MINUTES

BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING/STUDY SESSION

Thursday, December 6, 2012
4:00 pm

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

The meeting room is wheelchair accessible. The District Office is located at 721 Cliff Drive, Santa Barbara, CA 93109. 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.

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. ROLL CALL

Members present:
Marty Blum
Marsha Croninger
Peter Haslund, President
Lisa Macker, Vice President
Members absent:
Morris Jurkowitz
Joan Livingston
Luis Villegas

Management present:
Dr. Lori Gaskin, Superintendent/President, Secretary to the Board of Trustees
Dr. Jack Friedlander, Executive Vice President Educational Programs
Joe Sullivan, Vice President Business Services
Dr. Paul Bishop, Vice President Information Technology

1.2 WELCOME

President Haslund extended a cordial welcome to all.

1.3 HEARING OF CITIZENS

No citizen expressed the wish to address the Board.

1.5 MINUTES OF THE MEETING OF SEPTEMBER 20, 2012.

Upon motion by Trustee Macker, seconded by Trustee Blum, the Board approved the minutes of the meeting of September 20, 2012. Trustee Croninger abstained.

2. BUSINESS SERVICES

a. Resolution No. 22 (2012-13) for California Energy Commission (CEC) Loan Application

Upon motion by Trustee Macker, seconded by Trustee Croninger, the Board approved Resolution No. 22. The vote follows:

AYES: Trustee Blum, Trustee Croninger, Trustee Haslund, Trustee Macker
NOES: None

ABSENT: Trustee Jurkowitz, Trustee Livingston, Trustee Villegas

b. Notice of Exemption for LED Retrofit of Exterior Lighting Fixtures Project

Upon motion by Trustee Croninger, seconded by Trustee Blum, the Board approved the notice of exemption.

3. STUDY SESSION

The following items were for discussion only and no action was taken on them at this meeting:

a. Dialogue on Board Organization and Structure (Attachment 1)

4. ADJOURNMENT
Upon motion by Trustee Blum, seconded by Trustee Croninger the Board approved adjourning this meeting. The next regular meeting of the Board of Trustees will be held on Thursday, December 13, 2012 at 4:00 p.m. in Room A211.

APPROVED BY THE BOARD OF TRUSTEES ON January 10, 2013

Marty Blum
President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board
1. Committees

The Board discussed its organization and structure. The first item in this discussion was the standing committees of the Board. The Board concurred that they would continue to support three of their four committees: Fiscal, Educational Policies and Facilities. There was a consensus to drop the Community Relations Committee, as community relations is an important part of each committee’s responsibility as well as of the entire Board. Two samples for possible framework for committee charges were shared. There was consensus that each committee would develop their “charges” for Board consideration when they convene their first meeting in January.

2. Functions and Job Descriptions

The function of the committees was to allow a smaller sub-set of the Board to focus on major issues within their subject area so as to allow the full Board to have increased confidence that the matter has been thoroughly explored. A concern was expressed that there may not be sufficient connection between the committees and the full Board. Therefore, there was a consensus to add a separate line item to the agenda of the regular board meeting that would require Committee Chairs to report about the activities of their committees.

There was a consensus that job descriptions were needed for each committee and that the committee members’ first order of business would be to fashion these job descriptions or areas of responsibility. This information would be sent to the Board for discussion at a study session. Once a consensus is reached by the Board on the job descriptions, it was suggested that this information be posted on the website for public access.

3. Committee Agendas

Committee agendas were discussed and the consensus was that committees should not meet unless there was a substantive agenda. The suggestion was made to schedule the sub-committee meetings in advance, as it would be easier to cancel a meeting rather than to try and schedule a meeting.

4. Committee Membership

There was discussion about the value of rotation of members between committees and that both Chairs and members should rotate. Trustee Blum pointed out that the Board President should be considered as the ultimate alternative. The one item that was not discussed was the selection of alternate members.

Consensus was reach to appoint the following Board members to specific committees:

a. Fiscal: Marsha Croninger, Craig Nielsen, Lisa Macker
b. Facilities: Craig Nielsen, Marianne Kugler, Lisa Macker
c. Educational Policies: Marianne Kugler, Peter Haslund, Veronica Gallardo
5. Study Group

There was discussion of the periodic need for sub-groups that are not standing committees but that could focus on specific issues of interest to the Board with a view toward making specific recommendations reflecting the outcome of their study. Discussion followed about how a study group would be formed. There was consensus that a study group could be created as a result of a study session where there was a felt need to pursue a topic in greater depth. It was discussed and acknowledged that the Superintendent/President would need to be an integral part of crafting the parameters of a study group.

6. Officers:

President Haslund outlined the process on how the voting would be conducted next Thursday for the selection of officers. Marty Blum expressed her interest in being President. Lisa Macker and Craig Nielsen expressed an interest in being Vice President.

7. Board Meeting Venue

It was suggested that there be a change of venue to the West Campus BC Forum for the purpose of allowing A211 to be used for classroom space. It was noted that parking is easier on the West Campus for the public. Executive Vice President Friedlander would look into the usage of the Forum.

8. Board Meetings

President Haslund reported that over the last two years there has been an increase of using the study session for the purpose of taking action on needed agenda issues, sometimes to the point of significantly reducing the time available for the study session. One suggestion made was to have two board meetings each month. After discussion of this item, the consensus of the Board was to:

   a. Continue to have one full board meeting per month;
   b. continue to have one study session during most months;
   c. consider not having meetings during the month of July and possibly during the month of November.

The rational included a concern that a two meeting per month approach would negatively impact staff time given what is needed to prepare for a board meeting.

President Haslund noted that Brown Act Training will be provided by Craig Price at the board meeting on Thursday, December 13, 2012.