MINUTES

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

January 25, 1996

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 Dobbs at 4:08 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs, President
Ms. Joan Livingston
Mr. Eli Luria (Left at 6:00 p.m.)
Mrs. Joyce Powell, Vice President
Mr. Luis Villegas
Mr. Cruzito Cruz, Student Trustee

1.3 WELCOME

Member absent:

Mr. Desmond O'Neill

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. Susanne Culler, Professor, German/Italian (Retired)
Ms. Carol Diamond, Assistant Professor, Office Information Systems
Mr. George Gregg, Director, Educational Technology
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Dr. Elizabeth Hodes, Professor, Math Department
Mr. Richard LaPaglia, Coordinator, Student Activities
Dr. Barbara Lindemann, Professor, History/Geography Department
Ms. Ann McGorty, Personnel Specialist
Ms. Kathy O'Connor, President, Academic Senate
Ms. Lori Pearce, Chair, Classified Council
Mrs. Janice Peterson, Assistant Professor, Communication Department
Mr. Ramiro Sanchez, Dean, Academic Affairs
Mr. E. Howland Swift, Executive Director, Foundation for SBCC
Dr. Jack Ullom, President, Instructors' Association
Dr. Jinny Webber, Professor, English Department
Mr. Nelson Yang, President, Associated Student Body

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF DECEMBER 14, 1995

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular Meeting of December 14, 1995.

1.6 HEARING OF CITIZENS

Ms. Liz Auchincloss, President, CSEA, spoke to the issue of the Employee Assistance Program to be addressed later in today's Agenda expressing her appreciation on behalf of the Classified Staff to Board Members, Dr. MacDougall, the Instructors' Association, Ms. Kathy O'Connor, and Mr. Dan Oroz for their work and support on this issue.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Ms. Kathy O'Connor

Ms. O'Connor welcomed Dr. Dobbs and Mrs. Powell as President and Vice President respectively and thanked Dr. Alexander for her work as Immediate Past President. Ms. O'Connor reported on the Faculty Inservice held the past week thanking Ms. Laura Welby for the tremendous amount of work in planning for the day, and Ms. Liz Auchincloss and Mr. Tom Zeiher for their technological help in setting up equipment used during the inservice. Ms. O'Connor noted that evaluations of the Inservice rated it among the "best ever." New members to the Academic Senate are Dr. Jinny Webber, Mr. Paul McClung, and Ms. Janie Guillermo. Mr. Al Flinck was commended for his work along with 26 volunteers and the California Conservation Corp who planted 3000 plants in nine days on the campus. Ms. O'Connor stated her support for the Employee Assistance Program on today's Agenda and announced the Art Department's opening reception to be held tomorrow for featured artist, Peter Cole.

Ms. O'Connor then honored Dr. Susanne Culler upon the occasion of her retirement from Santa Barbara City College noting that Ms. Culler came to SBCC as a part-time instructor, and eventually taught German, Film, Literature, and Mathematics. She was the first women’s tennis coach, chaired the Foreign Language Department, was a member of the Representative Council, and was instrumental in development of the Women's Center. Her students will tell you of her inspiration and ability to motivate them, and her imagination, flexibility, and caring make her a true ambassador for SBCC. A booklet was put together by the Academic Senate and the introduction reads, "On behalf of the Academic Senate at SBCC, we would like to extend our appreciation for your 33 years of dedication to the student at SBCC. Through your leadership, many outstanding programs have been developed and your creativity and insight will be missed."

Ms. Culler thanked those present noting that she has always loved this campus and feels the College is one of the most progressive, democratic, and beautiful places in the
state, possibly the nation. She further noted it is wonderful to be able to give people a second and possibly a third chance at their education.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Lori Pearce

Ms. Pearce introduced herself to Board Members and stated that one of the first items of business in the Classified Council is to expand one of its positions from Facilities and Operations to encompass Food Service Workers and the Bookstore employees. The Council is working to obtain greater participation in the Classified Inservice for spring with thoughts to combining it in conjunction with Classified School Employee Week and having activities take place throughout the week. The Professional Growth Increment Program Committee is looking at the challenge of awarding increments for classes taken through distance learning. Ms. Pearce, too, noted her support for the Employee Assistance Program on today’s Agenda.

c. REPORT BY ASSOCIATED STUDENTS - Mr. Nelson Yang

Mr. Yang reported that the Associated Student Senate has been negotiating on the Student Activity Card proposal and met with the Metropolitan Transit District to review the new MTD bus pass proposal. Both issues should come to closure in the next few weeks.

d. REPORT ON CURRENT EVENTS - None

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. The College’s spring semester enrollment is up six percent with an increase in B. A. holders up 50 percent over last year. Applications are also strong with an increase of 10 percent over last year.

2. The Faculty Inservice was a positive experience with instructors spending the day looking at teaching and learning. Dr. MacDougall thanked Ms. Welby and Ms. O’Connor for their leadership and effort in organizing the day’s events.

3. Noted was the rebound of the State of California from a serious recession with a commitment of state resources in the amount of 3.4 percent for COLA for next year and 1.5 percent for growth funding. The only negative is the property tax revenue continues to be lower than anticipated.

4. Acknowledged the efforts of the members of the College Planning Council who participated in a two-day session coordinated by Vice President Romo during the winter break to look at changes that are occurring and the impact of those changes on SBCC. Every aspect of the College community was represented and participated enthusiastically in the discussion. A report to the Board of Trustees on this effort will be forthcoming in May.

5. Project Redesign continues to progress quite well. Two teams have met since the last Board Meeting--the Schedule Development Project (led by Mr. Hamre), and the Academic Support Services Project (led by Mr. Dennis Ringer).

6. The Legislature has approved a $3 billion bond issue which will be placed on the March 26 ballot. Of this amount, approximately $325 million has been set aside
for California Community Colleges. If passed, SBCC would realize $2 million for remodel efforts to the academic facilities in the Administration Building (nursing and vocational/technical area) and the development of preliminary and working drawings for the Life Science/Geology major renovation.

7. Noted Dr. Friedlander’s presentation on today’s Agenda on wage earnings of graduates of occupational/technical programs in the community colleges. Dr. Friedlander presented this report to the Board of Governors over the winter break. This research has been conducted with the Employment Development Department and is seen as the core method for following up on graduates of these programs. The research has a statewide impact to it and it is a great tribute to Dr. Friedlander and his research skills.

8. The Employee Assistance Program investment that the College is making is minor in the return that is expected in the terms of the resources that will be available to all employees of the District.

9. Announced that the College has received $100,000 from Mr. Winslow Maxwell, a Foundation Board Member, to be used for student scholarships. This is the second gift of this size from Mr. Maxwell and the Foundation is establishing an endowment in his honor. Dr. MacDougall stated that scholarships are important in assisting students in meeting their educational expenses and, more important, is the affirmation in an individual that he/she is valued and there is confidence in the student’s capacity to complete his/her education.

1.8 GOVERNING BOARD

Dr. Dobbs concurred with Dr. MacDougall’s statements on scholarships noting that Dr. Dobbs and Mr. Romo serve on the Scholarship Foundation Board and have heard first hand from students their appreciation for the support given them.

Dr. Dobbs announced the Annual Legislative Conference which will be held in Sacramento on February 4-5. Dr. MacDougall will be a presenter and Trustees Livingston, O’Neill and Cruz will be attending.

The Annual CCCT Conference will be held in Orange County on May 10-11 and an invitation was extended to trustees to participate.

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Mr. Oroz announced the appointment of Ms. Patricia Kistler, Public Information Officer, with a February 20, 1996, start date. Ms. Kistler holds a B.A. and M.S. in public administration from CSU Northridge and, since 1988, has been the publicity supervisor with the City of Santa Barbara.

Mr. Oroz recognized Ms. Stella Castellanos, Classified Personnel Clerk, for her 20 years of service to the District. Mr. Oroz acknowledged her service to the District noting Stella “is the Personnel Office,” is customer-oriented, goes out of her way to help campus employees, and is very much appreciated.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, 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. EMPLOYEE ASSISTANCE PROGRAM (Information - Approval under Item 5.1-f)

Mr. Oroz detailed the Employee Assistance Program noting it as an information item in this section of the Agenda. In 1985, the District established an Employee Wellness Program (EAP) in order to assist in individual efforts of employee well being and physical fitness. The program includes an Employee Assistance Program (EAP) component and an ongoing educational and reimbursement program for approved wellness program activities.

The EAP component includes employee referral by the Personnel Department to appropriate counseling resources in the community when requested by employees. It has been determined that this service would be significantly enhanced and expanded by contracting with an outside professional organization to provide the EAP counseling and referral services. This service would be provided on a confidential basis without District involvement or knowledge of individual employee use. The services would be offered by the Council on Alcohol and Drug Abuse, a non-profit organization, through its Save A Valuable Employee (S.A.V.E.) Employee Assistance Program.

SBCC employees eligible for participation in the program will be all probationary and regular employees of the District. The annual cost to the District would be approximately $5,100. Basically the S.A.V.E. Program offers the following:

1) Assessment and referral services to employees and their families experiencing personal problems, up to 3 sessions per employee, per problem (self-referrals or management referrals).

2) Supervisor training and consultation, to assist with program utilization and with workplace problems.

3) Orientation meetings for employees to present the benefits and utilization of the EAP Program.

4) Numerous seminars and presentations for management and employees - one hour per quarter is available at no charge, beyond that they would be purchased for a nominal charge.

b. APPROVAL OF NEW CLASSIFICATION - DIRECTOR, INFORMATION SYSTEMS DEVELOPMENT

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the Director, Information Systems Development classification as delineated in the Agenda and the Attachment.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly - No Items

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

4.1 PRESENTATION ON STATEWIDE UI WAGE RECORD DATA PROJECT (Out of order)

Dr. Jack Friedlander reported on the findings of a statewide project to track the post-education employment rates and earnings of California community college students. Dr. Friedlander stated that he was aware that the Employment Development Department sends a survey to
employers every three months on each employee to indicate how much they make and what occupation they are in. This data is then sent to Sacramento and kept on a computer file. It covers about 97 percent of all employees in the State of California. Dr. Friedlander obtained a grant which allowed the College to develop a system whereby SBCC could match the records from our students with the records from EDD to have a complete longitudinal history which included student test scores, courses they took, which degree they obtained, how much they are earning while they are here and up to three years after they leave college. Dr. Friedlander detailed statistics on students who completed under 12 units, 12-24 units, over 24 units, and those who completed degrees and certificates. What the data showed is how powerful the community college is in terms of when students complete the program. The Chancellor's Office is interested in replicating this pilot project for all of the California community colleges.

Dr. Friedlander has received another grant which will allow the collection of data to track where students work, their specific job, and the hourly wage. This will be ongoing. The findings and recommendations of this pilot project show the potential value of the Post-Education Employment Tracking System in providing data that could be used in meeting federal and state accountability requirements for occupational education and job training programs, in assisting educators in assessing and strengthening their programs, and in providing consumers with much-needed information on the economic return on their investment in selecting different types and levels of education programs and providers.

4.2 REPORT ON OFFICE INFORMATION SYSTEMS DEPARTMENT REVIEW (Out of order)

The Office Information Systems Department has completed its program evaluation and review. Ms. Carol Diamond, department chair, reported on the findings and recommendations from the Validation Team of the OIS Department Review. Ms. Diamond stated that their department used to train secretaries; it now trains office support personnel. The Department has a four-level certificate program--administrative clerk, word processor, assistant, and administrative specialist. Thirty courses and 22 different computer applications or modules are taught. The "clients" now taking these courses are owners of small businesses, single mothers, managers now trying to acquire secretary skills, homeless people needing skills, real estate agents who now must rely on the computer for all areas of their work, an increase in international students, students with disabilities, underrepresented and high-risk students. Day and night classes are offered, Saturday classes, short classes, open entry-open exit classes; and classes are offered at the Wake Center. Workshops have been created--this is a combination of internships and work experience. Student retention has improved by 40 percent. Students are being prepared for the high tech workplace and high-risk students are succeeding.

Ms. Diamond stated that the challenge they face is change, and it is rapid change. Ms. Myrna Harker is on sabbatical leave this year trying to keep pace with this change. Ms. Mindy Maas is a new faculty person who brings excellent expertise, experience, and professionalism to the OIS Department. Ms. Diamond thanked Board Members for the opportunity to present the OIS Department Review.

4.3 SUBMITTAL OF GRANT APPLICATION TO CITY OF SANTA BARBARA

Upon motion by Mr. Villegas, seconded by Mrs. Powell, the Board unanimously approved ratification of the submittal of the grant application to the City of Santa Barbara as contained in the Agenda and the Attachment.
4.4 RECOMMENDED APPROVAL OF TITLE CHANGE, CONTINUING EDUCATION DIVISION, SPRING TERM 1996

Upon motion by Ms. Livingston, seconded by Dr. Alexander, the Board unanimously approved the proposed title change for the following Continuing Education course effective Winter 1996:

Penned-Up Emotions: The Horror Genre in Literature and Film*

* Non-State-Funded

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the Business Consent Items as contained in the Agenda, Attachments, and the Enclosure with a correction to 5.1-g--total amount for Cal-SOAP augmentation should have read $53,000.

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 6 (1995-96) AUTHORIZING PAYMENT OF OUTDATED WARRANT

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 6 (1995-96) and authorization of payment of the outdated warrant as contained in the Agenda and the Attachment. The vote follows:

Ayes: Dr. Alexander, Ms. Livingston, Mrs. Powell, Mr. Villegas, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Mr. O'Neill
Concur: Mr. Cruz

b. ADOPTION OF RESOLUTION NO. 7 (1995-96) ESTABLISHING NON-RESIDENT TUITION FEE FOR 1996-97

Upon motion by Mrs. Powell, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 7 (1995-96) establishing the per-unit, non-resident tuition fee for the 1996-97 academic year at $114.00 and $123.00 (foreign students). The vote follows:

Ayes: Dr. Alexander, Ms. Livingston, Mrs. Powell, Mr. Villegas, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Mr. O'Neill
Concur: Mr. Cruz
c. ADOPTION OF RESOLUTION NO. 8 (1995-96) AUTHORIZING ROUTINE INTERNAL TRANSFERS B96-001 THROUGH B96-063

Upon motion by Mrs. Powell, seconded by Ms. Livingston, the Board unanimously approved Resolution No. 8 (1995-96) authorizing routine internal transfers as contained in the Attachment. The vote follows:

Ayes: Dr. Alexander, Ms. Livingston, Mrs. Powell, Mr. Villegas, Dr. Dobbs
Noes: None
Absent: Mr. Luria, Mr. O’Neill
Concur: Mr. Cruz

d. WAKE CENTER UPPER PARKING LOT RESURFACING-CHANGE ORDERS NO. 1 & 2

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Change Orders No. 1 & 2, Wake Center upper parking lot resurfacing, as described in the Attachment.

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

7. ADJOURNMENT

Upon motion by Mr. Villegas, seconded by Dr. Alexander, the Board unanimously approved adjournment at 6:13 p.m., setting a Board Study Session on Thursday, February 8, 1996, at 4:00 p.m. The next Regular Meeting of the Board of Trustees will be held on Thursday, February 29, 1996, at 4:00 p.m., Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON February 29, 1996

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