1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

President O’Neill called the meeting to order.

1.2 Members present:
Dr. Alexander
Dr. Dobbs
Mrs. Green
Mr. Jurkowitz, Vice President
Ms. Livingston
Mr. O’Neill, President
Mr. Villegas

Members absent:
Mr. Knotts, Student Trustee
Others present for all or a portion of the meeting:
Dr. Andreea M. Serban, Supt/President and Secretary Clerk to the Board of Trustees
Alarcon, Ignacio, President Academic Senate
Auchincloss, Liz, President CSEA
Avendano, Camila, ASB President
Bishop, Paul, VP Information Technology
Cartwright, Joan, Ed Programs
Ehrlich, Sue, VP HR/LA
Erickson, TK, Student Life
Friedlander, Jack, Executive VP Ed Programs
Galvan, Joan, PIO
Garfinkel, Atty, Student Senate
Garey, Tom, Theater Arts
McKenzie, Alan, Info Technology
McLellan, Keith, Dean Ed Programs
Partee, Ben, Interim VP Cont. Education
Scharper, Alice, Dean Ed Programs
Stark, Lynne, President IA
Sullivan, Joe, VP Business Services
Vasquez, Laurie, DSPS/FRC

1.3 WELCOME

President O'Neill extended a cordial welcome to all.

1.4 MINUTES OF THE REGULAR MEETING OF NOVEMBER 20, 2008

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board approved the minutes of the regular meeting of November 20, 2008.

1.5 HEARING OF CITIZENS

No citizen expressed an interest to address the Board.

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: Was notified that the Student Learning Outcomes Project received Honorable Mention by the Board of Governors as an exemplary project. Congratulated Dr. Jack Friedlander, Mark Ferrer, Darla Cooper and Samantha Thomas for their work on this project. Thanked Des O'Neill for his presidency.

b. REPORT BY ASSOCIATED STUDENTS – Camila Avendano

Ms. Avendano reported on the following: The Student Senate collected hundreds of signatures for the letter campaign opposing community college budget cuts. Student Senate did some tabling to encourage students to sell back their books to help keep a larger inventory of used books in the bookstore. Student Senate is looking forward to helping organize the Centennial Student Event for September 2010; all have agreed to work hard on this to make it a big success. The funds raised by this event will go to create a scholarship or loan system for the students of SBCC. A Student Senate survey is being developed to review the effectiveness of the student senate.

c. REPORT ON CLASSIFIED EMPLOYEES – Liz Auchincloss

Ms. Auchincloss reported on the following: Thanked President O'Neill for his leadership this past year and enjoyed working with him during the presidential search. The Classified Consultation Group has been meeting regularly and is concerned about the budgetary issues. The group appreciates the Superintendent/President’s updates that are being sent out regularly. Congratulated staff on the Honorable Mentioned received for the SLO Project.
d. REPORT ON CURRENT EVENTS - Joan Galvan

Ms. Galvan reported on the following current events:

- **The Harold Dunn Memorial Concert** will close out 2008 with two performances over the next two weekends. The Chamber Singers Concert will be held starting December 12-14 at the Marjorie Luke Theater. Quire of Voyces will perform on December 20 and 21 at St. Anthony’s Seminary. Media activities for this month were:

  1. September 20 the School of Media Arts unveiled Media Incubator, a new networking site designed to match graduating students with local internships, mentorships, and job opportunities.
  2. Genny and Shane Anderson were recognized by the Santa Barbara Independent, as 2008 local heroes for sharing their fascination of marine wildlife with the younger generation. Corina Powers, an SBCC student, was also named a local hero for performing CPR and saving a man’s life in the process.
  3. Our Environmental Horticultural program received extensive publicity for their spring classes in the gardening column of the Santa Barbara News Press on December 6.
  4. Dr. Serban was interviewed by The Mesa Paper for a feature in their January edition.

Acknowledged the passing of John Curran, who worked at the college from 1999 to 2006, he passed away on November 29. John was a Network Specialist in the Information Technology Department.

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

President Serban reported on the following:

1. Budget news is not good. As of today the deficit is estimated at $41.6 billion for the next 18 months and for this year it has been estimated to be $15 billion. At the Senate Budget Subcommittee hearing the Legislative Analyst’s Office’s recommendation is getting some traction with the Senate in interest of lowering funding for certain PE classes beginning January 1 and certain art classes beginning July 1. In addition they questioned why districts are funded for students who drop out after census. Obviously, any change in the funding formula that would remove those students would mean a significant reduction in our funding.

Internal Efforts: Everyone has worked diligently to identify reductions for Spring 2009 and we’ll be bring the results to the January 8 study session, along with the timeline for developing the budget for 2009-10 and how we will proceed. This year will be different as the program reviews will be used for the first time to inform the budget development for 2009-10. President Serban stressed that the core commitments will be met if the reductions that are necessary are made, the commitments being maintaining core instruction, student services and employment of all full-time employees.

2. Good news: The first issuance of our Measure V bonds was a success and we have the $47 million in our county account.

3. Enrollments are very strong for Spring: headcount is up 30% and in terms of units, enrollments are up by 28%.

4. Hosted the last President Chat on December 2 and as expected most questions addressed the budget. Since there was such good feedback from this type of communications, the President has decided to continue doing this in the Spring. As soon as dates and rooms are confirmed the information will be communicated campus wide. Budget Forums will also be scheduled in the Spring.

5. There were two holiday receptions last week, one was sponsored by the Bookstore on December 3 and thanked John Lorelli for putting on this great event. The President’s Holiday Reception was held on December 5 and funded by the Foundation, and they
were able to turn the campus center into a Winter Wonderland. 350 guests’ attended and over 150 children’s books were collected for the CARE program.

6. On December 4, the International students and their host families and EOPS students were hosted to an annual holiday dinner and party. Thanked Carola Smith and Marsha Wright for putting on this event.

7. We are currently hosting a campus-wide drive this week for the Unity Shoppe with all donations benefiting the Tea fire victims. Also acknowledged the English Department who hosted a poetry reading on December 4 that raised $15,000, which benefited Westmont faculty and staff who were victims of the Tea Fire.

8. Staff from The Channels received top honors from the Journalism Association of Community College’s So-Cal conference. The Channels received the top award for General Excellence; in all, students won a total of 19 awards for both published work from the previous two semesters, as well as competitions held at the conference. They competed against more than 400 students from 31 community colleges. Congratulated Patricia Start, Kenny Lindberg and Rhys Alvarado, as well as the entire Channels staff for these well deserved honors.

9. Our Women’s Golf Team claimed the state championship on November 18 in Ventura and Asaka Sim was named the individual State Championship. This is the third year in a row that our team has finished in one of the top two places and Coach Chuck Melendez and the rest of the team have done a great job and we are proud of them.

10. Chris Joseph, an assistant football coach, was named Rhodes Scholar for 2009 and will be heading off to Oxford University next fall for two years. This is a remarkable achievement. Congratulations.

11. Also acknowledged the Student Learning Outcomes Project for receiving the Honorable Mention. Congratulated all faculty and staff who have worked so hard on this project.

12. Dr. Diane Rodriguez-Kiino has worked with a group of faculty and has applied and was awarded a grant from the Hewlett Foundation for $17,000 that will help us continue the One Planet program that was started this year. Diane has a lot of great ideas and we are lucky to have someone of her caliber on our staff.

13. Community Involvement: Attended a Nuclear Age Peace Foundation Dinner on November 22 and thanked Ms. Livingston for joining her and also noted that there were three tables of students and Dr. Haslund who also attended this event. December 3 was keynote speaker at the annual luncheon of the American Association of University Women. December 11 was keynote speaker for the Men’s Garden Club.

14. President Serban reviewed some of the major accomplishments over the past six months:
   - Work on the institutional self study for re-affirmation of accreditation
   - Preparation of the substantive change review for distance education
   - Developing and implementing for the first time in Fall 2008 program reviews for all operational units and major revisions of program reviews for instructional departments and faculty-led student services
   - Work on linking program reviews to planning to budgeting
   - Establishing and following a schedule for introducing required new Board policies and review existing ones with the Board; creating the Board Policies and Administrative Regulations Committee which will start its work in February 2009
   - Measure V roll out
   - Finalizing the college plan and District technology plan for 2008-11
   - Developing a comprehensive Enrollment management plan for 2008-11
   - Dealing with budget issues
• Pursuing new grant opportunities and new programs
• Changing our policies so that we can become eligible to join the Servicemembers Opportunity Colleges consortium, to help our service members and their families.
• Curricunet implementation which will start in January
• Centennial planning
• Community relations
• Working with the Foundation
•Transitioning Continuing Education

It has been tremendously intense but also very rewarding. We are on the right path and we have the right spirit and collaboration. Thanked Des for being a great Board President and thanked all of the Board members for their support over these past six months. Thanked all college employees for all of their hard work this year. Thanked Ben Partee for serving as Interim Vice President for Continuing Education and also thanked Allison Curtis, Marsha Wright and Cindy Salazar for taking on additional responsibilities during this transition.

e. REPORT FROM BOARD MEMBERS

Mr. Villegas reported that the Community College League held its annual convention on November 19-22 and reported that President Serban made presentations at three of the workshops and Dr. Friedlander and Dr. Hollems also made one presentation. Thanked all who participated at the convention. This was the most successful convention with over 600 attendees, the program was an excellent program. The budget situation was on everyone’s mind. The System Wide office, CEO’s and the Trustees continue to work together and continue the struggle with regards to the budget and the system in general, the Governor’s office and the Legislature. It was noted that approximately 24 new legislators will be take office in January and some ex-trustees have now become assembly members and they will continue and will also provide an insider’s knowledge of the community college system, something that has been lacking for a long time in Sacramento.

Ms. Livingston reported that she has been following the City Plan, an activity that takes place every twenty to thirty years. One of the big issues is affordability in housing and she feels that SBCC should be up to speed on this issue: what do we know about housing and what would we want if they increased affordable housing? Would like to see SBCC redo their housing survey and bring it up to date and also to find out what amount of time our employees are spending on commuting, so that we can be part of the discussion when these issues come up. What would employees give up for local housing if what is being offered is relatively expensive housing compared to what one could get in Lompoc or Santa Maria. Ms. Livingston reported that she would be glad to take back to the City any issues or concerns the college may have regarding this issue.

President O’Neill thanked everyone for their support during his presidency.

2. GOVERNING BOARD

2.1 ELECTION OF PRESIDENT AND VICE PRESIDENT

Upon motion by Ms. Livingston, seconded by Mr. Jurkowitz, the Board elected Dr. Kathryn Alexander as President of the Board of Trustees for 2009.

Upon motion by Mr. Villegas, seconded by Mrs. Green, the Board elected Dr. Joe Dobbs as Vice President of the Board of Trustees for 2009.
2.2  ESTABLISHMENT OF MEETING DATE, TIME AND PLACE

Upon motion by Mr. O’Neill and seconded by Dr. Dobbs, the Board approved that the regular meeting of the Board of Trustees be held on the fourth Thursday of each month. Further that the regular meeting will begin at 4:00 p.m., and will be held in Room A-211 of the MacDougall Administration Center.

2.3  SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 2009

Upon motion by Mr. O’Neill, seconded by Mrs. Green, the Board approved the proposed membership for the subcommittees for 2009.

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<td>Sally Green, Chair</td>
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<td>Morris Jurkowitz, Chair</td>
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<tr>
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<td>Morris Jurkowitz</td>
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<td>Joe Dobbs</td>
<td>Des O’Neill</td>
<td>Sally Green</td>
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<tr>
<td>Des O’Neill (alt)</td>
<td>Joe Dobbs (alt)</td>
<td>Luis Villegas (alt)</td>
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2.4  APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION.

Upon motion by Dr. Dobbs, seconded by Mr. Villegas, the Board approved the appointment of Ms. Livingston as the representative and Mr. O’Neill as the alternate to serve on the County Committee on School Organization for the coming year.

2.5  RECOMMEND APPROVAL OF BOARD POLICIES

Upon motion by Mr. O’Neill, seconded by Mr. Jurkowitz, the Board approved the following policies, as contained in the agenda and attachment.

- BP 2432 Superintendent/President Succession
- BP 2740 Board Education

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

3.1  HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

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

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CLASSIFIED APPOINTMENTS

Rick Mokler reported on the 20 years of service of Pam Lasker. Pam is always there before, during and after shows, she works days, nights, weekends, never complains and is always in a good mood. Pam is more than our business manager, she is terrifically organized, she is relentlessly responsible and any
accountant would be proud to have her recordkeeping skills. Pam is also the communication center for the Theater Arts department and for all the employees and volunteers to make the theater group run so smoothly. She talks to and listens to everyone, identifies problems, comes up with solutions, keeps everyone involved in the process, she’s the wonder woman of the hallways and the unsung hero of the theater arts department and we would be lost without her. On behalf of everyone who works with you, we congratulate you on your years of outstanding service and look forward to many more. Tom Garey spoke on Pam’s years of service: Pam is the glue that keeps this department together and keeps us in touch with other departments. Pam has brought to this department a “Business Sense”, keeps the books balanced and keeps up on all of our reports and the person we look to for advice and guidance. Pam is the public face of our department and she makes us work. President Serban presented Pam with a plaque from the Board of Trustees and the college.

3.2 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS

a. PUBLIC HEARING ON SANTA BARBARA CITY COLLEGE CSEA-CHAPTER 289 INITIAL COLLECTIVE BARGAINING CONTRACT PROPOSAL

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board approved entering into a public hearing to provide the public with an opportunity to express itself regarding the CSEA-Chapter 289 initial contract proposal.

No one expressed a wish to speak at the public hearing.

Upon motion by Mr. O'Neil, seconded by Mr. Jurkowitz, the Board approved closing the public hearing.

4. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

4.1 RECOMMEND APPROVAL OF NEW COURSES AND NEW PROGRAMS

Upon motion by Mrs. Green, seconded by Dr. Dobbs, the Board approved the new courses and new programs, as contained in the agenda and attachment.

4.2 RECOMMEND APPROVAL OF SUBMISSION OF GRANT TO THE U.S. DEPARTMENT OF LABOR ENTITLED, “DIGITAL ANIMATION FOR PROFESSIONALS,” IN THE AMOUNT OF $1,962,000.

Upon motion by Mr. Jurkowitz, seconded by Ms. Livingston, the Board approved the submission of this grant, as contained in the agenda and attachment.

4.3 RECOMMEND APPROVAL OF THE ACADEMIC CALENDAR FOR 2009-2010.

Upon motion by Mrs. Green, seconded by Mr. O’Neil, the Board approved the calendar for the 2009-2010 academic year, as contained in the agenda and attachment.

5. CONTINUING EDUCATION – Dr. Ben Partee

5.1 RECOMMENDED APPROVAL OF REVISED CONTINUING EDUCATION DIVISION CALENDAR - 2008-2009.

Upon motion by Mr. Villegas, seconded by Mr. O’Neil, the Board approved the revised 2008-2009 Continuing Education Division Calendar, as contained in the agenda and attachment.
6. BUSINESS SERVICES – Mr. Joe Sullivan

6.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. O’Neill, seconded by Mrs. Green, 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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c. ACKNOWLEDGMENT OF RECEIPT OF QUARTERLY FINANCIAL STATEMENT ENDING 9/30/08 (The report may be viewed in the Accounting Office, A-130).

d. AUTHORIZATION TO FILE NOTICES OF COMPLETION:
   1) Administration Bldg, Duplicating Remodel, Bid #633
   2) Physical Science Building Renovation, Bid #617

e. AUTHORIZATION TO ACCEPT BID AND AWARD CONTRACT TO COCCINELLA DEVELOPMENT IN THE AMOUNT OF $99,800 FOR EXPLORE IT! CAREER ACADEMY DESIGN SERVICES, Bid #644, Attachment 6.1-e

f. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS ITEMS: Garvin Theatre Concert Shell (Drama/Music Dept.) consisting of: 12 wall units, 2 wall units with doors, 6 ceiling units, 15 ceiling units with lights, 6 rolling storage carts

6.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 18 (2008-09) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Mr. O’Neill, seconded by Mr. Jurkowitz, the Board approved Resolution No. 18 (2008-09) authorizing routine internal transfers as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Mr. Knotts (Student Trustee)

b. ADOPTION OF RESOLUTION NO. 19 (2008-09) PROVIDING FOR 2008-09 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE
Upon motion by Mr. O’Neill, seconded by Mr. Jurkowitz, the Board approved Resolution No. 19 (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, Mr. Jurkowitz, Ms. Livingston, Mr. O’Neill, Mr. Villegas

Noes: None

Absent: Mr. Knotts (Student Trustee)

c. APPROVAL OF CHANGE ORDER #3 – WEST CAMPUS SWING SPACE #1

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Original contract amount $491,800.00
Change Order total to date: $54,739.00
Change Order No. 3 $45,721.73
Revised contract amount $592,260.73
New completion date December 12, 2008

Upon motion by Mrs. Green, seconded by Ms. Livingston, the Board approved Change Order No. 3 for an increase in the contract amount of $45,721.73 and an additional 14 days, as described in the agenda and attachment.

d. APPROVAL OF 2008-09 AGREEMENT WITH THE CALIF. DEPT. OF EDUCATION FOR CHILD DEVELOPMENT SERVICES, INSTRUCTIONAL MATERIALS (CIMS-8621), $746, AND ADOPTION OF RESOLUTION NO. 20 (2008-09)

Upon motion by Dr. Dobbs, seconded by Mr. Jurkowitz, the Board approved the referenced Agreement and adoption of Resolution No. 20 (2008-09) authorizing the Vice President, Business Services, to sign on behalf of the District. The vote follows:

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

Noes: None

Absent: Mr. Knotts (Student Trustee)

e. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT: DRAMA/MUSIC MOVING SERVICES BID #642

Upon motion by Mr. O’Neill, seconded by Mr. Jurkowitz, the Board approved accepting the bids and awarding the contract to Hilford Moving & Storage Inc., in the amount of $14,500.

f. APPROVAL TO PURCHASE PRIMAVERA SOFTWARE LICENSES AND SUPPORT SERVICES

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board approved entering into agreement with DR McNatty & Associates, Inc., as proposed in the agenda and attachments.
g. APPROVAL OF PURCHASING CURRICUNET, A COURSE MANAGEMENT SYSTEM, AND OF PROFESSIONAL SERVICES AGREEMENT WITH GOVERNET

Upon motion by Mr. O’Neill, seconded by Mrs. Green, the Board approved purchasing CurricuNET, a course management system, and the professional services agreement with Governet, as contained in the agenda and attachment.

7. INFORMATION TECHNOLOGY – NONE

8. CLOSED SESSION – NONE

9. ADJOURNMENT

Upon motion by Mr. O’Neill, seconded by Mr. Jurkowitz, the Board approved adjourning this meeting setting the next Regular Meeting of the Board of Trustees on Thursday, January 22, 2009 at 4:00 p.m. in A211. A Study Session will be held on January 8, 2009 in A218.