MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
June 30, 1993
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 Frank at 4:06 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander, Vice President
Dr. Joe Dobbs
Mr. Sidney Frank, President
Mrs. Joyce Powell
Mr. Luis Villegas (arrived at 4:17 p.m.)
Mr. Brian Brunello (Student Trustee)

Members absent:

Mr. Len Jarrott
Mr. Eli Luria

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Superintendent/President and Secretary to the Board of Trustees
Ms. Liz Auchincloss, Chair, Classified Council/V.P., CSEA
Ms. Jane Craven, Asst. Dean, Admissions and Records
Ms. Michelle Dessert, Student, SBCC
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. George Gregg, Director, ET & CS
Ms. Jan Hake, Dean, Continuing Education Division
Mr. Bill Hamre, Assoc. Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Mr. Blaine Hicks, Student, SBCC
Ms. Mary James, Principal Word Processor
Dr. John Kay, President, SBCC Instructors' Association
Mr. Brian Laranian, Granite Construction Company
Ms. Ann McGorty, Personnel Specialist
Mr. Keith McLelian, Dean, Student Development
Mr. James Minow, Assoc. Vice President, Development
Ms. Patricia Chavez-Nunez, Asst. Professor, ESL
Dr. Fernando Padilla, Dean, Academic Affairs
Ms. Romani Reavley, Student, SBCC
Dr. Diana Sloane, Dean, Academic Affairs
Miss Dorothy Taylor, Volunteer, SBCC Gardens
Mr. Matthew Wallace, Guest
Mr. Brad Williams, Granite Construction Company

1.3 WELCOME

Mr. Frank extended a cordial welcome to all present.

1.4 MINUTES OF REGULAR MEETING OF JUNE 10, 1993

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the Minutes of the Regular Meeting of June 10, 1993.

1.5 HEARING OF CITIZENS

Dr. Julio Bortolazzo, Superintendent/President of SBCCD from 1969-1970, spoke to the issue of the retirees' health care benefits now offered through the District's benefit program.

1.6 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Mrs. Janice Peterson - None

b. REPORT BY CLASSIFIED COUNCIL - Ms. Liz Auchincloss

Ms. Auchincloss presented an end-of-year report highlighting the many committees and activities in which the Classified Council partakes. Ms. Auchincloss acknowledged the hard work of Board Members for the many committee meetings attended in which policies are reviewed before being brought to the full Board for approval.

c. REPORT BY ASSOCIATED STUDENTS - Mr. James Frank - None

d. REPORT ON CURRENT EVENTS - Ms. Jo Bedard

Ms. Bedard noted that the media questions this month have all centered around the upcoming budget. She encouraged all present to attend as many functions as possible on the upcoming College Calendar.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Dr. Bortolazzo's presentation on Seniority Plus.

2. Ms. Auchincloss' report on the Classified Council noting the wide range of activities that are participated in by members of the classified staff and stressed the importance of employees being involved in the governance of the institution.

3. The Bookstore Dedication and the significant achievement it represents noting that 50 percent of the Bookstore was paid from capital reserve from past Bookstore profits and the other 50 percent was a loan from the District which will be paid back to the District over the next ten years and will then be used to support the increase in benefits for staff of the District.
4. The State budget is targeted for signing before midnight tonight (June 30). Trailer bills must all be in place before the Governor will sign it. The last of the trailer bills (elimination of the renters' tax credit for the next two years) appears to have Assembly approval. Dr. MacDougall spoke of increases in student fees, the reduction of $400,000 from SBCCs 1993-94 operating budget, no cost-of-living adjustment for faculty and staff, and the difficulty in predicting future budgets.

5. Recommendations in the area of glassblowing classes are: 1) We will not offer glassblowing in the fall semester 1993. 2) If glassblowing were to be offered in the future, it would not be offered with General Fund dollars. Consideration will be given to offering in Spring 1994 if donors would be willing to contribute to the support of the program estimated in the range of $16,000.

6. Acknowledged Ms. Mary James from Word Processing Center for her 25 years of service to the College and Mr. Ken Nack who will be retiring from the College with 29 years of service but will continue to work in a post-retirement contract conducting the Study Abroad Program to Paris and Florence.

7. As this was the final meeting of the fiscal year, Dr. MacDougall expressed his appreciation to Board Members, faculty and staff of the College who have responded so well to the challenging fiscal situation.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Mr. Oroz announced the certificated retirements of Ms. Virginia Rowley (31 years of service) and Mr. Ken Nack (29 years of service). Ms. Pamela Zwehl-Burke spoke to Mr. Nack's retirement and noted his positive, caring and supportive attitude to his department as well as all his students. Mr. Nack thanked Dr. Julio Bortolazzo for initiating the Study Abroad Programs at the College and Board Members, Dr. MacDougall, faculty and staff of the College for his 29 years of service to the District.

Mr. Oroz announced the retirement of Mr. Bob Bennett with 25 years of service to the District and acknowledged the 25 years of service to the District by Ms. Mary James, Principal Word Processor. Mr. Ramiro Sanchez, Dean over the Word Processing Center, stated that Ms. James former supervisors and colleagues all noted that she is a valuable asset to the College, a true professional, takes great pride in quality work, and has set a high standard for her unit. Dr. MacDougall presented Ms. James with a plaque on behalf of Board Members.

Mr. Oroz announced the following Classified Appointment:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Dept</th>
<th>Date</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alan McKenzie</td>
<td>Computer Repair Technician II</td>
<td>45A</td>
<td>7/19/93</td>
<td>FT/12 Mo.</td>
</tr>
</tbody>
</table>

Deferred to the next Board under Classified Appointments were the following: ELSP, Typist Clerk, Int., and the Word Processor positions.

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

a. REVISION OF SABBATICAL LEAVE POLICY

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the changes to the Sabbatical Leave policy as contained in the Agenda and the Attachment.

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

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the Compensation Packages for three employee groups: certificated administrative, classified management/supervisory/confidential and non-credit hourly instructors.

c. SUPERINTENDENT/PRESIDENT'S CONTRACT

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the adjustment to the contract for the Superintendent/President as follows:

1. Extend the existing contract through June 1996.
2. 1994 year salary and personnel benefit increases, if any, will not exceed the amount agreed upon for the District certificated staff.

(At this time, members of the audience who were in attendance to comment on the glassblowing class were invited to address the Board.)

(At this time Item 5.2-I was taken out of order.)

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 PROPOSED MODIFICATION TO SMOKE FREE WORKPLACE POLICY

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved adoption of the proposed Smoke Free Workplace Policy as contained in the Agenda and the Attachment to the Agenda.

3.2 MODIFICATION OF THE COLLEGE'S ACADEMIC RENEWAL POLICY

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the modified Academic Renewal Policy as contained in the Agenda and the Attachment to the Agenda.

3.3 PROPOSED PARKING APPEAL PROCESS AND PARKING PENALTY SCHEDULE

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the Parking Appeal Process and Parking Penalty Schedule as prescribed by the City of Santa Barbara and contained in the Agenda and the Attachment to the Agenda.
3.4 PRESENTATION OF THE HEALTH AND WELLNESS PROGRAM REVIEW

Due to the lateness of the meeting, this item was deferred to the July 22, 1993, Board Meeting.

3.5 PROPOSAL TO INCREASE THE INTERNATIONAL STUDENT ENROLLMENT

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the proposal to increase the international student enrollment as contained in the Agenda and the Handout to the Agenda.

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

4.1 NEW COURSES APPROVED BY THE CURRICULUM ADVISORY COMMITTEE, SPRING 1993

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the new courses approved by the Curriculum Advisory Committee for Spring 1993 as contained in the Attachment.

4.2 RECOMMEND APPROVAL OF FACULTY FOR CONTRACT EDUCATION PROJECTS

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved hiring faculty to provide training on Contract Education projects. The trainers and their qualifications were listed in the Attachment.

4.3 RATIFICATION OF SUBMITTAL OF GRANT PROPOSALS TO THE CHANCELLOR'S OFFICE

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved submittal of the five Vocational Education Technology Instructor and Career Counselor In-Service Training Program Grant proposals as contained in the Agenda and the Attachment to the Agenda.

4.4 RATIFICATION OF SUBMITTAL OF GRANT PROPOSAL TO THE ENVIRONMENTAL PROTECTION AGENCY

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved the ratification of submittal of the grant proposal to the Environmental Protection Agency as contained in the Attachment.

4.5 RATIFICATION OF SUBMITTAL OF GRANT PROPOSAL TO THE CALIFORNIA SUPPLIER IMPROVEMENT PROGRAM (CaSIP)

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved the ratification of the submittal of the grant proposal to the California Supplier Improvement Program (CaSIP) as contained in the Agenda and the Attachment.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Acceptance of bids and award of contracts for the following Consent Items were also presented for approval:
e. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR EAST CAMPUS ENTRY PARKING LOTS AND FIRE ROAD REPAIRS, BID #427

On June 22, three bids were received for major repairs and resurfacing of the East Campus parking lots and fire road. This is a major resurfacing of the fire road and upper lot repairing and capping with 1-1/2" of asphalt concrete. This repair is the first major repair in five years; funds are budgeted in the Parking Lot account.

The Superintendent/President recommends acceptance of the bids and approval to award the contract to Berry General Engineering Contractors, Inc., of Oxnard in the amount of $101,802.

f. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR LIGHTING SUPPLIES/ BUILDINGS RETROFIT, BID #430

On June 22, three bids were received for lighting supplies for retrofitting the Wake Center and Humanities Building with more energy efficient lamps, ballasts, and controls. The bids are for materials only; the college staff will install the new electrical fixtures.

The Superintendent/President recommends acceptance of the bids and approval to award the contract to California Electric Supply of Santa Barbara in the amount of $27,775.

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

5.2 BUSINESS ACTION ITEMS

a. 1993-94 TENTATIVE BUDGET

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the 1993-94 Tentative Budget, as contained in the Enclosure, for submission to the County Office of Education by July 1. The Adoption Budget will be submitted in August.

b. ADOPTION OF RESOLUTION NO. 30 (1992-93) AUTHORIZING THE TRANSFER OF FUNDS TO THE EQUIPMENT REPLACEMENT AND CONSTRUCTION ACCOUNTS

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 30 (1992-93) authorizing the transfer of funds as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Powell, Mr. Villegas, Mr. Frank

Noes: None

Absent: Mr. Jarrott, Mr. Luria

Concur: Mr. Brunello
c. ADOPTION OF RESOLUTION NO. 31 (1992-93) AUTHORIZING ROUTINE INTERNAL TRANSFERS B93-242 THROUGH B93-287

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 31 (1992-93) authorizing the routine transfer of funds as contained in the Attachment. The vote follows:

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

d. ADOPTION OF RESOLUTION NO. 32 (1992-93) AUTHORIZING FOR 1992-93 BUDGET REVISIONS AND TRANSFERS

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 32 (1992-93) authorizing 1992-93 budget revisions as contained in the Attachment. The vote follows:

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

e. ADOPTION OF RESOLUTION NO. 33 (1992-93) ESTABLISHING THE 1993-94 APPROPRIATION LIMIT

A correction to the Agenda was noted. The appropriation limit is for the 1993-94 fiscal year. Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 33 (1992-93) establishing an appropriation limit for the 1993-94 fiscal year as contained in the Agenda and the Attachment. The vote follows:

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

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 34 (1992-93) authorizing the College to contract with the State Department of Education for child care and development programs and participation in the funding, $113,654 (match $37,885) as contained in the Agenda and the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Mrs. Powell, Mr. Villegas, Mr. Frank

Noes: None

Absent: Mr. Jarrott, Mr. Luria

Concur: Mr. Brunello

g. CHANGE ORDER NO. 8 - EAST CAMPUS ENTRY

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved Change Order No. 8, East Campus Entry, as described in the Attachment.

h. CAMPUS CENTER REMODEL - CHANGE ORDER NO. 5

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved Change Order No. 5, Campus Center Remodel, as described in the Attachment.

i. BUSINESS/COMMUNICATION CENTER - CHANGE ORDERS NO. 3 - 7

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved Change Orders No. 3-7, Business/Communication Center, as described in the Attachment.

j. APPROVAL OF JOINT POWERS AGREEMENT (JPA) DOCUMENTS FOR SELF-INSURED SCHOOLS OF KERN (SISK)

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the SISK JPA documents authorizing the Vice President of Business Services to execute the agreement as contained in the Attachment.

k. APPROVAL OF 1993-94 EMPLOYEE BENEFITS PROGRAMS

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the 1993-94 Employee Benefits Programs as listed in the Attachment.
I. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR WAKE CENTER PARKING LOT, BID #429 (Taken out of order)

On June 9, the District received five bids on the Wake Center parking lot. The apparent low bidder was Felix Construction with a bid of $424,700. At the bid opening a comment from another bidder questioned whether or not Felix was doing at least 50 percent of the contract price with its own organization. The next day Granite Construction delivered a letter citing Standard Specifications for Public Works Construction (SSPWC) Paragraph 6 of Section 2-3.1 requiring the contractor to perform at least 50 percent of the contract price with its own organization.

Over the next week District staff researched this and other issues raised in the June 10 letter from Granite. That information was sent with other letters to legal counsel and an opinion requested. On June 28 our legal counsel rendered an opinion concluding: "Granite Construction’s challenge is appropriate and correct." Further, the District is compelled to meet its own standard set forth in bid documents drawn and published pursuant to which all bidders were on notice that they must comply." Counsel further concludes, "The District now has the right to either re-bid this job or to disqualify the low bidder and to award the contract to the next lowest responsible and responsive bidder."

Mr. Brian Felix of Felix Construction addressed the Board Members regarding the Granite Construction protest letter. Mr. Alan Alexander, attorney for Granite Construction, addressed Board Members and stated Granite Construction’s position.

Board Members, Mr. Tom Anderle, Dr. MacDougall, and Dr. Hanson convened to a Closed Session at 5:45 p.m. to discuss this issue. At 6:18 p.m., Board Members reconvened the Regular Meeting.

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved authorizing the Superintendent/President, in consultation with legal counsel, to make the decision to (1) proceed with the lowest responsible bidder, or (2) rebid the job.

NOTE: A meeting was held on Thursday, July 1, 1993, with Dr. MacDougall, Mr. Tom Anderle, Dr. Charles Hanson, Mr. Gran Knox, and Mr. George Girvin (Mr. Girvin on telephone from San Rafael). The decisions reached from that meeting are as follows: (1) the job will be rebid. (2) there will be a requirement for a Class A license and (3) there will not be a requirement that 50 percent of the work be done by the general contractor.

6. INFORMATION RESOURCES - Mr. Bill Hamre

6.1 PRESENTATION OF THE STATEMENT OF INSTITUTIONAL DIRECTIONS 1993-95

Due to time limitations, Mr. William Hamre, Associate Vice President, Information Resources, quickly presented an overview of this item stating that the Statement of Institutional Directions for 1993-94 through 1994-95 is about Santa Barbara City College looking forward even in these times of fiscal crisis to undertake new initiatives. Mr. Hamre thanked the College Planning Council, the College Cabinet and the Academic Senate for their work on the multiple drafts of this document.
Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adoption of the *Statement of Institutional Directions 1993-95* as contained in the Enclosure.

7. ADJOURNMENT

Upon motion by Mr. Villegas, seconded by Dr. Alexander, the Board unanimously approved adjournment at 6:55 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, July 22, 1993, at 4:00 p.m. in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON ________ July 22 ________, 1993

[Signatures]

President, Board of Trustees

Superintendent/President

Secretary/Clerk of the Board