MINUTES

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

October 27, 1994

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 Jarrott at 4:02 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander, Vice President
Dr. Joe Dobbs
Mr. Len Jarrott, President
Ms. Joan Livingston
Mrs. Joyce Powell
Ms. Jennifer Hammervold, Student Trustee

Members absent:

Mr. Eli Luria
Mr. Luis Villegas

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Supt/President and Secretary/Clerk to the Board of Trustees
Ms. Liz Auchincloss, Chair, Classified Council/President, CSEA
Mr. Bill Cordero, Dean, Student Affairs
Ms. Margaret Ejima, Associate Professor, Drafting
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Dr. Fernando Padilla, Dean, Academic Affairs
Mrs. Janice Peterson, President, Academic Senate
Mr. Ramiro Sanchez, Dean, Academic Affairs
Mr. Don Seaver, Professor, Administration of Justice  
Miss Dorothy Taylor, Volunteer, SBCC Memorial Gardens  
Dr. Jack Ulloa, President, Instructors' Association  
Ms. Marsha Wright, Financial Aid Specialist

1.3 WELCOME

Mr. Jarrott extended a cordial welcome to all present.

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF SEPTEMBER 22, 1994

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the Regular Meeting of September 22, 1994.

1.6 HEARING OF CITIZENS

No citizens expressed a wish to address the Board.

1.7 COMMUNICATIONS

The following reports were presented to the Board of Trustees about various matters involving the District. No action was taken.

a. REPORT BY ACADEMIC SENATE - Mrs. Janice Peterson

Mrs. Peterson reported that the Academic Senate has been making recommendations on the academic calendar for 1995-96; discussing the composition of the International Education Committee; is looking at the 14th week drop deadline (the Academic Policies Committee will be addressing this issue); Ms. Janie Guillermo has been added as a Senate representative from Health Technologies and Human Services; pending Board action today, Ms. JoAnn Mayhew will be the new Academic Senate secretary; the Faculty Enrichment Committee and the Sabbatical Leave Committee have been receiving grant proposals and sabbatical leave proposals and will be making recommendations to the Senate soon; Ms. Karen Inouye was commended for her work on the Faculty Enrichment Committee; noted the work being done in conjunction with the College Planning Council on the redesign effort by the College; and commended incumbent Board members who are on the upcoming ballot for their professional and courteous conduct throughout this election period.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Liz Auchincloss

Ms. Auchincloss reported on the Classified Inservice which will be held on Friday, October 28, in the Garvin Theatre. Dr. MacDougall will be presenting the State of the College and Ms. Delia Horwitz, President of Business Relationship Consultants, will speak to the subject, "How to Better Understand Change and Transition."
c. REPORT BY ASSOCIATED STUDENTS  - Mr. Matthias Smith

Mr. Smith thanked Dr. MacDougall for speaking at Tuesday's Student Senate Meeting; reported that Club Day was a success; filming will be done of several Student Senate meetings for inclusion in the Boundless Opportunities series; the recycling program will be getting underway as bins have been acquired - this project will bring in revenue for student clubs; a Haunted House will be open on Thursday, Friday and Monday; and congratulated Ms. Hammervold as she is about to be sworn in as Student Trustee.

d. REPORT ON CURRENT EVENTS  - Ms. Jo Bedard

Ms. Bedard highlighted the upcoming Faculty Chamber Concert to be held in the Business/Communication Building Forum, an analysis of Proposition 187 by faculty members, John Eggler, David Lawyer, Peter Naylor, and Curtis Solberg; and Mr. Michel Masson will present this year's Annual Faculty Lecture on November 9 in the Garvin Theatre.

e. REPORT ON CURRENT ISSUES  - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Quoted from Los Angeles Times articles on the State Budget noting that California continues to struggle in its economic recovery. This requires the College to look at approaches and solutions that have been different than ones used in the past. The College is just getting underway with its "redesign" project, and will try to guide its efforts and involvement by becoming more knowledgeable and being systematic in identifying the vision we want to achieve and the goals to accomplish. Mrs. Peterson has summarized our efforts thus far and has communicated this campus wide through the College Memo. Dr. MacDougall noted that the College shares a common objective - to be an exceptional place for the students who come to us. It must continue to be humane and supportive of staff and continue to be the type of institution where we are always reaching out to do our job better than we did previously.

2. Acknowledged the work of Mr. John Romo and Dr. Jack Friedlander on the Faculty Resource Center which is on the Agenda today for approval. The Faculty Resource Center will be critical in creating a learning environment in which technology can be applied to assist students. Through the establishment of a Faculty Resource Center and having a full-time faculty member who will provide leadership and support, the College will be in a good position to consistently enable faculty members to stay on top of what is happening in their discipline.

3. Acknowledged the birthday today of Dr. Joe Dobbs.

4. Introduced the newly appointed Student Trustee, Ms. Jennifer Hammervold, noting that she graduated from Westlake High School, was a student athlete (3 sports), involved in student government and choral groups, and continually
achieved very high academically. Her focus at Santa Barbara City College is in Marine Biology.

A discussion ensued regarding the redesign project taking place at the College.

1.8 GOVERNING BOARD

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

The Student Senate has confirmed the appointment of Ms. Jennifer Hammervold as Student Trustee for the remainder of the 1994-95 year. The Oath of Office was administered to Ms. Jennifer Hammervold by Dr. MacDougall, Secretary/Clerk.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

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

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 RECOMMEND APPROVED OF PROPOSED PUBLICITY AND ADVERTISING POLICY

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved the Publicity and Advertising Policy as contained in the Attachment.

3.2 RECOMMEND RETROACTIVE APPROVAL AND SUBMITTAL OF FISAP REPORT

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the 1993-94 FISAP Report as contained in the Attachment and its submittal to the Department of Education.

4. ACADEMIC AFFAIRS - Dr. Jack Friedlander/Mr. John Romo

4.1 REPORT ON SABBATICAL LEAVE (Out of order)

Ms. Margaret Eejima, an instructor in the Drafting/Computer Assisted Drafting Program, reported on her 1992-93 sabbatical leave (Computer-Based Tutorials for AutoCAD Computer-Assisted Drafting and Design (CAD) Software). Ms. Eejima noted that the purpose of her sabbatical was to provide CAD classes with computer-based teaching materials appropriate to a high-tech subject and, since the CAD is updated every 1-1/2 years, it is important that students are taught not only how to use current software but the next version as well. Ms. Eejima evaluated a number of computer-based training materials written for applications software and resultant guidelines were developed for writing tutorials. These tutorials were designed to reinforce lecture and reading, to provide review sessions, and to provide students
with practice in the application of difficult CAD concepts. Santa Barbara City College is one of two schools in the nation granted permission from Autodesk to serve as one of two beta-test sites for the training materials Autodesk has developed for its dealer training classes. These materials are used as a basis for computer-based presentations currently in use in the Advanced CAD class.

Dr. MacDougall thanked Ms. Eejima for providing exceptional leadership in the CAD Department.

4.2 REPORT ON AUTOMOTIVE SERVICES PROGRAM REVIEW (Out of order)

Mr. Tim Gilles discussed some of the major findings and recommendations from the Automotive Services Program Review. SBCC's Automotive Technology Department has received the NATEF Recertification and, as a result of the recertification, the program has received several new vehicles donated by the manufacturers, and has increased the status of the program which has helped in recruitment efforts. Mr. Gilles discussed the areas of community involvement, facilities and equipment, curriculum and student learning, the use of the Career Advancement Center by students in the program, and the professional development of staff members. Concerns of the Department are assuring the Program is adequately staffed in the future and VATEA dollars that allow for hiring of student tutors will expire at the end of next year.

Dr. MacDougall expressed appreciation to Mr. Gilles for the tremendous professionalism and leadership he brings to the automotive program at SBCC and the sense of pride he has in his Department.

4.3 ESTABLISHMENT OF A FACULTY RESOURCE CENTER

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the Faculty Resource Center and the assignment of one full-time faculty person to serve as the Center's Director as contained in the Attachment. A lengthy discussion ensued on this item.

4.4 RECOMMEND APPROVAL OF RELEASE OF RESPONSIBILITY FOR USE IN THE ASSOCIATE DEGREE NURSING PROGRAM

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the Release from Responsibility document submitted by the Associate Degree Nursing Program as contained in the Attachment.

4.5 RECOMMEND PAYMENT OF STIPEND TO ACADEMIC SENATE PRESIDENT FOR COMPLETION OF TRANSITIONAL RESPONSIBILITIES

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the payment of $2,000 be issued to Mrs. Janice Peterson for completion of her projects to help implement procedures associated with the transition from the Division Chair Council to the Academic Senate and in implementing policies and procedures associated with the Academic Senate's expanded role in college governance issues as part of AB 1725.
5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, 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. ADOPTION OF RESOLUTION NO. 2 (1994-95) AUTHORIZING EXTENSION OF REGIONAL ENERGY MANAGEMENT COALITION (R.E.M.A.C.) GAS MANAGEMENT CONTRACT TO 7/31/95 WITH SUN PACIFIC ENERGY MANAGEMENT

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 2 (1994-95) authorizing extension of the agreement. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mrs. Powell, Mr. Jarrott
Noes: None
Absent: Mr. Luria, Mr. Villegas
Consent: Ms. Hammervold

b. ADOPTION OF RESOLUTION NO. 3 (1994-95) AUTHORIZING ROUTINE INTERNAL TRANSFERS B95-001 THROUGH B95-021

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 3 (1994-95) authorizing routine transfers as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mrs. Powell, Mr. Jarrott
Noes: None
Absent: Mr. Luria, Mr. Villegas
Consent: Ms. Hammervold

c. ADOPTION OF RESOLUTION NO. 4 (1994-95) PROVIDING FOR 1994-95 BUDGET REVISIONS AND TRANSFERS

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adoption of Resolution No. 4 (1994-95) authorizing 1994-95 budget revisions as contained in the Attachment. The vote follows:
Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mrs. Powell, Mr. Jarrott

Noes: None

Absent: Mr. Luria, Mr. Villegas

Consent: Ms. Hammervoid

d. HANDICAPPED ACCESS/MAIN STAIRWAY - CHANGE ORDER NO. 4

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved Change Order No. 4, Handicapped Access/Main Stairway, in the amount of $14,333.61, with a new completion date of September 27, 1994, as described in the Attachment.

6. INFORMATION RESOURCES - Mr. Bill Hamre - No Items

7. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved adjournment at 5:40 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, November 10, at 4:00 p.m., Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON November 10, 1994

[Signatures]

President, Board of Trustees
Superintendent/President
Secretary/Clerk of the Board

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