MINUTES
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

The meeting was called to order by Board Vice President Gary Ricks at 4:05 p.m.

1.2 ROLL CALL

Members present:

Mr. Gary Ricks, Vice President
Ms. Kathryn Alexander
Dr. Joe Dobbs
Mr. Sidney Frank
Mr. Eli Luria
Ms. Joyce Powell
Mr. Kirby Carbajal, Student Member

Member absent:

Mr. Benjamin Wells, President

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, Dean, Continuing Education
Dr. Martin Bobgan, Vice President, Continuing Education
Ms. Patricia Canning, Advisor, C.A.R.E.
Mr. Bill Cordero, Dean, Student Services
Mr. Steven Craig, Steven Craig and Associates
Mr. Mel Elkins, Dean, Occupational Education
Ms. Lynda Fairly, Vice President, Student Affairs
Ms. Frances Gusman, Coordinator, Cal-SOAP
Dr. Charles Hanson, Business Manager
Mr. Pat Huglin, Vice President, Academic Affairs
Ms. Evanne Jardine, President, Academic Senate
Mr. Burt Miller, Administrative Assistant to the President
Mr. Daniel Oroz, Director, Personnel/Affirmative Action
Dr. James Piatt, Dean, Continuing Education
Ms. Diana Sloane, Dean, Instructional Services
Mr. Paul Sgroi, Asst. Transportation Engineer, City of Santa Barbara
Ms. Dorothy Taylor, Volunteer, SBCC Garden
Mr. Jack Ullom, Member of Board of Directors, Faculty Association
Mr. Jim Williams, Public Information Officer

1.3 WELCOME

Mr. Ricks extended a cordial welcome to all present.

1.4 CLOSED SESSION - None.

1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 15, 1984

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the Minutes of the
Regular Meeting of November 15, 1984, were approved as submitted.

1.6 HEARING OF CITIZENS - No citizen expressed a wish to address the Board.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Ms. Evanne Jardine

Ms. Jardine noted that she had the honor of introducing Mr. Ray
O'Connor at the Annual Faculty Lecture the previous week, and that
his presentation had given his colleagues much to think about.

She reported that the Faculty Enrichment Committee has been working
in many areas. They have made recommendations to the Superinten-
dent/President for the awarding of instructional improvement grants.
The Sabbatical Leave Committee has made their review of requested
leaves and their recommendations will be forwarded to the Board of
Trustees.

b. REPORT BY ASSOCIATED STUDENTS - Mr. Kirby Carbajal

Mr. Carbajal presented Mr. Ahlstrom's report. He reviewed recent
activities of the Student Body, including the establishment of five
$100 scholarships for students based on academic achievement.

Mr. Carbajal reported that problems caused by student behavior at an
out-of-town conference have been resolved; in some cases,
resignations have been accepted from involved students.

The Board was thanked for any reconsideration it would give the
Senate's request that the student member of the Board be allowed to
make and second motions.

c. REPORT ON CURRENT EVENTS - Mr. Jim Williams

Mr. Williams reported on events scheduled by the College through
d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall discussed the following subjects:

1) The United Way's campus campaign, which has met 118% of the campus objective. He thanked Ms. Trish Dupart and Mr. Jerry Korfas in particular for their efforts.

2) Continuing discussions with UCSB administrators in efforts to enhance the UCSB/SBCC relationships. Discussions have taken place in regard to our faculty being responsible for teaching courses in Math and English at UCSB. The courses would be "pre-collegiate" courses, designed to strengthen students' backgrounds in these areas.

3) Faculty grant proposals. Faculty were praised for grants which have been submitted to FIPSE and for grants which have been submitted for consideration for the College's Instructional Improvement funds.

4) "Business Courses & Training Offered by SBCC". This is a publication resulting from Mr. George Gregory's contract with the College to consult with the business community about courses offered by our College and to develop courses in response to the business community's expressed needs.

5) Problems arising from students' attendance at conference. Dr. MacDougall commended the Student Senate Leadership for the thoroughness in which they handled some difficult considerations as a result of some students' attendance at a conference.

6) Mr. Ray O'Connor, 1984-85 Faculty Lecturer. Dr. MacDougall requested that Item 4.1, the presentation of the Board's appreciation and honorarium for Mr. O'Connor's address, be taken out of order. (Mr. Ricks concurred, and at this point the Board took up Item 4.1.)

1.8 GOVERNING BOARD

a. ELECTION OF PRESIDENT AND VICE-PRESIDENT

Dr. Dobbs noted that Mr. Ricks has served over five years with the District with distinction; prior to that he served on the Board of Trustees of Santa Barbara City Schools, one of those years as President of the Board. He stated that it gave him great pleasure to place his name in nomination for President. Ms. Alexander seconded the nomination. Upon motion by Mr. Luria, seconded by Ms. Powell, the nominations were closed. The Board unanimously approved the election of Mr. Ricks as President of the Board of Trustees.

Mr. Ricks stated that he was grateful to accept the opportunity to serve as Board President. He stated that he has enjoyed his tenure on the Board, and that he has the highest regard for all members of the Board. He described the Board members as truly outstanding.
Ms. Alexander stated that Mr. Frank, with whom she has served on the Board for 20 years, brings unique contributions to the Board with his background and knowledge of the scientific community. She nominated him as Vice President of the Board. Mr. Luria seconded the nomination. Upon motion by Ms. Powell, seconded by Dr. Dobbs, the nominations were closed. The Board unanimously approved the election of Mr. Frank as Vice President of the Board of Trustees.

Mr. Frank thanked Ms. Alexander, noting that in his twenty-year service on the Board he has been gratified to watch the College's growth. He stated that he appreciated the opportunity to make a contribution to the Board.

Dr. MacDougall expressed, on behalf of all the College staff, strong feelings of appreciation to all the trustees. He expressed his enthusiasm for the opportunity to work with Mr. Ricks and Mr. Frank, and his appreciation for the difficult work done by Mr. Wells during his tenure as Board president. Mr. Ricks expressed his agreement that Mr. Wells' steady hand and calm demeanor had been a real asset to the Board during difficult financial times.

b. ESTABLISHMENT OF MEETING DATES, TIME, AND PLACE

Upon motion by Mr. Luria, seconded by Ms. Powell, the Board established the second and fourth Thursdays of each month as meeting dates, starting at 4:00 p.m., to be held in Room A-211, Santa Barbara City College.

c. SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 1984-85

Mr. Ricks suggested that, unless Board members contacted him with requests for new committee assignments, Board Subcommittee memberships would be as follows, and that Committee chairs would be assigned by him:

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<thead>
<tr>
<th>Facilities</th>
<th>Fiscal &amp; Salary</th>
<th>Educational Policies</th>
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<tbody>
<tr>
<td>Joe Dobbs</td>
<td>Kathryn Alexander</td>
<td>Sid Frank</td>
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<tr>
<td>Sid Frank</td>
<td>Joe Dobbs</td>
<td>Joyce Powell</td>
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<td>Eli Luria</td>
<td>Joyce Powell</td>
<td>Ben Wells</td>
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<td>Joyce Powell (alt.)</td>
<td>Ben Wells (alt.)</td>
<td>Kay Alexander (alt.)</td>
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2. PERSONNEL

2.1 PERSONNEL CONSENT ITEMS

Upon motion by Ms. Alexander, seconded by Dr. Dobbs, the Board approved the Personnel Consent Items as listed in the Meeting Agenda.

Vice President Huglin invited Occupational Education Dean Mel Elkins to discuss the retirement of Mr. Robert Christensen, Associate Professor, Marine Technology. Mr. Elkins stated that Mr. Christensen has done much to sophisticate the diving program, and has successfully involved industry in the development of the Marine Technology program and given students the
opportunity to communicate with potential employers. He said that the College was parting with a very fine faculty member.

Mr. Elkins noted that the resignation of Mr. Gregory Bryant, Associate Professor, Marine Technology, will cause two faculty members to be departing the program. New staffing needs and declining enrollment will be evaluated and possible modification of the Marine Technology program will be examined by staff and discussed with the Board.

Vice President Huglin reviewed the administrative reorganization that has taken place within the Instructional Division. The Academic Senate this year evaluated and endorsed the divisional reorganization that took place two years ago. The deans of instructional services will have responsibilities for specific divisions and other administrative functions based on their individual areas of expertise. Mr. Huglin expressed his conviction that with the restructuring of responsibilities and the very excellent abilities of the deans, that the Office of Instruction is now in a unique position to meet the instructional needs of the College.

Vice President Huglin noted that the Board, in approving the permanent appointment of Ms. Diana Sloane, Dean of Instructional Services, would be finalizing an instructional staff of very high quality. He described Ms. Sloane's contributions to the College, noting her very effective work in defining and solving problems during the time she has served as temporary dean. Ms. Sloane acknowledged Mr. Huglin's remarks and expressed appreciation for the confidence placed in her.

2.2 ACTION ITEMS

a. UPDATED AFFIRMATIVE ACTION GOALS & TIMETABLES, Enclosure 1

Mr. Oroz noted that State regulations 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, and have been reviewed by the Affirmative Action Committee and the Board's Educational Policies Subcommittee.

Upon motion by Mr. Frank, seconded by Ms. Alexander, the Board approved the updated Affirmative Action Goals and Timetables as contained in the enclosure.

b. REVISIONS IN THE CREDIT CERTIFICATED HOURLY INSTRUCTORS EVALUATION POLICY, Attachment 2.2-b

Mr. Oroz described the attachment, which contains a revised Hourly Instructor Evaluation Policy. The changes are designed to streamline the existing procedure. The 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.

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the revisions in the Credit Hourly Instructors Evaluation Policy were approved as contained in the attachment.

c. STRS SERVICE CREDIT, Attachment 2.2-c

Mr. Oroz stated that 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.

Dr. Jack Ullom, representing the Faculty Association, stated two meetings have been held with the Superintendent/President, but that time has not permitted as thorough evaluation of the new policy as the Faculty Association would like; the Association is particularly interested in affirming that the new policy would not be overly restrictive to faculty who might wish to participate in its provisions. He indicated that the Association would be evaluating input from faculty and might appreciate the opportunity to discuss the new policy with the Board in the future. Mr. Ricks said he would be happy to receive the Faculty Association's input; that adoption of this policy would not preclude future consideration of revision.

Upon motion by Ms. Alexander, seconded by Ms. Powell, the Board approved the policy on STRS service credit as contained in the attachment.

d. JOB CLASSIFICATION CHANGE - WORD PROCESSING CENTER, Attachment 2.2-d

Mr. Oroz stated that 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.

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board approved the job classifications as contained in the attachment.
3. STUDENT SERVICES

3.1 REVISION OF "STANDARDS OF STUDENT CONDUCT", Enclosure 2

Vice President for Student Affairs Lynda Fairly described the proposed revision of the fifteen-year-old policy, which 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.

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board approved the revised "Standards of Student Conduct" as contained in the enclosure.

3.2 STUDENT AFFAIRS POLICY REGARDING STUDENT CLASS ATTENDANCE ON RELIGIOUS HOLIDAYS

Ms. Fairly indicated that, 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 Board of Trustees Committee on Educational Policies has approved refinement of the College's policy.

Upon motion by Ms. Alexander, seconded by Dr. Dobbs, the Board approved the following revision of the Student Affairs Policy:

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.

3.3 PRESENTATION OF Cal-SOAP AND CARE PROGRAMS

Mr. William Cordero, Dean of Student Services, introduced Ms. Patricia Canning, advisor for C.A.R.E. (Cooperative Agencies Resources for Education). Ms. Canning reviewed the program, which is aimed at assisting single parent heads-of-households to continue their education and become self-sufficient. Service provided to last year's 117 students included academic and personal counseling, financial aid, and childcare assistance.

Ms. Frances Gusman described the work of Cal-SOAP (California Student Opportunity and Access Program), a cooperative effort between the Santa Barbara High School District, Bishop Garcia Diego, Carpinteria High School, Westmont College, Santa Barbara City College, UCSB, and the Santa Barbara Scholarship Foundation. The project is targeted to encourage minority students to take advantage of higher education opportunities.

4. CURRICULUM AND INSTRUCTION

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

Dr. MacDougall congratulated Mr. O'Connors on an excellent presentation to the College community, and presented him with the Faculty Lecturer Honorarium of $500. He displayed the Certificate of Appreciation Mr.
O'Connor would receive from the College and the engraved plaque commemorates his address presented on December 5, 1984, on the subject, "Science, Technology, and the Prospects for Utopia."

Mr. O'Connor thanked the Board for their continued support of the Annual Faculty Lecture, and accepted congratulations on behalf of his colleagues.

Upon motion by Ms. Alexander, seconded by Ms. Powell, the Board authorized the honorarium in recognition of Mr. O'Connor's contribution as Faculty Lecturer, 1984-85.

4.2 CONTINUING EDUCATION COURSES - WINTER 1985, Enclosure 3

Dr. Martin Bobgan, Vice President, Continuing Education, gave a brief review of the proposed courses for Winter, 1985.

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the Board approved the courses as contained in the enclosure.

4.3 REVISION OF ADN ADMISSIONS POLICY (ASSOCIATE DEGREE NURSING), Attachment 4.3

Upon motion by Ms. Powell, seconded by Dr. Dobbs, the Board approved the revised policy on ADN admissions as contained in the attachment.

4.4 REINSTATEMENT OF PHYSICAL EDUCATION 100 (ARCHERY) AND PHYSICAL EDUCATION 17BX (KARATE)

Upon motion by Mr. Luria, seconded by Mr. Frank, the Board approved 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

Dean Sloane described the four grant proposals which 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:

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

Upon motion by Ms. Powell, seconded by Mr. Frank, the Board endorsed the memberships of the Advisory Committees for Occupational Education as contained in the enclosure.
4.7 MEDIA SERVICES PRESENTATION

At Dr. MacDougall's request, the Board deferred Dr. Ken Berry's presentation of the football "Half-time Show" videotape entitled "This is SBCC - The Arts," and the two public service announcements, "Beginning the Semester," and "Radiology."

5. BUSINESS SERVICES

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Ms. Alexander, the Board approved the following items, as described here and in the attachments to the Agenda:

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
300 Transfer funds to cover additional Computer Science
     Faculty Lecturer Honorarium
     film rental costs

5.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING ON 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, the consultant to SBCCD who prepared the EIR, was present to assist at the hearing and respond to comments from the public.

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Public Hearing was opened.

Mr. Paul Sgroi, Assistant Transportation Engineer, City of Santa Barbara Public Works Department, presented testimony on the document. He suggested a number of revisions. Mr. Craig stated that the suggestions might be incorporated into the document.

Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board closed the Public Hearing, directing staff to consider Mr. Sgroi's suggestions, and deferred certifying the Negative Declaration until the meeting of January 17, at which time public testimony will be invited on any changes to the document.

b. V.E.A. IN-SERVICE GRANT PROPOSAL, Attachment 5.2-b

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

Upon motion by Dr. Dobbs, seconded by Ms. Powell, the Board approved 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.

Upon motion by Ms. Alexander, seconded by Dr. Dobbs, the Board approved the sub-lease of the Santa Barbara Street property to Anacapa High School.

6. GENERAL INFORMATION - None.

7. ADJOURNMENT

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the meeting was adjourned at 6:20 p.m.
APPROVED BY THE BOARD OF TRUSTEES ON January 17, 1985.

ATTEST:

[Signature]
President, Board of Trustees

[Signature]
Secretary/Clerk to the Board