AGENDA

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

April 11, 1991

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 MINUTES OF REGULAR MEETING OF MARCH 14, 1991
   1.5 HEARING OF CITIZENS
   1.6 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE - Ms. Karolyn Hanna
      b. REPORT BY CLASS. PROF. GROWTH COUNCIL - Mr. Peter Raschke
      c. REPORT BY ASSOCIATED STUDENTS - Mr. Gary Fukumoto
      d. REPORT ON CURRENT EVENTS - Mr. Jim Williams
      e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAIN, Gwen</td>
<td>Librarian</td>
<td>TBD</td>
<td>9/3/91-8/12/92</td>
<td>Temporary 100% RE: R. Hoffman</td>
</tr>
<tr>
<td>CLARK, John</td>
<td>Music Instructor</td>
<td>TBD</td>
<td>9/3/91</td>
<td>Probationary RE: R. Davis</td>
</tr>
</tbody>
</table>
Name | Assignment | Rate | Date | Comments
--- | --- | --- | --- | ---
INKS, Edward | Art Instructor (Sculpture Emphasis) | TBD | 9/3/91 | Probationary New Position AB1725
SCHULTZ, Janet | Earth Science Instructor | TBD | 9/3/91 | Probationary RE: P. Olsen

* Candidates recommended for other faculty positions may also be announced at the meeting.

CERTIFICATED POST RETIREMENT EMPLOYMENT AGREEMENT

ROBERTSON, Ronald Ass’t Prof., Art $1025/TLU 3.75 TLU’s/Spring 1991

CERTIFICATED HOURLY APPOINTMENTS *

BOLENDER, Alan | FRAKES, Robert | PIPERSBURY, Lillian
CLEARY, Michael | GREEN, Stephen | POMPILIO, Penny
DAVIS, Rebecca | HOLBROOK, Laura | SABIRAN, Conrad
DEMETER, Sonja | MCGUIRE, Maureen | WATTS, Lynn
DUDLEY, Dennis | MICHAELS, Karen | WINCHELL, Lori
DUERR, Judith | O’CALLAHAN, Gerald | 

* Not to exceed 60% credit and non-credit assignments

CERTIFICATED HOURLY APPOINTMENTS - CONTINUING EDUCATION DIVISION *

ABNEY, Richard | FRIEDRICHSEN, Robert | VONALVENSLEBEN, Michael
BARRETT, Lyman | PARKER, John | WEAVER, David
BIGELOW, David | PETZINGER, Michelle | 
DOLES, Sandra | SCHRADERMEIER, Daniel | 

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

MINIMUM QUALIFICATION EQUIVALENCIES

The following listed new faculty members’ Minimum Qualification Equivalencies have been approved by the department head, dean and appropriate vice president, and are now presented for approval by the Board of Trustees, in accordance with District Policy Sections 1312.3, and 1414.1.

Temporary Hourly Instructors

Name | Discipline
--- | ---
SPIEWAK, William | Ornamental Horticulture
WOLF, Margie | Cosmetology

CLASSIFIED RESIGNATIONS

STALLARD, Shannon Secretary 24B 4/4/91
<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRABER, Karin E.T. &amp; M.S.</td>
<td>Network Admin.</td>
<td>42A</td>
<td>4/5/91</td>
<td></td>
</tr>
<tr>
<td>LASKER, Pamela Theatre Arts</td>
<td>Theatre Manager</td>
<td>36E</td>
<td>2/19/91-4/5/91</td>
<td>Maternity</td>
</tr>
<tr>
<td>WILDEN, Helen Bookstore</td>
<td>Bookstore Cashier</td>
<td>17E</td>
<td>1/28/91</td>
<td></td>
</tr>
</tbody>
</table>

**CLASSIFIED HEALTH LEAVE OF ABSENCE**

**CLASSIFIED PROMOTION**

GUTIERREZ, Grace Typist Clerk, Sr. 25A 4/11/91 FT/12 Mo. RE: M. Wilke

**CLASSIFIED CHANGE IN ASSIGNMENT**

WILKE, Ramona Account Clerk, Int. 23E 4/11/91 FT/12 Mo. RE: R. Macario

**CLASSIFIED HOURLY APPOINTMENTS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTUSIO, Chris</td>
<td>GOLDSMITH, Michael</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BARR, Stephen</td>
<td>HASKINS, Juan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BEAULIEU, Sarah</td>
<td>JIMENEZ, Ana</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BELLAMY, Jerome</td>
<td>JOHNSTONE, Deborah</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BENLAN, Clark</td>
<td>KINNEY, Richard</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CARTER, Susan</td>
<td>LESTER, Tina</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CORRAL, Hortencia</td>
<td>LUGO, Ramon</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CUSSIMANO, Gail</td>
<td>LUIS, Lynnette</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESCALERA, Brett</td>
<td>LYONS, Michael</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GALINDO, Lia</td>
<td>MCDONALD, Michelle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GAMBOA, Jose</td>
<td>MILLS, Edward</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GARCIA, Maria</td>
<td>MIRANDA, Reynaldo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GARRISON, Elizabeth</td>
<td>MOORE, Marcy</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CLASSIFIED HOURLY APPOINTMENTS - CONTINUING EDUCATION DIVISION**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>HACKETT, Jon</td>
<td>LARA, Eduardo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HARRIS, Giselle</td>
<td>LOIZEAUX, Christine</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PROFESSIONAL SPEAKERS/CONSULTANTS**

ADAMS, Royce Science Division Faculty Inservice $200 3/14/91 D. Sloane

HALE, Helena Gender Equity Prog. $300 3/20/91 P. Buckelew

**PROFESSIONAL SPEAKERS/CONSULTANTS - CONTINUING EDUCATION DIVISION**

BOWDEN, Julie Cont. Ed. $50.00 4/19/91 Fri. Nt. Live
SBCCD Board of Trustees

Agenda
April 11, 1991

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>HALLIBURTON,</td>
<td>Cont. Ed.</td>
<td>$50.00</td>
<td>2/23/91</td>
<td>Health Care Crisis</td>
</tr>
<tr>
<td>Sally</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MANSBACH,</td>
<td>Cont. Ed.</td>
<td>$100.00</td>
<td>3/21/91</td>
<td>Visions/Voices</td>
</tr>
<tr>
<td>Steven</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PARHAM, Wendy</td>
<td>Cont. Ed.</td>
<td>$50.00</td>
<td>2/23/91</td>
<td>Health Care Crisis</td>
</tr>
<tr>
<td>THOMASSON,</td>
<td>Cont. Ed.</td>
<td>$235.00</td>
<td>2/27/91</td>
<td>Dyslexia: Challenges &amp; Achievements</td>
</tr>
<tr>
<td>Melissa</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TUTORIAL & COLLEGE WORK STUDY - Attachment 2.1-a

2.2 PERSONNEL ACTION ITEM

a. RECOMMENDED APPROVAL OF WORKING SCHEDULES FOR CERTIFICATED PERSONNEL FOR THE 1991-92 COLLEGE YEAR.

Annually, the Board establishes the number of required working days for each category of Certificated Personnel. The Attachment delineates the recommended regular working schedules for 10-month Certificated Personnel, 12-month Administrative Personnel, and Children's Center Personnel.

The Superintendent/President recommends approval of working schedules for certificated personnel for the 1991-92 college year.

Attachment 2.2-a

b. RECOMMENDED APPROVAL OF CHANGES TO PROFESSIONAL GROWTH PROGRAM

The current Professional Growth Program changes are being recommended by the Classified Professional Growth Council.

The primary purpose of the changes is to broaden the scope of the Council and under the guidelines of AB1725 to enhance staff participation in governance.

Below is a brief summary of the proposed changes:

1. Change the name from "Classified Professional Growth Council" to "Classified Council".

2. Add the statement that "the Council will act as a structure for classified employee participation in governance".

3. The Chairperson will present communication reports to the Board of Trustees and college council meeting.

4. Classified Employee of the Year Honorable Mentions will receive a $50.00 one time only bonus.
5. Add that the chairperson will receive a $250.00/year stipend to serve as chair.

6. The council will appoint a secretary and newsletter coordinator.

Additional cost from the changes net a maximum of $450.00 per year which will come out of AB1725 funds.

The proposed changes were reviewed by the Educational Policies Committee.

The Superintendent/President recommends approval of the proposed changes.

Attachment 2.2-b

3. STUDENT AFFAIRS - Ms. Lynda Fairly

3.1 RECOMMEND APPROVAL OF POLICIES REGARDING HANDLING OF FRAUDULENT DOCUMENTS

The submission of fraudulent documents has become an on-going concern during the past few semesters. This policy provides a consistent and fair procedure for all students. It also clarifies the consequences of submission of fraudulent documents.

The Student Services Advisory Committee and the Board’s Educational Policies Committee have reviewed and recommend these policies.

The Superintendent/President recommends approval of the policies regarding fraudulent documents.

Attachment 3.1

4. ACADEMIC AFFAIRS - Mr. John Romo/Dr. Martin Bobgan

4.1 RECOMMENDED APPROVAL OF ADDITIONAL NEW COURSE, CONTINUING EDUCATION DIVISION - SPRING TERM 1991

TECHNICAL/VOCATIONAL EDUCATION (6)
Missing Persons and Runaway Cases

Funding Categories:

6 - Short-Term Vocational Programs

The Superintendent/President recommends approval of the additional course for Continuing Education Division, Spring Term 1991.
4.2 PROGRAM REVIEW REPORT, ART DEPARTMENT

Ms. Linda Benet, Chairperson of the Art Department, will report on the activities, accomplishments, and future directions of the Art Department.

Attachment 4.2

4.3 RECOMMENDED APPROVAL OF THE BUSINESS, TECHNOLOGIES, AND CAREER SERVICES CENTER

The College proposes to establish a Center for Business, Technologies, and Career Services Center. The primary purpose of the Center is to offer comprehensive and well-coordinated services needed to assist students in gaining access to advancement in business, human services, and technologies-related careers.

The Center has been approved in concept by the Board of Trustees' Educational Policies Committee.

The Superintendent/President recommends approval for establishing the Center.

Attachment 4.3

4.4 SUBMITTAL OF APPLICATION FOR APPROVAL OF NEW EDUCATIONAL PROGRAM

The Graphics Communications Department has submitted an application for approval of a Graphics Business Management program. The proposed program has been recommended for approval by the Curriculum Advisory Committee and the Board of Trustees Committee on Educational Policies.

The Superintendent/President recommends approval of the submittal of the Graphics Business Management Program to the Chancellor's Office.

Attachment 4.4

5. BUSINESS SERVICES - Dr. Charles Hanson

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 Item, 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. ACKNOWLEDGMENT OF GIFTS TO THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-c
d. AUTHORIZATION TO ORDER SUPPLIES AND EQUIPMENT FOR FISCAL YEAR 1991-92

Due to delivery schedules, it is necessary to order in advance of the 1991-92 budget approval certain supply and equipment items required for the fall semester. Such orders will not exceed 20 percent of the amount budgeted for supply items for the next academic year.

e. APPROVAL OF AGREEMENT WITH GEORGE W. GIRVIN ASSOCIATES FOR DESIGN SERVICES - WAKE CENTER, IN THE AMOUNT OF $42,651, Attachment 5.1-e

f. RETROACTIVE APPROVAL TO SUBMIT THE BUSINESS/COMMUNICATIONS CENTER EQUIPMENT PROGRAM PLANNING GUIDE TO THE CHANCELLOR'S OFFICE, Attachment 5.1-f

g. RETROACTIVE APPROVAL OF EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) SPACE USE PERMIT, EFFECTIVE 3/15/91-3/15/92, Attachment 5.1-g

h. APPROVAL OF CONTRACT WITH THE CONSORTIUM FOR INTERNATIONAL EDUCATION FOR THE FALL 1991 SEMESTER IN MEXICO/COSTA RICA, Attachment 5.1-h

i. AUTHORIZATION TO ACCEPT THE FOLLOWING OFFERS (Attachment 5.1-i) FOR THE TEMPORARY/RELOCATABLE BUILDINGS:

<table>
<thead>
<tr>
<th>Building</th>
<th>Owner</th>
<th>Offer Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>T2 (Personnel)</td>
<td>Las Positas Park Foundation</td>
<td>$100</td>
</tr>
<tr>
<td>T9 (classroom)</td>
<td>S. B. County Sheriff's Dept.</td>
<td>50</td>
</tr>
<tr>
<td>T10 (classroom)</td>
<td>&quot; &quot;</td>
<td>&quot;</td>
</tr>
<tr>
<td></td>
<td>Social Science Bldg - Cerritos College</td>
<td>2,000</td>
</tr>
</tbody>
</table>

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 17 (1990-91) AUTHORIZING INTERNAL TRANSFERS B91-064 THROUGH B91-075

The Superintendent/President recommends adoption of Resolution No. 17 (1990-91) authorizing transfers as contained in the Attachment.

Attachment 5.2-a

b. ADOPTION OF RESOLUTION NO. 18 (1990-91) PROVIDING FOR 1990-91 BUDGET REVISIONS AND TRANSFERS

Each year the District completes a mid-year budget adjustment reflecting updated income estimates and expense projections. Utilizing P1 enrollment figures from the State Chancellor’s Office, the attached budget revisions and transfers amend the budget adopted August 16, 1990.

The Superintendent/President recommends adoption of Resolution No. 18 (1990-91) authorizing transfers as contained in the Attachment.

Attachment 5.2-b
c. ADOPTION OF RESOLUTION NO. 19 (1990-91) AUTHORIZING TRANSFER OF FUNDS

The Superintendent/President recommends adoption of Resolution No. 19 (1990-91) authorizing the transfer of funds from the General Fund to the Construction Fund.

Attachment 5.2-c

d. CHANGE ORDER NO. 5 - PERSHING PARK PEDESTRIAN ACCESS, KARLESKINT-CRUM

The Superintendent/President recommends approval of Change Order No. 5 as described in the Attachment, for an increase of $1,478.23. The new contract price is $409,006.08; no time extension is requested.

Attachment 5.2-d

e. CHANGE ORDERS NO. 20, 21 - STUDENT SERVICES CENTER

<table>
<thead>
<tr>
<th>Change Order</th>
<th>misc. items</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 20</td>
<td></td>
<td>823.08</td>
</tr>
<tr>
<td>No. 21</td>
<td></td>
<td>2,653,125.98</td>
</tr>
</tbody>
</table>

The outstanding issues/disputed items on Change Order No. 21 are listed on Schedule 1 and Schedule 2 with resolution of the dollar amount indicated.

The Superintendent/President recommends approval of Change Orders No. 20 and 21 as described in the Attachment increasing the contract price by $46,468.41 to $2,653,125.98.

Attachment 5.2-e

f. RECOMMENDED ACCEPTANCE OF THE STUDENT SERVICES CENTER AND AUTHORIZATION TO FILE NOTICE OF COMPLETION

Final negotiations on the Student Services Center were completed on April 1, 1991. Settlement on outstanding items is as follows:

- Change Order 21 (Agenda Item 5.2-d) - $45,645.33
- Mechanical Retention - $25,000
- Stop Notices Retention at 125%
- Warranty on Door Frames - 5 years
- Penalty Days - Ø
- Extra Contract Days - Ø

The Superintendent/President recommends acceptance of the Student Services Center project and authorization to file Notice of Completion.

Attachment 5.2-f
g. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR THE REMODEL OF THE HUMANITIES BUILDING, THIRD FLOOR, BID NO. 374

The Superintendent/President recommends acceptance of the bids and approval to award the contract to Romasanta Construction of Santa Barbara in the amount of $198,998.

Attachment 5.2-g

h. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT FOR THE EAST CAMPUS PARKING LOT AND ENTRY ROAD, BID NO. 375

Bids for this project were scheduled to be opened on April 9, 1991. At the recent job walk, contractors requested more time to consider the bids and that has been provided. In order to start the project in early May and finish for the opening of fall classes, authorization to award the contract is requested. The contract award would be presented for retroactive approval at the next scheduled Board Meeting, May 9, 1991.

The Superintendent/President recommends that Board authority be provided to the Superintendent/President to award the contract for the East Campus Parking Lot and Entry Road Bid No. 375. The action will be presented to the Board for retroactive approval at the May 9, 1991, Board Meeting.

i. APPROVAL OF PAUL B. MOE, CPA, AS DISTRICT AUDITOR

On February 28, 1991, requests for proposals were sent out to ten auditing firms to provide professional services. Six proposals were received which indicated the following:

Summary of Costs

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost - 1st Year</td>
<td>$ 9,200</td>
<td>$23,000</td>
<td>$13,500</td>
<td>$ 9,125</td>
<td>$ 9,000</td>
<td>$18,500</td>
</tr>
<tr>
<td>2nd Year</td>
<td>9,300</td>
<td>24,000</td>
<td>14,500</td>
<td>9,581</td>
<td>9,900</td>
<td>18,500</td>
</tr>
<tr>
<td>3rd Year</td>
<td>9,400</td>
<td>25,200</td>
<td>15,500</td>
<td>10,060</td>
<td>10,600</td>
<td>18,500</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$27,900</td>
<td>$72,200</td>
<td>$43,500</td>
<td>$28,761</td>
<td>$29,500</td>
<td>$55,500</td>
</tr>
<tr>
<td>Mileage Reimb.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Location</td>
<td>Santa Maria</td>
<td>Laverne</td>
<td>Santa Maria</td>
<td>Oxnard</td>
<td>Ontario</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bakersfield</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Second and third year increased by cost of living index percentage but not to exceed 5%. Maximum of 5% increase is included above for second and third year.

The Superintendent/President recommends acceptance of the proposal from Paul B. Moe, CPA, as auditor for 1990-91, 1991-92, 1992-93.

Attachment 5.2-1
6. GENERAL INFORMATION

6.1 PRESENTATION OF STUDENT RECRUITMENT VIDEO

Associate Vice President James Minow will present a video which was produced as a result of a grant received from Cox Cable Santa Barbara. The video will be used principally for student recruitment. It is anticipated that large local high school student audiences will view the video regularly. In addition, it will be utilized to provide additional information to out-of-district students who write in for application information.

The video was developed by Mr. Minow and Ms. Louise Rosen, who is the Director of Annual Giving at the Foundation. Mr. Minow and Ms. Rosen were responsible for the video's conceptualization and writing. The technical production of the video was directed by Ms. Kary Graffy at Cox Cable.

7. ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on May 9, 1991, at 4:00 p.m.