MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 22, 1981

4:00 p.m. - Room A-211
Administration Building
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Joyce Powell at 4:07 p.m. in Room A-211, Administration Building, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mrs. Joyce H. Powell, President
Mrs. Kathryn O. Alexander
Dr. Joe W. Dobbs
Mr. Sidney R. Frank (left at 5:30 p.m.)
Mr. Benjamin P.J. Wells
Mr. Guy Parvex, Student Member

Members absent:

Mr. Eli Luria, Vice President
Mr. Gary Ricks

Others present for all or a portion of the meeting:

Dr. Peter R. MacDougall, Superintendent/President and Secretary/Clerk to the Board of Trustees

Mr. M. L. Huglin, Administrative Dean, Instruction
Mrs. Lynda Rodrigues, Administrative Dean, Student Services

Mr. Tony Gilleran, Vice-President, Academic Senate
Ms. Betty Johnson, Vice-President, Associated Students
Ms. Melissa Levine, Reporter, THE CHANNELS
Dr. Barbara Lindemann, President, Academic Senate
Ms. Denise Morris, Assoc. Editor, THE CHANNELS
Mr. Jim Williams, College Information Officer
Ms. Teresa Willis, Chief Photographer, THE CHANNELS
MINUTES - Regular Meeting  
SBCCD Board of Trustees  
October 22, 1981

1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

Others present for all or a portion of the meeting - continued:

Mrs. Betty Bartels, Prin. Clk, Facilities and Operations  
Dr. Ken Berry, Coordinator, Media Services  
Mr. Ben Blake, Student Veteran  
Mr. Pablo Buckelew, Director, Learning Resource Center  
Mr. Bill Cordero, Coordinator, Financial Aids/Veterans  
Mr. John Egglar, Assoc. Professor, Amer. Ethnic Studies  
Mr. Mel Elkins, Asst. Dean, Occupational & Career Education  
Ms. Joyce Hathaway, Office Supervisor, Admissions  
Mr. Richard La Paglia, Advisor, Student Activities  
Mrs. Charlotte Ley, Manager, Bookstore  
Mr. Elgin B. Mason, Veterans’ Advisory Committee  
Ms. Mary Moffatt, Admin. Secretary, Student Services  
Mr. Dan Oroz, Director, Personnel Services  
Mr. David Pickering, Controller, Business Services  
Mr. Charles Restivo, Director, Facilities and Operations  
Mr. John Romo, Asst. Dean, Instructional Operations  
Dr. Richard Sanchez, Asst. Dean, Educational Png. & Development  
Mrs. Judy Schuck, Instructor, Disabled Student Services  
Mr. Dan Walter, Student Veteran

Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all in the audience.

1.4 CLOSED SESSION

None scheduled or held today.

1.5 MINUTES OF REGULAR MEETING OF OCTOBER 8, 1981

Upon motion by Mrs. Alexander, seconded by Dr. Dobbs, the minutes of the regular meeting of October 8, 1981 were approved by the Board of Trustees as delivered.

ADDED: Mr. Frank commented that being absent for the last board meeting, he had missed out on Mrs. Powell's reappointment to a new 4-year term as trustee for Area #1. At this time, he presented her with the Certificate of Appointment (which had been signed by all six board members), and added his own applause to the occasion.
MINUTES - Regular Meeting
SBCCD Board of Trustees
October 22, 1981

1. GENERAL FUNCTIONS - continued:

1.6 HEARING OF CITIZENS

None.

1.7 COMMUNICATIONS

a. REPORT BY THE ACADEMIC SENATE

Dr. Lindemann reported on:

-- Sabbatical Leave Committee is very active at present; held a workshop for interested faculty members on criteria for selection under the new policy; to date, only 10 applications have been received - many of which are for year-long periods.

In response to questions on the new sabbatical policy, Dr. Lindemann stated that: it is anticipated there will be some problem with the 5% requirement but that is solvable; whether the 85% of salary is bringing in some of the younger faculty is unknown at this point.

On committee assignments where faculty member cannot meet the time element, they are re-assigned to another committee.

On committee converting non-credit courses to credit; Curriculum Committee has not completed deliberations - Ad Hoc Committee (membership is composed of more administrators than faculty) will meet next week.

-- Committee in Instructional Reorganization; about five plans have been presented - extreme to limited versions - one plan much like present but with modifications is being reviewed.

Mrs. Powell extended compliments on the well-written Senate minutes by Curt Solberg. Also, she commended the good job by the Non-Credit to Credit Conversion Committee in light of tight funds that may become even less. Mrs. Powell thanked Dr. Lindemann for her report and response to questions.

ADDED:

Dr. MacDougall reported on the following:

1) there would be a series of presentations by staff today to keep board members apprised of important programs.

2) on November 9 there will be six (6) visitors from the Sacramento area for the purpose of:

a) have them gain a solid understanding of SBCC and see programs representing a high level of quality, and
MINUTES - Regular Meeting
SBCCD Board of Trustees
October 22, 1981

1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

a. continued:

ADDED - continued:

b) on our part, become more knowledgeable about Sacramento and obtain their thinking of refinement of financing.

Visitors will meet with college staff and students. A tentative agenda is being finalized and will be made available.

Mrs. Powell requested Dr. Dobbs, Mrs. Alexander, and Mr. Luria to represent the board on that day. Mrs. Alexander and Dr. Dobbs agreed; Mr. Luria will be contacted.

3) Assistance from County Honor Farm is in process of clearing brush areas in Pershing Park and fire lanes.

4) Recent newspaper articles on student transfer issue; have committee analyzing efforts on SBCC campus and what can be done to strengthen transfer education.

5) CCCT Workshop, October 16 in Costa Mesa; attended with Dr. Dobbs; very beneficial; some outcomes will apply to SBCC; follow-up steps will be recommended later.

6) Recent figures from Admissions Office indicate a substantial increase in WSCH - about 12.5%; some due to transfer of non-credit courses to credit program; that is good news.

Negative aspect is doubt of being funded for the increase; the financial bill provided up to 25% limit which funding is also uncertain at this time; all this requires a hard look at planning for spring semester; continued funding for those classes may not be possible.

7) Indochinese grant accepted at last board meeting - expenditures had not been budgeted resulting in a problem of providing about $130,000 from district funds as the grant funds are far below the anticipated level.

Also, at a meeting this week of the Central Coast Computing Authority (CCCA) a budget was presented that exceeds by about $150,000 the amount budgeted. A detailed discussion of this budget will be held on November 2.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

a. continued:

ADDED - continued:

8) In regard to board opinion on recently-passed AB 1369, Mrs. Powell asked for an Ad Hoc Committee of Dr. Dobbs, Mr. Frank, Mr. Luria (Mr. Frank to chair).

9) On a positive note, individual meetings with each department show faculty are very concerned about quality of education; they are committed to improving educational programs; and continue to be responsive to the changing clientele.

Mrs. Powell thanked Dr. MacDougall for all the info items. Some tough decisions had to be made since passage of Prop #13, but this year things will really happen.

Dr. MacDougall added that the USC and CSUC institutions have incurred a 2% budget cut for the present year, and, in addition to other state agencies, budget planning for 1982-83 must be 5% below their present budgets.

Mrs. Alexander commented that the 12.5% increase is a positive note as people are appreciating what is being offered. The frustration is that at a time when community colleges have strong support in use of facilities, the districts are experiencing a "tight" budget crunch.

Mrs. Powell concluded by indicating that meetings may be set soon for some of the board subcommittees to deal with current issues.

b. REPORT ON COMING EVENTS

Mr. Jim Williams reported on items of interest which had been scheduled by Santa Barbara City College and its Continuing Education Division and Community on-campus activities for the period October 23 to November 12, 1981, inclusive.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon motion of Mr. Frank, seconded by Mrs. Alexander, it was passed by the board to approve of the following routine Certificated Personnel items, as described in the attachments:
2. Personnel - continued:

2.1 Certificated Personnel - continued:

a. Routine - continued:

1) Approval of additional temporary hourly instructors, Fall 1981 semester, Attachment 2.1-a(1)

2) Approval of hourly instructors, changes for previously-approved instructors, and consultant (lecturer), continuing education division, Attachment 2.1-a(2)

3) Authorization of travel and conference, Attachment 2.1-a(3)

b. Non-Routine

1) Approval of reduction in contract: Robert A. Frame, Professor, Art Dept., effective Spring 1982 semester, Attachment 2.1-b(1)

   Mr. Oroz stated that a request had been received from Robert Frame for a reduced contract.

   It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the board to approve of a reduction in contract for Robert A. Frame, Professor, Art Department, from full-time to 4/5's time for the 1982 Spring semester.

2) Approval of appointment: Administrative Dean, Student Services

   Dr. MacDougall indicated that the board has been aware of the extensive process conducted for selection of an Administrative Dean. Over ninety applicants were reviewed by the Selection Committee, chaired by Dr. John Kay, and ably performed their function. Of eleven interviews (one applicant withdrew), four names were submitted to the Superintendent/President.

   Dr. MacDougall stated that after his review of the four candidates, it was his pleasure to recommend the appointment of Mrs. Lynda Rodrigues. (This announcement was greeted with enthusiastic applause.)

   It was moved by Mr. Wells, seconded by Mr. Frank, and passed by the board to approve of the appointment of Mrs. Lynda F. Rodrigues as Administrative Dean, Student Services and Activities, (replacing Dr. A. Silvera), effective October 22, 1981.

   Mrs. Powell extended hearty congratulations - pleased with having a woman on the management team and with following policy of promotion from within.
MINUTES – Regular Meeting
SBCCD Board of Trustees
October 22, 1981

2. PERSONNEL – continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

It was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the board to approve of the following routine Classified Personnel items, as described in the attachments:

1) APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), Attachment 2.2-a(1)

2) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON-AND OFF-CAMPUS), GENERAL AND TUTORIAL PROGRAMS, Attachment 2.2-a(2)

3) ACCEPTANCE OF RESIGNATIONS: KATHY KINDRON, ACCT.CLK.SR., PAYROLL (10/23/81): BARBARA STEPHENSON, CUSTODIAN (10/7/81), AND THOMPSON CHARLTON, CUSTODIAN (10/12/81), Attachment 2.2-a(3)

4) APPROVAL OF CHANGE OF SHIFT: GILBERT LOUSTALOT, CUSTODIAN, FACIL. & OPER.DEPT., FROM SWING SHIFT TO GRAVEYARD SHIFT, Attachment 2.2-a(4)

5) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.2-a(5)

6) APPROVAL OF ANNUAL SALARY INCREMENTS, Attachment 2.2-a(6)

b. NON-ROUTINE

1) APPROVAL OF LONGEVITY INCREMENT: LORENZO A. RIVERA, GROUNDS-KEEPER, FACIL. & OPER.DEPT., 20 YEARS OF SERVICE, EFFECTIVE 11/1/81, Attachment 2.2-b(1)

Mr. Oroz indicated that Mr. Rivera was not present today.

A letter of congratulations by the Superintendent/President and a Certificate of Recognition for service to the district have been prepared and will be forwarded to the employee.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the board to approve of a longevity increment (20 years of service) for Lorenzo A. Rivera, effective November 1, 1981

2) APPROVAL OF APPOINTMENT: JEANETTE D. HUGLIN, DEPT.AIDE, ENGLISH/ESL DEPT. (NEW POSITION) EFFECTIVE 10/26/81, Attachment 2.2-b(2)
MINUTES – Regular Meeting
SBCCD Board of Trustees
October 22, 1981

2. PERSONNEL – continued:

2.2 CLASSIFIED PERSONNEL – continued:

b. NON-ROUTINE – continued:

2) continued:

Mr. Oroz recommended the appointment of Jeanette Huglin to the new aide position in the English Department. He noted her background in the educational field.

It was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the board to approve of the appointment of Jeanette D. Huglin as Department Aide (new position), English/ESL, effective 10/26/81.

Mrs. Huglin was present. Mrs. Powell welcomed her to the college staff.

2.3 GENERAL PERSONNEL

No items.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Betty Johnson, ASB Vice-President, reported on: successful Political Candidates Day; upcoming Film Festival on November 6; and a Money Management Workshop (co-sponsored with Women’s Programs) on October 27. (Miss Johnson is chairperson for both the Political Awareness and Entertainment Committees.)

Guy Parvex announced that he was elected Area #9 president of CCCSGA. The annual conference will be held during the month of November in Sacramento, and a second conference in April. Four students will be attending. It is considered a growing experience and an opportunity to meet with people in government.

Mrs. Alexander congratulated Mr. Parvex on his election.

Mrs. Powell thanked Miss Johnson for her report.

3.2 ADOPTION OF RESOLUTION NO. 6 (1981-82) PROCLAIMING A VETERANS RECOGNITION DAY, OCTOBER 28, 1981, Attachment 3.2

Dr. MacDougall indicated that this resolution had been prepared by Bill Cordero, who is responsible for the Veterans’ Program on campus.
3. STUDENT SERVICES - continued:

3.2 continued:

After the reading of the resolution, Mr. Cordero introduced students Ben Blake, Elgin Mason, and Dan Walter - all veterans attending Santa Barbara City College. On October 28, there will be a special program of guest speakers and music in the Free Speech area at noon.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the board to adopt Resolution No. 6 (1981-82) proclaiming a Veterans' Recognition Day on October 28, 1981. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Powell, Mrs. Alexander, Dr. Dobbs, Mr. Frank, Mr. Wells

Noes: None

Absent: Mr. Luria, Mr. Ricks

Mrs. Powell thanked Mr. Cordero and the veterans for attending today's meeting and bringing this to the board's attention.

3.3 PRESENTATION OF EXTENDED OPPORTUNITY PROGRAMS AND SERVICES ANNUAL REPORT

Dr. Gilbert Robledo presented an overview of the EOPS Program for the 1980-81 year. A handout (distributed at the meeting) contained characteristics of EOPS students for the Fall, 1981; 1) brief evaluation of how EOPS students performed during Fall 1980 and Spring 1981 for units completed and average GPA; 2) EOPS allocations for 1980-81 (actual expenditures); 3) a summary of completion of educational and employment goals as of June, 1981; and 4) EOPS Student Characteristics for Fall 1981.

After responding to questions, Mrs. Powell thanked Dr. Robledo for an excellent report.

4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON FIRE SCIENCE TRAINING PROGRAM FOR 1980-81, Enclosure #1

Mr. Elkins spoke briefly to the report contained in Enclosure #1 on the 1980-81 program. This is the only regional program and has now completed a second year. Some 730 individuals enrolled from the North and South Counties, and the program continues to be cost effective.

Mrs. Powell thanked him for his report.
4. CURRICULUM AND INSTRUCTION - continued:

4.2 REPORT ON CALIFORNIA STATE UNIVERSITY & COLLEGES GENERAL EDUCATION

Dr. Richard Sanchez and Mr. Glenn Gaston presented a very comprehensive report on changes in General Education requirements.

A handout (distributed at the meeting) contained: 1) an outline of definitions, CSUC requirements, procedures implemented at Santa Barbara City College in response, and future developments; 2) copy of CSUC Executive Order #338; and 3) General Education requirements that become effective with Fall 1981 term. Plans are to distribute the information to students on a wide basis.

Board members expressed appreciation for the in-depth presentation of a complex issue.

4.3 REPORT ON LEARNING ASSISTANCE CENTER GRANT, Enclosure #2

Mr. Pablo Buckelew stated that last year 9 faculty members were awarded Computer-Assisted Instruction grants. All are completed and in place. Funds approved by the board have encouraged faculty members to move ahead on these special projects. In times of diminishing funds, this has been a good morale booster.

Mr. John Eggler gave a presentation of a Chicano History course that had been developed under and funded by the Learning Assistance Center/Instructional Improvement Grant. The presentation included slides with sound, and was interspersed with comments by Mr. Eggler.

Board members were pleased with the presentation. Mrs. Powell thanked Mr. Eggler for the report.

4.4 REPORT ON HANDICAPPED PROGRAM

Mrs. Judy Schuck reported briefly on: 1) favorable letter that followed last year's audit by the Office of Civil Rights; 2) temporary solution to the inaccessibility for Adaptive P.E. class to P.E. facilities; and 3) possible addition of an evening class and services at night.

Mrs. Schuck also reported that two representatives from the Chancellor's Office had toured campus yesterday. This was in response to a request for funds in order to expand the curriculum in Basic Skills. Staff has advanced in outreaching this year in mainstreaming into other areas. A decision will be forthcoming from the Finance Department.

Mrs. Powell commented that more mainstreaming is very important. Expansion of programs will have to be included in financial discussions coming up. She thanked Mrs. Schuck for her report and expressed appreciation to her staff for their fine work.
5. BUSINESS SERVICES

5.1 ROUTINE

In the absence of the Business Manager, Mr. David Pickering, Controller, presented the business items.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of the following routine Business Services items, as described in the attachments:

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P12-0614 THROUGH AND INCLUDING P12-0726 FOR SUPPLIES, EQUIPMENT AND SERVICES, Attachment 5.1-a

b. AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED ON Attachment 5.1-b AND SUCH OTHER CLAIMS AS MAY ARISE PRIOR TO THE MEETING

c. ACCEPTANCE OF GIFTS ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

<table>
<thead>
<tr>
<th>VALUE</th>
<th>DONOR</th>
<th>DESCRIPTION &amp; PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,050</td>
<td>Shalhoob Company Refrigeration &amp; Air Conditioning, Inc.</td>
<td>One (1) ice-making machine, 500 lb. capacity for Athletic Training Room</td>
</tr>
<tr>
<td>$ 100</td>
<td>Maginnis &amp; Assoc., Inc.</td>
<td>ADN award for Julie LeBourveau</td>
</tr>
</tbody>
</table>

Letters of appreciation will be sent to the donors.

d. APPROVAL OF AUTHORIZED PERSONNEL FOR ISSUING PARKING CITATIONS, Attachment 5.1-d

e. APPROVAL OF AMENDMENT TO 1981-82 MILEAGE ALLOWANCES LIST, Attachment 5.1-e

f. APPROVAL OF AMENDMENT TO THE 1981-82 INSTITUTIONAL MEMBERSHIP LIST: AMERICAN ASSOCIATION OF COMMUNITY AND JUNIOR COLLEGES, Attachment 5.1-f

g. NOTIFICATION OF RECEIPT OF THE 1981-82 BASIC EDUCATIONAL OPPORTUNITY GRANT PROGRAM AUTHORIZATION, Attachment 5.1-g

h. APPROVAL OF ROBERT YOUNG, M.D., AS CONSULTANT TO THE STUDENT HEALTH SERVICES PROGRAM, ON AS-NEEDED BASIS AT $40 PER HOUR FOR THE 1981-82 SCHOOL YEAR

5.2 NON-Routine

a. APPROVAL OF RENEWAL OF REGIONAL FIRE SCIENCE TRAINING PROGRAM AGREEMENT FOR 1981-82

Mr. Pickering indicated that this was a renewal of an agreement to continue a regional program in Fire Science Training,
MINUTES - Regular Meeting  
SBCGD Board of Trustees  
October 22, 1981  

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

a. continued:

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the board to approve of the renewal of the Agreement for the Joint Powers Program in Fire Science Training for 1981-82, as contained in Enclosure #3.

b. PRESENTATION OF DISTRICT FINANCIAL REPORTS, Enclosure #4

Due to the late hour, Mrs. Powell requested that this information item be postponed.

c. PRESENTATION OF REPORT OF SBCC CAMPUS BOOKSTORE, Attachment 5.2-c

Mrs. Charlotte Ley commented briefly that supplies ordered three years ago have been exhausted, thus the large increase in Operating Supplies.

This was an information item only.

5.3 INFORMATION

a. RESULT OF DISPOSAL OF SURPLUS PROPERTY AT COUNTY AUCTION, Attachment 5.3-a

Mr. Pickering indicated that $900.68 were realized from the sale of an old truck and other items.

This was an information item.

b. UPDATE ON CONSTRUCTION PROJECTS, Attachment 5.3-a

Mr. Charles Restivo reported that the following projects are basically complete:

Kiln Room  - district ended up being the General Contractor; going well; a little past the completion date.

Dance Floor- Mr. Restivo read the letter from the architect in which it is stated that any defects should be brought to his immediate attention.

ESL/Writing Labs  - Room #219 has been converted into four (4) spaces with sun screens and louvres; #113 has been divided into three (3) areas for classes.

Drafting Room  - complete; an excellent facility; furniture obtained through VEA funds.
MINUTES - Regular Meeting
SBCCCD Board of Trustees
October 22, 1981

5. BUSINESS SERVICES - continued:

5.3 INFORMATION - continued:

b. continued:

Mrs. Powell thanked him for his report and alerted board members that there will be a tour of these facilities prior to the next board meeting.

6. GENERAL INFORMATION

No items.

7. ADJOURNMENT

Upon motion by Mr. Wells, seconded by Mrs. Alexander, the Board of Trustees adjourned their regular meeting at 6:40 p.m.

ATTEST:

[Signatures]

MRS. JOYCE H. POWELL
President, Board of Trustees
Santa Barbara Community College District

DR. PETER R. MacDOUGALL
Superintendent/President and Secretary/ Clerk to the Board of Trustees

Approved by the Board of Trustees

on November 12, 1981