MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
December 8, 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 the Board President, Eli Luria, at 4:07 p.m. on Thursday, December 8, 1983, 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 Wells, Vice-President
Ms. Kathryn Alexander
Dr. Joe W. Dobbs
Mr. Sidney Frank
Ms. Joyce Powell

Member absent:

Mr. Gary Ricks

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Abelino Bailon, Assistant Dean, Continuing Education
Dr. Martin Bobgan, Dean, Continuing Education
Ms. Jane Craven, Coordinator, Student Operations
Ms. Trish Dupart, President, CSEA
Ms. Lynda Fairly, Dean, Student Services
Mr. Tony Gilleran, Professor, English
Dr. Joan Grumman, Professor, English
Dr. Charles Hanson, Business Manager
Mr. John C. Kendall, Auditor
Ms. Cecelia Alvarado Kuster, Director, Early Childhood Education
Mr. Veldon Law, Assistant Dean, Continuing Education
Mr. Burton Miller, Assistant to the President
Mr. Dan Oroz, Director, Personnel/Affirmative Action  
Ms. Tessie Schmidt, Reporter, THE CHANNELS  
Ms. Dorothy K. Taylor, Volunteer, SBCC Gardens  
Ms. Ginny Webber, Division Chair, English  
Mr. Alan Wellman, President, ASB  
Mr. Jim Williams, Public Information Officer

1.3 WELCOME

Mr. Luria noted that he would be relinquishing his position as President of the Board of Trustees at this meeting. He stated that, although the year has been a difficult one in terms of state financing, Board members have worked, as usual, as a team, allowing for differences of opinion, and respecting those differences, while working toward common goals. He shared his own long range optimism that the California community college system, with the backing of community members, will emerge from present uncertainties strong and viable. He cited specific factors about Santa Barbara City College of which he is particularly proud. He noted the very fine faculty and staff, pointing out Professor John Kay's recent Faculty Lecture as an example of the excellence of the faculty. He praised the quality of the student body, stating that Student Board Member Kelly Jensen and ASB President Alan Wellman are outstanding representatives of that group. He said that Superintendent/President Peter MacDougall has been one of the best, if not the best, Superintendent/Presidents he has had the privilege to work with. He had praise for the unique programs of the college, stating that they are probably the most effective in the State. He shared his enthusiasm for the work being done by Lana Rose, Executive Director of the Foundation for Santa Barbara City College. Mr. Luria ended his remarks by thanking his fellow Board members for the high level of support they have offered him during his tenure as President of the Board.

1.4 CLOSED SESSION - none.

1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 10, 1983

Upon motion by Dr. Dobbs, seconded by Mr. Wells, the minutes of the Regular Meeting of November 10, 1983, were approved as delivered.

1.6 HEARING OF CITIZENS

Mr. Luria invited Ms. Dorothy Taylor to give the Board an update on activities taking place in the Memorial Garden on campus. Ms. Taylor described the excellent additions which she was able to assist in obtaining for the garden when she and Mr. Jerry Sortomme visited the closing of a local nursery. She said the garden is progressing beautifully, with a student trainee working in it for serveral hours each day, and the fence project completed half-way.
1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Ms. Evanne Jardine

Ms. Jardine began her remarks by sharing the pleasure she has had in working with Mr. Luria, stating that his and other Board members' support of the faculty and college programs has been gratifying.

She reported that Assemblyman Jack O'Connell has recently visited with the faculty, discussing his perceptions of the financial situation facing community colleges. He suggested that faculty become more organized politically, and affirm their commitment to the mission of community colleges, including vocational, adult education, remedial, and transfer programs in order that the colleges' ability to provide service to the community is not eroded as part of the compromises made in State funding.

Ms. Jardine shared her pride in Professor John Kay for the excellence of his recent lecture, stating that she would be leaving the meeting early to participate in an informal faculty discussion of some of the issues raised by Dr. Kay.

b. REPORT BY ASSOCIATED STUDENTS - Mr. Alan Wellman

Mr. Wellman reported on recent activities of the student body. A dance held on November 18, with expenses of $800, came out in the clear financially, and the recent arts and crafts day drew many artisans and resulted in additional funds for the student body. The funds will help in the Student Senate's Fund for Quality Education and Services; a half dozen requests have been received, all of which have good merits. A student committee will be making recommendations to the Senate at large.

Other activities Mr. Wellman described included the recent St. Barbara's Day observation by the Geology Club, Mr. Jensen's, Mr. A. J. Kaiser's, his own, and (perhaps) Mr. Jeff Haas' upcoming attendance at a newly formed student group representing area community colleges. He hopes that students at this campus and others can work together to motivate the student vote.

Mr. Wellman reported that a new club is being chartered on campus, Sgt. Pepper's Party Crew. The club has purely social aspirations, but has enthusiastic supporters.

In response to questions from Board members, Mr. Wellman stated that, although some fraternal organizations are chartered on campus, they appear to be inactive.

Mr. Jensen added his endorsement to the forming of a network of student leaders from the area community colleges. He said that forming ties with other student bodies will assist
in the organization of activities such as Project Independence, a state-wide effort by a coalition of city, county, and education entities to achieve reform in local financing.

c. REPORT ON CURRENT EVENTS - Mr. Jim Williams

Mr. Williams reported on items of interest scheduled by the college for the period of December 8 through January 14.

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall extended his sincere appreciation to Mr. Luria for his outstanding leadership of the Board of Trustees. He stated that he has enjoyed both his personal and professional association with Mr. Luria, which was especially enhanced by his always positive and sincere outlook. He said that he and the college community are indeed indebted to Mr. Luria for these factors and for the time he devoted to the college in his leadership of the Board.

Dr. MacDougall introduced to the Board Mr. Tony Gilleran, who will take over from Ginny Webber the chairing of the English Division during the Spring semester. He introduced Ms. Webber and Dr. Joan Grumman, who will be responsible for the Semester in Cambridge which will begin in the Spring.

Dr. Grumman provided a brief update to the Board on final plans for the program. Forty-one students are committed to the program, and she cited Dr. Kay's emphasis on global concerns as validation of the need for programs that enhance students' appreciation for other cultures.

Ms. Webber endorsed Dr. Grumman's remarks, adding her own enthusiasm for their February 11 departure date.

Dr. MacDougall commended the work that Ms. Webber, Dr. Grumman, and Assistant Dean of Instruction John Romo have done on behalf of the program.

Dr. John Kay's lecture was described by Dr. MacDougall as an outstanding representation of the high quality of the college's faculty. He said that the thoughtfully developed content of the speech, entitled "Positive Liberty and Civic Learning", could easily become a reference point as we look at our own educational program.

In an update of community college financing activities, Dr. MacDougall reported that he, Mr. Luria, and Mr. Jensen had met that week with Senator Hart to explore areas particularly important to SBCC. On the previous day the first organizational meeting of Project Independence was held. The groups is looking at an initiative for establishing a funding base and governance structure for city, county, and
city, county, and educational entities. Dr. Hanson represented the Superintendent/President at that meeting.

Ms. Powell expressed her admiration of Dr. Kay's scholarly presentation of his important concerns, praising his confident and witty presentation along with his cogent remarks.

1.8 GOVERNING BOARD

a. ELECTION OF PRESIDENT AND VICE-PRESIDENT

Ms. Alexander noted that all Board president's put their own stamp onto the position; she said that Mr. Luria's ability to survey situations as complex as arise within the college environment and see what can be done to make things better has made him a wonderful Board president. She thanked Mr. Luria for his contributions to the college.

She nominated Mr. Ben Wells as President of the Board of Trustees, stating that Mr. Wells, a charter member of the Board, is one of the most experienced members of the Board, and one of the best known people in Goleta as a result of his community service there. Mr. Frank seconded her nomination, praising Mr. Wells for past service on the Board, and thanking Mr. Luria for the manner in which he has led the Board. There were no other nominations.

Upon vote of the Board, Mr. Wells was unanimously elected President of the Board of Trustees. Mr. Wells thanked the Board members for their confidence in him, stating his hope that he would perform half as well as Mr. Luria had performed during his term. Mr. Wells assumed the gavel from Mr. Luria.

Dr. Dobbs nominated Mr. Ricks for Vice-President of the Board, citing his years of service as K-12 Board member and his other community activities. Ms. Alexander seconded the nomination. There were no other nominations.

Upon vote of the Board, Mr. Ricks was unanimously elected Vice-President of the Board of Trustees.

b. ESTABLISHMENT OF MEETING DATES, TIME, AND PLACE

Upon motion by Ms. Alexander, seconded by Mr. Luria, the Board established the second and fourth Thursdays of each month as meeting dates, starting at 4:00 p.m., and held in Room-211, Administration Building, Santa Barbara City College.
c. SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 1983-84

New committee memberships for the 1983-84 year were announced:

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<th>Facilities</th>
<th>Finance/Salary</th>
<th>Educational Policies</th>
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<tr>
<td>Mr. Luria, Chair</td>
<td>Dr. Dobbs, Chair</td>
<td>Mr. Frank, Chair</td>
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<td>Dr. Dobbs</td>
<td>Ms. Powell</td>
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<td>Mr. Ricks</td>
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<td>Ms. Powell (alt)</td>
<td>Mr. Ricks (alt)</td>
<td>Mr. Luria (alt)</td>
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2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the following items as contained in the attachments:

(1) APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES, CONSULTANTS, LECTURERS, CONTINUING EDUCATION DIVISION

(2) APPROVAL OF PAYMENT OF 1983-84 LEADERSHIP STIPENDS

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board approved the following items, as contained in the attachments:

(1) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON AND OFF-CAMPUS), GENERAL, AND TUTORIAL PROGRAMS

(2) APPROVAL OF HOURLY APPOINTMENTS: NON-CLASSIFIED PERSONNEL, CONTINUING EDUCATION AND MAIN CAMPUS

(3) ACCEPTANCE OF RESIGNATIONS

(4) APPROVAL OF INDUSTRIAL LEAVE OF ABSENCE

(5) APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE

(6) APPROVAL OF ANNUAL SALARY INCREMENTS

(7) APPROVAL OF LONGEVITY INCREMENT

(8) APPROVAL OF TEMPORARY CHANGE IN ASSIGNMENT

(9) APPROVAL OF TEMPORARY REDUCTION OF ASSIGNMENT

(10) APPROVAL OF WORKING-OUT-OF-CLASSIFICATION
Mr. Oroz called the Board's attention to Item (3) above, noting that Mr. John Tobin's resignation was included. Mr. Oroz stated his thanks to Mr. Tobin for his eight years with the District and for his contributions. He has been in the Personnel Division for three years and, before that, was Payroll Supervisor. He has accomplished much; he developed an outstanding classified employee handbook, implemented the pertinent data processing system in Personnel, implemented the Outstanding Classified Employee Award program, coordinated the Classified Professional Development program, and revised the Classified Personnel Policies, among other achievements. Mr. Oroz stated that Mr. Tobin's departure would be a loss to the District.

Mr. Tobin thanked Mr. Oroz and his former supervisor, Mr. Pickering, for providing him with the opportunity to work for the college. He said that he was leaving with mixed feelings; he will miss the outstanding people with whom he has worked, but looks forward to the challenges of the future.

Mr. Wells and Ms. Powell spoke for all Board members in expressing best wishes to Mr. Tobin.

Dr. MacDougall added his thanks to John for the fine work he has done on the staff, noting that his presence will be missed.

2.3 CLASSIFIED, GENERAL

a. ROUTINE

Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board approved the following, as contained in the attachment:

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS

3. STUDENT SERVICES

3.1 APPROVAL OF RATIFICATION OF ENROLLMENT AND ATTENDANCE PROCEDURES

Ms. Jane Craven, Coordinator, Student Operations, gave the Board a brief review of the enrollment and attendance procedures. Upon motion by Ms. Alexander, seconded by Mr. Luria, the Board ratified the enrollment and attendance procedures as contained in the enclosure.

3.2 APPROVAL OF PROPOSED CHANGES IN STUDENT SERVICES POLICIES

Dean Lynda Fairly discussed the proposed changes in the Student Services Policies. Upon motion by Ms. Alexander, seconded by Mr. Luria, the Board approved the modification/additions to the Student Services policies, as contained in the attachment.
4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF PROPOSED NEW COURSES FOR WINTER 1984, CONTINUING EDUCATION DIVISION

Dr. Bobgan and Dr. Bailon were present and responded to inquiries from Board members regarding the new courses for Winter 1984. Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board approved the new courses for Winter 1984, Continuing Education Division as contained in the attachment.

4.2 ADOPTION OF A FEE SCHEDULE FOR CERTAIN COURSES OFFERED BY THE CONTINUING EDUCATION DIVISION, WINTER TERM, 1984

Upon motion by Ms. Alexander, seconded by Mr. Luria, the Board adopted a fee schedule for non-State funded Continuing Education classes at a level of $1.00 per hour, with a reduced rate of $.75 per hour for senior citizens.

4.3 APPROVAL OF UPDATED EDUCATIONAL MASTER PLAN

Dr. Richard Sanchez was present to give an overview of the plan. Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the updated Educational Master Plan as contained in the enclosure.

5. BUSINESS

5.1 ROUTINE

Upon motion by Ms. Powell, seconded by Mr. Frank, the Board approved the following items, as contained in the attachments:

a. AUTHORIZATION AND/OR RATIFICATION OF RATIFICATION OF PURCHASE ORDERS #P34-0658 THROUGH AND INCLUDING #P34-0739 FOR SUPPLIES, EQUIPMENT, AND SERVICES

b. AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED ON THE ATTACHMENT 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

d. APPROVAL OF PROFESSIONAL CONSULTANT

e. AUTHORIZATION FOR ISSUING PARKING CITATIONS

f. RATIFICATION OF 31 DAY EXTENSION OF AGREEMENT WITH UNITED AIRLINES TO JANUARY 31, 1984
g. RATIFICATION OF CHANGE ORDERS NO. 1 AND 2, HANDICAPPED TRANSITION PLAN (PHASE II), TRICON CONSTRUCTION COMPANY, CONTRACTOR

h. APPROVAL OF APPROPRIATION TRANSFERS NOS. 84-10, 12, 13, 14, 15, 18, 20, 23, 24, 26, 28, 29, FOR INTERNAL TRANSFERS

i. RATIFICATION OF THE SUBMITTAL OF A GRANT PROPOSAL FOR BILINGUAL CAREER GUIDANCE COURSE

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL TO ENGAGE LIBRARY CONSULTANT TO ASSIST WITH PREPARATION OF PROJECT PLANNING GUIDE

Dr. MacDougall noted that during discussions at the recent Board Retreat, one of the areas that was discussed in depth was the Library project; whether the college should proceed at this point with planning to construct an addition to the present building or to plan for a new building on the West Campus. Dr. MacDougall said that he has continued his discussions with faculty and staff, and will continue to study options which could be excercised. Considerable discussion followed.

Upon motion by Ms. Alexander, seconded by Mr. Luria, the Board approved the engagement of a library consultant, with expenditure of funds not to exceed $7,000, to assist with the preparation of a Project Planning Guide for submittal to the Chancellor's Office by February 1, 1984 for construction of a new Library on the West Campus, contingent upon the Superintendent's consultations with the campus community and the proviso that if, in his judgement, there is not sufficient support for this, the Board will be reconvened in time to get an alternate project submitted to the Chancellor's Office before the February 1, 1984, deadline.

b. APPROVAL OF RESOLUTION NO. 9 (1983-84) AUTHORIZING TRANSFER FROM CONTINGENCIES AND PAYMENT TO GOLETA UNION SCHOOL DISTRICT

Upon motion by Dr. Dobbs, seconded by Ms. Alexander, the Board approved Resolution No. 9 (1983-84) authorizing two payments of $117,499.98 plus interest to be made on December 8, 1983 and June 1, 1984, and a transfer of $240,000 be made from appropriations for contingencies.

c. APPROVAL OF CONTRACT INSTRUCTION AGREEMENT WITH SANTA BARBARA COUNTY SCHOOL TO PROVIDE A WORD PROCESSING WORKSHOP EARLY NEXT YEAR

Upon motion by Ms. Alexander, seconded by Mr. Luria, the Board approved the agreement as contained in the attachment.
d. ACCEPTANCE OF FIRE ALARM/CLOCK/ENERGY MANAGEMENT SYSTEM AND AUTHORIZATION TO FILE NOTICE OF COMPLETION, FRANTIMED, INC. (dba WESTERN POWER SYSTEMS), CONTRACTOR

Upon motion by Dr. Dobbs, seconded by Ms. Alexander, the Board approved acceptance of the Fire Alarm/Clock/Energy Management System and authorization to file the Notice of Completion as contained in the attachment.

e. ACCEPTANCE OF THE SNACK BAR PROJECT AND AUTHORIZATION TO FILE NOTICE OF COMPLETION, J.S. OSTRANDER CONSTRUCTION COMPANY, CONTRACTOR

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board approved acceptance of the Snack Bar project and authorized the filing of the Notice of Completion as contained in the attachment.

f. APPROVAL OF THE PARKING FEES PROGRAM EFFECTIVE SPRING SEMES-TER, 1984

Upon motion by Ms. Alexander, seconded by Dr. Dobbs, the Board approved the parking fees program as outlined in the attachment, effective Spring Semester, 1984.

g. APPROVAL OF EXTENTION OF INTERIM AGREEMENT WITH THE CITY OF SANTA BARBARA FOR USE OF LEDBETTER BEACH PARKING LOTS AND THE LEASE OF LA PLAYA PARKING LOTS

Upon motion by Ms. Powell, seconded by Ms. Alexander, the Board approved the extension of the Interim Agreement with the City.

h. ACKNOWLEDGEMENT OF RECEIPT AND REVIEW OF THE AUDIT REPORT FOR SANTA BARBARA COMMUNITY COLLEGE DISTRICT FOR 1982-83 FISCAL YEAR, enclosure

Mr. John Kendall, of Kendall, Kendall, and Co., stated to the Board that his firm would present some formal management letters recommending action in the areas of student finance. He stated that previous recommendations regarding Continuing Education accounting procedures have been corrected.

6. GENERAL INFORMATION - None.

7. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the meeting was adjourned at 6:30 p.m.

APPROVED BY THE BOARD OF TRUSTEES ON JANUARY 12, 1984

ATTEST:

Benjamin J. Wells, President
Board of Trustees

Peter R. MacDougall
Secretary/Clerk to the Board