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

December 12, 1991

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 Vice President Santodomingo at 4:05 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Mr. Sidney Frank
Mr. Len Jarrott
Mrs. Joyce Powell
Mr. Ed Santodomingo, Vice President
Ms. Krista Livermore, Student Trustee (Left at 5:30 p.m.)

Members absent:

Dr. Joe Dobbs
Mr. Eli Luria, President

Others present for all or a portion of the meeting:

Ms. Liz Auchincloss, Computer Technician, ET&MS
Mr. Dave Baldwin, Head Coach, SBCC Football Team
Ms. Sarah Hough Beaulieu, DSPS High Tech Center
Dr. Martin Bobgan, Vice President, Continuing Education
Mr. Matt Boeddeker, Member 1991 SBCC Football Team
Ms. Constance Bryant, President, DISC Club
Mr. J. B. Cahoon, Member 1991 SBCC Football Team
Mr. Steve Conti, Assistant Professor, DSPS
Mr. Bob Dinaberg, Athletic Director
Mr. Joe DiPalo, Assistant Football Coach
Mr. Steve Dudley, Assistant Football Coach
Ms. Gail Durbiano, Guest
Ms. Lynda Fairly, Vice President, Student Affairs
Dr. Pope Freeman, Professor, Theater Arts  
Mr. George Gregg, Director, ET & MS  
Ms. Carol Guthrie, California Community College Foundation  
Dr. Charles Hanson, Vice President, Business Services  
Mr. Steve Hellin, Student, Dos Pueblos High School  
Mr. Jay Huhn, Member 1991 SBCC Football Team  
Mr. Jim Huyck, California Community College Foundation  
Ms. Elaine Jacobs, DSPS High Tech Center  
Mr. Dave James, Student, Dos Pueblos High School  
Dr. John Kay, President, Instructors' Association  
Ms. Joyce Lum, DSPS High Tech Center  
Mr. Michael Lyons, DSPS High Tech Center  
Mr. Jim Minow, Executive Director, Foundation for SBCC  
Ms. Debby Montag, Senior Typist Clerk, DSPS  
Mr. Greg Ochoa, Member 1991 SBCC Football Team  
Mr. Peter Raschke, Chair, Classified Council  
Mr. Henry Reed, DSPS Staff  
Mr. Poncho Renteria, Member 1991 SBCC Football Team  
Mr. Ron Rohman, Guest  
Mr. Ronald Robinson, SBCC Student  
Ms. Joanna Samberg, Student, SBCC  
Mr. Jackson Timmons, Guest  
Mr. Xavier Vazquez, Member 1991 SBCC Football Team  
Mr. Jim Williams, College Information Officer  
Ms. Jeanne R. Zonca, California Community College Foundation

1.3 WELCOME

Mr. Santodomingo extended a cordial welcome to all present.

1.4 CLOSED SESSION

Mr. Santodomingo announced that a Closed Session was held for the purpose of discussing personnel matters.

1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 7, 1991

Upon motion by Mr. Jarrott, seconded by Mrs. Powell, the Board unanimously approved the Minutes of the Regular Meeting of November 7, 1991.

1.6 HEARING OF CITIZENS

No citizens expressed a wish to address the Board.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Dr. Gary Carroll

Dr. Carroll reported on the following:

Ms. Barbara Karsen, Academic Senate secretary, has returned from medical leave.
The breakfast meeting with Senator Gary Hart and Assemblyman Jack O’Connell was both interesting and informative in giving a perspective of local finances.

On today’s Agenda for approval are the Faculty Enrichment Grants and the Early Calendar. Both are endorsed by the Representative Council.

The Faculty Tenure Handbook, compiled by Dr. Carroll and Ms. Karolyn Hanna, were handed out to Board Members.

Two holiday events Dr. Carroll attended were noted. The President’s Holiday Reception afforded a time to meet and interact with people in the community, and the Holiday Choral Concert was most enjoyable.

b. REPORT BY CLASSIFIED COUNCIL - Mr. Peter Raschke

Classified Council has spent a number of hours reviewing committees which would benefit by classified representation, and the Council has had a large response from its members for committee service.

Mr. Raschke attended a conference entitled, "Classified Staff Leadership Training Institute," held in November in conjunction with the CCLC Convention. Over 160 people participated in this conference and Mr. Raschke highlighted issues discussed in the sessions and thanked Board Members for allowing him to attend.

Classified Council has taken the initiative to speak to CSEA in order to clarify the responsibilities for each group and to cooperate and work together to make the classified staff a stronger voice. Subcommittees are being formed with members of each group participating to work on this issue.

Currently, elections are being held for two positions on the Council.

c. REPORT BY ASSOCIATED STUDENTS - Mr. John Brunello

Mr. Brunello reported on activities held by the Associated Students highlighting Arts & Craft Days which were held on December 11 and 12; the resignation of the ASB Vice President, Candice Houghton; the work being done by the ASB for the Christmas Unity project (raffle tickets sold and collection bins on campus for donations of canned goods and clothing for needy); letter that went out from ASB to students at registration time making them aware of the residential parking situation and the need for common courtesy in neighborhoods around the campus; recruitment for new members of the Senate for spring is taking place now.

(At this point, Mr. Santodomingo read a summary of the Closed Session)

APPROVAL OF SALARY INCREASE FOR 1992

1. The Board of Trustees has discussed in Closed Session an agreement to change the Instructors’ Association Contract to provide for a two percent (2%) across-the-board salary increase. The salary increase will
be effective on January 1, 1992, for all credit contract and certificated employees and on the first day of the Spring Semester for the part-time, credit hourly certificated employees. The terms and conditions of this agreement are specified in a written document that is available.

2. This two percent, across-the-board salary increase, as well as the terms and conditions of that increase, shall apply to all other Santa Barbara City College employee groups as a result of salary agreement provisions which tie salary increases in 1992 to the Instructors’ Association Contract 1992 Salary increases. The Superintendent/President’s compensation shall also be increased by two percent. The effective date of the increase is January 1, 1992, for all groups, except that the increase will be the first day of the winter term for noncredit hourly certificated employees and January 11, 1992, for classified hourly employees.

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved the written agreement with the Santa Barbara City College Instructors’ Association.

(At this time, three presentations were taken out of order)

1. Ms. Diane Handloser 1991 Faculty Lecturer (Please see Item 4.3)

2. Mr. Ron Robertson, SBCC Communications major, received the 1991 High Tech Center Student Achievement Award sponsored by IBM. Representatives from IBM and the Community College Foundation presented Mr. Robertson with a complete computer system. Mr. Robertson was one of ten California community college disabled students to receive this award.

3. Members of the 1991 SBCC Football Team and coaching staff were present to receive Resolution No. 7 (1991-92) presented by Dr. MacDougall on behalf of Board Members acknowledging their Western State Conference win; their participation in the Potato Bowl; the selection of Scott Arnold, Robbie Durcche, Greg Ochoa, Paul Perkins, Poncho Renteria, and Xavier Vazquez to the First Team Western State Conference; and Coach David Baldwin’s selection as 1991 Western State Conference Football Coach of the Year.

d. REPORT ON CURRENT EVENTS - Mr. Jim Williams

Mr. Williams reported on events scheduled by the College and the Continuing Education Division for the period December 13 through January 23, 1992.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall reported on the following:

Announced to Board Members that Mr. Louis Torres, Assistant Director, Facilities and Operations, passed away on December 7. Dr. MacDougall stated that Mr. Torres had served Santa Barbara City College for 24
years and, during that time, did an outstanding job and was highly respected by all those with whom he worked and came into contact. Louis exemplified the cooperativeness that helps to make SBCC the exceptional place it is. Dr. MacDougall stated that Louis’ death is a loss that is felt keenly by members of the College community. Dr. MacDougall asked that at the time of today’s adjournment, Board Members adjourn in honor of Louis Torres.

Commended the Associated Students for their work on the Christmas Unity Project and the importance for all of us to be concerned with others in our community.

Appreciation for the leadership provided by Mr. Peter Raschke for the Classified Council.

Noted the breakfast meeting held on campus November 22, 1991, for Senator Hart and Assemblyman O’Connell and the visit by the Legislative Analyst’s Office on December 10. Because the Legislative Analyst’s Office was visiting only a few campuses, its significance was important, because they will be formulating a point of view to the State Legislature based upon those visits. With the State budget crisis, it is important for community colleges to exercise leadership and tell their story in order to obtain a fair share of the State Budget.

Expressed his appreciation and thanks to The Foundation for SBCC for organizing the President’s Holiday Reception. The Foundation staff, HRC, and Facilities presented the College in a most attractive way.

Presented at a recent Educational Policies Committee meeting was the proposal to host the Concours d’ Elegance on the SBCC campus. The magnitude of this event and the possibility of it being hosted on our campus needed to be known by all Board Members.

Gifts recognized at a recent Foundation Board meeting were: Ms. Shirley Conklin’s donation to establish a chair in the nursing program (approximately $400,000); Mr. & Mrs. Eli Luria have established a trust in the amount of $500,000; Mr. & Mrs. Paul Ridley-Tree have donated the largest gift in the history of the College - $2 million. A more formal announcement will be made in the future.

Expressed appreciation on behalf of all employees of the District for the Board’s action to provide a two percent salary increase.

Highlighted an activity that is underway for the next 18 months. Support has been provided from the Ford Foundation for a grant to fund a Commission on Innovation for the community colleges. This Commission will be looking at educational programs, facilities, and delivery of programs for the community colleges. Dr. Kathryn Alexander will be serving on the Instruction Committee Task Force of this Commission.

Dr. Alexander explained the role of Commission on Innovation and its three Task Forces. The Ford Foundation has specifically asked that the final report not only address the challenge to the California community colleges and where they are going, but to make the report broad enough...
so that it is applicable to community colleges all over the United States.

1.8 GOVERNING BOARD

a. ELECTION OF PRESIDENT AND VICE PRESIDENT

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the nomination of Mr. Ed Santodomingo as President of the Board of Trustees.

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the nomination of Mr. Sidney Frank as Vice President of the Board of Trustees.

b. ESTABLISHMENT OF MEETING DATES, TIME AND PLACE

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the establishment of the regular meetings of the Board of Trustees on the second and fourth Thursdays of each month. Further, that the regular meetings will begin at 4:00 p.m., and will be held in Room A-211 of the Administration Building.

c. SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 1991-92

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<th>Educational Policies</th>
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<td>Kay Alexander, Chair</td>
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<td>Joe Dobbs</td>
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Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the proposed memberships for the subcommittees for the Board of Trustees for 1991-92. On the Facilities Committee, Mr. Frank will serve on the Committee and Mr. Jarrott will serve as the Alternate.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Mr. John Romo announced that Dr. Betty Travis from the University of Texas at San Antonio has accepted the position of Dean, Academic Affairs.

Mr. Oroz announced the retirement of Mr. Robert Hilgerman, Professor, Business Administration, after 22 years of service to the District.

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the Personnel Consent Items as contained in the Agenda and the Attachments to the Agenda.
2.2 PERSONNEL ACTION ITEM

a. SALARY FOR NEW CLASSIFIED EMPLOYEES POLICY

Upon motion by Mr. Jarrett, seconded by Mrs. Powell, the Board unanimously approved the new hire salary placement policy revision effective December 13, 1991, as contained in the Attachment.

(At this point, Item 4.4 was taken out of order)

3. STUDENT AFFAIRS - Ms. Lynda Fairly

3.1 RECOMMENDED APPROVAL OF ADDITION OF "TRANSFER ACHIEVEMENT CERTIFICATE" ON SBCC TRANSCRIPTS

Upon motion by Dr. Alexander, seconded by Mr. Frank, the Board unanimously approved the notation of the "Transfer Achievement Certificate" on the transcript.

3.2 ACTION ON THE EARLY START CALENDAR - 1992-93

Ms. Lynda Fairly, Vice President, Student Affairs, presented the results of her survey for establishing an early calendar.

Upon motion by Dr. Alexander, seconded by Mr. Jarrett, the Board unanimously approved adoption of the concept of the early calendar as contained in the Enclosure. It is anticipated that calendar would have a starting date of approximately August 24, 1992. At the January 23, 1992, Board Meeting, a recommendation for a calendar with specific dates will be brought back for approval.

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

4.1 RECOMMENDED APPROVAL OF NEW COURSES, CONTINUING EDUCATION DIVISION - WINTER TERM 1992

Upon motion by Dr. Alexander, seconded by Mr. Frank, the Board unanimously approved the new courses for the Winter Term 1992 for the Continuing Education Division as listed in the Attachment.

4.2 PROGRAM REVIEW POLICY

Upon motion by Mr. Frank, seconded by Dr. Alexander, the Board unanimously approved the Program Review Policy as delineated in the Attachment.

4.3 PRESENTATION OF HONORARIUM TO FACULTY LECTURER, 1991

Dr. MacDougall presented Ms. Diane Johnson Handloser, Professor, Art Department, with a $500 honorarium and Certificate of Recognition as the 1991 Faculty Lecturer stating that Ms. Handloser was chosen because of her outstanding classroom teaching and outstanding service to the College
community. Ms. Handloser presented her lecture entitled, Giotto's O & Other Tales: Myths about Artists & Their Work, on Wednesday, December 4, 1991.

4.4 SABBATICAL LEAVE REPORT

Dr. Pope Freeman, Professor, Theater Arts, enthusiastically reported on his sabbatical leave activities, 1989-90, at the La Baron Studio in Los Angeles. Dr. Freeman detailed specific activities, exercises, and techniques that had a significant influence upon his acting and had a profound effect upon his teaching. As a result of his sabbatical was the revision of the Theater Arts acting curriculum, the complete overhaul and rewriting of the intermediate acting classes, and the addition of an advanced acting class. He also noted that the sabbatical had a direct effect on his directing by enabling him to elicit more truthful performances and above-average emotional commitments from students. Dr. Freeman reported that his sabbatical has revitalized his teaching, enhanced his work as a director, and strengthened the department's ability to provide career-oriented advanced training for actors. He thanked Board Members for this extremely rewarding experience.

4.5 RECOMMENDED APPROVAL OF FACULTY ENRICHMENT GRANTS

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved funding the proposed Faculty Enrichment Grants delineated in the Attachment.

(At this point, Items 6.1 and 6.2 were taken out of order)

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. Jarrott, 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. 8 (1991-92) AUTHORIZING INTERNAL TRANSFERS B92-024 THROUGH B92-055

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adoption of Resolution No. 8 (1991-92) authorizing transfers as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Mr. Frank, Mr. Jarrott, Mrs. Powell, Mr. Santodomingo

Noes: None

Absent: Dr. Dobbs, Mr. Luria

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adoption of Resolution No. 9 (1991-92) authorizing transfers as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Mr. Frank, Mr. Jarrott, Mrs. Powell, Mr. Santodomingo

Noes: None

Absent: Dr. Dobbs, Mr. Luria

c. COMMUNICATIONS CABLELING FOR ADMINISTRATION BUILDING REMODEL, BID #394

On December 6, 1991, one proposal was received for the above-referenced project. The quotation of $29,984.26 exceeded our budget limit. The material list was analyzed, and it was determined that one piece of equipment was not essential for completing the project. Therefore, the "Router" was deleted which brought the price down to $23,481.55 (within budget).

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the proposal and awarding of the contract to Pacific Coast Cabling, Inc., of Chatsworth in the amount of $23,481.55.

d. RECOMMENDED APPROVAL OF ADMINISTRATION BUILDING REMODEL - CHANGE ORDERS 1 AND 2

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Change Orders 1 and 2, as outlined in the Attachment, for a net amount of $9,028.00 and total revised contract price of $228,945; 18 additional days with a completion date of February 19, 1992.

e. ADMINISTRATION BUILDING REMODEL - APPROVAL OF SUBCONTRACT SUBSTITUTION

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the substitution of Imperial Electric for the Administration Building Remodel project as contained in the Agenda.

f. BOOKSTORE - CHANGE ORDERS 1, 2, AND 3

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Bookstore Change Orders 1, 2, and 3 as outlined in the Attachment, in the amount of $74,350.50 for a total revised contract price of $2,379,350.50 and 20 additional days for a completion date of December 20, 1992.
g. BOOKSTORE - RATIFICATION OF AMENDMENT TO AGREEMENT WITH ENVIRONMENTAL AND ENERGY SERVICES COMPANY FOR ARCHAEOLOGICAL SERVICES - PHASE III STUDY

Upon motion by Mr. Frank, seconded by Mr. Jarrott, the Board unanimously approved ratification of the second Amendment ($10,126) to the Agreement for Archaeological Services authorizing additional work required for environmental analysis at the site of the new Bookstore, as indicated in the Attachment. The amount of the amended Agreement shall not exceed $41,078.

h. EAST CAMPUS ENTRY, SAFETY MODIFICATION - AGREEMENT WITH GEORGE W. GIRVIN ASSOCIATES FOR EXTRA SERVICES IN AN AMOUNT NOT TO EXCEED $5,000

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the agreement for extra services with George W. Girvin Associates as outlined in the Attachment.

i. PEDESTRIAN BRIDGE - ESTIMATE OF COSTS

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved the additional costs incurred during repairs of the pedestrian bridge in the amount of $10,279.63, bringing the total contract price to $285,548.08.


Upon motion by Dr. Alexander, seconded by Mr. Frank, the Board unanimously approved adoption of Resolution No. 10 (1991-92) authorizing the execution and delivery of a site lease, facility lease, and construction agreement concerning the Business/Communications Center as contained in the Enclosure. The vote follows:

Ayes: Dr. Alexander, Mr. Frank, Mr. Jarrott, Mrs. Powell, Mr. Santodomingo

Noes: None

Absent: Dr. Dobbs, Mr. Luria

6. GENERAL

6.1 REORGANIZATION OF INFORMATION RESOURCES (Taken out of order)

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved endorsement of the overall direction for the reorganization of Information Resources and approved the draft outline of the proposed organizational structure for the Information Resources Division as contained in the Attachment.
6.2 STATE LEGISLATURE PROGRAM - RESOLUTION NO. 11 (1991-92)

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved Resolution No. 11 (1991-92) adopting the 1992 legislative program as common goals for California Community Colleges and to communicate these goals and priorities to the legislative representatives of the Santa Barbara Community College District as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Mr. Frank, Mr. Jarrott, Mrs. Powell, Mr. Santodomingo

Noes: None

Absent: Dr. Dobbs, Mr. Luria

7. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adjournment, in honor of Mr. Louis Torres, at 6:20 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, January 23, 1992, at 4:00 p.m.

APPROVED BY THE BOARD OF TRUSTEES ON January 23, 1992

[Signatures]
President, Board of Trustees

[Signatures]
Superintendent/President
Secretary/Clerk of the Board