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

October 10, 1985

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 President Gary Ricks at 4:03 p.m.

1.2 ROLL CALL

Members present:

  Mr. Gary Ricks, President
  Mr. Sidney Frank, Vice President
  Dr. Joe Dobbs (arrived at 4:13 p.m.)
  Mr. Eli Luria
  Ms. Joyce Powell
  Mr. Benjamin Wells
  Mr. Adam McCarthy, Student Member

Absent was:

  Ms. Kathryn Alexander

Others present for all or a portion of the meeting:

  Dr. Peter MacDougall, Superintendent/President and Secretary/Clerk to the Board of Trustees
  Dr. Martin Bobgan, Vice President, Continuing Education
  Dr. Elaine Cohen, Dean, Instructional Services
  Mr. William Cordero, Dean, Student Services
  Ms. Jane Craven, Assistant Dean, Admission and Records
  Mr. Blake Curton, Vice President, Associated Students
  Mr. Fred deLeon, EOPS Specialist
  Ms. Trish Dupart, President, CSEA
  Ms. Leslie Edwards, The Channels
  Mr. Harold Fairly, President, Academic Senate
  Ms. Lynda Fairly, Vice President, Student Affairs
  Ms. Janet Grubel, LTA, Computer Science Department
  Ms. Ann Haigh, Admissions and Records Clerk, Admissions
  Mr. Pat Huglin, Vice President, Academic Affairs
  Mr. Kevin Jeter, Student Activities Coordinator
  Mr. Tom Luken, Student Senator, Associated Students
Ms. Marie Marshall-Mackenzie, Teacher's Aide, Instructional Support
Mr. Bill Migneault, Treasurer, Associated Students
Ms. Irene F. Nadeau, Health Technologies
Mr. Dan Oroz, Director, Personnel
Mr. Dave Pickering, Controller, Business Services
Mr. John Romo, Dean, Instructional Services,
Mr. Chris Rudolph, Student Senator, Associated Students
Ms. Mary Schweickert, Student Senator, Associated Students
Ms. Dorothy K. Taylor, Prof. Volunteer, Memorial Garden
Mr. David Wallsom, President, Associated Students
Mr. Jim Williams, Public Information Officer
Dr. Richard Wotruba, Dean, Student Development and Matriculation
Ms. Marsha Wright, Personnel Specialist

1.3 WELCOME

Mr. Ricks welcomed those in attendance.

1.4 CLOSED SESSION - None.

1.5 MINUTES OF REGULAR MEETING OF SEPTEMBER 12, 1985

Upon motion by Mr. Wells, seconded by Mr. Frank, the Board approved the Minutes of the Regular Meeting of September 12, 1985 as submitted.

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

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - None.

b. REPORT BY ASSOCIATED STUDENTS - Mr. David Wallsom

Mr. Walsom reported that the Student Senate is making progress. He introduced new Student Senators: Mary Schweickert, Chris Rudolph, Bill Migneault (returning Treasurer) and Tom Luken. Mr. Wallsom described the various activities in which these individuals are involved. Mary Schweickert will be in charge of an Arts and Crafts day, there will be a National Student Campaign Against Hunger, a Campus Beautification Committee will look into repairing the marquee and setting up paper recycling bins, and the Senate is considering establishing a newsletter similar to the EOPS "Roots" publication.

Seven members of the Associated Students will be attending the Second Annual Community College Leadership Conference which will begin tomorrow (October 11) in Irvine and continue through the weekend. Colleges throughout the State will be there.

Mr. Wallsom will be attending a conference in Washington, D.C., November 7-10.
Mr. Ricks asked Mr. Wallsom if the Senate was up to its full complement and Mr. Wallsom answered in the affirmative. Mr. Ricks thanked the Student Senators for attending the Board meeting.

c. REPORT ON CURRENT EVENTS - Mr. Jim Williams

Mr. Williams reported on coming events scheduled by Santa Barbara City College for the period October 10-24. Some of the events he highlighted were: "I Never Sang for My Father," EOPS Unity Day Celebration, October 12 Football game (SBCC vs. Hancock), "Agnes of God," and the College and University Night for area high school students.

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall thanked Mr. David Wallsom for his excellent report and congratulated the Student Senate for having the full complement of student members and a broad focus to their programs.

Dr. MacDougall then reported on the following items:

1. The .911 Penalty Absentee Factor has been eliminated from the computation of the average daily attendance. Dr. MacDougall felt that this was a positive move and that it will provide flexibility in the College’s enrollment and will assure its attendance in 1985-86. In essence, the College will get approximately $170,000 in growth funding that it might not have received without the elimination of the .911 factor.

2. Dr. MacDougall expressed thanks to the Board members for his being able to go on the China trip. He indicated that some good discussions were held at Shandong University and some groundwork was established for possible future areas of cooperation between the College and institutions in China. He also indicated how much he personally enjoyed the trip and that visiting with the students and faculty was a highlight.

3. Mr. Tim Gillis presented Dr. MacDougall with a copy of his recently published textbook, "Engine Mechanics, Diagnosis and Repair." Mr. Gillis also included a note of thanks to the Board of Trustees for maintaining an atmosphere conducive to teaching and learning.

4. Chuck McIntyre will be visiting the College on October 16 to discuss planning activities with a joint meeting of the College Planning and Division Chair Councils. The College’s involvement in planning will be the focus.

5. Prior to the next Board Meeting, the College will be visited by the Accreditation Team from the Western Association of Schools and Colleges. The session begins on Tuesday, October 22 and concludes on October 24, 1985.
6. The Foundation Fundraiser, "Autumn Illusions," was held Sunday, October 6 at the Coral Casino. Approximately 340 individuals from the community participated in this successful event. The HRM Department did an outstanding job of preparing the gourmet food.

7. The Commission on the Master Plan for Higher Education and Mission of the Community Colleges continues to meet as does the Joint Legislative Commission. A third organization, the Little Hoover Commission, also recently began meetings focusing on community colleges. Mr. John Romo appeared on Tuesday in Santa Monica before the Joint Legislative Commission. Dr. MacDougall met with Dr. Lee Kerschner, Executive Director of the Master Plan Commission, on September 30.

8. The College is very pleased that Senate Bill 375 by Senator Carpenter was signed. This should limit the amount of matching requirements that a community college will have to raise for capital projects. The State will fund 90% of capital projects. The College hopes to receive funding for the Learning Resource Center and hopes to get funding for the Interdisciplinary Center.

9. The Concept 26 magazine was recognized by the Columbia School of Journalism for a medalist award and received an All-American rating by a national organization. It was the 9th and 11th years these awards had been received in competition for two- and four-year colleges. Mrs. Hazel Stewart is the faculty advisor.

2. PERSONNEL

2.1 PERSONNEL CONSENT ITEMS

Mr. Oroz introduced the following classified employees: Ms. Janet Grubel, Computer Science, Lab Teaching Assistant; Ms. Ann Haigh, Admissions and Records Clerk; Ms. Marie Mackenzie, Teacher Aide, Instructional Support; Ms. Irene Nadeau, Typist Clerk, Intermediate, Health Technologies and Ms. Cathy Kopke, Secretary to Superintendent/President and Board of Trustees.

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board approved all of the Personnel Consent Items. Mr. Ricks welcomed the new employees in attendance.

2.2 PERSONNEL ACTION ITEM

a. GRIEVANCE PROCEDURES AND RIGHT OF EMPLOYEE TO INSPECT PERSONNEL FILE

Mr. Oroz mentioned that this item had been to the Board before as an interim policy and that this is now the final revision. Dr. MacDougall made a clarification that Enclosure 1 actually contains two grievance procedures and the right of an employee to inspect their personnel file.
Upon motion by Mr. Wells, seconded by Mr. Frank, the Board approved the Certificated Grievance Procedures and Certificated Personnel Files Inspection Policy as contained in Enclosure 1.

2.3 PERSONNEL INFORMATION ITEM

a. ANNUAL AFFIRMATIVE ACTION PROGRAM ACTIVITY REPORT - 1984-85

Mr. Oroz said that Dr. Gilbert Robledo will be the Chairperson for the Affirmative Action Committee for this coming school year. Enclosure 2 follows the format of the last nine Affirmative Action Reports. Mr. Oroz highlighted portions of this report.

Mr. Ricks thanked Mr. Oroz for the excellent report.

3. STUDENT SERVICES

3.1 EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS) PROJECT PLAN FOR 1985-86

Mr. Bill Cordero recognized staff who had helped him with the development of the EOPS Project: Kevin Jeter and Fred deleon. He highlighted pages 54 and 55 of Enclosure 3. Mr. Cordero wanted to clarify the myth that the EOPS program is for minority students only because it is for students who meet the low-income criterion. The goal for 1984-85 was for every student to have an education plan on file. This goal was not reached but it is anticipated that it will be reached during 1985-86.

Dr. Dobbs asked for a clarification regarding the educational goal plan and Mr. Cordero explained the "road map" which is developed for each student to follow. Plans are also developed in accordance with skill levels of the students.

Dr. MacDougall brought to the Board's attention two items on page 57 of Enclosure 3. One was the C.A.R.E. Program and the second was the Summer Bridge Program. Dr. MacDougall commended Mr. Cordero and his staff for developing such a fine program.

Clarification followed regarding the Work Fare program and the relationship to the Child Care program.

Upon motion by Mr. Wells, seconded by Dr. Dobbs, the Board approved the EOPS Project Plan for 1985-86.

4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON RECENT STAFF VISIT TO MIAMI-DADE COMMUNITY COLLEGE IN FLORIDA AND COLLEGE MATRICULATION EFFORTS

Dr. Elaine Cohen stated that she, Jane Craven, and Anita Abo-Shaer visited Miami-Dade Community College, South Campus in Florida in July. (A copy of their report is included in the Board folders.)
Ms. Jane Craven highlighted four areas of their visit: (1) Steps to Advisement and Registration, (2) Academic Alert System, (3) Standards of Academic Progress and (4) Marketing Emphasis.

At Miami-Dade a student is able to test, go through orientation and advisement, and register all on the same day. The registration system is on-line. There are various computer locks to registration if a student hasn't completed various requirements.

The Academic Alert System is a computerized letter of the student's mid-term progress. The computer system can generate 26,000 different letters. Every one of the 40,000 students at Miami-Dade receives a letter no matter what their academic standing may be.

There was some discussion regarding how and why Miami-Dade considers itself as the Number One Community College in the Nation.

The Standards of Academic Program (SOAP) is another computerized system which works hand-in-hand with the Academic Alert system. This program provides a system of warning, probation, suspension and dismissal.

Ms. Craven mentioned the various ways that Miami-Dade advertises.

A modified Academic Alert System presently carried out at Santa Barbara City College could be enlarged upon.

Dr. Cohen explained the Miami-Dade Advisement and Graduation Information System (AGIS) which shows students how they are progressing towards their graduation requirements. This seven-page report took three years to develop, and it is provided free to the students. Santa Barbara City College is hoping to do a modified version of this type of report.

Students at Miami-Dade must also take an exit test, and they cannot graduate unless they pass all four sections of this test.

Dr. Cohen reported on the RSVP (Response System for Variable Prescriptions) system which allows individualized teaching through the computer.

Dr. Richard Wotrubca was introduced. He indicated that we need a good definition for matriculation.

Dr. MacDougall made two points that our broad-based approach to matriculation here at Santa Barbara City College is critical to its success in matriculation and that the recommendations developed from the Miami-Dade visit will continue to serve as a reference point for what the College is trying to accomplish.

Dr. MacDougall pointed out that Dr. Cohen, Ms. Craven and Ms. Abo-Shaeeer did an exceptional job of getting a great deal of information from their visit.
4.2 ADDITIONAL COURSE, CONTINUING EDUCATION DIVISION, FALL 1985

Dr. Martin Bobgan asked that one more course, "Cultural Awareness" be added. This course and the Intermediate Shorthand course were coordinated with Mr. George Gregory's efforts.

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board approved the two additional courses for the Continuing Education Division for Fall 1985.

4.3 NEW COURSES, 1985-86

Mr. John Romo explained the various courses listed on Attachment 4.3.

Upon motion by Mr. Wells, seconded by Ms. Powell, the Board approved the new courses contained in Attachment 4.3.

5. BUSINESS SERVICES

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Mr. Frank, the Board approved the Business Consent Items as listed in the Meeting Agenda and Attachments to the Agenda with the deletion of Item 5.1-k, Ratification of Computer Training Project - Continuing Education Division.

5.2 BUSINESS ACTION ITEMS

a. ACCEPTANCE OF GTE-OMNI TELEPHONE SYSTEM, GENERAL TELEPHONE COMPANY - BTSS (BUSINESS TERMINAL SALES AND SERVICE)

Dr. MacDougall explained that the telephone system has been installed and that the College has been having some problems with the switchboard. The College is looking into having certain calls in various areas being switched over to a message center to eliminate phones not being answered. With the new system, there is an ability to identify calls being made at each extension. The only future costs for this system would be the maintenance costs.

Upon motion by Ms. Powell, seconded by Mr. Luria, the Board approved the acceptance of the GTE-OMNI telephone system and installation and authorization for payment of $220,523.02.

b. ACCEPTANCE OF CAMPUS IMPROVEMENT PROJECTS AND AUTHORIZATION TO FILE NOTICES OF COMPLETION

Upon motion by Mr. Wells, seconded by Ms. Powell, the Board approved acceptance of the campus improvement projects and authorization to file Notice of Completion for the waterproofing of the Humanities Building and the roof restoration of the upper Humanities Building.
c. RESOLUTION NO. 5 (1985-86) APPROVING AMENDMENT OF THE LONG RANGE DEVELOPMENT PLAN (LRDP) SUBMITTED TO THE COASTAL COMMISSION

Upon motion by Mr. Luria, seconded by Mr. Wells, the Board adopted Resolution No. 5 (1985-86) amending the LRDP submitted to the Coastal Commission. The vote follows:

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

Noes: None

Absent: Ms. Alexander

5.3 BUSINESS INFORMATION

a. THE 1985-86 ADOPTED DETAIL BUDGET

Mr. David Pickering explained that the 1985-86 budget was submitted at the August 22, 1985 Board Meeting. Dr. MacDougall complimented Mr. Pickering and his staff for the good work on the budget preparation.

6. GENERAL INFORMATION

6.1 OCTOBER 22-24 ACCREDITATION VISIT - WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES

Dr. MacDougall stated the report by the Accreditation Team will be at 12:30 p.m. rather than 12:00 Noon on October 24 in Room A-211.

7. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the Board adjourned the meeting, setting the next Regular Board Meeting for October 24, 1985. There will be only one Board Meeting in November and December--November 14 and December 12 respectively.

APPROVED BY THE BOARD OF TRUSTEES ON October 24, 1985.

ATTEST:

[Signatures]

President, Board of Trustees

Superintendent/President and Secretary/Clerk to the Board