green, Mr. Jurkowitz, Mr. O'Neill

Absent: Dr. Dobbs, Ms. Livingston, Mr. Villegas

Noes:  None

Concur: Mr. Montgomery (Student Trustee)

c. AUTHORIZATION TO ACCEPT THE DONATION OF A FLETCHER BENTON SCULPTURE FROM MRS. LEATRICE LURIA FOR PLACEMENT IN THE EXTERIOR LANDSCAPING PLAN OF THE SOMA BUILDING.

Dr. Alexander requested that before any further art is placed on the exterior of the campus that the Board reviews the current acceptance policy at a future study session. With this request she motioned approval, seconded by Mr. Jurkowitz, the Board approved the acceptance of the Fletcher Benton Sculpture for placement in the exterior landscaping plan of the SoMA building.

d. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT-BID #626 Multi-Media Classroom Implementation.
Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved the acceptance of the one bid received and awarded the contract to Daryl White Electric in the amount of $25,380.

e. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT: PORTABLE BLDG FIRE ALARM SYSTEM, BID #627

Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved the acceptance of the bids and awarded the contact to Blum & Sons of Carpinteria in the amount of $34,782.

7. INFORMATION TECHNOLOGY – Dr. Paul Bishop

Paul Bishop, Vice President of Information Technology, Doug Hersh, Dean of Educational Programs, and Jack Friedlander, Executive Vice President of Educational Programs provided a presentation on new technology initiatives.

8. CLOSED SESSION – None

9. ADJOURNMENT

Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved adjourning this meeting, setting the next regular meeting of the Board of Trustees on Thursday, May 22, 2008 at 4:00 p.m. in A211. A Study Session will be held on May 8, 2008.

APPROVED BY THE BOARD OF TRUSTEES ON April 24, 2008

\[Signature\]
President, Board of Trustees

\[Signature\]
Superintendent/President
Secretary/Clerk of the Board