MINUTES

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

June 25, 2009

REGULAR MEETING
Room A-211
4:00 pm

MacDougall Administration Center
Santa Barbara City College
721 Cliff Drive

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 Board 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) 965-0581 ext 2211 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 Board 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 Alexander called the meeting to order.

1.2 ROLL CALL

Members present:
Dr. Kathryn Alexander, President
Dr. Joe Dobbs, Vice President
Mrs. Sally Green
Ms. Joan Livingston
Mr. Des O'Neil
Mr. Luis Villegas

Member absent:
Mr. Morris Jurkowitz
1.2 ROLL CALL
Others present for all or a portion of the meeting:
Dr. Andreea M. Serban, Supt/President and Secretary
Alarcon, Ignacio, President Academic Senate
Arellano, Dr. Ofelia
Auchincloss, Liz, President CSEA
Barajas, Sabrina, Transfer Center
Bishop, Dr. Paul, VP Info Technology
Buss, Wendy, Weaving/Adult Ed
Chadwith, Maxine, Weaving/Adult Ed
Chubis, Mary, Weaving/Adult Ed
Cox, Ingeborg, Weaving/Adult Ed
Depagne, Veronique, Weaving/Adult Ed
El-Soussi, Mohammad, CNEE
Ehrlich, Sue, VP Human Resources
Endrijonas, Dr. Erika, Educational Programs
Fukumura, Janet, Weaving/Adult Ed
Gallardo, Veronica, Transfer Center
Galvan, Joan, PIO
Halim, Norman, Weaving/Adult Ed
Jamison, John, Weaving/Adult Ed
Kay, Eileen, Weaving/Adult Ed
Kiggens, Jim, MEI Center
Koh, Chole, Weaving/Adult Ed
Kurozumi, Helen, Weaving/Adult Ed

1.3 WELCOME

President Alexander extended a cordial welcome to all.


Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board approved the minutes of the regular meeting of May 28, 2009 and the minutes of the special meeting of May 29, 2009.

1.5 HEARING OF CITIZENS

Dennis Pryor, Darlene Rabee-Keer, John Jamison, Ingeborg Cox and Donna Stuart presented their concerns regarding the proposed cancelation of the Adult Ed Weaving Class.

1.6 COMMUNICATIONS

The following reports were presented to the Board of Trustees about various matters involving the District. No action was taken unless listed on a subsequent agenda.

a. REPORT BY ACADEMIC SENATE

- Ignacio Alarcon

Mr. Alarcon reported on the following: The Academic Senate held a meeting on June 15 to talk about the tentative budget for 2009-10, needless to say the fiscal difficulties of the state are on everyone’s mind. Things are developing rather quickly, as our meeting took place before the public notice from the District proposing that CSEA and IA employee groups take a reduction in compensation for the fiscal year 2009-10 in an amount of 2 to 5% of existing salaries or compensation to be determined by the impact of the adopted state budget for the 2009-10 fiscal year on the Santa Barbara Community College District budget for the same
year was posted. There has been no opportunity for the Senate at large to weigh in on this request yet. Another item that occurred after the Senate meeting was the design of the new salary schedule for hourly workers. At the CPC meeting of June 17 the faculty representatives expressed concern about a portion of the proposed schedule, the one that applies to the higher classifications. Several areas in some cases would rather have fewer hours available, than the rather pay rate reductions, so we welcome the effort that has been made to make these reductions less drastic than what was first proposed. The reductions are still painful and we are hopeful that they will not be to detrimental to the work that we need done at the College. The Academic Senate has a summer meeting scheduled for July 15. In the next few weeks more discussion will occur on the articulation of the faculty’s priorities and possible suggestions from the faculty that will help save resources during this fiscal crisis.

b. REPORT BY ASSOCIATED STUDENTS – None

c. REPORT ON CLASSIFIED EMPLOYEES – Liz Auchincloss

Ms. Auchincloss reported on the following: The Consultation Group met this week and needless to say we have switched from discussing accreditation to discussing the fiscal issues. During times like this people are always interested in looking at how money is being spent and other alternatives available. Since the public notice has been posted I’ve heard from many classified staff members who have made suggestions and given alternatives for possible ways to save money. Staff knows that other alternatives are being reviewed and perhaps this is the time to take this opportunity to look at how we actually function and as a college community perhaps we can discuss and review what kind of changes can be made to save money. Congratulated Marianna Mashek for her 10 years of service.

d. REPORT ON CURRENT EVENTS – Joan Galvan

Ms. Galvan reported on the following: The SBCC Theatre Group will present the Neil Simon comedy “Laughter on the 23rd Floor” July 8-25 in the Interim Theatre on West Campus. The SBCC School of Modern Languages will offer a four-day Japanese Summer Immersion Institute on July 11 and 12 and on July 18 and 19. The topics will cover both conversational Japanese and various elements of Japanese culture. The MESA newspaper featured extensive coverage of our May 22 Commencement ceremony, citing Dr. Serban’s speech, Phi Theta Kappa All-California Academic Team recipients, and the May 21 SoMA Showcase. Instructor Ignacio Ponce was interviewed about SBCC’s American Sign Language Program and ASL Summer Immersion Institute in the Santa Barbara News Press Fred DeLorenzo, Activities Director at Wood Glen Hall and SBCC’s Culinary Student of the Year, shared some favorite recipes for his senior clients at his “Cooking for Food and Thought” class in the Santa Barbara News Press.

e. REPORT FROM SUPERINTENDENT/PRESIDENT – Dr. Andreea M. Serban

1. We had a great start in our credit and non-credit summer terms, June 22 was the census day for the credit term and we are up by 16.5% in headcount compared to last summer and 14% up in total units enrolled. We are still in priority registration for the credit fall semester and headcount is up 37% compared to last fall and 19% up in total units enrolled.

2. Regardless of what budget version is passed it is known that there will be no growth funding for 2009-10. Also as opposed to all other community colleges in California, SBCC has not cut any sections in 2008-09, other than the effort being made to deal with the low enrollment sections, which is something we normally do. In this environment we need to keep in perspective the efforts being made by the College to not impact students. Acknowledged the work of the college community for the successful start of the summer term both in credit and non-credit.
3. To date we are still waiting for a state budget. Regardless of which version passes we are looking at a $4 million minimum reduction, it can go as high as $6-7 million. We also need to keep in mind that we have used part of our reserves and we have used one-time solutions. We are indeed looking at all possible alternatives and taking this opportunity to see how things can be done differently. This is a major effort that we as a college community are all working on. Certainly this is not a one year budget problem, and it’s important for all to understand that the measures being put in place are for the long term. I was in Sacramento June 15 and 16 with a group of other educators from our area lobbying with our legislators regarding the community college priorities and needs.

4. We have revised the hourly employee and students’ pay scales and it’s something that should have been done regardless of the budget challenges we are facing.

5. The District negotiation proposal with the two bargaining units has been modified to allow us to consider potential salary reductions, if needed, and we have to bring it for approval now before the beginning of the new fiscal period. I, along with the five vice presidents, have already agreed to take whatever cut is needed from the 2-5%, regardless of the outcome of our negotiations with the employee groups if the budget situation requires it. Thanked the vice presidents for putting the interest of the College first, it’s a great statement of our unity in work together as executive leadership of the College.

6. We had our second meeting with the Citizens’ Bond Oversight Committee on June 18, and we updated them on the status of various construction projects supported by Measure V and there is great interest on the part of the committee on what’s happening in terms of what we will do in the future given the fact that the State funding is deteriorating. By the time of our next meeting on November 12, we hope to have more information on the state funding issues.

7. Community Events attended:
   - The Visiting Nurse and Hospice Care Annual Mother’s Day Lunch on June 2
   - The South Coast Business & Technology Awards Program on June 4
   - Continuing Education Adult High School and GED Graduation on June 5

8. I am pleased to let you know that Continuing Education has been awarded a two-year grant of $128,793 to offer a Medical Assistant Training Program at SBCC. The funds are coming to us from the Chancellor’s Office through federal Economic Stimulus Program dollars. This grant will help meet a long-term community need for a cost-effective program in Medical Assistant Training. Currently the only existing program in town is through Santa Barbara Business College which charges $20,859 per student. Dr. Ofelia Arellano will be the project administrator and Marsha Roberson will be the Project Director. Congratulated Dr. Arellano and the entire team for securing this grant.

9. Congratulations to:
   - Sue Ehrlich, VP Human Resources on her birthday today.
   - Joan Galvan for her appointment as Public Information Officer effective July 1.
   - Marianna Mashek on her 10 years of service, it is an important achievement.

f. REPORT FROM BOARD MEMBERS – NONE

Item 3.1 – Classified Longevity Presentation was taken at this time.
Item 4.1 – Sabbatical Leave Presentation was taken at this time.
2.1 SUPERINTENDENT/PRESIDENT CONTRACT REVISION

Dr. Dobbs reported that the ad-hoc committee met with Superintendent/President Serban and reviewed her contract. The recommendations are:
- There will be no pay increase (At the outset of the discussion, Dr. Serban made it clear that she is not seeking any salary increase for 2009-10 given the fiscal situation).
- Moving expenses have been removed from the contract.
- The original contract was a three-year rolling contract and this contract has been changed to a four-year rolling contract.

Upon motion by Mr. O'Neill, seconded by Mrs. Green, the Board approved the modifications to Superintendent/President Serban's contract, as contained in the agenda and attachment.

3. HUMAN RESOURCES & LEGAL AFFAIRS – Ms. Sue Ehrlich

3.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

The Grounds Maintenance Worker and the Sr. Director, Institutional Assessment Research & Planning positions were removed from this agenda.

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board approved the Human Resources and Legal Affairs consent items, as contained in the agenda and attachments.

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<td>7/1/09</td>
<td>Rep: K.Bruce</td>
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<td>Officer</td>
<td>M/S/C</td>
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<td>FT/12 Mo.</td>
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CLASSIFIED APPOINTMENTS

CLASSIFIED LONGEVITY CAREER INCREMENT

Jim Kiggen, Director of the South Coast Multimedia Regional Education Center, spoke on the 10 years of service of Marianna Mashek, Coordinator of the South Coast Multimedia Regional Education Center. It has been a pleasure and personal benefit to work with Marianna; she has been here long enough, so that she is the corporate memory keeper. We have been able to enjoy the relationships that she has built with the faculty at the regional colleges that we serve and the local employers that have been working with Guy and Marianna for many years. You may not know that Marianna speaks French and Russian, so when attending a conference it was a surprise to hear her speak to them in French. Marianna is easy going, has a great sense of humor and in the work that we do we have a constant evolving challenge of changes in technology, so the work is never the same and she has been gracious in accepting that constant ongoing change and very enthusiastic about learning to use new technology. Marianna, congratulations and it has been a pleasure working with you. President Serban presented Marianna with a certificate from the Board.

3.2 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS

a. RECOMMEND APPROVAL OF WORKING SCHEDULE FOR CERTIFICATED PERSONNEL FOR THE 2009/2010 ACADEMIC YEAR

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board approved the working schedule for the four Directors of the Parent/Child Workshops and the Counselor in Continuing Education, as contained in the agenda and attachment.
b. RECOMMEND APPROVAL OF SALARY TABLE 22 FOR SHORT-TERM HOURLY STAFF AND STUDENT WORKERS EFFECTIVE JULY 1, 2009

Upon motion by Dr. Dobbs, seconded by Mrs. Green, the Board approved Salary Table 22 for short-term hourly staff and student workers effective July 1, 2009, as contained in the agenda and attachment.

4. EDUCATIONAL PROGRAMS – Mr. Guy Smith for Dr. Jack Friedlander

4.1 SABBATICAL LEAVE PRESENTATION

Mohammad El-Soussi, Professor of Computer Network Engineering, reported on his sabbatical leave activities during the 2006-07 academic year, as contained in the agenda and attachment.

4.2 RECOMMEND APPROVAL OF NEW COURSES, COURSE MODIFICATIONS AND A PROGRAM MODIFICATION.

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board approved the new courses, course modifications and a program modification, as contained in the agenda and attachment.

4.3 PROPOSED INCREASE IN INTERNATIONAL STUDENTS

Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board approved increasing the limit on enrollment of international students on student visas to not exceed eight percent (8%) of the credit unduplicated head count for a given semester, as contained in the agenda.

5. CONTINUING EDUCATION – NONE

6. BUSINESS SERVICES – Mr. Joe Sullivan

6.1 BUSINESS CONSENT ITEMS

Item 6.1-i, Agreement with Pivot Point for Cosmetology School Materials/Training was removed from this agenda.

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board approved the Business Services consent items, as contained in the agenda and attachments.

a. RATIFICATION OF PURCHASE ORDERS, Attachment 6.1-a

b. RATIFICATION OF PAYMENTS AS SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130.)

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<td>County Treasury 1184286-5033, 1722-1781 (ACH)</td>
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c. APPROVAL OF 2009-2010 INSTITUTIONAL MEMBERSHIPS, Attachment 6.1-c

d. APPROVAL OF 2009-2010 MONTHLY MILEAGE LIST, Attachment 6.1-d

e. APPROVAL OF 2009-2010 PERSONNEL BENEFITS PLANS, Attachment 6.1-e

f. APPROVAL OF 2009-2010 CELL PHONE LIST, Attachment 6.1-f
g. APPROVAL OF INCREASED RATES FOR FACILITIES RENTAL, SPECIAL EVENTS, EFFECTIVE 7/01/09, Attachment 6.1-g (This item was discussed at the 6/22/09 Facilities Committee meeting.)

h. APPROVAL OF AGREEMENT WITH AXZO PRESS FOR INSTRUCTOR LED TRAINING MANUAL AND SITE LICENSE, Attachment 6.1-h

The Agreement with Axzo Press will pay for Computer Applications course materials that are used in computer classes taught in Wake Center Room 5 and as part of the Professional Development Center. The contract provides learning materials for at least 800 students for the 2009-10 academic year.

i. RETROACTIVE APPROVAL OF LEASE/PURCHASE AGREEMENT WITH PIVOT POINT FOR COSMETOLOGY SCHOOL MATERIALS/TRAINING, EFFECTIVE 4/01/09 - 6/30/10, Attachment 6.1-i

j. APPROVAL OF INSTRUCTIONAL SERVICE AGREEMENT WITH THE SANTA BARBARA COUNTY SHERIFF'S DEPARTMENT, SBCC TO PROVIDE ADMINISTRATION OF JUSTICE COURSES, Attachment 6.1-j

k. RETROACTIVE APPROVAL OF AGREEMENT WITH THE CITY OF SANTA BARBARA RE. SUMMER PARKING IN LOTS 2-C AND 3, Attachment 6.1-k (This item was discussed at the 6/22/09 Facilities Committee meeting.)

l. AUTHORIZATION TO ESTABLISH NEW 2008-09 FUND 81 CLUB ACCOUNT:

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<th>Acct #</th>
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<th>Source of Funds</th>
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<tr>
<td>819824</td>
<td>Future Performing Arts Professionals</td>
<td>fundraising donations</td>
<td>Michelle Houston, Kirsty Kenny, Amy Collins, Jennifer Seigle</td>
<td>support club activities</td>
</tr>
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m. PREAPPROVAL OF AGREEMENTS FOR DEFERRED MAINTENANCE PROJECTS

In order to complete the projects listed below before the beginning of the Fall 2009 Semester, it is necessary to award contracts prior to the July 30 Board meeting. Therefore, staff requests that the Superintendent/President be authorized to award a contract for each project with funding limits payable from Measure V Bond funds, contingent upon receipt of acceptable bids from prequalified bidders. Each contract will be submitted to the Board at the July 30, 2009, meeting for ratification. Amount not to Exceed

1) Exterior Painting – Business/Communications Building $ 70,000
2) Exterior Painting – Physical Education Building 100,000
3) Exterior Painting – Interdisciplinary Center 70,000
4) Exterior Column Repair – Campus Center 30,000
5) Interior Renovations – Gourmet Dining Room 124,000
6) Exterior Column Repair – Physical Science Building 50,000

(These items were discussed at the 6/22/09 Facilities Committee meeting.)

n. AUTHORIZATION FOR CAL-SOAP CONSORTIUM MEMBERSHIP AND MATCHING RESOURCE COMMITMENT OF $106,400, 2009-10, Attachment 6.1-n

o. APPROVAL OF M.O.U. WITH THE CAL-SOAP CONSORTIUM, EFFECTIVE 9/1/09, Attachment 6.1-o
p. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT: IT DEPT
2001 HP 9000 L2000 Server, serial number USS40300KT

q. APPROVAL OF AGREEMENT WITH SANTA BARBARA NEIGHBORHOOD CLINICS
FOR STUDENT HEALTH CARE SERVICES, Attachment 6.1-q

r. AUTHORIZATION TO SUBMIT 2009-13 FIVE-YEAR CONSTRUCTION PLAN TO THE
CHANCELLOR’S OFFICE, Attachment 6.1-r (Complete plan may be viewed in the
Facilities and Operations Office.)

s. RECOMMEND APPROVAL OF RECLASSIFICATION AND DESTRUCTION OF CLASS
2 OPTIONAL RECORDS, PURSUANT TO BP 3310 AND AP 3310

These documents have been previously classified as Class 2 - optional records. The
Superintendent/President requests that these records be reclassified as Class 3 –
disposable records. These records are of no further use to the District.

These records have been retained for the legal period of time as per Article 2, Sections
59023 through 58026 of Title 5, California Administrative Code.

The documents to be destroyed are Human Resource and Legal Affairs employment
documents for former student employees, hourly employees, and other employees who
separated from employment with the college between 1982 and 2003. No records
included are in conflict with these regulations. Documents relating to these individuals
that meet the criteria for permanent records of the college will be retained.

6.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND ADOPTION OF THE TENTATIVE 2009-10 BUDGET (Budget
may be viewed in the Accounting Office, A-130.)

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board approved to convene
as a Committee-of-the-Whole for the purpose of hearing comments regarding adoption
of the 2009-10 Budget.

Upon motion by Ms. Livingston, seconded by Mrs. Green, the Board approved to
reconvene to regular session.

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board approved the
adoption of the Tentative 2009-10 Budget in preparation of the Adoption of the 2009-10
Budget to be presented in September and transmitted to the Santa Barbara County
Education Office.

b. ADOPTION OF RESOLUTION NO. 39 (2008-09) ESTABLISHING A TRUST ACCOUNT
FOR PROPERTY AND COMPREHENSIVE LIABILITY ADMINISTRATION

Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board approved the adoption of
Resolution No. 39 (2008-09) establishing a trust account for property and
comprehensive liability administration, as contained in the agenda and attachment. The
vote follows:

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

Noes: None

Absent: Mr. Jurkowitz
c. ADOPTION OF RESOLUTION NO. 40 (2008-09) AUTHORIZING PAYMENT OF OUTDATED WARRANTS

Upon motion by Ms. Livingston, seconded by Mrs. Green, the Board approved the adoption of Resolution No. 40 (2008-09) authorizing payment of an outdated warrant in the amount of $1,771.99, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Green, Ms. Livingston, Mr. O'Neill, Mr. Villegas

Noes: None

Absent: Mr. Jurkowitz

d. ADOPTION OF RESOLUTION NO. 41 (2008-09) AUTHORIZING ROUTINE INTERNAL TRANSFERS

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board approved the adoption of Resolution No. 41 (2008-09) authorizing routine internal transfers as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Green, Ms. Livingston, Mr. O'Neill, Mr. Villegas

Noes: None

Absent: Mr. Jurkowitz

e. ADOPTION OF RESOLUTION NO. 42 (2008-09) PROVIDING FOR 2008-09 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board approved the adoption of Resolution No. 42 (2008-09) authorizing 2008-09 budget revisions for unbudgeted revenue as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Green, Ms. Livingston, Mr. O'Neill, Mr. Villegas

Noes: None

Absent: Mr. Jurkowitz

f. APPROVAL OF 2009-10 AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF EDUCATION FOR E.C.E. PRESCHOOL PROGRAM, $212,930, AND ADOPTION OF RESOLUTION NO. 43 AUTHORIZING SIGNATURE

Upon motion by Mr. O'Neill, seconded by Mrs. Green, the Board approved the adoption of Resolution No. 43 (2008-09) authorizing the Vice President of Business Services to sign Agreement CSPP-9572 on behalf of the District, as contained in the agenda and attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Green, Ms. Livingston, Mr. O'Neill, Mr. Villegas

Noes: None
7. INFORMATION TECHNOLOGY – NONE

8. CLOSED SESSION
   a. CLOSED SESSION
      
      Upon motion by Ms. Livingston, seconded by Mrs. Green the Board approved convening to
      closed session.

      Pursuant to Government Code Section 54954
      Public Employee Discipline/Dismissal/Release

   b. RECONVENE TO OPEN SESSION
      
      Upon motion by Dr. Dobbs, seconded by Ms. Livingston the Board approved reconvening to
      open session.

      President Alexander reported that no action was taken.

9. ADJOURNMENT

   Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board approved adjourning this meeting
   setting the next Regular Meeting of the Board of Trustees on Thursday, July 30, 2009 at 4:00 p.m. in
   A211. A Study Session will be held on July 23, 2009 in A218 at 4:00 p.m.

   APPROVED BY THE BOARD OF TRUSTEES ON July 30, 2009

   President, Board of Trustees

   Superintendent/President
   Secretary/Clerk of the Board