MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

November 11, 1982
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 City
College District was called to order by President Eli Luria at 4:06 p.m.
on Thursday, November 11, 1982 in Room A-211, Administration Building,
Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mr. Eli Luria, President
Mr. Benjamin P.J. Wells, Vice-President
Mrs. Kathryn Alexander
Dr. Joe Dobbs (left at 5:53 p.m.)
Mr. Sidney Frank
Mr. Gary Ricks (left at 5:30 p.m.)

Member absent:

Mrs. Joyce Powell

Others present for all or a portion of the meeting:

Dr. Peter R. MacDougall, Superintendent/President and
Secretary/Clerk to the Board of Trustees
Dr. Charles Hanson, Business Manager and Assistant Secretary/
Clerk to the Board of Trustees

Dr. Martin Bobgan, Administrative Dean, Continuing Education
Mr. M. L. Huglin, Administrative Dean, Instruction
Ms. Lynda Stevens, Administrative Dean, Student Services

Dr. Barbara Lindemann, President, Academic Senate
Mr. Erasmo Marques, Reporter, THE CHANNELS
Mr. Guy Parvex, President, Associated Student Body
Mr. Jim Williams, College Information Officer

Mr. Robert Bennett, Sr. Custodian, Facilities & Operations
Mr. William Cordero, Asst. Dean, Student Services
Ms. Jane Craven, College Specialist, Disabled Students
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. John W. Dunn, Director, H.R.M. Program
Mr. James Edmondson, Associate Professor, Mathematics
Mr. Mel Elkins, Asst. Dean, Occupational/Career Education
Mr. Steven Metsch, Architect
Mr. Dan Oroz, Director, Personnel

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

1.3 WELCOME

Mr. Luria extended a cordial welcome to all present.

1.4 CLOSED SESSION

None scheduled or held.

1.5 MINUTES OF REGULAR MEETING OF OCTOBER 28, 1982

Upon motion of Mr. Wells, seconded by Mr. Frank, the minutes of the regular meeting of October 28, 1982 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 on:

1) attendance at California Association of Community Colleges conference; sessions on staff development, general education requirements, ways of improving humanities education; many sessions on remedial testing and proper placement; made contact re: events happening statewide and what other districts are working on.

2) Dr. Elaine Cohen and Pablo Buckelew also attended and made contacts with other colleges re: Learning Resource Centers are forming a consortium in the north and are attempting to form one in Southern California.

Mr. Frank questioned if this meant this district would have basic resource materials? would it allow for interchange? Dr. MacDougall and Mr. Huglin are meeting with Mr. Buckelew and Dr. Cohen to determine what planning would result; it is seen as an opportunity to share ideas.
1. GENERAL FUNCTIONS – continued:

1.7 COMMUNICATIONS – continued:

b. REPORT ON COMING EVENTS – Mr. Jim Williams

Mr. Jim Williams reported on items of interest scheduled by Santa Barbara City College and its Continuing Education Division and community on-campus activities for the period of November 12 through December 9, 1982.

c. REPORT ON CURRENT ISSUES – Dr. Peter R. MacDougall

Dr. MacDougall reported on:

-- decertification by the state of classes has been continued; notified prior to Fall semester of loss of 170 ADA ($180,000 - $200,000); that policy was refined by a special committee who reviewed class schedules and catalogs; each district has now received subsequent losses; this district is appealing loss of three finance classes on the basis that they are part of a degree program; deleting them is contrary to the guidelines established for the review process; estimated additional loss will be $30,000-$50,000; reductions begin with the Spring semester; two previously defunded classes have been reinstated – Spanish to Mexico and Aeronautics 3; staff had done an admirable job in reporting of classes for this district.

-- attended an accreditation session; method of evaluating is changing; SBCC may participate in that pilot program.

-- meeting of Finance Commission (CACC) attempting to develop a statement for an initiative to be on the state ballot to help provide sustained funding for community colleges.

-- retreat of Foundation Board very successful; major follow-up required.

-- Mission Statement Committee has completed its assignment; a meeting is needed of the Education Policies Subcommittee.

-- A.D.N. Staff are developing a grant application to the W. K. Kellogg Foundation for more effective assessment of clinical experience of students in local hospitals.

-- he and Dean Huglin are meeting with each division; two meetings so far; gives all a chance to talk out issues, particularly present financial situation.

-- December 1st, Dr. Harold Dunn will give the Annual Faculty Lecture at 1:00 p.m.

Mr. Wells and Dr. Dobbs also commented on their attendance at the CACC Conference.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

A motion was made by Dr. Dobbs, seconded by Mr. Frank, and passed by the board to approve of the following routine Certificated Personnel items, as described in the attachments:

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

(2) APPROVAL OF LECTURERS, CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

(3) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(3)

b. NON ROUTINE

No items.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

A motion was made by Mr. Frank, 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) AND TUTORIAL PROGRAMS, Attachment 2.2-a(2)

(3) APPROVAL OF WORKING OUT-OF-CLASSIFICATION FOR MICHAEL ORNELAS AS CUSTODIAL SUPERVISOR, EFFECTIVE 11/1/82, Attachment 2.2-a(3)

(4) APPROVAL OF ANNUAL SALARY INCREMENTS, Attachment 2.2-a(4)

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

b. NON ROUTINE

(1) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT (15 YRS.): ROBERT BENNETT, SR.CUSTODIAN, FACIL. & OPER. DEPT., EFFECTIVE 12/1/82, Attachment 2.2-b(1)

Dr. Hanson stated that Robert Bennett has served the district well since 1967; one of his hobbies is art; he also served in the Marine Corps.

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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(1) continued:

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the board to approve of a longevity increment (15 years) for Robert Bennett, Sr. Custodian, effective December 1, 1982.

Dr. MacDougall congratulated him and presented a letter of appreciation for his service to the district.

(2) APPROVAL OF PROMOTION: ARLENE DOUGLAS, CERT.PERSONNEL TECH.
(REPLACING J. WOODWARD), EFFECTIVE 11/15/82, Attachment 2.2-b(2)

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the board to approve of the promotion of Arlene Douglas to Certificated Personnel Technician, effective 11/15/82.

2.3 GENERAL PERSONNEL

a. ROUTINE

It was moved by Mr. Ricks, seconded by Mrs. Alexander, 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 2.1-a(1)

b. NON-ROUTINE

No items.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Guy Parvex, A.S.B. President, reported on:

1) election process moving along to select student trustee;

2) Senate will show film "Psycho" on November 19 as fundraiser;

3) Arts & Crafts Day to be held December 1;

4) Senate co-sponsoring International Club activity: different countries each week speaking of their cultures;

5) Student Government Association Conference this coming weekend - some topics will be: function, college calendar, and student activities in other districts;

6) work started to reactivate solar energy equipment on LSG building.

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3. STUDENT SERVICES - continued:

3.1 REPORT BY ASSOCIATED STUDENTS - continued:

Dr. Dobbs indicated that, as far as the tuition issue goes, students will be the most effective voice on that issue, and they should plan to make contact with the legislature.

Mr. Luria thanked him for his report.

3.2 PRESENTATION OF ANNUAL FINANCIAL AID REPORT FOR 1982-83, Enclosure #1

Mr. William Cordero reported on the 1981-82 annual report. An increase of 21% was received for 1981-82 student aid funding over 1980-81. That increase applied to only the California Student Loan Program.

Mr. Cordero also responded to questions from board members.

4. CURRICULUM AND INSTRUCTION

4.1 PRESENTATION OF REPORT ON MATH I INSTRUCTIONAL IMPROVEMENT PROJECT, Enclosure #2

Ms. Jane Craven and Jim Edmondson reported on the restructuring of the Math I (Basic Math) Program during the 1981-82 college year.

It had been a 3-unit course with students working weekly; students received credit when all units were completed with grades assigned upon completion of four tests.

How the course was altered was described by Ms. Craven (and also contained in the enclosure).

During Spring 1982, mini-tests were given to insure mastery of subject matter. Formerly, the percentage of students completing Math I in one semester was 30-40%. That percentage rose to 58% during Fall, 1981, and to 68% in Spring, 1982.

Mr. Edmondson commented that the most important thing is an interested person who is capable. There are now about 650 Math I students, and a large number of "A" students because students may take each test as often as possible.

Mr. Luria thanked them both for their report.

(At the end of this item, 5:30 p.m., Mr. Ricks left the meeting.)

(At this time, the agenda was moved up to Item 5.2-a as a courtesy to those in the audience in attendance for that item only.)
5. BUSINESS SERVICES

5.1 ROUTINE

It was moved by Mr. Frank, seconded by Mrs. Alexander 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 No. P23-0720 THROUGH AND INCLUDING P23-0835 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, Attachment 5.1-b

c) ACCEPTANCE OF GIFTS ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-c

d) APPROVAL OF PROFESSIONAL CONSULTANTS, Attachment 5.1-d

e) APPROVAL OF PAYMENT OF 1982-83 LEADERSHIP STIPENDS, Attachment 5.1-e

f) RATIFICATION OF SUBMISSION OF PROPOSAL FOR VEA SUBPART 3 PROGRAM IMPROVEMENT FUNDS

g) ACCEPTANCE OF 1982-83 ADJUSTED AWARDS FOR THE COLLEGE WORK STUDY (CWS) AND SUPPLEMENTAL EDUCATIONAL OPPORTUNITY (SEOG) PROGRAMS, (CWS - $320,069) and (SEOG - $147,581), Attachment 5.1-g

h) ACCEPTANCE OF VEA ALLOCATION OF $1,415 FOR VOCATIONAL GUIDANCE AND COUNSELING PROJECT, for period through June 30, 1983

Dr. MacDougall commended Mr. Mel Elkins for preparing an outstanding proposal of computer-assisted work for four areas (Item "f").

5.2 NON-Routine

TAKEN OUT OF ORDER

a) APPROVAL OF AUTHORIZATION FOR ARCHITECT TO PROCEED WITH WORKING DRAWINGS, CAMPUS CENTER PROJECT

Dr. MacDougall indicated that John Dunn and Tom Smith have worked earnestly with the architect on the preliminary drawings.

Mr. Steve Metsch displayed drawings and responded to questions from board members. The drawings covered Phase I and Phase II, new Snack Bar and Kitchen renovations. Some modification was made to hide the new Snack Bar within the existing trellis-covered area to accommodate height necessitated by mechanical equipment on the roof. An allowance was made to add three feet on the inside of the building; there is a straight-through food line, and plenty of windows.

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5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

a) continued:

Mr. John Dunn stated that the plan presented today is his original plan of two years ago. The food line is fast paced, as all food is packaged, resulting in the whole system being in good shape. It is a sound educational tool for the fourth semester students to operate as a separate business. There is existing equipment for the Snack Bar.

Also, the renovations to be made in the kitchen area were John Dunn's original design -- only minor change suggested by the architect. It was felt there is funding to carry both projects to a finished project.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the board to authorize the architect to proceed with working drawings for the Campus Center Project.

Mr. Metsch expressed appreciation to staff for their input - they were very respective to all needs in this - plans shown today represented true teamwork.

(During discussion of the above item, Dr. Dobbs left the meeting at 5:53 p.m.)

b) RETROACTIVE APPROVAL OF AGREEMENT WITH SANTA BARBARA SCHOOL DISTRICT AND SANTA BARBARA HIGH SCHOOL DISTRICT FOR USE OF FACILITIES FOR ADULT EDUCATION COURSES, EFFECTIVE JULY 1, 1982

Dr. Hanson indicated that a fee increase has been discussed over the past two years. The anticipated increase was budgeted for the Continuing Education Division.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the board to ratify the agreement with the Santa Barbara School and Santa Barbara High School Districts for use of facilities, effective July 1, 1982.

c) ADOPTION OF RESOLUTION No. 7 (1982-83) AND APPROVAL OF APPROPRIATION TRANSFER No. 83-1 TO ADD NEW VEA MONIES TO THE GENERAL FUND, Attachment 5.2-c

It was moved by Mr. Frank, seconded by Mrs. Alexander, and passed by the board to adopt Resolution No. 7 (1982-83) approving of Appropriation Transfer #83-1 to add $164,420 VEA funds to the General Fund and redistribute to the appropriate cost center. Upon poll of the members, the vote was as follows:

Ayes: Mr. Luria, Mr. Wells, Mrs. Alexander, Mr. Frank
Noes: None
Absent: Dr. Dobbs, Mr. Ricks (Not present for this item), Mrs. Powell
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6. GENERAL INFORMATION

6.1 APPROVAL OF APPOINTMENT OF NEW DIRECTOR FOR THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

It was moved by Mr. Wells, seconded by Mr. Frank and passed by the board to appoint Mr. John Romo as a Director for the Foundation for Santa Barbara City College, effective immediately.

7. ADJOURNMENT

Due to the holidays, it was moved by Mr. Wells, seconded by Mr. Frank, and passed by the board to:

Cancel meeting scheduled November 25, 1982
Cancel meeting scheduled December 23, 1982

Upon motion of Mr. Wells, seconded by Mrs. Alexander, the Board of Trustees adjourned their regular meeting at 6:04 p.m.

ATTEST:

[Signatures]

MR. ELI LURIA
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 9, 1982