MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING/STUDY SESSION
June 12, 2008
4:00 p.m.
Room A218
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
Dr. Dobbs
Mrs. Green
Mr. Jurkowitz, Vice President
Ms. Livingston
Mr. O'Neill, President
Mr. Villegas
Mr. Montgomery (Student Trustee)

Others Present:
Dr. Andreea M. Serban, Supt/President and Secretary Clerk to the Board of Trustees
Liz Auchinloss, President CSEA
Dr. Darla Cooper, Institutional Research
Dr. Sue Ehrlich, VP Human Resources & Legal Affairs
Joan Galvan, Public Information Officer
Tom Garey, Theater Arts
Dr. Ben Partee, VP Continuing Education
Dr. Diane Rodriguez-Kiino, Campus Diversity
Joe Sullivan, VP Business Services

1.3 WELCOME

President O'Neill extended a cordial welcome to all.

1.4 HEARING OF CITIZENS

Tom Garey on behalf of the Drama/Music faculty and staff congratulated and thanked the Board
for Measure V. Also thanked the Board for their commitment and confidence expressed last November when they agreed to go ahead with Phase II of the Drama/Music project.

2. STUDY SESSION

1. Preparation for Institutional Self Study for Re-Affirmation of Accreditation

President Serban reminded everyone that the college will be visited for re-affirmation of its accreditation in October 2009. The preparation of the institutional self study will be a major undertaking. President Serban noted that the new standards are very demanding in certain areas, one is student learning outcomes and the other is the link between planning, budgeting and evaluation. The standards are also very rich in details. The self study will be our effort to engage in a conversation and evaluation of ourselves through the lens of the four standards and the related sub standards. In the past, accreditation teams would focus on validating the college’s self study, meaning that they would validate that the statements made in the self study were accurate. The new approach to accreditation is to validate the evidence behind the statements in the self study to determine whether the standards are being met.

President Serban is chairing the Self study Steering Committee. The steering committee has overall responsibility for the completion of the self study and ensuring that the self study covers all areas that are required and that the evidence provided is complete, correct and thorough. The accreditation team will be making appointments with faculty, staff, administrators and board members to verify to what extent the college community, including the Board, has been engaged and are fully aware of the effort that went into the self study and is familiar with the self study.

The self study committee has two self study co-chairs, Dr. Darla Cooper, Administrative Co-Chair and Dr. Kelly Lake, Faculty Co-Chair. These co-chairs will have the responsibility of pulling together the work produced by the various standard committees.

The Standard Committees have several major responsibilities. The members will need to become very familiar with the standards. Dr. Steve Maradian from the Accrediting Commission will be providing a training workshop on June 20 for all co-chairs. President Serban extended an invitation to the board members to attend if they were available. Once the training is completed, the standard committees begin the work on their standards. Each group will need to review their standard and identify the following:

- Description (what the college is doing to achieve this standard)
- Analysis (how well is the college meeting the standard);
- Planning (how will the college fill any gaps that have been identified).

Each standard committee has the deadline of August 15 to produce the first draft of their standard, along with a list of areas they have identified as being in their standard.

This will be a great learning experience for the college community.

President Serban reviewed with the Board the budget that will be needed for the preparation of the self study. This will be presented at the June Board meeting for approval.
The specific accreditation visit date is not known at this time. President Serban did note that the visits usually occur during the third week in October, which would be October 19-23, 2009. Besides sharing drafts of the self study campus wide via e-mail and the accreditation website, the plan is to have two or three open forums to allow the college community to review the self study drafts and have the opportunity to provide input on the report.

2. **Measure V Follow-up**

President Serban distributed a handout that listed the next steps that need to be taken regarding Measure V:
- Election results should be received by July 3
- Adopt a Board resolution validating the results and entering this information into the Board minutes at the July 24 Board meeting.
- Adopt a Board resolution to establish the oversight committee and approve the by-laws of the committee at the July 24 Board meeting.

President Serban distributed a copy of Ed Code 15278-15282 that outlines the requirements for the oversight committee. The code specifies composition of the committee. President Serban has received quite a few phone calls and emails from various community members volunteering to be on the committee. President O’Neill requested that if the Board members had any recommendations for possible candidates on this committee that they should give the information to him or President Serban within the next week.

Vice President Sullivan reported that to sell the bonds, the Board would have to adopt a resolution either to go through the county or have the district sell the bonds. If the timeline of July 24 is followed, then the bonds could be sold sometime in October. David Casnocha will be invited to the July 10 study session to review the timeline in more detail and finalize it. The major maintenance list will be taken back to CPC for additional prioritization on July 17.

President Serban discussed with the board the process that will be used to choose the underwriter. President O’Neill stated that this will be referred to the Fiscal committee who will work with Vice President Sullivan and President Serban as to what method will be used. The committee will come back with a recommendation for the Board.

3. **08-09 Preliminary Budget Update**

Vice President Sullivan distributed copies of the 08-09 preliminary budget and reviewed it with the Board members.

The Board members concurred that the preliminary budget could be presented for approval at the June board meeting.

4. **Special Study Session in July**

President Serban suggested that the Board hold a special study session where discussions could take place regarding what the Board’s expectations are of her and to discuss the issues that the college will be facing in the coming year. The date of July 19, 9:00-12:00 was agreed upon and the location will be determined at a later date.

5. **College Plan**
President Serban reported that the shared governance groups over the past year worked and produced the college plan for 2008-11. What is being presented today is a framework of the major areas in the college community that the shared governance groups have recognized as important areas for the college planning process for the next three years. Over the summer in the non-instructional areas, the VPs and others will be developing target numbers to include in their objectives. In the instructional areas, Jack Friedlander, Darla Cooper and others are working on a draft of target numbers that will be presented to the governance groups for their review in the fall. This is being presented as an informational item and will be presented for Board approval at a future board meeting.

6. College Mission Statement and Core Principles

President Serban reported that this document was reviewed by the shared governance groups and represented what emerged from those meetings. This was an informational item.

3. ADJOURNMENT

Upon motion by Mrs. Green, seconded by Ms. Livingston, the Board approved adjourning this meeting.

The next Regular Meeting of the Board of Trustees will be held on Thursday, June 26, 2008 at 4:00 pm in A211.

[Signature]
Dr. Andreea M. Serban
Superintendent/President