MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 23, 1983

3:30 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

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 Board Vice-President
Benjamin Wells at 4:20 p.m. on Thursday, June 23, in Room A-211,
Administration Building, Santa Barbara City College, Santa Barbara,
California.

1.2 ROLL CALL

Members present:
   Mr. Benjamin Wells, Vice-President
   Dr. Joe Dobbs
   Mr. Sidney Frank
   Ms. Joyce Powell

Members absent:
   Mr. Eli Luria, President
   Ms. Kathryn Alexander
   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, Administrative Dean, Continuing Education
   Ms. Patricia Canning, Financial Aids Advisor
   Ms. Lynda Fairly, Administrative Dean, Student Services
   Dr. Charles Hanson, Business Manager
   Ms. Zoe Iverson, Director, Children's Center
   Ms. Mary James, Sr. Typist Clerk, Secretarial Support
   Mr. Daniel Oroz, Director, Personnel/Affirmative Action
   Ms. Lois Quiros, Typist Clerk, Children's Center
   Mr. John Romo, Assistant Dean, Instruction
   Ms. Simone Woodcock, Principal Clerk, Secretarial Support
1. GENERAL FUNCTIONS (continued)

1.3 WELCOME

Mr. Wells welcomed Board members and others present for the meeting.

1.4 CLOSED SESSION

Upon Motion by Dr. Dobbs, seconded by Mr. Frank, Mr. Wells called the membership into Closed Session at 3:42 p.m. In attendance were Mr. Wells, Dr. Dobbs, Mr. Frank, and Ms. Powell. Also present were Dr. Peter MacDougall and Mr. Daniel Oroz.

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Closed Session ended at 4:15 p.m. All proceeded to Room A-211 for the Regular Meeting.

Mr. Wells announced that a discussion had been held regarding personnel matters and contract negotiations.

1.5 MINUTES OF THE SPECIAL MEETING OF JUNE 2, 1983

Upon motion by Dr. Dobbs, seconded by Mr. Wells, the Minutes of the Special Meeting of June 2 were approved as delivered.

1.6 HEARING OF CITIZENS - None.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - None.

b. REPORT BY ASSOCIATED STUDENTS - None.

c. REPORT ON COMING EVENTS - Mr. Jim Williams

Mr. Williams reported on activities scheduled by the college for the period of June 24 to July 14, 1983, calling particular attention to the Dedication of the SBCC Memorial Garden, the beginning date of Summer Session Registration, the Independence Day Holiday, and the Santa Barbara Repertory Theatre's coming presentations of Brigadoon, Cat on a Hot Tin Roof, and What the Butler Saw.

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall noted that Summer Session Registration is proceeding very successfully with the new on-line computer system. He commended Ms. Fairly and the Student Services staff, Mr. Miller and the CCCA staff.

He thanked Ms. Fairly for the fine work she did in planning and coordinating the recent Commencement exercises.
1. GENERAL FUNCTIONS (continued)

1.7 COMMUNICATIONS (continued)

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall (continued)

Dr. MacDougall stated that the recent breakfast meeting with Senator Gary Hart and board members and chief executive officers of SBCC, Ventura College, and Hancock College was very helpful in reinforcing for Senator Hart the importance of funding for community colleges.

He reported that there is still a lack of clarity in Sacramento regarding what community college funding will be for the new fiscal year. He described recent activities regarding the progress of funding bills. In respect to local business leaders, he said, the college is fortunate; the Santa Barbara Chamber of Commerce will be sending a letter to the governor in support of community college funding.

1.8 GOVERNING BOARD ACTIONS

a. ADOPTION OF RESOLUTION No. 23 (1982-83) APPROVING GOVERNING BOARD MEMBER ELECTION, Attachment 1.8-a

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board adopted the resolution by the following vote:

Ayes: Mr. Wells, Dr. Dobbs, Mr. Frank, Ms. Powell.
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks

b. ADOPTION OF RESOLUTION No. 24 (1982-83) PERTAINING TO THE CANDIDATES' STATEMENTS FOR GOVERNING BOARD ELECTIONS, Attachment 1.8-b

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board adopted the resolution by the following vote:

Ayes: Mr. Wells, Dr. Dobbs, Mr. Frank, Ms. Powell
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

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

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

(2) APPROVAL OF ADDITIONAL INSTRUCTORS - SUMMER SESSION 1983

(3) APPROVAL OF TEMPORARY HOURLY CERTIFICATED PERSONNEL, SUMMER SESSION 1983

(4) APPROVAL OF CONTINUATION OF REDUCED WORKLOAD: RON ADLER

(5) APPROVAL OF RESIGNATION: BETTY SONGER

(6) APPROVAL OF EARLY RETIREMENT INCENTIVE EMPLOYMENT AGREEMENT HAROLD M. DUNN

b. NON-ROUTINE

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

(1) APPROVAL OF FACULTY EXCHANGE: PAUL MCCLUNG

(2) APPROVAL OF REASSIGNMENT: DR. GILBERT ROBLEDOD, COORDINATOR, STUDENT OPERATIONS

(3) APPROVAL OF TEMPORARY APPOINTMENT: JANE CRAVEN, ACTING COORDINATOR, STUDENT OPERATIONS

(4) APPROVAL OF CHANGE IN CERTIFICATED SELECTION PROCEDURES, POLICY 1412.5, INTERVIEWING

(5) APPROVAL OF APPOINTMENTS OF FIRST YEAR CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL: MUSIC, MATHEMATICS DEPARTMENTS

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

(1) APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES)

(2) APPROVAL OF APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES)
2. PERSONNEL (continued)

2.2 CLASSIFIED PERSONNEL (continued)

a. ROUTINE (continued)

(3) APPROVAL OF STUDENT APPOINTMENTS: TUTORIAL

(4) APPROVAL OF HEALTH LEAVE OF ABSENCE: VES HALL, CUSTODIAN, FACILITIES AND OPERATIONS

(5) APPROVAL OF HEALTH LEAVE OF ABSENCE WITHOUT PAY: JOSEPH SCOTT, CUSTODIAN, FACILITIES AND OPERATIONS

(6) APPROVAL OF PERSONAL LEAVE OF ABSENCE WITHOUT PAY: BARBARA KINDRON, PABX OPER./RECEPTIONIST, AND TERRI FAWCETT, STATISTICAL CLERK, SR., FINANCIAL AIDS

(7) APPROVAL OF LONGEVITY INCREMENT: MARY JAMES, TYPIST CLERK, SR., SECRETARIAL SUPPORT, 15 YEARS OF SERVICE

Mr. Oroz introduced Mr. Romo, who told the Board that it has been a real pleasure for him to work with Ms. James. He described her cheerfulness and sense of humor as a definite asset, and stated that the quality of work she does is a great benefit to the college.

Ms. Simone Woodcock stated that she, too, believes it to be a pleasure to have Mary on the staff.

Mr. Oroz cited the excellent work that Ms. James had just completed in typing up new Rules and Regulations.

(8) APPROVAL OF ANNUAL SALARY INCREMENTS (FIVE)

(9) ACCEPTANCE OF RESIGNATIONS: JENNIE HRUDEN, SECRETARY, SR., MARINE TECH., AND PEGGY WHITNEY, SECRETARY, SR., CONT. ED./ALHECAMA

b. NON-ROUTINE

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

(1) APPROVAL OF TRANSFER: RITA BROOKS, TYPIST CLERK, INT., REPLACING C. CONNELL, COUNSELING

(2) APPROVAL OF CHANGE IN ASSIGNMENT FOR TERRY JONES, TYPIST CLERK, INT.

(3) APPROVAL OF EXTENSION IN ASSIGNMENT: SHARON CALDERON, TYPIST CLERK, INTERMEDIATE, FROM ½ TIME-10 MONTHS TO PT-10 MONTHS, EFFECTIVE SEPTEMBER 1, 1983
2. PERSONNEL (continued)
   2.2 CLASSIFIED PERSONNEL (continued)
   b. NON-ROUTINE (continued)

(4) APPROVAL OF APPOINTMENT: WYNAND VAN GENT, LAB TEACHING ASST., HRM, REPLACING B. DEWITT-ANDERSON

(5) APPROVAL OF APPOINTMENT: PATRICIA CANNING, FINANCIAL AIDS ADVISOR, FINANCIAL AIDS, REPLACING G. CATHCART

Mr. Oroz introduced Ms. Canning to the Board, and extended a welcome to her.

(6) APPROVAL OF APPOINTMENT: AUDRE ROSENBERG, SPEC. PROGRAMS ADVISOR, EOPS, CATEGORICALLY FUNDED NEW POSITION

Mr. Oroz stated that Ms. Rosenberg was unable to be present.

(7) APPROVAL OF APPOINTMENT: LOIS QUIROS, TYPIST CLERK, CHILDREN'S CENTER, CATEGORICALLY FUNDED NEW POSITION

Mr. Oroz introduced Ms. Quiros to the Board, and extended a welcome to her.

(8) APPROVAL OF RECLASSIFICATION OF BARBARA WILLIAMS, TESTING TECHNICIAN, RANGE 28, TO ASSESSMENT TECHNICIAN, RANGE 37

3. STUDENT SERVICES

3.1 ADOPTION OF CHANGES TO THE BY-LAWS OF THE STUDENT SENATE CONSTITUTION

Mr. Frank expressed some doubt at the advisability of reducing the required Grade Point Average of the Student Member of the Board of Trustees from 3.0 to 2.0. Dr. Dobbs reported that the subject had been discussed by the Board's Educational Policies Committee, and that it had been endorsed as a reasonable measure to take pending the establishment of the legality of present qualifications. He reported that Mr. Parvex had brought to the Committee's attention the Attorney General's recently being asked to make a recommendation on qualifications.

Mrs. Powell stated that she would be more interested in being certain that student trustees continue to be required to register in and pass a minimum of 9 units per semester than retaining the GPA requirement. Dr. Dobbs concurred.

Dr. MacDougall stated that his recommendation that the minimum GPA be modified is based primarily on maintaining a good legal position. He referred to recent litigation in which the court ruled in favor of the student.

Mr. Wells reminded members that the proposed modification would bring student trustee qualifications into line with those of student body president.

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board approved adoption of the changes to the by-laws of the Student Senate as indicated in the attachment.
3. **STUDENT SERVICES (continued)**

3.2 **ADOPTION OF CHANGES TO COLLEGE STUDENT PERSONNEL POLICIES**

Dean Fairly explained to Board members that the three policy items relating to improving student readiness and retention efforts will be implemented along with an in-service for counselors on how to deal with situations as they emerge.

Dr. Dobbs suggested follow-up on reasons for students leaving school, and expressed interest in reviewing a report done by the counseling staff in a past year described by Dean Fairly as thoroughly tabulating reasons given by students for leaving school.

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the changes to the Student Personnel Policies as indicated in the attachment.

4. **CURRICULUM AND INSTRUCTION**

4.1 **APPROVAL OF A POLICY ON PROFIT SHARING WITH LOCAL GROUPS WISHING TO CO-SPONSOR EVENTS OR PROGRAMS WITH THE CONTINUING EDUCATION DIVISION**

Dr. Bobgan and Dr. MacDougall stated to the Board that the proposed policy outlining operational procedures for the approval of proposals from non-profit organizations to co-sponsor programs and events with the Continuing Education Division contains safeguards so that the process will not be abused.

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board approved the policy as indicated in the attachment.

4.2 **APPROVAL OF GENERAL EDUCATION AND GRADUATION REQUIREMENTS**

Dr. MacDougall reported that, although the indicated recommendations for changes to the requirements were initiated by a need to conform to changes in Title V, very few changes were required at SBCC; the process has stimulated much discussion on the role of general education, however. He stated that the proposed revisions are considered to be interim by the General Education Review Committee, and that they plan to continue their activities in order to propose more comprehensive changes for the Spring of 1984.

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the new General Education and Graduation Requirements as indicated in the enclosure.

4.3 **APPROVAL OF ADDITIONAL CLASSES TO BE OFFERED DURING SUMMER SESSION 1983**

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board approved the additional Summer Session 1983 class as indicated in the attachment.
4. CURRICULUM AND INSTRUCTION (continued)

4.4 REPORT ON THE SEMESTER ABROAD PROGRAM IN CAMBRIDGE, ENGLAND, PLANNED FOR THE SPRING 1984 SEMESTER

Mr. Romo commented on information presented in the attachment, emphasizing that participating students will be enrolled in 16 units of study while abroad. The two instructors, Ms. Jennie Webber and Dr. Joan Grumman, are certifiable to teach the history, art history, science, contemporary issues, and English courses which will be offered. He stated that Mr. Paul McClung, who will be abroad on a Fulbright exchange, will be able to assist the program. Mr. Romo expressed the enthusiasm of all involved, stating that the program was consistent with the College Mission and with college goals of making students aware of the global community.

4.5 APPROVAL TO OFFER A SIX-WEEK SUMMER SESSION CHILD CARE CENTER PROGRAM FROM JUNE 27, 1983, THROUGH AUGUST 7, 1983

Ms. Zoe Iverson was present to answer Board members' questions regarding the summer program of the Child Care Center. She said that 17 families are enrolled, with six being subsidized by EOPS funds. All children are dependents of SBCC employees.

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved offering the six-week summer program as indicated in the attachment.

5. BUSINESS SERVICES

5.1 ROUTINE

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

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P23-2195 THROUGH AND INCLUDING P23-2457 FOR SUPPLIES, EQUIPMENT, AND SERVICES

b. AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED AND SUCH OTHER CLAIMS AS MAY ARISE PRIOR TO THE MEETING

c. ACCEPTANCE OF GIFTS ON BEHALF OF THE FOUNDATION FOR SBCC

d. APPROVAL OF APPROPRIATION TRANSFERS 83-113 THROUGH 83-151 FOR INTERNAL ACCOUNTING PURPOSES

e. APPROVAL OF CAFETERIA, SNACK SHOP, AND DINING ROOM PRICES, 1983-84

f. APPROVAL OF SUNDAY USE OF FACILITIES

g. APPROVAL OF TRAVEL AND CONFERENCE EXPENDITURES
5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE

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

a. APPROVAL OF AGREEMENT WITH GOLETA SCHOOL DISTRICT FOR MOWING SERVICES AT GVAEC

b. ACCEPTANCE OF COLLEGE LIBRARY RESOURCES GRANT

c. APPROVAL OF THE 1983-84 TENTATIVE BUDGET

Dr. Hanson stated that the tentative budget is within $40,000 of being balanced, and that the final budget, to be presented in August, is expected to be balanced.

Dr. MacDougall commended Dr. Hanson, his staff, faculty, and others who have been involved in the budget preparation.

Dr. Dobbs, in commenting on the Reserves, emphasized that some institutions have experienced serious difficulties by depleting their reserves. Dr. MacDougall stated that, at 3%, SBCCD has gone into Reserves as far as it should go, and that he would not recommend further depleting of the Reserves. He noted that, in using Reserves, the Board had made two very significant decisions; to offer a 2% one-time-only salary adjustment for 1983-84, and to pay off the commitment to CCCA (in order to effect long-term economies).

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the 1983-84 Tentative Budget as indicated in the enclosure.

d. APPROVAL OF A LOAN FROM THE BUILDING TO THE CAFETERIA ACCOUNT

Board members discussed pay-back arrangements for the proposed loan. Dr. MacDougall stated that cafeteria revenues would be utilized to pay back the Building Fund prior to being used for repaying the HRM Trust. Dr. MacDougall reminded Board members that the HRM Trust is under the direction of the Board of Trustees, and that uses of the fund could be decided by the Board.

Upon motion by Mr. Frank, seconded by Ms. Powell, the Board approved the loan of $230,000 from the Building Fund to the Cafeteria Fund as indicated in the Agenda and in the attachment.
5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE (continued)

e. ADOPTION OF RESOLUTION #25 (1982) APPROVING THE AGREEMENT WITH THE CALIFORNIA STATE DEPARTMENT OF EDUCATION FOR CHILD CARE AND DEVELOPMENT SERVICES FOR 1983-84

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board adopted Resolution #25 (1982-83) approving the agreement with the California State Department of Education for Child Care and Development Services for 1983-84 by the following vote:

Ayes: Mr. Wells, Ms. Powell, Mr. Frank, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks

f. ADOPTION OF RESOLUTION #26 (1982-83) AUTHORIZING MEMBERSHIP IN THE JOINT POWERS AGREEMENT OF SOUTHERN CALIFORNIA COMMUNITY COLLEGE DISTRICTS SELF-FUNDED INSURANCE AGENCY (SCCCDSFIA)

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board adopted Resolution #26 (1982-83) authorizing membership in the joint powers agreement with SCCCDSFIA and providing for execution of the official documents by the following vote:

Ayes: Mr. Wells, Ms. Powell, Mr. Frank, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks

g. APPROVAL OF BID FOR FIRE ALARM/MASTER CLOCK/MECHANICAL EQUIPMENT CONTROL SYSTEM

Dr. MacDougall commended Dr. Hanson, Mr. Restivo, and their staffs for the work that they have done on this project. He said that staff feels strongly that it will be only a few years before the system pays for itself.

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the acceptance of the bid from Frantimed for the contract for the Fire Alarm/Master Clock/Mechanical Equipment Control System in the amount of $161,910 as indicated in the attachment.
5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE (continued)

h. APPROVAL OF RESOLUTION #27 (1982-83) TRANSFERRING THE BALANCE IN THE SPECIAL RESERVE FUND TO THE DESIGNATED RESERVE FUND

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board adopted Resolution #27 (1982-83) transferring the $10,469 Special Reserve Fund balance to the Designated Reserve Fund by the following vote:

Ayes: Mr. Wells, Ms. Powell, Mr. Frank, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks

i. ADOPTION OF RESOLUTION #28 (1982-83) AND APPROVAL OF APPROPRIATION TRANSFER #83-N11 ADDING NEW MONIES TO THE GENERAL FUND

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board adopted Resolution #28 (1982-83) authorizing the increase of accounts by $116,235, as indicated in the attachment, by the following vote:

Ayes: Mr. Wells, Ms. Powell, Mr. Frank, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks

j. ADOPTION OF RESOLUTION #29 (1982-83) ESTABLISHING THE 1983-84 APPROPRIATION LIMIT

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board adopted Resolution #29 (1982-83) establishing a $27,142,527 appropriations limit for 1983-84 by the following vote:

Ayes: Mr. Wells, Ms. Powell, Mr. Frank, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Ms. Alexander, Mr. Ricks

k. RECOMMENDED ADOPTION OF RESOLUTION #30 (1982-83) AUTHORIZING A $285,000 TRANSFER FROM CONTINGENCIES FOR DATA PROCESSING EQUIPMENT

Dr. MacDougall requested that this item be deleted from consideration. He explained that this resolution would need the affirmative votes of five board members (four were present), and that County Counsel had informed staff that Resolution #20 of May 12 would meet the legalities of the situation.
MINUTES - Regular Meeting  
SBCCD Board of Trustees  
June 23, 1983

5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE (continued)

1. APPROVAL OF PROCUREMENT OF LIABILITY AND PROPERTY INSURANCE  
   JULY 1, 1983 THROUGH JUNE 30, 1984

   Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the payment of property and liability insurance premiums as outlined in the Agenda item.

6. GENERAL INFORMATION

Dr. MacDougall discussed the schedule of summer Board meetings with the Board members. It was decided that the two meetings in July would probably be held, pending budget preparation schedules.

7. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the meeting was adjourned at 5:43 p.m.

ATTEST:

[Signatures]

Mr. Eli Luria, President  
Board of Trustees  
Santa Barbara Community College District

Dr. Peter R. MacDougall  
Superintendent/President and Secretary to the Board of Trustees

Approved by the Board of Trustees

on July 14, 1983, 1983