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

May 26, 1994
4:00 p.m. - REGULAR MEETING
Room A-211
Administration Building
Santa Barbara City College

1. GENERAL FUNCTIONS

The meeting was called to order by President Jarrott at 4:04 p.m.

1.2 ROLL CALL

Members present:

Mr. Len Jarrott, President
Ms. Joan Livingston
Mr. Eli Luria
Mrs. Joyce Powell
Mr. Luis Villegas
Mr. Matthias Smith, Student Trustee (arrived at 4:20 p.m.)

Members absent:

Dr. Kathryn Alexander, Vice President
Dr. Joe Dobbs

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
Dr. Martin Bobgan, Acting Vice President, Continuing Education
Mr. Pablo Bucklew, Director, International Education
Ms. Jane Craven, Assistant Dean, Admissions & Records
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. James Frank, President, Associated Student Body
Mr. George Gregg, Director, ET & CS Department
Ms. Jennifer Hammerhold, Student, SBCC
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Mr. Filiberto Lomeli, Senior Buyer, SBCC Bookstore
Mr. Christopher Mahurin, Member, Student Senate
Ms. Joelle Mathiot, Special Program Advisor, International Student Program
Ms. Ann McGorty, Personnel Specialist, Human Resources
Mr. W.C. Naylor, Vice President, Instructors’ Association
Mr. Ken Owen, Member, Campus Democratic Club
Ms. Karen Palmer, Cashier, SBCC Bookstore
Mrs. Janice Peterson, President, Academic Senate
Mr. Ramiro Sanchez, Dean, Academic Affairs
Ms. Gina Samore, Vice President, Associated Student Body  
Miss Dorothy Taylor, Volunteer, SBCC Memorial Gardens  
Ms. Marian Winters, Accounting Technician, SBCC Bookstore  
Mr. Oscar Zavala, Director, International Student Program

1.3 WELCOME

Mr. Jarrott extended a cordial welcome to all present.

1.4 CLOSED SESSION (Taken out of order)

a. ADJOURN TO CLOSED SESSION

Public Employee Discipline/Dismissal/Release

With a vote of 4-1, the Board approved action to suspend a Physical Education Attendant for 45 days without pay effective May 27, 1994, and that employee be restricted from driving a campus vehicle for one year.

b. RECONVENE TO OPEN SESSION

1.5 MINUTES OF REGULAR MEETING OF MAY 12, 1994

Upon motion by Ms. Livingston, seconded by Mr. Villegas, the Board unanimously approved the Minutes of the Regular Meeting of May 12, 1994.

1.6 HEARING OF CITIZENS

Ms. Gina Samore, ASB Vice President, Mr. Chris Mahurin, Student Senator, and Mr. Ken Owen, Campus Democratic Club, spoke to the issue of the Co-Curricular budget which will be coming before the Board of Trustees for approval in approximately one month.

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 at the May 18, 1994, Academic Senate Meeting, the Academic Honesty Policy was approved, sabbatical leave reports were approved, a response to the Commission on Innovation Report was confirmed, and a resolution to repudiate the State Academic Senate vote of “no confidence” in Chancellor Mertes was approved. Mrs. Peterson hopes to have a summary report of the Academic Senate’s activities this past year for the June 30 Board Meeting. Mrs. Peterson concluded her report noting that the Senate has enjoyed a very good year, and the year for the faculty has included tragedy and joy - the best of times and the worst of times - and she looks forward to another year as Academic Senate President.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Liz Auchincloss

Ms. Auchincloss presented the end-of-year report on the Employee Suggestion Program thanking committee members for their efforts on this program. The suggestion of the year was awarded to Ms. Rosie Tower. Ms. Tower will be presented with a $250
honorarium at the June 1 faculty/staff luncheon. Classified Council is recommending that the orientation film for new classified employees be updated to bring it in line with changes that have taken place over the last few years at the College. Professional Growth increments will be presented at the June Board Meeting.

c. REPORT BY ASSOCIATED STUDENTS - Mr. James Frank

Mr. Frank commended students who, during finals, made time to speak at today's Board meeting; noted that on today's Agenda there is a recommendation to approve exemptions to the Transportation Fee but the Board has not as yet taken formal action to approve the Transportation Fee; expressed his concern that students are not aware that in passing the transportation fee that there is unlimited use of the MTD bus service; presented to Dr. MacDougall and Board Members letters from students who opposed the mandatory bus fee (mostly from students living out of the District); anticipates putting an end-of-year report together; and will look to increase student participation not just in the College governance process but in student activism on campus.

d. REPORT ON CURRENT EVENTS - Ms. Jo Bedard

Ms. Bedard reported on the upcoming Sonic Sequences concert which will feature original compositions by Mr. Peter Raschke and commencement which will be held on June 3.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. The Foundation and Financial Aid Scholarship Reception held on May 20 was significant in that it demonstrated how much progress has been made in providing private funding for scholarship assistance by the Foundation and Financial Aid offices and how significant scholarship assistance can be to our students. The Awards Banquet held the evening of May 20 further demonstrated from a student's standpoint how the College has worked for them in helping them to identify goals and challenging them to achieve at a level they never considered possible.

2. Thanked Mr. James Frank for the service he has provided to the College on behalf of the Associated Students with his involvement as Student Trustee and President of the Associated Students.

3. Explained the current budget situation for community colleges noting a $100 million shortfall in property taxes, $9 million less in fees coming in this year due to a downturn in enrollment, and steps that are being and will need to be taken to offset this situation.

4. The College's summer applications are down by 9.5 percent and registration is down by 7.4 percent. Fall semester's applications are down by 7.1 percent and registration is down by 11.2 percent.

5. Commended Messrs. Pablo Buchelew, Keith McLellan, and Oscar Zavala for their work on the international education program noting that a presentation will be made at today's Board on this issue.

A discussion ensued regarding the enrollment drop at the College.
1.8 GOVERNING BOARD

Board Members did not request to report on any issues at this time.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Ms. Jane Craven spoke to the retirements of Ms. Karen Palmer, Bookstore Cashier, and Ms. Marian Winters, Accounting Technician, highlighting their 13 years and 12 years of service to the District respectively. Ms. Palmer and Ms. Winters have stated that the best part of their jobs has been the daily contact with people (students and staff). On behalf of Mr. John Lorelli, Bookstore Manager, who was unable to attend today’s Board Meeting, Ms. Craven read the following comments: "...two colleagues of such high caliber...who have been unfailingly considerate and positive influences on the staff. ...There is no empirical way to measure what both have meant to the Bookstore and SBCC. ...I wish them both every possible happiness."

Upon motion by Mrs. Powell, seconded by Mr. Luria, the Board unanimously approved the Personnel Consent Items as contained in the Agenda.

2.2 PERSONNEL ACTION ITEMS

a. RECOMMEND APPROVAL OF AFFIRMATIVE ACTION GOALS AND TIMETABLES

Every three years, the District is required by Title 5 and the Chancellor's Office to adopt updated numerical Affirmative Action Goals and Timetables. In accordance with these requirements, the goals and timetables contained in the Attachment were developed using the Chancellor's Office availability data. The goals and timetables were reviewed by the Affirmative Action Committee and the Educational Policies Committee on November 2, 1993.

The District wishes to note that it questions the availability data provided by the Chancellor's Office to be used by local districts to determine their goals and timetables. Specifically, the District questions whether the Chancellor's Office availability pools were calculated by including employment categories for disciplines that did not require the requisite master's degree. The submission of the District's goals and timetables does not imply acceptance of the statewide availability data provided by the Chancellor's Office and this response is not to be viewed as acceding to a principle that the District must accept possible unverified data/statistics in the future.

The Chancellor's Office has stated that the provided statewide availability data must be used and our goals and timetables must be based upon this data; failure to comply, would ultimately put the District's general apportionment at risk.

Upon motion by Mrs. Powell, seconded by Ms. Livingston, the Board unanimously approved the District’s Goals and Timetables for the 3-year period (1993-94 through 1995-96) as contained in the Enclosure.
b. APPROVAL OF REVISION TO INSTRUCTIONAL ADMINISTRATOR'S SALARY SCHEDULE

Upon motion by Mrs. Powell, seconded by Mr. Luria, the Board unanimously approved the revised Instructional Administrator's Salary Schedule which contains a new salary range (07) "Coordinator." The new range was created to enable the District to hire Educational Administrators at a lower salary level.

c. LAYOFF CLASSIFIED EMPLOYEES - BUSINESS OUTREACH PROGRAM

Upon motion by Mrs. Powell, seconded by Mr. Luria, the Board, with regret, unanimously approved the following listed employees be laid off effective June 3, 1994.

BRINER, Christine
Project Coordinator Contract Ed.

CAMPOS, Dorothy
Contract Education Grant Technician

d. APPROVAL OF STIPEND - EMPLOYEE SUGGESTION PROGRAM

Upon motion by Ms. Livingston, seconded by Mr. Villegas, the Board unanimously approved an honorarium of $250.00 for the "Best Suggestion of the Year 1993-94" to Ms. Rosie Tower, Payroll Supervisor.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 INTERNATIONAL EDUCATION PROGRAMS UPDATE

In July 1991, the International Education Advisory Committee produced the report "International Education: A Multi-Program Approach to Global Literacy." To provide an update on several of the recommendations of this report, brief progress reports were presented on the International Student Academic Program, the English Language Studies Program, and the Study Abroad Program by Mr. Keith McLellan, Mr. Oscar Zavala, Ms. Gail Reynolds, and Mr. Pablo Buchelew.

Mr. Zavala detailed the six components of the International Student Academic Program which help meet the needs of the students: marketing recruitment, admissions, housing, student activities, counseling, and community relations. Ms. Reynolds noted that the job of the English Studies Program is to teach English and help students adapt to this culture. The philosophy of the program is to provide the best support services to our students. Ms. Reynolds shared letters from students who have succeeded in the program and stated that she is very proud of the program which is one of the finest in the United States. Mr. Buchelew spoke to the Study Abroad Programs which has offered academic experiences in nine foreign countries with over 2000 participating students and 30 faculty program directors. The Program recently celebrated its 10th anniversary. Mr. Buchelew described the Study Abroad Program experience as teaching and learning at its best, provides personal enrichment, is intellectually stimulating and broadens cultural experiences.

3.2 RECOMMEND APPROVAL OF STUDENT TRANSPORTATION FEE EXEMPTIONS POLICY

It is recommend that all students receiving Aid to Families with Dependent Children (AFDC), Supplemental Security Income (SSI) or General Relief as determined by the Financial Aid Office be exempt from paying the Student Transportation Fee. This recommendation is in reference to Section 76360, Article G of the California Education Code which states:
"...a governing board maintaining transportation services shall adopt rules and regulations governing the exemption of low income students from required fees..."

Upon motion by Mrs. Powell, seconded by Ms. Livingston, the Board unanimously approved acceptance of the Student Transportation Fee Exemptions Policy.

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

4.1 SIX WEEK CONTINUING EDUCATION DIVISION SUMMER SESSION 1994

Upon motion by Ms. Livingston, seconded by Mr. Luria, the Board unanimously approved the six-week Continuing Education Division Summer Session 1994 which will begin June 20 and end on July 30. Late-starting Adaptive Education courses will run from July 5 through August 13. Summer courses will be selected from the more popular ones offered during the regular school year.

4.2 RECOMMENDED APPROVAL OF NEW COURSE, CONTINUING EDUCATION DIVISION - SUMMER SESSION 1994

Upon motion by Mr. Luria, seconded by Ms. Livingston, the Board unanimously approved the new Continuing Education Summer Session 1994 course, Language and Culture: A Bridge to China.

4.3 RECOMMEND RATIFICATION OF SUBMITTAL OF TITLE III GRANT

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the submittal of the TITLE III grant to the U.S. Department of Education as contained in the Agenda and the Attachment.

4.4 RECOMMEND RATIFICATION OF SUBMITTAL OF INTENSIVE TECHNICAL INSTRUCTOR INSERVICE TRAINING GRANT

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the submittal to the Chancellor's Office of the Intensive Technical Instructor Inservice Training Grant, "Upgrading Instructor Technical Skills in the Operation, Maintenance and Repair of Remote Operated Underseas Vehicles," as contained in the Attachment.

4.5 RECOMMEND RATIFICATION OF SUBMITTAL OF INTENSIVE TECHNICAL INSTRUCTOR INSERVICE TRAINING GRANT

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the submittal to the Chancellor's Office of the Inservice Training Grant Proposal, "Technical Instructor Intensive Inservice Training in Telecommunications," as contained in the Attachment.

4.6 RECOMMEND RETROACTIVE APPROVAL OF GRANT SUBMITTAL

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the submittal to the Chancellor's Office of the grant proposal, "Study to Refine the Post-Education Employment Tracking System," as contained in the Attachment.
4.7 RECOMMEND APPROVAL OF POLICY ON CREDIT PROGRAM COURSE PRIORITY GUIDELINES

Upon motion by Mrs. Powell, seconded by Ms. Livingston, the Board unanimously approved the Credit Program Course Priority Guidelines delineated in the Attachment.

4.8 RECOMMEND APPROVAL OF ABILITY TO BENEFIT POLICY

Upon motion by Ms. Livingston, seconded by Mr. Villegas, the Board unanimously approved the Ability to Benefit Policy delineated in the Attachment.

4.9 RECOMMEND APPROVAL OF THE POLICY FOR REQUISITES, COREQUISITES AND ADVISORIES

Upon motion by Mrs. Powell, seconded by Mr. Villegas, (Abstain - Mr. Luria), the Board approved the Policy for Requisites, Corequisites and Advisories as contained in the Attachment.

4.10 RECOMMEND APPROVAL OF SUMMER INTERSESSION 1994 OFFERINGS

Upon motion by Mr. Villegas, seconded by Ms. Livingston, the Board unanimously approved the Summer Intersession 1994 Schedule of Classes as contained in the Enclosure.

4.11 RECOMMEND APPROVAL OF SUMMER INTERSESSION 1994 FACULTY

Upon motion by Mr. Villegas, seconded by Ms. Livingston, the Board unanimously approved the Summer Intersession 1994 faculty as contained in the Attachment.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mrs. Powell, seconded by Mr. Villegas, 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. 32 (1993-94) AUTHORIZING INTERFUND TRANSFER

Upon motion by Mrs. Powell, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 32 (1993-94) authorizing interfund transfer of $105,600 as outlined in the Attachment. The vote follows:

Ayes: Ms. Livingston, Mr. Luria, Mrs. Powell, Mr. Villegas, Mr. Jarrott

Noes: None

Absent: Dr. Alexander, Dr. Dobbs

Concur: Mr. Smith
Upon motion by Mr. Villegas, seconded by Mrs. Powell, the Board unanimously approved acceptance of the bids and approval of award the contract for computer equipment to Computer Network of Santa Barbara in the amount of $177,736.

e. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR BRIDGE DECK REPAIR, BID #445

On May 25 two bids were received on the bridge deck replacement and surface coating. The replacement has been engineered and spec'd by Peter Ehlen, structural engineers, (structural) and Richard McKenzie, architect, (deck). The deck will have a five-year warranty by the manufacturer. The bridge will be closed June 6 through August 7, 1994, for the repairs. The State Deferred Maintenance will pay for 50 percent of the cost.

Upon motion by Mr. Luria, seconded by Mrs. Powell, the Board unanimously approved acceptance of bids and approval to award the contract to Frank Schipper Construction Co., Inc., of Santa Barbara in the amount of $98,193.

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

7. ADJOURNMENT

Upon motion by Mr. Villegas, seconded by Ms. Livingston, the Board unanimously approved adjournment at 6:33 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, June 30, 1994, at 4:00 p.m., in Room A-211. A Board Study Session will be held on Thursday, June 23, 1994.

APPROVED BY THE BOARD OF TRUSTEES ON June 30, 1994

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