MINUTES

MEETING OF THE BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

SPECIAL MEETING/STUDY SESSION
November 13, 2008
Room A218
4:00 pm

MacDougall Administration Center
Santa Barbara City College
721 Cliff Drive

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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 Clerk to the Board of Trustees
Alarcon, Ignacio, President Academic Senate
Alvarado, Rhys, The Channels
Auchincloss, Liz, President CSEA
Ehrlich, Sue, VP HR/LA
Friedlander, Jack, Executive VP Ed Prgrms
Garey, Tom, Theater Dept.
Partee, Ben, Interim VP Cont. Education

1.3 WELCOME

President O'Neill extended a cordial welcome to all.

1.4 HEARING OF CITIZENS

No citizen expressed an interest to address the Board.

Upon motion by Dr. Alexander, seconded by Dr. Dobbs the Board approved convening to study session.

2. STUDY SESSION

1. Review of the following Board Policies (Attachment 1)

   BP 2315 Closed Session
   BP 2365 Recording
   BP 2410 Policy and Administrative Procedure
   BP 2431 Superintendent/President Selection
   BP 2610 Presentation of Initial Collective Bargaining Proposals
   BP 2716 Political Activity
   BP 2717 Personal Use of Public Resources
   BP 2720 Communications Among Board Members
   BP 2730 Board Member Health Benefits

Vice President Ehrlich reviewed with the Board the board policies being presented for review. Board Policy 2410 Policy and Administrative Procedures was removed from the agenda and will be brought back at a future study session.

The only change made to the policies was to Board Policy 2431 Superintendent/President Selection it was requested that the last sentence read “The process shall comply with relevant regulations.”

The policies will be submitted for approval at the November board meeting.

2. Budget 2008-09

Superintendent/President Serban highlighted the PowerPoint presentation that will be given at the budget forum. As was previously discussed staff will begin collectively in Executive Committee, CPC, and other groups aggressively look at how money can be saved in 2008-09 and in the budget for 2009-10. When making money saving decisions staff will be fully focused on two important efforts; to maintain core instruction and programs that serve our students and employment of regular employees.

Since the budget was signed on September 23 information has been received on the Governor’s Proposal for November 6.

- $4.5 billion in cuts to current year spending
- $4.4 billion in current-year tax increases
- Spend the $1.7 billion reserve
- Carry $600 million into 2009-10

These proposals will have a severe impact on SBCC that will result in:

- No COLA
- Mid-year budget cuts
- Growth funding will be reduced
- Flexibility to redirect funds from Categorical to General fund
- Expectation to protect course offerings in transfer, basic skills and career technical education.
- Need to fund Public Employee Benefits in 2009-10
- Delayed payments from the state will still occur, which results in loss of interest income, reserves to cover salaries, benefits, fixed costs and cash reserves are severely diminished.
- All expenditures now require Vice President approval until further notice.

Vice President Sullivan reviewed with the Board the fund balances and expenses for 2001-08, there will be a tight cash flow for the coming years.
Superintendent/President Serban and Vice President Sullivan reviewed the three scenarios that were prepared for 08-09.

Superintendent/President Serban discussed the various potential expense reductions for 2008-09 that have been put into place. The Fall semester is almost over, so there is very little that can be done for this semester, however, for Spring and Winter (for Continuing Ed) there will be aggressive steps taken. Superintendent/President Serban reported that all travel and professional development have been canceled for this year, and equipment will not be replaced, other than what is absolutely necessary. Savings identified to date for 08-09 is about $1.8 million. The other area that will be looked at is hourly classified employees, hourly instructors, and student workers (except for Security and Food Services).

Executive Vice President Friedlander reported on the proposed course priorities for adding credit courses for Spring 2009 and for developing class schedules for Summer & Fall 2010. Courses with fewer than 20 students will be cancelled unless it is a single section course required to complete a certificate, degree and/or transfer requirement and for which no other alternative for meeting the requirement is available. Also reviewed was the rational for not adding non-essential courses and class sections to the Spring 2009 schedule and for canceling sections with fewer then 20 students.

Vice President Partee reported on Continuing Ed’s proposed reductions.
- Going back to an 8 week term for Spring 2009 term and not offering the 3-week additional ESL courses during Winter 2009.
- All off-site classes will be brought back to both the Wake and Schott Center; this would save the college the rental fees being charged by the Santa Barbara Unified School District and also improve the utilization of both of those facilities.

Superintendent/President Serban reported that the full-time faculty obligation was waived by the Board of Governors. Sabbatical leaves will be suspended, with the understanding that as soon as the budget improves the leaves will be reinstated. Will need to aggressively look at the hourly classified staff and hourly instructors; this is not just responding to this budget crisis, there is also a fundamental structure problem that needs to be reviewed. An analysis will hopefully provide a sustainable model that will allow us to live more within our needs in the future.

Superintendent/President Serban noted that the process in place to get the information out to employees is a good one. The Academic Senate, and the Classified Consultation Group are groups that are engaged in sharing ideas, however, CPC is the core group that processes or changes any item being discussed before it is finalized and approved. Ignacio Alarcon reported that today’s budget forum was a very good indication of where the College is in terms of getting accurate, timely and understandable information out to its employees. Employees are already coming up with ideas on how they can help.
Attendees of the budget forum were told “What we know you will know” and Ignacio noted that this was important for the employees to hear.

3. Update on Institutional Self Study for Re-affirmation of Accreditation

Superintendent/President Serban provided an update on this item. There has been a lot of good work done on the self study for the re-affirmation of accreditation and acknowledged the hard work of many people who have contributed to this draft. The College is currently on schedule with the timeline and the draft is on the accreditation website. The Board is on track with their portion of the self-study, which is to review board policies and the board self-evaluation; these were key areas that the Board had to complete. The study session of March 12, 2009 will be used to review Draft 4. The last version of the draft of the self study should be ready for Board review at the study session of May 14. The final version of the self study will be presented at the May 28, 2009 board meeting for Board approval. Final proofing, production and printing of the self study should be completed by July 15, 2009. The accreditation team visit should be either the second or third week of October or perhaps later.

Superintendent/President Serban reviewed the prescribed format from the Accrediting Commission that needs to be followed. It was stressed that the College does not need to have planning agendas, the fewer planning agendas the better. Planning agendas are to be included only if SBCC intends to resolve a significant problem that has been identified. If the standard is being met, no planning agenda is needed. There will be a planning agenda included in the Fiscal portion of the self study with regards to the budget.

Upon motion by Ms. Livingston, seconded by Mr. Jurkowitz, the Board approved reconvening to a regular meeting.

4. ADJOURNMENT

Upon motion by Ms. Livingston, seconded by Mr. Villegas, the Board approved adjourning this meeting. The next Regular Meeting of the Board of Trustees will be held on Thursday, November 20, 2008 at 4:00 pm in A211. A Study Session will be held on December 3, 2008, at 4:00 pm in A218.