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

April 27, 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 4:00 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander, President
Dr. Joe Dobbs, Vice President
Ms. Joan Livingston
Mr. Eli Luria (arrived at 4:07 p.m.)
Mr. Desmond O’Neill (arrived at 4:01 p.m.)
Mrs. Joyce Powell
Mr. Luis Villegas
Ms. Jennifer Hammervold, Student Trustee (arrived at 4:07 p.m.)

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
Ms. Jane Craven, Assistant Dean, Admissions and Records
Mr. Rob Dependahl, Department Chair, Computer Science
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. George Gregg, Director, Educational Technology
Dr. Charles Hanson, Vice President, Business Services
Ms. Donna Holloway, Special Program Advisor, Financial Aid
Mr. Daniel Jimenez, Editor, The Channels
Dr. John Kay, Member, Instructors’ Association
Mr. Tom Lang, Associated Student Body President
Ms. Marie Maschal, Chair, Classified Council
Ms. Ann McGarty, Personnel Specialist
Mrs. Janice Peterson, President, Academic Senate
Mr. Ramiro Sanchez, Dean, Academic Affairs
Miss Dorothy Taylor, Volunteer, SBCC Memorial Gardens
Dr. Jack Ullom, President, Instructors’ Association
1.3 WELCOME

Dr. Alexander extended a cordial welcome to all present.

1.4 CLOSED SESSION (Taken after Item 5.2-c)

a. ADJOURN TO CLOSED SESSION

The Board convened to Closed Session at 6:38 p.m. to discuss:

1) Employee Discipline
2) Conference with Labor Negotiator - Negotiations with IA/CSEA

b. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:30 p.m. Dr. Alexander reported that the Board will proceed on Item 1 by appointing a hearing officer and directed the Superintendent/President on how to proceed.

1.5 MINUTES OF REGULAR MEETING OF MARCH 23, 1995

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the Minutes of the Regular Meeting of March 23, 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 - Mrs. Janice Peterson

Mrs. Peterson reported that the Academic Senate has submitted SBCC's Multi-Cultural English Transfer Program as its nominee for the Board of Governors' Exemplary Program Award; will be discussing Faculty Enrichment Grant recommendations at its upcoming meeting; discussing another draft of the Academic Honesty Policy; looking at proposed policies for student use of computers and the network and recommendations from the Sabbatical Leave Committee on ranking procedures for applicants; new Senate members who will be coming on Board next year will be Eric Wise, Don Barthelmess, Dina Gutierrez-Castillo and a representative from English/Communication who has yet to be decided; the Senate Office is now located in Room A-117-B; has been involved in many Redesign activities; and noted the upcoming Communication Department's Eleventh Annual Lancaster Speech Tournament to be held on May 8 in the Garvin Theatre.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Marie Maschal - None

c. REPORT BY ASSOCIATED STUDENTS - Mr. Tom Lang

Mr. Lang reported that the Associated Students have a dance scheduled for April 28; are looking at the final draft of the Activity Card Proposal; are working on some minor
revisions to the Student Senate Constitution; are preparing for the upcoming election for Student Senate; are looking to procure a room to designate as a Student Lounge; an Arts and Crafts Fair will be held the middle of May; and the International Students Association has been selected as "Club of the Year."

d. REPORT ON CURRENT EVENTS  - Ms. Jo Bedard

Ms. Bedard highlighted the numerous musical events (Choral Concert, Concert Band, Jazz Concert, Sonic Sequences) taking place in May, the Continuing Education Division's Mind/Supermind series, and the end-of-year recognitions (Scholarship Reception and Awards Banquet).

e. REPORT ON CURRENT ISSUES  - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Expressed appreciation to Mrs. Peterson for her work in assuring the College submitted a program for the Exemplary Program Award.

2. Noted the Redesign process is as accessible as it can be to all faculty and staff of the College and expressed appreciation to faculty members for the way in which they are looking at the instructional aspect of it.

3. Emphasized the importance of the O'Connell/Firestone breakfast meeting to be held on Friday, April 28, and stated that the College is fortunate in having two responsive representatives who understand that California community colleges are greatly affected by the decisions made in Sacramento.

4. The College is heavily engaged in the faculty hiring process at this time.

5. Noted that at this time, also, Division meetings are being held with the Superintendent/President and the Vice President of Academic Affairs.

6. The Faculty Resource Center will be dedicated on Tuesday, May 9, at 2:00 p.m.

7. Acknowledged the excellence of the Dance Concert held the previous weekend on campus and the work of Ms. Kay Fulton.

8. One of the College's CARE students has been selected as the recipient of a Southern California Edison Scholarship for upper division work.

9. Forty-nine Graphic Department students received awards at the recent Fair and Expo competition held locally.

10. Santa Barbara City College will be the recipient of the Service Award at the June 1 Southcoast Business and Technology Awards Dinner.

1.8 GOVERNING BOARD

Dr. Alexander congratulated Mrs. Powell on the arrival of twin granddaughters (each weighing over five pounds).

(At this time, Items 4.3, 4.1 and 4.2 were taken out of order)
2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the Personnel Consent Items as contained in the Agenda and the Attachment to the Agenda.

2.2 PERSONNEL ACTION ITEMS

a. WORKING OUT OF CLASSIFICATION

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved the working out of classification for Ms. Kris Power and Ms. Renee Robinson to assume evening duty administrative responsibilities, supervision of the Schott Center Office staff, oversight of the Schott Center facility, supervision and programming responsibilities for world/national/local class offerings as well as supervision of Citizenship Center as contained in the Agenda and the Attachment to the Agenda.

b. PUBLIC HEARING ON DISTRICT'S INITIAL I.A. AND CSEA COLLECTIVE BARGAINING CONTRACT PROPOSALS

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the opening of the Public Hearing.

Drs. Jack Ullom and John Kay presented the point of view of the Instructors' Association regarding the benefit negotiations with the District.

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the closing of the Public Hearing.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 MODIFICATION TO THE "HOLDS" POLICY

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the Board unanimously approved the modification to the "Holds Policy" as contained in the Agenda and the Attachment.

3.2 SPRING 1995 STUDENT CHARACTERISTICS REPORT

Ms. Jane Craven, Assistant Dean for Admissions and Records, presented the 1995 Student Characteristics Report and highlighted trends for spring semesters for the past 5 years. Addressed were the total college enrollment, credit load, age groups, previous education, enrollment status, educational goals, transfer plans, and most popular majors.

3.3 STUDENT SERVICES PROGRAM REVIEW - ADMISSIONS AND RECORDS

Ms. Jane Craven, Assistant Dean for Admissions and Records, highlighted the recently-completed Student Services Program Review for Admissions and Records. Discussed were conclusions and recommendations for the goals and objectives, staff (contract and hourly), information provided by the Department, admissions and registration process, records, attendance data, student characteristics, office efficiency/effectiveness, and comparison with other colleges. Ms. Craven thanked Ms. Kathy O'Connor, Ms. Marsha.
Wright, Ms. Joan Halk from Ventura College, and Ms. Marian Quaid Matagliati from Allan Hancock College for their assistance in the Program Review.

3.4 CRITERIA FOR ACCEPTING STUDENT PETITIONS

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved the criteria for accepting student petitions as contained in the Agenda and the Attachment noting that there will be an amendment if the drop week has been changed to the 11th week.

3.5 RECOMMEND APPROVAL OF REVISIONS OF FINANCIAL AID FRAUDULENT DOCUMENT POLICY

Upon motion by Mrs. Powell, seconded by Mr. Luria, the Board unanimously approved the revisions to the Financial Aid Fraudulent Document Policy as contained in the Agenda and the Attachment.

3.6 RECOMMEND APPROVAL OF CHANGES IN THE STUDENT GRIEVANCE POLICY, 3233

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the changes in the Student Grievance Policy, 3233 as contained in the Agenda and the Attachment.

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

4.1 SABBATICAL LEAVE REPORT (Taken out of order)

Dr. Richard Wotruba, Professor/Counselor, reported on his sabbatical leave activities during the 1993-94 academic year. Dr. Wotruba noted that his sabbatical focused on the enhancement of the Associate Degree, particularly in the business, vocational and technical areas and ways in which counselors could assist students in the occupational areas take advantage of the support services at SBCC and earn Associate Degrees. After collecting and reviewing all data, three specific strategies were developed: An Annotated Bibliography of Success Programs to use as a guide for SBCC students; occupational and business guides for tracking and follow up as a means of emphasizing the importance of the Associate Degree to future earnings and career options; and a series of staff development workshops for counselors and faculty to ensure the success of occupational and business students in obtaining the Associate Degree.

4.2 PRESENTATION OF COMPUTER SCIENCE PROGRAM REVIEW REPORT (Taken out of order)

Mr. Rob Dependahl, Department Chair of Computer Science, presented a summary of the Computer Science Department Validation Team's Report on the department's strengths and recommendations. Mr. Dependahl highlighted the strengths identified: Department has been very effective in raising funds; the faculty in Computer Science is very knowledgeable and committed to student success; strong compliments on the course offerings and the fact that they articulate to UCSB; and instrumental in development of the Science Division Computer Lab. Recommended were the addition of another faculty member to the Department and the need for updated computer equipment. A discussion was held on students in the program who, in mid-semester, leave to take jobs in industry.
4.3 APPROVAL OF ATTENDANCE ALLOWANCE REQUEST FOR NON-CREDIT CLASSES DUE TO EMERGENCY CONDITIONS IN WINTER 1995 (Taken out of order)

Upon motion by Mrs. Powell, seconded by Mr. Luria, the Board unanimously approved the Attendance Allowance Requests Due to Emergency Conditions for non-credit Continuing Education Division classes in Winter 1995, as contained in the Agenda and the Attachment to the Agenda.

4.4 RETROACTIVE APPROVAL OF FUNDING UNDER JOB TRAINING PARTNERSHIP ACT TO PROVIDE REMEDIAL EDUCATION TO GAIN STUDENTS FOR 1995-96

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the Proposal for Funding under the Job Training Partnership Act to provide GAIN clients with remedial education in the areas of Adult Basic Education, GED Preparation and English-as-a-Second-Language (ESL) for the 1995-96 academic year as contained in the Agenda and the Attachment.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, 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. 16 (1994-95) PROVIDING FOR 1994-95 BUDGET REVISIONS AND TRANSFERS

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved adoption of Resolution No. 16 (1994-95) authorizing 1994-95 budget revisions as contained in the Attachment. The vote follows:

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

Noes: None

Absent: None

Consent: Ms. Hammervold

b. ADOPTION OF RESOLUTION NO. 17 (1994-95) AUTHORIZING INTERNAL TRANSFERS B98-140 THROUGH B95-168

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved adoption of Resolution No. 17 (1994-95) authorizing transfers as contained in the Attachment. The vote follows:
Ayes: Dr. Dobbs, Ms. Livingston, Mr. Luria, Mr. O'Neill, Mrs. Powell, Mr. Villegas, Dr. Alexander

Noes: None
Absent: None
Consent: Ms. Hammervold

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

7. ADJOURNMENT

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved adjournment at 7:32 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, May 11, 1995, at 4:00 p.m., Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON May 11, 1995

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