MINUTES

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

SPECIAL MEETING

Thursday, September 8, 2011
4:00 pm PDST and 7:00 pm EDST

Room A218C
In the
MacDougall Administration Center
SBCC East Campus
Santa Barbara City College
721 Cliff Drive

and

5 East 66th Street, Room 503
New York, NY 10065

The District Office is located at 721 Cliff Drive, Santa Barbara, CA 93109. It is wheelchair accessible. The following services are available when requests are made by 4:00 p.m. of the day before the 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 the Superintendent/President at (805) 730-4011 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.

5 East 66th Street, New York, NY is also wheelchair accessible.

The Office of the Superintendent/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 regular Board meeting or within 24 hours prior to a special 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 Haslund called the meeting to order.

1.2 ROLL CALL

Members present:
Marty Blum
Marsha Croninger
Peter Haslund, President
Lisa Macker
Luis Villegas, Vice President

Members absent:
Morris Jurkowitz
Joan Livingston

Management present:
Dr. Jack Friedlander, Acting Superintendent/President and Secretary to the Board of Trustees
Dr. Ofelia Arellano, VP Continuing Ed
Dr. Paul Bishop, VP Information Technology
Marilynn Spaventa, Acting Executive Vice President
Joe Sullivan, VP Business Services

1.3 WELCOME

President Haslund extended a cordial welcome to all.

1.4 HEARING OF CITIZENS

Speakers at this meeting were Cornelia Alsheimer and Sally Saenger.

1.5 MINUTES OF THE SPECIAL MEETING/STUDY SESSION OF AUGUST 11, 2011

Upon motion by Trustee Blum, seconded by Trustee Macker, the Board approved the minutes of the special meeting/study session of August 11, 2011. Trustee Villegas abstained.

2. STUDY SESSION

1. REVIEW OF BUDGET DEVELOPMENT AND RESOURCE ALLOCATION ANALYSIS.
   (Attachment 1)

Vice President Sullivan reviewed the background for budget development and beyond. Some of the key points were:
- By reducing the expense from the budget and not the actual operating expenses, the actual expense reduction will be pushed out to 2013-14.
- The full amount of approximately $2.5 million required to achieve a balanced budget would need to come from classified salaries and benefits, supplies and materials, and other operating expenses in that year.
- Because of the high percentage of fixed expenses in the 4000 and 5000 accounts much of the cut will need to come from salaries and benefits, hourly and full-time.
- The increase in benefits expense (semi-variable cost) and other fixed costs will make the reductions more difficult.

Vice President Sullivan reviewed with the Board the revised attachment that included the ratio of salaries and benefits and the percentage of expenses by major objects. Reductions of operating expenses by departments were also included. Vice President Sullivan reviewed the conclusions with the Board. These would be the reductions that would need to take place to have a balanced budget.

2. REVIEW OF BUDGET PRINCIPLES. (Attachment 2)

Dr. Friedlander noted that this item was being presented because of a request made by Trustee Livingston at a prior meeting. The request was for the Board to review the principles to make sure they were being consistent in their approach to budgeting. Vice President Sullivan reviewed the Principles of Budget Development with the Board. Discussion ensued and some changes were suggested. Item 1: the 5 percent contingency reserve and Dr. Friedlander’s recommendation was to leave that amount in place, however, he would like to see further discussion on perhaps raising this amount to a higher percentage. He will have this item go through the governance process and return with their recommendations to the Board. Item 4: It was felt that this item needs to be broadened to give a better definition of the paragraph to provide a more accurate reflection of the variables that are taken into account along with the cost. Item 6: change shared governance to participatory governance.

Trustee Macker requested that the budget principles be forwarded to the Fiscal Committee for the purpose of reviewing the principles and bringing back to the Board its recommendations with regards to any revisions. Dr. Friedlander reported that the Budget Principles will go through the consultative process and will then be brought back to the Board for review and approval.

3. REVIEW OF BALANCES FOR THE CONSTRUCTION AND EQUIPMENT FUNDS. (Attachment 3)

The Board agreed to give administration more time to put together a recommendation for these two accounts.

4. REVIEW OF PROPOSED ADOPTED BUDGET FOR 2011-12. (Attachment 4)

Mr. Sullivan provided highlights of the differences between 2010-11 unaudited actuals and the 2011-12 adopted budget. A review of Scenario A showed what adjustments needed to be made to arrive at a balanced budget in 2013-14.

5. STATUS OF SEARCH OF SUPERINTENDENT/PRESIDENT POSITION.
Dr. Friedlander provided information regarding the search for a Superintendent/President. Requests for proposals (RFPs) have been sent out to search firms and the deadline is September 17. Time would be scheduled for the Board to review the applications and then a meeting would be scheduled to allow the selected finalists to make a presentation to the Board. It was suggested that the cost of the presidential search be extracted from the RFP’s and then when the finalists are selected, then the dollar amounts for the presidential search would be included. The Board concurred with this suggestion.

6. BOARD ENDORSEMENT OF PROP 1481: “OIL EXTRACTION TAX TO FUND EDUCATION”. (Attachment 5)

Trustee Croninger noted that this item was brought to her attention by Leslie Smith, San Francisco Community College. The question was would the Board be willing to endorse Proposition 1481 Oil Extraction Tax to Fund Education. Due to the short turnaround time to present this at a Board meeting and gather the signatures required, it was suggested that JJ Englert, President of the Student Senate, present this to the Student Senate to see if this was something that they would want to pursue. The Board concurred with this suggestion.

7. DISCUSSION OF PROPOSED ITEMS FOR FUTURE AGENDAS OF BOARD MEETINGS (regular meetings, special/study sessions, or committee meetings). Suggestion was made to move the November board meeting date to November 10, as it conflicts with the Community College League of California conference.

3. CLOSED SESSION

a. ADJOURN TO CLOSED SESSION – A218C and 5 East 66th Street, Room 503

1. Conference with Legal Counsel -- Anticipated Litigation

2. Significant exposure to litigation pursuant to subdivision (b) of section 54956.9 (one potential case): Negotiation of terms of final settlement agreement with Dr. Serban

b. RECONVENE TO OPEN SESSION

President Haslund reported the following:

The Board conferred with legal counsel and provided direction. There was no reportable action.

4. ADJOURNMENT

President Haslund adjourned the meeting.

The next Regular Meeting of the Board of Trustees will be held on Thursday, September 22, 2011 at 4:00 p.m. in Room A211. A study session will be held on Thursday, October 13, 2011 at 4:00 p.m. in Room A218C.
APPROVED BY THE BOARD OF TRUSTEES ON February 13, 2014

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board