MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
January 27, 1983
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 Vice-President Benjamin P. J. Wells on Thursday, January 27, 1983, at 4:02 p.m. in Room A-211, Administration Building, Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mr. Benjamin P. J. Wells, Vice-President
Mrs. Kathryn O. Alexander
Dr. Joe W. Dobbs
Mr. Sidney R. Frank
Mrs. Joyce H. Powell
Mr. Gary R. Ricks

Members absent:

Mr. Eli Luria, President
Mr. Scott Nebenzahl, Student Member

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. Abelino Bailon, Assistant Dean, Continuing Education
Dr. Kenneth Berry, Coordinator, Media Services
Mrs. Lynda Fairly, Administrative Dean, Student Services
Dr. Charles Hanson, Business Manager
Mr. M. L. Huglin, Administrative Dean, Instruction
Mr. William Hull, Laboratory Technician Supervisor, Biological Sciences
Mr. Erasmo Marquez, Reporter, THE CHANNELS
Mr. Burton Miller, Administrative Assistant to the Superintendent/President
Mr. Daniel Oroz, Director, Personnel/Affirmative Action
Mr. Guy Parvex, President, Student Senate
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1.2 ROLL CALL (continued)

Others present for all or a portion of the meeting: (continued)
   Dr. Robert Profant, Professor, Biological Sciences
   Mr. John Romo, Assistant Dean, Instructional Operations
   Mrs. Charlotte Thacker, Secretary
   Mr. Jim Williams, College Information Officer

1.3 WELCOME

   Mr. Wells extended a cordial welcome to all present.

1.4 CLOSED SESSION - None was held.

1.5 MINUTES OF REGULAR MEETING OF JANUARY 13, 1983

   Upon motion by Mrs. Alexander, seconded by Mrs. Powell, the
   minutes of the Regular Meeting of January 27, 1983, were approved
   by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

   None.

1.7 COMMUNICATIONS

   a. 1983 NOMINATIONS TO BOARD OF DIRECTORS, CALIFORNIA COMMUNITY
       COLLEGE TRUSTEES, Attachment 1.7-a

       Upon motion by Mrs. Alexander, seconded by Mr. Ricks, the
       Board of Trustees approved placing Dr. Joe Dobbs' name in
       nomination for membership on the California Community College
       Trustees (CCCT) Board of Directors. Dr. Dobbs, whose present
       term on the CCCT Board of Directors is expiring along with
       twelve other Directors, serves as President of the CCCT Board
       of Directors. He stated that any other nominations he would
       recommend to the Board would be unnecessary, as the district
       boards of trustees will place their names in nomination.

   b: REPORT BY ACADEMIC SENATE - None.

   c. REPORT ON COMING EVENTS - Mr. Jim Williams

       Mr. Williams reported on activities scheduled by the College
       for the period of January 28 through February 10. He announced
       that, in addition to the activities on the flyer he distributed,
       videotapes of the lecture series, Hungry Club Forum, will be
       broadcast on Public Access Channel 19 on Tuesdays and Wednesdays.
1.7 COMMUNICATIONS (continued)

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall reported that preliminary registration figures show 4.3% fewer students for the Spring Semester than for the Spring Semester of 1981-82. He stated that he will ask staff to study the shift between full and part-time students (the figures reflect 8.9 fewer full-time and 4.6 more part-time students) and the lower overall enrollment figures to identify causative factors.

He related that he was attending the Board of Governors' meeting being held that same day and the next (January 27 and 28) in Oxnard. Also meeting is the CACC Committee on Legislation and Finance, of which he is a member. A coalition of Trustees, CEO's, and CACC is working on a draft of an initiative for the 1984 ballot which would effect financing and governance of the community colleges.

Dr. Hanson's staff work was complimented by Dr. MacDougall for keeping erosion and roof leaks to a minimum during the recent rains.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon motion by Mrs. Powell, seconded by Mrs. Alexander, the Board approved the following routine Certificated Personnel items, as described in the attachments:

(1) APPROVAL OF TEMPORARY, CONTRACTUAL APPOINTMENTS, Attachment 2.1-a(1)

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

(3) APPROVAL OF HOURLY INSTRUCTORS, SPRING 1983 SEMESTER, Attachment 2.1-a(3)

(4) APPROVAL OF MATERNITY LEAVE FOR PREGNANCY DISABILITY (SICK LEAVE): JANE METIU, ASS'T PROF., ADN PROGRAM, SPRING SEMESTER, 1983, Attachment 2.1-a(4)

(5) APPROVAL OF MILITARY LEAVE OF ABSENCE (WITH PAY) RICHARD SANCHEZ, ASS'T DEAN, EDUCATIONAL PLANNING AND DEVELOPMENT, EFFECTIVE FEBRUARY 18-25, 1983, Attachment 2.1-a(5)

(6) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(6)
2. PERSONNEL (continued)

2.1 CERTIFICATED PERSONNEL (continued)

b. NON-ROUTINE

(1) APPROVAL OF FIRST YEAR CONTRACT (PROBATIONARY) CERTIFIED PERSONNEL INTO SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1983-84, Attachment 2.1-b(1)

In responding to Mr. Ricks' inquiry of what review is made of the probationary contract personnel, Dr. MacDougall explained that an evaluation by the Department, students, and the Dean of Instruction is prepared for his review. He stated that he is very impressed by the quality of the instructors he is recommending to the Board, both second and third year personnel.

Upon motion by Mr. Ricks, seconded by Mr. Frank, the Board approved the change in status from first year contract to second year contract for those personnel listed on Attachment 2.1-b(1).

(2) APPROVAL OF SECOND YEAR CONTRACT (PROBATIONARY CERTIFIED PERSONNEL INTO THIRD YEAR CONTRACT (REGULAR) STATUS FOR 1983-84, Attachment 2.1-b(2)

Upon motion by Mr. Ricks, seconded by Mr. Frank, the Board approved the change in status from second year contract to third year contract for those personnel listed on Attachment 2.1-b(2).

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board approved the following routine Classified Personnel items, as described in the attachments:

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

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

(3) APPROVAL OF ANNUAL SALARY INCREMENTS AND PERMANENT STATUS FOR ELODIE WEEKS, LABORATORY TEACHING ASSISTANT, HRM, Attachment 2.2-a(3)
2. PERSONNEL (continued)

2.2 CLASSIFIED PERSONNEL (continued)

a. ROUTINE (continued)

(4) APPROVAL OF TRANSFER, BARBARA ARMSTRONG, SECRETARY, SR., FROM HALF-TIME ACADEMIC SENATE TO FULL-TIME COLLEGE INFORMATION, EFFECTIVE 2/1/83, Attachment 2.2-a(4)

(5) ACCEPTANCE OF RESIGNATION, JACK SHANDROFF, MEDIA PRODUCTION COORDINATOR, AUDIO VISUAL, EFFECTIVE 1/11/83, Attachment 2.2-a(5)

(6) APPROVAL OF LONGEVITY INCREMENT, WILLIAM HULL, LAB. TECHNICIAN SUPERVISOR, BIOLOGY, 15 YEARS OF SERVICE, EFFECTIVE 2/1/83, Attachment 2.2-a(6)

(7) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.2-a(7)

Mr. Oroz introduced Dr. Robert Profant, who congratulated Mr. William Hull for his 15 years of service to the District. Dr. Profant described Mr. Hull as the "Radar O'Reilly" of the Biological Sciences Department, and cited as examples of his dedication Mr. Hull's willingness over the years to adjust his schedule and his record of enrolling in any courses in which he felt he needed additional background to perform the responsibilities of his position.

b. NON-ROUTINE

(1) APPROVAL OF RECLASSIFICATIONS: TRISH DUPART, PRINCIPAL CLERK, AND VERA PELIZZONI, TYPIST CLERK, SENIOR, Attachment 2.2-b(1)

Mr. Oroz reviewed the background of the recommended reclassifications, stating that the classification, Tutor Advisor, was a new classification. Mr. Huglin pointed out that the reclassification would actually represent a cost savings to the District, as last year's Readiness Survey had recommended adding another certificated staff member. Instead, Mrs. Cohen and Mr. Buckelew added tasks to their existing assignments, which caused an increase in the responsibilities of Mrs. Dupart and Mrs. Pelizzoni.

Upon motion by Mrs. Powell, seconded by Mr. Frank, the Board approved the reclassification as contained in Attachment 2.2-b(1).
2. PERSONNEL (continued)

2.3 GENERAL PERSONNEL


Upon motion by Mr. Frank, seconded by Mrs. Powell, the Board approved professional volunteer status for Dr. Kato as described in Attachment 2.3-a.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS - Mr. Guy Parvex

Mr. Parvex reviewed the Student Senate activities of the Fall Semester, stating that he is very proud of the individuals with whom he has worked this year. He reported that students followed through on goals identified last year, seeing projects through to completion, including planning for renovation of the Student Center, the Senate Faculty meeting luncheon designed to close the gap between students, faculty, and administration, the holiday fundraising activities for charity, the publication of the Student Government brochure, the talent show, the Leadership retreat, and the Arts and Crafts day.

He stated that the Senate intends to focus efforts next year on building membership to 15 senators, on working with campus clubs to plan events similar to the Student Senate/Geology Club spaghetti feed and western hoedown held this year, and on planning the calendar ahead to allow proper lead time for activity planning.

Mr. Parvex thanked Board members for their help with students on campus, saying that he was especially appreciative of Dr. MacDougall's encouragement and accessibility.

In response to Dr. Dobbs' inquiry regarding the Senate's position on the City's parking proposal, Mr. Parvex reported that, although the students have not taken an official position, he attended the initial environmental impact hearing, making a statement against the proposal.

Dr. MacDougall indicated that it is hoped that the measure's impact (which has been approved) will be modified by an agreement between the College and the City for May, June, and September access to the lots. The College will also try to rent the lower lots from the City, charging a student parking fee so that non-students can be ticketed.

Mrs. Powell thanked Mr. Parvex for his leadership of the students. Mr. Frank attributed the Student Senate's success to Mr. Parvex's example. Dr. MacDougall singled out Mr. Parvex's ability to maintain enthusiasm over a period of time to the final achievement of goal accomplishment. Mr. Wells thanked Mr. Parvex for a job well done.
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3. STUDENT SERVICES (continued)

3.2 APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE, Attachment 3.2

In response to an inquiry by Mr. Frank regarding a comparison with last year's candidates for degrees, Mrs. Fairly stated that the number of students (600-640) who apply to graduate and who do graduate remains constant, with a near identical balance between A.A. and A.S. degrees.

Board members discussed the necessity of obtaining data reflecting data on students who transfer to four-year institutions. Some impediments to follow-up were cited by Dr. MacDougall, but he reported that there is a College committee working on the subject. He stated that the need to identify the College's role in the transfer of students to four-year colleges is of high priority.

Upon a motion by Mr. Frank, seconded by Mrs. Powell, the Board approved conferring upon each of the 109 candidates listed in Attachment 3.2 the Associate in Arts Degree, subject to completion of the state and local requirements for the degree.

3.3 APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE, Attachment 3.3

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board approved conferring upon each of the 65 candidates listed in Attachment 3.4 the Associate in Science Degree, subject to completion of the state and local requirements for the degree.

3.4 ADOPTION OF COLLEGE CALENDAR FOR 1983-84

Upon motion by Mrs. Alexander, seconded by Mr. Ricks, the Board approved adoption of the 1983-84 College Calendar as contained in Attachment 3.4

3.5 APPROVAL OF REVISED INTERDISTRICT AGREEMENT POLICY

During the discussion of this item, Mrs. Fairly explained that many residents of the SBCCCD work in Ventura, and find it easier to attend Ventura College than SBCC. (About 20 Ventura-area residents attend SBCC; about 30 Santa Barbara-area residents attend Ventura College.) This interdistrict agreement is seen as an appropriate accommodation to them.

Upon motion by Mr. Ricks, seconded by Mr. Frank, the Board approved the adoption of the revised Interdistrict Agreement Policy, effective when Ventura Community College District adopts a similar policy.
5. BUSINESS SERVICES

5.1 ROUTINE

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board approved the following routine Business Services items, as described in the attachments:


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. APPROVAL OF PROFESSIONAL CONSULTANTS, Attachment 5.1-c.

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


Dr. MacDougall complimented Dr. Hanson and his staff on the audit reports, stating that they have verified the College's effectiveness in managing its funds, especially in the areas of student aid.

5.2 NON-ROUTINE

a. APPROVAL OF WORKING DRAWINGS AND SPECIFICATIONS FOR THE SNACK BAR AND CAMPUS CENTER RENOVATION, PHASE I AND II, Enclosure 4

Dr. Hanson outlined the timeline of submittal of the drawings and specifications to the Office of the State Architect (OSA), approval from that office, advertising for bids, awarding of the contract, and completion of construction of the snack bar before the beginning of the summer session, with the kitchen renovation to be completed before September 1. It is planned that the food services operation will be provided by the new snack bar while the kitchen is under renovation during the summer session.

Upon motion by Mr. Frank, seconded by Mr. Ricks, the Board approved the working drawings and specifications for the Snack Bar/Campus Center renovation and authorized the District to call for bids.
5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE (continued)

b. USE OF RESERVES/CONTINGENCY, Attachment 5.2-b.

During discussion by the Board, Dr. Hanson explained the possible savings to the District (pay-off in two years if cost is $55,000) of implementing a programmed microprocessor to control energy consumption by cycling energy sources on and off according to room usage.

Dr. MacDougall stated that the District will still be maintaining reserves of 6% with the proposed reinstatement of funds cut from the 1982-83 budget.

Upon motion by Dr. Dobbs, seconded by Mr. Ricks, the Board approved utilization of contingency/reserves from the General Fund in the categories and amounts indicated on Attachment 5.2-b, totaling $221,750.00.

c. APPROVAL OF THE DISTRICT FIVE-YEAR FACILITIES PLAN, Enclosure 5.

Mr. Miller explained that the new five-year plan names erosion control as first priority, removal of handicapped barriers as second, and library expansion as third priority. The original Master Plan of ten years ago identified expansion of classroom space to the West Campus as the major priority, but the Chancellor's Office has determined the campus does not qualify for more floor space in classrooms; consequently, the original plan of building a new library on the west campus has been modified to expansion of the existing library.

Mrs. Powell reported that the District's erosion control efforts will be assisted by the planting of 115 Japanese pine trees which have been donated by a local nursery.

Upon motion by Dr. Dobbs, seconded by Mr. Ricks, the Board approved the plan and its submission to the Chancellor's Office.

d. APPROVAL OF SUBMITTAL OF A PROJECT PLANNING GUIDE FOR EXPANSION OF THE COLLEGE LIBRARY, Enclosure 6

Mr. Miller described the submittal of the PPG to the Chancellor's Office as a preliminary step to enable the District to qualify for funding should funds become available in 1984-85. Mr. Frank reported that the Board's Facilities Committee had endorsed the proposal, which is seen as a more realistic approach than building a new library.

Upon motion by Mr. Ricks, seconded by Mrs. Alexander, the Board approved the plan and its submission to the Chancellor's Office.
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5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE (continued)

   e. ACCEPTANCE OF KELLOGG GRANT OF $101,500 FOR THE COLLEGE'S ADN PROGRAM

Mr. Huglin announced that SBCC is one of six community colleges in the State to be selected as recipients of the Kellogg grants. The activity will evaluate the effectiveness of the College's Associate Degree in Nursing in the clinical setting, with the hope of improving the transition period between students' leaving college and being employed in a medical facility. Mr. Frank wondered about the effect of the Ventura interchange on the program. Mr. Huglin stated that, because the College has more qualified applicants than slots available, we can set special criteria for impacted programs.

6. GENERAL

   Dr. Hanson gave a brief report on discussions taking place in regard to State financing at the meeting of Business Managers.

7. AJOURLMENT

   The next regular meeting is scheduled for February 10, 1983.

   Upon motion by Mr. Frank, seconded by Mrs. Powell, the Board of Trustees adjourned their regular meeting at 5:30 p.m.

ATTEST:

[Signatures]

Mr. Benjamin P. J. Wells
Vice-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 January 27, 1983