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

November 14, 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 Dr. Alexander at 4:03 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Ms. Joan Livingston
Mr. Desmond O'Neill
Mr. Luis Villegas
Ms. Marina Gonzalez, Student Trustee

Members absent:

Dr. Joe Dobbs, President
Mr. Eli Luria
Mrs. Joyce Powell, Vice President

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Supt/President, Secretary/Clerk to the Board of Trustees
Ms. Liz Auchincloss, President, CSEA
Ms. Jane Brody, Professor, English Department
Ms. Patricia Canning, Chair, Classified Council
Dr. Charles Courtney, Faculty, Emeritus
Mr. Benjamin Eichert, President, Associated Student Body
Mrs. Lynda Fairly, Vice President, Student Affairs
Dr. Joan Grumman, Professor, English
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Ms. Maja Hanson, Reporter, THE CHANNELS
Ms. Patricia Kistler, Public Information Officer
Ms. Claudia Mitchell, Professor, Nursing
Dr. Kimberly Monda, Instructor, English
Mr. Dan Oroz, Vice President, Human Resources
Ms. Terre Ouwehand, Assistant Professor, English
Mr. Jose Peraza, Coordinator I, EOPS
Ms. Marsha Roberson, Instructor/Director, Health Occupations
Ms. Renee Robinson, Coordinator I, Continuing Education
Mr. Ramiro Sanchez, Dean, Academic Affairs
Ms. Pat Snyder, Executive Director, The Foundation for SBCC
Miss Dorothy Taylor, Volunteer, SBCC Memorial Gardens
Dr. Jack Ullom, President, Instructors' Association
Dr. Jinny Webber, Professor, English Department

1.3 WELCOME

Dr. Alexander extended a cordial welcome to all present.

1.4 CLOSED SESSION (Was taken after Item 6.2)

a. ADJOURN TO CLOSED SESSION

The Board convened to Closed Session at 5:45 p.m. to confer with legal counsel.

1) Existing Litigation

a) CSEA Unfair Labor Practice Charge No. LA-CE-3707
b) Public Employee Discipline

2) Anticipated Litigation: One Case

b. RECONVENE TO OPEN SESSION

The Board convened to Open Session at 6:37 p.m. Dr. Alexander announced that the Board had considered the matters listed and given the Superintendent/President the authority to proceed with the recommendations.

1.5 MINUTES OF REGULAR MEETING OF OCTOBER 10, 1996

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular Meeting of October 10, 1996.

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 extended congratulations to Dr. MacDougall for receiving the Santa Barbara County Volunteer of the Year Award from the National Association of Fundraising Executives; thanked everyone involved in President Clinton's visit to the campus for their work in making the day as exciting as it was; the Academic Senate will be holding special meetings next week for presentations from 15 departments for final rankings on faculty positions for Fall 1997; will be reviewing sabbatical leave
applications in December; announced that Dr. Rocky Young, VP of Academic Affairs at Santa Monica College, will be holding a discussion on our campus regarding calendar options; and announced the Faculty Chamber Concert being held on November 16 and 17 and Manuel Unzueta's art show on November 15.

Dr. Joan Grumman was present and honored by colleagues on the occasion of her retirement effective December 1996. Ms. O'Connor, on behalf of the Academic Senate, presented Dr. Grumman with an engraved clock. Dr. Jinny Webber spoke to Dr. Grumman's tenure at the College and noted that the International Education Program at Cambridge was developed with leadership by Drs. Grumman and Webber. Dr. Grumman stated that she has mixed emotions at this time, has worked with a wonderful faculty and administration over the years, and is looking forward to a post-retirement contract in 1998.

Dr. Alexander thanked Dr. Grumman for her 23½ years of service to the SBCCD and stated she is glad Dr. Grumman will be back on a post-retirement contract. Dr. MacDougall noted that Dr. Grumman portrays the characteristics of an ideal teacher, has been a tremendous contributor to the College, and stated his appreciation for her service to the District.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Pat Canning

Ms. Canning reported that Classified Council has been reviewing professional growth increment applications; the latest Classified Currents Newsletter was distributed in the Fall to staff; there are availabilities for classified representation on College committees and it is hoped that after the accreditation visit, classified employees will step forward to participate on these committees; an election is upcoming for four vacancies on Classified Council; planning will take place for the spring inservice; and Classified Council will be participating in the Foundation's 21st Century Campaign.

c. REPORT BY ASSOCIATED STUDENTS - Mr. Ben Eichert

Mr. Eichert reported that the Associated Students are in the process of conducting a parking survey; will be conducting a holiday raffle to benefit the Council for Christmas Cheer and will use the raffle to promote the Student Activity Card (buy a card and receive a raffle ticket); and, at the December 12 meeting, the amendments to the Associated Students' Constitution regarding the Student Trustee-Elect position will be presented for Board approval.

d. REPORT ON CURRENT EVENTS - Ms. Patricia Kistler

Ms. Kistler announced that the annual CARE Program Thanksgiving Dinner fundraiser is now seeking donations, and an Employment Redesign Project is currently underway.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Commended the College community on the preparation that went into the Accreditation Self-Study and the preparation for the team visit to the College. Dr. MacDougall stated he was pleased with the very positive comments made by Dr. Gould (team chair) during the exit interview and noted that the comments acknowledged how very well the institution works together.
2. Commented on the visit to the College by President Bill Clinton and the news coverage generated by this visit. Dr. MacDougall thanked College staff for their coordinated efforts with the White House staff in pulling the event together. He stated that the educational impact with such a visit was substantial, and it brings before the students the significance of our democratic process and how important it is to engage in that process.

3. Congratulated Ms. Livingston, Mr. Luria, and Mr. Villegas who went unopposed in this past election and who will serve the College for four-year terms.

4. Announced that in the passage of Proposition 209, he sees very little, if any, impact upon the College and faculty, and stated that the College will continue to be strong in its efforts to ensure it has as diverse a pool from which to select candidates for positions as has ever been available. In terms of the student body, the College will continue to make every effort to ensure our student body is reflective of the community of the greater Santa Barbara area. Dr. MacDougall noted that he wanted the College community to know there would be no weakening of our institutional efforts in those areas that are significant.

5. Informed Board Members that in the area of Project Redesign some progress is being made with Hewlett Packard in terms of a general partnership. There is also a potential with Oracle Corporation in working with the College in a number of areas and initial work is taking place with them. In Mr. Hamre’s report on today’s Agenda, he will be providing an overview of the effort on conversion and that is foundational to our work in implementing the team efforts on Project Redesign. We are awaiting faculty responses to an RFP for projects to be redesigned and are confident there will be a good response.

6. Updated Board Members on a letter to Chancellor Nussbaum reflecting a concern that results from a decision by five CSU campuses and some UC campuses to close the admissions process for new and transferring students until next September. Transfer is a key mission of the community colleges, and Dr. MacDougall was bringing this item to the Board’s and College community’s attention to make them aware that we are trying to anticipate the problems and get a response to them.

A discussion between Dr. MacDougall and Board Members ensued on this issue.

1.8 GOVERNING BOARD

Ms. Livingston discussed the invitation she received from THE CHANNELS staff to attend an editorial review and see how the paper is planned and put together and noted how impressive this session had been.

Mr. O’Neill, on behalf of the Board, commended the administration, faculty, staff and students on the work done to facilitate the accreditation and President Clinton’s visits on campus during the week of October 28 - November 1.

(At this time, Item 4.1 was taken out of order.)
2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Mr. Oroz announced the 15-year classified longevity career increment of Ms. Jeanette Huglin who will be coming to the December Board to receive her certificate.

Deleted from the Agenda was Maria Reed, Continuing Education Professional Consultant/Speaker.

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

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 RECOMMEND APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE IN NURSING (ADN)

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved conferring upon each of the 8 candidates the Associate in Science degree in Nursing (ADN) upon completion of the State and local requirements.

3.2 RECOMMEND RATIFICATION OF SUBMISSION OF THE EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS) PROGRAM PLAN AND BUDGET FOR 1996-97

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved ratification of the Extended Opportunity Programs and Services Project and Budget Plan for 1996-97 as contained in the Attachment.

3.3 RECOMMEND ADOPTION OF THE MARINE DIVING TECHNOLOGY’S DEPARTMENT SUBSTANCE ABUSE POLICY FOR STUDENTS

Upon motion by Mr. Villegas, seconded by Mr. O'Neill, the Board unanimously approved the Marine Diving Technology Substance Abuse Policy for students as contained in the Agenda and the Attachment.

3.4 RECOMMEND ADOPTION OF THE AMENDED "FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT"

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved the amended Family Educational Rights and Privacy Act Policy 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)

Ms. Kathleen Molloy, Associate Professor, English/Essential Skills, reported on her sabbatical leave activities, Fall 1995. She stated that she began her research by looking at the characteristics of second language students that affect their learning and our teaching, and then focused on ways to teach ESL students more effectively, particularly in college reading and writing classes. Ms. Molloy presented a synthesis of her research to her colleagues at the
English/Essential Skills Inservice Day this past Spring and was invited to discuss her research with the ESL Department at their inservice in May. Ms. Molloy thanked Board Members for the opportunity the sabbatical leave presented her.

4.2 RECOMMENDED APPROVAL OF NEW COURSES, CONTINUING EDUCATION DIVISION—WINTER 1997

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved the new Continuing Education courses and title changes effective Fall 1996 as contained in the Attachment.

4.3 RECOMMENDED APPROVAL OF CONTINUING EDUCATION MEDICAL RECORDS CLERK TRAINING PROGRAM - WINTER 1997

Ms. Renee Robinson and Ms. Marsha Roberson presented an overview of the Medical Records Clerk Training Program to Board Members.

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved the 12-week, non-credit Medical Records Clerk Training Program designed to provide entry-level skills to individuals in a variety of settings including hospitals, medical/dental offices, clinics, long-term care, home health and other medical affiliated agencies as contained in the Agenda and the Attachment.

4.4 RECOMMEND APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN SANTA BARBARA COMMUNITY COLLEGE DISTRICT AND THE HOUSING AUTHORITY OF THE CITY OF SANTA BARBARA

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved the SBCCCD and the Housing Authority of the City of Santa Barbara entering into a memorandum of understanding as part of the City's application to HUD for funding of an Economic Development and Supportive Services (EDSS) grant as described in the Attachment.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. Villegas, seconded by Mr. O'Neill, the Board unanimously approved the Business Consent Items as contained in the Agenda and Attachments with the removal of Special Trust Account 5602 from Item 5.1-d.

5.2 BUSINESS ACTION ITEMS

a. ADMINISTRATION BUILDING REMODEL, INFORMATION RESOURCES - CHANGE ORDER NO. 1

Upon motion by Ms. Livingston, seconded by Mr. Villegas, the Board unanimously approved Change Order No. 1, Administration Building Remodel, Information Resources, in the amount of $4,586.26, revised contract price $328,318.26, no additional days, as described in the Attachment.
b. ADOPTION OF RESOLUTION NO. 4 (1996-97) DESIGNATING REPRESENTATIVE AND ALTERNATIVE REPRESENTATIVE TO SELF-INSURANCE RISK MANAGEMENT AUTHORITY (SIRMA III)

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved adoption of Resolution No. 4 (1996-97) authorizing Dr. Charles L. Hanson, Vice President of Business Services, as the District’s representative to SIRMA III JPA (medical eye services) and Mr. John Sells, Personnel Coordinator, as the alternate, as contained in the Agenda and the Attachment. The vote follows:

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

6. INFORMATION RESOURCES

6.1 UPDATE ON DATABASE SYSTEMS CONVERSION PROJECT

Mr. Bill Hamre presented an update on the evaluation framework and process for assessing alternatives for the College to move all of its administrative computer systems to a client/server environment. Mr. Hamre reviewed the overall evaluation framework the College is using in the assessment process, gave an update on the alternatives and where we are on the assessment of the three alternatives the College is pursuing, and identified the next steps in the review process. The alternatives under review include the purchase of systems from Buzzeo Corporation, purchase of systems from Delta College/Gemstone/Oracle, and collaborative development of new systems with Compuflex/GDI. Mr. Hamre will update Board Members at the December Board meeting on the status of the project.

6.2 STATE TELECOMMUNICATIONS FUNDING

Mr. Bill Hamre reported on the state telecommunications funding initiative which was included in statewide this year in the 1996-97 State Budget Act to provide funding to community college districts to support the development of local college infrastructure. Allocations to individual colleges were made by the Chancellor’s Office in three areas: 1) a high-speed connection to the Internet; 2) video-conferencing equipment; and, 3) an upgrade of satellite downlink capabilities to digital quality.

Mr. Hamre noted that while this funding provides needed local support for the development of telecommunications infrastructure, there are a number of serious policy issues involved in this State initiative. Dr. MacDougall has outlined these issues in a letter to Chancellor Tom Nussbaum, which accompanied our District’s letter of intent to participate in this program. Mr. Hamre further noted that at the December Board meeting, he will be bringing a plan for telecommunications that is required as part of acceptance of dollars within this program and how we anticipate expending the money being provided by the Chancellor’s Office.

A discussion ensued on this item,
7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved adjournment at 6:38 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, December 12, 1996, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON December 12, 1996

[Signatures]

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board