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

July 17, 1991
4:00 p.m. - SPECIAL 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 Luria at 4:03 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Mr. Leonard Jarrott
Mr. Eli Luria, President
Mrs. Joyce Powell
Mr. Ed Santodomingo, Vice President

Members absent:

Dr. Joe Dobbs
Mr. Sidney Frank

Others present for all or a portion of the meeting:

Dr. Peter R. MacDougall, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Martin Bobgan, Vice President, Continuing Education
Dr. Gary Carroll, President, Academic Senate
Mr. David Chavez, Custodian, Facilities and Operations
Mr. Bill Cordero, Dean, Student Affairs
Ms. Lynda Fairly, Vice President, Student Affairs
Mr. George Gregg, Director, ET & MS
Ms. Janie Guillermo, Coordinator 2+2+2 Nursing Program
Ms. Janet Hake, Dean, Continuing Education
Mr. Bill Hamre, Assistant to the Superintendent/President
Dr. Charles Hanson, Vice President, Business Services
Ms. Krista Livermore, Student Trustee Elect
Dr. Barbra Louis, Dean, Continuing Education
Mr. Jim Minow, Executive Director, The Foundation for SBCC
Mr. Dan Oroz, Vice President, Human Resources
1.3 WELCOME

Mr. Luria extended a cordial welcome to all present.

1.4 MINUTES OF REGULAR MEETING OF JUNE 27, 1991

Upon motion by Mr. Santodomingo, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the Regular Meeting of June 27, 1991.

1.5 HEARING OF CITIZENS

No citizens expressed a wish to address the Board.

1.6 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Dr. Gary Carroll - None
b. REPORT BY CLASSIFIED COUNCIL - Mr. Peter Raschke - None
c. REPORT BY ASSOCIATED STUDENTS - Mr. John Brunello - None
d. REPORT ON CURRENT EVENTS - Mr. Jim Williams - None
e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:


Announced that the State Budget had been signed and that the College would be grappling with the shortfall. Effects for SBCC will be that we will not receive a COLA. The budget will include staff diversity and staff development funds. Fourteen million dollars would be put into growth for the community colleges to meet needs. These funds would be distributed to colleges that are over their CAP.

Community college student fees were raised to $6 - $60/semester for 1991-92. The fee will return to $5/$50 next year.

Six million dollars has been appropriated to our District for two capital projects--Business/Communities Building and the change in the East Campus Entry. These projects are dependent upon the bonds being sold.

As a follow up to the last Board meeting, Dr. MacDougall announced that the upcoming Board Study Session will concentrate on finances and review of end-of-year balances. In the Fall, Dr. MacDougall will meet with all segments of the College community regarding: 1) How end-of-year balances occurred; 2) How balance will be spent.

Summer Session is 1 1/2 percent higher than last summer. We are approximately 8 percent over our funded CAP for 1990-91.
Acknowledged that the hiring process for the 1991-92 year has almost been completed. Seventeen faculty members, three deans, one assistant dean, and 5 temporary contracts have been hired. Dr. MacDougall acknowledged the work of Vice Presidents Fairly and Romo and Vice President Oroz and his staff for the scope of work involved in the hiring process.

Ms. Janet Hake and Dr. Barbra Louis, new Deans of Continuing Education, were introduced to Board Members and welcomed to the College.

Noted the upcoming Statement of Institutional Direction Report on today’s Agenda to be presented by Mr. William Hamre. Mr. Hamre’s work on this report was acknowledged as was the participation by all segments of the College.

1.7 GOVERNING BOARD

a. OATH OF OFFICE FOR NON-VOTING STUDENT MEMBER OF THE BOARD

The Oath of Office was administered to Ms. Krista Livermore by Dr. MacDougall, Secretary/Clerk. Ms. Livermore has been elected by the Associated Students as the non-voting student trustee for the 1991-92 year.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Mr. David Chavez, Custodian, Facilities and Operations, was acknowledged for his 15 years of service to the District and was presented a Certificate of Appreciation by Dr. MacDougall on behalf of Board Members.

Upon motion by Mrs. Powell, seconded by Mr. Santodomingo, the Board unanimously approved the Personnel Consent Items as listed in the Agenda and Attachments to the Agenda.

2.2 PERSONNEL ACTION ITEM

a. APPROVAL OF 1991 ADJUSTED SALARY SCHEDULES

Upon motion by Dr. Alexander, seconded by Mr. Santodomingo, the Board unanimously approved the 1991 adjusted salary schedules increase of .77 percent as contained in the Agenda and Attachment to the Agenda.

3. STUDENT AFFAIRS - Ms. Lynda Fairly

3.1 ACCEPTANCE OF 1991-92 CO-CURRICULAR BUDGET

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved acceptance of the 1991-92 Co-Curricular Budget as contained in the Attachment.
4. ACADEMIC AFFAIRS - Mr. John Romo/Dr. Martin Bobgan

4.1 RECOMMENDED APPROVAL OF CONTINUING EDUCATION CALENDAR - 1991-1992

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the Continuing Education Calendar for the 1991-1992 academic year with an 11-week fall term, a 12-week winter, and an 8-week spring as contained in the Attachment. It was noted that the term is extended to 13 weeks for ESL, Evening High School, and Basic Education classes.

4.2 RECOMMENDED APPROVAL OF NEW COURSES--CONTINUING EDUCATION DIVISION - FALL TERM 1991

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the proposed new Continuing Education classes effective Fall 1991 as contained in the Attachment.

4.3 RECOMMENDED APPROVAL OF CONTRACT FOR GAIN PROGRAM FUNDING

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved the application for 1991-92 funding of the GAIN Program administered by the Continuing Education Division as contained in the Attachment.

4.4 RECOMMENDED APPROVAL OF THE 1991-92 STATE LEGALIZATION IMPACT ASSISTANCE GRANT (SLIAG) APPLICATION TO PROVIDE CONTINUING ADULT EDUCATION SERVICES THROUGH THE IRCA PROGRAM

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the application for 1991-92 funding of the IRCA Educational Programs for Adults administered by the Continuing Education Division as contained in the Attachment.

4.5 PRESENTATION OF 2+2+2 NURSING PROGRAM

Ms. Janie Guillermo, the Project Coordinator for the 2+2+2 Nursing Program, presented the final report on this three-year project funded by the Chancellor's Office. The purpose of the program is to recruit and retain underrepresented students from the high schools into SBCCs nursing program and eventually provide for transfer into the Cal State Dominguez Hills Bachelor of Science Program. Shown was a nine-minute recruitment video was produced through this project and with $9,000 from the AACJC/Metropolitan Life. The video will eventually be shown nationwide.

4.6 MIGRANT EDUCATION PROGRAM

Upon motion by Mr. Santodomingo, seconded by Mrs. Powell, the Board unanimously approved the agreement with the County Office of Education for the Migrant Education Program.
5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Item 5.1-n should note reductions to the 1991-92 (10thly Rates) Dental Plans
(d) Combined Dental as follows:

$41.75 (from $55.65)
$83.46 (from $111.23)
$116.70 (from 155.61)

Item 5.1-o was deleted from the Agenda.

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

5.2 BUSINESS ACTION ITEMS

a. RESOLUTION NO. 1 (1991-92) AUTHORIZING DISTRICT STAFF MEMBERS AS
SIGNATORIES FOR THE 1991-92 FISCAL YEAR

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board
unanimously approved Resolution No. 1 (1991-92) authorizing District
staff members as signatories for the 1991-92 fiscal year as contained in
the Attachment. The vote follows:

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

Noes: None

Absent: Dr. Dobbs, Mr. Frank

b. CHANGE ORDERS NO. 1 AND NO. 2 - EAST CAMPUS PARKING LOT AND ENTRY

Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board
unanimously approved Change Orders No. 1 and No. 2, as described in the
Attachment, for an increase of $8,099.55. The new contract price is
$455,054; no time extension is requested.

c. ACCEPTANCE OF BIDS AND AWARD OF ORDER - 30 LANGUAGE LAB TAPE RECORDERS/
NEW WORK SURFACES IN EXISTING CARRELS, BID #382

On July 8, 1991, two bids were received and opened for the above
mentioned project. Staff reviewed the bids, and the equipment proposed
was demonstrated. One machine proposed as an equal was determined not
to meet District specifications. The other two machines did meet
specifications. Staff recommended the purchase order be awarded to
International Translation Systems for SONY tape recorders.
Upon motion by Dr. Alexander, seconded by Mr. Jarrott, the Board unanimously approved acceptance of the bids and authorization to award the purchase order to International Translations System in the amount of $36,788 plus sales tax.

d. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT: WAKE CENTER STORAGE - BOOKSTORE RELOCATION, BID #385

On July 15, 1991, three bids were received and opened for the above referenced project. The lowest bidder was J. W. Bailey Construction Company at $37,967.

Upon motion by Mr. Jarrott, seconded by Mrs. Powell, the Board unanimously approved acceptance of the bids and authorization to award the contract to J. W. Bailey Construction Company of Santa Barbara in the amount of $37,967.

e. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT: HVAC - ADMINISTRATION BUILDING (A-209), BID #387

On July 17, 1991, two bids were received and opened for the A-209 air-conditioning project. The low bid of $47,400 was submitted by R. P. Richards, Inc.

Funds for this project are budgeted from the State Deferred Maintenance allotment which is matched 50 percent with District funds.

Upon motion by Mr. Santodomingo, seconded by Mrs. Powell, the Board unanimously approved acceptance of the bids and award of the contract to R. P. Richards, Inc., of Santa Barbara for A-209 air-conditioning in the amount of $47,400.

f. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT: HVAC - HUMANITIES BUILDING BID #388

On July 17, 1991, two bids were received and opened for the HVAC modifications in the Humanities Building. The apparent low bidder failed to submit an experience statement as required in the bidding documents and, therefore, was determined to be non-responsive. The second low bid of $65,000 from R. P. Richards was complete and determined acceptable.

Funding for this project is budgeted from the State Deferred Maintenance allotment which is matched 50 percent with District funds.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved acceptance of the bids and award of the contract to R. P. Richards, Inc., of Santa Barbara for Humanities Building HVAC modifications in the amount of $65,000.
6. GENERAL ITEMS

6.1 PRESENTATION OF STATEMENT OF INSTITUTIONAL DIRECTIONS 1991-1993

Mr. William Hamre, Assistant to the Superintendent/President, presented the Statement of Institutional Directions for the period 1991-92 through 1992-93. This document identifies key college-wide initiatives which are designed to enhance institutional effectiveness. These initiatives provide the framework for institutional and departmental planning during the next two-year period. Departmental plans and resource requests will be developed in response to the Statement of Institutional Directions. This document was developed during the 1990-91 academic year through the work of the College Planning Council, the College Cabinet, and the academic Division Chair Council.

Mr. Hamre highlighted the major dimensions and new initiatives contained in the document and reviewed its role in the College planning process.

Upon motion by Dr. Alexander, seconded by Mr. Santodomingo, the Board unanimously approved adoption of the Statement of Institutional Directions.

6.2 COMMITTEE-OF-THE-WHOLE

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board approved recessing and reconvening as a committee-of-the-whole for the purpose of reviewing the Overlook Point at the Humanities Building.

Upon motion by Mr. Santodomingo, seconded by Dr. Dobbs, the Board reconvened to a Closed Session at 6:05 p.m. for the purpose of discussing a personnel matter.

7. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adjournment at 7:00 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, August 22, 1991, at 4:00 p.m.

APPROVED BY THE BOARD OF TRUSTEES ON August 22, 1991

Superintendent/President
Secretary/Clerk of the Board

President, Board of Trustees