MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 8, 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 4:05 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. Gary R. Ricks
Mr. Guy Parvex, Student Member

Members Excused (Due to Holiday):

Mr. Sidney R. Frank
Mr. Eli Luria, Vice President

Member Absent:

Mr. Benjamin P.J. Wells

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. Charles Hanson, Business Manager and Assistant Secretary/Clerk to the Board of Trustees
Dr. Martin Bobgan, Administrative Dean, Continuing Education
Mrs. Lynda Rodrigues, Acting Administrative Dean, Admissions
Ms. Melissa Levine, Reporter, THE CHANNELS
Dr. Barbara Lindemann, President, Academic Senate
Mr. Robert Malone, President, Associated Student Body
Mr. Jim Williams, College Information Officer
Mr. George Aldana, Student Senate
Dr. Joseph A. Bagnall, Asst. Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Dr. Ken Berry, Coordinator, Media Services
Ms. Shirley Conklin, Asst. Dean, Health Technology
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. John Dunn, Assoc. Professor, HRM
Ms. C. Julie Esch, Stats. Tech. Appointee, Research & Grants
Mr. Len Everson, Santa Barbara Sports Car Club
Mr. Greg Johnson, Santa Barbara Sports Car Club
Mr. Richard La Paglia, Advisor, Student Activities
Mr. Burton P. Miller, Admin. Asst. to Superintendent/President
Mr. Dan Oroz, Director, Personnel Services
Mr. Mike Pariseau, Santa Barbara Sports Car Club
Miss Dorothy K. Taylor, Community Garden
Mr. John Tobin, Personnel Specialist, Personnel Services

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 SPECIAL MEETING OF SEPTEMBER 17, 1981

Upon motion by Mr. Ricks, seconded by Dr. Dobbs, the minutes of the
special meeting of September 17, 1981 were approved by the Board of
Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Dr. Barbara Lindemann

Dr. Lindemann reported briefly on Senate activities:

1) Committee on instructional re-organization study has met
twice; Dr. Harold Dunn was elected chairperson; received
comments from In-Service Day; further input requested of
all departments; an initial report will be given Represen-
tative Council in November.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

a. REPORT BY ACADEMIC SENATE - Dr. Barbara Lindemann - continued:

2) Representative Council following process of conversion of non-credit to credit classes; concern expressed for maintaining quality; classes will be approved by individual departments and then the Curriculum Committee.

b. ENROLLMENT REPORT ON FALL 1981 - Mrs. Lynda Rodrigues

Mrs. Rodrigues reported that enrollment has occurred in two types of courses. In the traditional semester credit program, a total of 10,614 students are enrolled showing a 6.2% overall increase of which 11.4% increase is in day students and a 4.5% decrease in evening students.

In addition, there are 2,748 students enrolled in the term credit program. This results in a total enrollment figure of 13,362.

Mrs. Rodrigues noted that due to the increase there are additional costs for more classes and hourly instructors. This may be of significance towards the end of the year.

Dr. Bobgan commented that actual figures are not yet available for enrollment of non-credit students in credit, or how long they will remain in class. As for the non-credit classes, it is anticipated that the figures will be as large as in the past. Dr. Bobgan and staff will monitor closely to assess whether fees or converted classes will add an impact to enrollment.

Dr. MacDougall added that the increase in day students and decrease in evening students is the opposite to a current trend. With regard to income generated by the increase, it is assumed that funding will be based up to 2%. Growth will be based on: 1) increase in adult population; 2) unemployment; and 3) increase in refugees. Projections were made on a lower ADA than last year because of funding bill - 250 ADA lower than last year.

Mrs. Powell thanked Mrs. Rodrigues for her report and response to questions.

ADDED:

Dr. MacDougall reported on:

1) As follow-up to Bob Malone's report on parking lot problems, it was noted that the lower lot had received attention; Mr. Hanson and staff were commended for repairs made after contact with City personnel.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED - continued: 2) As a result of the recent visit of Assemblyman Gary Hart, on Monday, November 9, there will be a visit from six (6) legislative aides on campus. Expectations are: a) give them an understanding of our college, especially Continuing Education, and b) learn from them how to communicate more effectively and how to become involved. Details will be announced later.

3) CHANNELS has again received the All American 5-star rating. As a result, they will be one of 20 nominated for the Pace-maker Award (comparable to a National Athletic Award). This is a real tribute to the CHANNELS staff. Results will be known on October 16.

ADDED:

Dr. MacDougall reported on the recent North/South Chief Executive Officers Meeting in Monterey.

-- major emphasis on funding; picture does not look good for next year

-- projections of revenue are not materializing (sales tax/ income tax)

-- with state agencies a freeze on hiring is being considered on budget adjustments during the year; they have been told to plan with a 5% deficit

-- a result of straw vote among Superintendent/Presidents indicates strong support for necessity of some kind of fees; proponent's intent is to introduce a bill this coming year

-- other changes involve decision-making at state level; local control is being questioned

-- this district is faced with contradictions as a result of enrollment increases--have a very viable offering of courses but with questionable funding, we are being penalized for success.

ADDED:

A letter from the CCCT has requested information on the operation of the Washington office. Dr. Dobbs commented that the original aim was for grantsmanship but California seems to get less all the time. The trend moved into more of a lobby atmosphere and it was felt California should have more representation.

Board members expressed a wish for Dr. MacDougall and Dr. Dobbs to prepare responses.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED:

Mr. Ricks reported on the recent ACCT conference: Definitely of value and one of the best for substance of workshops all focussed on educational issues. He came away reinforced in the value of retreats in setting goals and critiquing past actions. He will put his notes into a written report for other board members.

Dr. Dobbs, who also attended, indicated it was most interesting to meet trustees of other states. A new approach to discussions was each table had one person assigned who had expertise in the assigned topic and at a given signal, trustees moved from table to table, depending on subject matter. He will also prepare a written report.

ADDED:

Dr. Dobbs reported the results of the 1981-82 election for CCCT Board of Directors. The following have been elected to the 12 vacancies:

John C. Anderson, Jr., Peralta CCD
Ernest "Chuck" Ayala, San Francisco CCD
Arthur Bronson, Los Angeles CCD
Frances Compton, Marin CCD
Ann H. Duncan, South County CCD
Carol Enos, Rancho Santiago CCD
Daniel B. Grady, San Diego CCD
Ellen Harper, San Luis Obispo CCD
Harry Hiraoka, State Center CCD
Ilona Jo Katz, Santa Monica CCD
Roberta Mason, Lake Tahoe CCD
Eleanore Nettle, San Mateo CCD

c. REPORT ON COMING EVENTS - Mr. Jim Williams

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 9 through October 22.

In addition, he noted that October 28 will be recognized as Veterans' Recognition Day.

1.8 GOVERNING BOARD

a. APPOINTMENT OF GOVERNING BOARD MEMBER, Attachment 1.8-a

Mrs. Powell is unopposed for the board seat representing Area #1 (Carpinteria-Summerland). According to Education Code, she may be seated for a new four-year term expiring on the last Friday in November, 1985.
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1. GENERAL FUNCTIONS - continued:

1.8 GOVERNING BOARD - continued:

a. continued:

The oath of office was administered by Dr. Peter MacDougall, 
Secretary/Clerk to the Board of Trustees.

Mrs. Powell thanked the voters of Carpinteria for their con-
fidence. Those present at the board meeting applauded Mrs. Powell 
on her new four-year term.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Mr. Oroz requested a change in Item 2.1-a(3): the name of 
Timothy Hall should be deleted.

Upon motion by Mrs. Alexander, seconded by Mr. Ricks, it was 
passed by the board to approve of the following routine Certificated 
Personnel items, as described in the attachments, with the above 
change:

(1) APPROVAL OF ADDITIONAL CERTIFICATED HOURLY INSTRUCTORS, 
FALL 1981 SEMESTER, Attachment 2.1-a(1)

(2) APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, CHANGES FOR PRE-
VIOUSLY-APPROVED INSTRUCTORS, HOURLY INSTRUCTORS FOR ADAPTIVE 
& INFIRMED ELDERLY PROGRAMS, SUBSTITUTES, AND CONSULTANTS 
(LECTURERS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

(3) APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENTS, Attachment 
2.1-a(3)

(4) ACCEPTANCE OF RESIGNATION; DOUGLAS D. SMITH, INSTRUCTOR, 
MARINE TECH PROGRAM, EFFECTIVE 6/26/81, Attachment 2.1-a(4)

(5) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.1-a(5)

b. NON-ROUTINE

(1) APPROVAL OF NEWLY-ELECTED CLUSTER LEADERS, Attachment 2.1-b(1)

Dr. MacDougall indicated that Cluster Leaders are elected 
by faculty members within their clusters. A meeting was held
2. PERSONNEL – continued:

2.1 CERTIFICATED PERSONNEL – continued:

b. NON-ROUTINE – continued:

(1) continued:

with each individual, Dean of Instruction and Superintendent/President to explore how each will handle their role and discuss their plans.

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to approve of the faculty listed on Attachment 2.1-b(1) as Cluster Leaders for two-year terms, 1981-82 and 1982-83.

(2) APPROVAL OF ILLNESS (MATERNITY) LEAVE OF ABSENCE: MRS. DIANE J. HANDLOSER, ASSOC.PROFESSOR, FINE ARTS, EFFECTIVE 11/6/81 THROUGH 12/18/81, Attachment 2.1-b(2)

Mr. Oroz stated a request had been received for an illness leave for pregnancy from Mrs. Diane Handloser.

It was moved by Dr. Dobbs, seconded by Mrs. Alexander and passed by the board to approve of a maternity (Illness) leave for Mrs. Diane Handloser, Assoc.Prof., Fine Arts, effective 11/6/81 through 12/18/81. (There may be a slight change in dates, depending on circumstances.)

(3) APPROVAL OF ADMINISTRATIVE SABBATICAL LEAVE: DR. MARTIN BOBGAN, ADMINISTRATIVE DEAN, CONTINUING EDUCATION, Attachment 2.1-b(3)

A request for a two-month sabbatical meets the eligibility requirements of seven (7) service years, as Dr. Bobgan has been with the district almost twenty-one years. His leave will be taken in small increments for purposes of continuity of administration in the division.

It was moved by Mr. Ricks, seconded by Mrs. Alexander, and passed by the board to approve of an administrative sabbatical leave for Dr. Martin Bobgan, Administrative Dean, Continuing Education Division, to be taken during the period October 8, 1981-September 1, 1982.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

It was moved by Mrs. Alexander, seconded by Mr. Ricks, and passed by the board to approve of the following Routine Classified Personnel items, as described in the attachments:
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(1) APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), MAIN CAMPUS AND CONTINUING EDUCATION DIVISION, AND HOURLY APPOINTMENT (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)

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT: C. JULIE ESCH, STATS. TECH., RESEARCH & GRANTS (REPLACING P. PILCHARD), EFFECTIVE 10/12/81, Attachment 2.2-b(1)

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of the appointment of C. Julie Esch as Statistical Technician (replacing P. Pilchard), Research & Grants, effective 10/12/81.

Mrs. Esch was introduced to the board members. Mrs. Powell welcomed her to the staff.

(2) ACCEPTANCE OF RESIGNATIONS OF SANTA BARBARA COMMUNITY COLLEGE DISTRICT DATA PROCESSING EMPLOYEES, EFFECTIVE 9/30/81, AND APPROVAL OF RIGHTS, Attachment 2.2-b(2)

Mr. Oroz indicated that all aspects of the merger of the district's data processing employees with the City's data processing employees into a single unit has been completed. The CCCA has extended employment offers and consequently, the transfer is to take effect October 1, 1981. According to the Education Code and CSEA Agreement, the employees will retain re-employment rights.

It was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the board to accept the resignations delineated in Attachment 2.2-b(2), effective September 30, 1981, and to grant re-employment rights as provided in Education Code Section 88117 and Article 12.2 of the CSEA Agreement.
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(3) APPROVAL OF RECLASSIFICATION OF ARLENE DOUGLAS, SECRETARY, SR., TO SECRETARY, ADMINISTRATIVE, CONTINUING EDUCATION DIVISION, Attachment 2.2-b(3)

Due to reorganization, a classification study was made of the Sr. Secretary position. The results were reviewed and endorsed by CSEA.

It was moved by Mr. Ricks, seconded by Dr. Dobbs, and passed by the board to approve of the reclassification of Arlene Douglas from Secretary, Sr., to Secretary, Administrative, Range 32E, effective October 9, 1981.

(4) APPROVAL OF NEW POSITION AND CLASSIFICATION: COMMUNITY & ADMINISTRATIVE SERVICES SUPERVISOR, RANGE 40, Attachment 2.2-b(4)

Due to the recent retirement of Cal Reynolds, certain functions were transferred from Student Activities area to the Business Services area. A new management position resulted from a study conducted by the Personnel Office. This will be funded by transfer of a portion of funds from the Student Activities account. This was reviewed and endorsed by College Planning Council. It was moved by Mr. Ricks, seconded by Mrs. Alexander, and passed by the board to approve of the establishment of a new position and classification, Community & Administrative Services Supervisor, Range 40, as described in Attachment 2.2-b(4).

2.3 GENERAL PERSONNEL

a. ROUTINE

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

(1) APPROVAL OF PROFESSIONAL VOLUNTEER STATUS, Attachment 2.3-a(1)

(2) APPROVAL OF PROFESSIONAL CONSULTANT (EXPERT) STATUS, Attachment 2.3-a(2)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Robert Malone expressed appreciation for the quick action accomplished in obtaining repairs in the lower parking lot.
3. STUDENT SERVICES - continued:

3.1 REPORT BY ASSOCIATED STUDENTS - continued:

Senate submitted a proposal to the President's office for use of a portion of the lobby in the Campus Center by students.

Dr. MacDougall interjected that the board Facilities Subcommittee had reviewed a request to convert the existing student lounge into a Snack Bar for the HRM Program. In addition, this request from the students will be considered, as all is in the formative stage. A full plan with costs will be presented to the subcommittee.

Mrs. Alexander, member of the subcommittee, commented that the Snack Bar proposal had been reviewed and it is evident there is a need for more facilities due to heavy usage of the cafeteria. The subcommittee was in favor of the concept and authorized staff to proceed with development of plans.

Mr. Malone also reported that only 4 persons filed papers for 9 Senator positions. Senate will cancel the election and confirm appointments of those who signed up and meet the requirements. He added that Senate is more interested in intra-college problems rather than external social problems. With the increase in students, the Senate could have 20 Senators, but it is a question of how effective such a large group could be.

On October 21, from 11:30 to 1:00 p.m. there will be forum of candidates for Mayor and City Council. Another project being pursued is adding more bike racks.

Mrs. Powell thanked him for his report.

4. CURRICULUM AND INSTRUCTION

No items.

5. BUSINESS SERVICES

5.1 ROUTINE

It was moved by Mr. Ricks, 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 P01-2519 THROUGH AND INCLUDING P01-2525 (PRIOR YEAR), AND P12-0357 THROUGH AND INCLUDING P12-0605 FOR SUPPLIES, EQUIPMENT AND SERVICES, Attachment 5.1-a
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

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 GIFT ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-c

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5.2 NON-ROUTINE

a. REQUEST FOR SUNDAY USE OF COLLEGE FACILITIES, Attachment 5.2-a

1) Sunday, October 18, 1981:

Upon recommendation of the Business Manager, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of the use of La Playa Stadium and locker rooms by the Santa Barbara Athletic Association to conduct an annual marathon on Sunday, October 18, 1981.

2) Sunday, November 8, 1981

Mr. Hanson indicated that this event has occurred in the past. When this request was received, the lower parking lots were not repaired. Now with the repair work completed by the City, it was suggested that the club use lot #3 across the street.

Representatives of the car club, Greg Johnson and Mike Pariseau, presented their case for use of lots 2B and 2C as the most appropriate area for their needs.

Dr. MacDougall summarized that it was not appropriate to have such an event running over the newly repaired area. Staff could review the applicants' request and meet on the site to clarify the actual area to be used.

Mr. Hanson indicated there would be no problem if the club could assure the college that they would stay off of the newly-repaired area.

Dr. Dobbs made a motion to approve the request pending review by staff. There was no second made to this motion.

It was moved by Mr. Ricks, seconded by Mrs. Alexander, and passed by the board to approve of the request to have a Sports Car Slalom to be placed by the administration.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

b. APPROVAL OF AGREEMENT FOR USE OF CLINICAL FACILITIES WITH SANTA BARBARA COTTAGE HOSPITAL, Attachment 5.2-b

Mr. Hanson indicated a couple of changes were made for the protection of the college. Item 3.e specifies that the students are not employees.

It was moved by Mrs. Alexander, seconded by Mr. Ricks, and passed by the board to approve of the Agreement with Santa Barbara Cottage Hospital, as contained in Attachment 5.2-b, for the period September 1, 1981 to June 30, 1986.

c. APPROVAL OF THE AGREEMENT WITH THE UCSB FACULTY CLUB AND SBCC HRM DEPARTMENT TO PROVIDE MANAGEMENT SERVICES, Enclosure #1

Mr. Hanson stated that discussions during the summer resulted in an agreement for management of the UCSB Faculty Club by the HRM Department. The agreement has been reviewed by County Counsel.

Mr. John Dunn commented that the operation of that facility will add to the curriculum at City College - club management, bar operations, and guest room management. Any and all payments for student hours will go into the HRM Trust Fund. No new employees will be hired. The agreement is for a one-year period.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of the agreement between the UCSB Faculty Club and the SBCC HRM Department, as contained in Enclosure #1, to provide management for a one-year period, September 9, 1981 through September 8, 1982.

Mr. Dunn thanked the board members for their confidence in the program.

d. ADOPTION OF RESOLUTION No. 5 (1981-82) FOR ACCEPTANCE OF FUNDS FOR EMERGENCY ADULT EDUCATION REFUGEE PROGRAM AND AUTHORIZATION TO EXECUTE CONTRACT, Enclosure #2

Dr. Bobgan indicated that annually grants have been received two and three times during the school year for this program. Although larger amounts have been granted in the past, this grant is a good amount for the time period (end of March, 1982). The amount is about one-fourth of the total cost. It is hoped a second grant will be obtained.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. continued:

Dr. MacDougall added that as of now it is a deficit problem. Staff reviewed the issue earlier in the day and through cost savings hope to meet the needs.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to adopt Resolution No. 5 (1981-82) to accept the grant of $57,424 and to authorize Dr. Joseph Bagnall to act as the district's agent in the execution of the contract for the Emergency Adult Education Refugee Program. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Powell, Mrs. Alexander, Dr. Dobbs, Mr. Ricks

Noes: None

Absent: Mr. Luria, Mr. Frank, Mr. Wells

6. GENERAL INFORMATION

No items.

7. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Mrs. Alexander, the Board of Trustees adjourned their regular meeting at 5:46 p.m.

ATTEST:

MRS. LOYCE A. 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 October 22, 1981