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

SPECIAL MEETING/STUDY SESSION
October 16, 2008
Room A218
4:30 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. Kathryn Alexander
Mrs. Sally Green
Ms. Joan Livingston
Mr. Desmond O’Neill, President
Mr. Sean Knotts, Student Trustee

Members absent:
Dr. Joe Dobbs
Mr. Morris Jurkowitz, Vice President
Mr. Luis Villegas

Others present for all or a portion of the meeting:
Dr. Andreea M. Serban, Supt/President and Secretary Clerk to the Board of Trustees
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.

2. BOARD OF TRUSTEES

2.1 APPROVAL OF RESOLUTION NO. 12 (2008-09) AUTHORIZING THE ISSUANCE OF SANTA BARBARA COMMUNITY COLLEGE DISTRICT (SANTA BARBARA COUNTY, CALIFORNIA) GENERAL OBLIGATION BOND ISSUES, ELECTION OF 2008, SERIES A

Upon motion by Dr. Alexander, seconded by Mrs. Green, the Board approved Resolution 12 (2008-09) authorizing the issuance of Santa Barbara Community College District General Obligation Bonds, Election of 2008, Series A, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Mrs. Green, Ms. Livingston, Mr. O’Neill,

Noes: None

Absent: Dr. Dobbs, Mr. Jurkowitz, Mr. Villegas

Concur: Mr. Knotts (Student Trustee)

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board approved adjourning to Study Session.

3. STUDY SESSION

1. Continuing Education Dean Structure

Superintendent/President Serban reported that this is being presented as an information item. This item was discussed at the Educational Policies Committee meeting of October 7, 2008. Having three administrative positions vacant all at the same time is rare and provides a unique opportunity for administration to review the current management structure of Continuing Education and to discuss how to best proceed with this structure. Administrative staff is committed to making sure that courses, services and programs in Continuing Ed remain as vibrant and diverse as they currently are, as we know how important this is to our community. The structure has been reviewed by the administrative staff and the recommendation is to change the current two dean structure to a one dean structure. This recommendation is being made because over the past two years two management positions were added to Continuing Ed, one was the Director of Wake and Schott facilities, which is Alex Pittmon and the other was Coordinator for Outreach Services, which is currently working out of class as Acting Program Director of Student Services. These two positions have taken on quite a significant amount of the job responsibilities that were once assigned to the dean positions.
Discussion has also taken place to streamline the Continuing Ed operation. In the past the Schott and Wake Centers have operated as separate entities and in some cases even operated under separate procedures, even though they are a unified entity. There are currently seven program directors under this structure and these positions would remain the same. Items that need to be taken into consideration are: a) We have a net increase in management positions that have taken over some of the deans' responsibilities. b) We are in a very difficult budget position moving forward with this year and the coming years. c) We need to be extremely careful with our resources, so we need to be sure that the recommended structure changes can continue to provide services at the same level or perhaps even better. Therefore, the analysis and discussions that took place generated the recommendation to move forward to move from a two dean structure to a one dean structure. The Vice President of Continuing Ed would be located in the Schott Center and the Dean would be located at the Wake Center. This would provide a presence of upper level management positions at both locations. A draft job description was developed by Sue Ehrlich and her staff and was included in the agenda. Ms. Livingston reported that from the information received from Vice President Partee at the Ed Policies meeting this would seem to be a very positive change.

2. **College Plan 2008-11**

Superintendent/President Serban thanked staff for taking a “work in progress” and bringing it to a level that is in the spirit of what the accreditation standards require of us, which is that we need to have data driven and specific measurable objectives that will allow us to assess the colleges’ progress. Superintendent/President Serban reviewed with the Board members revisions that were made to the plan.

The College Plan is the college’s own internal document and is not a requirement of the accreditation process. The College Plan with the revisions discussed at this meeting will be placed on the October board agenda for approval.

3. **Board Self Evaluation**

Desmond O'Neill noted that this board self evaluation needs to take place before the accreditation visit. Dr. Alexander noted that Board members when completing the group self evaluation should ask themselves, when answering the questions “How is the Board doing as a whole, as a team, in carrying out their duties?” Mr. O'Neill requested that the Board members complete the self evaluation form that will be mailed to them. A voluntary assignment was also given to the Board members to add in written form an answer to the following questions:

1. How appropriate is this self evaluation instrument?
2. What might be added or deleted?
3. How well it works for you?
4. What can the Board learn from it?

The evaluation should be completed and submitted at the board meeting of October 30. Outcomes will be discussed at a future meeting.

4. **Review of the following Board Policies**

The Board reviewed the next set of policies in the following order.
BP 2315 Closed Sessions
BP 2320 Special and Emergency Meetings
BP 2330 Quorum and Voting
BP 2340 Agendas
BP 2345 Public Participation at Board Meetings
Policies 2315 through 2735 were reviewed at this meeting and the Board members concurred that these policies could be placed on the agenda for Board approval at the October board meeting.

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board approved adjourning to a regular meeting.

4. ADJOURNMENT

Upon motion by Ms. Livingston, seconded by Dr. Alexander the Board approved adjourning this meeting. The next Regular Meeting of the Board of Trustees will be held on Thursday, October 30, 2008 at 4:00 pm in A211. A Study Session will be held on November 13, 2008, at 4:00 pm in A218.

Andreea M. Serban, Ph.D.
Superintendent/President