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

December 14, 1989
3:30 p.m. - CLOSED SESSION
     Room A-150
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 President Powell at 4:22 p.m.

1.2 ROLL CALL
     Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs
Mr. Sidney Frank
Mrs. Joyce Powell, President
Mr. Ed Santodomingo
Ms. Joanne Gruber, Student Member

Members Absent:

Mr. Leonard Jarrott
Mr. Eli Luria, Vice President

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Superintendent/President and Secretary to the Board of Trustees
Dr. Martin Bobgan, Vice President, Continuing Education
Ms. Rita Cameron-Wedding, Acting Dean, Student Services
Ms. Collette Barr, Associate Professor, Social Science
Mr. David Chavez, CSEA Representative
Dr. Elaine Cohen, Dean, Academic Affairs
Ms. Jane Craven, Assistant Dean, Student Affairs
Mr. Fred de Leon, Financial Aid Specialist
Ms. Lynda Fairly, Vice President, Student Affairs
Ms. Karolyn Hanna, President, Academic Senate
Dr. Charles Hanson, Business Manager
Ms. Rita Harrington, President, CSEA
Mr. Kevin Jeter, EOPS Specialist
Ms. Cecelia Kuster, Acting Dean, Academic Affairs
Mr. Keith Level, Assistant Professor, Physics and Engineering
Mr. Burt Miller, Administrative Assistant to Superintendent/President
Mr. Dan Oroz, Director, Personnel Services
Mr. Nathaniel Palmer, President, Associated Student Body
Dr. Maurice Ryan, Professor, Technologies
Mr. Don Seaver, Professor, Technologies
Ms. Dorothy K. Taylor, Volunteer, SBCC Gardens
Dr. Jack Ullom, Professor, Music
Mr. Jim Williams, College Information Officer
Ms. Marsha Wright, Personnel Specialist
Mr. Tom Zeiher, Audio Visual Technician

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all present.

1.4 CLOSED SESSION

Mrs. Powell announced that salary negotiations were discussed in the Closed Session.

1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 9, 1989 AND SPECIAL MEETING OF NOVEMBER 30, 1989

Upon motion by Mr. Santodomingo, seconded by Dr. Dobbs, the Board unanimously approved the Minutes of the Regular Meeting of November 9, and the Special Meeting of November 30, 1989.

1.6 HEARING OF CITIZENS

No citizens expressed a wish to address the Board.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Ms. Karolyn Hanna

Ms. Hanna reported that Rep. Council is working on AB 1725 projects and the accreditation process. They are looking at developing procedures or guidelines for the equivalency determination and hope it will be together by mid-March. The Faculty Enrichment Committee has reviewed applications for spring faculty enrichment grants, which are on today's Agenda. The Sabbatical Leave Committee will recommend the sabbatical proposals at the first Rep. Council meeting in January. The Under-represented Students Advisory Committee is working on developing strategies and a position paper to help the needs of minority students on campus, and the AF/PS Committee is revising the evaluation procedures for hourly and probationary contract faculty.

b. REPORT BY ASSOCIATED STUDENTS - Mr. Nathaniel Palmer

Mr. Palmer reported that the first Inter-Club Council meeting was held this past week. Two arts and crafts days were held in December, and they grossed over $1000. He reported on the Christmas Unity Project.
Associated Students are working with Security on the bicycle program. They are also recruiting tutors for a high school tutorial program. A Student Senate information table will be set up to afford the student body an opportunity to ask questions and make suggestions to the Student Senate.

c. REPORT ON CURRENT EVENTS - Mr. Jim Williams

Mr. Williams reported on events scheduled by the College for the period December 14 through January 11, 1990 highlighting TAKING STEPS at the Studio Theater, David Lawyer, Sr.'s Noon-Hour Lecture, men's and women's basketball, and SBCC's Vocal Jazz Ensemble.

d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Commended Mr. Palmer and Ms. Gruber on the excellent leadership provided by them on behalf of the students. The breadth of activities in which the Associated Students are involved, especially Christmas Unity, shows a sensitivity to the greater community and provides students with an involvement in community service.

2. Acknowledged that Mrs. Helen Pedotti, President of The Foundation for SBCC, was honored this past week by the Anti-Defamation League for outstanding community service.

3. Noted that Mr. Jim Minow, on behalf of the College, submitted a proposal to the County to assist SBCC on the refurbishment project of La Playa Stadium. The estimated total cost of the project will be approximately $1.1 million. A preliminary grant by the Parks Commission has the College in for $150,000. The Board of Supervisors will take action on January 29.

AT THIS POINT, ITEM 4.1 WAS TAKEN OUT OF ORDER.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Retirement of Dr. Maury Ryan - 26-1/2 years of Service.

Dr. Elaine Cohen described Dr. Ryan's tenure at Santa Barbara City College and noted that he was an electronics pioneer. He began teaching in 1962 and has served on numerous committees, was elected by the faculty to serve on the first Academic Senate, and has served on Rep. Council for a number of years. He was committed to developing a program in Electronics that met the needs of students for employment and the needs of local industry for trained employees. Students return to college to share their successes with him. He initiated the evening program in Electronics and is the father of the Business Outreach Program by being the first person to develop a program to meet an individual industry's needs. He is a professional educator in every sense and has an unflagging
interest in helping every student reach his/her educational goals. He was wished the best in the challenges of his new job.

Dr. Ryan stated that he has been hired by Vermont Technical College as an Associate Academic Dean. The College has 605 students, 60 faculty members with an 11-1 ratio, and 150 cattle. The largest nearby town, Randolph, has a population of 4800. He noted that he is looking forward to the challenge and excitement. Dr. Ryan expressed regret at leaving Santa Barbara City College but is looking forward to something new and different. He stated that he has enjoyed his association at SBCC.

Board Members and Dr. MacDougall wished Dr. Ryan well in his new position.

Retirement of Burt Miller - 16 Years of Service

Dr. MacDougall commended Mr. Miller on his 16 years of service at SBCC and stated that he has been a marvelous person with whom to work. In noting some of the vast contributions Mr. Miller has made, the most prominent were the implementation of the College’s microcomputer system and his very valuable aid when putting together the Computing Authority. He is the major accreditation liaison for the College, and his work on institutional research is excellent. He has pursued his work with vigor and confidence. Dr. MacDougall noted that he will miss Mr. Miller as a person who is a sensitive and considerate individual and a professional in all he undertakes. Dr. MacDougall thanked Mr. Miller on behalf of the District for his many day-to-day contributions.

Mr. Miller stated he will continue doing the things he likes to do and hopes to be doing some consultant work for the College. He further stated he will miss the people and the work.

Board Members congratulated Mr. Miller on his retirement.

Upon motion by Mr. Frank, seconded by Mr. Santodomingo, the Board unanimously approved the Personnel Condent Items as listed in the Agenda and Attachment to the Agenda.

2.2 PERSONNEL ACTION ITEMS

a. RECOMMENDED APPROVAL OF REVISIONS TO DISTRICT’S AFFIRMATIVE ACTION PLAN

Upon motion by Dr. Alexander, seconded by Mr. Santodomingo, the Board unanimously approved the revisions to the District’s Affirmative Action Plan as contained in the Enclosure and submission to the Chancellor’s Office for their review.

b. RECOMMENDED APPROVAL OF AFFIRMATIVE ACTION GOALS & TIMETABLES

Upon motion by Mr. Frank, seconded by Mr. Santodomingo, the Board unanimously approved the Affirmative Action Goals and Timetables updated to reflect the years 1989-90 through 1991-92 as contained in the Enclosure.
c. RECOMMEND APPROVAL OF INTERIM CERTIFICATED EMPLOYMENT POLICIES

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the temporary interim certificated employment policies as contained in the Enclosure.

d. PUBLIC HEARING ON DISTRICT'S INITIAL CLASSIFIED EMPLOYEES COLLECTIVE BARGAINING CONTRACT PROPOSAL

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved opening the public hearing.

No one expressed a wish to address the Board.

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board unanimously approved closing the public hearing.

e. APPROVAL OF COMPENSATION PACKAGES FOR CERTIFICATED ADMINISTRATIVE, CLASSIFIED MANAGEMENT/SUPERVISORY/CONFIDENTIAL, AND NON-CREDIT HOURLY INSTRUCTORS

Upon motion by, Dr. Alexander, seconded by Mr. Santodomingo, the Board unanimously approved Compensation Packages for three employee groups: Certificated Administrative, Classified Management/Supervisory/Confidential, and Non-Credit Hourly Instructors. The major provisions included:

1. Three-year agreement.

2. Eight percent salary increase for 1990; 1991 a salary increase determined by the cost-of-living adjustment provided by the State of California.

3. If there is a drop in ADA or if there is a new funding mechanism that is implemented by the State during the time of this contract and that funding mechanism results in a drop in revenue for the District, then the matter of salaries would have to be considered at that time.

4. Benefits will be established with the representatives of those groups by July 10 of the previous year.

5. Agreement that if the compensation settlement for the certificated instructors was greater than reflected in these agreements, the larger settlement would apply ("me-too provision").

6. The longevity increase for the Confidential employees in the M/S/C group was increased.
3. STUDENT SERVICES - Ms. Lynda Fairly

3.1 ADMISSIONS AND RECORDS STUDENT SERVICES PROGRAM REVIEW

Ms. Jane Craven stated the program review consisted of four parts:

1. Self-evaluation by staff.

2. Students were surveyed at arena registration, during priority registration, and in the office.

3. Surveys were sent to faculty, staff, and administrators at SBCC to determine their satisfaction with Admissions and Records.

4. Several staff members visited Allan Hancock and Moorpark College to compare the differences in operations in the Admissions and Records area.

Ninety-six percent of the students and 93 percent of the staff surveyed were satisfied with the services provided by Admissions and Records. Students who went through priority registration rated it very high. Eighty-eight percent of students completing arena registration were able to complete that process within an hour.

Ms. Craven detailed suggestions for improvements that were made and some changes that have already been put into effect. The Admissions and Records Office is opening 1/2 hour earlier the first three weeks of the semester, posting more signs in classrooms, and they are providing the students a chart with deadline dates. They are encouraging more participation in priority registration and a longer priority registration period is scheduled. Students will be allowed to register for Fall 1990 in the Spring of 1990.

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved the Admissions and Records Student Services Program Review

3.2 EXTENDED OPPORTUNITY PROGRAM AND SERVICES - EOPS PROJECT PLAN

Mr. Kevin Jeter presented the EOPS Project Plan for 1989-90 and stated that the plan will remain in tact as in the previous years because it includes key elements that assist us in helping our students reach their vocational and educational objectives. Mr. Jeter detailed some adjustments being made to enhance the program (hiring an hourly position as the learning facilitator and funding for childcare per changes in Title V regulations that will assist single-parent students with childcare needs).

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved the EOPS Project Plan.

3.3 RECOMMEND ACCEPTANCE OF 1988-89 ANNUAL FINANCIAL AID REPORT AND THE STUDENT SERVICES PROGRAM REVIEW FOR FINANCIAL AID

1. 1988-89 Annual Financial Aid Report
a. Mr. Fred de Leon presented the Financial Aid Annual Report for
1988-89. Two changes in Financial Aid regulations were noted: 1)
more liberal definition of what constitutes an independent
student, and 2) new regulations restricting access to student loan
programs. As a result of the implementation of these, students’
participation rate in loans decreased by 10.7 percent and the
number of students identified as independent students increased by
6.3 percent. This decrease in loan applications is seen as a
positive outcome.

In 1988-89, the Financial Aid Staff dispersed over $2,700,000 in
federal, state, and local aid to 1482 participants. This is a 2.8
percent increase in funding over the previous year. There was a
six percent increase in the number of student participation, and
there was a 14 percent increase in aid for underrepresented
students over the previous year.

The Financial Aid Office is serving more students than in the
past; the average amount of grant dollars allotted and dispersed
increased over 22 percent over the previous year, and the student
participation in the student loan program decreased.

Currently the Financial Aid Office is working on full
implementation of the default reduction plan. They are also
reviewing policies and procedures and streamlining the financial
aid delivery process in order to provide quicker and better
service to more students.

b. Student Services Program Review For Financial Aid

Mr. de Leon also presented the Student Services Program Review for
Financial Aid and noted that several recommendations were
formulated by staff and students. The services offered were
given a high degree of satisfaction in regard to the quality of
information and the types of services provided. Several areas for
improvement were identified: the need for more scholarship
information provided as well as improving the quality and quantity
of information related to financial aid procedures. A high
percentage of the responses indicated that services offered could
be improved if more staff was available to provide them. Mr. de
Leon itemized four specific recommendations which resulted from
the Program Review.

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board
unanimously approved the 1988-89 Annual Financial Aid Report and the
Student Services Program Review for Financial Aid as contained in the
Attachment.
4. ACADEMIC AFFAIRS - Mr. John Romo/Dr. Martin Bobgan

4.1 PRESENTATION OF CERTIFICATE OF RECOGNITION TO DR. JACK ULLOM, FACULTY LECTURER 1989-90 (Taken out of order)

Congratulations were expressed to Dr. Jack Ullom on his presentation as the Eleventh Annual Faculty Lecturer on December 6. Dr. Peter R. MacDougall acknowledged his outstanding job of representing the faculty of SBCC. Dr. MacDougall presented Dr. Ullom with a Certificate of Recognition and a check in the amount of $500 on behalf of the Board of Trustees.

4.2 APPROVAL OF FACULTY ENRICHMENT GRANTS

Upon motion by Dr. Alexander, seconded by Mr. Frank, the Board unanimously approved the funding proposals for the Spring 1990 Faculty Enrichment Grants as contained in the Attachment.

4.3 CLASSROOM RESEARCH PROJECT

Ms. Karolyn Hanna introduced members of the Instructional Improvement Project who were in attendance at the Board Meeting: Mr. Don Seaver (Department Chair, Administration of Justice), Ms. Collette Barr (Economics), Mr. Keith Level (Physics & Engineering), and Ms. Margie Reinhart (Mathematics).

Others on the Committee were Mr. Peter Naylor (Business), Dr. Maury Ryan (Electronics), Ms. Nina Morlan (Art). Mr. Al Flinck and Ms. Hanna were the Project coordinators.

The focus of the project was to increase student retention, student success, student satisfaction with the teaching/learning process at SBCC, more utilization of campus resources, and an increase in faculty satisfaction with the teaching/learning process. As a group, they reviewed and studied instructional strategies that could be implemented in the classroom. Each instructor chose one or more strategies for use in his/her classroom. At the end of the fall semester, they collected data on student attrition, compared grades of students enrolled in similar sections during fall, and asked students to fill out a student-satisfaction questionnaire. They collected the same data at the end of the spring semester. Ms. Hanna then described some of the strategies used by each of the instructors present.

Dr. MacDougall stated that this was one of the most important activities that took place last year and noted that there is a group continuing in the classroom research area this year. He felt this was very significant in terms of the possible positive effect it will have on the College's instructional program and commended the faculty members involved in the project.

4.4 SUBMITTAL OF GRANT PROPOSAL TO THE HELENE FULD HEALTH TRUST

Upon motion by Mr. Frank, seconded by Mr. Santodomingo, the Board unanimously approved the submittal of the grant proposal to the Helene Fuld Health Trust as contained in the Agenda.
4.5 SUBMITTAL OF PROPOSAL TO THE EISENHOWER MATHEMATICS AND SCIENCE EDUCATION STATE PROGRAM

Upon motion by Mr. Frank, seconded by Mr. Santodomingo, the Board unanimously approved the submittal of the grant proposal to the Eisenhower Mathematics and Science Education State Program as contained in the Attachment.

4.6 RECOMMENDED APPROVAL OF NEW COURSES, CONTINUING EDUCATION DIVISION - WINTER TERM, 1990

Upon motion by Mr. Frank, seconded by Dr. Alexander, the Board unanimously approved the new courses for the Continuing Education Division, Winter Term 1990, as contained in the Attachment.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. Frank, seconded by Dr. Alexander, the Board unanimously approved the Business Consent Items as contained in the Agenda, Attachments to the Agenda, and the Enclosure.

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 6 (1989-90) TRANSFERRING FUNDS TO THE PARKING FACILITIES FUND FROM GENERAL FUND

Upon motion by Dr. Dobbs, seconded by Mr. Santodomingo, the Board unanimously approved adoption of Resolution No. 6 (1989-90) authorizing the transfer of funds to the Parking Facilities Fund from the General Fund as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mr. Frank, Mr. Santodomingo, Mrs. Powell
Noes: None
Absent: Mr. Jarrott, Mr. Luria

b. ADOPTION OF RESOLUTION NO. 7 (1989-90) AND APPROVAL OF APPROPRIATION TRANSFERS NO. B90-020 THROUGH B90-027

Upon motion by Dr. Dobbs, seconded by Mr. Santodomingo, the Board unanimously approved the additional revenue and adjustments to the programs in the General Fund and adoption of Resolution No. 7 (1989-90) as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mr. Frank, Mr. Santodomingo, Mrs. Powell
Noes: None
Absent: Mr. Jarrott, Mr. Luria
c. **ACCEPTANCE OF FRANCIS SIFF EDUCATION FOUNDATION GRANT OF $5,000 FOR 1989-90 PEER TUTOR PROGRAM AND ADOPTION OF RESOLUTION NO. 8 (1989-90)**

Upon motion by Dr. Dobbs, seconded by Mr. Santodomingo, the Board unanimously approved adoption of Resolution No. 8 (1989-90) accepting grant funds for individualized tutoring for disabled students as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mr. Frank, Mr. Santodomingo, Mrs. Powell  
Noes: None  
Absent: Mr. Jarrott, Mr. Luria

d. **APPROVAL OF CHANGES TO SCHOOLS EXCESS LIABILITY FUND (SELF) JOINT POWERS AGREEMENT**

Upon motion by Dr. Dobbs, seconded by Mr. Santodomingo, the Board unanimously approved the changes to the SELF agreement and adoption of Resolution No. 9 (1989-90) as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mr. Frank, Mr. Santodomingo, Mrs. Powell  
Noes: None  
Absent: Mr. Jarrott, Mr. Luria

e. **CHANGE ORDERS NO. 59 AND 60 - LURIA LIBRARY/LEARNING RESOURCE CENTER**

Upon motion by Dr. Alexander, seconded by Mr. Santodomingo, the Board unanimously approved Change Orders No. 59 and 60 as contained in the Attachment.

f. **RECOMMENDED ACCEPTANCE OF LURIA LIBRARY/LEARNING RESOURCE CENTER AND AUTHORIZATION TO FILE NOTICE OF COMPLETION**

The District will withhold $26,540 until a series of punchlist items are satisfactorily completed, and $69,368 shall be withheld for five legal "Stop Notices" from various claimants until the payments are made. Acceptance of the project includes Change Orders No. 1 - 60 with a revised contract price of $5,933,239.77.

Upon motion by Mr. Santodomingo, seconded by Dr. Dobbs, the Board unanimously approved the acceptance of the Luria Library/Learning Resource Center project and authorization to file the Notice of Completion as contained in the Agenda and the Attachment to the Agenda.

Dr. MacDougall commended Dr. Hanson on behalf of the Board of Trustees and the College community on the fine job of overseeing the project.
g. ACCEPTANCE OF ASBESTOS REMOVAL (OLD LIBRARY) AND AUTHORIZATION TO FILE THE NOTICE OF COMPLETION

Upon motion by Mr. Santodomingo, seconded by Mr. Frank, the Board unanimously approved the acceptance of the completion of the asbestos removal (old library) project and authorization to file the Notice of Completion as contained in the Agenda.

h. ADOPTION OF RESOLUTION NO. 10 (1989-90) ENDORSING CHANCELLOR’S OFFICE LEGISLATIVE PROGRAM FOR 1990-91

Upon motion by Dr. Dobbs, seconded by Mr. Santodomingo, the Board unanimously approved the endorsement of the California Community Colleges/Chancellor’s Office 1990 Legislative Program, support for its passage, and adoption of Resolution No. 10 (1989-90), support for Senate Bill 147 Full Funding as contained in the Attachment. The vote follows:

Ayes:  Dr. Alexander, Dr. Dobbs, Mr. Frank, Mr. Santodomingo, Mrs. Powell
Noes:  None
Absent: Mr. Jarrott, Mr. Luria

6. ADJOURNMENT

Upon motion by Mr. Frank, seconded by Dr. Dobbs, the Board unanimously approved adjournment at 6:01 p.m., setting the next Regular Meeting of the Board of Trustees for January 18, 1990, at 4:00 p.m.
December 14, 1989
Regular Meeting of the Board of Trustees
Minutes

The signature page for the Regular Meeting of the Board of Trustees on December 14, 1989 is missing.