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

November 30, 1995
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 Alexander at 4:03 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander, President
Dr. Joe Dobbs, Vice President
Ms. Joan Livingston
Mr. Eli Luria
Mr. Desmond O'Neill
Mrs. Joyce Powell
Mr. Luis Villegas (arrived at 4:05 p.m.)
Mr. Cruzito Cruz, Student Trustee

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, President, CSEA
Dr. Gary Carroll, Professor, Chemistry Department
Mr. Mohammad El-Soussi, Assistant Professor, Electronics Department
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. George Gregg, Director, Educational Technology
Dr. Charles Hanson, Vice President, Business Services
Ms. Marie Maschal, Chair, Classified Council
Ms. Ann McGorty, Personnel Specialist, Human Resources
Ms. Claudia Mitchell, Professor, ADN Department
Ms. Kathy O'Connor, President, Academic Senate
Dr. Jack Ullom, President, Instructors' Association
Mr. Nelson Yang, President, Associated Student Body

1.3 WELCOME

Dr. Alexander extended a cordial welcome to all present

1.4 CLOSED SESSION - NONE
1.5  MINUTES OF REGULAR MEETING OF OCTOBER 26, 1995

Upon motion by Mr. Luria, seconded by Mr. O'Neill, the Board unanimously approved the Minutes of the Regular Meeting of October 26, 1995.

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  - Ms. Kathy O'Connor

Ms. O'Connor reported on behalf of the Academic Senate congratulating Dr. Gary Carroll on his faculty lecture and announced that the College Calendar has been reviewed and forwarded to the administration; sabbatical leave proposals and faculty enrichment grants will be on the December 14 Board for approval; work is proceeding on accreditation standards 4, 6, and 8; rankings for 13 positions for next year will be upcoming; and announced the upcoming basketball tournament to be held on December 7-9.

b.  REPORT BY CLASSIFIED COUNCIL  - Ms. Marie Maschal

Ms. Maschal announced that this will be her final Board meeting as Chair of Classified Council. Elections are in process now. Ms. Maschal highlighted the past few months' activities: A worksheet has been revised and put into use for Professional Growth reviews and noted that 56 classified employees are taking part in Professional Growth activities; a new classified orientation video was completed; newsletters were printed on a regular schedule; and an inservice was planned and carried out. Ms. Maschal noted that she has been privileged to work closely with the members of the classified staff and has learned that they are dedicated, loyal and care about the students at the College. Ms. Maschal thanked Dr. MacDougall and Board Members for their continued support of the Classified Council.

c.  REPORT BY ASSOCIATED STUDENTS  - Mr. Nelson Yang

Mr. Yang reported that the Associated Students are trying to raise money for the Christmas Unity Program which helps provide food, clothing, and gifts for low-income families; an Arts and Crafts Fair will be held on December 11-15; thanked the Facilities Planning Committee for its reconsideration on motorcycle parking on the West Campus; and expressed a concern about the video games' removal from the Campus Center.

d.  REPORT ON CURRENT EVENTS  - Ms. Jo Bedard

The Current Events Calendar was presented in Board Members' packets. No report was given due to Ms. Bedard being on vacation.

e.  REPORT ON CURRENT ISSUES  - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:
1. Commended Dr. Gary Carroll for representing the faculty and epitomizing the high quality of teaching that exists at Santa Barbara City College.

2. Acknowledged his appreciation for the work this past year of Ms. Marie Maschal as Chair of Classified Council.

3. Project Redesign updates include three teams (Registration, Purchasing, and Reprographics) which have recently completed their work and two teams are currently or will soon be underway (Computer Allocation and Payment of Claims).

4. Noted the Community College League of California (CCLC) presentation on Redesign given by staff members (Dr. Friedlander, Mr. Hamre, Ms. Pearce, Mrs. Peterson, Ms. Wilson, and Dr. MacDougall).

5. The Assembly Committee on Higher Education is convening hearings on the Master Plan for Higher Education. Dr. MacDougall noted that the Master Plan has ceased to function in the way it was intended and he was pleased to see this action taking place.

6. Dr. Judith Watkins, Associate Director of the Accrediting Commission, visited the College in preparation for the accreditation visit that will take place at the College in October 1996.

7. Commended Mr. Bill Hamre and the many College staff members for their hard work on this year's United Way Campaign and the Associated Student Body for its work with Christmas Unity and concern for our community.

8. Announced the SBCC Men's Soccer Team won the Western State Conference under the direction of Coach Tim Vom Steeg.

9. Through our Health and Wellness Program, 105 staff members received flu shots.

10. Seventy-five CARE students received complete Thanksgiving dinners through the generosity of faculty, staff and community members.

11. Six HRC students and two faculty members will be traveling to the White House, at the invitation of Mrs. Hillary Clinton, to attend the Christmas tree unveiling. SBCC's HRC Department provided decorations which have been selected to adorn the White House Christmas trees.

12. Acknowledged the retirement of Mrs. Suzanne Culler whose teaching career at SBCC has spanned the past 33 years.

13. Dr. MacDougall circulated an architectural drawing of the new entryway to LaPlaya Stadium which has been made possible by a donation from Mr. Luria.

1.8 GOVERNING BOARD

Mr. Luria acknowledged the excellent speech presented by Dr. MacDougall at the Business and Industry Associates luncheon held at the Red Lion this previous Monday. Dr. Alexander commented on Dr. MacDougall's speech noting the tremendous amount of information he presented especially the remarks on Redesign happening at the College.
2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Mr. Dan Oroz acknowledged the retirement of Ms. Suzanne Culler with 33-1/2 years with the District, effective December 22, 1995; and Ms. Catherine Carbon, Library Technician; Mr. Richard Macabio, Accounting Technician; and, Mr. Pat Shields, Electronics Media Technician, for their 20, 15 and 10 years of service to the District respectively.

Mr. John Romo acknowledged Ms. Myrta Berry, Senior Account Clerk for the Continuing Education Division, for her 20 years of service to the District. Dr. MacDougall presented Ms. Berry with a Certificate of Recognition on behalf of the Board of Trustees.

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved the Personnel Consent Items as contained in the Agenda and the Attachments to the Agenda.

2.2 PERSONNEL ACTION ITEMS

a. APPROVAL OF REORGANIZATION AND RECLASSIFICATION, MEDIA SERVICES SUPERVISOR

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved the reorganization and reclassification of the Media Services Supervisor position as contained in the Agenda and the Attachment.

b. APPROVAL OF NEW CLASSIFICATION, EDUCATIONAL TECHNOLOGY SPECIALIST

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the Educational Technology Specialist classification as contained in the Agenda and the Attachment.

c. EMPLOYEE WELLNESS PROGRAM

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the Employee Wellness Program Policy Statement as contained in the Agenda.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 RECOMMEND APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE AND ASSOCIATE IN SCIENCE DEGREE

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved conferring upon each of the 148 candidates for the Associate in Arts degree and the 47 candidates for the Associate in Science degree the appropriate degrees subject to completion of the State and local requirements.

3.2 HEALTH/WELLNESS PROGRAM BUDGET 1995-96

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the 1995-96 Health/Wellness Program budget as contained in the Agenda and the Attachment.
3.3 CAMPUS BOOKSTORE CHECK REFUND POLICY

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the Campus Bookstore Check Refund Policy as contained in the Agenda and the Attachment.


Mr. Bill Cordero presented the EOPS Program Plan for 1995-96 and highlighted the accomplishments of 1994-95. A few of the highlights were: the new annual record of students served by EOPS has increased to 909, and fifty-two EOPS students received degrees/certificates for Spring 1995 (an increase of 58 percent). Mr. Cordero acknowledged Ms. Diane Williams-Hale, Assistant Professor/Counselor, for the time, energy, and commitment she puts into the program to assure its success as she serves 900 students.

Upon motion by Dr. Dobbs, seconded by Mr. Villegas, the Board unanimously approved the Extended Opportunity Programs and Services (EOPS) Project Plan for 1995-96.

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

4.1 PRESENTATION OF FACULTY LECTURER HONORARIUM

Dr. MacDougall presented Dr. Gary Carroll, Professor of Chemistry, with a $500 honorarium and a Certificate of Recognition for his selection as the 1995-96 Faculty Lecturer on behalf of the Board of Trustees. Dr. Carroll presented his lecture entitled, "The Chemistry of Everyday Things," to the College community on November 15, 1995.

4.2 SABBATICAL LEAVE REPORT

Ms. Claudia Mitchell, Director, Associate Degree Nursing, reported on her sabbatical leave project taken Spring 1995. Ms. Mitchell noted that health care is moving from the hospital setting to homes and ambulatory care (clinics or managed care sites). In order for our nursing student to be competitive for jobs, they must be aware of where to look for jobs. Thus, Ms. Mitchell's sabbatical focused on acute care hospital experiences that are appropriate for nursing students. Her goals which were all accomplished through the sabbatical consisted of identifying and evaluating multiple satellite sites, obtaining contracts, preparing materials for students and faculty, identifying liaison nurses, obtaining basic Board of Registered Nursing approval, and sharing all this information with the ADN faculty. Ms. Mitchell thanked Dr. MacDougall and Board Members for the opportunity the sabbatical leave provided.

4.3 PROGRAM REVIEW REPORT

Mr. Mohammad El-Soussi, Department Chair of Electronics/Computer Technology, presented a summary of the Electronic/Computer Technology Department Validation Team's Report on the department's strengths and recommendations. Mr. El-Soussi described some of the unique aspects of the vocational technical program and noted that the Associate Degree and Certificate Programs could be completed entirely in the evening; the computer repair courses provide students with skills for the exact machine seen in the real world; and there is an opportunity for students to receive practical experience in the form of internships by working with our technical support department. Mr. El-Soussi's report covered the department progress.
made over the last five years, the immediate aspects of the program, the student survey results that were conducted, and teacher directions within the department. Noted were the challenges, opportunities, recommendations and actions to take. Mr. El Soussi further noted that his colleague, Ms. Jody Simpson, is on sabbatical this year upgrading her skills in the areas of biomedical electronics and computer maintenance.

4.4 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES FOR THE CONTINUING EDUCATION DIVISION, WINTER TERM 1996

Mr. John Romo, Vice President, Continuing Education, highlighted the new courses for Winter Term 1996.

Upon motion by Mr. Luria, seconded by Ms. Livingston, the Board unanimously approved the new courses and title changes for Continuing Education Division courses effective Winter 1996.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, 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. ACCEPTANCE OF FEMA FUNDS FOR REPAIR OF STORM DAMAGE AND ADOPTION OF RESOLUTION NO. 4 (1995-96)

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved Resolution No. 4 (1995-96) and acceptance of Federal Emergency Management Agency (FEMA) funds for reimbursement of January 1995 storm damage to SBCC in the amount of $20,287. The vote follows:

Ayes: Dr. Dobbs, Ms. Livingston, Mr. Luria, Mr. O'Neill, Mrs. Powell, Mr. Villegas, Dr. Alexander

Noes: None

Absent: None

Concur: Mr. Cruz

b. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR WAKE CENTER UPPER PARKING LOT - RESURFACING PHASE I, BID #462

On November 28, 1995, the District received three bids for the Wake Center parking lot as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barry General Engineering</td>
<td>$43,668</td>
</tr>
<tr>
<td>Challenge Asphalt</td>
<td>$45,387</td>
</tr>
<tr>
<td>Granite Construction</td>
<td>$47,830</td>
</tr>
</tbody>
</table>
Upon motion by Mr. Luria, seconded by Mr. O'Neill, the Board unanimously approved acceptance of the bids and award of the contract to Berry General Engineering Contractors in the amount of $43,668 for the Wake Center parking lot resurfacing - Phase 1.

c. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR COMMUNITY MEETING CENTER/ENGLISH AS A SECOND LANGUAGE BUILDING ROOF RETROFIT, BID #463

On November 29, 1995, the District received five bids for roof repairs of the CMC/ESL building as follows:

- Bird Roofing and Waterproofing $49,451
- Channel Islands Roofing $54,896
- Eberhard Roofing and Waterproofing $60,000
- Craig Roofing $79,351
- Cambron Roofing and Waterproofing $89,725

Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board unanimously approved acceptance of the bids and award of the contract to Bird Roofing and Waterproofing of Ventura in the amount of $49,451 for the Community Meeting Center/ESL building roof retrofit.

5.3 BUSINESS SERVICES INFORMATION

a. STANDARDIZED EMERGENCY MANAGEMENT SYSTEM, CREATION OF SANTA BARBARA COUNTY OPERATIONAL AREA, Attachment 5.3-a

Dr. Hanson noted the agreement with the Santa Barbara County Operational Area in which Santa Barbara City College, during an emergency, would help provide whatever assistance might be necessary to County agencies.

6. INFORMATION RESOURCES - Mr. Bill Hamre - None

7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved adjournment at 5:53 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, December 14, 1995, at 4:00 p.m., Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON December 14, 1995, 1995

President Board of Trustees

Superintendent/President
Secretary/Clerk of the Board