MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

November 12, 1981

3:00 p.m. - CLOSED SESSION
Room A-151
4:00 p.m. - REGULAR MEETING
Room A-211
Administration Building
Santa Barbara City College
Santa Barbara, California

I. 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 4:40 p.m. in Room A-211, Administration Building, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mrs. Joyce H. Powell, President
Mr. Eli Luria, Vice-President
Mrs. Kathryn O. Alexander
Dr. Joe W. Dobbs
Mr. Sidney R. Frank
Mr. Gary R. Ricks (left at 6:04 p.m.)
Mr. Benjamin P.J. Wells
Mr. Guy Parvex, Student Member

Members absent:

None

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

Ms. Melissa Levine, Reporter, THE CHANNELS
Mr. Robert Malone, Associated Student Body President
Mr. Jim Williams, College Information Officer
I. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Ms. Gloria Cathcart, Financial Aid Officer
Mr. Bill Cordero, Coordinator, Financial Aid/Veterans
Mr. Mel Elkins, Asst. Dean, Occup. & Career Education
Mr. Richard La Paglia, Advisor, Student Activities
Ms. Valerie Lewis, Financial Aid Officer
Mr. Ray Rosales, Head Counselor, Counseling Dept.
Ms. Dorothy K. Taylor, Community Garden
Ms. Meg Torres, Sr. Typ. Clk, Veterans Program
Ms. Tina Villegas, Financial Aid Officer
Mrs. Elsie Brandt, Secretary to Superintendent/President

1.3 WELCOME

Mrs. Powell expressed appreciation for the attendance of all board members, and extended a cordial welcome to all in the audience.

1.4 CLOSED SESSION

A scheduled CLOSED SESSION was held in the President's Office, (Room A-151). Upon motion of Mr. Luria, seconded by Mr. Ricks, Mrs. Powell started the session at 3:52 p.m. Present were all seven board members, Mr. Dan Oroz, and Dr. Peter MacDougall.

Mrs. Powell announced that action had been taken in that the results of a discussion on CSEA negotiations will be taken to the next negotiation session on Tuesday, November 17.

Upon motion of Mrs. Alexander, seconded by Mr. Wells, the session ended at 4:38 p.m. whereupon all proceeded to Room A-211 for the regular meeting.

1.5 MINUTES OF REGULAR MEETING OF OCTOBER 22, 1981

Upon motion of Mr. Frank, seconded by Mr. Luria, the minutes of the regular meeting of October 22, 1981 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

Mrs. Powell acknowledged Ms. Dorothy Taylor in the audience who announced that she had brought a rare item from the Community Garden on campus. It was a 28 lb. Tahitian squash which she wished to share with the board members after the meeting.

Mrs. Powell, at a loss for words, thanked her for her thoughtfulness.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE

No report as Dr. Lindemann is attending an Academic Senate Conference.

b. LETTER OF APPRECIATION FROM SANTA BARBARA ATHLETIC ASSOCIATION, Attachment 1.7-b.

Mrs. Powell expressed appreciation for the letter from Mr. Desmond O'Neil.

ADDED: Mr. Ricks stated he had copies of a summary of the ACCT conference. He requested board members to read and discuss it in the near future. (Mr. Wells had also prepared a report on his attendance and distributed copies to the board prior to the meeting.)

Mrs. Powell commented that perhaps a planning session could be scheduled in January and include these papers.

ADDED: Mrs. Powell announced that several board members had taken a tour of recently-renovated facilities on campus prior to the board meeting. (The tour delayed the start of the 3:30 scheduled CLOSED SESSION.)

ADDED: Dr. MacDougall extended congratulations to Mrs. Alexander, Dr. Dobbs, and Mr. Ricks who were re-elected to new four-year terms. This was most fortunate for the college. (These members were greeted with a round of applause from the audience.)

ADDED: Dr. MacDougall also commented on:

1) November 9 visit of Sacramento representatives: attended by board members Mrs. Alexander, Dr. Dobbs, and Mr. Luria; successful event as related to:

a) for them to understand college staff and the college’s unique programs, and

b) for college staff to understand their concerns as representatives of the state. Outcomes were not tangible but staff is in a better position to discuss concerns. Most meaningful was development of a basis for ongoing communication.

This was viewed as a college-wide effort - both in preparing for and conducting. Dr. MacDougall commended faculty, staff and students for their support and participation.

Mrs. Alexander added a high degree of cooperation existed in open discussions, and it was evident that the visitors listened a lot.

Dr. MacDougall indicated that he intended to establish a Political Action Committee that will help to monitor what is happening.

Perhaps another similar visit may be attempted by inviting Gary Hart and his Education Committee.
MINUTES - Regular Meeting
SBCCD Board of Trustees
November 12, 1981

1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED - continued:

2) Meeting with Chancellor Hayward and representatives of the ten districts having large adult education programs. Purpose was to plan strategy for the November 30 hearing on the Sieroty Bill (SB 1018); approach is to be a coordinated one; effect of bill is to further reduce funding for adult education by equalizing available funds between high schools and community colleges.

3) News from Ray Canton that THE CHANNELS has been awarded the Pacemaker award; board recognition will be given at the next meeting.

c. 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 November 13 through December 10, 1981.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon motion of Mr. Wells, seconded by Dr. Dobbs, it was passed by the board to approve of the following Certificated Personnel items, as described in the attachments:

1) APPROVAL OF TEMPORARY HOURLY CERTIFICATED PERSONNEL, Attachment 2.1-a(1)

2) APPROVAL OF ADDITIONAL TEMPORARY HOURLY INSTRUCTORS, FALL 1981 SEMESTER, Attachment 2.1-a(2)

3) APPROVAL OF HOURLY CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTE, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(3)

4) APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENT: ANN Y. WILKINSON, INSTRUCTOR, ENGLISH, Attachment 2.1-a(4)

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

In regard to the coaching appointment of Mike Campitelli, Dr. MacDougall indicated that Harold (Rusty) Fairly requested to be relieved of the coaching assignment for health reasons. Mr. Campitelli will assume the position in Spring and is listed as an hourly employee on this agenda.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

1) APPROVAL OF ILLNESS LEAVE OF ABSENCE: ELAINE C. HARKINS, ASSOCIATE PROFESSOR, ENGLISH, 10/5/81 - 1/26/82, Attachment 2.1-b(1)

Mr. Oroz stated that a request was received from Elaine Harkins for an illness leave through the end of the fall semester.

It was moved by Mrs. Alexander, seconded by Mr. Luria, and passed by the board to approve of an illness leave of absence for Elaine Harkins, as delineated in attachment 2.1-b(1).

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

It was moved by Mr. Ricks, seconded by Mr. Wells, 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), AND HOURLY (CLASSIFIED SERVICE EMPLOYEE), 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) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.2-a(3)


5) APPROVAL OF ANNUAL SALARY INCREMENTS, Attachment 2.2-a(5)

b. NON-ROUTINE

1) APPROVAL OF APPOINTMENT; JOSEPH P. CAUDILLO, MAINT.TRAINEE (NEW POSITION), FACIL. & OPER.DEPT., EFFECTIVE 11/13/81, Attachment 2.2-b(1)

Mr. Oroz indicated that the appointee had been present earlier. This is a new classification of a trainee level.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the board to approve of the appointment of Joseph P. Caudillo, Maintenance Trainee, effective November 13, 1981.
MINUTES - Regular Meeting
SBCCD Board of Trustees
November 12, 1981

2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. ROUTINE

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

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

b. NON-ROUTINE

No items.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Robert Malone, ASB President, extended congratulations to the re-elected board members.

He reported on the following activities:

1) purchase of a coin-operated electric typewriter for student use
2) the recent Film Festival was successful and provided good public relations
3) some funds allocated toward the wind machine project
4) eleven (11) clubs are active and are encouraged to do their own fundraisers
5) development of a portfolio with advertising space to be distributed to students; any profits to be split with clubs
6) Talent Show finalists will perform on Friday for cash prizes
7) Senate is cosponsoring a dance with the Geology Department on Friday, November 20
8) Arts & Crafts Day on December 9, and
9) four (4) senators and two advisors going to the CCC Student Government Association Conference (tomorrow) in Sacramento. Four papers were prepared and submitted for discussion at the conference.

Mrs. Powell thanked Bob Malone for his report.

3.2 PRESENTATION OF ANNUAL FINANCIAL AID OFFICE REPORT, Enclosure #1

Mr. Bill Cordero indicated that Enclosure #1 was the annual report for the 1980-81 year of the Financial Aids Office. There was a 41.5% increase in the number of students served and a 67% increase in available funds over the 1979-80 year. Mr. Cordero introduced his staff: Gloria Cathcart, Tina Villegas, and Valerie Lewis.
MINUTES - Regular Meeting
SBCCD Board of Trustees
November 12, 1981

3. STUDENT SERVICES - continued:

3.2 PRESENTATION OF ANNUAL FINANCIAL AIDS OFFICE REPORT - continued:

In the enclosure, he commented on the summary of the past history of government support (page 2); student budgets (page 10); and the tables showing federal and state funds administered (page 13).

Mr. Cordero indicated that 22% of the student body receive financial aid; recipients carry 6 or more units. It is anticipated that further cuts will set the levels below what was authorized in October, 1980. For first-time students, one out of three who apply get aid.

A handout distributed contained Student Performance Data for 79-80 and 80-81; analysis of 80-81 Financial Aid H.E.W. allocation; and a copy of a letter to recipients suggesting they send a letter of appreciation to area legislators.

Mr. Cordero also responded to various questions from board members.

Dr. MacDougall, in concurrence with board members, commended Mr Cordero and his staff for the excellent operation of the campus Financial Aid Office.

This was an information item; no action was necessary.

3.3 PRESENTATION OF REPORT ON THE SBCC VETERANS OFFICE, Attachment 3.3

Mr. Cordero stated that the attachment contained current information on the Veterans' Office. Past records are not available for comparison as the Veterans' Office has just recently been set up in the same area as the Financial Aids Office. There are 396 veteran students who are served diligently by Meg Torres easing them through all the government forms. (He introduced Meg Torres to the board.)

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF ADVISORY COMMITTEES FOR OCCUPATIONAL EDUCATION, ENCLOSURE #2

Mr. Mel Elkins indicated that Enclosure No. 2 contained the advisory committees for the Occupational Education, Continuing Education Division, and two categorical programs for a total of 356 people with diversity of skills. These people are very important to the program and some continue on as members for several years.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the board to approve of the Advisory Committees for Occupational Education as listed in Enclosure No. 2.
5. BUSINESS SERVICES

5.1 ROUTINE

At the request of the Business Manager, acceptance of the first gift listed on attachment 5.1-c was deferred for further review.

It was moved by Mr. Wells, seconded by Mr. Luria, and passed by the board to approve of the following routine Business Services items, as described in the attachments with the above-noted exception:

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P12-0728 THROUGH AND INCLUDING P12-0923 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, Attachment 5.1-c

<table>
<thead>
<tr>
<th>VALUE</th>
<th>DONOR</th>
<th>DESCRIPTION &amp; PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$115.00*</td>
<td>Santa Barbara-Ventura Research and</td>
<td>Brushed Aluminum Amalgamator, Model #LP60 – for use in Dental Assisting Program</td>
</tr>
<tr>
<td></td>
<td>Education Group</td>
<td></td>
</tr>
</tbody>
</table>

*Value determined by donor

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

e. APPROVAL OF KATHY KINDRON AS A PAYROLL DEPARTMENT CONSULTANT

f. APPROVAL OF APPROPRIATION TRANSFERS #82-010 THROUGH #82-016 AND #82-018 FOR INTERNAL ACTIONS

g. APPROVAL OF PAYMENTS OF LEADERSHIP STIPENDS, Attachment 5.1-g

5.2 NON-ROUTEINE

a. APPROVAL OF SUBMISSION OF FISCAL OPERATIONS REPORT FOR 1980-81 AND APPLICATION FOR PARTICIPATION IN PROGRAMS OF STUDENT FINANCIAL AID FOR 1982-83, Enclosure #3

Mr. Hanson indicated that Enclosure No. 3 contained the annual application for student aid for the 1982-83 year.

It was moved by Mrs. Alexander, seconded by Mr. Wells and passed by the board to approve of the submission of the Fiscal Operations Report for 1980-81 and the application for participation in programs of student financial aid for 1982-83, as contained in Enclosure #3.
MINUTES - Regular Meeting
SBCCD Board of Trustees
November 12, 1981

5. BUSINESS SERVICES - continued:

5.1 NON-ROUTINE - continued:

b. ACCEPTANCE OF FUNDS IN THE AMOUNT OF $27,337 FROM TITLE VII
TEACHER TRAINING CONSORTIUM, Attachment 5.2-b

Mr. John Romo indicated that these funds provide for continuation of an existing program. Official notice has been received from UCSB of funding for a two-year period.

In response to questions, Mr. Romo stated that over the three-year period 18 students have transferred to universities. The program on this campus is considered as a model program throughout the state. There are no part-time students and the first graduates will appear this year.

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the board to accept the Title VII Bilingual Consortium grant funds in the amount of $27,337 for the 1981-82 year.

c. ADOPTION OF RESOLUTION #7 (1981-82) APPROVING OF APPROPRIATION TRANSFERS #82-N01, 82-N02, 82-N03, and 82-N04 TO ADD NEW MONIES TO THE GENERAL FUND, Attachment 5.2-c.

Mr. Hanson indicated that new funds accepted by board action must be channeled to appropriate cost centers.

It was moved by Mr. Wells, seconded by Mr. Luria, and passed by the board to adopt Resolution No. 7 (1981-82) to approve of appropriation transfers #82-N01, 82-N02, 82-N03, and 82-N04 in the total amount of $123,798. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Powell, Mr. Luria, Mrs. Alexander, Dr. Dobbs, Mr. Frank, Mr. Ricks, Mr. Wells
Noes: None
Absent: No one

d. ADOPTION OF RESOLUTION No. 8 (1981-82) APPROVING OF APPROPRIATION TRANSFER #82-017, Attachment 5.2-d

Mr. Hanson indicated that this total sum had been set aside in the Contingency Account for salaries and covers the increase authorized by the board for all Certificated Personnel and Classified/Management/Supervisory/Confidential employees retroactive to July 1, 1981.

It was moved by Mr. Wells, seconded by Mr. Ricks and passed by the board to adopt Resolution No. 8 (1981-82) approving of Appropriation Transfer No. 82-017 in the amount of $488,243. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Powell, Mr. Luria, Mrs. Alexander, Dr. Dobbs, Mr. Frank, Mr. Ricks, Mr. Wells
Noes: None
Absent: No one
5. BUSINESS SERVICES - continued:

5.1 NON-ROUTINE - continued:

e. FILING OF FORMS FOR DISTRICT PARTICIPATION IN SURPLUS PERSONAL
PROPERTY PROGRAM OF THE STATE OF CALIFORNIA, DEPARTMENT OF
EDUCATION, AND ADOPTION OF RESOLUTION No. 9 (1981-82), Attachment 5.2-e

Mr. Hanson stated that in order to participate in the Federal
Surplus Property Program, required forms must be filed every three
years. The program is of benefit to the college.

It was moved by Mr. Wells, seconded by Mr. Ricks, and passed
by the board to adopt Resolution No. 9 (1981-82) for submission of
specific forms to the Office of Surplus Property; as contained in
Attachment 5.2-e. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: No one

f. ACCEPTANCE OF THE KILN ROOM, ALICE F. SCHOTT CENTER AND AUTHORIZATION
TO FILE NOTICE OF COMPLETION

Mr. Hanson stated that the original-accepted contract was for
a total of $16,530. Some minor items were authorized and performed
under the procedure of a purchase order. The contractor presented
these additional items as a change order today. (Copies of the
change order were in board member folders.)

Mr. Luria endorsed all the extra work as producing a good and
permanent facility.

It was moved by Mr. Ricks, seconded by Mr. Luria and passed
by the board to accept the Kiln Room Project as complete for a total
contract amount of $18,492.60 (including the change order) for the
J. W. Bailey Construction Company, and to authorize staff to file
a notice of completion.

g. ACCEPTANCE OF THE DANCE FLOOR, PHYSICAL EDUCATION BUILDING, AND
AUTHORIZATION TO FILE NOTICE OF COMPLETION

Mr. Hanson stated that the Dance Floor has been completed to
specifications and architect's instructions. The accepted bid of
$20,173 was for an unfinished floor. Savings were accomplished by
removal of the old floor by district employees and the lumber stored.
Finishing of the floor was performed by the contractor for the nom-
inal sum of $973.

It was moved by Mr. Frank, seconded by Mr. Wells and passed
by the board to accept the Dance Floor Project as completed by
Haywards' for a total sum of $21,146, and to authorize staff to file
a Notice of Completion.

(At this point, 6:04 p.m., Mr. Ricks left the meeting.)
MINUTES - Regular Meeting
SBCCD Board of Trustees
November 12, 1981

5. BUSINESS SERVICES - continued:
   5.3 INFORMATION
   
a. DISTRICT FINANCIAL REPORTS, (Enclosure #4 of last meeting)

   Mr. Hanson spoke briefly to this item deferred from the
   last board meeting. Investments in the first quarter earned
   16.6% rate interest in 60-90 day accounts.

6. GENERAL INFORMATION

   No items

7. ADJOURNMENT

   As the next regularly-scheduled meeting falls on Thanksgiving Day, it
   was moved by Mr. Wells, seconded by Mr. Luria, and passed by the board to
   cancel the November 26 board meeting.

   Upon motion of Mr. Luria, seconded by Mr. Wells, the Board of Trustees
   adjourned their regular meeting at 6:10 p.m.

ATTEST:

MRS. JOYCE H. BOWELL
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 December 10, 1981, 1981