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

December 13, 1984

4:00 p.m. - REGULAR MEETING
Room A-211
Administration Building
Santa Barbara City College

1. GENERAL FUNCTIONS
   1.1 CALL TO ORDER
   1.2 ROLL CALL
   1.3 WELCOME
   1.4 CLOSED SESSION - None Scheduled
   1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 15, 1984
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE - Ms. Evanne Jardine
      b. REPORT BY ASSOCIATED STUDENTS - Mr. Wayne Ahlstrom
      c. REPORT ON CURRENT EVENTS - Mr. Jim Williams
      d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall
   1.8 GOVERNING BOARD
      a. ELECTION OF PRESIDENT AND VICE-PRESIDENT
         The Education Code requires that a President and Vice-President be
elected during this meeting. In accordance with Board policy
established on March 11, 1971, "The President shall be elected for a
one-year term and may succeed himself/herself in office for one
additional year."
      b. ESTABLISHMENT OF MEETING DATES, TIME, AND PLACE
         In accordance with Board policy established on March 11, 1971, the
Board of Trustees has met on the second and fourth Thursdays of each
month. Official action on December 13, 1979, set the starting time
as 4:00 p.m. During the past year, the meetings have been held in
Room A-211 of the Administration Building.
c. SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 1984-85

Memberships on the subcommittees for the coming year will be announced at the meeting.

2. PERSONNEL

2.1 PERSONNEL CONSENT ITEMS

The Superintendent/President recommends that the following items be approved:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>BRYANT, Gregory</td>
<td>Asst.Prof.</td>
<td>II-7</td>
<td>6/14/85</td>
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<tr>
<td></td>
<td>MarineTech</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>CHRISTENSEN,</td>
<td>Assoc.Prof.</td>
<td>IV-14</td>
<td>6/29/85</td>
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<tr>
<td>Robert W.</td>
<td>Marine Tech.</td>
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<tr>
<td>SLOANE, Diana</td>
<td>Dean, Instr. Admin.</td>
<td>III-4</td>
<td>2/1/85</td>
<td>Repl.S.Conklin</td>
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<td></td>
<td>Services</td>
<td></td>
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</table>
| PROFESSIONAL CONSULTANTS

| STUART-MORRIS, Joan | Lecture/discussion OR Shakespearean Festival $150 | 11/19/84 | FacEnrichComm L.BelmontSupv |
|                    |                                      |        |        |                    |
| VINCENT, Joe       | "                                     | $150  |        |                    |

PROFESSIONAL CONSULTANTS - CONTINUING EDUCATION

Attachment 2.1-a

PROFESSIONAL VOLUNTEERS

| DECKER, Beverly    | ArtGallery Asst.       | 11/15/84-6/30/85 R.Robertson Supv |
| BARRY, Bob         | Cont. Ed.              | 1/12/85-3/23/85  Bonsai (Beg. & Int/Adv) |

CERTIFICATED HOURLY APPOINTMENTS *

| WEIXEL, Marilyn    | Instructor             | Personal Dev. |

* Not to exceed 60% (9 TLU's) including any Continuing Education assignment.
# CERTIFICATED HOURLY APPOINTMENTS - CONTINUING EDUCATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Code</th>
<th>Date</th>
<th>Department</th>
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<tbody>
<tr>
<td>AMES, Richard</td>
<td>HATTENDORF, Richard</td>
<td></td>
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<td>PAARMAN, Barbara</td>
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<tr>
<td>ARONSON, Caro</td>
<td>HENDRY, Norm</td>
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<td>PENNER, Craig</td>
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<tr>
<td>ASKEW, Tony</td>
<td>HOLLENBECK, Nancy</td>
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<td>POKRASS, Ruth</td>
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<tr>
<td>BAUER, Bill</td>
<td>HOLLISTER, Doyle</td>
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<td>PRELUTSKY, Burt</td>
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<tr>
<td>BROWN, Judith</td>
<td>JONES, Gale</td>
<td></td>
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<td>PUCKETT, Ruth</td>
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<tr>
<td>BRANDTS, Robert</td>
<td>KARAMCHETI, Indira</td>
<td></td>
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<td>RIFFLE, Dianne</td>
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<tr>
<td>CHRISTIAN, Bob</td>
<td>KUNZE, Shirley</td>
<td></td>
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<td>ROBINSON, Jonathan</td>
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<tr>
<td>CULLER, Susanne</td>
<td>LADER, Bruce</td>
<td></td>
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<td>SAWYER, Brooke</td>
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<tr>
<td>DAYS, Mary Louise</td>
<td>LENTZ, Joan</td>
<td></td>
<td></td>
<td>SCHRANK, Rita</td>
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<tr>
<td>DEHAVIA, Tonky</td>
<td>LOWENKOPF, Ann</td>
<td></td>
<td></td>
<td>SEKEY, Malka</td>
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<tr>
<td>FROST, Amanda</td>
<td>MAR, Keith</td>
<td></td>
<td></td>
<td>SOMERS, Adele</td>
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<tr>
<td>GALLUP, Ann</td>
<td>MAROTTI, Maria</td>
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<td></td>
<td>TEMMER, Marc</td>
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<tr>
<td>GEARY, Judy</td>
<td>MILLER, Cheryl</td>
<td></td>
<td></td>
<td>TRANTOW, Betty</td>
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<tr>
<td>GEIS-ROCKWOOD, Wendy</td>
<td>NEAL, Sid</td>
<td></td>
<td></td>
<td>TRUDELL, Steve</td>
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<tr>
<td>GEORGE, Vanessa</td>
<td>NEUMANN, Karin</td>
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<td>WILLIAMS, Dave</td>
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<tr>
<td>GLENN, Donna</td>
<td>NEWTOWN, Mary</td>
<td></td>
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<td>WILSON, Richard</td>
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<tr>
<td>GROMACK, Patricia</td>
<td>NORWOOD, Robin</td>
<td></td>
<td></td>
<td>ZINIK, Gary</td>
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<tr>
<td>HASLUND, Peter</td>
<td>OHLENSE, Marie</td>
<td></td>
<td></td>
<td>ZURBUCHE, Margaret</td>
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</table>

% Not to exceed 60% including any Credit Division assignments.

# CLASSIFIED RESIGNATIONS

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Code</th>
<th>Date</th>
<th>Department</th>
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</thead>
<tbody>
<tr>
<td>Hunt, Deanna</td>
<td>Acct.Ck.,Sr.</td>
<td>27B</td>
<td>12/21/84</td>
<td>Cont.Ed.</td>
</tr>
<tr>
<td>Pyle, Cynthia</td>
<td>Security Officer</td>
<td>21E</td>
<td>1/31/85</td>
<td>Security</td>
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</table>

# CLASSIFIED PROMOTION

<table>
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<tr>
<th>Name</th>
<th>Position</th>
<th>Code</th>
<th>Date</th>
<th>Department</th>
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</thead>
<tbody>
<tr>
<td>Berry, Myrta</td>
<td>Acct.Ck.,Int.</td>
<td>23E</td>
<td>1/2/85</td>
<td>Repl. D.Hunt</td>
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# REINSTATEMENT TO FORMER CLASSIFICATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Code</th>
<th>Date</th>
<th>Department</th>
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</thead>
</table>

# CLASSIFIED APPOINTMENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Code</th>
<th>Date</th>
<th>Department</th>
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</thead>
<tbody>
<tr>
<td>Stephenson, Linda</td>
<td>Lab.Teach.Ass't.</td>
<td>37A</td>
<td>1/2/85</td>
<td>New Pos.FT/12Mo</td>
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# NON-CLASSIFIED HOURLY APPOINTMENTS

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department</th>
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</thead>
<tbody>
<tr>
<td>Babine, Sarah</td>
<td>Edwards, Stanley</td>
<td>Libby, Joseph</td>
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<tr>
<td>Belazi, Omar</td>
<td>Elam, Dennis</td>
<td>Lowden, Robert</td>
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<tr>
<td>Bhalla, Maria</td>
<td>Eldridge, Ann</td>
<td>Maher, Bridgett</td>
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<tr>
<td>Castillo, Rosemary</td>
<td>Godfrey, Judith</td>
<td>Martinez, Francine</td>
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<tr>
<td>Clause, Victoria</td>
<td>James, Bobbye</td>
<td>Morrissey, Kathleen</td>
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<tr>
<td>Dodson, James</td>
<td>Jones, Leslie</td>
<td>Shields, John</td>
</tr>
<tr>
<td>Dvartasak, Mischa</td>
<td>Kuhlme, Kurt</td>
<td>Straw, Patricia</td>
</tr>
</tbody>
</table>

# NON-CLASSIFIED HOURLY APPOINTMENT - CONTINUING EDUCATION

<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hunt, Deanna</td>
</tr>
</tbody>
</table>
STUDENT TUTORIAL APPOINTMENTS

Beedles, Bonnie L.  Pyecroft, Richard B.  Torres, Susana I.
Conner, James L.  Swanson, Marcus P.

2.2 ACTION ITEMS

a. UPDATED AFFIRMATIVE ACTION GOALS & TIMETABLES

Enclosure 1

State regulations (Title 5, 53003-(b)-) require that the District review and update its affirmative action goals and timetables every three years. The necessary revisions have been made to the District's Goals and Timetables using the mandated availability data provided by the Chancellor's Office.

The revised goals and timetables have been reviewed by the Affirmative Action Committee and the Board's Educational Policies Subcommittee. The Superintendent-President recommends approval of the updated Affirmative Action Goals and Timetables contained in the enclosure.

b. REVISIONS IN THE CREDIT CERTIFICATED HOURLY INSTRUCTORS EVALUATION POLICY

Attachment 2.2-b

The attachment contains a revised Hourly Instructor Evaluation Policy. The changes are designed to streamline the existing procedure. The proposed revisions in the Evaluation of Hourly Instructors Policy are:

1. The Department Chairperson or a designated certificated full-time faculty member (instead of a committee) will observe the hourly instructor.

2. The written evaluation will be submitted to the office of the Vice President of Academic Affairs. Previously, the evaluation was only to be filed in the department's office.

The proposed revisions were approved by the Academic Freedom and Professional Standards Committee, Division Chair Council, Representative Council and the Educational Policies Committee of the Board.

It is recommended that the proposed revisions in the Credit Hourly Instructors Evaluation Policy be approved.

c. STRS SERVICE CREDIT

Attachment 2.2-c

AB 2223, effective January 1, 1985, allows STRS members who retire prior to age 60 to receive up to two years of additional service credit at the time of retirement, provided certain specified requirements are met by both the members and the employer. The Superintendent-President recommends approval of the policy as contained in the attachment.
d. JOB CLASSIFICATION CHANGE - WORD PROCESSING CENTER

Attachment 2.2-d

The proposed change in job classifications of the Principal Clerk and Typist Clerk, Sr. would more accurately reflect the word processing duties of the two positions in the Word Processing Center. The revised job classifications are also more in line with the name and function of the Word Processing Center, formerly called the Secretarial Support Center. There will be no financial impact, as the salary ranges will remain the same. The proposed new class titles are Word Processor and Principal Word Processor.

The Superintendent/President recommends approval of the job classifications as contained in the attachment.

3. STUDENT SERVICES

3.1 REVISION OF "STANDARDS OF STUDENT CONDUCT"

Enclosure 2

The proposed revision of the fifteen-year-old policy clarifies responsibilities, defines the possible disciplinary actions, outlines the exact procedures, and safeguards the "due process" for students. The proposed standards have been reviewed by the Student Services Advisory Committee, County Counsel, and have been endorsed by the Board of Trustees Subcommittee on Educational Policies.

The Superintendent/President recommends approval of the revised "Standards of Student Conduct" as contained in the enclosure.

3.2 STUDENT AFFAIRS POLICY REGARDING STUDENT CLASS ATTENDANCE ON RELIGIOUS HOLIDAYS

Although class attendance is encouraged by the College, Title VII recommends that religious observance and practice should be "reasonably accommodated" unless it causes undue hardship. The recommended policy is:

3022.3 A student who desires to observe a major religious holiday will not be penalized due to non-attendance of a class. The student shall notify the instructor before the holiday.

The Superintendent/President recommends approval of the policy.

3.3 PRESENTATION OF Cal-SOAP AND CARE PROGRAMS

Mr. William Cordero, Dean of Student Services, will give an update of Cal-SOAP (California Student Opportunity and Access Program) coordinated by Ms. Fran Gusman and C.A.R.E. (Cooperative Agencies Resources for Education) coordinated by Ms. Pat Canning.
4. CURRICULUM AND INSTRUCTION

4.1 PRESENTATION OF CERTIFICATE OF RECOGNITION TO MR. RAYMOND O'CONNOR

Mr. Raymond O'Connor, Associate Professor, Chemistry, and Faculty Lecturer for the 1984-85 college year, presented his lecture to the College and the Santa Barbara community on December 5, 1984. His presentation was titled, "Science, Technology and the Prospects for Utopia."

The Superintendent/President recommends that the Board of Trustees award a special Certificate of Recognition and authorize a special honorarium of $500 to Mr. O'Connor in recognition of his selection as Annual Faculty Lecturer, 1984-85.

4.2 CONTINUING EDUCATION COURSES - WINTER 1985

Enclosure 3

The Superintendent/President recommends approval of the Continuing Education Courses, Winter, 1985, as contained in the enclosure.

4.3 REVISION OF ADN ADMISSIONS POLICY (ASSOCIATE DEGREE NURSING)

Attachment 4.3

Two deletions are proposed in the Admissions/Selection Procedures in the ADN Program. The deletions have been reviewed and endorsed by the Board of Trustees Committee on Educational Policies.

The Superintendent/President recommends approval of the revised policy as contained in the attachment.

4.4 REINSTATEMENT OF PHYSICAL EDUCATION 100 (ARCHERY) AND PHYSICAL EDUCATION 178X (KARATE)

In accordance with Ed Code Section 55182, the College Curriculum Advisory Committee has recommended reinstatement of the Karate and Archery activity courses. The proposed reinstatement has been endorsed by the Board of Trustees Subcommittee on Educational Policies.

The Superintendent/President recommends approval of the reinstatement of Karate and Archery to the College curriculum.

4.5 GRANT PROPOSALS SUBMITTED TO THE FEDERAL DEPARTMENT OF EDUCATION (FIPSE)

Attachment 4.5

Four grant proposals were submitted to the Department of Education in Washington D.C. on November 29 seeking funding through the Fund for the Improvement of Postsecondary Education. Included were:

1. Robert Elmore and Eugene Brady - "Assessment/Placement and Mastery Learning in Remedial and Developmental College Math Programs" ($84,460)
2. Julie Esch - "Development, Implementation, and Evaluation of a Transfer Student Tracking System" ($109,514)

3. Lynda Fairly - "A Comprehensive Matriculation Program" ($200,000)

4. Virginia Rowley - "Cooperative Use of an Integrated Automated Library System" ($322,161)

4.6 ADVISORY COMMITTEES FOR OCCUPATIONAL EDUCATION - 1984-85

Enclosure 4

Represented in the enclosed booklet are advisory committees to the College's 21 occupational and apprenticeship programs, as well as Disabled Student Services and Continuing Education. The advisory committees consist of community business/industry personnel, College staff, and representatives from the local Employee Development Department (E.D.D.). Mr. Mel Elkins will give a review of the vital role these advisory committees play in occupational program planning.

The Superintendent/President recommends endorsement of the advisory committees' memberships.

4.7 MEDIA SERVICES PRESENTATION

Dr. Ken Berry, Assistant Dean, Media Services, will present the football "Half-time Show" videotape entitled "This is SBCC - The Arts," along with two public service announcements, "Beginning the Semester," and "Radiology."

5. BUSINESS SERVICES

5.1 BUSINESS CONSENT ITEMS

Consent items are grouped to be acted upon by the Board with a single action. If Board members wish to act separately on any items, a request can be made to remove the item from the consent list.

The Superintendent/President recommends approval of the following items:

a. RATIFICATION OF PURCHASE ORDERS, Attachment 5.1-a

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, Attachment 5.1-b

c. ACKNOWLEDGEMENT OF GIFTS TO THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-c

d. MILEAGE REIMBURSEMENT ALLOWANCE FOR 1984-85

Mileage reimbursement for Cecelia Kuster to be corrected to $25 per month, effective December 1, 1984.
e. DENIAL OF APPLICATION FOR LEAVE TO PRESENT LATE CLAIM

On November 2, 1984, the District received an application for leave to present a late claim, pursuant to Government Code Section 911.4, on behalf of Ms. Virginia Heath regarding an incident which occurred on November 29, 1983. Government Code Section 911.6 requires that the Board of Trustees take action on such application within 45 days.

f. INTERNAL APPROPRIATION TRANSFER B85-0013

Appropriation Transfer B85-0013 includes routine cost center requests to transfer funds within existing budgets.

$ 1,100  Transfer funds to correct object Faculty Enrichment

500  Transfer funds to cover cost of Instruction
     Faculty Lecturer Honorarium

300  Transfer funds to cover additional Computer Science
     film rental costs

5.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND APPROVAL OF PROPOSED NEGATIVE DECLARATION FOR LEARNING RESOURCES CENTER

Enclosure 5

At its meeting on November 15, 1984, the Board of Trustees received a study concluding that, with suitable mitigating measures, the planned West Campus Learning Resources Center will have no significant environmental impact. A public hearing was set for December 13, 1984. Mr. Steven Craig will be present to conduct the hearing and respond to comments from the public.

The Superintendent/President recommends that the Board call the Public Hearing. Subject to new information that may be introduced at the hearing, the Superintendent/President recommends approval of the Negative Declaration.

b. V.E.A. IN-SERVICE GRANT PROPOSAL

Attachment 5.2-b

This proposal, for an in-service grant from the Chancellor's Office Vocational Education & Technology Instructor and Career Counselor In-Service Training Pilot Program, is for the amount of $19,926 for the period June 17, 1985 to August 15, 1985. The project would provide in-service training in high technology for instructors in HRM, Computer Maintenance, BOE, Metals Fabrication, CADD, Graphics, and Health Occupations. Mr. Mel Elkins will be present to respond to any questions.

The Superintendent/President recommends approval of submission of the proposal for the grant.
c. SUB-LEASE OF 814 SANTA BARBARA STREET PROPERTY WITH ANACAPA HIGH SCHOOL

The tenant of 814 Santa Barbara Street, Paseo School, closed its doors on October 19, 1984. According to the lease agreement, Paseo School may sublet the property with the written approval of the District. Paseo School and Anacapa High School have reached an agreement on the terms for a sub-lease whereby all obligations of the original agreement would be assumed by Anacapa.

The Superintendent/President recommends approval of the sub-lease of the Santa Barbara Street property to Anacapa High School.

6. GENERAL INFORMATION

7. ADJOURNMENT