MINUTES

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

Room A211
Thursday, March 8, 2012
4:00 p.m.

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

The meeting room is wheelchair accessible. The following services are available when requests are made by 4:00 p.m. of the day before the Committee 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 District Office is located at 721 Cliff Drive, Santa Barbara, CA 93109. The Office of the Superintendent/President, Room A110 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 AND ACTION ITEMS

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
Morris Jurkowitz (left at 6:21 pm)
Lisa Macker, Vice President
Luis Villegas
Scott Ammon, Student Trustee

Member absent:
Joan Livingston
SBCCD Board of Trustees

Minutes

March 8, 2012

1.3 WELCOME

President Haslund extended a cordial welcome to all.

1.4 HEARING OF CITIZENS

Speakers who spoke at this meeting were:
Dr. Jack Friedlander Charmaine Jacobs Anne Sprecher
Bonnie Blakley Kendall Harris Rafael Santana
Jesse Felix Andrew Harper Maria Correa
Renata Funke Carlos Martinez Tim Mohammed
Martin Caballero Marian Messer
Anthony Castillo Cathie McCammon

Items 4.1, 4.2, 4.3 and 4.4 were taken out of order at this time.

1.5 MINUTES OF THE TWO SPECIAL MEETINGS AND STUDY SESSION OF FEBRUARY 9, 2012

President Haslund received concurrence from the board members that the minutes were correct and approved. There were no objections and no corrections noted.

2. SPECIAL MEETING

2.1 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS

Trustee Blum made a motion with a second from Trustee Macker directing Vice President Ehrlich to issue one year contracts and not renew the two year contracts.

Trustee Croninger proposed an amendment to the motion. The amendment would be that the Board would issue the one year contracts, not renew the two year contracts, and include a clause that says “provided that the contract may be terminated sooner on reasonable notice in the event of a reorganization of the Continuing Education Division.” Trustee Haslund seconded the motion for purposes of discussion. After discussion of the amendment a vote was taken and the amended motion failed.

President Haslund returned to the main motion and the Board approved the issuance of one year contracts. Trustee Villegas voted no.

2.1-b CERTIFICATED FACULTY RETIREMENTS

Upon motion by Trustee Blum, seconded by Trustee Croninger, the Board approved the Acting Superintendent/President’s recommendation to rescind Ana Marie Ygualt’s retirement request.

2.1-c PROFESSIONAL VOLUNTEERS

Upon motion by Trustee Croninger, seconded by Trustee Macker, the Board approved the nomination of Brian Fahnestock (Volunteer) to serve on the County of Santa Barbara RDA Successor Agency Oversight Board.

3. GOVERNING BOARD

3.1 DISCUSSION AND APPROVAL OF THE “BOARD’S PRIORITY CHARACTERISTICS FOR SUPERINTENDENT PRESIDENT SEARCH”

Trustee Macker reported that she was to incorporate some wording to include a fiscal
management portion to the characteristics. Met with Trustee Croninger and they came up with some language that they hope the Board would agree with. She would like to add at the end of paragraph four, College, Educational and Community Leader, the following: Has a depth of experience in fiscal planning and oversight of complex budgets. Can communicate major budget issues to the college and community. Trustee Macker would like to see these two items also added to the evaluation form. There were no objections from the Board. The request from the Board to Stanton Chase was that they meld the handout format with the content in the agenda attachment.

The Board prioritized the characteristics for the Superintendent/President Search and per Dean Nevins’ request, provided the search committee with a prioritized rating of the characteristics.

32.5% College, Educational and Community Leader
21.6% Good Judgment
18.3% Excellent Communication/People Skills
16.6% Personal Commitment to Shared Governance Processes
10.8% Innovator/Risk Taker

3.2 BOARD APPROVAL OF REPLACEMENT MEMBERS TO SUPERINTENDENT/PRESIDENT SEARCH COMMITTEE

Upon motion by Trustee Macker, seconded by Trustee Croninger, the Board approved the two replacement members to the Superintendent/President Search Committee replacing previous appointees who were unable to serve.

4. STUDY SESSION

THE FOLLOWING ITEMS ARE FOR DISCUSSION ONLY AND NO ACTION WILL BE TAKEN ON THEM AT THIS MEETING:

4.1 BUDGET TIMELINE
4.2 BUDGET REDUCTIONS FOR 2012-13 AND 2013-14; IMPLICATIONS OF ADDITIONAL CUTS. (Attachment 4.2)

Vice President Sullivan went through the budget reduction analysis and talked about the budget assumptions going forward for 2012-13 based on what was currently seen and heard. Vice President Sullivan reported that the analysis is based on the current assumptions for revenue. The assumption is that mid-year cuts will be for a deficit factor only, not, ongoing. This is from Scott Lay’s analysis on the CCLeague website: http://www.ccleague.net/february surprise. This includes the original $5.2 million workload reduction and an additional $2.4 million deficit, totaling over $7.6 million cut for the year. Although this is applied to the Adopted Budget for the current year, the deficit factor is not applied for 2012-13. If the adopted budget for 2011-12 is used, there is an ongoing $5.6 million reduction to the budget for the unrestricted general fund. If the $5.6 million is assumed to be the deficit for the College, the schedule provided would apply. Because this is static in time, applied to the 2011-12 budget, it does not include estimates for increases in expenses or revenues that may be realized going forward. The increase in ongoing expenses going forward would include: longevity, step and class salary increases; utilities; unemployment insurance; and workers comp.

Vice President Sullivan went through the reductions that would be required over a two year period for each of the areas. Based on what is known about the current budget, it was noted that the full reduction for 2012-13 will be significantly more than anticipated. The amount is
$3.1 million, so in addition to the $2.4 million the college will need to record an additional $3.1 million in operating expenses, which would reduce the ending balances going forward. Trustee Macker pointed out that originally the 60% being taken in the first year was to have been $1.5 million and instead it is now $3.1 million, so there is $1.5 million that was not planned. The second point was that fixed costs, salaries and benefits are expenses that are paid each year and that amount is approximately $1.4 million that will increase in the future and are not even included in the model being presented. In summary, the college was looking at reductions of $4,083,788 and those amounts have now grown to $5.6 million and on top of that are on-going fixed expenses. These estimates will be presented in the tentative budget going forward.

The budget assumptions used to develop the 2012-13 tentative budget were reviewed, as well as what the consequences would be for the budget for community colleges if the voters do not pass the tax initiative.

4.3 IMPLICATIONS ON COLLEGE BUDGET OF CONVERTING NON-ENHANCED NON-CREDIT CLASSES TO FEE-BASED OFFERINGS AND NUMBER OF CREDIT FTES THAT WILL BE NEEDED TO OFF-SET LOSS OF NON-CREDIT FTES. (Attachment 4.3)

Due to the changes in Sacramento regarding the low priority assigned by the Chancellor’s Office to non-enhanced classes and actual and anticipated changes in the criteria that need to be met for these courses to be eligible for state funding, a task force has been formed by Dr. Friedlander to discuss the future of Continuing Education and how it can be restructured to become a self supporting program.

4.4 REVIEW OF STRATEGIES IDENTIFIED BY CPC BUDGET REDUCTION WORK GROUP FOR ITEMS IN THE COLLEGE BUDGET WHERE SIGNIFICANT REDUCTIONS IN EXPENSES COULD BE MADE. (Attachment 4.4)

4.5 REVIEW AND APPROACHES TO ACHIEVE SIGNIFICANT ADDITIONAL BUDGET REDUCTIONS BY 2013-14.

Dr. Friedlander mentioned that this document was developed by the budget workgroup from College Planning Council (CPC). The list provided from the group was what they came up with after looking at all areas of the college where reductions could be made. The list was reviewed by CPC. Members of CPC’s Ad Hoc Budget Reduction Work Group will identify the amount of savings associated with each of its potential budget reduction strategies. These savings will be taken into account when Dr. Friedlander makes his recommendations at the April study session.

The above items will be discussed further at the April study session where Dr. Friedlander will be providing a recommendation to the Board on budget reductions that have been developed using participatory governance to balance the budget.

Item 2.1 was taken after this discussion.

4.6 BOARD POLICIES (Attachment 4.6)

- BOARD POLICY 2715 CODE OF ETHICS
- ADMINISTRATIVE PROCEDURE 5055 ENROLLMENT PRIORITIES
- BOARD POLICY AND ADMINISTRATIVE PROCEDURE 5075, COURSE ADDS, DROPS AND WITHDRAWALS.
- BOARD POLICY 2716 POLITICAL ACTIVITY: POLITICAL CAMPAIGN GUIDELINES BEING REFERRED TO THE COMMUNITY RELATIONS COMMITTEE
BP 2715: Changes discussed and made to this policy will be brought forward to the Board for approval at their next board meeting.

AP 5055: Allison Curtis reported that changes made were due to changes in the law.

AP and BP 5075: Ms. Curtis reported that there were legislative changes made regarding course repeatability and reviewed the changes made to the policy and procedure.

BP 2716: Trustee Blum asked that this be referred to the Community Relations Committee for discussion. The Board concurred with this request.

5. ADJOURNMENT

Upon motion by Trustee Macker, seconded by Trustee Croninger, the Board approved adjourning this meeting. The next Regular Meeting of the Board of Trustees will be held on Thursday, March 22, 2012 at 4:00 p.m. in Room A211.

APPROVED BY THE BOARD OF TRUSTEES ON July 12, 2012

[Signatures]
President, Board of Trustees

[Signatures]
President
Secretary of the Board