MINUTES

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

September 25, 2008

REGULAR MEETING
Room A-211
4:00 pm

MacDougall Administration Center
Santa Barbara City College
721 Cliff Drive

The District Office is located at 721 Cliff Drive, Santa Barbara, CA. It is wheelchair accessible. The following services are available when requests are made by 4:00 p.m. of the day before the Board meeting: American Sign Language interpreters or use of a reader during a meeting; large print agenda or minutes in alternative format; assistive listening devices. Please contact the Office of Campus Diversity at (805) 965-0581 ext 3640 if you need assistance in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the American with Disabilities Act.

The Office of the President, Room A 110 in the MacDougall Administration Center is the location where documents that are public records relating to any item under discussion on a Board agenda (including documents distributed with the agenda and those distributed to all or a majority of the members of the Board within 72 hours prior to a Board meeting) are available for public inspection.

Board agendas and supporting documents are also posted on the college website at http://www.sbcc.edu/boardoftrustees/.

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. Knotts, Student Trustee

Others present for all or a portion of the meeting:
Dr. Andreea M. Serban, Supt/President and Secretary
Alarcon, Ignacio, President Academic Senate
Avendano, Camila, ASB President
Bell, Barbara, English Dept.
Bishop, Paul, VP Information Technology
Chiavelli, Barbara, GKKWorks
Ehrlich, Sue, VP HR/LA
Friedlander, Jack, Executive VP Ed Programs
Galvan, Joan, PIO
Hersh, Doug, Dean Ed Programs

Clerk to the Board of Trustees
Laube, Wayne, Guest
Lindberg, Kenny, The Channels
McKenzie, Alan, Info. Tech.
McLellan, Keith, Dean Ed Programs
Partee, Ben, Interim VP Cont. Education
Salazar, Cindy, VP CSEA
Scharper, Alice, Dean Ed Programs
Stark, Lynne, President IA
Sullivan, Joe, VP Business Services
1.3 WELCOME

President O’Neill extended a cordial welcome to all.

1.4 MINUTES OF THE REGULAR MEETING OF AUGUST 28, 2008

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board approved the minutes of the regular meeting of August 28, 2008.

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: Board of Trustee members received at their places the Academic Senate Annual Report 2007-08. The Academic Senate has been reviewing the College Plan 2008-2011, the Program Review Policy and the Program Review Procedures. The Academic Senate is also ready to approve the modifications to the faculty job descriptions and faculty responsibilities checklists, so that they include references to responsibilities around Student Learning Outcomes. President Serban attended the Academic Senate meeting of September 24. Among other items Dr. Serban discussed the urgency of bringing up the Program Review Procedures to the expectation level of the accrediting commission. It was explained that the program reviews currently in place would not satisfy accreditation requirements. The Academic Senate is fast tracking this. They will be discussing Program Review at the next Academic Senate meeting. Also discussed was the revised estimate for the cost of the SoMA Building.

b. REPORT BY ASSOCIATED STUDENTS — Camila Vendano

Ms. Vendano reported on the following: The Student Senate has been meeting regularly once a week. Thanked Dr. Serban for attending their meeting last week. There have been many applications received for Student Senate positions and there are only a few positions left to fill. Student Senate officers will be attending a Leadership Conference in San Diego next month. Student Senate members will be attending the Fall General Assembly, which is a meeting of all community college student senate members. Student Senate members attended a Region 6 meeting, which included student senate members from all community colleges in this region. The Student Senate has been working on informing the students about the changes to the MTD contract and the importance of their opinion. The officer of Public Relations designed a flyer with the information that is available and questions regarding the changes are being collected and will be presented at the MTD meeting tomorrow. Thanked the Board for their warm welcome.

c. REPORT ON CLASSIFIED EMPLOYEES — Cindy Salazar

Ms. Salazar reported on the following: The Classified Consultation Group has started up their meetings again this semester. They did not meet during the summer, but have already met once and have a second meeting scheduled. Currently, there are three vacancies and a campus-wide e-mail requesting volunteers will be sent out. Hopes that staff will respond from their respective areas and that the Group will be at full strength before long.

There is concern that Classified Staff are not consistently invited to the meetings of the accreditation standard workgroups that have been established and wanted to remind Accreditation groups who have Classified Staff assigned to them to be sure to include them in their meetings. Their input is very important in the consultative process.

Ms. Salazar reported on her experience working on one of the Program Review groups: “I was invited to participate in the A&R Team Meeting: Admin Program Review. It was such a great experience to be in a room with colleagues striving to make their department work better. The approach this department took was to get complete input from each employee beginning with what works, what doesn’t work, and how that can be improved.
They also gathered one adjective from each person and using those words built a mission statement for their department. This particular department is extremely busy, but the project is important enough to the Administration that when they are not able to meet away from the office as a group, an agenda and activities are sent via e-mail for the employees to work on and respond to within a timeline. I feel this group is moving forward and their goals will be reached having 100% staff participation. I want to thank the Board for this opportunity and commend the Administration for using the consultative process."

CSEA will be hosting a Pre-Retirement Seminar here at SBCC. The seminar will take place on Saturday, November 1 in PS-101 registration at 8:30 and the program will be from 9:00 – 1:00. Representatives from Social Security and the PERS office will be present.

d. REPORT ON CURRENT EVENTS - Joan Galvan

Ms. Galvan reported on the following: The Colin Gray Exhibition will take place in the Atkinson Gallery from October 1 through October 31. The last theater group production of the year and the last one in the current Garvin Theater will be The World Goes Round; it will run from October 24 through November 8. The Annual United Way Giving Campaign will be held from October 20 through October 31 and for the first time on-line giving will be an option. Dr. Serban was featured in three recent feature stories: Santa Barbara Magazine, Dining and Destinations and the Santa Barbara County Office of Education News. She is also scheduled to be interviewed by Dr. Bill Cirone for his talk show "School of Thought" and will also appear on In Focus, a public affairs program airing weekly on KEYT, Channel 3. Noted the passing of two members of the campus community: Laurel Deary, Accounting Technician in the Cashier's office, passed away on September 23, she worked at the college for 5 years. Henriella Stiles who was one of the first members of SBCC’s nursing faculty, passed away on August 27. On October 21, Dr. Serban will be the speaker at the Channel City Club dinner; on October 22, she will be the speaker at the Santa Barbara Chamber of Commerce Executives’ Luncheon; and on October 23, she will be the speaker at the Santa Barbara Sister Cities Dinner.

e. REPORT FROM SUPERINTENDENT/PRESIDENT - Dr. Andreea Serban

President Serban reported on the follows:

1. We finally have a budget!
   a. .68% COLA on general purpose apportionments. No COLA given for categorical programs.
   b. Enrollment growth funded for the system at 2%. Our district’s growth rate was increased from 2.03% to 2.51%, this will provide a potential for $1.7 million in growth funding, if we achieve that growth cap and if the deficit factor is not applied during the year.
   c. Categorical programs will be funded at the same level as last year.
   d. Again we will have to use our reserves in January, February, and March, because the apportionment payments have been deferred and will be paid in April, May and June. The April, May and June payments will be deferred to July.
   e. Even though the budget has been passed, we will continue to spend conservatively. This budget has been built on assumptions that have yet to materialize. If they don’t materialize the deficit factor that would be applied could be up to 7%.

2. President Serban participated in the United Way Day of Caring. Thanked Joan Livingston, Paul Bishop, Kathy O’Connor, John Getz, Jason Walker, Mary Saragosa, Nicole Biergjeil and her mom for their participation and hard work.

3. Sue Willner attended a special Kaiser Permanente celebration ceremony in Oakland on September 20. This ceremony was for the graduates of our Kaiser/Labor Partnership Coding Specialist Program. SBCC was honored because of the great outcomes from this special project that began two years ago. SBCC was chosen by Kaiser to train, as clinical coders, 60 employees who would have lost their jobs because of the approaching change to the electronic health record. After negotiating for 6 months, the program began in Spring of 2007 and ended this past summer. The students completed 33 credits that ended with a 6 week practicum. This was a very special partnership and President Serban truly hopes that we can find ways to continue these types of partnerships with various employers. Congratulated Sue Willner and the entire faculty in HIT for their great work.
4. SBCC and the Foundation hosted a Foundation Round Table Reception in the Gourmet Dining Room. The Foundation Round Table represents the heads of all the foundations in the area, to many of whom we apply for grants on behalf of the college. We were honored that the group agreed to have this on our campus. The students in the Culinary Arts program outdid themselves; the food served at this event was all organic.

5. Will be speaking at the following events:
   - September 26 - Phi Theta Kappa Reception and Induction
   - September 28 - Garden Reception hosted by the Foundation’s Presidents Council.
   - September 30 – Principals’ Breakfast where she will be addressing the superintendents and principals of the local school districts.

6. President’s Chats – noted that the first of these three chats will take place on September 30, in H306 and the entire campus community is invited to attend. These will be open conversations and is interested in hearing from everybody about any topic of interest. Refreshments will be served and not to worry, if anyone is not able to attend this one, there have been two more chats scheduled. They are on October 23, 2:30-3:30 pm in the Administration Building 211, and December 2, 8:30-9:30 am in the Administration Building 217.

7. The Dorante’s Lecture will take place on October 2. Father Boyle will be speaking in the Garvin Theater. The tradition has been that the President introduces the speaker, however, this year Luis Villegas will perform the introduction because President Serban will be in Anaheim accepting The Hewlett Leaders in Student Success Award. Thanked Mr. Villegas for accepting to attend this event.

8. Congratulated Dr. Peter MacDougall who will be honored on October 2 at the Annual Pierre Claeyssens Award Dinner for his distinguished service and assistance to Emmaus of Santa Barbara. Dr. MacDougall was instrumental in helping Emmaus of Santa Barbara connect struggling youth with mentor students from SBCC. This program now is being carried forward by Francisco Dorame in the Transfer Achievement Program.

f. REPORT FROM BOARD MEMBERS – None

2. GOVERNING BOARD

2.1 BOARD MENTORING FOR STUDENT TRUSTEES

Upon motion by Mr. Villegas, seconded by Mr. Jurkowitz, the Board approved the selection of Dr. Alexander to be Sean Knotts Board mentor.

2.2 REVISED BUDGET PRINCIPLES

Upon motion by Ms. Livingston, seconded by Mrs. Green, the Board approved the revised Principles of Budget Development for the District, as contained in the agenda and attachment.

2.3 APPROVAL OF MISSION STATEMENT

Upon motion by Mr. Villegas, seconded by Mr. Jurkowitz, the Board approved Santa Barbara City College’s Mission Statement, as contained in the agenda and attachment.

2.4 APPROVAL OF CORE PRINCIPLES

Upon motion by Dr. Alexander, seconded by Mrs. Livingston, the Board approved Santa Barbara City College’s Core Principles, as contained in the agenda and attachment.

2.5 APPROVAL OF BOARD POLICIES

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board approved the board policies, as contained in the agenda and attachments.

2.6 Fletcher Benton Sculpture

Upon motion by Dr. Dobbs, seconded by Mrs. Green, the Board approved the acceptance of the donation of the Fletcher Benton sculpture from Mrs. Lee Luria, per the recommendation of
The Arts Advisory Committee and the recommended location of the East Campus Bookstore Plaza as presented by the Superintendent/President.

2.7 De-accession of the "Triton" Sculpture

Upon motion by Mr. Jurkowitz, seconded by Ms. Livingston, the Board approved the de-accession of the "Triton" sculpture.

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

3.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

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.

4. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

4.1 SABBATICAL LEAVE PRESENTATION

Barbara Bell, Associate Professor, English, reported on her sabbatical leave activities during the 2005-2006 academic year.

4.2 PRESENTATION BY DOUG HERSHEY, DEAN, EDUCATIONAL PROGRAMS AND ED INKS, PROFESSOR IN ART, ON THE EXHIBIT, DISPLAY AND DESIGN PROGRAM.

Doug Hersh and Ed Inks provided information on the new multidisciplinary program in Exhibit and Display Design. Although employers nationwide actively seek designers for their projects in museums, parks, zoos, retail stores, resorts, and trade shows, no training program currently exists at any community college in the United States. To satisfy this need, the Exhibit and Display Design Program at SBCC will help provide students foundational skills in concept generation, rapid visualization, 2D and 3D design, and hands-on experience in creating exhibits. Wayne Laube, a regional sales manager for Octanorm, and a member of the advisory committee for this program spoke on how important this new program is to the industry and how students will benefit from it.

5. CONTINUING EDUCATION – Dr. Ben Partee

5.1 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION – FALL 2008

Upon motion by Dr. Dobbs, seconded by Mrs. Green, the Board approved the Continuing Education new courses and title changes effective Fall 2008, as contained in the agenda and attachment.

6. BUSINESS SERVICES – Mr. Joe Sullivan

6.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved the Business Services 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. APPROVAL OF CONTRACT WITH ENVOY PLAN SERVICES AS 403(B) THIRD PARTY ADMINISTRATOR, EFFECTIVE 10/01/08 - 9/01/11, Attachment 6.1-c

d. AUTHORIZATION TO FILE NOTICE OF COMPLETION: BID #631, PAVED PATH IMPROVEMENTS AND AUTO QUAD RE-STRIPIING
e. ACCEPTANCE OF COMPLETED ENERGY MANAGEMENT PROJECTS, AS PER ATTACHED LIST, Attachment 6.1-e
f. APPROVAL OF LEASE AGREEMENT WITH SB COUNTY EDUCATION OFFICE FOR KINKO'S EARLY LEARNING CENTER, 9/4/07 - 6/16/08, Attachment 6.1-f

g. RETROACTIVE APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH SB NEIGHBORHOOD CLINIC FOR MEDICAL SERVICES TO STUDENTS, Attachment 6.1-g

h. APPROVAL OF AGREEMENT WITH THE LOBERO THEATRE FOUNDATION FOR USE OF THEATRE BY SBCC P.E. DEPT. - FALL DANCE CONCERT, Attachment 6.1-h

i. SCHOOL OF MEDIA ARTS (SOMA): ACCEPTANCE OF DESIGN DRAWINGS AND APPROVAL TO PROCEED WITH WORKING DRAWINGS (This item was discussed at the Board Study Session on 9/11/08.) Attachment 6.1-i

j. RETROACTIVE APPROVAL OF AGREEMENT WITH UCSB, SBCC TO TEACH ENGLISH AS A SECOND LANGUAGE TO HOUSING AND RESIDENTIAL SERVICES EMPLOYEES, Attachment 6.1-j

k. DRAMA/MUSIC MODERNIZATION: APPROVAL OF THE SOLIS GROUP FOR LABOR COMPLIANCE SERVICES, Attachment 6.1-k (This item was discussed with the Facilities Committee on 9/23/08.)

l. DRAMA/MUSIC MODERNIZATION: ACCEPTANCE OF INSPECTION SERVICES PROPOSAL FROM MELVIN BENTLEY, Attachment 6.1-l (This item was discussed with the Facilities Committee on 9/23/08.)

m. DRAMA/MUSIC MODERNIZATION: APPROVAL OF AMENDMENT TO AGREEMENT WITH JOHN SERGIO FISHER AND ASSOCIATES. FOR ADDITIONAL SERVICES, Attachment 6.1-m (This item was discussed with the Facilities Committee on 9/23/08.)

n. APPROVAL OF CHANGE ORDER 2 - WEST CAMPUS SWING SPACE NO. 1, BID #632, IN THE AMOUNT OF $43,089 FOR A TOTAL CONTRACT AMOUNT OF $546,539, Attachment 6.1-n (This item was discussed with the Facilities Committee on 9/23/08.)

o. APPROVAL OF CHANGE ORDER 1 - WEST CAMPUS SWING SPACE MODULAR BUILDINGS, PO #1088 AND #1208, IN THE AMOUNT OF $8,041 FOR A TOTAL CONTRACT AMOUNT OF $1,150,844, Attachment 6.1-o (This item was discussed with the Facilities Committee on 9/23/08.)

6.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND ADOPTION OF THE 2008-09 BUDGET (Budget may be viewed in the Accounting Office, A-130.)

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board approved to convene as a Committee-of-the-Whole for the purpose of hearing comments regarding adoption of the 2008-09 Budget.

Upon motion by Ms. Livingston, seconded by Dr. Dobbs, the Board approved to reconvene to Regular Session.

Upon motion by Mrs. Green, seconded by Mr. Jurkowitz, the Board unanimously approved the adoption of the 2008-09 Budget and authorized its transmittal to the Santa Barbara County Education Office, as contained in the agenda and enclosure.

b. APPROPRIATION (GANN) LIMIT

Upon motion by Ms. Livingston, seconded by Mrs. Green, the Board approved adoption of Resolution No. 9 (2008-09) establishing an appropriation limit for the 2008-09 fiscal year, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Green, Mr. Jurkowitz, Ms. Livingston, Mr. O'Neill, Mr. Villegas
c. ADOPTION OF RESOLUTION NO. 10 (2008-09) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board approved adoption of Resolution No. 10 (2008-09) authorizing routine internal transfers, as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: None

Concur: Mr. Knotts (Student Trustee)

d. ADOPTION OF RESOLUTION NO. 11 (2008-09) PROVIDING FOR 2008-09 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board approved adoption of Resolution No. 11 (2008-09) authorizing 2008-09 budget revisions for unbudgeted revenue, as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: None

Concur: Mr. Knotts (Student Trustee)

e. Bid #639: ACCEPTANCE OF BID AND AUTHORIZATION TO AWARD CONTRACT WEST CAMPUS SWING SPACE - FIRE ALARM AND ELECTRICAL

Upon motion by Dr. Dobbs, seconded by Mr. Jurkowitz, the Board approved the acceptance of bids and award of contract for the West Campus Swing Space Fire Alarm and Electrical project to Smith Electric in the amount of $67,651, as contained in the agenda and attachment.

f. Bid #640: ACCEPTANCE OF BID AND AUTHORIZATION TO AWARD CONTRACT ECC 40-44 REMODEL

Upon motion by Mr. Jurkowitz, seconded by Ms. Livingston, the Board approved the acceptance of bid and award of contract for the ECC 40-44 Remodel to Dillon & Co. in the amount of $53,200, as contained in the agenda and attachment.

g. DRAMA/MUSIC MODERNIZATION: APPROVAL OF CONSTRUCTION MANAGEMENT CONTRACT WITH GKKWORKS OF PASADENA. (This item was discussed with the Facilities Committee on 9/23/08.)

Upon motion by Mr. Jurkowitz, seconded by Mrs. Green, the Board approved the construction management contract with gkkworks of Pasadena, Drama/Music Modernization project. Duration of contract is 23 months and shall not exceed $799,000.

h. APPROVAL OF AGREEMENT WITH eLUMEN FOR ACHIEVEMENT SOFTWARE LICENSE, $40,000.
Upon motion by Mr. Jurkowitz, seconded by Ms. Livingston, the Board approved the agreement with eLumen contingent upon approved scope of work and timeline, as contained in the agenda and attachment.

7. INFORMATION TECHNOLOGY – None

8. CLOSED SESSION – None

9. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board approved adjourning this meeting, setting the next Regular Meeting of the Board of Trustees on Thursday, October 30, 2008 at 4:00 p.m. in A211. A Study Session will be held on October 16, 2008 in A218.

APPROVED BY THE BOARD OF TRUSTEES ON ____________, 2008

[Signatures]

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board