

Santa Barbara City College
College Planning Council
Tuesday, January 27, 2009
3:00 pm – 4:00 pm
A218C
~ Minutes ~

PRESENT: A. Serban (Chair), I. Alarcon, L. Auchincloss, P. Bishop, D. Cooper, S. Ehrlich, J. Friedlander, T. Garey, M. Guillen, J. Meyer, K. Molloy, C. Ramirez, J. Sullivan, C. Avendano

GUESTS: A. Scharper, L. Stark, G. Smith, B. Partee

ABSENT: S. Knotts, Student Trustee, S. Broderick

Call to Order

Superintendent/President Dr. Serban called the meeting to order.

1. Discussion on developments related to problems with state fund matching for capital projects that has a direct impact on the funding for the Drama Music remodel.
 - a. Superintendent/President Serban presented the information from the Status of State Matching Funds for Capital Outlay Projects handout. This handout distills the information from 10 pages to 4 pages, the relevant information pertaining to the State Pooled Money Investment Board (PMIB) vote to freeze all disbursements for State capital projects, the background and impact of the freeze, the Drama Music Building modernization project status and current situation, our options for moving forward and lastly recommendations.
 - b. Superintendent/President Serban reported that no funds are now dispersed for matching that had already been approved and promised. The immediate impact for us on the Drama Music remodel was estimated when the bond materials were put together as being \$10 million from Measure V funding and approximately \$30 million from the State and matching funds. The fact that the State does not have money right now doesn't mean that they will not have the money later; at some point in time this bond will be sold and the money will come through.
 - c. VP Sullivan spoke with the State Chancellor's office and was assured that we will not be releasing our claim to being reimbursed if we continue with the process and even if we fund the completion of the project with Measure V money, we are not releasing our right to be reimbursed later when the State is able to sell the bonds. Superintendent/President Serban went on to state that it is important to understand that while theoretically we should get the reimbursement later when the State sells the bond, there is potential of not being reimbursed at all if we actually proceed with this. Theoretically this is a low risk decision, but it is a risk that I think is important we acknowledge as a possibility.
 - d. VP Sullivan handed out and went through the updated Drama/Music Pre-Construction Schedule. The signed copy of the drawings of the DSA have been received by the Chancellor's office. VP Sullivan was told by Chancellor's Office that the approval to go to bid will be given by February 6th and at that point the project will continue as planned:

the “go-to-bid” Job Walk, the bid opening and then take the bids to the Study Session to get the authorization to start the construction process by March 19th.

- e. Superintendent/President Serban reported that one of the key points in terms of not losing the ability to claim reimbursement is that we are actually approved by the State. Our construction contract needs to be approved by the State, if we proceed without their approval, we lose our ability to claim reimbursement. So according to this schedule, we would ask for the State approval around March 19th, beginning of April. If by the beginning of April, the situation with the state is not any better meaning that they still haven't sold the bonds that they still cannot match the funds, then if we commit to using Measure V, they will approve us for construction with understanding that we will get reimbursed later. We can totally ignore them, but then we lose the ability to get reimbursed. That is what is under option A. Option B is there, and that is not a good option because of the large amount of financial loss. Option C, which was not on this, is to stop everything. The consequences of voting for that option would be massive. If we don't keep with this schedule, the school will have basically killed the opportunity to have this project done by June of 2010.
- f. Classified Consultation Group Member Ramirez asked a question to clarify what would happen with the SoMA Project, Academic Senate President Alarcon reported that the Academic Senate would most likely want clarification of the deferred maintenance projects. He will ask if they can move this voting item from a discussion item to an action item and vote on it at their meeting tomorrow.
- g. Superintendent/President Serban said she asked that the members take this information back to their constituencies to review and vote on, then bring the information back to CPC to make a decision by the February 17th CPC Meeting as to which option CPC would vote for.
- h. Executive VP Friedlander asked if we could vote on this prior to the February 17th Meeting. He along with Past Academic Senate President Molloy and Academic Senate Representative Garey expressed an interest in voting sooner.
- i. Superintendent/President Serban stated that since this is a lot of information to take in and absorb, she thought the constituencies should have more time to think about it and they will take a vote February 17th.

M/S/C [J/Friedlander/JSullivan] to adjourn the meeting.

Superintendent/President Serban adjourned the meeting.

Next meeting

Tuesday, February 3, 2009 3:00-4:30pm A218C

**Santa Barbara City College
College Planning Council
Tuesday, December 9, 2008
3:00 pm – 4:00 pm
A218C
~ Minutes ~**

PRESENT: A. Serban (Chair), I. Alarcon, L. Auchincloss, P. Bishop, S. Broderick, D. Cooper, S. Ehrlich, J. Friedlander, T. Garey, M. Guillen, J. Meyer, K. Molloy, B. Partee, C. Ramirez, J. Sullivan

GUESTS: A. Scharper, L. Stark, L. Vasquez

ABSENT: C. Avendano, Associated Study Body President, S. Knotts, Student Trustee

Call to Order

Superintendent/President Dr. Serban called the meeting to order.

1. Approval of the minutes of the December 2, 2008 CPC meeting (attached)

M/S/C [M Guillen/K Molloy] to approve the minutes, with corrections, of the December 2, 2008 CPC meeting.

Action Items

2. Approval of District Technology Plan (attached) – All

M/S/C [I Alarcon/P Bishop] to approve The District Technology Plan.

Discussion Items

3. Institutional Code of Professional Ethics (three versions attached: CPC Nov 17 version, Academic Senate Dec 3 version and Dec 8 version with EC input for discussion and finalization today) – Andreea Serban
 - a. Superintendent/President Serban opened the discussion stating that an Institutional Code of Professional Ethics is required by Accreditation Standard III.A.1.d: *“The institution upholds a written code of professional ethics for all of its personnel.”*
 - b. The discussion centered around the Academic Senate’s proposal for a Statement of Professional Ethics and the Executive Committee’s December 8th version of an Institutional Code of Professional Ethics. Academic Senate member, Kathy Molloy speaking for the Senate thought “Statement of Professional Ethics” rather than Code, is more dignified. Within the statement, the Senate changed the word “shall” to present tense because they assumed that we all already behave ethically and if not, *“...we strive to exercise judgments that are fair, consistent and equitable*” In the

- third sentence the Senate changed, "...serving the best interest of the larger Santa Barbara Community" showing support for the community.
- c. Superintendent/President Serban explained that the wording : "The Institutional Code of Professional Ethics" is exactly the language from the Accreditation Standards so the reason to maintain that rather than a "Statement of Professional Ethics" is that it enables the visiting Accreditation Team to easily see the connection between the particular standard and our code. In reference to the third sentence: "...best interests of the public served by the District" is because we are a California State Institution, serving far beyond the Santa Barbara Community. VP Ehrlich stated that the word "shall" implies a commitment not only for the present but also for the future and for current as well as new employees of the college. It indicates that this an expectation we have as an institution. It is a statement of guiding behavior and not something that in and of itself is a basis of discipline. It also serves to raise the issue of ethical behavior to our internal community too, that is extremely important.
 - d. Executive Vice President Friedlander thought that the use of the Professional Code of Ethics will determine which style will be better for expressing what ethical standards SBCC expects of its employees.
 - e. After further discussion, Academic Senate Member Molloy made a motion to approve the Senate version of the Professional Code of Ethics, with the change in the language that says the ".....the interest of the public served by the District."
 - f. Academic Senate Member S. Broderick seconded the motion and stated that we need to move it to an action item.
 - g. The motion was not moved forward and there were further questions and discussions clarifying: SBCC's agreed upon definition of a code, how will it be used, where will it be placed, how the employees will be presented with the Professional Code of Ethics, how one defines objectively what ethical behavior is, and what happens if we don't follow the code.
 - h. Academic Senate President Alarcon suggested changing "...they shall..." to "...we shall..." in the Executive Committee's version of the Code starting in the second sentence. Superintendent/President Serban, VP Ehrlich and Senator Molloy all agreed with his idea and so the wording will be changed.
 - i. Academic Senate Member Molloy asked that the word "Statement" be changed to "Code" in the Senate version of the proposal that is in motion: "Santa Barbara City College Code of Professional Ethics."
 - j. Superintendent/President Serban ended the discussion stating that when CPC reconvenes in February, CPC will reach a final conclusion. In the meantime, both updated versions will be emailed to all CPC members. The motion on the table will be moved to an action item and voted upon one way or another in February.

4. Timeline for budget development for 2009-10 (attached) – Joe Sullivan

- a. Superintendent/President Serban reported that this Budget Development Timeline draft will go to the January 8 Board Study Session for discussion. This is a similar timeline that we have used in the past. One significant departure is the integration of the review of resource requests identified through program reviews in the timeline for the budget development and linking program reviews to planning to budgeting. VP Sullivan reported from the Draft Budget Development timeline attachment. Discussion

- ensued. Academic Senate President Alarcon asked if a summary of the Program Reviews would be available for viewing.
- b. Superintendent/President Serban answered that the Program Reviews will be all available in January in their totality, online. The detail of these reviews will be available to everyone. The Vice Presidents will first summarize and rank the Program Reviews from their own divisions. In February, the Program Reviews including resource allocation requested for 09 – 10 will come to CPC. Program reviews should also provide ideas for cost savings and revenue generation and we will also discuss those. As discussed over the past six months, we need to begin setting aside a certain percentage of the new revenue to fund resource requests identified through the program reviews and create a Program Review Fund.
 - c. Academic Senate Member Garey asked how far can we progress with our timeline when we have no definitive budget information coming from the State. Vice President Sullivan responded by saying that we progress as if we know that there is going to be realistically a significant reduction mid year adjustment. The discussion continued.

Superintendent/President Serban thanked all the CPC Members for a very productive semester and all their hard work.

Superintendent/President Serban adjourned the meeting.

Next meeting

Tuesday, February 3, 2009 3:00-4:30pm A218C

**DRAFT - Preliminary Estimated Deferred Maintenance Project Schedule
Funded by Measure V; No State Matching Funds**

Proj #	Priority	Description	Cost	Start	Duration	Complete	
6586	1.00	Press Box - Modernize	\$ 1,706,000	Mar-09	240	Nov-09	\$550,000 private donations
6611	1.00	Campus Wide - Exterior electronic locks	\$ 300,000	Apr-09	365	Apr-10	
6561	2.00	IDC, BC - Exterior paint	\$ 100,000	May-09	90	Jul-09	* Exterior Paint Package
6674	3.00	PE - paint exterior	\$ 100,000	May-09	90	Jul-09	* Exterior Paint Package
XXX	2.00	Humanities - south stairwell upgrades	\$ 11,000	May-09	30	May-09	
6641	0.50	Bridge Deck - Replace/repair	\$ 1,000,000	May-09	90	Jul-09	
6652	2.00	PE - Upstairs locker room New VCT-BC101,	\$ 25,000	Jun-09	90	Aug-09	* Flooring Package
6676	2.00	PE - recarpet men's team room & women's staff locker room	\$ 25,000	Jun-09	90	Aug-09	* Flooring Package
6654	2.00	A183, MDT, H300,H304, H307, H308 - New carpet	\$ 25,000	Jun-09	90	Aug-09	* Flooring Package
6686	2.00	Student Services - Recarpet second floor	\$ 50,000	Jun-09	90	Aug-09	* Flooring Package
6683	2.00	Pershing Park - replace screens at tennis courts	\$ 15,000	Jun-09	30	Jul-09	
	1.00	Photovoltaic System Installation (Carports)	\$ 2,350,000	Jun-09	75	Aug-09	
6661	1.00	ECC 5-7, 17, 18, 21 and Bookstore - Repair Roofing -	\$ 75,000	Jun-09	90	Aug-09	
6673	1.00	PE - new landscape at ramps, 3rd floor and La Playa	\$ 100,000	Jul-09	60	Aug-09	* PE Package A
6677	4.25	PE - Repair patio at Gym entry (tar issue)	\$ 50,000	Jul-09	60	Aug-09	* PE Package A
6679	2.00	PE - Sports Pavilion - handrail at upper walkway	\$ 10,000	Jul-09	60	Aug-09	* PE Package A (or earlier)
6638	0.50	Cafeteria /GDR - Install grease trap & replace GDR floor drains	\$ 75,000	Jul-09	30	Jul-09	
6639	0.50	Parking Structure - Pigeon Decontamination	\$ 80,000	Aug-09	30	Aug-09	
6685	3.00	Schott Center - replace heater	\$ 30,000	Aug-09	30	Aug-09	
6640	0.50	La Playa Stadium - Replace bleacher seating -	\$ 50,000	Aug-09	90	Oct-09	
6531	1.00	Student Services - air balance	\$ 125,000	Sep-09	30	Oct-09	
6657	1.00	Campus Wide - Emergency loudspeaker system	\$ 150,000	Sep-09	90	Nov-09	
6647	1.00	ECC 1-15 - Replace HVAC units	\$ 42,000	Oct-09	45	Nov-09	* or HVAC Pkg?
6646	1.00	PE - Replace doors and door hardware - Sports Pavilion	\$ 100,000	Oct-09	150	Feb-10	* PE Package C
6682	1.00	PE - upgrade all restrooms	\$ 200,000	Oct-09	150	Feb-10	* PE Package C
6672	3.00	PE - new cabinets and seating in LFC & HPC	\$ 25,000	Oct-09	150	Feb-10	* PE Package C
6648	1.00	PE - Replace lockers - women & men's locker rooms	\$ 25,000	Oct-09	150	Feb-10	* PE Package C
6656	1.00	Campus Center - Repair columns	\$ 50,000	Oct-09	60	Nov-09	
6644	1.00	Pershing Park - Softball facility upgrade	\$ 200,000	Oct-09	240	May-10	
XXX	2.00	Humanities - Chiller pump retrofit	\$ 25,000	Nov-09	60	Dec-09	
XXX	2.00	Humanities - soundproof rooms 300-303	\$ 33,000	Dec-09	45	Jan-10	
6536	1.00	Schott Center - emergency generator and lighting system	\$ 82,240	Jan-10	60	Mar-10	
6645	1.00	Campus Wide - Upgrade Energy Management System (EMS)	\$ 200,000	Jan-10	180	Jun-10	
6669	1.00	Oak Restoration area - Video surveillance cameras (review)	\$ 40,000	Mar-10	60	Apr-10	
6596	1.00	CC bldg - seismic re-glazing (remainder)	\$ 298,400	Mar-10	120	Jun-10	
6680	1.00	PE - Sports Pavilion - Paint 2nd floor hallway	\$ 17,000	May-10	90	Jul-10	* PE Package D
6675	2.00	PE - paint hallways on first and second floor of pavilion	\$ 25,000	May-10	90	Jul-10	* PE Package D
6643	1.00	Student Services Building - Repair & refinish trellis	\$ 250,000	May-10	60	Jun-10	
6637	1.00	Children's Center - misc. repairs and upgrades	\$ 100,000	May-10	90	Jul-10	
6663	1.00	IDC - Replace flooring & paint interior	\$ 500,000	May-10	120	Aug-10	
6671	2.00	OE, Hum, IDC, PE - Paint interior rooms (misc.)	\$ 25,000	May-10	120	Aug-10	
6666	2.00	LRC - Remodel (Pike): Phase I	\$ 150,000	May-10	120	Aug-10	
6678	3.00	PE - replace bleachers in gym	\$ 50,000	May-10	120	Aug-10	
6687	4.25	Wake - CE Cosmetology conversion by Summer 2010	\$ 1,000,000	May-10	120	Aug-10	
6667	3.00	LRC - Remodel (Pike): Phase II	\$ 150,000	May-10	150	Sep-10	
6658	2.00	Campus Wide - Replace urinals, toilets and drinking fountains	\$ 50,000	May-10	240	Dec-10	
6684	3.00	Schott Center - parking lot resurface	\$ 120,000	Jun-10	90	Aug-10	
6518	3.00	Loma Alta Crosswalk ADA Compliance	\$ 100,000	Apr-11	60	May-11	
6665	2.00	LRC - Heating - install reheast system	\$ 25,000	May-11	90	Jul-11	* HVAC Package
6670	2.00	OE 180 - replace heating system	\$ 20,000	May-11	90	Jul-11	* HVAC Package
6655	1.00	Admin, HRC & MDT (F&O) - Upgrade elevators	\$ 118,000	May-11	90	Jul-11	
6660	4.25	East Campus - Snack Shop	\$ 300,000	May-11	90	Jul-11	
6690	4.25	West Campus - Snack Shop	\$ 300,000	May-11	90	Jul-11	
6681	3.00	PE - Sports Pavilion - Replace Gym Floor	\$ 1,002,793	May-11	120	Aug-11	
6668	2.00	MDT - resurface driveway	\$ 35,000	Jun-11	30	Jul-11	
6689	2.00	Wake Center - resurface parking lot	\$ 300,000	Jun-11	90	Aug-11	
6688	2.00	Wake - replace child size plumbing fixtures w/standard	\$ 25,000	Jan-12	120	Apr-12	
6576	3.00	East Campus - all-weather bus stop	\$ 100,000	Mar-12	90	May-12	
6555	3.00	Horticulture - fencing and path	\$ 90,000	Jun-12	60	Jul-12	
6664	3.00	La Playa - Resurface track	\$ 500,000	Apr-13	90	Jun-13	
6651	3.00	La Playa - Resurface artificial turf	\$ 500,000	Apr-13	120	Jul-13	
6662	3.00	Humanities building - Replace carpets	\$ 525,000	May-13	90	Jul-13	
XXX	1.00	DM - Air Handler Replacement	\$ 248,000	Hold	Hold	Hold	
6653	2.00	PS-101 - Replace seating	\$ 50,000	Hold	Hold	Hold	
6549	3.00	Humanities- Sculpture area roof	\$ 75,000	Hold	Hold	Hold	
6642	1.00	Campus Wide - Chiller coil replacement and coating	\$ 189,200	Ongoing			
6659	1.00	Campus Wide - Upgrade emergency Phone system	\$ 50,000	Ongoing			
XXX	1.00	Backup emergency generator and wiring	TBD				
			\$14,762,633				

These preliminary schedule estimates were determined after considering factors such as site logistics, campus needs, funding availability, analysis and design timelines, DSA review (when required), and College schedules. All costs and dates contained herein are estimates for planning purposes only and are subject to change based upon several factors, including those outlined above. This preliminary estimated schedule will be updated as the program progresses.

**SANTA BARBARA COMMUNITY COLLEGE DISTRICT
DRAFT BUDGET DEVELOPMENT TIMELINE JAN 2, 2009
2009/10**

