MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 14, 1983

4:00 p.m. - CLOSED SESSION
Room A-151

4:30 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 the Board President, Eli Luria, at 4:45 p.m. on Thursday, July 14, 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
Dr. Joe Dobbs
Mr. Sidney Frank
Mr. Gary Ricks

Members absent:

Mrs. Kathryn Alexander
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. Martin Bobgan, Administrative Dean, Continuing Education
Mr. Ray Canton, Asst. Professor, Journalism
Mr. Wai Chan, Audio Visual Department
Ms. Jane G. Craven, Coordinator, Student Operations
Mr. Val Delvecchio, Audio Visual Department
Ms. Trish Dupart, President, CSEA
Mr. Melvin Elkins, Asst. Dean, Instructional Division
Mr. Glenn Gaston, Coordinator, Student Development
Mr. Charles Hanson, Business Manager
Mr. Michael Hoffman, Editor, THE CHANNELS
Mr. Veldon Law, Asst. Dean, Continuing Education
Mr. Dan Oroz, Director, Personnel/Affirmative Action
Miss Dorothy K. Taylor, Volunteer, Community Garden
Mr. Bruce Wagner, Cognitive Development Services

1.3 WELCOME

Mr. Luria welcomed Board members and others present for the meeting. He apologized to Miss Taylor for not being able to attend the recent dedication of the Margaret Ruth Taylor Memorial Garden, saying that he has been informed that the event was very successful. Mr. Frank shared his regret, also, at not being able to attend.

1.4 CLOSED SESSION

Upon Motion by Mr. Frank, seconded by Dr. Dobbs, Mr. Luria called the membership into Closed Session at 4:00 p.m. In attendance were Mr. Luria, Dr. Dobbs, Mr. Frank, Mr. Ricks (arrived at 4:19 p.m.), and Mr. Wells. Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Closed Session was adjourned at 4:40 p.m. Mr. Luria stated that discussion had been held regarding personnel matters and contract negotiations.

1.5 MINUTES OF REGULAR MEETING OF JUNE 23, 1983

Upon motion by Mr. Wells, seconded by Mr. Frank, the Minutes of the regular meeting of June 23, 1983 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 - None.

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall introduced Mr. Ray Canton, Advisor to THE CHANNELS, and Mike Hoffman, THE CHANNELS editor. They presented to the Board members bound copies of the year's editions of the newspaper. Mr. Canton told the Board that Mr. Hoffman has been an outstanding journalism student, and has performed tremendously in his role as Editor and Business manager.
Dr. MacDougall congratulated Mr. Hoffman on an outstanding year, stating that his extensive writing on wide-ranging issues has been appreciated, and that he has conducted himself in a professional manner in all his activities. He thanked Mr. Canton for his excellence in teaching and his dedication to the college.

Mr. Canton stated that the journalism program at the college is a reflection of the support offered by the college's administration, particularly the Dean of Instruction and the Superintendent/President.

Mr. Luria expressed on behalf of all Board members their appreciation to Mr. Canton in developing the potential of the students in the journalism program.

Dr. MacDougall discussed the budget deadlock occurring in Sacramento. He told the Board that he would recommend that the Agenda item pertaining to the employment of six contract instructors be deferred until next year's budget is clarified.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

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

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

(2) APPROVAL OF ADDITIONAL INSTRUCTORS - SUMMER SESSION 1983

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENTS OF CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL (6)

Dr. MacDougall requested that action on this item be deferred pending the Legislature's adoption of a State budget.
2.2 CLASSIFIED

a. ROUTINE

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the following items, as described 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 AND CLASSIFIED)

(3) ACCEPTANCE OF RESIGNATION, ROY CORTEZ, FACILITIES AND OPERATIONS

(4) ACCEPTANCE OF TEMPORARY REDUCTION IN ASSIGNMENT; NANCY BEHLMAN, GEO SCIENCE ILLUSTRATOR, FROM FULL-TIME TO HALF-TIME, EFFECTIVE 9/1/83 THROUGH 6/30/84.

b. NON-Routine

Upon motion by Mr. Wells, seconded by Mr. Ricks, the Board approved the following item, as described in the enclosure.

(1) APPROVAL OF ADOPTION OF REVISED CLASSIFIED RULES AND REGULATIONS MANUAL

3. STUDENT SERVICES

3.1 REPORT ON SUMMER INTERSESSION 1983, INCLUDING THE NEW COMPUTER REGISTRATION PROCESS AND SUMMER ENROLLMENT STATISTICS - Ms. Jane Craven

Ms. Craven, who assumed the position of Acting Coordinator of Admissions and Records on July 1, 1983, reported on the following:

Enrollment for Summer Session 1983. On July 1 there were 3,440 students enrolled, representing a 5.4% decrease in the enrollment from last year, but still the second strongest summer enrollment. Approximately 2,600 were registered in daytime classes only, approximately 500 were registered in evening only, and approximately 260 were registered in both day and evening classes. Dr. MacDougall noted that the college may have an increase in WSCH, as day registration is stronger.
On-Line Registration. The first-time use of computers in registering students served to streamline the process. Some areas of needed improvement were noted by Ms. Craven, who said that campus staff will be meeting to compare suggestions.

Applications for Fall. As of July 14, 2,300 applications have been received, 200 fewer than received at the comparable time last year, although still better than in years past.

Admissions Facility Improvements. Ms. Craven invited Board members to come to the Admissions Office to view the renovation work that has taken place to facilitate more efficient service to students. Dr. Hanson noted that most of the work has been done by on-campus personnel, with a minimal amount of sub-contracting.

3.2 DISCUSSION OF COUNSELING ACTIVITIES - Mr. Glenn Gaston

Dr. MacDougall stated that, because of the length of the Board Meeting Agenda on June 2, he felt that Board members may not have had sufficient opportunity to question and respond to the presentations by Mr. Glenn Gaston, Ms. Margaret Kearns, and Dr. Connie Anderson. He introduced Mr. Gaston, and invited Board members to discuss with him concerns they might have.

Mr. MacDougall stated that Dr. Anderson has informed him that applications of students transferring to UCSB are up approximately 100 from last year. Dr. Anderson believes that 60% may be expected to actually enroll. Mr. Gaston noted that the increase in students' intent to transfer is validation of Dr. Anderson's efforts, and illustrates that students are seeing the college as a transfer institution.

Mr. Gaston reported that correspondence is being prepared to 1,200 students who will need to see counselors because of academic deficiency. He explained how and why students are put on probation, and that the large number is a reflection of the tightened grading and graduation requirements.

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF 1983-84 CALENDAR, CONTINUING EDUCATION DIVISION

Upon motion by Mr. Wells, seconded by Dr. Dobbs, the Board approved the calendar as contained in the attachment.
4.2 APPROVAL OF PROPOSED COURSES FOR CONTINUING EDUCATION DIVISION, FALL, 1983

Dr. Bobgan highlighted proposed courses for the Fall Term, Continuing Education. He noted that lectures featuring speakers on human potential topics receive a higher attendance than topics seen as more "serious". He congratulated Mr. Law for his efforts in coordinating the course schedule, and reminded the Board that the college's Continuing Education Division is one of the most intensive in the State in relation to community involvement.

Mr. Luria congratulated Dr. Bobgan on the success of the programs.

Upon motion by Mr. Wells, seconded by Dr. Dobbs, the Board approved the courses as indicated in the attachment.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon motion by Mr. Wells, seconded by Mr. Ricks, the Board approved the following items as indicated in the attachments:

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P23-2035 THROUGH AND INCLUDING P23-2611 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 SANTA BARBARA CITY COLLEGE

d. APPROVAL OF MILEAGE ALLOWANCES FOR 1983-84

e. APPROVAL OF SUBMISSION OF CHILD CARE FOOD PROGRAM 1983-84

f. APPROVAL OF VIDEO AMUSEMENT GAMES CONTRACT WITH SERVOMATION COMPANY

g. APPROVAL OF EXTENSION OF AGREEMENT WITH SANTA BARBARA NEWS-PRESS FOR PRINTING THE CHANNELS

h. ACCEPTANCE OF SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG) AND COLLEGE WORK STUDY (CWS) FUNDS FOR 1983-84
5.2 NON-ROUTINE

a. APPROVAL OF OPENING AND CONSIDERATION OF BIDS FOR LEASE OF PROPERTY AT 814 SANTA BARBARA STREET.

Upon motion by Dr. Dobbs, seconded by Mr. Wells, the Board rejected the single bid (there were no verbal bids), by Paseo School (attached), and authorized the Superintendent/President to negotiate with the bidder (or other private school), under provisions of the Education Code, an agreement for the Board's future consideration which would be at least as satisfactory as the bid submitted by Paseo School.

b. ADOPTION OF RESOLUTION NO. 1 (1983-84) AUTHORIZING COMMERCIAL CHECKING, SAVINGS, AND INVESTMENT ACCOUNT SIGNATURES

Upon motion by Mr. Wells, seconded by Mr. Frank, the Board adopted Resolution #1, authorizing commercial checking, savings, and investment account signatures by the following vote:

Ayes: Mr. Luria, Mr. Wells, Mr. Frank, Dr. Dobbs, Mr. Ricks

Noes: None

Absent: Ms. Alexander, Ms. Powell

c. APPROVAL OF AGREEMENT WITH UCSB FACULTY CLUB FOR MANAGEMENT SERVICES PROVIDED BY HRM DEPARTMENT

Upon motion by Mr. Wells, seconded by Dr. Dobbs, the Board of Trustees approved the agreement with UCSB Faculty Club for management services provided by HRM Department.

d. APPROVAL OF INSURANCE CARRIERS FOR 1983-84 PERSONNEL BENEFITS PROGRAM

Upon motion by Mr. Ricks, seconded by Dr. Dobbs, the Board approved the insurance carriers for 1983-84 Personnel Benefits Program.

e. APPROVAL FOR VOCATIONAL EDUCATION FUNDING FOR 1983-84, EDUCATION AMENDMENTS OF 1976 (P.L.94-482) TITLE II, VOCATIONAL EDUCATION, PART A, Enclosure 3

Mr. Melvin Elkins highlighted some areas where VEA funds are allocated for the coming year. He stated that major spending would be concentrated in the setting up of a cost effective computer instruction program, including wordprocessing. Other major expenditures will take place in phototypesetting.
Funds will be used for inservice training of faculty to heighten awareness of how computer instruction can be implemented, computer equipment will be purchased to allow the handicapped to use computers, personnel will be funded in the food classes of the non-graded handicapped students program and CARE/EOPS programs. Mr. Elkins explained that the document (Enc. 3) represents intensive study by a 17-person lay advisory group, and is compatible with the 5-year plan.

Upon motion by Mr. Frank, seconded by Mr. Ricks, the Board approved Vocational Education Funding for 1983-84.

6. GENERAL INFORMATION


7. ADJOURNMENT

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the meeting was adjourned at 5:45 p.m., with the next meeting scheduled for Wednesday, September 7, 1983.

ATTEST:

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

July 28, 1983